McLean County Unit District No. 5
Board of Education Regular Meeting Agenda

Wednesday, November 16, 2022
Public Session - 6:30pm (Sign up for public comments will be open from 5:15pm - 6:15pm)
Normal West High School
501 N Parkside Rd
Normal, IL 61761

1. **CALL TO ORDER AND ROLL CALL**
2. **ADJOURN TO CLOSED SESSION (5:30p.m.)**

Recommended motion: Move to adjourn to closed session to discuss the following matter according to the exceptions provided in the Open Meetings Act and specified as follows:
•2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity and
•2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

3. **RECESS**
4. **RETURN TO PUBLIC SESSION**
5. **PLEDGE OF ALLEGIANCE**
6. **FOCUS ON STUDENTS AND GOOD NEWS REPORTS**
   - A **NCWHS Girls Cross Country Team** **4**
   - B **Northpoint Rock Your School Day** **5**
   - C **Normal Marching Band** **6**
   - D **Illinois School Board Members Day** **7**
7. **SUPERINTENDENT COMMENTS**
8. **PUBLIC COMMENTS**
9. **REPORTS**
   - A **2021-2022 Audit Report** **8**
   - B **Preliminary Report on Tax Levy** **14**
   - C **Enrollment and Achievement Report** **29**
   - D **1st Reading of Board Policies, Administrative Procedures and Exhibits**
     - 1 **Section 1: School District Organization**
       - a. Policy 1.30 District Philosophy and Mission Statement 54
     - 2 **Section 2: Board of Education**
       - a. Policy 2.210 Organizational Board Meetings 55
     - 3 **Section 3: General School Administration**
       - a. Policy 3.50 Administrative Personnel Other Than the Superintendent 56
     - 4 **Section 4: Operational Services**
       - a. Policy 4.10 Fiscal and Business Management 58
       - b. Policy 4.140 Waiver of Student Fees 60
     - 5 **Section 5: Personnel**
       - a. Policy 5.20 Workplace Harassment Prohibited 62
       - b. Policy 5.120 Employee Ethics; Conduct; and Conflict of Interest 66
       - c. Policy 5.250 Leaves of Absence 72
       - d. Policy 5.270 Employment At-Will, Compensation, and Assignment 79
       - e. Policy 5.280 Duties and Qualifications 80
       - f. Policy 5.290 Employment Termination and Suspensions 82
       - g. Policy 5.300 Schedules and Employment Year 84
       - h. Policy 5.310 Compensatory Time-Off 85
       - i. Policy 5.320 Evaluation 86

j. Administrative Procedure 5.150-AP1 Personnel Records 87
k. Administrative Procedure 5.170-AP1 Copyright Compliance 92
l. Administrative Procedure 5.170-AP2 Seeking Permission to Copy or Use Copyrighted Works 98
m. Administrative Procedure 5.250-AP1 School Visitation Leave 100
n. Administrative Procedure 5.285-AP1 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers 101
o. Exhibit 5.220-E1 Unsatisfactory Performance Report for Substitute Teachers 108
6 **Section 6: Instruction**
a. Policy 6.210 Instructional Materials 109
b. Policy 6.230 Library Media Program 110
c. Administrative Procedure 6.230-AP1 IMC Collection Development 111
d. Exhibit 6.250-E1 Volunteer Information Form and Waiver of Liability 114
7 **Section 7: Students**
a. Policy 7.15 Student and Family Privacy Rights 117
b. Policy 7.250 Student Support Services 121
E **Requests for Information Pursuant to the Illinois Freedom of Information Act** **122**
The District has received and processed the following requests for information:
10. **ACTION**
A **Approve 2021-2022 Audit** **123**
11. **CONSENT AGENDA**
A **Approval of Minutes**
Minutes are not released for public viewing until approved by the Board of Education
1 **Regular Session 10.19.22**
2 **Closed Session 10.19.22**
B **Personnel Matters** **272**
C **Payment of Bills and Payrolls**
1 Bills & Payroll Reports 277
D **Approve Finance Department Reports**
1 **Financial Statements as of September 2022** **332**
E **Approve Board Policies, Administrative Procedures, and Exhibits**
1 **Section 2: Board of Education**
a. Policy 2.230 Public Comments at Board Meetings and Petitions to the Board 340
2 **Section 4: Operational Services**
a. Policy 4.10 Fiscal and Business Management 342
b. Policy 4.70 Resource Conservation 344
c. Policy 4.180 Pandemic Preparedness; Management; and Recovery 345
d. Administrative Procedure 4.110-AP2 Bus Driver Communication Devices 347
e. Administrative Procedure 4.170-AP4 National Terrorism Advisory System 349
f. Administrative Procedure 4.180-AP1 School Action Steps for Pandemic Influenza 352
g. Exhibit 4.60-AP4,E1 Internal Procedures for Procurement Transactions 358
h. Exhibit 4.170-AP1,E2 Memo To Staff Regarding Contacts from Media 359
3 **Section 5: Personnel**
a. Policy 5.40 Communicable and Chronic Infectious Disease 360
b. Policy 5.70 Religious Holidays 361
c. Policy 5.80 Court Duty 362
d. Policy 5.240 Suspension 363
e. Administrative Procedure 5.40-AP1 Communicable and Chronic Infectious Disease 365
f. Administrative Procedure 5.130-AP1 Email Retention 367
4 **Section 6: Instruction**
a. Policy 6.70 Teaching About Religions 369
b. Policy 6.80 Teaching About Controversial Issues 370

c. Policy 6.140 Education of Homeless Children 371
d. Administrative Procedure 6.70-AP1 Teaching About Religions 372
e. Administrative Procedure 6.140-AP1 Education of Homeless Children 373
5 **Section 7: Students**
a. Policy 7.270 Administering Medicines to Students 379
b. Administrative Procedure 7.10-AP2 Accommodating Breastfeeding Students 384
c. Administrative Procedure 7.270-AP1 Dispensing Medication 385
d. Administrative Procedure 7.270-AP2 Checklist for District Supply of Undesignated Medications 391
e. Administrative Procedure 7.285-AP1 Anaphylaxis Prevention, Response, and Management Program 397
f. Exhibit 7.270-E1 School Medication Authorization Form 407
g. Exhibit 7.340-AP1,E1 Notice to Parents-Guardians and Students of Their Rights Concerning a Student's School Records 409
F **Approve Contract Agreement for Consulting Services between McLean County Unit District No. 5 and Bushue Human Resources, Inc., January 1, 2023 to December 31, 2025** **415**
G **Resolution Designating Martin Hickman as an Authorized Agent to the Illinois Municipal Retirement Fund** **417**
H **Approve 2023-2024 Course to Career Guide** **418**
I **RESOLUTION OF THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, ADOPTING THE MCLEAN COUNTY MULTI-JURISDICTIONAL ALL HAZARDS MITIGATION PLAN** **531**
J **Approve Midwest Transit Equipment, Inc. Bid for Ten 2024 77 Passenger Buses, Seven 2024 35 Passenger Buses and Three 2024 Special Needs Buses** **533**
K **Convenience Account Establishment** **535**
L **Activity Fund Establishments** **536**
M **Donation Request** **540**
N **Overnight Trip Requests** **541**
12. **BOARD REPRESENTATIVE COMMITTEE MEETING REPORTS, ANNOUNCEMENTS AND COMMENTS**
13. **ADJOURNMENT**

NORMAL WEST HIGH SCHOOL
501 N Parkside Rd, Normal, IL 61761
309.557.4402
unit5.org/normalwest

To: Dr. Weikle and the Board of Education
From: Wes Temples & Chad Aubin
Re: Normal West Girls Cross Country team/Julie Bach Individual
Date: November 16, 2022

The Normal West girl's cross country team finished their 2022 season strong by winning their sectional and placing 10th at the IHSA State Finals. This is the highest finish in program history. The 7 girls which made up the team are Julie Bach, Ashleigh Horton, Sammy Lehr, Madison Schweizer, Ava Starkey, Amanda Warren, and Renee Warren.

Freshman Julie Bach had a stand-out performance, placing 6th overall and earning an All-State medal. Her season-best time of 17:31 places her 3rd on the Normal West all-time cross country best list.

Dr. Weikle and Unit 5 Board of Education,

I am excited to share with you good news from Northpoint Elementary School. On Friday, October 21 Northpoint staff and students participated in a "Rock your School" day at Northpoint. I would like to recognize our "Rock your School" committee and the entire staff for their work on this day. The school was decorated in a rock and roll theme. Students and staff dressed up as rock stars and walked the red carpet into school. We then had special rock your reading, rock your math, and rock your writing activities throughout the day. We ended with a short dance party. Thank you to Northpoint staff for making this a memorable day.

Thank you,

Matt Harr
Principal
harm@unit5.org
Northpoint Elementary School: students, teachers, staff, and families working together to inspire individuality through social, personal, and academic excellence.

Normal West High School
Normal Community High School

To: Dr. Weikle and the Board of Education
From: Dave Johnson & Adam Zbrozek
Re: Normal Marching Band
Date: November 16, 2022

Congratulations to the Normal Marching Band for placing 1st in 6A and 2nd overall at the Illinois State Marching Band Championships on October 22, 2022. This is Unit 5's highest placement ever in this competitive event which earns the high schools a state championship. In addition, the band earned top awards in music performance, visual performance, performance effect, and crowd appeal. The Normal Marching Band features students from both Normal West and Normal Community and is directed by Ryan Budzinski and Paul Carter along with a team of staff and volunteers that includes retired Unit 5 directors Lance Meadows, Lisa Preston, and George York.

Other highlights from the season include a Division I Rating at the Bands of America St. Louis Super Regional Championships and being named the Grand Champion at the Metamora Competition. Over the course of the season, the band has finished ahead of all but two of the 87 Illinois bands that it has seen in competition. More importantly, it has given outstanding performances to tens of thousands across the state and region. We are exceptionally proud of this collaborative ensemble and the opportunity for students from both high schools to work and perform together in a pursuit of excellence.

NMB
The Pride of Unit 5

Illinois Association of School Boards

Illinois School Board Members Day

November 16, 2022

Barry Hitchins - President

Stan Gozur - Vice-President

Kelly Pyle - Secretary

Kentrica Coleman - Board Member

Jeremy DeHaai - Board Member

Alan Kalitzky - Board Member

Amy Roser - Board Member

We'll get you there.

McLean County Unit School District No. 5

Audit Presentation

Year-Ended June 30, 2022

CPAs | CONSULTANTS | WEALTH ADVISORS

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Audit Process

- Performed audit using a risk-based approach.
- Time spent understanding and testing each audit area was commensurate with the level of assessed risk.

Internal Controls	Cash & Investments	Activity Funds	Capital Assets	Long-term debt/leases
Property Tax Revenue	Federal and State Revenue	Payroll Expenses	General Disbursements	Uniform Grant Guidance (Title I and ESSER)

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Audit Deliverables

- Audited Financial Statements-Adverse opinion for GAAP, Unmodified for cash basis
- Government Audit Standards and Single Audit Report-Unmodified opinions
- Annual Financial Report, regulatory basis
- Governance Communication Letter
- Consolidated Year-End Financial Report

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Findings/Recommendations

- Financial Statements: *No findings noted*
- Federal Funds Report: *No findings noted*

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Governance Communication

Overall	Estimates	Difficulties	Other
• Significant accounting policies in Note 1 • New GASB standard required to be implemented that impacted your financial statements—GASB 87, *Leases*	• No accounting estimates significant to the financial statements	• No difficulties with management • No disagreements encountered	• Audit adjustments related to implementing GASB 87, *Leases*

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Questions?

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Principal
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CLAconnect.com

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McLean County Unit District 5[14]

Proposed Property Tax Levy 2022

Presented November 16, 2022

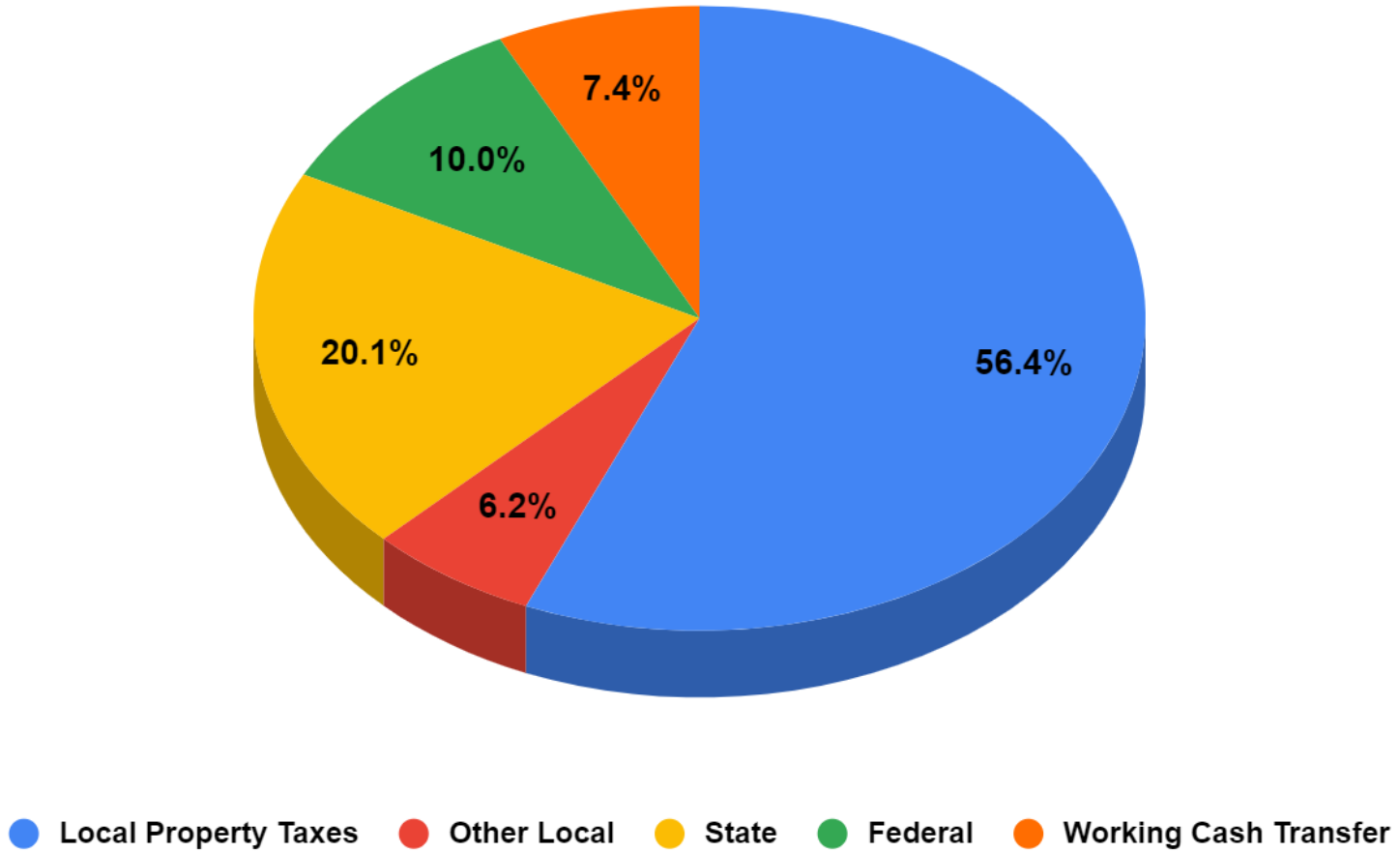
Levy Calendar

- November 16: Present Proposed Tax Levy
- December 14: Board Consideration to Adopt Levy Resolution
- December 27: Last Date to File Levy
- March/April: Verify Levy & Extension with County
- May/June: County Extends & Collections Begin

Why the levy is important

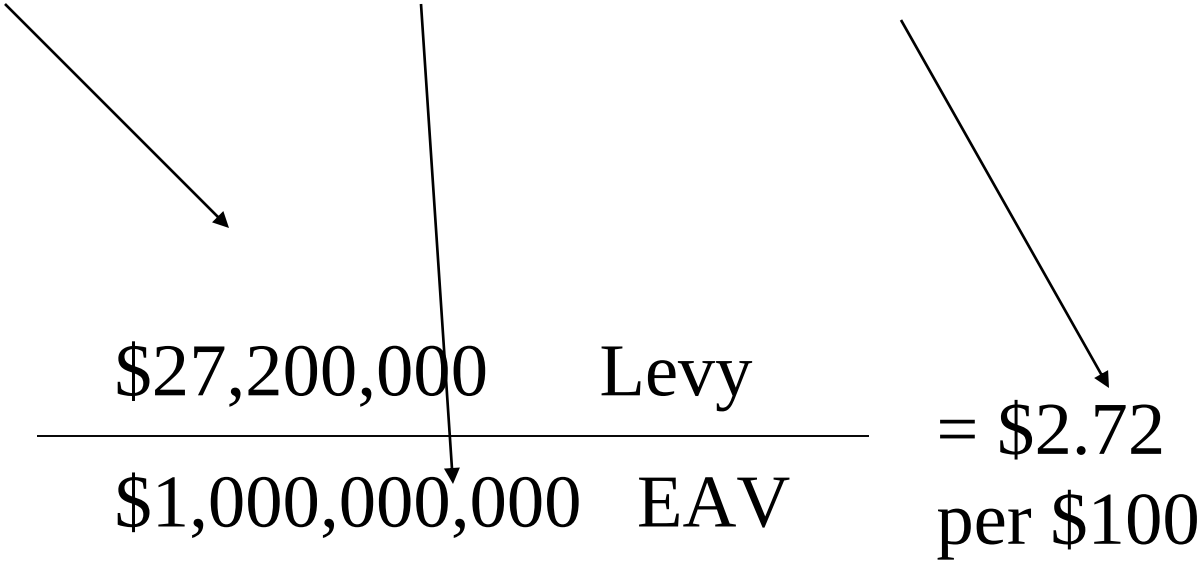
2022-23 Budgeted Revenue

Educational, Operations & Maintenance, Transportation & Tort Funds



Levy Components - Example

- The County calculates the final tax rate and the extension is based on the actual EAV, the levy set by the School Board, and the statutory maximum rates.

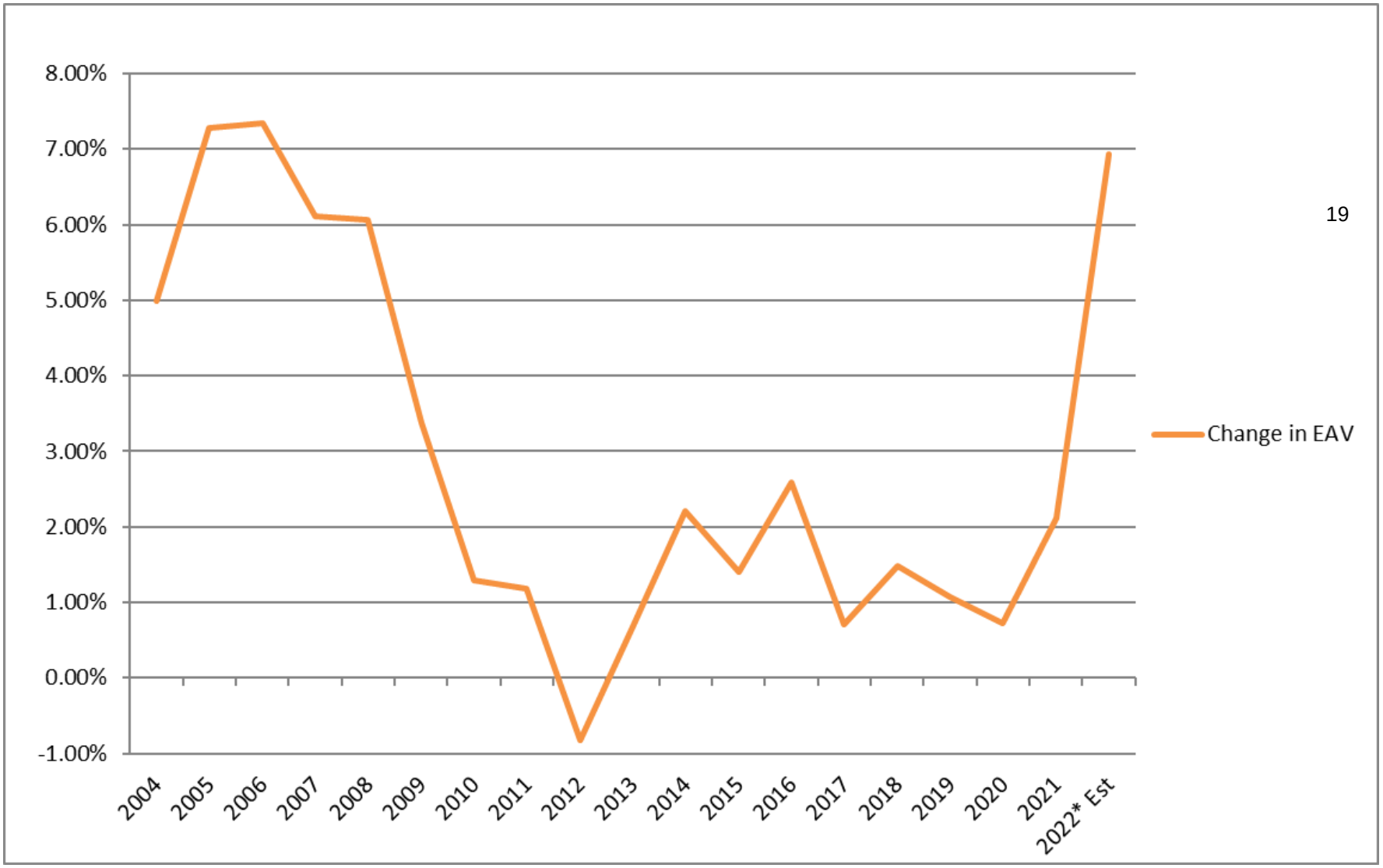


EAV estimates

- Estimated 6.00% actual increase in equalized assessed value on existing[18] property.
- Proposed levy assumes a 8.00% in equalized assessed value on existing property.
- $21,519,315 in new construction.

* EAV is not determined by the District.

Historical EAV



Estimated Actual 2022 Extension

ESTIMATED ACTUAL EXTENSION

	Actual EAV $2,322,811,978			Estimated EAV $2,483,700,012		
		Extension	**Tax Rate 2021**	**Levy**	**Tax Rate 2022**	
Educational		63,180,486	$2.72	67,556,641	$2.72	
Operations & Maintenance		11,614,059	$0.50	12,418,501	$0.50	
Transportation		4,645,624	$0.20	4,967,401	$0.20	
Working Cash		1,161,406	$0.05	1,241,851	$0.05	
Municipal Retirement		2,250,109	$0.10	2,250,000	$0.09	
Social Security		2,250,109	$0.10	2,500,000	$0.10	
Fire Prevention & Safety		1,161,406	$0.05	1,241,851	$0.05	
Tort Immunity		5,850,467	$0.25	6,050,000	$0.24	
Special Education		929,125	$0.04	993,481	$0.04	
Leasing		1,160,417	$0.05	1,241,851	$0.05	
	Sub-total	94,203,207	$4.06	100,461,577	$4.04	
Debt		36,212,405	$1.56	36,568,418	$1.47	
*Rate set by McLean & Woodford Counties						Levy Growth
	Total Levy	130,415,612		137,029,995		5.07%
						Rate Change
	Total Rate		$5.615		$5.517	-$0.097

Proposed 2022 Levy

	Actual EAV $2,322,811,978	Extension	Tax Rate 2021	Estimated EAV $2,530,156,251	Levy	Tax Rate 2022
Educational		63,180,486	$2.72		68,820,251	$2.72
Operations & Maintenance		11,614,059	$0.50		12,650,782	$0.50
Transportation		4,645,624	$0.20		5,060,313	$0.20
Working Cash		1,161,406	$0.05		1,265,079	$0.05
Municipal Retirement		2,250,109	$0.10		2,250,000	$0.09
Social Security		2,250,109	$0.10		2,500,000	$0.10
Fire Prevention & Safety		1,161,406	$0.05		1,265,079	$0.05
Tort Immunity		5,850,467	$0.25		6,050,000	$0.24
Special Education		929,125	$0.04		1,012,063	$0.04
Leasing		1,160,417	$0.05		1,265,079	$0.05
	Sub-total	94,203,207	$4.06		102,138,646	$4.04
Debt*		36,212,405	$1.56		36,568,418	$1.45
*Rate set by McLean & Woodford Counties						
	Total Levy	130,415,612			138,707,064	
	Total Rate		$5.615			$5.482

Levy Growth
6.36%

Rate Change
-$0.1324

Home Owner Impact

- Dependent on tax rate and equalized assessed value.

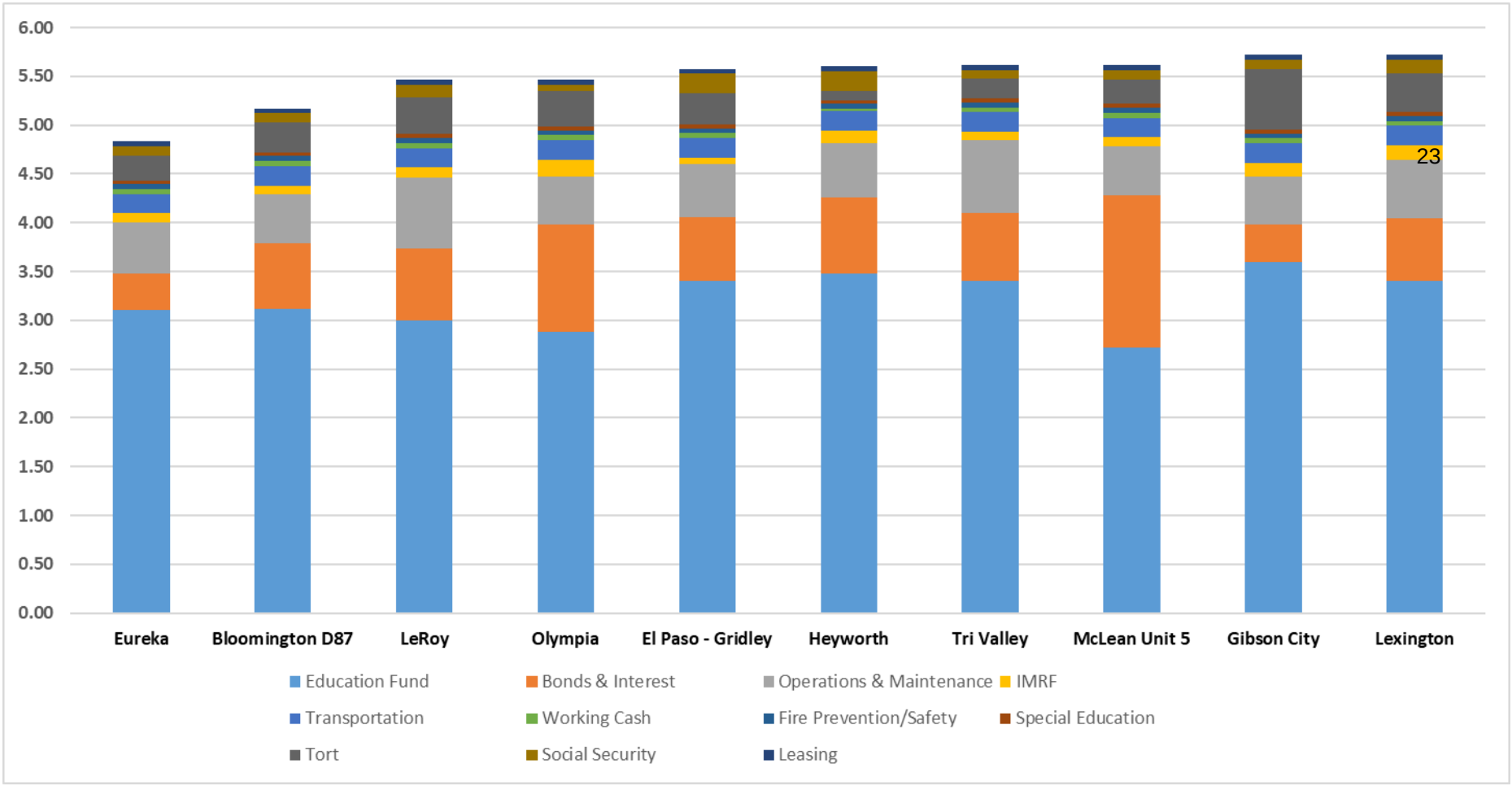
- Tax rate projected to decrease between $0.10 and $0.13.

- Home owner could still see an increase in taxes if their equalized assessed value increased.

* EAV is not determined by the District.

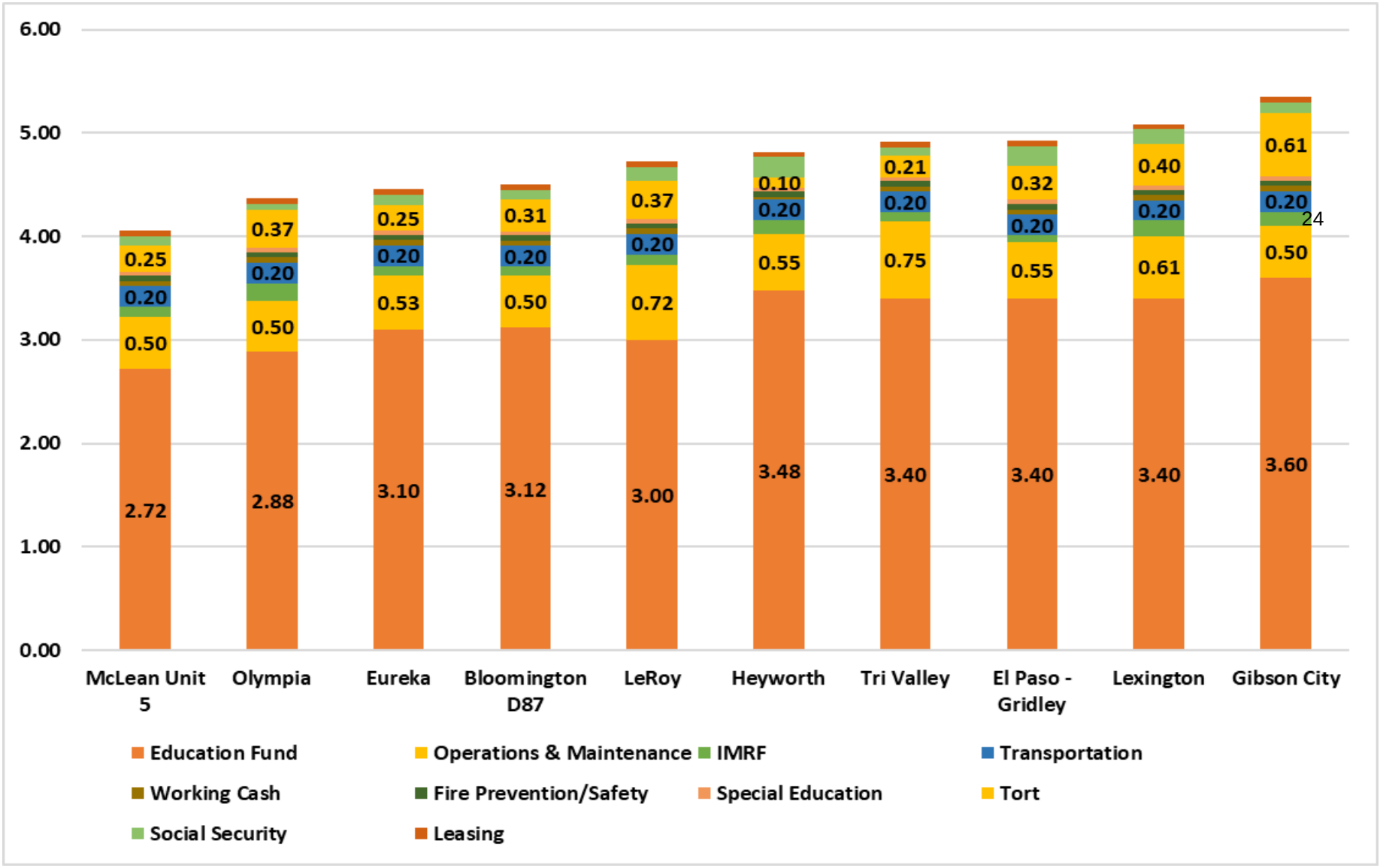
Unit5

Tax Rates by District 2021



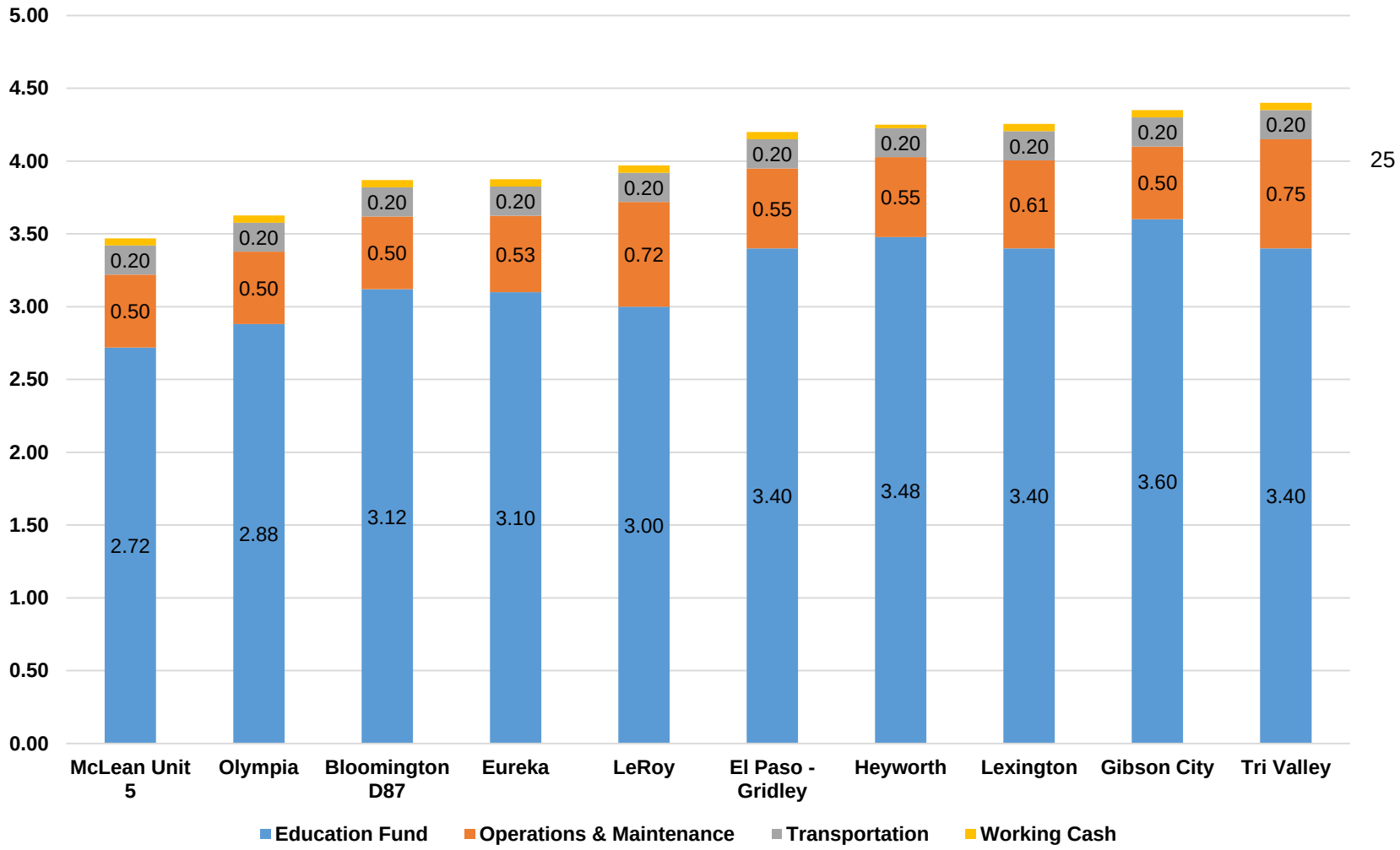
Unit5

Tax Rates by District 2021 – Excluding Bonds & Interest

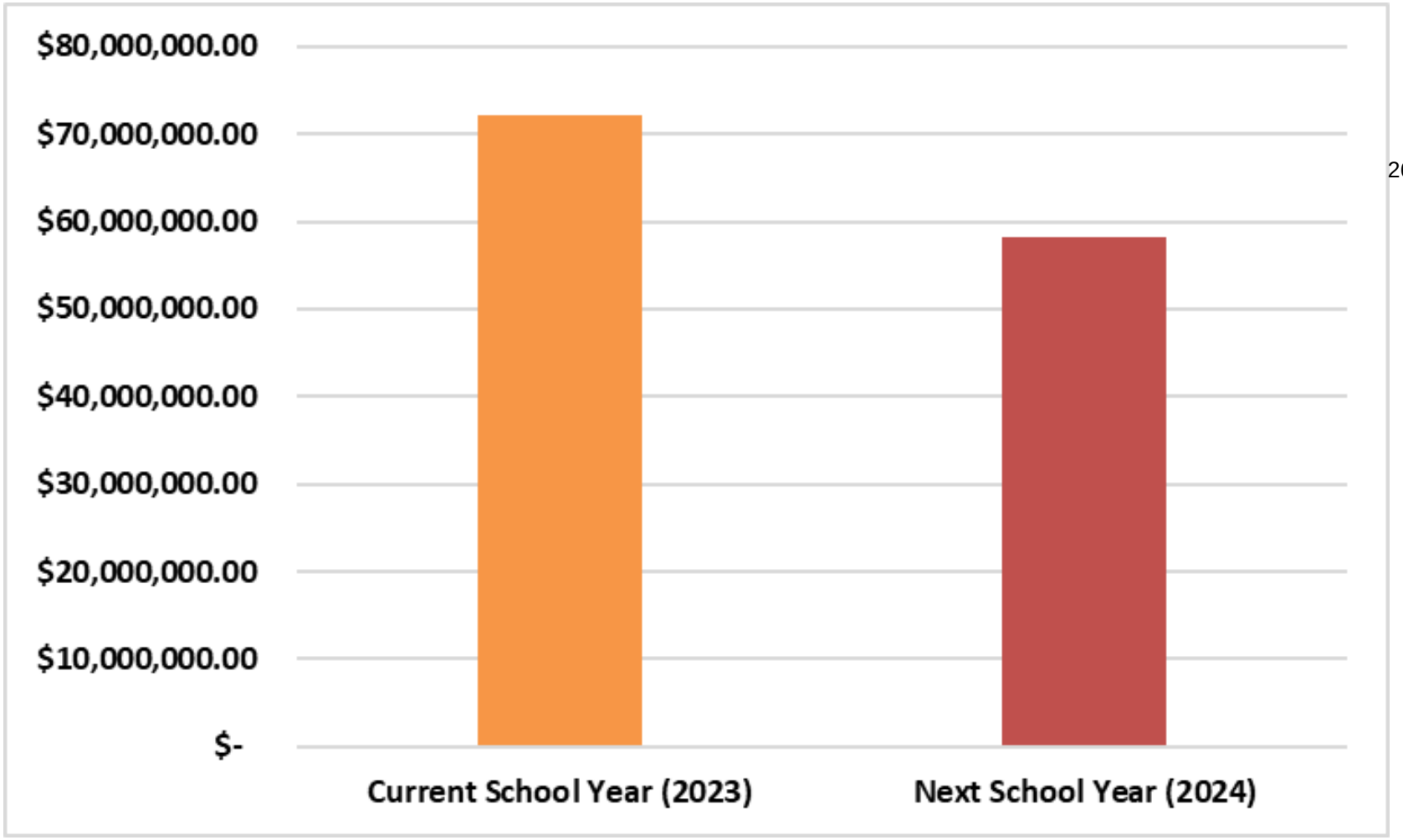


Unit5

Tax Rates by District 2021 – Operating



Levy Year 2022 – School Year Budget Impacts



Fund Balances

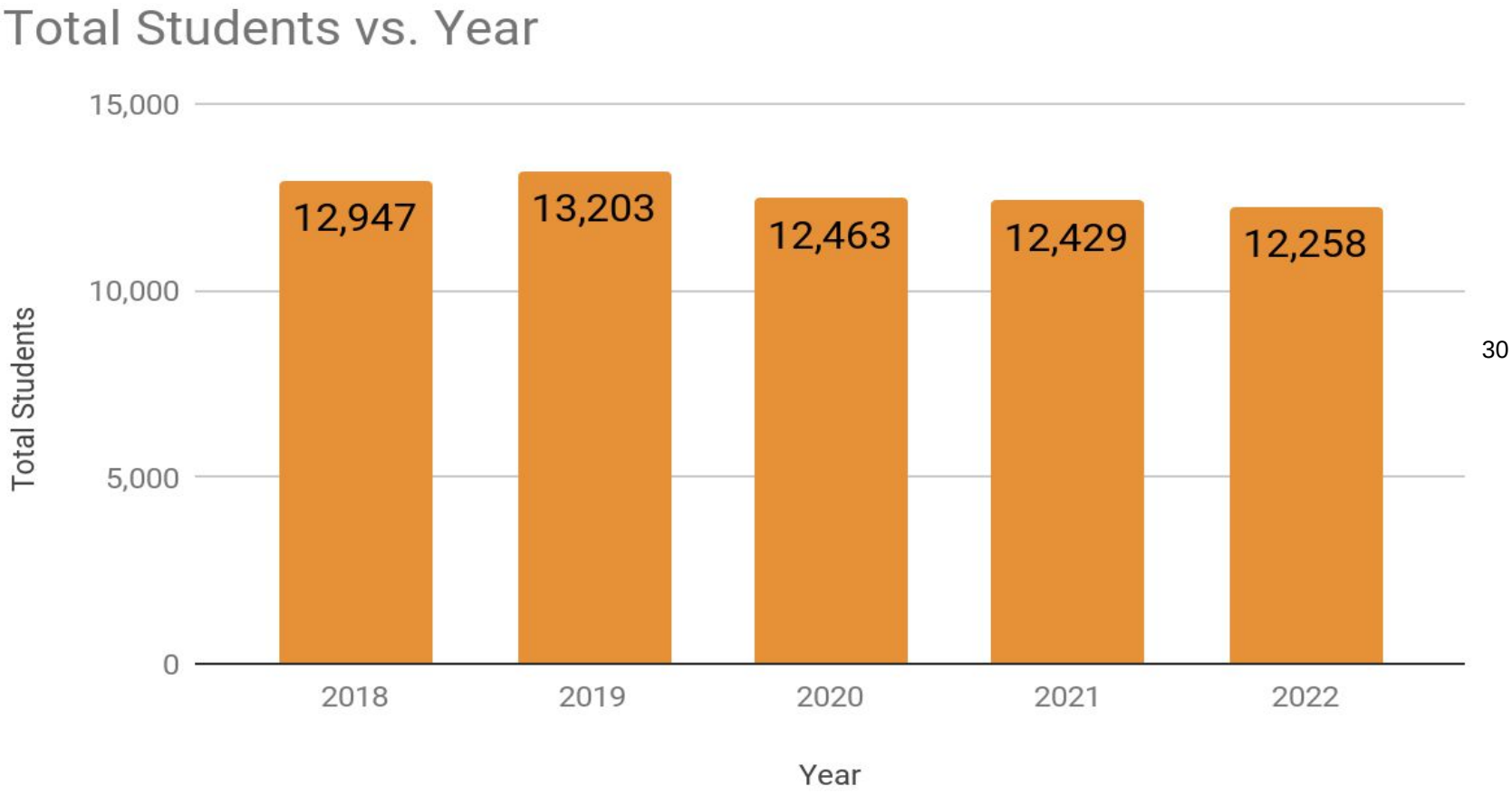
Fund	Description	6/30/2022	10/31/2022
10	Educational Fund	17,433,789.32	23,427,594.34
20	Operations & Maintenance Fund	1,215,231.18	2,134,413.59
30	Debt Service Fund	19,688,044.19	35,730,733.02
40	Transportation Fund	3,484,361.72	7,684,817.84
50	Social Security Fund	1,174,877.58	1,485,738.83
51	Municipal Retirement Fund	1,009,060.70	1,349,828.76
60	Capital Projects Fund	-	-
70	Working Cash Fund	69,835,374.12	70,578,130.22
80	Tort Immunity Fund	711,577.74	1,958,759.45
90	Fire Prevention & Safety Fund	392,683.82	675,617.84

QUESTIONS

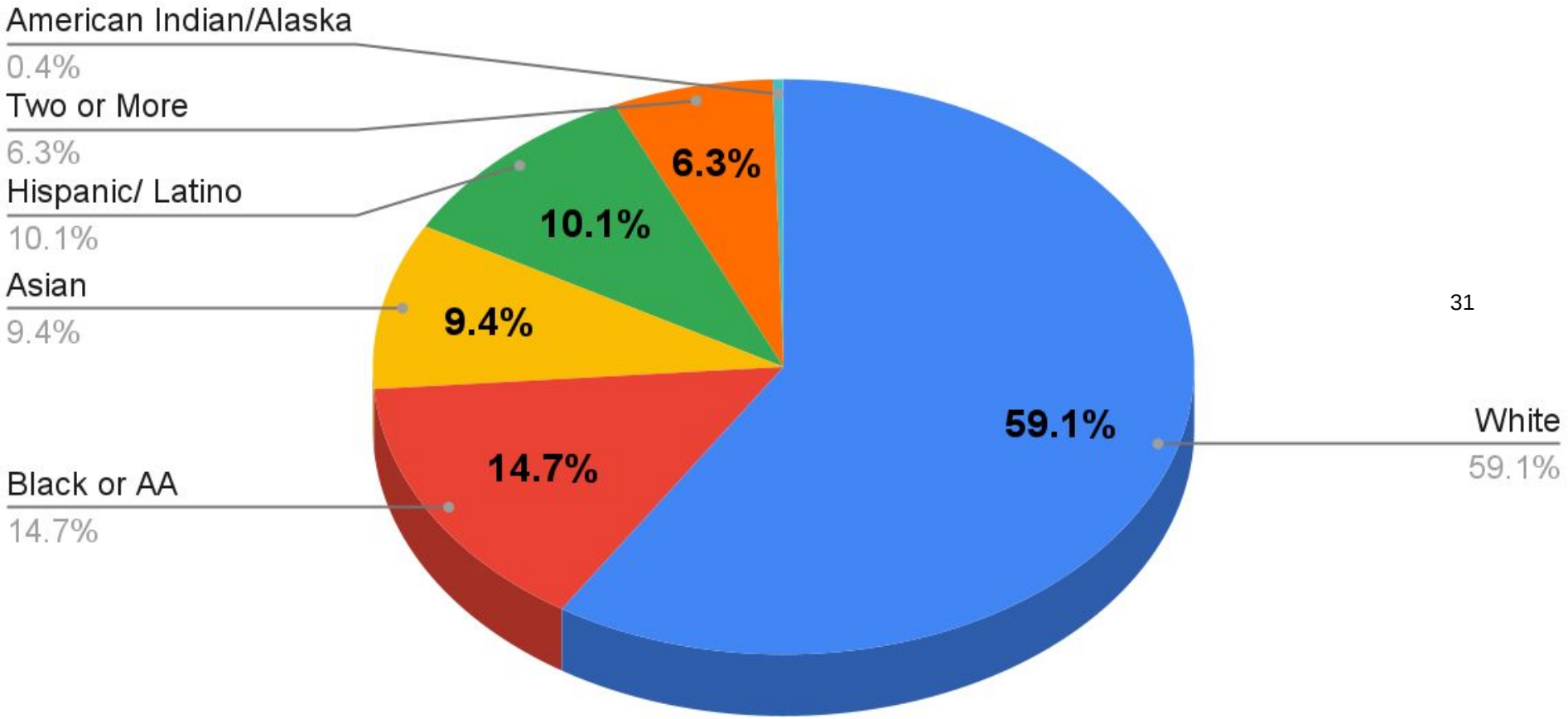
Enrollment
Academic Growth & Achievement Report

Fall of 2022 Report
2021-2022 Assessment Data

Enrollment


Total Students vs. Year
15,000
10,000
5,000
0
Total Students
12,947
13,203
12,463
12,429
12,258
2018
2019
2020
2021
2022
Year

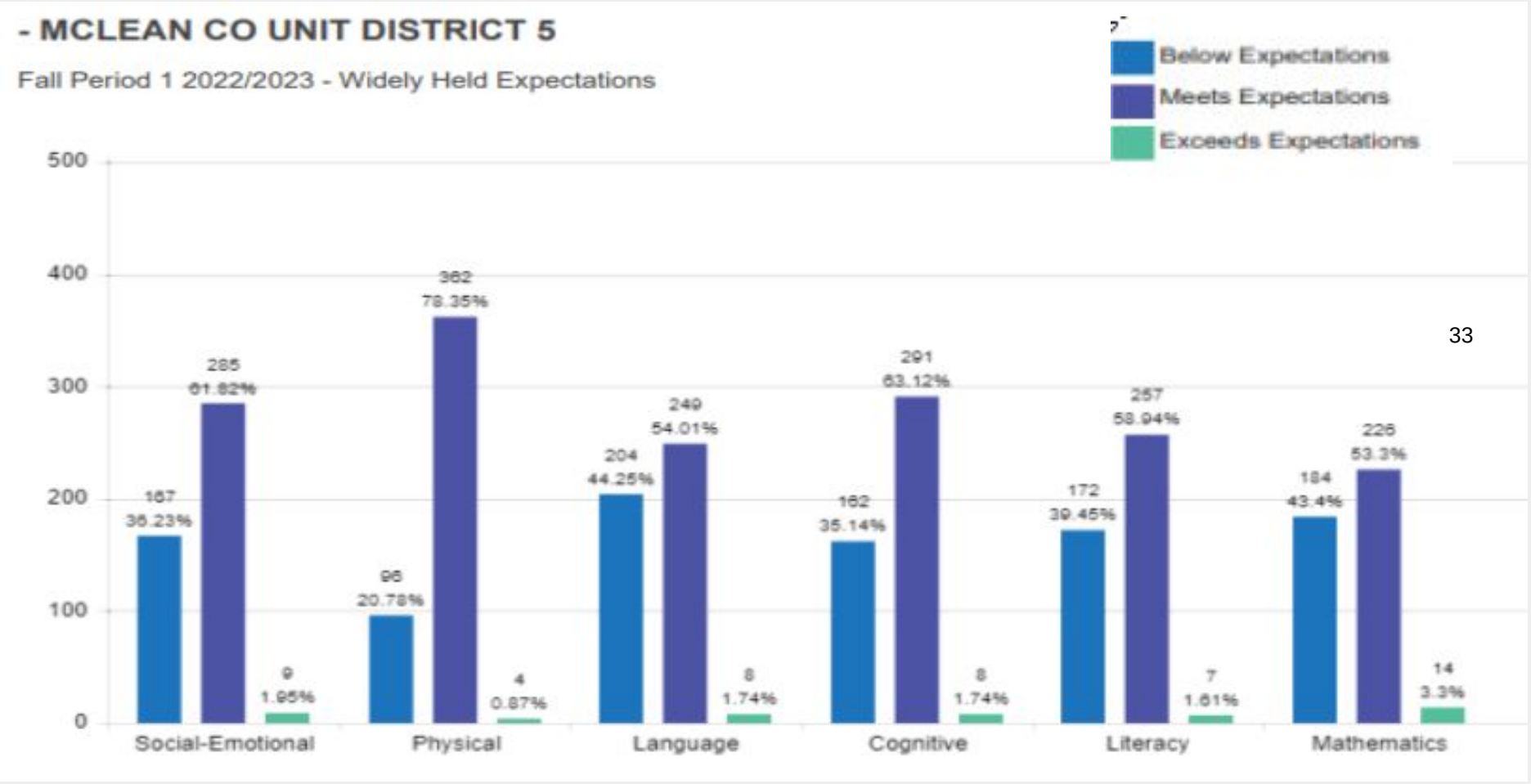
22-23 Unit 5 Demographics



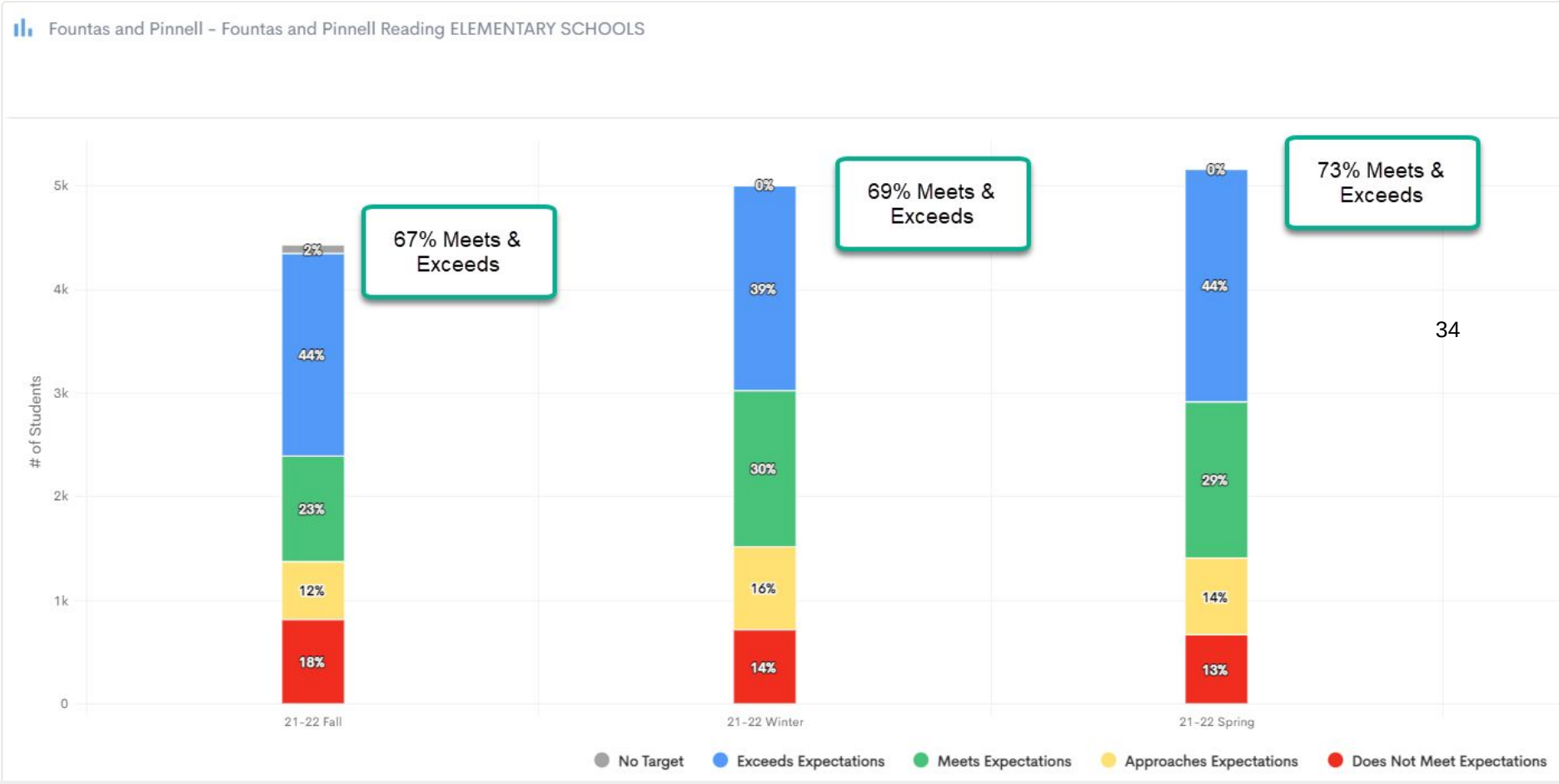
Impact of COVID on Learning and State Testing

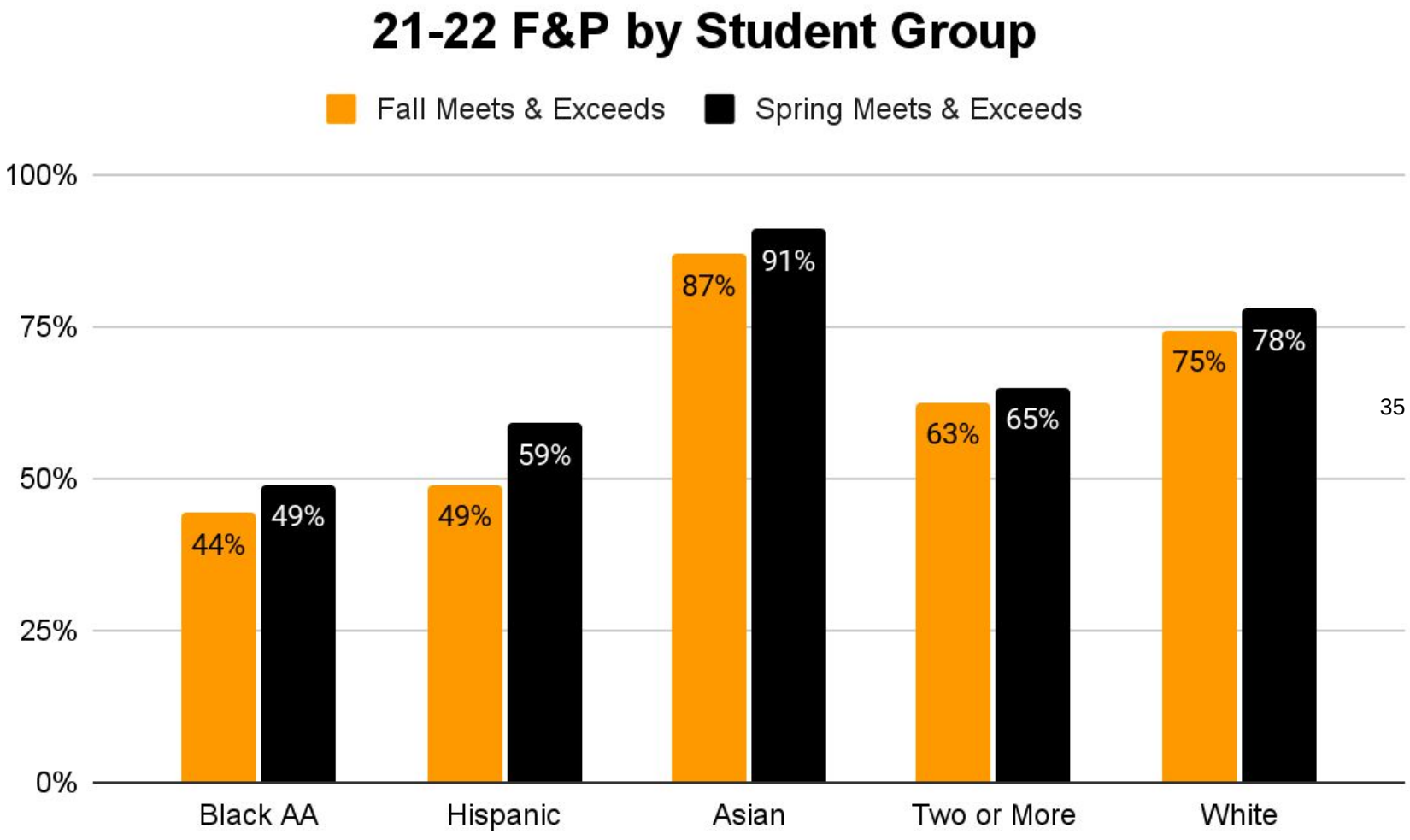
2018-2019	2019-2020	2020-2021	2021-2022
Regular School Year	**Spring School Closure**	**Hybrid Instruction**	**In Person Instruction**
All State Testing and Accountability	Act of God Days	Remote → Blended →	In Person Instruction
	Begin Remote	Remote → Blended	Medical Remote & Covid Exclusions
	No State Testing	State Testing (No Accountability)	State Testing
NWEA MAP Testing	No MAP Testing	No MAP Testing	**FastBridge Testing**

Pre-K Fall GOLD Assessment Data (Fall 2022)



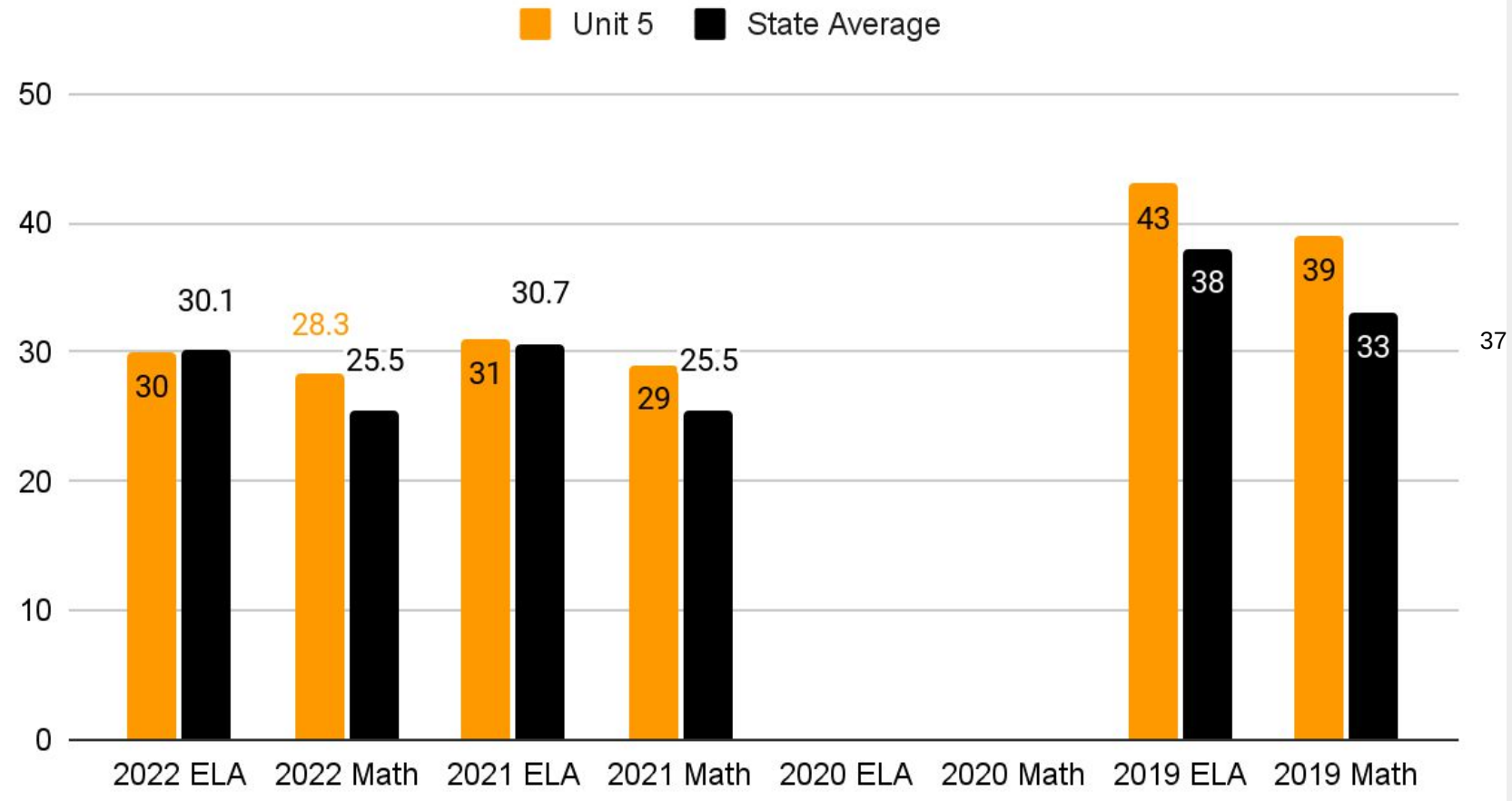
Fountas and Pinnell – Fountas and Pinnell Reading ELEMENTARY SCHOOLS



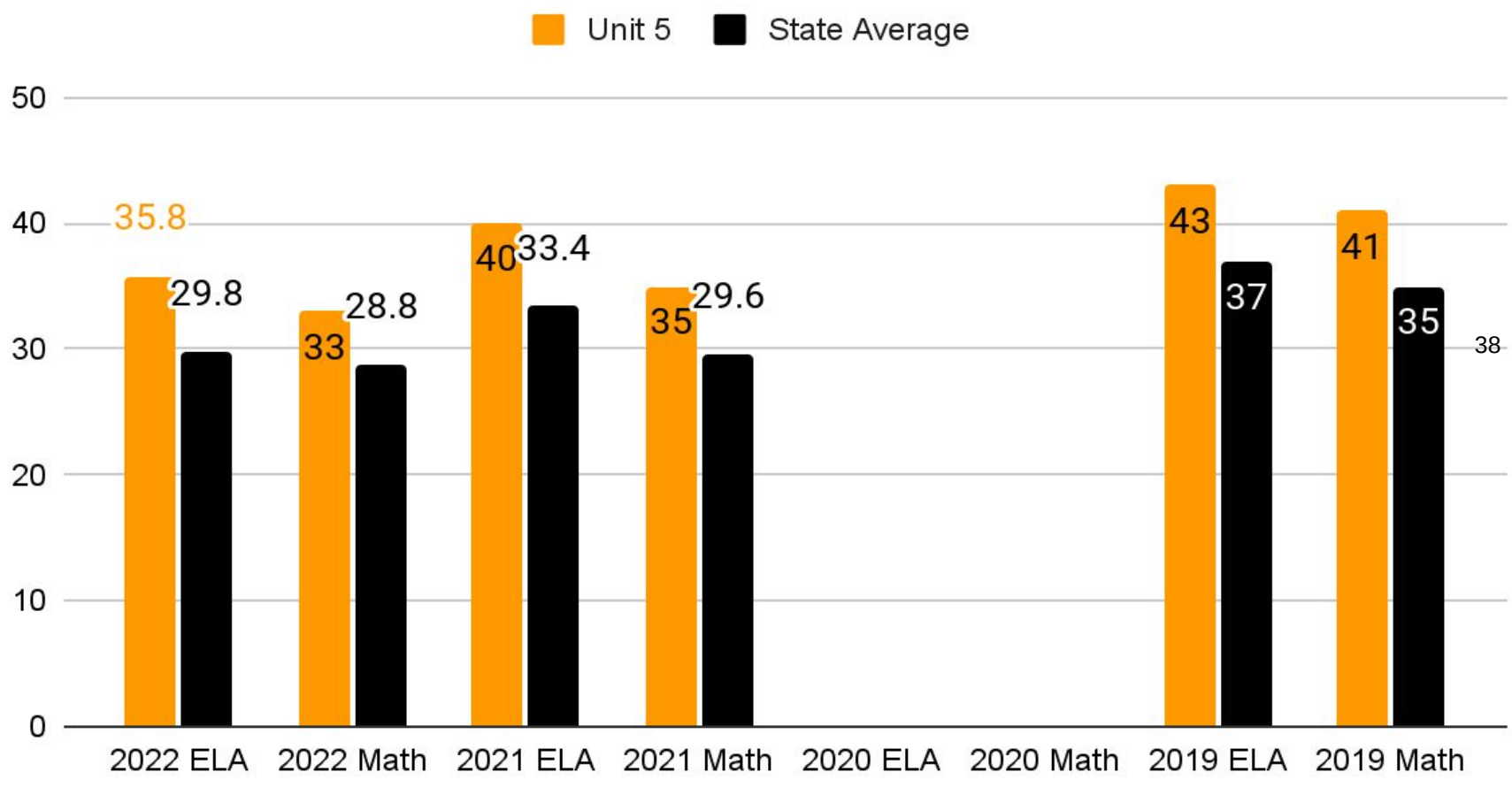

21-22 F&P by Student Group
Fall Meets & Exceeds
Spring Meets & Exceeds
100%
75%
50%
25%
0%
44%
49%
49%
59%
87%
91%
63%
65%
75%
78%
Black AA
Hispanic
Asian
Two or More
White

Fall 2021 vs. Fall 2022 1st - 5th F&P Data

Unit 5 and State Average



SAT Proficiency (% of Students who Meet & Exceed)



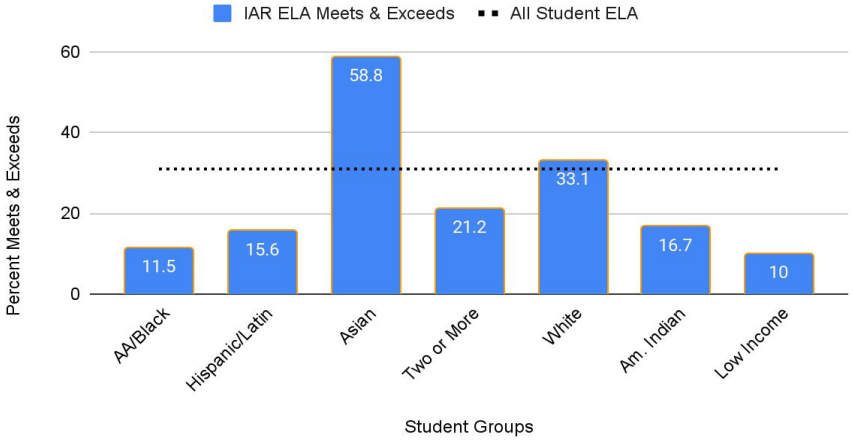
SAT Results - School Day Test Spring ‘22

Group	Number of Test Takers	Mean Total Score 400-1600	Mean Evidence-based Reading and Writing Score 200-800	Mean Math Score 200-800
District	821	1007	514	492
State	142,129	960	487	474
Total Group	1,203,455	959	488	470

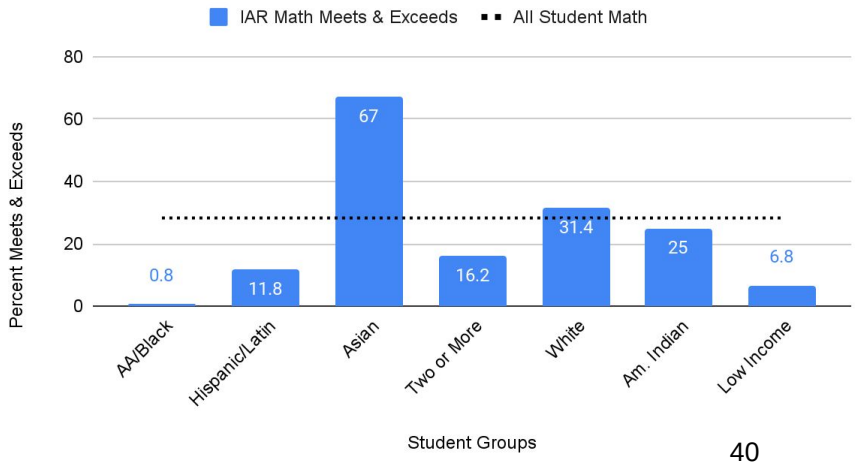
I A R

S A T

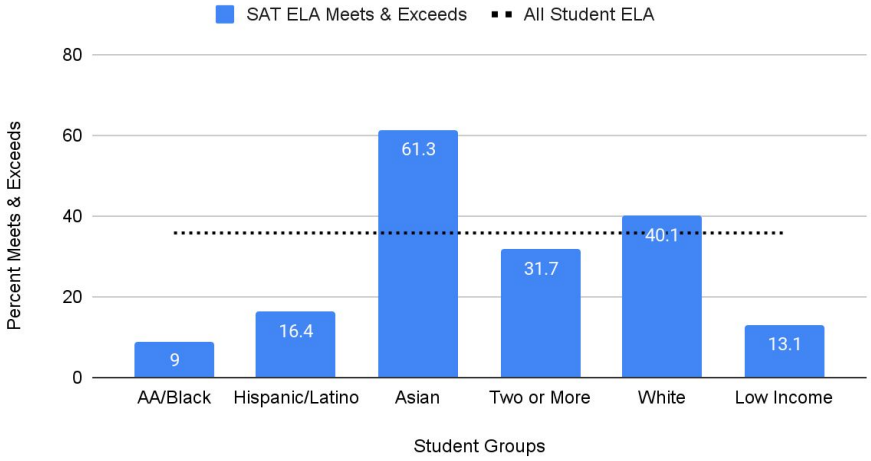
2022 IAR ELA Meets & Exceeds by Student Group



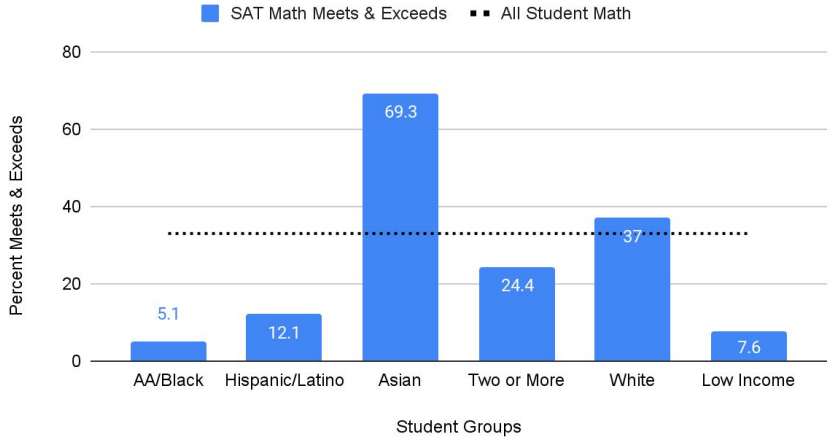
2022 IAR Math Meets & Exceeds by Student Group



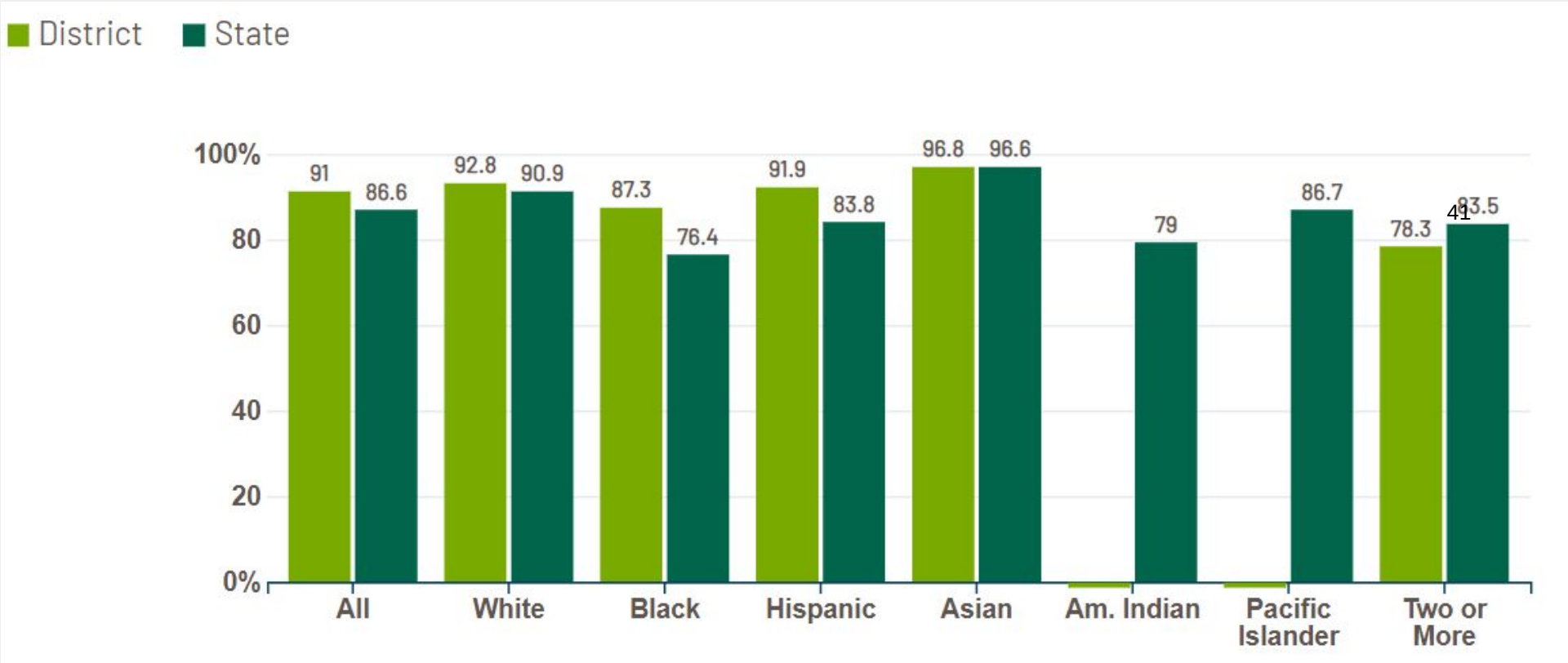
SAT ELA Meets & Exceeds and All Student ELA



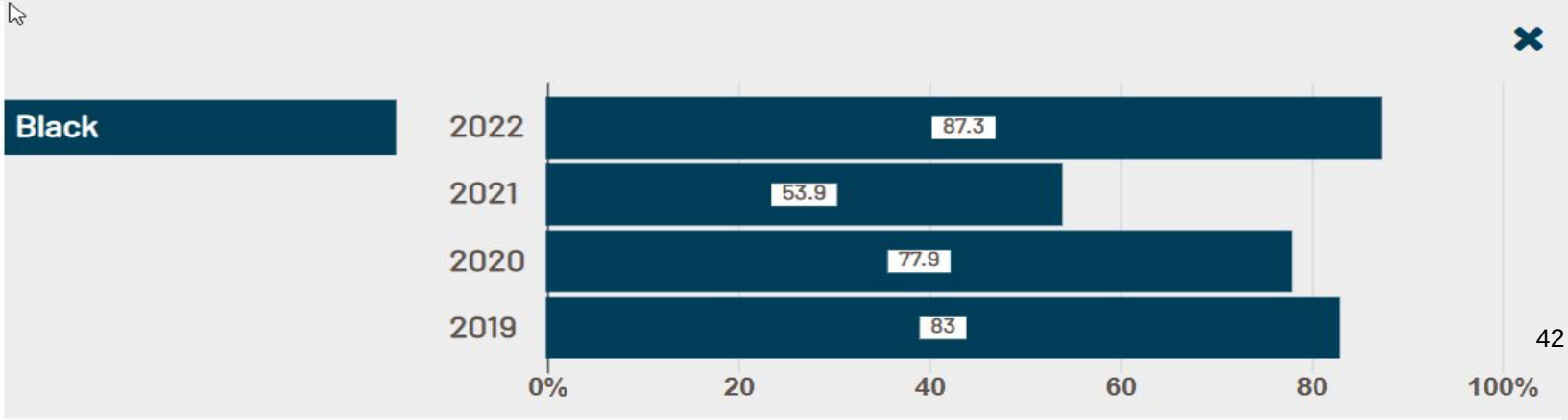
SAT Math Meets & Exceeds and All Student Math

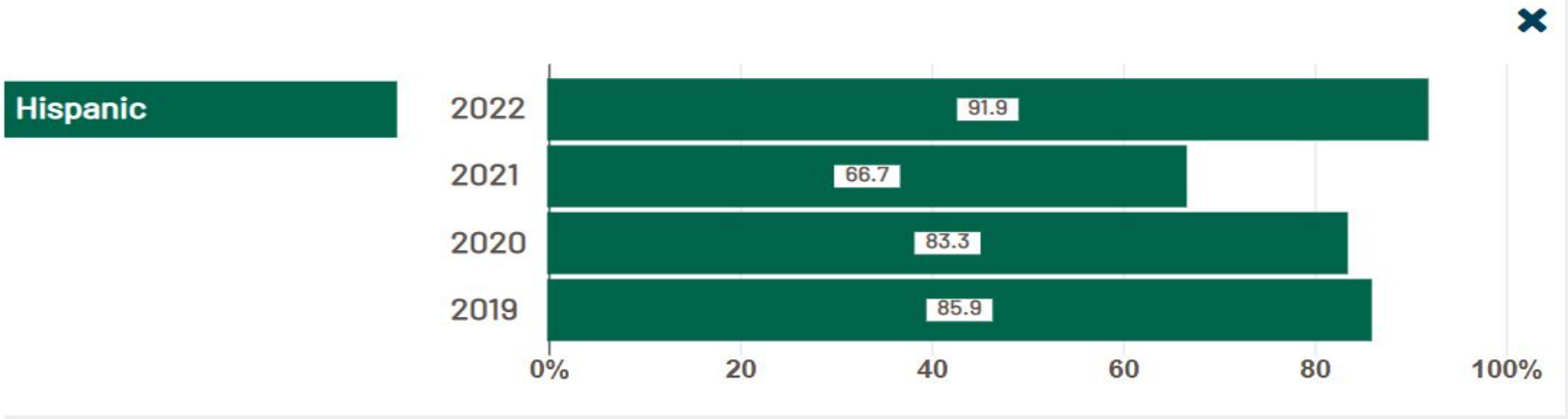


Freshman On Track

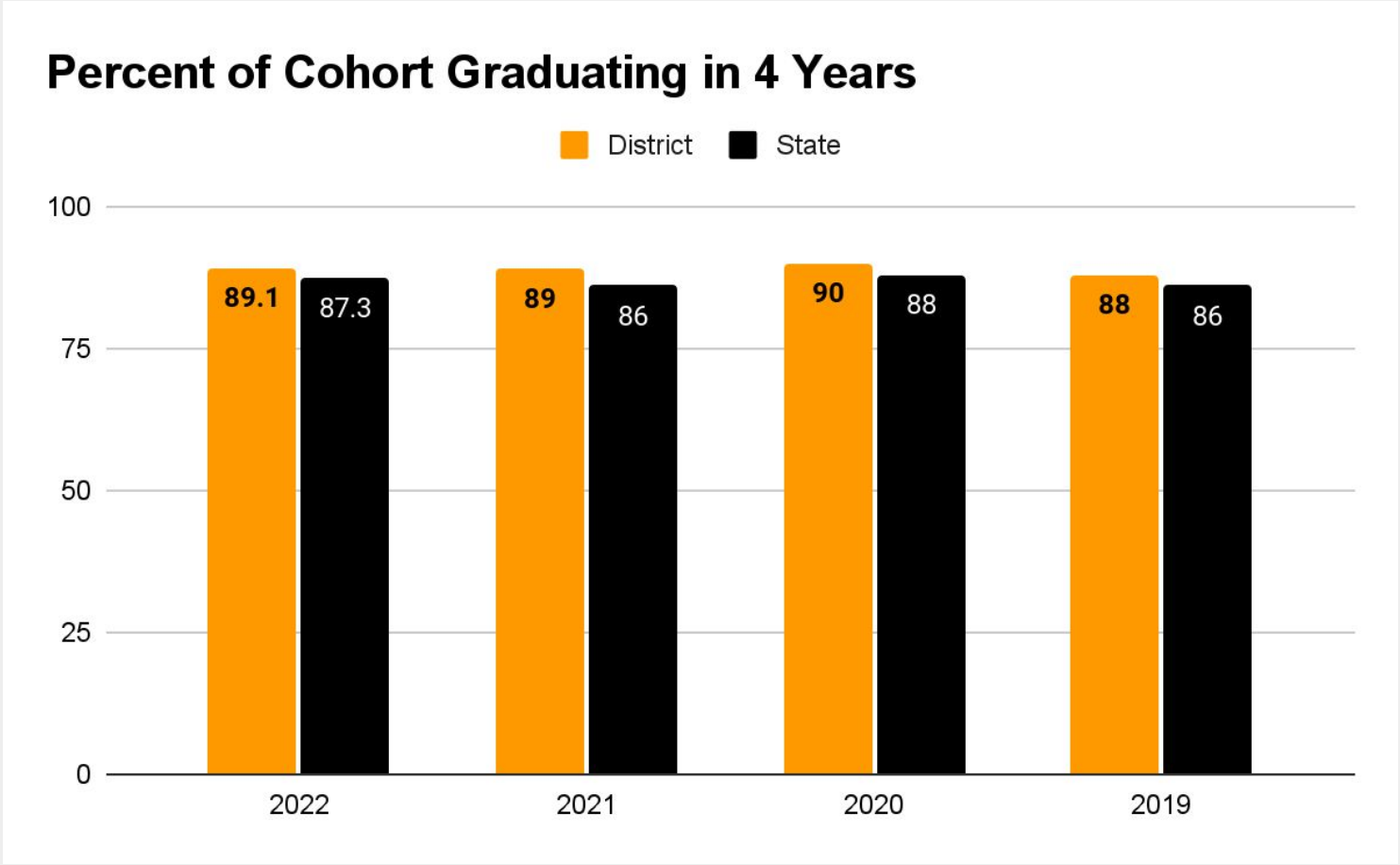


Freshman On Track Student Group Trends

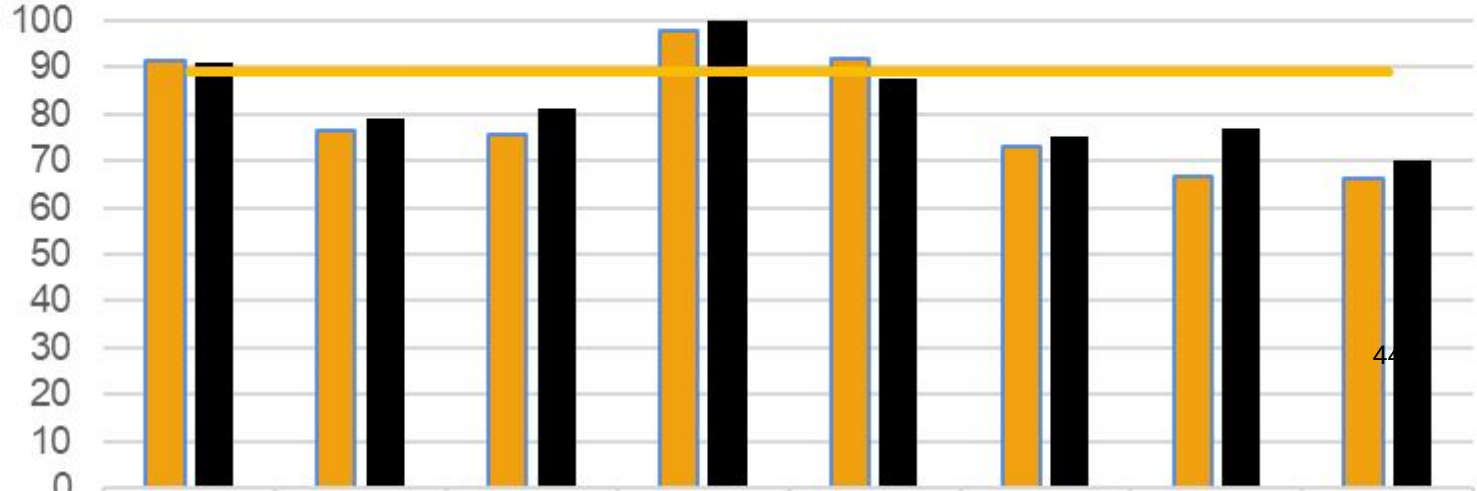




2022 (4 Year) Graduation Rate

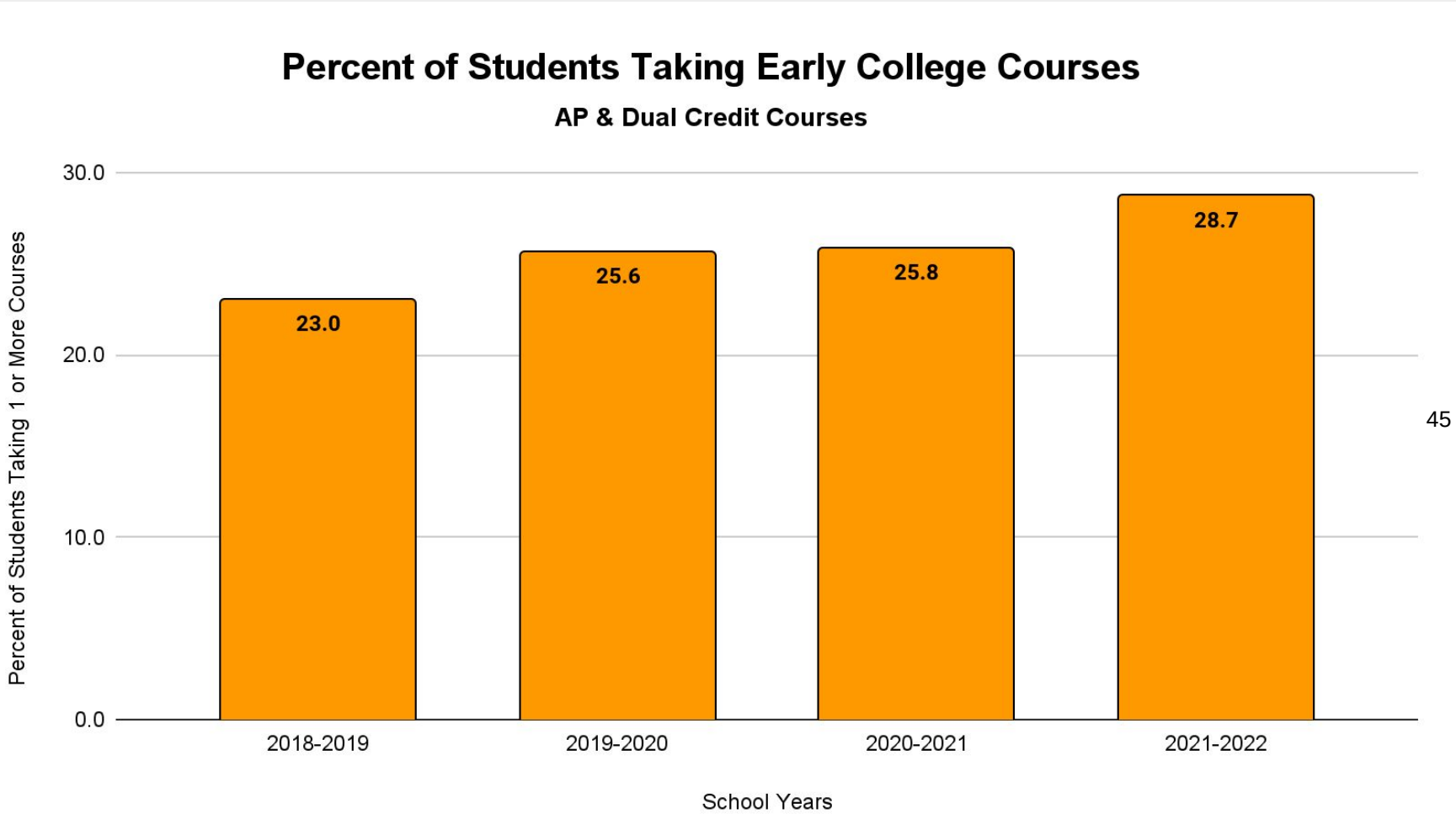


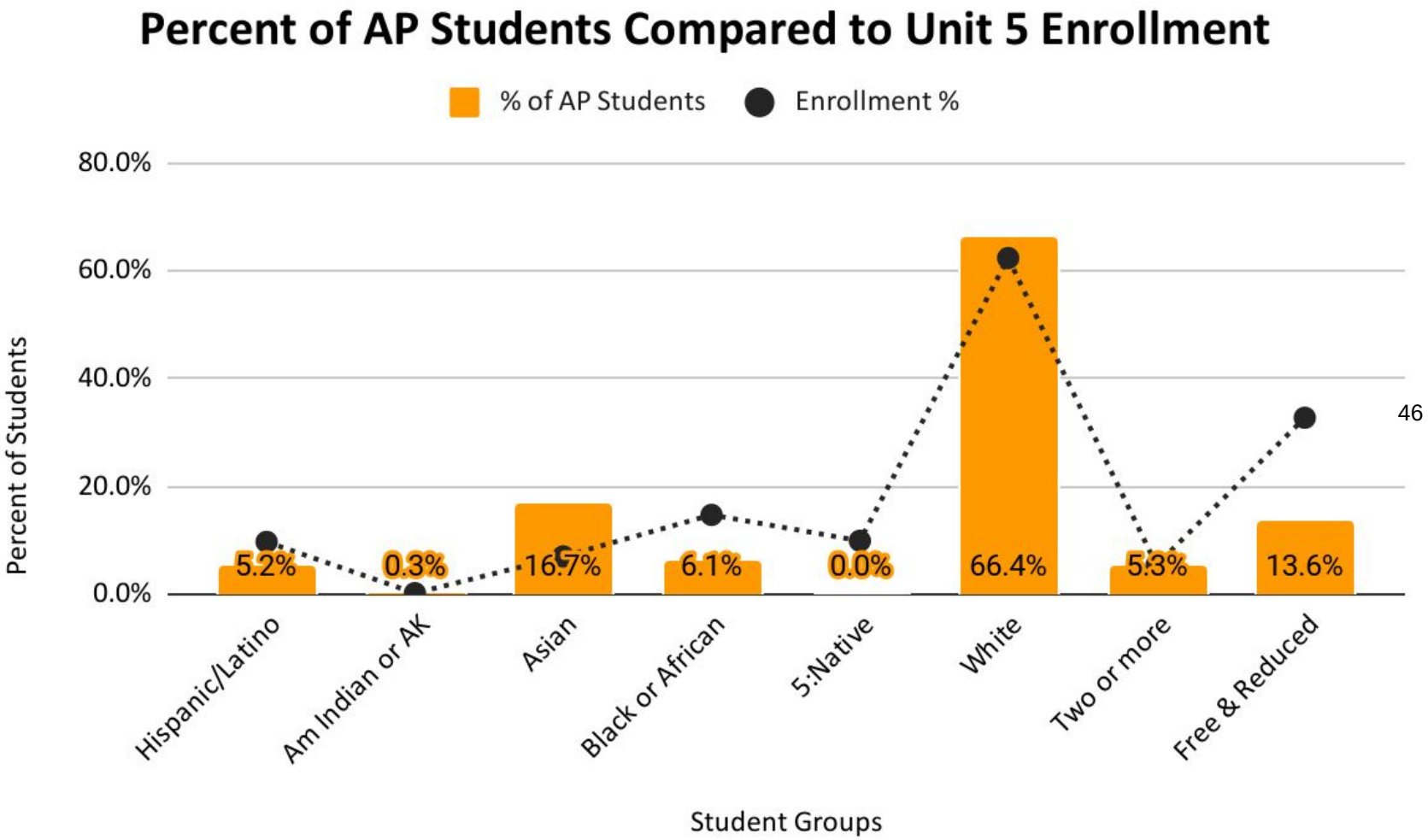
Graduation Rates by Student Groups



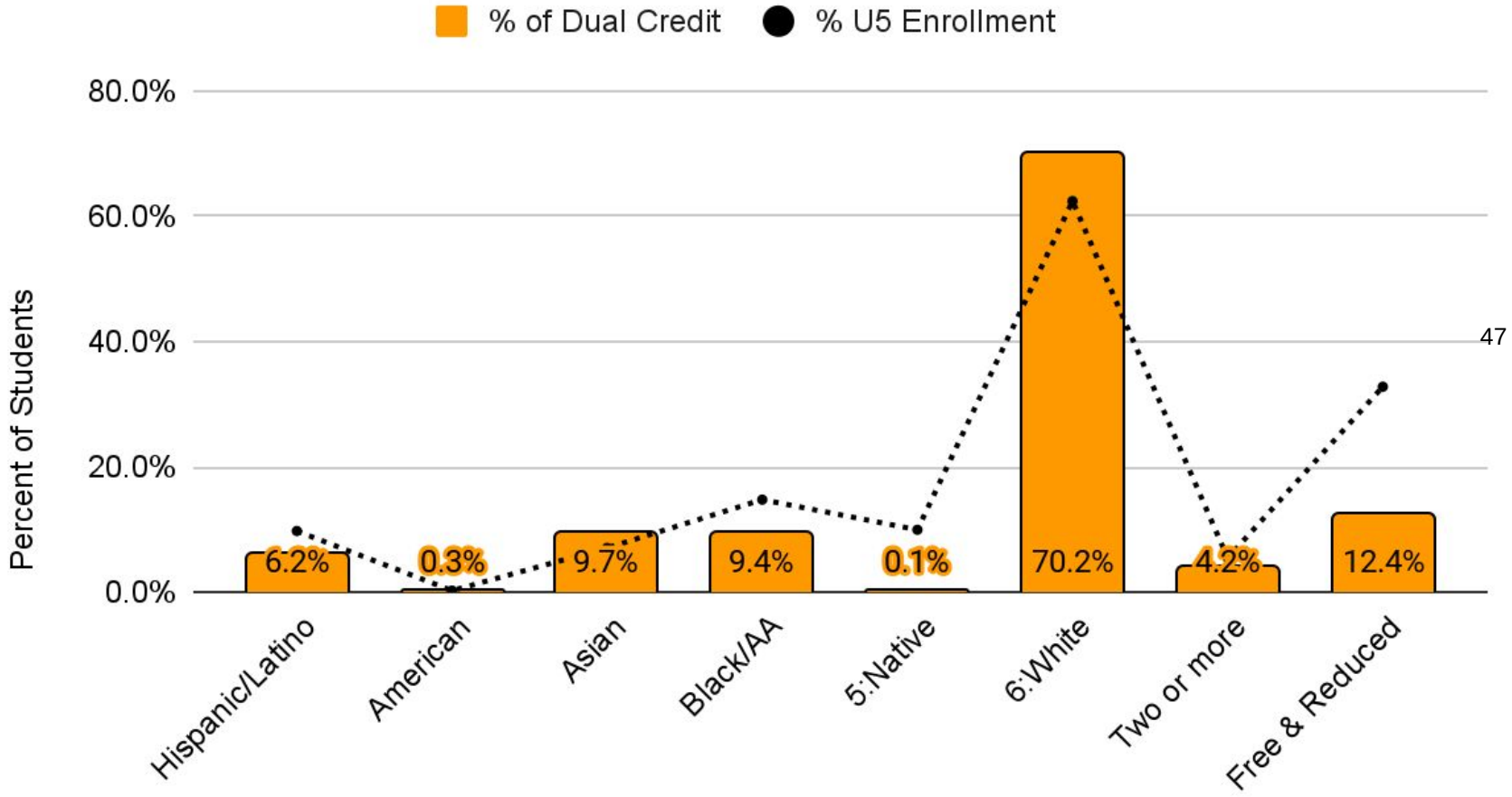
	White	Black/AA	Hispanic/ Latino	Asian	Two or More	Low Income	English Learners	IEP Students
2019	91.6	76.6	75.5	98	91.7	72.9	66.7	66.1
2022	91	78.9	81	100	87.5	75.2	76.9	69.9
All Students (2022)	89.1	89.1	89.1	89.1	89.1	89.1	89.1	89.1

2019 2022 All Students (2022)


Percent of Students Taking Early College Courses
AP & Dual Credit Courses
Percent of Students Taking 1 or More Courses
30.0
20.0
10.0
0.0
23.0
25.6
25.8
28.7
2018-2019
2019-2020
2020-2021
2021-2022
School Years


Percent of AP Students Compared to Unit 5 Enrollment
% of AP Students
Enrollment %
80.0%
60.0%
40.0%
20.0%
0.0%
Percent of Students
5.2%
0.3%
16.7%
6.1%
0.0%
66.4%
5.3%
13.6%
Hispanic/Latino
Am Indian or AK
Asian
Black or African
5:Native
White
Two or more
Free & Reduced
Student Groups

Percent of Dual Credit Students Compared to U5 Enrollment



Post Secondary Enrollment

	Four Year College or University	Community College	Military	Employment
NCHS	63%	25%	3%	2%
West	41%	42%	3%	10%

Multilingual Services

Serving English Learners

- 363 new students were screened PK-12
  - New to the country, entry from another state, new to public school
- Supporting 846 students PK-12 for SY 2022-2023
- Increase of about 80 students enrolled in ESL/bilingual services
  - Significant newcomer student increases at secondary and in bilingual at Cedar Ridge

New This Year:

- 2 sections of one-way dual language kindergarten at Cedar Ridge

Multilingual Services

ACCESS 2022

- 704 students tested in January-February testing window
  - About 8% of students exited EL status

- ACCESS 2023 window is January 11- February 28
  - All English Learners are required to test
  - Progress to Proficiency and district accountability

Multilingual Services

Seal of Biliteracy and Seal of Commendation

- Program through ISBE recognizes high school students who graduate with a high level of proficiency in English and one or more foreign languages
- 21 Unit 5 students achieved the Seal of Biliteracy or the Seal of Commendation for foreign language achievement
  - German
  - Spanish
  - French

Continued efforts to support student growth & achievement

- Training staff on culturally responsive and equitable instructional practices
- Emphasis on opportunities for Professional Learning Communities
- Coaching for staff in the areas of Math and Literacy
- Professional Development in the areas of Math and Literacy
- School Improvement Plans at each building that focus on Math or Literacy and Equity goals specific to the school
- Analyzing student data at each school/grade level/department to determine shifts in instructional practices that benefit student growth
- Multi-tiered Systems of Support at each school

McLEAN COUNTY
UNIT 5

District Philosophy and Mission Statement

The District, in an active partnership with parents and community, will promote excellence in a caring environment in which all students learn and grow. This partnership ~~shall~~ aims to empower all students to develop a strong self-~~esteem~~ respect and to become responsible learners and decision-makers. The District is committed to developing and using a visionary and innovative curriculum, a knowledgeable and dedicated staff, and sound fiscal and management practices.

Philosophy

The Board is pledged to the following philosophy of education:

1. We are committed to the education of all children in the District who can benefit from public school education.

2. We are committed to the belief that education is the process whereby society utilizes its knowledge of learning to develop each individual to the highest degree possible as a member of a democratic society.

3. We are committed to the task of providing as solid a foundation of both academic or vocational knowledge and skills as each individual child's ability will permit.

4. We are committed to the belief that individual differences exist in the school population and that differentiation of instruction is imperative if individual needs are to be met adequately; further, that atypical pupils should be discovered, encouraged and challenged.

5. We are committed to the belief that every child should be encouraged and stimulated to be perceptive, to exercise critical thinking and to make logical decisions based on facts.

6. We are committed to the task of developing in every child an understanding and appreciation of the forces and ideals which have made America great, and a sense of personal responsibility as future citizens of the community, of Illinois, of the United States, and of the world.

7. We are committed to the provision of guidance that will foster the best possible vocation choices commensurate with the child's ability.

8. We are committed to freedom from any sexual, cultural, ethnic or religious bias.

9. We are committed to the development of an awareness of and appreciation for diversity.

Mission Statement

Unit 5 will educate each student to achieve personal excellence.

CROSS REF.: 2.10 (School District Governance), 3.10 (Goals and Objectives), 6.10 (Educational Philosophy and Objectives)

Adopted: August 5, 1968
Reviewed: ~~January 2009~~October 2022
Amended: February 11, 2009

Organizational Board Meetings

The Board shall organize/re-organize annually.

Even-numbered years

During a regular meeting in April in even-numbered years, the Board shall re-organize at which time the following shall occur:

1. The Board shall elect its officers to one-year terms, who assume office immediately upon their election.

2. The Board shall fix a time and date for its regular meetings.

Odd-numbered years

During a March meeting in odd-numbered years, the Board establishes a date for its organizational meeting to be held sometime after the election authority canvasses the vote, but within ~~28~~ 40 days after the consolidated election. The consolidated election is held on the first Tuesday in April of 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. At the organizational meeting the following shall occur:

1. Each successful candidate, before taking his or her seat on the Board, shall take the oath of office as provided in the Board policy 2.80, *Board Member Oath and Conduct*.

2. The new Board members shall be seated.

3. All Board members shall ascribe to the "Code of Conduct" as provided in Exhibit 2.80-E1, *Board Member Code of Conduct*.

4. The Board shall elect its officers to one-year terms, who assume office immediately upon their election.

5. The Board shall fix a time and date for its regular meetings.

LEGAL REF.: ~~10 ILCS 5/2A-1 et seq.~~
105 ILCS 5/10-5, 5/10-16, and 5/10-16.5.
10 ILCS 5/2A-1 et seq.

CROSS REF.: 2.30 (School District Elections), 2.110 (Qualifications, Term, and Duties of Board Officers), 2.200 (Types of Board Meetings), 2.220 (School Board Meeting Procedure), 2.230 (Public Comments at Board Meetings and Petitions to the Board)

Adopted: August 9, 1995
Reviewed: ~~April 2022~~November 2022
Amended: May 11, 2022

Administrative Personnel Other Than the Superintendent

Duties and Authority

The Board establishes District administrative and supervisory positions in accordance with the District's needs and State law. This policy applies to all administrators other than the Superintendent, including without limitation, other District-wide and Building level administrators. The general duties and authority of each administrative or supervisory position are approved by the Board, upon the Superintendent's recommendation, and contained in the respective position's job description. In the event of a conflict, State law and/or the administrator's employment agreement shall control.

Qualifications

All administrative personnel shall be appropriately licensed and shall meet all applicable requirements contained in State law and the Illinois State Board of Education rules.

Evaluation

The Superintendent or designee shall evaluate all administrative personnel and make employment and salary recommendations to the Board.

Administrators shall annually present evidence to the Superintendent of professional growth through attendance at educational conferences, additional schooling, in-service training and Illinois Administrators' Academy courses, or through other means as approved by the Superintendent.

Administrative Work Year

The work year for administrators shall be the same as the District's fiscal year, July 1 through June 30, unless otherwise stated in the employment agreement. In addition to legal holidays, administrators shall have vacation periods as approved by the Superintendent. All administrators shall be available for work when their services are necessary.

Compensation and Benefits

The Board and each administrator shall enter into an employment agreement that complies with Board policy and State law. The terms of an individual employment contract, when in conflict with this policy, will control.

The Board will consider the Superintendent's recommendations when setting compensation for individual administrators. These recommendations should be presented to the Board in a timely manner.

LEGAL REF.: 105 ILCS 5/10-21.4a, 5/10-23.8a, 5/10-23.8b, 5/21B, and 5/24A.
23 Ill. Admin. Code §§1.310, 1.750, and 50.300; and Parts 25 and 29.

CROSS REF.: 3.60 (Administrative Responsibilities of the Building Principals), 4.165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4.175 (Convicted Child Sex Offender; Screening; Notifications), 5.30 (Hiring Process and Criteria), 5.90 (Abused and Neglected Child Reporting), 5.120

(Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5.150 (Personnel Records), 5.210 (Resignations), 5.250 (Leaves of Absence), 5.290 (Employment Termination and Suspensions)

Adopted: June 7, 1976
Reviewed: ~~January 2022~~November 2022
Amended: March 9, 2022

Fiscal and Business Management

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

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

Budget Planning

The District's fiscal year is from July 1 until June 30. The Superintendent or designee shall present to the Board, at a regular meeting in August, a tentative budget with appropriate explanation. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. The District's budget shall be entered upon the Ill~~inois.~~ State Board of Education's (ISBE) ~~"~~*School District Budget Form*~~"~~. To the extent possible, the tentative budget shall be balanced as defined by ~~the State Board of Education~~ISBE guidelines. The Superintendent shall complete a tentative deficit reduction plan if one is required by ~~the State Board of Education~~ISBE guidelines.

Preliminary Adoption Procedures

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

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

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

At the public hearing, the proposed budget shall be reviewed, including the cash reserve balance of all funds held by the District related to its operational levy and, if applicable, any obligations secured by those funds, and the public shall be invited to comment, question, or advise the Board.

Final Adoption Procedures

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

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

The Superintendent or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website; notify parents/guardians that the budget is posted and provide the website's address.

2. File a certified copy of the budget resolution and an estimate of revenues by source anticipated to be received in the following fiscal year, certified by the District's Chief Financial Officer, with the County Clerks of McLean and Woodford Counties within 30 days of the budget's adoption.
3. Ensure disclosure to the public of the cash reserve balance of all funds held by the District related to its operational levy and if applicable, any obligations secured by those funds, at the public hearing at which the Board certifies its operational levy.
4. Make all preparations necessary in order for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act, and file a Certificate of Tax Levy with the County Clerks of McLean and Woodford Counties, on or before the last Tuesday in December. The Certificate lists the amount of property tax money to be provided for the various funds in the budget.
45. Submit the annual budget, a deficit reduction plan if one is required by ~~State Board of Education~~ISBE guidelines, and other financial information to ~~the State Board of Education~~ISBE according to its requirements.

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

Budget Amendments

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

Implementation

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

The Board shall act on:

1. All expenditures.
2. All interfund loans, interfund transfers, transfers within funds, and transfers from the working cash fund or abatements, if one exists.
3. All transfers from one program to another.
4. All expenditures that are to be charged to a contingency account, if such an account exists.

LEGAL REF.: 105 ILCS 5/10-17, 5/10-22.33, 5/17-1, 5/17-1.2, 5/17-1.3, 5/17-2A, 5/17-3.2, 5/17-11, 5/20-5, 5/20-8, and 5/20-10.
35 ILCS 200/18-55 et seq., Truth in Taxation Law
~~105 ILCS 5/10-17, 5/10-22.33, 5/17-1, 5/17-1.2, 5/17-2A, 5/17-3.2, 5/17-11, 5/20-5, 5/20-8, and 5/20-10.~~
23 Ill. Admin. Code Part 100.

CROSS REF.: 4:20 (Fund Balances), 4.40 (Incurring Debt), 4:60 (Purchases and Contracts), 6.235 (Access to Electronic Networks)

ADMIN. PROC.: 6.235-AP1, 6.235-E1, 6.235-E2~~, 6.235-E3, 6.235-E4~~

Adopted: September 7, 1972
Reviewed: ~~December 2020~~November 2022
Amended: January 13, 2021

Waiver of Student Fees

The Superintendent will recommend to the Board a schedule of fees, if any, to be charged students for the use of textbooks, consumable materials, co-curricular activities, and other school student fees. Students must also pay for the loss of or damage to school books or other school-owned materials.

Fees for textbooks, other instructional materials, and driver education, as well as fees and fines for the loss of school property are waived for students who meet the eligibility criteria for ~~fee~~ waiver contained in this policy. In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees and fines, the Superintendent will recommend to the Board which additional fees and fines, if any, the District will waive for students who meet the eligibility criteria for ~~fee~~ waiver. Students receiving a ~~fee~~ waiver are not exempt from charges for ~~lost and~~ damaged books, locks, materials, supplies, and equipment.

Notification

The Superintendent shall ensure that notice of waiver availability is given to parents/guardians with every bill for fees and/or fines, and that applications for ~~fee~~ waivers are widely available and distributed according to State law and ISBE rule and that provisions for assisting parents/guardians in completing the application are available.

Eligibility Criteria

A student shall be eligible for a fee and fine waiver when:

(1) The student currently lives in a household that meets the income guidelines, with the same limits based on household size, that are used for the federal free meals program~~.~~;
(2) The student's parents are veterans or active-duty military personnel with income at or below 200% of the federal poverty line; or
~~(1)~~(3) The student is homeless, as defined in the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a)

The Superintendent or designee will give additional consideration ~~where~~ when one or more of the following factors are present:

- Illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Unemployment;
- Emergency situations;
- When one or more of the parents/guardians are involved in a work stoppage.

Verification

The Superintendent or designee shall establish a process for determining a student's eligibility for a waiver of fees and fines in accordance with State law requirements. The District will follow the verification requirements of the federal free meals program for a waiver based on a student's eligibility under the federal free meals program. Where a student is not eligible for a waiver under the federal free meals program, but eligible because the student's parents are veterans or active-duty military personnel with income at or below 200% of the federal poverty line, the District shall use a waiver process that is completely independent of the student's application for, eligibility for,

or participation in the federal free meals program using Exhibit 4.410-E1, Application for Fee Waiver. In such case, t~~T~~he Superintendent or designee may require family income verification at the time an individual applies for a fee waiver and anytime thereafter but not more often than once ~~every 60 calendar days~~per school year. The Superintendent or designee shall not use any information from this ~~or any~~ independent verification process to determine free or reduced-price meal eligibility.

If a student receiving a ~~fee~~ waiver is found to be no longer eligible during the school year, the Superintendent or designee shall notify the student's parent/guardian and charge the student a prorated amount based upon the number of school days remaining in the school year.

Determination and Appeal

Within 30 calendar days after receipt of a waiver request, the Superintendent or designee shall mail a notice to the parents/guardians whenever a waiver request is denied.

The denial notice shall include:

(1) the reason for the denial,

(2) the process and timelines for making an appeal, and

(3) a statement that the parent/guardian may reapply for a waiver any time during the school year if circumstances change.

If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the Illinois State Board of Education rule on waiver of fees.

Questions regarding the fee waiver request process should be addressed to the Building Principal's office.

LEGAL REF.: 42 U.S.C §1134a, McKinney-Vento Homeless Assistance Act
105 ILCS 5/10-20.13, 5/10-22.25 5/27-24.2, and 5/28-19.2.
23 Ill. Admin. Code §1.245 [*may contain unenforceable provisions*].

CROSS REF.: 4.130 (Free and Reduced-Price Food Services), 6.140 (Education of Homeless Children)

~~ADMIN. PROC.: 4.140-AP1, 4.140-E1, 4.140-E2~~

Adopted: August 13, 1990
Reviewed: ~~March 2013~~November 2022
Amended: April 24, 2013

General Personnel – Workplace Harassment Prohibited

The District expects the workplace environment to be productive, respectful, and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, color, religion, national origin, ancestry, sex, sexual orientation, age, citizenship status, work authorization status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5.10*, Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies 2.260, Uniform Grievance Procedure; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 7.20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7:185, *Teen Dating Violence Prohibited*.

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

Sexual Harassment Prohibited

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

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Report or Complaint

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

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

Whom to Contact with a Report or Complaint

An employee should report claims of harassment, including making a confidential report, to any of the following: ~~his/her~~the employee's immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager. Employees may also report claims using Board policy 2.260, *Uniform Grievance Procedure*. If a claim is reported using Board policy 2.260, the Complaint Manager shall process and review the claim according to that policy, in addition to any response required by this policy.

~~Please see Board policy 2.260, *Uniform Grievance Procedure* for~~The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

Nondiscrimination Coordinator:	Name:	M. Curt Richardson
	Address:	1809 West Hovey Ave, Normal, IL 61761
	Email:	richardmc@unit5.org
	Telephone:	(309) 557-4082
Complaint Manager:	Name:	Roger Baldwin
	Address:	1809 West Hovey Ave, Normal IL 61761
	Email:	baldwinr@unit5.org
	Telephone:	(309) 557-4026

Investigation Process

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

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

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

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

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

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

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

Enforcement

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

Retaliation Prohibited

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

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

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

Recourse to State and Federal Fair Employment Practice Agencies

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

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

LEGAL REF.: 42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. §1604.11.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.
5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.
775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2, Ill. Human Rights Act.
56 Ill. Admin. Code Parts 2500, 2510, 5210, and 5220.

Adopted: October 6, 1997
Reviewed: ~~January 2022~~November 2022
Amended: March 9, 2022

Vance v. Ball State Univ., 570 U.S. 421 (2013).
Crawford v. Metro. Gov't of Nashville & Davidson City., 555 U.S. 271 (2009).
Jackson v. Birmingham Bd. Of Educ., 544 U.S. 167 (2005).
Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).
Burlington Indus. V. Ellerth, 524 U.S. 742 (1998).
Faragher v. City of Boca Raton, 524 U.S. 775 (1998).
Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).
Porter v. Erie Foods Int, Inc., 576 F.3d 1021 (7th Cir. 2004).
Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).
Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2004).
Dept. v. Ill. Human Rights Com'n, 232 Ill2d 125 (Ill. 2009).
~~Burlington Indust. v. Ellerth, 524 U.S. 742 (1998).~~
~~Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001)~~
~~Crawford v. Metro. Gov't of Nashville Davidson County, 555 U.S. 271 (2009).~~
~~Faragher v. City of Boca Raton, 524 U.S. 775 (1998).~~
~~Franklin V. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).~~
~~Harris v. Forklift Systems, 510 U.S. 17 (1993).~~
~~Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).~~
~~Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).~~
~~Oncale v. Sundown Offshore Services, 523 U.S. 75 (1998).~~
~~Porter v. Erie Foods Int., Inc., 576 F.3d 629 (7th Cir. 2009).~~
~~Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).~~
~~Vance v. Ball State Univ., 133 S.Ct. 2434 (2013).~~
~~Williams v. Wast Mgmt., 361 F.3d 1021 (7th Cir. 2004)~~

CROSS REF.: 2.260 (Uniform Grievance Procedure), 2.265 (Title IX Sexual Harassment Grievance Procedure), 4.60 (Purchases and Contracts), 5.10 (Equal Employment Opportunity), 5.90 (Abused and Neglected Child Reporting), 5.120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7.20 (Harassment of Students Prohibited), 8.30 (Visitors to and Conduct on School Property)

General Personnel –

Employee Ethics; Code of Professional Conduct; and Conflict of Interest

~~Professional and Appropriate Conduct~~

All District employees are expected to maintain high standards in their ~~school relationships~~job performance, ~~to~~ demonstrate integrity and honesty, ~~to~~ be considerate and cooperative, and ~~to~~ maintain professional and appropriate relationships with students, parents, staff members, and others.

The Superintendent or designee shall post this policy on the District's website and include it in any staff, student, or parent handbook provided.

Professional and Appropriate Conduct

Professional and appropriate employee conduct are important Board goals that impact the quality of a safe learning environment and the school community, increasing students' ability to learn and the District's ability to educate. State law also recognizes the importance for District employees to constantly maintain professional and appropriate relationships with students by following established expectations and guidelines for employee-student boundaries to protect students from sexual misconduct by employees and employees from the appearance of impropriety. Many breaches of employee-student boundaries do not rise to the level of criminal behavior but do pose a potential risk to student safety and impact the quality of a safe learning environment. Repeated violations of employee-student boundaries may indicate the grooming of a student for sexual abuse.

The District must monitor its employees for violations of employee-student boundaries. As bystanders, employees may know of concerning behaviors that no one else is aware of, so their training on preventing, recognizing, reporting, and responding to child sexual abuse and grooming behavior, this policy, and federal and state reporting requirements is essential to maintaining the Board's goal of professional and appropriate conduct.

The Superintendent or designee shall identify appropriate employee conduct standards including, but not limited to, the following:

1. ~~In addition, the~~ Administrative Procedure 5.120-AP2, *Employee Conduct Standards*, and Exhibit 5.120-E1, *Code of Ethics for Illinois Educators,* adopted by the Ill~~inois~~. State Board of Education (ISBE), are incorporated by reference into this policy. ~~See Administrative Procedure 5.120-AP2 and Exhibit 5.120-E1.~~ All employees will comply with the *Employee Conduct Standards*, and the *Code of Ethics for Illinois Educators*, if governed thereby.

2. Employees are trained on educator ethics, child abuse, grooming behaviors, and employee-student boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*.

3. Employees will maintain professional relationships with students, including maintaining employee-student boundaries based upon students' ages, grade levels, and

developmental levels and following District-established guidelines for specific situations, including but not limited to:

a. Transporting a student;

b. Taking or possessing a photo or video of a student; and

c. Meeting with a student or contacting a student outside the employee's professional role.

4. Employees will report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.

5. Any employee who engages in any of the following or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal:

a. Violates expectations and guidelines for employee-student boundaries.

b. Sexually harasses a student.

c. Willfully or negligently fails to follow reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), or the Elementary and Secondary Education Act (20 U.S.C. § 7926).

d. Engages in grooming as defined in 720 ILCS 5/11-25.

e. Engages in grooming behaviors. Prohibited grooming behaviors include, at a minimum, *sexual misconduct*. *Sexual misconduct* is any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, by an employee with direct contact with a student, that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:

i. A sexual or romantic invitation.

ii. Dating or soliciting a date.

iii. Engaging in sexualized or romantic dialog.

iv. Making sexually suggestive comments that are directed toward or with a student.

v. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature.

vi. A sexual, indecent, romantic, or erotic contact with the student.

~~Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), engages in *grooming* as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct, or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.~~

~~The Superintendent or designee shall identify appropriate employee conduct standards and provide them to all District employees. Standards related to school employee-student conduct shall, at a minimum:~~

~~1. Incorporate the prohibitions noted in paragraph 1 of this policy;~~

~~2. Define prohibited grooming behaviors to include, at a minimum, sexual misconduct. Sexual misconduct is:~~

~~(i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity;~~

~~(ii) by an employee with direct contact with a student;~~

~~(iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:~~

~~a. A sexual or romantic invitation~~

~~b. Dating or soliciting a date~~

~~c. Engaging in sexualized or romantic dialog~~

~~d. Making sexually suggestive comments that are directed toward or with a student~~

~~e. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature~~

~~f. A sexual, indecent, romantic, or erotic contact with the student~~

~~3. Identify expectations for employees to maintain professional relationships with students, including expectations for employee-student boundaries based upon students' ages, grade levels, and developmental levels. Such expectations shall establish guidelines for specific areas, including but not limited to:~~

~~a. Transporting a student~~

~~b. Taking or possessing a photo or video of a student~~

~~c. Meeting with a student or contacting a student outside the employee's professional role~~

~~4. Reference employee reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), and the Elementary and Secondary Education Act (20 U.S.C. § 7926);~~

~~5. Outline how employees can report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, Uniform Grievance Procedure; 2:265, Title IX Sexual Harassment Grievance Procedure; and 5:90, Abused and Neglected Child Reporting; and~~

~~6. Reference required employee training related to educator ethics, child abuse, grooming behaviors, and boundary violations as required by law and policies 2:265, Title IX Sexual Harassment Grievance Procedure; 4:165, Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors; 5:90, Abused and Neglected Child Reporting; and 5:100, Staff Development Program.~~

Statement of Economic Interests

The following employees must file a *Statement of Economic Interests* as required by the ~~Illinois~~ Ill. Governmental Ethics Act:

1. Superintendent;
2. Building Principal;
3. Head of any department;
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts including collective bargaining agreement(s), in the amount of $1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

Board policy 2.105, *Ethics and Gift Ban*, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with Section 22-5 of the School Code, "no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected," except when the employee is the author or developer of instructional materials listed with ~~the Illinois State Board of Education~~ISBE and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes participation in the selection, award or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA)(30 ILCS 708/) when the employee has a real or apparent conflict of interest. A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with an employee that may compromise or impair the employee's fairness and impartiality, including a member of the employee's immediate family or household;
2. An employee's business partner; or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or subcontracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2.105, *Ethics and Gift Ban.*

Guidance Counselor Gift Ban

Guidance counselors are prohibited from intentionally soliciting or accepting any gift from a *prohibited source* or any gift that would be in violation of any federal or State statute or rule. For guidance counselors, a *prohibited source* is any person who is (1) employed by an institution of higher education, or (2) an agent or spouse of or an immediate family member living with a person employed by an institution of higher education. This prohibition does not apply to:

1. Opportunities, benefits, and services available on the same conditions as for the general public.

2. Anything for which the guidance counselor pays market value.

3. A gift from a relative.

4. Anything provided by an individual on the basis of a personal friendship, unless the guidance counselor believes that it was provided due to the official position or employment of the guidance counselor and not due to the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the guidance counselor must consider the circumstances in which the gift was offered, including any of the following:

    a. The history of the relationship between the individual giving the gift and the guidance counselor, including any previous exchange of gifts between those individuals.

    b. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift.

    c. Whether, to the actual knowledge of the guidance counselor, the individual who gave the gift also, at the same time, gave the same or a similar gift to other school district employees.

5. Bequests, inheritances, or other transfers at death.

6. Any item(s) during any calendar year having a cumulative total value of less than $100.

7. Promotional materials, including, but not limited to, pens, pencils, banners, posters, and pennants.

A guidance counselor does not violate this prohibition if he or she promptly returns the gift to the prohibited source or donates the gift or an amount equal to its value to a tax-exempt charity.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours and such other times as are necessary to fulfill appropriate assigned duties.

Incorporated
by reference: Administrative Procedure 5.120-AP2, *Employee Conduct Standards*
Exhibit 5.120-E1, *Code of Ethics for Illinois Educators*

Adopted: April 14, 1999
Reviewed: ~~December 2021~~November 2022
Amended: February 9, 2022

LEGAL REF.: U. S. Constitution, First Amendment.
2 C.F.R. §200.318(c)(1)
5 ILCS 420/4A-101, Ill. Governmental Ethics Act.
5 ILCS 430/, State Officials and Employees Ethics Act.
30 ILCS 708/, Grant Accountability and Transparency Act.
50 ILCS 135/, Local Governmental Employees Political Rights Act.
105 ILCS 5/10-22.39, 5/10-23.13, 5/22-5, ~~and~~ 5/22-85.5~~90 (final citation pending),~~ and 5/22-93.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
775 ILCS 5/5A-102, Illinois Human Rights Act.
23 Ill. Admin. Code Part 22, Code of Ethics for Illinois Educators.
Pickering v. Board of Township H. S. Dist. 205, 391 U.S. 563 (1968).
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2.105 (Ethics and Gift Ban), 2.265 (Title IX Sexual Harassment Grievance Procedure), 4.60 (Purchases and Contracts), 4.165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5.90 (Abused and Neglected Child Reporting), 5.100 (Staff Development Program), 5.125 (Personal Technology and Social Media; Usage and Conduct), 5.200 (Terms and Conditions of Employment and Dismissal), 5.290 (Employment Terminations and Suspensions), 7.20 (Harassment of Students Prohibited)

Adopted: April 14, 1999
Reviewed: ~~December 2021~~November 2022
Amended: February 9, 2022

Professional Personnel – Vacation, Holidays, and Leaves of Absence

This policy applies to all professional personnel (e.g. employees with a Professional Educator License ("PEL")) to the extent it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable collective bargaining agreement or individual agreement will control.

Professional Non-Administrative Personnel

All professional personnel represented by the Unit Five Education Association-IEA/NEA (the "Association") shall be entitled to the leaves provided in the Negotiated Contract between the Association and the Board.

Professional Administrative Personnel

Vacation

Professional administrative personnel shall be entitled to the vacation, if applicable, provided in their individual employment contracts.

Leaves

All professional administrative personnel shall be entitled to the following leaves:

Sick Leave

Each full-time 9 ½-month or 10-month professional administrative employee is granted 14 paid sick leave days per school year which shall entitle the employee to be absent for reasons as defined below without loss of pay. Each full-time 11-month professional administrative employee is granted 15 paid sick leave days per school year which shall entitle the employee to be absent for reasons as defined below without loss of pay. Each full-time 12-month professional administrative employee is granted 16 paid sick leave days per school year which shall entitle the employee to be absent for reasons as defined below without loss of pay. Each full-time professional administrative employee who has completed at least 10 years of consecutive full-time employment with the District shall receive two additional sick leave days per year. Unused sick leave days shall accumulate and may be used as needed up to the accumulated amount.

Sick leave is defined in State law as personal illness, mental or behavioral health complications, quarantine at home, or serious illness or death in the immediate family or household, or birth, adoption, placement for adoption, or the acceptance of a child in need of foster care. The immediate family shall include parents, legal guardians, children, spouse, partner in a civil union, brothers, sisters, grandparents, great grandparents, grandchildren, parents-in-law, daughters-in-law, sons-in-law, brothers-in-law, sisters-in-law, grandparents-in-law, great-grandparents-in-law, aunts, uncles, and all step relatives in the aforementioned relationships.

As a condition for paying sick leave after three days absence for personal illness or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the employee provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a mental health professional licensed in Illinois providing ongoing care or treatment to the staff member, (~~2~~3) a chiropractic physician licensed under the Medical Practice Act, (~~3~~4) a licensed advanced practice registered nurse, (~~4~~5) a licensed physician

assistant, or (~~5~~6) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent requires a certificate as a basis for pay during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee in obtaining the certificate (e.g. if the employee has already seen a medical provider listed above, the Board will not be required to pay for the services provided to the employee solely by requesting a certificate).

Employees are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or Superintendent may require medical certification.

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway.

Medical Leave

Each full-time 9 ½-month or 10-month professional administrative employee is granted 12 days unpaid medical leave annually. Each full-time 11-month professional administrative employee is granted 13 days unpaid medical leave annually. Each full-time 12-month professional administrative employee is granted 14 days unpaid medical leave annually.

Unused days of medical leave shall accumulate up to a maximum of 132 days for 9 ½-month and 10-month professional administrative employees, 144 days for 11-month professional administrative employees, and 156 days for 12-month professional administrative employees.

Medical leave may only be used for personal illness and only after accumulated sick leave has been exhausted.

As proof of illness or fitness to resume duties after any absence, the Board may require a certificate from a physician licensed in Illinois to practice medicine and surgery in all its branches.

Use of allotted medical leave days in a 12-month professional administrative employee's contract year will not affect the vacation days to which the employee would otherwise be entitled.

During a leave for personal illness in any employee's contract year, the medical leave days the employee would otherwise be entitled to for that year will not be affected.

During that period of time an employee is utilizing medical leave benefits, the Board will maintain the health insurance coverage for the employee, if allowable by the insurer.

Leave for Personal Illness

The decision to grant a leave for personal illness for any length of time shall only be made by the Board.

Leave for personal illness may only be used at such time as accumulated sick leave and accumulated medical leave has been exhausted.

Requests for leave for personal illness should be made of the Board prior to such time as accumulated medical leave has been exhausted and accompanied by a doctor's certificate as proof of disability.

When granted a leave for personal illness, the Board will maintain the health insurance coverage for an employee through the month following the date of the beginning of such leave and/or according to provisions set forth in the Family and Medical Leave Act of 1993. Coverage beyond the Board's contribution will be an option of the employee by remitting the premium on a monthly basis; however, the last day of coverage will not be extended beyond the last day the employee is considered employed by the District unless the employee is eligible for coverage as a retiree.

Leave for personal illness is terminated on the last day of an employee's contract year.

Permission Absence

"Permission absence" is a term denoting an excused absence from job duties, with pay. It is not a right, but a privilege. Professional administrative personnel are not granted personal leave. Rather a professional administrative employee may request an excused absence be granted by the Superintendent or designee to conduct personal business, for significant lifetime events, or for other reasons that do not occur on a frequent basis. The circumstances may differ with each case and the length of time granted for a permission absence may vary.

Bereavement Leave

A bereavement leave will be granted to allow a professional administrative employee to be absent for up to three days to deal with funeral matters of the immediate family as defined in this policy. These days will not be charged against the employee's sick leave allotment. In addition, employees may use paid sick leave for death in the immediate family or household.

State law allows a maximum of 10 unpaid work days for eligible employees (Family and Medical Leave Act of 1993, 20 U.S.C. §2601 et seq.) to take ~~child~~ family bereavement leave. The purpose, requirements, scheduling, and all other terms of the leave are governed by the ~~Child~~ Family Bereavement Leave Act. ~~Child~~ Family bereavement leave allows for: (1) attendance by the bereaved employee at the funeral or alternative to a funeral of ~~his or her child~~a covered family member, which includes an employee's child, stepchild, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, (2) making arrangements necessitated by the death of the ~~employee's child~~covered family member, or (3) grieving the death of the ~~employee's child~~covered family member, or (4) absence from work due to a (i) miscarriage, (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure, (iii) a failed adoption match or an adoption that is not finalized because it is contested by another party, (iv) a failed surrogacy agreement, (v) a diagnosis that negatively impacts pregnancy or fertility, or (vi) a still birth, without any adverse employment action.

The ~~child~~ family bereavement leave must be completed within 60 days after the date on which the employee received notice of the death of ~~his or her child~~the covered family member or the date on which an event under item (4) above occurs. However, in the event of the death of more than one ~~child~~ covered family member in a 12-month period, an employee is entitled to up to a total of six weeks of bereavement leave during the 12-month period, subject to certain restrictions under State and federal law. Other existing forms of leave may be substituted for the leave provided in the

~~Child~~ Family Bereavement Leave Act. This policy does not create any right for an employee to take ~~child~~ family bereavement leave that is inconsistent with the ~~Child~~ Family Bereavement Leave Act

Emergency Leave

Professional administrative personnel may request up to fifteen (15) days of paid emergency leave to accommodate extreme situations when other paid leaves do not apply and all other paid leaves have been exhausted. A member must give a reason for the request, and such leave will be approved or denied by the Superintendent or designee.

Professional Leave

Professional administrative personnel may request professional leave day(s) for professional development activities. The employee shall request professional leave in writing at least one (1) week prior to the day of the requested absence. The Superintendent or designee will approve or deny such requests.

Family Hardship Leave

The Board may grant a professional administrative employee a family hardship leave of absence without pay for a specific period of time up to six months. In no instance shall this leave be granted unless the Board determines that a suitable replacement can be hired.

1. The employee shall not be eligible for sick leave pay during the period of a family hardship leave, nor will the employee be eligible for family hardship leave if the employee has applied for or used sick leave, medical leave and/or personal illness leave in reference to the reason the family hardship leave is being requested.
2. All benefits available to the employee shall be suspended during a family hardship leave. The employee may maintain membership in the group health insurance program during the leave, according to provisions of the Family and Medical Leave Act of 1993. The employee may maintain the group health insurance after the benefit from FMLA has expired by remitting in advance payments of all premiums due. These payments shall be made to the District Office.
3. Professional administrative employees will retain their tenure status during a family hardship leave of absence.
4. An employee on leave for a full school year shall not receive a salary increase while on leave.

At the expiration of the leave period, the employee will be placed in an administrative or non-administrative position for which the employee is qualified.

All Professional Personnel

Holidays

Except as provided in Board Policy 6.20, all professional personnel, whether represented by the Association or administrative personnel, will not be required to work on the legal school holidays listed in Board Policy 6.20 School Year Calendar and Day.

Leaves

In addition to the leaves provided above, all professional personnel, whether represented by the Association or administrative personnel, shall be entitled to the following leaves:

Family and Medical Leave

An eligible employee may use unpaid family and medical leave (FMLA leave), guaranteed by the federal Family and Medical Leave Act as provided in Board policy 5.185, *Family and Medical Leave*.

Military Leave

The District will comply with the Uniformed Services Employment and Reemployment Rights Act ("USERRA"), the Illinois Service Member Employment and Reemployment Rights Act ("ISERRA"), 330 ILCS 61/1-1 et seq., and Section 10-20.7b of the Illinois School Code (105 ILCS 5/10-20.7b), as amended from time to time.

A professional employee who is a "service member" as defined in ISERRA, is entitled to military leave while performing "active service".

During such leaves, the employee's seniority, tenure track, and other benefits shall continue to accrue. An employee who is absent on military leave shall, minimally, for the period of military leave, be credited with the average of the performance ratings or evaluations received for the three years immediately before the absence for military leave. Additionally, the rating shall not be less than the rating that he or she received for the rated period immediately prior to his or her absence on military leave. The contractual continued service status of a teacher or other professional employee shall not be affected because of absence while in the military service of the United States.

During periods of military leave for annual training, the employee shall continue to receive full compensation (i.e. concurrent compensation) for up to 30 days per calendar year.

During periods of military leave for active service, the employee shall receive differential compensation subject to the following:

1. Differential compensation for voluntary active service is limited to 60 work days in a calendar year.
2. Differential compensation shall not be paid for active service without pay.

Employees who have exhausted concurrent compensation for annual training in a calendar year shall receive differential compensation when authorized in the same calendar year.

School Visitation Leave

An eligible professional employee is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or academic meetings related to the employee's child, if the conference or meeting cannot be scheduled during non-work hours. Professional employees must first use all accrued vacation leave, personal leave, and any other leave that may be granted to the professional employee, except sick and disability leave.

The Superintendent shall develop administrative procedures implementing this policy consistent with the School Visitation Rights Act.

Leave to Serve as an Election Judge

Any professional employee who has been appointed to serve as an election judge under State law may, after giving at least 20-days' written notice to the District, be absent without pay for the purpose of serving as an election judge. The employee is not required to use any form of paid leave to serve as an election judge. No more than 10% of the District's employees may be absent to serve as election judges on the same Election Day.

General Assembly Leave

Leaves for service in the General Assembly, as well as re-employment rights, will be granted in accordance with State and federal law. A professional employee hired to replace one in the General Assembly does not acquire tenure.

Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence

An unpaid leave from work is available to any employee who: (1) is a victim of domestic violence, sexual violence, gender violence, or any other crime of violence, or (2) has a family or household member who is a victim of such violence whose interests are not adverse to the employee as it relates to the domestic violence, sexual violence, gender violence, or any other crime of violence. The unpaid leave allows the employee to seek medical help, legal assistance, counseling, safety planning, and other assistance without suffering adverse employment action.

The Victims' Economic Security and Safety Act governs the purpose, requirements, scheduling, and continuity of benefits, and all other terms of the leave. Accordingly, since the District employs at least 50 employees, an employee is entitled to a total of 12 work weeks of unpaid leave during any 12-month period. Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 (29 U.S.C. §2601 et seq.).

Leave Without Pay

The Board recognizes that a leave without pay is sometimes necessary due to circumstances beyond an individual's control. Therefore, requests for absences from work beyond an individual's control and that do not fall under any other leave policy may be granted by the building administrator or a District Office administrator without pay on a day for day basis. A leave without pay shall not be granted for vacation. Personnel assigned to a specific building or homebased at a specific building shall submit their request to the building administrator. Other personnel shall submit their request to the District Office administrator responsible for their performance.

Unless circumstances warrant, leave without pay shall not be granted immediately prior to or immediately following holidays or vacations.

Employees who are granted a leave without pay shall have their pay reduced at a per diem rate based on the number of days paid in the current contract year.

Leave to Serve as an Officer or Trustee of a Specific Organization

The Board provides for Association Leave in the Negotiated Contract with the Association. In addition, upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining

negotiations, and (2) twenty days of paid leave of absence per year to a trustee of the Teachers' Retirement System in accordance with 105 ILCS 5/24-6.3.

COVID-19 Paid Administrative Leave

During any time when the Governor has declared a disaster due to a public health emergency under 20 ILCS 3305/7, paid administrative leave is available to eligible employees if the District, State or any of its agencies, or the local health department has issued guidance, mandates or rules related to COVID-19 that restrict an employee from being on District property for a reason outlined in State law.

For an employee to be eligible for COVID-19 paid administrative leave, the employee must be fully vaccinated against COVID-19 as defined in 105 ILCS 5/10-20.83 (final citation pending).

The employee will receive as many days of administrative leave as required to abide by the public health guidance, mandates, and requirements issued by the Ill. Dept. of Public Health, unless a longer period has been negotiated with the exclusive bargaining representative.

As a condition of being granted COVID-19 paid administrative leave, an employee shall provide all documentation necessary to substantiate the employee's eligibility for the leave, as requested by the Superintendent or designee. An employee who is on COVID-19 paid administrative leave will receive the employee's regular rate of pay; the leave will not diminish any other leave or benefits of the employee. Employees may not accrue COVID-19 paid administrative leave.

Injury During Performance of Duties

An employee injured during the performance of duties shall be entitled to a maximum of three consecutive days absence with pay provided a licensed physician certifies the employee is unable to perform the duties of the position. If after three days the employee is still unable to perform the duties of the position, accumulated sick leave may be used. A licensed physician must certify at the end of each pay period that the employee is unable to perform the duties of the position. The employee, in addition, shall be entitled to benefits pursuant to the Worker's Compensation Act but in no event shall the employee receive more than a regular day's pay. Sick leave pay shall be utilized, if needed, to supplement worker's compensation benefits so as to ensure a regular day's pay.

LEGAL REF.: 105 ILCS 5/10-20.83 (final citation pending), 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.
10 ILCS 5/13-2.5, Election Code.
~~105 ILCS 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.~~
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147/, School Visitation Rights Act.
820 ILCS 154/, Child Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.

CROSS REF.: 5.180 (Temporary Illness or Temporary Incapacity), 5.185 (Family and Medical Leave), 5.330 (Vacation, Holidays, and Leaves)

Adopted: September 16, 1968
Reviewed: ~~January 2022~~November 2022
Amended: March 9, 2022

Educational Support Personnel – Employment At-Will, Compensation, and Assignment

Employment At-Will

Unless otherwise specifically provided, District employment is at-will, meaning that employment may be terminated by the District or employee at any time~~,~~ for any reason, other than a reason prohibited by law, or no reason at all~~, except that dismissal for reduction in force requires 30 days notice~~. Nothing in Board policy is intended or should be construed as altering the employment at-will relationship.

Exceptions to employment at-will may include employees who are employed annually, have an employment contract, or are otherwise granted a legitimate interest in continued employment. The Superintendent or designee is authorized to make exceptions to employing nonlicensed employees at-will, but shall maintain a record of positions or employees who are not at-will.

Compensation

The Board will determine salary and wages for educational support personnel~~ who do not have collectively-bargained agreements~~. Increments are dependent on evidence of continuing satisfactory performance. An employee covered by the overtime provisions in State or federal law, shall not work overtime without the prior authorization from the employee's immediate supervisor. Educational support personnel are paid twice a month.

All educational support personnel of the District who are employed for 3-½ hours per day (600 hours per year), or more, participate in the Illinois Municipal Retirement Fund.

Any time a non-working day coincides with a payday, ~~checks~~ payment shall be issued on the previous working day.

Assignment

The Superintendent or designee is authorized to make assignments and transfers of educational support personnel.

LEGAL REF.: 105 ILCS 5/10-22.34 and 5/10-23.5.
~~Griggsville-Perry Community Unit School Dist. No. 5 v. Illinois Educ. Labor Relations Bd., 963 N.E.2d 332 (Ill.App.4, 2013).~~
~~Cook v. Eldorado Community Unit School District No. 03-MR-32 (Ill.App.5, 2004).~~
~~Duldulao v. St. Mary of Nazareth Hospital, 483 N.E. 2d 956 (Ill. App. 1 Dist. 1985), *aff'd in part and remanded*, 505 N.E.2d 314 (Ill. 1987).~~
~~Kaiser v. Dixon, 468 N.E. 2d 822, (Ill. App. 2d Dist. 1984).~~

CROSS REF.: 5.10 (Equal Employment Opportunity), 5.35 (Compliance with the Fair Labor Standards Act), 5.290 (Employment Termination and Suspensions), 5.310 (Compensatory Time-Off)

Adopted: October 21, 1968
Reviewed: ~~September 2015~~November 2022
Amended: September 23, 2015

Educational Support Personnel – Duties and Qualifications

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

Paraprofessionals ~~and Teaching Assistants~~

"Paraprofessionals" ~~and "teaching assistants" are noncertificated personnel with~~provide supervised instructional support~~duties; the terms are synonymous~~. Service as a paraprofessional ~~or teaching assistant~~ requires ~~a "statement of approval"~~an educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized ~~issued~~ by the Illinois State Board of Education (ISBE).

~~A paraprofessional or teaching assistant in a targeted assistance program that is paid with federal funds under Title I, Part A, or in a school-wide program that is supported with such funds, shall hold a "statement of approval," issued by the ISBE, for this purpose.~~

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

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

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

1. For supervising study halls, long distance teaching reception areas used incident to instructional programs transmitted by electronic media (~~such as~~e.g. computers, video and audio),~~–~~ detention and discipline areas~~;~~, and school-sponsored co-curricular activities;

2. As supervisors, chaperones or sponsors for non-academic school activities; or

3. For non-teaching duties not requiring instructional judgment or student evaluation.

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

Coaches and Athletic Trainers

Athletic coaches and trainers shall have the qualifications required by any association in which the District maintains a membership. The coach for ~~an extra- or~~a co-curricular athletic activity sponsored or sanctioned by the Illinois High School Association (IHSA) at or above the ninth grade level must have completed the IHSA's educational program and competency testing on preventing abuse of performance-enhancing substances, provided the program is available.

Adopted: April 14, 1999
Reviewed: ~~February 2010~~November 2022
Amended: March 10, 2010

Regardless of whether the athletic activity is governed by an association, the Superintendent or designee shall ensure that each athletic coach:

1) is knowledgeable regarding coaching principles;

2) has first aid training, and

3) is a trained Automated External Defibrillator user according to rules adopted by the Illinois Department of Public Health.

Anyone performing athletic training services shall be licensed under the Illinois Athletic Trainers Practice Act, be an athletic trainer aide performing care activities under the on-site supervision of a licensed athletic trainer, or otherwise be qualified to perform athletic trainer activities under ~~state~~ State law. ~~All coaches must successfully complete a District-approved coach training program.~~

~~Bus Drivers~~

~~All school bus drivers must have a valid school bus driver permit. The Superintendent or designee shall inform the Illinois Secretary of State, within 30 days of being informed by a school bus driver, that the bus driver permit holder has been called to active duty. New bus drivers and bus drivers who are returning from a lapse in their employment are subject to the requirements contained in Board policy 5.30, and Board policy 5.285.~~

LEGAL REF.: ~~No Child Left Behind Act of 2001, 20 U.S.C. §6319(c).~~
34 C.F.R. §§200.58~~ and 200.59~~.
105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b~~, and 25/1.5~~.
625 ILCS 5/6-104 and 5/6-106.1.
23 Ill. Admin. Code §§1.280, 1.630, and 25.510~~, 25.520~~.

CROSS REF.: 4.110 (Transportation), 4.170 (Safety), 5.30 (Hiring Process and Criteria), 5.35 (Compliance with the Fair Labor Standards Act), 5.285 (Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers), 6.250 (Community Resource Persons and Volunteers)

Adopted: April 14, 1999
Reviewed: ~~February 2010~~November 2022
Amended: March 10, 2010

Educational Support Personnel – Employment Termination and Suspensions

Resignation and Retirement

An employee is requested to provide ~~2~~ two weeks' notice of a resignation except when the best interests of the District require otherwise. A resignation notice cannot be revoked once ~~accepted or otherwise acted upon (such as, a new employee was hired)~~given. An employee planning to retire should notify ~~his or her~~the employee's supervisor at least ~~2~~ two months before the retirement date.

Non-RIF Dismissal

The District may terminate an at-will employee at any time for any or no reason, but not for a reason prohibited by State or federal law.

Employees who are employed annually or have a contract, or who otherwise have a legitimate expectation of continued employment, may be dismissed: (1) at the end of the school year or at the end of their respective contract after being provided appropriate notice and after compliance with any applicable contractual provisions, or (2) mid-year or mid-contract provided appropriate due process procedures are provided.

The Superintendent or designee is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff. This includes recommending a non-licensed employee for immediate dismissal for willful or negligent failure to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/.

Reduction in Force and Recall

The Board may, as necessary or prudent, decide to decrease the number of educational support personnel or to discontinue some particular type of educational support service and, as a result of that action, dismiss or reduce the hours of one or more educational support employees. When making decisions concerning reduction in force and recall, the Board will follow Sections ~~20~~10-22.34c (outsourcing non-instructional services) and 10-23.5 (procedures) of the *School Code*, to the extent they are applicable and not superseded by legislation or an applicable collective bargaining agreement.

Final Paycheck

A terminating employee's final paycheck will be adjusted for any unused, earned vacation credit. Employees are paid for all earned vacation. Terminating employees will receive their final pay on the next regular payday following the date of termination, except that an employee dismissed due to a reduction in force shall receive his or her final paycheck on or before the next regular pay date following the last day of employment.

Suspension

Except as provided below, the Superintendent or designee is authorized to suspend an employee without pay as a disciplinary measure, during an investigation into allegations of misconduct, or pending a dismissal hearing whenever, in the Superintendent or designee's judgment, the employee's presence is detrimental to the District. A disciplinary suspension shall be with pay (1) when the employee is exempt from the overtime provisions, or (2) until an employee with an

employment contract for a definite term is provided a notice and hearing according to the suspension policy for professional employees. Upon receipt of a recommendation from the Ill. Dept. Children and Family Services (DCFS) that the District remove an employee from the employee's position when the employee is the subject of a pending DCFS investigation that relates to the employee's employment with the District, the Board or Superintendent or designee, in consultation with the Board Attorney, will determine to:

1. Let the employee remain in their position pending the outcome of the investigation; or

2. Remove the employee as recommended, proceeding with:

    a. A suspension with pay; or

    b. A suspension without pay.

Any criminal conviction resulting from the investigation or allegations shall require the employee to repay to the District all compensation and the value of all benefits received by the employee during the suspension. The Superintendent or designee will notify the employee of this requirement when the employee is suspended.

~~Administrative Procedures~~

~~The Superintendent may develop procedures to implement this policy.~~

LEGAL REF.: 105 ILCS 5/10-22.34c and 5/10-23.5.
5 ILCS 430 et seq., State Officials and Employees Ethics Act.
~~105 ILCS 5/10-22.34c, and 5/10-23.5.~~
325 ILCS 5/7.4(c-10), Abused and Neglected Child Reporting Act.
820 ILCS 105/4a, Minimum Wage Law.

CROSS REF.: 5.90 (Abused and Neglected Child Reporting), 5.120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5.240 (Suspension), 5.270 (Employment At-Will, Compensation, and Assignment)

Adopted: October 21, 1968
Reviewed: ~~September 2015~~November 2022
Amended: October 28, 2015

Educational Support Personnel - Schedules and Employment Year

The Superintendent shall supervise a process for setting work schedules and an employment year for educational support employees in accordance with ~~state~~ State and federal law, Board policy, and applicable agreements and shall:

1. Assign each employee one supervisor who will establish a work schedule, including breaks, as required by building or District needs, work load, and the efficient management of human resources;

2. Allow for the ability to respond to changing circumstances by altering work schedules as needed; and

3. Consider the well-being of the employee. The Superintendent's approval is required to establish a flexible work schedule or job-sharing.

Breaks

An employee who works at least 7.5 continuous hours shall receive a 30-minute duty-free meal break that begins within the first ~~5~~ five hours of the employee's workday.

The District accommodates employees who are nursing mothers according to ~~state~~ State and federal law.

NOTE: Please refer to bargaining agreements.

LEGAL REF.: Fair Labor Standards Act, 29 U.S.C. §207 et seq.
105 ILCS 5/10-20.14a, 5/10-22.34, and 5/10-23.5.
740 ILCS 137/, Right to Breastfeed Act.
820 ILSC 105/~~1 et seq. and 260/1 et seq.~~, Minimum Wage Act
820 ILCS 260/, Nursing Mothers in the Workplace Act
~~105 ILCS 5/10-20.14a, 5/10-22.34, and 5/10-23.5.~~

CROSS REF.: 5.35

Adopted: April 23, 1997
Reviewed: ~~February 2010~~October 2022
Amended: March 10, 2010

Educational Support Personnel - Compensatory Time-Off

This policy governs the use of compensatory time-off by employees who: (1) are covered by the overtime provisions of the Fair Labor Standards Act, 29 U.S.C. §201 *et. seq.*, and (2) are not represented by an exclusive bargaining representative.

Employees may be given ~~1 1/2~~one and one-half hours of compensatory time-off in lieu of cash payment for each hour of overtime worked. Overtime will not be allowed without prior authorization from the employee's immediate supervisor. Other than as provided below, at no time may an employee's accumulated compensatory time-off exceed 240 hours, which represents compensation for 160 hours of overtime. An employee whose work regularly includes public safety, emergency response, or seasonal activities may accumulate a maximum of 480 hours of compensatory time, which represents compensation for 320 hours of overtime. If an employee accrues the maximum number of compensatory time-off hours, the employee: (1) is paid for any additional overtime hours worked, at the rate of ~~1 1/2~~one and one-half times the employee's regular hourly rate of pay, and (2) does not accumulate compensatory time-off until the employee uses an equal amount of accrued time-off.

An employee who has accrued compensatory time-off shall be permitted to use such time in at least half-day components provided such requests do not unduly disrupt the District's operations. The employee's supervisor must approve a request to use compensatory time-off.

Upon termination of employment, an employee will be paid for unused compensatory time at the higher of:

1. The average regular rate received by such employee during the last ~~3~~ three years of employment; or

2. The final regular rate received by such employee.

Compensatory time-off is time during which the employee is not working and is, therefore, not counted as "hours worked" for purposes of overtime compensation.

Implementation

The Superintendent or designee shall implement this policy in accordance with the FLSA. In the event of a conflict between the policy and FLSA, the latter shall control.

LEGAL REF.: Fair Labor Standards Act, 29 U.S.C. §201 et seq.; 29 C.F.R. Part 553.

CROSS REF.: 5.35 (Compliance with the Fair Labor Standards Act), 5.185 (Family and Medical Leave), 5.270 (Employment At-Will, Compensation, and Assignment)

Adopted: April 23, 1997
Reviewed: ~~May 2005~~October 2022
Amended: June 8, 2005

Educational Support Personnel – Evaluation

The Superintendent is responsible for designing and implementing a program for evaluating the job performance of each educational support staff member according to standards contained in School Board policies as well as in compliance with State law and any applicable employee handbook and/or collective bargaining agreement. The standards for the evaluation program shall include, but not be limited to:

1. Each employee shall be evaluated annually, preferably before the annual salary review.

2. The direct supervisor shall provide input.

3. The employee's work quality, promptness, attendance, reliability, conduct, judgment, and cooperation shall be considered.

4. The employee shall receive a copy of the annual evaluation.

5. All evaluations shall comply with State and federal law and any applicable employee handbook and/or collective bargaining agreement.

~~Each educational support staff member's job performance shall be evaluated by his or her direct supervisor. The evaluation process includes scheduled annual evaluations, on forms applicable to the job classification, and day-to-day appraisals.~~

~~Supervisors shall provide a copy of the completed evaluation to the employee and shall provide an opportunity to discuss it. The original should be signed by the employee and filed with the Superintendent.~~

~~As appropriate, supervisors should discuss job performance issues that require attention with employees.~~

CROSS REF.: 5.10 (Equal Employment Opportunity), 5.150 (Personnel Records)

Adopted: April 23, 1997
Reviewed: November 2022
Amended:

Administrative Procedure / General Personnel ~ Personnel Records

Applicant Records

Records for a successful employment applicant are maintained with the individual's employment records. Records for an unsuccessful employment are maintained for no less than five years from the application date ~~all applicants are kept in the districts online application system~~. ~~Online a~~Applicant records ~~may~~ include the following if received ~~through the online process~~by the District:

- Employment application forms
- Transcripts
- Previous work experience
- References
- Such other relevant information as the District desires of applicants for screening purposes

Personnel Records

Personnel records for all employees include:

- Pre-employment records, including verification of past employment
- Dates of employment
- Valid certificate and/or evidence of required credentials for services being performed
- Criminal background investigation history and report
- Form I-9 required under the Immigration Reform and Control Act
- Records maintained pursuant to Internal Revenue Service regulations
- Payroll information and deductions, including all records required to be kept by 5.35-AP2, *Employee Records Required by the Fair Labor Standards Act* ~~(FLSA)~~ (29 C.F.R. §§516.2 and 516.3)
- Records maintained for the Ill~~inois~~. Teachers' Retirement System or the Ill~~inois~~. Municipal Retirement System
- Credit release information
- Sick leave, leaves of absence, personal leave, and vacation data (where appropriate)
- Salary schedule data
- Relevant health and medical records, including the verification of freedom from tuberculosis required by *The School Code* (105 ILCS 5/24-5)
- Supervisory evaluations
- Promotions
- Awards received
- Personnel documents that have been or are intended to be used in determining an employee's qualification for promotion, transfer, discharge, or disciplinary action ~~except as provided in 820 ILCS 40/10.~~
- Disciplinary actions and accompanying records
- Notice of discharge and accompanying records
- Letter of resignation or retirement
- Notification that an employee is the subject of an Ill. Department of Children and Family Services (DCFS) investigation pursuant to the Abused and Neglected Child Reporting Act (ANCRA) and any report to DCFS made or caused to be made by a District employee concerning another employee; this record will be deleted if DCFS informs the District that the allegations were unfounded.
- Any additional information the District deems to be relevant

In addition to the above, personnel records for all professional personnel include:

- Valid certificate for services being performed
- Copies of official transcripts required by *The School Code* (105 ILCS 5/24-23)
- Transcripts of graduate work completed
- Verification of past teaching experience, if any
- Record of in-service work completed
- Acknowledgement of mandated reporter status

Employment records will be maintained permanently for all District employees and former employees unless the Local Records Commission's approval is obtained to dispose of them.

Restrictions on Information that May Be Kept

The District will not gather or keep a record of an employee's associations, political activities, publications, communications, or non-employment activities, unless the employee submits the information in writing or authorizes the District in writing to keep or gather such records. However, the District may gather or keep records in an employee's personnel file concerning ~~activities occurring on the District's premises or during the employee's working hours that~~:

1. activities or associations with individuals or groups involved in the physical, sexual, or other exploitation of a minor, or
2. activities occurring on the District's premises or during the employee's working hours that interfere with the performance of the employee's duties or activities, or those of other employees, regardless of when and where occurring, that constitute criminal conduct or may reasonably be expected to harm the District's property, operations or educational process, or programs, or that could, by the employee's actions, cause the District financial liability. 820 ILCS 40/9, amended by P.A. 101-531.

Access to Employee Records and Correction Requests

An employee is granted access to his or her personnel records according to provisions in the Ill. Personnel Record Review Act (PRRA), 820 ILCS 40/~~0.01 et seq.~~, and any relevant provisions in an applicable collective bargaining agreement. ~~According to the Review Act~~Except for the documents described in 820 ILCS 40/10, an employee is granted access to his or her personnel records at least 2 times in a calendar year at reasonable intervals. Unless otherwise indicated in an applicable bargaining agreement, access to the employee's personnel records will be according to the following guidelines:

1. The employee must submit a request to the Superintendent or the Superintendent's designee.
2. The Superintendent or designee will provide the employee the opportunity for inspection within ~~7~~ seven working days after the request. If such deadline cannot reasonably be met, the District will have an additional ~~7~~ seven days to comply.
3. The employee will inspect the personnel record at the District's administrative office during normal working hours or at another time mutually convenient to the employee and the Superintendent or designee.
4. Inspection of personnel records will be conducted under the supervision of an administrative staff member.
5. Neither an employee nor ~~his or her~~the employee's designated representative will have access to records that are treated as exceptions in the Illinois Personnel Record Review Act discussed below.

6. The employee may copy material maintained in his or her personnel record. Payment for record copying will be based on the District's actual costs of duplication.
7. The employee may not remove any part of ~~his or her~~the employee's personnel records from his or her file or may not remove any part of ~~his or her~~the employee's personnel records from the District's administrative office.
8. Should the employee demonstrate ~~his or her~~the inability to inspect his or her personnel records in person, the District will mail a copy of the specific record(s) upon written request.
9. Should the employee be involved in a current grievance against the District or involved in any other contemplated proceedings against the District, the employee may designate in writing a representative who has the authority to inspect the personnel records under the same rights as the employee.
10. If the employee disagrees with any information contained in the personnel record, a removal or correction of that information may be mutually agreed upon by the District and employee. If agreement cannot be reached, the employee may submit a written statement explaining his or her position. The District will attach the employee's statement to the disputed portion of the personnel record and the statement will be included whenever that disputed record is released to a third party as long as the disputed record is part of the employee's personnel file. Inclusion of any written statement attached to the disputed record in an employee's personnel file without any further comment or action by the District will not imply or create any presumption that the District agrees with the statement's contents.

Requests by Third Parties

The Attorney for the District shall be consulted whenever a subpoena or court order requests personnel record information. Any other request for personnel information by a third party will be treated as a FOIA request and immediately forwarded to the School District's Freedom of Information Officer (see 2:250-AP1, *Access to and Copying of District Public Records*). Concerning a request for a disciplinary report, letter of reprimand, or other disciplinary action:

1. If the responsive record is more than four years old and is not related to an incident or an attempted incident of sexual abuse or severe physical abuse, access will be denied unless the release is ordered in a legal action or arbitration. 5 ILCS 140/7.5(q); 820 ILCS 40/8.
2. If the responsive record is more than four years old and is related to an incident or an attempted incident of sexual abuse or severe physical abuse, the request cannot be denied. 820 ILCS 40/8, amended by P.A. 101-531.
3. If the responsive record is four years old or less, access will be granted (regardless of its nature). The District will provide the employee with written notice or through electronic mail, if available, on or before the day any such record is released, unless notice is not required under the PRRA. 5 ILCS 140/7.5(q); 820 ILCS 40/7 and 40/8.
4. The employee will not be informed if the employee has specifically waived written notice as part of a written, signed employment application with another employer; the disclosure is ordered to a party in a legal action or arbitration; or information is requested by a government agency as a result of a claim or complaint by an employee, or as a result of a criminal investigation by such agency.

A FOIA request for a performance evaluation will be denied. 820 ILCS 40/11, 5 ILCS 140/7.5(q). Before replying to a request from a third party, the District will review the requested records and delete or redact material that is protected from disclosure. 820 ILCS 40/8.
~~Before the District divulges disciplinary reports, letters of reprimand, or records of other disciplinary action to a third party, to a party who is a part of the employer's organization, or to a party who is a part of a labor organization representing the employee, the District will provide the employee with a written notice. The written notice to the employee will be mailed to the employee's last known~~

~~address and will be mailed on or before the day the information is divulged to any of the aforementioned parties.~~

~~No such written notice will be required if the employee has specifically waived written notice as part of a written, signed employment application with another employer; the disclosure is ordered to a party in a legal action or arbitration; or information is requested by a government agency as a result of a claim or complaint by an employee, or as a result of a criminal investigation by such agency.~~

~~Before releasing personnel records to a third party or allowing them to be copied, the District will review the requested records and, delete disciplinary reports, letters of reprimand, or other records of disciplinary action that are more than 4 years old, unless the release is ordered to a party in a legal action or arbitration.~~

Restriction on Employee Access

~~Section 10 of the Illinois Personnel Record Review Act~~The PRRA, 820 ILCS 40/10, provides that the right of the employee or the employee's designated representative to inspect ~~his or her~~the employee's personnel records does not extend to:

1. Letters of reference for that employee.
2. Any portion of a test document, except that the employee may see a cumulative total test score for either a section of or the entire test document.
3. Materials relating to the employer's staff planning, such as matters relating to the District's development, expansion, closing or operational goals, where the materials relate to or affect more than one employee, provided, however, that this exception does not apply if such materials are, have been or are intended to be used by the employer in determining an individual employee's qualifications for employment, promotion, transfer, or additional compensation, or in determining an individual employee's discharge or discipline.
4. Information of a personal nature about a person other than the employee if disclosure of the information would constitute a clearly unwarranted invasion of the other person's privacy.
5. Records relevant to any other pending claim between the District and employee that may be discovered in a judicial proceeding.
6. Investigatory or security records maintained by the District to investigate criminal conduct by an employee or other activity by the employee that could reasonably be expected to harm the District's property, operations, or education process or programs, or could by the employee's activity cause the District financial liability, unless and until the District takes adverse personnel action based on information in such records.

Complying with Requirements in the Abused and Neglected Child Reporting Act

The Superintendent will execute the requirements in the Abused and Neglected Child Reporting Act whenever a District employee makes a report to DCFS involving another District employee's conduct. This includes performing the following tasks (325 ILCS 5/4 and 820 ILCS 40/13):

1. Disclose to any school district requesting information concerning a current or former employee's job performance or qualifications the fact that he or she was the subject of another employee's report to DCFS. Only the fact that a District employee made a report may be disclosed.
2. Inform the District employee who is or has been the subject of such report that the Superintendent will make the disclosure as described above.
3. Delete the record of such a report if DCFS informs the District that the allegation was unfounded.

LEGAL REF.: 5 ILCS 140/, Freedom of Information Act.
325 ILCS 5/4 and 5/7.4, Abused and Neglected Child Reporting Act.
820 ILCS 40/~~1 et seq.~~, Personnel Record Review Act
23 Ill. Admin. Code §1.660.

Adopted: February 24, 2010
Reviewed: October 2022
Amended:

Administrative Procedure / General Personnel ~~-~~ Copyright Compliance

These guidelines help staff members determine if they may use non-original work freely or whether permission is needed to use or copy it. Whenever a staff member is uncertain, has questions, or needs permission from a copyright-owner to use or copy a work, he or she should contact the Superintendent or ~~designee~~designated copyright compliance officer. ~~The~~ Appendix 1 is a *Fair Use Assessment Factors Checklist*. Appendix 2 contains use resources available online.

1. Is the work copyright protected? *A "no" means you may use the work freely; a "yes" or uncertain answer means you should proceed with the second query*.
    a. No, if it is in the public domain.
    b. No, if it is a U.S. Government publication.
    c. No, if it is an idea or method described in copyrighted work.
    d. The presence of a copyright notice is not determinative.
    e. Yes, almost all other works.

2. Do you want to exercise one of the copyright owner's exclusive rights? *A* "yes" *or uncertain answer means you should proceed with the third query.*
    a. Yes, if you plan to copy the work.
    b. Yes, if you plan to use the work as the basis for a new work.
    c. Yes, if you plan to electronically distribute or publish copies.
    d. Yes, if you plan to perform music or drama, recite prose or poetry, or if you plan to play a video and/or audio digital or tape recording or a CD-ROM or DVD.
    e. Yes, if the plan is to publicly display the work.

3. Does your planned use of the work require the copyright owner's permission? *A "no" means you may use the work, provided that any copies contain the copyright notice as it appears in the original work; a "yes" or uncertain answer means you should contact the Superintendent or designee*.
    a. No, if your planned use of printed work is within the "fair use" exception as defined in 17 U.S.C. §107. See Appendix 1.
    b. No, if your planned use of the work is within the "library's special rules" exception as defined in 17 U.S.C. §108.
        - A library may make a single copy containing the copyright notice for the purpose of archiving lost, stolen, damaged, or deteriorating works.
        - A library may make a single copy containing the copyright notice for a student or staff member at no more than the actual cost of photocopying, provided that the library finds that the copyrighted work cannot be obtained elsewhere at a fair price.
    c. No, if your planned use of the work is within the "educational performances and displays" exception as defined in 17 U.S.C. §110.
    Performances by teachers or students are permitted as part of a teaching activity in a classroom or instructional setting. All other performances require permission from the copyright owner.
    d. No, if you plan to use it in an overhead or opaque projector for instructional purposes.
    e. No, if you plan to copy and use music for academic purposes, other than performance.
    f. Yes, notwithstanding the above, if you plan to create anthologies, compilations, or collective works.

g. Yes, notwithstanding the above, if copies will be "consumed" during the course. "Consumable" works include: workbooks, exercises, standardized tests, test booklets, and answer sheets.
h. Yes, notwithstanding the above, if you plan to substitute copies for the purchase of the work; likewise, if you yearly copy the same item.
i. You must receive permission from the Superintendent or ~~designee~~ designated copyright compliance officer before showing the off-air recording of television programs, video rentals, or videos purchased for home use. You must follow any applicable license agreements.
j. You must receive permission from the Superintendent or ~~designee~~ designated copyright compliance officer before using any non-District owned software, ~~and/or CD-ROM or~~ DVD products, and/or downloadable files in District owned equipment. No one may install or download any program on District owned equipment without the Superintendent or designee's permission.
k. You must follow licensing agreements applicable to District owned software and ~~CD-ROM or~~ DVD products.
    - Licensing agreements with the manufacturer and vendor shall be followed.
    - Staff members shall take reasonable precautions to prevent copying or the use of unauthorized copies on school equipment, to avoid the installation of privately purchased software on school equipment, and to avoid the use of single copy software ~~or CD-ROM products~~ across a network with multiple users unless the applicable license agreement permits.
    - A back-up copy shall be purchased for use as a replacement when a program is lost or damaged. If the vendor is not able to supply such, the District shall make a back-up program in accordance with the terms of the applicable licensing agreement or 17 U.S.C. §117.

Appendix 1: Copyright Fair Use Assessment Factors Checklist

Purpose and Character of Use of Copyrighted Work

Use this checklist to analyze whether material falls under the *fair use doctrine*. Factors favoring fair use will generally indicate that material may be used without seeking permission from the copyright owner. Factors opposing fair use require permission to reprint or adapt the material from the copyright owner. If a copyright owner is known, always request permission before using any material.

Favoring Fair Use	Opposing Fair Use
☐ Teaching	☐ Commercial activity - gain of financial rewards from *(sic)* use; e.g., sale of goods, services; advertising; fundraising, etc.
☐ Research/Scholarship/Academics	☐ Profiting from use
☐ Nonprofit educational institution	☐ Bad-faith behavior; e.g., misrepresentation of intended use
☐ Criticism	☐ Denying credit to original author or artist
☐ Comment	☐ Entertainment
☐ News reporting that is fact intensive	☐ News reporting with a new perspective or creative flair
☐ Used to create something different and new	☐ Making a stylized version that retains the core elements of the original work
☐ Restricted access given	
☐ Parody	

Nature of Copyrighted Work Used

Favoring Fair Use	Opposing Fair Use
☐ Published work	☐ Unpublished work
☐ Factual or nonfiction based	☐ Highly creative work (art, music, novel)
☐ Out of print work	☐ Fiction

Amount and Substantiality of Copyrighted Work Used

Favoring Fair Use	Opposing Fair Use
☐ Small amount used	☐ Large portion or whole work used
☐ Portion used not central or significant to entire work	☐ Portion used is the heart of the work

Impact on Market of Copyrighted Work (often viewed as the most important factor)

Favoring Fair Use	Opposing Fair Use
☐ User owns lawfully acquired/purchased copy	☐ Use could supplant original author's sale for copyrighted work
☐ One or few copies made	☐ Significantly impairs the market/potential market of copyrighted work or derivative work
☐ No significant effect on market/potential market for copyrighted work	☐ Reasonable available licensing mechanisms
☐ No similar product marketed by copyright holder	☐ Affordable permission to use copyrighted work available
☐ No ready licensing or permission mechanism	☐ Numerous copies made
	☐ Made accessible on the internet or elsewhere
	☐ Repeated or long-term use

In addition to the defense of fair use, a user of a work may also raise the argument that the expression at issue is not protectable because it is composed of *scènes à faire*, which are elements of work that are so rudimentary, commonplace, standard or unavoidable that they do not distinguish one work in a class from another, and therefore receive no copyright protection. Examples of *scènes à faire* might include:

- Story elements, e.g., an adventure story involving a wizened old mentor to a young upstart
- A horror story featuring an unstoppable killer
- Cliché phrases such as *ruby red lips*

A related concept is the *merger doctrine*, which provides that if an idea can be expressed in only a few limited ways, the expression *merges* with the idea and cannot be protected by copyright. Examples of merger may be:

- An order form for a certain type of product
- The architectural layout of a one-bedroom apartment
- Sweepstakes rules

Like questions of fair use, these issues are likely to be factually intensive and their application can be highly subjective. Consult the board attorney for guidance.

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Appendix 2: Copyright Resource List

U.S. Copyright Office
http://www.copyright.gov
U.S. Copyright Office Fair Use Index
www.copyright.gov/fair-use/
Copyright Act, as amended, Title 17 of the United States Code
www.copyright.gov/title17/92chap1.html
Copyright Term and the Public Domain in the United States; updated every Jan. 1
http://www.copyright.cornell.edu/training/Hirtle_Public_Domain.htm
Cornell University Copyright Information Center
Circular 21: Reproductions of Copyrighted Works by Educators and Librarians
http://www.copyright.gov/circs/circ21.pdf
U.S. Copyright Office
Agreement on Guidelines for Classroom Copying in Not-For-Profit Educational Institutions with Respect to Books and Periodicals (see Circular 21: Reproductions of Copyrighted Works by Educators ad Librarians, page 6) www.copyright.gov/circs/circ21.pdf ~~- Published in House Report 94-1476~~
~~http://www.copyright.cornell.edu/policy/Multiple_Copies_for_Classroom_Use.htm~~
~~Cornell University Copyright Information Center~~
~~Cornell Copyright Policies, Guidance, and Policy Interpretations~~
~~www.copyright.cornell.edu/policy/index.htm~~
~~Cornell University Copyright Information Center~~
~~CONFU Conference on Fair Use.~~
~~www.utsystem.edu/OGC/INTELLECTUALPROPERTY/confu.htm~~
~~University of Texas~~
TEACH ACT (Technology, Education, and Copyright Harmonization Act 2002)
www.copyright.gov/legislation/pl107-273
~~http://www.utsystem.edu/OGC/IntellectualProperty/teachact.htm~~
~~University of Texas~~
The TEACH Act: New roles, rules and responsibilities for academic institutions
www.copyright.com/wp-content/uploads/2015/04/CR-Teach-Act.pdf
Copyright: Distance Education and the TEACH Act
http://www.ala.org/advocacy/copyright/teachact/distanceeducation
Copyright Crash Course: TEACH ACT
https://guides.lib.utexas.edu/copyright/teachact
~~TEACH ACT - Amended Section 110(2) Comparison Chart, Sections 110(1)-(2)~~
~~www.unc.edu/~unclng/TEACH.htm~~
The University of North Carolina at Chapel Hill
WIPO (World Intellectual Property Organization)
http://www.wipo.org
MPAA (Motion Picture Association of America)
http://www.mpaa.org
iCopyright.com (Automated copyright licensing system for digital content)
www.icopyright.com
Permissions Group (Negotiation of rights and fees for the use of copyrighted material in and for all media)
www.permissionsgroup.com
SIIA (Software & Information Industry Association)
www.spa.org
CCC Copyright Clearance Center (Copyright permission for publications worldwide)
www.copyright.com
ASCAP (American Society of Composers, Authors and Publishers)

www.ascap.com
BMI (Broadcast Music Inc.)
www.bmi.com
SESAC, Inc. (A performing rights organization)
www.sesac.com
The Harry Fox Agency, Inc. (Licensing agency for U.S. music publishers)
www.harryfox.com
The Authors Registry (Maintains an extensive directory of authors)
www.authorsregistry.org
Copyright & Fair Use (Stanford University Libraries)
http://fairuse.stanford.edu/
Copyright Society of the USA
www.csusa.org
The Copyright (Copyright Registration and Information Resource)
www.benedict.com
Crash Course in Copyright
University of Texas
www.utsystem.edu/ogc/IntellectualProperty/cprtindx.htm
Kohn on Music Licensing
www.kohnmusic.com
National Writers Union
www.nwu.org/nwu
Poets & Writers, Inc.
www.pw.org
Project Gutenberg (Internet's oldest producer of FREE electronic books (eBooks or eTexts)
www.promo.net/pg
WATCH: Writers and Their Copyright Holders
http://tyler.hrc.utexas.edu/
~~World Intellectual Property Organization~~
~~www.wipo.int/portal/index.html.en~~

Administrative Procedure / General Personnel ~~-~~
Seeking Permission to Copy or Use Copyrighted Works

The following resources are a partial list of where to begin searching for permission to copy or use copyrighted work. Whenever it is unclear who the owner is, or if the owner is a legal entity of some kind (a business or organization), be sure that the person granting permission is authorized to do so. Once it is known whom to ask, initiate contact by writing a letter, calling, or emailing. Seek written permission that clearly describes its scope. Document the receipt of an oral permission and send the owner a confirming letter or email. A copyright protects materials regardless of whether the owner cares about protection or not. Thus, if required permission cannot be obtained, the work may not be used.

1. For information regarding how to find copyright owners, contact: Writers Artists and Their Copyright Holders (WATCH) program through University of Texas, Austin's Harry Ransom Humanities Research Center at norman.hrc.utexas.edu/watch~~,~~/. Phone: 512/471-8944, ~~Fax: 512/471-9646,~~ Email: ~~webmail@hrc.utexas.edu, www.utexas.edu~~www.hrc.utexas.edu/contact/.

2. For a part of a book or a journal article, contact: Copyright Clearance Center, "CCC" Copyright Clearance Center, Inc., 222 Rosewood Drive, Danvers, MA 01923, Phone: 978/750-8400, ~~Fax: 978/646-8600~~ Email: ~~info@copyright.com,~~ www.copyright.com/about/contact/, www.copyright.com.

3. For images, contact: The Film Foundation, 7920 Sunset Boulevard, 6th Floor, Los Angeles, CA 90046, Phone: 303/436-5060, ~~Fax: 323/436-5061,~~ Email: www.film-foundation.org; American Society of Media Photographers, Four Embarcadero Center, ~~150 North Second Street, Philadelphia, PA 19106~~Suite 1400, San Franciso, CA 94111, Phone: ~~215/451-2767~~877/771-2767, Fax: 215/451-0880, Email: www.asmp.org/.

4. If the author owns the copyright in a contribution to a periodical, magazine, or newspaper, permission may be obtained through The National Writers Union, ~~Chicago Local 12, PO Box 2537, Chicago, IL 60690~~61 Broadway Ste. 1630, New York, NY 10006, Phone: ~~773/426-9382~~315/545-5034, Email: ~~info@nwu-chicago.org, www.~~nwu.org/contact-us/, www.nwu.org; and the Society of Children's Book Writers and Illustrators, 8271 Beverly Blvd., Los Angeles, CA 90048, Phone: 323/782-1010, ~~Fax: 323/782-1892,~~ Email: ~~scbwi@scbwi.org~~averysilverberg@scbwi.org, www.scbwi.org.

5. For a musical work, contact: American Society of Composers, Authors and Publishers, (ASCAP), ~~One Lincoln Plaza~~250 West 57th Street, New York, NY ~~10023~~10107, Phone: 212/621-6000, Email: www.ascap.com; Broadcast Music Incorporated, (BMI), ~~320 West 57th Street~~7 World Trade Center, 250 Greenwich Street, New York, NY ~~10019-3790~~10007, Phone: 212/~~586-2000~~220-3000, Email: www.bmi.com~~/home~~/licensing; or SESAC, 55 Music Square East, Nashville, TN 37203, Phone: 615/320-0055, ~~Fax: 615/329-9627,~~ Email: www.sesac.com.

6. To record and distribute a musical composition recorded by someone else, or synchronize music with visual images, contact: The Harry Fox Agency, Inc. at www.harryfox.com~~,~~; National Music Publishers Association, ~~711 Third Avenue, 8th Floor, New York, NY 10017~~1900 N St NW, Suite 500, Washington, DC 20036, Phone: ~~212/370-5330~~202/393-6672, ~~Fax: 646/ 487-6779,~~ Email: see ~~www.harryfox.com,~~ www.nmpa.org.

Adopted: November 11, 2009
Reviewed: October 2022
Amended:

7. Play Rights

Concord Theatricals
250 W. 57th St., 6th Floor
New York, NY 10107
Phone: 866/979-0447
info@concordtheatricals.com
concordthreatricals.com

Anchorage Press (Plays for young people)
c/o Dramatic Publishing
311 Washington St.
Woodstock, IL 60098-3308
Phone: 800/448-7469
customerservice@dpcplays.com
www.dramaticpublishing.com

Dramatists Play Service, Inc.
440 Park Avenue South
New York, NY 10016
Phone: 212/683-8960
postmaster@www.dramatists.com
https://dramatists.com/

~~7.~~

~~Play Rights Samuel French, Inc.~~
~~45 West 25th Street~~
~~New York, NY 10010-2751~~
~~Phone: 212/206-8990~~
~~Fax: 212/206-1429~~
~~www.samuelfrench.com~~

~~Anchorage Press (Plays for young people)~~
~~617 Baxter Avenue~~
~~Louisville, KY 40204-1105~~
~~Phone/Fax: 502/583-2288~~
~~www.applays@bellsouth.net~~
~~www.applays.com~~

~~Baker's Plays~~
~~PO Box 699222~~
~~Quincy, MA 02269-9222~~
~~Phone: 617/745-0805~~
~~Fax: 617/745 9891~~
~~www.bakersplays.com~~

~~Dramatists Play Service, Inc.~~
~~440 Park Avenue South~~
~~New York, NY 10016~~
~~Phone: 212/683-8960~~
~~Fax: 212/213 1539~~
~~postmaster@www.dramatists.com~~
~~www.dramatists.com~~

8. For news archives, check the ~~World Wide~~ Web. Many of the largest news organizations have placed archives of their back issues online.

9. Movies
The Motion Picture Licensing Corporation at www.mplc.com, ~~5455 Centinela Avenue, Los Angeles, CA 90045,~~ Phone: 800/462-8855, ~~Fax: 310/822-4440,~~ Email: mplc.org/index/contactform, info@mplc.com, www.mplc.com, grants public performance rights. If the author and the publisher are known, contact them directly. If the publisher is unknown contact: The Literary Marketplace, www.literarymarketplace.com (for books) or Ulrich's International Periodicals, www.ulrichsweb.com (for journals), both published by the R. R. Bowker Company, www.bowker.com.

10. Changed Owner
The apparent copyright owner may not be the real copyright owner. The U.S. Copyright Office of Internet Resources, (www.loc.gov/copyright), provides online searching of its registration records and performs professional searches for a fee.

11. Software
Contact the software's manufacturer at the address given on the licensing agreement.

~~Administrative Procedure /~~ Professional Personnel ~~- -~~
School Visitation Leave

Eligible employees

These administrative procedures apply to both professional staff and educational service personnel. An employee is eligible for a school visitation leave if the employee has worked for the District at least six consecutive months immediately before the request and works at least one-half of the full-time equivalent position. 820 ILCS 147/40. Periods when school is not in session will not count as a break in consecutive service.

School ~~Conference and Activity~~Visitation Leave

An employee is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or ~~classroom activities~~academic meetings related to the employee's child, if the conference or ~~activity~~ meeting cannot be scheduled during non-work hours. Employees may use accrued vacation leave, personal leave, compensatory leave, and any other leave that may be granted to the employee, except sick and disability leave. 820 ILCS 147/15.

Request

An employee must request a school conference and activity leave in writing at least ~~2~~ seven days in advance; in an emergency situation, 24 hours' notice is required. The employee must consult with the employer to schedule the leave so as to minimize disruption. A leave request may be denied if granting the leave would ~~during the months of April, May, and June if the absence~~ result~~s~~ in more than 5% of the ~~home base staff being absent on any given day~~work force, or work force shift, taking leave at the same time. 820 ILCS 147/49.

Compensation

A school visitation leave is unpaid. The District will attempt, however, to give the employee the opportunity to make-up the time taken for such a leave, subject to the requirements relating to reduction of pay of exempt employees in the federal Fair Labor Standards Act. 820 ILCS 147/20. The employee taking a visitation leave will not lose any benefits. 820 ILCS 147/35.

Verification

An employee returning from a school visitation leave must provide the Building Principal with verification of the visitation from the school administrator of the school visited. Failure to provide this verification within two working days of the visitation will subject the employee to the standard disciplinary procedures for unexcused absences from work. 820 ILCS 147/30.

LEGAL REF.: 820 ILCS 147/, School Visitation Rights Act.

Adopted: February 24, 2010
Reviewed: October 2022
Amended:

~~Administrative Procedure /~~ Educational Support Personnel ~~-~~
Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

The District's drug and alcohol testing program shall apply to all ~~employees who operate a~~individuals in positions that require a commercial driver's license and those that require an Illinois school bus driver permit~~motor vehicle, including any vehicle designed to transport 16 or more passengers~~. This includes casual, intermittent, or occasional drivers, leased drivers and independent owner-operator contractors, as well as full-time, regularly employed drivers. The Superintendent or designee will identify which positions are covered by the various provisions of this procedure.

~~Drivers shall inform their supervisors if at any time they are using a controlled substance which their physician has prescribed for therapeutic purposes. Drivers using such a substance may continue to perform safety-sensitive functions only if the physician has advised the driver that the substance will not adversely affect his/her ability to safely operate a commercial motor vehicle.~~

Pre-Employment Tests

A pre-employment drug test shall be required of an applicant only after he/she has been offered the position.

Drug tests shall be conducted before the first time a driver performs any safety-sensitive function for the District.

Safety-sensitive functions include all on-duty functions performed from the time a driver begins work or is required to be ready to work until ~~he/she~~the driver is relieved from work and all responsibility for performing work. ~~It includes driving; waiting to be dispatched; inspecting and servicing equipment; supervising, performing or assisting in loading and unloading; repairing or obtaining and waiting for help with a disabled vehicle; performing other requirements related to accidents; and performing any other work for the District or paid work for any other entity.~~

Exceptions may be made for drivers who have participated in the drug testing program required by law within the previous 30 days, provided that the District has been able to make all verifications required by law.

Pre-employment testing shall also be required of employees returning to work after a layoff period if the employee was removed from the random testing pool. If the employee remains in the random testing pool, additional testing shall not be necessary.

Controlled Substance Use

Drivers shall inform their supervisors if at any time they are using a drug that their physician has prescribed for therapeutic purposes. Drivers using a Schedule I controlled substance cannot perform safety-sensitive functions. Drivers using a non-Schedule I controlled substance may continue to perform safety-sensitive functions only if a licensed medical practitioner who is familiar with the driver's medical history has advised the driver that the substance will not adversely affect his/her ability to safely operate a commercial motor vehicle. If the District has actual knowledge that a driver has used a controlled substance, it shall not permit the driver to perform or continue to perform a safety-sensitive function.

Pre-Duty Use of Alcohol

No driver shall perform safety-sensitive functions within four hours after using alcohol. If the District has actual knowledge that a driver has used alcohol within four hours, it shall not permit the driver to perform or continue to perform safety-sensitive functions.

On-Duty Use of Alcohol

No driver shall use alcohol while performing safety-sensitive functions. If the District has actual knowledge that a driver is using alcohol while performing safety-sensitive functions, it shall not permit the driver to perform or continue to perform safety-sensitive functions

Post-Accident Tests

Alcohol ~~and controlled substance~~ tests shall be conducted as soon after an accident as practicable on any driver:

1. Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved loss of human life;
2. Who receives a citation within eight hours of the occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved~~;~~:
   a. Bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident, or
   ~~a.~~b. One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

~~3. Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved a serious medical injury; or~~

~~4. Whose performance cannot be excluded as a contributing factor based on information available at the time of the accident.~~

Controlled substance tests shall be conducted as soon after an accident as practicable on any surviving driver:

1. Who was performing safety-sensitive functions with respect to the vehicle, if the accident involved loss of human life;
2. Who receives a citation within 32 hours of occurrence under State or local law for a moving traffic violation arising from the accident, if the accident involved:
   a. Bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or
   b. One or more motor vehicles incurring disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle.

Drivers shall make themselves readily available for testing, absent the need for immediate medical attention.

No ~~such~~ driver required to take a post-accident alcohol test shall use alcohol for ~~8~~ eight hours after the accident, or until ~~after he/she~~the driver undergoes a post-accident alcohol test, whichever occurs first.

If an alcohol test is not administered within ~~2~~ two hours ~~of~~ following the accident or if a drug test is not administered within 32 hours following the accident, the District shall prepare and maintain

records explaining why the test was not conducted. Tests will not be given if not administered within ~~8~~ eight hours after the accident for alcohol or within 32 hours for drugs.

Tests conducted by authorized federal, State, or local officials shall fulfill post-accident testing requirements provided they conform to applicable legal requirements and are obtained by the District. Breath and blood tests ~~will validate only the~~meet the requirements of alcohol testing. ~~and cannot be used to fulfill~~A urine test meets the requirements of a controlled substance test~~ing obligations~~.

Random Tests

Alcohol and drug tests shall be conducted on a random basis at unannounced times throughout the year. The number of random alcohol and drug tests shall be at least equal to those required by federal regulations. Drivers shall be selected by a scientifically valid random process, and each driver shall have an equal chance of being tested each time selections are made. Tests for alcohol shall be conducted just before, during, or just after the performance of safety-sensitive functions. ~~49 C.F.R. §382.305.~~

Employees off work due to leaves, vacation, and layoffs shall be informed that they remain subject to random testing. Employees drawn for such testing shall be notified and tested as soon as practicable after they return to duty.

Probable Cause Tests (Applicable to School Bus Driver Permit Holders)

A driver who has received a Uniform Traffic Ticket while in control of a school bus or any other vehicle owned or operated by or for the District, when the vehicle is being used over a regularly scheduled route for the transportation of persons enrolled as students in grade 12 or below, in connection with any activity of the District, may be tested for alcohol. To justify an alcohol test, a police officer must have probable cause to believe that the driver has consumed any amount of an alcoholic beverage based upon evidence of the driver's physical condition or other first hand knowledge of the police officer.

Upon receipt of a law enforcement officer's sworn report that the test result was positive or that the driver refused to be tested, the Secretary of State will notify both the permit holder and the District of the sanction (sanction is effective on the 46th day following the date notice was given).

Reasonable Suspicion Tests

An alcohol or drug test shall be conducted if a supervisor or District official trained in accordance with law has reasonable suspicion that a driver has violated the District's alcohol or drug prohibitions. This reasonable suspicion must be based on specific, contemporaneous, articulable observations concerning the driver's appearance, behavior, speech, or body odors. The observations may include indications of the chronic and withdrawal effects of controlled substances.

Alcohol tests are authorized for reasonable suspicion only if the required observations are made during, just before, or just after the period of the work day when the driver must comply with alcohol prohibitions. An alcohol test may not be conducted by the person who determines that reasonable suspicion exists to conduct such a test. If an alcohol test is not administered within two hours of a determination of reasonable suspicion, the District shall prepare and maintain a record explaining why this was not done. If an alcohol test is not administered within eight hours following a determination of reasonable suspicion, the District shall cease attempts to administer the alcohol test and shall state in the record the reasons for not administering the test. Notwithstanding the

absence of a reasonable suspicion alcohol test, no driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions while he or she is under the influence of or impaired by alcohol.~~Attempts to conduct alcohol tests shall terminate after 8 hours.~~

A supervisor or District official who makes observations leading to a controlled substance reasonable suspicion test shall make a written record of his/her observations within 24 hours of the observed behavior or before the results of the drug test are released, whichever is earlier.

The Superintendent or designee shall ensure that an employee under reasonable suspicion is transported to the designated collection or testing site.

The Superintendent or designee shall notify the Secretary of State, in a manner and form prescribed by the Secretary, of the result of a reasonable suspicion test when: (i) the test indicates an alcohol concentration greater than 0.00; (ii) the test indicates a positive result on a National Institute on Drug Abuse five-drug panel utilizing the federal standards set forth in 49 C.F.R. 40.87; or (iii) when a driver refuses testing. The notification to the Secretary must be submitted within 48 hours of the refusal of testing or the employer's receipt of the test results

Commercial Driver's License Drug and Alcohol Clearinghouse Checks for all CDL Drivers

Beginning 1-6-20, prior to employment, the District will conduct a full query of the Federal Motor Carrier Safety Administration's Drug and Alcohol Clearinghouse to obtain information about the driver's eligibility under federal rules to perform a safety-sensitive function. For current employees, the District will, at least annually, conduct a limited query of the Clearinghouse for each driver. If information exists in the Clearinghouse about the individual driver, the District will conduct a full query within 24 hours to determine the driver's eligibility under federal rules to perform any safety-sensitive function. If the District fails to conduct a full query within 24 hours, it will not allow the driver to continue to perform any safety-sensitive function until it conducts the full query and confirms that the driver may perform such functions.

Enforcement for Non-School Bus Driver Permit Holders

No driver shall report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater. If the District has actual knowledge that a driver has an alcohol concentration of 0.04 or greater, it shall not permit the driver to perform or continue to perform safety-sensitive functions.

Federal laws require that any driver who refuses to submit to a post-accident, random, reasonable suspicion test, or follow-up test as described below, shall not perform or continue to perform safety-sensitive functions. The District shall not permit a driver who refuses to submit to such tests to perform or continue to perform safety-sensitive functions.
~~Any driver who refuses to submit to a post-accident, random, reasonable suspicion test, or follow-up test as described below, shall not perform or continue to perform safety-sensitive functions.~~

~~Therefore, any driver who so refuses shall be immediately suspended and subject to additional disciplinary action, up to and including dismissal.~~

~~A driver who is tested and found to have an alcohol concentration greater than 0.00 may not perform or continue to perform safety-sensitive functions, including driving a commercial motor vehicle, until the start of the driver's next regularly scheduled duty period, but not less than 24 hours after the test was administered.~~

A driver who tests positive for drugs or is found to have an alcohol concentration of greater than 0.04 may not perform or continue to perform safety-sensitive functions, including driving a commercial motor vehicle, until the start of the driver's next regularly scheduled duty period, but not less than 24 hours after the test was administered.
A driver who tests positive for drugs or an alcohol concentration of 0.04 or greater shall be subject to District disciplinary action up to and including dismissal~~shall be subject to disciplinary action up to and including dismissal~~.

A driver who violates District prohibitions related to drugs and alcohol shall receive from the District the names, addresses, and telephone numbers of substance abuse professionals and counseling and treatment programs available to evaluate and resolve drug and alcohol-related problems. The employee shall be evaluated by a substance abuse professional who shall determine what help, if any, the driver needs in resolving such a problem. Any substance abuse professional who determines that a driver needs assistance shall not refer the driver to a private practice, person, or organization in which he/she has a financial interest, except under circumstances allowed by law.

An employee identified as needing help in resolving a drug or alcohol problem shall be evaluated by a substance abuse professional to determine that ~~he/she has~~the employee properly followed the prescribed rehabilitation program. If an employee is permitted to return to the performance of safety-sensitive functions, the District will not allow, require, permit or authorize a driver to operate a commercial motor vehicle during any period in which the District determines that a driver is not in compliance with the return-to-duty requirements, after the occurrence of any of the following events:

1. The driver receives a positive, adulterated, or substituted drug test result.
2. The driver receives an alcohol confirmation test result of 0.04 or higher alcohol concentration.
3. The driver refused to submit to a test for drugs or alcohol required by federal regulations.
4. The driver used alcohol prior to a post-accident alcohol test.
5. An employer has actual knowledge that a driver has:
    a. Used alcohol while performing safety-sensitive functions;
    b. Used alcohol within four hours of performing safety-sensitive functions; or
    c. Used a controlled substance.

Return-to-Duty Tests

If a driver who has violated the District's drug or alcohol prohibition is returned to performing safety-sensitive duties, a drug or alcohol test shall be conducted.

The District shall not allow ~~Employees~~ employees whose conduct involved drugs shall not return to duty in a safety-sensitive function until the return-to-duty drug test produces a verified negative result. Employees whose conduct involved alcohol shall not return to duty in a safety-sensitive function until the return-to-duty alcohol test indicates an alcohol concentration of 0.~~00~~02 or less.

Follow-up Tests for Non-School Bus Driver Permit Holders

A driver who violates the District's drug or alcohol prohibition and is subsequently identified by a substance abuse professional as needing assistance in resolving a drug or alcohol problem shall be subject to unannounced follow-up testing as directed by the substance abuse professional in accordance with the law. The District must carry out the substance abuse professional's follow-up testing requirements.~~Follow-up alcohol testing shall be conducted just before, during, or just after the time when the driver is performing safety-sensitive functions.~~

Follow-up testing shall consist of at least 6 tests in the first 12 months following the driver's return to duty. ~~The substance abuse professional may terminate the follow-up testing at any time after the first 6 tests if he/she determines that testing is no longer needed.~~ Testing shall not occur beyond 60 months from the date of the driver's return to duty. The substance abuse professional may terminate the follow-up testing if they determine that the employee has successfully demonstrated compliance.

Maintenance of Records

Employee drug and alcohol test results and records shall be maintained under strict confidentiality and released only in accordance with the law. Upon written request, a driver shall receive copies of any records pertaining to ~~his/her~~the driver's use of drugs or alcohol, including any records pertaining to ~~his/her~~the driver's drug or alcohol tests. Records shall be made available to a subsequent employer or other identified persons only as expressly requested in writing by the driver.

Enforcement for School Bus Driver Permit Holders

In Illinois, a person whose privilege to possess a school bus driver permit has been canceled under 625 ILCS 5/6-106.1a is not eligible for restoration of the privilege until the expiration of three years from the effective date of the cancellation if the person has refused or failed to complete a test or tests to determine blood alcohol concentration, or has submitted to testing with a blood alcohol concentration of more than 0.00.

The Ill. Secretary of State must suspend a school bus driver permit for a period of three years upon receiving notice that the holder refused to submit to an alcohol or drug test as required by Section 5/6-106.1c or has submitted to a test required by that Section that disclosed an alcohol concentration of more than 0.00 or disclosed a positive result on a National Institute on Drug Abuse five-drug panel, utilizing federal standards set forth in 49 C.F.R. 40.87.
A driver who tests positive for drugs or is found to have an alcohol concentration of greater than 0.00 shall have their employment terminated.

Notifications

Each driver shall receive educational materials that explain the requirements of the Code of Federal Regulations, Title 49, Part 382, together with a copy of the District's policy and regulations for meeting these requirements. Representatives of employee organizations shall be notified of the availability of this information. The information shall identify all of the following:

1. The person designated by the District to answer drivers' questions about the materials;
2. The categories of drivers who are subject to the Code of Federal Regulations, Title 49, Part 382;
3. Sufficient information about the safety-sensitive functions performed by drivers to make clear what period of the work day the driver is required to comply with Part 382;
4. Specific information concerning driver conduct that is prohibited by Part 382;
5. The circumstances under which a driver will be tested for drugs and/or alcohol under Part 382, including post-accident testing under §382.303(d);
6. The procedures that will be used to test for the presence of drugs and alcohol, protect the driver and the integrity of the testing processes, safeguard the validity of test results, and ensure that test results are attributed to the correct driver, including post-accident information, procedures and instructions required by §382.303(d);

7. The requirement that a driver submit to drug and alcohol tests administered in accordance with Part 382;
8. An explanation of what constitutes a refusal to submit to a drug or alcohol test and the attendant consequences;
9. The consequences for drivers found to have violated the drug and alcohol prohibitions of Part 382, including the requirement that the driver be removed immediately from safety-sensitive functions and the procedures for referral, evaluation, and treatment;
10. The consequences for drivers who do not hold a school bus driver permit found to have an alcohol concentration of 0.02 or greater but less than 0.04~~greater than 0.00~~;
11. The consequences for drivers who hold a school bus driver permit found to have an alcohol concentration over 0.00;
~~11.~~12. The effects of drugs and alcohol on an individual's health, work, and personal life; signs and symptoms of a drug or alcohol problem (the driver's or a coworker's); and available methods of intervening when a drug or alcohol problem is suspected, including confrontation, referral to an employee assistance program, and/or referral to management; and
~~12.~~13. Other legal requirements, District policies, and disciplinary consequences related to the use of alcohol and drugs.

Each driver shall sign a statement certifying that he/she has received a copy of the above materials.

Before any driver operates a commercial motor vehicle, the District shall provide him/her with post-accident procedures that will make it possible to comply with post-accident testing requirements.

Before drug and alcohol tests are performed, pursuant to 49 C.F.R. §382, the District shall inform drivers that the tests are required by these regulations.

The District shall notify a driver of the results of a pre-employment drug test if the driver requests such results within 60 calendar days of being notified of the disposition of ~~his/her~~the driver's employment application.

The District shall notify a driver of the results of random, reasonable suspicion, and post-accident drug tests if the test results are verified positive. The District shall also tell the driver which controlled substance(s) were verified as positive.

Professional Personnel

Exhibit - Unsatisfactory Performance Report for Substitute Teachers (NEW)

To be submitted to the Building Principal. Please print.

Substitute's name _____ ID # _____

School _____ Assignment _____

Classroom teacher's name _____ Date of substitution _____

Explanation of area(s) of concern:

_____

_____

_____

_____

_____

_____

_____

_____

Reported by: ☐ Student ☐ Staff ☐ Both

In the future, please do not assign this substitute to:

- ☐ Classroom/Teacher's name _____
- ☐ Grade level _____
- ☐ Building _____
- ☐ Any Position

_____
Reporter's name (*printed*)

_____ _____
Reporter's signature Date

Adopted:
Reviewed: October 2022
Amended:

Instructional Materials

~~**Instructional Materials**~~

All District classrooms and learning centers should be equipped with an evenly-proportioned, wide assortment of instructional materials, including textbooks, workbooks, audio-visual materials, and electronic materials. These materials should provide quality learning experiences for students and:

1. Enrich and support the curriculum;
2. Stimulate growth in knowledge, literary appreciation, aesthetic values, and ethical standards;
3. Provide background information to enable students to make informed judgments and promote critical reading and thinking;
4. Depict in an accurate and unbiased way the cultural diversity and pluralistic nature of American society; and
5. Contribute to a sense of the worth of all people regardless of sex, race, religion, nationality, ethnic origin, sexual orientation, disability, or any other differences that may exist.

The Superintendent or designee shall annually provide a list or description of textbooks and instructional materials used in the District to the School Board. Anyone may inspect any textbook or instructional material.

Teachers are encouraged to use age-appropriate supplemental material only when it will enhance, or otherwise illustrate, the subjects being taught. ~~and to ensure it is age-appropriate.~~ No R-rated movie shall be shown to students unless prior approval is received from the Superintendent or designee, and no movie rated NC-17 (no one 17 and under admitted) shall be shown under any circumstances. These restrictions apply to television programs and other media with equivalent ratings. The Superintendent or designee shall give parents/guardians an opportunity to request that their child not participate in a class showing a movie, television program, or other media with an R or equivalent rating.

Instructional Materials Selection and Adoption

The Superintendent or designee shall approve the selection of all textbooks and instructional materials according to the standards described in this policy. The School Code governs the adoption and purchase of textbooks and instructional materials.

LEGAL REF.: 105 ILCS 5/10-20.8 and~~, 5/10-20.9,~~ 5/28-19.1.

CROSS REF.: 6.30 (Organization of Instruction), 6.40 (Curriculum Development), 6.80 (Teaching About Controversial and Sensitive Issues), 6.170 (Title I Programs)~~, 6.220~~, 6.260 (Complaints About Curriculum, Instructional Materials, and Programs), 7.10 (Equal Educational Opportunities), 7.15 (Student and Family Privacy Rights), 8.110 (Public Suggestions and Concerns)

Adopted: October 27, 1999
Reviewed: ~~December 2012~~October 2022
Amended: January 9, 2013

~~Library~~ Instructional Media Program

The Superintendent or designee shall manage the District's library media program to comply with~~,~~ (1) State law and Ill~~inois~~. State Board of Education (ISBE) rule~~,~~ and (2) the following standards:

1. The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served.

2. Financial resources for the program's resources and supplies are allocated to meet students' needs.

3. Students in all grades served have equitable access to library media resources.

4. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionals.

5. Staff members are invited to recommend additions to the collection.

6. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.

LEGAL REF.: 23 Ill. Admin. Code §1.420(o).

CROSS REF.: 5.165 (Access to Electronic Networks), 6.60 (Curriculum Content), 6.170 (Title I Programs), 6.210 (Instructional Materials), ~~6.230,~~ 6.235 (Access to Electronic Networks)

ADMIN.PROC.: 5.165-AP1, 6.230-AP1, 6.230-E1

Adopted: May 28, 1997
Reviewed: ~~January 2013~~October 2022
Amended: February 27, 2013

Administrative Procedure ~~-~~ IMC Collection Development

Instructional Media Centers (IMCs) support Unit 5's mission to educate each student to achieve personal excellence. IMCs~~nstructional Media Centers~~ contain materials to implement, enrich, and support the curriculum and meet the individual educational, emotional, and recreational needs of students and staff. ~~The IMC specialist in cooperation with staff and students will select the materials.~~

Support for Intellectual Freedom

The IMCs of this District are guided by the principles set forth by the American Library Association and National Council of Teachers of English.

Selection Policy Objectives

- To provide students and staff with materials that enrich and support the curriculum and meet the needs of students and staff served
- To provide students with a wide range of educational materials on all levels of difficulty and in a variety of formats, including up-to-date, high quality, varied literature to develop and strengthen a love of reading

Criteria for Selection

Materials shall ~~meet high standards of quality in~~:

- Support and enrich the curriculum and/or students' personal interests and learning
- Meet high standards in literary, artistic, and aesthetic quality
- Be appropriate for the subject area and for the age, emotional development, ability level, learning styles, and social, emotional, and intellectual development of the students for whom the materials are selected
- Incorporate accurate and authentic factual content from authoritative sources
- Earn favorable reviews in standard reviewed sources and/or favorable recommendations based on preview and examination of materials by professional personnel
- Exhibit a high degree of potential user appeal and interest
- Represent differing viewpoints on controversial issues
- Provide a global perspective and promote diversity by including materials by authors and illustrators of all cultures
- Include a variety of resources in physical and virtual formats including print and other non-print such as electronic and multimedia (including subscription databases and other online products, e-books, educational games, and other forms of emerging technologies
    - ~~physical or electronic format, as appropriate~~
    - ~~treatment of subject~~
    - ~~accuracy and currency of information~~
    - ~~arrangement and organization~~
    - ~~literary style~~
- ~~Materials shall be appropriate for the subject area and for the age, emotional development, ability level, learning styles, and social development of students.~~
- ~~Materials shall represent differing viewpoints of issues so users may be motivated to engage in critical analysis, to explore their own beliefs, attitudes, and behavior, and to make intelligent judgments in their lives.~~

Selection Resources

The following professional resources may include but are not limited to:

- Association for Library Service to Children (ALSC) Notable Children's Books~~Reviewing Media: Booklist, School Library Journal, Voice of Youth Advocates, Bulletin for the Center of Children's Books, Library Media Connection~~
- Booklist
- School Library Journal
- School Library Connection
- We Need Diverse Books website
- Young Adult Library Services Association (YALSA) Best Book For Young Adults

Award lists:

- State: Monarch, Bluestem, Abraham Lincoln, Caudill
- National: Caldecott, Newbery, Printz, Coretta Scott King, Pura Belpre, Sibert, Alex

~~**Online Information**~~
~~The IMC department is guided by *Board policies 5.165* and *6.235*.~~
~~The user is responsible for using discretion when considering the quality of material, questioning the validity of information, and choosing what is individually appropriate.~~

- ~~Students are provided with guidelines for evaluating web sites and search strategies for finding the most appropriate information from the web. See *Administrative Procedures* and *Exhibits* for *Board policies 5.165* and *6.235*.~~

IMC Specialists:

In addition to professionally published book reviews and award lists, District IMC Specialists collaborate with their building's teachers and students, and use their training, education, and professional expertise to choose books best suited for the diverse population of students at their respective schools. IMC Specialists also select materials that support the intellectual growth, personal development, individual interests, maturity levels and recreational needs of their students.

Gifts

Gifts to the IMC shall be subject to the same criteria used through the regular selection process.

Collection Evaluation
A periodic evaluation ("weeding") of the collection will be performed to remove or replace materials that are no longer current, appropriate or useful as determined by the IMC specialist, according to the following guidelines:

- Appearance
  - Worn volumes: dirty, brittle, yellow pages; missing pages; tattered covers; etc.
  - Badly bound volumes: soft, pulpy paper and/or shoddy binding
  - Badly printed works
  - Books of antiquated appearance which might discourage use
- Poor Content
  - Information is dated
  - Information is inaccurate
  - ~~Stereotypes are present~~

- Book is poorly written
- Use
  - Nonfiction: Book has not been checked out within last 10 years
  - Fiction: Book has not been checked out within last 5 years (classics excluded)

Procedure for Addressing Concerns

- Concerns should first be directed to the building IMC specialist.
- Upon receiving a concern, the IMC specialist shall notify the Building Principal. If the concern cannot be resolved in a conference, the concerned citizen will be asked to complete and return *Exhibit 6.230-E1*.
- A committee comprised of the Building Principal or designee, IMC specialists~~curriculum chair~~ at the appropriate level, and the Director of Education ~~Assistant Superintendent for Curriculum and Instruction~~ or designee will review the concern and make a decision regarding the material in question. Committee members shall complete their work using these guiding principles including:
  - Libraries have diverse material reflecting different points of view, and a library's mission is to provide access to information to all users.
  - All library users have a First Amendment right to read, view and listen to library resources.
  - The Library Bill of Rights and Freedom to Read Statement of the American Library Association can be used as guiding documents.
  - Any person has the right to express concerns about library resources and expect to have the objection taken seriously.
  - When a library resources are reconsidered, the principles of the freedom to read, listen and view are defended rather than specific materials.
  - A questioned item will be considered in its entirety, no judged solely on portions taken out of context.
  - Parents or guardians have the right to guide reading, viewing, and listening of their children, but must give the same right to other parents/guardians.
  - Questioned items will remain in circulation during reconsideration process.
- The Building Principal or designee will contact the concerned citizen regarding the decision.
- The committee decision may be appealed via written notice to the Superintendent within one week of notification of the decision.
- The Superintendent will provide a final decision within two weeks of receipt of the appeal.

~~**Sources:**~~

- ~~For further information on library selection policies in general, please see the following ALA documents:~~
  - ~~Evaluating Library Collections.~~
  - ~~Diversity in Collection Development.~~
  - ~~"Library Bill of Rights." American Library Association. Web. 11 Apr. 2012.~~
  - ~~Jacobson, Frances. "Uni High Library - Collection Development." University Laboratory High School Library. Web. 11 Apr. 2012.~~
  - ~~Access to Resources and Services in the School Library Media Center, American Library Association (ALA)~~

LEGAL REF.: 105 ILCS 5/10-20.8 and 5/28-1 et seq.

CROSS REF.: 6.80, 6.210, 6.230, 6.260, 7.10, 7.15, 8.110

ADMIN. PROC.: 6.230-E1, 6.260-AP1, 6.260-E1

Adopted: February 27, 2013
Reviewed: November 2022
Amended:

Exhibit – Volunteer Information Form and Waiver of Liability

~~*Only one form needs to be completed by a volunteer*~~ *All volunteers must complete this form one time each school year. Please print clearly in ink. New volunteers must complete a SSN trace background screening.*

Have you successfully completed the Unit 5 electronic volunteer screening? ☐Yes ☐No

PERSONAL INFORMATION

Name: _____
Last *First* *MI*

Check One: ☐Parent/Guardian ☐Family Member ☐Community Member ☐Student

Address: _____
Street *City* *State* *Zip*

Phone Number(s): _____ _____

Emergency contact: _____ Phone: _____

Have you ever been a school volunteer in Unit 5? ☐ Yes ☐ No

If Yes, ~~Name~~ name of school(s) and year(s): _____

Name(s) of any child(ren) in Unit 5 and the school they attend:

School(s) where you wish to volunteer: _____

If you are a high school volunteer, please list the activities with which you wish to volunteer:

Criminal Conviction Information: Are you a child sex offender? ☐ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☐ No If Yes, list all offenses.

Offense	Date	Location

Adopted: January 11, 2012
Reviewed: October 2022
Amended:

AVAILABILITY:

☐ Entire School Year (September – June) ☐ Program/Short Term Project _____

☐ Summer School (July) ☐ Other_____

Time Available: ☐ Morning (_____ to _____) ☐M ☐T ☐W ☐Th ☐F

☐ Afternoon (_____ to _____) ☐M ☐T ☐W ☐Th ☐F

Number of hours per week _____

WAIVER OF LIABILITY

~~McLean County Unit District No. 5 provides liability insurance coverage for approved volunteers who assist in school district activities or functions. However, volunteers are not eligible for numerous programs or insurance that employees may choose to participate in, such as health and life insurance, workers compensation or unemployment compensation. The District provides no health or life insurance for volunteers.~~

~~You should report a~~A ny injury or loss incurred while serving as a volunteer should be reported to the Unit 5 Superintendent in writing. Ask your supervisor to assist you if you have questions. ~~Under limited circumstances, you might be eligible for modest amounts of coverage of personal injury insurance maintained by the District.~~

~~~~~~

By your signature below:

~~I~~ You represent that ~~I am~~ you are physically and medically capable of participating in all the activities for which ~~I~~ you have volunteered, and that there are no restrictions on ~~my~~ your ability to carry out those activities, except those ~~I~~ you have stated in my application to volunteer. ~~I waive claims of all kinds against the Board of Education, Unit 5 School District, and its employees, agents and assigns, and assume all risks of loss, property damage, personal injury or death arising out of or related to my volunteer activities.~~ You agree to assume all risk for death or any loss, injury, illness, or damage of any nature or kind, arising out of your supervised or unsupervised service to the School District or volunteer activities. You also agree to waive any and all claims against the School Board, its members, employees, agents or assigns, for loss due to death, injury, illness or damage of any kind arising out of your supervised or unsupervised service to the School District or volunteer activities.

_____ _____
Volunteer Signature *Date*

_____
Print Name

Adopted: January 11, 2012
Reviewed: October 2022
Amended:
~~~~~~

For volunteer coaches only: I understand that while fulfilling my coaching responsibilities, I am *a school official* under State law. In accordance with policy 5:90, *Abused and Neglected Child Reporting*, I will report to the Building Principal any hazing, which includes any unsanctioned or unauthorized act that results in bodily harm to any person. If the act results in death or great bodily harm, I will make a report to law enforcement and promptly notify the Building Principal that a report has been made (720 ILCS 5/12C-50.1).

_____
Volunteer Name (*please print*)

_____ _____
Volunteer Signature Date

For School Use Only

General description of assignment(s):

- ☐ Supervising students as needed by a teacher
- ☐ Supervising students during a regularly scheduled activity
- ☐ Assisting with academic programs
- ☐ Assisting at the resource center or main office
- ☐ Other _____

Name of supervising staff member _____

Illinois Sex Offender Database Registry at: https://isp.illinois.gov/Sor/Disclaimer

Registry checked by: _____ Date: _____ (*mandatory*)

Illinois Murderer and Violent Offender Against Youth Registry at: https://isp.illinois.gov/MVOAY/Disclaimer

Registry checked by: _____ Date: _____ (*mandatory*)

Dru Sjodin National Sex Offender Public Website (NSOPW) at: https://www.nsopw.gov/

NSOPW checked by: _____ Date: _____ (*mandatory*)

To be completed by the Building Principal:

Will the individual be working over a long period of time in direct contact with students where no staff member is continuously present or in other situations where a fingerprint-based criminal history records check would be prudent? ☐Yes ☐ No

If *yes*, and provided the individual authorized the fingerprint-based criminal history records check, please provide the following:

Date that the background check was requested _____

Date that the background check was received and reviewed _____

Check reviewed by (*please print*) _____

_____ _____
Signature of Reviewer Date

Adopted: January 11, 2012
Reviewed: October 2022
Amended:

Student and Family Privacy Rights

Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives as identified in Board policy 6.10, *Educational Philosophy and Objectives*, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified or ~~and regardless of~~ who created the survey.

Surveys Created by a Third Party

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

This section applies to every survey:

1. that is created by a person or entity other than a District official, staff member, or student,
2. regardless of whether the student answering the questions can be identified, and
3. regardless of the subject matter of the questions.

Survey~~s~~ Requesting Personal Information

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

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

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

1. Inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or

2. Refuse to allow their child or ward to participate in the activity described above. The school shall not penalize any student whose parent(s)/guardian(s) exercised this option.

Instructional Material

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

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

Physical Exams or Screenings

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

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

1. Is permitted or required by an applicable state law, including physical examinations or screenings that are permitted without parental notification.

2. Is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq*.).

3. Is administered to the District's extracurricular drug and alcohol testing program (see policy 7.240, *Conduct Code for Participants in Co-Curricular Activities*).

4. Is otherwise authorized by Board policy.

Prohibition on Selling or Marketing Students' Personal Information ~~is Prohibited~~

No school official or staff member shall market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term ~~"~~*personal information*~~"~~ means individually identifiable information including:

1. a student or parent's first and last name,

2. a home or other physical address (including street name and the name of the city or town),

3. a telephone number,

4. a Social Security identification number or

5. driver's license number or state identification card.

Unless otherwise prohibited by law, tThe above paragraph does not apply:

(1) if the student's parent(s)/guardian(s) have consented; or
(2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.

2. Book clubs, magazines, and programs providing access to low-cost literary products.

3. Curriculum and instructional materials used by elementary schools and secondary schools.

4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.

5. The sale by students of products or services to raise funds for school-related or education-related activities.

6. Student recognition programs.

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

Notification of Rights and Procedures

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

1. This policy as well as its availability upon request from the general administration office.

2. How to opt their child or ward out of participation in activities as provided in this policy.

3. The approximate dates during the school year when a survey requesting personal information, as described above, is scheduled or expected to be scheduled.

4. How to request access to any survey or other material described in this policy.

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

Transfer of Rights

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

LEGAL REF.: ~~Individuals with Disabilities Education Act, 20 U.S.C. §1400 et seq.~~
~~Protection of Pupil Rights,~~ 20 U.S.C. §1232h~~,~~ Protection of Pupil Rights.
105 ILCS 5/10-20.38.
~~Children's Privacy Protection and Parental Empowerment Act,~~ 325 ILCS 17/1 et seq.~~.~~ Children's Privacy Protection and Parental Empowerment Act.
~~105 ILCS 5/10-20.38.~~

CROSS REF.: 2.260 (Uniform Grievance Procedure)~~, 6.10,~~ 6.210 (Instructional Materials), ~~6.220,~~ 6.260 (Complaints About Curriculum, Instructional Materials, and Programs), 7.130 (Student Rights and Responsibilities), 7.240 (Conduct Code for Participants in Co-Curricular Activities), 7.300 (Co-Curricular Athletics)~~, 7.340~~

ADMIN. PROC.: 7.15-E1, 7.340-AP1, 7.340-E1, 7.340-E2

Adopted: December 11, 2002
Reviewed: ~~June 2011~~October 2022
Amended: June 22, 2011

Student Support Services

The following student support services may be provided by the District:

1. Health services supervised by a qualified nurse. The Superintendent or designee may implement procedures to further a healthy school environment and prevent or reduce the adverse health effects of bed bugs and spread of disease.

2. Educational and psychological testing services and the services of a psychologist as needed. In all cases, written permission to administer a psychological examination must be obtained from the student's parent(s)/guardian(s). The results will be given to the parent(s)/guardian(s), with interpretation, as well as to the appropriate professional staff.

3. The services of a school social worker. A student's parents/guardians must consent to regular or continuing services from a social worker.

4. Guidance and school counseling services.

5. A liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Dept. of Children and Family Services (DCFS) when enrolling in or changing schools.

The Superintendent or designee shall develop protocols for responding to students with social, emotional, or mental health problems that impact learning ability. The District, however, assumes no liability for preventing, identifying, or treating such ~~problems~~needs.

Erin's Law Counseling Options, Assistance, and Intervention

The Superintendent or designee will ensure that each school building's Student Support Committee identifies counseling options for students who are affected by sexual abuse and grooming behaviors, along with District and community-based options for victims of sexual abuse and grooming behaviors to obtain assistance and intervention. Community-based options must include a Children's Advocacy Center and sexual assault crisis center(s) that serve the District, if any.

This policy shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

LEGAL REF.: 105 ILCS 5/10-23.13(b), 5/10-20.59 and 5/21B-25(B)
405 ILCS 49/, Children's Mental Health Act ~~of 2003~~.
740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.

CROSS REF.: 6.65 (Student Social and Emotional Development), 6.270 (Guidance and Counseling Program), 7.100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7.280 (Communicable and Chronic Infectious Disease), 7.290 (Suicide and Depression Awareness and Prevention), 7.340 (Student Records)

Adopted: May 26, 1999
Reviewed: ~~December 2021~~November 2022
Amended: February 9, 2022

Requests for Information Pursuant to the Illinois Freedom of Information Act
The District has received and processed the following requests for information:

1. Sally Pancrazio, responded 11.04.22
2. North America Procurement Council, Inc. PBC, responded 11.10.22

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5

FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION

YEAR ENDED JUNE 30, 2022

CPAs | CONSULTANTS | WEALTH ADVISORS

CLAconnect.com

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INDEPENDENT AUDITORS' REPORT

Board of Education
McLean County Unit School District No.5
Normal, Illinois

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of McLean County Unit School District No.5, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise McLean County Unit School District No.5's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position – modified cash basis of the governmental activities, each major fund, and the aggregate remaining fund information of McLean County Unit School District No.5, as of June 30, 2022, and the respective changes in financial position – modified cash basis thereof for the year then ended in accordance with modified cash basis of accounting described in Note 1.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of McLean County Unit School District No.5 and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of a Matter

Accounting Standards Update

As noted in Note 1 to the financial statements, McLean County Unit School District No.5 has adopted Governmental Accounting Standards Board Statement No. 87, *Leases.* This resulted in a restatement of beginning capital assets and long-term debt. Our opinion was not modified with respect to this matter.

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Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting described in Note 1; this includes determining the modified cash basis of accounting is an acceptable basis for the preparation of the basic financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of McLean County Unit School District No.5's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about McLean County Unit School District No.5's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the McLean County Unit School District No.5's basic financial statements. The combining and individual fund financial schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with GAAS. In our opinion, and the combining individual fund financial statements listed in the table of contents are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the management's discussion and analysis but does not include the basic financial statements and our auditors' report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 10, 2022, on our consideration of McLean County Unit School District No.5's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of McLean County Unit School District No.5's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering McLean County Unit School District No.5's internal control over financial reporting and compliance.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Champaign, Illinois
November 10, 2022

This analysis of McLean County Unit School District No.5 (the District) provides a review of the District's financial activities for the year ended June 30, 2022 and should be read in conjunction with the audited financial statements.

Financial Highlights

Key financial highlights for the year ended June 30, 2022 are as follows:

- The government's total assets were $308,526,215 on June 30, 2022.
- The assets of the District exceeded its liabilities at the close of the fiscal year by $184,010,433 (*net position*).
- Total net position increased by $24,264,203, primarily due to an increase in grant funding.
- Cash and cash equivalents and investments increased $35,437,953.
- The District reported combined ending fund balances of $116,855,509 in the fund statements. Approximately 76% of this total amount is available for spending at the District's discretion (unassigned fund balance).
- Unassigned fund balance for the Educational Account was $17,307,608 or 11.10% of total expenditures (including on-behalf).
- The District's debt load (bonds, lease certificates, and lease obligations) had a net increase of $10,539,732 (9.27%) in fiscal year 2022.

Using these Financial Statements

These audited financial statements consist of several different types of statements as well as notes to those statements. The statements are presented so as to report on the District as an entire entity as well as providing a detailed look at specific financial activities in major funds.

The Statement of Net Position and Statement of Activities (modified cash basis) provide information about the activities of the whole District. Governmental fund financial statements provide the next level of detail by presenting the District's most significant funds as well as all other nonmajor funds in a combining statement. For the District, the General Fund, which combines the Educational Account, the Operations and Maintenance Account, the Tort Immunity Account, and the Working Cash Account, is by far the most significant fund.

Reporting the District as a Whole – Statement of Net Position and the Statement of Activities

The Statement of Net Position and the Statement of Activities (modified cash basis) report combined District activities. These statements include all District funds net position and the change in net position. The change in net position is important in determining whether the financial position of the District has improved or diminished over the past year. For the year ended June 30, 2022, the net position of the District increased by $24,264,203 from the previous year.

Statement of Net Position – Modified Cash Basis (in Millions)
As of June 30, 2022
With Comparatives as of June 30, 2021

	2022	2021
ASSETS		
Current and Other Assets	$ 120.32	$ 84.88
Capital Assets, Net	188.20	188.84
Total Assets	$ 308.52	$ 273.72
LIABILITIES		
Long-Term Liabilities	$ 89.24	$ 79.13
Other Liabilities	35.27	34.84
Total Liabilities	$ 124.51	$ 113.97
NET POSITION		
Net Investment in Capital Assets	$ 123.76	$ 96.05
Restricted	26.46	30.67
Unrestricted	33.79	33.03
Total Net Position	$ 184.01	$ 159.75

Total net position for the District consists of current and other assets and capital assets, net of depreciation, less total liabilities. Current assets as of June 30, 2022 were $120.32 million and net capital assets were $188.20 million.

As of June 30, 2022, the District had $35.27 million of current liabilities and $89.24 million of long-term debt. The long-term debt consists of debt issued for construction and refunding purposes, financed purchases, and leases as detailed in Note 4 of the notes to the financial statements.

Reporting the District as a Whole – Statement of Net Position and the Statement of Activities (Continued)

The change in net position can also be shown from the change in revenues less expenses as shown in the Statement of Activities (modified cash basis) summarized below.

Statement of Activities – Modified Cash Basis (in Millions)
Year Ended June 30, 2022
With Comparatives for Year Ended June 30, 2021

	2022	2021
REVENUES		
Program Revenues:		
Charges for Services	$ 6.57	$ 3.41
Operating Grants and Contributions	58.51	83.50
General Revenues:		
General Property Taxes	93.61	99.93
Property Taxes Levied for Debt	36.29	35.36
Replacement Taxes	5.47	2.51
Evidence Based Funding	21.81	21.18
Federal Aid – Medicaid	0.61	0.33
Unrestricted Investment Income	0.02	0.03
Miscellaneous	0.28	0.60
Total Revenues	223.17	246.85
EXPENSES		
Instruction	93.66	121.24
Instruction – Special Education	32.50	31.40
Support Services – Student Based	26.38	24.38
Support Services – Nonstudent Based	34.81	30.54
Other	1.41	1.53
Interest and Fees on Debt	3.29	3.42
Depreciation	6.86	6.75
Total Expenses	198.91	219.26
CHANGE IN NET POSITION	24.26	27.59
Net Position – Beginning, as Previously Reported	159.75	130.45
Restatement	-	1.71
Net Position – Beginning, as Restated	159.75	132.16
NET POSITION – ENDING	$ 184.01	$ 159.75

Reporting the District as a Whole – Statement of Net Position and the Statement of Activities (Continued)

Program revenues include charges for specific school services, such as activity fees, textbook rentals, food services, and technology fees. Operating grants and contributions consist of state and federal grants such as Medicaid, Title I, National School Lunch Program, Special Education, Elementary and Secondary School Emergency Relief (ESSER) Fund II and III, and Transportation grants. Evidence Based Funding is not included in operating grants.

Reporting the District's Most Significant Funds

The fund financial statements, including the Statement of Assets and Liabilities Arising from Cash Transactions and the Statement of Revenue Collected, Expenditures Paid, and Changes in Fund Balances, provide detailed information about the District's major funds. The District uses many funds to account for financial transactions. The major fund is the General Fund, which combines the Educational Account, the Operations and Maintenance Account, the Tort Immunity Account, the Working Cash Account, and Student Activity Funds are included in the Educational Account. All activity directly related to educating children, such as the cost of teachers, support personnel and administrators, textbooks, supplies and services are accounted for in the Educational Account. The activities involved in operating and maintaining the District's property and buildings are accounted for in the Operations and Maintenance Account. The Tort Immunity Account includes the resources to fund the costs related to certain liability and workers' compensation risk management. The Working Cash Account is the District's savings account and there are no operating expenditures that are accounted for in this fund. Approximately 90% of all expenditures occur in the General Fund.

General Fund revenues decreased from 2021 levels by $23,833,124 or 12.32%. The decrease was primarily due to an decrease the State of Illinois for the state portion of the teacher's retirement classified as "on-behalf payments" and make up mandated categorical payments.

General Fund expenses decreased by $23,217,675 or 11.79% largely due to an decrease in the number of "on-behalf payments" by the state of Illinois for teacher's retirement and instructional and related benefits expense increase.

The other major Governmental funds include activity related to the Debt Services Fund.

Governmental Activities Capital Assets, Net

At June 30, 2022, the District had $188,207,215 invested in capital assets, which includes land, land improvements, buildings and improvements, and equipment, net of accumulated depreciation. This amount represents a net decrease (including additions, deductions, and depreciation) of $632,561 or 0.33% from last year. See Note 3 to the financial statements for further information.

Long-Term Debt

The District had $124,240,152 in debt outstanding as of June 30, 2022, with $34,995,298 due within one year. See Note 4 to the financial statements for further information.

Budgetary Highlights

In September 2021, the Board of Education adopted a General Fund budget for the fiscal year 2022 (amended later in 2022) that reflected total revenues of $130,860,906 and total expenditures of $140,697,784. Actual General Fund revenues for fiscal year 2022, including the on-behalf payments that the state of Illinois contributes to the Teachers Retirement System, were $169,633,524 and expenditures were $173,643,377. On-behalf payments by the State of $33,217,886 were not included in the original or final 2022 budget.

Current Issues and Concerns

State funding for the Educational Account under the evidenced based formula has grown slightly, however a very large gap remains to be adequately funded. The COVID-19 pandemic has also put additional pressure on revenues and expenses. The District's FY2023 Educational Account budget contains a structural deficit of approximately $11.7 million. The District plans to balance the Educational Account for FY2023 and FY2024 by abating the necessary funds from the Working Cash Account. The District will need to discuss a long-term solution prior to the 2024-2025 budget.

Requests for Information

This financial report is designed to provide citizens, taxpayers, parents, students, creditors and investors with a general overview of the District's finances and to show the District's accountability for the money it receives. Additional details can be requested at the following address:

1809 W Hovey Avenue
Normal, IL
61761

Or visit our website at: www.unit5.org.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
STATEMENT OF NET POSITION – MODIFIED CASH BASIS
JUNE 30, 2022

	Governmental Activities
ASSETS	
Cash and Cash Equivalents	$ 76,472,875
Investments	43,846,125
Capital Assets, Net of Accumulated Depreciation	188,207,215
Total Assets	308,526,215
CURRENT LIABILITIES	
Payroll Deductions & Withholdings	275,630
Bonds and Financed Purchases Payable, Due Within One Year	34,891,090
Leases Payable, Due Within One Year	104,208
Total Current Liabilities	35,270,928
LONG-TERM LIABILITIES	
Bonds and Financed Purchases Payable, Noncurrent	88,818,338
Leases Payable, Noncurrent	426,516
Total Long-Term Liabilities	89,244,854
Total Liabilities	124,515,782
NET POSITION	
Net Investment in Capital Assets	123,757,063
Restricted for Transportation	3,484,362
Restricted for Employees' Retirement System	2,183,939
Restricted for Debt Service	19,688,044
Restricted for Tort Immunity	711,578
Restricted for Fire Prevention and Safety	392,684
Unrestricted	33,792,763
Total Net Position	$ 184,010,433

See accompanying Notes to Financial Statements.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
STATEMENT OF ACTIVITIES – MODIFIED CASH BASIS
YEAR ENDED JUNE 30, 2022

FUNCTIONS/PROGRAMS	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Net (Expense) Revenue and Changes in Net Position
Governmental Activities:				
Instruction – Regular Programs	$ 52,832,016	$ 1,696,825	$ 6,333,838	$ (44,801,353)
Instruction – Special Education	32,496,168	397,426	4,457,466	(27,641,276)
Instruction – Other	40,830,025	75,595	33,297,105	(7,457,325)
Support Services – Student Based	26,376,826	4,100,109	13,837,504	(8,439,213)
Support Services – Nonstudent Based	34,810,800	301,336	-	(34,509,464)
Community Services	950,228	-	582,451	(367,777)
Nonprogrammed Charges	458,648	-	-	(458,648)
Debt Service:				
Interest and Fees on Debt	3,292,964	-	-	(3,292,964)
Depreciation – Unallocated	6,864,628	-	-	(6,864,628)
Total Governmental Activities	$ 198,912,303	$ 6,571,291	$ 58,508,364	(133,832,648)
GENERAL REVENUES				
Taxes:				
Property Taxes, Levied for General Purposes				93,606,645
Property Taxes, Levied for Debt Service				36,291,207
Personal Property Replacement Tax				5,466,205
Evidence Based Funding				21,809,784
Federal Aid – Medicaid				621,338
Unrestricted Investment Earnings				24,324
Miscellaneous				277,348
Total General Revenues				158,096,851
CHANGE IN NET POSITION				24,264,203
Net Position – Beginning of Year				159,746,230
NET POSITION – END OF YEAR				$ 184,010,433

See accompanying Notes to Financial Statements.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
STATEMENT OF ASSETS AND LIABILITIES ARISING FROM CASH TRANSACTIONS
GOVERNMENTAL FUNDS
JUNE 30, 2022

	General Fund	Debt Services Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS				
Cash and Cash Equivalents	$ 47,535,985	$ 19,688,044	$ 6,060,985	$ 73,285,014
Investments	43,846,125	-	-	43,846,125
Total Assets	$ 91,382,110	$ 19,688,044	$ 6,060,985	$ 117,131,139
LIABILITIES AND FUND BALANCES				
LIABILITIES				
Payroll Deductions & Withholdings	$ 89,728	$ -	$ -	$ 89,728
Other Current Liabilities	185,902	-	-	185,902
Total Liabilities	275,630	-	-	275,630
FUND BALANCES				
Restricted for Transportation	-	-	3,484,362	3,484,362
Restricted for Employees' Retirement System	-	-	2,183,939	2,183,939
Restricted for Debt Service	-	19,688,044	-	19,688,044
Restricted for Tort Immunity	711,578	-	-	711,578
Restricted for Fire Prevention and Safety	-	-	392,684	392,684
Assigned	2,036,689	-	-	2,036,689
Unassigned	88,358,213	-	-	88,358,213
Total Fund Balances	91,106,480	19,688,044	6,060,985	116,855,509
Total Liabilities and Fund Balances	$ 91,382,110	$ 19,688,044	$ 6,060,985	$ 117,131,139

See accompanying Notes to Financial Statements.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
RECONCILIATION OF THE GOVERNMENTAL FUNDS
STATEMENT OF ASSETS AND LIABILITIES ARISING FROM CASH TRANSACTIONS
TO THE STATEMENT OF NET POSITION – MODIFIED CASH BASIS
JUNE 30, 2022

Total Fund Balances – Governmental Funds		$ 116,855,509
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets and related accumulated depreciation is:		
Cost of Capital Assets	$ 366,281,443	
Accumulated Depreciation	(178,074,228)	188,207,215
Long-term liabilities arising from cash transactions are not due and payable in the current period and therefore are not reported as liabilities in the funds. The total of long-term liabilities is:		
Bonds and Financed Purchases Payable	(123,709,428)	
Lease Payable	(530,724)	(124,240,152)
An internal service fund is used by the District to charge the costs of employee health costs and workers' compensation costs. The assets and liabilities of the internal service fund are included in governmental activities in the Statement of Net Position.		3,187,861
Total Net Position – Governmental Activities		$ 184,010,433

See accompanying Notes to Financial Statements.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
STATEMENT OF REVENUES COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022

	General Fund	Debt Services Fund	Nonmajor Governmental Funds	Total Governmental Funds
REVENUE COLLECTED				
Local Sources:				
Property Taxes and Payments in Lieu of Taxes	$ 83,347,351	$ 36,291,207	$ 10,259,294	$ 129,897,852
Personal Property Replacement Taxes	4,968,780	-	497,425	5,466,205
Tuition	397,426	-	-	397,426
Earnings on Investments	8,009	9,147	4,135	21,291
Food Services	1,468,919	-	-	1,468,919
District/School Activity Income	3,269,188	-	-	3,269,188
Textbook Rentals	918,472	-	-	918,472
Contributions from Private Sources	337,635	-	-	337,635
Refund of Prior Years' Expenditures	75,560	-	3,383	78,943
Driver's Education Fees	75,595	-	-	75,595
Proceeds from Vendors' Contracts	70,854	-	-	70,854
Other Local Sources	418,580	-	-	418,580
State Sources	58,322,360	-	6,251,417	64,573,777
Federal Sources	15,954,795	-	410,914	16,365,709
Total Revenue Collected	169,633,524	36,300,354	17,426,568	223,360,446
EXPENDITURES PAID				
Instruction – Regular Programs	52,173,236	-	703,302	52,876,538
Instruction – Special Education	31,101,264	-	1,422,289	32,523,553
Instruction – Other	40,777,768	-	86,665	40,864,433
Support Services – Student Based	16,327,060	-	8,050,516	24,377,576
Support Services – Nonstudent Based	29,361,053	-	5,479,083	34,840,136
Community Services	862,327	-	87,901	950,228
Nonprogrammed Charges	458,648	-	-	458,648
Capital Outlay	2,582,021	-	5,535,027	8,117,048
Debt Service:				
Principal Retirement	-	34,131,220	954,463	35,085,683
Interest	-	3,237,656	51,080	3,288,736
Other	-	4,228	-	4,228
Total Expenditures Paid	173,643,377	37,373,104	22,370,326	233,386,807
NET CHANGE IN FUND BALANCE BEFORE OTHER FINANCING SOURCES (USES)	(4,009,853)	(1,072,750)	(4,943,758)	(10,026,361)
OTHER FINANCING SOURCES (USES)				
Proceeds from Bond Issuance	44,055,000	1,000,000	-	45,055,000
Bond Issuance Fees	(284,906)	-	-	(284,906)
Premium on Bonds Sold	94,376	-	-	94,376
Proceeds from Sale of Capital Assets	1,400	-	-	1,400
Proceeds from Issuance of Lease	435,621	-	-	435,621
Transfers In	-	1,191,754	-	1,191,754
Transfers Out	(1,191,754)	-	-	(1,191,754)
Total Other Financing Sources (Uses)	43,109,737	2,191,754	-	45,301,491
NET CHANGE IN FUND BALANCE	39,099,884	1,119,004	(4,943,758)	35,275,130
Fund Balance – Beginning of Year	52,006,596	18,569,040	11,004,743	81,580,379
FUND BALANCE – END OF YEAR	$ 91,106,480	$ 19,688,044	$ 6,060,985	$ 116,855,509

See accompanying Notes to Financial Statements.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
RECONCILIATION OF THE GOVERNMENTAL FUNDS
STATEMENT OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES
IN FUND BALANCES TO THE STATEMENT OF ACTIVITIES – MODIFIED CASH BASIS
YEAR ENDED JUNE 30, 2022

Total Net Change in Fund Balances –- Governmental Funds		$ 35,275,130
Amounts reported for governmental activities in the Statement of Activities are different because:		
Capital outlays are reported in governmental funds as expenditures. However, in the Statement of Activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. Below are the depreciation expense and capital outlays for the year:		
Capital Outlay	$ 8,117,048	
Depreciation Expense	(8,884,402)	(767,354)
Bond, financed purchases, and lease proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of bond, financed purchases, and lease principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position. This amount is the net effect of these differences in the treatment of long-term debt and related items:		
Debt Issued or Incurred:		
Bond Issuance	(45,055,000)	
Lease Obligation	(435,621)	
Principal Repayments:		
Principal Retirement	35,085,682	(10,404,939)
The net change in net position of the internal service fund is reported in governmental activities.		161,366
Change in Net Position of Governmental Activities		$ 24,264,203

See accompanying Notes to Financial Statements.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
PROPRIETARY FUNDS – INTERNAL SERVICE FUNDS
STATEMENT OF ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
JUNE 30, 2022

ASSETS	
Cash	$ 3,187,861
LIABILITIES	$ -
NET POSITION	
Unrestricted	3,187,861
Total Liabilities and Net Position	$ 3,187,861

See accompanying Notes to Financial Statements.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
PROPRIETARY FUNDS – INTERNAL SERVICE FUNDS
STATEMENT OF REVENUE RECEIVED, EXPENSES DISBURSED, AND CHANGES IN NET POSITION – MODIFIED CASH BASIS
YEAR ENDED JUNE 30, 2022

OPERATING REVENUE RECEIVED	
District Contributions	$ 13,282,928
Employee Contributions	3,305,608
Retiree Contributions	557,901
Cobra Contributions	27,530
Total Operating Revenue Received	17,173,967
OPERATING EXPENSES DISBURSED	
Claims	15,647,467
HSA Contributions	93,831
Administrative Expenses	1,276,492
Total Operating Expenses Disbursed	17,017,790
OPERATING INCOME	156,177
NONOPERATING REVENUES RECEIVED	
Interest	5,189
CHANGE IN NET POSITION	161,366
Net Position – Beginning of Year	3,026,495
NET POSITION – END OF YEAR	$ 3,187,861

See accompanying Notes to Financial Statements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

McLean County Unit School District No.5 (the District) is a school district serving students in Normal, Illinois and the surrounding area. Revenues are substantially generated as a result of taxes assessed and allocated to the District and grants received from other state and federal governmental agencies. The District's revenues are, therefore, primarily dependent upon the availability of funds at the state and federal level and the economy within its territorial boundaries. Industry within the territorial area is primarily retail and agricultural.

The following is a summary of the more significant accounting policies which the District applies:

Financial Reporting Entity

In evaluating how to define the government, for financial reporting purposes, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made by applying the criteria set forth in the Codification of Government Accounting and Financial Reporting Standards, Section 2100. The financial reporting entity consists of (a) the primary government, McLean County Unit School District No. 5, which has a separately elected governing body, is legally separate and fiscally independent of other state and local governments, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

There are no component units of the District nor is the District dependent on any other entity.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position – modified cash basis and the statement of activities – modified cash basis) report information on all of the nonfiduciary activities of the District. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities – modified cash basis demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to students, employees, and others who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the modified cash basis of accounting. Capital assets and long-term debt are recognized on an economic resources measurement focus. Payroll withholdings not remitted yet and Flex Plan contributions held by the District until used by employees, are shown as liabilities. An additional modification to cash basis is the recognition of the TRS and THIS payments (described in Note 11) the state of Illinois makes on behalf of the District. Revenues are recorded when the cash is received and expenses are recorded when they are paid. The modified cash basis differs from generally accepted accounting principles in that revenues are not recorded when earned and expenses when incurred, including expenses for wages, compensated absences, pension plans, and other postemployment benefit plans.

The District reports the following major governmental funds:

General Fund – The Educational, Operations and Maintenance, Working Cash, and Tort Accounts comprise the general operating fund. It is used to account for all financial resources except those required to be accounted for in other funds.

The Educational Account includes the regular operations of the District. All receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this account. This account is used for regular operations, including educational costs, textbook costs, student activity funds, flexible benefit plan trust, the food service department, and certain other special programs, including many federal and state programs.

The Operations and Maintenance Account includes the cost of maintaining, improving, or repairing school buildings and property.

The Working Cash Account is used to account for financial resources held by the District which may be temporarily loaned to other funds.

The Tort Account is used to account for resources to fund, and costs related to, tort immunity and tort judgment purposes.

Debt Services Fund – The Debt Services Fund is used to account for the accumulation of resources for payment of long-term bonded debt principal, capital leases, interest, and related costs. This is a debt service fund type.

Additionally, the District reports the following fund types:

Transportation Fund – The Transportation Fund pays for the costs of transportation of pupils. This is a special revenue fund.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Fire Prevention and Safety Fund – The Fire Prevention and Safety Fund is used to account for fire prevention and life safety bond proceeds and the restricted tax levy. This is a capital projects fund.

Internal Service Funds – These funds are used to account for self-insured employee health plan and the workers' compensation plan.

Budgets and Budgetary Accounting

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

1. Prior to July 1, a tentative operating budget is submitted to the board of education for the fiscal year commencing on July 1. The tentative operating budget includes proposed expenditures and the means of financing them.

2. Public hearings are conducted at a public meeting to obtain taxpayer comments, at least 30 days prior to final action by the board of education.

3. Prior to October 1, the budget is legally adopted through passage of a resolution. Prior to the last Tuesday in December, a tax levy ordinance is filed with the County Clerk to obtain tax revenues.

4. The board of education is authorized to transfer up to 10% of the total budget between departments within any fund. Any revisions that alter the total expenditures of any fund must be amended by the same procedure as provided for the original budget. The legal level of control is the fund level.

5. All appropriations lapse at the end of each fiscal year.

Common Cash Account

Separate bank accounts are not maintained for all District funds. Instead, various funds maintain their cash balances in a common checking account. Accounting records are maintained to show the portion of the common cash balance attributable to each participating fund.

Deposits and Investments

According to the District's investment policy, the District is allowed to invest in securities as authorized by the Illinois Compiled Statutes, which include obligations of the U.S. Treasury and its agencies; interest-bearing savings; certificates of deposit or time deposits; commercial paper; money market mutual funds; short-term discount obligations of the Federal National Mortgage Association; dividend-bearing share accounts of a credit union; Public Treasurer's Investment Pool; Illinois School District Liquid Asset Fund Plus and repurchase agreements.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property Taxes

Property taxes attach as an enforceable lien on property as of January 1. The District must file its tax levy ordinance by the last Tuesday in December of each year. The District's property tax is levied each year on all taxable real property located in the District. Property taxes are payable in two installments in approximately June and September at the County Collector's office. Sale of taxes on any uncollected amounts is prior to November 30 or shortly thereafter by the County Collector's office. Final distribution to all taxing bodies is usually made prior to November 30 by the County Collector's office. Taxes, as other revenues of the District, are recognized on the cash basis of accounting and are, therefore, recognized as received.

Land, Buildings, and Equipment

Capital assets, which include land, land improvements, buildings and improvements, and equipment, have been acquired for general governmental purposes. Assets purchased are recorded as expenditures in the individual funds and capitalized at cost (or estimated historical cost if actual historical cost is not available) in the statement of net position - modified cash basis. Donated capital assets are valued at their estimated acquisition value on the date donated.

All buildings, improvements, and equipment are depreciated using the straight-line method over the following estimated useful lives:

Improvements Other Than Building	20 Years
Buildings and Improvement	20 to 50 Years
Equipment	3 to 10 Years
Right-to-Use Assets	3 to 10 Years

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position – modified cash basis.

In the fund financial statements, governmental funds recognize bond premiums and discounts during the current period. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures. The face amount of debt issued is reported as other financing sources at the date received. Payments on debt principal are recorded as an expenditure.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Position

Net position represents the difference between assets plus and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Net investment in capital assets excludes unspent debt proceeds. Net position is reported as restricted when there are limitations imposed on its use through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

The District first applied restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenditures/expenses, gains, losses, and other changes in fund balance during the reporting period. Actual results could differ from those estimates.

Adoption of New Accounting Standards

In June 2017, the Governmental Accounting Standards Board (GASB) issued GASB Statement No. 87, *Leases*. This standard requires the recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and as inflows of resources or outflows of resources recognized based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this standard, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources.

The District adopted the requirements of the guidance effective July 1, 2021, and has elected to apply the provisions of this standard to the beginning of the period of adoption. As a result of the implementation of this standard, the District recorded right-to-use assets and related lease payable of $134,794 in the governmental activities.

NOTE 2 DEPOSITS AND INVESTMENTS

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that, in the event of a bank failure, the District's deposits may not be returned to it. The District's investment policy requires that all amounts deposited or invested with financial institutions in excess of any insurance limit be collateralized in accordance with the Public Fund Investment Act 30 ILCS2351.

The market value of the pledged securities should equal or exceed the portion of the deposit requiring collateralization.

As of June 30, 2022, none of the District's bank balance of $44,754,697 was uninsured or uncollateralized and exposed to custodial credit risk.

The carrying amount of these deposits, excluding petty cash of $2,819, was $42,861,182 as of June 30, 2022.

Investments

At June 30, 2022, the District had the following investments (which include cash equivalents):

Investment Type		
Sweep Accounts – Repurchase Agreement	$	33,608,874
U.S. Treasury Notes		21,698,635
Illinois School District Liquid Asset Fund		22,147,490

Custodial Credit Risk – Investments

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the District will not be able to recover the value of the investments or collateral securities that are in the possession of an outside party. Regarding the District's investments in the sweep accounts, all of the underlying securities are held by the financial institution, not in the name of the District.

The District has investments in the Illinois School District Liquid Asset Fund Plus – Liquid Class, and Max Class. The Liquid Class and Max Class were rated AAAm by Standard & Poor's Ratings. This is an external government investment pool and the assets are valued at amortized cost. All the investments have less than one year to maturity. There is no minimum investment. They are subject to a penalty if shares are redeemed within 14 days after purchase. Shares may be redeemed on any Illinois banking day.

The District has investments in U.S. Treasury Notes. The U.S Treasury Notes were rated AA+ by Standard & Poor's Ratings. U.S. Treasury Notes are securities that pay a fixed rate of interest. There is no minimum investment. The U.S. Treasury Notes mature between six months and two years.

NOTE 2 DEPOSITS AND INVESTMENTS (CONTINUED)

Custodial Credit Risk – Investments (Continued)

The following is a reconciliation between the information presented above and cash and investments as presented on the financial statements:

Carrying Amount of (See Above):		
Petty Cash	$	2,819
Deposits		42,861,182
Sweep Accounts – Repurchase Agreement		33,608,874
U.S. Treasury Notes		21,698,635
Illinois School District Liquid Asset Fund		22,147,490
Total	$	120,319,000
Cash and Cash Equivalents	$	76,472,875
Investments		43,846,125
Total on Statement of Net Position	$	120,319,000

NOTE 3 CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2022 was as follows:

Depreciation expense of $2,019,774 was charged to support services – student based, while $6,864,628 was unallocated.

	Beginning Balance	Adjustments	Increases	Decreases	Ending Balance
Governmental Activities:					
Capital Assets not Being Depreciated:					
Land	$ 2,960,561	$ -	$ -	$ -	$ 2,960,561
Construction in Progress	3,418,012	-	6,263,473	9,046,510	634,975
Total Capital Assets not Being Depreciated	6,378,573	-	6,263,473	9,046,510	3,595,536
Capital Assets Being Depreciated:					
Improvements Other Than Buildings	18,500,830	-	62,260	-	18,563,090
Buildings	220,653,038	-	-	-	220,653,038
Building Improvements	64,854,041	-	9,516,671	-	74,370,712
Temporary Buildings	102,688	-	-	-	102,688
Equipment:					
10 – Year	28,630,758	-	245,034	91,620	28,784,172
5 – Year	18,820,172	-	692,127	-	19,512,299
3 – Year	126,493	-	-	-	126,493
Right-to-use Leased Equipment	-	134,794	438,621	-	573,415
Total Capital Assets Being Depreciated	351,688,020	134,794	10,954,713	91,620	362,685,907
Total Capital Assets	358,066,593	134,794	17,218,186	9,138,130	366,281,443
Less Accumulated Depreciation for:					
Improvements Other Than Buildings	13,860,445	-	551,208	-	14,411,653
Buildings	94,355,511	-	4,285,167	-	98,640,678
Building Improvements	25,056,340	-	2,022,237	-	27,078,577
Temporary Buildings	8,499	-	5,135	-	13,634
Equipment:					
10 – Year	20,270,964	-	1,088,982	36,991	21,322,955
5 – Year	15,548,565	-	883,091	-	16,431,656
3 – Year	126,493	-	-	-	126,493
Right-to-use Leased Equipment	-	-	48,582	-	48,582
Total Accumulated Depreciation	169,226,817	-	8,884,402	36,991	178,074,228
Governmental Activities Capital Assets, Net	$ 188,839,776	$ 134,794	$ 8,333,784	$ 9,101,139	$ 188,207,215

The $134,794 adjustment reported above is related to the District's implementation of GASB Statement No. 87, *Leases,* in 2022. See Note 1 for additional information.

NOTE 4 LONG-TERM DEBT

The following is a summary of bond, financed purchase, and lease certificate activity of the District for the year ended June 30, 2022:

	Beginning Balance	Additions	Deductions	Ending Balance	Due in Less Than One Year
General Obligation Bonds:					
2016 School Bond Series	$ 9,585,000	$ -	$ -	$ 9,585,000	$ -
2017A Refunding School Bonds	55,520,000	-	17,150,000	38,370,000	18,600,000
2018 School Bond Series	8,840,000	-	-	8,840,000	-
2022 School Bond Series	-	45,055,000	-	45,055,000	-
Subtotal	73,945,000	45,055,000	17,150,000	101,850,000	18,600,000
General Obligation Bonds (Direct Placements):					
2017 School Bond Series	730,000	-	730,000	-	-
2017B School Bond Series	1,700,000	-	835,000	865,000	865,000
2020 School Bond Series	29,000,000	-	14,265,000	14,735,000	14,735,000
2021 School Bond Series	5,100,000	-	-	5,100,000	-
Subtotal direct placements	36,530,000	-	15,830,000	20,700,000	15,600,000
Financed Purchases (Direct Borrowings):					
2018 Clayton Holdings Tech Equipment Lease	157,037	-	157,037	-	-
2018 Clayton Holdings Bus Lease	926,772	-	926,772	-	-
2019 Clayton Holdings Technology Lease	435,117	-	214,428	220,689	220,689
2020 US Bancorp Technology Lease	1,068,342	-	351,554	716,788	355,908
2020 Clayton Holdings Technology Lease	343,152	-	121,201	221,951	114,493
Total Financed Purchases	2,930,420	-	1,770,992	1,159,428	691,090
Lease Certificates (Direct Borrowing):					
2012 Lease Certificates	295,000	-	295,000	-	-
Total	$ 113,700,420	$ 45,055,000	$ 35,045,992	$ 123,709,428	$ 34,891,090

Bonded Indebtedness

Current requirements for principal and interest expenditures are payable solely from future revenues of the Debt Services Fund which consists principally of property taxes collected by the District and interest earnings.

The General Obligation School Bonds, Series 2016, are dated March 21, 2016, with all principal due in one payment on December 1, 2024. Interest is due semi-annually on June 1 and December 1, through December 1, 2024, with an interest rate on the remaining bonds of 3%. Original issue of $9,585,000. Bond was issued with a $410,334 premium.

The General Obligation School Bonds, Series 2017, are dated February 1, 2017, with principal due annually on December 1, commencing on December 1, 2017. Interest is due semi-annually on June 1 and December 1, with an interest rate on the remaining bonds of 1.76%. Original issue of $3,500,000. Final payment was due December 1, 2021.

NOTE 4 LONG-TERM DEBT (CONTINUED)

Bonded Indebtedness (Continued)

The General Obligation Refunding School Bonds, Series 2017A, are dated March 21, 2017, with principal due annually on December 1, commencing on December 1, 2017. No payment is due on December 1, 2019. Interest is due semi-annually on June 1 and December 1, with an interest rate on the remaining bonds ranging between 2% and 4%. Original issue of $65,330,000. Bond was issued with a $6,604,136 premium. Final payment due December 1, 2023.

The General Obligation School Bonds, Series 2017B, are dated July 20, 2017, with principal due annually on December 1, commencing on December 1, 2018. Interest is due semi-annually on June 1 and December 1, with an interest rate on the remaining payments ranging between 1.19% and 1.69%. Original issue of $3,500,000. Final payment due December 1, 2022.

The General Obligation School Bonds, Series 2018, are dated March 1, 2018, with principal payments due December 1, 2018, 2019, 2025 and 2026, commencing on December 1, 2018. Interest is due semi-annually on June 1 and December 1, with an interest rate on the remaining payments ranging between 2.00% and 5.00%. Original issue of $8,930,000. Final payment due December 1, 2026.

The General Obligation School Bonds, Series 2020, are dated June 11, 2020, with principal payments due December 1, 2021 and 2022, commencing on December 1, 2021. Interest is due semi-annually on June 1 and December 1, with an interest rate on the remaining payments ranging between 1% and 2%. Original issue of $29,000,000. Final payment due December 1, 2022.

The General Obligation School Bonds, Series 2021, are dated May 10, 2021, with principal payments due February 1, 2026 and 2027, commencing on February 1, 2026. Interest is due semi-annually on February 1 and August 1, commencing on August 1, 2021. Interest rate on the remaining payments ranging between 1% and 2%. Original issue of $5,100,000. Final payment due February 1, 2027.

The General Obligation School Bonds, Series 2022, are dated May 19, 2022, with principal payments due February 1, 2024, 2025, and 2026, commencing on February 1, 2024. Interest is due semi-annually on February 1 and August 1, commencing on February 1, 2023. Interest rate on the remaining payments of 3.25%. Original issue of $45,055,000. Final payment due February 1, 2026.

NOTE 4 LONG-TERM DEBT (CONTINUED)

Financed Purchases

Financed Purchases are typically paid by the Debt Services and Transportation Funds.

The District had an outstanding agreement to purchase technology equipment under a financed purchase arrangement. Annual payments were $161,952, including interest at 3.130%, commencing on June 26, 2018. Payments were due annually through July 2021.

The District has an outstanding agreement to purchase buses under a financed purchase arrangement. Annual payments are $486,061, including interest at 1.00% - 3.00%, commencing on July 15, 2018. Payments were due annually through July 2022.

The District has an outstanding agreement to purchase technology equipment under a financed purchase arrangement. Annual payments are $227,262, including interest at 1.00% - 3.00%, commencing on July 15, 2019. Payments were due annually through July 2022.

The District has an outstanding agreement to purchase technology equipment under a financed purchase arrangement. Annual payments are $365,634, including interest at 1.00% - 3.00%, commencing on August 15, 2020. Payments are due annually through August 2023.

The District has an outstanding agreement to purchase technology equipment under a financed purchase arrangement. Annual payments are $117,555, including interest at 1.00% - 3.00%, commencing on December 28, 2020. Payments are due annually through February 2024.

Lease Certificates

Lease certificate obligations are typically paid by the Educational and Operations and Maintenance Accounts via transfer to the Debt Services Fund.

The original issue of $2,300,000 of lease certificates dated September 13, 2012, provides for serial retirement of principal on December 1 and interest payable on December 1 and June 1 of each year at 0.90% - 2.75%. Final payment was made 2021.

The District's outstanding direct placements and direct borrowings state that in the event of a default, including changes to the time of the repayment of the outstanding obligations, the amounts become immediately due if the District is unable to make a payment.

NOTE 4 LONG-TERM DEBT (CONTINUED)

The annual debt service requirements of general obligation bonds and financed purchases are as follows:

Year Ending	Bonded Debt		Bonds (Direct Placements)	
June 30,	Principal	Interest	Principal	Interest
2023	$ 18,600,000	$ 2,883,801	$ 15,600,000	$ 151,082
2024	33,950,000	2,555,688	-	62,730
2025	35,330,000	1,555,663	-	62,730
2026	10,615,000	438,050	2,535,000	62,730
2027	3,355,000	67,100	2,565,000	31,550
Total	$ 101,850,000	$ 7,500,302	$ 20,700,000	$ 370,822

Year Ending	Financed Purchases (Direct Borrowings)		Total	Total
June 30,	Principal	Interest	Principal	Interest
2023	$ 691,090	$ 18,955	$ 34,891,090	$ 2,902,756
2024	468,338	6,238	34,418,338	2,561,926
2025	-	-	35,330,000	1,555,663
2026	-	-	13,150,000	438,050
2027	-	-	5,920,000	67,100
	$ 1,159,428	$ 25,193	$ 123,709,428	$ 7,525,495

Leases Payable

The District leases equipment for various terms under long-term, noncancelable lease agreements. The leases expire at various dates through 2027. Leases are typically paid by the Debt Services and Transportation Funds. A summary of the District's lease terms and interest rates are as follows:

During fiscal year 2019, the District entered into a lease agreement for four buses and took possession in fiscal year 2020. The lease is paid in annual installments of $33,420 for the first five payments and $81,560 for the final payment and bears interest at a rate of 4.25%. Annual payment made under this lease for the year ended June 30, 2022 was $33,420. Beginning leases payable was restated by $134,794 for this with the implementation of GASB 87, *Leases*.

During fiscal year 2022, the District entered into a lease agreement for two robot paint stripers and took possession in fiscal year 2022. The lease is paid in annual installments of $12,000 for the first payment and $20,000 for the final five payments and bears interest at a rate of 5.75%. The annual payment under this lease for the year ended June 30, 2022 was $12,000.

NOTE 4 LONG-TERM DEBT (CONTINUED)

Lease Payable (Continued)

During fiscal year 2022, the District entered into a lease agreement for various copier machines and took possession in fiscal year 2022. The lease is paid in 60 monthly installments of $6,511 and bears interest at a rate of 5.75%. No payment was made under this lease for the year ended June 30, 2022.

Following is a schedule of future minimum lease payments under the lease agreements at June 30, 2022:

	Governmental Activities		
Year Ending June 30,	Principal	Interest	Total
2023	$ 104,208	$ 27,339	$ 131,547
2024	157,999	21,688	179,687
2025	84,449	13,678	98,127
2026	89,409	8,719	98,128
2027	94,659	3,468	98,127
Total	$ 530,724	$ 74,892	$ 605,616

Right-to-use assets acquired through outstanding leases are shown below, by underlying asset class.

	Governmental Activities
Equipment	$ 573,415
Less: Accumulated Amortization	(48,582)
Total	$ 524,833

Legal Debt Limit

Section 5/19-1 of the Illinois School Code limits the amount of qualifying debt of the District to 13.8% of the latest equalized assessed value.

The estimated legal debt margin of the District at June 30, 2022, was calculated as follows:

Legal Debt Limit	$ 326,303,551
Less: Qualifying Debt	(124,240,152)
Legal Debt Margin	$ 202,063,399

NOTE 5 INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

The District transferred $1,191,754 from the General Fund to the Debt Services Fund to make debt payments.

There were no interfund receivables and payables at year-end.

NOTE 6 PROPERTY TAXES

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on or before the last Tuesday in December annually. Applicable current year (2021 and 2020 levies) tax rates are as follows (per $100 of assessed valuation):

	2021 Levy	2020 Levy	Maximum
Educational	2.72000	2.72000	2.72000
Operations and Maintenance	0.50000	0.50000	0.50000
Debt Services	1.55888	1.58855	None
Transportation	0.20000	0.20000	0.20000
Municipal Retirement	0.09687	0.07914	None
Social Security	0.09687	0.11651	None
Tort Immunity	0.25185	0.25280	None
Special Education	0.04000	0.04000	0.04000
Working Cash	0.05000	0.05000	0.05000
Fire Prevention and Safety	0.05000	0.05000	0.05000
Leasing	0.05000	0.05000	0.05000
Prior Year Adjustment	0.00000	0.00004	None
Total	5.61447	5.64704	

NOTE 7 FUND BALANCE REPORTING

According to Government Accounting Standards, fund balances are to be classified into five major classifications; Nonspendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance. Below are definitions of how these balances are reported.

Nonspendable Fund Balance

The nonspendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, for example inventories and prepaid amounts. Due to the cash basis nature of the District all such items are expensed at the time of purchase, so there is nothing to report for this classification.

NOTE 7 FUND BALANCE REPORTING (CONTINUED)

Restricted Fund Balance

The restricted fund balance classification refers to amounts that are subject to outside restrictions, not controlled by the entity, such as restrictions imposed by creditors, grantors, contributors, or laws and regulations of other governments, or imposed by law through constitutional provisions or enabling legislation. Special Revenue Funds are, by definition, restricted for those specified purposes.

Committed Fund Balance

A committed fund balance classification refers to amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority (the School Board). Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of formal action it employed to previously commit those amounts. There were no committed fund balances as of June 30, 2022.

Assigned Fund Balance

The assigned fund balance classification refers to amounts that are constrained by the government's intent to be used for a specific purpose, but are neither restricted nor committed. Intent may be expressed by (a) the School Board itself or (b) the finance committee or by the Superintendent when the School Board has delegated the authority to assign amounts to be used for specific purposes. There District considers the unspent Driver's Education balance and Student Activity Fund balances assigned fund balances as of June 30, 2022.

Unassigned Fund Balance

The unassigned fund balance classification is the residual classification for amounts in the General Fund for amounts that have not been restricted, committed, or assigned to specific purposes within the General Fund.

Expenditures of Fund Balance

Unless specifically identified, expenditures act to reduce restricted balances first, then committed balances, next assigned balances, and finally act to reduce unassigned balances. Expenditures for a specifically identified purpose will act to reduce the specific classification of fund balance that is identified.

NOTE 8 OTHER INDIVIDUAL FUND DISCLOSURES

Generally accepted accounting principles require disclosure of certain information concerning individual funds including:

Excess of Expenditures Over Budget in Individual Funds

	Expenditures		
Fund	Budget	Actual	Excess Actual Over Budget
General Fund	$ 142,765,732	$ 173,643,377	$ 30,877,645
Debt Service Fund	37,362,312	37,373,104	10,792

The General Fund expenditures include $33,217,886 in on-behalf payments by TRS and THIS for teachers' retirement and postemployment benefits that was not included in the budget.

NOTE 9 SELF-INSURANCE PLANS

Unemployment Coverage

All employees of the District are covered under the state of Illinois Unemployment Insurance Act. The District elected to be self-insured, and therefore, is liable to the state for any payments made to an unemployed worker claiming benefits.

Medical Coverage

The District is self-insured for medical coverage, which is provided to school personnel. Blue Cross/Blue Shield administers claims for a fixed fee per enrolled employee. The District is responsible for the payment of claims up to annual levels of $200,000 per employee. The point of attachment for aggregate stop-loss coverage under the plan is $16,431,292. The District purchases commercial insurance for all other risks of loss. Settled claims have not exceeded this commercial coverage in the past three fiscal years.

At the beginning of each fiscal year, the District determines the amount of funds needed to operate the plan. This estimated total cost is used to develop standard unit charges for employees and for dependents covered under the plan.

The District has established a separate Self-Insurance Internal Service Fund to account for the operation of this self-insurance plan. District contributions to the fund are made on the basis of 100% of the charges for employee coverage. Through payroll deductions, the employees are responsible for payment of the entire charges related to coverage of their dependents.

Claims paid were approximately $14,966,000 for the fiscal year ended June 30, 2022. Claims paid for years ended June 30, 2021 and 2020 were approximately $13,844,000 and $13,029,000, respectively.

NOTE 9 SELF-INSURANCE PLANS (CONTINUED)

Workers' Compensation Coverage

The District established a self-insured plan for workers' compensation claims for District employees. The District accounts for the plan in the Workman's Compensation Self-Insurance Internal Service Fund. Cannon Cochran Management Services, Inc. administers the claims paying process. The District mitigates its risk by purchasing an insurance policy for specific and aggregate excess workers' compensation and employer's liability indemnity. The policy has a specific limit per each accident of $1,000,000, a specific limit per each employee for disease of $1,000,000, and an aggregate limit of $1,000,000. District contributions to the fund are made on the basis of 100% of the charges incurred under the stop-loss limits.

Claims paid were approximately $681,000 for the fiscal year ended June 30, 2022. Claims paid for years ended June 30, 2021 and 2020 were approximately $394,000 and $454,000, respectively.

NOTE 10 CONTINGENCIES

The District has received funding from state and federal grants in the current and prior years that are subject to audits by the granting agencies. The School Board believes any adjustments that may arise from these audits will be insignificant to District operations.

There are lawsuits pending against the District for various reasons. The outcome and eventual liability of the District, if any, in these cases are not known at this time. However, based upon past experiences, management believes that insurance coverage and tort immunity funds are sufficient to cover any potential claims.

NOTE 11 RETIREMENT COMMITMENTS

Teachers' Retirement System of the State of Illinois

Plan Description - The District participates in the Teachers' Retirement System of the state of Illinois (TRS). TRS is a cost-sharing multiple-employer defined benefit pension plan that was created by the Illinois legislature for the benefit of Illinois public school teachers employed outside the City of Chicago. TRS members include all active nonannuitants who are employed by a TRS-covered employer to provide services for which teacher licensure is required. The Illinois Pension Code outlines the benefit provisions of TRS, and amendments to the plan can be made only by legislative action with the Governor's approval. The TRS Board of Trustees is responsible for the system's administration.

TRS issues a publicly available financial report that can be obtained at https://www.trsil.org/financial/cafrs/fy2021; by writing to TRS at 2815 W. Washington, P.O. Box 19253, Springfield, IL, 62794; or by calling (888) 678-3675, option 2.

NOTE 11 RETIREMENT COMMITMENTS (CONTINUED)

Teachers' Retirement System of the State of Illinois (Continued)

Benefits Provided - The active member contribution rate for the year ended June 30, 2022, was 9.0% of creditable earnings. These contributions, which may be paid on behalf of employees by the employer, are submitted to TRS by the employer.

On-Behalf Contributions to TRS - The state of Illinois makes employer pension contributions on behalf of the employer. For the year ended June 30, 2022, state of Illinois contributions recognized by the employer were based on the state's proportionate share of the collective net pension liability associated with the employer, and the employer recognized revenue and expenditures of $32,550,457 in pension contributions that the state of Illinois paid directly to TRS.

The District makes other types of employer contributions directly to TRS.

- **2.2 Formula Contributions.** Employers contribute 0.58% of total creditable earnings for the 2.2 formula change. This rate is specified by statute. Contributions for the year ended June 30, 2022 were $443,300.

- **Federal and Special Trust Fund Contributions.** When TRS members are paid from federal and special trust funds administered by the employer, there is a statutory requirement for the employer to pay an employer pension contribution from those funds. Under Public Act 100-0340, the federal and special trust fund contribution rate is the total employer normal cost beginning with the year ended June 30, 2022.

  Previously, employer contributions for employees paid from federal and special trust funds were at the same rate as the state contribution rate to TRS and were much higher.

  For the year ended June 30, 2022, the employer pension contribution was 10.31% of salaries paid from federal and special trust funds. For the year ended June 30, 2022, salaries totaling $1,670,077 were paid from federal and special trust funds that required employer contributions of $413,593.

- **Salary Increases Over Six% and Excess Sick Leave.** If an employer grants salary increases over 6% and those salaries are used to calculate a retiree's final average salary, the employer makes a contribution to TRS. Additionally, beginning with the year ended June 30, 2020, employers will make a similar contribution for salary increases over 3% if members are not exempted by current collective bargaining agreements or contracts.

  For the year ended June 30, 2022, the employer paid $22,273 to TRS for employer contributions due on salary increases in excess of 6% and $-0- on salary increases in excess of 3%.

NOTE 11 RETIREMENT COMMITMENTS (CONTINUED)

Teachers' Retirement System of the State of Illinois (Continued)

- **Salary Increases Over Six % and Excess Sick Leave (Continued).**
  If an employer grants sick leave days in excess of the normal annual allotment and those days are used as TRS service credit, the employer makes a contribution to TRS. The contribution is based on the number of excess sick leave days used as service credit, the highest salary reported by the granting employer during the four-year sick leave review period, and the TRS total normal cost rate.

  For the year ended June 30, 2022, the employer paid $-0- to TRS for sick leave days granted in excess of the normal annual allotment.

Further Information on TRS

TRS financial information, an explanation of TRS benefits, and descriptions of member, employer, and state funding requirements can be found in the TRS *Annual Comprehensive Financial Report* for the year ended June 30, 2021. The report for the year ended June 30, 2022 is expected to be available in late 2022.

Teacher Health Insurance Security

THIS Fund Employer Contributions

The District participates in the Teacher Health Insurance Security (THIS) Fund, a cost-sharing, multiple-employer defined benefit postemployment healthcare plan that was established by the Illinois legislature for the benefit of Illinois public school teachers employed outside the city of Chicago. The THIS Fund provides medical, prescription, and behavioral health benefits, but it does not provide vision, dental, or life insurance benefits to annuitants of the Teachers' Retirement System (TRS). Annuitants not enrolled in Medicare may participate in the state-administered participating provider option plan or choose from several managed care options. Annuitants who are enrolled in Medicare Parts A and B may be eligible to enroll in Medicare Advantage plans.

The State Employees Group Insurance Act of 1971 (5 ILCS 375) outlines the benefit provisions of THIS Fund and amendments to the plan can be made only by legislative action with the Governor's approval. The plan is administered by the Illinois Department of Central Management Services (CMS) with the cooperation of TRS. Section 6.6 of the State Employees Group Insurance Act of 1971 requires all active contributors to TRS who are not employees of the State make a contribution to the THIS Fund.

NOTE 11 RETIREMENT COMMITMENTS (CONTINUED)

Teacher Health Insurance Security (Continued)

THIS Fund Employer Contributions (Continued)

The percentage of District required contributions in the future will not exceed 105% of the percentage of salary actually required to be paid in the previous fiscal year.

- **On Behalf Contributions to THIS Fund**
  The state of Illinois makes employer retiree health insurance contributions on behalf of the employer. State contributions are intended to match contributions to the THIS Fund from active members which were 0.90% of pay during the year ended June 30, 2022. State of Illinois contributions were $667,429, and the employer recognized revenue and expenditures of this amount during the year.

- **Employer Contributions to THIS Fund**
  The employer also makes contributions to the THIS Fund. The employer THIS Fund contribution was 0.67% during the year ended June 30, 2022. For the year ended June 30, 2022, the employer paid $496,864 to the THIS Fund, which was 100% of the required contribution.

Further Information on THIS Fund

The publicly available financial report of the THIS Fund may be found on the website of the Illinois Auditor General: http://www.auditor.illinois.gov/Audit-Reports/ABC-List.asp. The current reports are listed under “Central Management Services.” Prior reports are available under “Healthcare and Family Services.”

Illinois Municipal Retirement Fund

Plan Description

The District’s defined benefit pension plan for regular employees provides retirement and disability benefits, postretirement increases, and death benefits to plan members and beneficiaries. The District plan is affiliated with the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer plan. Benefit provisions are established by statute and may only be changed by the General Assembly of the state of Illinois. IMRF issues a publicly available financial report that includes financial statements and other supplementary information. The report may be obtained on-line at www.imrf.org.

Funding Policy

As set by statute, the District’s regular plan members are required to contribute 4.50% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The employer annual required contribution rate for calendar year 2021 was 10.26%. The employer also contributes for disability benefits, death benefits, and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

NOTE 11 RETIREMENT COMMITMENTS (CONTINUED)

Illinois Municipal Retirement Fund (Continued)

Contributions Made

The District contributed $2,121,148 for fiscal year 2022. The amounts contributed for fiscal years 2021 and 2020 were $2,162,250 and $2,015,126, respectively.

The required contribution for 2021 was determined as part of the December 31, 2019, actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions at December 31, 2019, included (a) 7.25% investment rate of return (net of administrative and direct investment expenses), (b) projected salary increases of 3.50% per year, attributable to inflation, (c) additional projected salary increases ranging from 0.4% to 10.0% per year depending on age and service, attributable to seniority/merit, and (d) post-retirement benefit increases of 3% annually.

Other Retirement Incentives

For the duration of the current employment agreement, qualifying teachers of the District who have completed ten years or more of creditable service with the school district, who is eligible to retire under the Illinois Teacher's Retirement System (TRS), and whose retirement will not result in a penalty to the District, shall be eligible for a retirement incentive.

If the board is given an irrevocable notice of retirement by May 1st prior to the school year he/she is first eligible to retire under the above criteria, the board shall pay a 6% retirement incentive for each remaining year of service.

As of June 30, 2022, the District was obligated for $391,152 under this retirement incentive.

NOTE 12 OTHER POSTEMPLOYMENT BENEFITS

The District offers certain postemployment benefits as follows:

Plan Description

In addition to providing the benefits described in Note 11, the District provides postemployment health care benefits (OPEB) for retired employees through a single employer defined benefit plan (Retiree Healthcare Program). The benefits, benefit levels, and employee contributions are governed by the District and can be amended by the District through its personnel manual and union contracts. The plan is not accounted for as a trust fund, as an irrevocable trust has not been established to account for the plan. The plan does not issue a separate report.

Funding Policy

The District is not required to and currently does not advance fund the cost of benefits that will become due and payable in the future. Active employees do not contribute to the plan until retirement.

NOTE 13 COMMITMENTS

As of June 30, 2022, the District had the following construction commitments:

NCHS - HVAC Building Automation Improvements	$	44,012
NCWHS - HVAC Building Automation Improvements		121,472
Oakdale ES - Lobby Remodel		41,300
Parkside ES - HVAC Building Automation Improvements		239,224
Pepper Ridge ES - HVAC Building Automation Improvements		428,017
Total	$	874,025

NOTE 14 RISKS AND UNCERTAINTIES

In March 2020, the World Health Organization declared the spread of Coronavirus Disease (COVID-19) a worldwide pandemic. The COVID-19 pandemic is still having significant effects on global markets, supply chains, businesses, and communities. Specific to the District, COVID-19 may impact various parts of its 2023 operations and financial results. Management believes the District is taking appropriate actions to mitigate the negative impact. However, the full impact of COVID-19 is still unknown and cannot be reasonably estimated.

NOTE 15 JOINT AGREEMENTS

The District is a member of the McLean-DeWitt Regional Vocational System, along with other area school districts. The District's pupils benefit from the programs administered under this joint agreement, and the District benefits from jointly administered grants and programming. Financial information for the McLean-DeWitt Regional Vocational System can be located at 300 East Monroe St., Bloomington, IL 61702. The District has no ongoing financial interest or obligation in this entity.

NOTE 16 TAX ABATEMENTS

The District enters into property tax abatement agreements with local businesses under the Illinois Statute. Pursuant to Illinois Statute 35 ILCS 200/18-165, any taxing district, upon a majority vote of its governing authority, may, after the determination of the assessed valuation of its property, order the clerk of the county to abate any portion of its taxes on commercial or industrial property.

The District had a tax abatement agreement with two entities as of June 30, 2022:

Purpose	Percentage of Taxes Abated During the Fiscal Year		Amount of Taxes Abated During the Fiscal Year
Industrial	100 %	$	399,050
Industrial	100	$	101,438

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCES – BUDGET AND ACTUAL
GENERAL FUND
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
Property Taxes and Payments in Lieu of Taxes	$ 82,795,088	$ 82,795,088	$ 83,347,351	$ 552,263
Personal Property Replacement Taxes	2,272,500	3,200,000	4,968,780	1,768,780
Tuition	160,000	224,200	397,426	173,226
Earnings on Investments	-	13,119	8,009	(5,110)
Food Services	1,600,000	1,320,000	1,468,919	148,919
District/School Activity Income	3,700,000	3,687,000	3,269,188	(417,812)
Textbook Rentals	1,025,000	910,000	918,472	8,472
Other Local Sources	691,081	851,205	978,224	127,019
State Sources	24,925,609	25,141,149	58,322,360	33,181,211
Federal Sources	13,691,628	16,084,237	15,954,795	(129,442)
Total Revenue Collected	130,860,906	134,225,998	169,633,524	35,407,526
EXPENDITURES PAID				
Instruction – Regular Programs	52,082,467	52,804,757	52,173,236	631,521
Instruction – Special Education	32,301,574	32,266,797	31,101,264	1,165,533
Instruction – Other	7,967,644	8,137,171	40,777,768	(32,640,597)
Support Services – Student Based	16,285,400	17,048,027	16,327,060	720,967
Support Services – Nonstudent Based	29,253,775	29,544,671	29,361,053	183,618
Community Services	697,218	712,935	862,327	(149,392)
Nonprogrammed Charges	505,100	500,368	458,648	41,720
Capital Outlay	1,604,706	1,751,006	2,582,021	(831,015)
Total Expenditures Paid	140,697,884	142,765,732	173,643,377	(30,877,645)
NET CHANGE IN FUND BALANCE BEFORE OTHER FINANCING SOURCES (USES)	(9,836,978)	(8,539,734)	(4,009,853)	4,529,881
OTHER FINANCING SOURCES (USES)				
Proceeds from Bond Issuance	-	44,055,000	44,055,000	-
Bond Premium	-	94,376	94,376	-
Bond Issuance Fees	-	(282,750)	(284,906)	(2,156)
Proceeds from Sale of Capital Assets	-	1,400	1,400	-
Transfers In	12,500,000	11,000,000	-	(11,000,000)
Transfers Out	(13,671,331)	(12,179,754)	(1,191,754)	10,988,000
Total Other Financing Sources (Uses)	(1,171,331)	42,688,272	43,109,737	421,465
NET CHANGE IN FUND BALANCE	$ (11,008,309)	$ 34,148,538	39,099,884	$ 4,951,346
Fund Balance – Beginning of Year			52,006,596	
FUND BALANCE – END OF YEAR			$ 91,106,480	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
COMBINING SCHEDULE OF ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS – NONMAJOR GOVERNMENTAL FUNDS
JUNE 30, 2022

	Transportation Fund	Municipal Retirement Fund	Capital Projects Fund	Fire Prevention and Safety Fund	Total
ASSETS					
Cash and Cash Equivalents	$ 3,484,362	$ 2,183,939	$ -	$ 392,684	$ 6,060,985
LIABILITIES AND FUND BALANCE					
LIABILITIES	$ -	$ -	$ -	$ -	$ -
FUND BALANCE					
Restricted for Transportation	3,484,362	-	-	-	3,484,362
Restricted for Employees' Retirement System	-	2,183,939	-	-	2,183,939
Restricted for Fire Prevention and Safety	-	-	-	392,684	392,684
Total Fund Balance	3,484,362	2,183,939	-	392,684	6,060,985
Total Liabilities and Fund Balance	$ 3,484,362	$ 2,183,939	$ -	$ 392,684	$ 6,060,985

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
COMBINING SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCES – NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED JUNE 30, 2022

	Transportation Fund	Municipal Retirement Fund	Capital Projects Fund	Fire Prevention and Safety Fund	Total
REVENUE COLLECTED					
Local Sources:					
Property Taxes and Payments in Lieu of Taxes	$ 4,614,620	$ 4,491,000	$ -	$ 1,153,674	$ 10,259,294
Personal Property Replacement Taxes	-	497,425	-	-	497,425
Earnings on Investments	2,769	1,004	-	362	4,135
Refund of Prior Years' Expenditures	-	3,383	-	-	3,383
Total Local Sources	4,617,389	4,992,812	-	1,154,036	10,764,237
State Sources	6,232,177	-	19,240	-	6,251,417
Federal Sources	410,914	-	-	-	410,914
Total Revenue Collected	11,260,480	4,992,812	19,240	1,154,036	17,426,568
EXPENDITURES PAID					
Current:					
Instruction	-	2,212,256	-	-	2,212,256
Support Services	10,623,528	2,521,335	-	384,736	13,529,599
Community Services	-	87,901	-	-	87,901
Capital Outlay	405,179	-	-	5,129,848	5,535,027
Debt Service:					
Payments of Principal on Long-Term Debt	954,463	-	-	-	954,463
Interest on Long-Term Debt	51,080	-	-	-	51,080
Total Expenditures Paid	12,034,250	4,821,492	-	5,514,584	22,370,326
NET CHANGE IN FUND BALANCE	(773,770)	171,320	19,240	(4,360,548)	(4,943,758)
Fund Balance (Deficit) – Beginning of Year	4,258,132	2,012,619	(19,240)	4,753,232	11,004,743
FUND BALANCE – END OF YEAR	$ 3,484,362	$ 2,183,939	$ -	$ 392,684	$ 6,060,985

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
GENERAL FUND
COMBINING SCHEDULE OF ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
JUNE 30, 2022

	Educational	Operations and Maintenance	Tort	Working Cash	Total
ASSETS					
Cash and Cash Equivalents	$ 19,619,377	$ 1,215,681	$ 711,678	$ 25,989,249	$ 47,535,985
Investments	-	-	-	43,846,125	43,846,125
Total Assets	$ 19,619,377	$ 1,215,681	$ 711,678	$ 69,835,374	$ 91,382,110
LIABILITIES AND FUND BALANCE					
LIABILITIES					
Payroll Deductions & Withholdings	$ 89,178	$ 450	$ 100	$ -	$ 89,728
Other Current Liabilities	185,902	-	-	-	185,902
Total Liabilities	275,080	450	100	-	275,630
FUND BALANCE					
Restricted for Tort Immunity	-	-	711,578	-	711,578
Assigned	2,036,689	-	-	-	2,036,689
Unassigned	17,307,608	1,215,231	-	69,835,374	88,358,213
Total Fund Balance	19,344,297	1,215,231	711,578	69,835,374	91,106,480
Total Liabilities and Fund Balance	$ 19,619,377	$ 1,215,681	$ 711,678	$ 69,835,374	$ 91,382,110

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
GENERAL FUND
COMBINING SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE
YEAR ENDED JUNE 30, 2022

	Educational	Operations and Maintenance	Tort	Working Cash	Total
REVENUE COLLECTED					
Local Sources:					
Property Taxes and Payments in Lieu of Taxes	$ 64,542,414	$ 11,829,967	$ 5,821,296	$ 1,153,674	$ 83,347,351
Personal Property Replacement Taxes	4,968,780	-	-	-	4,968,780
Tuition	397,426	-	-	-	397,426
Earnings on Investments	6,711	798	500	-	8,009
Food Services	1,468,919	-	-	-	1,468,919
District/School Activity Income	3,269,188	-	-	-	3,269,188
Textbook Rentals	918,472	-	-	-	918,472
Contributions from Private Sources	337,635	-	-	-	337,635
Refund of Prior Years' Expenditures	75,560	-	-	-	75,560
Driver's Education Fees	75,595	-	-	-	75,595
Proceeds from Vendors' Contracts	6,651	64,203	-	-	70,854
Other Local Sources	71,122	328,967	18,491	-	418,580
Total Local Sources	76,138,473	12,223,935	5,840,287	1,153,674	95,356,369
State Sources	58,284,792	37,568	-	-	58,322,360
Federal Sources	15,869,138	85,657	-	-	15,954,795
Total Revenue Collected	150,292,403	12,347,160	5,840,287	1,153,674	169,633,524
EXPENDITURES PAID					
Current:					
Instruction	122,936,482	-	1,115,786	-	124,052,268
Support Services	29,250,925	11,861,155	4,576,033	-	45,688,113
Community Services	862,327	-	-	-	862,327
Nonprogrammed Charges	458,648	-	-	-	458,648
Capital Outlay	2,395,925	145,727	40,369	-	2,582,021
Total Expenditures Paid	155,904,307	12,006,882	5,732,188	-	173,643,377
NET CHANGE IN FUND BALANCE BEFORE OTHER FINANCING SOURCES (USES)	(5,611,904)	340,278	108,099	1,153,674	(4,009,853)
OTHER FINANCING SOURCES (USES)					
Proceeds from Bond Issuance	-	-	-	44,055,000	44,055,000
Bond Premium	-	-	-	94,376	94,376
Bond Issuance Fees	-	-	-	(284,906)	(284,906)
Proceeds from Sale of Capital Assets	-	1,400	-	-	1,400
Proceeds from Issuance of Capital Leases	338,798	96,823	-	-	435,621
Transfers Out	(880,698)	(311,056)	-	-	(1,191,754)
Transfers from (to) Other General Fund Accounts	11,000,000	-	-	(11,000,000)	-
Total Other Financing Sources (Uses)	10,458,100	(212,833)	-	32,864,470	43,109,737
NET CHANGE IN FUND BALANCE	4,846,196	127,445	108,099	34,018,144	39,099,884
Fund Balance – Beginning of Year	14,498,101	1,087,786	603,479	35,817,230	52,006,596
FUND BALANCE – END OF YEAR	$ 19,344,297	$ 1,215,231	$ 711,578	$ 69,835,374	$ 91,106,480

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
Local Sources:				
Property Taxes and Payments in Lieu of Taxes	$ 64,133,997	$ 64,133,997	$ 64,542,414	$ 408,417
Personal Property Replacement Taxes	2,272,500	3,200,000	4,968,780	1,768,780
Tuition	160,000	224,200	397,426	173,226
Earnings on Investments	-	3,279	6,711	3,432
Food Services	1,600,000	1,320,000	1,468,919	148,919
District/School Activity Income	3,700,000	3,687,000	3,269,188	(417,812)
Textbook Rentals	1,025,000	910,000	918,472	8,472
Contributions from Private Sources	338,081	346,154	337,635	(8,519)
Refund of Prior Years' Expenditures	-	75,561	75,560	(1)
Drivers Education Fees	-	-	75,595	75,595
Proceeds from Vendors' Contracts	7,000	7,000	6,651	(349)
Other Local Sources	-	61,587	71,122	9,535
Total Local Sources	73,236,578	73,968,778	76,138,473	2,169,695
State Sources:				
Unrestricted Grants-in-Aid:				
Evidence Based Funding	21,801,094	21,801,094	21,809,784	8,690
Restricted Grants-in-Aid:				
Special Education	1,452,275	1,488,603	1,488,599	(4)
Career and Technical Education:				
Agriculture Education	24,434	33,610	33,545	(65)
State Free Lunch and Breakfast	-	76,658	88,629	11,971
Driver Education	41,758	45,758	45,674	(84)
Early Childhood – Block Grant	1,450,953	1,394,472	1,468,795	74,323
Other State Funds	155,095	263,354	131,880	(131,474)
On-Behalf Payments for Teachers' Retirement	-	-	33,217,886	33,217,886
Total State Sources	24,925,609	25,103,549	58,284,792	33,181,243

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED (CONTINUED)				
Federal Sources:				
Restricted Grants-in-Aid Received Directly from the Federal Government through the State:				
Food Service	$ 3,000,000	$ 4,343,621	$ 4,583,104	$ 239,483
Title I:				
Low Income	2,204,320	2,033,481	2,033,478	(3)
Low Income – Neglected, Private	-	-	41,220	41,220
Low Income – Other	227,515	83,493	50,336	(33,157)
Federal – Special Education:				
IDEA – Preschool Flow Through	53,229	49,740	49,740	-
IDEA – Flow Through	2,779,588	2,495,520	2,495,520	-
IDEA – Room and Board	258,000	445,914	423,607	(22,307)
Title III – Language Inst Program	95,010	66,137	66,137	-
Title II – Teacher Quality	338,988	327,616	327,616	-
Medicaid Matching:				
Administrative Outreach	124,000	324,416	324,416	-
Fee-for-Service Program	219,000	232,218	296,922	64,704
Other Federal Sources	4,391,978	5,596,423	5,177,042	(419,381)
Total Federal Sources	13,691,628	15,998,579	15,869,138	(129,441)
Total Revenue Collected	111,853,815	115,070,906	150,292,403	35,221,497
EXPENDITURES PAID				
Current:				
Instruction:				
Regular Programs:				
Salaries	43,220,578	43,417,450	43,659,721	(242,271)
Employee Benefits	7,224,049	7,822,095	6,857,610	964,485
Purchased Services	134,995	123,905	203,835	(79,930)
Supplies and Materials	1,120,735	1,058,052	1,363,848	(305,796)
Other Objects	365,520	366,665	22,537	344,128
Noncapitalized Equipment	16,590	16,590	65,685	(49,095)
Total Regular Programs	52,082,467	52,804,757	52,173,236	631,521

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Tuition Payment to Charter Schools:				
Purchased Services	$ -	$ -	$ 279,206	$ (279,206)
Special Education:				
Salaries	21,746,202	21,706,202	21,289,640	416,562
Employee Benefits	4,261,294	4,261,894	4,890,698	(628,804)
Purchased Services	242,180	242,180	153,670	88,510
Supplies and Materials	392,651	392,274	374,849	17,425
Other Objects	4,610,000	4,610,000	3,333,816	1,276,184
Noncapitalized Equipment	-	5,000	9,335	(4,335)
Total Special Education	31,252,327	31,217,550	30,052,008	1,165,542
Remedial and Supplemental Programs K-12:				
Salaries	1,289,238	1,289,238	1,326,788	(37,550)
Employee Benefits	325,087	325,087	327,576	(2,489)
Supplies and Materials	130,832	276,156	36,985	239,171
Total Remedial and Supplemental Programs K-12	1,745,157	1,890,481	1,691,349	199,132
CTE Programs:				
Salaries	15,000	21,395	21,395	-
Employee Benefits	500	693	755	(62)
Purchased Services	-	-	1,620	(1,620)
Supplies and Materials	14,493	14,493	4,207	10,286
Total CTE Programs	29,993	36,581	27,977	8,604
Interscholastic Programs:				
Salaries	484,063	484,063	654,478	(170,415)
Employee Benefits	23,600	23,600	25,470	(1,870)
Purchased Services	150,569	154,553	172,753	(18,200)
Supplies and Materials	153,124	144,272	113,353	30,919
Other Objects	45,530	50,310	57,773	(7,463)
Noncapitalized Equipment	-	-	18,314	(18,314)
Total Interscholastic Programs	856,886	856,798	1,042,141	(185,343)

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Summer School:				
Salaries	$ 350,569	$ 357,169	$ 388,417	$ (31,248)
Employee Benefits	13,661	13,895	47,649	(33,754)
Purchased Services	-	-	3,391	(3,391)
Supplies and Materials	-	-	14,679	(14,679)
Total Summer School	364,230	371,064	454,136	(83,072)
Driver's Education Programs:				
Salaries	35,000	35,000	33,968	1,032
Employee Benefits	633	633	1,245	(612)
Total Driver's Education Programs	35,633	35,633	35,213	420
Bilingual Programs:				
Salaries	1,581,729	1,584,729	1,437,636	147,093
Employee Benefits	251,498	251,498	241,107	10,391
Purchased Services	8,313	-	-	-
Supplies and Materials	25,152	41,334	22,159	19,175
Total Bilingual Programs	1,866,692	1,877,561	1,700,902	176,659

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Student Activity Fund Expenditures	$ 3,000,000	$ 3,000,000	$ 2,262,428	$ 737,572
On-Behalf Payments for Teachers' Retirement	-	-	33,217,886	(33,217,886)
Total Instruction	91,233,385	92,090,425	122,936,482	(30,846,057)
Support Services:				
Attendance and Social Work Services:				
Salaries	1,365,952	1,365,952	1,387,452	(21,500)
Employee Benefits	208,356	208,356	217,334	(8,978)
Purchased Services	3,500	3,500	802	2,698
Supplies and Materials	-	-	4,804	(4,804)
Total Attendance and Social Work Services	1,577,808	1,577,808	1,610,392	(32,584)
Guidance Services:				
Salaries	1,551,149	1,551,149	1,525,928	25,221
Employee Benefits	234,932	234,932	248,483	(13,551)
Purchased services	130,000	130,000	180,000	(50,000)
Total Guidance Services	1,916,081	1,916,081	1,954,411	(38,330)
Health Services:				
Salaries	687,524	687,524	931,978	(244,454)
Employee Benefits	200,944	200,944	259,845	(58,901)
Purchased Services	5,000	5,000	888	4,112
Supplies and Materials	16,000	16,000	22,105	(6,105)
Total Health Services	909,468	909,468	1,214,816	(305,348)

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Psychological Services:				
Salaries	$ 1,329,589	$ 1,329,589	$ 1,137,810	$ 191,779
Employee Benefits	170,231	170,231	172,497	(2,266)
Purchased Services	2,000	2,000	149	1,851
Supplies and Materials	-	-	20,479	(20,479)
Total Psychological Services	1,501,820	1,501,820	1,330,935	170,885
Speech Pathology and Audiology Services:				
Salaries	651,205	651,205	653,638	(2,433)
Employee Benefits	104,532	104,532	101,192	3,340
Total Speech Pathology and Audiology Services	755,737	755,737	754,830	907
Other Pupil Support Services:				
Salaries	4,232	4,232	2,996	1,236
Employee Benefits	-	-	87	(87)
Total Other Pupil Support Services	4,232	4,232	3,083	1,149
Support Services – Instructional:				
Improvement of Instruction Services:				
Salaries	1,815,611	1,892,601	1,797,537	95,064
Employee Benefits	322,759	341,492	337,265	4,227
Purchased Services	244,732	581,513	222,574	358,939
Supplies and Materials	278,957	368,358	141,298	227,060
Other Objects	23,550	13,550	5,266	8,284
Noncapitalized Equipment	2,000	2,000	2,867	(867)
Total Improvement of Instruction Services	2,687,609	3,199,514	2,506,807	692,707
Educational Media Services:				
Salaries	1,199,424	1,199,424	1,228,255	(28,831)
Employee Benefits	175,537	175,537	180,742	(5,205)
Supplies and Materials	112,380	111,008	105,660	5,348
Total Educational Media Services	1,487,341	1,485,969	1,514,657	(28,688)
Assessment and Testing:				
Purchased Services	180,000	180,000	158,284	21,716
Supplies and Materials	-	-	2,725	(2,725)
Total Assessment and Testing	180,000	180,000	161,009	18,991

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Support Services – General Administration:				
Board of Education Services:				
Salaries	$ 3,000	$ 3,000	$ 3,000	$ -
Purchased Services	81,700	131,700	122,500	9,200
Supplies and Materials	4,300	4,300	2,080	2,220
Other Objects	17,000	17,000	15,390	1,610
Total Board of Education Services	106,000	156,000	142,970	13,030
Executive Administration Services:				
Salaries	268,726	268,726	257,405	11,321
Employee Benefits	60,345	60,345	89,771	(29,426)
Purchased Services	106,000	106,000	104,170	1,830
Supplies and Materials	27,100	29,100	12,414	16,686
Other Objects	12,500	12,500	8,665	3,835
Noncapitalized Equipment	2,000	2,000	-	2,000
Total Executive Administration Services	476,671	478,671	472,425	6,246
Special Area Administrative Services:				
Salaries	279,950	279,950	345,700	(65,750)
Employee Benefits	62,968	62,968	82,181	(19,213)
Supplies and Materials	1,000	1,000	-	1,000
Total Special Area Administrative Services	343,918	343,918	427,881	(83,963)
Support Services – School Administration:				
Office of the Principal Services:				
Salaries	5,637,181	5,637,181	5,609,811	27,370
Employee Benefits	1,228,066	1,228,066	1,263,449	(35,383)
Purchased Services	10,000	10,000	6,052	3,948
Other Objects	17,000	17,000	14,470	2,530
Total Office of the Principal Services	6,892,247	6,892,247	6,893,782	(1,535)

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Support Services – Business:				
Direction of Business Support Services:				
Salaries	$ 135,062	$ 135,062	$ 135,064	$ (2)
Employee Benefits	23,520	23,520	24,060	(540)
Purchased Services	13,700	13,700	12,178	1,522
Supplies and Materials	1,500	1,500	660	840
Other Objects	800	800	680	120
Total Direction of Business Support Services	174,582	174,582	172,642	1,940
Fiscal Services:				
Salaries	378,563	378,563	410,647	(32,084)
Employee Benefits	55,597	55,597	59,662	(4,065)
Purchased Services	25,700	25,700	23,168	2,532
Supplies and Materials	5,500	5,500	8,120	(2,620)
Other Objects	161,000	161,000	127,002	33,998
Total Fiscal Services	626,360	626,360	628,599	(2,239)
Operations and Maintenance of Plant Services:				
Purchased Services	1,000	1,000	31,092	(30,092)
Supplies and Materials	130,000	130,000	76,561	53,439
Other Objects	6,000	6,000	50	5,950
Total Operations and Maintenance of Plant Services	137,000	137,000	107,703	29,297
Food Services:				
Salaries	2,409,132	2,409,132	2,243,304	165,828
Employee Benefits	353,372	353,372	346,170	7,202
Purchased Services	76,800	83,894	48,472	35,422
Supplies and Materials	2,401,000	2,601,000	2,590,365	10,635
Other Objects	5,000	5,000	3,775	1,225
Noncapitalized Equipment	20,000	65,000	44,034	20,966
Total Food Services	5,265,304	5,517,398	5,276,120	241,278
Internal Services:				
Salaries	60,525	60,525	64,871	(4,346)
Purchased Services	229,000	229,000	338,155	(109,155)
Supplies and Materials	15,000	15,000	6,267	8,733
Total Internal Services	304,525	304,525	409,293	(104,768)

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Support Services – Central:				
Information Services:				
Salaries	$ 82,198	$ 82,198	$ 82,198	$ -
Employee Benefits	23,520	23,520	24,060	(540)
Purchased Services	8,000	8,000	5,420	2,580
Supplies and Materials	31,583	33,831	5,281	28,550
Other Objects	500	500	1,284	(784)
Total Information Services	145,801	148,049	118,243	29,806
Staff Services:				
Salaries	385,084	385,084	376,418	8,666
Employee Benefits	76,170	76,170	75,343	827
Purchased Services	102,000	102,000	14,172	87,828
Supplies and Materials	16,000	33,000	51,375	(18,375)
Other Objects	7,000	7,000	2,248	4,752
Total Staff Services	586,254	603,254	519,556	83,698
Data Processing Services:				
Salaries	1,039,071	1,039,071	1,041,606	(2,535)
Employee Benefits	128,703	128,703	133,908	(5,205)
Purchased Services	271,500	271,500	253,499	18,001
Supplies and Materials	1,700,121	1,700,121	1,504,601	195,520
Other Objects	1,000	1,000	-	1,000
Noncapitalized Equipment	100,000	100,000	97,157	2,843
Total Data Processing Services	3,240,395	3,240,395	3,030,771	209,624
Other Support Services:				
Supplies and Materials	1,000	1,000	-	1,000
Total Support Services	29,320,153	30,154,028	29,250,925	903,103

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Community Services:				
Salaries	$ 485,788	$ 487,388	$ 600,931	$ (113,543)
Employee Benefits	88,560	88,560	129,206	(40,646)
Purchased Services	97,816	104,534	105,860	(1,326)
Supplies and Materials	25,054	32,453	26,330	6,123
Total Community Services	697,218	712,935	862,327	(149,392)
Payments to Other Districts and Governments:				
Other Payments to In-State Governmental Units:				
Purchased Services	148,800	144,068	91,351	52,717
Payments for CTE Programs – Tuition:				
Other Objects	305,000	305,000	319,159	(14,159)
Payments for Other Programs – Tuition:				
Other Objects	50,000	50,000	46,879	3,121
Payments for Other Programs – Transfers:				
Other Objects	1,300	1,300	-	1,300
Other Payments to In-State Government Units – Transfers:				
Other Objects	-	-	1,259	(1,259)
Total Intergovernmental	505,100	500,368	458,648	41,720
Capital Outlay:				
Instruction:				
Regular Programs	-	-	38,486	(38,486)
Support Services:				
Health Services	-	22,600	22,537	63
Operation and Maintenance of Plant Services	905,100	1,040,100	1,528,541	(488,441)
Food Services	-	5,700	12,981	(7,281)
Internal Service	-	-	338,798	(338,798)
Data Processing Services	490,606	498,606	454,582	44,024
Total Capital Outlay	1,395,706	1,567,006	2,395,925	(828,919)
Total Expenditures Paid	123,151,562	125,024,762	155,904,307	(30,879,545)

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
EDUCATIONAL ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
NET CHANGE IN FUND BALANCE BEFORE OTHER FINANCING SOURCES (USES)	$ (11,297,747)	$ (9,953,856)	$ (5,611,904)	$ 4,341,952
OTHER FINANCING SOURCES (USES)				
Proceeds from Issuance of Capital Leases	-	-	338,798	338,798
Transfers from Other General Fund Accounts	12,500,000	11,000,000	11,000,000	-
Transfers Out	(872,275)	(880,698)	(880,698)	-
Total Other Financing Sources (Uses)	11,627,725	10,119,302	10,458,100	338,798
NET CHANGE IN FUND BALANCE	$ 329,978	$ 165,446	4,846,196	$ 4,680,750
Fund Balance – Beginning of Year			14,498,101	
FUND BALANCE – END OF YEAR			$ 19,344,297	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
OPERATIONS AND MAINTENANCE ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
Local Sources:				
Property Taxes and Payments in Lieu of Taxes	$ 11,749,222	$ 11,749,222	$ 11,829,967	$ 80,745
Earnings on Investments	-	450	798	348
Proceeds from Vendors' Contracts	-	64,203	64,203	-
Other Local Sources	335,000	279,700	328,967	49,267
Total Local Sources	12,084,222	12,093,575	12,223,935	130,360
State Sources:				
School Infrastructure - Maintenance Projects	-	37,600	37,568	(32)
Federal Sources:				
Restricted Grants-in-Aid Received Directly from the Federal Government through the State:				
Other Federal Funds	-	85,658	85,657	(1)
Total Revenue Collected	12,084,222	12,216,833	12,347,160	130,327
EXPENDITURES PAID				
Support Services:				
Support Services – Pupils				
Other Support Services:				
Supplies and Materials	518	518	530	(12)
Support Services – Business:				
Facilities Acquisition and Construction Services:				
Purchased Services	6,201	6,201	24,704	(18,503)
Operation and Maintenance of Plant Services:				
Salaries	6,508,553	6,408,553	6,332,043	76,510
Employee Benefits	1,036,364	1,036,364	1,002,041	34,323
Purchased Services	1,093,553	1,161,553	1,142,478	19,075
Supplies and Materials	2,894,453	3,122,601	3,340,902	(218,301)
Other Objects	2,000	2,000	2,385	(385)
Noncapitalized Equipment	30,000	30,000	16,072	13,928
Total	11,571,642	11,767,790	11,861,155	(93,365)
Capital Outlay:				
Operation and Maintenance of Plant Services	200,000	140,000	145,727	(5,727)
Total Expenditures Paid	11,771,642	11,907,790	12,006,882	(99,092)
NET CHANGE IN FUND BALANCE BEFORE OTHER FINANCING SOURCES (USES)	312,580	309,043	340,278	31,235
OTHER FINANCING SOURCES (USES)				
Proceeds from Issuance of Capital Leases	-	-	96,823	(96,823)
Proceeds from Sale of Capital Assets	-	1,400	1,400	-
Transfers Out	(299,056)	(299,056)	(311,056)	(12,000)
Total Other Financing Sources (Uses)	(299,056)	(297,656)	(212,833)	(108,823)
NET CHANGE IN FUND BALANCE	$ 13,524	$ 11,387	127,445	$ 116,058
Fund Balance – Beginning of Year			1,087,786	
FUND BALANCE – END OF YEAR			$ 1,215,231	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
TORT ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
Local Sources:				
Property Taxes and Payments in Lieu of Taxes	$ 5,765,604	$ 5,765,604	$ 5,821,296	$ 55,692
Earnings on Investments	-	290	500	210
Other Local Revenues	11,000	17,000	18,491	1,491
Total Revenue Collected	5,776,604	5,782,894	5,840,287	57,393
EXPENDITURES PAID				
Instruction:				
Special Education:				
Salaries	1,049,247	1,049,247	1,049,256	(9)
Interscholastic Programs:				
Salaries	18,953	18,953	18,960	(7)
Purchased Services	50,100	50,100	47,570	2,530
Total Interscholastic Programs	69,053	69,053	66,530	2,523
Total Instruction	1,118,300	1,118,300	1,115,786	2,514
Support Services:				
Health Services:				
Salaries	606,299	608,299	608,037	262
Employee Benefits	-	-	57	(57)
Purchased Services	-	-	140	(140)
Supplies and Materials	3,300	3,300	-	3,300
Total Health Services	609,599	611,599	608,234	3,365
Support Services - Instructional Staff:				
Improvement of Instruction Services:				
Salaries	88,238	88,238	88,236	2
Support Services – General Administration:				
Executive Administration Services:				
Salaries	168,925	168,925	168,929	(4)
Employee Benefits	19,866	19,866	20,124	(258)
Total Executive Administration Services	188,791	188,791	189,053	(262)
Risk Management and Claims Services Payments:				
Purchased Services	1,736,700	1,706,700	1,551,775	154,925
Supplies and Materials	29,500	29,500	19,916	9,584
Other Objects	171,400	145,400	1,330	144,070
Total Risk Management and Claims Service Payments	1,937,600	1,881,600	1,573,021	308,579

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
TORT ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL (CONTINUED)
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
EXPENDITURES PAID (CONTINUED)				
Support Services – School Administration:				
Office of the Principal Services:				
Salaries	$ 404,509	$ 405,009	$ 404,737	$ 272
Employee Benefits	-	-	19	(19)
Total Office of the Principal Services	404,509	405,009	404,756	253
Support Services – Business:				
Direction of Business Support Services:				
Salaries	23,834	23,834	23,832	2
Operation and Maintenance of Plant Services:				
Salaries	75,803	75,803	77,441	(1,638)
Employee Benefits	7,860	7,860	11,771	(3,911)
Purchased Services	560,100	280,100	423,181	(143,081)
Supplies and Materials	37,200	62,200	67,770	(5,570)
Noncapitalized Equipment	5,900	5,900	2,872	3,028
Total Operations and Maintenance of Plant Services	686,863	431,863	583,035	(151,172)
Support Services – Central:				
Staff Services:				
Salaries	69,686	71,686	71,792	(106)
Employee Benefits	607,860	877,860	917,228	(39,368)
Purchased Services	24,200	84,200	83,701	499
Total Staff Services	701,746	1,033,746	1,072,721	(38,975)
Data Processing Services:				
Purchased Services	6,200	6,200	33,145	(26,945)
Total Support Services	4,647,380	4,670,880	4,576,033	94,847
Capital Outlay:				
Support Services – Business:				
Operation and Maintenance of Plant Services	9,000	44,000	40,369	3,631
Total Expenditures Paid	5,774,680	5,833,180	5,732,188	100,992
NET CHANGE IN FUND BALANCE	$ 1,924	$ (50,286)	108,099	$ 158,385
Fund Balance – Beginning of Year			603,479	
FUND BALANCE – END OF YEAR			$ 711,578	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
WORKING CASH ACCOUNT
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variances
REVENUE COLLECTED				
Property Taxes and Payments in Lieu of Taxes	$ 1,146,265	$ 1,146,265	$ 1,153,674	$ 7,409
Earnings on Investments	-	9,100	-	(9,100)
Total Revenue Collected	1,146,265	1,155,365	1,153,674	(1,691)
OTHER FINANCING SOURCES (USES)				
Proceeds from Bond Issuance	-	44,055,000	44,055,000	-
Bond Premium	-	94,376	94,376	-
Bond Issuance Fees	-	(282,750)	(284,906)	2,156
Transfer to Other General Fund Accounts	(12,500,000)	(11,000,000)	(11,000,000)	-
Total Other Financing Sources (Uses)	(12,500,000)	32,866,626	32,864,470	2,156
NET CHANGE IN FUND BALANCE	$ (11,353,735)	$ 34,021,991	34,018,144	$ (3,847)
Fund Balance – Beginning of Year			35,817,230	
FUND BALANCE – END OF YEAR			$ 69,835,374	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
TRANSPORTATION FUND
SCHEDULE OF ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
JUNE 30, 2022

ASSETS	
Cash and Cash Equivalents	$ 3,484,362
LIABILITIES AND FUND BALANCE	
LIABILITIES	$ -
FUND BALANCE	
Restricted for Transportation	3,484,362
Total Liabilities and Fund Balance	$ 3,484,362

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
TRANSPORTATION FUND
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
Local Sources:				
Property Taxes and Payments in Lieu of Taxes	$ 4,585,062	$ 4,585,062	$ 4,614,620	$ 29,558
Earnings on Investments	1,000	1,800	2,769	969
Total Local Sources	4,586,062	4,586,862	4,617,389	30,527
State Sources:				
Transportation Aid	5,017,439	6,232,188	6,232,177	(11)
Early Childhood - Block Grant	-	19,251	-	19,251
Total State Sources	5,017,439	6,251,439	6,232,177	19,262
Federal Sources:				
Restricted Grants-in-Aid Received Directly from the Federal Government through the State:				
Other Federal Funds	425,000	425,000	410,914	(14,086)
Total Revenue Collected	10,028,501	11,263,301	11,260,480	(2,821)
EXPENDITURES PAID				
Support Services:				
Support Services – Business:				
Pupil Transportation Service:				
Salaries	194,590	199,590	206,372	(6,782)
Employee Benefits	39,300	40,300	42,104	(1,804)
Purchased Services	11,127,822	9,773,651	9,147,144	626,507
Supplies and Materials	1,105,000	1,120,000	1,208,747	(88,747)
Other Objects	1,500	2,000	1,657	343
Noncapitalized Equipment	30,000	30,000	17,504	12,496
	12,498,212	11,165,541	10,623,528	542,013
Capital Outlay:				
Pupil Transportation Service	300,000	400,000	405,179	(5,179)
Debt Service:				
Payments of Principal on Long-Term Debt	455,988	926,773	954,463	(27,690)
Interest on Long-Term Debt	30,074	45,351	51,080	(5,729)
Total Expenditures Paid	13,284,274	12,537,665	12,034,250	503,415
NET CHANGE IN FUND BALANCE	$ (3,255,773)	$ (1,274,364)	(773,770)	$ 500,594
Fund Balance – Beginning of Year			4,258,132	
FUND BALANCE – END OF YEAR			$ 3,484,362	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
MUNICIPAL RETIREMENT FUND
SCHEDULE OF ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
JUNE 30, 2022

ASSETS	
Cash and Cash Equivalents	$ 2,183,939
LIABILITIES AND FUND BALANCE	
LIABILITIES	$ -
FUND BALANCE	
Restricted for Employees' Retirement System	2,183,939
Total Liabilities and Fund Balance	$ 2,183,939

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
MUNICIPAL RETIREMENT FUND
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
Local Sources:				
Property Taxes and Payments in Lieu of Taxes	$ 4,462,131	$ 4,462,131	$ 4,491,000	$ 28,869
Personal Property Replacement Taxes	227,500	322,500	497,425	174,925
Earnings on Investments	-	581	1,004	423
Refund of Prior Years' Expenditures	-	3,130	3,383	(253)
Total Local Sources	4,689,631	4,788,342	4,992,812	203,964
EXPENDITURES PAID				
Current:				
Instruction:				
Employer's Share of Retirement System, FICA and Medicare	2,319,753	2,459,753	2,212,256	247,497
Support Services:				
Employer's Share of Retirement System, FICA and Medicare	2,376,117	2,376,117	2,521,335	(145,218)
Community Services:				
Employer's Share of Retirement System, FICA and Medicare	62,549	62,549	87,901	(25,352)
Total Expenditures Paid	4,758,419	4,898,419	4,821,492	76,927
NET CHANGE IN FUND BALANCE	$ (68,788)	$ (110,077)	171,320	$ 281,397
Fund Balance – Beginning of Year			2,012,619	
FUND BALANCE – END OF YEAR			$ 2,183,939	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
DEBT SERVICES FUND
SCHEDULE OF ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
JUNE 30, 2022

ASSETS	
Cash and Cash Equivalents	$ 19,688,044
LIABILITIES AND FUND BALANCE	
LIABILITIES	$ -
FUND BALANCE	
Restricted for Debt Service	19,688,044
Total Liabilities and Fund Balance	$ 19,688,044

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
DEBT SERVICES FUND
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
Local Sources:				
Property Taxes and Payments in Lieu of Taxes	$ 36,409,232	$ 36,409,232	$ 36,291,207	$ (118,025)
Earnings on Investments	-	5,500	9,147	3,647
Total Revenue Collected	36,409,232	36,414,732	36,300,354	(114,378)
EXPENDITURES PAID				
Payments of Principal on Long-Term Debt	34,110,839	34,119,220	34,131,220	(12,000)
Interest on Long-Term Debt	3,238,050	3,238,092	3,237,656	436
Other – Other Objects	3,000	5,000	4,228	772
Total Expenditures Paid	37,351,889	37,362,312	37,373,104	(10,792)
NET CHANGE IN FUND BALANCE BEFORE OTHER FINANCING SOURCES	(942,657)	(947,580)	(1,072,750)	(125,170)
OTHER FINANCING SOURCES				
Proceeds from Bond Issuance	-	1,000,000	1,000,000	-
Transfers In	1,171,331	1,179,754	1,191,754	(12,000)
Total Other Financing Sources	1,171,331	2,179,754	2,191,754	(12,000)
NET CHANGE IN FUND BALANCE	$ 228,674	$ 1,232,174	1,119,004	$ (113,170)
Fund Balance – Beginning of Year			18,569,040	
FUND BALANCE – END OF YEAR			$ 19,688,044	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
CAPITAL PROJECTS FUND
SCHEDULE OF ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
JUNE 30, 2022

ASSETS	
Cash and Cash Equivalents	$ -
LIABILITIES AND FUND BALANCE	
LIABILITIES	$ -
FUND BALANCE	
Unassigned	-
Total Liabilities and Fund Balance	$ -

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
CAPITAL PROJECTS FUND
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE (DEFICIT)– BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
State Sources:				
Other State Funds	$ 19,240	$ 19,240	$ 19,240	$ -
EXPENDITURES PAID	-	-	-	-
NET CHANGE IN FUND BALANCE	$ 19,240	$ 19,240	19,240	$ -
Fund Balance (Deficit) – Beginning of Year			(19,240)	
FUND BALANCE (DEFICIT) – END OF YEAR			$ -	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
FIRE PREVENTION AND SAFETY FUND
SCHEDULE OF ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
JUNE 30, 2022

ASSETS	
Cash and Cash Equivalents	$ 392,684
LIABILITIES AND FUND BALANCE	
LIABILITIES	$ -
FUND BALANCE	
Restricted for Fire Prevention and Safety	392,684
Total Liabilities and Fund Balance	$ 392,684

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
FIRE PREVENTION AND SAFETY FUND
SCHEDULE OF REVENUE COLLECTED, EXPENDITURES PAID, AND CHANGES IN FUND BALANCE – BUDGET AND ACTUAL
YEAR ENDED JUNE 30, 2022

	Original Budget	Final Budget	Actual	Variance
REVENUE COLLECTED				
Local Sources:				
Property Taxes and Payments in Lieu of Taxes	$ 1,146,265	$ 1,146,265	$ 1,153,674	$ 7,409
Earnings on Investments	-	280	362	82
Total Revenue Collected	1,146,265	1,146,545	1,154,036	7,491
EXPENDITURES PAID				
Support Services:				
Facilities Acquisition and Construction Services:				
Purchased Services	466,814	366,814	342,333	24,481
Operation and Maintenance of Plant Services:				
Purchased Services	93,600	43,600	42,403	1,197
	560,414	410,414	384,736	25,678
Capital Outlay:				
Operation and Maintenance of Plant Services	5,039,586	5,189,586	5,129,848	59,738
Total Expenditures Paid	5,600,000	5,600,000	5,514,584	85,416
NET CHANGE IN FUND BALANCE	$ (4,453,735)	$ (4,453,455)	(4,360,548)	$ 92,907
Fund Balance – Beginning of Year			4,753,232	
FUND BALANCE – END OF YEAR			$ 392,684	

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
PROPRIETARY FUNDS – INTERNAL SERVICE FUNDS
COMBINING SCHEDULE OF REVENUE COLLECTED,
EXPENSES PAID, AND CHANGES IN NET POSITION
YEAR ENDED JUNE 30, 2022

	Self-Funded Insurance	Self-Funded Workers' Compensation Insurance	Total
OPERATING REVENUE RECEIVED			
District Contributions	$ 12,606,967	$ 675,961	$ 13,282,928
Employee Contributions	3,305,608	-	3,305,608
Retiree Contributions	557,901	-	557,901
Cobra Contributions	27,530	-	27,530
Total Operating Revenue Received	16,498,006	675,961	17,173,967
OPERATING EXPENSES DISBURSED			
Claims	14,966,418	681,049	15,647,467
HSA Contributions	93,831	-	93,831
Administrative Expenses	1,276,492	-	1,276,492
Total Operating Expenses Disbursed	16,336,741	681,049	17,017,790
OPERATING INCOME	161,265	(5,088)	156,177
NONOPERATING REVENUES RECEIVED			
Interest	5,189	-	5,189
CHANGE IN NET POSITION	166,454	(5,088)	161,366
Net Position – Beginning of Year	2,984,494	42,001	3,026,495
NET POSITION – END OF YEAR	$ 3,150,948	$ 36,913	$ 3,187,861

CLA (CliftonLarsonAllen LLP) is a network member of CLA Global. See CLAglobal.com/disclaimer.
Investment advisory services are offered through CliftonLarsonAllen Wealth Advisors, LLC, an
SEC-registered investment adviser.

Due to ROE on	Friday, October 14, 2022
Due to ISBE on	Tuesday, November 15, 2022
SD/JA22	

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Department
100 North First Street, Springfield, Illinois 62777-0001
217/785-8779

Illinois School District/Joint Agreement
Annual Financial Report *
June 30, 2022

[X] School District
[ ] Joint Agreement

School District/Joint Agreement Information

(See instructions on inside of this page.)

School District/Joint Agreement Number: **17064005026**

County Name: **McLean**

Name of School District/Joint Agreement (use drop-down arrow to locate district, RCDT will populate): **McLean County USD 5**

School District Lookup Tool | School District Directory

Address: **1809 West Hovey**

City: **Normal**

Email Address: weiklek@unit5.org

Zip Code: **61761-4339**

Accounting Basis:

[X] CASH
[ ] ACCRUAL

Filing Status:

Submit electronic AFR directly to ISBE via IWAS -School District Financial Reports system (for auditor use only)

Annual Financial Report (AFR) Instructions

0

Certified Public Accountant Information

Name of Auditing Firm: **CliftonLarsonAllen LLP**

Name of Audit Manager: **Hope Wheeler**

Address: **301 North Neil Street, Suite 205**

City:	State:	Zip Code:
Champaign	**IL**	**61820**

Phone Number:	Fax Number:
217-373-3139	**217-355-9549**

IL License Number (9 digit):	Expiration Date:
65022283	**9/30/2024**

Email Address: hope.wheeler@claconnect.com

Annual Financial Report

Type of Auditor's Report Issued:

[ ] Qualified
[X] Unqualified
[ ] Adverse
[ ] Disclaimer

Annual Financial Report Questions 217-785-8779 or finance1@isbe.net

Single Audit Questions 217-782-5630 or GATA@isbe.net

ISBE Use Only

[ ] Reviewed by District Superintendent/Administrator

[ ] Reviewed by Township Treasurer (Cook County only)
Name of Township:

[ ] Reviewed by Regional Superintendent/Cook ISC

District Superintendent/Administrator Name (Type or Print):		Township Treasurer Name (type or print)		RegionalSuperintendent/Cook ISC Name (Type or Print):	
Dr. Kristen Weikle					
Email Address:		Email Address:		Email Address:	
weiklek@unit5.org					
Telephone:	Fax Number:	Telephone:	Fax Number:	Telephone:	Fax Number:
309-557-4000					
Signature & Date:		Signature & Date:		Signature & Date:	

* This form is based on 23 Illinois Administrative Code 100, Subtitle A, Chapter I, Subchapter C (Part 100).
ISBE Form SD50-35/JA50-60 (05/22-version1)

This form is based on 23 Illinois Administrative Code, Subtitle A, Chapter I, Subchapter C, Part 100.
In some instances, use of open account codes (cells) may not be authorized by statute or administrative rule.
Each school district or joint agreement is responsible for obtaining the concurring legal opinion and/or other supporting authorization/documentation, as necessary, to use the applicable account code (cell).

Printed: 11/11/2022
{D1944429-DA67-4F09-A4EC-90BB0A1BEA8B}

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
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INDEPENDENT AUDITORS' REPORT

Board of Education
McLean County Unit School District No.5
Normal, Illinois

We have audited the modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of McLean County Unit School District No.5 (the District), as of and for the year ended June 30, 2022, and have issued our report thereon dated November 10, 2022 which contained unmodified opinions on those financial statements. Our audit was performed for the purpose of forming opinions on the financial statements that collectively comprises McLean County Unit School District No.5's financial statements. We have not performed any procedures with respect to the audited financial statements subsequent to November 10, 2022.

The accompanying supplementary information on pages 5 through 27, 36, and 43 of this regulatory-based Annual Financial Report is presented for the purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole, on the basis of accounting described in Note 1 to the financial statements.

The supplementary information on pages 2 through 4, 28 through 35, 37 through 42, 44-45, and the Audit Checklist of this regulatory-based Annual Financial Report have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Champaign, Illinois
November 10, 2022

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INSTRUCTIONS/REQUIREMENTS: For School Districts/Joint Agreements

All School Districts/Joint Agreements must complete this form (Note: joint agreement supplementary/statistical schedules may not be applicable)
This form complies with Part 100 (Requirements for Accounting, Budgeting, Financial Reporting, and Auditing).
23, Illinois Administrative Code 100, Subtitle A, Chapter I, Subchapter C (Part 100)

1. **Round all amounts to the nearest dollar.** Do not enter cents. (Exception: 9 Month ADA on PCTC OEPP Tab)

2. Any errors left unresolved by the Audit Checklist/Balancing Schedule must be explained in the itemization page.

3. **Be sure to break all links in AFR** before submitting to ISBE. If links are not broken, amounts entered have changed when opening the AFR.

4. **Submit AFR Electronically**
   - The Annual Financial Reports (AFR) must be submitted directly through the School District Financial Reports system in IWAS by the Auditor (not from the school district) on before November 15 with the exception of Extension Approvals. (Please see AFR Instructions for complete submission procedures). **Note: CD/Disk no longer accepted.**

     IWAS

   - AFR supporting documentation must be embedded as Microsoft Word (.doc), Word Perfect (*.wpd) or Adobe (*.pdf) and inserted within tab "Opinions & Notes". These documents include: The Audit, Management letter, Opinion letters, Compliance letters, Financial notes etc.... For embedding instructions see "Opinions & Notes" tab of this form.
     Note: In Windows 7 and above, files can be saved in Adobe Acrobat (.pdf) and embedded even if you do not have the software.*

5. **Submit Paper Copy of AFR with Signatures**
   a) The auditor must send three paper copies of the AFR form (cover through page 9 at minimum) to the School District with the auditor signature.
   Note: School Districts and Regional Superintendents may prefer a complete paper copy in lieu of an electronic file. Please comply with their requests as necessary.
   b) Upon receipt, the School District retains one copy for their records, signs, and forwards the remaining two copies to the Regional Superintendent's office no later than October 15, annually.
   c) Upon receipt, the Regional Superintendent's office retains one copy for their records, signs, and forwards the remaining paper copy to ISBE no later than November 15, annually.
   - If the 15th falls on a Saturday, the due date is the Friday before. If the 15th falls on a Sunday, the due date is the Monday after.
   - Yellow Book, CPE, and Peer Review requirements must be met if the Auditor issues an opinion stating "Governmental Auditing Standards" were utilized.
     Federal Single Audit 2 CFR 200.500

6. **Requesting an Extension of Time** must be submitted in writing via email or letter to the Regional Office of Education (at the discretion of the ROE). Approval may be provided up to and no later than December 15 annually. After December 15, audits are considered late and out of compliance per Illinois School Code.

7. **Qualifications of Auditing Firm**
   - School district/joint Agreement entities must verify the qualifications of the auditing firm by requesting the most current peer review report and the corresponding acceptance letter from the approved peer review program, for the current peer review period.
   - A school district/joint agreement who engages with an auditing firm who is not licensed and qualified will be required to complete a new audit by a qualified auditing firm at the school district's/joint agreement's expense.

Page 2

AUDITOR'S QUESTIONNAIRE

INSTRUCTIONS: If your review and testing of state, local, and federal Programs revealed any of the following statements to be true, then check the box on the left and attach the appropriate findings/comments.

PART A - FINDINGS

- ☐ **1.** One or more school board members, administrators, certified school business officials, or other qualifying district employees failed to file economic interested statements pursuant to the *Illinois Government Ethics Act. [5 ILCS 420/4A-101]*
- ☐ **2.** One or more custodians of funds failed to comply with the bonding requirements pursuant to *Illinois School Code [105 ILCS 5/8-2;10-20.19;19-6].*
- ☐ **3.** One or more contracts were executed or purchases made contrary to the provisions *of the Illinois School Code [105 ILCS 5/10-20.21].*
- ☐ **4.** One or more violations of the Public Funds Deposit Act or the Public Funds Investment Act were noted *[30 ILCS 225/1 et. seq. and 30 ILCS 235/1 et. seq.].*
- ☐ **5.** Restricted funds were commingled in the accounting records or used for other than the purpose for which they were restricted.
- ☐ **6.** One or more short-term loans or short-term debt instruments were executed in non-conformity with the applicable authorizing statute or without statutory Authority.
- ☐ **7.** One or more long-term loans or long-term debt instruments were executed in non-conformity with the applicable authorizing statute or without statutory Authority.
- ☐ **8.** Corporate Personal Property Replacement Tax monies were deposited and/or used without first satisfying the lien imposed pursuant to the *Illinois State Revenue Sharing Act [30 ILCS 115/12].*
- ☐ **9.** One or more interfund loans were made in non-conformity with the applicable authorizing statute or without statutory authorization per *Illinois School Code [105 ILCS* 5/10-22.33, 20-4 and 20-5].
- ☐ **10.** One or more interfund loans were outstanding beyond the term provided by statute *Illinois School Code [105 ILCS 5/10-22.33, 20-4, 20-5].*
- ☐ **11.** One or more permanent transfers were made in non-conformity with the applicable authorizing statute/regulation or without statutory/regulatory authorization per *Illinois* School Code [105 ILCS 5/17-2A].
- ☐ **12.** Substantial, or systematic misclassification of budgetary items such as, but not limited to, revenues, receipts, expenditures, disbursements or expenses were observed.
- ☐ **13.** The Chart of Accounts used to define and control budget and accounting records does not conform to the minimum requirements imposed by ISBE rules pursuant to Illinois School Code *[105 ILCS 5/2-3.27; 2-3.28].*
- ☐ **14.** At least one of the following forms was filed with ISBE late: The FY21 AFR (ISBE FORM 50-35), FY21 Annual Statement of Affairs (ISBE Form 50-37) and FY22 Budget (ISBE FORM 50-36). Explain in the comments box below in pursuant to *Illinois School Code [105 ILCS 5/3-15.1; 5/10-17; 5/17-1]* .

PART B - FINANCIAL DIFFICULTIES/CERTIFICATION Criteria pursuant to the *Illinois School Code [105 ILCS 5/1A-8]* .

- ☐ **15.** The district has issued tax anticipation warrants or tax anticipation notes in anticipation of a second year's taxes when warrants or notes in anticipation of current year taxes are still outstanding, as authorized by Illinois School Code *[105 ILCS 5/17-16 or 34-23 through 34-27].*
- ☐ **16.** The district has issued short-term debt against two future revenue sources, such as, but not limited to, tax anticipation warrants and General State Aid certificates or tax anticipation warrants and revenue anticipation notes.
- ☐ **17.** The district has issued school or teacher orders for wages as permitted in Illinois School Code *[105 ILCS 5/8-16, 32-7.2 and 34-76]* or issued funding bonds for this purpose pursuant to Illinois *School Code [105 ILCS 5/8-6; 32-7.2; 34-76; and 19-8].*
- ☐ **18.** The district has for two consecutive years shown an excess of expenditures/other uses over revenues/other sources and beginning fund balances on its annual financial report for the aggregate totals of the Educational, Operations & Maintenance, Transportation, and Working Cash Funds.

PART C - OTHER ISSUES

- ☐ **19.** Student Activity Funds, Imprest Funds, or other funds maintained by the district were excluded from the audit.
- ☐ **20.** Findings, other than those listed in Part A (above), were reported (e.g. student activity findings). These findings may be described extensively in the financial notes.
- ☐ **21.** Check this box if the district is subject to the Property Tax Extension Limitation Law. Effective Date: _____ (Ex: 00/00/0000)
- ☐ **22.** If the type of Auditor Report designated on the cover page is other than an unqualified opinion and is due to reason(s) other than solely Cash Basis Accounting, please check and explain the reason(s) in the box below.

PART D - EXPLANATION OF ACCOUNTING PRACTICES FOR LATE MANDATED CATEGORICAL PAYMENTS

(For School Districts who report on an Accrual/Modified Accrual Accounting Basis only)

School districts that report on the accrual/modified accrual basis of accounting must identify where late mandated categorical payments (Acct Codes 3100, 3120, 3500, 3510, 3950) are recorded. Depending on the accounting procedure these amounts will be used to adjust the Direct Receipts/Revenues in calculation 1 and 2 of the Financial Profile Score. In FY 2022, identify those late payments recorded as Intergovermental Receivables, Other Recievables, or Deferred Revenue & Other Current Liabilities or Direct Receipts/Revenue. Payments should only be listed once.

24. Enter the date that the district used to accrue mandated categorical payments Date:

25. For the listed mandated categorical (Revenue Code (3100, 3120, 3500, 3510, 3950) that were vouchered prior to June 30, but not released until after year end as reported in ISBE Financial Reimbursement Information System (FRIS), enter the amounts that were accrued in the chart below.

Account Name	3100	3120	3500	3510	3950	Total
Deferred Revenues (490)						
Mandated Categoricals Payments (3100, 3120, 3500, 3510, 3950)						$-
Direct Receipts/Revenue						
Mandated Categoricals Payments (3100, 3120, 3500, 3510, 3950)						$-
Total						$-

- Revenue Code (3100-Sp Ed Private Facilities, 3120-Sp Ed Regular Orphanage Individual, 3500-Regular/Vocational Transportation, 3510-Sp Ed Transportation, 3950-Regular Orphans & Foster Children)

PART E - QUALIFICATIONS OF AUDITING FIRM

- School district/joint Agreement entities must verify the qualifications of the auditing firm by requesting the most current peer review report and the corresponding acceptance letter from the approved peer review program for the current peer review.
- A school district/joint agreement who engages with an auditing firm who is not licensed and qualified will be required to complete a new audit by a qualified auditing firm at the school district's/joint agreement's expense.

Comments Applicable to the Auditor's Questionnaire:

CliftonLarsonAllen LLP
Name of Audit Firm (print)

The undersigned affirms that this audit was conducted by a qualified auditing firm and in accordance with the applicable standards [23 Illinois Administrative Code Part 100] and the scope of the audit conformed to the requirements of subsection (a) or (b) of 23 Illinois Administrative Code Part 100 Section 110, as applicable.

CliftonLarsonAllen LLP
Signature

November 10, 2022
mm/dd/yyyy

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Note: A PDF (of the Audit Questionnaire) with signature is acceptable for this page. Enter the location on signature line e.g. PDF in Opinion Page with signature

Page 3

FINANCIAL PROFILE INFORMATION

Required to be completed for school districts only.

A. Tax Rates (Enter the tax rate - ex: .0150 for $1.50)

Tax Year 2021 Equalized Assessed Valuation (EAV): 2,364,518,483

	Educational		Operations & Maintenance		Transportation		Combined Total	Working Cash
Rate(s):	0.027200	+	0.005000	+	0.002000	=	0.034200	0.000500

A tax rate must be entered in the Educational, Operations and Maintenance, Transportation, and Working Cash boxes above. If the tax rate is zero, enter "0".

B. Results of Operations *

Receipts/Revenues	Disbursements/ Expenditures	Excess/ (Deficiency)	Fund Balance
139,312,185	144,433,134	(5,120,949)	91,968,756

* The numbers shown are the sum of entries on Pages 7 & 8, lines 8, 17, 20, and 81 for the Educational, Operations & Maintenance, Transportation and Working Cash Funds.

C. Short-Term Debt **

CPPRT Notes		TAWs		TANs		TO/EMP. Orders		EBF/GSA Certificates		Other		Total
0	+	0	+	0	+	0	+	0	+	0	=	0

** The numbers shown are the sum of entries on page 26.

D. Long-Term Debt

Check the applicable box for long-term debt allowance by type of district.

	a. 6.9% for elementary and high school districts,	326,303,551
X	b. 13.8% for unit districts.	

Long-Term Debt Outstanding:

	Acct	
c. Long-Term Debt (Principal only) Outstanding:.....	511	124,240,152

E. Material Impact on Financial Position

If applicable, check any of the following items that may have a material impact on the entity's financial position during future reporting periods. Attach sheets as needed explaining each item checked.

- [ ] Pending Litigation
- [ ] Material Decrease in EAV
- [ ] Material Increase/Decrease in Enrollment
- [ ] Adverse Arbitration Ruling
- [ ] Passage of Referendum
- [ ] Taxes Filed Under Protest
- [ ] Decisions By Local Board of Review or Illinois Property Tax Appeal Board (PTAB)
- [ ] Other Ongoing Concerns (Describe & Itemize)

Comments:

Page 4

ESTIMATED FINANCIAL PROFILE SUMMARY

Financial Profile Website

District Name: McLean County USD 5
District Code: 17064005026
County Name: McLean

1. Fund Balance to Revenue Ratio:		**Total**	**Ratio**	**Score**	4	
Total Sum of Fund Balance (P8, Cells C81, D81, F81 & I81)	Funds 10, 20, 40, 70 + (50 & 80 if negative)	91,968,756.00	0.660	**Weight**	0.35	
Total Sum of Direct Revenues (P7, Cell C8, D8, F8 & I8)	Funds 10, 20, 40, & 70,	139,300,185.00		**Value**	1.40	203
Less: Operating Debt Pledged to Other Funds (P8, Cell C54 thru D74)	Minus Funds 10 & 20	(12,000.00)				
(Excluding C:D57, C:D61, C:D65, C:D69 and C:D73)						
2. Expenditures to Revenue Ratio:		**Total**	**Ratio**	**Score**	3	
Total Sum of Direct Expenditures (P7, Cell C17, D17, F17, I17)	Funds 10, 20 & 40	144,433,134.00	1.037	**Adjustment**	0	
Total Sum of Direct Revenues (P7, Cell C8, D8, F8, & I8)	Funds 10, 20, 40 & 70,	139,300,185.00		**Weight**	0.35	
Less: Operating Debt Pledged to Other Funds (P8, Cell C54 thru D74)	Minus Funds 10 & 20	(12,000.00)				
(Excluding C:D57, C:D61, C:D65, C:D69 and C:D73)				**Value**	1.05	
Possible Adjustment:						
3. Days Cash on Hand:		**Total**	**Days**	**Score**	4	
Total Sum of Cash & Investments (P5, Cell C4, D4, F4, I4 & C5, D5, F5 & I5)	Funds 10, 20 40 & 70	92,244,286.00	229.91	**Weight**	0.10	
Total Sum of Direct Expenditures (P7, Cell C17, D17, F17 & I17)	Funds 10, 20, 40 divided by 360	401,203.15		**Value**	0.40	
4. Percent of Short-Term Borrowing Maximum Remaining:		**Total**	**Percent**	**Score**	4	
Tax Anticipation Warrants Borrowed (P26, Cell F6-7 & F11)	Funds 10, 20 & 40	0.00	100.00	**Weight**	0.10	
EAV x 85% x Combined Tax Rates (P3, Cell J7 and J10)	(.85 x EAV) x Sum of Combined Tax Rates	68,736,552.30		**Value**	0.40	
5. Percent of Long-Term Debt Margin Remaining:		**Total**	**Percent**	**Score**	3	
Long-Term Debt Outstanding (P3, Cell H38)		124,240,152.00	61.92	**Weight**	0.10	
Total Long-Term Debt Allowed (P3, Cell H32)		326,303,550.65		**Value**	0.30	

Total Profile Score: **3.55** *

Estimated 2023 Financial Profile Designation: **RECOGNITION**

* Total Profile Score may change based on data provided on the Financial Profile Information page 3 and by the timing of mandated categorical payments. Final score will be calculated by ISBE.

BASIC FINANCIAL STATEMENTS
STATEMENT OF ASSETS AND LIABILITIES ARISING FROM CASH TRANSACTIONS
STATEMENT OF POSITION AS OF JUNE 30, 2022

Page 5

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**ASSETS (Enter Whole Dollars)**	**Acct. #**	**Educational**	**Operations & Maintenance**	**Debt Services**	**Transportation**	**Municipal Retirement/Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
3	**CURRENT ASSETS (100)**										
4	Cash (Accounts 111 through 115) [1]		17,708,869	1,215,681	19,688,044	3,484,362	2,183,939		25,989,249	711,678	392,684
5	Investments	120							43,846,125		
6	Taxes Receivable	130									
7	Interfund Receivables	140									
8	Intergovernmental Accounts Receivable	150									
9	Other Receivables	160									
10	Inventory	170									
11	Prepaid Items	180									
12	Other Current Assets (Describe & Itemize)	190									
13	**Total Current Assets**		17,708,869	1,215,681	19,688,044	3,484,362	2,183,939	0	69,835,374	711,678	392,684
14	**CAPITAL ASSETS (200)**										
15	Works of Art & Historical Treasures	210									
16	Land	220									
17	Building & Building Improvements	230									
18	Site Improvements & Infrastructure	240									
19	Capitalized Equipment	250									
20	Construction in Progress	260									
21	Amount Available in Debt Service Funds	340									
22	Amount to be Provided for Payment on Long-Term Debt	350									
23	**Total Capital Assets**										
24	**CURRENT LIABILITIES (400)**										
25	Interfund Payables	410									
26	Intergovernmental Accounts Payable	420									
27	Other Payables	430									
28	Contracts Payable	440									
29	Loans Payable	460									
30	Salaries & Benefits Payable	470									
31	Payroll Deductions & Withholdings	480	89,178	450						100	
32	Deferred Revenues & Other Current Liabilities	490	185,902								
33	Due to Activity Fund Organizations	493									
34	**Total Current Liabilities**		275,080	450	0	0	0	0	0	100	0
35	**LONG-TERM LIABILITIES (500)**										
36	Long-Term Debt Payable (General Obligation, Revenue, Other)	511									
37	**Total Long-Term Liabilities**										
38	Reserved Fund Balance	714	126,181				2,183,939			711,578	
39	Unreserved Fund Balance	730	17,307,608	1,215,231	19,688,044	3,484,362		0	69,835,374		392,684
40	Investment in General Fixed Assets										
41	**Total Liabilities and Fund Balance**		17,708,869	1,215,681	19,688,044	3,484,362	2,183,939	0	69,835,374	711,678	392,684
42											
43	**ASSETS /LIABILITIES for Student Activity Funds**										
44	**CURRENT ASSETS (100) for Student Activity Funds**										
45	Student Activity Fund Cash and Investments	126	1,910,508								
46	**Total Student Activity Current Assets For Student Activity Funds**		1,910,508								
47	**CURRENT LIABILITIES (400) For Student Activity Funds**										
48	Total Current Liabilities For Student Activity Funds		0								
49	Reserved Student Activity Fund Balance For Student Activity Funds	715	1,910,508								
50	**Total Student Activity Liabilities and Fund Balance For Student Activity Funds**		1,910,508								
51											
52	**Total ASSETS /LIABILITIES District with Student Activity Funds**										
53	**Total Current Assets District with Student Activity Funds**		19,619,377	1,215,681	19,688,044	3,484,362	2,183,939	0	69,835,374	711,678	392,684
54	**Total Capital Assets District with Student Activity Funds**										
55	**CURRENT LIABILITIES (400) District with Student Activity Funds**										
56	**Total Current Liabilities District with Student Activity Funds**		275,080	450	0	0	0	0	0	100	0
57	**LONG-TERM LIABILITIES (500) District with Student Activity Funds**										
58	**Total Long-Term Liabilities District with Student Activity Funds**										
59	Reserved Fund Balance District with Student Activity Funds	714	2,036,689	0	0	0	2,183,939	0	0	711,578	0
60	Unreserved Fund Balance District with Student Activity Funds	730	17,307,608	1,215,231	19,688,044	3,484,362	0	0	69,835,374	0	392,684
61	Investment in General Fixed Assets District with Student Activity Funds										
62	**Total Liabilities and Fund Balance District with Student Activity Funds**		19,619,377	1,215,681	19,688,044	3,484,362	2,183,939	0	69,835,374	711,678	392,684

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Print Date: 11/11/2022
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BASIC FINANCIAL STATEMENTS
STATEMENT OF ASSETS AND LIABILITIES ARISING FROM CASH TRANSACTIONS
STATEMENT OF POSITION AS OF JUNE 30, 2022

Page 6

	A	B	L	M	N
1				Account Groups	
2	**ASSETS (Enter Whole Dollars)**	**Acct. #**	**Agency Fund**	**General Fixed Assets**	**General Long-Term Debt**
3	**CURRENT ASSETS (100)**				
4	Cash (Accounts 111 through 115) [1]				
5	Investments	120			
6	Taxes Receivable	130			
7	Interfund Receivables	140			
8	Intergovernmental Accounts Receivable	150			
9	Other Receivables	160			
10	Inventory	170			
11	Prepaid Items	180			
12	Other Current Assets (Describe & Itemize)	190			
13	**Total Current Assets**		0		
14	**CAPITAL ASSETS (200)**				
15	Works of Art & Historical Treasures	210			
16	Land	220		2,960,561	
17	Building & Building Improvements	230		220,755,726	
18	Site Improvements & Infrastructure	240		92,933,802	
19	Capitalized Equipment	250		48,996,379	
20	Construction in Progress	260		634,975	
21	Amount Available in Debt Service Funds	340			19,688,044
22	Amount to be Provided for Payment on Long-Term Debt	350			104,552,108
23	**Total Capital Assets**			366,281,443	124,240,152
24	**CURRENT LIABILITIES (400)**				
25	Interfund Payables	410			
26	Intergovernmental Accounts Payable	420			
27	Other Payables	430			
28	Contracts Payable	440			
29	Loans Payable	460			
30	Salaries & Benefits Payable	470			
31	Payroll Deductions & Withholdings	480			
32	Deferred Revenues & Other Current Liabilities	490			
33	Due to Activity Fund Organizations	493			
34	**Total Current Liabilities**		0		
35	**LONG-TERM LIABILITIES (500)**				
36	Long-Term Debt Payable (General Obligation, Revenue, Other)	511			124,240,152
37	**Total Long-Term Liabilities**				124,240,152
38	Reserved Fund Balance	714			
39	Unreserved Fund Balance	730			
40	Investment in General Fixed Assets			366,281,443	
41	**Total Liabilities and Fund Balance**		0	366,281,443	124,240,152
42					
43	**ASSETS /LIABILITIES for Student Activity Funds**				
44	**CURRENT ASSETS (100) for Student Activity Funds**				
45	Student Activity Fund Cash and Investments	126			
46	**Total Student Activity Current Assets For Student Activity Funds**				
47	**CURRENT LIABILITIES (400) For Student Activity Funds**				
48	Total Current Liabilities For Student Activity Funds				
49	Reserved Student Activity Fund Balance For Student Activity Funds	715			
50	**Total Student Activity Liabilities and Fund Balance For Student Activity Funds**				
51					
52	**Total ASSETS /LIABILITIES District with Student Activity Funds**				
53	**Total Current Assets District with Student Activity Funds**		0		
54	**Total Capital Assets District with Student Activity Funds**			366,281,443	124,240,152
55	**CURRENT LIABILITIES (400) District with Student Activity Funds**				
56	**Total Current Liabilities District with Student Activity Funds**		0		
57	**LONG-TERM LIABILITIES (500) District with Student Activity Funds**				
58	**Total Long-Term Liabilities District with Student Activity Funds**				124,240,152
59	Reserved Fund Balance District with Student Activity Funds	714	0		
60	Unreserved Fund Balance District with Student Activity Funds	730	0		
61	Investment in General Fixed Assets District with Student Activity Funds			366,281,443	
62	**Total Liabilities and Fund Balance District with Student Activity Funds**		0	366,281,443	124,240,152

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Print Date: 11/11/2022
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BASIC FINANCIAL STATEMENT
STATEMENT OF REVENUES RECEIVED/REVENUES, EXPENDITURES/DISBURSED/EXPENDITURES, OTHER SOURCES (USES) AND CHANGES IN FUND BALANCE
ALL FUNDS - FOR THE YEAR ENDING JUNE 30, 2022

Page 7

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	**RECEIPTS/REVENUES**										
4	**LOCAL SOURCES**	1000	73,614,827	12,223,935	36,300,354	4,617,389	4,992,812	0	1,153,674	5,840,287	1,154,036
5	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT**	2000	0	0		0	0				
6	**STATE SOURCES**	3000	25,066,906	37,568	0	6,232,177	0	19,240	0	0	0
7	**FEDERAL SOURCES**	4000	15,869,138	85,657	0	410,914	0	0	0	0	0
8	**Total Direct Receipts/Revenues**		114,550,871	12,347,160	36,300,354	11,260,480	4,992,812	19,240	1,153,674	5,840,287	1,154,036
9	*Receipts/Revenues for "On Behalf" Payments* [2]	3998	33,217,886								
10	**Total Receipts/Revenues**		147,768,757	12,347,160	36,300,354	11,260,480	4,992,812	19,240	1,153,674	5,840,287	1,154,036
11	**DISBURSEMENTS/EXPENDITURES**										
12	**Instruction**	1000	87,462,663				2,212,256			1,115,786	206
13	**Support Services**	2000	31,608,364	12,006,882		11,028,707	2,521,335	0		4,616,402	5,514,584
14	**Community Services**	3000	862,327	0		0	87,901			0	
15	**Payments to Other Districts & Governmental Units**	4000	458,648	0	0	0	0	0		0	0
16	**Debt Service**	5000	0	0	37,373,104	1,005,543	0			0	0
17	**Total Direct Disbursements/Expenditures**		120,392,002	12,006,882	37,373,104	12,034,250	4,821,492	0		5,732,188	5,514,584
18	*Disbursements/Expenditures for "On Behalf" Payments* [2]	4180	33,217,886	0	0	0	0	0		0	0
19	**Total Disbursements/Expenditures**		153,609,888	12,006,882	37,373,104	12,034,250	4,821,492	0		5,732,188	5,514,584
20	**Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures** [3]		(5,841,131)	340,278	(1,072,750)	(773,770)	171,320	19,240	1,153,674	108,099	(4,360,548)
21	**OTHER SOURCES/USES OF FUNDS**										
22	**OTHER SOURCES OF FUNDS (7000)**										
23	**PERMANENT TRANSFER FROM VARIOUS FUNDS**										
24	Abolishment of the Working Cash Fund [12]	7110	11,000,000								
25	Abatement of the Working Cash Fund [12]	7110									
26	Transfer of Working Cash Fund Interest	7120									
27	Transfer Among Funds	7130									
28	Transfer of Interest	7140									
29	Transfer from Capital Project Fund to O&M Fund	7150									
30	Transfer of Excess Fire Prevention & Safety Tax and Interest Proceeds to O&M Fund [4]	7160									
31	Transfer to Excess Fire Prevention & Safety Bond and Interest Proceeds to Debt Service Fund [5]	7170									
32	**SALE OF BONDS (7200)**										
33	Principal on Bonds Sold	7210			1,000,000				44,055,000		
34	Premium on Bonds Sold	7220							94,376		
35	Accrued Interest on Bonds Sold	7230									
36	Sale or Compensation for Fixed Assets [6]	7300		1,400							
37	Transfer to Debt Service to Pay Principal on GASB 87 Leases [13]	7400			12,000						
38	Transfer to Debt Service to Pay Interest on GASB 87 Leases [13]	7500			0						
39	Transfer to Debt Service to Pay Principal on Revenue Bonds	7600			0						
40	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0						
41	Transfer to Capital Projects Fund	7800						0			
42	ISBE Loan Proceeds	7900									
43	Other Sources Not Classified Elsewhere	7990	338,798	96,823	1,179,754						
44	**Total Other Sources of Funds**		11,338,798	98,223	2,191,754	0	0	0	44,149,376	0	0
45	**OTHER USES OF FUNDS (8000)**										

BASIC FINANCIAL STATEMENT
STATEMENT OF REVENUES RECEIVED/REVENUES, EXPENDITURES/DISBURSED/EXPENDITURES, OTHER SOURCES (USES) AND CHANGES IN FUND BALANCE
ALL FUNDS - FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description (Enter Whole Dollars)**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Services**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
46	**PERMANENT TRANSFER TO VARIOUS OTHER FUNDS (8100)**										
47	Abolishment or Abatement of the Working Cash Fund [12]	8110							11,000,000		
48	Transfer of Working Cash Fund Interest [12]	8120							0		
49	Transfer Among Funds	8130									
50	Transfer of Interest	8140									
51	Transfer from Capital Project Fund to O&M Fund	8150						0			
52	Transfer of Excess Fire Prevention & Safety Tax & Interest Proceeds to O&M Fund [4]	8160									0
53	Transfer of Excess Fire Prevention & Safety Bond and Interest Proceeds to Debt Service Fund [5]	8170									0
54	Taxes Pledged to Pay Principal on GASB 87 Leases[13]	8410		12,000							
55	Grants/Reimbursements Pledged to Pay Principal on GASB 87 Leases[13]	8420									
56	Other Revenues Pledged to Pay Principal on GASB 87 Leases[13]	8430									
57	Fund Balance Transfers Pledged to Pay Principal on GASB 87 Leases[13]	8440									
58	Taxes Pledged to Pay Interest on GASB 87 Leases[13]	8510									
59	Grants/Reimbursements Pledged to Pay Interest on GASB 87 Leases[13]	8520									
60	Other Revenues Pledged to Pay Interest on GASB 87 Leases[13]	8530									
61	Fund Balance Transfers Pledged to Pay Interest on GASB 87 Leases[13]	8540									
62	Taxes Pledged to Pay Principal on Revenue Bonds	8610									
63	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620									
64	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630									
65	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640									
66	Taxes Pledged to Pay Interest on Revenue Bonds	8710									
67	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720									
68	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730									
69	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740									
70	Taxes Transferred to Pay for Capital Projects	8810									
71	Grants/Reimbursements Pledged to Pay for Capital Projects	8820									
72	Other Revenues Pledged to Pay for Capital Projects	8830									
73	Fund Balance Transfers Pledged to Pay for Capital Projects	8840									
74	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910									
75	Other Uses Not Classified Elsewhere	8990	880,698	299,056					284,906		
76	**Total Other Uses of Funds**		880,698	311,056	0	0	0	0	11,284,906	0	0
77	**Total Other Sources/Uses of Funds**		10,458,100	(212,833)	2,191,754	0	0	0	32,864,470	0	0
78	Excess of Receipts/Revenues and Other Sources of Funds (Over/Under) Expenditures/Disbursements and Other Uses of Funds		4,616,969	127,445	1,119,004	(773,770)	171,320	19,240	34,018,144	108,099	(4,360,548)
79	**Fund Balances without Student Activity Funds - July 1, 2021**		12,816,820	1,087,786	18,569,040	4,258,132	2,012,619	(19,240)	35,817,230	603,479	4,753,232
80	Other Changes in Fund Balances - Increases (Decreases) (Describe & Itemize)										
81	**Fund Balances without Student Activity Funds - June 30, 2022**		17,433,789	1,215,231	19,688,044	3,484,362	2,183,939	0	69,835,374	711,578	392,684
84											
85	**Student Activity Fund Balance - July 1, 2021**		1,681,281								
86	**RECEIPTS/REVENUES -Student Activity Funds**										
87	**Total Student Activity Direct Receipts/Revenues**	**1799**	2,523,646								
88	**DISBURSEMENTS/EXPENDITURES -Students Activity Funds**										
89	**Total Student Activity Disbursements/Expenditures**	**1999**	2,294,419								
90	**Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures** [3]		229,227								
91	**Student Activity Fund Balance - June 30, 2022**		1,910,508								
92											
93	**RECEIPTS/REVENUES (with Student Activity Funds)**										
94	**LOCAL SOURCES**	**1000**	76,138,473	12,223,935	36,300,354	4,617,389	4,992,812	0	1,153,674	5,840,287	1,154,036
95	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT**	**2000**	0	0		0	0				

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BASIC FINANCIAL STATEMENT
STATEMENT OF REVENUES RECEIVED/REVENUES, EXPENDITURES/DISBURSED/EXPENDITURES, OTHER SOURCES (USES) AND CHANGES IN FUND BALANCE
ALL FUNDS - FOR THE YEAR ENDING JUNE 30, 2022

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Services**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
96	**STATE SOURCES**	**3000**	25,066,906	37,568	0	6,232,177	0	19,240	0	0	0
97	**FEDERAL SOURCES**	**4000**	15,869,138	85,657	0	410,914	0	0	0	0	0
98	**Total Direct Receipts/Revenues**		117,074,517	12,347,160	36,300,354	11,260,480	4,992,812	19,240	1,153,674	5,840,287	1,154,036
99	*Receipts/Revenues for "On Behalf" Payments* [2]	3998	33,217,886	0	0	0	0	0		0	0
100	**Total Receipts/Revenues**		150,292,403	12,347,160	36,300,354	11,260,480	4,992,812	19,240	1,153,674	5,840,287	1,154,036
101	**DISBURSEMENTS/EXPENDITURES (with Student Activity Funds)**										
102	**Instruction**	**1000**	89,757,082				2,212,256				
103	**Support Services**	**2000**	31,608,364	12,006,882		11,028,707	2,521,335	0		4,616,402	5,514,584
104	**Community Services**	**3000**	862,327	0		0	87,901				
105	**Payments to Other Districts & Governmental Units**	**4000**	458,648	0	0	0	0	0		0	0
106	**Debt Service**	**5000**	0	0	37,373,104	1,005,543	0			0	208 0
107	**Total Direct Disbursements/Expenditures**		122,686,421	12,006,882	37,373,104	12,034,250	4,821,492	0		5,732,188	5,514,584
108	*Disbursements/Expenditures for "On Behalf" Payments* [2]	4180	33,217,886	0	0	0	0	0		0	0
109	**Total Disbursements/Expenditures**		155,904,307	12,006,882	37,373,104	12,034,250	4,821,492	0		5,732,188	5,514,584
110	**Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures** [3]		(5,611,904)	340,278	(1,072,750)	(773,770)	171,320	19,240	1,153,674	108,099	(4,360,548)
111	**OTHER SOURCES/USES OF FUNDS (with Student Activity Funds)**										
112	**OTHER SOURCES OF FUNDS (7000)**										
113	**Total Other Sources of Funds**		11,338,798	98,223	2,191,754	0	0	0	44,149,376	0	0
114	**OTHER USES OF FUNDS (8000)**										
115	**Total Other Uses of Funds**		880,698	311,056	0	0	0	0	11,284,906	0	0
116	**Total Other Sources/Uses of Funds**		10,458,100	(212,833)	2,191,754	0	0	0	32,864,470	0	0
117	**Fund Balances (All sources with Student Activity Funds) - June 30, 2022**		19,344,297	1,215,231	19,688,044	3,484,362	2,183,939	0	69,835,374	711,578	392,684

STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	**RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)**										
4	**AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY**	**1100**									
5	Designated Purposes Levies (1110-1120) [7]		62,698,039	11,525,415	36,255,711	4,610,151	2,040,328		1,152,557	5,815,647	1,152,557
6	Leasing Purposes Levy [8]	1130	859,461	293,095							
7	Special Education Purposes Levy	1140	921,978								
8	FICA/Medicare Only Purposes Levies	1150					2,446,301				
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies (Describe & Itemize)	1190	429								
12	**Total Ad Valorem Taxes Levied By District**		64,479,907	11,818,510	36,255,711	4,610,151	4,486,629	0	1,152,557	5,815,647	1,152,557
13	**PAYMENTS IN LIEU OF TAXES**	**1200**									
14	Mobile Home Privilege Tax	1210	62,507	11,457	35,496	4,469	4,371		1,117	5,649	1,117
15	Payments from Local Housing Authorities	1220									
16	Corporate Personal Property Replacement Taxes [9]	1230	4,968,780				497,425				
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290									
18	**Total Payments in Lieu of Taxes**		5,031,287	11,457	35,496	4,469	501,796	0	1,117	5,649	1,117
19	**TUITION**	**1300**									
20	Regular - Tuition from Pupils or Parents (In State)	1311									
21	Regular - Tuition from Other Districts (In State)	1312									
22	Regular - Tuition from Other Sources (In State)	1313									
23	Regular - Tuition from Other Sources (Out of State)	1314									
24	Summer Sch - Tuition from Pupils or Parents (In State)	1321									
25	Summer Sch - Tuition from Other Districts (In State)	1322									
26	Summer Sch - Tuition from Other Sources (In State)	1323									
27	Summer Sch - Tuition from Other Sources (Out of State)	1324									
28	CTE - Tuition from Pupils or Parents (In State)	1331									
29	CTE - Tuition from Other Districts (In State)	1332									
30	CTE - Tuition from Other Sources (In State)	1333									
31	CTE - Tuition from Other Sources (Out of State)	1334									
32	Special Ed - Tuition from Pupils or Parents (In State)	1341									
33	Special Ed - Tuition from Other Districts (In State)	1342	397,426								
34	Special Ed - Tuition from Other Sources (In State)	1343									
35	Special Ed - Tuition from Other Sources (Out of State)	1344									
36	Adult - Tuition from Pupils or Parents (In State)	1351									
37	Adult - Tuition from Other Districts (In State)	1352									
38	Adult - Tuition from Other Sources (In State)	1353									
39	Adult - Tuition from Other Sources (Out of State)	1354									
40	**Total Tuition**		397,426								
41	**TRANSPORTATION FEES**	**1400**									
42	Regular -Transp Fees from Pupils or Parents (In State)	1411									
43	Regular - Transp Fees from Other Districts (In State)	1412									
44	Regular - Transp Fees from Other Sources (In State)	1413									
45	Regular - Transp Fees from Co-curricular Activities (In State)	1415									
46	Regular Transp Fees from Other Sources (Out of State)	1416									
47	Summer Sch - Transp. Fees from Pupils or Parents (In State)	1421									
48	Summer Sch - Transp. Fees from Other Districts (In State)	1422									
49	Summer Sch - Transp. Fees from Other Sources (In State)	1423									
50	Summer Sch - Transp. Fees from Other Sources (Out of State)	1424									
51	CTE - Transp Fees from Pupils or Parents (In State)	1431									
52	CTE - Transp Fees from Other Districts (In State)	1432									
53	CTE - Transp Fees from Other Sources (In State)	1433									
54	CTE - Transp Fees from Other Sources (Out of State)	1434									
55	Special Ed - Transp Fees from Pupils or Parents (In State)	1441									
56	Special Ed - Transp Fees from Other Districts (In State)	1442									

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STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
57	Special Ed - Transp Fees from Other Sources (In State)	1443									
58	Special Ed - Transp Fees from Other Sources (Out of State)	1444									
59	Adult - Transp Fees from Pupils or Parents (In State)	1451									
60	Adult - Transp Fees from Other Districts (In State)	1452									
61	Adult - Transp Fees from Other Sources (In State)	1453									
62	Adult - Transp Fees from Other Sources (Out of State)	1454									
63	**Total Transportation Fees**					0					
64	**EARNINGS ON INVESTMENTS**	**1500**									
65	Interest on Investments	1510	6,711	798	9,147	2,769	1,004			500	362
66	Gain or Loss on Sale of Investments	1520									
67	**Total Earnings on Investments**		6,711	798	9,147	2,769	1,004	0	0	500	362
68	**FOOD SERVICE**	**1600**									210
69	Sales to Pupils - Lunch	1611	1,452,025								
70	Sales to Pupils - Breakfast	1612									
71	Sales to Pupils - A la Carte	1613									
72	Sales to Pupils - Other (Describe & Itemize)	1614	247								
73	Sales to Adults	1620									
74	Other Food Service (Describe & Itemize)	1690	16,647								
75	**Total Food Service**		1,468,919								
76	**DISTRICT/SCHOOL ACTIVITY INCOME**	**1700**									
77	Admissions - Athletic	1711	107,544								
78	Admissions - Other (Describe & Itemize)	1719									
79	Fees	1720	637,998								
80	Book Store Sales	1730									
81	Other District/School Activity Revenue (Describe & Itemize)	1790									
82	Student Activity Funds Revenues	1799	2,523,646								
83	**Total District/School Activity Income (without Student Activity Funds)**		745,542	0							
84	**Total District/School Activity Income (with Student Activity Funds)**		3,269,188								
85	**TEXTBOOK INCOME**	**1800**									
86	Rentals - Regular Textbooks	1811	917,609								
87	Rentals - Summer School Textbooks	1812									
88	Rentals - Adult/Continuing Education Textbooks	1813									
89	Rentals - Other (Describe & Itemize)	1819									
90	Sales - Regular Textbooks	1821	661								
91	Sales - Summer School Textbooks	1822									
92	Sales - Adult/Continuing Education Textbooks	1823									
93	Sales - Other (Describe & Itemize)	1829	202								
94	Other (Describe & Itemize)	1890									
95	**Total Textbook Income**		918,472								
96	**OTHER REVENUE FROM LOCAL SOURCES**	**1900**									
97	Rentals	1910		55,832							
98	Contributions and Donations from Private Sources	1920	337,635								
99	Impact Fees from Municipal or County Governments	1930									
100	Services Provided Other Districts	1940									
101	Refund of Prior Years' Expenditures	1950	75,560				3,383				
102	Payments of Surplus Moneys from TIF Districts	1960									
103	Drivers' Education Fees	1970	75,595								
104	Proceeds from Vendors' Contracts	1980	6,651	64,203							
105	School Facility Occupation Tax Proceeds	1983									
106	Payment from Other Districts	1991									
107	Sale of Vocational Projects	1992									
108	Other Local Fees (Describe & Itemize)	1993	6,327	166,876							
109	Other Local Revenues (Describe & Itemize)	1999	64,795	106,259						18,491	
110	**Total Other Revenue from Local Sources**		566,563	393,170	0	0	3,383	0	0	18,491	0

STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
111	**Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799)**	**1000**	73,614,827	12,223,935	36,300,354	4,617,389	4,992,812	0	1,153,674	5,840,287	1,154,036
112	**Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799)**	**1000**	76,138,473								
113	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)**										
114	Flow-through Revenue from State Sources	2100									
115	Flow-through Revenue from Federal Sources	2200									
116	Other Flow-Through (Describe & Itemize)	2300									
117	**Total Flow-Through Receipts/Revenues from One District to Another District**	**2000**	0	0		0	0				
118	**RECEIPTS/REVENUES FROM STATE SOURCES (3000)**										
119	**UNRESTRICTED GRANTS-IN-AID (3001-3099)**										211
120	Evidence Based Funding Formula (Section 18-8.15)	3001	21,809,784								
121	Reorganization Incentives (Accounts 3005-3021)	3005									
122	General State Aid - Fast Growth District Grant	3030									
123	Other Unrestricted Grants-In-Aid from State Sources (Describe & Itemize)	3099									
124	**Total Unrestricted Grants-In-Aid**		21,809,784	0	0	0	0	0		0	0
125	**RESTRICTED GRANTS-IN-AID (3100 - 3900)**										
126	**SPECIAL EDUCATION**										
127	Special Education - Private Facility Tuition	3100	1,265,707								
128	Special Education - Funding for Children Requiring Sp Ed Services	3105									
129	Special Education - Personnel	3110									
130	Special Education - Orphanage - Individual	3120	222,892								
131	Special Education - Orphanage - Summer Individual	3130									
132	Special Education - Summer School	3145									
133	Special Education - Other (Describe & Itemize)	3199									
134	**Total Special Education**		1,488,599	0		0					
135	**CAREER AND TECHNICAL EDUCATION (CTE)**										
136	CTE - Technical Education - Tech Prep	3200									
137	CTE - Secondary Program Improvement (CTEI)	3220									
138	CTE - WECEP	3225									
139	CTE - Agriculture Education	3235	33,545								
140	CTE - Instructor Practicum	3240									
141	CTE - Student Organizations	3270									
142	CTE - Other (Describe & Itemize)	3299									
143	**Total Career and Technical Education**		33,545	0			0				
144	**BILINGUAL EDUCATION**										
145	Bilingual Ed - Downstate - TPI and TBE	3305									
146	Bilingual Education Downstate - Transitional Bilingual Education	3310									
147	**Total Bilingual Ed**		0				0				

STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
148	State Free Lunch & Breakfast	3360	88,629								
149	School Breakfast Initiative	3365									
150	Driver Education	3370	45,674								
151	Adult Ed (from ICCB)	3410									
152	Adult Ed - Other (Describe & Itemize)	3499									
153	**TRANSPORTATION**										
154	Transportation - Regular and Vocational	3500				2,413,096					
155	Transportation - Special Education	3510				3,819,081					
156	Transportation - Other (Describe & Itemize)	3599									
157	**Total Transportation**		0	0		6,232,177	0				
158	Learning Improvement - Change Grants	3610									
159	Scientific Literacy	3660									
160	Truant Alternative/Optional Education	3695									
161	Early Childhood - Block Grant	3705	1,468,795								
162	Chicago General Education Block Grant	3766									
163	Chicago Educational Services Block Grant	3767									
164	School Safety & Educational Improvement Block Grant	3775									
165	Technology - Technology for Success	3780									
166	State Charter Schools	3815									
167	Extended Learning Opportunities - Summer Bridges	3825									
168	Infrastructure Improvements - Planning/Construction	3920									
169	School Infrastructure - Maintenance Projects	3925		37,568							
170	Other Restricted Revenue from State Sources (Describe & Itemize)	3999	131,880					19,240			
171	**Total Restricted Grants-In-Aid**		3,257,122	37,568	0	6,232,177	0	19,240	0	0	0
172	**Total Receipts from State Sources**	**3000**	25,066,906	37,568	0	6,232,177	0	19,240	0	0	0
173	**RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)**										
174	**UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4001-4009)**										
175	Federal Impact Aid	4001									
176	Other Unrestricted Grants-In-Aid Received Directly from the Fed Govt (Describe & Itemize)	4009									
177	**Total Unrestricted Grants-In-Aid Received Directly from the Federal Govt**		0	0	0	0	0	0	0	0	0
178	**RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090)**										
179	Head Start	4045									
180	Construction (Impact Aid)	4050									
181	MAGNET	4060									
182	Other Restricted Grants-In-Aid Received Directly from the Federal Govt (Describe & Itemize)	4090									
183	**Total Restricted Grants-In-Aid Received Directly from Federal Govt**		0	0		0	0	0			0
184	**RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT THRU THE STATE (4100-4999)**										
185	**TITLE V**										
186	Title V - Innovation and Flexibility Formula	4100									
187	Title V - District Projects	4105									

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STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Services**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
188	Title V - Rural Education Initiative (REI)	4107									
189	Title V - Other (Describe & Itemize)	4199									
190	**Total Title V**		0	0		0	0				
191	**FOOD SERVICE**										
192	Breakfast Start-Up Expansion	4200									
193	National School Lunch Program	4210	3,715,327								
194	Special Milk Program	4215									
195	School Breakfast Program	4220	569,676								
196	Summer Food Service Program	4225	298,101								
197	Child and Adult Care Food Program	4226									
198	Fresh Fruits & Vegetables	4240									
199	Food Service - Other (Describe & Itemize)	4299									
200	**Total Food Service**		4,583,104				0				213
201	**TITLE I**										
202	Title I - Low Income	4300	2,033,478								
203	Title I - Low Income - Neglected, Private	4305	41,220								
204	Title I - Migrant Education	4340									
205	Title I - Other (Describe & Itemize)	4399	50,336								
206	**Total Title I**		2,125,034	0		0	0				
207	**TITLE IV**										
208	Title IV - Student Support & Academic Enrichment Grant	4400									
209	Title IV - 21st Century Comm Learning Centers	4421									
210	Title IV - Other (Describe & Itemize)	4499									
211	**Total Title IV**		0	0		0	0				
212	**FEDERAL - SPECIAL EDUCATION**										
213	Fed - Spec Education - Preschool Flow-Through	4600	49,740								
214	Fed - Spec Education - Preschool Discretionary	4605									
215	Fed - Spec Education - IDEA - Flow Through	4620	2,495,520								
216	Fed - Spec Education - IDEA - Room & Board	4625	423,607								
217	Fed - Spec Education - IDEA - Discretionary	4630									
218	Fed - Spec Education - IDEA - Other (Describe & Itemize)	4699									
219	**Total Federal - Special Education**		2,968,867	0		0	0				
220	**CTE - PERKINS**										
221	CTE - Perkins - Title IIIE - Tech Prep	4770									
222	CTE - Other (Describe & Itemize)	4799									
223	**Total CTE - Perkins**		0	0			0				
224	Federal - Adult Education	4810									
225	ARRA - General State Aid - Education Stabilization	4850									
226	ARRA - Title I - Low Income	4851									
227	ARRA - Title I - Neglected, Private	4852									
228	ARRA - Title I - Delinquent, Private	4853									
229	ARRA - Title I - School Improvement (Part A)	4854									
230	ARRA - Title I - School Improvement (Section 1003g)	4855									
231	ARRA - IDEA - Part B - Preschool	4856									
232	ARRA - IDEA - Part B - Flow-Through	4857									
233	ARRA - Title IID - Technology-Formula	4860									
234	ARRA - Title IID - Technology-Competitive	4861									
235	ARRA - McKinney - Vento Homeless Education	4862									
236	ARRA - Child Nutrition Equipment Assistance	4863									
237	Impact Aid Formula Grants	4864									
238	Impact Aid Competitive Grants	4865									
239	Qualified Zone Academy Bond Tax Credits	4866									
240	Qualified School Construction Bond Credits	4867									
241	Build America Bond Tax Credits	4868									

STATEMENT OF REVENUES RECEIVED/REVENUES
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description** (Enter Whole Dollars)	Acct #	Educational	Operations & Maintenance	Debt Services	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
242	Build America Bond Interest Reimbursement	4869									
243	ARRA - General State Aid - Other Govt Services Stabilization	4870									
244	Other ARRA Funds - II	4871									
245	Other ARRA Funds - III	4872									
246	Other ARRA Funds - IV	4873									
247	Other ARRA Funds - V	4874									
248	ARRA - Early Childhood	4875									
249	Other ARRA Funds VII	4876									
250	Other ARRA Funds VIII	4877									
251	Other ARRA Funds IX	4878									
252	Other ARRA Funds X	4879									
253	Other ARRA Funds Ed Job Fund Program	4880									
254	**Total Stimulus Programs**		0	0	0	0	0	0		0	214
255	Race to the Top Program	4901									
256	Race to the Top - Preschool Expansion Grant	4902									
257	Title III - Immigrant Education Program (IEP)	4905									
258	Title III - Language Inst Program - Limited Eng (LIPLEP)	4909	66,137								
259	McKinney Education for Homeless Children	4920									
260	Title II - Eisenhower Professional Development Formula	4930									
261	Title II - Teacher Quality	4932	327,616								
262	Federal Charter Schools	4960									
263	State Assessment Grants	4981									
264	Grant for State Assessments and Related Activities	4982									
265	Medicaid Matching Funds - Administrative Outreach	4991	324,416								
266	Medicaid Matching Funds - Fee-for-Service Program	4992	296,922								
267	Other Restricted Revenue from Federal Sources (Describe & Itemize)	4998	5,177,042	85,657		410,914					
268	**Total Restricted Grants-In-Aid Received from the Federal Govt Thru the State**		15,869,138	85,657	0	410,914	0	0		0	0
269	**Total Receipts/Revenues from Federal Sources**	**4000**	15,869,138	85,657	0	410,914	0	0	0	0	0
270	**Total Direct Receipts/Revenues (without Student Activity Funds 1799)**		114,550,871	12,347,160	36,300,354	11,260,480	4,992,812	19,240	1,153,674	5,840,287	1,154,036
271	**Total Direct Receipts/Revenues (with Student Activity Funds 1799)**		117,074,517	12,347,160	36,300,354	11,260,480	4,992,812	19,240	1,153,674	5,840,287	1,154,036

STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
3	**10 - EDUCATIONAL FUND (ED)**											
4	**INSTRUCTION (ED)**	**1000**										
5	Regular Programs	1100	43,659,721	6,857,610	203,835	1,363,848	6,495	22,537	65,685		52,179,731	52,804,757
6	Tuition Payment to Charter Schools	1115			279,206						279,206	
7	Pre-K Programs	1125									0	
8	Special Education Programs (Functions 1200-1220)	1200	19,861,167	4,583,984	146,010	305,208		3,333,816	9,335		28,239,520	29,978,697
9	Special Education Programs Pre-K	1225	1,428,473	306,714	7,660	69,641					1,812,488	1,238,853
10	Remedial and Supplemental Programs K-12	1250	1,326,788	327,576		36,985					1,691,349	1,890,481
11	Remedial and Supplemental Programs Pre-K	1275									0	
12	Adult/Continuing Education Programs	1300									0	
13	CTE Programs	1400	21,395	755	1,620	4,207					27,977	36,581
14	Interscholastic Programs	1500	654,478	25,470	172,753	113,353		57,773	18,314		1,042,141	856,798
15	Summer School Programs	1600	388,417	47,649	3,391	14,679					454,136	341,064
16	Gifted Programs	1650									0	
17	Driver's Education Programs	1700	33,968	1,245							35,213	35,633
18	Bilingual Programs	1800	1,437,636	241,107		22,159					1,700,902	1,877,561
19	Truant Alternative & Optional Programs	1900									0	
20	Pre-K Programs - Private Tuition	1910									0	
21	Regular K-12 Programs - Private Tuition	1911									0	
22	Special Education Programs K-12 - Private Tuition	1912									0	
23	Special Education Programs Pre-K - Tuition	1913									0	
24	Remedial/Supplemental Programs K-12 - Private Tuition	1914									0	
25	Remedial/Supplemental Programs Pre-K - Private Tuition	1915									0	
26	Adult/Continuing Education Programs - Private Tuition	1916									0	
27	CTE Programs - Private Tuition	1917									0	
28	Interscholastic Programs - Private Tuition	1918									0	
29	Summer School Programs - Private Tuition	1919									0	
30	Gifted Programs - Private Tuition	1920									0	
31	Bilingual Programs - Private Tuition	1921									0	
32	Truants Alternative/Optional Ed Progms - Private Tuition	1922									0	
33	Student Activity Fund Expenditures	1999						2,294,419			2,294,419	3,000,000
34	**Total Instruction [10] (without Student Activity Funds)**	**1000**	68,812,043	12,392,110	814,475	1,930,080	6,495	3,414,126	93,334	0	87,462,663	89,090,425
35	**Total Instruction [10] (with Student Activity Funds)**	**1000**	68,812,043	12,392,110	814,475	1,930,080	6,495	5,708,545	93,334	0	89,757,082	92,090,425
36	**SUPPORT SERVICES (ED)**	**2000**										
37	**SUPPORT SERVICES - PUPILS**											
38	Attendance & Social Work Services	2110	1,387,452	217,334	802	4,804					1,610,392	1,577,808
39	Guidance Services	2120	1,525,928	248,483	180,000						1,954,411	1,916,081
40	Health Services	2130	931,978	259,845	888	22,105	22,537				1,237,353	932,068
41	Psychological Services	2140	1,137,810	172,497	149	20,479					1,330,935	1,501,820
42	Speech Pathology & Audiology Services	2150	653,638	101,192							754,830	755,737
43	Other Support Services - Pupils *(Describe & Itemize)*	2190	2,996	87							3,083	4,232
44	**Total Support Services - Pupils**	**2100**	5,639,802	999,438	181,839	47,388	22,537	0	0	0	6,891,004	6,687,746
45	**SUPPORT SERVICES - INSTRUCTIONAL STAFF**											
46	Improvement of Instruction Services	2210	1,797,537	337,265	222,574	141,298		5,266	2,867		2,506,807	3,199,514
47	Educational Media Services	2220	1,228,255	180,742		105,660					1,514,657	1,485,969
48	Assessment & Testing	2230			158,284	2,725					161,009	180,000
49	**Total Support Services - Instructional Staff**	**2200**	3,025,792	518,007	380,858	249,683	0	5,266	2,867	0	4,182,473	4,865,483
50	**SUPPORT SERVICES - GENERAL ADMINISTRATION**											
51	Board of Education Services	2310	3,000		122,500	2,080		15,390			142,970	156,000
52	Executive Administration Services	2320	257,405	89,771	104,170	12,414		8,665			472,425	478,671
53	Special Area Administration Services	2330	345,700	82,181							427,881	343,918
54	Tort Immunity Services	2361, 2365									0	
55	**Total Support Services - General Administration**	**2300**	606,105	171,952	226,670	14,494	0	24,055	0	0	1,043,276	978,589

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STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
56	**SUPPORT SERVICES - SCHOOL ADMINISTRATION**											
57	Office of the Principal Services	2410	5,609,811	1,263,449	6,052			14,470			6,893,782	6,892,247
58	Other Support Services - School Admin (Describe & Itemize)	2490									0	
59	**Total Support Services - School Administration**	**2400**	5,609,811	1,263,449	6,052	0	0	14,470	0	0	6,893,782	6,892,247
60	**SUPPORT SERVICES - BUSINESS**											
61	Direction of Business Support Services	2510	135,064	24,060	12,178	660		680			172,642	174,582
62	Fiscal Services	2520	410,647	59,662	23,168	8,120		127,002			628,599	626,360
63	Operation & Maintenance of Plant Services	2540			31,092	76,561	1,528,541	50			1,636,244	1,177,100
64	Pupil Transportation Services	2550									0	
65	Food Services	2560	2,243,304	346,170	48,472	2,590,365	12,981	3,775	44,034		5,289,101	5,523,098
66	Internal Services	2570	64,871		338,155	6,267	338,798				748,091	304,525
67	**Total Support Services - Business**	**2500**	2,853,886	429,892	453,065	2,681,973	1,880,320	131,507	44,034	0	8,474,677	7,805,665
68	**SUPPORT SERVICES - CENTRAL**											
69	Direction of Central Support Services	2610									0	
70	Planning, Research, Development, & Evaluation Services	2620									0	
71	Information Services	2630	82,198	24,060	5,420	5,281		1,284			118,243	148,049
72	Staff Services	2640	376,418	75,343	14,172	51,375		2,248			519,556	603,254
73	Data Processing Services	2660	1,041,606	133,908	253,499	1,504,601	454,582		97,157		3,485,353	3,739,001
74	**Total Support Services - Central**	**2600**	1,500,222	233,311	273,091	1,561,257	454,582	3,532	97,157	0	4,123,152	4,490,304
75	Other Support Services (Describe & Itemize)	2900									0	1,000
76	**Total Support Services**	**2000**	19,235,618	3,616,049	1,521,575	4,554,795	2,357,439	178,830	144,058	0	31,608,364	31,721,034
77	**COMMUNITY SERVICES (ED)**	**3000**	600,931	129,206	105,860	26,330					862,327	712,935
78	**PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (ED)**	**4000**										
79	**PAYMENTS TO OTHER GOVT UNITS (IN-STATE)**											
80	Payments for Regular Programs	4110									0	
81	Payments for Special Education Programs	4120									0	
82	Payments for Adult/Continuing Education Programs	4130									0	
83	Payments for CTE Programs	4140									0	
84	Payments for Community College Programs	4170									0	
85	Other Payments to In-State Govt. Units (Describe & Itemize)	4190			91,351						91,351	144,068
86	**Total Payments to Other Govt Units (In-State)**	**4100**			91,351			0			91,351	144,068
87	Payments for Regular Programs - Tuition	4210									0	
88	Payments for Special Education Programs - Tuition	4220									0	
89	Payments for Adult/Continuing Education Programs - Tuition	4230									0	
90	Payments for CTE Programs - Tuition	4240						319,159			319,159	305,000
91	Payments for Community College Programs - Tuition	4270									0	
92	Payments for Other Programs - Tuition	4280						46,879			46,879	50,000
93	Other Payments to In-State Govt Units	4290									0	
94	**Total Payments to Other Govt Units -Tuition (In State)**	**4200**						366,038			366,038	355,000
95	Payments for Regular Programs - Transfers	4310									0	
96	Payments for Special Education Programs - Transfers	4320									0	
97	Payments for Adult/Continuing Ed Programs-Transfers	4330									0	
98	Payments for CTE Programs - Transfers	4340									0	
99	Payments for Community College Program - Transfers	4370									0	
100	Payments for Other Programs - Transfers	4380									0	
101	Other Payments to In-State Govt Units - Transfers	4390						1,259			1,259	1,300
102	**Total Payments to Other Govt Units -Transfers (In-State)**	**4300**			0			1,259			1,259	1,300
103	Payments to Other Govt Units (Out-of-State)	4400									0	
104	**Total Payments to Other Govt Units**	**4000**			91,351			367,297			458,648	500,368
105	**DEBT SERVICES (ED)**	**5000**										
106	**DEBT SERVICES - INTEREST ON SHORT-TERM DEBT**											
107	Tax Anticipation Warrants	5110									0	
108	Tax Anticipation Notes	5120									0	

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STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
109	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130									0	
110	State Aid Anticipation Certificates	5140									0	
111	Other Interest on Short-Term Debt	5150									0	
112	**Total Interest on Short-Term Debt**	**5100**						0			0	0
113	**Debt Services - Interest on Long-Term Debt**	**5200**									0	
114	**Total Debt Services**	**5000**						0			0	0
115	**PROVISIONS FOR CONTINGENCIES (ED)**	**6000**										
116	**Total Direct Disbursements/Expenditures (without Student Activity Funds 1999)**		88,648,592	16,137,365	2,533,261	6,511,205	2,363,934	3,960,253	237,392	0	120,392,002	122,024,762
117	**Total Direct Disbursements/Expenditures (with Student Activity Funds 1999)**		88,648,592	16,137,365	2,533,261	6,511,205	2,363,934	6,254,672	237,392	0	122,686,421	125,024,762
118	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (without Student Activity Funds 1999)**										(5,841,131)	217
119	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (with Student Activity Funds 1999)**										(5,611,904)	
120												
121	**20 - OPERATIONS & MAINTENANCE FUND (O&M)**											
122	**SUPPORT SERVICES (O&M)**	**2000**										
123	**SUPPORT SERVICES - PUPILS**											
124	Other Support Services - Pupils (Func. 2190 Describe & Itemize)	2100				530					530	518
125	**SUPPORT SERVICES - BUSINESS**											
126	Direction of Business Support Services	2510									0	
127	Facilities Acquisition & Construction Services	2530			24,704						24,704	6,201
128	Operation & Maintenance of Plant Services	2540	6,332,043	1,002,041	1,142,478	3,340,902	145,727	2,385	16,072		11,981,648	11,901,071
129	Pupil Transportation Services	2550									0	
130	Food Services	2560									0	
131	**Total Support Services - Business**	**2500**	6,332,043	1,002,041	1,167,182	3,340,902	145,727	2,385	16,072	0	12,006,352	11,907,272
132	Other Support Services (Describe & Itemize)	2900									0	
133	**Total Support Services**	**2000**	6,332,043	1,002,041	1,167,182	3,341,432	145,727	2,385	16,072	0	12,006,882	11,907,790
134	**COMMUNITY SERVICES (O&M)**	**3000**									0	
135	**PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)**	**4000**										
136	**PAYMENTS TO OTHER GOVT UNITS (IN-STATE)**											
137	Payments for Regular Programs	4110									0	
138	Payments for Special Education Programs	4120									0	
139	Payments for CTE Programs	4140									0	
140	Other Payments to In-State Govt. Units (Describe & Itemize)	4190									0	
141	**Total Payments to Other Govt. Units (In-State)**	**4100**			0			0			0	0
142	Payments to Other Govt. Units (Out of State)	4400									0	
143	**Total Payments to Other Govt Units**	**4000**			0			0			0	0
144	**DEBT SERVICES (O&M)**	**5000**										
145	**DEBT SERVICES - INTEREST ON SHORT-TERM DEBT**											
146	Tax Anticipation Warrants	5110									0	
147	Tax Anticipation Notes	5120									0	
148	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130									0	
149	State Aid Anticipation Certificates	5140									0	
150	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0	
151	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0	0
152	**DEBT SERVICE - INTEREST ON LONG-TERM DEBT**	**5200**									0	
153	**Total Debt Services**	**5000**						0			0	0
154	**PROVISIONS FOR CONTINGENCIES (O&M)**	**6000**										
155	**Total Direct Disbursements/Expenditures**		6,332,043	1,002,041	1,167,182	3,341,432	145,727	2,385	16,072	0	12,006,882	11,907,790
156	**Excess (Deficiency) of Receipts/Revenues/Over Disbursements/ Expenditures**										340,278	

STATEMENT OF EXPENDITURES DISBURSED/EXPENDITURES, BUDGET TO ACTUAL
FOR THE YEAR ENDING JUNE 30, 2022

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
157												
158	**30 - DEBT SERVICES (DS)**											
159	**PAYMENTS TO OTHER DIST & GOVT UNITS (DS)**	4000										
160	**PAYMENTS TO OTHER DIST & GOVT UNITS (In-State)**											
161	**Payments for Regular Programs**	4110									0	
162	**Payments for Special Education Programs**	4120									0	
163	**Other Payments to In-State Govt Units (Describe & Itemize)**	4190									0	
164	**Total Payments to Other Districts & Govt Units (In-State)**	4000						0			0	0
165	**DEBT SERVICES (DS)**	5000										
166	**DEBT SERVICES - INTEREST ON SHORT-TERM DEBT**											
167	Tax Anticipation Warrants	5110									0	
168	Tax Anticipation Notes	5120									0	
169	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130									0	
170	State Aid Anticipation Certificates	5140									0	
171	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0	
172	**Total Debt Services - Interest On Short-Term Debt**	5100						0			0	0
173	**DEBT SERVICES - INTEREST ON LONG-TERM DEBT**	5200						3,237,656			3,237,656	3,238,092
174	**DEBT SERVICES - PAYMENTS OF PRINCIPAL ON LONG-TERM DEBT (Lease/Purchase Principal Retired)** [11]	5300						34,131,220			34,131,220	34,119,220
175	**DEBT SERVICES - OTHER (Describe & Itemize)**	5400						4,228			4,228	5,000
176	**Total Debt Services**	5000			0			37,373,104			37,373,104	37,362,312
177	**PROVISION FOR CONTINGENCIES (DS)**	6000										
178	**Total Disbursements/ Expenditures**				0			37,373,104			37,373,104	37,362,312
179	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(1,072,750)	
180												
181	**40 - TRANSPORTATION FUND (TR)**											
182	**SUPPORT SERVICES (TR)**											
183	**SUPPORT SERVICES - PUPILS**											
184	Other Support Services - Pupils (Func. 2190 Describe & Itemize)	2100									0	
185	**SUPPORT SERVICES - BUSINESS**											
186	Pupil Transportation Services	2550	206,372	42,104	9,147,144	1,208,747	405,179	1,657	17,504		11,028,707	11,565,541
187	Other Support Services (Describe & Itemize)	2900									0	
188	**Total Support Services**	2000	206,372	42,104	9,147,144	1,208,747	405,179	1,657	17,504	0	11,028,707	11,565,541
189	**COMMUNITY SERVICES (TR)**	3000									0	
190	**PAYMENTS TO OTHER DIST & GOVT UNITS (TR)**	4000										
191	**PAYMENTS TO OTHER GOVT UNITS (IN-STATE)**											
192	Payments for Regular Programs	4110									0	
193	Payments for Special Education Programs	4120									0	
194	Payments for Adult/Continuing Education Programs	4130									0	
195	Payments for CTE Programs	4140									0	
196	Payments for Community College Programs	4170									0	
197	Other Payments to In-State Govt. Units (Describe & Itemize)	4190									0	
198	**Total Payments to Other Govt. Units (In-State)**	4100			0			0			0	0
199	**PAYMENTS TO OTHER GOVT UNITS (OUT-OF-STATE)**	4400									0	
200	**Total Payments to Other Govt Units**	4000			0			0			0	0
201	**DEBT SERVICES (TR)**	5000										
202	**DEBT SERVICE - INTEREST ON SHORT-TERM DEBT**											
203	Tax Anticipation Warrants	5110									0	
204	Tax Anticipation Notes	5120									0	
205	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130									0	
206	State Aid Anticipation Certificates	5140									0	

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
207	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0	
208	**Total Debt Services - Interest On Short-Term Debt**	**5100**						0			0	0
209	**DEBT SERVICES - INTEREST ON LONG-TERM DEBT**	**5200**						51,080			51,080	45,351
210	**DEBT SERVICE - PAYMENTS OF PRINCIPAL ON LONG-TERM DEBT (Lease/Purchase Principal Retired)** [11]	**5300**						954,463			954,463	926,773
211	**DEBT SERVICES - OTHER (Describe & Itemize)**	**5400**									0	
212	**Total Debt Services**	**5000**						1,005,543			1,005,543	972,124
213	**PROVISION FOR CONTINGENCIES (TR)**	**6000**										
214	**Total Disbursements/ Expenditures**		206,372	42,104	9,147,144	1,208,747	405,179	1,007,200	17,504	0	12,034,250	12,537,665
215	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(773,770)	
216												
217	**50 - MUNICIPAL RETIREMENT/SOCIAL SECURITY FUND (MR/SS)**											219
218	**INSTRUCTION (MR/SS)**	**1000**										
219	Regular Programs	1100		703,302							703,302	747,474
220	Pre-K Programs	1125									0	
221	Special Education Programs (Functions 1200-1220)	1200		1,360,437							1,360,437	1,605,440
222	Special Education Programs - Pre-K	1225		61,852							61,852	54,253
223	Remedial and Supplemental Programs - K-12	1250		18,624							18,624	18,098
224	Remedial and Supplemental Programs - Pre-K	1275									0	
225	Adult/Continuing Education Programs	1300									0	
226	CTE Programs	1400		309							309	
227	Interscholastic Programs	1500		26,850							26,850	5,300
228	Summer School Programs	1600		19,959							19,959	11,209
229	Gifted Programs	1650									0	
230	Driver's Education Programs	1700		484							484	
231	Bilingual Programs	1800		20,439							20,439	17,979
232	Truants' Alternative & Optional Programs	1900									0	
233	**Total Instruction**	**1000**		2,212,256							2,212,256	2,459,753
234	**SUPPORT SERVICES (MR/SS)**	**2000**										
235	**SUPPORT SERVICES - PUPILS**											
236	Attendance & Social Work Services	2110		19,268							19,268	18,438
237	Guidance Services	2120		39,808							39,808	39,319
238	Health Services	2130		65,780							65,780	47,856
239	Psychological Services	2140		16,270							16,270	15,797
240	Speech Pathology & Audiology Services	2150		8,901							8,901	9,025
241	Other Support Services - Pupils (Describe & Itemize)	2190		44							44	
242	**Total Support Services - Pupils**	**2100**		150,071							150,071	130,435
243	**SUPPORT SERVICES - INSTRUCTIONAL STAFF**											
244	Improvement of Instruction Services	2210		53,721							53,721	49,121
245	Educational Media Services	2220		25,035							25,035	20,387
246	Assessment & Testing	2230									0	
247	**Total Support Services - Instructional Staff**	**2200**		78,756							78,756	69,508
248	**SUPPORT SERVICES - GENERAL ADMINISTRATION**											
249	Board of Education Services	2310		996							996	43
250	Executive Administration Services	2320		51,278							51,278	53,794
251	Special Area Administration Services	2330		15,716							15,716	16,337
252	Claims Paid from Self Insurance Fund	2361									0	
253	Risk Management and Claims Services Payments	2365									0	
254	**Total Support Services - General Administration**	**2300**		67,990							67,990	70,174
255	**SUPPORT SERVICES - SCHOOL ADMINISTRATION**											
256	Office of the Principal Services	2410		369,626							369,626	368,955
257	Other Support Services - School Administration (Describe & Itemize)	2490									0	

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1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
258	**Total Support Services - School Administration**	**2400**		369,626							369,626	368,955
259	**SUPPORT SERVICES - BUSINESS**											
260	Direction of Business Support Services	2510		30,700							30,700	36,726
261	Fiscal Services	2520		80,478							80,478	73,676
262	Facilities Acquisition & Construction Services	2530									0	
263	Operation & Maintenance of Plant Services	2540		1,076,972							1,076,972	1,014,144
264	Pupil Transportation Services	2550		32,859							32,859	31,146
265	Food Services	2560		355,877							355,877	313,774
266	Internal Services	2570		10,851							10,851	10,417
267	**Total Support Services - Business**	**2500**		1,587,737							1,587,737	1,479,883
268	**SUPPORT SERVICES - CENTRAL**											
269	Direction of Central Support Services	2610									0	
270	Planning, Research, Development, & Evaluation Services	2620									0	220
271	Information Services	2630		18,826							18,826	18,829
272	Staff Services	2640		83,108							83,108	82,923
273	Data Processing Services	2660		165,221							165,221	155,410
274	**Total Support Services - Central**	**2600**		267,155							267,155	257,162
275	Other Support Services (Describe & Itemize)	2900									0	
276	**Total Support Services**	**2000**		2,521,335							2,521,335	2,376,117
277	**COMMUNITY SERVICES (MR/SS)**	**3000**		87,901							87,901	62,549
278	**PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)**	**4000**										
279	Payments for Regular Programs	4110									0	
280	Payments for Special Education Programs	4120									0	
281	Payments for CTE Programs	4140									0	
282	**Total Payments to Other Govt Units**	**4000**		0							0	0
283	**DEBT SERVICES (MR/SS)**	**5000**										
284	**DEBT SERVICE - INTEREST ON SHORT-TERM DEBT**											
285	Tax Anticipation Warrants	5110									0	
286	Tax Anticipation Notes	5120									0	
287	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130									0	
288	State Aid Anticipation Certificates	5140									0	
289	Other (Describe & Itemize)	5150									0	
290	**Total Debt Services - Interest**	**5000**						0			0	0
291	**PROVISION FOR CONTINGENCIES (MR/SS)**	**6000**										
292	**Total Disbursements/Expenditures**			4,821,492				0			4,821,492	4,898,419
293	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										171,320	
294												
295	**60 - CAPITAL PROJECTS (CP)**											
296	**SUPPORT SERVICES (CP)**	**2000**										
297	**SUPPORT SERVICES - BUSINESS**											
298	Facilities Acquisition and Construction Services	2530									0	
299	Other Support Services (Describe & Itemize)	2900									0	
300	**Total Support Services**	**2000**	0	0	0	0	0	0	0	0	0	0
301	**PAYMENTS TO OTHER DIST & GOVT UNITS (CP)**	**4000**										
302	**PAYMENTS TO OTHER GOVT UNITS (In-State)**											
303	Payments to Regular Programs (In-State)	4110									0	
304	Payments for Special Education Programs	4120									0	
305	Payments for CTE Programs	4140									0	
306	Other Payments to In-State Govt. Units (Describe & Itemize)	4190									0	
307	**Total Payments to Other Govt Units**	**4000**			0			0			0	0
308	**PROVISION FOR CONTINGENCIES (S&C/CI)**	**6000**										
309	**Total Disbursements/ Expenditures**		0	0	0	0	0	0	0	0	0	0

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
310	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										19,240	
311												
312	**70 - WORKING CASH (WC)**											
313												
314	**80 - TORT FUND (TF)**											
315	**INSTRUCTION (TF)**	**1000**										
316	Regular Programs	1100									0	
317	Tuition Payment to Charter Schools	1115									0	
318	Pre-K Programs	1125									0	
319	Special Education Programs (Functions 1200 - 1220)	1200	1,049,256								1,049,256	1,049,247
320	Special Education Programs Pre-K	1225									0	
321	Remedial and Supplemental Programs K-12	1250									0	
322	Remedial and Supplemental Programs Pre-K	1275									0	221
323	Adult/Continuing Education Programs	1300									0	
324	CTE Programs	1400									0	
325	Interscholastic Programs	1500	18,960		47,570						66,530	69,053
326	Summer School Programs	1600									0	
327	Gifted Programs	1650									0	
328	Driver's Education Programs	1700									0	
329	Bilingual Programs	1800									0	
330	Truant Alternative & Optional Programs	1900									0	
331	Pre-K Programs - Private Tuition	1910									0	
332	Regular K-12 Programs Private Tuition	1911									0	
333	Special Education Programs K-12 Private Tuition	1912									0	
334	Special Education Programs Pre-K Tuition	1913									0	
335	Remedial/Supplemental Programs K-12 Private Tuition	1914									0	
336	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0	
337	Adult/Continuing Education Programs Private Tuition	1916									0	
338	CTE Programs Private Tuition	1917									0	
339	Interscholastic Programs Private Tuition	1918									0	
340	Summer School Programs Private Tuition	1919									0	
341	Gifted Programs Private Tuition	1920									0	
342	Bilingual Programs Private Tuition	1921									0	
343	Truants Alternative/Opt Ed Programs Private Tuition	1922									0	
344	**Total Instruction**[14]	**1000**	1,068,216	0	47,570	0	0	0	0	0	1,115,786	1,118,300
345	**SUPPORT SERVICES (TF)**	**2000**										
346	**Support Services - Pupil**	**2100**										
347	Attendance & Social Work Services	2110									0	
348	Guidance Services	2120									0	
349	Health Services	2130	608,037	57	140						608,234	611,599
350	Psychological Services	2140									0	
351	Speech Pathology & Audiology Services	2150									0	
352	Other Support Services - Pupils (Describe & Itemize)	2190									0	
353	**Total Support Services - Pupil**	**2100**	608,037	57	140	0	0	0	0	0	608,234	611,599
354	**Support Services - Instructional Staff**	**2200**										
355	Improvement of Instruction Services	2210	88,236								88,236	88,238
356	Educational Media Services	2220									0	
357	Assessment & Testing	2230									0	
358	**Total Support Services - Instructional Staff**	**2200**	88,236	0	0	0	0	0	0	0	88,236	88,238
359	**SUPPORT SERVICES - GENERAL ADMINISTRATION**	**2300**										
360	Board of Education Services	2310									0	
361	Executive Administration Services	2320	168,929	20,124							189,053	188,791
362	Special Area Administration Services	2330									0	
363	Claims Paid from Self Insurance Fund	2361									0	
364	Risk Management and Claims Services Payments	2365			1,551,775	19,916		1,330			1,573,021	1,881,600

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1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
365	**Total Support Services - General Administration**	**2300**	168,929	20,124	1,551,775	19,916	0	1,330	0	0	1,762,074	2,070,391
366	**Support Services - School Administration**	**2400**										
367	Office of the Principal Services	2410	404,737	19							404,756	405,009
368	Other Support Services - School Administration *(Describe & Itemize)*	2490									0	
369	**Total Support Services - School Administration**	**2400**	404,737	19	0	0	0	0	0	0	404,756	405,009
370	**Support Services - Business**	**2500**										
371	Direction of Business Support Services	2510	23,832								23,832	23,834
372	Fiscal Services	2520									0	
373	Facilities Acquisition and Construction Services	2530									0	475,863
374	Operation & Maintenance of Plant Services	2540	77,441	11,771	423,181	67,770	40,369		2,872		623,404	
375	Pupil Transportation Services	2550									0	
376	Food Services	2560									0	
377	Internal Services	2570									0	
378	**Total Support Services - Business**	**2500**	101,273	11,771	423,181	67,770	40,369	0	2,872	0	647,236	499,697
379	**Support Services - Central**	**2600**										
380	Direction of Central Support Services	2610									0	
381	Planning, Research, Development & Evaluation Services	2620									0	
382	Information Services	2630									0	
383	Staff Services	2640	71,792	917,228	83,701						1,072,721	1,033,746
384	Data Processing Services	2660			33,145						33,145	6,200
385	**Total Support Services - Central**	**2600**	71,792	917,228	116,846	0	0	0	0	0	1,105,866	1,039,946
386	**Other Support Services *(Describe & Itemize)***	**2900**									0	
387	**Total Support Services**	**2000**	1,443,004	949,199	2,091,942	87,686	40,369	1,330	2,872	0	4,616,402	4,714,880
388	**COMMUNITY SERVICES (TF)**	**3000**									0	
389	**PAYMENTS TO OTHER DIST & GOVT UNITS (TF)**	**4000**										
390	**Payments to Other Dist & Govt Units (In-State)**											
391	Payments for Regular Programs	4110									0	
392	Payments for Special Education Programs	4120									0	
393	Payments for Adult/Continuing Education Programs	4130									0	
394	Payments for CTE Programs	4140									0	
395	Payments for Community College Programs	4170									0	
396	Other Payments to In-State Govt Units *(Describe & Itemize)*	4190									0	
397	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			0			0			0	0
398	Payments for Regular Programs - Tuition	4210									0	
399	Payments for Special Education Programs - Tuition	4220									0	
400	Payments for Adult/Continuing Education Programs - Tuition	4230									0	
401	Payments for CTE Programs - Tuition	4240									0	
402	Payments for Community College Programs - Tuition	4270									0	
403	Payments for Other Programs - Tuition	4280									0	
404	Other Payments to In-State Govt Units *(Describe & Itemize)*	4290									0	
405	**Total Payments to Other Dist & Govt Units - Tuition (In State)**	**4200**						0			0	0
406	Payments for Regular Programs - Transfers	4310									0	
407	Payments for Special Education Programs - Transfers	4320									0	
408	Payments for Adult/Continuing Ed Programs - Transfers	4330									0	
409	Payments for CTE Programs - Transfers	4340									0	
410	Payments for Community College Program - Transfers	4370									0	
411	Payments for Other Programs - Transfers	4380									0	
412	Other Payments to In-State Govt Units - Transfers *(Describe & Itemize)*	4390									0	
413	**Total Payments to Other Dist & Govt Units-Transfers (In State)**	**4300**			0			0			0	0
414	Payments to Other Dist & Govt Units (Out of State)	4400									0	
415	**Total Payments to Other Dist & Govt Units**	**4000**			0			0			0	0
416	**DEBT SERVICES (TF)**	**5000**										
417	**DEBT SERVICES - INTEREST ON SHORT-TERM DEBT**											
418	Tax Anticipation Warrants	5110									0	
419	Tax Anticipation Notes	5120									0	

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	A	B	C	D	E	F	G	H	I	J	K	L
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)	
2	**Description** (Enter Whole Dollars)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total	Budget
420	Corporate Personal Prop. Repl. Tax Anticipation Notes	5130									0	
421	State Aid Anticipation Certificates	5140									0	
422	Other Interest or Short-Term Debt	5150									0	
423	**Total Debt Services - Interest on Short-Term Debt**	**5100**						0			0	0
424	**DEBT SERVICES - INTEREST ON LONG-TERM DEBT**	**5200**									0	
425	**DEBT SERVICE - PAYMENTS OF PRINCIPAL ON LONG-TERM DEBT (Lease/Purchase Principal Retired)** [11]	**5300**									0	
426	**DEBT SERVICES - OTHER (Describe & Itemize)**	**5400**									0	
427	**Total Debt Services**	**5000**						0			0	0
428	**PROVISIONS FOR CONTINGENCIES (TF)**	**6000**										
429	**Total Disbursements/Expenditures**		2,511,220	949,199	2,139,512	87,686	40,369	1,330	2,872	0	5,732,188	5,833,180
430	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										108,099	
431												
432	**90 - FIRE PREVENTION & SAFETY FUND (FP&S)**											
433	**SUPPORT SERVICES (FP&S)**	**2000**										
434	**SUPPORT SERVICES - BUSINESS**											
435	Facilities Acquisition & Construction Services	2530			342,333						342,333	366,814
436	Operation & Maintenance of Plant Services	2540			42,403		5,129,848				5,172,251	5,233,186
437	**Total Support Services - Business**	**2500**	0	0	384,736	0	5,129,848	0	0	0	5,514,584	5,600,000
438	Other Support Services (Describe & Itemize)	2900									0	
439	**Total Support Services**	**2000**	0	0	384,736	0	5,129,848	0	0	0	5,514,584	5,600,000
440	**PAYMENTS TO OTHER DIST & GOVT UNITS (FP&S)**	**4000**										
441	Payments to Regular Programs	4110									0	
442	Payments to Special Education Programs	4120									0	
443	Other Payments to In-State Govt. Units (Describe & Itemize)	4190									0	
444	**Total Payments to Other Govt Units**	**4000**						0			0	0
445	**DEBT SERVICES (FP&S)**	**5000**										
446	**DEBT SERVICES- INTEREST ON SHORT-TERM DEBT**											
447	Tax Anticipation Warrants	5110									0	
448	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0	
449	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0	0
450	**DEBT SERVICES - INTEREST ON LONG-TERM DEBT**	**5200**									0	
451	**Debt Service - Payments of Principal on Long-Term Debt** [15] **(Lease/Purchase Principal Retired)**	**5300**									0	
452	**Total Debt Service**	**5000**						0			0	0
453	**PROVISION FOR CONTINGENCIES (FP&S)**	**6000**										
454	**Total Disbursements/Expenditures**		0	0	384,736	0	5,129,848	0	0	0	5,514,584	5,600,000
455	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(4,360,548)	

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	A	B	C	D	E	F
1	**SCHEDULE OF AD VALOREM TAX RECEIPTS**					
2	**Description** (Enter Whole Dollars)	**Taxes Received 7-1-21 thru 6-30-22 (from 2020 Levy & Prior Levies) ***	**Taxes Received (from the 2021 Levy)**	**Taxes Received (from 2020 & Prior Levies)**	**Total Estimated Taxes (from the 2021 Levy)**	**Estimated Taxes Due (from the 2021 Levy)**
3				**(Column B - C)**		**(Column E - C)**
4	Educational	62,698,039	33,150,834	29,547,205	63,126,693	29,975,859
5	Operations & Maintenance	11,525,415	6,093,903	5,431,512	11,604,171	5,510,268
6	Debt Services **	36,255,711	18,999,328	17,256,383	36,179,022	17,179,694
7	Transportation	4,610,151	2,437,561	2,172,590	4,641,669	2,204,108
8	Municipal Retirement	2,040,328	1,180,633	859,695	2,248,192	1,067,559
9	Capital Improvements	0		0		0
10	Working Cash	1,152,557	609,390	543,167	1,160,417	551,027
11	Tort Immunity	5,815,647	3,069,499	2,746,148	5,845,021	2,775,522
12	Fire Prevention & Safety	1,152,557	609,390	543,167	1,160,417	551,027
13	Leasing Levy	1,152,556	609,390	543,166	1,160,417	551,027
14	Special Education	921,978	487,512	434,466	928,334	440,822
15	Area Vocational Construction	0		0		0
16	Social Security/Medicare Only	2,446,301	1,180,634	1,265,667	2,248,192	1,067,558
17	Summer School	0		0		0
18	Other (Describe & Itemize)	429		429		0
19	**Totals**	129,771,669	68,428,074	61,343,595	130,302,545	61,874,471
20						
21	** The formulas in column B are unprotected to be overridden when reporting on an ACCRUAL basis.*					
22	*** All tax receipts for debt service payments on bonds must be recorded on line 6 (Debt Services).*					

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SCHEDULE OF SHORT-TERM DEBT

Description (Enter Whole Dollars)	Outstanding Beginning July 1, 2021	Issued July 1, 2021 thru June 30, 2022	Retired July 1, 2021 thru June 30, 2022	Outstanding Ending June 30, 2022
CORPORATE PERSONAL PROPERTY REPLACEMENT TAX ANTICIPATION NOTES (CPPRT)				
Total CPPRT Notes				0
TAX ANTICIPATION WARRANTS (TAW)				
Educational Fund				0
Operations & Maintenance Fund				0
Debt Services - Construction				0
Debt Services - Working Cash				0
Debt Services - Refunding Bonds				0
Transportation Fund				0
Municipal Retirement/Social Security Fund				0
Fire Prevention & Safety Fund				0
Other - (Describe & Itemize)				0
Total TAWs	0	0	0	0
TAX ANTICIPATION NOTES (TAN)				
Educational Fund				0
Operations & Maintenance Fund				0
Fire Prevention & Safety Fund				0
Other - (Describe & Itemize)				0
Total TANs	0	0	0	0
TEACHERS'/EMPLOYEES' ORDERS (T/EO)				
Total T/EOs (Educational, Operations & Maintenance, & Transportation Funds)				0
General State Aid/Evidence-Based Funding Anticipation Certificates				
Total (All Funds)				0
OTHER SHORT-TERM BORROWING				
Total Other Short-Term Borrowing (Describe & Itemize)				0

SCHEDULE OF LONG-TERM DEBT

Identification or Name of Issue	Date of Issue (mm/dd/yy)	Amount of Original Issue	Type of Issue *	Outstanding Beginning July 1, 2021	Issued July 1, 2021 thru June 30, 2022	Any differences (Described and Itemize)	Retired July 1, 2021 thru June 30, 2022	Outstanding Ending June 30, 2022	Amount to be Provided for Payment on Long-Term Debt
General Obligation School Bonds, Series 2016	03/21/16	9,585,000	3&6	9,585,000				9,585,000	0
General Obligation School Bonds, Series 2017	02/01/17	3,500,000	6	730,000			730,000	0	0
Refunding Bonds 2017A	03/21/17	65,330,000	3	55,520,000			17,150,000	38,370,000	28,266,956
General Obligation School Bonds, Series 2017B	07/20/17	3,500,000	1	1,700,000			835,000	865,000	865,000
General Obligation School Bonds, Series 2018	03/01/18	8,930,000	4	8,840,000				8,840,000	8,840,000
General Obligation School Bonds, Series 2020	06/11/20	29,000,000	1	29,000,000			14,265,000	14,735,000	14,735,000
2012 Lease Certificates	09/13/12	2,300,000	9	295,000			295,000	0	
General Obligation School Bonds, Series 2021	05/10/21	5,100,000	4	5,100,000				5,100,000	5,100,000
General Obligation School Bonds, Series 2022	05/09/22	45,055,000	1		45,055,000			45,055,000	45,055,000
Financed Purchases	Various		8	2,930,420			1,770,992	1,159,428	1,159,428
Leases	Various		7	134,794	435,621		39,691	530,724	530,724
								0	
								0	
								0	
								0	
								0	
								0	
								0	
		172,300,000		113,835,214	45,490,621	0	35,085,683	124,240,152	104,552,108

• Each type of debt issued must be identified separately with the amount:

1. Working Cash Fund Bonds
2. Funding Bonds
3. Refunding Bonds
4. Fire Prevent, Safety, Environmental and Energy Bonds
5. Tort Judgment Bonds
6. Building Bonds
7. GASB 87 Leases
8. Other — Financed Purchase
9. Other — Lease Certificates
10. Other
11. Other
12. Other

Schedule of Restricted Local Tax Levies and Selected Revenues Sources
Schedule of Tort Immunity Expenditures

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	A B C D E	F	G	H	I	J	K
1	**SCHEDULE OF RESTRICTED LOCAL TAX LEVIES AND SELECTED REVENUE SOURCES**						
2	**Description** (Enter Whole Dollars)	**Account No**	**Tort Immunity** [a]	**Special Education**	**Area Vocational Construction**	**School Facility Occupation Taxes** [b]	**Driver Education**
3	**Cash Basis Fund Balance as of July 1, 2021**		603,479				40,125
4	**RECEIPTS:**						
5	Ad Valorem Taxes Received by District	10, 20, 40 or 50-1100, 80	5,821,296	921,978			
6	Earnings on Investments	10, 20, 40, 50 or 60-1500, 80	500				
7	Drivers' Education Fees	10-1970					75,595
8	School Facility Occupation Tax Proceeds	30 or 60-1983					
9	Driver Education	10 or 20-3370					45,674
10	Other Receipts (Describe & Itemize)	--	18,491				
11	Sale of Bonds	10, 20, 40 or 60-7200					
12	**Total Receipts**		5,840,287	921,978	0	0	121,269
13	**DISBURSEMENTS:**						
14	Instruction	10 or 50-1000		921,978			35,213
15	Facilities Acquisition & Construction Services	20 or 60-2530					
16	Tort Immunity Services	80	5,732,188				
17	**DEBT SERVICE**						
18	Debt Services - Interest on Long-Term Debt	30-5200					
19	Debt Services - Principal Payments on Long-Term Debt (Lease/Purchase Principal Retired)	30-5300					
20	Debt Services Other (Describe & Itemize)	30-5400					
21	**Total Debt Services**					0	
22	Other Disbursements (Describe & Itemize)	--					
23	**Total Disbursements**		5,732,188	921,978	0	0	35,213
24	**Ending Cash Basis Fund Balance as of June 30, 2022**		711,578	0	0	0	126,181
25	**Reserved Cash Balance**	714	711,578				126,181
26	**Unreserved Cash Balance**	730	0	0	0	0	0

SCHEDULE OF TORT IMMUNITY EXPENDITURES [a]

Yes [ ] **No** [X] Has the entity established an insurance reserve pursuant to 745 ILCS 10/9-103?

If yes, list in the aggregate the following:

Total Claims Payments:	5,732,188
Total Reserve Remaining:	0

In the following categories, itemize the Tort Immunity expenditures in line 31 above. Enter total dollar amount for each category.

Expenditures:	
Workers' Compensation Act and/or Workers' Occupational Disease Act	839,667
Unemployment Insurance Act	69,700
Insurance (Regular or Self-Insurance)	1,029,249
Risk Management and Claims Service	485,921
Judgments/Settlements	0
Educational, Inspectional, Supervisory Services Related to Loss Prevention and/or Reduction	3,249,800
Reciprocal Insurance Payments (Insurance Code 72, 76, and 81)	0
Legal Services	57,851
Principal and Interest on Tort Bonds	0
Other -Explain on Itemization 44 tab	0
Total	0
G31 (Total Tort Expenditures) minus (G36 through G45) must equal 0	**OK**

Schedules for Tort Immunity are to be completed for the revenues and expenditures reported in the Tort Immunity Fund (80) during the year.

55 ILCS 5/5-1006.7

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CARES, CRRSA, ARP Schedule
(Detailed Schedule of Receipts and Disbursements)

CARES, CRRSA, and ARP SCHEDULE - FY 2022

Click below for schedule instructions:

SCHEDULE INSTRUCTIONS

Please read schedule instructions before completing.

Did the school district/joint agreement receive/expend CARES, CRRSA, or ARP Federal Stimulus Funds in FY 2022?	X	Yes		No

If the answer to the above question is "YES", this schedule must be completed.

PLEASE DO NOT REMOVE AND REINSERT THIS SCHEDULE INTO THE AFR. IF THE LINKS ARE BROKEN, THE AFR WILL BE SENT BACK TO THE AUDITOR FOR CORRECTION.

Part 1: CARES, CRRSA, and ARP REVENUE

Revenue Section A

Section A is for revenue recognized in FY 2022 reported on the FY 2022 AFR for FY 2020 and/or FY 2021 EXPENDITURES claimed on July 1, 2021, through June 30, 2022, FRIS grant expenditure reports for expenditures reported in the prior year FY 2020 and/or FY 2021 AFR.

Description (Enter Whole Dollars) *See instructions for detailed descriptions of revenue	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Services	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total
ESSER I (only) (CARES Act) (FRIS SUB PROGRAM CODES: ER, DE, EE, PL)	4998	46,202									46,202
ESSER II (only) (CRRSA Act) (FRIS SUB PROGRAM CODES: E2, FG, SE, PM, CP, D2)	4998	1,408,752									1,408,752
GEER I (only) (CARES Act) (FRIS SUB PROGRAM CODE: DG, EC)	4998										0
Other CARES Act Revenue (not accounted for above) (Describe on Itemization tab)	4998										0
Other CRRSA Revenue (not accounted for above) (Describe on Itemization tab)	4998										0
Other ARP Revenue (not accounted for above) (Describe on Itemization tab)	4998										0
Total Revenue Section A		1,454,954	0		0	0	0			0	1,454,954

Revenue Section B

Section B is for revenue recognized in FY 2022 reported on the FY 2022 AFR and for FY 2022 EXPENDITURES claimed on July 1, 2021, through June 30, 2022, FRIS grant expenditure reports and reported in the FY 2022 AFR.

Description (Enter Whole Dollars) *See instructions for detailed descriptions of revenue	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Services	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total
ESSER I (only) (CARES Act) (FRIS SUB PROGRAM CODES: ER, DE, EE, PL)	4998										0
ESSER II (only) (CRRSA Act) (FRIS SUB PROGRAM CODES: E2, FG, SE, PM, CP, D2)	4998	3,073,910			410,914						3,484,824
GEER I (only) (CARES Act) (FRIS SUB PROGRAM CODE: DG, EC)	4998										0
GEER II (only) (CRRSA) (FRIS SUBPROGRAM CODE: GO, RC, JK)	4998										0
ESSER III (only) (ARP) (FRIS SUBPROGRAM CODE: E3, CO)	4998	469,218									469,218
CRRSA Child Nutrition (CRRSA) (FRIS SUBPROGRAM CODE: SN)	4210	124,550									124,550
ARP Child Nutrition (ARP) (FRIS SUBPROGRAM CODE: BT, SC)	4210	3,063									3,063
ARP IDEA (ARP) (FRIS SUBPROGRAM CODE: ID, EI, PS)	4998										0
ARP Homeless I (ARP) (FRIS SUBPROGRAM CODE: HM, HL)	4998										0

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CARES, CRRSA, ARP Schedule
(Detailed Schedule of Receipts and Disbursements)

	A	B	C	D	E	F	G	H	I	J	K	L
32	CURES (Coronavirus State and Local Fiscal Recovery Funds) (FRIS PROGRAM CODE: BG, AP, FS)	4998										0
33	Other CARES Act Revenue (not accounted for above) (Describe on Itemization tab)	4998										0
34	Other CRRSA Revenue (not accounted for above) (Describe on Itemization tab)	4998										0
35	Other ARP Revenue (not accounted for above) (Describe on Itemization tab)	4998										0
36	(Remaining) Other Federal Revenues in Revenue Acct 4998 - not accounted for elsewhere in Revenue Section A or Revenue Section B	4998	178,960	85,657								264,617
37	**Total Revenue Section B**		**3,849,701**	**85,657**		**410,914**	**0**	**0**			**0**	**4,346,272**
38	**Revenue Section C: Reconciliation for Revenue Account 4998 - Total Revenue**											
39	Total Other Federal Revenue (Section A plus Section B)	4998	5,177,042	85,657		410,914	0	0			0	5,673,613
40	Total Other Federal Revenue from Revenue Tab	4998	5,177,042	85,657		410,914	0	0			0	5,673,613
41	Difference (must equal 0)		0	0		0	0	0			0	0
42	Error must be corrected before submitting to ISBE		OK	OK		OK	OK	OK			OK	OK
43												
44	**Part 2: CARES, CRRSA, and ARP EXPENDITURES**											
45	**Review of the July 1, 2021 through June 30, 2022 FRIS Expenditures reports may assist in determining the expenditures to use below.**											
46	**Expenditure Section A:**											
47						----------DISBURSEMENTS----------							
48	**ESSER I EXPENDITURES (CARES)**					(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
49						Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
50	**FUNCTION**													
51	**1. List the total expenditures for the Functions 1000 and 2000 below**													
52	INSTRUCTION Total Expenditures	1000												0
53	SUPPORT SERVICES Total Expenditures	2000												0
54														
55	**2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)**													
56	Facilities Acquisition and Construction Services (Total)	2530												0
57	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540												0
58	FOOD SERVICES (Total)	2560												0
59														
60	**3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).**													
61	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000												0
62	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000												0
63	**TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)**	**Total Technology**				**0**		**0**	**0**	**0**		**0**		**0**
64	**Expenditure Section B:**													
65						----------DISBURSEMENTS----------							
66	**ESSER II EXPENDITURES (CRRSA)**					(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
67						Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures

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CARES, CRRSA, ARP Schedule
(Detailed Schedule of Receipts and Disbursements)

	A	B	C	D	E	F	G	H	I	J	K	L
68	**FUNCTION**											
69	**1. List the total expenditures for the Functions 1000 and 2000 below**											
70	INSTRUCTION Total Expenditures	1000		1,552,991	390,325	61,000						2,004,316
71	SUPPORT SERVICES Total Expenditures	2000		389,914	96,199	515,749	45,428	900,100				1,947,390
73	**2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)**											
74	Facilities Acquisition and Construction Services (Total)	2530						900,100				900,100
75	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
76	FOOD SERVICES (Total)	2560		33,774	3,465							37,239
78	**3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).**											
79	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000				61,000						61,000
80	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
81	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				61,000	0	0		0		61,000
82	**Expenditure Section C:**											
83				----------DISBURSEMENTS----------								
84	**GEER I EXPENDITURES (CARES)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
85				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
86	**FUNCTION**											
87	**1. List the total expenditures for the Functions 1000 and 2000 below**											
88	INSTRUCTION Total Expenditures	1000										0
89	SUPPORT SERVICES Total Expenditures	2000										0
91	**2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)**											
92	Facilities Acquisition and Construction Services (Total)	2530										0
93	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
94	FOOD SERVICES (Total)	2560										0
96	**3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).**											
97	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
98	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
99	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
100	**Expenditure Section D:**											
101				----------DISBURSEMENTS----------								
102	**GEER II EXPENDITURES (CRRSA)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
103				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
104	**FUNCTION**											
105	**1. List the total expenditures for the Functions 1000 and 2000 below**											
106	INSTRUCTION Total Expenditures	1000										0

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CARES, CRRSA, ARP Schedule
(Detailed Schedule of Receipts and Disbursements)

	A	B	C	D	E	F	G	H	I	J	K	L
107	SUPPORT SERVICES Total Expenditures	2000										0
108												
109	2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)											
110	Facilities Acquisition and Construction Services (Total)	2530										0
111	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
112	FOOD SERVICES (Total)	2560										0
113												
114	3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).											
115	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
116	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
117	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
118	**Expenditure Section E:**											
119				----------DISBURSEMENTS----------								
120	**ESSER III EXPENDITURES (ARP)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
121				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
122	FUNCTION											
123	1. List the total expenditures for the Functions 1000 and 2000 below											
124	INSTRUCTION Total Expenditures	1000		270,467	67,546	3,391	17,913					359,317
125	SUPPORT SERVICES Total Expenditures	2000		149,885	31,925	66,474	40,736					289,020
126												
127	2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)											
128	Facilities Acquisition and Construction Services (Total)	2530										0
129	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540					40,736					40,736
130	FOOD SERVICES (Total)	2560										0
131												
132	3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).											
133	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
134	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
135	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
136	**Expenditure Section F:**											
137				----------DISBURSEMENTS----------								
138	**CRRSA Child Nutrition (CRRSA)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
139				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
140	FUNCTION											
141	1. List the total expenditures for the Functions 1000 and 2000 below											
142	INSTRUCTION Total Expenditures	1000										0
143	SUPPORT SERVICES Total Expenditures	2000										0
144												

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CARES, CRRSA, ARP Schedule
(Detailed Schedule of Receipts and Disbursements)

	A	B	C	D	E	F	G	H	I	J	K	L
145	**2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)**											
146	Facilities Acquisition and Construction Services (Total)	2530										0
147	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
148	FOOD SERVICES (Total)	2560										0
149												
150	**3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).**											
151	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
152	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
153	**TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)**	Total Technology				0	0	0		0		0
154	**Expenditure Section G:**											
155				----------DISBURSEMENTS----------								
156	**ARP Child Nutrition (ARP)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
157				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
158	**FUNCTION**											
159	**1. List the total expenditures for the Functions 1000 and 2000 below**											
160	INSTRUCTION Total Expenditures	1000										0
161	SUPPORT SERVICES Total Expenditures	2000										0
162												
163	**2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)**											
164	Facilities Acquisition and Construction Services (Total)	2530										0
165	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
166	FOOD SERVICES (Total)	2560										0
167												
168	**3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).**											
169	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
170	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
171	**TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)**	Total Technology				0	0	0		0		0
172	**Expenditure Section H:**											
173				----------DISBURSEMENTS----------								
174	**ARP IDEA (ARP)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
175				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
176	**FUNCTION**											
177	**1. List the total expenditures for the Functions 1000 and 2000 below**											
178	INSTRUCTION Total Expenditures	1000										0
179	SUPPORT SERVICES Total Expenditures	2000										0
180												
181	**2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)**											

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CARES, CRRSA, ARP Schedule
(Detailed Schedule of Receipts and Disbursements)

	A	B	C	D	E	F	G	H	I	J	K	L
182	Facilities Acquisition and Construction Services (Total)	2530										0
183	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
184	FOOD SERVICES (Total)	2560										0
185												
186	3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).											
187	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
188	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
189	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
190	**Expenditure Section I:**											
191				----------DISBURSEMENTS----------								
192	**ARP Homeless I (ARP)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
193				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
194	FUNCTION											
195	1. List the total expenditures for the Functions 1000 and 2000 below											
196	INSTRUCTION Total Expenditures	1000										0
197	SUPPORT SERVICES Total Expenditures	2000										0
198												
199	2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)											
200	Facilities Acquisition and Construction Services (Total)	2530										0
201	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
202	FOOD SERVICES (Total)	2560										0
203												
204	3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).											
205	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
206	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
207	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
208	**Expenditure Section J:**											
209				----------DISBURSEMENTS----------								
210	**CURES (Coronavirus State and Local Fiscal Recovery Funds)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
211				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
212	FUNCTION											
213	1. List the total expenditures for the Functions 1000 and 2000 below											
214	INSTRUCTION Total Expenditures	1000										0
215	SUPPORT SERVICES Total Expenditures	2000										0
216												
217	2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)											
218	Facilities Acquisition and Construction Services (Total)	2530										0
219	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0

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CARES, CRRSA, ARP Schedule
(Detailed Schedule of Receipts and Disbursements)

	A	B	C	D	E	F	G	H	I	J	K	L
220	FOOD SERVICES (Total)	2560										0
222	3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).											
223	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
224	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
225	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
226	**Expenditure Section K:**											
227				----------DISBURSEMENTS----------								
228	**Other CARES Act Expenditures (not accounted for above)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
229				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
230	FUNCTION											
231	1. List the total expenditures for the Functions 1000 and 2000 below											
232	INSTRUCTION Total Expenditures	1000										0
233	SUPPORT SERVICES Total Expenditures	2000										0
235	2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)											
236	Facilities Acquisition and Construction Services (Total)	2530										0
237	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
238	FOOD SERVICES (Total)	2560										0
240	3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).											
241	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
242	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
243	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
244	**Expenditure Section L:**											
245				----------DISBURSEMENTS----------								
246	**Other CRRSA Expenditures (not accounted for above)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
247				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
248	FUNCTION											
249	1. List the total expenditures for the Functions 1000 and 2000 below											
250	INSTRUCTION Total Expenditures	1000										0
251	SUPPORT SERVICES Total Expenditures	2000										0
253	2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)											
254	Facilities Acquisition and Construction Services (Total)	2530										0
255	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
256	FOOD SERVICES (Total)	2560										0
258	3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).											

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CARES, CRRSA, ARP Schedule
(Detailed Schedule of Receipts and Disbursements)

	A	B	C	D	E	F	G	H	I	J	K	L
259	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
260	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
261	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
262	**Expenditure Section M:**											
263				----------DISBURSEMENTS----------								
264	**Other ARP Expenditures (not accounted for above)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
265				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
266	FUNCTION											
267	1. List the total expenditures for the Functions 1000 and 2000 below											
268	INSTRUCTION Total Expenditures	1000										0
269	SUPPORT SERVICES Total Expenditures	2000										0
270												
271	2. List the specific expenditures in Functions: 2530, 2540, & 2560 below (these expenditures are also included in Function 2000 above)											
272	Facilities Acquisition and Construction Services (Total)	2530										0
273	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540										0
274	FOOD SERVICES (Total)	2560										0
275												
276	3. List the technology expenses in Functions: 1000 & 2000 below (these expenditures are also included in Functions 1000 & 2000 above).											
277	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 1000)	1000										0
278	TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Included in Function 2000)	2000										0
279	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY included in all Expenditure Functions)	Total Technology				0	0	0		0		0
280												
281	**Expenditure Section N:**											
282				----------DISBURSEMENTS----------								
283	**TOTAL EXPENDITURES (from all CARES, CRRSA, & ARP funds)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
284				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
285	FUNCTION											
286	INSTRUCTION	1000		1,823,458	457,871	64,391	17,913	0	0	0		2,363,633
287	SUPPORT SERVICES	2000		539,799	128,124	582,223	86,164	900,100	0	0		2,236,410
288	Facilities Acquisition and Construction Services (Total)	2530		0	0	0	0	900,100	0	0		900,100
289	OPERATION & MAINTENANCE OF PLANT SERVICES (Total)	2540		0	0	0	40,736	0	0	0		40,736
290	FOOD SERVICES (Total)	2560		33,774	3,465	0	0	0	0	0		37,239
291	TOTAL EXPENDITURES										Functions 1000 & 2000 total	4,600,043
292												
293	**Expenditure Section O:**											
294				----------DISBURSEMENTS----------								
295	**TOTAL TECHNOLOGY EXPENDITURES (from all CARES, CRRSA, & ARP funds)**			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
296				Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Non-Capitalized Equipment	Termination Benefits	Total Expenditures
297	FUNCTION											
298	TOTAL TECHNOLOGY-RELATED SUPPLIES, PURCHASE SERVICES, EQUIPMENT (Total TECHNOLOGY Expenditures)	Total Technology				61,000	0	0		0		61,000

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	A	B	C	D	E	F	G	H	I	J	K	L
1	**SCHEDULE OF CAPITAL OUTLAY AND DEPRECIATION**											
2	**Description of Assets** (Enter Whole Dollars)	**Acct #**	**Cost Beginning July 1, 2021**	**Add: Additions July 1, 2021 thru June 30, 2022**	**Less: Deletions July 1, 2021 thru June 30, 2022**	**Cost Ending June 30, 2022**	**Life In Years**	**Accumlated Depreciation Beginning July 1, 2021**	**Add: Depreciation Allowable July 1, 2021 thru June 30, 2022**	**Less: Depreciation Deletions July 1, 2021 thru June 30, 2022**	**Accumulated Depreciation Ending June 30, 2022**	**Ending Balance Undepreciated June 30, 2022**
3	**Works of Art & Historical Treasures**	**210**				0					0	0
4	**Land**	**220**										
5	Non-Depreciable Land	221	2,960,561			2,960,561						2,960,561
6	Depreciable Land	222				0	**50**				0	0
7	**Buildings**	**230**										
8	Permanent Buildings	231	220,653,038			220,653,038	**50**	94,355,511	4,285,168		98,640,679	122,012,359
9	Temporary Buildings	232	102,688			102,688	**20**	8,499	5,134		13,633	89,055
10	Improvements Other than Buildings (Infrastructure)	240	83,354,871	9,578,931		92,933,802	**20**	38,916,785	2,573,445		41,490,230	51,443,572
11	**Capitalized Equipment**	**250**										
12	10 Yr Schedule	251	28,630,758	245,034	91,620	28,784,172	**10**	20,270,964	1,088,982	36,991	21,322,955	7,461,217
13	5 Yr Schedule	252	18,954,966	1,130,748		20,085,714	**5**	15,548,565	931,673		16,480,238	3,605,476
14	3 Yr Schedule	253	126,493			126,493	**3**	126,493			126,493	0
15	**Construction in Progress**	**260**	3,418,012	6,263,473	9,046,510	634,975	**--**					634,975
16	**Total Capital Assets**	**200**	358,201,387	17,218,186	9,138,130	366,281,443		169,226,817	8,884,402	36,991	178,074,228	188,207,215
17	**Non-Capitalized Equipment**	**700**				273,840	**10**		27,384			
18	**Allowable Depreciation**								8,911,786			

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	A	B	C	D	E	F
1	**ESTIMATED OPERATING EXPENSE PER PUPIL (OEPP)/PER CAPITA TUITION CHARGE (PCTC) COMPUTATIONS (2021 - 2022)**					
2	*This schedule is completed for school districts only.*					
4	**Fund**	**Sheet, Row**		**ACCOUNT NO - TITLE**		**Amount**
6				**OPERATING EXPENSE PER PUPIL**		
7	**EXPENDITURES:**					
8	ED	Expenditures 16-24, L116		Total Expenditures	$	120,392,002
9	O&M	Expenditures 16-24, L155		Total Expenditures		12,006,882
10	DS	Expenditures 16-24, L178		Total Expenditures		37,373,104
11	TR	Expenditures 16-24, L214		Total Expenditures		12,034,250
12	MR/SS	Expenditures 16-24, L292		Total Expenditures		4,821,492
13	TORT	Expenditures 16-24, L422		Total Expenditures		5,732,188
14					**Total Expenditures**	$ **192,359,918**
16	**LESS RECEIPTS/REVENUES OR DISBURSEMENTS/EXPENDITURES NOT APPLICABLE TO THE REGULAR K-12 PROGRAM:**					
18	TR	Revenues 10-15, L43, Col F	1412	Regular - Transp Fees from Other Districts (In State)	$	0
19	TR	Revenues 10-15, L47, Col F	1421	Summer Sch - Transp. Fees from Pupils or Parents (In State)		0
20	TR	Revenues 10-15, L48, Col F	1422	Summer Sch - Transp. Fees from Other Districts (In State)		0
21	TR	Revenues 10-15, L49, Col F	1423	Summer Sch - Transp. Fees from Other Sources (In State)		0
22	TR	Revenues 10-15, L50 Col F	1424	Summer Sch - Transp. Fees from Other Sources (Out of State)		0
23	TR	Revenues 10-15, L52, Col F	1432	CTE - Transp Fees from Other Districts (In State)		0
24	TR	Revenues 10-15, L56, Col F	1442	Special Ed - Transp Fees from Other Districts (In State)		0
25	TR	Revenues 10-15, L59, Col F	1451	Adult - Transp Fees from Pupils or Parents (In State)		0
26	TR	Revenues 10-15, L60, Col F	1452	Adult - Transp Fees from Other Districts (In State)		0
27	TR	Revenues 10-15, L61, Col F	1453	Adult - Transp Fees from Other Sources (In State)		0
28	TR	Revenues 10-15, L62, Col F	1454	Adult - Transp Fees from Other Sources (Out of State)		0
29	O&M-TR	Revenues 10-15, L151, Col D & F	3410	Adult Ed (from ICCB)		0
30	O&M-TR	Revenues 10-15, L152, Col D & F	3499	Adult Ed - Other (Describe & Itemize)		0
31	O&M-TR	Revenues 10-15, L213, Col D,F	4600	Fed - Spec Education - Preschool Flow-Through		0
32	O&M-TR	Revenues 10-15, L214, Col D,F	4605	Fed - Spec Education - Preschool Discretionary		0
33	O&M	Revenues 10-15, L224, Col D	4810	Federal - Adult Education		0
34	ED	Expenditures 16-24, L7, Col K - (G+I)	1125	Pre-K Programs		0
35	ED	Expenditures 16-24, L9, Col K - (G+I)	1225	Special Education Programs Pre-K		1,812,488
36	ED	Expenditures 16-24, L11, Col K - (G+I)	1275	Remedial and Supplemental Programs Pre-K		0
37	ED	Expenditures 16-24, L12, Col K - (G+I)	1300	Adult/Continuing Education Programs		0
38	ED	Expenditures 16-24, L15, Col K - (G+I)	1600	Summer School Programs		454,136
39	ED	Expenditures 16-24, L20, Col K	1910	Pre-K Programs - Private Tuition		0
40	ED	Expenditures 16-24, L21, Col K	1911	Regular K-12 Programs - Private Tuition		0
41	ED	Expenditures 16-24, L22, Col K	1912	Special Education Programs K-12 - Private Tuition		0
42	ED	Expenditures 16-24, L23, Col K	1913	Special Education Programs Pre-K - Tuition		0
43	ED	Expenditures 16-24, L24, Col K	1914	Remedial/Supplemental Programs K-12 - Private Tuition		0
44	ED	Expenditures 16-24, L25, Col K	1915	Remedial/Supplemental Programs Pre-K - Private Tuition		0
45	ED	Expenditures 16-24, L26, Col K	1916	Adult/Continuing Education Programs - Private Tuition		0
46	ED	Expenditures 16-24, L27, Col K	1917	CTE Programs - Private Tuition		0
47	ED	Expenditures 16-24, L28, Col K	1918	Interscholastic Programs - Private Tuition		0
48	ED	Expenditures 16-24, L29, Col K	1919	Summer School Programs - Private Tuition		0
49	ED	Expenditures 16-24, L30, Col K	1920	Gifted Programs - Private Tuition		0
50	ED	Expenditures 16-24, L31, Col K	1921	Bilingual Programs - Private Tuition		0
51	ED	Expenditures 16-24, L32, Col K	1922	Truants Alternative/Optional Ed Progms - Private Tuition		0
52	ED	Expenditures 16-24, L77, Col K - (G+I)	3000	Community Services		862,327
53	ED	Expenditures 16-24, L104, Col K	4000	Total Payments to Other Govt Units		458,648
54	ED	Expenditures 16-24, L116, Col G	-	Capital Outlay		2,363,934
55	ED	Expenditures 16-24, L116, Col I	-	Non-Capitalized Equipment		237,392
56	O&M	Expenditures 16-24, L134, Col K - (G+I)	3000	Community Services		0
57	O&M	Expenditures 16-24, L143, Col K	4000	Total Payments to Other Govt Units		0
58	O&M	Expenditures 16-24, L155, Col G	-	Capital Outlay		145,727
59	O&M	Expenditures 16-24, L155, Col I	-	Non-Capitalized Equipment		16,072
60	DS	Expenditures 16-24, L164, Col K	4000	Payments to Other Dist & Govt Units		0
61	DS	Expenditures 16-24, L174, Col K	5300	Debt Service - Payments of Principal on Long-Term Debt		34,131,220
62	TR	Expenditures 16-24, L189, Col K - (G+I)	3000	Community Services		0
63	TR	Expenditures 16-24, L200, Col K	4000	Total Payments to Other Govt Units		0
64	TR	Expenditures 16-24, L210, Col K	5300	Debt Service - Payments of Principal on Long-Term Debt		954,463
65	TR	Expenditures 16-24, L214, Col G	-	Capital Outlay		405,179
66	TR	Expenditures 16-24, L214, Col I	-	Non-Capitalized Equipment		17,504
67	MR/SS	Expenditures 16-24, L220, Col K	1125	Pre-K Programs		0
68	MR/SS	Expenditures 16-24, L222, Col K	1225	Special Education Programs - Pre-K		61,852
69	MR/SS	Expenditures 16-24, L224, Col K	1275	Remedial and Supplemental Programs - Pre-K		0
70	MR/SS	Expenditures 16-24, L225, Col K	1300	Adult/Continuing Education Programs		0
71	MR/SS	Expenditures 16-24, L228, Col K	1600	Summer School Programs		19,959
72	MR/SS	Expenditures 16-24, L277, Col K	3000	Community Services		87,901
73	MR/SS	Expenditures 16-24, L282, Col K	4000	Total Payments to Other Govt Units		0
74	Tort	Expenditures 16-24, L318, Col K - (G+I)	1125	Pre-K Programs		0
75	Tort	Expenditures 16-24, L320, Col K - (G+I)	1225	Special Education Programs Pre-K		0
76	Tort	Expenditures 16-24, L322, Col K - (G+I)	1275	Remedial and Supplemental Programs Pre-K		0
77	Tort	Expenditures 16-24, L323, Col K - (G+I)	1300	Adult/Continuing Education Programs		0
78	Tort	Expenditures 16-24, L326, Col K - (G+I)	1600	Summer School Programs		0
79	Tort	Expenditures 16-24, L331, Col K	1910	Pre-K Programs - Private Tuition		0
80	Tort	Expenditures 16-24, L332, Col K	1911	Regular K-12 Programs - Private Tuition		0
81	Tort	Expenditures 16-24, L333, Col K	1912	Special Education Programs K-12 - Private Tuition		0
82	Tort	Expenditures 16-24, L334, Col K	1913	Special Education Programs Pre-K - Tuition		0
83	Tort	Expenditures 16-24, L335, Col K	1914	Remedial/Supplemental Programs K-12 - Private Tuition		0
84	Tort	Expenditures 16-24, L336, Col K	1915	Remedial/Supplemental Programs Pre-K - Private Tuition		0
85	Tort	Expenditures 16-24, L337, Col K	1916	Adult/Continuing Education Programs - Private Tuition		0
86	Tort	Expenditures 16-24, L338, Col K	1917	CTE Programs - Private Tuition		0
87	Tort	Expenditures 16-24, L339, Col K	1918	Interscholastic Programs - Private Tuition		0
88	Tort	Expenditures 16-24, L340, Col K	1919	Summer School Programs - Private Tuition		0
89	Tort	Expenditures 16-24, L341, Col K	1920	Gifted Programs - Private Tuition		0
90	Tort	Expenditures 16-24, L342, Col K	1921	Bilingual Programs - Private Tuition		0
91	Tort	Expenditures 16-24, L343, Col K	1922	Truants Alternative/Optional Ed Progms - Private Tuition		0

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	A	B	C	D	E	F
1	**ESTIMATED OPERATING EXPENSE PER PUPIL (OEPP)/PER CAPITA TUITION CHARGE (PCTC) COMPUTATIONS (2021 - 2022)**					
2	*This schedule is completed for school districts only.*					
4	**Fund**	**Sheet, Row**		**ACCOUNT NO - TITLE**		**Amount**
92	Tort	Expenditures 16-24, L387, Col K - (G+I)	3000	Community Services		0
93	Tort	Expenditures 16-24, L414, Col K	4000	Total Payments to Other Govt Units		0
94	Tort	Expenditures 16-24, L422, Col G	-	Capital Outlay		40,369
95	Tort	Expenditures 16-24, L422, Col I	-	Non-Capitalized Equipment		2,872
96				**Total Deductions for OEPP Computation (Sum of Lines 18 - 95)**	$	**42,072,043**
97				**Total Operating Expenses Regular K-12 (Line 14 minus Line 96)**		150,287,875
98				**9 Month ADA from Average Daily Attendance - Student Information System (SIS) in IWAS-preliminary ADA 2021-2022**		11,139.89
99				**Estimated OEPP (Line 97 divided by Line 98)**	$	**13,490.97**
100						

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ESTIMATED OPERATING EXPENSE PER PUPIL (OEPP)/PER CAPITA TUITION CHARGE (PCTC) COMPUTATIONS (2021 - 2022)

This schedule is completed for school districts only.

Fund	Sheet, Row		ACCOUNT NO - TITLE	Amount
			PER CAPITA TUITION CHARGE	
LESS OFFSETTING RECEIPTS/REVENUES:				
TR	Revenues 10-15, L42, Col F	1411	Regular -Transp Fees from Pupils or Parents (In State)	$ 0
TR	Revenues 10-15, L44, Col F	1413	Regular - Transp Fees from Other Sources (In State)	0
TR	Revenues 10-15, L45, Col F	1415	Regular - Transp Fees from Co-curricular Activities (In State)	0
TR	Revenues 10-15, L46, Col F	1416	Regular Transp Fees from Other Sources (Out of State)	0
TR	Revenues 10-15, L51, Col F	1431	CTE - Transp Fees from Pupils or Parents (In State)	0
TR	Revenues 10-15, L53, Col F	1433	CTE - Transp Fees from Other Sources (In State)	0
TR	Revenues 10-15, L54, Col F	1434	CTE - Transp Fees from Other Sources (Out of State)	0
TR	Revenues 10-15, L55, Col F	1441	Special Ed - Transp Fees from Pupils or Parents (In State)	0
TR	Revenues 10-15, L57, Col F	1443	Special Ed - Transp Fees from Other Sources (In State)	0
TR	Revenues 10-15, L58, Col F	1444	Special Ed - Transp Fees from Other Sources (Out of State)	0
ED	Revenues 10-15, L75, Col C	1600	Total Food Service	1,468,919
ED-O&M	Revenues 10-15, L83, Col C,D	1700	Total District/School Activity Income (without Student Activity Funds)	745,542
ED	Revenues 10-15, L86, Col C	1811	Rentals - Regular Textbooks	917,609
ED	Revenues 10-15, L89, Col C	1819	Rentals - Other (Describe & Itemize)	0
ED	Revenues 10-15, L90, Col C	1821	Sales - Regular Textbooks	661
ED	Revenues 10-15, L93, Col C	1829	Sales - Other (Describe & Itemize)	202
ED	Revenues 10-15, L94, Col C	1890	Other (Describe & Itemize)	0
ED-O&M	Revenues 10-15, L97, Col C,D	1910	Rentals	55,832
ED-O&M-TR	Revenues 10-15, L100, Col C,D,F	1940	Services Provided Other Districts	0
ED-O&M-DS-TR-MR/SS	Revenues 10-15, L106, Col C,D,E,F,G	1991	Payment from Other Districts	0
ED	Revenues 10-15, L108, Col C	1993	Other Local Fees (Describe & Itemize)	6,327
ED-O&M-TR	Revenues 10-15, L134, Col C,D,F	3100	Total Special Education	1,488,599
ED-O&M-MR/SS	Revenues 10-15, L143, Col C,D,G	3200	Total Career and Technical Education	33,545
ED-MR/SS	Revenues 10-15, L147, Col C,G	3300	Total Bilingual Ed	0
ED	Revenues 10-15, L148, Col C	3360	State Free Lunch & Breakfast	88,629
ED-O&M-MR/SS	Revenues 10-15, L149, Col C,D,G	3365	School Breakfast Initiative	0
ED-O&M	Revenues 10-15, L150,Col C,D	3370	Driver Education	45,674
ED-O&M-TR-MR/SS	Revenues 10-15, L157, Col C,D,F,G	3500	Total Transportation	6,232,177
ED	Revenues 10-15, L158, Col C	3610	Learning Improvement - Change Grants	0
ED-O&M-TR-MR/SS	Revenues 10-15, L159, Col C,D,F,G	3660	Scientific Literacy	0
ED-TR-MR/SS	Revenues 10-15, L160, Col C,F,G	3695	Truant Alternative/Optional Education	0
ED-O&M-TR-MR/SS	Revenues 10-15, L162, Col C,D,F,G	3766	Chicago General Education Block Grant	0
ED-O&M-TR-MR/SS	Revenues 10-15, L163, Col C,D,F,G	3767	Chicago Educational Services Block Grant	0
ED-O&M-DS-TR-MR/SS	Revenues 10-15, L164, Col C,D,E,F,G	3775	School Safety & Educational Improvement Block Grant	0
ED-O&M-DS-TR-MR/SS	Revenues 10-15, L165, Col C,D,E,F,G	3780	Technology - Technology for Success	0
ED-TR	Revenues 10-15, L166, Col C,F	3815	State Charter Schools	0
O&M	Revenues 10-15, L169, Col D	3925	School Infrastructure - Maintenance Projects	37,568
ED-O&M-DS-TR-MR/SS-Tort	Revenues 10-15, L170, Col C-G,J	3999	Other Restricted Revenue from State Sources	131,880
ED	Revenues 10-15, L179, Col C	4045	Head Start (Subtract)	0
ED-O&M-TR-MR/SS	Revenues 10-15, L183, Col C,D,F,G	-	Total Restricted Grants-In-Aid Received Directly from Federal Govt	0
ED-O&M-TR-MR/SS	Revenues 10-15, L190, Col C,D,F,G	4100	Total Title V	0
ED-MR/SS	Revenues 10-15, L200, Col C,G	4200	Total Food Service	4,583,104
ED-O&M-TR-MR/SS	Revenues 10-15, L206, Col C,D,F,G	4300	Total Title I	2,125,034
ED-O&M-TR-MR/SS	Revenues 10-15, L211, Col C,D,F,G	4400	Total Title IV	0
ED-O&M-TR-MR/SS	Revenues 10-15, L215, Col C,D,F,G	4620	Fed - Spec Education - IDEA - Flow Through	2,495,520
ED-O&M-TR-MR/SS	Revenues 10-15, L216, Col C,D,F,G	4625	Fed - Spec Education - IDEA - Room & Board	423,607
ED-O&M-TR-MR/SS	Revenues 10-15, L217, Col C,D,F,G	4630	Fed - Spec Education - IDEA - Discretionary	0
ED-O&M-TR-MR/SS	Revenues 10-15, L218, Col C,D,F,G	4699	Fed - Spec Education - IDEA - Other (Describe & Itemize)	0
ED-O&M-MR/SS	Revenues 10-15, L223, Col C,D,G	4700	Total CTE - Perkins	0
ED-O&M-DS-TR-MR/SS-Tort	Revenue Adjustments (C226 thru J253)	4800	Total ARRA Program Adjustments	0
ED	Revenues 10-15, L255, Col C	4901	Race to the Top	0
ED-O&M-TR-MR/SS	Revenues 10-15, L256, Col C,D,F,G	4902	Race to the Top-Preschool Expansion Grant	0
ED-TR-MR/SS	Revenues 10-15, L257, Col C,F,G	4905	Title III - Immigrant Education Program (IEP)	0
ED-TR-MR/SS	Revenues 10-15, L258, Col C,F,G	4909	Title III - Language Inst Program - Limited Eng (LIPLEP)	66,137
ED-O&M-TR-MR/SS	Revenues 10-15, L259, Col C,D,F,G	4920	McKinney Education for Homeless Children	0
ED-O&M-TR-MR/SS	Revenues 10-15, L260, Col C,D,F,G	4930	Title II - Eisenhower Professional Development Formula	0
ED-O&M-TR-MR/SS	Revenues 10-15, L261, Col C,D,F,G	4932	Title II - Teacher Quality	327,616
ED-O&M-TR-MR/SS	Revenues 10-15, L262, Col C,D,F,G	4960	Federal Charter Schools	0
ED-O&M-TR-MR/SS	Revenues 10-15, L263, Col C,D,F,G	4981	State Assessment Grants	0
ED-O&M-TR-MR/SS	Revenues 10-15, L264, Col C,D,F,G	4982	Grant for State Assessments and Related Activities	0
ED-O&M-TR-MR/SS	Revenues 10-15, L265, Col C,D,F,G	4991	Medicaid Matching Funds - Administrative Outreach	324,416
ED-O&M-TR-MR/SS	Revenues 10-15, L266, Col C,D,F,G	4992	Medicaid Matching Funds - Fee-for-Service Program	296,922
ED-O&M-TR-MR/SS	Revenues 10-15, L267, Col C,D,F,G	4998	Other Restricted Revenue from Federal Sources (Describe & Itemize)	5,673,613
Federal Stimulus Revenue	CARES CRRSA ARP Schedule		Adjusting for FY20 or FY21 revenue received in FY22 for FY20 or FY21 Expenses	(1,454,954)
ED-TR-MR/SS	**Revenues (Part of EBF Payment)**	**3100**	**Special Education Contributions from EBF Funds ****	4,509,539
ED-MR/SS	**Revenues (Part of EBF Payment)**	**3300**	**English Learning (Bilingual) Contributions from EBF Funds ****	241,010

Total Deductions for PCTC Computation Line 104 through Line 193	$	**30,864,728**
Net Operating Expense for Tuition Computation (Line 97 minus Line 195)		119,423,147
Total Depreciation Allowance (from page 36, Line 18, Col I)		8,911,786
Total Allowance for PCTC Computation (Line 196 plus Line 197)		128,334,933
9 Month ADA from Average Daily Attendance - Student Information System (SIS) in IWAS-preliminary ADA 2021-2022		11,139.89
Total Estimated PCTC (Line 198 divided by Line 199) *	$	**11,520.31**

***The total OEPP/PCTC may change based on the data provided. The final amounts will be calculated by ISBE. The 9-month ADA listed on the this tab is NOT the final 9-month ADA.**

**Go to the Evidence-Based Funding Distribution Calculation webpage.

Under Reports, open the FY 2022 Special Education Funding Allocation Calculation Details **and** the FY 2022 English Learner Education Funding Allocation Calculation Details. Use the respective Excel file to locate the amount in column X for the Special Education Contribution and column V for the English Learner Contribution for the selected school district. ***Please enter "0" if the district does not have allocations for lines*** **192 and 193.**

Illinois State Board of Education
School Business Services Department

Current Year Payment on Contracts For Indirect Cost Rate Computation

Please do not remove and reinsert this tab from the workbook or paste into this tab. The AFR will be returned to the auditor if this tab is completed incorrectly.

This schedule is to calculate the amount allowed on contracts obligated by the school district for the Indirect Cost Rate calculation. The contracts should be only for purchase services and not for salary contracts. Do not include contracts for Capital Outlay (500) or Non-Capitalized Equipment (700) on this schedule. They are excluded from the Indirect Cost Rate calculation.

To determine the applicable contracts for this schedule, they must meet ALL three qualifications below:

1. ***The contract must be coded to one of the combinations listed on the icon below.***
2. ***The contract must meet the qualifications below on the "Subaward & Subcontract Guidance" and the "Indirect Cost Rate Plan" (Sub-agreement for Services).***
3. ***Only list contracts that were paid over $25,000 for the fiscal year.***

Use the resources to the right to determine if the contract should be listed below.

3BC2F43.pdf

Subaward & Subcontract Guidance

Indirect Cost Rate Plan

Column A, B, C, D below must be completed for each contract. Enter Column B without hypens. Ex) 101000600

Column (E) and (F) are calculated automatically based on the information provided in Columns (A through D).

The amount in column (E) is the amount allowed on each contract in the Indirect Cost Rate calculation. The amount in column (F) is the amount that will be deducted from the base in the indirect cost rate (tab 41) for Program Year 2024.

Enter Fund-Function-Object Name, Where the Expenditure was Recorded (Column A)	Fund- Function- Object Number (Column B)	Enter Contracted Company Name (Column C)	Enter Current Year Amount Paid on Contract (must be less than or equal to amount reported in the AFR's "Expenditures 16-24" tab) (Column D)	Contract Amount Applied to the Indirect Cost Rate Base (Column E)	Contract Amount deducted from the Indirect Cost Rate Base (Column F)
Enter as shown here: ED-Instruction-Other	*10-1000-600*	*Company Name*	*500,000*	*25,000*	*475,000*
N/A				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
				0	0
Total			0		0

Page 41

ESTIMATED INDIRECT COST DATA

ESTIMATED INDIRECT COST RATE DATA

SECTION I

Financial Data To Assist Indirect Cost Rate Determination

(Source document for the computation of the Indirect Cost Rate is found in the "Expenditures" tab.)

ALL OBJECTS EXCLUDE CAPITAL OUTLAY. With the exception of line 11, enter the disbursements/expenditures included within the following functions charged directly to and reimbursed from federal grant programs. Also, include all amounts paid to or for other employees within each function that work with specific federal grant programs in the same capacity as those charged to and reimbursed from the same federal grant programs. For example, if a district received funding for a Title I clerk, all other salaries for Title I clerks performing like duties in that function must be included. Include any benefits and/or purchased services paid on or to persons whose salaries are classified as direct costs in the function listed.

Support Services - Direct Costs (1-2000) and (5-2000)	
Direction of Business Support Services (1-2510) and (5-2510)	
Fiscal Services (1-2520) and (5-2520)	
Operation and Maintenance of Plant Services (1, 2, and 5-2540)	
Food Services (1-2560) *Must be less than (P16, Col E-F, L65)*	
Value of Commodities Received for Fiscal Year 2022 (Include the value of commodities when determining if a Single Audit is required).	370,450
Internal Services (1-2570) and (5-2570)	
Staff Services (1-2640) and (5-2640)	
Data Processing Services (1-2660) and (5-2660)	

SECTION II

Estimated Indirect Cost Rate for Federal Programs

	Function	Restricted Program		Unrestricted Program	
		Indirect Costs	**Direct Costs**	**Indirect Costs**	**Direct Costs**
Instruction	1000		90,690,876		90,690,876
Support Services:					
Pupil	2100		7,627,302		7,627,302
Instructional Staff	2200		4,346,598		4,346,598
General Admin.	2300		2,873,340		2,873,340
School Admin	2400		7,668,164		7,668,164
Business:					
Direction of Business Spt. Srv.	2510	227,174	0	227,174	0
Fiscal Services	2520	709,077	0	709,077	0
Oper. & Maint. Plant Services	2540		13,584,687	13,584,687	0
Pupil Transportation	2550		10,638,883		10,638,883
Food Services	2560		5,587,963		5,587,963
Internal Services	2570	420,144	0	420,144	0
Central:					
Direction of Central Spt. Srv.	2610		0		0
Plan, Rsrch, Dvlp, Eval. Srv.	2620		0		0
Information Services	2630		137,069		137,069
Staff Services	2640	1,675,385	0	1,675,385	0
Data Processing Services	2660	3,131,980	0	3,131,980	0
Other:	2900		0		0
Community Services	3000		950,228		950,228
Contracts Paid in CY over the allowed amount for ICR calculation (from page 40)			0		0
Total		6,163,760	144,105,110	19,748,447	130,520,423

Restricted Rate		**Unrestricted Rate**	
Total Indirect Costs:	6,163,760	Total Indirect Costs:	19,748,447
Total Direct Costs:	144,105,110	Total Direct Costs:	130,520,423
= **4.28%**		= **15.13%**	

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REPORT ON SHARED SERVICES OR OUTSOURCING
School Code, Section 17-1.1 (*Public Act 97-0357*)
Fiscal Year Ending June 30, 2022

Complete the following for attempts to improve fiscal efficiency through shared services or outsourcing in the prior, current and next fiscal years.

McLean County USD 5
17064005026

17-064-0050-26_AFR22 McLean County USD 5

Check box if this schedule is not applicable.....		Prior Fiscal Year	Current Fiscal Year	Next Fiscal Year	Name of the Local Education Agency (LEA) Participating in the Joint Agreement, Cooperative or Shared Service.
Indicate with an (X) If Deficit Reduction Plan Is Required in the Budget					
Service or Function ***(Check all that apply)***				**Barriers to Implementation**	(Limit text to 200 characters, for additional space use line 33 and 38)
Curriculum Planning					
Custodial Services					
Educational Shared Programs					
Employee Benefits					
Energy Purchasing					
Food Services					
Grant Writing					
Grounds Maintenance Services					
Insurance					
Investment Pools					
Legal Services					
Maintenance Services					
Personnel Recruitment					
Professional Development					
Shared Personnel					
Special Education Cooperatives					
STEM (science, technology, engineering and math) Program Offerings					
Supply & Equipment Purchasing					
Technology Services					
Transportation					
Vocational Education Cooperatives					
All Other Joint/Cooperative Agreements		X	X		McLean-DeWitt Regional Vocational System (see below)
Other					

Additional space for Column (D) - Barriers to Implementation:

Additional space for Column (E) - Name of LEA :
Bloomington High School, Blue Ridge High School, Clinton High School, Heyworth High School, LeRoy High School, Lexington High School, Normal Community High School, Normal Community West High School, Olympia High School, Ridgeview High School, Tri-Valley High School, University High School

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ILLINOIS STATE BOARD OF EDUCATION
School Business Services Department (N-330)
100 North First Street
Springfield, IL 62777-0001

LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET
(Section 17-1.5 of the School Code)

School District Name: McLean County USD 5
RCDT Number: 17064005026

Description	Funct. No.	Actual Expenditures, Fiscal Year 2022 (10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund *	Total	Budgeted Expenditures, Fiscal Year 2023 (10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund	Total
1. Executive Administration Services	2320	472,425		189,053	661,478	465,474		196,555	662,029
2. Special Area Administration Services	2330	427,881		0	427,881	482,711			482,711
3. Other Support Services - School Administration	2490	0		0	0				0
4. Direction of Business Support Services	2510	172,642	0	23,832	196,474	185,068		25,264	210,332
5. Internal Services	2570	748,091		0	748,091	423,983			423,983
6. Direction of Central Support Services	2610	0		0	0				0
7. Deduct - Early Retirement or other pension obligations required by state law and included above.					0				0
8. Totals		1,821,039	0	212,885	2,033,924	1,557,236	0	221,819	1,779,055
9. Percent Increase (Decrease) for FY2023 (Budgeted) over FY2022 (Actual)									-13%

CERTIFICATION
I certify that the amounts shown above as Actual Expenditures, Fiscal Year 2022, agree with the amounts on the district's Annual Financial Report for Fiscal Year 2022.
I also certify that the amounts shown above as Budgeted Expenditures, Fiscal Year 2023, agree with the amounts on the budget adopted by the Board of Education.

Signature of Superintendent | *Date*

Contact Name (for questions) | *Contact Telephone Number*

If line 9 is greater than 5% please check one box below.

☐ The district is ranked by ISBE in the lowest 25th percentile of like districts in administrative expenditures per student (4th quartile) and will waive the limitation by board action, subsequent to a public hearing.

☐ The district is unable to waive the limitation by board action and will be requesting a waiver from the General Assembly pursuant to the procedures in Chapter 105 ILCS 5/2-3.25g. Waiver applications must be postmarked by August 15, 2022, to ensure inclusion in the fall 2022 report or postmarked by January 15, 2023, to ensure inclusion in the spring 2023 report. Information on the waiver process can be found at the waiver's webpage below.

https://www.isbe.net/Pages/Waivers.aspx

☐ The district will amend their budget to become in compliance with the limitation.

This page is provided for detailed itemizations as requested within the body of the report.
Type Below.

1. Page 8 - Line 75 - Other Uses Not Classified Elsewhere:
   Educational Fund - Transfer to Debt Service for financed purchased principal & interest $880,698
   Operations and Maintenance Fund - Transfer to Debt Service for financed purchased principal & interest $299,056
   Working Cash Fund- Bond Service Costs $284,906
2. Page 10 - Educational Fund, Line 11 - Prior Year Adjustment $429
3. Page 11 - Educational Fund, Line 72 - Other Food Service - Food Sales to Pupils $247
4. Page 11 - Educational Fund, Line 74 - Other Food Service - Food Sales to Outside Groups $16,647
5. Page 11 - Educational Fund, Line 93 - Sales - Other $202
6. Page 11 - Line 108 - Other Local Fees:
   Educational Fund - Music Fees $6,327
   Operations and Maintenance Fund - Custodial Fees $166,876
7. Page 11 - Line 109 - Other Local Revenues:
   Educational Fund - USAC - E-Rate $39,898 and Other $24,947
   Operations and Maintenance Fund - Parking permits $88,364 and Insurance proceeds $17,895
   Tort Fund - Background checks $18,491
8. Page 13 - Line 170 - Other Restricted Revenue from State Sources:
   Educational Fund - $104,850 Orphanage Tuition and $27,030 for Other State Programs
   Capital Projects Fund - Playground Grant $19,240
9. Page 14 - Line 205 - Title I - Other - School Improvement & Accountability $50,336
10. Page 15 - Line 267 - Other Restricted Revenue from Federal Sources:
    Educational Fund - $68,859 STEP Grant, $25,453 EIR Grant, $84,648 FEMA Grant,
    $46,202 ESSER I, $4,482,662 ESSER II, & $469,218 ESSER III
    Operations and Maintenance Fund - FEMA Grant $85,657
    Transportation Fund - ESSER II $410,914
11. Page 16 - Line 43 - Other Support Services - Pupils - Positive Behavioral Intervention Strategy $3,083
12. Page 17 - Line 85 - Other Payments to In-State Government Units - Title I Juvenile Delinquency $91,351
13. Page 18 - Line 124 - Other Support Services - Pupils - Parking Stickers $530
14. Page 19 - Line 175 - Debt Service Fees $4,228
15. Page 20 - Line 241 - Other Support Services - Pupils - FICA/Medicare $44
16. Page 25 - Line 18 - Other - Prior Year Adjustment $429
17. Page 27 - Line 10- Other Receipts - Background checks $18,491
    Audit Checklist: Long term debt errors:
    Audit check error line 73 is due to capital lease proceeds of $338,798 out of Educational Fund
    and $96,823 out of Transportation Fund
    Audit check error line 74 is due to capital lease payments of $954,463 made out of Transportation Fund (40)

Reference Pages.

[1] Do not enter negative numbers. Reports with negative numbers will be returned for correction.

[2] GASB Statement No. 24; Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On Behalf of" Payments should only be reflected on this page.

[3] Equals Line 8 minus Line 17

[4] May require notification to the county clerk to abate an equal amount from taxes next extended. Refer to Section 17-2.11 for the applicable provisions and other "limited" transfer authority to O&M through June 30, 2013

[5] Requires notification to the county clerk to abate an equal amount from taxes next extended. See Section 10-22.14

[6] Use of proceeds from the sale of school sites buildings, or other real estate is limited. See Sections 5-22 and 10-22.8 of the School Code.

[7] Include revenue accounts 1110 through 1115, 1117, 1118 & 1120. Include taxes for bonds sold that are in addition to those identified separately.

[8] Educational Fund (10) - Computer Technology only.

[9] Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.

[10] Include only tuition payments made to private facilities. See Function 4200 or 4400 for public facility disbursements/expenditures.

[11] Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund—e.g. alternate revenue bonds(Describe & Itemize).

[12] Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)

Only abatement of working cash fund can transfer its funds to any fund in most need of money (see 105 ILCS 5/20-10 for further explanation)

[13] GASB Statement No. 87; all leases (both operational and capital) should be reflected on this line.

Embed signed Audit Questionnaire below:

[Please insert files above]

Instructions to insert word doc or pdf files:

Choose: Insert - Select: Object - Select Create from File tab - Select Browse - Select file that you want to embed - Check Display as icon - Select OK.

Note: If you have trouble inserting pdf files, submit as a separate attachments and they will be inserted for you.

	A	B	C	D	E	F
1	**DEFICIT ANNUAL FINANCIAL REPORT (AFR) SUMMARY INFORMATION** **Provisions per Illinois School Code, Section 17-1 (105 ILCS 5/17-1)**					
2	***Instructions: If the Annual Financial Report (AFR) reflects that a Deficit Reduction Plan is required as calculated below, then the school district is to complete the Deficit Reduction Plan in the annual budget and submit the plan to Illinois State Board of Education (ISBE) within 30 days after accepting the audit report. This may require the FY2023 annual budget to be amended to include a Deficit Reduction Plan and narrative.***					
3	The "Deficit Reduction Plan" is developed using ISBE guidelines and is included in the School District Budget Form 50-36, beginning with page 22. A plan is required when the operating funds listed below result in direct revenues (cell F8) being less than direct expenditures (cell F9) by an amount equal to or greater than one-third (1/3) of the ending fund balance (cell f11). That is, if the ending fund balance is less than three times the deficit spending, the district must adopt and submit an original budget/amended budget with ISBE that provides a "deficit reduction plan" to balance the shortfall within the next three years.					
4	- *If the FY2023 school district budget already requires a Deficit Reduction Plan, and one was submitted, an updated (amended) budget is not required.*					
5	- *If the Annual Financial Report requires a deficit reducton plan even though the FY2023 budget does not, a completed deficit reduction plan is still required.*					
6	**DEFICIT AFR SUMMARY INFORMATION - Operating Funds Only** *(All AFR pages must be completed to generate the following calculation)*					
7	**Description**	**EDUCATIONAL FUND (10)**	**OPERATIONS & MAINTENANCE FUND (20)**	**TRANSPORTATION FUND (40)**	**WORKING CASH FUND (70)**	**TOTAL**
8	**Direct Revenues**	114,550,871	12,347,160	11,260,480	1,153,674	139,312,185
9	**Direct Expenditures**	120,392,002	12,006,882	12,034,250		144,433,134
10	**Difference**	(5,841,131)	340,278	(773,770)	1,153,674	**(5,120,949)**
11	**Fund Balance - June 30, 2022**	17,433,789	1,215,231	3,484,362	69,835,374	**91,968,756**
12						
13			**Unbalanced - however, a deficit reduction plan is not required at this time.**			
14						
15						

FY 2022 Audit Checklist

RCDT: 17064005026
School District/Joint Agreement Name: McLean County USD 5
Auditor Name: Hope Wheeler
License #: 65022283 License Expiration Date (below):
9/30/2024
17-064-0050-26_AFR22 McLean County USD 5

All entries must balance within the individual fund statements and schedules as instructed below. Any error messages left unresolved below, will be returned to the auditor for correction.

1. The auditor's Opinion and Notes to the Financial Statements and the Corrective Action Plan(s) on LEA letterhead are embedded in the "Opinion-Notes" tab.
2. Student Activity Funds, Convenience Accounts, and other agency funds are included, if applicable.
3. All audit questions on page 2 are answered appropriately by checking all that apply. This page must also be certified with the signature of the CPA firm. Comments and explanations are included for all checked items at the bottom of page 2.
4. All **Other** accounts and functions labeled "(describe & itemize) are properly noted on the "Itemization" tab.
5. Tuition paid to another school district or to a joint agreement (in state) is coded to Function 4200, and Other Objects (600).
6. Business Manager/Bookkeeper Costs are charged to the proper Function (No. 2510/2520).
7. If district is subject to PTELL on tab "Aud Quest 2", line 21 be sure to check the box and enter the effective date.
8. All entries were entered to the nearest whole dollar amount.

Balancing Schedule

Check this Section for Error Messages

The following assures that various entries are in balance. Any out of balance condition is followed by an error message in RED and must be resolved before submitting to ISBE. One or more errors detected may cause this AFR to be returned for corrections and resubmission. If impossible for entries to balance, please explain on the itemization page.

Description:	Error Message
1. Cover Page: The Accounting Basis must be Cash or Accrual.	
2. Cover Page: Choose School District or Joint Agreement.	
What Basis of Accounting is used?	CASH
Choose School District or Joint Agreement.	SCHOOL DISTRICT
Accounting for late payments (Audit Questionnaire Section D)	OK
Is Budget Deficit Reduction Plan Required?	Deficit reduction plan is not required.
3. Page 3: Financial Information must be completed.	
Section A: Tax rates are not entered in the following format: [1.50 should be .0150]. Please enter with the correct decimal point.	OK
Section A: Tax Rates are not entered. Cells D10, F10, H10, L10 on tab 3 must have a tax rate or 0 entered.	OK
Section D: Check a or b that agrees with the school district type.	OK
Section E: Is there a material impact on the entity's financial position?	NO
4. Page 5: Cells C4:L4 Acct 111-115 - Cash Balances cannot be negative.	
Fund (10) ED: Cash balances cannot be negative.	OK
Fund (20) O&M: Cash balances cannot be negative.	OK
Fund (30) DS: Cash balances cannot be negative.	OK
Fund (40) TR: Cash balances cannot be negative.	OK
Fund (50) MR/SS: Cash balances cannot be negative.	OK
Fund (60) CP: Cash balances cannot be negative.	OK
Fund (70) WC: Cash balances cannot be negative.	OK
Fund (80) Tort: Cash balances cannot be negative.	OK
Fund (90) FP&S: Cash balances cannot be negative.	OK
5. Page 5 & 6: Total Current & Capital Assets must = Total Liabilities & Fund Balance.	
Fund 10, Cell C13 must = Cell C41.	OK
Fund 20, Cell D13 must = Cell D41.	OK
Fund 30, Cell E13 must = Cell E41.	OK
Fund 40, Cell F13 must = Cell F41.	OK
Fund 50, Cell G13 must = Cell G41.	OK
Fund 60, Cell H13 must = Cell H41.	OK
Fund 70, Cell I13 must = Cell I41.	OK
Fund 80, Cell J13 must = Cell J41.	OK
Fund 90, Cell K13 must = Cell K41.	OK
Agency Fund, Cell L13 must = Cell L41.	OK
General Fixed Assets, Cell M23 must = Cell M41.	OK
General Long-Term Debt, Cell N23 must = Cell N41.	OK
6. Page 5: Sum of Reserved & Unreserved Fund Balance must = Page 8, Ending Fund Balance.	
Fund 10, Cells C38+C39 must = Cell C81.	OK
Fund 20, Cells D38+D39 must = Cell D81.	OK
Fund 30, Cells E38+E39 must = Cell E81	OK
Fund 40, Cells F38+F39 must = Cell F81.	OK
Fund 50, Cells G38+G39 must = Cell G81.	OK
Fund 60, Cells H38+H39 must = Cell H81.	OK
Fund 70, Cells I38+I39 must = Cell I81.	OK
Fund 80, Cells J38+J39 must = Cell J81.	OK
Fund 90, Cells K38+K39 must = Cell K81.	OK
8. Page 26: Schedule of Long-Term Debt	
Note: Explain any unreconcilable differences in the Itemization sheet.	
Total Long-Term Debt Issued (P26, Cell F49) must = Principal on Long-Term Debt Sold (P7, Cells C33:K33).	ERROR!
Total Long-Term Debt (Principal) Retired (P19, Cell H174) must = Debt Service - Long-Term Debt (Principal) Retired (P26, Cell H49).	ERROR!
9. Page 7-9: Other Sources of Funds must = Other Uses of Funds	
Acct 7130 - Transfer Among Funds, Cells C27:K27 must = Acct 8130 Transfer Among Funds, Cells C49:K49	OK
Acct 7140 - Transfer of Interest, Cells C28:K28 must = Acct 8140 Transfer of Interest, Cells C50:K50.	OK
Acct 7900 - ISBE Loan Proceeds (Cells C42:K42) must = Acct 8910 - Transfers to Debt Service Fund to Pay Principal on ISBE Loans (Cells C74:K74)	OK
10. Restricted Tax Levies Page 27, Line 25 must = Reserved Fund Balance, Pages 5 & 6, Line 38.	
Reserved Fund Balance, Page 5, Cells C38:H38 must be => Reserve Fund Balance Cell G25:K25.	OK
Unreserved Fund Balance, Page 5, Cells C39:H39 must be > 0	OK
11. Page 7: "On behalf" payments to the Educational Fund	
Fund (10) ED: Account 3998, cell C9 must be entered or Explain why this is zero on Itemization sheet.	OK
12. Page 37-39: The 9 Month ADA must be entered on Line 98.	OK
13. Page 37-39: The Special Education Contributions from EBF Funds (line 192) must be entered.	OK
14. Page 37-39: The English Learning (Bilingual) Contributions from EBF Funds (line 193) must be entered.	OK
15. Page 40: Contracts Paid in Current Year (CY) MUST be completed. If there are no contracts, state "no contracts" in cell A20 on Contacts Paid in CY tab.	OK
16. Page 42: SHARED OUTSOURCED SERVICES, Completed.	OK
17. Page 43: LIMITATION OF ADMINISTRATIVE COST, Budget Information must be completed and submitted to ISBE.	OK
18. Page 27: Rest Tax Levies-Tort Im 27, G31 (Total Tort Expenditures) minus (G36 through G45) must equal 0	OK
19. Assets-Liab (C45,C48, C49), Acct Summary (C85), Revenues (C82), Expenditures (H33) -Enter Student Activity Funds	OK
20. Page 28-35: CARES CRRSA ARP Schedule - Revenue 4998 listed on schedule must equal Revenue 4998 listed on Revenue tab	OK
21. Page 28-35: CARES CRRSA ARP Schedule -check box yes or no if district/joint agreement received/expended funds	OK

School No: {D1944429-DA67-4F09-A4EC-90BB0A1BEA8B}

INSTRUCTIONS/REQUIREMENTS: For School Districts/Joint Agreements

SINGLE AUDIT WORKPAPERS

In an effort to accommodate the increased reporting requirements for School Districts/Joint Agreements, the Single Audit workpapers are no longer required to be submitted by the Annual Financial Report (AFR) due date. School District / Joint Agreement Single Audits are due in accordance with 2 CFR 200.512(a).

All School Districts / Joint Agreements that have Federal grant expenditures greater than $750,000 should use the workpapers found in the "Single Audit Workpaper Template" on our website at www.isbe.net/gata or via direct link:

Single Audit Workpapers

GATA REQUIREMENTS

All School Districts/Joint Agreements must also complete GATA reporting requirements on the GATA Grantee Portal (https://grants.illinois.gov/portal)

1) Audit Certification Form
2) Consolidated Year End Financial Report (with in-relation to opinion)
3) Audit Package Submission
4) Data Collection Form (NOT REQUIRED FOR SINGLE AUDITS)

Guidance for completing the GATA reporting requirements can be found on our website (www.isbe.net/gata) under the "What's new?" banner, or via the link below.

Guidance for the AARR Requirements

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5

SINGLE AUDIT REPORT

YEAR ENDED JUNE 30, 2022

CPAs | CONSULTANTS | WEALTH ADVISORS

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MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Education
McLean County Unit School District No. 5
Normal, Illinois

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of McLean County Unit School District No.5, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise McLean County Unit School District No.5's basic financial statements, and have issued our report thereon dated November 10, 2022.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered McLean County Unit School District No.5's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of McLean County Unit School District No.5's internal control. Accordingly, we do not express an opinion on the effectiveness of McLean County Unit School District No.5's internal control.

A *deficiency in internal* control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

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Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether McLean County Unit School District No.5's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Champaign, Illinois
November 10, 2022

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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM, REPORT ON INTERNAL CONTROL OVER COMPLIANCE, AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

Board of Education
McLean County Unit School District No. 5
Normal, Illinois

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited McLean County Unit School District No.5's compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of McLean County Unit School District No.5's major federal programs for the year ended June 30, 2022. McLean County Unit School District No.5's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

In our opinion, McLean County Unit School District No.5 complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative* Requirements*, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditors' Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of McLean County Unit School District No.5 and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of McLean County Unit School District No.5's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to McLean County Unit School District No.5's federal programs.

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Auditors' Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on McLean County Unit School District No.5's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about McLean County Unit School District No.5's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding McLean County Unit School District No.5's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of McLean County Unit School District No.5's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of McLean County Unit School District No.5's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditors' Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the modified cash basis financial statements of McLean County Unit School District No.5 as of and for the year ended June 30, 2022, and have issued our report thereon dated November 10, 2022, which contained an unmodified opinion on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Champaign, Illinois
November 10, 2022

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED JUNE 30, 2022

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Pass-Through Entity Identifying Number	Assistance Listing Number	Federal Expenditures	Passed Through to Subrecipients
U.S. DEPARTMENT OF AGRICULTURE				
Passed Through Illinois State Board of Education:				
Child Nutrition Cluster:				
Noncash USDA Foods	N/A	10.555	$ 246,351	$ -
Department of Defense Fruits & Vegetables (Noncash)	N/A	10.555	124,099	-
National School Lunch Program	21-4210-00	10.555	795,185	-
National School Lunch Program	22-4210-00	10.555	2,920,142	-
Total National School Lunch Program, including Noncash			4,085,777	-
School Breakfast Program	21-4220-00	10.553	100,335	-
School Breakfast Program	22-4220-00	10.553	469,341	-
Total School Breakfast Program			569,676	-
Summer Food Service Program	21-4225-00	10.559	298,101	-
Total Child Nutrition Cluster			4,953,554	-
Total Passed Through Illinois State Board of Education			4,953,554	-
Total U.S. Department of Agriculture			4,953,554	-
U.S. DEPARTMENT OF EDUCATION				
Passed Through Illinois State Board of Education:				
Special Education Cluster:				
IDEA Room and Board	21-4625-00	84.027	187,913	-
IDEA Room and Board	22-4625-00	84.027	235,694	-
IDEA Flow Through	21-4620-00	84.027	299,913	-
IDEA Flow Through	22-4620-00	84.027	2,154,309	-
Total IDEA			2,877,829	-
IDEA Part B Pre-School Flow Through	21-4600-00	84.173	5,219	-
IDEA Part B Pre-School Flow Through	22-4600-00	84.173	49,990	-
Total IDEA Part B Pre-School Flow Through			55,209	-
Total Special Education Cluster			2,933,038	-

See Notes to Schedule of Expenditures of Federal Awards.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)
YEAR ENDED JUNE 30, 2022

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Pass-Through Entity Identifying Number	Assistance Listing Number	Federal Expenditures	Passed Through to Subrecipients
U.S. DEPARTMENT OF EDUCATION (CONTINUED)				
Passed Through Illinois State Board of Education (Continued):				
Title I Low Income	21-4300-00	84.010	$ 293,713	$ -
Title I Low Income	22-4300-00	84.010	1,407,987	-
Title I Low Income - Delinquent Private	22-4306-00	84.010	45,410	-
Title I - School Improvement & Accountability	21-4331-00	84.010	9,849	-
Title I - School Improvement & Accountability	22-4331-00	84.010	74,870	-
Total Title I, Part A			1,831,829	-
Title II - Teacher Quality	21-4932-00	84.367	36,762	-
Title II - Teacher Quality	22-4932-00	84.367	300,872	-
Total Title II - Teacher Quality			337,634	-
Title III - Lang Inst Prog-Limited Eng LIPLEP	21-4909-00	84.365	3,695	-
Title III - Lang Inst Prog-Limited Eng LIPLEP	22-4909-00	84.365	71,165	-
Total Title III - Lang Inst Prog-Limited Eng LIPLEP			74,860	-
COVID-19 - Elementary and Secondary School Emergency Relief Grant	21-4998-E2	84.425D	4,292,116	-
COVID-19 - Elementary and Secondary School Emergency Relief Grant	22-4998-E3	84.425U	675,056	-
Total COVID-19 - Elementary and Secondary School Emergency Relief Grant			4,967,172	-
Total Passed Through Illinois State Board of Education			15,098,087	-
Passed Through DuPage Regional Office of Education:				
Education Innovation and Research	2022	84.411A	25,453	-
Passed Through Illinois Department of Human Services:				
Secondary Transition Experience Program	46CAF00040	84.126	68,859	-
Total U.S. Department of Education			10,238,845	-

See Notes to Schedule of Expenditures of Federal Awards.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS (CONTINUED)
YEAR ENDED JUNE 30, 2022

Federal Grantor/Pass-Through Grantor/ Program or Cluster Title	Pass-Through Entity Identifying Number	Assistance Listing Number	Federal Expenditures	Passed Through to Subrecipients
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Passed Through Illinois Healthcare and Family Services:				
Medicaid Administrative Outreach	2022	93.778	$ 296,922	$ -
Total U.S. Department of Health and Human Services			296,922	-
U.S. DEPARTMENT OF HOMELAND SECURITY				
Passed Through Illinois Emergency Management Agency:				
Public Assistance Grant	FEMA-4489-113-U0EW6-00	97.036	170,305	-
Total U.S. Department of Homeland Security			170,305	-
Total Expenditures of Federal Awards			$ 15,659,626	$ -

See Notes to Schedule of Expenditures of Federal Awards.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2022

NOTE 1 BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (Schedule) includes the federal award activity of McLean County Unit School District No. 5 (the District) under programs of the federal government for the year ended June 30, 2022. The information in this Schedule is presented in accordance with the requirements of *Title 2 U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position or changes in net position of the District.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the modified cash basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE 3 NONMONETARY ASSISTANCE

Nonmonetary assistance is reported in the Schedule at the fair value of the nonmonetary assistance received and disbursed. The District received nonmonetary assistance under assistance listing number 10.555 as noted in the accompanying schedule of expenditures of federal awards.

NOTE 4 INDIRECT COST RATE

The District has elected to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2022

Section I – Summary of Auditors' Results

Financial Statements

1. Type of auditors' report issued: Unmodified

2. Internal control over financial reporting:

   - Material weakness identified? _____ yes ____x____ no
   - Significant deficiency identified? _____ yes ____x____ none reported

3. Noncompliance material to financial statements noted? _____ yes ____x____ no

Federal Awards

1. Internal control over major federal programs:

   - Material weakness identified? _____ yes ____x____ no
   - Significant deficiency identified? _____ yes ____x____ none reported

2. Type of auditors' report issued on compliance for major federal programs: Unmodified

3. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? _____ yes ____x____ no

Identification of Major Federal Programs

Assistance Listing Number(s)	Name of Federal Program or Cluster
84.425	COVID-19 – Elementary and Secondary School Emergency Relief Grant
84.010	Title I

Dollar threshold used to distinguish between Type A and Type B programs: $ 750,000

Auditee qualified as low-risk auditee? _____ yes ____x____ no

Section II – Financial Statement Findings

Our audit did not disclose any matters required to be reported in accordance with *Government Auditing Standards*.

Section III – Findings and Questioned Costs – Major Federal Programs

Our audit did not disclose any matters required to be reported in accordance with 2 CFR 200.516(a).

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MCLEAN COUNTY UNIT SCHOOL DISTRICT NO.5

SUPPLEMENTARY INFORMATION

YEAR ENDED JUNE 30, 2022

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MCLEAN COUNTY UNIT SCHOOL DISTRICT NO. 5
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INDEPENDENT AUDITORS' REPORT ON SUPPLEMENTARY INFORMATION

Board of Education
McLean County Unit School District No. 5
Normal, Illinois

We have audited the modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of McLean County Unit School District No.5 as of and for the year ended June 30, 2022, and have issued our report thereon dated November 10, 2022, which expressed unmodified opinions on those financial statements. Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprises McLean County Unit School District No.5's basic financial statements. We have not performed any procedures with respect to the audited financial statements subsequent to November 10, 2022.

The consolidated year-end financial report (accompanying supplementary information) is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole, on the basis of accounting described in Note 1 to the financial statements.

This report is intended solely for the information and use of the Board of Education, State of Illinois, and management and is not intended to be, and should not be, used by anyone other than those specified parties.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Champaign, Illinois
November 10, 2022

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MCLEAN COUNTY UNIT SCHOOL DISTRICT NO. 5
CONSOLIDATED YEAR-END FINANCIAL REPORT
YEAR ENDED JUNE 30, 2022

CSFA Number	Program Name	State Expenditures	Federal Expenditures	Other Expenditures	Total
420-00-1899	Construction of a Playground	$ 19,240	$ -	$ -	$ 19,240
478-00-0251	Medical Assistance Program	-	296,922	-	296,922
586-00-1581	Agricultural Education - Three Circles Grant	27,533	-	-	27,533
586-18-0406	School Breakfast Program	-	569,676	-	569,676
586-18-0407	National School Lunch Program	-	3,715,327	-	3,715,327
586-18-0410	Summer Food Service Program	-	298,101	-	298,101
586-18-0413	Fresh Fruit and Vegetables Program	-	124,099	-	124,099
586-18-0428	Title III Immigrant Education Programs Lang Inst Prog - Limited End LIPLEP	-	74,860	-	74,860
586-18-0868	Early Childhood Block Grant Preschool for All Children Ages 3 to 5 year	745,731	-	-	745,731
586-18-1015	Agricultural Education - Incentive Funding Grants	5,827	-	-	5,827
586-18-2330	Noncash Commodity Value	-	246,351	-	246,351
586-44-0416	Title I - Low Income - Neglected/Delinquent	-	45,410	-	45,410
586-44-1082	Title I - School Improvement and Accountability	-	84,719	-	84,719
586-44-2222	Early Childhood Block Grant Preschool for All Expansion State	779,526	-	-	779,526
586-57-0420	Special Education - Pre-School Flow Through	-	55,209	-	55,209
586-62-0414	Title I - Low Income	-	1,701,700	-	1,701,700
586-62-0430	Title II - Teacher Quality	-	337,634	-	337,634
586-62-2402	CARES/CRRSAA - Elementary and Secondary School Relief Grant	-	4,292,116	-	4,292,116
586-62-2578	Federal Programs - ARP - LEA and COOP American Rescue Plan (ESSER III)	-	675,056	-	675,056
586-64-0417	Special Education - IDEA Flow Through	-	2,454,222	-	2,454,222
586-82-1466	Special Education - IDEA Room & Board	-	423,607	-	423,607
	All Other Costs Not Allocated	-	264,617	181,674,820	181,939,437
	Total	$ 1,577,857	$ 15,659,626	$ 181,674,820	$ 198,912,303

Note: Expenditures are presented in accordance with the Grant Accountability and Transparency Act (30 ILCS 708).

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Board of Education
McLean County Unit School District No.5
Normal, Illinois

We have audited the modified cash basis financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of McLean County Unit School District No.5 (the District) as of and for the year ended June 30, 2022, and have issued our report thereon dated November 10, 2022. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as well as certain information related to the planned scope and timing of our audit in our engagement agreement dated February 16, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings or issues

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements.

During fiscal year ended June 30, 2022, the District implemented GASB Statement No. 87, *Leases,* as described in Note 1.

We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no accounting estimates affecting the financial statements which were particularly sensitive or required substantial judgments by management.

Financial statement disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no particularly sensitive financial statement disclosures.

The financial statement disclosures are neutral, consistent, and clear.

Significant unusual transactions

We identified no significant unusual transactions.

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Difficulties encountered in performing the audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management did not identify, and we did not notify them of any uncorrected financial statement misstatements.

Corrected misstatements

Management did not identify and we did not notify them of any financial statement misstatements detected as a result of audit procedures. We did assist with the implementation of GASB 87, *Leases*, which resulted in a restatement of beginning capital assets and leases payable, for previously executed leases, and some current year entries for new leases.

Disagreements with management

For purposes of this communication, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Management representations

We have requested certain representations from management that are included in the management representation letter dated November 10, 2022.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Supplementary information in relation to the financial statements as a whole

With respect to the schedule of expenditures of federal awards (SEFA) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the SEFA to determine that the SEFA complies with the requirements of the Uniform Guidance, the method of preparing it has not changed from the prior period or the reasons for such changes, and the SEFA is

appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the SEFA to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated November 10, 2022.

With respect to the combining schedules and other fund financial information (collectively, the supplementary information) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the cash basis of accounting, the method of preparing it has not changed from the prior period or the reasons for such changes, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated November 10, 2022.

The Management's Discussion and Analysis accompanying the financial statements, which is the responsibility of management, was prepared for purposes of additional analysis and is not a required part of the financial statements. Such information was not subjected to the auditing procedures applied in the audit of the financial statements, and, accordingly, we did not express an opinion or provide any assurance on it.

Other information included in annual reports

Other information (financial or nonfinancial information other than the financial statements and our auditors' report thereon) is being included in your annual report and is comprised of the statistical section and other schedules (Auditor's Questionnaire, Financial Profile Information, Estimated Financial Profile Summary, Statistical Section, CARES, CRRSA, and ARP Schedule, Report on Shared Services or Outsourcing, Administrative Costs Worksheet, Deficit Reduction Calculation, and Audit Checklist/Balancing Schedule). Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information included in your annual report and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report. Our auditors' report on the financial statements includes a separate section, "Other Information," which states we do not express an opinion or any form of assurance on the other information included in the annual report. We did not identify any material inconsistencies between the other information and the audited financial statements.

Our auditors' opinion, the audited financial statements, and the notes to financial statements should only be used in their entirety. Inclusion of the audited financial statements in a document you prepare, such as an annual report, should be done only with our prior approval and review of the document.

* * *

This communication is intended solely for the information and use of the Board of Education and management of McLean County Unit School District No.5 and is not intended to be, and should not be, used by anyone other than these specified parties.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Champaign, Illinois
November 10, 2022

PERSONNEL MATTERS - November 16th, 2022

Revisions appear in bold

Personnel Matters

Resignations/Retirements/Releases/Terminations

Last Name	First Name	Homebase	Assignment	Action	Effective
Certified					
Sherrets	Cari	Pepper Ridge	Assistant Principal	Resignation	12/16/2022
Educational Support Personnel					
Kavuri	Swathi	Grove	Noon Hour	Resignation	10/17/2022
Alvarez	Kylie	Fairview	Para-Spec Ed	Resignation	12/5/2022
Hanshew	Jordon	Field	Para-Spec Ed	Resignation	11/7/2022
Washburn	Sharon	Field	Shuttle Driver	Retirement	10/28/2022
Spaid	Robin	Fox Creek	Para-Spec Ed	Resgination	11/18/2022
Brown	Tricia	Hoose	FS-173 Days-5 Hrs	Resgination	11/15/2022
Floyd	Zakiya	Hoose	Para-Spec Ed	Resignation	10/31/2022
Musku	Uma	Northpoint	Para-Spec Ed	Resignation	10/14/2022
McGuire	MaryAnn	Parkside Elem	Noon Hour	Resignation	11/4/2022
Anderson	DeNysha	Pepper Ridge	Para-Spec Ed	Resgination	11/14/2022
Dodson	**Alexis**	**Sugar Creek**	**Para-Spec Ed**	**Resignation**	**11/18/2022**
Murray	Merle David	CJHS	Custodian - Night	Retirement	7/31/2023
Crain	Thomas	NCHS	FS - 173 Days - 3 Hrs	Resignation	11/4/2022
Dellinger	Whitney	NCHS	Para-Spec Ed	Resignation	10/28/2022
Sellmyer	Michael	Field/Warehouse	Shuttle Driver	Resignation	10/28/2022

Employment **(R = Replacement; A = Additional; LR = Leave Replacement; RE=Reemployment)**

	Last Name	First Name	Homebase	Assignment	Step	Lane	FTE	Effective
Certified								
(R)	**Teplitz-Crawford**	**Sheila**	**Fox Creek**	**LBS1**	**Step 17**	**B+0**	**1.0**	**01/03/2023**

Educational Support Personnel

(R)	Garrett	Lindsay	Benjamin		Noon Hour			1.0		10/17/2022
(R)	**Harrell**	**Kenneth**	**Benjamin**		**Custodian-Night**	**Step 0**		**1.0**		**11/16/2022**
(R)	Kannan	Beulah	Benjamin		Para-Spec Ed	Step 1		1.0		10/05/2022
(R)	Joshi	Neha	Benjamin		Noon Hour			1.0		09/30/2022
(R)	Armbrust	Sarah	Brigham		Para-Spec Ed	Step 2		1.0		11/10/2022
(R)	Gilbert	Ellen	Brigham		Para-Spec Ed	Step 1		1.0		10/17/2022
(R)	Young	Elyesa	Fairview		Noon Hour			1.0		08/30/2022
(R)	Bello	Juan	Field		Shuttle Driver			1.0		11/17/2022
(R)	Neblock	Dawn	Field		Para-Spec Ed	Step 1		1.0		10/26/2022
(R)	Couch	Jill	Glenn		Noon Hour			1.0		08/29/2022
(R)	Dasari	Manjula	Grove		Noon Hour			1.0		09/21/2022
(R)	**Jones**	**Star**	**Hoose**		**para-Spec Ed**	**Step 1**		**1.0**		**11/09/2022**
(R)	McClure	Bobbie	Hoose		Para-Spec Ed	Step 1		1.0		10/24/2022
(R)	Tummala	Uma	Northpoint		Para-Spec Ed	Step 1		1.0		10/21/2022
(R)	**Velagaleti**	**Krishna**	**Northpoint**		**Para-Spec Ed**	**Step 1**		**1.0**		**11/14/2022**
(R)	Vinayagam	Sivaranjani	Northpoint		Para-Spec Ed	Step 1		1.0		11/14/2022
(R)	Cihak	Colleen	Oakdale		Noon Hour			1.0		10/05/2022
(R)	Muhlbauer	Jennifer	Oakdale		Para-Spec Ed	Step 6		1.0		10/03/2022
(R)	Norris	Judith	Oakdale		Noon Hour			1.0		09/06/2022
(R)	Vargas	Cassandra	Oakdale		Noon Hour			1.0		10/05/2022
(R)	Reed	Jennifer	Parkside Elem		Para-Spec Ed	Step 2		1.0		11/02/2022
(R)	Slagley	Sara	Parkside Elem		Para-Spec Ed	Step 6		1.0		10/19/2022
(R)	Gibson	Kristina	Pepper Ridge		Para-Spec Ed	Step 1		1.0		11/01/2022
(R)	Herring	Meghan	Pepper Ridge		Noon Hour			1.0		10/04/2022
(R)	Yap	Kori	Prairieland		Noon Hour			1.0		10/11/2022
(R)	Taylor	Lupita	NCHS		Para - Reg Ed - Bilingual	Step 6		1.0		11/10/2022
(R)	Kroesch	Veronica	NCWHS		EOP-12 Months-Lane B	Step 6		1.0		11/1/2022
(R)	Lundy	John	NCWHS		Safety Monitor			1.0		10/7/2022
(R)	Robinson	Alvin	NCWHS		Safety Monitor			1.0		10/6/2022
(R)	Omachel	Candid	Unit Office		Payroll Administrator			1.0		11/1/2022
(R)	**Myers**	**Kyle**	**Warehouse**	**Special Maintenance- Electrician**		**Step 28**		**1.0**		**11/15/2022**

(R)	Spann	Michael	Warehouse		Custodian-FLOAT		Step 0		1.0	11/1/2022
Substitutes										
Burton	Margaret									
Chamberlain	**Georgia**									
Clark	Emma									
Craig	Jordan									
Creamean	**Tiffani**									
Demler	**Faith**									
Filter	Amy									
Khoury	Nadine									
Knusel	Zachary									
Layman	**Victoria**									
Macek	Emerson									
McClintock	Megan									
Monnichetty Balasubramani	Meenakshi									
Ogg	Diane									
Painter	Jacquline									
Panizzi	Michelle									
Potts	Charles									
Rajarathinam	Maheswari Uma									
Reynolds	Kristen									
Scorzo	Emily									
Shah	Poorvi									
Shearin	Sandra									
Trimpe	Anna									
Contract Revisions										
			Homebase				**Revision**			**Effective**
Certified										
Crowder	**Sarah**		**EJHS/ Guidance Counselor**				**From Guidance Counselor**			**1/3/2022**
							To Assistant Principal			
Peters	Austin		EJHS/PE				From B+0 To M+0			9/30/2022
Schedule B										
Fisher	Shelly		Benjamin				Add-SX2.S From .5 To 1.0			9/1/2022
Hailey	Marisa		Benjamin				Drop - SX2.S			8/30/2022
Kiesewetter	Jennifer		Hoose				From SX2.S To SX2.I			8/15/2022
Mercer	Jane		Hoose				From SX2.S To SX2.I			8/15/2022
Pratt	Cynthia		Hoose				From SX2.S To SX2.I			8/15/2022
Prosser	Sarah		Hoose				From SX2.S To SX2.I			8/15/2022

Horvath	Joselyn	Pepper Ridge	Drop-PBIS2	10/17/2022
Gunz	Diane	Sugar Creek	Add-BTECH	8/16/2022
Burns	Alexis - Non-UFEA	CJHS	Add-DANJH	10/26/2022
Gross	Chelsea	CJHS	Add-JHBB	10/26/2022
Hartke	Payton-Non-UFEA	CJHS	Add-JHBB	10/26/2022
Dolenger	Alex-Non-UFEA	EJHS	Add-JHWR	10/20/2022
Mattson	Rachel	EJHS	Add-CCC	8/15/2022
Heller	Brad	NCHS	Add-SX2.I	8/17/2022
Keogh	Meg	NCHS	Add-SHDR1/2	8/17/2022
McWhorter	Tyler	NCHS	Drop-SHDR1/2	8/17/2022
Volz	Brynn-Non-UFEA	NCHS	Add-SOCH	8/17/2022
Wilson-Pridgen	Isoke	NCHS	Add-SX2.I	8/17/2022
Alvarez	Tristan-Non-UFEA	NCWHS	DROP-AVSO	10/12/2022
Birsa	Paula	NCWHS	Add-NCSN	10/24/2022
Childs	Andrew-Non-UFEA	NCWHS	Add-AVWR	8/15/2022
Dunn	Darrelynn-Non-UFEA	NCWHS	Add-SHBB	8/15/2022
Price	Steven	NCWHS	Drop-KJHS-JHBBL	8/17/2022
Richards	Adam-Non-UFEA	NCWHS	Add-SHWR	8/17/2022
Educational Support Personnel				
Ray	Melissa	Brigham/ Para-Spec Ed	From Step 5 To Step 9	8/15/2022
Anderson	DeNysha	Pepper Ridge/ para-Spec Ed	From Step 1 To Step 6	8/15/2022
Aupperle	Lisa	Field/ Para-Spec Ed	From: Field - Para - Spec Ed To: Warehouse- Shuttle Driver	11/09/2022
Hanshew	Jordan	Field/ Para-Spec Ed	From: Field-Para-Spec Ed To: Warehouse- Shuttle Driver	11/9/2022
Nordman	Nicole	NCHS/ Para-Spec Ed	From Step 1 To Step 6	9/21/2022

Leave Requests

		Homebase/Position	Leave Requested	Effective
Certified				
Pirtle	Grace	Brigham/ Early Childhood	Planned Extended Leave	02/10/2022 - 05/26/2023
Burnett	Cory	PJHS/ 8th Grade Science	Planned Extended Leave	01/03/2023 - 05/26/2023
Educational Support Personnel				
Howes	Terri	CJHS/ FD Service-173 Days	Planned Extended Leave	01/17/2022 - May 25, 2022

Information Only

Dixon	Kristen	Parkside/ Para-Reg Ed-Math	From Para-Reg Ed-Math To Para-Spec Ed	10/24/2022
Gangler	**Glenda**	**Parkside/ Para-Spec Ed**	**From Parkside To Field**	**11/28/2022**
Grant	Nicole	NCWHS/ EOP-12 Month	From Resignation 10/28/2022	11/29/2022
			To Resignation 11/29/2022	
Jones	**Star**	**Hoose/ Para-Spec Ed**	**From Hoose To Fairview**	**11/15/2022**
Krut	Elizabeth	Sugar Creek/ECE	From M+33 To M+48	10/20/2022
Lawler	**Nathan**	**EJHS/ Assist Principal**	**From EJHS To Pepper Ridge**	**01/03/2022**
Long	Jonathon	Hoose/ Para-Spec Ed	From Hoose - Para - Spec Ed	11/07/2022
			To CJHS - Para - Reg Ed	
Lunzer	Janine	Fairview/ Para-Spec Ed	From Fairview - Para Spec Ed	11/14/2022
			To Parkside - Para - Reg Ed - Math	
Rients	Jennifer	Parkside/ Family Coordinator	From Parkside To Brigham	11/2/2022
Simons	Han	Northpoint/ Noon Hour	From Northpoint To Fairview	11/10/2022

MCLEAN COUNTY UNIT DISTRICT NO. 5

Authorization for Payment of Bills and Payrolls

October 20, 2022 through November 16, 2022

SUMMARY OF BILLS & PAYROLLS BY FUND

Fund	[1] Prepaid Bills	[2] Bills To Be Paid	[3] Payrolls	Total
07 Flexible Benefit Plan Trust Fund	21,163.76	0.00	0.00	21,163.76
08 Unit 5 Self-Funded Insurance	892,943.20	0.00	0.00	892,943.20
10 Educational	617,480.38	419,320.75	9,126,317.43	10,163,118.56
20 Operations & Maintenance	355,645.75	115,100.09	518,389.60	989,135.44
30 Debt Service	0.00	0.00	0.00	0.00
40 Transportation	2,167,274.68	724,581.41	25,300.30	2,917,156.39
50 Social Security	0.00	0.00	231,473.99	231,473.99
51 IMRF	0.00	0.00	165,679.57	165,679.57
60 Capital Projects	0.00	0.00	0.00	0.00
70 Working Cash	0.00	0.00	0.00	0.00
80 Tort Immunity	5,119.68	69,175.80	31,799.79	106,095.27
90 Life Safety	6,306.79	11,418.00	0.00	17,724.79
99 Student Activity Funds [4]	213,142.33	0.00	0.00	213,142.33
Grand Total	**$4,279,076.57**	**$1,339,596.05**	**$10,098,960.68**	**$15,717,633.30**

[1] For funds 8 through 90, these bills were paid on and between 10/20/22 and 11/15/22. Please see the "Vendor Bill Listing - PREPAID" report for details.

[2] These bills have not been paid yet. Please see the "Vendor Bill Listing - TO BE PAID" report for details.

[3] Please see the "Payroll Fund Totals" report for details.

[4] These bills will always be listed as "prepaid" and include bills paid on the date of the last Board meeting. This is to ensure that all payments are captured for reporting purposes. For this report, these bills were paid on and between 10/19/22 and 11/15/22. Please see the Student Activity Funds section of the "Vendor Bill Listing - PREPAID" and the "Vendor Bill Listing - PREPAID - SA" report for details. The Student Activity Funds totals on these reports will equal the Student Activity Funds total on this summary.

ATTEST:

I certify that the Board of Education has reviewed and authorized the payment of bills and payrolls in the amount of $15,717,633.30.

_____ _____

Barry Hitchins, President, Board of Education Date

_____ _____

Kelly Pyle, Secretary, Board of Education Date

CUSD No. 5, McLean and Woodford Counties, Illinois

Payroll Fund Totals

Fiscal Year: 2022-2023

Pay Cycle:	Pay Period:	Start Date:	End Date:	Pay Date:
Certified - Semi	80	10/16/2022	10/31/2022	10/28/2022
Certified - Semi	81	10/16/2022	10/31/2022	10/28/2022
Certified - Semi	82	10/16/2022	10/31/2022	10/28/2022
Certified - Semi	90	11/01/2022	11/15/2022	11/15/2022
Certified - Semi	91	10/16/2022	10/31/2022	11/15/2022
Certified - Semi	92	10/16/2022	10/31/2022	11/15/2022
Classified - Semi	80	10/16/2022	10/31/2022	10/28/2022
Classified - Semi	90	11/01/2022	11/15/2022	11/15/2022

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
Certified - Semi - Period Number: 80					
10	3,073,074.35	0.00	148,447.54	373,947.00	3,595,468.89
50	0.00	42,774.34	0.00	0.00	42,774.34
80	4,028.30	0.00	442.67	345.00	4,815.97
Period Total:	**$3,077,102.65**	**$42,774.34**	**$148,890.21**	**$374,292.00**	**$3,643,059.20**
Certified - Semi - Period Number: 90					
10	3,077,612.89	0.00	143,970.50	370,497.00	3,592,080.39
50	0.00	42,845.05	0.00	0.00	42,845.05
80	3,945.92	0.00	439.77	345.00	4,730.69
Period Total:	**$3,081,558.81**	**$42,845.05**	**$144,410.27**	**$370,842.00**	**$3,639,656.13**
Classified - Semi - Period Number: 80					
10	694,430.75	0.00	0.00	183,272.25	877,703.00
20	255,582.25	0.00	0.00	2,708.19	258,290.44
40	12,730.46	0.00	0.00	2,631.81	15,362.27
50	0.00	70,768.19	0.00	0.00	70,768.19
51	0.00	0.00	83,179.98	0.00	83,179.98
80	9,789.00	0.00	0.00	1,200.00	10,989.00
Period Total:	**$972,532.46**	**$70,768.19**	**$83,179.98**	**$189,812.25**	**$1,316,292.88**
Classified - Semi - Period Number: 90					
10	699,030.61	0.00	0.00	183,267.35	882,297.96
20	257,501.66	0.00	0.00	2,597.50	260,099.16
40	8,278.13	0.00	0.00	1,659.90	9,938.03
50	0.00	71,096.22	0.00	0.00	71,096.22
51	0.00	0.00	82,499.59	0.00	82,499.59
80	10,064.13	0.00	0.00	1,200.00	11,264.13
Period Total:	**$974,874.53**	**$71,096.22**	**$82,499.59**	**$188,724.75**	**$1,317,195.09**
Certified - Semi - Period Number: 81					
10	70,942.50	0.00	662.70	0.00	71,605.20
50	0.00	1,025.64	0.00	0.00	1,025.64
Period Total:	**$70,942.50**	**$1,025.64**	**$662.70**	**$0.00**	**$72,630.84**
Certified - Semi - Period Number: 82					
10	10,567.50	0.00	0.00	0.00	10,567.50
50	0.00	767.99	0.00	0.00	767.99
Period Total:	**$10,567.50**	**$767.99**	**$0.00**	**$0.00**	**$11,335.49**

FUND		GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
Certified - Semi - Period Number: 91						
10		82,580.00	0.00	684.74	0.00	83,264.74
50		0.00	1,191.22	0.00	0.00	1,191.22
	Period Total:	**$82,580.00**	**$1,191.22**	**$684.74**	**$0.00**	**$84,455.96**
Certified - Semi - Period Number: 92						
10		13,329.75	0.00	0.00	0.00	13,329.75
50		0.00	1,005.34	0.00	0.00	1,005.34
	Period Total:	**$13,329.75**	**$1,005.34**	**$0.00**	**$0.00**	**$14,335.09**
	Grand Totals:	**$8,283,488.20**	**$231,473.99**	**$460,327.49**	**$1,123,671.00**	**$10,098,960.68**

End of Report

Expenditure Summary Report

From Date: 10/19/2022
To Date: 10/19/2022

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Avanti's Italian Restaurant -Bloomington	V896	0	21665	10/19/2022	1,093.50
Avanti's Italian Restaurant -Bloomington Total					1,093.50
B & B Awards & Recognition	20049911	0	46659	10/19/2022	374.88
	20050271	0	46659	10/19/2022	16.00
B & B Awards & Recognition Total					390.88
Bauer Crops & Cattle	830828	0	46660	10/19/2022	45.00
	830829	0	46660	10/19/2022	70.00
Bauer Crops & Cattle Total					115.00
Beer, Julia Renee	V987026	0	6278	10/19/2022	21.98
Beer, Julia Renee Total					21.98
Birckelbaw, Richard E.	V670559	0	21666	10/19/2022	80.00
Birckelbaw, Richard E. Total					80.00
Boyd Jr., Willie	V281287	0	14670	10/19/2022	80.00
Boyd Jr., Willie Total					80.00
BSN Sports	918642141	0	46661	10/19/2022	862.97
BSN Sports Total					862.97
Budak, Heather	Senior night	0	46662	10/19/2022	55.86
Budak, Heather Total					55.86
BUSHUE, JODIE M	V478603	0	14671	10/19/2022	38.00
BUSHUE, JODIE M Total					38.00
Caribe Resort	4/01/22 25 % down	0	46663	10/19/2022	6,942.91
Caribe Resort Total					6,942.91
Cremeens, Jason	V102549	0	24354	10/19/2022	80.00
Cremeens, Jason Total					80.00
Damery, Heather K	V402233	0	5032	10/19/2022	30.00
Damery, Heather K Total					30.00
Davis, Wendy Leigh	Iron Award Card	0	46664	10/19/2022	67.09
Davis, Wendy Leigh Total					67.09
Denny's Doughnuts & Bakery	943974	0	21667	10/19/2022	57.80
Denny's Doughnuts & Bakery Total					57.80
Dobson, Erin	V693978	0	14672	10/19/2022	71.58
Dobson, Erin Total					71.58
Dramatic Publishing	100122521	0	46665	10/19/2022	596.58
Dramatic Publishing Total					596.58
Drengwitz, Jason	Coaches & Players	0	46666	10/19/2022	154.53
Drengwitz, Jason Total					154.53
Eddins, Theodore	V633449	0	21668	10/19/2022	80.00
Eddins, Theodore Total					80.00
Egan, Paula	V458660	0	24355	10/19/2022	201.04
Egan, Paula Total					201.04

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Evergreen Fs	34108436	0	14673	10/19/2022	1,375.00
Evergreen Fs Total					1,375.00
Finck, Nick	V51235	0	14674	10/19/2022	80.00
Finck, Nick Total					80.00
Five Star Water	V913128	0	21669	10/19/2022	24.13
Five Star Water Total					24.13
Giermann, Jennifer	IACAC membership	0	46667	10/19/2022	80.00
Giermann, Jennifer Total					80.00
Gotschall, Heather L	Reimb kids camp	0	46668	10/19/2022	65.90
Gotschall, Heather L Total					65.90
Harris, Elizabeth Rae	Convention Lodging	0	46669	10/19/2022	1,853.71
	Science & Jackets	0	46669	10/19/2022	187.82
Harris, Elizabeth Rae Total					2,041.53
Hill, Shane Padraic	V238472	0	14675	10/19/2022	15.30
Hill, Shane Padraic Total					15.30
Hobson, Katie Jean	V766439	0	2551	10/19/2022	7.78
Hobson, Katie Jean Total					7.78
Holland, Anita	V599409	0	14676	10/19/2022	209.40
	V999933	0	14676	10/19/2022	6.00
Holland, Anita Total					215.40
IAVAT	62938	0	46670	10/19/2022	48.00
IAVAT Total					48.00
Illinois Ffa	CDE reg	0	46671	10/19/2022	12.00
Illinois Ffa Total					12.00
IRON PRIDE PTO	Benevity	0	46672	10/19/2022	-
IRON PRIDE PTO Total					-
Jerome, Ruth H	V124538	0	6279	10/19/2022	75.00
Jerome, Ruth H Total					75.00
Leverton, Doris	V980828	0	14677	10/19/2022	15.56
Leverton, Doris Total					15.56
McLean Co Unit Dist No 5 - Food Service	NC0105	0	46673	10/19/2022	13.00
	NC0104	0	46673	10/19/2022	69.60
	WA0155	0	21670	10/19/2022	9.20
McLean Co Unit Dist No 5 - Food Service Total					91.80
Menards Lumber	87706	0	46674	10/19/2022	429.99
Menards Lumber Total					429.99
Miller Park Zoo	V619930	0	2734	10/19/2022	79.00
Miller Park Zoo Total					79.00
Minerva Promotions	I96395	0	14678	10/19/2022	1,912.00
	V715387	0	14678	10/19/2022	625.00
Minerva Promotions Total					2,537.00

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
National Ffa Organization	Convention Reg	0	46675	10/19/2022	1,740.00
National Ffa Organization Total					**1,740.00**
Pabst, Rebecca J	V595610	0	21671	10/19/2022	33.82
Pabst, Rebecca J Total					**33.82**
Peoria Charter Coach Company	22182	0	46676	10/19/2022	1,855.00
Peoria Charter Coach Company Total					**1,855.00**
Priller, Kimberly Erin	V345791	0	2552	10/19/2022	37.50
Priller, Kimberly Erin Total					**37.50**
Pugh, Clifford	V250483	0	21672	10/19/2022	80.00
Pugh, Clifford Total					**80.00**
Rebel Athletic	168264	0	46677	10/19/2022	269.99
Rebel Athletic Total					**269.99**
Reed, Gregory L.	V698619	0	14679	10/19/2022	80.00
	V82771	0	21673	10/19/2022	80.00
Reed, Gregory L. Total					**160.00**
Ritchason, Jennifer	V365923	0	14680	10/19/2022	23.13
Ritchason, Jennifer Total					**23.13**
Roop, Cari Elizabeth	V384166	0	2553	10/19/2022	159.33
Roop, Cari Elizabeth Total					**159.33**
Springwood, Cheryl	V700283	0	6280	10/19/2022	29.70
Springwood, Cheryl Total					**29.70**
Stone, Jennifer D	Banner	0	46678	10/19/2022	83.99
Stone, Jennifer D Total					**83.99**
Sunkel, Carolyn Anne	V809726	0	21674	10/19/2022	210.96
Sunkel, Carolyn Anne Total					**210.96**
The Music Shoppe, Inc	3332076	0	14681	10/19/2022	349.00
The Music Shoppe, Inc Total					**349.00**
Topping, Elizabeth	V447358	0	21675	10/19/2022	391.97
Topping, Elizabeth Total					**391.97**
Unit 5 Decker Industries	198	0	46679	10/19/2022	43.50
Unit 5 Decker Industries Total					**43.50**
Unit 5 Music Parents	V642086	0	21676	10/19/2022	534.00
Unit 5 Music Parents Total					**534.00**
URBANA MIDDLE SCHOOL	V330612	0	14682	10/19/2022	100.00
URBANA MIDDLE SCHOOL Total					**100.00**
Van De Loo, Daria T	V750535	0	14683	10/19/2022	80.00
Van De Loo, Daria T Total					**80.00**
Varsity Spirit	V598858	0	6281	10/19/2022	150.40
Varsity Spirit Total					**150.40**
Vincent, Susan Anne	V94753	0	24356	10/19/2022	74.14

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Vincent, Susan Anne Total					**74.14**
Whitney Daniels Designs	**V102808**	0	**5033**	10/19/2022	171.00
	V518718	0	**5033**	10/19/2022	148.00
	V658897	0	**5033**	10/19/2022	220.00
Whitney Daniels Designs Total					**539.00**
Wills, Richard L	**V217308**	0	**24357**	10/19/2022	80.00
Wills, Richard L Total					**80.00**
Woodward, Kjersten Ann	**V420803**	0	**1845**	10/25/2022	142.32
Woodward, Kjersten Ann Total					**142.32**
Grand Total					**25,380.86**

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Fund	Amount
99	25,380.86
Grand Total	**25,380.86**

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
A Drain Doctor	6193 10/12	2301709	251567	11/2/2022	517.50
A Drain Doctor Total					517.50
Abbott, Ava	SENIOR REIMB 21/22	0	251568	11/2/2022	555.00
Abbott, Ava Total					555.00
Ace Hardware	3 INVS 10/20-10/27	2301928	251569	11/2/2022	441.80
	4 INVS 10/3-10/14	2300075	251569	11/2/2022	124.37
	5893680/5 10/13	2301798	251569	11/2/2022	67.09
	4 INVS 9/30-10/11	2301718	251569	11/2/2022	110.49
Ace Hardware Total					743.75
Aguilar, Michael	V31093	0	24379	11/1/2022	80.00
Aguilar, Michael Total					80.00
Ahlemeyer, John	V705379	0	21695	11/3/2022	50.00
Ahlemeyer, John Total					50.00
Allendale Association	2022041132612	2301815	251570	11/2/2022	20,208.31
Allendale Association Total					20,208.31
Allensworth, Jermaine	V758648	0	21713	11/14/2022	80.00
	V982019	0	14699	11/2/2022	160.00
	V709987	0	24380	11/1/2022	80.00
	V727881	0	21686	10/27/2022	80.00
	V254068	0	6287	10/27/2022	80.00
Allensworth, Jermaine Total					480.00
Alpha Controls & Services LLC	W42563,W43001	2301959	251571	11/2/2022	882.52
Alpha Controls & Services LLC Total					882.52
Altitude Trampoline Park	V858623	0	21677	10/21/2022	874.65
Altitude Trampoline Park Total					874.65
Amazon Capital Services	V159982	204230003	14707	11/7/2022	739.74
	1TQH-MWTF-3T3F	2301914	251572	11/2/2022	164.54
	13HH-RMPD-YWRK 10/29	2301899	251572	11/2/2022	79.18
	1VM1-91PR-LL9F	2301817	251572	11/2/2022	131.97
	11D3-T3YD-JJPQ	2301467	251572	11/2/2022	98.65
	1FMM-WCKG-PG4K	2301857	251572	11/2/2022	56.96
	11CC-HN4J-LWL3	2301869	251572	11/2/2022	35.38
	1F9R-GWGK-NW1J	2301841	251572	11/2/2022	208.40
	1T66-KQCW-1R9L 10/26	2301839	251572	11/2/2022	68.14
	1YIN-47RK-66R6 10/26	2301418	251572	11/2/2022	2,234.05
	1FMM-WCKG-K3JH	2301868	251572	11/2/2022	39.96
	1XGY-HKNL-H7FL	2301780	251572	11/2/2022	114.62
	1PD9-V6FR-4FKR	2301735	251572	11/2/2022	37.88
	1XXK-Y0VM-T31M	2301757	251572	11/2/2022	62.97
	1QDL-77FQ-JCQP	2301787	251572	11/2/2022	160.91
	1JDD-6DQK-7YJY	2301698	251572	11/2/2022	21.34
	3 INVS 10/8-10/18	2301354	251572	11/2/2022	283.21
	1PNY-H3DD-MWQJ	2301569	251572	11/2/2022	71.10
	1KGT-J9WY-ML9X	2301627	251572	11/2/2022	47.40
	19H9-DDHW-6PXG	2301672	251572	11/2/2022	139.95
	1NJ6-QWVM-3YGX	2301565	251572	11/2/2022	67.30
	1JVK-L37N-VWGW	2301550	251572	11/2/2022	20.56
	11P3-MNPF-9WLN	2301464	251572	11/2/2022	127.50
	2 INVS 9/17-10/01	2301029	251572	11/2/2022	291.97
	1VMN-1RFL-TP31	2301304	251572	11/2/2022	365.98

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Amazon Capital Services	2 INVS 9/2-9/13	2300779	251572	11/2/2022	127.90
	1RFD-9PTR-DWN4	2300430	251572	11/2/2022	301.90
Amazon Capital Services Total					6,099.46
Ambrose, Valerie L	V514664	0	14691	10/28/2022	700.00
	V317272	0	14684	10/25/2022	60.54
Ambrose, Valerie L Total					760.54
American Pest Control	482612 10/26	2300072	251573	11/2/2022	1,230.00
American Pest Control Total					1,230.00
Anderson, William	Fall concert	0	46338	10/25/2022	100.00
Anderson, William Total					100.00
Armstrong, Kevin	Girls BB Official	0	46758	11/14/2022	75.00
Armstrong, Kevin Total					75.00
Atteberry, Anne Marie	REISSUE 2 CHECKS	0	251574	11/2/2022	356.64
Atteberry, Anne Marie Total					356.64
August Fire Designs	V290096	0	5099	11/4/2022	361.00
August Fire Designs Total					361.00
Avanti's Italian Restaurant - Normal	5149	0	46406	11/10/2022	223.65
	5446	0	46406	11/10/2022	210.20
	V866379	0	14708	11/7/2022	228.45
Avanti's Italian Restaurant - Normal Total					662.30
Avanti's Italian Restaurant -Bloomington	V692760	0	6303	11/10/2022	538.15
	V16229	0	24397	11/9/2022	206.20
	5882, 5062	0	21709	11/7/2022	807.80
Avanti's Italian Restaurant -Bloomington Total					1,552.15
B & B Awards & Recognition	20050121 & 20050271	0	46734	11/11/2022	30.00
	V325161	0	6288	10/27/2022	29.80
	20049905 8/29	2301800	251575	11/2/2022	65.97
B & B Awards & Recognition Total					125.77
Baby Fold	V37085	0	2735	10/25/2022	68.78
	V511252	0	2735	10/25/2022	84.64
	15192 10/17	2301807	251576	11/2/2022	27,080.24
Baby Fold Total					27,233.66
Bacc Student Graphics Co.	149	0	14713	11/9/2022	230.00
Bacc Student Graphics Co. Total					230.00
BAINBRIDGE, ROGER	V597942	0	20154	11/2/2022	60.00
BAINBRIDGE, ROGER Total					60.00
Baker, Lori	015	0	14700	11/2/2022	550.00
Baker, Lori Total					550.00
Baldwin, Mary Esther	REIMB TEACH DISC	2301038	251577	11/2/2022	225.88
Baldwin, Mary Esther Total					225.88
Barnes & Noble Booksellers	4336979 10/13	2301761	251578	11/2/2022	218.29
Barnes & Noble Booksellers Total					218.29
Bashary, Kathryn C	V352977	0	21687	10/27/2022	482.69

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Bashary, Kathryn C Total					**482.69**
Bauer Crops & Cattle	**830862 & 830861**	0	**46735**	11/11/2022	90.00
Bauer Crops & Cattle Total					**90.00**
Beaman, Sherry	**V710749**	0	**21703**	11/3/2022	20.00
Beaman, Sherry Total					**20.00**
Becker, Frank	**V465183**	0	**24358**	10/24/2022	93.88
Becker, Frank Total					**93.88**
Becker, Sarah J	**Social Thinking**	0	**46363**	11/1/2022	54.60
Becker, Sarah J Total					**54.60**
Beer, Julia Renee	**V54420**	0	**6304**	11/10/2022	21.95
Beer, Julia Renee Total					**21.95**
Benjamin Pto	**SKBen22**	0	**46717**	11/2/2022	538.00
Benjamin Pto Total					**538.00**
Bennett Electronics	**34269 10/14**	2300587	**251579**	11/2/2022	3,267.00
	34224 10/13	2300654	**251579**	11/2/2022	798.00
Bennett Electronics Total					**4,065.00**
Bennett, Susan C	**V787517**	0	**1851**	11/10/2022	56.44
Bennett, Susan C Total					**56.44**
Bennington, Marlys	**TRAVEL OCT 22**	0	**251580**	11/2/2022	18.69
Bennington, Marlys Total					**18.69**
Berardi, Anthony S	**Breakfast**	0	**46339**	10/25/2022	71.40
Berardi, Anthony S Total					**71.40**
Bierbaum, John	**US History resources**	0	**46382**	11/9/2022	109.76
	History day books	0	**46364**	11/1/2022	30.45
	Snacks	0	**46340**	10/25/2022	81.20
	Helmet, giveaways	0	**46340**	10/25/2022	103.96
Bierbaum, John Total					**325.37**
Birckelbaw, Richard E.	**Girls BB Official**	0	**46759**	11/14/2022	75.00
Birckelbaw, Richard E. Total					**75.00**
Bishop, Janette Milagros	**TRAVEL OCT 22**	0	**251581**	11/2/2022	38.50
Bishop, Janette Milagros Total					**38.50**
Blick Art Materials	**259224 10/19**	2301595	**251582**	11/2/2022	238.41
	9141697,9415010	2300815	**251582**	11/2/2022	340.95
Blick Art Materials Total					**579.36**
Bliss, Paul Andrew	**V294384**	0	**21679**	10/26/2022	176.68
Bliss, Paul Andrew Total					**176.68**
Bloomington High School	**V302532**	0	**20162**	11/2/2022	175.00
	V769196	0	**20176**	11/2/2022	175.00
Bloomington High School Total					**350.00**
Bloomington Tennis Center	**NW Girls tennis**	0	**46341**	10/25/2022	100.00
Bloomington Tennis Center Total					**100.00**

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Blue Cross Blue Shield Of Illinois	383163299741	0	0	11/8/2022	231,371.24
	760670933820	0	0	11/8/2022	86,584.73
	383160271004	0	0	11/1/2022	275,345.77
	383166426121	0	0	10/25/2022	293,655.79
Blue Cross Blue Shield Of Illinois Total					886,957.53
Boehm, Kimberley Ruth	Pizza	0	46383	11/9/2022	220.75
Boehm, Kimberley Ruth Total					220.75
Bollmann, David J	V275614	0	126290	10/20/2022	90.00
Bollmann, David J Total					90.00
Borst, Edward A	V248195	0	6156	11/11/2022	65.00
Borst, Edward A Total					65.00
Bovenkerk, Bradley Alan	Posters/Landyards	0	46680	10/25/2022	263.12
Bovenkerk, Bradley Alan Total					263.12
Bowling, Justin	Girls BB Official	0	46760	11/14/2022	75.00
Bowling, Justin Total					75.00
Boyd Jr., Willie	V105037	0	14722	11/15/2022	80.00
	V781810	0	14719	11/14/2022	80.00
	V607247	0	24394	11/3/2022	80.00
Boyd Jr., Willie Total					240.00
Bradfield's Computer Supply	558902 10/24	2301752	251583	11/2/2022	710.00
Bradfield's Computer Supply Total					710.00
Bradley Bourbonnais High School	CHEER COMP 10/19	2301758	251584	11/2/2022	400.00
Bradley Bourbonnais High School Total					400.00
Bradley, Kai Tene	V89641	0	126301	11/4/2022	75.00
Bradley, Kai Tene Total					75.00
Brainpop LLC	US5191958573R 3/23	2300006	251585	11/2/2022	405.00
Brainpop LLC Total					405.00
Braman, Becky	Senior gift cups	0	46384	11/9/2022	150.00
Braman, Becky Total					150.00
Brandt, Penny	TRAVEL SEP 22	0	251586	11/2/2022	38.63
	TRAVEL OCT 22	0	251586	11/2/2022	38.63
Brandt, Penny Total					77.26
Brienen, Nicole E	V7549	0	14701	11/2/2022	30.69
Brienen, Nicole E Total					30.69
Briggs, Susan Kay	REIMB TRAVEL 10/31	0	251587	11/2/2022	104.63
Briggs, Susan Kay Total					104.63
Brock, Tim	Girls BB Official	0	46761	11/14/2022	75.00
	V749202	0	21696	11/3/2022	80.00
Brock, Tim Total					155.00
Brown, Hay & Stephens	538358 09/30	2301836	251588	11/2/2022	514.50
Brown, Hay & Stephens Total					514.50
Bruce, Amanda Christine	V709011	0	21680	10/26/2022	40.41

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Bruce, Amanda Christine Total					**40.41**
BSN Sports	**919009355**	0	**46385**	11/9/2022	65.05
	918892544	0	**46365**	11/1/2022	88.35
	918763913 10/18	2300100	**251589**	11/2/2022	4,575.83
	917485464 7/01	2300098	**251589**	11/2/2022	1,899.80
BSN Sports Total					**6,629.03**
Budak, Heather	**V515621**	0	**126306**	11/10/2022	400.00
Budak, Heather Total					**400.00**
Budak, Michael P	**V89641**	0	**126302**	11/4/2022	75.00
	V567501	0	**126291**	10/20/2022	75.00
Budak, Michael P Total					**150.00**
Budzinski, Ryan A	**REIMB AMAZON**	2301947	**251590**	11/2/2022	223.08
Budzinski, Ryan A Total					**223.08**
Buffalo Grove Hs	**CHEER COMP 10/19**	2301759	**251591**	11/2/2022	450.00
Buffalo Grove Hs Total					**450.00**
Cacciatori, Richard B.	**Girls BB Official**	0	**46762**	11/14/2022	75.00
Cacciatori, Richard B. Total					**75.00**
Capitol Group	**S2257776.004 10/05**	2301801	**251592**	11/2/2022	513.51
Capitol Group Total					**513.51**
Cardiff, Angela R	**Indoor Concessions**	0	**46681**	10/25/2022	49.24
Cardiff, Angela R Total					**49.24**
Carey, Kathleen Susan	**V972605**	0	**24359**	10/24/2022	70.74
Carey, Kathleen Susan Total					**70.74**
Carle BroMenn TC	**101222 10/10**	2301822	**251594**	11/2/2022	25.00
Carle BroMenn TC Total					**25.00**
Carl's Pro Band Instrument Repair	**840, 857, 876**	2301944	**251593**	11/2/2022	300.80
	870 10/18	2301912	**251593**	11/2/2022	906.50
Carl's Pro Band Instrument Repair Total					**1,207.30**
Carlson, George A.	**V724697**	0	**6316**	11/14/2022	80.00
Carlson, George A. Total					**80.00**
Carranza, Gloria E	**V333743**	0	**21714**	11/14/2022	25.00
Carranza, Gloria E Total					**25.00**
Casey's Garden Center	**V550197**	0	**4039**	11/15/2022	35.00
	494244	0	**46407**	11/10/2022	200.00
Casey's Garden Center Total					**235.00**
Cell Electric LLC	**22022-1598 10/13**	2301864	**251595**	11/2/2022	1,177.00
	2022-1558 9/30	2301741	**251595**	11/2/2022	300.00
	2022-1538 9/28	2301742	**251595**	11/2/2022	4,945.00
	2022-1527 9/27	2301743	**251595**	11/2/2022	324.00
Cell Electric LLC Total					**6,746.00**
Centennial High School	**Replace 42537**	0	**46682**	10/25/2022	50.00
Centennial High School Total					**50.00**

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Central Illinois Trucks Inc	101P103472 10/19	2301884	251596	11/2/2022	72.54
Central Illinois Trucks Inc Total					72.54
Champaign Central High School	V153908	0	20163	11/2/2022	175.00
Champaign Central High School Total					175.00
Champaign-Ford Regional Office Of Ed. #9	LTC4799-AR	0	46342	10/25/2022	25.00
Champaign-Ford Regional Office Of Ed. #9 Total					25.00
Cheergyms.com	1512	0	46718	11/2/2022	2,000.00
Cheergyms.com Total					2,000.00
Chick-Fil-A	V953731	0	21710	11/7/2022	229.50
	V408204	0	21707	11/4/2022	-
	V439863	0	21707	11/4/2022	-
	V131381	0	21704	11/3/2022	229.50
	V440883	0	21693	11/1/2022	229.50
Chick-Fil-A Total					688.50
Chiddix Junior High School	V938743	0	24398	11/9/2022	370.00
Chiddix Junior High School Total					370.00
Childers Door Service, Inc	299454 9/30	2301866	251597	11/2/2022	157.50
Childers Door Service, Inc Total					157.50
Childers, Len	Reimbursement	0	46366	11/1/2022	22.74
	SW supplies	0	46386	11/9/2022	58.20
Childers, Len Total					80.94
City of Bloomington	WATER 10/13/22	0	251598	11/2/2022	3,739.75
City of Bloomington Total					3,739.75
Clean The Uniform Company	32127058,32128700	2300040	251599	11/2/2022	128.48
Clean The Uniform Company Total					128.48
Clifton Larson Allen Llp	3453132 10/26	2301908	251600	11/2/2022	5,298.30
Clifton Larson Allen Llp Total					5,298.30
Coach Comm Winning Solutions	345744	0	46367	11/1/2022	117.35
Coach Comm Winning Solutions Total					117.35
Colene Hoose Elementary School	V779273	0	9434	10/26/2022	200.00
Colene Hoose Elementary School Total					200.00
Collins, Jane	HOURS 10/3-10/25	2301915	251601	11/2/2022	240.00
	V734661	0	1601	11/2/2022	48.16
Collins, Jane Total					288.16
Collins, Veronica	TRAVEL AUG 22.	0	251602	11/2/2022	18.38
Collins, Veronica Total					18.38
Community High School District 117	V80974	0	20178	11/15/2022	250.00
Community High School District 117 Total					250.00
Confidential On-Site Paper Shreddin	131824	0	46343	10/25/2022	75.66
	132227 9/30	2301766	251603	11/2/2022	127.30
Confidential On-Site Paper Shreddin Total					202.96
Conley, Rebecca Renae	Crush/candy	0	46707	10/31/2022	36.94

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Conley, Rebecca Renae Total					**36.94**
Connor Co	**S010167729.001 10/5**	2301865	**251604**	11/2/2022	26.47
Connor Co Total					**26.47**
Conrad, Karen	**Subway reimbursement**	0	**46344**	10/25/2022	714.45
Conrad, Karen Total					**714.45**
Cooper, Kathy	**XC meal**	0	**46408**	11/10/2022	198.76
Cooper, Kathy Total					**198.76**
Copeland, Kevin	**V275614**	0	**126292**	10/20/2022	90.00
Copeland, Kevin Total					**90.00**
Copple, Amy	**Reimb Menards**	2301748	**251605**	11/2/2022	11.94
Copple, Amy Total					**11.94**
Corn Belt Energy Corporation	**BILLING 10/10**	0	**251606**	11/2/2022	135,245.18
Corn Belt Energy Corporation Total					**135,245.18**
Corpus, Tony	**Fall concert**	0	**46345**	10/25/2022	100.00
Corpus, Tony Total					**100.00**
Cosgrove Distributors	**146980**	0	**46683**	10/25/2022	249.91
Cosgrove Distributors Total					**249.91**
Cox, Howard L	**V805645**	0	**21711**	11/7/2022	80.00
Cox, Howard L Total					**80.00**
Cremeens, Jason	**V317294**	0	**20155**	11/2/2022	50.00
	V492164	0	**14685**	10/25/2022	80.00
Cremeens, Jason Total					**130.00**
Crescent Electric Supply Co	**S510804233.001 10/14**	2301896	**251607**	11/2/2022	3,119.68
Crescent Electric Supply Co Total					**3,119.68**
Culbertson, Christina Marie	**V75998**	0	**24381**	11/1/2022	16.97
	REIMB AMAZON 10/21	2301835	**251608**	11/2/2022	33.96
Culbertson, Christina Marie Total					**50.93**
Culligan Water Conditioning	**V780910**	0	**5101**	11/14/2022	32.50
	V305721	0	**6282**	10/20/2022	125.00
Culligan Water Conditioning Total					**157.50**
Cumulus Media-Bloomington	**BB3454749 9/30**	2301922	**251609**	11/2/2022	425.00
Cumulus Media-Bloomington Total					**425.00**
Cunningham's Candies, Inc	**39915**	0	**46684**	10/25/2022	248.40
Cunningham's Candies, Inc Total					**248.40**
Curtis, Jamie	**V838451**	0	**6289**	10/27/2022	119.38
Curtis, Jamie Total					**119.38**
Dampeer, Marvelon L.	**Girls BB Official**	0	**46763**	11/14/2022	75.00
Dampeer, Marvelon L. Total					**75.00**
Daugherty, Terri	**Girls BB Official**	0	**46764**	11/14/2022	75.00
Daugherty, Terri Total					**75.00**

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Davis, Demone	**V231195**	0	**14720**	11/14/2022	80.00
	V587063	0	**21715**	11/14/2022	80.00
	V848459	0	**21698**	11/3/2022	-
	V79796	0	**21697**	11/3/2022	80.00
	V79354	0	**14702**	11/2/2022	160.00
	V424541	0	**6305**	11/10/2022	80.00
	V203744	0	**6291**	10/31/2022	80.00
	V456249	0	**21688**	10/27/2022	80.00
Davis, Demone Total					**640.00**
Dearborn National Life Insurance Co	**BILLING OCT 22**	2301901	**251610**	11/2/2022	9,014.17
Dearborn National Life Insurance Co Total					**9,014.17**
DeKalb High School	**V91198**	0	**20164**	11/2/2022	200.00
DeKalb High School Total					**200.00**
Denny's Doughnuts & Bakery	**944981**	0	**14692**	10/28/2022	366.60
Denny's Doughnuts & Bakery Total					**366.60**
Depke Gases and Welding Supplies Inc	**0002110523 10/15**	2301830	**251611**	11/2/2022	87.75
Depke Gases and Welding Supplies Inc Total					**87.75**
Dixon, Kristen E	**TRAVEL SEP 22**	0	**251612**	11/2/2022	7.75
Dixon, Kristen E Total					**7.75**
Dobson, Erin	**V909134**	0	**14693**	10/28/2022	31.05
Dobson, Erin Total					**31.05**
Drengwitz, Jason	**Dinner**	0	**46719**	11/2/2022	177.22
	Player/coach food	0	**46719**	11/2/2022	59.39
	Player Food	0	**46685**	10/25/2022	141.02
Drengwitz, Jason Total					**377.63**
Dunne, Laurie	**Away Meals**	0	**46686**	10/25/2022	526.49
Dunne, Laurie Total					**526.49**
Ecolab	**6272609452 10/13**	2301859	**251613**	11/2/2022	4,986.60
Ecolab Total					**4,986.60**
Eddins, Theodore	**V904659**	0	**6311**	11/14/2022	80.00
Eddins, Theodore Total					**80.00**
Edmentum	**INV-200224**	2301791	**251614**	11/2/2022	500.00
Edmentum Total					**500.00**
Edwards, Sarah Lynn	**V686290**	0	**5034**	10/21/2022	241.21
Edwards, Sarah Lynn Total					**241.21**
Egan, Paula	**V785076**	0	**24403**	11/14/2022	182.86
	V889429	0	**24389**	11/3/2022	161.22
	V350780	0	**24375**	11/1/2022	25.18
	V128334	0	**24370**	10/27/2022	85.80
	V776973	0	**24364**	10/27/2022	59.80
Egan, Paula Total					**514.86**
Ehlers, Daniel	**V257259**	0	**20156**	11/2/2022	45.00
Ehlers, Daniel Total					**45.00**
Eisenhower High School	**Reissue ck #32221**	0	**46346**	10/25/2022	70.00

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Eisenhower High School Total					**70.00**
Emerick, Drew Mathew	**Totes, flags**	0	**46347**	10/25/2022	112.87
Emerick, Drew Mathew Total					**112.87**
Esposito, Mark	**V867626**	0	**6283**	10/20/2022	579.59
Esposito, Mark Total					**579.59**
Estes, Danielle Nicole	**REISSUE 3 CHECKS**	0	**251615**	11/2/2022	43.83
Estes, Danielle Nicole Total					**43.83**
Evans Junior High School	**REIMB ACT FUND 10/4-**	2301943	**251616**	11/2/2022	1,280.00
Evans Junior High School Total					**1,280.00**
EVANS, RAINA E	**1273**	0	**1399**	10/31/2022	11.98
EVANS, RAINA E Total					**11.98**
Evergreen Racquet Club	**4 invoices**	0	**46736**	11/11/2022	240.00
Evergreen Racquet Club Total					**240.00**
Fairfield, James	**Girls BB Official**	0	**46765**	11/14/2022	75.00
	V137758	0	**6298**	10/31/2022	80.00
	V475887	0	**6292**	10/31/2022	80.00
Fairfield, James Total					**235.00**
Fairfield, Kristyn K	**CI supplies**	0	**46387**	11/9/2022	90.43
Fairfield, Kristyn K Total					**90.43**
Farmington High School	**V760463**	0	**20157**	11/2/2022	160.00
Farmington High School Total					**160.00**
Fastsigns	**36589**	0	**46409**	11/10/2022	303.96
	36417	0	**21699**	11/3/2022	144.00
Fastsigns Total					**447.96**
Fears, Andrea	**REIMB FEES 10/31**	0	**251617**	11/2/2022	268.00
Fears, Andrea Total					**268.00**
Fedex	**7-920-36448 10/20**	2301828	**251618**	11/2/2022	27.35
Fedex Total					**27.35**
Feeney, Amy	**CP reg fees**	0	**46737**	11/11/2022	820.00
	Pizza for Cyber Patr	0	**46737**	11/11/2022	160.83
Feeney, Amy Total					**980.83**
Feeney, David	**Away meals 11/2/22**	0	**46738**	11/11/2022	184.22
Feeney, David Total					**184.22**
Feltes, Michelle R	**Reimbursement**	0	**46348**	10/25/2022	200.00
Feltes, Michelle R Total					**200.00**
Fields, Jason Jerome	**IHSA VB Sect Line**	0	**46708**	10/31/2022	80.00
Fields, Jason Jerome Total					**80.00**
Fillingham, Kari Lyn	**V857265**	0	**5100**	11/4/2022	30.00
Fillingham, Kari Lyn Total					**30.00**
Findley, Sondra Leigh	**Gatorade**	0	**46739**	11/11/2022	20.98
Findley, Sondra Leigh Total					**20.98**

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First Student	11833338 10/11	2301957	251619	11/2/2022	1,242,398.40
	11829962 09/26	2301958	251619	11/2/2022	760,222.63
First Student Total					2,002,621.03
Fish, Jill E	V907100	0	2900	11/4/2022	75.26
Fish, Jill E Total					75.26
Fitzgerald, Kelly Leigh	V70474	0	24371	10/27/2022	225.00
Fitzgerald, Kelly Leigh Total					225.00
Five Star Water	V424450	0	7184	11/7/2022	52.35
	V773081	0	21712	11/7/2022	27.97
	10/20/2022	0	1400	11/3/2022	50.65
	V915050	0	6310	11/1/2022	106.25
	V213649	0	2666	10/26/2022	151.00
Five Star Water Total					388.22
Flinn Scientific Inc	2797423 10/27	2301849	251620	11/2/2022	116.92
Flinn Scientific Inc Total					116.92
Foster, Nathan C	Reimb 11/7/22	0	46740	11/11/2022	1,013.20
	FUEL REIMB 10/2-3	2301719	251621	11/2/2022	95.00
Foster, Nathan C Total					1,108.20
Fox Anvick, Caroline	Conf fee	0	46687	10/25/2022	-
Fox Anvick, Caroline Total					-
Freeman, Matthew Gregory	Girls BB Official	0	46766	11/14/2022	75.00
	V4009	0	14709	11/7/2022	80.00
Freeman, Matthew Gregory Total					155.00
Fresh Prints	V239503	0	21691	10/28/2022	769.05
Fresh Prints Total					769.05
FROIDCOEUR, KARA JO	Reissue ck#40944	0	46349	10/25/2022	47.74
FROIDCOEUR, KARA JO Total					47.74
Frontier 1	BILLING - 10/20/22	0	251622	11/2/2022	531.65
Frontier 1 Total					531.65
Fs Custom Turf	34115012	0	46720	11/2/2022	1,308.00
Fs Custom Turf Total					1,308.00
Fudge, Dawn	V565334	0	20177	11/9/2022	140.00
Fudge, Dawn Total					140.00
Fulling Interpreting Services, LLC.	22228 10/18	2301823	251623	11/2/2022	200.00
Fulling Interpreting Services, LLC. Total					200.00
Further	40410066	0	0	11/2/2022	10,697.78
	V605770	0	0	10/31/2022	3,961.67
	40403091	0	0	10/26/2022	10,465.98
	V555736	0	0	10/21/2022	2,024.00
Further Total					27,149.43
Gannaway, Rachel L	TRAVEL OCT 22	0	251624	11/2/2022	127.19
Gannaway, Rachel L Total					127.19

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Generation Genius, Inc.	V698925	0	4037	11/2/2022	375.00
Generation Genius, Inc. Total					375.00
Gentsch, Kelly M	Wrestling Poster	0	46741	11/11/2022	89.52
Gentsch, Kelly M Total					89.52
Ggnet, Inc.	83047 10/15	2301754	251625	11/2/2022	525.00
	13022 10/09	2301644	251625	11/2/2022	5,304.00
Ggnet, Inc. Total					5,829.00
Ghrist, Tracie Nicole	TRAVEL OCT 22	0	251626	11/2/2022	185.63
Ghrist, Tracie Nicole Total					185.63
Giermann, Jennifer	Reimb Sams order	0	46742	11/11/2022	73.28
Giermann, Jennifer Total					73.28
Gill Street Sports Bar	Dep 11/7/22	0	46733	11/3/2022	250.00
Gill Street Sports Bar Total					250.00
Glatt, Michelle L	V619181	0	24399	11/9/2022	30.00
	V111839	0	24390	11/3/2022	124.20
	V410259	0	6306	11/10/2022	130.20
Glatt, Michelle L Total					284.40
Goeke, Karl A	TRAVEL SEP 22	0	251627	11/2/2022	81.00
Goeke, Karl A Total					81.00
Gold Medal - Central Illinois	V72445	0	4034	10/24/2022	364.85
Gold Medal - Central Illinois Total					364.85
Goldstar Learning, Inc.	5649 10/17	2301790	251628	11/2/2022	33,900.65
Goldstar Learning, Inc. Total					33,900.65
Goodly, Lyndon	Girls BB Official	0	46767	11/14/2022	75.00
Goodly, Lyndon Total					75.00
Gordon Food Service, Inc	19-INVS, 10/24-10/26	2301955	251629	11/2/2022	17,198.06
	21-INVS, 10/19-10/25	2301956	251629	11/2/2022	23,944.15
	17 INVS 10/13-10/20	2301875	251629	11/2/2022	14,335.56
	16 INVS 10/12-10/19	2301876	251629	11/2/2022	16,454.73
	22 INV 10/13-10/18	2301877	251629	11/2/2022	25,015.83
	19 INV 10/13	2301878	251629	11/2/2022	18,103.27
	14 INV 10/12-10/13	2301879	251629	11/2/2022	17,722.22
	14 INV 10/6-10/13	2301880	251629	11/2/2022	18,371.04
Gordon Food Service, Inc Total					151,144.86
Grainger Parts Operations Ww Graing	9475308293 10/12	2301863	251630	11/2/2022	489.00
Grainger Parts Operations Ww Graing Total					489.00
Graybar Electric Company, Inc.	9328752285 9/19	2301779	251631	11/2/2022	6,006.79
Graybar Electric Company, Inc. Total					6,006.79
Griffard, John	Girls BB Official	0	46768	11/14/2022	75.00
	V888424	0	24400	11/9/2022	80.00
Griffard, John Total					155.00
Griffin, Timothy E.	Girls BB Official	0	46769	11/14/2022	75.00
Griffin, Timothy E. Total					75.00

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Hafermann, Eduard	Coach meal	0	46388	11/9/2022	74.95
	Coach meals	0	46350	10/25/2022	76.77
Hafermann, Eduard Total					151.72
Hagler, Julie	Wire & Posts	0	46368	11/1/2022	379.51
Hagler, Julie Total					379.51
Halsey, Kelli R	V932461	0	4038	11/2/2022	139.33
Halsey, Kelli R Total					139.33
Hansen, Zachary	Reimbursement	0	46351	10/25/2022	130.30
Hansen, Zachary Total					130.30
Hanshew, Kenny D	V275614	0	126293	10/20/2022	90.00
Hanshew, Kenny D Total					90.00
Harden, Lashonna Nicole	BSU kickoff	0	46709	10/31/2022	537.04
Harden, Lashonna Nicole Total					537.04
Harris, Elizabeth Rae	inv 44083	0	46721	11/2/2022	189.00
Harris, Elizabeth Rae Total					189.00
HARRISON, LORI ANN	V76957	0	2736	10/31/2022	147.36
HARRISON, LORI ANN Total					147.36
Hartke, Kurt	Girls BB Official	0	46770	11/14/2022	75.00
Hartke, Kurt Total					75.00
Hartke, Payton k	V967464	0	24386	11/2/2022	28.30
Hartke, Payton k Total					28.30
Hassel, Steve	Reimb Menards	0	46722	11/2/2022	22.98
Hassel, Steve Total					22.98
Hawkins, Inc.	6316772 10/19	2301885	251632	11/2/2022	1,197.76
Hawkins, Inc. Total					1,197.76
Haws, Jonathan M	V675813	0	21681	10/26/2022	93.51
Haws, Jonathan M Total					93.51
Health Alliance Medical Plans	STMT NOV 2022	2301902	251633	11/2/2022	72,050.00
Health Alliance Medical Plans Total					72,050.00
Heartland Community College	AR-23-2303 10/12	2301837	251634	11/2/2022	11,708.00
Heartland Community College Total					11,708.00
HELLER, JULIA A	V796215	0	14686	10/25/2022	7.50
HELLER, JULIA A Total					7.50
Hertzner, Daniel C	REIMB QUIZIZZ	2301036	251635	11/2/2022	96.00
Hertzner, Daniel C Total					96.00
Herzovi, Brittany Taylor	REIMB SUPPLS 9/8-	2301733	251636	11/2/2022	132.34
Herzovi, Brittany Taylor Total					132.34
HES REPAIR	REISSUE CHK 200483	0	251637	11/2/2022	1,900.00
HES REPAIR Total					1,900.00
Higby, Daniel L	Reimb Menards	0	46688	10/25/2022	39.92

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Higby, Daniel L Total					**39.92**
Hinshaw, Rachel	**V653303**	0	**24360**	10/24/2022	15.98
Hinshaw, Rachel Total					**15.98**
Hitchins, Tracy	**TRAVEL OCT 22**	0	**251638**	11/2/2022	111.19
Hitchins, Tracy Total					**111.19**
Hoder, Matthew	**Hotel rooms**	0	**46352**	10/25/2022	352.54
Hoder, Matthew Total					**352.54**
Hodges Loizzi Eisenhammer Rodick &	**56961 9/30**	2301926	**251639**	11/2/2022	2,396.66
Hodges Loizzi Eisenhammer Rodick & Total					**2,396.66**
Hoggard, William R.	**Girls BB Official**	0	**46771**	11/14/2022	75.00
Hoggard, William R. Total					**75.00**
Holland, Anita	**V865519**	0	**14703**	11/2/2022	14.97
Holland, Anita Total					**14.97**
Holthe, Janet L	**V238231**	0	**6299**	10/31/2022	78.33
Holthe, Janet L Total					**78.33**
Horine, Joshua David	**BILLING-10/6-NCWHS**	2301945	**251640**	11/2/2022	210.00
Horine, Joshua David Total					**210.00**
Houghton Mifflin Harcourt	**955687095 9/09**	2300993	**251641**	11/2/2022	3,326.37
	955686750 9/07	2300965	**251641**	11/2/2022	3,418.75
Houghton Mifflin Harcourt Total					**6,745.12**
Howard, John	**Girls BB Official**	0	**46772**	11/14/2022	75.00
Howard, John Total					**75.00**
Hoy, Jessica D	**V359295**	0	**6284**	10/20/2022	65.71
Hoy, Jessica D Total					**65.71**
Hucal, Heather Lynn	**V904354**	0	**4035**	10/24/2022	25.00
Hucal, Heather Lynn Total					**25.00**
Hudl	**1390779**	0	**46723**	11/2/2022	8,000.00
Hudl Total					**8,000.00**
Hughes, Kathy E	**Reimbursement**	0	**46369**	11/1/2022	150.00
Hughes, Kathy E Total					**150.00**
Hunt, Amanda Louise	**V231426**	0	**5102**	11/14/2022	68.00
Hunt, Amanda Louise Total					**68.00**
Icca	**S1657899617**	0	**46410**	11/10/2022	75.00
Icca Total					**75.00**
Ictm Mathematics Contest	**Math Contest 2022**	0	**46689**	10/25/2022	250.00
Ictm Mathematics Contest Total					**250.00**
Iesa Illinois Elementary School Asn	**V213833**	0	**21692**	10/28/2022	75.00
	V979181	0	**24365**	10/27/2022	75.00
	V705806	0	**21678**	10/24/2022	670.00
Iesa Illinois Elementary School Asn Total					**820.00**

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IHSA	FB playoff 2nd rd	0	46389	11/9/2022	3,849.22
	Round 1 Football	0	46389	11/9/2022	3,793.12
	32734	0	46370	11/1/2022	1,822.00
IHSA Total					**9,464.34**
IL Cheerleading Coaches Assoc	V638866	0	21705	11/3/2022	75.00
IL Cheerleading Coaches Assoc Total					**75.00**
Illini Supply Inc	13930 10/12	2301871	251642	11/2/2022	3,524.65
Illini Supply Inc Total					**3,524.65**
Illinois Association Of School Admi	87-6860-FY23 10/19	2301919	251643	11/2/2022	300.00
Illinois Association Of School Admi Total					**300.00**
Illinois Association Of School Boar	370681 10/31	2301904	251644	11/2/2022	275.00
Illinois Association Of School Boar Total					**275.00**
Illinois Drill Team Assoc.	V340709	0	20158	11/2/2022	100.00
Illinois Drill Team Assoc. Total					**100.00**
Illinois Environmental Protection A	113090ABM 9/15	2301818	251645	11/2/2022	235.00
	113090ABK 9/15	2301816	251646	11/2/2022	235.00
Illinois Environmental Protection A Total					**470.00**
Illinois FBLA	38009	0	46724	11/2/2022	2,640.00
Illinois FBLA Total					**2,640.00**
Illinois Music Education Association	INVOICE - 21006	2301948	251647	11/2/2022	1,410.00
Illinois Music Education Association Total					**1,410.00**
Illinois School For The Deaf	ISD09302022EH & TRAN	2301936	251648	11/2/2022	2,807.77
Illinois School For The Deaf Total					**2,807.77**
Illinois State Board Of Educ	17-064-0050-26 10/03	2301753	251649	11/2/2022	4,539.00
Illinois State Board Of Educ Total					**4,539.00**
Ilmea	V227242	0	24382	11/1/2022	236.00
	V177790	0	24376	11/1/2022	540.00
Ilmea Total					**776.00**
Image Market	471477	301230002	46743	11/11/2022	378.65
Image Market Total					**378.65**
Interstate All Battery Center	2 INVS 10/14-10/19	2301862	251650	11/2/2022	243.00
Interstate All Battery Center Total					**243.00**
J & M Displays, Inc	Order #57257	0	46411	11/10/2022	5,175.00
J & M Displays, Inc Total					**5,175.00**
J Spencer Construction LLC	12813 9/29	2301810	251651	11/2/2022	13,858.75
J Spencer Construction LLC Total					**13,858.75**
J W Pepper & Sons Incorp	4 INVS 10/11-10/25	2301855	251652	11/2/2022	223.24
	364642439 10/12	2301755	251652	11/2/2022	30.75
J W Pepper & Sons Incorp Total					**253.99**
J.W. Pepper & Son, Inc.	364672094 10/19	2301825	251653	11/2/2022	47.00
J.W. Pepper & Son, Inc. Total					**47.00**

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Jc Screenprinting	7813	0	46371	11/1/2022	563.00
	8123	0	21682	10/26/2022	150.56
Jc Screenprinting Total					713.56
Jensen, Karrah	V630257	0	21683	10/26/2022	61.82
Jensen, Karrah Total					61.82
Jerome, Ruth H	V541332	0	6317	11/14/2022	14.98
Jerome, Ruth H Total					14.98
Johnson Controls Fire Protection Lp	89112424 09/07	2301797	251654	11/2/2022	598.00
Johnson Controls Fire Protection Lp Total					598.00
Johnson, Argie	Girls BB Official	0	46773	11/14/2022	75.00
Johnson, Argie Total					75.00
Johnson, Chanel	TRAVEL SEP 22	0	251655	11/2/2022	182.63
	TRAVEL OCT 22	0	251655	11/2/2022	156.50
Johnson, Chanel Total					339.13
Johnson, David	Supplies for chili	0	46390	11/9/2022	87.32
Johnson, David Total					87.32
Johnson, Kimberly Nadine	REIMB ONLINE CLASS	2301827	251656	11/2/2022	35.00
Johnson, Kimberly Nadine Total					35.00
Johnstone Supply	3 INVS 10/17	2301861	251657	11/2/2022	1,457.25
Johnstone Supply Total					1,457.25
Jontry, Mark	V275614	0	126294	10/20/2022	90.00
Jontry, Mark Total					90.00
JOSTEN'S	001-00-644833	0	46391	11/9/2022	224.65
JOSTEN'S Total					224.65
Jostens Inc.	V689783	0	4036	10/24/2022	5,600.00
Jostens Inc. Total					5,600.00
Juers, Roger Alan	V80425	0	126303	11/4/2022	1,504.42
	REISSUE CHK 230391	0	251658	11/2/2022	234.85
	Rolling Meadows Hote	0	46690	10/25/2022	654.51
	Uniforms & Rooms	0	46690	10/25/2022	1,832.57
	FUEL REIMB 10/22	2301883	251658	11/2/2022	72.64
Juers, Roger Alan Total					4,298.99
Justrite Spirit Supplies, Inc.	5925	0	46744	11/11/2022	837.10
Justrite Spirit Supplies, Inc. Total					837.10
Kaeb Sanitary Supply Inc.	216053 10/18	2301886	251659	11/2/2022	5,498.00
Kaeb Sanitary Supply Inc. Total					5,498.00
Kaskaskia Special Education Distric	TUITION JUN 22 10/25	2301937	251660	11/2/2022	3,998.72
Kaskaskia Special Education Distric Total					3,998.72
Kearfott, Nicolas	I-tunes acct	0	46745	11/11/2022	9.99
Kearfott, Nicolas Total					9.99
Keeler, Bradford J	V996728	0	6307	11/10/2022	372.64
	V187694	0	6301	11/2/2022	222.34

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Keeler, Bradford J	SCI SUPPLS 9/17-	2301756	251661	11/2/2022	129.01
Keeler, Bradford J Total					723.99
Kele, Inc.	INV3498566 10/13	2301895	251662	11/2/2022	1,357.30
Kele, Inc. Total					1,357.30
Kelly, Jennifer	Supplies	0	46691	10/25/2022	134.35
Kelly, Jennifer Total					134.35
Kelly, Todd	V89641	0	126304	11/4/2022	75.00
	V567501	0	126295	10/20/2022	75.00
Kelly, Todd Total					150.00
Kelly-Schierholz, Karen	V592031	0	6285	10/20/2022	16.08
	REIMB MICHAELS 10/13	2301765	251663	11/2/2022	62.04
Kelly-Schierholz, Karen Total					78.12
Kelvin Educational	316500,316587 9/13	2300742	251664	11/2/2022	529.30
Kelvin Educational Total					529.30
Ken's OIL Service, Inc.	204558 10/26	2301954	251665	11/2/2022	1,514.98
	4 INVS 10/21-10/26	2301929	251665	11/2/2022	41,355.12
	101678 10/19	2301854	251665	11/2/2022	2,673.24
	868654 10/18	2301792	251665	11/2/2022	37,015.41
	204560 10/17	2301799	251665	11/2/2022	1,669.98
	7 INVS 10/5-10/17	2301721	251665	11/2/2022	79,425.51
Ken's OIL Service, Inc. Total					163,654.24
Kerr, Sean C	Big 12	0	46392	11/9/2022	200.00
	FUEL REIMB 10/14	2301852	251666	11/2/2022	90.31
Kerr, Sean C Total					290.31
Kietzman, Julie	V934154	0	6308	11/10/2022	264.20
Kietzman, Julie Total					264.20
Kingsley Junior High School	INV 15 10/12	2301654	251667	11/2/2022	100.00
Kingsley Junior High School Total					100.00
Kintner, Rachael E	V987754	0	21684	10/26/2022	148.70
Kintner, Rachael E Total					148.70
Klokkenga, Jason	V753685	0	14721	11/14/2022	80.00
Klokkenga, Jason Total					80.00
Klokkenga, Joshua D	REIM WALMART 10/18	2301767	251668	11/2/2022	67.00
Klokkenga, Joshua D Total					67.00
Klokkenga, Kathryn Elizabeth	REIM WALMART 10/12	2301716	251669	11/2/2022	22.48
Klokkenga, Kathryn Elizabeth Total					22.48
Kloster, Heather Ann	TRAVEL SEP 22	0	251670	11/2/2022	30.25
Kloster, Heather Ann Total					30.25
Knepler, Julia	V495617	0	5027	11/11/2022	30.00
Knepler, Julia Total					30.00
Knox, Samuel H.	Girls BB Official	0	46774	11/14/2022	75.00
Knox, Samuel H. Total					75.00

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Kone Inc	Reimb 10/20/22	0	46692	10/25/2022	-
Kone Inc Total					-
Konopasek, Christine Marie	Misc 11/2/22	0	46746	11/11/2022	289.14
	Reimb 10/20/22	0	46710	10/31/2022	1,256.72
Konopasek, Christine Marie Total					1,545.86
Kovack, Taylor	REIMB- VDEP 10/05	2301906	251671	11/2/2022	-
Kovack, Taylor Total					-
Kraus, Morgan E	Hauntcert candy	0	46393	11/9/2022	58.62
Kraus, Morgan E Total					58.62
Kresl, Renee	V361718	0	24366	10/27/2022	686.77
Kresl, Renee Total					686.77
Krispy Kreme	V741527	0	2667	11/7/2022	218.79
Krispy Kreme Total					218.79
Kuebrich, Jennifer L	TRAVEL AUG 22	0	251672	11/2/2022	38.63
	TRAVEL SEP 22	0	251672	11/2/2022	104.31
Kuebrich, Jennifer L Total					142.94
Kurtz, Cameron	Girls BB Official	0	46775	11/14/2022	75.00
Kurtz, Cameron Total					75.00
Lakebrink, Margaret Christina	REIMB TRAVEL 10/26	0	251673	11/2/2022	33.63
Lakebrink, Margaret Christina Total					33.63
Lane, Bruce	Fall concert	0	46353	10/25/2022	100.00
Lane, Bruce Total					100.00
Lawent, Jessica L	REIMB MATHCOUNTS	2301913	251674	11/2/2022	300.00
Lawent, Jessica L Total					300.00
Lawler, Patrick D	Reimb Food	0	46747	11/11/2022	75.65
Lawler, Patrick D Total					75.65
LAWSON, LAURA	V655559	0	9169813	10/28/2022	14.59
LAWSON, LAURA Total					14.59
Learn	Normal West HS	0	46394	11/9/2022	160.00
Learn Total					160.00
Learn 2	Mock Trial State	0	46748	11/11/2022	160.00
Learn 2 Total					160.00
Leathery, David	V936779	0	24367	10/27/2022	225.00
Leathery, David Total					225.00
LEBOW, DONNA SUE	V436271	0	2554	10/27/2022	15.00
LEBOW, DONNA SUE Total					15.00
Lee Enterprises - Central Il	138641	0	251675	11/2/2022	53.72
Lee Enterprises - Central Il Total					53.72
Lehr, David	gas	0	46395	11/9/2022	97.17
	REIMB SUPPLS 10/14	2301749	251676	11/2/2022	217.70
Lehr, David Total					314.87

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Lehr, Margaret Ambrose Legates	XC banquet meal	0	46412	11/10/2022	275.00
	Team dinner	0	46354	10/25/2022	150.00
Lehr, Margaret Ambrose Legates Total					**425.00**
Lenagala, Chakrangi	HOCO Decor	0	46711	10/31/2022	44.98
Lenagala, Chakrangi Total					**44.98**
Lessen, Beth Anne	V846859	0	2555	10/27/2022	174.95
Lessen, Beth Anne Total					**174.95**
Leverton, Doris	V305187	0	14694	10/28/2022	143.75
	REIMB SUPPLS 9/26	2301729	251677	11/2/2022	85.09
Leverton, Doris Total					**228.84**
Lincoln Prairie Behavioral Health C	2021-17404	2301738	251678	11/2/2022	350.00
Lincoln Prairie Behavioral Health C Total					**350.00**
Linde Gas & Equipment Inc.	32002724	2301927	251679	11/2/2022	116.96
Linde Gas & Equipment Inc. Total					**116.96**
Little Caesar's Pizza	Food for speech	0	46413	11/10/2022	119.80
Little Caesar's Pizza Total					**119.80**
Lockport Township High School	V409691	0	20165	11/2/2022	170.00
Lockport Township High School Total					**170.00**
Luginbuhl, Benjamin	Posters/shirts/coats	0	46712	10/31/2022	323.48
	ILMEA Lunches 2022	0	46693	10/25/2022	429.00
Luginbuhl, Benjamin Total					**752.48**
Madix, Stephanie Michelle	V371210	0	14687	10/25/2022	72.50
Madix, Stephanie Michelle Total					**72.50**
Maffett, Kevin	V677628	0	14714	11/9/2022	80.00
	V234169	0	6293	10/31/2022	80.00
Maffett, Kevin Total					**160.00**
Mann, Marcus Chamar	Reimb pad locks	0	46749	11/11/2022	69.80
Mann, Marcus Chamar Total					**69.80**
Manning, Amy	REIMB LUNCH ACT. BLN	0	251680	11/2/2022	113.60
Manning, Amy Total					**113.60**
Marvin, Ellie	Start up cash	0	46414	11/10/2022	500.00
Marvin, Ellie Total					**500.00**
Mc Henry, Kimberly Ann	Reimbursement	0	46372	11/1/2022	297.56
Mc Henry, Kimberly Ann Total					**297.56**
McEllin, Daniel	REIMB CON F FEES	2301911	251681	11/2/2022	399.00
McEllin, Daniel Total					**399.00**
McLean Co Unit Dist No 5	V771659	0	0	10/26/2022	480.52
	V581443	0	0	10/26/2022	1,428.60
	V857917	0	0	10/26/2022	520.22
	V339519	0	14698	10/26/2022	-
	100800 Camps	0	0	10/26/2022	9,425.00
	Girls BBall camp/FB	0	0	10/26/2022	5,780.00

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McLean Co Unit Dist No 5	V116710	0	14695	10/28/2022	-
	V132381	0	0	10/26/2022	1,014.34
	V424369	0	0	10/26/2022	975.17
	V370917	0	0	10/26/2022	498.81
	V4249	0	0	10/26/2022	1,482.83
	V812339	0	0	10/26/2022	1,799.85
	Visa July-Aug	0	0	10/26/2022	7,557.13
	100800 reim 10-26-22	0	0	10/26/2022	11,489.60
	V381405	0	0	10/26/2022	79.65
	V864849	0	0	10/24/2022	44.65
	V778977	0	24361	10/24/2022	269.00
	V740408	0	20151	10/20/2022	16.25
McLean Co Unit Dist No 5 Total					42,861.62
McLean Co Unit Dist No 5 - Food Service	NC0106	0	46725	11/2/2022	13.75
McLean Co Unit Dist No 5 - Food Service Total					13.75
Mclean County Glass & Mirror	056301	2301894	251682	11/2/2022	307.70
Mclean County Glass & Mirror Total					307.70
Mcleod, Emily	V993084	0	24362	10/24/2022	30.00
Mcleod, Emily Total					30.00
Meisner, Ken	V3349	0	6312	11/14/2022	80.00
	Girls BB Official	0	46776	11/14/2022	75.00
	V974743	0	24395	11/7/2022	80.00
	V606792	0	6309	11/10/2022	80.00
	V918830	0	6294	10/31/2022	80.00
	V279064	0	6290	10/27/2022	80.00
Meisner, Ken Total					475.00
Menards Lumber	89715	2301897	251683	11/2/2022	80.58
	10-INVS, 10/3-10/24	2301960	251683	11/2/2022	816.02
	89699	2301910	251683	11/2/2022	70.19
	88382	0	46694	10/25/2022	155.87
	8-INVS, 10/13-10/20	2300076	251683	11/2/2022	810.26
	88911, 88913	2301746	251684	11/2/2022	341.57
	88656, 88742	2301769	251685	11/2/2022	47.97
	88017,88101,88837	2301771	251686	11/2/2022	3,703.33
	88115	2301720	251683	11/2/2022	107.43
Menards Lumber Total					6,133.22
Mercer, Karen Jane	V26760	0	9433	10/25/2022	45.19
	V997387	0	9432	10/24/2022	65.89
Mercer, Karen Jane Total					111.08
Meszar, Jillian D	REIMB NINGENIUS	2301850	251687	11/2/2022	98.97
Meszar, Jillian D Total					98.97
Metamora High School	JV XC refund	0	46695	10/25/2022	50.00
Metamora High School Total					50.00
METRO FIBERNET LLC	1556269 - 10/08	2301744	251688	11/2/2022	437.10
METRO FIBERNET LLC Total					437.10
Metsker, Catherine Jane	XC Invite 10/26/22	0	46696	10/25/2022	75.00
Metsker, Catherine Jane Total					75.00
Meyer, Damon	REIMB TRAVEL 10-31	0	251689	11/2/2022	205.00

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Meyer, Damon Total					**205.00**
Midamerican Energy	**BILLING 10/20/22**	0	**251690**	11/2/2022	65,197.22
Midamerican Energy Total					**65,197.22**
Midwest Construction Rentals	**177439-1**	2301893	**251691**	11/2/2022	477.89
Midwest Construction Rentals Total					**477.89**
Miller Janitor Supply Co.	**108834**	2301953	**251692**	11/2/2022	1,722.80
Miller Janitor Supply Co. Total					**1,722.80**
Miller Park Zoo	**V55919**	0	**6309**	10/20/2022	54.00
Miller Park Zoo Total					**54.00**
Minerva Promotions	**I96120 Golf Apparel**	0	**46750**	11/11/2022	444.00
	V54546	0	**6300**	11/1/2022	765.00
	V370155	0	**24377**	11/1/2022	810.00
	I96480	0	**46697**	10/25/2022	786.50
	I96509	0	**46697**	10/25/2022	388.50
	S94268	0	**46697**	10/25/2022	1,685.00
Minerva Promotions Total					**4,879.00**
Minor, Michelle	**V364879**	0	**4040**	11/15/2022	65.00
Minor, Michelle Total					**65.00**
Morton High School	**V95142**	0	**20166**	11/2/2022	250.00
Morton High School Total					**250.00**
Mueller, Kelsey Rae	**Shoe storage**	0	**46415**	11/10/2022	31.87
	Hotel expenses	0	**46396**	11/9/2022	1,276.59
	Six Flags	0	**46373**	11/1/2022	1,042.79
	REIMB AMAZON	2301747	**251693**	11/2/2022	31.87
Mueller, Kelsey Rae Total					**2,383.12**
National Center for Youth Issues	**ISAC conf**	0	**46713**	10/31/2022	950.00
National Center for Youth Issues Total					**950.00**
National Food Group	**IN0886322**	2301856	**251694**	11/2/2022	5,600.00
National Food Group Total					**5,600.00**
Nevco Sports, LLC	**0000204659**	0	**21716**	11/14/2022	77.48
Nevco Sports, LLC Total					**77.48**
Nevels, Phillip	**V456149**	0	**21689**	10/27/2022	80.00
Nevels, Phillip Total					**80.00**
Newton-Gonzalez, Jordan B	**V112035**	0	**1602**	11/2/2022	60.57
Newton-Gonzalez, Jordan B Total					**60.57**
Nfinity Athletic LLC	**Camp Shoes 12611**	0	**46726**	11/2/2022	3,332.71
Nfinity Athletic LLC Total					**3,332.71**
Nicasio, Mariana	**V188945**	0	**24363**	10/24/2022	286.82
Nicasio, Mariana Total					**286.82**
Nicor Gas	**BILLING 10/12-10/19**	0	**251695**	11/2/2022	2,004.16
Nicor Gas Total					**2,004.16**
Niles West High School	**V653873**	0	**20167**	11/2/2022	400.00

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Niles West High School Total					**400.00**
Noetic Learning	**201852**	2301783	**251696**	11/2/2022	138.00
Noetic Learning Total					**138.00**
Normal Community High School	**V484016**	0	**20159**	11/2/2022	50.00
	V943868	0	**20168**	11/2/2022	165.00
Normal Community High School Total					**215.00**
Normal West High School	**Entry fee 11/12/22**	0	**46751**	11/11/2022	75.00
	Replace 42589	0	**46698**	10/25/2022	63.34
Normal West High School Total					**138.34**
Norton, Jeff	**XC Invite 10/26/22**	0	**46699**	10/25/2022	75.00
Norton, Jeff Total					**75.00**
Oak Forest High School	**COMPETION FEE**	2301760	**251697**	11/2/2022	450.00
Oak Forest High School Total					**450.00**
Ogdon, Tricia L	**REIMB NINGENIUS**	2301784	**251698**	11/2/2022	98.97
Ogdon, Tricia L Total					**98.97**
O'Grady, Erin A	**4165**	0	**1398**	10/20/2022	57.75
O'Grady, Erin A Total					**57.75**
OH, JIYON JASMINE	**REISSUE CK #218279**	0	**251699**	11/2/2022	11.39
OH, JIYON JASMINE Total					**11.39**
Olivet Nazarene University	**V770899**	0	**6310**	11/10/2022	99.00
	V744179	0	**24401**	11/9/2022	55.00
Olivet Nazarene University Total					**154.00**
Olsen, Joshua	**V275614**	0	**126296**	10/20/2022	90.00
Olsen, Joshua Total					**90.00**
Ort, Ariane C	**Groceries**	0	**46727**	11/2/2022	29.70
Ort, Ariane C Total					**29.70**
OSF OCCUPATIONAL HEALTH	**00152406-00**	2301867	**251700**	11/2/2022	855.00
OSF OCCUPATIONAL HEALTH Total					**855.00**
Ottawa Township H.S.	**V946981**	0	**20169**	11/2/2022	150.00
Ottawa Township H.S. Total					**150.00**
Pankey, Andrew	**Girls BB Official**	0	**46777**	11/14/2022	75.00
Pankey, Andrew Total					**75.00**
Papa John's Pizza	**V161028**	0	**24385**	11/1/2022	82.00
Papa John's Pizza Total					**82.00**
Papa Murphy's	**IL 10/21/22**	2301872	**251701**	11/2/2022	5,447.50
Papa Murphy's Total					**5,447.50**
Papoccia, Brett Michael	**V782970**	0	**6286**	10/24/2022	24.99
Papoccia, Brett Michael Total					**24.99**
Parts Town, LLC	**5-NVS, 9/27-10/14**	2301891	**251702**	11/2/2022	1,044.85
Parts Town, LLC Total					**1,044.85**

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Pavilion	**MCLEAN 1018**	2301809	**251703**	11/2/2022	330.00
Pavilion Total					**330.00**
Pekin Community High School	**V663110**	0	**20170**	11/2/2022	175.00
Pekin Community High School Total					**175.00**
Peoria Area World Affairs Council	**Tournament reg**	0	**46714**	10/31/2022	50.00
Peoria Area World Affairs Council Total					**50.00**
Peoria High School	**V800884**	0	**21706**	11/3/2022	160.00
	V101771	0	**20171**	11/2/2022	110.00
Peoria High School Total					**270.00**
Peoria Richwoods H.S.	**V376749**	0	**20172**	11/2/2022	80.00
Peoria Richwoods H.S. Total					**80.00**
Pepper Ridge Elementary School	**V482204**	0	**5473**	10/27/2022	200.00
Pepper Ridge Elementary School Total					**200.00**
Pepsi Cola General Bot, Inc	**V40901**	0	**24383**	11/1/2022	1,069.70
	5-INVS, 10/13-10/21	2301881	**251704**	11/2/2022	2,915.39
	7-INVS, 10/3-10/14	2301762	**251704**	11/2/2022	4,736.66
Pepsi Cola General Bot, Inc Total					**8,721.75**
Petersen, Jamith	**REIMB TRAVEL 10-28**	0	**251705**	11/2/2022	23.75
Petersen, Jamith Total					**23.75**
Peterson, Kailey A	**Halloween candy**	0	**46374**	11/1/2022	55.40
Peterson, Kailey A Total					**55.40**
Peterson, Scott R	**V975290**	0	**24372**	10/27/2022	107.84
	V85447	0	**21690**	10/27/2022	80.00
Peterson, Scott R Total					**187.84**
Piepenbrink, Brady S	**Reimbursements**	0	**46375**	11/1/2022	52.95
Piepenbrink, Brady S Total					**52.95**
Pilon, Michelle	**V500393**	0	**14723**	11/15/2022	55.27
Pilon, Michelle Total					**55.27**
Pitsco Education, LLC	**22-000025380**	2301151	**251706**	11/2/2022	280.50
Pitsco Education, LLC Total					**280.50**
PLOSZAJ, SANDRA	**REISSUE CK #211145**	0	**251707**	11/2/2022	193.75
PLOSZAJ, SANDRA Total					**193.75**
Poindexter, Lynne	**3863**	2301808	**251708**	11/2/2022	147.28
	3860	2301781	**251708**	11/2/2022	144.80
Poindexter, Lynne Total					**292.08**
Pontiac TWP HSD #90	**V19362**	0	**20173**	11/2/2022	200.00
Pontiac TWP HSD #90 Total					**200.00**
Potts, Heather A	**V741495**	0	**24391**	11/3/2022	54.69
Potts, Heather A Total					**54.69**
Prairie Signs	**58602**	0	**46397**	11/9/2022	50.00
Prairie Signs Total					**50.00**

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Presidio	**2003522077974-01**	2301723	**251709**	11/2/2022	50,832.46
Presidio Total					**50,832.46**
Price, Penny	**Team meals/Sr night**	0	**46752**	11/11/2022	654.55
Price, Penny Total					**654.55**
Principal Life Insurance-Sbd Grand	**STMT-11/1-11/30**	2301903	**251710**	11/2/2022	5,432.36
Principal Life Insurance-Sbd Grand Total					**5,432.36**
Professional Electric Motor Repair	**72665**	2301892	**251711**	11/2/2022	69.26
Professional Electric Motor Repair Total					**69.26**
Pugh, Clifford	**V1400**	0	**6313**	11/14/2022	80.00
	V221493	0	**24404**	11/14/2022	80.00
	V428857	0	**21721**	11/14/2022	80.00
	V661509	0	**21717**	11/14/2022	80.00
	V365597	0	**24392**	11/3/2022	-
	V444572	0	**21700**	11/3/2022	80.00
	V868379	0	**14704**	11/2/2022	160.00
	V654902	0	**6295**	10/31/2022	80.00
Pugh, Clifford Total					**640.00**
Puritan Springs	**1709260-11-10**	0	**46416**	11/10/2022	50.98
	1709263-11-10	0	**46416**	11/10/2022	32.56
	1709302-11-10	0	**46416**	11/10/2022	26.56
	1274737-10-24-22	0	**46355**	10/25/2022	283.87
	V994915	0	**5035**	10/21/2022	51.83
Puritan Springs Total					**445.80**
PYT Sports, Inc.	**22-7584**	0	**46417**	11/10/2022	825.00
PYT Sports, Inc. Total					**825.00**
Quadient Finance USA, Inc.	**STMT-10/19/22**	0	**251712**	11/2/2022	1,500.00
Quadient Finance USA, Inc. Total					**1,500.00**
Quadient Leasing USA, Inc.	**N9633733**	2301829	**251713**	11/2/2022	318.57
Quadient Leasing USA, Inc. Total					**318.57**
Quakenbush, Maxine J	**V265478**	0	**14715**	11/9/2022	54.48
	V527401	0	**14705**	11/2/2022	173.23
	V286839	0	**14696**	10/28/2022	1,226.09
Quakenbush, Maxine J Total					**1,453.80**
Quill Corporation	**28165151, CR1898256**	2301493	**251714**	11/2/2022	199.12
	2-Invoices	0	**46700**	10/25/2022	55.41
Quill Corporation Total					**254.53**
Quinlan, Roger	**V30294**	0	**20179**	11/15/2022	50.00
	V895534	0	**20160**	11/2/2022	150.00
Quinlan, Roger Total					**200.00**
Rader Family Farm	**V971294**	0	**9431**	10/21/2022	595.00
Rader Family Farm Total					**595.00**
Raglan, Melissa N	**V345760**	0	**2557**	11/11/2022	100.81
Raglan, Melissa N Total					**100.81**
RaiseRight, LLC	**I2154593**	0	**46728**	11/2/2022	4,160.72
RaiseRight, LLC Total					**4,160.72**

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Read's Sporting Goods	1672	0	46398	11/9/2022	67.93
	B1679	0	46729	11/2/2022	356.00
	A5096	0	46715	10/31/2022	388.00
	1676	0	14688	10/25/2022	669.55
Read's Sporting Goods Total					**1,481.48**
Recreonics, Inc	V404110	0	126300	10/28/2022	133.16
Recreonics, Inc Total					**133.16**
Reed, Gregory L.	V320459	0	6314	11/14/2022	80.00
	V367273	0	24405	11/14/2022	80.00
	V423820	0	21722	11/14/2022	80.00
	V675255	0	21718	11/14/2022	80.00
	V399059	0	14710	11/7/2022	80.00
	V298977	0	24393	11/3/2022	80.00
	V862298	0	21701	11/3/2022	80.00
	V415381	0	14706	11/2/2022	160.00
	V773937	0	6296	10/31/2022	80.00
Reed, Gregory L. Total					**800.00**
Regional Office Of Education #17	2002300003	2301932	251715	11/2/2022	9,000.00
	4002300014	2301934	251715	11/2/2022	28,875.00
	1002300235	2301740	251715	11/2/2022	5,528.08
	1002300216	2301739	251715	11/2/2022	90.00
	1002300187	2301789	251715	11/2/2022	8,800.00
Regional Office Of Education #17 Total					**52,293.08**
Republic Services - #368	0368-001044899 10/20	2300022	251716	11/2/2022	6,564.35
	2-INVS, 10/20/22	2301940	251716	11/2/2022	731.28
Republic Services - #368 Total					**7,295.63**
RevTrak	V790783	0	0	11/8/2022	10.29
RevTrak Total					**10.29**
Richwoods High School	V506531	0	20174	11/2/2022	65.00
Richwoods High School Total					**65.00**
Ritchason, Jennifer	V416936	0	14716	11/9/2022	49.98
Ritchason, Jennifer Total					**49.98**
River City Race Management LLC	2022-57	0	46730	11/2/2022	1,525.00
	2022-49	0	46356	10/25/2022	1,153.80
River City Race Management LLC Total					**2,678.80**
Roanoke Concrete Products Co	219715, 220514	2301745	251717	11/2/2022	2,288.88
Roanoke Concrete Products Co Total					**2,288.88**
Robison, Amanda Rae	V972982	0	14697	10/28/2022	176.47
Robison, Amanda Rae Total					**176.47**
Rodriguez, Oralia Gloria	V973964	0	5038	11/9/2022	-
	V833706	0	5039	11/9/2022	75.00
Rodriguez, Oralia Gloria Total					**75.00**
Romer, Tim	V20183	0	24387	11/2/2022	80.00
	V752666	0	24373	10/27/2022	80.00
Romer, Tim Total					**160.00**

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Ron Smith Printing Company	157084	2301921	251718	11/2/2022	440.00
Ron Smith Printing Company Total					440.00
Roop, Cari Elizabeth	V594169	0	2558	11/11/2022	19.70
Roop, Cari Elizabeth Total					19.70
Rosendale, Tricia	HOCO Decor	0	46701	10/25/2022	57.06
Rosendale, Tricia Total					57.06
Ruskin, Emily	V567501	0	126297	10/20/2022	-
Ruskin, Emily Total					-
S & S Builders Hardware Co	0574940	2301890	251719	11/2/2022	1,810.00
S & S Builders Hardware Co Total					1,810.00
Sam's Club Mc/Syncb	V855266	0	1604	11/10/2022	51.90
Sam's Club Mc/Syncb Total					51.90
Schenk, Gillian S	Choices activity	0	46399	11/9/2022	62.87
	SSP supplies 10/31	0	46376	11/1/2022	22.99
Schenk, Gillian S Total					85.86
Schermann, April M	MATH SUPPLS 6/1-10/6	2301750	251720	11/2/2022	889.67
Schermann, April M Total					889.67
Schmidt-Goveia, Lauren	FMP reimbursement	0	46400	11/9/2022	27.99
	Snacks for AAP	0	46377	11/1/2022	20.98
Schmidt-Goveia, Lauren Total					48.97
SCHNABEL, MIRJAM MAGDALENA	REISSUE CK#214512	0	251721	11/2/2022	35.91
	REISSUE CK#196871	0	251721	11/2/2022	33.38
SCHNABEL, MIRJAM MAGDALENA Total					69.29
Scholastic Inc.	W5175563BF	0	14724	11/15/2022	2,140.15
	V255108	0	9435	11/14/2022	2,033.08
	V636479	0	2559	11/11/2022	1,104.73
	V565365	0	5475	11/11/2022	588.73
	42949811	2301554	251722	11/2/2022	100.42
	V539241	0	9430	10/20/2022	454.65
Scholastic Inc. Total					6,421.76
School Specialty	208131256505	2301594	251723	11/2/2022	213.55
School Specialty Total					213.55
Schrof, Jennifer	Senior night	0	46378	11/1/2022	627.40
Schrof, Jennifer Total					627.40
Scott, Rebecca J	V275570	0	5036	10/21/2022	810.94
Scott, Rebecca J Total					810.94
Select Screen Prints	60620	0	21719	11/14/2022	319.00
	60627	0	46753	11/11/2022	539.00
	60619	0	46731	11/2/2022	640.00
	V341913	0	24384	11/1/2022	539.00
	V868782	0	24368	10/27/2022	1,596.75
	60554	0	14689	10/25/2022	216.00
	60539	0	46702	10/25/2022	1,136.25
	60525	0	46357	10/25/2022	150.00
	V426159	0	5026	10/24/2022	439.00

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Select Screen Prints Total					**5,575.00**
Sennett, Timothy E	**Team shirts**	0	**46419**	11/11/2022	500.00
Sennett, Timothy E Total					**500.00**
Shackley, Julie Ann	**V742884**	0	**4041**	11/15/2022	35.88
Shackley, Julie Ann Total					**35.88**
Sheppelman, Dawn Demlow	**REIMB TRAVEL 09-29**	0	**251724**	11/2/2022	92.50
Sheppelman, Dawn Demlow Total					**92.50**
Shoukry, Kaitlin	**Math Comp Reg**	0	**46754**	11/11/2022	114.00
Shoukry, Kaitlin Total					**114.00**
Sieg, Derek L	**V298654**	0	**6315**	11/14/2022	80.00
	IHSA VB Sect Line	0	**46716**	10/31/2022	80.00
Sieg, Derek L Total					**160.00**
Sieg, Kirk	**V756939**	0	**24402**	11/9/2022	80.00
Sieg, Kirk Total					**80.00**
Signature Fundraiser, Inc	**011227**	0	**46381**	11/9/2022	2,075.00
Signature Fundraiser, Inc Total					**2,075.00**
Smith, Cheryl A	**V307781**	0	**6302**	11/2/2022	25.00
Smith, Cheryl A Total					**25.00**
Smith, Vernon	**V160484**	0	**14711**	11/7/2022	80.00
	V395380	0	**14711**	11/7/2022	80.00
Smith, Vernon Total					**160.00**
Sohn, Andrew	**V89641**	0	**126305**	11/4/2022	75.00
	V567501	0	**126298**	10/20/2022	75.00
Sohn, Andrew Total					**150.00**
Specialized Education Of Illinois	**INV-144728**	2301935	**251725**	11/2/2022	32,733.88
Specialized Education Of Illinois Total					**32,733.88**
Spiral Binding LLC	**SI2597084**	2300955	**251726**	11/2/2022	1,279.99
Spiral Binding LLC Total					**1,279.99**
Sprau, Kevin L.	**Girls BB Official**	0	**46778**	11/14/2022	75.00
Sprau, Kevin L. Total					**75.00**
Springfield School District 186	**OOD-TUITION OCT 22**	2301924	**251727**	11/2/2022	1,470.57
	OOD-TUITION SEPT 22	2301925	**251727**	11/2/2022	1,470.57
Springfield School District 186 Total					**2,941.14**
Springwood, Cheryl	**REIMB BRAIN POP**	2301768	**251728**	11/2/2022	230.00
	REISSUE CK#229997	0	**251728**	11/2/2022	63.18
Springwood, Cheryl Total					**293.18**
St. Louis Golf Development, LLC	**V112331**	0	**20180**	11/15/2022	240.00
	V389751	0	**126299**	10/25/2022	160.00
St. Louis Golf Development, LLC Total					**400.00**
Stahmer, Jeremy	**V180797**	0	**21708**	11/4/2022	244.16
	V262020	0	**21694**	11/1/2022	481.47
Stahmer, Jeremy Total					**725.63**

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Stark, Brian	Girls BB Official	0	46779	11/14/2022	75.00
Stark, Brian Total					75.00
Starr, David E	V376751	0	6154	10/28/2022	48.76
Starr, David E Total					48.76
Stoll, Rodney M.	Girls BB Official	0	46780	11/14/2022	75.00
Stoll, Rodney M. Total					75.00
Stone, Jennifer D	Nat Convention Dinne	0	46732	11/2/2022	452.30
	Reimb Social/supplie	0	46703	10/25/2022	228.11
Stone, Jennifer D Total					680.41
Sugar Creek Elementary School	V575298	0	2556	10/27/2022	125.50
Sugar Creek Elementary School Total					125.50
Sugar Grove Nature Center	V924740	0	5474	10/27/2022	375.00
Sugar Grove Nature Center Total					375.00
Swanson, Joel E	FUEL REIMB 10/17	2301853	251729	11/2/2022	50.01
Swanson, Joel E Total					50.01
Tague, Amy L	REIMB TRAVEL 08/30	0	251731	11/2/2022	36.25
	REIMB TRAVEL 09/21	0	251731	11/2/2022	92.25
Tague, Amy L Total					128.50
Taylor, Emily	XC food	0	46401	11/9/2022	204.89
Taylor, Emily Total					204.89
Taylor, Keith	V782640	0	21702	11/3/2022	80.00
Taylor, Keith Total					80.00
Temples, Wesley G	Big 12 meeting	0	46402	11/9/2022	29.95
Temples, Wesley G Total					29.95
THE CHUTE	Replace ck 40456	0	46704	10/25/2022	425.00
THE CHUTE Total					425.00
The Den At Fox Creek	68997	0	46379	11/1/2022	1,241.00
The Den At Fox Creek Total					1,241.00
The Music Shoppe, Inc	3362579	0	14712	11/7/2022	94.95
	3348842	2301751	251732	11/2/2022	65.00
	3346883	2301858	251732	11/2/2022	122.00
	3277109	2301939	251732	11/2/2022	4,010.00
The Music Shoppe, Inc Total					4,291.95
Thoennes, Lisa A	REIMB TRAVEL 09/29	0	251733	11/2/2022	51.20
Thoennes, Lisa A Total					51.20
T-MOBILE	STMT-10/21/22	0	251730	11/2/2022	1,517.00
	STMT - 10/21/22	0	251730	11/2/2022	6,129.14
T-MOBILE Total					7,646.14
Town Of Normal Water Dept.	WATER BILL-10/17-24	0	251734	11/2/2022	355.04
Town Of Normal Water Dept. Total					355.04
Traynor, Grace M	REIMB BLICK ART	2301806	251735	11/2/2022	323.89

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Traynor, Grace M Total					**323.89**
Trevena, Frank H	**Girls BB Official**	0	**46781**	11/14/2022	75.00
Trevena, Frank H Total					**75.00**
Tuggle, Lenora	**V469507**	0	**21685**	10/26/2022	200.00
Tuggle, Lenora Total					**200.00**
Twin Supplies, LTD.	**14771P,14905M,14906M**	2301889	**251736**	11/2/2022	12,716.87
Twin Supplies, LTD. Total					**12,716.87**
Twork, Kayleigh Ann	**REIMB TRAVEL 10/31**	0	**251737**	11/2/2022	1.13
Twork, Kayleigh Ann Total					**1.13**
TYLER BUSINESS FORMS	**V73099**	0	**20161**	11/2/2022	467.47
TYLER BUSINESS FORMS Total					**467.47**
Uline	**155253828**	2301888	**251738**	11/2/2022	461.92
Uline Total					**461.92**
UniFirst Corporation	**STMT - 10/24/22**	2300440	**251739**	11/2/2022	1,225.33
UniFirst Corporation Total					**1,225.33**
Unit 5 Decker Industries	**199**	0	**46358**	10/25/2022	7.50
Unit 5 Decker Industries Total					**7.50**
Unsbee, Catherine B	**Books**	0	**46359**	10/25/2022	26.57
Unsbee, Catherine B Total					**26.57**
Vale, Angela Gwyn	**REISSUE CK#210460**	0	**251740**	11/2/2022	10.27
Vale, Angela Gwyn Total					**10.27**
Van De Loo, Daria T	**REIMB SUPPLS**	2301731	**251741**	11/2/2022	45.57
	V680039	0	**14717**	11/9/2022	33.00
Van De Loo, Daria T Total					**78.57**
Van Hook Upholstery LLC	**BILLING - INV 8/9**	2301900	**251742**	11/2/2022	2,999.00
Van Hook Upholstery LLC Total					**2,999.00**
Varsity Spirit	**43101939**	0	**21720**	11/14/2022	542.20
	14723705	0	**46403**	11/9/2022	788.55
	43101904	0	**46705**	10/25/2022	234.40
Varsity Spirit Total					**1,565.15**
Vaughn, Doreen	**V296001**	0	**2560**	11/11/2022	29.94
Vaughn, Doreen Total					**29.94**
Vernier Software	**5435908, 5441758**	2300603	**251743**	11/2/2022	2,937.41
Vernier Software Total					**2,937.41**
Vex Robotics, Inc.	**614141**	2301486	**251744**	11/2/2022	759.28
Vex Robotics, Inc. Total					**759.28**
Village Of Carlock	**2022-02**	2301882	**251745**	11/2/2022	468.10
Village Of Carlock Total					**468.10**
Vincent, Susan Anne	**V525142**	0	**24378**	11/1/2022	150.62
Vincent, Susan Anne Total					**150.62**

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Virginia CUSD 64	**FFA**	0	**46418**	11/10/2022	250.00
Virginia CUSD 64 Total					**250.00**
Visa Businesscard Commerce Bank	**STMT-E.EDWARDS 10-17**	2301870	**0**	11/11/2022	1,391.77
	STMT-C.MCGRAW 10-17	0	**0**	11/11/2022	(25.67)
	STMT-T.CHAPMAN 10-17	0	**0**	11/11/2022	(51.17)
	STMT-E.OGRADY 10-17	2301802	**0**	11/11/2022	328.59
	STMT-A.HUNT 10-17	2301813	**0**	11/11/2022	810.73
	STMT-A.STYCK 10-17	2301898	**0**	11/11/2022	1,949.59
	STMT-S.VOGEL 10-17	2301727	**0**	11/11/2022	1,405.50
	STMT-G.TENUTA 10-17	2301764	**0**	11/11/2022	518.77
	STMT-C.RAINY 10-17	2301772	**0**	11/11/2022	233.81
	STMT-D.CURBY 10-17	2301774	**0**	11/11/2022	195.82
	STM-SPRINGWOOD 10-17	2301776	**0**	11/11/2022	876.41
	STMT-K.M-BOYD 10-17	2301777	**0**	11/11/2022	5,416.28
	STMT-P.NEGLEY 10/17	2301730	**0**	11/11/2022	195.97
	STMT-M.NICASIO 10-17	2301905	**0**	11/11/2022	50.00
	STMT-T.PRAZMA 10-17	2301811	**0**	11/11/2022	518.54
	STMT-K.JENSEN 10-17	2301851	**0**	11/11/2022	1,081.05
	STMT-E.PALMER 10-17	2301728	**0**	11/11/2022	2,325.73
	STMT-S.RILEY 10-17	2301795	**0**	11/11/2022	757.44
	STMT-BERGMANN 10-17	2301734	**0**	11/11/2022	61.31
	STMT-KEARFOTT 10-17	2301736	**0**	11/11/2022	1,827.46
	STMT-A.ZBROZEK 10-17	2301773	**0**	11/11/2022	5,522.95
	STMT-L.THOMAS 10-17	2301786	**0**	11/11/2022	785.46
	STMT-C.WEBSTER 10-17	2301843	**0**	11/11/2022	429.22
	STMT-SUDDARTH 10-17	2301844	**0**	11/11/2022	82.62
	STMT-T.VERDERY 10-17	2301845	**0**	11/11/2022	378.05
	STMT-E.BEGGS 10-17	2301846	**0**	11/11/2022	438.96
	STMT-D.JOHNSON 10-17	2301847	**0**	11/11/2022	1,577.96
	STMT-W.TEMPLES 10-17	2301848	**0**	11/11/2022	5,920.96
	STMT-MACKINSON 10-17	2301732	**0**	11/11/2022	6,319.05
	STMT-KNEPLER 10-17	2301826	**0**	11/11/2022	91.77
	STMT-C.HEIMER 10-17	2301778	**0**	11/11/2022	826.12
	STMT-C.ROOP 10-17	2301726	**0**	11/11/2022	397.67
	STM-BENNINGTON 10-17	2301916	**0**	11/11/2022	719.16
	STMT-T.FOGAL 10-17	2301785	**0**	11/11/2022	743.15
	STMT-S.PETERS 10-17	2301725	**0**	11/11/2022	353.87
	STMT-DAVENPORT 10-17	2301724	**0**	11/11/2022	2,110.36
	STMMT-C.ELLIS 10-17	2301942	**0**	11/11/2022	1,616.72
	STMT-M.HARR 10-17	2301737	**0**	11/11/2022	520.00
	STMT-H.ROGERS 10/17	2302084	**0**	11/11/2022	6,956.77
	STMT-M.BOZARTH 10-17	2301814	**0**	11/11/2022	735.88
	STMT-J.ADELMAN 10-17	2301794	**0**	11/11/2022	1,113.77
	STMT-STANLEY1 10-17	2301874	**0**	11/11/2022	8,775.00
	STMT-R.BALDWIN 10-17	2301918	**0**	11/11/2022	1,135.80
	STM-RICHARDSON 10-17	2301770	**0**	11/11/2022	1,095.36
	STMT-K.SHELVIN 10-17	2301775	**0**	11/11/2022	290.29
	STMT-E.KAUTZ 10-17	2301820	**0**	11/11/2022	107.99
	STMT-K.WEIKLE 10-17	2301821	**0**	11/11/2022	344.62
	STMT-D.BROWN 10-17	2302110	**0**	11/11/2022	500.83
	STMT-M.BACKE 10-17	2301803	**0**	11/11/2022	1,077.21
	STMT-LAMBOLEYM 10-17	2301907	**0**	11/11/2022	1,290.55
	STMT-M.STANLEY 10-17	2301793	**0**	11/11/2022	560.59
	STM-D.LAMBOLEY 10-17	2301805	**0**	11/11/2022	468.90
	STM-M.LAMBOLEY 10-17	2301833	**0**	11/11/2022	14,480.01
	STMT-C.CHAPMAN 10-17	2301920	**0**	11/11/2022	4,703.58
	STMT-ROMAGNOLI 10-17	2301804	**0**	11/11/2022	558.00
	STM-PENNINGTON 10-17	2301812	**0**	11/11/2022	3,574.68

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Visa Businesscard Commerce Bank	STMT-J.REWERTS 10-17	2301722	0	11/11/2022	1,088.40
Visa Businesscard Commerce Bank Total					97,560.21
Vision Service Plan - (Il)	STMT - NOV 22	2301909	251746	11/2/2022	1,091.67
Vision Service Plan - (Il) Total					1,091.67
Vissering, Diana L	REIMB TPT 10/18	2301860	251747	11/2/2022	7.50
	REIMB PILOT MAT	2301819	251747	11/2/2022	21.25
Vissering, Diana L Total					28.75
Walker, Valentine S	FUEL REIMB 09/30	2301480	251748	11/2/2022	40.06
Walker, Valentine S Total					40.06
Washington High School	V750227	0	20175	11/2/2022	150.00
Washington High School Total					150.00
Watts Copy Systems, Inc.	32663264	2301873	251749	11/2/2022	1,852.95
Watts Copy Systems, Inc. Total					1,852.95
Wayne, James M	V186655	0	24369	10/27/2022	225.00
Wayne, James M Total					225.00
Western Avenue Comm Center	REISSUE CK#234878	0	251750	11/2/2022	85.00
Western Avenue Comm Center Total					85.00
WeVideo Inc.	CINV2476	2301573	251751	11/2/2022	4,970.50
WeVideo Inc. Total					4,970.50
Whalen, Jr, Terry A	Girls BB Official	0	46782	11/14/2022	75.00
	V452065	0	14718	11/9/2022	80.00
	V241904	0	6297	10/31/2022	80.00
	V80654	0	24374	10/27/2022	80.00
Whalen, Jr, Terry A Total					315.00
Wheeler, Alicia	V240505	0	6155	10/28/2022	64.35
	V293422	0	6155	10/28/2022	89.71
Wheeler, Alicia Total					154.06
White, Christopher	Girls BB Official	0	46783	11/14/2022	75.00
White, Christopher Total					75.00
Whitney Daniels Designs	V750072	0	5037	11/4/2022	180.00
Whitney Daniels Designs Total					180.00
Wietfeldt, Kimberly	Away game meals	0	46755	11/11/2022	37.21
Wietfeldt, Kimberly Total					37.21
Wiist, Deanna M	Reimbursement	0	46360	10/25/2022	22.84
	Candy	0	46404	11/9/2022	36.48
	Geography books	0	46360	10/25/2022	199.53
Wiist, Deanna M Total					258.85
Wille, Michael	Fungo Bat	0	46706	10/25/2022	100.00
Wille, Michael Total					100.00
Williams, David A	V663540	0	20152	10/20/2022	180.00
	V900199	0	20153	10/20/2022	60.00
Williams, David A Total					240.00

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Williams, Sara E	**Choir expenses**	0	**46361**	10/25/2022	344.08
Williams, Sara E Total					**344.08**
Wills, Richard L	**V989422**	0	**24396**	11/7/2022	80.00
	V739588	0	**24388**	11/2/2022	80.00
	V406457	0	**14690**	10/25/2022	80.00
Wills, Richard L Total					**240.00**
Winsler, Annette	**V880291**	0	**2901**	11/9/2022	1,590.00
Winsler, Annette Total					**1,590.00**
Winsupply	**340696 02**	2301887	**251752**	11/2/2022	1,175.40
Winsupply Total					**1,175.40**
Wollenweber, Jeff	**Girls BB Official**	0	**46784**	11/14/2022	75.00
Wollenweber, Jeff Total					**75.00**
Zbrozek, Adam W	**PTC Debriefing**	0	**46756**	11/11/2022	565.00
Zbrozek, Adam W Total					**565.00**
Zeman, Jacqueline	**Reimb speech scripts**	0	**46757**	11/11/2022	47.97
Zeman, Jacqueline Total					**47.97**
Zimmerman, Claire Christine	**Boots, gloves**	0	**46405**	11/9/2022	57.36
	VTAP purchases	0	**46380**	11/1/2022	2,187.90
	Clothes for student	0	**46362**	10/25/2022	572.08
Zimmerman, Claire Christine Total					**2,817.34**
Zimmerman, Shelli	**15389**	2301824	**251753**	11/2/2022	100.00
Zimmerman, Shelli Total					**100.00**
Zink, Laura Susanne	**V101497**	0	**1603**	11/2/2022	39.81
Zink, Laura Susanne Total					**39.81**
Grand Total					**4,253,695.71**

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Fund	Amount
07	21,163.76
08	892,943.20
10	617,480.38
20	355,645.75
40	2,167,274.68
80	5,119.68
90	6,306.79
99	187,761.47
Grand Total	**4,253,695.71**

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
A B Hatchery	TICKETS 8 & 21	2302001	251754	11/16/2022	140.71
A B Hatchery Total					140.71
A Drain Doctor	6210, 6199 10/17-	2302083	251755	11/16/2022	2,267.50
A Drain Doctor Total					2,267.50
Ace Hardware	11 INVS 2/11-11/09	2300075	251756	11/16/2022	376.59
	583979/5 11/02	2302026	251756	11/16/2022	71.96
	583613/5	2301977	251756	11/16/2022	7.64
Ace Hardware Total					456.19
Adams, Julie	HOURS 10/05-10/25	2302062	251757	11/16/2022	562.50
Adams, Julie Total					562.50
Adelante Ed. Specialists Group, Inc.	1250 10/25	2301973	251758	11/16/2022	9,000.00
Adelante Ed. Specialists Group, Inc. Total					9,000.00
Allendale Association	202211073261 10/31	2302105	251759	11/16/2022	20,819.67
Allendale Association Total					20,819.67
Alpha Baking Co., Inc.	STMT 10/1-10/31/22	2302149	251760	11/16/2022	6,752.64
Alpha Baking Co., Inc. Total					6,752.64
Alpha Controls & Services LLC	APP 8 INV 22S011-8	2302037	251761	11/16/2022	3,627.90
	APP8J- INV 22C010-8J	2302038	251761	11/16/2022	18,048.30
	APP7 INV 22S008-7	2302039	251761	11/16/2022	5,531.40
	APP3 INV 22S068-3	2302044	251761	11/16/2022	5,964.00
	APP3 INV 22S069-3	2302045	251761	11/16/2022	5,454.00
	3 INVS 10/01/22	2301997	251761	11/16/2022	15,442.17
Alpha Controls & Services LLC Total					54,067.77
Amazon Capital Services	169V-RXWM-1LNY	2302114	251762	11/16/2022	407.94
	1F1V-L4TT-KGD9	2302049	251762	11/16/2022	148.31
	1PQ4-JMMH-FX14	2302027	251762	11/16/2022	87.54
	19GY-QQLF-DLPY	2302040	251762	11/16/2022	38.40
	14CFR-6JC7-FKMF	2302048	251762	11/16/2022	329.99
	1L6V-MWMH-H3W1	2302015	251762	11/16/2022	88.39
	1 RGV-F9LT-D1YF	2301995	251762	11/16/2022	10.17
	1Y74-KJNQ-DXT1 11/06	2302016	251762	11/16/2022	19.61
	1KTW-RTWX-F9TJ	2302017	251762	11/16/2022	33.64
	1T7V-CFKQ-3XKH	2301933	251762	11/16/2022	79.61
	1MQD-CXWF-76R6 11/3	2301788	251762	11/16/2022	96.99
	177F-QJFT-JYV9 11/02	2301951	251762	11/16/2022	59.67
	1QLC-PGL7-36LL	2301938	251762	11/16/2022	31.45
	13WY-P9JV-FNND 11/01	2301950	251762	11/16/2022	61.84
	11F3-WY1C-FTYW	2301931	251762	11/16/2022	249.99
Amazon Capital Services Total					1,743.54
Ambrose, Valerie L	TRAVEL OCT 22	0	251763	11/16/2022	20.00
Ambrose, Valerie L Total					20.00
American Pest Control	479486 10/17	2302090	251764	11/16/2022	125.00
American Pest Control Total					125.00
American Speech-Language-Hearing Assoc.	5418080	2302116	251765	11/16/2022	298.00
American Speech-Language-Hearing Assoc. Total					298.00
Amplified IT LLC	50234 10/31	2302055	251766	11/16/2022	102.69
Amplified IT LLC Total					102.69

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Arjona, Martha B	TRAVEL OCT 22	0	251767	11/16/2022	5.81
Arjona, Martha B Total					5.81
Arns, Susan	TRAVEL OCT 22	0	251768	11/16/2022	59.75
Arns, Susan Total					59.75
Avanti's Italian Restaurant -Bloomington	STMT 11/01/22	2302150	251769	11/16/2022	6,384.00
Avanti's Italian Restaurant -Bloomington Total					6,384.00
Baby Fold	15205 11/02	2301834	251770	11/16/2022	75.74
Baby Fold Total					75.74
Baxter, Regan	REIMB LENSCRAFTERS	2302144	251771	11/16/2022	668.40
Baxter, Regan Total					668.40
Bennett Electronics	34380 11/08	2301638	251772	11/16/2022	5,934.00
	34336 & 34337 10/25	2301979	251772	11/16/2022	887.00
	34312 10/21	2301982	251772	11/16/2022	228.00
	34319 & 34311 10/21	2301983	251772	11/16/2022	971.00
	34316 10/21	2301984	251772	11/16/2022	342.00
	34315 10/21	2301985	251772	11/16/2022	243.00
	34318 10/21	2301986	251772	11/16/2022	114.00
	34313 & 34314 10/21	2301987	251772	11/16/2022	1,232.00
	34321 10/21	2301988	251772	11/16/2022	114.00
	34320 10/21	2301989	251772	11/16/2022	114.00
	34317 10/21	2301990	251772	11/16/2022	285.00
Bennett Electronics Total					10,464.00
Bennett, Tara Marie	TRAVEL OCT 22	0	251773	11/16/2022	44.63
Bennett, Tara Marie Total					44.63
Bill's Key & Lock Shop	169576, 168963	2302089	251774	11/16/2022	51.75
Bill's Key & Lock Shop Total					51.75
Birkey's Farm Store	P40248 10/24	2301965	251775	11/16/2022	6.00
Birkey's Farm Store Total					6.00
Blaum, Melissa Marie	TRAVEL OCT 22	0	251776	11/16/2022	86.06
Blaum, Melissa Marie Total					86.06
Blick Art Materials	9317072,9536051	2301424	251777	11/16/2022	144.75
	9485979,9532010	2301917	251777	11/16/2022	750.18
Blick Art Materials Total					894.93
Blue Springs, Inc.	44422 10/12	2302023	251778	11/16/2022	175.00
Blue Springs, Inc. Total					175.00
Bobcat Of Peoria	02-73184 10/5	2301968	251779	11/16/2022	1,244.69
Bobcat Of Peoria Total					1,244.69
Bordner, Kelly L	TRAVEL OCT 22	0	251780	11/16/2022	68.00
Bordner, Kelly L Total					68.00
Bovenkerk, Bradley Alan	REIMB B & H 10/03-	2302120	251781	11/16/2022	4,430.35
Bovenkerk, Bradley Alan Total					4,430.35
Brand, Kara C	TRAVEL SEP 22	0	251782	11/16/2022	40.50
	TRAVEL OCT 22	0	251782	11/16/2022	58.88

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Brand, Kara C Total					**99.38**
Brightly Software, Inc	**INV 125929**	2302036	**251783**	11/16/2022	4,746.28
Brightly Software, Inc Total					**4,746.28**
Brown, Billie Jo	**TRAVEL SEP 22**	0	**251785**	11/16/2022	27.75
	TRAVEL OCT 22	0	**251785**	11/16/2022	27.00
Brown, Billie Jo Total					**54.75**
Brown's Wrecker Service Inc	**400839 9/13**	2302033	**251784**	11/16/2022	185.00
Brown's Wrecker Service Inc Total					**185.00**
Bruce, Mollie A	**TRAVEL OCT 22**	0	**251786**	11/16/2022	62.25
Bruce, Mollie A Total					**62.25**
BSN Sports	**918892537 10/25**	2300128	**251787**	11/16/2022	1,649.46
	918568114 10/06	2302047	**251787**	11/16/2022	898.80
	2 INVS 7/01	2302074	**251787**	11/16/2022	3,340.07
BSN Sports Total					**5,888.33**
Burns, Jennifer S	**TRAVEL SEP 22**	0	**251788**	11/16/2022	7.50
Burns, Jennifer S Total					**7.50**
Bushue Background Screening	**3 INVS 10/31/22**	2301992	**251789**	11/16/2022	6,158.00
Bushue Background Screening Total					**6,158.00**
Cannon, Kristine Michelle	**TRAVEL OCT 22**	0	**251790**	11/16/2022	55.81
Cannon, Kristine Michelle Total					**55.81**
Cardiff, Benjamin R	**TRAVEL OCT 22**	0	**251791**	11/16/2022	47.25
Cardiff, Benjamin R Total					**47.25**
Cell Electric LLC	**2022-1636 10/25**	2302086	**251792**	11/16/2022	1,548.00
Cell Electric LLC Total					**1,548.00**
Central Illinois Trucks Inc	**101P103351 10/18**	2301975	**251793**	11/16/2022	48.54
Central Illinois Trucks Inc Total					**48.54**
Change Academy Lake Of The Ozarks	**INV055881 10/31**	2302053	**251794**	11/16/2022	4,226.46
Change Academy Lake Of The Ozarks Total					**4,226.46**
Chestnut Health Systems	**MISC-263-046**	2302058	**251795**	11/16/2022	1,824.00
Chestnut Health Systems Total					**1,824.00**
City of Bloomington	**WATER BILLING 11/10**	0	**251796**	11/16/2022	3,550.70
	WATER BILL 10/27-	0	**251796**	11/16/2022	3,864.86
City of Bloomington Total					**7,415.56**
Collins, Paula Lynn	**TRAVEL OCT 22**	0	**251797**	11/16/2022	63.00
Collins, Paula Lynn Total					**63.00**
Collins, Veronica	**TRAVEL OCT 22**	0	**251798**	11/16/2022	86.75
Collins, Veronica Total					**86.75**
Comcast Business	**BILLING 10/22**	2302003	**251799**	11/16/2022	427.85
Comcast Business Total					**427.85**
Confidential On-Site Paper Shreddin	**132802 10/31**	0	**251800**	11/16/2022	230.33
	133150 10/31	2302123	**251800**	11/16/2022	71.60

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Confidential On-Site Paper Shreddin Total					**301.93**
Connor Co	**2 INVS 10/21-11/07**	2302088	**251801**	11/16/2022	628.51
Connor Co Total					**628.51**
Crescent Electric Supply Co	**3 INVS 11/01-11/04**	2302087	**251802**	11/16/2022	1,495.47
Crescent Electric Supply Co Total					**1,495.47**
Cummins Sales And Service	**Q1-55384 10/06**	2302085	**251803**	11/16/2022	195.12
Cummins Sales And Service Total					**195.12**
Cunningham Children's Home	**6766 & 6767 10/31**	2302106	**251804**	11/16/2022	11,902.74
Cunningham Children's Home Total					**11,902.74**
Daktronics	**7007778 11/02**	2300009	**251805**	11/16/2022	4,936.97
Daktronics Total					**4,936.97**
Darnall Concrete Products Co	**005460 10/18**	2302035	**251806**	11/16/2022	494.00
Darnall Concrete Products Co Total					**494.00**
Davis, Portia	**TRAVEL OCT 22**	0	**251807**	11/16/2022	53.56
Davis, Portia Total					**53.56**
Devault, Angela Sue	**TRAVEL OCT 22**	0	**251808**	11/16/2022	126.63
Devault, Angela Sue Total					**126.63**
Dickinson, Lindsey Megan	**REIMB PARKING 10/4-**	2302098	**251809**	11/16/2022	14.00
Dickinson, Lindsey Megan Total					**14.00**
Dillon, Lynn Marie	**TRAVEL AUG 22**	0	**251810**	11/16/2022	22.81
	TRAVEL SEP 22	0	**251810**	11/16/2022	2.00
Dillon, Lynn Marie Total					**24.81**
Dischert, Susan	**REIMB CONF EXP 10/28**	0	**251811**	11/16/2022	256.16
Dischert, Susan Total					**256.16**
Dixon, Kristen E	**TRAVEL OCT 22**	0	**251812**	11/16/2022	61.69
Dixon, Kristen E Total					**61.69**
Durdan, Ashley M	**REIMB BOOK FAIR 11/4**	2302071	**251813**	11/16/2022	71.93
Durdan, Ashley M Total					**71.93**
Elpayaa, Lauren	**TRAVEL OCT 22**	0	**251814**	11/16/2022	138.38
Elpayaa, Lauren Total					**138.38**
Emerick, Drew Mathew	**TRAVEL OCT 22**	0	**251815**	11/16/2022	68.75
Emerick, Drew Mathew Total					**68.75**
Engler Callaway Baasten & Sraga, LLC	**30698 11/04**	2302054	**251816**	11/16/2022	100.00
Engler Callaway Baasten & Sraga, LLC Total					**100.00**
Fastenal Company	**3 INVS 10/21-11/04**	2302082	**251817**	11/16/2022	315.36
	ILBLM471698	2302060	**251817**	11/16/2022	190.60
Fastenal Company Total					**505.96**
Fields, Julie Marie	**REIMB CONF EXP 10/27**	0	**251818**	11/16/2022	375.00
Fields, Julie Marie Total					**375.00**
Fisher, Charles E	**TRAVEL OCT 22**	0	**251819**	11/16/2022	76.13

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Fisher, Charles E Total					**76.13**
Follett Book Fairs	**543654F 11/03**	2301098	**251820**	11/16/2022	1,505.62
Follett Book Fairs Total					**1,505.62**
Ford, Nathan G	**TRAVEL AUG 22**	0	**251821**	11/16/2022	11.75
	TRAVEL SEP 22	0	**251821**	11/16/2022	26.44
	TRAVEL OCT 22	0	**251821**	11/16/2022	27.25
Ford, Nathan G Total					**65.44**
Fox Anvick, Caroline	**REIMB CONF EXP**	0	**251822**	11/16/2022	443.75
Fox Anvick, Caroline Total					**443.75**
Franklin, Cindy E	**TRAVEL OCT 22**	0	**251823**	11/16/2022	116.38
Franklin, Cindy E Total					**116.38**
Garcia, Stephanie Michelle	**TRAVEL OCT 22**	0	**251824**	11/16/2022	91.38
Garcia, Stephanie Michelle Total					**91.38**
Garneau, Jill R	**REIMB SUPPLS 7/22-**	2302107	**251825**	11/16/2022	1,865.90
Garneau, Jill R Total					**1,865.90**
Gatekeeper Systems USA, Inc.	**U041755,U041961**	2300646	**251826**	11/16/2022	5,043.73
Gatekeeper Systems USA, Inc. Total					**5,043.73**
Ggnet, Inc.	**13048 11/4**	2302041	**251827**	11/16/2022	240.00
Ggnet, Inc. Total					**240.00**
Gibson, Jennifer	**TRAVEL OCT 22**	0	**251828**	11/16/2022	80.63
Gibson, Jennifer Total					**80.63**
Gibson, Patrick T	**TRAVEL OCT 22**	0	**251829**	11/16/2022	231.25
Gibson, Patrick T Total					**231.25**
Giermann, Jennifer	**REIMB TARGET 11/4**	2302052	**251830**	11/16/2022	34.99
Giermann, Jennifer Total					**34.99**
Gilbert, Tommy	**HOURS 11/30-2/28/22**	2302157	**251831**	11/16/2022	46.30
Gilbert, Tommy Total					**46.30**
Gonzalez, Roman	**TRAVEL OCT 22**	0	**251832**	11/16/2022	72.75
Gonzalez, Roman Total					**72.75**
Goodfield Disposal	**OCT THRU DEC 11/07**	2302032	**251833**	11/16/2022	138.00
Goodfield Disposal Total					**138.00**
Gordon Food Service, Inc	**27 INV 10/28-11/03**	2302077	**251834**	11/16/2022	12,562.21
	23 INVS 10/31-11/04	2302151	**251834**	11/16/2022	16,398.83
	23 INVS 10/28-11/02	2302078	**251834**	11/16/2022	27,592.49
	20 INVS 9/1-10/27	2302013	**251834**	11/16/2022	16,896.78
	6 INV 8/30-9/29	2302010	**251834**	11/16/2022	4,272.60
Gordon Food Service, Inc Total					**77,722.91**
Gourley, Shauna Kate	**REIMB CONF FEE 10/31**	2301994	**251835**	11/16/2022	495.00
Gourley, Shauna Kate Total					**495.00**
Grainger Parts Operations Ww Graing	**9485897657 10/20**	2302081	**251836**	11/16/2022	928.74
Grainger Parts Operations Ww Graing Total					**928.74**

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Gray, Jill E	TRAVEL SEP 22	0	251837	11/16/2022	8.94
Gray, Jill E Total					8.94
Graybar Electric Company, Inc.	9329193020 10/17	2302080	251838	11/16/2022	1,033.28
Graybar Electric Company, Inc. Total					1,033.28
Griffin, Jade Marie	REIMB SUPPLS 10/10-	2302094	251839	11/16/2022	76.64
Griffin, Jade Marie Total					76.64
Grubic, Angela Marie	TRAVEL OCT 22	0	251840	11/16/2022	91.56
Grubic, Angela Marie Total					91.56
Hafermann, Tera L	REIMB CONF EXP	0	251841	11/16/2022	275.00
Hafermann, Tera L Total					275.00
Hanshew, Jordon Joseph	TRAVEL OCT 22	0	251842	11/16/2022	180.00
Hanshew, Jordon Joseph Total					180.00
Heartspring	15704 10/31	2302061	251843	11/16/2022	29,488.90
Heartspring Total					29,488.90
Heinemann	7486621 10/31	2301832	251844	11/16/2022	324.50
Heinemann Total					324.50
Henrichsmeyer, Krista	TRAVEL OCT 22	0	251845	11/16/2022	47.31
Henrichsmeyer, Krista Total					47.31
Higby, Valerie Maria	REIMB CONF EXP	0	251846	11/16/2022	396.25
Higby, Valerie Maria Total					396.25
Hill, Shane Padraic	TRAVEL OCT 22	0	251847	11/16/2022	137.81
Hill, Shane Padraic Total					137.81
Hinthorne, Diane Kay	TRAVEL OCT 22	0	251848	11/16/2022	75.50
Hinthorne, Diane Kay Total					75.50
Hohulin Bro Fence Co,Ltd	22563TH 10/10	2301186	251849	11/16/2022	14,213.10
Hohulin Bro Fence Co,Ltd Total					14,213.10
Holt Supply Company	3 INVS 10/31-11/04	2302146	251850	11/16/2022	709.43
Holt Supply Company Total					709.43
Hopper, Daniele A	REIMB SUPPLS 10/2-	2302043	251851	11/16/2022	80.86
	REIMB SUPPS 10/7/22	2302129	251851	11/16/2022	79.30
Hopper, Daniele A Total					160.16
Houchin, Patricia L	TRAVEL OCT 22	0	251852	11/16/2022	58.63
Houchin, Patricia L Total					58.63
Huber, Julie Ann	TRAVEL SEP 22	0	251853	11/16/2022	123.75
	TRAVEL OCT 22	0	251853	11/16/2022	137.50
Huber, Julie Ann Total					261.25
Hudson Municipal Water	WATER BILL 10/17/22	0	251854	11/16/2022	310.29
Hudson Municipal Water Total					310.29
Hutson, Cally L	TRAVEL OCT 22	0	251855	11/16/2022	160.38
Hutson, Cally L Total					160.38

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Ideal Environmental Engineering, In	61349 11/03	2302140	251856	11/16/2022	987.60
Ideal Environmental Engineering, In Total					987.60
Illinois School For The Visually Im	TRANSP SEP-OCT	2302101	251857	11/16/2022	528.00
Illinois School For The Visually Im Total					528.00
ILLINOIS STATE UNIVERSITY	TRAINERS 22-23	2302096	251858	11/16/2022	26,400.00
ILLINOIS STATE UNIVERSITY Total					26,400.00
Interstate All Battery Center	4 INVS 9/14-10/31	2302145	251859	11/16/2022	707.09
Interstate All Battery Center Total					707.09
J.W. Pepper & Son, Inc.	364345875 6/15	2302093	251860	11/16/2022	52.99
J.W. Pepper & Son, Inc. Total					52.99
Jason's Deli - Ibm #185	BILLING 11/01	2302002	251861	11/16/2022	41.17
Jason's Deli - Ibm #185 Total					41.17
Jerome, Ruth H	TRAVEL OCT 22	0	251862	11/16/2022	34.38
Jerome, Ruth H Total					34.38
Jg Stewart Contractors, Inc	5116 10/26	2301962	251863	11/16/2022	28,100.00
Jg Stewart Contractors, Inc Total					28,100.00
Johnson, Chanel	REIMB CONF EXP	0	251864	11/16/2022	197.52
Johnson, Chanel Total					197.52
Johnson, Rebecca D	TRAVEL OCT 22	0	251865	11/16/2022	65.69
Johnson, Rebecca D Total					65.69
Jones, Sarah E	TRAVEL OCT 22	0	251866	11/16/2022	95.63
Jones, Sarah E Total					95.63
Karr, Natalie Ann	TRAVEL OCT 22	0	251867	11/16/2022	5.81
Karr, Natalie Ann Total					5.81
Kaskaskia Special Education Distric	TUITION OCT 22	2302102	251868	11/16/2022	7,200.00
Kaskaskia Special Education Distric Total					7,200.00
Kearfott, Nicolas	TRAVEL OCT 22	0	251869	11/16/2022	574.25
Kearfott, Nicolas Total					574.25
Ken's OIL Service, Inc.	2 INVS 10/31	2302065	251870	11/16/2022	37,753.36
Ken's OIL Service, Inc. Total					37,753.36
Kerr, Sean C	FUEL REIMB 10/29	2302059	251871	11/16/2022	39.97
Kerr, Sean C Total					39.97
Killam-Davis, Mallory N	TRAVEL OCT 22	0	251872	11/16/2022	23.25
Killam-Davis, Mallory N Total					23.25
Kingsley Junior High School	REIMB ACT FUND 9/29-	2302009	251873	11/16/2022	640.00
Kingsley Junior High School Total					640.00
Klokkenga, Kathryn Elizabeth	REIM HOBBY LOBBY	2302068	251874	11/16/2022	23.94
Klokkenga, Kathryn Elizabeth Total					23.94
Kloster, Heather Ann	REIMB CONF EXP 10/28	0	251875	11/16/2022	506.88
Kloster, Heather Ann Total					506.88

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Knollenberg, Holly N	TRAVEL OCT 22	0	251876	11/16/2022	85.56
Knollenberg, Holly N Total					85.56
Knudson, Kendel	TRAVEL SEP 22	0	251877	11/16/2022	44.56
	TRAVEL OCT 22	0	251877	11/16/2022	43.31
Knudson, Kendel Total					87.87
Kokotek, Leslie Susan	TRAVEL OCT 22	0	251878	11/16/2022	6.31
Kokotek, Leslie Susan Total					6.31
Koldaire Equipment Co	S116906 10/28	2301999	251879	11/16/2022	119.00
Koldaire Equipment Co Total					119.00
Kotowski, Linda Jo	TRAVEL OCT 22	0	251880	11/16/2022	90.50
Kotowski, Linda Jo Total					90.50
LaFever, Timothy A	REIMB TRAVEL 10/31	0	251881	11/16/2022	204.75
LaFever, Timothy A Total					204.75
Lee Enterprises - Central Il	139137, 139195	0	251882	11/16/2022	875.32
Lee Enterprises - Central Il Total					875.32
Leichtenberg, Valerie	REIMB TRAVEL 10/28.	0	251883	11/16/2022	65.00
Leichtenberg, Valerie Total					65.00
Lessen, Beth Anne	REIMB TRAVEL 8/31	0	251884	11/16/2022	46.19
	REIMB TRAVEL 09/29	0	251884	11/16/2022	59.56
	REIMB TRAVEL 10/31	0	251884	11/16/2022	67.06
Lessen, Beth Anne Total					172.81
Lighty, Bernadette Panganiban	TRAVEL OCT 22	0	251885	11/16/2022	95.94
Lighty, Bernadette Panganiban Total					95.94
Linde Gas & Equipment Inc.	31980338	2301971	251886	11/16/2022	43.86
Linde Gas & Equipment Inc. Total					43.86
Love, Mackenzie	REIMB TRAVEL 10/31	0	251887	11/16/2022	101.25
	REIMB GIMMKIT SUBSC	2302019	251887	11/16/2022	59.88
Love, Mackenzie Total					161.13
Lynch, Jessica Ann	REIMB AMAZON 14/2	2302111	251888	11/16/2022	49.95
Lynch, Jessica Ann Total					49.95
Mackin Educational Resources	769120, 772694	2301309	251889	11/16/2022	1,000.00
Mackin Educational Resources Total					1,000.00
Magnus, Melissa	REIMB WEBINAR 11/9	2302104	251890	11/16/2022	20.55
Magnus, Melissa Total					20.55
Martin Sullivan Inc.	3-INVS, 10/6-10/27	2302030	251891	11/16/2022	819.43
Martin Sullivan Inc. Total					819.43
Martinez, Julieanna K	REIMB TRAVEL 10/31	0	251892	11/16/2022	82.50
Martinez, Julieanna K Total					82.50
Mason, Kristi R	TRANSP OCT 22	2302125	251893	11/16/2022	157.50
Mason, Kristi R Total					157.50

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Mathis-Kelley Const Supply Co	121043, 121677	2302024	251894	11/16/2022	435.90
Mathis-Kelley Const Supply Co Total					435.90
Mattson, Rachel	REIMB TRAVEL 10/31	0	251895	11/16/2022	88.50
Mattson, Rachel Total					88.50
Menards Lumber	16-INV, 10/14-11/07	2300076	251896	11/16/2022	964.15
	90869, 89886	2302057	251896	11/16/2022	228.30
	90481	2302025	251896	11/16/2022	119.79
Menards Lumber Total					1,312.24
Midwest Colorguard Circuit	6498-10676-32681	2301949	251897	11/16/2022	650.00
Midwest Colorguard Circuit Total					650.00
Midwest Construction Rentals	178620-1, 178329-1	2302029	251898	11/16/2022	424.80
Midwest Construction Rentals Total					424.80
Midwest Equipment Ii	635275	2302028	251899	11/16/2022	19.82
	5-INVS, 9/26-10/13	2301980	251899	11/16/2022	1,564.95
	617592	2302020	251899	11/16/2022	101.41
Midwest Equipment Ii Total					1,686.18
Midwest Transit Equipment	V101013455	2302109	251900	11/16/2022	204,084.00
	V10101305	2302108	251901	11/16/2022	473,996.00
Midwest Transit Equipment Total					678,080.00
Miller Janitor Supply Co.	109069	2302006	251902	11/16/2022	2,434.40
	108738, 108834	2302046	251902	11/16/2022	3,851.70
Miller Janitor Supply Co. Total					6,286.10
Mitchell, Lynda Jeanne	REIMB TRAVEL 10/31	0	251903	11/16/2022	67.00
Mitchell, Lynda Jeanne Total					67.00
Modglin, Margaret Kathleen	REIMB CONF. FEES.	0	251904	11/16/2022	420.77
Modglin, Margaret Kathleen Total					420.77
Moore, Burlinda	REIMB TRAVEL10/31.	0	251905	11/16/2022	203.13
Moore, Burlinda Total					203.13
Motion Industries, Inc	IL66-00205898	2302021	251906	11/16/2022	291.12
	IL66-00203635	2301966	251906	11/16/2022	189.10
Motion Industries, Inc Total					480.22
Motorola Solutions - Starcom	6899420221003	2302147	251907	11/16/2022	3,240.00
Motorola Solutions - Starcom Total					3,240.00
MTI Distributing	1366650-00	2301969	251908	11/16/2022	747.00
MTI Distributing Total					747.00
Mutual Wheel Co	8722402	2301967	251909	11/16/2022	117.56
Mutual Wheel Co Total					117.56
Myers, Gabriel	REIMB TRAVEL 10/28	0	251910	11/16/2022	45.50
Myers, Gabriel Total					45.50
MyFleetCenter.com	16572858	2302034	251911	11/16/2022	123.22
MyFleetCenter.com Total					123.22
Nelco	8219513	2301961	251912	11/16/2022	1,138.92

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Nelco Total					**1,138.92**
Nicor Gas	**BILLING 11/03-11/07**	0	**251913**	11/16/2022	479.92
	GAS BILL 10/23-11/02	0	**251913**	11/16/2022	1,214.01
Nicor Gas Total					**1,693.93**
Normal Rotary Club	**2ND QTR DUES-BROWN**	2302136	**251914**	11/16/2022	150.00
Normal Rotary Club Total					**150.00**
Nourie, Jason E	**REIMB TRAVEL 10/31.**	0	**251915**	11/16/2022	294.44
Nourie, Jason E Total					**294.44**
O'Connell, Yolanda M	**REIMB TRAVEL 10/31.**	0	**251916**	11/16/2022	221.00
O'Connell, Yolanda M Total					**221.00**
ODP Business Solutions, LLC.	**274449754001**	2301796	**251917**	11/16/2022	18,396.00
ODP Business Solutions, LLC. Total					**18,396.00**
Papa Murphy's	**IL - 11/14/22**	2302143	**251918**	11/16/2022	5,535.00
Papa Murphy's Total					**5,535.00**
Parkside Junior High School	**REIM ACT. FUND.10/27**	2301941	**251919**	11/16/2022	1,005.00
Parkside Junior High School Total					**1,005.00**
Pepsi Cola General Bot, Inc	**4-INVS, 10/26-10/28**	2302066	**251920**	11/16/2022	3,186.62
Pepsi Cola General Bot, Inc Total					**3,186.62**
Plattner, Heather Paullin	**REIMB TRAVEL 10/31.**	0	**251921**	11/16/2022	253.13
Plattner, Heather Paullin Total					**253.13**
Poindexter, Lynne	**3874**	2302134	**251922**	11/16/2022	146.04
Poindexter, Lynne Total					**146.04**
Poncin, Jennifer Lynn	**REIMB STARCREST**	2302075	**251923**	11/16/2022	116.61
Poncin, Jennifer Lynn Total					**116.61**
Prairie Farms Dairy Inc	**STMT- 11/02/22**	2302148	**251924**	11/16/2022	38,276.61
Prairie Farms Dairy Inc Total					**38,276.61**
Pro-Type Printing	**64584**	2301782	**251925**	11/16/2022	117.00
Pro-Type Printing Total					**117.00**
Quality Truck Equipment	**0108P57971**	2301996	**251926**	11/16/2022	536.60
Quality Truck Equipment Total					**536.60**
Quill Corporation	**28770073, 28782867**	2301976	**251927**	11/16/2022	458.96
Quill Corporation Total					**458.96**
R & RS	**25989**	2302067	**251928**	11/16/2022	940.00
R & RS Total					**940.00**
Raglan, Melissa N	**REIMB TRAVEL 10/31**	0	**251929**	11/16/2022	151.94
Raglan, Melissa N Total					**151.94**
Read's Sporting Goods	**B1674**	2301930	**251930**	11/16/2022	70.00
Read's Sporting Goods Total					**70.00**
Regional Office Of Education #17	**1002300318**	2302113	**251931**	11/16/2022	160.00
	1002300293	2302063	**251931**	11/16/2022	30.00

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Regional Office Of Education #17	1002300287	2302011	251931	11/16/2022	350.00
	1002300092	2302012	251931	11/16/2022	900.00
Regional Office Of Education #17 Total					1,440.00
RICHARD ARDISANA	22-0047	2301993	251932	11/16/2022	1,500.00
RICHARD ARDISANA Total					1,500.00
Roanoke Concrete Products Co	221309	2301964	251933	11/16/2022	954.13
	220993	2301970	251933	11/16/2022	764.50
Roanoke Concrete Products Co Total					1,718.63
Rodts, Elizabeth R	TRAVEL OCT 22	0	251934	11/16/2022	37.63
Rodts, Elizabeth R Total					37.63
Ron Smith Printing Company	157100	2301998	251935	11/16/2022	325.00
Ron Smith Printing Company Total					325.00
Rooker, Beth A	REIMB TRAVEL 10/31	0	251936	11/16/2022	104.94
Rooker, Beth A Total					104.94
Rutledge, Kelly Lynn	REIMB TRAVEL 10/31.	0	251937	11/16/2022	93.38
Rutledge, Kelly Lynn Total					93.38
Salyer, Tisa Marie	REIMB TRAVEL 10/28.	0	251938	11/16/2022	43.75
Salyer, Tisa Marie Total					43.75
Schaschwary, Hannah R	REIMB SCI SUPPS	2302008	251939	11/16/2022	19.45
Schaschwary, Hannah R Total					19.45
Schmidt, Therese F	REIMB TRAVEL 10/31	0	251940	11/16/2022	207.00
Schmidt, Therese F Total					207.00
Schmidt-Goveia, Lauren	REIMB SUPPLS 11/07	2302092	251941	11/16/2022	52.95
Schmidt-Goveia, Lauren Total					52.95
School Specialty	208131393806	2302018	251942	11/16/2022	58.04
School Specialty Total					58.04
Schroen, Staci Nicole	REIMB TRAVEL 10/31	0	251943	11/16/2022	110.38
Schroen, Staci Nicole Total					110.38
Scott, Robert W	REIMB TRAVEL 10/31	0	251944	11/16/2022	120.38
Scott, Robert W Total					120.38
Select Screen Prints	60542	2302142	251945	11/16/2022	1,196.00
Select Screen Prints Total					1,196.00
Sheppelman, Dawn Demlow	REIMB TRAVEL 10/31.	0	251946	11/16/2022	132.50
Sheppelman, Dawn Demlow Total					132.50
Sherwin Williams Company	8158-2	2301978	251947	11/16/2022	50.44
Sherwin Williams Company Total					50.44
Smith, Bayleigh	TRAVEL OCT 22	0	251948	11/16/2022	82.19
Smith, Bayleigh Total					82.19
Soliday, Mackenzie	REIMB TRAVEL 10/31	0	251949	11/16/2022	17.00
Soliday, Mackenzie Total					17.00

Expenditure Summary Report

From Date: 11/16/2022
To Date: 11/16/2022

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Specialized Education Of Illinois	INV-146468	2302103	251950	11/16/2022	33,413.60
Specialized Education Of Illinois Total					33,413.60
Spiral Binding LLC	SI2611983	2302000	251951	11/16/2022	90.44
Spiral Binding LLC Total					90.44
Stack, Andrea C	REIMB TRAVEL 9/29	0	251952	11/16/2022	62.24
Stack, Andrea C Total					62.24
Stuard & Associates, Inc	33504, 33501	2302141	251953	11/16/2022	995.00
Stuard & Associates, Inc Total					995.00
Stutz, Jessica Lynn	REIMB CONF EXP 10/27	0	251954	11/16/2022	295.00
Stutz, Jessica Lynn Total					295.00
Syed, Natasha Rose	REIMB TRAVEL 10/31.	0	251955	11/16/2022	99.44
	REIMB TRAVEL 09/30.	0	251955	11/16/2022	120.94
Syed, Natasha Rose Total					220.38
Szwajka, Kristyn Marie	REIMB TRAVEL 10/31.	0	251956	11/16/2022	95.88
	REIMB TRAVEL 09/30.	0	251956	11/16/2022	65.06
Szwajka, Kristyn Marie Total					160.94
Temples, Wesley G	REIMB TRAVEL 11/02	0	251957	11/16/2022	865.13
Temples, Wesley G Total					865.13
The Lifeguard Store	INV-001257138	2301618	251958	11/16/2022	990.00
The Lifeguard Store Total					990.00
The Music Shoppe, Inc	3370303	2302128	251959	11/16/2022	8.95
	3364516, 3363583	2302091	251959	11/16/2022	423.50
	3363355	2302070	251959	11/16/2022	368.00
	3-INVS, 10/26-11/01	2302076	251959	11/16/2022	240.75
	3363276	2302042	251959	11/16/2022	118.50
	3331015	2301946	251959	11/16/2022	22.74
The Music Shoppe, Inc Total					1,182.44
Thorson Beaty, Elizabeth M	REIMB CONF FEES	0	251960	11/16/2022	160.00
Thorson Beaty, Elizabeth M Total					160.00
Touchtone Communications	2174302	0	251961	11/16/2022	593.99
Touchtone Communications Total					593.99
Towanda Water Department	WATER BILL - 11/03	0	251962	11/16/2022	286.49
Towanda Water Department Total					286.49
Town Of Normal Water Dept.	WATER BILL - 11/8	0	251963	11/16/2022	35,887.83
Town Of Normal Water Dept. Total					35,887.83
Tractor Supply Co	262207	2302005	251964	11/16/2022	21.36
Tractor Supply Co Total					21.36
Traffic Sign Store	T22859	2302022	251965	11/16/2022	142.50
Traffic Sign Store Total					142.50
Triezenberg, Thomas N	REIMB TRAVEL 10/28	0	251966	11/16/2022	41.88
	REIMB TRAVEL 09/22	0	251966	11/16/2022	27.38
Triezenberg, Thomas N Total					69.26

Expenditure Summary Report

From Date: 11/16/2022
To Date: 11/16/2022

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Uchtorff, Kerry K	REIMB TRAVEL 10/28	0	251967	11/16/2022	95.63
Uchtorff, Kerry K Total					95.63
Uline	155101796	2302007	251968	11/16/2022	1,007.68
Uline Total					1,007.68
Unit 5 Decker Industries	INVOICE - 213	2302064	251969	11/16/2022	192.50
Unit 5 Decker Industries Total					192.50
Vale, Angela Gwyn	TRAVEL OCT 22	0	251970	11/16/2022	39.81
Vale, Angela Gwyn Total					39.81
Vanguard Energy Services,LLC	G404551110822 11/10	0	251971	11/16/2022	21,936.44
Vanguard Energy Services,LLC Total					21,936.44
Village of Carlock.	2540	2302099	251972	11/16/2022	151.32
Village of Carlock. Total					151.32
Vissering, Diana L	REIMB AMAZON 11/9	2302112	251973	11/16/2022	8.99
	REIMB AMAZON 11/3	2302069	251973	11/16/2022	9.99
	REIMB SUPPLS 11/02	2302056	251973	11/16/2022	27.37
Vissering, Diana L Total					46.35
Walker, Karen L	REIMB TRAVEL 10/28.	0	251974	11/16/2022	135.56
Walker, Karen L Total					135.56
Walker, Mary M	REIMB REG. FEES	2302050	251975	11/16/2022	495.00
Walker, Mary M Total					495.00
Watts Copy Systems, Inc	1176858	2301991	251976	11/16/2022	17,669.48
Watts Copy Systems, Inc Total					17,669.48
Watts Copy Systems, Inc.	32740104	2301974	251977	11/16/2022	20,133.29
Watts Copy Systems, Inc. Total					20,133.29
Webster, Shelley C	REIMB TRAVEL 11/11	0	251978	11/16/2022	22.00
Webster, Shelley C Total					22.00
West	847278910	0	251979	11/16/2022	1,264.58
West Total					1,264.58
Wheeler, Samuel James	REIMB TRAVEL 10/31.	0	251980	11/16/2022	163.88
Wheeler, Samuel James Total					163.88
Wherry Machine & Welding, Inc	152290	2302031	251981	11/16/2022	26.58
Wherry Machine & Welding, Inc Total					26.58
Winn, Carly A	REIMB PARKING-ROE	2302097	251982	11/16/2022	7.00
Winn, Carly A Total					7.00
Winsler, Annette	REIMB TRAVEL 10/18	0	251983	11/16/2022	4.69
Winsler, Annette Total					4.69
Winsupply	342295	2301963	251984	11/16/2022	76.49
Winsupply Total					76.49
Wittrig, Haley Kylene	REIMB TRAVEL 10-31	0	251985	11/16/2022	98.06
Wittrig, Haley Kylene Total					98.06

Expenditure Summary Report

From Date: 11/16/2022
To Date: 11/16/2022

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Woodcraft Supply, LLC	**IV003953084**	2301578	**251986**	11/16/2022	4,898.99
Woodcraft Supply, LLC Total					**4,898.99**
Wright, Skyler	**REIMB TRAVEL 10/31**	0	**251987**	11/16/2022	198.31
Wright, Skyler Total					**198.31**
Zink, Laura Susanne	**REIMB TRAVEL 10/28.**	0	**251988**	11/16/2022	55.25
Zink, Laura Susanne Total					**55.25**
Grand Total					**1,339,596.05**

Expenditure Summary Report

From Date: 11/16/2022
To Date: 11/16/2022

Fund	Amount
10	419,320.75
20	115,100.09
40	724,581.41
80	69,175.80
90	11,418.00
Grand Total	**1,339,596.05**

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 09/30/2022

Fiscal Year: 2022-2023

ASSETS		
Educational Fund		
Cash (+)	$28,697,954.18	
Other Assets (+)	$8,549.00	
Sub-total : Educational Fund	$28,706,503.18	
Operations & Maintenance Fund		
Cash (+)	$3,009,823.88	
Other Assets (+)	$2,619.64	
Sub-total : Operations & Maintenance Fund	$3,012,443.52	
Debt Service Fund		
Cash (+)	$35,682,905.91	
Sub-total : Debt Service Fund	$35,682,905.91	
Transportation Fund		
Cash (+)	$6,319,791.40	
Sub-total : Transportation Fund	$6,319,791.40	
Social Security Fund		
Cash (+)	$1,598,315.76	
Sub-total : Social Security Fund	$1,598,315.76	
Municiple Retirement Fund		
Cash (+)	$1,514,470.60	
Sub-total : Municiple Retirement Fund	$1,514,470.60	
Working Cash Fund		
Cash (+)	$19,491,852.56	
Investments (+)	$51,049,267.24	
Sub-total : Working Cash Fund	$70,541,119.80	
Tort Immunity Fund		
Cash (+)	$2,238,945.03	
Sub-total : Tort Immunity Fund	$2,238,945.03	
Life Safety Fund		
Cash (+)	$751,079.36	
Sub-total : Life Safety Fund	$751,079.36	
Total : ASSETS		$150,365,574.56
LIABILITIES		
Educational Fund		
Payroll Withholdings (+)	$321,435.85	
Sub-total : Educational Fund	$321,435.85	
Social Security Fund		
Payroll Withholdings (+)	($23.20)	

Unit 5 Treasurer's Report As of 09/30/2022

Fiscal Year: 2022-2023

Sub-total : Social Security Fund	($23.20)
Total : LIABILITIES	$321,412.65
FUND BALANCE	
Educational Fund	
Fund Balance (+)	$17,433,789.32
Sub-total : Educational Fund	$17,433,789.32
Operations & Maintenance Fund	
Fund Balance (+)	$1,215,231.18
Sub-total : Operations & Maintenance Fund	$1,215,231.18
Debt Service Fund	
Fund Balance (+)	$19,688,044.19
Sub-total : Debt Service Fund	$19,688,044.19
Transportation Fund	
Fund Balance (+)	$3,484,361.72
Sub-total : Transportation Fund	$3,484,361.72
Social Security Fund	
Fund Balance (+)	$1,174,877.58
Sub-total : Social Security Fund	$1,174,877.58
Municiple Retirement Fund	
Fund Balance (+)	$1,009,060.70
Sub-total : Municiple Retirement Fund	$1,009,060.70
Working Cash Fund	
Fund Balance (+)	$69,835,374.12
Sub-total : Working Cash Fund	$69,835,374.12
Tort Immunity Fund	
Fund Balance (+)	$711,577.74
Sub-total : Tort Immunity Fund	$711,577.74
Life Safety Fund	
Fund Balance (+)	$392,683.82
Sub-total : Life Safety Fund	$392,683.82
NET CHANGE IN FUND BALANCE	
NET CHANGE IN FUND BALANCE (+)	$35,099,161.54
Sub-total : NET CHANGE IN FUND BALANCE	$35,099,161.54
Total : FUND BALANCE	$150,044,161.91

Unit 5 Treasurer's Report As of 09/30/2022

Fiscal Year: 2022-2023

Total LIABILITIES + FUND BALANCE	$150,365,574.56

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 09/01/2022 through 09/30/2022

Fiscal Year: 2022-2023

	09/01/2022 - 09/30/2022	Year To Date	Budget	Budget Balance	
REVENUE COLLECTED					
Educational Fund					
Local Sources (+)	$15,145,985.01	$31,714,220.27	$75,941,607.00	$44,227,386.73	41.8%
State Sources (+)	$2,933,018.17	$5,361,472.12	$25,687,390.60	$20,325,918.48	20.9%
Federal Sources (+)	$1,192,369.60	$4,351,481.69	$15,659,588.34	$11,308,106.65	27.8%
Sub-total : Educational Fund	$19,271,372.78	$41,427,174.08	$117,288,585.94	$75,861,411.86	35.3%
Operations & Maintenance Fund					
Local Sources (+)	$2,654,563.44	$5,399,285.58	$12,391,884.00	$6,992,598.42	43.6%
State Sources (+)	$0.00	$0.00	$37,000.00	$37,000.00	0.0%
Sub-total : Operations & Maintenance Fund	$2,654,563.44	$5,399,285.58	$12,428,884.00	$7,029,598.42	43.4%
Debt Service Fund					
Local Sources (+)	$8,133,765.57	$16,026,226.72	$35,974,385.00	$19,948,158.28	44.5%
Sub-total : Debt Service Fund	$8,133,765.57	$16,026,226.72	$35,974,385.00	$19,948,158.28	44.5%
Transportation Fund					
Local Sources (+)	$1,045,174.95	$2,077,625.81	$4,757,327.00	$2,679,701.19	43.7%
State Sources (+)	$0.00	$1,540,500.33	$6,102,500.00	$4,561,999.67	25.2%
Federal Sources (+)	$0.00	$0.00	$413,635.00	$413,635.00	0.0%
Sub-total : Transportation Fund	$1,045,174.95	$3,618,126.14	$11,273,462.00	$7,655,335.86	32.1%
Social Security Fund					
Local Sources (+)	$504,992.21	$1,093,679.83	$2,699,524.00	$1,605,844.17	40.5%
Sub-total : Social Security Fund	$504,992.21	$1,093,679.83	$2,699,524.00	$1,605,844.17	40.5%
Municiple Retirement Fund					
Local Sources (+)	$504,886.85	$995,008.17	$2,223,724.00	$1,228,715.83	44.7%
Sub-total : Municiple Retirement Fund	$504,886.85	$995,008.17	$2,223,724.00	$1,228,715.83	44.7%
Working Cash Fund					
Local Sources (+)	$478,514.40	$705,745.68	$1,189,332.00	$483,586.32	59.3%
Sub-total : Working Cash Fund	$478,514.40	$705,745.68	$1,189,332.00	$483,586.32	59.3%
Tort Immunity Fund					
Local Sources (+)	$1,338,566.04	$2,615,887.27	$6,033,829.00	$3,417,941.73	43.4%
Sub-total : Tort Immunity Fund	$1,338,566.04	$2,615,887.27	$6,033,829.00	$3,417,941.73	43.4%
Life Safety Fund					
Local Sources (+)	$260,579.08	$513,510.73	$1,189,332.00	$675,821.27	43.2%
Sub-total : Life Safety Fund	$260,579.08	$513,510.73	$1,189,332.00	$675,821.27	43.2%
Total : REVENUE COLLECTED	$34,192,415.32	$72,394,644.20	$190,301,057.94	$117,906,413.74	38.0%
EXPENDITURES PAID					
Educational Fund					
Salaries (-)	$7,524,683.31	$22,145,607.51	$92,212,073.75	$70,066,466.24	24.0%
Employee Benefits (-)	$1,388,426.42	$4,129,522.92	$17,005,693.03	$12,876,170.11	24.3%
Purchased Services (-)	$283,211.82	$602,039.59	$4,329,697.96	$3,727,658.37	13.9%
Supplies and Materials (-)	$501,947.97	$1,914,931.17	$8,579,145.42	$6,664,214.25	22.3%
Capital Outlay (-)	$0.00	$665,036.45	$169,579.00	($495,457.45)	392.2%

Unit 5 Treasurer's Report For the Period 09/01/2022 through 09/30/2022

Fiscal Year: 2022-2023

	09/01/2022 - 09/30/2022	Year To Date	Budget	Budget Balance	
Other Objects (-)	$79,888.59	$392,741.95	$5,642,166.00	$5,249,424.05	7.0%
Non-Capitalized Equipment (-)	$3,430.58	$33,249.17	$220,641.00	$187,391.83	15.1%
Sub-total : Educational Fund	($9,781,588.69)	($29,883,128.76)	($128,158,996.16)	($98,275,867.40)	23.3%
Operations & Maintenance Fund					
Salaries (-)	$507,745.96	$1,581,032.17	$6,571,910.14	$4,990,877.97	24.1%
Employee Benefits (-)	$6,514.20	$260,230.61	$1,047,340.00	$787,109.39	24.8%
Purchased Services (-)	$110,162.67	$396,095.15	$1,245,786.00	$849,690.85	31.8%
Supplies and Materials (-)	$252,334.41	$938,791.69	$3,449,148.00	$2,510,356.31	27.2%
Capital Outlay (-)	$97,019.92	$419,268.73	$74,823.00	($344,445.73)	560.3%
Other Objects (-)	$0.00	$130.00	$2,454.00	$2,324.00	5.3%
Non-Capitalized Equipment (-)	$9,134.89	$9,134.89	$15,790.00	$6,655.11	57.9%
Sub-total : Operations & Maintenance Fund	($982,912.05)	($3,604,683.24)	($12,407,251.14)	($8,802,567.90)	29.1%
Debt Service Fund					
Other Objects (-)	$0.00	$624,132.31	$37,952,515.05	$37,328,382.74	1.6%
Sub-total : Debt Service Fund	$0.00	($624,132.31)	($37,952,515.05)	($37,328,382.74)	1.6%
Transportation Fund					
Salaries (-)	$21,847.20	$55,612.85	$225,067.66	$169,454.81	24.7%
Employee Benefits (-)	$5,452.86	$12,720.49	$48,361.94	$35,641.45	26.3%
Purchased Services (-)	$16,114.02	$443,378.84	$10,351,041.00	$9,907,662.16	4.3%
Supplies and Materials (-)	$85,130.13	$262,263.29	$1,599,850.00	$1,337,586.71	16.4%
Capital Outlay (-)	$8,720.99	$8,720.99	$433,764.00	$425,043.01	2.0%
Other Objects (-)	$0.00	$0.00	$2,036.00	$2,036.00	0.0%
Non-Capitalized Equipment (-)	$0.00	$0.00	$18,039.00	$18,039.00	0.0%
Sub-total : Transportation Fund	($137,265.20)	($782,696.46)	($12,678,159.60)	($11,895,463.14)	6.2%
Social Security Fund					
Employee Benefits (-)	$229,790.49	$670,218.45	$2,800,763.78	$2,130,545.33	23.9%
Sub-total : Social Security Fund	($229,790.49)	($670,218.45)	($2,800,763.78)	($2,130,545.33)	23.9%
Municiple Retirement Fund					
Employee Benefits (-)	$165,388.78	$489,598.27	$2,201,111.68	$1,711,513.41	22.2%
Sub-total : Municiple Retirement Fund	($165,388.78)	($489,598.27)	($2,201,111.68)	($1,711,513.41)	22.2%
Tort Immunity Fund					
Salaries (-)	$214,281.44	$640,324.52	$2,545,699.75	$1,905,375.23	25.2%
Employee Benefits (-)	$23,450.48	$199,070.74	$1,040,707.61	$841,636.87	19.1%
Purchased Services (-)	$62,104.10	$187,508.78	$2,283,111.00	$2,095,602.22	8.2%
Supplies and Materials (-)	$3,130.63	$7,848.63	$90,364.00	$82,515.37	8.7%
Capital Outlay (-)	$8,417.31	$53,767.31	$41,596.00	($12,171.31)	129.3%
Other Objects (-)	$0.00	$0.00	$101,371.00	$101,371.00	0.0%
Non-Capitalized Equipment (-)	$0.00	$0.00	$2,959.00	$2,959.00	0.0%
Sub-total : Tort Immunity Fund	($311,383.96)	($1,088,519.98)	($6,105,808.36)	($5,017,288.38)	17.8%
Life Safety Fund					
Purchased Services (-)	$10,444.00	$32,598.25	$232,000.00	$199,401.75	14.1%
Capital Outlay (-)	$73,919.94	$122,516.94	$928,000.00	$805,483.06	13.2%

Unit 5 Treasurer's Report For the Period 09/01/2022 through 09/30/2022

Fiscal Year: 2022-2023

	09/01/2022 - 09/30/2022	Year To Date	Budget	Budget Balance	
Sub-total : Life Safety Fund	($84,363.94)	($155,115.19)	($1,160,000.00)	($1,004,884.81)	13.4%
Total : EXPENDITURES PAID	($11,692,693.11)	($37,298,092.66)	($203,464,605.77)	($166,166,513.11)	18.3%
OTHER FINANCING SOURCES (USES)					
Educational Fund					
Transfers In (+)	$0.00	$0.00	$11,700,000.00	$11,700,000.00	0.0%
Transfers Out (-)	$0.00	$592,767.31	$710,322.80	$117,555.49	83.5%
Sub-total : Educational Fund	$0.00	($592,767.31)	$10,989,677.20	$11,582,444.51	5.4%
Operations & Maintenance Fund					
Proceeds From Capital Asset Disposal (+)	$0.00	$2,610.00	$0.00	($2,610.00)	0.0%
Sub-total : Operations & Maintenance Fund	$0.00	$2,610.00	$0.00	($2,610.00)	0.0%
Debt Service Fund					
Transfers In (+)	$0.00	$592,767.31	$710,322.80	$117,555.49	83.5%
Sub-total : Debt Service Fund	$0.00	$592,767.31	$710,322.80	$117,555.49	83.5%
Working Cash Fund					
Transfers Out (-)	$0.00	$0.00	$11,700,000.00	$11,700,000.00	0.0%
Sub-total : Working Cash Fund	$0.00	$0.00	($11,700,000.00)	($11,700,000.00)	0.0%
Total : OTHER FINANCING SOURCES (USES)	$0.00	$2,610.00	$0.00	($2,610.00)	0.0%
NET CHANGE IN FUND BALANCE	$22,499,722.21	$35,099,161.54	($13,163,547.83)	($48,262,709.37)	266.6%

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Self-Funded Insurance As of 09/30/2022

Fiscal Year: 2022-2023

ASSETS		
Current Assets		
Cash In Bank (+)	$2,936,564.98	
Accounts Receivable (+)	$81,699.37	
Sub-total : Current Assets	$3,018,264.35	
Total : ASSETS		$3,018,264.35
LIABILITIES		
Current Liabilities		
Other Current Liabilities (+)	$2,097.54	
Sub-total : Current Liabilities	$2,097.54	
Total : LIABILITIES	$2,097.54	
FUND BALANCE		
Fund Balance		
Fund Balance (+)	$3,150,948.32	
Sub-total : Fund Balance	$3,150,948.32	
NET CHANGE IN FUND BALANCE		
NET CHANGE IN FUND BALANCE (+)	($134,781.51)	
Sub-total : NET CHANGE IN FUND BALANCE	($134,781.51)	
Total : FUND BALANCE	$3,016,166.81	
Total LIABILITIES + FUND BALANCE		$3,018,264.35

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Self-Funded Insurance For the Period 09/01/2022 through 09/30/2022

Fiscal Year: 2022-2023

	09/01/2022 - 09/30/2022	Year To Date
REVENUE COLLECTED		
Revenue From Payroll		
Board Contributions (+)	$1,099,038.50	$3,262,270.50
Employee Contributions (+)	$262,405.84	$802,432.08
Sub-total : Revenue From Payroll	$1,361,444.34	$4,064,702.58
Revenue From Other Sources		
Retiree Contributions (+)	$143,995.37	$218,786.57
Cobra Contributions (+)	$1,551.00	$4,653.00
Interest & Dividends (+)	$2,922.08	$7,815.67
Sub-total : Revenue From Other Sources	$148,468.45	$231,255.24
Total : REVENUE COLLECTED	$1,509,912.79	$4,295,957.82
EXPENDITURES PAID		
Operating Expenditures		
Heath Ins Claims (-)	$1,135,059.80	$4,113,539.00
HSA Contributions (-)	$3,936.67	$18,707.91
Health Ins Admin Fees (-)	$94,412.37	$291,692.32
Other Fees & Expense (-)	$0.00	$6,800.10
Sub-total : Operating Expenditures	($1,233,408.84)	($4,430,739.33)
Total : EXPENDITURES PAID	($1,233,408.84)	($4,430,739.33)
NET CHANGE IN FUND BALANCE	$276,503.95	($134,781.51)

End of Report

Public Comments at Board Meetings and Petitions to the Board

The Board, as the representative body governing the District, wishes to provide an avenue for its constituents and the public to express themselves at Board meetings. Accordingly, at each regular and special meeting open to the public, members of the public and District employees may comment to or ask questions of the Board, subject to reasonable constraints. The Board listens to comments and questions during public participation, but generally manages responses through Board policy 3.30.

To preserve sufficient time for the Board to conduct its business, any person appearing before the Board is expected to follow these guidelines:

- Meetings of the Board are conducted for the purpose of carrying on the business of the District.

- During the time when the Board is holding official meetings, only those persons recognized by the presiding officer shall be permitted to participate in the discussion. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the presiding officer. This includes following the directives of the presiding officer to maintain order and decorum for all. Any individual not so recognized is out of order.

- In order to be recognized by the presiding officer during public participation, each participant must sign in on the sheet provided at the entrance to the meeting at least 15 minutes prior to the meeting.

- Since all open meetings of the Board are made a matter of public record, each speaker, when recognized by the presiding officer, should give his or her name and state the general subject, before presenting views.

- Each individual will have an opportunity to speak for three minutes. If, however, a large number of individuals wish to be heard, the presiding officer may shorten this time allotment to conserve time and give the maximum number of people an opportunity to speak. A majority of Board members present at any meeting may waive the three-minute time allotment for an individual. If multiple individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.

- For further review and reference, it is recommended that a copy of the speaker's remarks be provided to the Clerk of the Board.

- Petitions or written correspondence to the Board may be presented during the Public Comments agenda item at meetings.

- It shall be in order for the members of the Board and/or the Superintendent to question a speaker or to make comments regarding the individual's statement.

- Speakers are expected to conduct themselves with respect and civility toward others and otherwise abide by Board policy 8.30, *Visitors to and Conduct on School Property*.

- To minimize the possibility of the Board making ill advised, illegal, or improper rulings due to hasty action in the absence of adequate information and study, those proposals or requests that are not items on the agenda will be referred to the Superintendent for a

recommendation. The Superintendent will communicate with those participants following the next scheduled Board meeting.

- The presiding officer shall determine procedural matters regarding public comments not otherwise defined in this policy.

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

CROSS REF.: 2.220 (School Board Meeting Procedure), 8.10 (Connection with the Community), 8.30 (Visitors to and Conduct on School Property)

Fiscal and Business Management

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

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

Budget Planning

The District's fiscal year is from July 1 until June 30. The Superintendent or designee shall present to the Board, at a regular meeting in August, a tentative budget with appropriate explanation. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. The District's budget shall be entered upon the Ill. State Board of Education's (ISBE) *School District Budget Form*. To the extent possible, the tentative budget shall be balanced as defined by ISBE guidelines. The Superintendent shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.

Preliminary Adoption Procedures

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

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

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

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

Final Adoption Procedures

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

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

The Superintendent or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website; notify parents/guardians that the budget is posted and provide the website's address.
2. File a certified copy of the budget resolution and an estimate of revenues by source anticipated to be received in the following fiscal year, certified by the District's Chief

Financial Officer, with the County Clerks of McLean and Woodford Counties within 30 days of the budget's adoption.

3. Make all preparations necessary in order for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act, and file a Certificate of Tax Levy with the County Clerks of McLean and Woodford Counties, on or before the last Tuesday in December. The Certificate lists the amount of property tax money to be provided for the various funds in the budget.
4. Submit the annual budget, a deficit reduction plan if one is required by ISBE guidelines, and other financial information to ISBE according to its requirements.

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

Budget Amendments

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

Implementation

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

The Board shall act on:

1. All expenditures.
2. All interfund loans, interfund transfers, transfers within funds, and transfers from the working cash fund or abatements, if one exists.
3. All transfers from one program to another.
4. All expenditures that are to be charged to a contingency account, if such an account exists.

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

23 Ill. Admin. Code Part 100.

CROSS REF.: 4:20 (Fund Balances), 4.40 (Incurring Debt), 4:60 (Purchases and Contracts), 6.235 (Access to Electronic Networks)

ADMIN. PROC.:6.235-AP1, 6.235-E1, 6.235-E2

Adopted: September 7, 1972
Reviewed: September 2022
Amended: October 19, 2022

Resource Conservation

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

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible

2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in the School Code, if economically and practically feasible.

3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall:

    a) require recycling the District's waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible;

    b) include investigation of the feasibly of potential markets for other recyclable materials that are present in the District's waste stream; and

    c) be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District.

4. Adherence to energy conservation measures.

The Superintendent shall develop procedures for purchasing recycled paper and paper products in amounts that will, at a minimum, meet the requirements of the *School Code*.

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

CROSS REF.: 4.60 (Purchases and Contracts), 4.75 (Energy Management Conservation), 4.150 (Facility Management and Building Programs)

ADMIN. PROC.: 4.70-AP1, 4.75-AP1

Adopted: September 25, 1996
Reviewed: September 2022
Amended: October 19, 2022

Pandemic Preparedness; Management; Recovery

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

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

To prepare the District community for a pandemic, the Superintendent or designee shall:

1) learn and understand how the roles that the federal, State, and local government function;

2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic school action plan; and

3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

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

During an emergency school closing, the Board President and the Superintendent may, to the extent the emergency situation allows, examine existing Board policies pursuant to Board policy 2.240, *Board Policy Development,* and recommend to the Board for consideration any needed amendments or suspensions to address mandates that the District may not be able to accomplish or implement due to a pandemic.

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

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

Payment of Employee Salaries During Emergency School Closures

The Superintendent shall consult with the Board to determine the extent to which continued payment of salaries and benefits will be made to the District's employees, pursuant to Board policies, 3.40, *Superintendent,* 3.50, *Administrative Personnel Other Than the Superintendent,* 5:35, *Compliance with the Fair Labor Standards Act,* 5.200, *Terms and Conditions of Employment and Dismissal,* and 5.270, *Employment At-Will, Compensation, and assignment,* and consistent with:

1) applicable laws, regulations, federal or State or local emergency declarations, executive orders, and agency directives;

2) collective bargaining agreements and any bargaining obligations; and

3) the terms of any grant under which an employee is being paid.

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

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

1) Recommends to the Board for consideration any suspensions or amendments to curriculum-related policies to reduce and Board-required graduation or other instructional requirements in excess of minimum curricular requirements specified in School Code that the District may not be able to provide due to the pandemic;

2) Implements the requirements of 105 ILCS 5/10-30; and

3) Ensures a plan for periodic review of and/or amendments to the Plan when needed and/or required by statute, regulation, or State guidance.

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

CROSS REF.: 1.20 (District Organization, Operations, and Cooperative Agreements), 2.20 (Powers and Duties of the School Board; Indemnification), 2.220 (School Board Meeting Procedure), 2.240 (Board Policy Development), 3.40 (Superintendent), 3.50 (Administrative Personnel Other Than the Superintendent), 3.70 (Succession of Authority), 4.170 (Safety), 5.35 (Compliance with the Fair Labor Standards Act), 5.200 (Terms and Conditions of Employment and Dismissal), 5.270 (Employment At-Will, Compensation, and Assignment), 6.20 (School Year Calendar and Day), 6.60 (Curriculum Content), 6.300 (Graduation Requirements), 7.90 (Release During School Hours), 8.100 (Relations with Other Organizations and Agencies)

ADMIN. PROC.: 4.180-AP1, 4.180-AP2

Adopted: September 23, 2009
Reviewed: September 2022
Amended: October 19, 2022

Administrative Procedure - Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments

Bus Driver Communication Devices

State law prohibits a school bus driver from operating a school bus while using a cellular radio telecommunication device. It requires each school bus to contain either an operating cellular radio telecommunication device or two-way radio while the school bus driver is in possession of the school bus. The cellular radio telecommunication device or two-way radio must be turned on and adjusted in a manner that would alert the driver of an incoming communication request. 625 ILCS 5/12-813.1(b), (e).

Bus drivers may still have cell phones although they are prohibited from using cell phones for anything, including personal use, while operating a bus except:

1. in an emergency situation to communicate with an emergency response operator; a hospital; a physician's office or health clinic; an ambulance service; a fire department, fire district, or fire company; or a police department;

2. to call for assistance in the event of a "mechanical breakdown or other mechanical problem;"

3. to communicate with school authorities or their designees about bus operation or the welfare and safety of any passengers on the bus; or

4. when the bus is parked. 625 ILCS 5/12-813.1(c).

Bus/Vehicle Pre-Trip and Post-Trip Inspection

All school bus drivers, whether employed by the District or private sector school bus company, shall perform each of the following:

1. Comply with the applicable pre-trip inspection of the mechanical and safety equipment on the school bus listed on the *School Bus Driver Pre-Trip Inspection Form* (92 Ill. Admin. Code §§458.1030 and 458.Illustration A, *School Bus Driver's Pre-Trip Inspection Form*). **Note:** 92 Ill. Admin. Code §§458.1030(u) requires any variations from the form to be approved by the Dept. of Transportation by calling (217) 785-3031 or writing to:

   Vehicle-Inspection Unit Manager
   Ill. Dept. of Transportation., Div. of Traffic Safety
   1340 North 9th St.
   P.O. Box 19212
   Springfield, Ill 62794-9212

2. Test the cellular radio communication device or two-way radio and ensure that it is functioning properly before the bus is operated. 625 ILCS 5/12-816.

3. Perform a visual sweep for children or other passengers at the end of a route, work shift or workday by:

   a. Activating interior lights of the school bus to assist the driver in searching in and under each seat (625 ILCS 5/12-816(c)), and

b. Walking to the rear of the school bus/vehicle checking in and under each seat (625 ILCS 5/12-816(a), (b)).

If a mechanical post-trip inspection reminder system is installed, the driver shall comply with the requirements of that system. 625 ILCS 5/12-816(d) .

Bus Driving Comments

Each school bus and multifunction school activity bus shall display a sign at the rear, with letters and numerals readily visible and readable, in the following form:

TO COMMENT ON MY DRIVING, CALL (309) 557-4BUS (4287)

Driving comments shall be accepted in the following manner:

1. Calls to comment on school bus driving shall be directed to the Superintendent or designee.

2. The Superintendent or designee shall conduct an internal investigation of the events that led to each complaint. Required for districts that own school buses by 625 ILCS 5/12-821(c)(1).

3. The Superintendent or designee shall inform the commenting party of the results of the investigation and the action, if any, taken to remedy the situation. Required for districts that own school buses by 625 ILCS 5/12-821(c)(2).

Administrative Procedure – National Terrorism Advisory System

The National Terrorism Advisory System (NTAS) is designed to convey timely information to the American public about terrorist threats. NTAS issues two types of advisories: *Bulletins and Alerts*, which are described below:

Bulletins – Communicate current developments or general trends about terrorism threats without necessarily indicating a specific threat. This means a Bulletin provides broad terrorism threat information that allows recipients to quickly take protective measures.

Alerts - Are only issued when specific, credible information about a terrorist threat is available. An Alert may include specific information, if available, about the nature of the threat, including the geographic region, mode of transportation, or critical infrastructure potentially affected by the threat, as well as steps that individuals and communities can take to protect themselves and help prevent, mitigate, or respond to the threat. Alerts carry an expiration date and will be automatically cancelled on that date. Updates to an Alert, as well the cancellation of an Alert, will be distributed in the same way as the original Alert.

Alerts will state whether a threat is *elevated* or *imminent* as follows:

- A threat is *elevated* if there is no specific information about the timing or target.
- A threat is *imminent* if the threat is believed to be specific impending.

NTAS advisories are issued by the U.S. Dept. of Homeland Security at: www.dhs.gov/national-terrorism-advisory-system.

District Response Measures

The Superintendent or designee is responsible for tracking Bulletins and Alerts and disseminating those that merit administrative review

After receiving an NTAS advisory, the Superintendent, Building Principal or other appropriate administrator (*administrator*) will review it and determine what response measures, if any, should be taken. To determine the appropriate response, the administrator should assess the threat to District activities for which he or she is responsible and consider reviewing the threat with other administrators and/or public safety officials. A range of potential response measures are listed below in the column entitled **Potential Response Measures in Addition to Any Suggested by the NTAS Advisory**. The Superintendent and Building Principal(s) should strongly consider closing the school(s) whenever there is an *imminent* threat to the District or one of its buildings.

Response Category	Potential Response Measures in Addition to Any Suggested by the NTAS Advisory
Emergency Planning and Preparedness	Update the school emergency operations plan (EOP), specifically the emergency and disaster response procedures. See 4.170-AP1, *Comprehensive Safety and Security Program*, at Sections G and H. Address critical emergency needs under the direction of public safety officials. Coordinate emergency plans with county, State, and federal agencies. Inventory emergency supplies and equipment.

Response Category	Potential Response Measures in Addition to Any Suggested by the NTAS Advisory
	Maintain current emergency communication lists for employees and students. Test alternative communication capabilities. Designate an alternative communications center located off school property. Review parent/guardian notification procedures. Review procedures to reunite students with their parents/guardians should schools close mid-day.
Communication/Activities with Employees	Instruct employees and students to report suspicious activities or persons to the administrative office. Conduct emergency and disaster response training for all employees. Disseminate emergency communications methods and resources (i.e., where to get information) to employees, parents, and community. Review EOP with all employees. Update employee emergency contact numbers.
Communication/Activities with Students	Instruct students to report suspicious activities or persons to any employee. Conduct school safety drills with students.
Classes and School Activities	Close school(s) early. Cancel classes. Cancel outside activities and field trips. Cancel all activities. Cancel regular and/or extracurricular bus service.
Building and Grounds Security	Reassess facility security measures, e.g., lock exterior doors. Increase building security throughout the school system. Implement visitor control procedures. Limit visitor access to school. Prohibit visitor access to school. Prohibit parking near buildings. Request police department to increase patrols around school. Take additional precautions during events and activities, e.g., hiring additional security staff, restricting public access, or canceling the event/activity. In anticipation of a building lockdown, ensure each school
Parent/Guardian Communication	Disseminate emergency communications methods and resources, e.g., where to get information, to parents/guardians and the community. Update student emergency contact numbers. Test parent/guardian notification procedures. Increase communication with parents/guardians and community via website and email distribution. Inform parents/guardians of procedures to reunite students with parents/guardians should schools close mid-day.

Resources

For further information on NTAS (including to access NTAS Bulletins or Alerts, view sample NTAS advisories, sign up to receive NTAS Alerts, or add NTAS Alerts to a website) see: www.dhs.gov/national-terrorism-advisory-system.

Administrative Procedure - School Action Steps for Pandemic Influenza or Other Virus/Disease

Building a strong relationship with the local health department and emergency medical agencies is critical for developing a meaningful school action plan to address pandemic influenza (flu) or other virus/disease. The key planning activities in this checklist should build upon the District's existing contingency plans.

The following is a list of important step-by-step actions school officials should take before a pandemic flu or other virus/disease outbreak. This list needs to be repeated when an outbreak has several cycles or waves.

Prior to Outbreak/Preparedness and Planning Phase

Actor	Action
Superintendent or designee	Identify Pandemic Planning Team to operate as a Superintendent Committee and includes one or two School Board members, administrators, and staff members.
Superintendent and Board	Identify, modify, and monitor relevant policies that a pandemic may possibly affect, including but not limited to: 1.20, *District Organization, Operations, and Cooperative Agreements* 2.20, *Powers and Duties of the School Board; Indemnification* 2.70, *Vacancies on the School Board - Filling Vacancies* 2.200, *Types of School Board Meetings* 2.220, *School Board Meeting Procedure* 3.70, *Succession of Authority* 4.130, *Free and Reduced-Price Food Services* 4.180, *Pandemic Preparedness; Management; and Recovery* 5.35, *Compliance with the Fair Labor Standards Act* 5.40, *Communicable and Chronic Infectious Disease* 5.180, *Temporary Illness or Incapacity* 5.185, *Family and Medical Leave* 5.200, *Terms and Conditions of Employment and Dismissal* 5.270, *Employment At-Will, Compensation, and Assignment* 5.300, Schedules and Employment Year 5.330, *Sick Days, Vacation, Holidays, and Leaves* 6.20, *School Year Calendar and Day* 6.60, *Curriculum Content* 6.120, *Education of Children with Disabilities* 6.150, *Home and Hospital Instruction* 7.70, *Attendance and Truancy* 7.280, *Communicable and Chronic Infectious Disease* 8.100, *Relations with Other Organizations and Agencies*
Superintendent or designee and Pandemic Planning Team	Begin review and use of the following publications: For flu season:

	School District (K-12) Pandemic Influenza Planning Checklist at: www.idph.state.il.us/pandemic_flu/school_guide/sppg_checklist.pdf For COVID-19: **Interim Guidance for Administrators of US K-12 Schools and Child Care Programs** at: www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html. Review and ensure a succession of authority plan exists in case Board members, administrators, and/or others are unable to fulfill duties during the pandemic. Succession plans for Board members unable to fulfill duties during the pandemic may create a vacancy on the Board. Discuss the issues of succession plans for elected officials with the Attorney for the District. See Board policies 2:70, *Vacancies on the School Board - Filling Vacancies*, and 3:70, *Succession of Authority*. Work with local health and emergency preparedness officials. They may want to use the schools to disseminate information to families about a crisis. Train employees about FLSA, overtime, and recordkeeping requirements necessary to work during a pandemic while the District is closed. Open communications with employee unions regarding "wages, hours and terms and conditions of employment" during a pandemic. Address policies for employee absenteeism, identifying critical job functions, plans for alternate coverage, and return-to-work policies as well as disease symptom recognition. Ensure resources for nurses and staff to receive training and personal protective equipment to identify flu and other pandemic disease symptoms. For flu reporting, see 4.180-AP2, *Pandemic Influenza Surveillance and Reporting*. Remember that a person who is infected does not show symptoms right away, but children becoming ill may show different behavior than usual, such as eating less or being irritable. Knowing the differences between seasonal and pandemic flu is also critical to pandemic preparedness. A fact sheet is available online at: www.cdc.gov/flu/pandemic-resources/basics/about.html. Train staff to protect themselves from occupational exposure to flu or other disease through workplace *social distancing* based upon the Occupational Safety and Health Administration's (OSHA), **Guidance on Preparing Workplaces for an Influenza Pandemic***,* which may be found online at: www.osha.gov/pandemic-influenza. Ensure that **Standard Surveillance** disease recognition procedures are in place and implemented. See Administrative Procedure 4.180-AP2, *Pandemic Influenza Surveillance and Reporting*.

	For flu, encourage the use of simple non-medical ways to reduce the spread of flu by *cough and sneeze etiquette* and cleansing of hands and work areas. For COVID-19, see the **Interim Guidance for Administrators of US K-12 Schools and Child Care Programs**, *When there is no community transmission (preparedness phase)* section at: www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html Decide to what extent the District will encourage or require students and staff to stay home when they are mildly ill. Some parents/guardians may need to be more cautious in keeping their students out of school. Identify students who have a greater risk of infection and are most vulnerable to serious illness. Review their health needs and encourage those families to talk with their health care providers. Assess nutritional assistance needs for students who receive free and reduced-price food programs. For more information about providing continuity of meal distribution for students eligible for reimbursable meals, see Q & A #5 at: www.isbe.net/Documents/usda_qa072309.pdf and ISBE's nutrition page specific to managing COVID-19 issues at: www.isbe.net/nutrition. Through consultation with the Regional Office of Education and local authorities, develop strategies for remote learning through collaborative agreements (television or other local cable stations, teleconferencing, electronic instructional resources, etc.). 105 ILCS 5/10-30, added by P.A. 101-643 and see 6:20-AP, *Remote and/or Blended Remote Learning Day Plan(s)*. Educate staff, students, and parents/guardians about the differences between the various types of flu, other viruses, and/or other diseases, best hygienic practices to prevent them, and what could occur in a pandemic. See **Sample Parent Letter #1, Preparation and Planning** at: www.idph.state.il.us/pandemic_flu/school_guide/sppg_ltr_preparation.pdf. Also see, **Preparing for the Flu** at: www.cdc.gov/h1n1flu/schools/toolkit/pdf/schoolflutoolkit.pdf and www.dph.illinois.gov/topics-services/diseases-and-conditions/influenza#publications-publications-influenza. Review Sections IV and V of **School Guidance During an Influenza Pandemic** at: www.idph.state.il.us/pandemic_flu/schoolguide.htm.

Outbreak of Flu or Other Virus/Disease

Actor	Action
Superintendent or designee	Depending upon the type of virus/disease: For COVID-19, review the Interim Guidance for Administrators of US K-12 Schools and Child Care Programs at:

	www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html. For flu, consider issuing **Sample Parent Letter # 2, First Bird Case** at: www.idph.state.il.us/pandemic_flu/school_guide/sppg_ltr_bird.pdf. Begin **Heightened Surveillance** responses. See 4:180-AP2, *Pandemic Surveillance and Reporting.* Issue **Sample Parent/Guardian Letter #3, Illinois/Regional Cases**, informing parents/guardians that some students are sick but schools remain open, include tip sheets and information resource list. A sample is at: www.idph.state.il.us/pandemic_flu/school_guide/sppg_il_cases.pdf.
Pandemic Planning Team	When a confirmed case has entered a school, regardless of the community transmission, work with local health department regarding a press release announcing that schools will remain open, if applicable, and advising parents/guardians of their need to prepare. A sample, titled **Schools Open**, is at: www.idph.state.il.us/pandemic_flu/school_guide/sppg_media_open.pdf. **Note:** If this sample is used for COVID-19, amend it with those specifics.
Building Principal	Post flu and other virus/disease prevention signs on campuses. See Section V of **School Guidance During an Influenza Pandemic** at www.idph.state.il.us/pandemic_flu/schoolguide.htm. For COVID-19, see **Promoting Behaviors that Reduce Spread subhead in the CDC's Considerations for Schools** at: www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html, including a handwashing etiquette example at: www.cdc.gov/handwashing/when-how-handwashing.html.

Expansion of the Outbreak

Actor	Action
Local Health Department	Issue epidemic statement to general public.
Superintendent or designee	For flue, begin **Intensive Surveillance** responses. See 4.180-AP2, *Pandemic Influenza Surveillance and Reporting*.

Continued Expansion of the Outbreak

Actor	Action
Local Health Department	Evaluate the need for school closure with local school officials.
Superintendent or designee	In consultation with local health department, emergency management agencies, and Regional Office of Education, close school(s). Issue press release. A sample titled **Schools Closed**, is at: www.idph.state.il.us/pandemic_flu/school_guide/sppg_media_closed.pdf.

	Note: If this sample is used for COVID-19, amend it with those specifics. Issue **Sample Parent Letter #4, School Closure**. A sample is at: www.idph.state.il.us/pandemic_flu/school_guide/sppg_closures.pdf. **Note:** If this sample is used for COVID-19, amend it with those specifics.
Board and/or Superintendent	Cancel any non-academic events.

Following the Outbreak

Actor	Action
Local Health Department	Evaluate the advisability of opening school(s) with school officials.
Superintendent or designee	Issue press release that schools are open. Issue **Sample Parent Letter #5, Schools Reopen**. A sample is at: www.idph.state.il.us/pandemic_flu/school_guide/sppg_reopening.pdf. **Note:** If this sample is used for COVID-19, amend it with those specifics.
Pandemic Planning Team	Continue communicating with local health department.
Superintendent or designee	For flu, return to **Heightened Surveillance** response. See 4.180-AP2, *Pandemic Influenza Surveillance and Reporting*. Begin checklist again if an outbreak recurs.

Local Health Department:

Name

Address

Telephone

Regional Office of Education:

Name

Address

Telephone

Emergency Management Agencies:

Name

Address

Telephone

Name

Address

Telephone

Important Resources

ISBE and IDPH released a publication titled **School Guidance During an Influenza Pandemic**, December 2006 at:

Adopted: October 28, 2009
Reviewed: September 2022
Amended: October 19, 2022

www.idph.state.il.us/pandemic_flu/schoolguide.htm.

This resource is meant to guide and supplement, not replace school districts' existing plans.

Further information on pandemic flu can be found by calling 1-800-CDC-INFO or at the following websites:

www.cdc.gov/flu/pandemic-resources/index.htm
www.cdc.gov/flu
www.redcross.org

Further information on COVID-19 is subject to continual change. Follow the HHS/CDC and IDPH websites or call 1-800-CDC-INFO.

Exhibit – Internal Procedures for Procurement Transactions

Actor	Action
Staff Member	Identifies a procurement need and makes a written request to the appropriate department head and/or Building Principal.
Building Principal, appropriate department head or designee	Evaluates staff member's request by conducting a needs analysis, determining a funding source, and determining if request should be sent to the Chief Financial Officer (CFO) and/or designee for further analysis. **Note:** The Principal's procurement role likely varies based upon each district and type of expense.
CFO or designee	Upon request of the Building Principal, conducts further analysis of staff member's request in order to verify information and determine if funds are available. Provides Building Principal with results of further analysis.
Building Principal, appropriate department head or designee	Provides Superintendent and/or designee with staff member's written procurement request, his/her analysis of the staff member's request, and, if applicable, any further analysis conducted by the CFO and/or designee.
Superintendent or designee	Reviews staff member's request and analyses of same; evaluates educational value of procurement requested. Superintendent and/or designee may then: • Approve procurement request if below amount set by the Board and/or State law (105 ILCS 5/10-20.21); • Deny procurement request; or • If procurement request amount exceeds the Superintendent's authority, seeks Board permission for procurement. See Board policy 4.60, *Purchases and Contracts,* for the amount designated by the Board. When presenting a contract or purchase for Board approval, the Superintendent and/or designee shall ensure it complies with applicable State and federal law, consulting the Attorney for the District as needed. See Board policy 4.60, *Purchases and Contracts* and 7.345, *Use of Educational Technologies; Student Data Privacy and Security.*
School Board	Considers any procurement requests submitted by the Superintendent and/or designee. Considers any contract requests submitted by the Superintendent and/or designee.
Superintendent and/or designee	Identifies appropriate method of procurement and ensures appropriate method is followed.

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School Board	Considers any procurement requests submitted by the Superintendent and/or designee. Considers any contract requests submitted by the Superintendent and/or designee.
Superintendent and/or designee	Identifies appropriate method of procurement and ensures appropriate method is followed.

General Personnel – Communicable and Chronic Infectious Disease

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

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

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

LEGAL REF.: 42 U.S.C. §12101 *et seq*., Americans with Disabilities Act, amended by the Americans with Disabilities Act Amendments Act (ADAAA), Pub. L. 110-325; 29 C.F.R. §1630.1 *et seq*.,
amended by the Americans with Disabilities Act Amendments Act (ADAAA), Pub. L. 110-325; 29 C.F.R §1630.1 et seq.
29 U.S.C. §791, Rehabilitation Act of 1973; 34 C.F.R. §104.1 *et seq*.
20 ILCS 2305/6, Department of Public Health Act.

820 ILCS 40/, Personnel Record Review Act.
77 Ill. Admin. Code Part 690, Control of Communicable Diseases.

CROSS REF.: 2.150 (Committees), 4.180 (Pandemic Preparedness; Management; and Recovery), 5.30 (Hiring Process and Criteria), 5.180 (Temporary Illness or Temporary Incapacity)

ADMIN. PROC.: 2.150-AP1, 5.40-AP1

Adopted: December 13, 1988
Reviewed: September 2022
Amended: October 19, 2022

General Personnel – Religious Holidays

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

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

LEGAL REF.: 775 ILCS 5/2-101 and 5/2-102, Ill. Human Rights Act.
775 ILCS 35/15, Religious Freedom Restoration Act.

Adopted: May 27, 1968
Reviewed: September 2022
Amended: October 19, 2022

General Personnel – Court Duty

The District will pay full salary during the time an employee is absent due to jury duty or, is absent pursuant to a subpoena to serve as a witness in a trial or have a deposition taken in any school-related matter pending in court.

The District will not deduct the court duty remuneration from the employee's compensation.

An employee should give at least five days' prior notice of pending court duty to the District.

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

Adopted: April 23, 1997
Reviewed: September 2022
Amended: October 19, 2022

Professional Personnel - Suspension

Suspension Without Pay

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

Misconduct that is detrimental to the District includes:

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

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

Suspension With Pay

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

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

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

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

1. Let the employee remain in the employee's position pending the outcome of the investigation; or

2. Remove the employee as recommended by DCFS, proceeding with:

a. A suspension with pay; or

b. A suspension without pay.

Repayment of Compensation and Benefits

If a professional employee is suspended with pay, either voluntarily or involuntarily, pending the outcome of a criminal investigation or prosecution, and the employee is later dismissed as a result of his or her criminal conviction, the employee must repay to the District all compensation and the value of all benefits received by him or her during the suspension. The Superintendent or designee will notify the employee of this requirement when the employee is suspended.

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

CROSS REF.: 5.290

ADMIN. PROC.: 5.240-AP1

Adopted: August 10, 2005
Reviewed: September 2022
Amended: October 19, 2022

Administrative Procedure / General Personnel - Communicable and Chronic Infectious Disease

The following procedures will be implemented when a District employee has a communicable and/or chronic infectious disease. A copy of the procedures will be given to the employee.

The District shall not discriminate against an employee disabled by a communicable or chronic infectious disease. An employee with a communicable or chronic infections disease will be permitted to retain his or her position whenever, after reasonable accommodations and without undue hardship, there is no substantial risk of transmission of the disease to others, provided an employee is able to continue to perform the position's essential functions.

Evaluation of the Employee's Condition

1. The employee who has or is suspected of having a communicable or chronic infectious disease is encouraged to inform the Superintendent immediately.

2. Upon having knowledge of a known or suspected case of a communicable disease, the Superintendent or designee:

    a. Notifies the *local health authority* as required by 77 Ill. Admin. Code §690.200 and within the time frames required by 77 Ill. Admin. Code §690.100, and
    b. Follows directions for temporarily excluding an employee from school according to local health authority direction and 77 Ill. Admin. Code Part 690. See also Exhibit 7.280-E2, *Reporting and Exclusion Requirements for Common Communicable Diseases*, identifying the diseases for which there is mandatory reporting.

3. The Superintendent will inform the Communicable and Chronic Infectious Disease Review Team within three days.

4. Communicable Disease and Chronic Infectious Disease Review Team will meet within three days to:

    a. Meet with the employee or a member of the employee's family to review the status of the employee's health, and

    b. Evaluate the employee and submit a written report with recommendations to the Superintendent.

4. The Board will receive a report, both written and verbal, of the Communicable and Chronic Infectious Disease Review Team's evaluation from the Superintendent.

5. The employee or a member of the employee's family will receive a report, both written and verbal, of the Communicable and Chronic Infectious Disease Review Team's evaluation from the Superintendent.

6. The employee may be required to submit to a physical examination, given by a physician chosen and paid for by the District.

Monitoring Employee's Condition

The employee's health condition will be reviewed on a schedule determined by the Communicable and Chronic Infectious Disease Review Team. The Team's employee status report will be given to the Superintendent.

Each status report will indicate an employment recommendation for the employee, such as:

1. Continued employment at the same position, with possible accommodations,
2. Continued employment but transfer to another position, with possible accommodations,
3. Temporary exclusion from the work place, or
4. Dismissal.

Employee Dismissal

The dismissal of an employee on contractual continued service shall be in accordance with 105 ILCS 5/24-12.

The dismissal of an employee not on contractual continued service shall be in accordance with the law or policy applicable to his or her position.

Confidentiality

The employee's medical condition and records shall be held in strictest confidence and shared only with members of the Communicable and Chronic Infectious Disease Review Team, the employee's direct supervisor, and someone who would need to know in the event of an emergency. Medical records will not become part of the employee's personnel file.

Administrative Procedure - Email Retention

Email, including attachments that are sent or received by the District or District employees may be, depending on their content, subject to disclosure under the Freedom of Information Act and/or discovery in litigation as evidence in support of a claim. Employees must use the same standards of judgment, propriety, and ethics with email as they do with other forms of school business-related communications.

Accordingly, employees have the same responsibilities for email messages as they do for any other communication and must distinguish between record and non-record messages. This allows for the proper storage or disposal of email. However, no District record, no matter its form, may be destroyed if it is subject to a litigation hold. See Administrative Procedure 2.250-AP2, *Protocols for Record Preservation and Development of Retention Schedules*. For guidance on Board member use and retention of email, see Exhibit 2.140-E1, *Guidance for Board Member Communications, Including Email Use*.

Non-Record Messages

Email messages are *non-record messages* if they do not evidence the District's organization, function, decisions, policies, procedures, or activities; or do not contain informational data appropriate for preservation. These are generally informal or preliminary drafts, notes, recommendations, or memoranda that do not contain official action. Examples include:

1. Personal correspondence not received or created in the course of District or school business, such as, "What's for dinner?" or "I'll be glad to drive to the meeting."

2. Duplicates of notices concerning meetings or workshops, dates, discussion topics, and material to prepare for or to be discussed during a meeting.

3. Publications or promotional materials from vendors and similar materials that are sent as part of mass marketing campaigns.

4. Correspondence containing recommendations or opinions that are preliminary to a decision, unless appropriate for preservation, e.g., legal opinions.

5. Informal correspondence to parents/guardians concerning school activities or an individual student's progress or assignments provided the messages do not contain notice of final or official action.

6. Draft material, except when appropriate for preservation, e.g., draft collective bargaining agreement language.

If the email is a *non-record message*, the employee should delete it as soon as its purpose is fulfilled unless the email is subject to a litigation hold. The goal is to control excessive accumulation of material.

Official Record Messages

Email messages are *official record messages* if they are evidence of the District's organization, function, policies, decisions, procedures, or activities or contain informational data appropriate for preservation. Some examples include:

1. Policy documents or contract related documents.
2. Correspondence, e.g., letters, memos, emails from individuals, companies, or organizations requesting information about the District or school policies or practices and the responses to these requests.
3. Project reports.
4. Correspondence dealing with significant aspects of District administration or a school executive office, including messages containing information concerning policies, programs, fiscal and personnel matters, and contracts.
5. Correspondence between Board members regarding District business.
6. Updates provided to a student's parent/guardian about the student's progress or a disciplinary matter.
7. Correspondence between administrators regarding an employee investigation.

Official record messages should routinely be transferred to the records maintenance location identified by the Records Custodian or Head of Information Technology (IT). Before transferring the message, the employee should identify it as belonging in one of the categories of records established by the Record Custodian or Head of IT. Once transferred it becomes the official copy and the original electronic version may be deleted according to the District's approved record preservation and retention schedule. See Administrative Procedure 2.250-AP2, *Protocols for Record Preservation and Development of Retention Schedules*.

Teaching About Religions

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

■

LEGAL REF.: School Dist. of Abington Twp. v. Schempp, 374 U.S. 203 (1963).
Allegheny County v. ACLU Pittsburgh Chapter, 492 U.S. 573 (1989).
CROSS REF.: 6.20, 6.40, 6.60, 6.255

Adopted: May 28, 1997
Reviewed: September 2022
Amended: October 19, 2022

Teaching About Controversial and Sensitive Issues

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

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

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

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

CROSS REF.: 6.40 (Curriculum Development), 6.60 (Curriculum Content), 6.255, (Assemblies and Ceremonies), 6.260 (Complaints About Curriculum, Instructional Materials, and Programs)

ADMIN. PROC.: 6.260-AP1, 6.260-E1

Adopted: May 28, 1997
Reviewed: September 2022
Amended: October 19, 2022

Education of Homeless Children

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

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

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship.

Transportation shall be provided in accordance with the McKinney-Vento Homeless Assistance Act and State law. The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school.

If a child is denied enrollment or transportation under this policy, the Liaison for Homeless Children shall immediately refer the child or his or her parent/guardian to the ombudsperson appointed by the Regional Superintendent and provide the child or his or her parent/guardian with a written explanation for the denial.

Whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing, the Liaison for Homeless Children may, after the passage of 18 months and annually thereafter, conduct a review as to whether such hardship continues to exist in accordance with State law.

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

CROSS REF.: 2.260 (Uniform Grievance Procedure), 4.110 (Transportation), 7.10 (Equal Educational Opportunities), 7.30 (Student Assignment and Intra-District Transfer), 7.50 (School Admissions and Student Transfers To and From Non-District Schools), 7.60 (Residence), 7.100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

ADMIN. PROC.: 6.140-AP1

Adopted: December 11, 2002
Reviewed: September 2022
Amended: October 19, 2022

Administrative Procedure – Teaching About Religions

The following are guidelines for teaching about religions:

1. Instruction must be age-appropriate to ensure that students will not believe the District is sponsoring religion.
2. Instruction may expose students to religious views, but may not impose any particular views.
3. Instruction must be informational, not indoctrination.
4. Instruction must be academic, not devotional.
5. Instruction may study what people believe, but may not teach a student what to believe.
6. Instruction should include a variety of religions, but should not press for student acceptance of any one religion.

Within the parameters of the academic study of religion, teachers may display objects, artifacts, and symbols that illustrate a variety of religious customs, beliefs, and expressions. Any classroom and school display presented as a part of religious studies or holiday activities must meet the following criteria:

1. The display will be exhibited on a temporary basis.
2. The display will be constructed in a manner that presents no endorsement, favoritism, or promotion of a single religion or religious belief.
3. The display will include non-secular as well as secular symbols.
4. The display will include appropriate descriptive labels attached to the symbols.

Individual student participation in the preparation of a religious study display or a religious holiday display is strictly voluntary. If the display is a class activity, any student who wishes not to participate must be given an alternative assignment.

Administrative Procedure - Education of Homeless Children

Actor	Action
School Board **Preliminary Step**	Upon recommendation of the Superintendent, determine whether to expend transportation funds to provide financial homeless prevention assistance to the parents/guardians (or persons who enroll students) of children who are homeless *or at risk of becoming homeless*, in accordance with the provisions of 105 ILCS 5/29-5 (amended by P.A. 102-539); 105 ILCS 45/1-17. See duties of the Liaison for Homeless Children below for specific eligibility requirements.
Superintendent **Preliminary Steps**	Serve as or designate an appropriate staff person, who may also be a coordinator for other federal programs, to serve as a Liaison for Homeless Children. 42 U.S.C. §11432(g)(1)(J)(ii). Under the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a(2)), *homeless children and youths* means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of 42 U.S.C §11302(a)(1)). The term includes: 1. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; **Note:** Section §11434a(2) no longer includes children "awaiting foster care placement" within the definition of homeless children and youths. 2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of Section 11302(a)(2)(C)); 3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and 4. Migratory children (as such term is defined in section 6399 of title 20) who qualify as homeless for purposes of this part because the children are living in clauses (1) through (3) above. Under the Education for Homeless Children Act, 105 ILCS 45/1-5, *homeless person, child, or youth* includes, but is not limited to, any of the following: 1. An individual who lacks a fixed, regular, and adequate nighttime place of abode. 2. An individual who has a primary nighttime place of abode that is: a. A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing); b. An institution that provides a temporary residence for individuals intended to be institutionalized; or

Actor	Action
	c. A public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
Liaison for Homeless Children **Duties**	Review and use the information provided at www.isbe.net/Pages/Homeless.aspx to become aware of the resources and training materials provided by the Illinois State Board of Education with regard to the education of homeless children. See www2.ed.gov/programs/homeless/legislation.html for the U.S. Dept. of Education's information about federal requirements. Ensure that homeless children are identified by school personnel and through coordinated activities with other entities and agencies. 42 U.S.C. §11432(g)(6)(A)(i). Ensure that homeless children enroll in, and have full and equal opportunity to succeed in District programs. 42 U.S.C. §11432(g)(6)(A)(ii). Ensure that homeless families and children receive educational services for which they are eligible, and make referrals to health care, dental, mental health and substance abuse, housing, and other appropriate services. 42 U.S.C. §11432(g)(6)(A)(iii)-(iv). Inform parents/guardians of educational and related opportunities available to their children, and provide them with meaningful opportunities to participate in their children's education. 42 U.S.C. §11432(g)(6)(A)(v). Disseminate public notice of the educational rights of homeless children and youths in the location where they receive services (such as schools, shelters, public libraries, and soup kitchens). 42 U.S.C. §11432(g)(6)(A)(vi). Mediate enrollment disputes to: a. Ensure the child/youth is immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute; b. Provide the homeless child/youth's parent/guardian with a written explanation of the school's decision regarding school selection or enrollment, including their rights to appeal the decision; c. Complete the dispute resolution process as expeditiously as possible; and d. In the case of an unaccompanied youth, ensure that the youth is immediately enrolled in school pending resolution of the dispute. 42 U.S.C. §11432(g)(3)(E)(iv) and 42 U.S.C. §11432(g)(6)(A)(vii). Fully inform the parent/guardian of a homeless child/youth, and any unaccompanied youth, of all transportation services and assist in accessing transportation services. 42 U.S.C. §11432(g)(6)(A)(viii). Convene a meeting with the parent/guardian and teacher of the child if

Actor	Action
	the travel time to a homeless child's school of origin is longer than one hour each way, or if the travel time is shorter, but the District wishes to evaluate whether such travel is in the best interest of the child's development and education. 105 ILCS 45/1-15. Assist unaccompanied youth in placement/enrollment decisions, consider the youth's wishes in those decisions, and provide notice to the youth of the right to appeal such decisions. 42 U.S.C. §11432(g)(3)(B)(iv). Assist children/youths who do not have immunizations or medical records in obtaining necessary immunizations and/or medical records. 42 U.S.C. §11432(g)(3)(C)(iii). If needed, verify children's homeless status so they may obtain free copies of their birth certificates, in accordance with procedures established by the State Registrar of Vital Records. 410 ILCS 535/25.3. Collaborate with State and local social service agencies that provide services to the homeless as well as with community and school personnel responsible for the provision of education and related services to homeless children and youths. 42 U.S.C. §11432(g)(5)(A) and (g)(6)(C). Conduct a hardship review whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing; a hardship review should be performed after the passage of 18 months and annually thereafter. 105 ILCS 45/1-25(a-5). Make a recommendation to the Superintendent regarding whether the Board should authorize financial homeless prevention assistance for families with children who are homeless or at risk of being homeless. 105 ILCS 5/29-5 (amended by P.A. 102-539); 105 ILCS 45/1-17. In those cases where the parties agree it is in the best interest of the child and District to do so, prepare a written housing plan (Plan) to provide financial assistance in an amount that will allow a child who is homeless or at risk of being homeless to remain permanently in his/her home or obtain new housing. Financial assistance may include: (1) mortgage or rental assistance that will allow a child to remain permanently in his/her living situation or obtain a new living situation; and/or (2) assistance with unpaid bills, loans, or other financial debts that result in housing being inadequate. 105 ILCS 45/1-17(a). Before entering into any such Plan, verify that all of the following requirements have been met in order for the District to claim the financial assistance against its State transportation funds:

Actor	Action
	1. The District has attempted to provide the financial assistance through its local homeless assistance agency that is part of the McKinney-Vento Homeless Act's continuum of care. 105 ILCS 45/1-17(b). 2. The amount of the financial assistance will not exceed the District's actual costs for providing transportation for the child. 105 ILCS 5/29-5, amended by P.A. 102-539. 3. The District is not otherwise claiming the transportation costs in another State or federal grant. 105 ILCS 5/29-5, amended by P.A. 102-539. 4. If the assistance is to be provided to a child at risk of becoming homeless, the parent/guardian, person who enrolled the child, or unaccompanied minor has provided documented evidence showing that the child's living situation will, within eight weeks, cease to be fixed, regular, and adequate and will result in the child becoming homeless. Acceptable proof includes, but is not limited to: foreclosure notice, eviction notice, utility shut-off or discontinuation notice, or written statement from the parent/guardian, person who enrolled the student, or unaccompanied minor. 105 ILCS 45/1-17(d). Refer the child or his or her parent/guardian to the ombudsperson appointed by the Regional Superintendent whenever a school denies a homeless child enrollment or transportation, and provide the child or his or her parent/guardian with a written statement of the basis for the denial. 105 ILCS 45/1-25(a).
Parents/guardians **Assignment**	Choose the child's attendance center between the following options (105 ILCS 45/1-10 controls because it exceeds the rights granted to parents/guardians in federal law.): 1. Continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or 2. Enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend. The term *school of origin* means the school that the student attended when permanently housed or the school in which the student was last enrolled. 42 U.S.C. §11432(g)(3)(I) and 105 ILCS 45/1-5. If the child is attending his/her school of origin, make a good faith effort to provide or arrange for transportation to and from the school of origin, including authorizing relatives, friends, or a program for homeless persons to provide the child with transportation.
Building Principal Where Homeless Student Will be Enrolled **Enrollment**	Shall immediately enroll the homeless child/youth, even if the child/youth is unable to produce records normally required for enrollment, e.g., previous academic records, medical records, proof of residency, or other documentation. 42 U.S.C. §11432(g)(3)(C)(i) and 105 ILCS 45/1-20.

Actor	Action
	Shall immediately contact the school last attended by the child/youth to obtain relevant academic and other records. 42 U.S.C. §11432(g)(3)(C)(ii) and 105 ILCS 45/1-20. If the child needs to obtain immunizations, or immunization or medical records, shall immediately refer the child/youth's parent/guardian to the Liaison for Homeless Children. 42 U.S.C. §11432(g)(3)(C)(iii) and 105 ILCS 45/1-20. Maintain records for the homeless child/youth that are ordinarily kept for students according to District policy and procedure on student school records. 42 U.S.C. §11432(g)(3)(D). See 7.340, *Student Records*, and 7.340-AP1, *School Student Records*. Ensure each homeless child/youth is provided services comparable to services offered to other students including the following (42 U.S.C. §11432(g)(4)): 1. Transportation services; 2. Educational services for which the child/youth meets the eligibility criteria, such as services provided under Title I of the Elementary and Secondary Education Act of 1965 or similar State or local programs, educational programs for children with disabilities, and educational programs for English learners; 3. Programs in career and technical education; 4. Programs for gifted and talented students; and 5. School nutrition programs. Shall require a parent/guardian of a homeless child/youth, if available, to submit contact information. 42 U.S.C. §11432(g)(3)(H) and 105 ILCS 45/1-20.
Transportation Director and Building Principal Where Homeless Student Will be Enrolled **Transportation**	Ensure transportation is provided a homeless child/youth, at the request of the parent/guardian (or in the case of an unaccompanied youth, the Liaison), to and from the school of origin. 42 U.S.C. §11432(g)(1)(J)(iii). State law, found at 105 ILCS 45/1-15, is superseded by federal law. The term *school of origin* means the school that the student attended when permanently housed or the school in which the student was last enrolled. 42 U.S.C. §11432(g)(3)(I). Transportation shall be arranged as follows: 1. If the homeless child/youth continues to live in the area served by the school district in which the school of origin is located, the child/youth's transportation to and from the school of origin shall be provided or arranged by the district in which the school of origin is located. 2. If the homeless child/youth's living arrangements in the area served by the district of origin terminate and the child/youth, though continuing his or her education in the school of origin, begins living in an area served by another school district, the district of origin and the district in which the homeless child/youth is living shall agree upon a method to apportion the responsibility and costs for providing the student with transportation to and

Actor	Action
	from the school of origin. If the local educational agencies are unable to agree upon such method, the responsibility and costs for transportation shall be shared equally. 42 U.S.C. §11432(g)(1)(J)(iii).
Superintendent or Designee **Dispute**	If a dispute arises, shall inform the homeless child/youth's parents/guardians of the availability of an investigator, sources for low-cost or free legal assistance, and other advocacy services in the community. Each Regional Superintendent appoints an ombudsperson to provide resource information and resolve disputes at schools within his or her jurisdiction relating to the rights of homeless children under this Act. 105 ILCS 45/1-25. The Homeless Family Placement Act governs shelter placement. 310 ILCS 85/1.

Administering Medicines to Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian and healthcare provider with prescriptive authority must complete a *School Medication Authorization Form* (Exhibit 7.270-E1) requesting that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

Except when the school nurse or trained personnel, as defined by State law, administers an undesignated epinephrine injector, e.g.: EpiPen®, an opioid antagonist, undesignated asthma medication, or undesignated glucagon to a person that the school nurse or trained personnel in good faith professionally believes is having an anaphylactic reaction, an opioid related overdose, respiratory distress, or life-threatening low blood sugar under a standing protocol from a licensed physician, no District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed *School Medication Authorization Form* is submitted by the student's parent/guardian. Teachers and other non-administrative school employees, except nurses, shall not be required to administer medication to students. However, provided a *School Medication Authorization Form* has been completed and signed by the student's parent/guardian and healthcare provider with prescriptive authority, teachers and other non-administrative school employees may dispense medication to students, administer medication to students, or supervise a student's self-administration of prescription or non-prescription medication as provided in this policy; and coaches and sponsors of school-related activities may be required to dispense and supervise a student's self-administration of medication.

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

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

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

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g.: EpiPen® and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian and licensed healthcare provider with prescriptive authority have completed and signed a *School Medication Authorization Form*. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student. A student may self-administer other medication, including medication required under a qualifying plan, dispensed by a delegated school employee, provided the student's parent/guardian and healthcare provider with prescriptive authority has completed and signed a *School Medication Authorization Form*. A student's self-administration of medication other than an epinephrine injector or asthma medication must be under the direct supervision of a delegated school employee. A qualifying plan means: (1) an asthma action plan; (2) an Individual Health Care Action Plan; (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form; (4) a plan pursuant to Section 504 of the federal

Rehabilitation Act of 1973; or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

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

School District Supply of Undesignated Asthma Medication

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

District Supply of Undesignated Epinephrine Injectors

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

District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement Section 22-30(f) of the School Code and maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. *Opioid antagonist* means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. *Undesignated opioid antagonist* is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. *See* the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.
School District Supply of Undesignated Glucagon

The Superintendent or designee shall implement 105 ILCS 145/27 and maintain a supply of undesignated glucagon in the name of the District in accordance with manufacturer's instructions.

When a student's prescribed glucagon is not available or has expired, a school nurse or delegated care aide may administer undesignated glucagon only if he or she is authorized to do so by a student's diabetes care plan.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a parent/guardian of a student who is a minor or any other individual who is at least 21 years of age to register with the Ill. Dept. of Public Health (IDPH) as a designated caregiver to administer a medical cannabis infused product to a student.

A designated caregiver is allowed to administer a medical cannabis infused product to a child who is a student on the premises of his or her school or on his or her school bus if:

1. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
2. Copies of the registry identification cards are provided to the District; and
3. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form - Medical Cannabis*, specifying the times where or the special circumstances under which the medical cannabis infused product must be administered.

After administering the product to the student, the designated caregiver shall immediately remove it from school premises or the school bus. The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students.

State law does not require school personnel to administer medical cannabis to students. Trained school nurses and administrators are allowed, but not required, to administer a medical cannabis infused product to a student who is a registered qualifying patient. Prior to the administration of a medical cannabis infused product under this subsection, a school nurse or school administrator must annually complete training curriculum developed by the State Board of Education, in consultation with the Department of Public Health, on the administration of medical cannabis infused products and must submit to the school's administration proof of its completion.

A trained school nurse or administrator is allowed to administer a medical cannabis infused product to a child who is a student while on school premises, at a school-sponsored activity, or before or after normal school activities, including while the student is in before-school or after-school care on school-operated property or while the student is being transported on a school bus if:

1. The student possesses a valid registry identification card issued by IDPH;
2. A copy of the registry identification card is provided to the District; and
3. That student's parent/guardian completed, signed, and submitted a School Medication Authorization Form - Medical Cannabis, specifying the times where or the special circumstances under which the medical cannabis infused product must be administered.

The written authorization and a copy of the registry identification card(s) must be kept on file in the office of the school nurse. Medical cannabis infused products must be stored with the school nurse at all times in a manner consistent with storage of other student medication at the school and may be accessible only by the school nurse or a school administrator.

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

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

Discipline of a student for being administered a product by a designated caregiver pursuant to this policy is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Void Policy

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

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

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

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

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

Administration of Undesignated Medication

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

Disclaimers

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

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

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

CROSS REF.: 7.285 (Anaphylaxis Prevention, Response, and Management Program)

ADMIN. PROC.:7.270-AP1, 7.270-AP,E1, 7.270-AP2, 7.270-AP3, 7.270-E1, 7.270-E2, 7.270-E3, 7.270-E4, 7.270-E5, 7.270-E6, 7.270-E7, 7.270-E8

Adopted: August 22, 1990
Reviewed: September 2022
Amended: October 19, 2022

Administrative Procedure – Accommodating Breastfeeding Students

The Superintendent or designee shall ensure that students who choose to breastfeed an infant after returning to school are provided reasonable accommodations. A student who is a nursing mother may take reasonable breaks during the school day to express breast milk or breastfeed an infant. The District's Title IX Coordinator, in consultation with the Building Principal, will implement reasonable accommodations for the nursing mother in a manner that minimizes disruption to the student's education.

Reasonable accommodations for breastfeeding students, include, but are not limited to:

1. Access to a private and secure room, other than a bathroom, to express breast milk or breastfeed an infant child.

2. Permission to bring onto the school campus a breast pump or other equipment used to express breast milk.

3. Access to a power source for a breast pump or any other equipment used to express breast milk.

4. Access to a place to store expressed breastmilk safely.

5. Reasonable breaks to accommodate the student's need to express breast milk or breastfeed an infant child.

6. The opportunity to make up work missed to due to the student's use of reasonable accommodations for breastfeeding.

Complaints

The District's Complaint Manager or Non-Discrimination Coordinator will process any complaints regarding reasonable accommodations for breastfeeding students in accordance with policy 2:260, *Uniform Grievance Procedure*. In those cases where a complainant appeals the Superintendent's decision to the Board, the Superintendent will inform the complainant that he or she may appeal the Board's decision to the Regional Superintendent and, thereafter, to the State Superintendent, in accordance with 23 Ill. Admin. Code §200.40.

LEGAL REF.: 34 C.F.R. §106.40.
105 ILCS 5/10-20.60.

Adopted: October 19, 2022
Reviewed: September 2022
Amended:

Administrative Procedure ~ Dispensing Medication

Actor	Action
Parents/ Guardians	▪ Ask the child's physician, dentist, or other health care provider who has authority to prescribe medications if a medication, either prescription or non-prescription, must be administered during the school day. *Medication* includes an epinephrine injector, e.g. *EpiPen*®, and asthma inhaler medication (105 ILCS 5/22-30a), medical cannabis (105 ILCS 5/22-33(g), glucagon (105 ILCS 145/27), and any medication-required under a plan listed in 105 ILCS 5/10-22.21b(c), for a student's self-administration of medication. **For a student with diabetes**: The parent/guardian is responsible for sharing the health care provider's instructions concerning the student's diabetes management during the school day. When assistance with diabetes care has been requested for a student while at school or participating in a school sponsored activity, the student's diabetes will be managed according to a diabetes care plan. A school nurse or delegated care aide will be responsible for implementing the services and accommodations specified in a student's diabetes care plan to the extent they are not managed by the student as authorized under the student's diabetes care plan. See Care of Students with Diabetes Act, 105 ILCS 145/. Last, the Public Self-Care of Diabetes Act allows a person with diabetes (or a parent/guardian of a person with diabetes) to self-administer insulin (or administer insulin) in any location, public or private, where the person is authorized to be irrespective of whether the injection site is uncovered during or incidental to the administration of insulin (410 ILCS 135/). **For a student with epilepsy**: The parent/guardian is responsible for sharing the health care provider's instructions. When assistance has been requested for a student with epilepsy while at school or participating in a school sponsored activity, the student's epilepsy will be managed according to a seizure action plan. See Seizure Smart School Act, 105 ILCS 150/. **For a student with asthma**: The parent/guardian is responsible for sharing the student's asthma action plan. Annually, the District shall request an asthma action plan from the parents/guardians of students with asthma via notice in the student handbook. When an asthma action plan has been provided, the student's asthma will be managed according to the plan. See 105 ILCS 5/22-30(j-5). Asthma emergencies shall be managed pursuant to the District's asthma emergency response protocol. 105 ILCS 5/22-30(j-10). A student with asthma is allowed to self-administer and self-carry asthma medication if the student's parent/guardian provide the school with: (1) written authorization for the self-administration and/or self-care of asthma medication; and (2) the prescription label containing the name of the asthma medication, the prescribed dosage, and the time at which or circumstances under which the asthma medication is to be administered. 105 ILCS 5/22-30(b). **For a student at risk of anaphylaxis:** The parent/guardian is responsible for completing a Student Health History Form and sharing

	the health care provider's instructions for students with a food or other allergy that could result in anaphylaxis. When a Food Allergy & Anaphylaxis Emergency Care Plan or Individual Health Care Plan has been provided, the student's allergy shall be managed according to the plan. Administrative Procedure 7.285-AP, *Anaphylaxis Prevention Response, and Management Program*. Anaphylaxis emergencies shall be managed pursuant to the Food Allergy Research & Education's (FARE) Food Allergy & Anaphylaxis Emergency Care Plan. A student at risk of anaphylaxis is allowed to self-administer and self-carry an epinephrine injector if the student's parent/guardian provide the school with: (1) written authorization from the student's physician, physician assistant, or advanced practice registered nurse; and (2) a written statement from the pupil's physician, physician assistant, or advanced practice registered nurse containing the following information: (A) the name and purpose of the epinephrine injector; (B) the prescribed dosage; and (C) the time or times at which or the special circumstances under which the epinephrine injector is to be administered. 105 ILCS 5/22-30(b). **For a student using medical cannabis:** The parent/guardian is responsible for providing the school with copies of the valid registry identification cards issued to their child and the child's designated caregiver as required by Ill. Dept. of Public Health. The student's parent/guardian must also ask the student's health care provider to complete Exhibit 7.270-E2 *School Medication Authorization Form – Medical Cannabis*. 105 ILCS 5/22-33(b-5). The designated caregiver shall be allowed to administer a *medical cannabis infused product* to the student on the premises of the child's school or on the child's school bus. The product must be immediately removed from school premises or the school bus after administration. 105 ILCS 5/22-33(b-5). State law does not require school personnel to administer medical cannabis to students. 105 ILCS 5/22-33(b). Trained school nurses and administrators are allowed, but not required, to administer a medical cannabis infused product to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus. 105 ILCS 5/22-33(b-5). Product administered by a school nurse or administrator must be stored with the school nurse at all times in a manner consistent with storage of other student medication at the school and may be accessible only by the school nurse or an administrator. 105 ILCS 5/22-33(b-10). **For a student self-administering medication**: A student is allowed to self-administer medication, including medication required under a qualifying plan, if the student's parent/guardian and health care provider has completed and signed Exhibit 7.270-E1 *School Medication Authorization Form*. A qualifying plan means: (1) an asthma action plan; (2) an Individual Health Care Action Plan; (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form; (4) a plan

	pursuant to Section 504 of the federal Rehabilitation Act of 1973; or (5) a plan pursuant to the federal Individuals with Disabilities Education Act. A student's self-administration of medication other than an epinephrine injector or asthma medication must be under the direct supervision of a delegated school employee. **For any student with a chronic illness:** If the student's health and safety are at risk if a medication or procedure is not given/performed during the school day, the medication with accompanying district forms and all equipment for the procedure with accompanying district forms MUST be on file at the school before the student may attend. See Exhibit 7.270-E3 *Request for Authorized Personnel to Perform a Procedure at School* Form. ▪ If so, ask the health care provider to complete a *School Medication Authorization Form*. **This form must be completed and given to the school before the school will store or dispense any medication, before the child may possess asthma medication or an epinephrine injector, and before a child will be allowed to self-administer any medication.** ▪ When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication outside of school hours during school-related activities, the parent/guardian must complete Exhibit 7.270-E1 *School Medication Authorization Form* requesting that the school dispense the medication to the child. ▪ If a student is on a medication indefinitely, the parent/guardian must file a new Exhibit 7.270-E1 *School Medication Authorization Form* every year. ▪ Bring the medication to the school office. If the medicine is for asthma or is an epinephrine injector, a student may keep possession of it for immediate use at the student's discretion: (1) while in school, (2) while at a school-sponsored activity, (3) while under the supervision of school personnel, or (4) before or after normal school activities, such as while in before-school or after-school care on school-operated property (105 ILCS 5/22-30(e)). ▪ For asthma inhalers, provide the prescription label. Bring other prescription medications to the school in the original package or appropriately labeled container. **The container shall display**: (1) Student's name; (2) Prescription number; (3) Medication name and dosage; (4) Administration route and/or other direction; (5) Date(s) and time(s) to be taken; (6) Licensed prescriber's name; and (7) Pharmacy name, address, and phone number. ▪ Bring non-prescription medications to school in the manufacturer's original container with the label indicating the ingredients and the student's name affixed.

	▪ At the end of the treatment regime, remove any unused medication from the school.
School Office Personnel	▪ Provide a copy of these procedures, as well as an Exhibit 7.270-E1 *School Medication Authorization Form,* to inquiring parents/guardians. ▪ Whenever a parent/guardian brings medication for a student to the office, summon the school nurse. ▪ If the school nurse is unavailable, accept the medication, provided the parent/guardian submits a completed Exhibit 7.270-E1 *School Medication Authorization Form* and the medication is packaged in the appropriate container. ▪ Put the medication in the appropriate locked drawer or cabinet. Tell the school nurse about the medication as soon as possible. ▪ If the school nurse is unavailable and a student is identified as having asthma, seizures, a food allergy, or diabetes, request the student's parent/guardian to share their child's asthma action plan, seizure action plan, food allergy and emergency action plan, diabetes care plan, or other qualifying plan. If the plan is provided, keep it on file in the school nurse's office. Tell the school nurse or Building Principal or designee of the receipt of the plan as soon as possible so that he/she may provide copies of it to appropriate school staff interacting with the student on a regular basis and, if applicable, attach it to the student's Section 504 plan or Individualized Education Program (IEP). 105 ILCS 5/22-30(j-5).
School Nurse	▪ Ensure that a parent/guardian who brings medication for his or her child has complied with the parent/guardian's responsibilities as described in this administrative procedure. ▪ If a student is identified as having asthma, seizures, a food allergy, or diabetes, request the student's parent/guardian to share their child's asthma action plan, seizure action plan, food allergy and emergency action plan, diabetes care plan, or other qualifying plan. If the plan is provided, keep it on file in the school nurse's office. Provide copies of it to appropriate school staff that interact with the student on a regular basis and, if applicable, attach it to the student's Section 504 plan or IEP. 105 ILCS 5/22-30(j-5). ▪ In conjunction with the licensed prescriber and parent/guardian, identify circumstances, if any, in which the student may self-administer the medication and/or carry the medication. A student will be permitted to carry and self-administer only medication for asthma or an epinephrine auto-injector. A student may also self-administer other medication dispensed by a delegated school employee. ▪ Work with a student's parent/guardian and healthcare provider to develop an emergency action plan for a student who self-administers medication in accordance with 105 ILCS 5/10-22.21b(c). The plan must include (105 ILCS 5/10-22.21b(d)): 1. A plan of action in the event a student is unable to self-administer medication, and 2. The situations in which a school must call 911. ▪ For students at risk of anaphylaxis, follow the procedure for Individual Allergy Management in Administrative Procedure 7.285-AP, *Anaphylaxis Prevention Response, and Management Program,* which include the development of an emergency action plan.

	▪ The nurse will administer medication ensuring that these 5 "**Right**s" are observed: ▪ **Right patient** (verify the name of the student receiving the medication), ▪ **Right drug** (ensure the label on the medication matches the School Medication Authorization Form), ▪ **Right dose** (verify the dose on the medication form matches the bottle), ▪ **Right route** (verify the correct route), and ▪ **Right time** (verify the correct time and call the student to the nurse's office if the student needs to be reminded). ▪ Prior to administering a medical cannabis infused product in accordance with 105 ILCS 5/22-33(b-5), annually complete the medical cannabis infused product administration training curriculum developed by the Ill. State Board of Education. 105 ILCS 5/22-33(f-5). ▪ In conjunction with the Illinois Nurse Practice Act and Exhibit 7.270-E4 *Delegation of Oral Medication to Unlicensed Assistive Personnel*, delegate the administration of oral medication when appropriate. ▪ If a medication error occurs, the nurse should immediately assess the student and respond as needed, inform the Building Principal or designee, inform the parents, and document the incident in the medication log. The Building Principal should inform the Superintendent or designee. ▪ Store the controlled medication in a locked drawer or cabinet, except as otherwise allowed by law. A student may keep possession of medication for asthma or an epinephrine injector. Medications requiring refrigeration should be refrigerated in a secure area. ▪ Plan with the student the time(s) the student should come to the nurse's office to receive medications. ▪ Document each dose of the medication in the student's individual health record. Documentation shall include date, time, dosage, route, and the signature of the person administering the medication or supervising the student in self-administration. ▪ Assess effectiveness and side effects as required by the licensed prescriber. Provide written feedback to the licensed prescriber and the parent/guardian as requested by the licensed prescriber. ▪ Document whenever the medication is not administered as ordered along with the reasons. ▪ If the parent/guardian does not pick up the medication by the end of the school year, discard the medication in the presence of a witness.
Building Principal	▪ Supervise the use of these procedures. ▪ Perform any duties described for school office personnel, as needed. ▪ Perform any duties described for school nurses, as needed. No staff member shall be required to administer medications to students, except school nurses, non-certificated and registered professional nurses, and administrators. 105 ILCS 5/10-22.21b(b). However, provided a *School Medication Authorization Form* has been completed and signed by the student's parent/guardian and healthcare provider with prescriptive authority, and the employee has agreed to and signed Exhibit 7.270-E4 *Delegation of Oral Medication to Unlicensed Assistive Personnel*, school

	employees may dispense medication to students, administer medication to students, or supervise a student's self-administration of medication. ▪ Make arrangements, in conjunction with the parent/guardian, supervising teachers, and non-administrative employees, for the student to receive needed medication while on a field trip or during school-related activities. ▪ For students at risk of anaphylaxis, follow the procedures for Individual Allergy Management in 7.285-AP, *Anaphylaxis Prevention, Response, and Management Program*.
Teachers or Non-administrative School Employees	▪ Dispense medication to students, administer medication to students, or supervise a student's self-administration of prescription or non-prescription medication as provided in this procedure. Coaches and sponsors of school-related activities may be required to dispense and supervise a student's self-administration of medication.

LEGAL REF.: 105 ILCS 5/10-20.14b, 5/10-22.21b, 5/22-30, and 5/22-33.
105 ILCS 145/, Care of Students with Diabetes Act.
105 ILCS 150/, Seizure Smart School Act
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
23 Ill. Admin. Code §1.540.
CROSS REF.: 7.270
ADMIN. PROC.: 7.270-AP2, 7.270-AP3, 7.270-E1, 7.270-E2, 7.270-AP1,E1

Administrative Procedure ~ Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon

The District maintains and administers the undesignated medication(s) identified below in accordance with State and federal law (*check all that apply*):

☐Undesignated Asthma Medication (UAM)
☐Undesignated Epinephrine Injector(s) (UEIs)
☐Undesignated Opioid Antagonist(s) (UOAs)
☐Undesignated Glucagon (UG)

☐ The Superintendent, school nurse, and/or other necessary school officials should consult the Attorney for the District to develop a plan to implement 105 ILCS 5/22-30, amended by P.A. 102-413, and 105 ILCS 145/27, added by P.A. 101-428.

☐ Obtain a prescription to maintain a supply of one or all of the following: undesignated asthma medication (UAM), undesignated epinephrine injector(s) (UEIs), undesignated opioid antagonists (UOAs), and/or undesignated glucagon (UG) in the District's name pursuant to 105 ILCS 5/22-30(f) and 105 ILCS 145/27, added by P.A. 101-428.

☐ Designate a secure location(s) to store undesignated medication. For UAM, UEIs, and/or UOAs, this is where people needing these medications are most at risk. 105 ILCS 5/22-30(f). For UAM, this includes, but is not limited to, a classroom or the nurse's office. For UEIs, this includes, but is not limited to, locations accessible before, during, and after school, such as classrooms and lunchrooms. For additional storage procedures for UEIs, see 7.285-AP1, *Anaphylaxis Prevention, Response, and Management Program*. For UG, this is where it is immediately accessible to a school nurse or delegated care aid. 105 ILCS 145/27, added by P.A. 101-428.

☐ Develop a method for maintaining an inventory of the UAM, UEIs, UOAs, and UG. The inventory should list the expiration dates of the UAM, UEIs, UOAs, and UG.

☐ Identify procedures for a log or other recordkeeping of provisions, or administrations of UAM, UEIs, UOAs, and UG.

☐ Maintain a list in each building administrator's and/or his or her corresponding school nurse's office that includes the names of *trained personnel* who have received a statement of certification pursuant to State law.

☐ Develop procedures to implement the prescribed standing protocol for the provision, or administration of UAM, UEIs, UOAs, and/or UG, including calling 911 and noting any instructions given by Emergency Management Services (EMS). 105 ILCS 5/22-30, amended by P.A. 102-413, and 23 Ill. Admin. Code §1.540(d). Follow 7.285-AP1, *Anaphylaxis Prevention, Response, and Management Program*, for UEI administration procedures. Upon any administration of *any* epinephrine injector, or opioid antagonist, procedures must include:

1. Immediate activation of the EMS system (105 ILCS 5/22-30(f-5)).
2. Notification of the Building Principal or designee.
3. Notification to the student's parent, guardian, or emergency contact, if known (Id.).

4. The school nurse will complete the following notifications and/or reports when an undesignated medication is administered:

UEI was administered:	**UOA was administered:**	**UAM was administered:**	**UG was administered:**
a. Physician, physician assistant, or advance practice registered nurse who provided the standing protocol or prescription for the UEI **within 24 hours**. 105 ILCS 5/22-30(f-10). b. Ill. State Board of Education (ISBE) **within three (3) days**. 105 ILCS 5/22-30(i). Notification will be on an ISBE-prescribed form (www.isbe.net/Documents/34-20-undesignated-epinephrine-rptg.pf), and will include: i. Age and type of person receiving epinephrine (student, staff, visitor); ii. Any previously known diagnosis of a severe allergy;	a. The health care professional (20 ILCS 301/5-23(d)(4), who provided the prescription for the opioid antagonist **within 24 hours**. 105 ILCS 5/22-30(f-10). b. Ill. State Board of Education (ISBE) **within three (3) days**. 105 ILCS 5/22-30(i-5). Notification will be on an ISBE-prescribed form (www.isbe.net/Documents/34-20A-opioid-rptg.pdf), and will include: i. Age and type of person receiving the opioid antagonist (student, staff, or visitor); ii. Location where symptoms developed; iii. Type of person administering the opioid antagonist (school nurse or	a. Physician, physician assistant, or advanced practice registered nurse who provided the standing protocol and a prescription for the UAM **within 24 hours**. 105 ILCS 5/22-30(f-10). b. Ill. State Board of Education (ISBE) **within three (3) days**. 105 ILCS 5/22-30(i-10). Notification will be on an ISBE-prescribed form (www.isbe.net/Documents/34-22-Undesignated-Asthma-Medication.pdf), and will include: i. Age and type of person receiving asthma medication (student, staff, visitor); ii. Any previously known	Immediately after administering UG to a student, notify the school nurse (if school nurse) did not administer the UG to the student). The delegated care aide or school nurse then notifies the student's parent or guardian or emergency contact (if known) and health care provider of its use. 105 ILCS 145/27, added by P.A. 101-428.

UEI was administered:	**UOA was administered:**	**UAM was administered:**	**UG was administered:**
iii. Trigger that precipitated allergic episode; iv. Location where symptoms developed; v. Number of doses administered; vi. Type of person administering epinephrine (school nurse, trained personnel, student); and vii. Any other information required by ISBE on the form.	trained personnel); and iv. Any other information required by ISBE on the form.	diagnosis of asthma; iii. Trigger that precipitated respiratory distress, if identifiable; iv. Location where symptoms developed; v. Number of doses administered; vi. Type of person administering the asthma medication (school nurse, trained personnel or student); vii. Outcome of the asthma medication administration; and viii. Any other information required by ISBE on the form.	

☐ Determine how the District will identify the student populations whose parents/guardians:

1. Have not completed and signed a *School Medication Authorization Form*, or
2. Have not provided asthma medication, an epinephrine injector, and/or glucagon, as applicable to a student, for a student for use at school, even though they have completed the *School Medication Authorization Form*.

☐ Determine when the school nurse or trained personnel will provide or administer the UAM, UEIs, UOAs, and/or UG, as applicable, to students.

The school nurse or *trained personnel* may:

1. Provide an UAM or UEI, as applicable to the situation, that meets the prescription on file in the *School Medication Authorization Form* to:

   a. Any student for his or her self-administration only 105 ILCS 5/22-30(a); 105 ILCS 5/22-30(b-10)(i) and (v), and (vi); 105 ILCS 5/10-22.21b, or
   b. Any personnel authorized under the student's Individual Health Care Action Plan, Illinois Food Allergy Emergency Action Plan and Treatment Authorization Form, Section 504 plan, or individualized education program (IEP) to administer to the student. 105 ILCS 5/22-30(b-5) and (b-10).

2. Administer an UEI to any student that the school nurse or *trained personnel* in good faith believes is having an anaphylactic reaction even though the parent/guardian has not completed and signed a *School Medication Authorization Form* or otherwise granted permission to administer the epinephrine injector 105 ILCS 5/22-30(b-10)(iii). Follow the procedures for administration of UEIs in 7.285-AP1, *Anaphylaxis Prevention, Response, and Management Program*.

   Note: *Trained personnel* are different than *any personnel authorized* in 1.b., above. 105 ILCS 5/22-30(a). *Trained personnel* means any school employees or volunteer personnel who are:

   (a) authorized in Sections 10-22.34, 10-22.34a, and 10-22.34b of the School Code,
   (b) annually trained online or in person to recognize and respond to anaphylaxis through a training curriculum developed by the ISBE, and
   (c) submitting proof to their school's administration that they have completed: (i) the annual training, and (ii) a cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) certification. 105 ILCS 5/22-30(a) and (g); 23 Ill. Admin. Code §1.540(e). For training resources, see the *Allergies & Undesignated Epinephrine* drop down menu at: www.isbe.net/Pages/School-Nursing.aspx.

   The law does not provide a deadline for ISBE to complete this training curriculum.

3. Administer an UOA to any student that the school nurse or *trained personnel* in good faith believes is having an opioid overdose even though the parent/guardian has not completed and signed School Medication Authorization Form or otherwise granted permission to administer the opioid antagonist. 105 ILCS 5/22-30(b-10)(iv).

   Note: *Trained personnel* are different than *any personnel authorized*. See number 2, directly above. 105 ILCS 5/22-30(a). *Trained personnel* means any school employees or volunteer personnel who are (a) authorized in 105 ILCS 10-22.34, 10-22.34a, and 10-22.34b, (b) annually trained online or in person to recognize and respond to opioid overdoses through a training curriculum that complies with the Alcoholism and Other Drug Abuse and Dependency Act, 20 ILCS 301/5-23, and (c) who have submitted proof to their school's administration that they have completed: (i) the annual training, and (ii) a cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) certification. 105 ILCS 5/22-30(g); 23 Ill. Admin. Code §1.540(e). The law does not provide a deadline for a training curriculum, but it did require ISBE and the Ill. Dept. of Human Services to develop a three-year heroin and opioid prevention pilot program by Jan. 1, 2017. 105 ILCS 5/22-81.

4. Administer UAM to any student that the school nurse or *trained personnel* in good faith believes is having respiratory distress even though the parent/guardian has not completed and signed School Medication Authorization Form or otherwise granted permission to administer the asthma medication. 105 ILCS 5/22-30(b-10)(vii). See numbers 2 and 3, directly above for discussions between *any personnel authorized* and *trained personnel*. For training resources, see www.isbe.net/Pages/School-Nursing.aspx.
5. Administer UG, as applicable to the situation, for a student with a completed and signed School Medication Authorization Form granting permission for UG use that matches the prescription listed on the form and is also in line with the student's diabetes care plan, if the student's prescribed glucagon is not available on-site or has expired. For training resources, see www.isbe.net/Pages/School-Nursing.aspx.

☐ Assess how to manage requests from parents/guardians who wish to *opt-out* of the UAM, UEIs, UOAs and/or UG being available to their child.

The School Code does not provide a mechanism for a student or his or her parent/guardian to *opt-out* of the administration of the District's supply of UAM, UEIs, UOAs, or UG when a nurse and/or *trained personnel* in good faith professionally believe a student is experiencing respiratory distress, having an anaphylactic reaction, having an opioid overdose, or life-threatening low blood sugar. While there may be religious, health, or other reasons that a student's parent/guardian may wish to *opt-out* of the administration of an UAM, UEI, UOA, or UG to their child, the law does not provide a way for parents/guardians to do so. Management of this issue should be discussed with the Attorney for the District. For additional guidance on this issue, see *Board policy 7.275, Orders to Forgo Life-Sustaining Treatment*.

☐ Determine how to notify all parents/guardians about how UAM, UEIs, UOAs, and/or UG may be provided or administered to students.

If the District maintains a supply of UAM, UEIs, and/or UOAs, it must notify parents/guardians of the protections from liability granted to it and the prescribing physician by 105 ILCS 5/22-30(c) and (c-5). There are two groups of parents/guardians that the District must notify:

(1) parents/guardians of students who have previously signed a *School Medication Authorization Form*, and
(2) parents/guardians of all students.

For parents/guardians who have previously signed the *School Medication Authorization Form*, 105 ILCS 5/22-30(c) requires the District to provide additional notice that the physician(s)/individual(s) with prescriptive authority providing the standing protocol and prescription for the District's supply of UAM, UEIs, and UOAs ares protected from liability, except for willful or wanton conduct arising from the use of a UAM, UEI, or UOA regardless of whether authorization was given by the student, parent/guardian, or student's physician. Discuss with the Attorney for the District whether to amend the District's form(s) to include this language.

For parents/guardians of all students, 105 ILCS 5/22-30(c) requires parents/guardians to be informed that:

(1) the District maintains a supply of UAM, UEIs, and/or UOAs, and

(2) the District and the prescribing physician(s)/physician assistant(s)/advanced practice registered nurse(s) are protected from liability when the school nurse and/or trained personnel administer UAM, UEI, and/or UOA from the supply to any student when these individuals in good faith professionally believe that the student is experiencing respiratory distress, having an anaphylactic reaction, having an opioid overdose, or having a life threatening emergency.

There are several methods to inform parent/guardians of this information, e.g., receipt of handbook signature, or see *Exhibit 7.270-E1*, *School Medication Authorization Form*. Discuss with the Attorney for the District the method that works best for the District.

LEGAL REF.: 105 ILCS 5/10-20.14b, 5/10-22.21b, and 5/22-30 amended by P.A. 98-795.

CROSS REF.: 7.270, 7.275

ADMIN. PROC.: 7.270-AP1, 7.270-AP3, 7.270-E1, 7.270-E2

Administrative Procedure - Anaphylaxis Prevention, Response, and Management Program

The following procedure implements Board policy 7.285, *Anaphylaxis Prevention, Response, and Management Program*, which is based upon the Ill. State Board of Education's (ISBE) *Anaphylaxis Response Policy for Schools* (*ISBE Model*), available at: www.isbe.net/Documents/Anaphylactic-policy.pdf (105 ILCS 5/2-3.182). The District's Anaphylaxis Prevention, Response, and Management Program is developed and collectively implemented by local school officials, District staff, students and their families, and the community. This administrative procedure contains three sections as follows:

1. Glossary of Terms
2. Anaphylaxis Prevention, Response, and Management Program
3. Individual Allergy Management (Three Phases)
   Phase One: Identification of Students with Allergies
   Phase Two: Plan to Reduce Risk of Allergic Reactions
   Phase Three: Response to Allergic Reactions

Glossary of Terms

The Terms Related to This Model Anaphylaxis Response Policy of the *ISBE Model* (p. 4) is incorporated here by reference. In this procedure, the term **epinephrine injector** is used in lieu of **epinephrine auto-injector** (*ISBE Model*, p. 4) because that is the term used in the School Code, but they have the same meaning.

Anaphylaxis - A severe systemic allergic reaction from exposure to allergens that is rapid in onset and can cause death. An anaphylactic reaction can occur up to one to two hours after exposure to the allergen. Common allergens include animal dander, fish, latex, milk, shellfish, tree nuts, eggs, insect venom, medications, peanuts, soy, and wheat.

Anaphylaxis Prevention, Response, and Management Program (Program) - The overall process that the Superintendent and other District-level administrators use to implement policy 7:285, *Anaphylaxis Prevention, Response and Management Program*, which is based upon the *ISBE Model*.

CDC Guidelines - The *Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs*, published by the Centers for Disease Control and Prevention (2013) and available at: www.cdc.gov/healthyschools/foodallergies/pdf/20_316712-A_FA_guide_508tag.pdf. The CDC Guidelines are referred to in the *ISBE Model* as "a full food allergy and prevention of allergen exposure plan." The CDC Guidelines are focused on the management of food allergies, but they also mention other allergens that may result in anaphylaxis (p. 21).

Individual Allergy Management - The process at the building level used to manage and prevent anaphylaxis. The process identifies: (a) students with allergies, (b) procedures to prevent exposure to known allergens, and (c) appropriate responses to allergic reactions. It is synonymous with the third section in this sample administrative procedure.

Individualized Educational Program/Plan (IEP) - A plan or program developed to ensure that a child who has a disability identified under the law and is attending a public elementary or secondary school receives specialized instruction and related services.

Individual Health Care Plan (IHCP) - A document that outlines an allergic student's needs, and at minimum, includes the precautions necessary for allergen avoidance and emergency procedures and treatments. Its function is similar to a 504 Plan (see below).

Wellness Committee (Committee) – A Superintendent Committee that develops an Anaphylaxis Prevention, Response, and Management Program. It monitors the District's Anaphylaxis Prevention, Response, and Management Program for effectiveness and establishes a schedule for the Superintendent to report information back to the Board once every three years.

504 Plan - A document that outlines an allergic student's needs, necessary accommodations, and individual staff member responsibilities. Its function is identical to an IHCP while also including procedural protections (see above). This Program's procedures implement 504 Plans only. **Important**: Consult the Attorney for the District about whether implementing only 504 Plans is the best method. Many attorneys agree that a 504 Plan is the best (although not universal) practice for a student with a diagnosis of an allergy.

504 Team - A building-level team that implements the phases of Individual Allergy Management in a student's 504 Plan. Insert "IHCP Team" in place of or in addition to "504 Team" if the district will also implement IHCPs. **Note**: If the District implements IHCPs, gathering information, identifying methods to prevent exposure, and assigning staff responsibilities will rely heavily on the Nurse/Designated School Personnel (DSP), not a 504 Team.

Anaphylaxis Prevention, Response and Management Program

This section relies heavily upon District-level administrators to implement the Program even if the District has no students with food or other allergies. 105 ILCS 5/2-3.182. This is because identification of students at risk of anaphylaxis cannot be predicted, and it is possible that a student who has not been identified could have his or her first reaction at school. CDC Guidelines, p. 9. This section references the *ISBE Model* and aligns with governance principles so that District-level administrators can: (a) integrate the Program into the District's existing policies and procedures, (b) engage in ongoing monitoring of the Program, (c) assess the Program's effectiveness, and (d) inform the Board about the Program along with recommendations to enhance its effectiveness.

Actor	Action
Wellness Committee	Identify existing policies, procedures and exhibits which affect implementation of the Program, including, but not limited to: 1.20, *District Organization, Operations, and Cooperative Agreements* 2.20, *Powers and Duties of the School Board; Indemnification* 2.240, *Board Policy Development* 4.110, *Transportation* 4.120, *Food Services* 5.100, *Staff Development Program* 5.100-AP1, *Staff Development Program* 6.65, *Student Social and Emotional Development* 6.120, *Education of Children with Disabilities* 6.120-AP1, *Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities* 6.240, *Field Trips* 7.180, *Prevention of and Response to Bullying, Intimidation, and Harassment*

Actor	Action
	7.250, *Student Support Services* 7.270, *Administering Medicines to Students* 7.270-AP1, *Dispensing Medication* 7.270-AP2, *Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon* 7.270-E1, *School Medication Authorization Form with the Allergy and Anaphylaxis Emergency Plan (AAEP)* 8.100, *Relations with Other Organizations and Agencies*. At least once every three years, recommend to the Superintendent any necessary policy changes that must be brought to the School Board for consideration. See Board policy 2.240, *Board Policy Development*. Recommend to the Superintendent any amendments to administrative procedures. Convene a District-wide meeting with all Building Principals, other appropriate administrative and special education staff, and the Attorney for the District to discuss this Program, the *ISBE Model*, and prepare each individual Building Principal to implement it in his or her building. **Note**: The Attorney for the District will be a necessary participant in the District's efforts to manage anaphylaxis management issues. The Superintendent may want to authorize individual Principals to consult with the Attorney in some circumstances. If so, the Superintendent should outline this process during this meeting. Educate and train all staff by coordinating, through the Superintendent or Building Principals, the required annual in-service training program(s) for staff working with students. The in-service must be conducted by a person with expertise in anaphylactic reaction management and include administration of medication with an auto-injector (105 ILCS 5/10-22.39(e). This training will also be incorporated into new school employee training. **Note:** State law requires the in-service training to be conducted every two years, but the ISBE Model states that schoolwide training be conducted annually, when new employees are onboarded, and when an individual is identified as being at risk. Person with expertise is not defined, but the use of the word expertise suggests that using a lay person to provide training is not appropriate. 23 Ill. Admin. Code 1.540(e)(6) provides a school nurse or physician with knowledge of allergies and anaphylaxis and CPR and AED certification who possesses skill in administering or demonstrating the use of epinephrine injector devices shall certify by written signature that the personnel being trained passed the test required under Section 22-30(h)(7) of the Code. This training should also include (CDC Guidelines, p. 36): • A review of policies and building procedures • An overview of food allergies • Definitions of key terms, including *food allergy*, *major allergens*, *epinephrine*, and *anaphylaxis* • The difference between a potentially life-threatening food allergy and other food-related problems

Actor	Action
	• Signs and symptoms of a food allergy reaction and anaphylaxis (see *ISBE Model*, p. 5) and information on common emergency medications • General strategies for reducing and preventing exposure to allergens (in food and non-food items) • Policies on bullying and harassment and how they apply to children with food allergies • The District's emergency plans, including who will be contacted in the case of an emergency, how staff will communicate during a medical emergency, and what essential information they will communicate Monitor the Program by assessing its effectiveness at least once every three years. Incorporate updated medical best practices into all areas of the Program. Establish a schedule for the Superintendent to report any recommendations to enhance the Program's effectiveness to the Board for consideration.
Building Principal	Inform the school community about the Program by providing the information to students and their parents/guardians. For a sample letter, see www.stlouischildrens.org/sites/default/files/pdfs/FAMEToolkit2017-section3-admin.pdf, p. 14. Inform the school community of the opportunities to better understand food allergy management issues. Implement the Program in the building by meeting with the School Nurse in the building to examine the *ISBE Model*. Identify: Best practices that apply to the conditions in the school building, including classrooms and the cafeteria, as well as on school transportation, at school-sponsored events (including activities before and after school, and field trips), and during physical education/recess to reduce exposure to allergens. See ISBE Model, p.3, and CDC Guidelines, p. 43-45. Items from the actions for School Administrators and Registered School Nurses that apply to the working conditions in the school settings listed immediately above. CDC Guidance, p. 59-64. Educate staff members about the Program and their likely involvement with the daily management of food (or non-food) allergies for individual students (Individual Allergy Management). CDC Guidelines, p. 27-31. Inform staff members about constructive classroom rewards, see: www.actionforhealthykids.org/activity/healthy-active-non-food-rewards/. Identify at least two employees in the building, in addition to the School Nurse, to be trained in the administration of epinephrine by auto-injection. Only *trained personnel* may administer epinephrine to a student believed to be having an anaphylactic reaction. (ISBE Model, p. 6). For

Actor	Action
	training requirements, see 7:270-AP2, *Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon*. Note: Although 105 ILCS 5/22-30 permits any "personnel authorized" under a student's specific individual plan to administer an undesignated epinephrine injector, the ISBE Model makes no such distinction and requires all personnel administering epinephrine (whether prescribed to a student or undesignated) to a student to complete the training required of trained personnel. Annually notify parents/guardians in the student handbook(s) of policy 7:285, *Anaphylaxis Prevention, Response, and Management Program*, and include the contact information of a staff member who parents/guardians can contact if they have questions about how the policy applies to their child. To increase awareness of the bullying issues faced by students with allergies, consider including information for students and their parents/guardians about the goals established in Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.
School Board	Monitor Board policy 7.285, *Anaphylaxis Prevention, Response, and Management Program*, at least once every three years, and consider changes recommended by the Committee. See Board policy 2:240, *Board Policy Development*. Consider all policy changes recommended by the Superintendent. Provide the appropriate resources for the Superintendent to successfully implement the Program.

2. Individual Allergy Management

This section's procedures are implemented each time the school identifies a student with a food allergy. It follows policy 6:120, *Education of Children with Disabilities*, and references additional considerations based upon the ISBE Model. It relies heavily upon Building Principals and School Nurses to identify the necessary accommodations for each student and determine which staff members are responsible to provide them. Accommodations are impacted by a number of factors, e.g., the student's age, the allergen(s) involved, the facilities at each school building, etc.

A. Phase One: Identification of Students with Allergies

Actor	Action
Parents / Guardians	Inform the Building Principal of the student's food allergy. Complete a Student Health History Form and School Medication Authorization Form (see 7:270-E1, School Medication Authorization Form). Return them to the School Nurse. **Note:** The Food Allergy & Anaphylaxis Emergency Care Plan should be used in conjunction with 7:270-E1, *School Medication Authorization Form*. If the District participates in the U.S. Dept. of Agriculture's Child Nutrition Programs and the student has a disability that requires meal modifications, complete a medical statement signed by a licensed healthcare provider. CDC Guidelines, p. 28. See

Actor	Action
	https://www.isbe.net/Documents/2017-ACCOM-MANUAL-SP40.pdf for information and the Medical Authority Modified Meal Request Form at: www.isbe.net/_layouts/Download.aspx?SourceUrl=/Documents/Medical-Authority-Modified-Meal-Request-Form.docx. Cooperate with school staff to provide the medical information necessary directly from the student's health care provider to develop plans for managing individual care and emergency actions. CDC Guidelines, p. 27. Participate in all meetings to assess and manage the individual student's health needs
Building Principal and/or School Nurse	Follow the District's procedural safeguards for convening a meeting to assess the individual student's allergy management needs.
IHCP (Individual Health Care Plan) Team	1. Gather appropriate health information by using the completed: General Registration Information Form and Student Health History Form. 2. Identify all necessary accommodations and complete an Food Allergy & Anaphylaxis Emergency Care Plan and Individual Health Care Plan. For meal substitutions, the parent/guardian must submit a medical statement signed by a licensed healthcare provider. 3. Assign responsibilities to individual staff members for providing the identified accommodations. Remember that accidental exposures are more likely to happen when an unplanned event or non-routine event occurs and special care should be taken to address procedures for staff members who provide transportation, substitute teaching, coaching or other activities, field trips, and classroom celebrations. 4. Identify willing staff members (i.e., student's teacher and principal designees) in addition to the School Nurse trained in emergency response to respond to any allergic reactions the student may have. Only trained personnel may administer epinephrine to a student believed to be having an anaphylactic reaction. ISBE Model, p. 6. **Note**: Consult the Attorney for the District if options are limited or the classroom teacher is not willing to administer epinephrine. While classroom teachers are a logical choice to provide emergency response due to their continual close proximity to students, such an assignment may: (1) impact terms and conditions of employment and may trigger collective bargaining rights, and/or (2) violate 105 ILCS 5/10-22.21b, which states that under no circumstances shall teachers or other non-administrative school employees, except certified school nurses and non-certificated registered professional nurses, be required to administer medication to students. 5. Provide the required procedural safeguard notices if a related service under the Individuals with Disabilities Education Act or if the student has a disability under Section 504. See 23 Ill. Admin. Code §226.510; Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. Parts 104

Actor	Action
	and 300); and 6:120-AP1, E1, *Notice to Parents/Guardians Regarding Section 504 Rights*.

B. Phase Two: Prevention of Exposure to Known Allergens

Actor	Action
Building Principal and/or School Nurse	Convene a meeting to educate all the staff members who will provide the IHCP accommodations about their responsibilities. Ensure individual staff members perform their responsibilities and provide the necessary accommodations for the student's individual health needs. Facilitate the dissemination of accurate information in the building about the student's allergy while respecting privacy rights. Consider providing a medical alert to other parents/guardians that does not name the student when requested by the parent/guardian of the student with the allergy. See CDC Guidelines, p. 71, #5. The communication should inform other students and their parents/guardians about the importance of keeping their educational setting free of the food allergen. For a sample letter, see Notification of a Food Allergy in the Classroom – Parent Letter, available at: www.nasn.org/nasn-resources/resources-by-topic/allergies-anaphylaxis. Prepare a list of answers to anticipated questions about managing the student's health needs. Check with the School Nurse regarding any known competing educational interests with the student's health needs among other students attending the school (i.e., diabetes, service animals, etc.). Manage identified students' competing educational interests by: 1. Consulting the Attorney for the District. 2. Creating a method to monitor identified competing educational interests between students. 3. Responding to future unidentified competing educational interests and managing them immediately. 4. Modifying any other conditions as the facts of the situation require.
IHCP Team	Implement and follow all identified responsibilities in the IHCP. Understand that accidental exposures are more likely to occur when an unplanned event occurs, which makes is critical to follow the exact accommodations in the student's Plan. Practice emergency procedures outlined in the student's Food Allergy & Anaphylaxis Emergency Care Plan or Individual Health Care Plan and be prepared to follow them

C. Phase Three: Response to Allergic Reactions

Actor	Action
IHCP Team	Follow the student's Food Allergy & Anaphylaxis Emergency Care Plan or Individual Health Care Plan.
Anyone implements item #1 of the first numbered list School Nurse or other *Trained Personnel* implements the remaining items	If the Nurse or *trained personnel* have a good faith belief that a person is having an anaphylactic reaction, and the District needs to use its undesignated (not student-specific) supply of epinephrine to respond (ISBE Model, p. 5-6): 1. Call the Nurse or front office personnel and advise of the emergency situation so that trained personnel can be activated to respond with undesignated epinephrine dose(s). 2. Instruct someone to call 911 immediately. 3. Implement the District's undesignated epinephrine standing protocol. See 7:270-AP2, *Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon*. 4. Select the appropriate dose according to the standing protocol and administer epinephrine. Note the time. Act quickly. It is safer to give epinephrine than to delay treatment. This is a life-and-death decision. 5. Stay with the person until EMS arrives. 6. Monitor the person's airway and breathing. 7. Reassure and attempt to calm the person, as needed. 8. Direct another staff member to call the parent/guardian, or emergency contact (if known). 9. If symptoms continue and EMS is not on the scene, administer a second dose of epinephrine five to 15 minutes after the initial injection. Note the time. 10. Administer CPR, if needed. 11. EMS transports the individual to the emergency room. Document the individual's name, date, and time the epinephrine was administered on the epinephrine injector that was used and give to EMS to accompany individual to the emergency room. Even if symptoms subside, EMS must still respond, and the individual must be evaluated in the emergency department or by the individual's health care provider. A delayed or secondary reaction may occur, which can be more severe than the first-phase symptoms.

	Post-Event Actions 1. Document the incident and complete all reporting requirements. See 7:270-AP2, *Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon*. 2. Replace epinephrine stock medication, according to the District's standing protocol. Reorder epinephrine stock medication, as necessary.
School Nurse	If the student has no Food Allergy & Anaphylaxis Emergency Care Plan or Individual Health Care Plan, provide the parents/guardians with these documents in addition to the *Student Health History* forms and refer them to the process outlined in **Phase One: Identification of Students with Allergies** phase above. After each allergy emergency, review how it was handled with the Building Principal, health aides/assistants (if applicable), parents/guardians, staff members involved in the response, and the student to identify ways to prevent future emergencies and improve emergency response. CDC Guidelines, p. 63. Collaborate with the students' medical provider as needed to determine if a new or different plan is advised. Assist students with allergies with transitioning back to school after an emergency. CDC Guidelines, p. 63. Storage, Access, and Maintenance of Undesignated Supply of Epinephrine (105 ILCS 5/22-30(f); ISBE Model, p. 6-7) 1. Store, access, and maintain the stock of undesignated epinephrine injectors as provided in the District's standing protocol. 2. Maintain the supply of undesignated epinephrine in accordance with the manufacturer's instructions. Epinephrine should be stored in a safe, unlocked, and accessible location in a dark place at room temperature (between 59-86 degrees F). Epinephrine should not be maintained in a locked cabinet or behind locked doors. Trained staff should be made aware of the storage location in each school. It should be protected from exposure to hot, cold, or freezing temperatures. Exposure to sunlight will hasten deterioration of epinephrine more rapidly than exposure to room temperatures. The expiration date of epinephrine solutions should be periodically checked; the drug should be replaced if it is approaching the expiration date. The contents should periodically be inspected through the clear window of the injector. The solution should be clear; if it is discolored or contains solid particles, replace the unit. 3. Regularly (e.g., monthly) check stock epinephrine to ensure proper storage, expiration date, and medication stability. Maintain

	documentation when checks are conducted. Expired injectors or those with discolored solutions or solid particles should not be used. 4. Dispose of epinephrine injectors in a sharps container.

LEGAL REF.: 105 ILCS 5/2-3.182, 5/10-22.21b, 5/10-22.39(e), and 5/22-30.
23 Ill. Admin. Code §1.540
Anaphylaxis Response Policy for Illinois Schools, published by the Ill. State Board of Education.

Exhibit - School Medication Authorization Form

(Developed by, and available at, all area physicians' offices to use for students in both Unit 5 and District 87)

School:_____ **District**: Unit 5 / District 87 (*circle one*)

Student Name: _____ **Date of Birth**: _____
(*Last, First, Middle Initial*)

As the parent/guardian, I understand it is the policy of the State of Illinois and the District that the administration of medication to students during school hours or during school-related activities should be discouraged unless absolutely necessary for the critical health and well-being of the student. However, if necessary to provide for the critical health and well-being of students, medication may be administered during school hours by a certified school nurse, a registered nurse, a school employee delegated the administration of oral medication by the nurse, or self-administered by a student. I agree to release, indemnify, and hold harmless my child's School District, its Board of Education individual members thereof, its employees and agents from any and all claims, except for willful and wanton conduct, arising out of the administration of said medication.

Medication must be brought to the school in a container, labeled appropriately by the pharmacist or licensed prescriber.

I request that my child be assisted in taking the medications(s) described below at school by authorized persons or be permitted to medicate herself/himself as also authorized by me and my physician (see below). I further consent to the sharing of relevant medical information between the school and the physician's office.

_____

Date *Parent/Guardian Signature* *Home Phone* *Emergency Phone*

For parents/guardians of students who need to carry asthma medication or an EpiPen: I authorize the School District and its employees and agents, to allow my child or ward to possess, carry, and use his or her asthma medication and/or epinephrine auto-injector while in school, at a school-sponsored activity, under the supervision of school personnel, or before or after normal school activities, such as while in before-school or after-school care on school-operated property. Illinois law requires the School District to inform parents/guardians that it, and its employees and agents, incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication (105 ILCS 5/22-30).

If you agree, please initial: _____

Attach prescription label (asthma inhaler) and/or written statement (epinephrine injector) to this form.

PRINTED NAME OF PHYSICIAN, PHYSICIAN ASSISTANT OR ADVANCED PRACTICE RN:	
PHYSICIAN'S ADDRESS:	**PHONE:**
Medication:	
Purpose of Medication/Diagnosis:	
Form: (i.e. tab, injection, etc.)	
Dose:	
Time of Administration:	
If medicine to be given "when needed." Describe indications:	
How soon can it be repeated?	
Is child authorized to medicate herself/himself?	
List significant side effects:	
Other medications the student is taking:	
Length of time this treatment is recommended:	
Must this medication be administered during the school day in order to allow the child to attend school or to address the student's medical condition that may arise at school?	Yes No

Date *Signature*
Physician, Physician Assistant, or
Advanced Practice RN
Telephone #

Nurse's Initials _____

Exhibit – Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records

Upon the initial enrollment or transfer of a student to the school, the school must notify the student and the student's parents/guardians of their rights concerning school student records This notification may be distributed by any means likely to reach the parents/guardians.

The contact information for each School's Official Records Custodian follows:

_____
_____
_____

This notice contains a description of your and your student's rights concerning school student records.

A *school student record* is any writing or other recorded information concerning a student and by which a student may be individually identified that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings that are created in part for law enforcement, security, or safety reasons or purposes; and electronic recordings made on school buses. The District maintains two types of school records for each student: *permanent* record and *temporary* record.

The *permanent record* includes:

1. Basic identifying information, including the student's name and address, birth date and place, gender, and the names and addresses of the student's parents/guardians.
2. Evidence required under the Missing Children's Records Act 325 ILCS 50/5(b)(1).
3. Academic transcripts, including: grades, graduation date, and grade level achieved; the unique student identifier assigned and used by the Ill. State Board of Education's Student Information System (SIS); as applicable, designation of an Advanced Placement computer science as a mathematics-based, quantitative course for purposes of meeting State graduation requirements set forth in 105 ILCS 5/27-22; as applicable, designation of the student's achievement of the State Seal of Biliteracy, awarded in accordance with the School Code Section 5/2-3.159; as applicable, designation of the student's achievement of the State Commendation Toward Biliteracy; and as applicable, designation of the student's achievement of the Global Scholar Certification, awarded in accordance with 105 ILCS 5/2-3.169.
4. Attendance record.
5. Health record defined by the Ill. State Board of Education (ISBE) as "medical documentation necessary for enrollment and proof of dental examinations, as may be required under Section 27-8.1 of the School Code".
6. Record of release of permanent record information that includes each of the following:
    a. The nature and substance of the information released;
    b. The name and signature of the official records custodian releasing such information;
    c. The name and capacity of the requesting person and the purpose for the request;
    d. The date of release; and
    e. A copy of any consent to a release.
7. Scores received on all State assessment tests administered at the high school level (that is grades 9-12) (105 ILCS 5/2-3.64a-5).

If not maintained in the temporary record, the *permanent record* may include:

1. Honors and awards received.
2. Information concerning participation in school-sponsored activities or athletics or offices held in school-sponsored organizations.

All information not required to be kept in the student permanent record is kept in the student *temporary record* and must include:

1. Record of release of temporary record information that includes the same information as listed above for the record of release of permanent records.
2. Scores received on the State assessment tests administered in the elementary grade levels (that is, kindergarten through grade 8).
3. Completed home language survey.
4. Information regarding serious disciplinary infractions (that is, those involving drugs, weapons, or bodily harm to another) that resulted in expulsion, suspension, or the imposition of punishment or sanction.
5. Any final finding report received from a Child Protective Service Unit provided to the school under the Abused and Neglected Child Reporting Act; no report other than what is required under Section 8.6 of that Act (325 ILCS 5/8.6) shall be placed in the student record.
6. Health-related information, defined by the ISBE as "current documentation of a student's health information, not otherwise governed by the Mental Health and Developmental Disabilities Confidentiality Act or other privacy laws, which includes identifying information, health history, results of mandated testing and screenings, medication dispensation records and logs, e.g., glucose readings, long-term medications administered during school hours, documentation regarding a student athlete and his or her parent/guardian's acknowledgment of the District's concussion policy adopted under 105 ILCS 5/22-80 and other health-related information that is relevant to school participation, e.g., nursing services plan, failed screenings, yearly sports physical exams, interim health histories for sports."
7. Incident report, defined as an *accident report* by the ISBE as "documentation of any reportable student accident that results in an injury to a student, occurring on the way to or from school or on school grounds, at a school athletic event, or when a student is participating in a school program or school-sponsored activity or on a school bus and that is severe enough to cause the student not to be in attendance for one-half day or more or requires medical treatment other than first aid. The accident report shall include identifying information, nature of injury, days lost, cause of injury, location of accident, medical treatment given to the student at the time of the accident, or whether the school nurse has referred the student for a medical evaluation, regardless of whether the parent, guardian, student (if 18 years or older), or an unaccompanied homeless youth … has followed through on that request."
8. Any documentation of a student's transfer, including records indicating the school or school district to which the student transferred.
9. Completed course substitution form for any student who, when under the age of 18, is enrolled in vocational and technical course as a substitute for a high school or graduation requirement.

The temporary record may include:

1. Family background information
2. Intelligence test scores, group and individual
3. Aptitude test scores
4. Reports of psychological evaluations, including information on intelligence, personality and academic information obtained through test administration, observation, or interviews
5. Elementary and secondary achievement level test results

6. Participation in co-curricular activities, including any offices held in school-sponsored clubs or organizations
7. Honors and awards received
8. Teacher anecdotal records
9. Other disciplinary information
10. Special education records
11. Records associated with plans developed under section 504 of the Rehabilitation Act of 1973
12. Verified reports or information from non-educational persons, agencies, or organizations of clear relevance to the student's education

The Family Educational Rights and Privacy Act (FERPA) and the Ill. School Student Records Act (ISSRA) afford parents/guardians and students over 18 years of age (*eligible students*) certain rights with respect to the student's school records. They are:

1. **The right to inspect and copy the student's education records within 10 business days of the day the District receives a request for access.**

   The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. Parents/guardians or students should submit to the Building Principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parents/guardians or student of the time and place where the records may be inspected. The District shall make the records available to inspect and copy within 10 business days, unless the District extends the response timeline to 15 business days in accordance with ISSRA. The District may charge for copying but no one will be denied their right to copies of their records for inability to pay this cost.

   These rights are denied to any person against whom an order of protection has been entered concerning a student. 105 ILCS 5/10-22.3c and 10/5a; and 750 ILCS 60/214(b)(15).

2. **The right to have the SAT test score administered by the District included on the student's academic transcript.**

   Parents/guardians or eligible students may have the SAT test score administered by the District included on their student's academic transcript upon the written request of the parent/guardian or eligible student.

3. **The right to request the amendment of the student's education records that the parents/guardians or eligible student believes are inaccurate, irrelevant, or improper.**

   Parents/guardians or eligible students may ask the District to amend a record that they believe is inaccurate, irrelevant, or improper. They should write the Building Principal or the Official Records Custodian, clearly identify the record they want changed, and specify the reason.

   If the District decides not to amend the record as requested by the parents/guardians or eligible student, the District will notify the parents/guardians or eligible student of the decision and advise him or her of their right to a hearing regarding the request for

amendment. Additional information regarding the hearing procedures will be provided to the parents/guardians or eligible student when notified of the right to a hearing.

4. **The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or ISSRA authorizes disclosure without consent.**

   Disclosure is permitted without consent to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parents/guardians or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. Individual Board members do not have a right to see student records merely by virtue of their office unless they have a current demonstrable educational or administrative interest in the student and seeing his or her record(s) would be in furtherance of the interest.

   A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility or contractual obligations with the District.

   Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

   When a challenge is made at the time the student's records are being forwarded to another school to which the student is transferring, there is no right to challenge: (1) academic grades, or (2) references to expulsions or out-of-school suspensions.

   Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parents/guardians can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

5. **The right to a copy of any school student record proposed to be destroyed or deleted.**

   The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least five years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after five years, be transferred to the parents/guardians or to the student,

if the student has succeeded to the rights of the parents/guardians. Student temporary records are reviewed every four years or upon a student's change in attendance centers, whichever occurs first.

6. **The right to prohibit the release of directory information concerning the parent's/ guardian's child.**
   Throughout the school year, the District may release directory information regarding students, limited to:
   - Name
   - Address
   - Grade level
   - Birth date and place
   - Parents'/guardians' names, addresses, electronic mail addresses, and telephone numbers
   - Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs
   - Academic awards, degrees, and honors
   - Information in relation to school-sponsored activities, organizations, and athletics
   - Major field of study
   - Period of attendance in school

   Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the Building Principal within 30 days of the date of this notice. No directory information will be released within this time period, unless the parents/guardians or eligible student is specifically informed otherwise.

   No photograph highlighting individual faces is allowed for commercial purposes, including solicitation, advertising, promotion or fundraising without the prior, specific, dated and written consent of the parent or student, as applicable; and no image on a school security video recording shall be designated as directory information.

7. **The right to request that military recruiters or institutions of higher learning not be granted access to your secondary school student's name, address, and telephone numbers without your prior written consent.**

   Federal law requires a secondary school to grant military recruiters and institutions of higher learning, upon their request, access to secondary school students' names, addresses, and telephone numbers, unless the student's parent/guardian, or student who is 18 years of age or older, submits a written request that the information not be released without prior written consent of the parent/guardian or eligible student. If you wish to exercise this option, notify the Building Principal where your student is enrolled for further instructions.

8. **The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.**

9. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA is:

U.S. Department of Education
Student Privacy Policy Office
400 Maryland Avenue, SW
Washington DC 20202-4605

BUSHUE HR INC.

Bushue HR, Inc.
P.O. Box 89
Effingham, IL 62401

Phone: (217) 342-3046
Fax: (217) 342-5673
Email: info@bushuehr.com

March 23, 2022

Attn: Dr. Kristen Weikle
McLean County Unit District No. 5
1809 W. Hovey Avenue
Normal, IL. 61761

Dear Dr. Weikle:

Agreement

Agreement made January 1, 2023, between McLean County Unit District No. 5, with principal offices at 1809 W. Hovey Avenue, Normal, IL. 61761, hereinafter called "Client" and Bushue HR, Inc. with principal offices at P.O. Box 89, Effingham, IL 62401 hereinafter called "Consultant."

1. **Services:**
   Consultant, as an independent contractor, agrees to provide, during the term of this agreement, the following services:
   - **Bushue HR, Inc. agrees to provide Human Resource, Safety, & Insurance Consulting on a retainer basis.**
   - **This consulting engagement may consist of participation in meetings, phone, e-mail, or fax as necessary. A complete breakdown of activities to be completed for the above services shall be developed with administration.**

2. **Compensation:**
   - The Client shall pay the rate of $24,000.00 ($2,000.00 per month) for the period beginning January 1, 2023 and ending December 31, 2023; $24,000.00 ($2,000.00 per month) for the period beginning January 1, 2024 and ending December 31, 2024; $24,000.00 ($2,000.00 per month) for the period beginning January 1, 2025 and ending December 31, 2025.

3. **Payment Terms:**
   - Consultant will invoice Client on an annual basis.
   - A late payment fee of 5% of the amount due will be charged for any payment after its due date.

4. **Term:**
   The initial term of this Agreement shall commence on the 1st day of January 2023 and end on or prior to the last day of December 2025, provided however that all services can be performed during this time. This agreement may be extended beyond the initial term or any extension term only by the written agreement of both parties.

Client Initial:_____
Office Initial:_____

Bushue HR, Inc.
P.O. Box 89
Effingham, IL 62401

Phone: (217) 342-3046
Fax: (217) 342-5673
Email: info@bushuehr.com

5. **Designation of Duties:**
   Consultant shall receive his requests for services to be performed from:
   - Superintendent and/or Assistant Superintendent
   - McLean County Unit District No. 5 School Board

6. **Reimbursable Expenses:**
   The following expenses will be billed to client in addition to compensation:

   - Mailing, printing, advertising and reproduction or other expenses resulting directly from performance of services in the Agreement.

7. **Indemnification:** Limitation of Liability:
   Client agrees that any and all loss, liability, demand, suit, expense, or cause of action arising out of consultant's acts or omissions during the performance of the services identified herein shall be limited to a sum equal to the amount paid by client to consultant in connection herewith. Consultant shall not be responsible for any fees, penalties, or fines client receives from Federal, State, or local governmental entities.

8. **Attorney Fees:**
   In the event that a lawsuit is filed by consultant for the collection of any amount due consultant hereunder, the non-prevailing party shall pay the prevailing party's costs and expenses of such suit, including but not limited to reasonable attorney fees.

IN WITNESS WHEREOF, the parties have signed this Agreement:

Consultant _____ Date _____

Client(s) _____ Date _____

RESOLUTION OF THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, APPOINTING MARTIN HICKMAN AS THE AUTHORIZED AGENT FOR THE ILLINOIS MUNICIPAL RETIREMENT FUND

WHEREAS, Community Unit School District No. 5, McLean and Woodford Counties, Illinois (the "District) is an Illinois public school district, organized and operating under the Illinois School Code; and

WHEREAS, Article 7 of the Illinois Pension Code provides that a unit of government may elect to participate in the Illinois Municipal Retirement Fund by the adoption of a resolution or ordinance of its governing body; and

WHEREAS, Community Unit School District No. 5, McLean and Woodford Counties, Illinois is a participating member of the Illinois Municipal Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, AS FOLLOWS:

SECTION 1. Martin Hickman is hereby appointed as the authorized agent to represent the District in the participation of the Illinois Municipal Retirement Fund with the duties to file a petition for nomination of an executive trustee of IMRF and to cast a ballot for election of an executive trustee of IMRF.

SECTION 2. This Resolution shall be in full force and in effect upon its passage.

PASSED BY THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS 16th DAY OF NOVEMBER, 2022.

AYES:
NAYS:
ABSENT:

_____
President, Board of Education

ATTEST:

_____
Secretary, Board of Education

2023-2024
McLean County Unit District No.5
High School Course to Career Guide

Educating each student to achieve personal excellence

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INFORMATION

This course book has been prepared to assist students and parents in becoming better informed about the content of specific courses and aid in the decision-making process during registration. It is important that the information in this book be studied carefully so that realistic and appropriate courses are selected for each student.

GENERAL REGULATIONS

1. All students are required to be enrolled in a minimum of six courses. An exception will be made for 5th year seniors.
2. A student is required to take a minimum of 6 credit bearing courses and may choose to take a 7th course for credit.
3. Students who enroll in a 0 Hour class are expected to leave after the 7th hour and will provide their own transportation.
4. Middle School math courses (Algebra I, Honors Geometry, Honors Algebra II) will be documented on transcripts and will meet prerequisites. Middle school courses will earn high school credit but will not be counted towards GPA. These courses will meet the NCAA admission requirements.
5. The following breakdown will be used to determine a student's grade to start the school year:
    a. Sophomore – 2nd year of high school and minimum of 5 credits required
    b. Junior – 3rd year of high school and minimum of 11 credits required
    c. Senior – 4th year of high school and minimum of 17 credits required
6. The following breakdown will be used to determine a student's grade after the first semester. Students may request a status change for second semester:
    a. Sophomore – 2nd year of high school and a minimum of 8 credits required
    b. Junior – 3rd year of high school and a minimum of 13 credits required
    c. Senior – 4th year of high school and is anticipated to meet graduation requirements by July 31.

WEIGHTED GRADE SYSTEM

McLean County Unit District No. 5 utilizes a weighted grade system for determining grade point average. To indicate the weight of a class, the following symbols are placed behind the course title.

Standard Level		A=4	B=3	C=2	D=1	F=0
Honors Level	[H]	A=5	B=4	C=3	D=2	F=0
Advanced Placement Level	[AP]	A=5	B=4	C=3	D=2	F=0
Dual Credit Level	[DC]	A=5	B=4	C=3	D=2	F=0
Dual Credit Career Technical Education	[CTE]	A=4	B=3	C=2	D=1	F=0

HONOR ROLL

The High School publishes a school-wide Honor Roll at the end of each semester. Students with a GPA of 3.6 or greater will qualify for the Honor Roll. Only courses in which the student is enrolled at NCHS/NCWHS will be considered. Weighted grades will be used in determining eligibility for Honor Roll

CUM LAUDE RECOGNITION

Summa Cum Laude and Magna Cum Laude designations will be awarded based on GPA after 7 semesters. No exceptions will be made for 8th semester.

Summa Cum Laude designation: 4.1+ GPA
Magna Cum Laude designation: 3.85 – 4.099 GPA

CREDIT REQUIREMENTS

NUMBER OF CREDITS TO GRADUATE

ENGLISH	4.0
MATH	3.0 *
SCIENCE	2.0
SOCIAL STUDIES	2.0 **
PHYSICAL EDUCATION & HEALTH	3.5 ***
CONSUMER EDUCATION	.5 ***
ELECTIVES	9.0
TOTAL	24

Completion of SAT Test (11th Grade)
Completion of FAFSA (12th Grade)

***MATH**
1.0 credit Algebra I
Must take one course with Geometry content (Geometry, Honors Geometry, Algebra 2, Algebra 2 with Trigonometry, Instructional Algebra)
1.0 Math credit can come from AP Computer Science Principles or AP Computer Science Java

****SOCIAL STUDIES**
1.0 credit U.S. History - Meets state Computer Literacy requirement for graduation
0.5 credit Civics or AP U.S. Government & Politics.
Successful completion of Constitution Test.

*****PHYSICAL EDUCATION AND HEALTH**
Students are required to enroll in PE every semester they are in school even if they have attained 3.5 credits. Unit 5 expects all students to participate in a Physical Education course that includes swimming content.

Students may graduate with less than 3.5 credits in Physical Education if they are approved for early graduation or if they qualify for an exemption under the Board of Education guidelines:

Substitutions for Physical Education (No. 6.310)
See Page 7 for Substitutions for Physical Education.

******CONSUMER EDUCATION - STATE OF ILLINOIS REQUIREMENT**
Successful completion of any of the following courses/programs fulfills the State Consumer Education requirement for high school graduation:

- Introduction to Business Course (9, 10) 2 semesters
- Consumer Education course (11, 12) 1 semester
- Work Program Class (11, 12) 2 semesters
- Personal Investment & Finance course (11, 12) 1 semester
- Agribusiness Management course (11, 12) 2 semesters
- Consumer Math (11, 12) 2 semesters (for students with case manager)
- Vocations Class (11, 12) 2 semesters (for students with IEP case managers)

REGISTRATION GUIDELINES

TRANSFER STUDENT GUIDELINES

All eligible students who move into the district or who transfer from another school are expected to register on or before the first day of a semester. Students enrolling late who have been attending school elsewhere will be placed in equivalent classes, if possible. Grades from the previous school will be combined with grades earned in Unit 5 high school classes to determine semester grades and credit. If there is not a similar course available, students may not be able to earn credit and may be assigned to study hall.

A student wishing to enter late, who has not been attending school during the current semester, will be placed in the appropriate classes. The opportunity for credit will be evaluated on a case-by-case basis if the prospective student chooses to enroll. Credit is not guaranteed.

HONORS CREDIT FOR TRANSFER STUDENTS

Weighted credit earned from public or private schools, will be awarded equal weighted credit from an accredited high school.

COURSE SELECTION GUIDELINES

All students, eighth grade through eleventh grade, are expected to select courses during the second semester for the following year.

Students can request changes to their second semester schedules through the first six weeks of the first semester. Approval of requests for a change to schedules are dependent on space available in courses.

An email will be sent to all parents in mid-March to check course verification in Infinite Campus. Changes to course requests must be completed with consent to the school counselor by the end of the last school day prior to spring break.

1. Successful completion of credit recovery and/or initial credit course(s). Students must have prior written approval from a school counselor and associate principal before enrolling in a course.
2. Changes for seniors that are necessary to meet graduation requirements.
3. Failure to meet course prerequisite if requested by the student/parent.
4. Driver Education changes for students placed in the wrong semester because of age or course failures.
5. Missing requirement for university admissions. Students will need to produce documentation from the university stating a specific course is needed for admission.
6. Drop class to move to a higher weighted course.
7. Drop a yearlong class that has been failed 1st semester and add a 2nd semester class.
8. Students enrolled in a study hall may choose to enroll in a class in the first 5 days of a semester

DROPPING A COURSE

Students enrolled in seven courses may drop an elective course for a study hall within the **first six weeks of the semester**.

LEVEL CHANGES

Students enrolled in a course where multiple levels of the course exist and who are receiving a D/F, may request a level change **within the first six weeks of the semester**. In order to request a change, students must complete a Level Change form that shows the interventions/resources utilized that were unsuccessful in the present course before a level change will be approved by the school administration. For year-long courses, a level change request for second semester must be submitted within the first week of 2nd semester.

PROFICIENCY EXAM

- The music department may administer a proficiency exam to enroll in a course.
- Advancement to a higher-level foreign language class is contingent upon a 70% passing score on the department placement exam. Students advancing to a higher level will not receive credit for courses in which they were not enrolled. Test outlines are available from foreign language teachers.

BLENDED LEARNING COURSES

Unit 5 offers blended courses that would be very similar to college courses in that a significant amount of the coursework is to be completed outside of class time. The purpose is to expose students to a flexible schedule to help them transition to college or the workplace. Organization, communication skills, and self-advocacy are also required of students in blended courses. Teachers are prepared to assist students in the development of these skills through the supports and scaffolds they will provide to students in blended classrooms. Teachers will indicate, prior to each week, the days in which students will report to the classroom (required attendance days) and the days in which students have the flexibility to work outside of the classroom (flex days). Courses offered as Blended Learning are noted with **BL** on the course code list and within the course description pages. Students interested in taking a blended class should select the designated course code during course selection. Some courses are only offered in a blended fashion. Students are able to attend class daily as the teacher is required to be in the classroom.

FEES FOR STUDENT-CONSUMED CURRICULUM SUPPLIES

Unit 5 offers a rich, diverse curriculum menu from which students and their parents may choose. While Unit 5 makes every effort to ensure the cost of attending a course is covered with your registration charge, there are course selections which may present you with additional fees. Examples would be fees for purchasing wood supplies for a woodshop assignment, fees charged to obtain lifeguard certification, or fees charged for driver's education activities.

McLean County Unit District No. 5 **No. 6.310**
BOARD OF EDUCATION POLICY Section: Instruction

High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

Guidelines for High School Non-District Experiences and Course Substitutions

- A student may take no more than six high school credits outside of Unit 5's course offerings.
- A student who has failed more than six high school credits may exceed the limit of six high school credits to recover credits to fulfill graduation requirements.
- High school credit may be earned during the school day only if approved in advance by the Building principal or designee.
- A maximum of one high school credit (two classes) may be earned per semester unless approved in advance by the Building Principal or designee.
- A maximum of two high school credits may be earned during a single summer session unless approved in advance by the Building Principal or designee.
- The aforementioned credit limitations apply only to a student enrolled full time.

Off Campus Learning Courses

A student enrolled in an off campus learning course may receive high school credit for work completed, provided:

1. The course is given by an accredited institution and approved in advance by the Building Principal or designee.
2. The student assumes all financial responsibility.

Off campus learning courses may be taken during the school day for district supported credit recovery.

The Superintendent or designee shall determine which, if any, non-District courses or experiences, will count toward a student's grade point average and eligibility for athletic and extracurricular activities.

Note ~ College level courses that are taken while a student is enrolled in high school may not be recognized for college credit by some post-secondary institutions.

Dual Credit Course

A student who successfully completes a dual credit course may receive credit at both the college and high school level.

Summer School

A student who has successfully completed eighth grade may receive high school credit for successfully completing any course provided:

1. The course is given by an accredited institution and approved in advance by the high school Building Principal or designee.
2. The student assumes all financial responsibility.

The summer school course grade will not count toward Unit 5 grade point average (GPA)

Exchange Programs

A foreign exchange student will not be granted a diploma. In lieu of a diploma, a foreign exchange student will be awarded a certificate of attendance. Foreign exchange students are classified as seniors so they are eligible to participate in the graduation ceremony and are exempt from District and State Standardized testing.

A Unit 5 student will receive high school credit for foreign exchange courses that meet the criteria established in the curriculum and that are approved by the high school Building Principal or designee. International study course work not meeting District requirements may be placed in the student's permanent record and recorded as an international study experience.

1. The student assumes all financial responsibility.

Foreign Language Courses

A student will receive high school credit by studying foreign language in an approved ethnic school program, provided such program meets the minimum standards established by the State Board of Education. (An ethnic school is a part-time, private school that teaches the foreign language, as well as the culture, geography, history, and other aspects of a particular ethnic group.)

The amount of credit will be based on foreign language proficiency achieved. The high school Building Principal or designee may require a student seeking foreign language credit to successfully complete a foreign language proficiency examination.

1. The student assumes all financial responsibility.

Substitutions for Physical Education

A student in grades 11-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated below. The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate.

1. Ongoing participation in a marching band program;
2. Enrollment in Reserve Officer's Training Corps (ROTC) program sponsored by the District;
3. Ongoing participation in an interscholastic athletic program;
4. Enrollment in academic classes that are required for admission to an institution of higher learning; or
5. Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate.

A student who is eligible for special education may be excused from physical education courses pursuant to Board policy 7.260, Exemption from Physical Education

The provisions in the section **Credit for Non-District Experiences**, above, apply to the receipt of credit for any non-District course.

Adopted: February 21, 1977
Reviewed: December 2020
Amended: January 13, 2021

COURSE NUMBERS

AGRICULTURE

AGR101/102	Intro to Ag, Food & Nat Resources
AGR171/172	Introduction to Animal Science [DC]
AGR251/252	Agribusiness Management
AGR250/259	BL Agribusiness Management
AGR271/272	Agricultural Mechanics & Technology
SCI331/332	Biological Science Apps in Agriculture
SCI341/342	Physical Science App in Agriculture
AGR501/502	Veterinary Science

ART

ART061/062	Creative Careers in Arts
ART121/122	Graphic Design I
ART131/132	Graphic Design II
ART151/152	Drawing & Painting I
ART161/162	Drawing & Painting II
ART201/202	Ceramics & Sculpture I
ART211/212	Ceramics & Sculpture II
ART251/252	Advanced Art Studio I
ART301/302	Advanced Art Studio II
ART311/312	AP Art History
ART351/352	Photography I
ART 361/362	Photography II – Digital Photo
ART 811/812	AP Art 2-D Design
ART961/962	Yearbook/Desktop Publishing I
ART960/969	BL Yearbook I
ART971/972	Yearbook/Desktop Publishing II
ART970/979	BL Yearbook II
ART981/982	Yearbook/Desktop Publishing III
ART980/989	BL Yearbook III

BUSINESS

BUS051/052	Introduction to Business
BUS111/112	Computer Applications I
BUS211/212	Computer Applications II
BUS301/302	Office Keyboarding Applications
BUS501/502	Accounting
BUS550/559	BL Advanced Accounting
BUS601/602	Business Management
BUS610/619	BL Sports & Entertainment Marketing
BUS701/702	Business Law
BUS720/729	BL Personal Investment & Finance
BUS741/742	Innovative Entrepreneurs

COMPUTER SCIENCE

CSC151/152	Computer Science Essentials
CSC601/602	Cyber Security
CSC771/772	AP Computer Science Principles [AP]
CSS781/782	AP Computer Science [AP]

CONSUMER EDUCATION

BUS051/052	Introduction to Business
CON151/152	Consumer Ed
BUS721/722	Personal Investment & Finance
BUS720/729	BL Personal Investment & Finance
AGR251/252	Agribusiness Management
AGR250/259	BL Agribusiness Management
SPL441/442	Consumer Math
SPV101/102	Vocations I
SPV111/112	Vocations II
WRK101/102	Work Program Class

DRIVER'S EDUCATION

DRV101	Safety – Driver Education 1st Quarter
DRV111	Safety – Driver Education 2nd Quarter
DRV102	Safety – Driver Education 3rd Quarter
DRV112	Safety – Driver Education 4th Quarter

SUPPORTED ENGLISH STUDIES

ENG021/022	Basic ESL
ENG031/032	Beginning ESL
ENG081/082	Intermediate ESL
ENG091/092	Advanced ESL
RTI125/126	ESL Intermediate Academic Language
ELA105/106	ESL Emergent Reading & Writing

ENGLISH

ENG151/152	English I
ENG171/172	Honors English I [H]
ENG251/252	English II
ENG271/272	Honors English II [H]
ENG351/352	English III
ENG371/372	AP English Language & Comp [AP]
ENG551/552	College English Bridge
ENG581/582	English IV
ENG591/592	Senior Literature
ENG721/722	Philosophy & Literary Criticism
ENG781/782	Creative Writing
ENG811	Theater I
ENG812	Theater II
ENG842	Advanced Acting & Directing
ENG871/872	Literature of the Silver Screen
ENG881/882	AP English Literature & Comp [AP]
ENG890/899	BL Intro to the Humanities [DC]
ENG910/919	BL Composition I [DC]
ENG929	BL Composition II [DC]
ENG903/939	BL Journalism I
ENG940/949	BL Journalism II
ENG950/959	BL Journalism III
ENG990/999	BL Intro to Oral Communication [DC]

FAMILY AND CONSUMER SCIENCE

FCS 111/112	Culinary Arts
FCS122	Culinary Arts II
FCS150/159	BL Child Development
FCS251/252	Parenting
FCS291/292	Educating Young Children I
FCS290/299	BL Educating Young Children I
FCS311	Housing & Interior Design I
FCS322	Housing & Interior Design II
FCS331/332	Foundations of Fashion
FCS341/342	Clothing Construction
FCS340/349	BL Clothing Construction
FCS362	Sewing Studio
FCS369	BL Sewing Studio
FCS391/392	Educating Young Children II [CTE]
FCS390/399	BL Educating Young Children II [CTE]
FCS500/509	BL Introduction to Education [DC]
FCS511/512	Personality, Behavior & Relationships
FCS600/609	BL Education Internship
FCS131/132	Principles of Nutrition

FOREIGN LANGUAGES

FOR111/112	French I
FOR121/122	French II
FOR131/132	French III
FOR141/142	French IV
FOR151/152	AP French [AP]
FOR211/212	German I
FOR221/222	German II

FOR231/232	German III
FOR251/252	AP German [AP]
FOR311/312	Spanish I
FOR321/322	Spanish II
FOR331/332	Spanish III
FOR341/342	Spanish IV
FOR340/349	BL Spanish IV
FOR351/352	AP Spanish [AP]
FOR411/412	Spanish Heritage Speakers

MATHEMATICS

MAT151/152	Pre-Algebra
MAT321/322	Algebra 1
MAT481/482	QL Transitional Math
MAT521/522	Geometry
MAT601/602	Honors Geometry [H]
MAT641/642	Algebra 2
MAT681/682	Algebra 2 w/ Trigonometry
MAT721/722	Honors Algebra 2 [H]
MAT741/742	Pre-Calculus
MAT740/749	BL Pre-Calculus
CSC771/772	AP Computer Science Principles [AP]
CSC781/782	AP Computer Science [AP]
MAT811/812	STEM Trigonometry
MAT841	Finite Math
MAT842	Probability & Statistics
MAT851/852	AP Statistics [AP]
MAT861/862	Introduction to Statistics [DC]
MAT860/869	BL Intro to Statistics [DC]
MAT891/892	Honors Pre-Calculus [H]
MAT911/912	Finite Math for Business & Social Science [DC]
MAT910/919	BL Finite Math for Business & Soc. Sci. [DC]
MAT921/922	AP Calculus AB [AP]
MAT920/929	BL AP Calculus AB [AP]
MAT941/942	AP Calculus BC [AP]
MAT971/972	Honors Calculus III [H]

MUSIC

MUS211/212	Concert Choir
MUS321/322	Chorale
MUS411/412	Chamber Choir
MUS231/232	Concert Orchestra
MUS331/332	Sinfonia Orchestra
MUS431/432	Chamber Orchestra
MUS141/142	Concert Winds
MUS241/242	Symphonic Band
MUS341/342	Symphonic Winds
MUS351/352	Wind Symphony
MUS441/442	Wind Ensemble
MUS251/252	American Popular Music
MUS451/452	AP Music Theory [AP]
MUS461/462	Honors Music Theory II

PHYSICAL EDUCATION

PHY051/052	Health
PHY101	Drivers Ed/Swim 1st Quarter
PHY 111	Drivers Ed/Swim 2nd Quarter
PHY 102	Drivers Ed/Swim 3rd Quarter
PHY 112	Drivers Ed/Swim 4th Quarter
PHY131/132	Foundations to Fitness
PHY201/202	Fitness and Sports
PHY301/302	Lifetime Fitness
PHY401/402	Personal Development
PHY400/409	BL Personal Development
PHY501/502	Dance Fitness
PHY511/512	Adapted PE
PHY601/602	Water & Land Activities
PHY631/632	Advanced Aquatics
PHY651/652	Swim Guard
PHY701/702	Lifestyle Management
PHY801/802	Unified Physical Education

SCIENCE

SCI101/102	Biology I
SCI201/202	Honors Biology [H]
SCI331/332	Biological Science Apps in Agriculture
SCI341/342	Physical Science App in Agriculture
SCI361/362	Molecular/Structural Biology
SCI401/402	AP Biology [AP]
SCI451/452	Chemistry I
SCI501/502	Honors Chemistry I [H]
SCI561/562	Fundamentals of Chemistry [DC]
SCI601/602	AP Chemistry [AP]
SCI651/652	Physics I
SCI650/659	BL Physics I
SCI751/752	AP Physics C [AP]
SCI801/802	Environment Earth
SCI811/812	Environment Earth [DC]
SCI831/832	Earth & Space Science
SCI830/839	BL Earth & Space Science
SCI861/862	Biological Engineering

SOCIAL STUDIES

SOC121/122	Regional World Studies
SOC151/152	Civics
SOC161/162	Multicultural Studies
SOC211/212	U.S. History
SOC301/302	International Relations
SOC401/402	Human Geography
SOC511/512	Introduction to Logic
SOC601/602	Psychology
SOC612	AP Psychology [AP]
SOC701/702	Sociology
SOC801/802	Economics
SOC861/862	AP Government & Politics US [AP]
SOC882	AP Comparative Government [AP]
SOC912	AP Human Geography [AP]
SOC930	BL Western Civilization to 1500 [DC]
SOC949	BL Western Civilization from 1500 [DC]

STUDY HALL

STH101/102	Study Hall

INTERVENTIONS

ELA101/102	Focused Language Arts I
MAT101/102	Focused Math
MAT331/332	Focused Algebra
MAT631/632	Focused Algebra II
MAT531/532	Focused Geometry
RTI121/122	Study Skills
RTI131/132	Choices
RTI133/134	Choices II
RTI141/142	Creative Aspirations

TECHNOLOGY

TEC081/082	Intro to Technology Concepts
TEC201/202	Video and Multimedia Technology
TEC231/232	Advanced Video and Multimedia Technology
TEC251/252	Introduction to Metal and Woods Technology
TEC411/412	Intro to Engineering Design
TEC421/422	Principles of Engineering [CTE]
TEC431/432	Civil Engineering & Architecture [CTE]
TEC491/492	Intro to Animation & Rendering
TEC521/522	Metal Working Technology [CTE]
TEC561/562	Advanced Metal Working Technology [CTE]
TEC721/722	Woodworking Technology
TEC741/742	Advanced Woodworking Technology
STM811/812	STEM Capstone

WORK/CAREER EXPOSURE

WRK101/102	Work Program Class
WRK121/122	Pathways to Success [DC]
WRK151/152	Work Program I
WRK161/162	Work Program II
WRK141/142	Internship Program
BUS741/742	Innovative Entrepreneurs

BLOOMINGTON AREA CAREER CENTER

AVT641/642	Automotive Technology I
AVT651/652	Automotive Technology II
AVF701/702	Barbering I
AVF711/712	Barbering II
AVT221/222	Computer Tech & Networking I
AVT231/232	Computer Tech & Networking II
AVT241/242	Computer Tech & Networking III
AVT761/762	Construction I
AVT781/782	Construction II
AVF801/802	Cosmetology I
AVF851/852	Cosmetology II
AVF861/862	Cosmetology III
AVC241/242	Criminal Justice/Law I
AVC271/272	Criminal Justice/Law II
AVF551/552	Culinary Arts I
AVF591/592	Culinary Arts II
AVC341/342	Fire Science I
AVC361/362	EMT-Basic
AVH701/702	Health Careers & Med Term
AVH651/652	Nurse Assistant
AVH691/692	Advanced CNA
AVT301/302	Graphic Design & Video Production I
AVT311/312	Graphic Design & Video Production II
AVT401/402	Robotics & Engineering
AVT601/602	Welding I
AVT621/622	Welding II
AVT801/802	Laborer's Training
AVT811/812	Trades & Manufacturing

NCAA APPROVED CORE COURSES

Currently, the NCAA for athletic eligibility at the college level accepts the following core courses. The information is listed as found on the Eligibility Center website. Potential Division I and Division II athletes need to carefully check the information as the requirements vary slightly for Division I and II. Students will need at least 16 core classes in the following areas: English, Mathematics, Social Science, Natural or Physical Science, and Additional Core Courses. For Division I, 10 of the 16 core courses must be completed by the end of junior year. For additional assistance, talk to your counselor, coach, athletic director or visit The NCAA Eligibility Center website at **www.ncaa.org/student-athlete/future**. Unit Five does not make the eligibility determination nor determine the classes that will count toward the core requirement.

ENGLISH

ENG151/152	English I
ENG171/172	Honors English I [H]
ENG181/182	Honors English I/II [H]
ENG251/252	English II
ENG271/272	Honors English II [H]
ENG351/352	English III
ENG371/372	AP English Language & Comp [AP]
ENG581/582	English IV
ENG591/592	Senior Literature
ENG721/722	Philosophy & Literary Criticism
ENG781/782	Creative Writing
ENG881/882	AP English Literature & Comp [AP]
ENG890/899	BL Intro to the Humanities [DC]
ENG891/892	Intro to the Humanities [DC]
ENG911/912	Composition I [DC]
ENG910/919	BL Composition I [DC]
ENG922	Composition II [DC]
ENG929	BL Composition II [DC]
ENG991/992	Intro to Oral Communication [DC]
ENG990/999	BL Intro to Oral Communication [DC]
ENG931/932	Journalism I

MATHEMATICS

MAT321/322	Algebra 1
MAT521/522	Geometry
MAT601/602	Honors Geometry [H]
MAT641/642	Algebra 2
MAT681/682	Algebra 2 w/ Trigonometry
MAT721/722	Honors Algebra 2 [H]
MAT741/742	Pre-Calculus
MAT740/749	BL Pre-Calculus
CSC151/152	Computer Science Essentials
CSC771/772	AP Computer Science Principles [AP]
CSC781/782	AP Computer Science Java [AP]
MAT811/812	STEM Trigonometry
MAT841	Finite Math
MAT842	Probability & Statistics
MAT851/852	AP Statistics [AP]
MAT861/862	Introduction to Statistics [DC]
MAT891/892	Honors Pre-Calculus [H]
MAT911/912	Finite Math for Business & Social Science [DC]
MAT921/922	AP Calculus AB [AP]
MAT920/929	BL AP Calculus AB [AP]
MAT941/942	AP Calculus BC [AP]
MAT971/972	Honors Calculus III [H]

NATURAL/PHYSICAL SCIENCE

SCI101/102	Biology I
SCI201/202	Honors Biology I [H]
SCI361/362	Molecular/Structural Biology
SCI401/402	AP Biology [AP]
SCI451/452	Chemistry I
SCI501/502	Honors Chemistry I [H]
SCI561/562	Fundamentals of Chemistry [DC]
SCI601/602	AP Chemistry [AP]
SCI651/652	Physics I
SCI650/659	BL Physics I
SCI751/752	AP Physics C [AP]
SCI801/802	Environment Earth
SCI811/812	Environment Earth [DC]
SCI831/832	Earth & Space Science
SCI830/839	BL Earth & Space Science
SCI861/862	Biological Engineering

SOCIAL STUDIES

SOC101/102	Regional World Studies
SOC151/152	Civics
SOC161/162	Multicultural Studies
SOC211/212	U.S. History I/II
SOC301/302	International Relations
SOC401/402	Human Geography
SOC511/512	Introduction to Logic
SOC601/602	Psychology
SOC612	AP Psychology [AP]
SOC701/702	Sociology
SOC801/802	Economics
SOC861/862	AP Government & Politics US [AP]
SOC882	AP Comparative Government [AP]
SOC912	AP Human Geography [AP]
SOC931	Western Civilization to 1500 [DC]
SOC930	BL Western Civilization to 1500 [DC]
SOC942	Western Civilization from 1500 [DC]
SOC949	BL Western Civilization from 1500 [DC]

ADDITIONAL CORE COURSES

FOR111/112	French I
FOR121/122	French II
FOR131/132	French III
FOR141/142	French IV
FOR151/152	AP French [AP]
FOR211/212	German I
FOR221/222	German II
FOR231/232	German III
FOR251/252	AP German [AP]
FOR311/312	Spanish I
FOR321/322	Spanish II
FOR331/332	Spanish III
FOR341/342	Spanish IV
FOR340/349	BL Spanish IV
FOR351/352	AP Spanish [AP]
FOR411/412	Spanish Heritage Speakers

COLLEGE CREDIT RELATED TO HIGH SCHOOL CLASSES

AP COURSES and TESTING

The Advanced Placement (AP) program is offered by The College Board and provides high school students the opportunity to take a three-hour exam in May to potentially qualify for college course credit. All students throughout the world take a given exam on the same day. Although The College Board does not mandate taking an AP course before completing the exam, it is much more likely a student completing an AP course will be able to attain a qualifying score. Each exam is graded on a point basis with a range from one to five. **A score of five, four, or three is considered to be a qualifying score. A student should determine potential credit or placement with the college he/she plans to attend.** Colleges often address AP credit and other opportunities to get advanced standing. A student should check with their potential college or university regarding their AP exam score, credit, and placement policy. Students can visit https://apstudents.collegeboard.org/getting-credit-placement/search-policies to search for their school's AP policy.

There is a cost for each exam. Students with financial need may qualify for a free/reduced fee. Students should check with the AP Coordinator to determine eligibility for the fee reduction. To meet College Board deadlines, registration for the exams will be as follows: Yearlong and semester 1 AP courses will register by October. Semester 2 only AP courses will register by February for exams. McLean County Unit District No. 5 **offers AP exams that correlate to the AP courses taught in the district.** College Board may charge a late fee per exam for any student canceling an exam after the registration deadline OR for any student who registers for an exam, but does not sit for the exam. Many AP exams are held off campus and students are responsible for their own transportation.

McLean County Unit District No. 5 is pleased to offer AP courses in several disciplines (art, English, foreign languages, mathematics, music, science, computer science and social studies). Each AP class is expected to have the rigor of a comparable college level course. AP options are available for junior and senior students.

For additional information and AP test schedule, contact your counselor, AP Coordinator, or The College Board website at http://www.collegeboard.com/student/testing/ap/about.html . The site will lead you to specific AP information.

DUAL CREDIT COURSES

GENERAL EDUCATION/TRANSFER ELECTIVE COURSES (*Placement Required)*

Students who enroll in a dual credit course will earn high school credit (count toward graduation credits) and college credit for post-secondary institutions that accept the credit. Students and parents are strongly encouraged to check with colleges/universities of interest to verify the conditions under which they will accept dual credit coursework from Heartland Community College. Dual credit courses are weighted level courses. Dual Credit Career Technical Education (CTE) courses are not weighted as they do not require students to demonstrate college readiness through assessment.

Dual credit courses will be taught at NCHS and NCWHS during the regular school day by Unit 5 faculty members. In rare instances a course may be taught online by HCC staff. Academically qualified students may enroll in these college level courses. Upon successful course completion, the student earns high school credit and college credit. **Textbook purchase is the responsibility of the student/family**. There is no Heartland Community College tuition cost for these courses.

Students who choose these courses must apply to HCC and qualify by passing benchmark scores on one of the following: ACT test, SAT test, PSAT test, or by taking the Heartland test if college readiness benchmarks are not met on the ACT/SAT.

For a detailed description of the dual credit courses we offer, please refer to the department indicated by the course code or visit http://www.heartland.edu/collegeNow/

CAREER AND TECHNICAL EDUCATION (No *Placement Required)*

These courses are aligned with applied certificate or degree programs at HCC. Career Technical Education courses are not part of the Illinois Articulation Initiative so transferability varies by college or university. Additionally, students do not need to take the HCC placement exam to qualify for these courses. The Career Technical Education courses are standard level and do not result in weighted Unit 5 credit.

DUAL CREDIT COURSE LIST

GENERAL EDUCATION *(Placement Required)*

ENG911	Composition I [DC]
ENG910	BL Composition I [DC]
ENG922	Composition II [DC]
ENG929	BL Composition II [DC]
ENG991/992	Intro to Oral Communication [DC]
ENG990/999	BL Intro to Oral Communication [DC]
ENG891/892	Intro to the Humanities [DC]
ENG890/899	BL Into to the Humanities [DC]
MAT861/862	Introduction to Statistics [DC]
MAT911/912	Finite Math for Business & Social Science [DC]
SCI561/562	Fundamentals of Chemistry [DC]
SCI811/812	Environment Earth [DC]
SOC931	Western Civilization to 1500 [DC]
SOC930	BL Western Civilization to 1500 [DC]
SOC942	Western Civilization from 1500 [DC]
SOC949	BL Western Civilization from 1500 [DC]

TRANSFER ELECTIVE *(No Placement Required)*

AGR171/172	Introduction to Animal Science [DC]
WRK121/122	Pathways to Success [DC]

TRANSFER ELECTIVE *(Placement Required)*

FCS500/5009	Introduction to Education [DC]

CAREER & TECHNICAL EDUCATION *(No Placement Required)*

FCS391/392	Educating Young Children II [CTE]
FCS390/399	BL Educating Young Children II [CTE]
TEC421/422	Principles of Engineering [CTE]
TEC431/432	Civil Engineering & Architecture [CTE]
TEC521/522	Metalworking Technology [CTE]
TEC561/562	Advanced Metalworking Technology [CTE]

ASSOCIATE OF SCIENCE DEGREE PROGRAM - CONCENTRATION IN COMPUTER SCIENCE

Heartland Community College is partnering with McLean County District No. 5 to offer an Associate of Science Degree program that can be earned while a student is simultaneously earning their high school diploma. This will be accomplished through strategic planning and coordination with Heartland Community College. Additionally, some summer coursework will need to be completed.

Self-motivated students that have an interest in computer science are the ideal candidates for this program. If a student has not taken honors geometry, the student will have to double up on math so that they can complete AP Calculus BC by the end of their junior year or complete honors geometry the summer before their freshman year.

Interested students must obtain a recommendation from an 8th grade core teacher (science, social studies, ELA). The recommendation should reference both a student's academic abilities, but also the student's learner characteristics (collaboration, perseverance, responsibility, self-advocacy, critical thinking skills, etc.).

Students are accepted into the program only as incoming freshmen students and will be notified early second semester of their 8th grade year so that course selections can be made accordingly. Beginning with the 2022-2023 school year, the Associate of Science Degree program started its transition out of Normal Community High School, and into Normal Community West High School. All 8th grade students accepted into the Associate of Science Degree program will need to enroll and attend Normal Community West High School if they want to participate in the program.

The college credit hours will be earned through a combination of Advanced Placement courses (test scores of 3 or above), dual credit courses taken within Unit 5 high schools, as well as college courses taken on Heartland's campus. Tuition and fees are waived for all dual credit courses taken within Unit 5 high schools, but parents will be required to pay for coursework taken at Heartland Community College. The textbook cost is the responsibility of the parent regardless of whether the course is taught by Unit 5 staff or taught on Heartland's campus, by Heartland instructors.

For additional information about this program, including the four-year plan of study, please click on the link below.

Associate Degree Program

https://www.unit5.org/Page/15994

COMMENDATIONS ON TRANSCRIPTS

STEM DESIGNATION

Students who take eight semesters of STEM classes (see class list below) will obtain a STEM Designation. This designation can be put on resumes for high school internships as well as college applications. Students with the STEM Designation will be stronger candidates for STEM-related positions than other applicants without the designation. Participation in these classes may also result in the opportunity to collaborate with a professional mentor throughout the year. *Additional courses may be added to each group in the future. (*STEM designation will be added to transcripts after completion)

Prior to senior year, students must take a total of 6 semesters with at least 2 semesters from each group (Group 1, 2, and 3). TEC811/812 STEM Capstone course must be taken during a student's senior year to earn a total of 8 semesters of coursework and the STEM Designation.

Group 1: Science / Math (2 semesters from this group)

AGR101/102	Intro to Agriculture, Food & Natural Resources
AGR341/342	Physical Science Applications in Agricultural
CSC151/152	Computer Science Essentials
CSC771/772	AP Computer Science Principles [AP]
CSC781/782	AP Computer Science (JAVA) [AP]
MAT811/812	STEM Trigonometry
SCI861/862	Biological Engineering
SCI811/812	Environmental Earth [DC]
STM811/812	Stem Capstone

Group 2: Engineering (2 semesters from this group)

TEC411/412	Introduction to Engineering Design
TEC421/422	Principles of Engineering [CTE]
TEC431/432	Civil Engineering and Architecture [CTE]
TEC561/562	Advanced Metalworking [CTE]
TEC741/742	Advanced Woodworking Technology
STM811/812	Stem Capstone

Group 3: Technology (2 semesters from this group)

CSC151/152	Computer Science Essentials
CSC601/602	Cyber Security
CSC771/772	AP Computer Science Principles [AP]
CSC781/782	AP Computer Science (JAVA) [AP]
TEC081/082	Intro to Technology Concepts
TEC491/492	Intro to Animation & Rendering
TEC201/202	Video & Multimedia Technology
TEC231/232	Advanced Video & Multimedia Technology
STM811/812	Stem Capstone

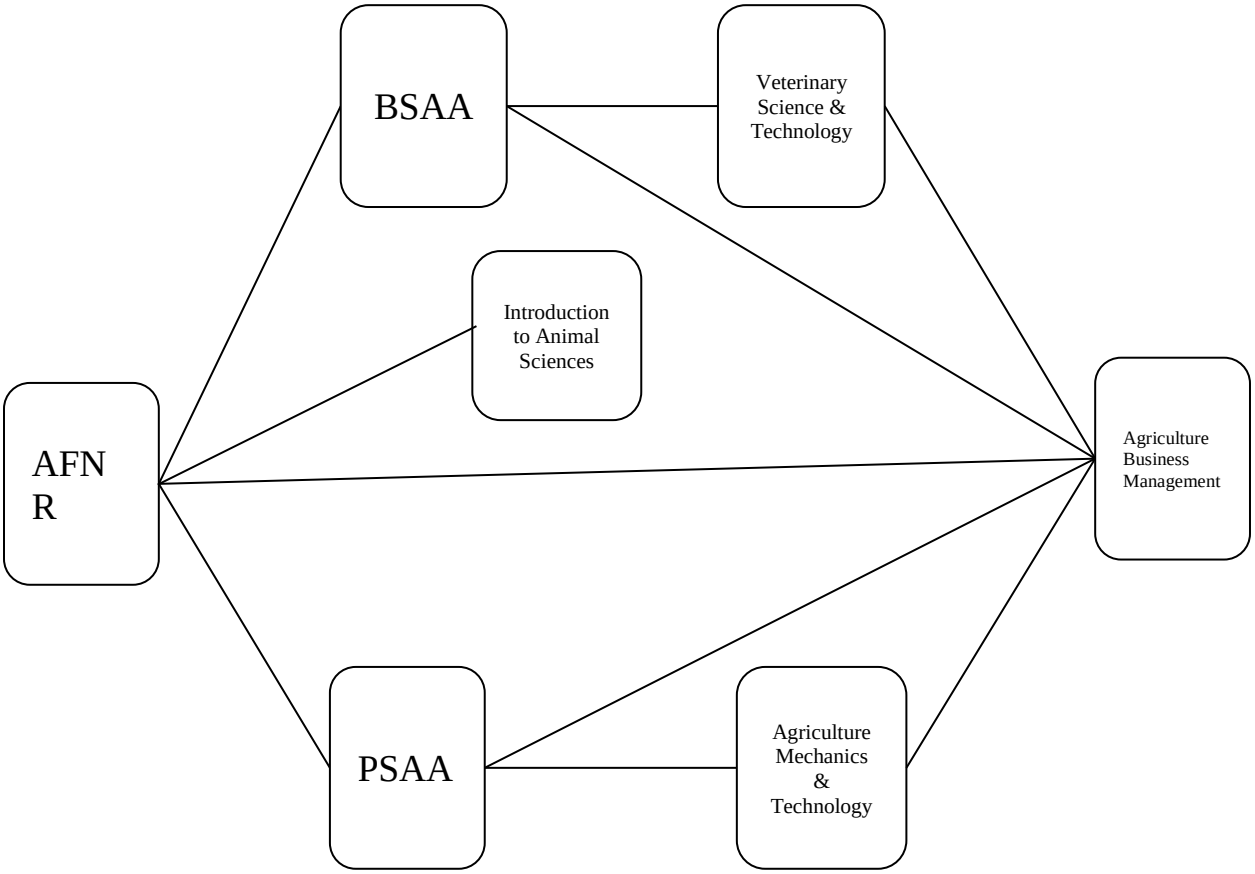
SEAL OF BILITERACY

Unit 5 Schools will offer both the Seal of Biliteracy and State Commendation toward.

Students will qualify through demonstrating proficiency on the AP Language and Culture exam for Spanish, Chinese, French, German, Italian, Japanese as well as meeting the college readiness benchmarks for the SAT or, for students who are English Learners, by meeting the Illinois proficiency criteria on ACCESS 2.0. These criteria are set by the State of Illinois and are as follows: To qualify for the Seal of Biliteracy students must score a 4 on the AP language exam. To earn the Commendation students must score a 3 on the AP language exam in the target language. To demonstrate proficiency in English students must achieve a minimum score of 480 on the SAT. English Learner students who are working toward the Seal may also use an overall ACCESS score of 4.8 achieved during high school.

The district will recognize students who earn the Commendation or the Seal by affixing the Seal or Commendation to the student's transcript and diploma.

Agriculture



Note: See course list for prerequisites

AGRICULTURE COURSE LIST

All Elective Courses
*Meets State Consumer Education Requirement for Graduation
**Meets Graduation Requirement for either Elective OR Science Credit

SUBJECT	GRADES	PREREQUISITES
Introduction to Agriculture, Food & Natural Resources	9, 10, 11, 12	None
**Biological Science Applications in Agriculture	10, 11, 12	Biology (Intro to AFNR Recommended)
**Physical Science Applications in Agriculture	10, 11, 12	Biology (Intro to AFNR Recommended)
Agricultural Mechanics & Technology	10, 11, 12	Intro to AFNR (Recommended)/PSAA (Highly Recommended)
Veterinary Science & Technology	11, 12	Intro to AFNR (Recommended)/BSAA (Highly Recommended)
*Agribusiness Management	11, 12	Intro to AFNR (Recommended)
Introduction to Animal Science-Dual Credit	11, 12	'*Highly recommend'* Intro to AFNR

AGRICULTURE COURSE DESCRIPTIONS

AGR 101/102 Introduction to Agriculture, Food & Natural Resources (AFNR)
(Yearly 1 Credit) (9, 10, 11, 12)
***In Cooperation with Curriculum for Agricultural Science Education**

Students participating in the Introduction to Agriculture, Food, and Natural Resources (AFNR) course will experience hands-on activities, projects, and problems. Student experiences will involve the study of communication, the science of agriculture, plants, animals, natural resources, and agricultural mechanics. While surveying the opportunities available in agriculture and natural resources, students will learn to solve problems, conduct research, analyze data, work in teams, and take responsibility for their work, actions, and learning. In addition, students will understand specific connections between their lessons and Supervised Agricultural Experience and FFA components that are important for the development of an informed agricultural education student. FFA and Supervised Agriculture Experience projects are an integral part of the Agriculture Education model, so participation in these activities is a firm expectation for this course; however, these events typically take place outside of the school day and that should be taken into account when choosing to enroll in this course.
**This course is designated as a STEM Concentration Course.*

SCI 331/332 BIOLOGICAL SCIENCE APPLICATIONS IN AGRICULTURE (BSAA)
(Yearly 1 Credit) (10, 11, 12)
Prerequisites: Biology I (both semesters); Intro to AFNR (Recommended)
***In Cooperation with Curriculum for Agricultural Science Education**

BSAA is designed to reinforce and extend students' understanding of science by associating basic scientific principles and concepts with relevant applications in agriculture. This course will use numerous laboratory experiments and exercises as the main instruction tool. Topics of instruction will include: Introduction to Plant & Animal Sciences, Soil & Soilless Plant Systems, Plant Anatomy & Physiology, Taxonomy, Plant & Animal Nutrition, Cells, History & Uses of Animals, Genetics & Evolution. FFA and Supervised Agriculture Experience projects are an integral part of the Agriculture Education model, so participation in these activities is a firm expectation for this course; however, these events typically take place outside of the school day and that should be taken into account when choosing to enroll in this course. ****Meets graduation requirement for either Elective or Science credit.**

SCI 341/342 PHYSICAL SCIENCE APPLICATIONS IN AGRICULTURE (PSAA)
(Yearly 1 Credit) (10, 11, 12)
Prerequisites: Intro to AFNR (Recommended)
***In Cooperation with Curriculum for Agricultural Science Education**

Physical Science Applications in Agriculture (PSAA) is designed to reinforce and extend students' understanding of science by associating basic physical science and engineering concepts with relevant applications in agriculture. This course will use numerous laboratory experiments, projects, and problem-solving exercises as the main instruction tools. Topics of instruction will include: Introduction to Ag, Power and Technology, Measurement, Material Properties, Energy, Machines and Structures, and Mechanical Applications. FFA and Supervised Agriculture Experience projects are an integral part of the Agriculture Education model, so participation in these activities is a firm expectation for this course; however, these events typically take place outside of the school day and that should be taken into account when choosing to enroll in this course. **This course is designated as a STEM Concentration Course.* ****Meets graduation requirement for either Elective or Science course.**

AGR 271/272 AGRICULTURAL MECHANICS & TECHNOLOGY
(Yearly 1 Credit) (10, 11, 12)
Prerequisites: Intro to AFNR (Preferred); PSAA (Highly Recommended)

Agricultural Mechanical Technology is a course designed to give students the basic mechanical skills and competencies needed to work in the Agriculture/Horticulture industry. Areas of mechanical instruction will include: Welding; Electrical Wiring; Carpentry: Small Engine Maintenance and Repair; Surveying: Global Positioning Systems; and Masonry. Students will gain a basic understanding of the mechanical concepts in the classroom as well as develop mechanical skills through hands-on instruction in the lab. Safety will always be a major component of classroom and lab instruction. FFA and Supervised Agriculture Experience projects are an integral part of the Agriculture Education model, so participation in these activities is a firm expectation for this course; however, these events typically take place outside of the school day and that should be taken into account when choosing to enroll in this course.

AGR 501/502 VETERINARY SCIENCE & TECHNOLOGY
(Yearly 1 Credit) (11, 12)
Prerequisites: Intro to AFNR (Preferred); BSAA (Highly Recommended)
***In Cooperation with Curriculum for Agricultural Science Education**

This course will develop students' understanding of the small and large animal industry, animal anatomy and physiology, advanced animal nutrition and reproduction, animal ethics and welfare issues, animal health, veterinary medicine, veterinary office practices, and animal services to humans. Students can also establish a supervised agricultural experience program and participate in FFA activities. FFA and Supervised Agriculture Experience projects are an integral part of the Agriculture Education model, so participation in these activities is a firm expectation for this course; however, these events typically take place outside of the school day and that should be taken into account when choosing to enroll in this course.

***Curriculum for Agricultural Science Education (CASE)** is a nationally recognized high school agricultural education curriculum that uses rigorous and relevant curriculum through a project-based approach that engages students with science, mathematics, and English language understanding.

AGR 251/252 AGRIBUSINESS MANAGEMENT
AGR250/259 BLENDED AGRIBUSINESS MANAGEMENT
(Yearly 1 Credit) (11, 12)
Prerequisites: Intro to AFNR (Recommended)

This course is designed to develop the students' business and managerial skills. Students will develop the decision making and entrepreneurial skills necessary for the operation of a successful business. Areas of study include the impact of technology on agriculture, keeping and using records, economic principles, basic business organization, financing the business, agricultural law, insuring the business, career establishment in an agricultural occupation, computer applications, marketing agricultural products and services. FFA and Supervised Agriculture Experience projects are an integral part of the Agriculture Education model, so participation in these activities is a firm expectation for this course; however, these events typically take place outside of the school day and that should be taken into account when choosing to enroll in this course. ****Meets State Consumer Education Requirement for Graduation.***

AGR171/172 INTRODUCTION TO ANIMAL SCIENCE – DUAL CREDIT
(Yearly 1 Credit) (11, 12)
Prerequisites: '*Highly recommend*' Intro to AFNR

During this course, students will develop an understanding of the products produced by livestock and the methods used to determine their quality; a basic understanding of breeds, the principles of selection, growth, and evaluation; a basic understanding of animal reproduction and nutrition; and an understanding of the principles of commercial livestock production and management practices. *Heartland Community College dual credit can be achieved for Introduction to Animal Science.*

Art

Note: See course list for prerequisites

ART COURSE LIST

All Elective Courses

SUBJECT	GRADES	PREREQUISITES
Creative Careers in Art	9, 10, 11, 12	None
Graphic Design I	9, 10, 11, 12	None
Graphic Design II	9, 10, 11, 12	Graphic Design I
Drawing & Painting I	9, 10, 11, 12	None
Drawing & Painting II	9, 10, 11, 12	Drawing & Painting I
Ceramics & Sculpture I	9, 10, 11, 12	None
Ceramics & Sculpture II	9, 10, 11, 12	Ceramics & Sculpture I
Advanced Art Studio I	10, 11, 12	Drawing & Painting I and II or Ceramics & Sculpture I and II
Advanced Art Studio II	11, 12	Two Semesters of Advanced Art Studio I
AP Art 2D Design	11, 12	Prerequisite for Fine Arts Path: Students have 3 options to meet this: (1) Fine Arts: Advanced Art Studio I & II or (2) Graphic/Digital Design: Graphic Design I/II & Photography I/II or Yearbook or (3) Photo/Digital Imaging: Photography I/II & Graphic Design I/II or Yearbook
AP Art History	11, 12	Overall 3.0 GPA
Photography I	11, 12	None
Photography II - Digital Photography	11, 12	Photography I
Yearbook/Desktop Publishing I	10, 11, 12	None
Yearbook/Desktop Publishing II	11, 12	Yearbook/Desktop Publishing I
Yearbook/Desktop Publishing III	12	Yearbook/Desktop Publishing I & II

ART COURSE DESCRIPTIONS

ART 061/062 CREATIVE CAREERS IN ART
(Semester ½ Credit) (9, 10, 11, 12)

The purpose of this course is to introduce students to a variety of viable career options in the visual arts. Students will spend time exploring and engaging with different media, techniques, and processes that are prevalent in many art-based career paths. This course will be offered both semesters.

ART 121/122 GRAPHIC DESIGN I
(Semester ½ Credit) (9, 10, 11, 12)

Graphic Design is designed to give students an introduction to the world of graphic art. Students will learn to create Graphic Design using the same tools and techniques as professional designers. The course divides graphic art into three areas: 1) Page layout, 2) Digital illustration, and 3) Photo enhancing. Students will learn to use professional software applications in those three areas. Students will gain experience useful in careers in journalism, graphic design, photography, printing, and communications. This course will be offered both semesters.

ART 131/132 GRAPHIC DESIGN II
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Graphic Design I

This course continues to include giving students experience in creating graphic art works. In this class, students continue to use the same tools and techniques as professional designers, but use role-playing and problem-based learning to solve design problems for real-world companies and organizations. Students will learn more about specific graphic designers, and the career itself. Students will build upon prior knowledge in Graphic Design I to engage in more complex decision-making. The course divides graphic design into three areas: 1) Page layout, 2) Digital illustration, and 3) Photo enhancing. Students will learn to use professional software applications in those three areas. Students will gain experience useful in careers in graphic design, advertising, marketing, photography, printing, journalism, and communications.

ART 151/152 DRAWING & PAINTING I
(Semester ½ Credit) (9, 10, 11, 12)

This course will focus on a variety of drawing and painting methods and techniques to help students develop their basic skills in Drawing and Painting. Students will review the elements and principles of design and support those concepts with historical and cultural examples. This introduction will allow students to find individual areas of interest, so they can further pursue those areas of interest. This course will be offered both semesters.

ART 161/162 DRAWING & PAINTING II
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Drawing & Painting I

Drawing and Painting II focuses on allowing students the opportunity to expand on areas they learned about in Drawing and Painting I. The course introduces students to more complex drawing and painting tools, techniques and media. This course continues to include art history, aesthetics, criticism, and production. Students will find themselves doing more independent problem solving. The course is designed for students who want to continue their painting and drawing experience. This course will be offered both semesters.

ART 201/202 CERAMICS & SCULPTURE I
(Semester ½ Credit) (9, 10, 11, 12)

This course will review elements and principles of design as they relate to three-dimensional problem solving. Students will work with a variety of media and learn the basic skills used to create three-dimensional artwork. Concepts will be supported with artwork from other cultures and historical periods.

ART 211/212 CERAMICS & SCULPTURE II
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Ceramics & Sculpture I

This course will allow students an opportunity to expand on what they learned in Ceramics & Sculpture I. This course introduces students to more complex Ceramics and Sculpture tools, techniques and media. This course continues to include art history, aesthetics, criticism, and production. Students will find themselves doing more student directed problem solving and study.

ART 251/252 ADVANCED ART STUDIO I
(Semester ½ Credit; Yearly 1 Credit) (10, 11, 12)
Prerequisite: Drawing and Painting I and II, or Ceramics and Sculpture I and II

This course will allow students to further their art making abilities in creating two-and-three dimensional artworks. This course includes art history, aesthetics, criticism, and production using two-and-three dimensional materials. Students will utilize the elements of art and principles of design and support those concepts with historical and cultural examples. Students will create a portfolio of artwork.

ART 301/302 ADVANCED ART STUDIO II
(Semester ½ credit; Yearly 1 Credit) (11, 12)
Prerequisite: Two semesters of Advanced Art Studio I

After completing two semesters of Advanced Art Studio I, students may take Advanced Art Studio II for a full year. This course includes art history, aesthetics, criticism, and production using two-and-three dimensional materials. Students will build upon prior art knowledge to engage in more complex decision making. They will analyze and evaluate their own artworks and the artworks of others. Students will develop an artistic style as they communicate visually in response to the world around them. Students will complete their art portfolio.

ART 811/812 ADVANCED PLACEMENT ART 2D DESIGN
(Yearly 1 Credit) (11, 12) (AP Level)
Prerequisite (students have 3 options to meet this):
(1) Fine Arts: Advanced Art Studio I & II or
(2) Graphic/Digital Design: Graphic Design I/II & Photography I/II or Yearbook or
(3) Photo/Digital Imaging: Photography I/II & Graphic Design I/II or Yearbook

This course is equivalent to a first-year college 2D studio class. In this course students will develop a portfolio that is personal to their individual talents and interests, while demonstrating mastery of 2-D design principles. Students will demonstrate mastery through any two-dimensional medium or process, such as graphic design, digital imaging, photography, collage, fabric design, weaving, fashion design, fashion illustration, painting and printmaking. They will develop technical skills and knowledge of visual elements to create an individual portfolio of work for evaluation at the end of the course. Those who reach a high level of proficiency in this course should be able to gain advanced standing in college art/humanities, depending on college requirements.

ART 311/312 ADVANCED PLACEMENT ART HISTORY
(Yearly 1 Credit) (11, 12) (AP Level)
Prerequisite: An overall grade point average of 3.0

This course is equivalent to a first-year college lecture-based art history class. Students should have a strong interest in art history. This course will provide an understanding and knowledge of architecture, culture, painting, and other art forms within historical and cultural contexts. Students will critically analyze historical and contemporary artworks from a variety of cultures. The course includes topics found at the AP Art History exam that students may choose to take in the spring. Exam location and costs will be made available during the year. Those who reach a high level of proficiency in this course should be able to gain advanced standing in college art history, depending on college requirements.

ART 351/352 PHOTOGRAPHY I
(Semester ½ Credit) (11, 12)

In this course, black and white photography will be taught as a form of visual communication. Students will learn to use a 35 mm manual camera, develop film and develop black and white photographs in the darkroom. No prerequisite is required; however, it is suggested that students have some kind of art or design related background. The photography course will follow a prescribed outline with the majority of the work being confined to the classroom.

ART 361/362 PHOTOGRAPHY II – DIGITAL PHOTOGRAPHY
(Semester ½ credit) (11, 12)
Prerequisite: Photography I

Students will continue their exploration of photography through electronic media. Techniques and applications learned in Photo I will be expanded by acquiring, manipulating and outputting digitized images utilizing DSLR (digital single-lens reflex) cameras and Adobe Photoshop and iPhoto. This course will continue the visual communication processes essential to photography and other art fields of study. For example: design, photo journalism and advertising. Emphasis will be placed on the manual operation of the digital camera. DSLRs will be used by the students in the class.

ART 961/962 YEARBOOK/DESKTOP PUBLISHING I
ART 960/969 BLENDED YEARBOOK/DESKTOP PUBLISHING I
(Yearly 1 Credit) (10, 11, 12)

Course content is designed to combine English communication skills with graphic art, photography, design and computer skills, all in a team-taught setting. Students will study how to interview, research, organize, and write stories for publication. Students will also learn graphic art concepts, as well as how to use desktop publishing software to design a publication. Emphasis will be on hands-on training as students will be responsible for producing the high school yearbook. Because of its production nature, students in the course should be able to work independently on assignments and to meet deadlines and work outside of class to complete all the tasks necessary in publishing a yearbook. The course is designed for students interested in writing for publication, as well as students who are interested in exploring the computer graphic arts field.

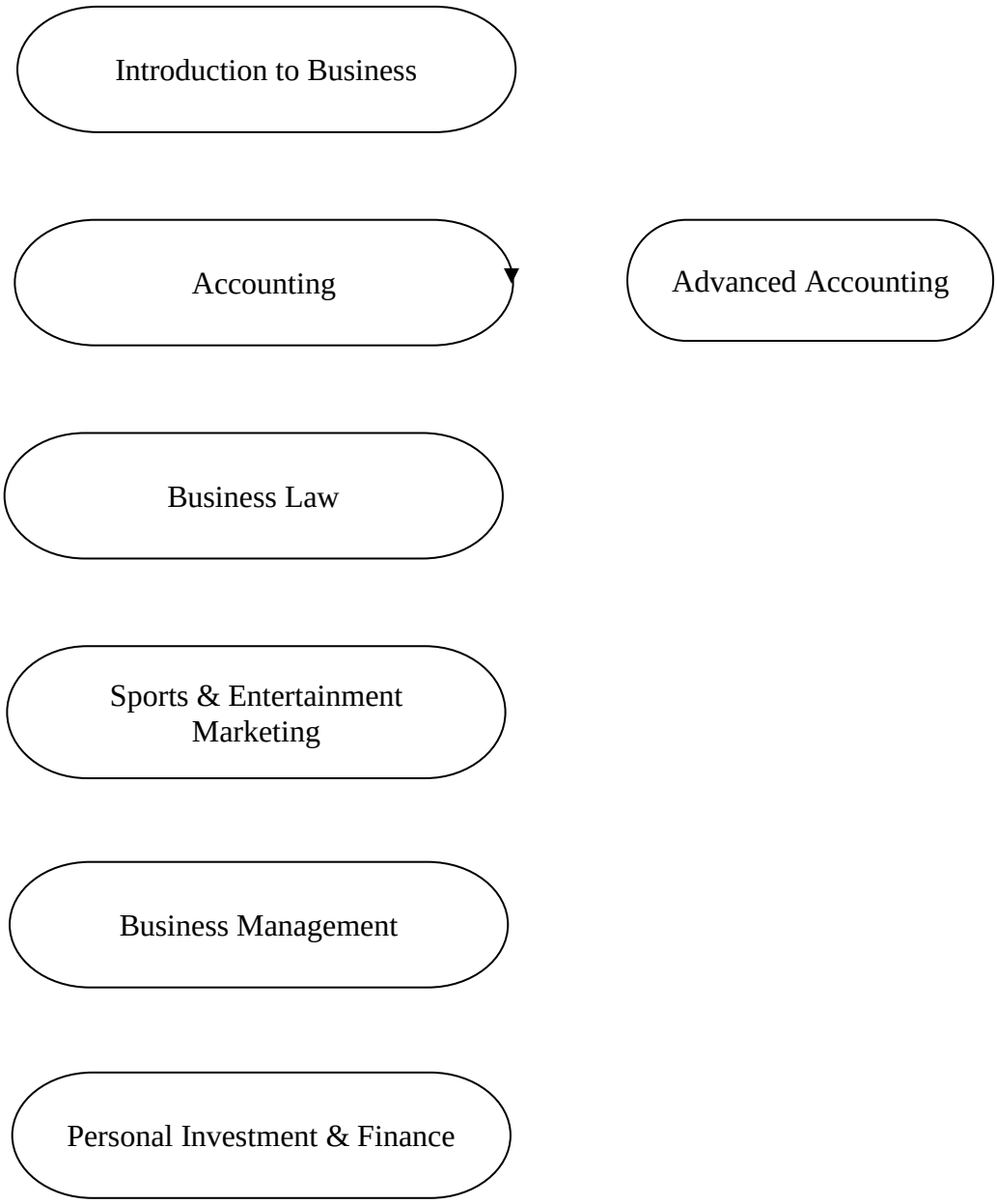
ART 971/972 YEARBOOK/DESKTOP PUBLISHING II
ART 970/979 BLENDED YEARBOOK/DESKTOP PUBLISHING II
(Yearly 1 Credit) (11, 12)
Prerequisite: Yearbook/Desktop Publishing I

Students in this course may serve as part of the Editorial Board of the yearbook. They will also take on the additional planning, writing, designing, and supervising tasks required of editors.

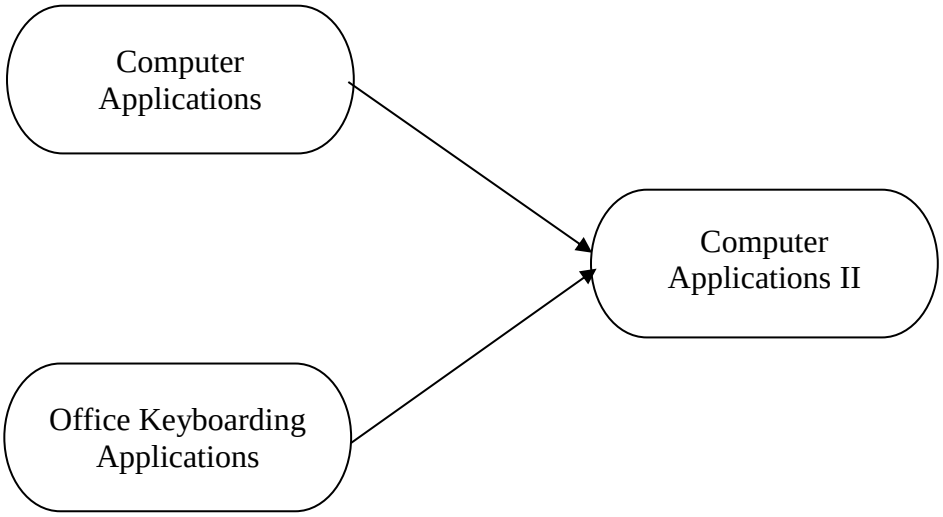
ART 981/982 YEARBOOK/DESKTOP PUBLISHING III
ART 980/989 BLENDED YEARBOOK/DESKTOP PUBLISHING III
(Yearly 1 Credit) (12)
Prerequisite: Yearbook /Desktop Publishing I & II

Students in this advanced level Desktop Publishing class may assume the positions of greatest responsibility on the Yearbook Editorial Board. They will be ultimately responsible for all production aspects of the school yearbook. They will also perfect their skills in additional phases of Desktop Publishing, including special graphics and drawing programs.

Business Course Sequence



Business Computer Course Sequence



BUSINESS COURSE LIST

*Meets State Consumer Education Requirement for Graduation

SUBJECT	GRADES	PREREQUISITES
Introduction to Business*	9, 10	None
Computer Applications I	9, 10, 11, 12	None
Office Keyboarding Applications	9, 10, 11, 12	None
Computer Applications II	9, 10, 11, 12	"C" or higher in Computer Applications I or Office Keyboarding Applications
Accounting	10, 11, 12	None
Sports & Entertainment Marketing	10, 11, 12	None
Business Law	10, 11, 12	None
Advanced Accounting	11, 12	"C" or higher in Accounting
Business Management	11, 12	None
Personal Investment and Finance*	11, 12	None
Innovative Entrepreneurs	12	Application & Interview Process
Internship Program	12	Application & Review Process

BUSINESS COURSE DESCRIPTIONS

BUS 051/052 INTRODUCTION TO BUSINESS
(Yearly 1 Credit) (9, 10)
Prerequisite: None

This is a **one-year** course designed to teach students essential life skills necessary for success in today's world. This course includes basic knowledge of our economy, how it functions and the role of the consumer. Topics covered include basic business, banking, budgeting money, career planning, insurance, investing, saving, taxes and using credit wisely. Concepts of insurance, finance, accounting, marketing, management, and business organization are also introduced. There is an emphasis on emerging business technologies, professionalism, and maintaining positive business interactions within the classroom.
****Successful completion of Introduction to Business fulfills the State Consumer Education Requirement for high school graduation.***

BUS 111/112 COMPUTER APPLICATIONS I
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: None

In this **one-semester** hands-on computer course, students will be introduced to the more complex features of Microsoft Word, Excel, PowerPoint and Access. Students will also continue to develop keyboarding speed and accuracy skills. Applications will focus on a variety of effective and visually appealing activities/projects to help increase students' success in all areas of academics and careers. All work is completed during class. Successful completion of this course is a prerequisite for Computer Applications II.

BUS 211/212 COMPUTER APPLICATIONS II
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: "C" or higher in Computer Applications I or Office Keyboarding Applications

Students will learn advanced Microsoft Office skills and increase their marketability for employers and educational institutions throughout this **one-semester** course. Students will create professional documents using Word, advanced formulas and charts using Excel, and multimedia presentations using PowerPoint. This course will also cover the creation and manipulation of images, graphics, and logos with Adobe Photoshop. These skills will allow students to professionally customize their documents, spreadsheets and presentations beyond the average user. The use of various emerging technologies will be utilized to expose students to trends that are commonly used in higher education and in business. Students will also have the opportunity to work with specialized hardware such as tablets, poster printers and vinyl sticker cutters.

BUS 301/302 OFFICE KEYBOARDING APPLICATIONS
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: None

This is a **one-year** course designed for students to learn fundamental keyboarding skills at a slower, more detailed pace. Skill is developed in controlling the keyboard and operative parts of the computer. In addition to developing keyboarding speed and accuracy skills, students will be introduced to the basics of Microsoft Word, Excel, PowerPoint, & Publisher. Applications will focus on a variety of effective and visually appealing activities/projects to help increase students' success in all areas of academics and careers. All work is completed during class. Successful completion of this course is a prerequisite for Computer Applications II.

BUS 501/502 ACCOUNTING
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: None

The practices and procedures of accounting for sole proprietorships, partnerships, and corporations are introduced in this **one-year** course. Hands-on techniques help students learn to apply the principles of the accounting cycle in a variety of business settings. Special emphasis is placed on the analysis of financial transactions, the use of journals and ledgers, and the development and completion of financial statements. Methods for calculating depreciation, inventory levels, interest, and taxes are also incorporated through the use of realistic problems and simulations. This course utilizes an online workbook and accounting software and is taught in a computer lab to enhance the professional learning experience. Accounting is an essential course choice if you plan on majoring in any area of business at the collegiate level.

BUS 551/552 ADVANCED ACCOUNTING
BUS 550/559 **(Yearly 1 Credit) (11, 12)**
Prerequisite: "C" or higher in Accounting

This **one-year** course is designed for students with either of the following objectives: (1) going to college and majoring in any area in the field of business, or (2) entering the workforce possessing the ability to analyze financial statements and make wise financial decisions, both professionally and personally. Advanced Accounting enhances student knowledge of concepts, practices, techniques, and theories related to the double-entry accounting system learned in Accounting and takes basic understanding of financial accounting to a deeper level. In addition, Advanced Accounting introduces students to management and cost accounting topics, giving students a more thorough and challenging accounting experience and resulting in a rock-solid foundation of business and accounting concepts and principles.

BUS 601/602 BUSINESS MANAGEMENT
(Semester ½ Credit) (11, 12)
Prerequisite: None

This **one-semester** course will teach students the administrative side of business and examine how business institutions operate in our modern political, social, and economic and technology rich society. Course content will provide a general background in the elements and characteristics of business enterprise, including business organization, advertising, investing, marketing, entrepreneurship, employee management, and other related topics. There is much analysis of real-world business decisions and a focus on current events in the business world. Global commerce and communication will also be discussed. Students will learn to utilize specialized technology to enhance understanding of the business world and its importance in running a successful business. Students will have the opportunity to research bringing new franchises to Bloomington-Normal and participate in a semester-long project that allows them to design their own business.

BUS 611/612 SPORTS & ENTERTAINMENT MARKETING
BUS 610/619 **(Semester ½ Credit) (10, 11, 12)**
Prerequisite: None

Explore marketing and advertising through the exciting world of sports and entertainment! This **one-semester** course will teach students the ways that different companies and products are priced, placed, and promoted. Types of promotion covered include advertising, personal selling, and public relations. Learn to conduct market research including identifying target markets and ways to reach that group through various forms of communication. Analyze the way that advertising and marketing are used by businesses to influence customer actions. The marketing portion of a business plan is taught so that students will be able to "sell" their ideas to others. This class focuses upon real world examples, specifically those from the sports and entertainment realm.

BUS 701/702 BUSINESS LAW
(Semester ½ Credit) (10, 11, 12)
Prerequisite: None

Business Law is a **one-semester** course open to sophomores, juniors and seniors. This course provides opportunities to explore the influences of the legal system on American business and industry as well as personal life. Topics include foundations of the U.S. legal system, civil and criminal law, contract law and more. Analysis of real-world cases, discussion of current events, participation in mock trials, and a field trip to the Law and Justice Center, help provide practical life experiences.

BUS 721/722 PERSONAL INVESTMENT & FINANCE
BUS 720/729 **(Semester ½ Credit) (11, 12)**
Prerequisite: None

This **one-semester** course will give students a firm grasp of money management and various investing techniques, as well as provide the college-bound student with an excellent foundation for post-secondary business classes. The ability to manage one's personal finances on a daily basis, as well as set long term goals, is a valuable skill for students to possess. The process of making educated and informed decisions while taking charge of one's financial future will be discussed in depth. Units of study include the following: budgeting, comparison pricing, taxes, credit, insurance, health care, housing, transportation, investments, consumer purchasing, and financial services. Various technological components are integrated throughout the curriculum.
Successful completion of Personal Investment & Finance fulfills the State Consumer Education Requirement for high school graduation.

Computer Science

Freshman, Sophomore, Junior, and Senior

Computer Science Essentials

Sophomore, Junior, and Senior

AP Computer Science Principles

Cybersecurity

AP Computer Science (Java)

COMPUTER SCIENCE COURSE LIST

All Elective Courses
**Meets Graduation Requirement for either Elective OR Math Credit

SUBJECT	GRADES	PREREQUISITES
Computer Science Essentials	9, 10, 11, 12	None
Cybersecurity	9, 10, 11, 12	None
**AP Computer Science Principles	10, 11, 12	Comp Science Essentials Recommended
**AP Computer Science (Java)	10, 11, 12	Algebra 2 (Comp Science Essentials Recommended)

COMPUTER SCIENCE COURSE DESCRIPTIONS

CSC 151/152 COMPUTER SCIENCE ESSENTIALS
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: None

Computer Science Essentials exposes students to a diverse set of computational thinking concepts, fundamentals, and tools, allowing them to gain understanding and build confidence. Students use visual, block-based programming and seamlessly transition to text-based programming with languages such as Python to create apps and develop websites, and learn how to make computers work together to put their design into practice. They apply computational thinking practices, build their vocabulary, and collaborate just as computing professionals do to create products that address topics and problems important to them. **This course is designated as a STEM Concentration Course.*

CSC601/602 CYBERSECURITY
(Yearly 1 Credit) (9, 10, 11, 12)

Cybersecurity introduces the tools and concepts of cybersecurity and encourages students to create solutions that allow people to share computing resources while protecting privacy. Nationally, computational resources are vulnerable and frequently attacked; in Cybersecurity, students solve problems by understanding and closing these vulnerabilities. This course raises students' knowledge and commitment to ethical computing behavior. It also aims to develop students' skills as consumers, friends, citizens, and employees who can effectively contribute to communities with a dependable cyber-infrastructure that moves and processes information safely. This course is a Project Lead the Way course that offers the following benefits: Sparks Interest and Fosters In-Demand Skills. Introduces Relevant Cybersecurity Skills in an Engaging, Secure, and Responsible Way. Connected to Industry and Aligned to Standards. Ensures Access to the Most In-Demand and Relevant Experience. Provides More Opportunities for Students to Engage in Computer Science. **This course is designated as a STEM Concentration Course*.

CSC 771/772 ADVANCED PLACEMENT COMPUTER SCIENCE PRINCIPLES
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Computer Science Essentials is not required but would be beneficial

Using Python as a primary tool and incorporating multiple platforms and languages for computation, this Project Lead the Way (PLTW) course aims to develop computational thinking, generate excitement about career paths that utilize computing, and introduce professional tools that foster creativity and collaboration. While this course can be a student's first in computer science, students without prior computing experience are encouraged to start with Computer Science Essentials. Computer Science Principles helps students develop programming expertise and explore the workings of the Internet. Projects and problems include app development, visualization of data, cybersecurity, and simulation. PLTW is recognized by the College Board as an endorsed provider of curriculum. This endorsement affirms that all components of PLTW CSP's offerings are aligned to the AP Curriculum Framework standards and the AP CSP assessment. Students enrolled in this course will have the opportunity to take the Advanced Placement Exam in May at their own expense. Depending on their score on the AP exam, they may be eligible for college credit. **This course is designated as a STEM Concentration Course*. ***This course will result in either Elective or Math credit. **<u>One</u> AP Computer Science course can count toward the 3-year Math graduation requirement.**

CSC 781/782 ADVANCED PLACEMENT COMPUTER SCIENCE (Java)
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Algebra 2 (Computer Science Essentials is not required but would be beneficial)

AP Computer Science A (AP CS A) introduces students to computer science through programming. Fundamental topics in this course include the design of solutions to problems, the use of data structures to organize large sets of data, the development and implementation of algorithms to process data and discover new information, the analysis of potential solutions, and the ethical and social implications of computing systems. This Project Lead the Way (PLTW) course emphasizes object-oriented programming and design using the Java programming language. PLTW is recognized by the College Board as an endorsed provider of curriculum. This endorsement affirms that all components of PLTW AP CS A's offerings are aligned to the AP Curriculum Framework standards and the AP CS A assessment.

Students enrolled in this course will have the opportunity to take the Advanced Placement Exam in May at their own expense. Depending on their score on the AP exam, they will be eligible for college credit. *This course is designated as a STEM Concentration Course. ***This course will result in either Elective or Math credit. *One AP Computer Science course can count toward the 3-year Math graduation requirement.**

Consumer Education

Options to meet Consumer Education Requirement
(Choose 1)

- Introduction to Business (Yearly 1 Credit) (9,10)
- Agribusiness Management (Yearly 1 credit) (11,12)
- Consumer Education (Semester ½ credit) (11,12)
- Consumer Math* (Yearly 1 credit) (11,12)
- Personal Investment & Finance (Semester ½ credit) (11,12)
- Vocations I * (Yearly 1 credit) (11,12)
- Work Program Class (Yearly 1 credit) (11,12)
- Vocations II * (Yearly 1 credit) (11,12)

*Reserved for students with IEP Case Manager

CONSUMER EDUCATION

Successful completion of any of the following courses/programs fulfills the
State of Illinois Consumer Education requirement for high school graduation:

BUS 051/052 INTRODUCTION TO BUSINESS
(Yearly 1 Credit) (9, 10)

One-year course designed to give students a general knowledge of our economy, how it functions and the role of the consumer in our private enterprise system. Consumer topics include effective money management techniques, using credit wisely, banking functions and procedures, and career opportunities. Concepts of insurance, finance, marketing, management, personnel relations, and business organization are introduced**.**

CON 151/152 CONSUMER EDUCATION
(Semester ½ Credit) (11, 12)

Financial Independence… Consumer Education prepares you for life on your own. Through hands-on applications, students will learn to be informed consumers in the marketplace. They will practice money management including budgeting, comparing financial institutions, and completing 1040 Tax Forms. There will be opportunities to understand checking and savings accounts, positive and negative consequences of credit, taxation, insurance and investing. Application of budgeting principles will be applied to transportation, food, clothing and housing purchases. This is the course that sets you on the path to Financial Independence!

BUS 721/722 PERSONAL INVESTMENT & FINANCE
BUS 720/729 **(Semester ½ Credit) (11, 12)**

This **one-semester** course will give students a firm grasp of money management and various investing techniques, as well as provide the college-bound student with an excellent foundation for post-secondary business classes. The ability to manage one's personal finances on a daily basis, as well as set long term goals, is a valuable skill for students to possess. The process of making educated and informed decisions while taking charge of one's financial future will be discussed in depth. Units of study include the following: budgeting, comparison pricing, taxes, credit, insurance, health care, housing, transportation, investments, consumer purchasing, and financial services. Various technological components are integrated throughout the curriculum.

WRK 101/102 WORK PROGRAM (CLASS)
(Yearly 1 Credit) (11, 12)
Prerequisite: Must enroll in WRK151/152

Workplace competencies and foundation skills such as orientation to a new job, interpersonal relationships, communication skills, evaluations, self-management, decision-making, critical thinking, responsibilities, labor laws, money management, income tax, career exploration, and entrepreneurship are covered and related to real-world working situations. Second year work program students cannot take WRK 101/102. **Meets Consumer Education requirement.*

AGR 251/252 AGRIBUSINESS MANAGEMENT
AGR 250/259 **(Yearly 1 Credit) (11, 12)**

This course is designed to develop the students' business and managerial skills. Students will develop the decision making and entrepreneurial skills necessary for the operation of successful business. Areas of study include the impact of technology on agriculture, keeping and using records, economic principles, basic business organization, financing the business, agricultural law, insuring the business, career establishment in an agricultural occupation, computer applications marketing agricultural products and services, aquaculture, wildlife conservation, economic principles of livestock production, food science, genetics applications in agriculture, advanced care and health management of animals and their environment, and agricultural engineering and mechanizations.

SPL 441/442 CONSUMER MATH
(Yearly 1 Credit) (11, 12) (IEP Team Recommendation)

This math course stresses consumer skills. Students who complete this course will be exposed to important consumer math skills necessary to function independently in society. This course will count as a Consumer Education credit.

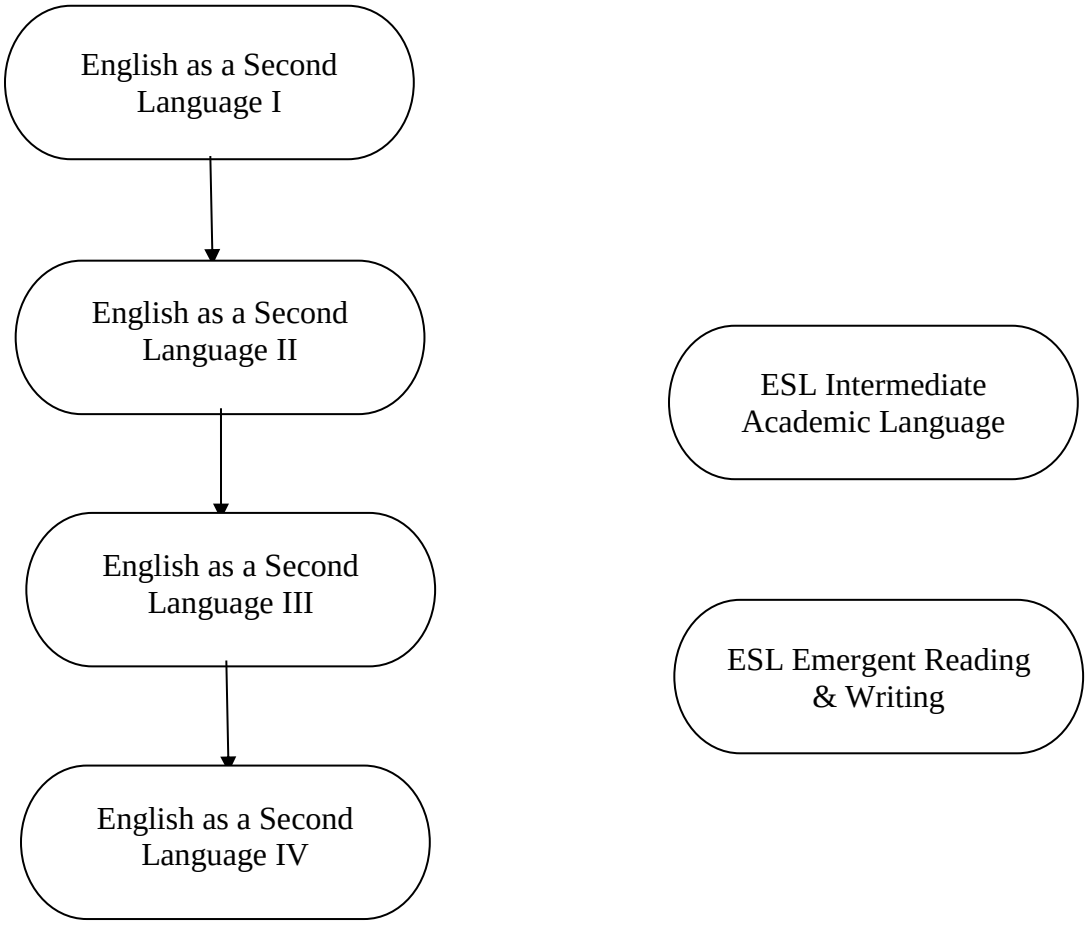
SPV 101/102 VOCATIONS 1
(Classroom: Yearly 1 Credit) (11, 12) (IEP Team Recommendation)

This is the introductory course which focuses on basic entry level employment skills. Topics include, but are not limited to: job search, completing job applications, interview preparation, the unwritten rules of the work environment, career exploration, job safety, cooperation, basic employability skills. This course is designed to offer introductory skills for employability. **This course must be taken in conjunction with a training site.**

SPV 111/112 VOCATIONS II
(Classroom: Yearly 1 Credit) (11, 12) (IEP Team Recommendation)

This course focuses on the 12 employability skills recognized by adult service agencies. Topics include, but are not limited to: job preparation, job seeking skills, getting to know your strengths and weaknesses, career research, interviewing, resume writing, human relations, taxes, managing your money, growing vocationally for transition. Student participation in this course offers exposure to skills for employability. **This course must be taken in conjunction with a training site.**
**Students who take Vocations II a second year will have the option of enrolling in Training Sites only, this is an IEP team decision. **

Supported English Studies



SUPPORTED ENGLISH STUDIES COURSE LIST

SUBJECT	GRADES	PREREQUISITES
English as-a-Second Language I		Demonstrated limited English ability through formal assessment
English as-a-Second Language II		ESL I or demonstrated limited English ability through formal assessment
English as-a-Second Language III		ESL I and II or demonstrated limited English ability through formal assessment
English as-a-Second Language IV		ESL I, II and III or demonstrated limited English ability through formal assessment
ESL Intermediate Academic Language		None
ESL Emergent Reading & Writing		None

ENGLISH AS A SECOND LANGUAGE COURSE DESCRIPTIONS

ENG 021/022 ENGLISH AS-A-SECOND LANGUAGE I (Basic ESL)
(Yearly 1 Credit)

Beginning level class for English learners. The course is intended to address the social and academic English and study skill needs of the students. The course emphasizes the Entering and Beginning English skills of listening, speaking, reading and writing as identified by WIDA proficiency levels and standards. Criteria for eligibility: the student has demonstrated on either the WIDA screener or the previous school year ACCESS for ELLs standardized assessment an Entering or Beginning level of English proficiency, and is enrolled in the district's Transitional Program of Instruction. This course is appropriate for students with overall WIDA screener or ACCESS test scores of 1.0-1.9.

ENG 031/032 ENGLISH AS-A-SECOND LANGUAGE II (Beginning ESL)
(Yearly 1 Credit)
Prerequisite: ENG 021/022 or demonstrated limited English ability through formal assessment

Beginning and developing level class for English Learners. This course is intended to address the social and academic English and study skills needs of the students. The course emphasizes the Beginning and Developing English skills of listening, speaking, reading, and writing as identified by WIDA proficiency levels and standards. Criteria for eligibility: The student has demonstrated on either the ACCESS for ELLs screener or the previous school year ACCESS for ELLs standardized assessment a Beginning or Developing level of English proficiency and is enrolled in the district's Transitional Program of Instruction. This course is appropriate for students with overall WIDA screener or ACCESS scores of 2.0-2.9 or successful completion of ESL 1.

ENG 081/082 ENGLISH AS-A-SECOND LANGUAGE III (Intermediate ESL)
(Yearly 1 Credit)
Prerequisite: ENG 021/022 and ENG 031/032 or demonstrated limited English ability through formal assessment.

Developing and Expanding level class for English Learners. This course is intended to address the social and academic English and study skills needs of the students. The course emphasizes the Developing and Expanding English skills of listening, speaking, reading, and writing as identified by WIDA proficiency levels and standards. Criteria for eligibility: The student has demonstrated on either the ACCESS for ELLs screener or the previous school year ACCESS for ELLs standardized assessment a Developing or Expanding level of English proficiency and is enrolled in the district's Transitional Program of Instruction. This course is appropriate for students with overall WIDA screener or ACCESS scores of 3.0-3.9 or successful completion of ESL 2.

ENG 091/092 ENGLISH AS-A-SECOND LANGUAGE IV (Advanced ESL)
(Yearly 1 Credit)
Prerequisite: ENG 021/022, ENG 031/032, and ENG 081/082, or demonstrated high limited English ability through formal assessment.

Expanding and Bridging level class for English Learners. This course is intended to address the social and academic English and study skills needs of the students. The course emphasizes the Expanding and Bridging English skills of listening, speaking, reading, and writing as identified by WIDA proficiency levels and standards. Criteria for eligibility: The student has demonstrated on either the ACCESS for ELLs screener or the previous school year ACCESS for ELLs standardized assessment a Developing or Expanding level of English proficiency and is enrolled in the district's Transitional Program of Instruction. This course is appropriate for students with overall WIDA screener or ACCESS scores of 4.0+ or successful completion of ESL 3.

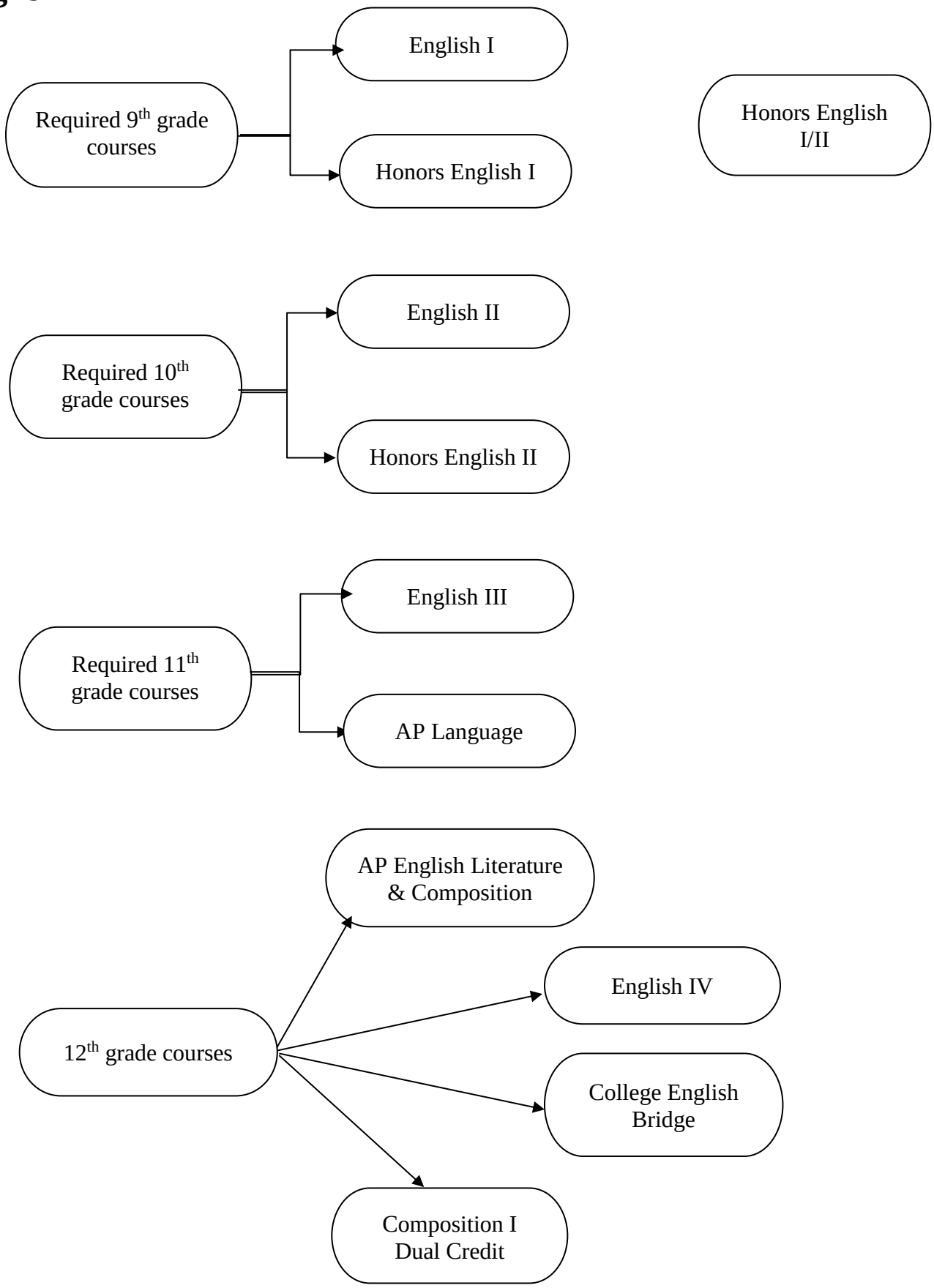
RTI 125/126 ESL INTERMEDIATE ACADEMIC LANGUAGE
(Yearly 1 Credit)
Prerequisite: None

This course is designed for English Learners at the beginning and developing levels of English proficiency who demonstrate the need for additional support in the area of technology use and study skills. Criteria for eligibility: the student has demonstrated on either the WIDA screener or ACCESS for ELLs an entering or beginning level of proficiency in English and is enrolled in the district's Transitional Program of Instruction.

ELA 105/106 ESL EMERGENT READING & WRITING
(Yearly 1 Credit)
Prerequisite: None

This course is designed for English Learners at the beginning and developing levels of English proficiency who demonstrate the need for additional support in the area of reading and writing. Criteria for eligibility: the student has demonstrated on either the WIDA screener or ACCESS for ELLs an entering or beginning level of proficiency in English and is enrolled in the district's Transitional Program of Instruction.

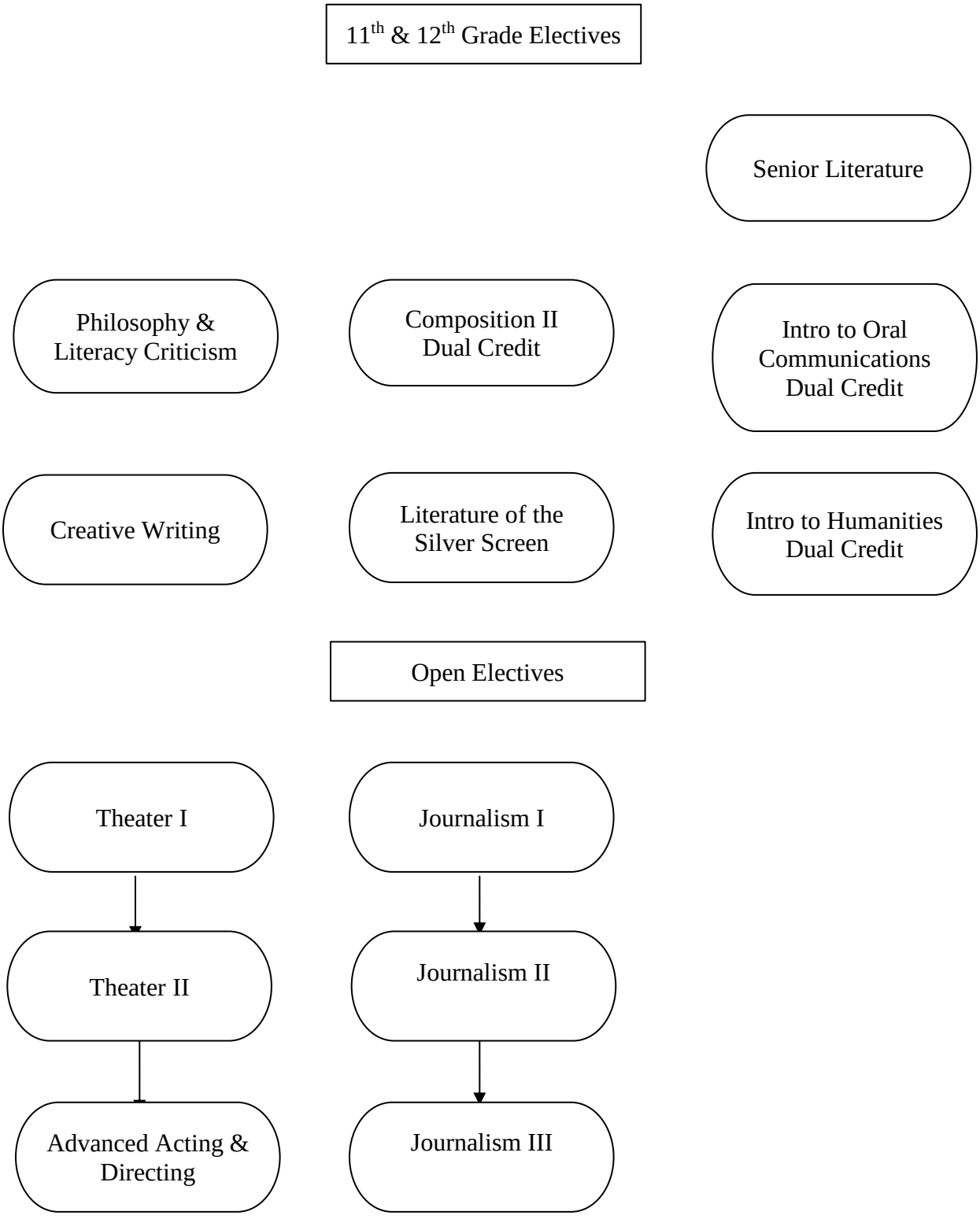
English


Required 9th grade courses
English I
Honors English I
Honors English I/II
Required 10th grade courses
English II
Honors English II
Required 11th grade courses
English III
AP Language
12th grade courses
AP English Literature & Composition
English IV
College English Bridge
Composition I Dual Credit

455

Note: See course list for prerequisites

English Electives



Note: See Course List for additional prerequisites

ENGLISH COURSE LIST

English Graduation Requirements: 4 Credits

NOTE: Failure of any course may result in concurrent enrollment.

SUBJECT	GRADES	ENROLLMENT RECOMMENDATION/PREREQUISITE
English I	9	None
Honors English I	9	Mastery of 8th grade ELA standards or teacher recommendation
English II	10	Previous enrollment in two semesters of English
Honors English II	10	"C" or higher in Honors English I OR "B" or higher in English I
English III	11	Previous enrollment in four semesters of English
AP English Language & Composition	11	"C" or higher in Honors English II OR "B" or higher in English II
College English Bridge	12	Teacher or counselor recommendation
English IV	12	None
Senior Literature	12	None
Philosophy & Literary Criticism	11, 12	None
Creative Writing	11, 12	None
Literature of the Silver Screen	11, 12	None
Theater I	10, 11, 12	10th graders must be concurrently enrolled in English II or Honors English II and have a passing grade in English I; 11th graders must be concurrently enrolled in English III or AP Language
Theater II	10, 11, 12	Successful completion of Theater I
AP English Literature & Composition	12	"C" or higher in AP Language OR "B" or higher in English III
Advanced Acting and Directing	11, 12	Successful completion of Theater I and II
Composition I Dual Credit	11, 12	Successful completion of English II or Honors English II, and English III; Concurrent Enrollment in English III
Composition II Dual Credit	11, 12	"C" or better in ENG 911 or ENG 912
Journalism	10, 11, 12	10th graders must be concurrently enrolled In English II/Honors English II and have passing grade in English I; 11th graders must be concurrently enrolled in English III/AP Lang

Journalism II	11, 12	Successful completion of Journalism I and 10th grade English
Journalism III	12	Successful completion of Journalism II and 11th grade English
Introduction to Oral Communication Dual Credit	11, 12	Concurrent Enrollment in English III or AP Language in grade 11
Introduction to the Humanities Dual Credit	11, 12	Concurrent Enrollment in English III or AP Language in grade 11

ENGLISH COURSE DESCRIPTIONS

ENG 151/152 ENGLISH I
(Yearly 1 Credit) (9)
This genre-based course includes an analysis of various literary types: short story, poetry, nonfiction, drama, and the novel. Composition instruction will vary according to the type of literature being studied. Speech, grammar and research skills will be taught within each unit.

ENG 171/172 HONORS ENGLISH I
(Yearly 1 Credit) (9)
ENROLLMENT RECOMMENDATION: Mastery of 8th grade ELA standards or teacher recommendation
This honors course enriches the content covered in English I by covering more difficult texts and emphasizing advanced writing and critical thinking skills. This genre-based course includes an analysis of various literary types: short story, poetry, nonfiction, drama, and the novel. Composition instruction will vary according to the type of literature being studied. Speech, grammar and research skills will be taught within each unit.

ENG 251/252 ENGLISH II
(Yearly 1 Credit) (10)
Prerequisite: English I or Honors English I
This theme-based course focuses on taking contemporary literature and analyzing it through a global lens. Composition instruction will include literary analysis and narrative writing which will vary in topic according to the literature being studied. Speech, grammar and research skills will be taught within each semester.

ENG 271/272 HONORS ENGLISH II
(Yearly 1 Credit) (10)
Prerequisite: "C" or higher in Honors English I or "B" or higher in English I
This honors course enriches the content covered in English II by covering more difficult texts and emphasizing advanced writing and critical thinking skills. This theme-based course focuses on taking contemporary literature and analyzing it through a global lens. Composition instruction will include literary analysis and narrative composition which will vary in topic according to the literature being studied. Speech, grammar and research skills will be taught within each semester.

ENG 351/352 ENGLISH III
(Yearly 1 Credit) (11)
Prerequisite: English II or Honors English II
This course is a journey across and through America via selected American authors representing the major periods, schools, and traditions in American literary history. Our texts will span the pre-colonial eras (before European colonization in the 1600s) to our contemporary era; include multiple genres (fiction, nonfiction, poetry, drama); and attempt to examine the diversity that has shaped America over time.

ENG 371/372 AP ENGLISH LANGUAGE & COMPOSITION
(Yearly 1 Credit) (11)
Prerequisite: "C" or higher in Honors English II OR "B" or higher in English II
An AP course in English Language and Composition engages students in becoming skilled readers of prose written in a variety of periods, disciplines, and rhetorical contexts and in becoming skilled writers who compose for a variety of purposes. Both their writing and their reading assignments should make students aware of the interactions among the writer's purpose(s), the audience's expectation(s), and the subject matter as well as the way generic conventions and the resources of language contribute to effectiveness in writing.
In addition to developing these vital skills through a variety of processes, the course is contextually and thematically rooted in an examination of the American Dream. Through the use of novels, memoir, poetry, op-ed, essay, speech, photography, art, film, and historical primary sources, students will immerse themselves in the rhetoric of the creation, transformation, corruption, destruction, and redemption narratives central to both shaping the American Dream and understanding its rhetorical impact on America and its people.

ENG 581/582 ENGLISH IV
(Semester ½ Credit) (12)

To be critical readers and college and career-ready writers, students will take task, purpose, and audience into careful consideration, choosing and analyzing words, information, structures, and formats deliberately. They will be able to use technology strategically when creating, refining, and collaborating on writing. They will become adept at gathering information, evaluating sources, and citing material accurately, reporting findings from their research and analysis of sources in a clear and cogent manner. They will develop the flexibility, concentration, and fluency to produce high-quality first drafts under a tight deadline as well as the capacity to revise and reflect upon their participation in the writing process. While this course will emphasize composition and rhetoric, reading will be a core component. Students may not enroll in both Composition I (ENG911/912) and English IV.

ENG 591/592 SENIOR LITERATURE
(Semester ½ Credit) (12)

This course includes an analysis of various modern and contemporary literary types: poetry, short story, nonfiction, and the novel. Composition instruction will be focused on reinforcement and mastery of literary analysis. Students will also be asked to utilize their speech, grammar, and research skills.

ENG 551/552 COLLEGE ENGLISH BRIDGE
(Yearly 1 Credit) (12)
ENROLLMENT RECOMMENDATION: Teacher or Counselor recommendation

This course is designed for students who have had less than average success in English in the past and is not intended for 4-year college-bound students. A variety of literature, including short stories, nonfiction, and novels will be studied. Students will also study a variety of materials that are not offered in the traditional English classroom. These materials include a graphic novel, contemporary nonfiction, current news magazines and newspapers, and film adaptations. This course emphasizes oral communication skills and requires written assignments.

ENG 721/722 PHILOSOPHY & LITERARY CRITICISM
(Semester ½ Credit) (11, 12)

This course focuses on the study of philosophy and philosophical literature. It is designed to include an investigation of both historical and modern approaches to values, ethics, and lifestyles. The course begins with a study of Greek philosophy, Aristotle, and tragedy and proceeds through contemporary world philosophies and literature. The techniques of literary criticism will be analyzed, discussed, and practiced. An analytical research paper will be required. The course will be of particular interest to those students who like idea-based literature and philosophy. It is recommended as a preparatory course for students going on to further education.

ENG 781/782 CREATIVE WRITING
(Semester ½ Credit) (11, 12)

This writing-intensive course is designed for students who enjoy writing and who wish to work at improving their own writing styles. Students will be given opportunities to exercise their imaginations and develop their own stories and poems. Outstanding examples of creative writing will be studied as models for student work, but the emphasis of the course will be on practical advice and daily practice in developing clear, effective, and interesting creative writing.

ENG 871/872 LITERATURE OF THE SILVER SCREEN
(Semester ½ Credit) (11, 12)

This one-semester course includes a study of literature written for film production. In addition to studying the history of film, students will view and analyze a variety of representative films from all eras, as well as examine film technique and technical elements and their influence on the literature. The course will include oral as well as written work dealing with critical analysis of the films. Formal essays, presentations, and a major researched project will be required.

ENG 881/882 AP ENGLISH LITERATURE & COMPOSITION
(Yearly 1 Credit) (12) (AP Level)
Prerequisite: "C" or higher in AP Language or "B" or higher in English III

This senior elective is designed to prepare students for college-level English classes as well as the Advanced Placement in Literature. Through the examination of significant works of literature, students learn about the crafts/techniques and rhetorical strategies of writing, working toward developing mature analytical skills. Students will create a portfolio of written pieces of various lengths, purposes, and genre, gaining insight into their own writing styles. Substantial reading occurs at a brisk pace, and writing assignments are frequent.

ENG 811 THEATER I
(Semester ½ Credit) (10, 11, 12)
Prerequisite: 10th graders must be concurrently enrolled in English II or Honors English II

This course is intended to provide students with an introduction to the basic skills and areas of drama. The study of drama is approached as a performance art with a theoretical and practical background in play study and play production. This course includes work on drama history, play analysis, acting, set design, and costume design. This course will be offered first semester only.

ENG 812 THEATER II
(Semester ½ Credit) (10, 11, 12)
Prerequisite: Successful completion of Theater I; 10th graders must be concurrently enrolled in English II or Honors English II

This course is intended to provide students interested in drama with a more concentrated study of drama theory and practice. The emphasis is on drama from the Renaissance to the modern era. The course includes the study and analysis of representative plays, playwrights, and styles, along with scene work in acting. This course will be offered second semester only.

ENG 842 ADVANCED ACTING AND DIRECTING
(Semester ½ Credit) (11, 12)
Prerequisite: Successful completion of Theater II

This one-semester course includes theories and exercises in acting and directing with emphasis on the solution of specific acting and directing problems. In addition to studying Shakespeare's plays, students will investigate plays that offer opportunities for class exercises and will engage in procedural activities leading to the direction of plays. This course will be offered second semester only.

ENG 891/892 INTRODUCTION TO THE HUMANITIES - DUAL CREDIT
ENG 890/899 **(Semester ½ Credit) (11, 12)**
Prerequisite: Two years successful completion of English I and II or Honors English I and II; Concurrent Enrollment or completion of English III or AP Language

Introduction to the Humanities is the study of social and cultural values as expressed through the major art forms, including painting, sculpture, architecture, literature, drama, music, dance, film, and photography. The course will examine the elements and formal qualities that are characteristic of each art form, the relationships between the arts, and the social and historical contexts from which they developed. *Heartland Community College dual credit can be achieved for Introduction to the Humanities.*

ENG 910/919 Blended COMPOSITION I – DUAL CREDIT
(Semester ½ Credit) (11, 12)
Prerequisite: Successful completion of English II or Honors English II, and English III Concurrent Enrollment of English III

In English Composition I, students will improve their writing by learning about the integrated relationship between critical reading and writing skills. Students will explore how genres of communication shape the acts of reading and writing, and in the process, will learn how to become responsible and ethical readers, writers, and designers of various kinds of texts. Students gain exposure to a wide range of tools and skills available and necessary to 21st century readers and writers, including collaboration techniques, visual design principles, and how to effectively control surface features of their writing. *Heartland Community College dual credit can be achieved for Composition I.*

ENG 929 BLENDED COMPOSITION II - DUAL CREDIT
(Semester ½ Credit) (11, 12)
Prerequisite: "C" or better in ENG 911; Completion of English III or current enrollment

In English Composition II, students will put rhetorical principles into useful cultural practice via researching, designing, creating, and sharing multimodal composition projects that contribute to real academic or career purposes and audiences. Conceptual knowledge of genre, textual control, document design, writer responsibility, and collaboration will be applied as students research academic or career interests. Students will learn and apply both primary and secondary research skills, and will compose projects that successfully employ genre-appropriate reasoning, formats, and structures. *Heartland Community College dual credit can be achieved for Composition II.*

ENG 931/932 JOURNALISM I
ENG 930/939 **(Yearly 1 Credit) (10, 11, 12)**
Prerequisite: 10th graders must be concurrently enrolled in English II or Honors English II and have a passing grade in Freshman English; 11th graders must be concurrently enrolled in English III or AP Language

This elective course is for students who want to use their writing skills to learn newspaper journalism. The practical portion of the course comes through the production of the school newspaper. Students will study news writing, editorial, feature, sports, and in-depth writing. Editing, copy reading, headline writing, layout, desktop publishing, and advertising will also be studied. In addition to their writing, student artists and photographers will publish their graphic work in the student newspaper.

ENG 941/942 JOURNALISM II
ENG 940/949 **(Yearly 1 Credit) (11, 12)**
Prerequisite: Successful completion of Journalism I and 10th grade English

This elective course is for advanced journalism students who have successfully completed Journalism/Newspaper I. Students will be responsible for all production aspects of the school newspaper. In addition to regular classroom assignments, students in this advanced course will assume editorial positions on the staff and take on the most challenging assignments. This course is intended for students who show a strong writing ability and who are contemplating a career in a journalism-related field.

ENG 951/952 JOURNALISM III
ENG 950/959 **(Yearly 1 Credit) (12)**
Prerequisite: Successful completion of Journalism II and 11th grade English

This elective course is for the most advanced journalism students who have successfully completed both the Journalism/Newspaper I and Journalism/Newspaper II classes. Students will be fully responsible for the production of the school newspaper. They will assume the top editorial positions on the staff and determine the newspaper's overall editorial policy as head of the Editorial Board. In addition to directing the newspaper staff, students will further develop their writing and editing skills, as well as the desktop publishing skills needed for production. The course is intended for students who show exceptional writing, editing, and desktop publishing ability and who are considering a career in a journalism-related field.

ENG 991/992 INTRODUCTION TO ORAL COMMUNICATION - DUAL CREDIT
ENG 990/999 **(Semester ½ Credit) (11, 12)**
Prerequisite: Two years successful completion of English I and II or Honors English I and II; Concurrent Enrollment or completion of English III or AP Language

This is an introductory course in public speaking, with the dual goals of helping students understand basic communication principles and improving their oral communication skills. The course emphasizes preparing, selecting, organizing, and delivering oral messages, as well as analyzing and evaluating the speaking-listening process. *Heartland Community College dual credit can be achieved for Oral Communication.*

Family & Consumer Sciences

Foods & Nutrition

Culinary Arts

Culinary Arts II

Principles of Nutrition

Fashion

Foundations of Fashion

Clothing Construction

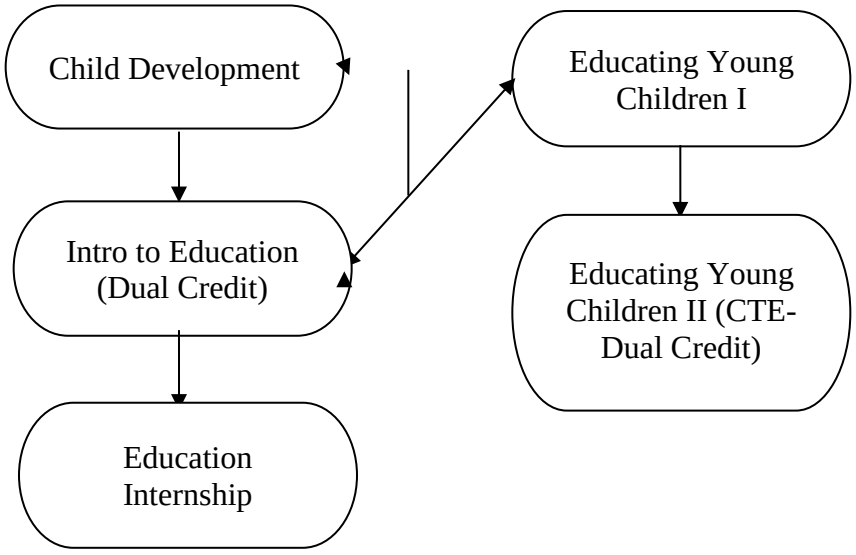
Sewing Studio

Housing & Interior Design

Housing & Interior Design I

Housing & Interior Design II

Child and Family Development



Personality, Behavior & Relationships

Parenting

FAMILY AND CONSUMER SCIENCES COURSE LIST

All Elective Courses

SUBJECT	GRADES	PREREQUISITES
Culinary Arts I	9, 10, 11, 12	None
Culinary Arts II	9, 10, 11, 12	Culinary Arts I
Child Development	9, 10, 11, 12	None
Parenting	10, 11, 12	None
Educating Young Children I	10, 11, 12	"C" or higher in Child Development
Educating Young Children II – CTE/ DC	11, 12	"B" or higher in EYC I
Introduction to Education - Dual Credit	11, 12	Child Development (Recommended)
Education Internship	12	Introduction to Education
Housing & Interior Design I	10, 11, 12	None
Housing & Interior Design II	10, 11, 12	"C" or higher in H &ID I
Foundations of Fashion	9, 10, 11, 12	None
Clothing Construction	9, 10, 11, 12	"C" or higher in Foundations of Fashion
Sewing Studio	10, 11, 12	"C" or higher in Clothing Construction
Personality, Behavior and Relationships	11, 12	None
Principles of Nutrition	10, 11, 12	None

FAMILY AND CONSUMER SCIENCES COURSE DESCRIPTIONS

FCS 111/112 CULINARY ARTS I
(Semester ½ Credit) (9, 10, 11, 12)

Culinary Arts introduces and explores the basic principles of food preparation including: kitchen math and measurement, kitchen safety and sanitation, knife skills, product identification and usage, and application of cooking methods. A variety of recipes will be used to practice cooking techniques, explore tastes and develop the palate. Students will have the opportunity to take the ServSafe Food Handler Certification test. This certification is required by many restaurants and food service providers for employment.

FCS 122 CULINARY ARTS II
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Culinary Arts I

Culinary Arts II students will continue to demonstrate culinary skills in the lab with an emphasis on cooking techniques. Students will apply the principles learned in Culinary Arts I as they take their skills to the next level, learning about stocks, soups and sauces, pasta techniques, breads, regional and international food practices, cakes, and pastries.

FCS 150/159 BLENDED CHILD DEVELOPMENT
(Semester ½ Credit) (9, 10, 11, 12)

If you are interested in working with children, Child Development is essential to your future. You will gain fundamental knowledge and skills to care for and guide children from birth to early adolescence. Encouraging growth and development of the physical, social/emotional, cognitive, and language development will be the focus. Students taking Child Development will have the ability to earn the Gateways to Opportunity Level I Credential. This statewide accreditation program prepares students for careers working with children and their families in a professional environment. Child Development is a prerequisite for the Educating Young Children course. For additional information, please see: http://www.ilgateways.com, or FCS Building Chair.

FCS 251/252 PARENTING
(Semester ½ Credit) (10, 11, 12)

Did you know approximately 80% of all Americans become parents and that children don't come with instruction manuals? Explore the responsibilities and roles of parenthood while learning everything from how to develop a healthy family to the care of a newborn. Topics include: determining parenting readiness, prenatal care, labor, delivery, adjustments to parenthood and the care of a newborn. Students have the opportunity to "parent" through the use of a Baby Think It Over infant simulator.

FCS 291/292 EDUCATING YOUNG CHILDREN I
FCS 290/299 BLENDED EDUCATING YOUNG CHILDREN I
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: "C" or higher in Child Development

The activities in Educating Young Children I focus on the gaining skills necessary for educating children in a group setting creating the opportunity for students to become effective teachers. Students will be responsible for planning and implementing lessons for children ages 3-5. Additional responsibilities will include creating newsletters and other parent communication tools, making developmental observations, and keeping current in the trends in the field of Early Childhood Education.

FCS 391/392 EDUCATING YOUNG CHILDREN II – CTE DUAL CREDIT
FCS 390/399 BLENDED EDUCATING YOUNG CHILDREN II – CTE DUAL CREDIT
(Yearly 1 Credit) (11, 12)
Prerequisite: "B" or higher in Educating Young Children I

Educating Young Children II builds on the knowledge and skills developed in EYC I. Students will focus on the health, wellness, and nutritional needs of the preschool child. Additionally, EYC II students will assume a leadership role in the preschool and in their own learning. When appropriate, job shadowing and intern experiences will be included. From HCC course syllabus: this course provides an overview of the health, safety and nutritional needs of young children and early childhood practices to ensure the health and well-being of each child in a group setting. Content includes roles and responsibilities of adults in meeting children's diverse needs, the promotion of healthy lifestyle practices, understanding common childhood illnesses and injuries, meeting health, nutrition and safety standards, and planning nutritious meals that are appropriate for each child. *Heartland Community College Dual Credit can be achieved for Health, Safety, and Nutrition for the Young Child.*

FCS 501/502 **INTRODUCTION TO EDUCATION – DUAL CREDIT**
(Yearly 1 or 2 Credit) (11, 12)
Prerequisite(s): Child Development (Recommended)

This course provides an introduction to the American education system and as teaching as a profession. Throughout the course students will be offered a variety of perspectives on education including: historical, philosophical, social, legal, and ethical issues in a diverse society. A study of organizational structure and school governance will also be included. A minimum 15-hour clinical component is required for this class. Students are required to provide their own transportation for this component. Students who enroll in Introduction to Education will be required to undergo a criminal background check by a college selected vendor. A clear background check is mandatory in order to complete the course/state required 15-hour clinical component for each class. The cost of the background check will be added as a course fee. *Heartland Community College dual credit can be achieved for Introduction to Education.*

FCS600/609 **EDUCATION INTERNSHIP**
(Yearly 1 or 2 Credits) (Grade 12)
Prerequisite: Introduction to Education (Recommended)

The Education Internship Program is designed for career exploration within the field of education that benefits the student and will be tailored to meet the unique needs and interests of the learner. This course builds on the knowledge and skills developed in Introduction to Education and provides an introduction to multiple subcultures present in the American classroom. The student will participate in a workplace experience while interning with a mentor in a school setting, which is reflective of the student's career interest. Essential career skills will be correlated with soft skills and academic skills in a project-based format.

The student will be released from school four days a week during practicum period(s) to intern with their mentor in an unpaid position. Students will attend their school internship site an average of four hours per week for ½ credit or eight hours per week for 1 credit. One day a week, the student will participate in Education Internship Seminars during practicum period(s) at school instead of working with their mentor at the internship site. Students are required to provide their own transportation for this component.

Seminars will assist the student in making connections between academic learning and workplace experiences in the following areas:
• Exploration of the relationship between schools and their cultural context and recent trends with regard to diversity and achievement
• Academic application, competency, and relationship development in a professional setting
• Career exposure, professionalism, and organizational culture
• Performance evaluation in light of expressed goals and learning outcomes, utilizing the Illinois Professional Teaching Standards
• Self-perception as compared to professional perception of site mentor
• Career goal assessment and clarification through reflection on education internship experience
• Career Portfolio development, networking, and social media

FCS 311 **HOUSING & INTERIOR DESIGN I**
(Semester ½ Credit) (10, 11, 12)

Housing and Interior Design allows students to explore color, design techniques, furniture arrangements, architectural design and interior floor plans for personal use and career opportunities. This "hands-on" course is for you if you enjoy creating your own space or are interested in a career related to Housing and Interior Design.

FCS 322 **HOUSING & INTERIOR DESIGN II**
(Semester ½ Credit) (10, 11, 12)
Prerequisite: "C" or higher in Housing & Interior Design I

Explore the history of architecture and discover how it relates to today's housing styles. Choose furniture, lighting and accessories for a home based on a selected architectural style.

FCS 331/332 **FOUNDATIONS OF FASHION**
(Semester ½ Credit) (9, 10, 11, 12)

This course is for anyone interested in the fashion industry. Units of study include determining personal style, using the elements of design to style fashion clients, learning about fashion history, theories of fashion cycles, and researching fashion designers, trends, and careers.

FCS 341/342 CLOTHING CONSTRUCTION
340/349 CLOTHING CONSTRUCTION
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: "C" or higher in Foundations of Fashion

This course will cover the basics of clothing construction skills including hand sewing, sewing machine skills, and garment construction techniques.

FCS 362 SEWING STUDIO
369 SEWING STUDIO
(Semester ½ Credit) (10, 11, 12)
Prerequisite: "C" or higher in Clothing Construction

Expand on the skills from Clothing Construction including selecting patterns and fabric to construct clothing items of your choosing based on your ability level and reconstruction of an existing garment.

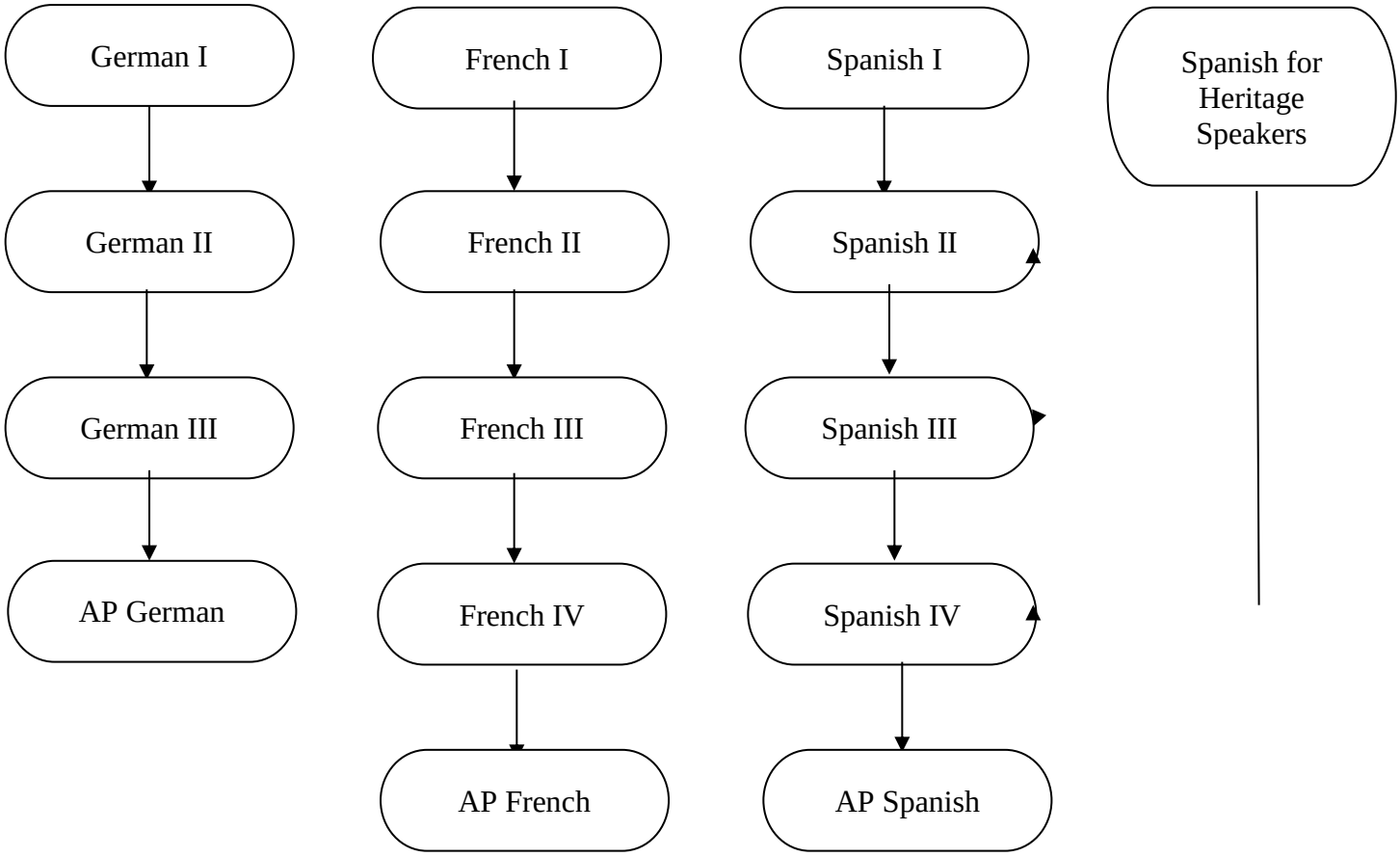
FCS 511/512 PERSONALITY, BEHAVIOR AND RELATIONSHIPS
(Semester ½ Credit) (11, 12)

You're legally an adult at 18. Are you really ready for life after high school? This is a course every student should take and will cover topics you will encounter after graduation. Popular movies are used to give real life examples and promote class discussions about determining who you are, what is important to you and how to set personal goals, finding the career that is right for you, dealing with the everyday drama and the stress it brings. Learn how to establish healthy and lasting friendships and relationships, and deal with the occasional personal crisis using communication skills and conflict management.

FCS 131/132 PRINCIPLES OF NUTRITION
(Semester ½ Credit) (10, 11, 12)

Principles of Nutrition is a Family and Consumer Sciences course with a focus on understanding how food choices impact the well-being of individuals and society. This course will address nutrition basics, clean eating, macronutrients, micronutrients, meal planning, and current trends in nutrition. This course would be especially beneficial for students who are pursuing a medical related career pathway; including sports nutrition, nutrition & dietetics, nursing, and other health related careers.

Foreign Language



FOREIGN LANGUAGE

All Elective Courses

SUBJECT	GRADES	PREREQUISITES
French I, German I, or Spanish I	9, 10, 11, 12	
French II, German II, or Spanish II	10, 11, 12	Pass Level I or meet requirements of Placement Exam
French III, German III, or Spanish III	11, 12	Pass Level II or meet requirements of Placement Exam
French IV, Spanish IV	11, 12	Pass Level III or meet requirements of Placement Exam
AP German	11, 12	
AP French, AP Spanish	12	Students must have a "B" or higher in preceding level in order to advance to the next level of language study.
Spanish for Heritage Speakers	9, 10, 11, 12	Spanish must be first language at home

Placement Exams

Placement exams have been designed to help place transfer students and offer motivated students an opportunity to accelerate their learning and skip a level. Advancement to a higher-level foreign language class is contingent upon an overall test score of 80%. In addition, students must pass each of the core competency tests (listening, reading, grammar/vocabulary, writing and speaking) with a 70%. Students advancing to a higher level will not receive credit for courses in which they were not enrolled. Placement test outlines and details are available from foreign language teachers and the guidance office. Students should contact the guidance office first to inquire about taking a placement test. The counseling office will then notify the building chair to begin the process of taking the placement test.

Heritage Language Speakers: Students with heritage language speaking skills (in French, German or Spanish) and who desire to study this language **will be placed in level 3 of native language or can take placement tests to see if a higher level is appropriate. Students** should contact the foreign language department prior to enrolling for proper level placement based on listening, speaking, reading, and writing abilities.

Students who speak Spanish as their primary language may enroll in the Spanish for Heritage Speakers class at the high schools. If the course is not available, placement tests will be offered to determine correct placement in Spanish or other foreign language courses.

Los estudiantes de habla español como su idioma principal deben inscribirse en la clase para hispanohablantes en las escuelas secundarias. Si no se ofrece esta clase, pruebas de nivel se ofrecerán a estos estudiantes para determinar la ubicación correcta en español o en otra clase de idioma.

NOTE: Students who enroll in French I or Spanish I during their freshman year will be on track to take AP French or AP Spanish their senior year only if they skip a level based on a placement test. Students who enroll in German I during their freshman year will be on track to take AP German their senior year. According to the College Board, some of the benefits for students who elect to take an AP course in high school are: "stand out in college admission, earn college credits, possibly skip introductory courses in college and build college readiness skills."

FOREIGN LANGUAGE COURSE DESCRIPTIONS

FIRST YEAR LANGUAGE
FOR 111/112 FRENCH I
FOR 211/212 GERMAN I
FOR 311/312 SPANISH I
(Yearly 1 Credit) (9, 10, 11, 12)

The aim of this course is to provide students with a basis for learning a foreign language as it is spoken and written today. Students will receive instruction in the grammar and structure of the language. Emphasis is given to developing the students' basic language skills: listening comprehension, speaking, reading and writing. Aural and oral proficiency is stressed. A second aim is to increase the students' awareness and understanding of the people and culture of the target language. Students are assessed using Standards Based Grading Methods and is based upon listening, reading, writing and speaking competence.

SECOND YEAR LANGUAGE
FOR 121/122 FRENCH II
FOR 221/222 GERMAN II
FOR 321/322 SPANISH II
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Pass Level I or meet requirements of Placement Exam

This course, a continuation of the first-year program provides students with an in-depth explanation of grammar and language structure. Listening, writing and speaking skills are expanded and an understanding of the language and culture is further developed. Students are assessed using Standards Based Grading Methods and is based upon listening, reading, writing and speaking competence.

THIRD YEAR LANGUAGE
FOR 131/132 FRENCH III
FOR 231/232 GERMAN III
FOR 331/332 SPANISH III
(Yearly 1 Credit) (11, 12)
Prerequisite: Pass Level II, Pass Spanish Heritage Speakers, or meet requirements of Placement Exam

This course is directed at developing the student communicative skills. The students review major principles and learn fine points of structure. Students will sharpen skills for reading in the target language. Practical application of the language is emphasized through the use of written, audio and video texts. Evaluation is based upon communicative competence, written and oral, and objective testing in content areas.

FOURTH YEAR LANGUAGE
FOR 141/142 FRENCH IV
FOR 341/342 SPANISH IV
FOR 340/349 BLENDED SPANISH IV
FOR 251/252 AP GERMAN
(Yearly 1 Credit) (11, 12)
Prerequisite: Pass Level III, Pass Spanish Heritage Speakers, or meet requirements of Placement Exam

Communication and grammar are emphasized through the culture, literature, and history of the target population. Students' understanding of target language is enhanced through the use of video and audio texts. Students' reading skills are enhanced through the use of authentic texts. Evaluation is based upon written and oral communicative competence, as well as objective testing in content areas. AP testing is available upon request.

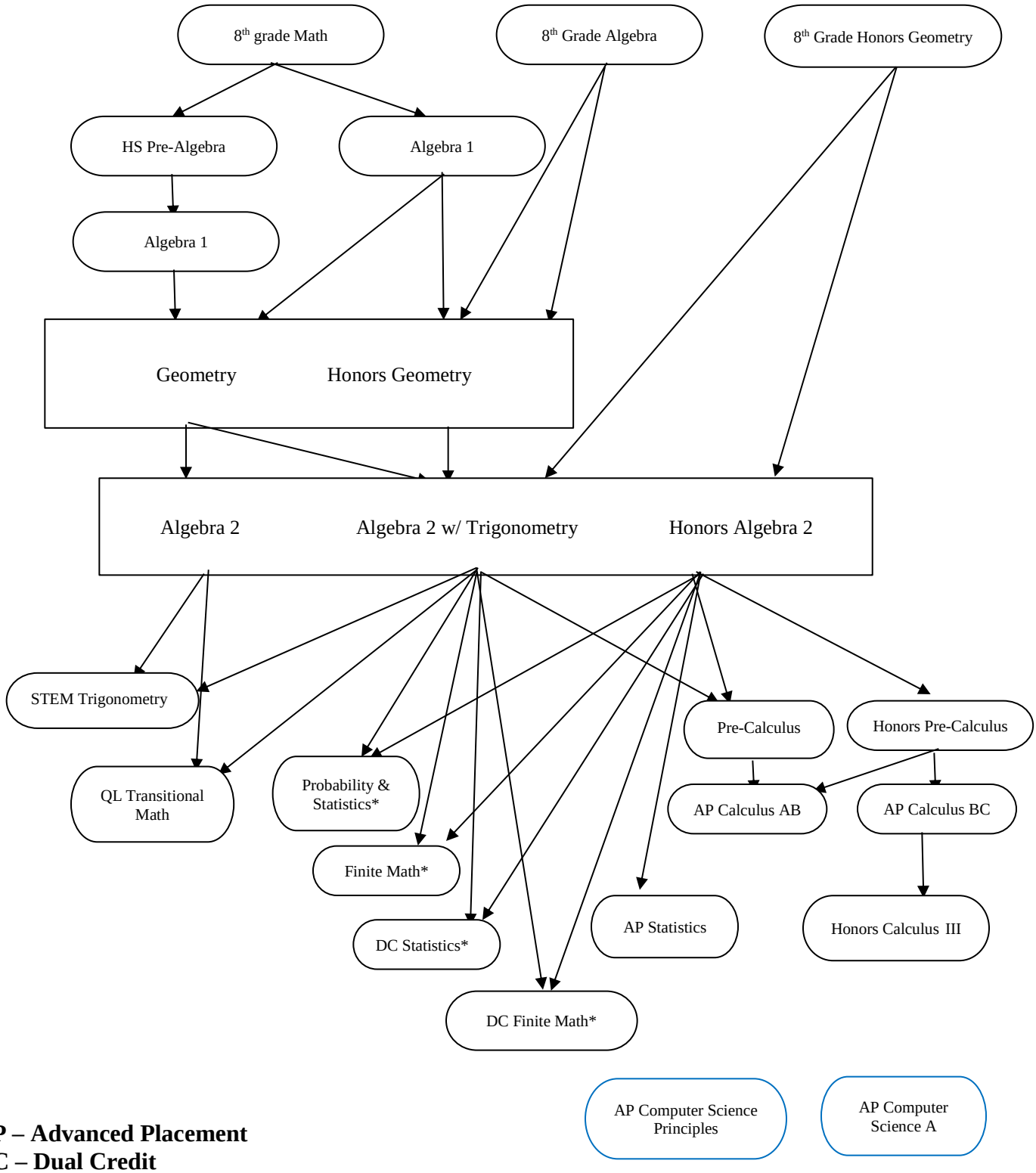
FIFTH YEAR LANGUAGE
FOR 151/152 AP FRENCH
FOR 351/352 AP SPANISH
(Yearly 1 Credit) (12) (AP level)
Prerequisite: Students must have a "B" or higher in preceding level in order to advance to next level of language study.

Communication and grammar are emphasized through the culture, literature, and history of the target population. Students' understanding of native speech is enhanced through the use of video and audio texts. Evaluation is based upon written and oral communicative competence, as well as object testing in content areas. Practice AP (Advanced Placement) exams will be used to monitor student progress. AP testing is available upon request.

FOR 411/412 SPANISH FOR HERITAGE SPEAKERS
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Spanish must be first language at home

This one-year course offers heritage Spanish-speaking students the opportunity to study Spanish formally in the same way native English speakers study English language arts. The course enables students to develop, maintain and expand their heritage language skills. Study will focus on Spanish grammar and syntax (including spelling and accents), regional literature in a wide variety of literary genres, vocabulary development, and writing for a variety of purposes. Students will be exposed to a wide range of heritage history and culture from across the Spanish-speaking world. Students from a Spanish heritage background who are concerned about placement in Spanish can take Spanish for Heritage Speakers and upon completion consider moving to Spanish II, III or IV.

Mathematics



AP – Advanced Placement
DC – Dual Credit
***One semester course (all other courses are one year)**
One AP Computer Science course can count toward a Math credit for graduation

Note: See course list for prerequisites

MATHEMATICS COURSE LIST

Mathematics Graduation Requirements: 3 Credits, including Algebra 1
Geometry Content Graduation Requirement: Algebra II, Algebra II w/Trigonometry, Instructional Algebra
Focused Algebra 1 and Focused Geometry are intended to support math courses and will not count for math credit.

SUBJECT	GRADES	PREREQUISITES
Pre-Algebra	9	Teacher Recommendation
Algebra 1	9, 10	None
Geometry	9, 10, 11	Algebra 1
Honors Geometry	9, 10	"A" in Algebra 1 or Teacher Recommendation
Algebra 2	10, 11, 12	Algebra 1
Algebra 2 w/ Trigonometry	9, 10, 11, 12	Honors Geometry; or "C" or higher in Geometry and Algebra 1
Honors Algebra 2	9, 10, 11	"C" or higher in Honors Geometry; or "A" in both Algebra 1 and Geometry
STEM Trigonometry	11, 12	Algebra 2, or Algebra 2 w/ Trigonometry
Pre-Calculus	10, 11, 12	Honors Algebra 2; or "C" or higher in Algebra 2 w/ Trigonometry
Honors Pre-Calculus	10, 11, 12	"C" or higher in Honors Algebra 2; or "B" or higher in Algebra 2 w/ Trigonometry
AP Computer Science Principles	10, 11, 12	Algebra 2 - Computer Science Essentials is not required but would be beneficial
AP Computer Science (Java)	11, 12	Algebra 2 - Computer Science Essentials is not required but would be beneficial
QL Transitional Math	12	Successful completion of 3 years of math
Finite Math	11, 12	"C" or higher in Honors Algebra 2; or "B" or higher in Algebra 2 w/ Trigonometry
Finite Math for Business & Social Science Dual Credit	11, 12	"C" or higher in Honors Algebra 2; or "B" or higher in Algebra 2 w/ Trigonometry
Probability & Statistics	11, 12	"C" or higher in Honors Algebra 2; or "B" or higher in Algebra 2 w/ Trigonometry
Introduction to Statistics – Dual Credit	11, 12	Successful completion of Algebra 2 w/ Trigonometry or Pre-Calculus
AP Statistics	11, 12	"B" or higher in Honors Algebra 2; or "A" in Alg. 2 w/Trigonometry
AP Calculus AB	10, 11, 12	Honors Pre-Calculus
AP Calculus BC	10, 11, 12	"A" in Honors Pre-Calculus
Honors Calculus III	12	A or B in AP Calculus BC

NOTE: All prerequisite grades listed are semester grades. The number following the credit allotment indicates the grade level for which a course is intended; however, students at other grade levels may request these courses, as well. A scientific calculator is required for all math classes. In some cases, a graphing calculator may also be required.

MATHEMATICS COURSE DESCRIPTIONS

MAT 151/152 PRE-ALGEBRA
(Yearly 1 Credit) (9)
Prerequisite: Teacher Recommendation

Pre-Algebra is a course for students who experience great difficulty in 8th grade mathematics. This course builds upon the essential skills of arithmetic as they apply to Algebra. Real numbers, linear equations, linear inequalities, factoring, fractions, graphing and some elements of geometry are stressed.

MAT 321/322 ALGEBRA 1
(Yearly 1 Credit) (9, 10)

Using variables or letters to represent numbers, Algebra is generalized arithmetic. Emphasis is placed on solving equations and inequalities, polynomials, factoring, linear equations in two variables, exponential functions and quadratic functions. Algebra provides the background for the future study of more complex mathematics. Completion of this course provides the student with the algebraic skills necessary to study Geometry or Honors Geometry.

MAT 521/522 GEOMETRY
(Yearly 1 Credit) (9, 10, 11)
Prerequisite: Algebra 1

Geometry is for anyone who intends to take further mathematics courses. In Geometry algebraic concepts such as solving equations and properties of square roots are used and reinforced. Definitions, postulates, theorems, corollaries, and properties will be used to complete geometric proofs. Additional topics include isometric transformations, parallel and perpendicular lines, dilation and similarity, right triangles and trigonometry, congruent triangles, quadrilaterals, circles, area and polygons, surface area and volume of solids, and constructions. Successful completion of this course enables a student to study Algebra 2 or Algebra 2 with Trigonometry.

MAT 601/602 HONORS GEOMETRY
(Yearly 1 Credit) (9, 10) (Honors Level)
Prerequisite: "A" in Algebra 1 or Teacher Recommendation

Honors Geometry is a rigorous course designed for anyone who desires a more challenging level of study at an accelerated pace. Enhance logical reasoning and spatial visualization skills will be emphasized in this course. Learning definitions, postulates, theorems, corollaries, and properties will be necessary to complete geometric proofs in Honors Geometry that will be more rigorous than in Geometry. In addition to all the topics of Geometry, other topics will be emphasized. In this course, emphasis is placed on solving geometric problems using advanced algebra. Successful completion of this course enables a student to study Algebra 2 with Trigonometry or Honors Algebra 2.

MAT 641/642 ALGEBRA 2
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Algebra 1

Algebra 2 is a course designed for anyone who has experienced difficulty in Algebra. Emphasis in this class is placed upon expanding the algebraic concepts taught in Algebra. This course is not designed for students who intend to enroll in Pre-Calculus or Finite Math/Probability and Statistics. Successful completion of this course provides the student with the algebraic skills necessary to study QL Transitional Math or STEM Trigonometry. *Meets Geometry Content State Graduation Requirement.*

MAT 681/682 ALGEBRA 2 w/ TRIGONOMETRY
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Honors Geometry; or "C" or higher in Geometry and Algebra 1

This course is for anyone planning to take Pre-Calculus, AP Statistics, Dual Credit Finite, Dual Credit Statistics, Finite Mathematics, or Probability & Statistics. Emphasis in this class is placed upon expanding the algebraic concepts which include solving and graphing the following equations and functions: radical, rational, polynomial, logarithmic, and trigonometric. Additional topics include conics, right triangle, and circular function trigonometry. A graphing calculator is required. *Meets Geometry Content State Graduation Requirement.*

MAT 721/722 HONORS ALGEBRA 2
(Yearly 1 Credit) (9, 10, 11) (Honors Level)
Prerequisite: "C" or higher in Honors Geometry; or "A" in both Algebra 1 and Geometry

Honors Algebra 2 is a rigorous course designed for anyone who desires a more challenging level of study at an accelerated pace. This course is for anyone who has experienced a high degree of success in mathematics and plans to take Pre-Calculus, AP Statistics, Finite Mathematics, or Probability & Statistics. Emphasis in this honors level course is placed upon expanding the algebraic concepts taught in Algebra. Topics include radicals, rational functions, polynomial functions, logarithmic functions and conics. Right triangle and circular function trigonometry are expanded including proofs of trigonometric identities and graphs of trigonometric functions. Independence of thought, logic and scientific reasoning are stressed throughout the course. A graphing calculator is required.

MAT 811/812 STEM TRIGONOMETRY
(Yearly 1 Credit) (11, 12)
Prerequisite: Algebra 2, or Algebra 2 w/ Trigonometry

STEM Trigonometry explores trigonometric concepts through activities such as launching rockets and through technology by using a phone app to program a robotic ball and flying quadcopters. Additional topics include sound and music, engineering, and real-life measurement. STEM Trigonometry will prepare students to use trigonometric concepts in future mathematics and related disciplines. Topics include right triangle trigonometry, Law of Sines and Cosines, unit circle, solving and graphing trigonometric functions, identities, and vectors. In addition to learning trigonometric relationships, students will use linear and quadratic functions and geometry to model real-world applications. Without the rigor of Pre-Calculus, STEM Trigonometry could be used to bridge the gap between high school mathematics and freshman college level mathematics. *This course is designated as a STEM Concentration Course.

MAT 741/742 PRE-CALCULUS
MAT 740/749 BLENDED PRE-CALCULUS
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Honors Algebra 2; or "C" or higher in Algebra 2 w/ Trigonometry

Pre-Calculus is a course that prepares students for studying Calculus. This course is the study of functions from a symbolic as well as a graphical perspective. Topics include but are not limited to linear, quadratic, polynomial, radical, rational, exponential, and logarithmic functions. Also covered are conics and their properties as well as trigonometric functions and identities. This course provides the foundation for a college Discrete Mathematics course or Calculus for Business & Social Science. Successful completion of this course with an "A" prepares the students for AP Calculus AB. A graphing calculator is required.

MAT 891/892 HONORS PRE-CALCULUS
(Yearly 1 Credit) (10, 11, 12) (Honors Level)
Prerequisite: "C" or higher in Honors Algebra 2; or "B" or higher in Algebra 2 w/ Trigonometry

Honors Pre-Calculus is a rigorous course designed for students that desire a more challenging level of study at an accelerated pace. Honors Pre-Calculus is for anyone contemplating majoring in engineering, medicine, mathematics, physics, applied computer science, or other mathematics related areas. Anyone intending to take college Calculus should study Pre-Calculus. A rigorous treatment of Analytic Geometry plus an introduction to Calculus topics provides a strong foundation for college Calculus. A graphing calculator is required.

CSC 771/772 ADVANCED PLACEMENT COMPUTER SCIENCE PRINCIPLES
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Algebra 2 (Computer Science Essentials is not required but would be beneficial)

Using Python as a primary tool and incorporating multiple platforms and languages for computation, this Project Lead the Way (PLTW) course aims to develop computational thinking, generate excitement about career paths that utilize computing, and introduce professional tools that foster creativity and collaboration. While this course can be a student's first in computer science, students without prior computing experience are encouraged to start with Computer Science Essentials. Computer Science Principles helps students develop programming expertise and explore the workings of the Internet. Projects and problems include app development, visualization of data, cybersecurity, and simulation. PLTW is recognized by the College Board as an endorsed provider of curriculum. This endorsement affirms that all components of PLTW CSP's offerings are aligned to the AP Curriculum Framework standards and the AP CSP assessment.
*This course is designated as a STEM Concentration Course.

Students enrolled in this course will have the opportunity to take the Advanced Placement Exam in May at their own expense. Depending on their score on the AP exam, they may be eligible for college credit. **This course will result in either Elective or Math credit. *<u>One</u> AP Computer Science course can count toward the 3-year Math graduation requirement.**

CSC 781/782 ADVANCED PLACEMENT COMPUTER SCIENCE (Java)
(Yearly 1 Credit) (11, 12)
Prerequisite: Algebra 2 (Computer Science Essentials is not required but would be beneficial)

AP Computer Science A (AP CS A) introduces students to computer science through programming. Fundamental topics in this course include the design of solutions to problems, the use of data structures to organize large sets of data, the development and implementation of algorithms to process data and discover new information, analysis of potential solutions, and the ethical and social implications of computing systems. This Project Lead the Way (PLTW) course emphasizes object-oriented programming and design using the Java programming language. PLTW is recognized by the College Board as an endorsed provider of curriculum. This endorsement affirms that all components of PLTW AP CS A's offerings are aligned to the AP Curriculum Framework standards and the AP CS A assessment.

Students enrolled in this course will have the opportunity to take the Advanced Placement Exam in May at their own expense. Depending on their score on the AP exam, they will be eligible for college credit. *This course is designated as a STEM Concentration Course. ***This course will result in either Elective or Math credit. *One AP Computer Science course can count toward the 3-year Math graduation requirement.**

MAT481/482 QL TRANSITIONAL MATH
(Yearly 1 Credit) (12)
Prerequisite: Successful completion of 3 years of math

Transitional Math is for students who may be planning to attend a Community College in a non-STEM field. In this course, students will explore and model relevant real-world applications using mathematical problem-solving within a collaborative learning approach. Examples include analyzing credit card payments, buying a house, and designing a business. Students will use estimation and explain/justify estimates, apply quantitative reasoning to solve problems involving quantities or rates, use summaries of date such as mean, median, and mode, use and apply algebraic reasoning, and use functions and modeling processes. This course follows the Quantitative Literacy and Statistics Math course framework. *A student earning a C or better in this course will guarantee enrollment into a general education credit bearing, college level course, such as: General Education Statistics, General Education Mathematics, Quantitative Literacy, Elementary Mathematical Modeling, or a technical/occupational mathematics at any community college in Illinois. Public or private universities in Illinois may voluntarily agree to provide guaranteed placement into a college math course without any further placement test or pre-requisite requirement.*

MAT 841 FINITE MATH
(First Semester 1/2 Credit) (11, 12)
Prerequisite: "C" or higher in Honors Algebra 2; or "B" or higher in Algebra 2 w/ Trigonometry

This class focuses on linear applications, matrices, optimization problems using linear programming, and financial mathematics including amortization. This course covers fewer topics than the Heartland Dual Credit Finite Math for Business and Social Science Class. Students cannot get credit for both MAT 841 and MAT 911/912. Note, a graphing calculator is required for this course (instruction will be based on a TI 83+).

MAT 911/912 FINITE MATH FOR BUSINESS AND SOCIAL SCIENCE – DUAL CREDIT
MAT 910/919 BLENDED FINITE MATH FOR BUSINESS & SOCIAL SCIENCE – DUAL CREDIT
(Semester ½ Credit) (11, 12)
Prerequisite: Successful completion of Algebra 2 w/ Trigonometry or Pre-Calculus

This class focuses on applications of the following topics: matrices, matrix algebra, linear programming, sets and counting techniques, probability, and the mathematics of finance. Note, a graphing calculator is required for this course (instruction will be based on a TI 83+). *Heartland Community College dual credit can be achieved for Finite Math for Business and Social Science*

MAT 842 PROBABILITY & STATISTICS
(Second Semester ½ Credit) (11, 12)
Prerequisite: "C" or higher in Honors Algebra 2; or "B" or higher in Algebra 2 w/ Trigonometry

Probability & Statistics is for anyone intending to study law, business administration, finance, marketing, accounting, social science, economics, nurse's training, mathematics, or liberal arts. Topics included are concepts of probability, simulation, probability distributions, expectations, counting techniques, and descriptive statistics. A graphing calculator is required.

MAT 861/862 INTRODUCTION TO STATISTICS – DUAL CREDIT
MAT 860/869 BLENDED INTRODUCTION TO STATISTICS – DUAL CREDIT
(Semester ½ High School Credit (11, 12)
Prerequisite: Successful completion of Algebra 2 w/ Trigonometry

This course focuses on mathematical reasoning and the solving of real-life problems, rather than on routine skills and appreciation. Descriptive methods (frequency distributions, graphing and measures of location and variation), basic probability theory (sample spaces, counting, factorials, combinations, permutations, and probability laws), probability distributions (normal distributions and normal curve, binomial distribution, and random samples and sampling techniques), statistical inference (estimation, hypothesis testing, t-test, and chi-square test, and errors), correlation and regression, and f-test and analysis of variance. An emphasis is placed on calculating statistical results using appropriate technology, and interpreting those results in context, rather than using formulas and tables. *Heartland Community College dual credit can be achieved for Introduction to Statistics.*

MAT 851/852 ADVANCED PLACEMENT STATISTICS
(Yearly 1 credit) (11, 12) (AP Level)
Prerequisite: "B" or higher in Honors Algebra 2; or "A" in Algebra 2 w/ Trigonometry

Advanced Placement Statistics is a course designed to cover the topics of a first-year college statistics course. Topics that will be covered include examining distributions of data through the use of graphs, tables, and formulas, planning and conducting surveys and/or experiments, exploring probability concepts, studying sampling distributions, and exploring inferences, confidence intervals, and tests of significance. Students enrolled in this course are encouraged to take the Advanced Placement examination in Statistics in May at their own expense. On the basis of this examination, the student's college will determine how much credit in college mathematics the student will receive. A graphing calculator is required.

MAT 921/922 ADVANCED PLACEMENT CALCULUS AB
MAT 920/929 BLENDED ADVANCED PLACEMENT CALCULUS AB
(Yearly 1 Credit) (10, 11, 12) (AP Level)
Prerequisite: "B" or higher in Honors Pre-Calculus; "A" or higher in Pre-Calculus

Advanced Placement Calculus AB is an accelerated math course that covers the topics of functions, limits, derivatives, integrals and their applications as well as analytical geometry. This course is equivalent to the first semester Calculus course at the college level. Advanced Placement Calculus AB is open to those students who intend to major in a field at the university level requiring the study of Calculus. The content is demanding and will require ample study time. Students enrolled in this course are encouraged to take the Advanced Placement examination in AB Calculus in May at their own expense.
On the basis of this examination, the student's college will determine how much advanced placement and/or credit in college mathematics the student will receive. A graphing calculator is required.

MAT 941/942 ADVANCED PLACEMENT CALCULUS BC
(Yearly 1 Credit) (10, 11, 12) (AP Level)
Prerequisite: "A" in Honors Pre-Calculus

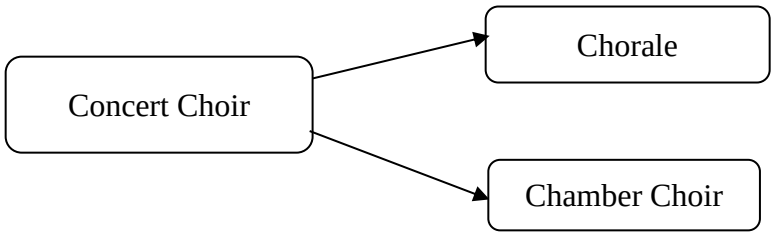
Advanced Placement Calculus BC is equivalent to a semester of Calculus I and a semester of Calculus II in college. This is a rigorous course designed for students that desire a more accelerated pace than AP Calculus AB. All the topics in AP Calculus AB are studied. Other topics include lengths of curves, L'Hopital's Rule, Euler's method, parametric and polar functions, improper integrals, and sequences and series. Students enrolled in this course are encouraged to take the Advanced Placement examination in BC Calculus in May at their own expense. On the basis of this examination, the student's college will determine how much advanced placement and/or credit in college mathematics the student will receive. A graphing calculator is required.

MAT 971/972 HONORS CALCULUS III
(Yearly 1 credit) (12)
Prerequisite: A or B in AP Calculus BC

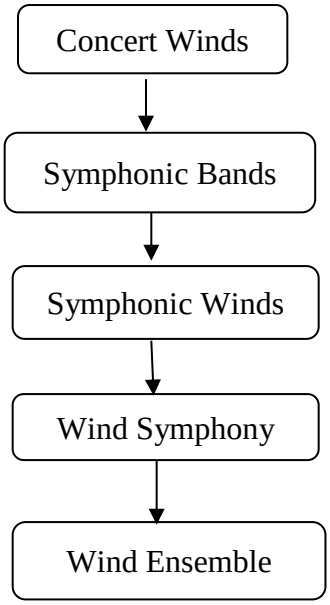
This course is the last of the sequence that focuses on calculus and analytic geometry and includes the essential elements of multi-variable calculus as well as the analytic geometry of space. Content focus is on vectors, functions of several variables, curves and surfaces, differentiation, partial derivatives, multiple integrals and surface integrals.

Music

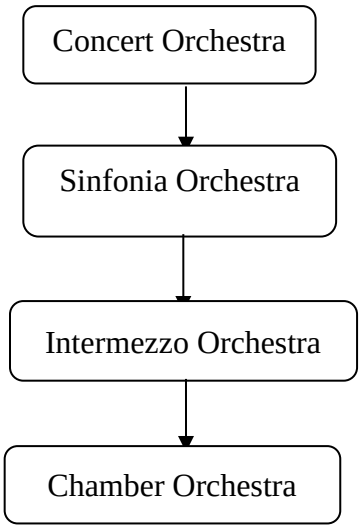
Choirs



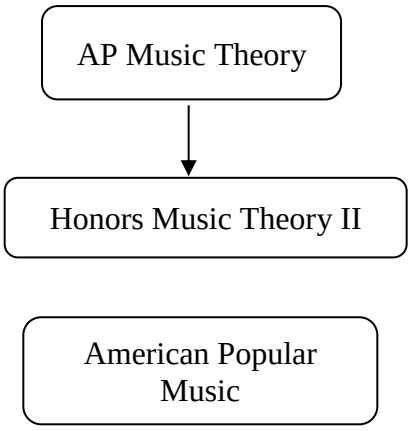
Bands



Orchestras



Electives



Note: See course list for prerequisites

MUSIC COURSE LIST

All Elective Courses

SUBJECT	GRADES	PREREQUISITES
Concert Choir	9, 10, 11, 12	None
Chorale	10, 11, 12	"B" or higher in Concert Choir and/or proficiency through an audition
Chamber Choir	10, 11, 12	"B" or higher in Chorale or Concert Choir and/or proficiency through an audition
Concert Winds	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
Symphonic Band	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
Symphonic Winds	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
Wind Symphony	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
Wind Ensemble	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
Concert Orchestra	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
Sinfonia Orchestra	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
Intermezzo Orchestra	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
Chamber Orchestra	9, 10, 11, 12	Four years instrumental experience and/or proficiency determined through an audition
American Popular Music	10, 11, 12	None
AP Music Theory	11, 12	Membership in Chamber Choir, Wind Ensemble, or Chamber Orchestra, or 80% or higher score on proficiency exam
Honors Music Theory II	11, 12	Completion of AP Music Theory

Music Course Descriptions

MUS 211/212 CONCERT CHOIR
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: None

Concert Choir is open to all students, regardless of their musical experience. Students will perform quality choral literature in a variety of styles. Students will be taught basic musicianship skills, such as proper vocal production, tone quality, sight-reading, and music theory. Students will be assessed on the quality of their rehearsal and performance preparedness and etiquette. Students will also be assessed on written and performed musical proficiency, including musical literacy knowledge and skills, musical production knowledge and application, and performance skills and artistry. Because this is a performance-based class, attendance is required at all rehearsals and performances, which typically take place outside of the school day.

MUS 311/312 CHORALE
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: "B" or higher in Concert Choir, proficiency on music theory targets, and an audition.

Chorale is open to all 10th, 11th, and 12th grade singers who demonstrate musical proficiency through an audition, and have a "B" or higher in all theory components from Concert Choir. Students will perform quality choral literature in a variety of styles. Students in this intermediate choir will be taught advanced musicianship skills, such as proper vocal production, tone quality, sight-reading, and music theory. Students will perform a variety of advanced-level choral literature in a variety of styles. Students will be assessed on the quality of their rehearsal and performance preparedness and etiquette. Students will also be assessed on written and performed musical proficiency, including musical literacy knowledge and skills, musical production knowledge and application, and performance skills and artistry. Because this is a performance-based class, attendance is required at all rehearsals and performances, which typically take place outside of the school day.

MUS 411/412 CHAMBER CHOIR
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: "B" or higher in Chorale or Concert Choir, proficiency on music theory targets, and an audition.

Chamber Choir is open to all 10th, 11th, and 12th grade students who demonstrate musical proficiency through an audition, and have a "B" or higher in all theory components from Chorale or Concert Choir. Students will perform advanced, high-quality choral literature in a variety of styles. Students will be taught advanced musicianship skills, such as proper vocal production, tone quality, sight-reading, and music theory. Students will perform a variety of advanced-level choral literature in a variety of styles. Students will be assessed on the quality of their rehearsal and performance preparedness and etiquette. Students will also be assessed on written and performed musical proficiency, including musical literacy knowledge and skills, musical production knowledge and application, and performance skills and artistry. Because this is a performance-based class, attendance is required at all rehearsals and performances, which typically take place outside of the school day.

MUS 141/142 CONCERT WINDS
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and / or proficiency determined through an audition.

Concert Winds is a performance-based class offered to students with four years of instrumental experience and proficiency determined through an audition. Students will perform a variety of quality literature in a variety of styles. Students will be graded on musical literacy, production knowledge (instrumental technique), performance skills, and rehearsal/performance professionalism. Performances typically take place outside of the school day, and on occasion, rehearsals are also scheduled outside of the school day. Because this is a performance-based class, attendance is required at these events.

MUS 241/242 SYMPHONIC BAND
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and / or proficiency determined through an audition.

Symphonic Band is a performance-based class offered to students with four years instrumental experience and or proficiency determined through an audition. Students will perform a variety of quality literature in a variety of styles. Students will be graded on musical literacy, production knowledge (instrumental technique), performance skills, and rehearsal/performance professionalism. Performances typically take place outside of the school day, and on occasion, rehearsals are also scheduled outside of the school day. Because this is a performance-based class, attendance is required at these events.

MUS 341/342 SYMPHONIC WINDS
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and / or proficiency determined through an audition.

Symphonic Winds is a performance-based class offered to students with four years instrumental experience and proficiency determined through an audition. Students will perform a variety of quality literature in a variety of styles. Students will be graded on musical literacy, production knowledge (instrumental technique), performance skills, and rehearsal/performance professionalism. Performances typically take place outside of the school day, and on occasion, rehearsals are also scheduled outside of the school day. Because this is a performance-based class, attendance is required at these events.

MUS 351/352 WIND SYMPHONY
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and / or proficiency determined through an audition.

Wind Symphony is a performance-based class offered to students with four years of instrumental experience and proficiency determined through an audition. Students will perform a variety of quality literature in a variety of styles. Students will be graded on musical literacy, production knowledge (instrumental technique), performance skills, and rehearsal/performance professionalism. Performances typically take place outside of the school day, and on occasion, rehearsals are also scheduled outside of the school day. Because this is a performance-based class, attendance is required at these events.

MUS 441/442 WIND ENSEMBLE
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and / or proficiency determined through an audition.

Wind Ensemble is a performance-based class offered to students with four years instrumental experience and proficiency determined through an audition. Students will perform a variety of quality literature in a variety of styles. Students will be graded on performance skills, technical proficiency, knowledge of terms and notations, written assignments and class participation. Because this is a performance-based class, attendance is required at all rehearsals and performances, which typically take place outside of the school day.

MUS 231/232 CONCERT ORCHESTRA
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and/or proficiency determined through an audition.

Concert Orchestra is a performance-based class that is offered to all students with a minimum of four years of string playing experience and/or proficiency as determined through an audition on violin, viola, cello, or string bass. This entry-level orchestra works on developing basic techniques, including accurate tuning, intonation, two-octave scales, bowings, shifting, vibrato, and tone quality. Students will perform a variety of quality orchestral literature. Students will be graded on performance skills, technical proficiency, written assignments, and class participation, along with rehearsal and concert attendance. Because this is a performance-based class, attendance is required at all rehearsals and performances, which typically take place outside of the school day.

MUS 331/332 SINFONIA ORCHESTRA
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and/or proficiency determined through an audition.

Sinfonia Orchestra is a performance-based class that is offered to all students with a minimum of four years of string playing experience and / or proficiency as determined through an audition on violin, viola, cello, or string bass. This medium - advanced level orchestra continues to develop musicianship skills, including intonation, two and three-octave scales, bowings, shifting, vibrato, and tone quality. Students will perform a variety of quality orchestral literature. Students will be graded on performance skills, technical proficiency, written assignments, and class participation, along with rehearsal and concert attendance. Because this is a performance-based class, attendance is required at all rehearsals and performances, which typically take place outside of the school day.

MUS 361/362 INTERMEZZO ORCHESTRA
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and/or proficiency determined through an audition.

Intermezzo Orchestra is a performance-based class that is offered to all students with a minimum of four years of string playing experience and/or proficiency as determined through an audition on violin, viola, cello, or string bass. This medium-advanced level orchestra continues to develop more advanced musicianship skills, including intonation, three octave scales, bowings, shifting, vibrato, and tone quality. Students will perform a variety of quality orchestral literature. Students will be graded on performance skills, technical proficiency, written assignments, and class participation, along with rehearsal and concert attendance. Because this is a performance-based class, attendance is required at all rehearsals and performances, which typically take place outside of the school day.

MUS 431/432 CHAMBER ORCHESTRA
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: Four years instrumental experience and/or proficiency determined through an audition.

Chamber Orchestra is a performance-based class that is offered to all students with a minimum of four years of string playing experience and / or proficiency as determined through an audition on violin, viola, cello, or string bass. This top-level orchestra continues to develop advanced musicianship skills including intonation, three-octave scales, bowings, shifting, vibrato, and tone quality. Students will perform a variety of advanced-level quality orchestral literature. Students will be graded on performance skills, technical proficiency, written assignments, and class participation, along with rehearsal and concert attendance. Because this is a performance-based class, attendance is required at all rehearsals and performances, which typically take place outside of the school day.

MUS 251/252 AMERICAN POPULAR MUSIC
(Semester 1/2 Credit) (10, 11, 12)
Prerequisite: None

This course is designed for students who are interested in music, but are not currently enrolled in Band, Choir, or Orchestra performing ensembles. Students will increase and broaden their appreciation and understanding of American culture by studying American popular music. Students will learn to recognize specific musical styles, genres, and performers. They will also study the cultural trends, sounds, characteristics, and the messages of popular music. Specific genres covered will include jazz, blues, musical theater, country, rock, pop and hip-hop music.

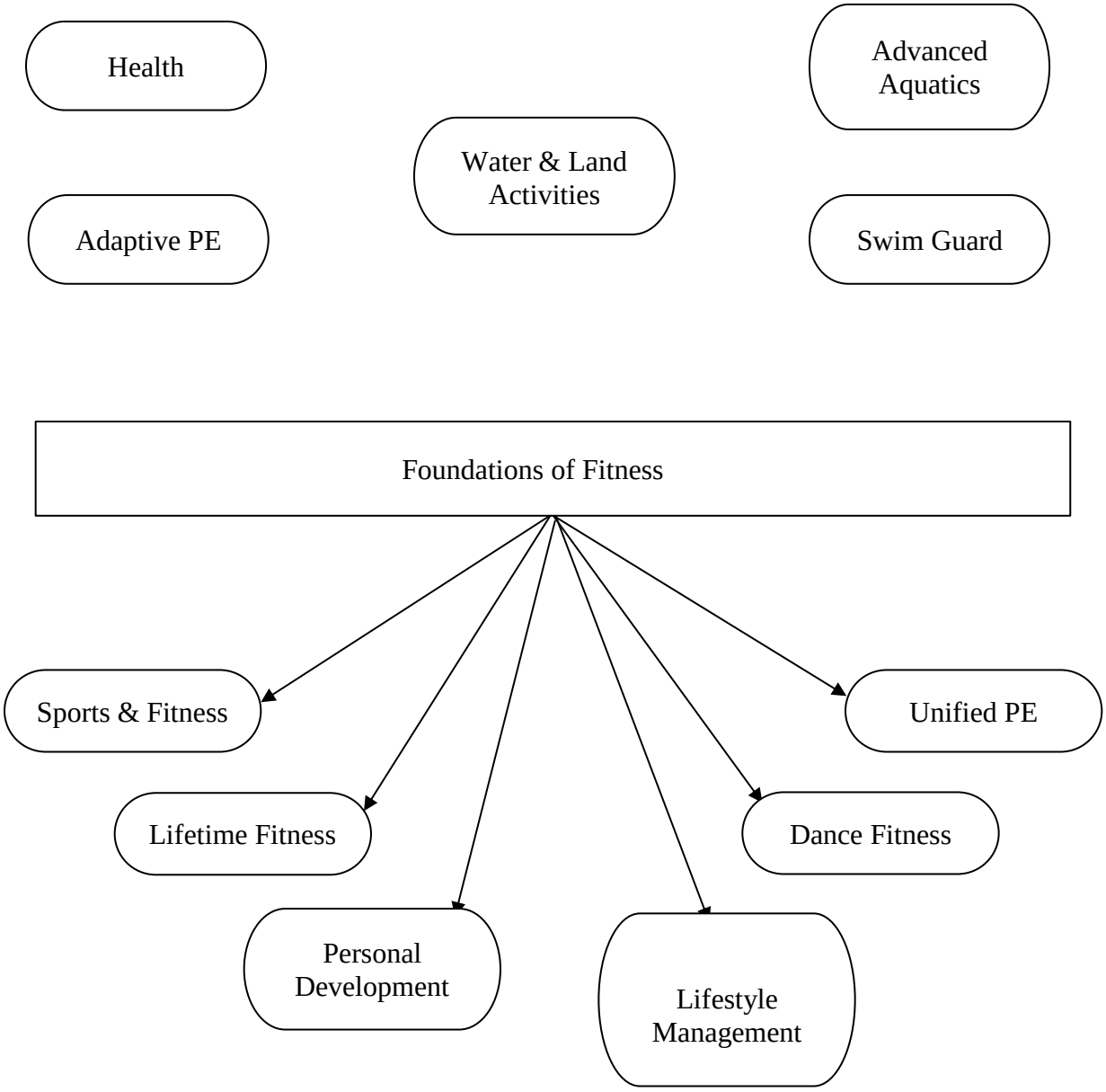
MUS 451/452 AP MUSIC THEORY
(Semester 1/2 Credit) (11, 12) (AP Level)
Prerequisite: Membership in Chamber Choir, Wind Ensemble, or Chamber Orchestra, or 80% or higher grade on proficiency exam.

Students study the structure of music, harmony, composition, ear training, form, and analysis. This course is strongly recommended for those who wish to pursue music beyond high school. Students enrolled in this course will have the opportunity to take the Advanced Placement exam in May at their own expense.

MUS 461/462 HONORS MUSIC THEORY II - ARRANGING AND COMPOSITION
(Semester ½ credit) (11, 12)
Prerequisite: Completion of AP Music Theory.

This course furthers the student understanding of music theory through the development of their composing and arranging skills. Students will study compositional techniques, orchestration, and best practices in arranging for vocal and instrumental ensembles. Students will complete original compositions and arrangements that can be included in their music portfolio.

Physical Education



PHYSICAL EDUCATION COURSE LIST

SUBJECT	GRADES	PREREQUISITES
Health	9, 10	None
Drivers Ed/Swim	9, 10	None
Foundations of Fitness	9, 10	None
Sports and Fitness	10, 11, 12	Foundations of Fitness
Lifetime Fitness	10, 11, 12	Foundations of Fitness
Personal Development	10, 11, 12	Foundations of Fitness
Dance Fitness	10, 11, 12	Foundations of Fitness
Adapted Physical Education	9, 10, 11, 12	By IEP Only
Water and Land Activities	9, 10, 11, 12	None
Advanced Aquatics	9, 10, 11, 12	None
Swim Guard	10, 11, 12	Current Lifeguard Certification
Lifestyle Management	10, 11, 12	None
Unified Physical Education	10, 11, 12	“C” or better in previous PE course(s) or counselor recommended

PHYSICAL EDUCATION COURSE DESCRIPTIONS

Students will enroll in one PE class per semester.

Students are required to enroll in PE every semester they are in school even when they have attained 3.5 credits. Unit5 expects that all students to participate in a Physical Education course that includes swimming content. Therefore, students who decide to take Driver's Education through a private company will be expected to register for WALA or Advanced Aquatics.

PE modification form required for extenuating circumstances that impact participation.

Due to facility limitations, students may be placed into a PE course that is different than the one selected during course registration.

PHY 051/052 HEALTH
(Semester 1/2 Credit) (9, 10)
Health education will allow students to use higher level thinking in order to make informed health decisions. A variety of learning activities and student-centered discussions will be applied to the following topics: wellness, mental health, stress management, making healthy food choices, lifelong fitness, alcohol and substance abuse, human sexuality, and current health topics. A physical fitness component may be incorporated. **This course is required for graduation**.

PHY 101/111 DRIVERS ED/SWIM
PHY 102/112 (Semester 1/2 Credit) (9, 10)
All students will enroll in nine weeks of swimming when enrolled in Unit 5 Driver's Education
This course is designed to introduce students to a variety of swim techniques. Students will experience a variety of swim activities including, stroke development, fitness activities, diving, and water safety techniques. This is a nine-week course taken in conjunction with the classroom portion of driver's education.

PHY 131/132 FOUNDATIONS OF FITNESS
(Semester ½ Credit) (9, 10) One Time Enrollment Only
This course is an introduction to physical education that provides an overview of PE activities. This class will provide a foundation of fitness components and concepts that students will be able to build upon in future physical education classes. Students will develop physical and health-related fitness skills through participation in individual and team activities.
**This course meets the prerequisite requirement for other PE electives.*

PHY 201/202 SPORTS and FITNESS
(Semester 1/2 Credit) (10, 11, 12)
Recommended: Foundations of Fitness
This course is designed to continue developing students' knowledge of the benefits of personal fitness. All students in this course will be engaged in a variety of projects that support the development of their personal fitness levels. Fitness concepts and terminology include: heart rate monitoring, FITT principle, and 5 components and skill related components of fitness. This is a fitness-based course that will include but is not limited to: Softball, Soccer, Frisbee, Basketball, Volleyball, Lacrosse and Hockey.

PHY 301/302 LIFETIME FITNESS
(Semester 1/2 Credit) (10, 11, 12)
Recommended: Foundations of Fitness
This course is designed to continue developing students' knowledge of the benefits of personal fitness. All students in this course will be engaged in a variety of projects that support the development of their personal fitness levels. Fitness concepts and terminology include: heart rate monitoring, 5 components of fitness, and FITT principle. This is a fitness-based course that will include but is not limited to: Tennis, Eclipse ball, Frisbee, Badminton, Pickle-ball and Hockey.

PHY 401/402 PERSONAL DEVELOPMENT
PHY 400/409 **(Semester 1/2 Credit) (10, 11, 12)**
Recommended: Foundations of Fitness

This course is designed to introduce students to the various concepts of personal training and strength & conditioning. Students will be introduced to various modalities of training through weight room workouts and other training applications. Training concepts covered will include: weight room orientation, fitness planning recommendations, the 4 pillars of human movement, nutrition planning concepts, principles of training, heart rate monitoring, general plyometrics, cardiorespiratory training, basic speed and agility training.

PHY 501/502 DANCE FITNESS
(Semester 1/2 Credit) (10, 11, 12)
Recommended: Foundations of Fitness

Dance Fitness is a course designed to have students physically active and educated through a variety of dance forms. Students will develop fitness and movement skills while participating in aerobic, cultural, social, classical, and modern styles of dances. While exploring creative expression through dance, students will demonstrate choreographic concepts and principles. Students will investigate dance history, techniques, terminology, and styles through a variety of written and performance-based assessments. Students engage in the art form of dance through multiple perspectives to make connections between dance, self, community and worldwide.

PHY 601/602 WATER AND LAND ACTIVITIES
(Semester 1/2 Credit) (9, 10, 11, 12)
Recommended: None

This course will include physical education activities both in the water and on land. This course will include a variety of water activities, as well as land/aerobic activities and games. This course is for students who complete Drivers Education off campus or for students that do not qualify to enroll in Drivers Education during the school year. Course content includes: American Red Cross Aquatic Swimming Levels, Water/Land Games and Activities, and Water/Land Fitness Activities.

PHY 631/632 ADVANCED AQUATICS
(Semester 1/2 Credit) (9, 10, 11, 12)
Recommended: None. This course is open to any student. Students can take this course without becoming a certified lifeguard.

This course is focused on training students to become an American Red Cross certified lifeguard. The course will develop student's swimming skills, as well as muscular and cardiovascular endurance. The primary purpose of this course is to provide entry-level lifeguard participants with knowledge and skills to prevent, recognize and respond to aquatic emergencies and to provide professional-level care for breathing and cardiac emergencies, injuries, and sudden illness until emergency medical services (EMS) personnel take over.

Each student will have the option of receiving American Red Cross certification in Lifeguarding & CPR/AED. First Aid is included with these certifications. A Certification card can be obtained at additional costs. The certification includes successful demonstrations of 3 pre-requisites tests, two final timed scenarios, and two written finals (CPR/FIRST AID & BASIC SKILLS). These standards (tests) are set by the American Red Cross. The Lifeguard Certification is active for 2 years from the date of completion of the class. Students can take Advanced Aquatics each semester.

PHY 651/652 SWIM GUARD
(Semester 1/2 Credit) (10, 11, 12)
Prerequisite: Current Lifeguard Certification

This course is designed for students that currently hold an American Red Cross lifeguard certification. Students will be active lifeguards for students who use the high school pool during the school day. This course has a strict attendance/tardy policy. Students must present themselves and act in a professional manner to be maintained as a swim guard. Students will be required to attend in service sessions in order to maintain their skills. The lifeguard certification can only be provided if 15 years or older.

PHY 701/702 LIFESTYLE MANAGEMENT
(Semester Course 1/2 Credit) (10, 11, 12)

Lifestyle management is a Physical Education course with a focus on personal wellness. Throughout this course, students will experience a positive approach to their own self-improvement for a better life now and in the future. Students will engage in activities such as weight training, Pilates, yoga, cardiovascular workouts, and lifelong sports. In addition, students will develop different kinds of workouts and do personal mental and physical assessments in order to reach their goals.

PHY 801/802 UNIFIED PHYSICAL EDUCATION
(Semester ½ Credit) (10, 11, 12)
Prerequisite: "C" or better in previous PE courses or counselor recommended.

Unified PE is designed to strengthen Project UNIFY which is endorsed by numerous schools throughout the district. Unified PE will meet state standards for physical education while promoting relationships between general education peers and peers in special education. The student will be in the class as a positive role model and peer teacher to the students who have an IEP. They will learn the different aspects of individual disabilities both physically and behaviorally. The students will participate in fitness gram testing, swimming and recreational/leisure activities.

PHY 511/512 ADAPTED PHYSICAL EDUCATION
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: IEP

Adapted Physical Education classes are provided for those students with an Individualized Education Programs (IEP). These classes are smaller in number and allow for more individualized attention. The basic intent of this course is to address IEP goals, to increase physical fitness levels, to learn lifetime activity skills and to provide a safe and successful environment while participating in physical activity.

(NORMAL WEST ONLY) Adapted Aquatics will be incorporated into the Adapted PE curriculum. This portion of the class will address Individualized Education Program (IEP) goals as well as basic water safety, water adjustment skills and an introduction to basic swimming strokes. Individual and group instruction will be based on the skill of the individual student. Adapted swim equipment will be provided for safety and instructional needs.

Driver Education

DRIVER'S EDUCATION COURSE LIST

SUBJECT	GRADES	PREREQUISITES
Safety-Driver Education	9, 10, 11, 12	*None
Behind-the-Wheel Driver Education	10, 11, 12	*Completes/Passing grade in Classroom Phase

*To be eligible for enrollment in either phase of Driver Education, the students must have received a passing grade in at least eight (8) courses during the previous two semesters. (House Bill 418 – Public Act 88-188 – Effective 1/1/94)

DRIVER ED COURSE DESCRIPTIONS

DVR 101/111 SAFETY - DRIVER EDUCATION
DRV 102/112 (9 weeks; ¼ Credit) (9, 10, 11, 12)

DRV 103/113 CO-TAUGHT SAFETY – DRIVER'S EDUCATION FOR SPECIAL EDUCATION STUDENTS
DRV 104/114 (9 weeks; ¼ (Credit) (9, 10, 11, 12)

Students are placed into Driver Education based on their birthdate and age. If a student turns 15 after December 31, 2023, they WILL NOT take Driver Education until the following school year. If a student turns 15 prior to December 31, 2023, they will register for one of the sections below.

Turns 15…	1st quarter	2nd quarter	3rd quarter	4th quarter
Before May 1, 2023	DRV101	PHY101		
Between May 1, 2023 & July 31, 2023	PHY111	DRV111		
Between August 1, 2023 & October 15, 2023			DRV102	PHY102
Between October 16, 2023 & December 31, 2023			PHY112	DRV112

Classroom Phase –Driver Education is a State approved program which consists of a minimum of 30 hours of classroom instruction. Students are enrolled in this class the semester after they turn 15. (See Above) The application fee ($20) will be collected approximately two weeks into the classroom instruction. The fee for this course is $100. For those individuals completing the classroom phase (approximately nine weeks), the student will then begin nine weeks of swimming with that instructor.

The classroom portion covers the Illinois Rules of the Road booklet which outlines the rules and laws that apply to driving. Students will learn how to handle various situations they will encounter in different driving settings. Defensive driving will always be the main emphasis throughout the class.

Any student who does NOT take Safety-Driver's Education classroom at their respective high school will need to sign up for Water and Land Activities during their freshman or sophomore year.

During the semester of Drivers Education, students will be in nine weeks of Drivers Education classroom and nine weeks of Drivers Ed/Swim PE.

BEHIND-THE-WHEEL DRIVER EDUCATION
(No Credit) (10, 11, 12)
Prerequisite: Completes and Passes Classroom Phase

NOTE:

- Behind the wheel scheduling is done by the Driver Education Coordinator.
- It will **not** show up on class schedule or transcript.
- Behind-the-wheel fee is not due until students are scheduled into driving.

Beginning maneuvers such as starting, stopping, backing, etc. in light residential traffic, moderate city traffic, two-line highway, heavier suburban traffic, limited access (Interstate) traffic, and heavy city traffic will be covered. During the above lessons, students will learn to recognize the problems relating to that particular lesson and how defensively the driver may respond appropriately.

Behind the wheel (BTW) instruction consists of a minimum of 6 hours of driving and 6 hours of observation. BTW runs over a 6-week period during the school year. Students will drive every day in a variety of driving environments ranging from residential to interstate. Students are scheduled after they have completed the classroom phase and have a valid permit. **(Behind the Wheel will not appear on the student's schedule.)** The oldest students are placed first depending on availability. A signup form for BTW is given during the classroom phase. At the time of publication, the BTW fee is $300. Those families that qualify for the reduced or free lunch program may have the Driver Education fee waived or reduced.

Behind the wheel phase may be done through the following ways: Study Hall (if the student has one), lunch/homeroom, summer session, or during physical education class (ONLY by Drivers Education Coordinator request).

Science

GRADE 9	GRADE 10	GRADE 11	GRADE 12
Biology ***or*** Honors Biology	• Chemistry • Honors Chemistry • BSAA • PSAA ***(some students may double up with Physics)***	• Physics **(*requirement for all AP classes)*** ***(some students double or triple up with physics and 1+ of the following):*** • Advanced Placement Biology/Chemistry/Physics • Dual Credit Chemistry • Dual Credit Environment Earth • Biological Engineering • Earth & Space Science • Environmental Earth • Molecular and Structural Biology • BSAA • PSAA	

Sample Honors Plan

GRADE 9	GRADE 10	GRADE 11	GRADE 12
Honors Biology	Honors * Chemistry	Physics*	Advanced Placement Biology/Chemistry/Physics

Sample 3-Year Plan

GRADE 9	GRADE 10	GRADE 11	GRADE 12
Biology	Chemistry	Physics*	

Sample 4-Year Plan

GRADE 9	GRADE 10	GRADE 11	GRADE 12
Biology	Chemistry *	Physics*	Dual Credit/Advanced Placement/Elective*

*Note: More than one science course can be taken in the same school year

SCIENCE DEPARTMENT COURSE LIST

Graduation Requirement of 2 Credits

SUBJECT	GRADES	PREREQUISITES
Biology I	9, 10	None
Honors Biology	9, 10	Mastery of 8th Grade Math and Science standards; or recommendation of Teachers/Counselors
Biological Science Applications in Agriculture	10, 11, 12	Biology (Intro to AFNR Recommended)
Physical Science Applications in Agriculture	10, 11, 12	Biology (Intro to AFNR Recommended)
Molecular and Structural Biology	11, 12	Two Years of Science
AP Biology	11, 12	Phys I or Current enroll in Phys I
Chemistry I	10, 11, 12	Completion of Algebra I (or concurrent enrollment)
Honors Chemistry	10, 11, 12	"B" or higher in Algebra
Fundamentals of Chemistry Dual Credit	11, 12	Two Years of Science
AP Chemistry	11, 12	Physics I or current enrollment in Physics I
Physics I	10*, 11, 12	"C" or higher in Geometry or Honors Geometry. Credit or current enrollment in Chemistry I or Honors Chemistry. *Students who received an "A" in Algebra 2 w/ Trigonometry or Honors Algebra 2 may take as a Sophomore.
AP Physics C	11, 12	C" or higher in Physics I and completion or Concurrent enrollment in Pre-Calculus or Calculus
Environment Earth	11, 12	Two Years of Science
Environment Earth Dual Credit	11, 12	Two years of Science; "C" or higher in previous Science courses
Earth and Space Science	11, 12	Successful completion of 2 years of science
Biological Engineering	11, 12	Two years of Science

SCIENCE COURSE DESCRIPTIONS

SCI 101/102 BIOLOGY I
(Yearly 1 Credit) (9, 10)

This course is based upon fundamental life sciences concepts, which include cells and cellular energy, ecology, populations, Mendelian and molecular genetics, as well as the structure and function of animals. Real life connections to the curriculum are stressed, as are hands-on laboratory activities. Students can expect to develop both critical thinking and problem-solving skills throughout the course.

SCI 201/202 HONORS BIOLOGY
(Yearly 1 Credit) (9, 10) (Honors Level)
Prerequisite: Mastery of 8th Grade Math and Science standards; or recommendation of Teachers/Counselors.

This course is based upon fundamental life sciences concepts, which include cells and cellular energy, ecology, populations, Mendelian and molecular genetics, as well as the structure and function of animals. Real life connections to the curriculum are stressed, as are hands-on laboratory activities. Students can expect to develop both critical thinking and problem-solving skills as they navigate through a more challenging level of study at an accelerated pace.

SCI 331/332 BIOLOGICAL SCIENCE APPLICATIONS IN AGRICULTURE (BSAA)
(Yearly 1 Credit) (10, 11, 12)
Prerequisites: Biology I (both semesters); Intro to AFNR (Recommended)
***In Cooperation with Curriculum for Agricultural Science Education**

BSAA is designed to reinforce and extend students' understanding of science by associating basic scientific principles and concepts with relevant applications in agriculture. This course will use numerous laboratory experiments and exercises as the main instruction tool. Topics of instruction will include: Introduction to Plant & Animal Sciences, Soil & Soiless Plant Systems, Plant Anatomy & Physiology, Taxonomy, Plant & Animal Nutrition, Cells, History & Uses of Animals, Genetics & Evolution. FFA and Supervised Agriculture Experience projects are an integral part of the Agriculture Education model, so participation in these activities is a firm expectation for this course; however, these events typically take place outside of the school day and that should be taken into account when choosing to enroll in this course. ****Meets graduation requirement for either Elective or Science course.**

***Curriculum for Agricultural Science Education (CASE)** is a nationally recognized high school agricultural education curriculum that uses rigorous and relevant curriculum through a project-based approach that engages students with science, mathematics, and English language understanding.

SCI 341/342 PHYSICAL SCIENCE APPLICATIONS IN AGRICULTURE (PSAA)
(Yearly 1 Credit) (10, 11, 12)
Prerequisites: Biology I (both semesters); Intro to AFNR (Recommended)
***In Cooperation with Curriculum for Agricultural Science Education**

Physical Science Applications in Agriculture (PSAA) is designed to reinforce and extend students' understanding of science by associating basic physical science and engineering concepts with relevant applications in agriculture. This course will use numerous laboratory experiments, projects, and problem-solving exercises as the main instruction tools. Topics of instruction will include: Introduction to Ag, Power and Technology, Measurement, Material Properties, Energy, Machines and Structures, and Mechanical Applications. FFA and Supervised Agriculture Experience projects are an integral part of the Agriculture Education model, so participation in these activities is a firm expectation for this course; however, these events typically take place outside of the school day and that should be taken into account when choosing to enroll in this course. *This course is designated as a STEM Concentration Course. ****Meets graduation requirement for either Elective or Science course.**

***Curriculum for Agricultural Science Education (CASE)** is a nationally recognized high school agricultural education curriculum that uses rigorous and relevant curriculum through a project-based approach that engages students with science, mathematics, and English language understanding.

SCI 361/362 MOLECULAR AND STRUCTURAL BIOLOGY
(Yearly 1 Credit) (11, 12)
Prerequisite: Successful completion of two years of Science

This course is designed for juniors and seniors who are interested in a science related career. The curriculum will focus on Mendelian and molecular genetics, cell specialization, as well as the anatomy and physiology of the human body. Students will

conduct many in class laboratory investigations and a variety of dissections. NOTE: Students completing AP (Advanced Placement) Biology are not eligible to enroll in Molecular and Structural Biology.

SCI 401/402 ADVANCED PLACEMENT BIOLOGY
(Yearly 1 Credit) (11, 12) (AP Level)
Prerequisite: Physics I or current enrollment

This course is designed for juniors and seniors who are planning a career in the health sciences or those who are interested in an in-depth study of cells, cell communication and cellular energy, Mendelian and molecular genetics, biochemistry, populations and ecology. This course has the equivalent level of material that would be covered in a freshman level college class and is designed to prepare students for the Advanced Placement exam in May. Students earning a high score on this exam may receive college credit depending upon their college choice. NOTE: Students completing AP (Advanced Placement) Biology are not eligible to enroll in Molecular and Structural Biology.

SCI 451/452 CHEMISTRY I
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Completion of Algebra 1 or concurrent enrollment

This is a laboratory course that deals with matter and energy, as well as the changes that take place through chemical interaction. Successful completion of this course will help students to develop their problem solving and critical thinking skills.

SCI 501/502 HONORS CHEMISTRY
(Yearly 1 Credit) (10, 11, 12) (Honors Level)
Prerequisite: "B" or higher in Algebra 1

This course deals with matter and energy as well as the changes that can take place through chemical interaction. The course is designed for the student who desires a more challenging level of study at an accelerated pace. Students are guided through the course with class discussions, individual work and laboratory investigations.

SCI 561/562 FUNDAMENTALS OF CHEMISTRY – DUAL CREDIT
(Yearly 1 Credit) (11, 12)
Prerequisite: "B" or higher in Chemistry or Honors Chemistry

This is a year-long survey of general, organic, and biological chemistry for students who plan to pursue a health-related profession or who have an interest in chemistry. An emphasis is placed on the relationship between chemistry and life through issues and examples from the health, medical, and environmental fields. Laboratory exercises are used to reinforce the lecture material. *Heartland Community College dual credit can be achieved for Fundamentals of Chemistry.*

SCI 601/602 ADVANCED PLACEMENT CHEMISTRY
(Yearly 1 Credit) (11, 12) (AP Level)
Prerequisite: Physics I or Current Enrollment in Physics I

This course is equivalent to a first-year college chemistry class. Completion of laboratory exercises is a requirement of the course. The course covers topics found on the AP Chemistry exam that students may choose to take in the spring. Exam location and costs will be made available during the year. Those who reach a high level of proficiency in this course should be able to gain advanced standing in college chemistry, depending on college requirements.

SCI 651/652 PHYSICS I
SCI 650/659 BLENDED PHYSICS I
(Yearly 1 Credit) (10*, 11, 12)
Prerequisite: "C" or higher in Geometry or Honors Geometry. Credit or current enrollment in Chemistry I or Honors Chemistry.
***Students who have received an "A" in Algebra 2 w/ Trigonometry or Honors Algebra 2 may take Physics as a Sophomore.**

Physics is a laboratory course that examines the physical laws and principles that govern nature. The general areas that are studied are: motion, forces, energy, waves, optics, electricity, and nuclear energy. Emphasis will be placed on understanding the concepts of physics and then to analyze the concepts mathematically. The problem-solving skills developed in this course are transferable to many areas outside of physics.

SCI 751/752 ADVANCED PLACEMENT PHYSICS C
(Yearly 1 Credit) (11, 12) (AP Level)
Prerequisite: C or higher in Physics I and completion or concurrent enrollment in Pre-Calculus or Calculus.

AP Physics C is designed for students interested in majoring in physics, engineering, or mathematics, and for students interested in inquiry-based activities pertaining to physics. Topics covered include Mechanics and Electricity and Magnetism. While it is helpful for students to have had prior exposure to calculus concepts, the calculus needed in this course is taught throughout the course. Students completing this course should have a strong conceptual understanding of physics and well-developed skills in designing, performing and analyzing laboratory experiments. Laboratory work is an integral part of this course. Students enrolled in this course will have the opportunity to take their Advanced Placement exam in May at their own expense. Students receiving a high grade on the exam may be eligible for college credit depending on the score and college.

SCI 801/802 ENVIRONMENT EARTH
(Yearly 1 Credit) (11, 12)
Prerequisite: Two years of Science, "C" or higher in previous science courses
Previously Environmental Science

This is a course for non-science majors who desire a physical science understanding of environmental concerns. Topics may include: groundwater, air quality, land management, nuclear energy, and solid waste disposal.

SCI 811/812 ENVIRONMENT EARTH - DUAL CREDIT
(Yearly 1 Credit) (11, 12)
Prerequisite: Two years of Science, "C" or higher in previous Science courses

This is a course for non-science majors who desire a physical science understanding of environmental concerns. Topics may include: ground water, air quality, land management, nuclear energy, and solid waste disposal. *This course is designated as a STEM Concentration Course. *Heartland Community College dual credit can be achieved for Environment Earth.*

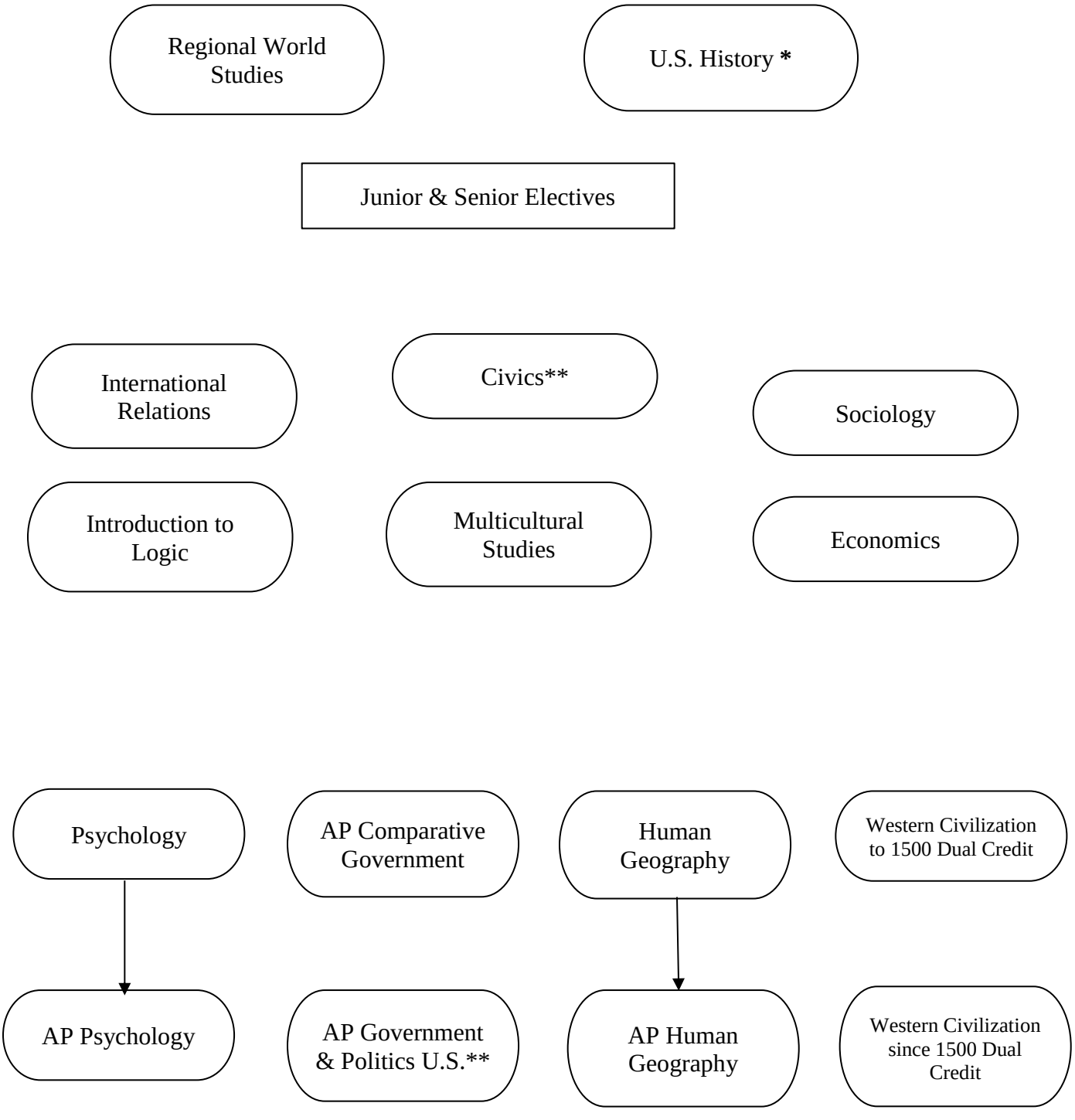
SCI 831/832 EARTH AND SPACE SCIENCE
SCI 830/839 BLENDED EARTH AND SPACE SCIENCE
(Yearly 1 Credit) (11, 12)
Prerequisite: Successful completion of 2 years of science

This course is designed for juniors and seniors who are interested in learning about astronomy and earth science in depth. The course will connect concepts learned in biology and chemistry to the Universe and its stars, Earth and its changing surfaces and climate, and how humans have impacted the Earth. Students will conduct many laboratory investigations and frequently work in small groups.

SCI 861/862 BIOLOGICAL ENGINEERING
(Yearly 1 Credit) (11, 12)
Prerequisite: Two years of Science

Biological engineering is a science elective course in which students will have the opportunity to complete a series of hands on scientific explorations in a cutting-edge field in science. This STEM *(Science, Technology, Engineering & Math)* course gives students the opportunity to analyze biological systems, apply engineering principles to these biological processes and use their skills to build better solutions to a large variety of real-world problems. Example investigations include the use of microorganisms to produce fuels, genetically engineering organisms, using increasing computer power to analyze biological data in genetics and medicine and "bio-hacking" humans and other organisms. Upon completion of this course students will have a deeper understanding of biological engineering concepts as well as an advanced understanding of real-world problem solving through the use of the engineering design process. *This course is designated as a STEM Concentration Course.

Social Studies



*US History is **required**.
Civics or AP Government & Politics is **required.

SOCIAL STUDIES COURSE LIST

Graduation Requirement of 2 Credits including 1.0 credit U.S. History & .5 credit Civics*
Successful completion of Constitution Test
U.S History meets the state Computer Literacy requirement for graduation

SUBJECT	GRADES	PREREQUISITES
Regional World Studies	9	None
U.S. History	10, 11, 12	None
Civics	11, 12	None
International Relations	11, 12	None
Human Geography	11, 12	None
Introduction to Logic	11, 12	None
Psychology	11, 12	None
Sociology	11, 12	None
Economics	11, 12	None
AP Psychology	11, 12	Psychology and "B" or higher in all previous Social Studies courses
AP Government and Politics U.S.	11, 12	"B" or higher in all previous Social Studies courses *Meets the Civics graduation requirement
AP Comparative Government	11, 12	"B" or higher in all previous Social Studies courses
AP Human Geography	11, 12	Human Geography and "B" or higher in all previous Social Studies courses
Western Civilization to 1500 Dual Credit	11, 12	None
Western Civilization Since 1500 Dual Credit	11, 12	None
Multicultural Studies	11, 12	None

SOCIAL STUDIES COURSE DESCRIPTIONS

SOC 101/102 REGIONAL WORLD STUDIES
(Yearly 1 Credit) (9)

In this course, 9th grade students' study about people, places and events in different parts of the world. Three major goals of the course are for students to (1) learn about the history of major world regions – Asia, Africa, Europe; (2) learn about the geography of these regions; and (3) gain a better understanding of world issues and problems.

SOC 211/212 UNITED STATES HISTORY
(Yearly 1 Credit) (10, 11, 12)

This course is **required** for graduation from high school. Students will study modern U.S. History. During the first semester students will study World War II through Vietnam. Second semester students will examine the 1970's to post-September 11th era. Students will use inquiry skills to analyze primary sources and recognize patterns to history that will enable them to better understand and communicate conclusions on current issues and concerns. U.S History meets the state Computer Literacy requirement for graduation

SOC 151/152 CIVICS
(Semester ½ Credit) (11, 12)

This course fulfills the civics requirement for graduation. Students will use inquiry-based skills to examine the rights and freedoms protected by the Constitution as well as the limits and responsibilities associated with them. Students will analyze historical and controversial issues through simulations and discussions to take informed action. Students will make informed decisions about civic and governmental issues, ultimately learning how to be an active participant in a democratic society. This course includes the Constitution Test, which is a graduation requirement.

SOC 161/162 MULTICULTURAL STUDIES
(Semester ½ Credit) (11, 12)

Multicultural Studies/History is a course that focuses on the experiences, achievements, and contemporary culture of varied races of people in the U.S. The major purpose of this course is to enable students to analyze past and current social conditions and problems various races of people face, and develop the skills to recognize and solve social problems within their community.

SOC 301/302 INTERNATIONAL RELATIONS
(Semester ½ Credit) (11, 12)

The purpose of International Relations is for students to study the conflicts and relationships among the nations of the world during the Twenty-first Century. Particular emphasis is placed on analyzing the foreign policy of the United States and our role in shaping the world order. Students study and defend positions in a simulation format on a variety of contemporary foreign policy issues.

SOC 401/402 HUMAN GEOGRAPHY
(Semester ½ Credit) (11, 12)

Human Geography investigates where human activities (i.e. Genocide/Darfur) occur and why they happen where they do, using cutting edge technology (i.e. GIS, GPS). The course explores contemporary world challenges relevant to the United States. This course is intentionally designed to be academically rigorous yet accessible to all learners through hands-on activities. The concepts and skills prepare each student for life as a citizen of an interdependent world. Major areas of study are cartography and analysis, population demographics and development, urbanization and the environment.

SOC 511/512 INTRODUCTION TO LOGIC
(Semester ½ Credit) (11, 12)

The primary objective is for students to form a reasoned argument using logical analysis; implementing facts and personal values. In addition, students will be able to recognize an 'illogical' argument. This course will also enable students to strengthen writing and oral presentation skills as they conduct research based on social issues that affect contemporary global and cultural trends.

SOC 601/602 PSYCHOLOGY
(Semester ½ Credit) (11, 12)
Have you ever wondered why you do the things you do? If so, as a student of psychology, you will develop the knowledge and skills to explore/analyze and research this question and others related to lifespan development, personality, sensation, perception, and psychological disorders to gain an understanding of the complexities of human thought and behavior.

SOC 701/702 SOCIOLOGY
(Semester ½ Credit) (11, 12)
Sociology is the study of group behavior. Topics of study include the similarities and differences in cultures, changes in society, group organization and interaction, deviance, and social class. A special focus is placed on the influence of society on the individual in terms of attitudes, beliefs, and behavior.

SOC 801/802 ECONOMICS
(Semester ½ Credit) (11, 12)
This semester long course is an overview of micro and macro-economic concepts that are relevant to all students. Students will examine key economic concepts, including economic decision making, supply and demand, government spending, taxation, unemployment and monetary policy. Students will analyze real life examples of economic concepts as well as economic data, with a focus on the current American economic system.

ADVANCED PLACEMENT SOCIAL STUDIES OPTIONS
The Social Studies Department Advanced Placement program is a rigorous study in preparation for an AP test in May. Individual motivation and study is necessary to successfully complete the program. Each class is a continuation of the prerequisite course(s) and follows the curriculum recommended by the College Board for preparation for the AP test. The AP instructor or Social Studies Department Building Chair can provide further information about each course. A student may select these courses in either the junior or senior years.

SOC 612 AP PSYCHOLOGY
(Semester ½ Credit) (11, 12) (AP Level)
Prerequisites: Psychology and "B" or higher in all previous Social Studies courses
Spring semester only
This college level course extends the topics from the introduction course and introduces the systematic and scientific study of the behavior and mental processes of human beings and other animals. Included is a consideration of the psychological facts, principles, and phenomena associated with each of the major subfields within psychology. Students also learn about the ethics and methods psychologists use in their science and practice. Course is designed to help students prepare for the College Board exam given in May.

SOC 861/862 AP GOVERNMENT & POLITICS U.S.
(Semester ½ Credit) (11, 12) (AP Level)
Prerequisites: "B" or higher in all previous Social Studies courses
This college level course fulfills the civics requirement for graduation. The course provides an analytical perspective on government and politics in the United States. This course involves both the study of general concepts used to interpret U.S. politics and the analysis of specific case studies. It also requires familiarity with the various institutions, groups, beliefs, and ideas that constitute U.S. political reality. Course is designed to help students prepare for the College Board exam given in May. **Students enrolled in the fall course are strongly encouraged to enroll in Comparative. AP exam is only administered in May.**

SOC 882 AP COMPARATIVE GOVERNMENT & POLITICS
(Semester ½ Credit) (11, 12) (AP Level)
Prerequisite: "B" or higher in all previous Social Studies courses
Spring Semester only
This college level course introduces students to fundamental concepts used by political scientists. Students examine the political institutions and processes of six different countries – China, Iran, Mexico, Nigeria, Russia, and the United Kingdom – and compare the ways they address problems. Students will analyze data and readings to draw conclusions about political systems. Course is designed to help students prepare for the College Board exam given in May. This is a standalone course and does **NOT** need to be taken in conjunction with AP Government and Politics U.S.

SOC 912 AP HUMAN GEOGRAPHY
(Semester ½ Credit) (11, 12) (AP Level)
Prerequisites: Human Geography and "B" or higher in all previous Social Studies courses
Spring semester only.

This college level course introduces students to the systematic study of patterns and processes that have shaped human understanding, use, and alteration of Earth's surface. Students employ spatial concepts and landscape analysis to examine human social organization and its environmental consequences. They also learn about the methods and tools geographers use in their science and practice. Course is designed to help students prepare for the College Board exam given in May.

SOC 930 BLENDED WESTERN CIVILIZATION TO 1500 – DUAL CREDIT
(Semester ½ Credit) (11, 12)

This college level course covers the main stream of Western civilization from the first millennium B.C. to 1500. The course considers religious, economic, and cultural trends and developments as well as the major political events of the period. The focus of the course is on Europe but the great Middle Eastern civilizations and cultural contributions are considered as they impact Europe and help shape the West. Special attention is given to individuals and their contributions as well as to the rise of nations. *Heartland Community College dual credit can be achieved for Western Civilization.*

SOC 949 BLENDED WESTERN CIVILIZATION SINCE 1500 – DUAL CREDIT
(Semester ½ Credit) (11, 12)

This college level course covers the development of the modern West in terms of the great movements of the past five centuries: The Reformation, The Enlightenment, Absolutism and the rise of the nation state, the French Revolution, Industrialization, the emergence of modern political ideology, the World Wars, the Cold War and the roots of the present political situation. The course emphasizes watershed events in the realm of religion, politics, economics, artistic and cultural developments, and war. Special attention is given to the contributions of individuals in shaping the modern world. *Heartland Community College dual credit can be achieved for Western Civilization.*

Intervention Course Descriptions
Elective credit is earned for these courses

ELA 101/102 FOCUSED LANGUAGE ARTS
(Semester ½ Credit) (9, 10, 11, 12)
Enrollment Recommendation based on reading/writing diagnostic and MTSS team decision.
The goal of this class is to support success in English courses as well supporting students with the literacy demands of the high school curriculum. Instruction will be tailored to meet the needs of the students with an emphasis on writing and reading comprehension. Student assessments will be administered to determine whether future intervention is needed. This class will earn an elective credit, not an English credit.

NOTE: Students take this course in conjunction with their required English course.

RTI 131/132 CHOICES
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Referral Form completed by assigned Case Manager or Interventionist Recommendation
This course is designed to support students who are experiencing circumstances that interfere with their academic performance. These types of challenges can include but are not limited to failing grades, administrative intervention, attendance factors, frequent transitions, factors that have required counseling, and stressors outside of school. Course objectives include teaching proactive strategies to effectively manage life stressors and identifying resources. Course topics include but are not limited to: ways to succeed in school, handling peer stressors, responding to family relationships, positively navigating dating relationships, avoiding various peer pressures, building resiliency, and improving self-image. Students with the Related Service of Social Work are encouraged to take this course as well as students with the eligibility of Emotional Disability. Students who are transferring to the public-school setting from a therapeutic day school or more restrictive placement should be enrolled in this class to assist in the transition process. This class can be taken numerous semesters as an elective credit.

RTI 133/134 CHOICES II
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Choices I is required before taking this course. Some exceptions will apply. This course can be taken numerous semesters as an elective credit.
This course is designed to support students who continue to experience circumstances that create educational barriers both emotionally and academically. These types of challenges can include but are not limited to failing grades, administrative intervention, attendance factors, and frequent transitions, factors that have required counseling, and stressors outside of school. Course objectives include teaching a continuum of proactive strategies to effectively manage life stressors and identifying resources as the students transition into their later high school years. This course is supported through a co-taught model implemented by a School Social Worker. This delivery model includes teaching lessons, small group counseling sessions, individual counseling, and/or 1:1 therapeutic intervention. Course topics include but are not limited to: review of key strategies to succeed in school, responding to family relationships/creating boundaries, handling peer pressure, building resiliency as well as independence, and improving self-image. Students will use the foundation principles learned in Choices I to expand their knowledge by utilizing these in various transitional environments. The following groups are encouraged to take Choices 2: students with the Related Service of Social Work; students who have completed Choices 1 and request continued support provided through a class; students with the eligibility of Emotional Disability; those participating in the MTSS Intervention Process. Students who are transferring to the public-school setting from a therapeutic day school or more restrictive placement should be enrolled in this class to assist in the transition process

RTI 121/122 STUDY SKILLS
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Referral Form completed by assigned Case Manager or Interventionist Recommendation
This one semester class will help students improve basic study skills. Topics will include note taking, test-taking strategies, and organization.

MAT101/102 FOCUSED MATH
(Semester ½ Credit) (9, 10) Pre-Requisite: Interventionist Recommendation
The goal of this class is to support success in Pre-Algebra and at the same time fill skill gaps from middle school by using a combination of hands-on activities, number talks, computer software, and manipulatives. Students will be progress monitored to determine whether further intervention is needed. This class will earn an elective credit, not math credit.

RTI141/142 CREATIVE ASPIRATIONS
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Referral Form completed by assigned Case Manager or Interventionist Recommendation

This course is designed to support students who are experiencing symptoms that interfere with their academic performance. Specifically, this class will target symptoms including anxiety, mood dysregulation, executive functioning, self-image/self-concept concerns, etc. These types of symptoms often create challenges in the school environment including but are not limited to failing grades, struggles to attend school, difficulties in participating in classroom activities, struggling to engage peers in less structured times of the day (including transitions and at lunch), etc. Course objectives include instruction on symptoms and strategies for symptoms management, social skills training, cooperative group/social problem training, and desensitization to routine stressors through exposure training. These objectives will be achieved through a mixture of educational, support group, and experiential activities (including artistic projects and recreational activities). Students can be referred to take this class based on need (General education, 504, Special Education) by administration and/or staff including school counselor, school administrator, interventionist, and/or special education team member. This class can be taken numerous semesters as an elective credit.

MAT331/332 FOCUSED ALGEBRA
(Semester Credit ½ Credit) (10, 11) Pre-Requisite Interventionist Recommendation

The goal of this class is to support success in Algebra 1 and at the same time fill skill gaps by using a combination of hands-on activities, number talks, computer software, and manipulatives. Students will be progress monitored to determine whether further intervention is needed. This class will earn an elective credit, not math credit.

MAT531/532 FOCUSED GEOMETRY
(Semester Credit ½ Credit) (10, 11) Pre-Requisite Interventionist Recommendation

The goal of this class is to support success in Geometry and at the same time fill skill gaps by using a combination of hands-on activities, number talks, computer software, and manipulatives. Students will be progress monitored to determine whether further intervention is needed. This class will earn an elective credit, not math credit.

MAT631/632 FOCUSED ALGEBRA II
(Semester Credit ½ Credit) (10, 11, 12) Pre-Requisite Interventionist Recommendation

The goal of this class is to support success in Algebra 2 and at the same time fill skill gaps by using a combination of hands-on activities, number talks, computer software, and manipulatives. Students will be progress monitored to determine whether further intervention is needed. This class will earn an elective credit, not math credit.

Special Education

English

- Structured Literacy
- Foundations
- Adventures
- Mastery
- Explorations
- English I
- English II
- English III
- Literacy for Life

Science

- Biology
- Energy & Matter
- Physical Science

Social Studies

- Regional World Studies
- U.S. History
- Civics

Math

- Basic Math
- Intro to Pre-Algebra
- Pre-Algebra
- Algebra I
- Geometry
- Consumer Math

Physical Education

- Health
- Driver Education
- Adaptive PE

Vocations

- Pre-Vocations
- Voc. Training Program I
- Voc. Training Program II
- Voc. Training Program III
- Training Site I
- Training Site II

Resource

- Resource Study Hall
- Communication Resource

Other

- Choices
- Social Thinking
- Study Skills
- Writing Lab
- Consumer Education

SPECIAL EDUCATION COURSE LIST

SUBJECT	GRADES	PREREQUISITES
English		
Structured Literacy	9, 10, 11, 12	Recommendation of IEP Team
Foundations	9, 10, 11, 12	Recommendation of IEP Team
Adventures	9, 10, 11, 12	Recommendation of IEP Team
Mastery	9, 10, 11, 12	Recommendation of IEP Team
Explorations	9, 10, 11, 12	Recommendation of IEP Team
English 1	9, 10	Recommendation of IEP Team
English 2	9, 10, 11, 12	Recommendation of IEP Team
English 3	11, 12	Recommendation of IEP Team
Literacy for Life	11, 12	Recommendation of IEP Team
Science		
Biology	9, 10, 11, 12	Recommendation of IEP Team
Physical Science	9, 10, 11, 12	Recommendation of IEP Team
Energy & Matter	9, 10, 11, 12	Recommendation of IEP Team
Social Studies		
Regional World Studies	9, 10, 11, 12	Recommendation of IEP Team
U.S. History	9, 10, 11, 12	Recommendation of IEP Team
Civics	9, 10, 11, 12	Recommendation of IEP Team
Math		
Basic Math	9, 10, 11, 12	Recommendation of IEP Team
Introduction to Pre-Algebra	9, 10, 11, 12	Recommendation of IEP Team
Pre-Algebra	9, 10, 11, 12	Recommendation of IEP Team
Algebra 1	9, 10, 11, 12	Recommendation of IEP Team
Geometry	10, 11, 12	Recommendation of IEP Team
Consumer Math	9, 10, 11, 12	Recommendation of IEP Team
Physical Education		
Driver Education	9, 10, 11, 12	Recommendation of IEP Team
Health	9, 10, 11, 12	Recommendation of IEP Team
Adaptive PE	9, 10, 11, 12	Recommendation of IEP Team
Vocations		
Pre-Vocations	9, 10	Recommendation of IEP Team
Vocations Training Program I	11, 12	Recommendation of IEP Team
Vocations Training Program II	11, 12	Recommendation of IEP Team
Vocations Training Program III	11, 12	Recommendation of IEP Team
Training Site I	11, 12	Recommendation of IEP Team
Training Site II	11, 12	Recommendation of IEP Team
Resource		
Resource Study Hall	9, 10, 11, 12	Recommendation of IEP Team
Other		
Choices	9, 10, 11, 12	Recommendation of IEP Team
Consumer Education	9, 10, 11, 12	Recommendation of IEP Team
Social Thinking	9. 10. 11, 12	Recommendation of IEP Team
Study Skills	9, 10, 11, 12	Recommendation of IEP Team
Writing Lab	9, 10, 11, 12	Recommendation of IEP Team

SPECIAL EDUCATION COURSE DESCRIPTIONS

ENGLISH

SPL 291/292 STRUCTURED LITERACY
(Yearly 1 credit) (9,10, 11, 12)

This course utilizes Wilson's Just Words, a focused word study curriculum, based on the success of the Wilson Reading Program. Students will participate in explicit, systematic teaching of word study skills. This curriculum works to master the critical skill of orally segmenting phonemes in a syllable. They learn to segment with a "tapping" system that provides a kinesthetic-tactile guide and reinforcement. Students study sound-symbol correspondence as related to syllable patterns, spelling rules, and the morphological patterns of prefixes, roots, and suffixes. Using kinesthetic-tactile memory techniques, students learn to automatically read and spell the most frequently used English words. Students apply decoding skills to read with prosody, learning how to read sentences in meaningful phrases. This practice emphasizes fluent reading for meaning rather than speed.

SPL 311/312 FOUNDATIONS
(Yearly 1 Credit) (9, 10, 11, 12)

This course is designed to improve decoding skills through syllable structure and spelling. It emphasizes word analysis skills to promote accuracy in word recognition. Repeated exposure and interaction with rules each week assist the student in applying word structure knowledge. Reading fluency is targeted daily in order to develop generalization and application of strategies learned.

SPL 321/322 ADVENTURES
(Yearly 1 Credit) (9, 10, 11, 12)

This course is designed to improve students' ability to recognize words, their meanings, and increase comprehension and oral reading fluency. Emphasis on vocabulary knowledge and development for cross curricular words, application and generalization of decoding and encoding strategies and reading fluency through various text genres including novels.

SPL 331/332 MASTERY
(Yearly 1 Credit) (9, 10, 11, 12)

This course is designed to improve students' vocabulary knowledge, comprehension and silent reading fluency. Emphasis is on increased complexity of cross curricular words, application and generalization of decoding and encoding strategies and reading fluency through use of higher language-based activities and expository/ informational text.

SPL 341/342 EXPLORATIONS
(Yearly 1 Credit) (9, 10, 11, 12)

This course teaches students methods for reading, comprehending, analyzing, synthesizing, and integrating information. These strategies help students to read proficiently, and write skillfully. Students learn study skills such as note-taking and summarizing in the context of materials taken from the areas of science, history, government, geography, and the humanities. Students respond in writing to short-answer and essay questions.

SPL 211/212 ENGLISH 1
(Yearly 1 Credit) (9, 10)

This course analyzes various literary types such as the short story, poetry, nonfiction, drama and the novel. Speech, paragraph and multi-paragraph writing, grammar and research skills will be taught within each unit.

SPL 221/222 ENGLISH 2
(Yearly 1 Credit) (9, 10, 11, 12)

This course focuses on literature written by authors from a global perspective. Students will complete a variety of writing assignments including narrative and literary analysis, as well as, speech, grammar and research skills.

SPL 231/232 ENGLISH 3
(Yearly 1 Credit) (11, 12)

This course focuses on American Literature. The texts will cover the history of America through American authors. It will include multiple genres (fiction, nonfiction, poetry, drama). Both semesters of this course include daily activities in grammar and vocabulary skills. Grammar activities focus on part of speech and the application of those to the students' own writing. Students are also expected to correctly define, spell and utilize new vocabulary.

SPL 251/252 LITERACY FOR LIFE
(Yearly 1 Credit) (11, 12)

The goals of English Life Skills is to provide opportunities for students to demonstrate their reading, writing, listening, and communication skills in a variety of settings that relate to students' specific transitional goals. Activities and lessons will focus on the following learning standards: Research, Reading Comprehension, Speaking and Listening and Writing/Language. A variety of materials will be used including novels, contemporary nonfiction, current news magazines and newspapers, online media platforms and film adaptations.

SCIENCE

SPL 501/502 BIOLOGY
(Yearly 1 Credit) (9, 10, 11, 12)

First semester biology includes the basic principles of the scientific method, characteristics of living things, using microscopes, cell structure and function, classification of living things, genetics, and the theory of evolutionary development of Earth's species. The second semester curriculum is based on the systems that make up the human body, including the skeletal, muscular, nervous, reproductive, circulatory, respiratory, and digestive.

SPL 531 PHYSICAL SCIENCE
(Semester ½ Credit) (9, 10, 11, 12)

Instruction in the interrelationships of the physical sciences presented in a practical setting. Topics include density, gravity, motion, force, energy, light, sound, heat and electricity. The use of simple machines is used to help illustrate various concepts. The class is taught through the use of lecture, class discussions and laboratory explorations.

SPL 532 ENERGY & MATTER
(Semester ½ Credit) (9, 10, 11, 12)

This course explores the relationships between matter and energy. Students learn about the periodic table and how elements are categorized. Chemical reactions and a variety of measurement procedures are applied though lecture, class discussion and laboratory explorations.

SOCIAL STUDIES

SPL 621/622 REGIONAL WORLD STUDIES
(Yearly 1 Credit) (9, 10, 11, 12)

Regional World Studies gives students an overview of world issues, cultures, history, and geography. The main goal is to gain a better understanding of other countries by examining their history, culture, situations, and current events. Through this, we examine our understanding of US foreign policy (why our nation acts the way it acts with other countries). First semester we explore parts of Europe and Africa. Second semester covers the Middle East and Asia.

SPL 631/632 U.S. HISTORY
(Yearly 1 Credit) (9, 10, 11, 12)

This course is required for graduation from high school. Students will study modern U.S. History. During the first semester students will study the World War II through the 1960s. Second semester students will examine the 1970's to post-September 11th era. Students will analyze primary sources and recognize patterns to history that will enable them to better understand and communicate conclusions on current issues and concerns.

SPL 611/612 CIVICS
(Semester ½ Credit) (9, 10, 11, 12)

This course fulfills the civics requirement for graduation. Students will examine the rights and freedoms protected by the Constitution as well as the limits and responsibilities associated with them. Students will analyze historical and controversial issues through simulations and discussions to take informed action. Students will make informed decisions about civic and governmental issues, ultimately learning how to be an active participant in a democratic society. This course requires the successful completion of the Constitution Test, which is a graduation requirement. It is recommended that students take this course junior or senior year.

MATHEMATICS

SPL 411/412 BASIC MATH
(Yearly 1 Credit) (9, 10, 11, 12)

This math course supplements and builds upon foundation math skills. Students who complete this course will be exposed to basic math procedures using the real number system, basic money skills, estimation and relationships between the four basic math functions. Students are given instruction on performing operations using various strategies without the use of a calculator.

SPL 401/402 INTRODUCTION TO PRE-ALGEBRA
(Yearly 1 Credit) (9, 10, 11, 12)

Students will work on the developing number skills and basic algebra skills and concepts. Topics included will be number relationships, fractions, decimals, percents, integers and inequalities. Students will simplify like terms, solve single step and basic two-step equations.

SPL 431/432 PRE-ALGEBRA
(Yearly 1 Credit) (9, 10, 11, 12)

This course builds upon the essential skills of arithmetic as they apply to Algebra. Real numbers, linear equations, linear inequalities, factoring, fractions, graphing, multi-step equations (with variables on both sides) and basic elements of geometry are stressed.

SPL 451/452 ALGEBRA 1
(Yearly 1 Credit) (9, 10, 11, 12)

This course will put an emphasis on setting up and solving equations, inequalities and systems of equations. Other topics include: graphing linear, exponential, square root and quadratic functions, simplifying polynomials and factoring. Algebra provides the background for the future study of more complex math. *Meets Geometry Content State Graduation Requirement.*

SPL 471/472 GEOMETRY
(Yearly 1 Credit) (10, 11, 12)

In Geometry, algebraic concepts such as solving equations and properties are used and reinforced. Topics include basic geometric proofs, transformations, parallel and perpendicular lines, dilations and similarity, right triangles and trigonometry, congruent triangles, quadrilaterals, circles, area and polygons, and surface area and volume of solids.

SPL 441/442 CONSUMER MATH
(Yearly 1 Credit) (11, 12)

This math course stresses consumer skills. Students who complete this course will be exposed to important consumer math skills necessary to function independently in society. This course will count as a Consumer Education credit.

PHYSICAL EDUCATION

SPL 361/362 HEALTH
(Semester ½ Credit) (9, 10, 11, 12)

A variety of learning activities and student-centered discussions will be applied to the following topics: wellness, mental health, stress management, food choices, lifelong fitness, substance abuse, human sexuality and current health topics. This course is required for graduation.

PHY 511/512 ADAPTIVE PHYSICAL EDUCATION
(Yearly 1 Credit) (9, 10, 11, 12)
Prerequisite: IEP

Adapted Physical Education classes are provided for those students with Individualized Education Programs (IEP's). These classes are smaller in number and allow for more individualized attention. The basic intent of this course is to address IEP goals, to increase physical fitness levels, to learn lifetime activity skills and to provide a safe and successful environment while participating in physical activity. Adapted Aquatics will be incorporated into the current Adapted PE curriculum. This class will address Individualized Education Program (IEP) goals as well as basic water safety, water adjustment skills and an introduction to basic swimming strokes. Individual and group instruction will be based on the skill of the individual student. Adapted swim equipment will be provided for safety and instructional needs.

VOCATIONAL TRANSITION ASSISTANCE PROGRAM (VTAP)
(All levels of VTAP are determined through an IEP Team decision)

SPT 251/252 PRE-VOCATIONS
(Yearly 1 Credit) (IEP Team Recommendation)

This course is designed for students with significant vocational deficits who will benefit from training that addresses functional limitations prior to entering the Vocational Training Program. Pre-Vocations includes, but is not limited to: following basic directions, completion of simple tasks, appropriate hygiene/appearance, learning basic personal information, cooperation skills, communication and social skills, following a basic schedule.

SPV 101/102 VOCATIONS 1
(Classroom: Yearly 1 Credit)

This is the introductory course which focuses on basic entry level employment skills. Topics include, but are not limited to: job search, completing job applications, interview preparation, the unwritten rules of the work environment, career exploration, job safety, cooperation, basic employability skills. This course is designed to offer introductory skills for employability. **This course must be taken in conjunction with a training site.**

SPV 111/112 VOCATIONS II
(Classroom: Yearly 1 Credit)

This course focuses on the 12 employability skills recognized by adult service agencies. Topics include, but are not limited to: job preparation, job seeking skills, getting to know your strengths and weaknesses, career research, interviewing, resume writing, human relations, taxes, managing your money, growing vocationally for transition. Student participation in this course offers exposure to skills for employability. **This course must be taken in conjunction with a training site.**
***Students who take Vocations II a second year will have the option of enrolling in Training Sites only, this is an IEP team decision. ***

SPV 151/152 TRAINING SITE 1 – VTAP Work
(Semester 1 Credit or Yearly 2 Credits) (IEP Recommendation)

This hands-on experience is offered in combination with one of the above Vocations Courses. A variety of training sites are offered and assigned based on student interest, ability, and IEP team recommendations. Training sites are created for the purpose of providing the student with an overall work experience, transferable to any job. Training sites allow for the assessment of the 12 evaluation criteria recognized by adult service agencies. Training sites include, but are not limited to: vocational training center, on-campus sites, and community sites. Training sites are assigned by the Vocational Coordinator.

SPV161/162 TRAINING SITE 2 – VTAP Work
(Semester 1.5 Credits or Yearly 3 Credits) (IEP Recommendation)

This experience takes place within the community, is competitive and integrated with non-disabled workers.

- Student must have received a VTAP grade of B or higher the previous 2 semesters.
- Student must have received a vocation work course grade of B or higher the previous 2 semesters.
- Student must meet the VTAP attendance policy the previous 2 semesters.
- Student must provide own transportation to and from work.
- Community employment site must be approved and secured in advance by the date provided by the assigned VTAP Coordinator.
- Student may have the option of enrolling in training site only, this is an IEP team decision.
- If the site falls through, the student will no longer be eligible for the Training Site 2 option and will be considered for the Training Site 1 option.

EUGENE FIELD 18-22 SECONDARY SERVICES COURSE DESCRIPTIONS

The 18-22 Transition Program was developed by Unit 5 Special Education Teachers and Staff. The purpose of the program is to provide Unit 5 students with intensive transition experiences and training in real-life age appropriate settings. These students have attended 4 years of high school and are preparing for life as young adults.

SPF 111/112 ADULT LIFE SKILLS PROGRAM (1)

Designed to meet the needs of each individual student, the Adult Life Skills 1 program focuses on the areas of communication, interpersonal skills, independent living skills, vocational skills, functional academics, independent functioning along with exposure to recreational and leisure opportunities across all environments. There is an emphasis on applying learned skills in multiple settings, while problem solving and building independence. Instruction is provided in the classroom, community and vocational settings. Program works to connect students and families to appropriate and available adult service resources in the areas of employment, education and living situations.

SPF 121/122 ADULT LIFE SKILLS PROGRAM (2)

This program is designed to meet the needs of individuals across disability categories. The program primarily focuses on functional academics and life-skills along with community-based instruction. Communication needs and social skills are addressed. Intensive individualized instruction is provided. Areas of focus may include: independent living skills, vocational skills, functional academics, independent functioning along with exposure to recreational and leisure opportunities across all environments. There is an emphasis on applying learned skills in multiple settings, with the proper amounts of support for independence. Students enrolled in this program typically transition to an Adult Developmental Training program or Supported Employment Program.

SPF 131/132 ADULT LIFE SKILLS PROGRAM (3)

This program is designed to meet the needs of individuals across disability categories with multiple, significant needs. While individualized for each student, the program addresses needs in the areas of mobility/positioning, communication, sensory stimulation, health/medical, and adapted life skills. The area of functional academics is also addressed as necessary for each student. An intense level of support is provided to each student to ensure all needs are met. In addition, the use of technology and adapted equipment is widely used to provide for a successful learning environment for the students. Instruction is provided in both the classroom and community environments to provide opportunities for rec/leisure experiences and community-based instruction. Students enrolled in this program typically transition to an Adult Developmental Training program.

SPF 181/182 DEVELOPMENTAL TRAINING (DT) PROGRAM

This program is designed for students with significant vocational deficits who benefit from an alternate location or additional training to address functional limitations prior to entering the Vocational Transition Assistance Program. Individualized goals are established through the IEP process to meet each students' wants and needs. The program includes but is not limited to: following basic directions, completion of simple job tasks, appropriate hygiene/appearance, cooperation skills, communication and social skills, pre-vocational skills assessments, and following a basic schedule. Developmental Training can be a precursor to Unit 5 VTAP.

SPF 191/192 VOCATIONAL TRANSITION ASSISTANCE PROGRAM (VTAP) WORK PROGRAM

The Vocational Transition Assistance Program is an evaluation, training, community participation, and employment preparation program. It is designed to help prepare students for their transition into employment and optimum community participation as adults. Hands-on training sites are created for the purpose of providing the student with an overall work experience, transferable to any job or community activity. Students are placed at training sites for a portion of their school day for the opportunity to gain valuable employability, communication and independence skills. This program is designed to provide support for students as they strengthen their skills in the areas of cooperation, initiative, work habits, adaptability, acceptance of constructive criticism, personal appearance/professionalism, teamwork, communication, problem solving, and completing work with high-quality.

RESOURCE

SPL 991/992 RESOURCE STUDY HALL
(No Credit) (9, 10, 11, 12)

This supported study hall is designed as a means to monitor, assist, and provide specific skills and supports for student IEP goals and progress. Accommodations and adaptations are provided as necessary for each student. Curricular goals are supported during this time.

OTHER

SPL 131/132 CHOICES
(Semester ½ Credit) (9, 10, 11, 12)
Prerequisite: Referral Form completed by assigned Case Manager

This course is designed to support students who are experiencing circumstances that interfere with their academic performance. These types of challenges can include but are not limited to failing grades, administrative intervention, attendance factors, frequent transitions, factors that have required counseling, and stressors outside of school. Course objectives include teaching proactive strategies to effectively manage life stressors and identifying resources. Course topics include but are not limited to: ways to succeed in school, handling peer stressors, responding to family relationships, positively navigating dating relationships, avoiding various peer pressures, building resiliency, and improving self-image. Students with the Related Service of Social Work are encouraged to take this course as well as students with the eligibility of Emotional Disability. Students who are transferring to the public-school setting from a therapeutic day school or more restrictive placement should be enrolled in this class to assist in the transition process. This class can be taken numerous semesters as an elective credit.

SPL 141/142 CONSUMER EDUCATION
(Semester ½ Credit) (9, 10, 11, 12)

This course is designed to increase understanding of personal finances, housing, taxes, loans, and significant purchases. This course meets the consumer education graduation requirement.

SPL 701/702 SOCIAL THINKING
(Yearly 1 Credit) (9, 10, 11, 12)

Students placed in Social Thinking have deficits in social due to their identified disability(ies). Students exhibits difficulties/deficits in the area(s) of Social communication, Problem solving, Communication skills, Peer interactions, Self-advocacy, and Managing anxiety. Please note that deficits may not be noted in all above areas for consideration for enrollment. Students engage in a variety of activities including small/large group discussion, role play, scripting, social interaction games, transition planning, IEP investigation, and conversational skills. Every activity is based on developing communication/interaction skills for the classroom, workplace, social settings, and various interpersonal opportunities.

SPL 121/122 STUDY SKILLS
(Semester ½ Credit) (9, 10, 11, 12)

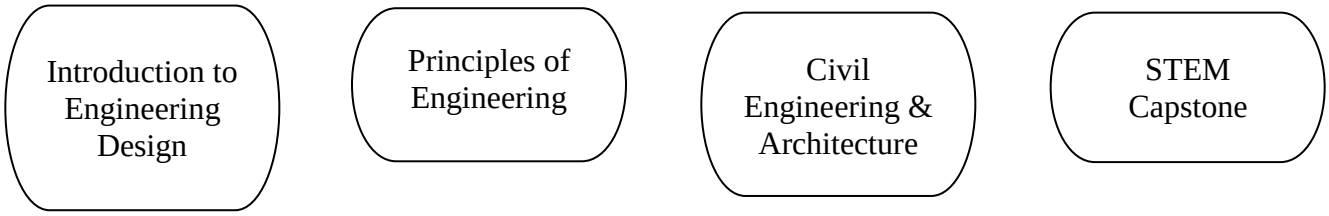
This one semester class will help students improve basic study skills. Topics will include note taking, test-taking strategies, and organization.

SPL 201/202 WRITING LAB
(Semester ½ Credit) (9, 10, 11, 12) English Credit

This course is designed to improve written communication skills. Activities will focus on group interaction and the writing process. Instruction in sentence types, sentence structure, writing paragraphs, narrative essays, expository essays, use of prewriting tools, editing and revising is provided.

Technology

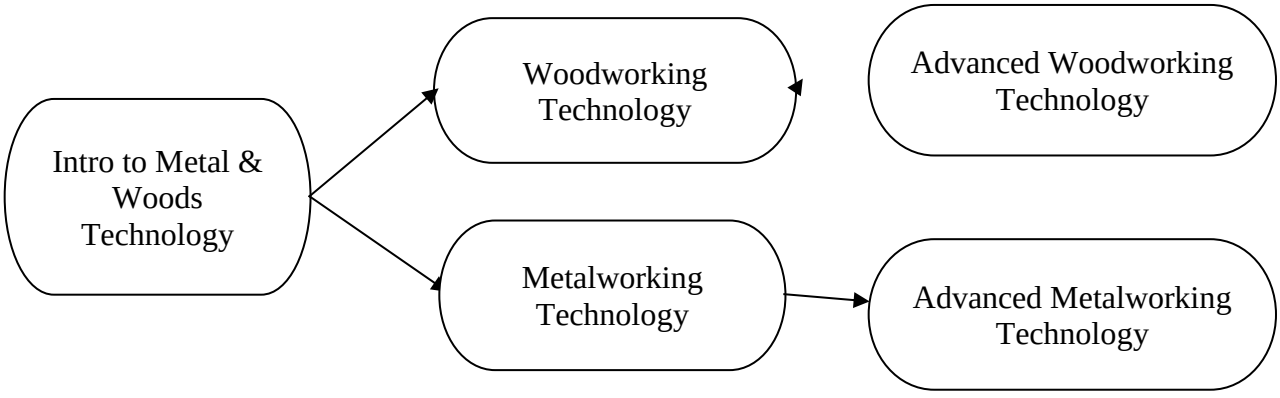
Engineering sequence



General Technology Sequence

Interactive Design Sequence

Applied Technology Sequence



Note: See course list for prerequisites

TECHNOLOGY COURSE LIST

SUBJECT	GRADES	PREREQUISITES
Intro to Technology Concepts	9, 10, 11, 12	None
Video & Multimedia Technology	10, 11, 12	One year of Technology Concepts or one year of Intro to Animation & Rendering
Advanced Video & Multimedia Technology	11, 12	One year of Video & Multimedia Technology
Introduction to Metal & Wood Technology	9, 10, 11, 12	None
Introduction to Engineering Design	9, 10, 11, 12	None
Principles of Engineering CTE-Dual Credit	10, 11, 12	None
Civil Engineering & Architecture CTE-Dual Credit	11, 12	None
Intro to Animation & Rendering	9, 10, 11, 12	None
Metalworking Technology CTE-Dual Credit	10, 11, 12	One year of Intro to Metal & Woods Tech
Advanced Metalworking Technology CTE-Dual Credit	10, 11, 12	One year of Metalworking Technology
Woodworking Technology	10, 11, 12	One year of Intro to Metal & Woods Tech
Advanced Woodworking Technology	10, 11, 12	One year of Woodworking Technology
STEM Capstone	12	None

TECHNOLOGY COURSE DESCRIPTIONS

TEC 081/082 INTRODUCTION TO TECHNOLOGY CONCEPTS
(Semester ½ Credit, Yearly 1 Credit) (9, 10, 11, 12)

This is an exploratory class in Technology, Energy Utilization, 3D Computer Aided Design and several other technological concepts. Through "hands-on" projects, students will learn about the history of and the impacts of technology and possible career choices for the future. Students will develop teamwork, problem solving, and design skills. A variety of concepts will be explored through a majority of self-directed activities, utilizing computer based and hands-on learning in teams. Upon completion, students will have an understanding of what courses/careers are available to them and demonstrate team working strategies and display technological literacy. Students will also study basic drafting, energy utilization, digital media, personal computer hardware and software, and manufacturing principles. Student projects include: 3D designs, soldering project, engineering design project, Gamemaker video games, video game cases, networking computers, and aerospace project. *This course is designated as a STEM Concentration Course.

TEC 201/202 VIDEO & MULTIMEDIA TECHNOLOGY
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Full year of Technology Concepts or Animation & Rendering

This semester or full year course examines how to communicate using digital media. Students will learn how to create digital media in the areas of computer animation, digital video editing, graphic design, and audio. Within each area students will learn how to create digital media content including text, digital images, videos, and sound. Throughout this course students will become proficient in Adobe Creative Cloud Suite. Students will design and develop products such as t-shirts, commercials/short videos, audio files and computer animations. This class will utilize the video production studio for video creation and editing. *This course is designated as a STEM Concentration Course.

TEC 231/232 ADVANCED VIDEO & MULTIMEDIA TECHNOLOGY
(Yearly 1 Credit) (11, 12)
Prerequisite: Full year of Digital Media Production

This course builds on the application of knowledge gained during the first level of digital media production. Projects will include school broadcasts/video announcements, school-related video creation, instruction video creation, web page construction, and the Bloomington-Normal Film Fest. Students will extend their capabilities with cameras and lighting as well as directing their own video project. **This course is designated as a STEM Concentration Course.*

TEC 251/252 INTRODUCTION TO METAL AND WOODS TECHNOLOGY
(Semester ½ Credit, Yearly 1 Credit) (9, 10, 11, 12)

Introduction to Metal and Woods Technology concentrates on the basic applications and process that are used in working with wood, metal, and plastic. Students will study practical applications where industrial materials are used in today's society and study the processes of manipulating those materials. Concentration includes separating, forming, fabricating, and finishing through hands-on labs and activities. Students will produce various types of take-home projects made from industrial materials that will utilize woodworking, machining, and welding processes. This class is a great introduction to learn how to build, visualize and produce projects! Students will receive an opportunity to proficiency test for HCC MFTG 115 upon completion of a full year.

TEC 411/412 INTRODUCTION TO ENGINEERING DESIGN
***In Cooperation with Project Lead the Way**
(Yearly 1 Credit) (9, 10, 11, 12)

IED focuses on the design process and the applications that are used in the design world. Through hands-on projects, students apply engineering standards and document their work. Students use industry standard 3D modeling software to help them design solutions to solve proposed problems, document their work using an engineer's notebook, and communicate solutions to peers and members of the professional community. **This course is designated as a STEM Concentration Course.*

TEC 421/422 PRINCIPLES OF ENGINEERING – CTE DUAL CREDIT
***In Cooperation with Project Lead the Way**
(Yearly 1 Credit) (10, 11, 12)

This course will offer students a unique opportunity to earn dual credit for Project Lead the Way (PLTW) coursework. This course is part of a series of high school pre-engineering curriculum developed by the national engineering program Project Lead the Way. Students will study different fields of engineering thought: civil, mechanical, electrical, energy, etc, technological systems, and manufacturing processes.

Students will also be involved in activities that focus on social and political consequences of technological change. Lessons are taught through hands-on projects that concentrate on how engineers and technicians use math, science, and technology to solve problems to benefit people. **This course is designated as a STEM Concentration Course. Heartland Community College Career Technical Education Credit can be achieved for Principles of Engineering.*

TEC 431/432 CIVIL ENGINEERING AND ARCHITECTURE – CTE DUAL CREDIT
***In Cooperation with Project Lead the Way**
(Yearly 1 Credit) (11, 12)

This course will offer students a unique opportunity to earn dual credit for high school level Project Lead the Way (PLTW) coursework; students must be enrolled in approved high school level PLTW programs in order to qualify for this course. Students enrolled in CEA will study the area of Civil Engineering and Architecture through a long-term project that involves the development of a local property site. As you learn about various aspects of civil engineering and architecture, you will apply what you learn to the design and development of this property. The course covers the following: The roles of civil engineers and architects, project and site Planning, building design, and project documentation and presentation. Revit, which is a state-of-the-art 3D design software package from AutoDesk, will be used to help design solutions to solve your major course project. Working in teams, you will learn about documenting your project, solving problems, and communicating your solutions to other students and members of the professional community of civil engineering and architecture. CEA is an advanced specialized course within the Project Lead the Way sequence. **This course is designated as a STEM Concentration Course*. *Heartland Community College Career Technical Education Credit can be achieved for Civil Engineering and Architecture.*

***Project Lead the Way** (PLTW) is a nationally recognized high school Pre-Engineering curriculum that uses rigorous and relevant curriculum through a project-based approach that engages students in conjunction with math and science content. Unit Five courses offered in the PLTW sequence include: Introduction to Engineering Design, Principles of Engineering, and Civil Engineering and Architecture. Project Lead the Way courses are eligible for college credit at certain engineering universities (i.e. RIT, Bradley, Purdue and others).

TEC 491/492 INTRODUCTION TO ANIMATION & RENDERING
(Semester ½ credit, Yearly 1 Credit) (9, 10, 11, 12)

This course is designed to introduce students to basic methods and practices of creating 3D animation and renderings. Students will experiment with a wide variety of animation techniques. They will use math skills to control timing, physics to control lighting and optics, writing skills for storytelling, art talents to create characters, and computer skills for editing scene, shape and object manipulation. Using industry leading 3D animation software, the student will learn to create animations that closely resemble famous movies such as: Toy Story, Monsters, Inc., and Inside Out. Attention will also be given to rendering and animating of fires, hair, explosions, and characters. Ninety percent of this course will have students using their technical skills to render and animate using provided software. **This course is designated as a STEM Concentration Course*.

TEC 521/522 METALWORKING TECHNOLOGY – CTE DUAL CREDIT
(Yearly 1 Credit)
Prerequisite: One Year of Introduction to Metal & Woods Technology

This course introduces the metal-working processes used to form, fabricate, and assemble manufactured products. Course content focuses on shielded metal arc welding, gas metal arc welding, oxy-fuel cutting, plasma torch cutting, lathe turning, and milling. Eighty-five percent of the content is taught through hands-on problem-solving activities. *Heartland Community College Career Technical Education Credit can be achieved for Metalworking Technology.*

TEC 561/562 ADVANCED METALWORKING TECHNOLOGY – CTE DUAL CREDIT
(Yearly 1 Credit)
Prerequisite: One Year of Metalworking Technology

This course focuses on advanced topics in metalworking such as: milling, lathe turning, welding, and project design. Throughout the semester, students will design and build a functional working product along with completing welding preparation in shielded metal are welding, gas metal arc welding, and gas tungsten arc welding. Course material concentrates on problem solving and hands-on activities. **This course is designated as a STEM Concentration Course. Heartland Community College Career Technical Education Credit can be achieved for Advanced Metalworking. For an additional fee, students may choose to earn OSHA General Industry training credential through an on-line supplemental curriculum.*

TEC 721/722 WOODWORKING TECHNOLOGY
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: One Year of Introduction to Metal & Woods Technology

This course is designed to help students develop an understanding of the manufacturing process through woodworking. Students will become skilled in the use of woodworking machines, tools and techniques. Students will also design, develop and produce a manufactured project. Topics include the manufacturing process, basic cabinet making/woodworking, jig and fixture production, finishing, assembly, wood identification and wood production. Considerable emphasis is placed on the production of wood products within a manufacturing environment.

TEC 741/742 ADVANCED WOODWORKING TECHNOLOGY
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: One Semester of Woodworking Technology

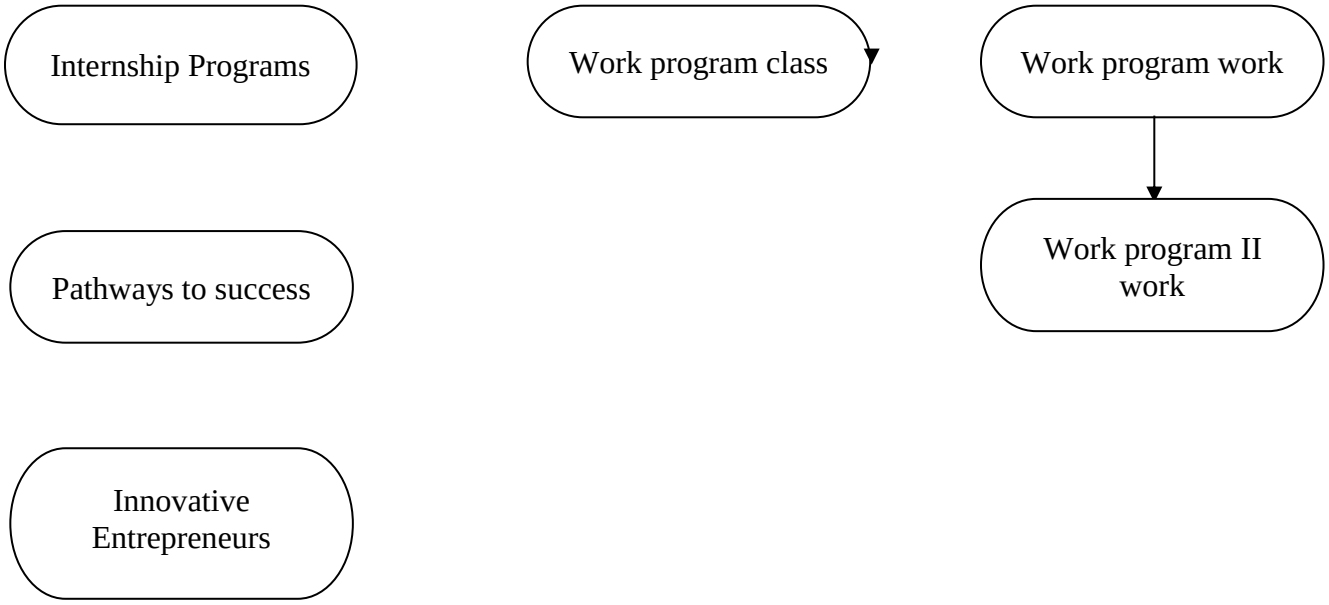
This course is an advanced study of the manufacturing process of wood products. Students will research, plan, and manufacture a student designed wood project with instructor approval. Topics include the product design, measurement, layout, manufacturing processes, cabinetmaking/woodworking, jig and fixture production, finishing assembly, wood identification and wood production. *This course is designated as a STEM Concentration Course. *For an additional fee, students may choose to earn OSHA General Industry training credential through an online supplemental curriculum.*

STM 811/812 STEM CAPSTONE
(Yearly, 1 Credit) (12)

The STEM Capstone course is the final course in the STEM Designation sequence. Students who enroll in this course will have the opportunity to apply the knowledge and skills they have learned through their previous STEM courses by working with local businesses / nonprofits to identify and solve a real-world problem. Students will explore the fundamentals of STEM design through robot construction, computer programming, profit analysis of design solutions and scientifically determining material properties. Students will then identify a problem, develop a solution and transform their idea into a product. The authentic partnerships developed during the course with STEM professionals will enable students to gain experience in STEM industries and explore potential careers. At the conclusion of this course students will have a marketable design solution which solves a real-world problem.

Please see page 14 for a complete description of the STEM Designation and for a list of courses that meet the prerequisite requirements.

Work/Career Exposure



WORK/CAREER EXPOSURE COURSE LIST

All Elective Courses

SUBJECT	GRADES	PREREQUISITES
Pathways to Success – Dual Credit	11, 12	None
Work Program Class	11, 12	
Work Program Work Year 1	11, 12	
Work Program Work Year 2	12	
Internship Program	12	Application is required
Innovative Entrepreneurs	12	Application is required

WORK/CAREER EXPOSURE COURSE DESCRIPTIONS

WRK121/122 PATHWAYS TO SUCCESS – DUAL CREDIT
(Semester ½ Credit) (11, 12)

This course will help students gain awareness of their academic, career, and personal selves and facilitate development in each of these areas. The focus will be placed on gaining knowledge of each self, identifying areas of strength and those needing improvement, and mastering the tools necessary to achieve growth in these life areas. *Heartland Community College dual credit can be achieved for Pathways to Success.*

WRK 101/102 WORK PROGRAM (CLASS)
(Yearly 1 Credit) (11, 12)
Prerequisite: Concurrent enrollment in WRK151/152

Workplace competencies and foundation skills such as orientation to a new job, interpersonal relationships, communication skills, evaluations, self-management, decision-making, critical thinking, responsibilities, labor laws, money management, income tax, career exploration, and entrepreneurship are covered and related to real-world working situations. Second year work program students cannot take WRK 101/102. **Meets Consumer Education requirement.*

WRK 151/152 WORK PROGRAM (WORK)
(Yearly 2 Credits) (11, 12) (First Year)
Prerequisite: Concurrent enrollment in WRK 101/102

This course enables students to develop and refine occupational competencies needed to acquire and succeed in a job, adjust to the employment, and advance in an occupation of their choice. On-the-job instruction is supervised by the employer. Students work closely with the teacher-coordinator in planning student learning experiences, which are compatible with student goals. Students are required to work an average of 15 hours per week.

WRK 161/162 WORK PROGRAM II (WORK)
(Yearly 2 Credits) (12) (Second Year)

This course enables students to develop and refine occupational competencies needed to acquire and succeed in a job, adjust to the employment, and advance in an occupation of their choice. On-the-job instruction is supervised by the employer. They work closely with the teacher-coordinator in planning student learning experiences, which are compatible with student and employer goals. Students are required to work an average of 15 hours per week. Any student who has already taken WRK101/102 will be required to meet with the work program coordinator once a week to submit hourly logs and discuss their job. Failure to meet with the coordinator at agreed upon times may result in removal from the work program.

Additional Work Program Information…

- Any student wishing to enroll in the Work Program must complete the application provided by their counselor.
- Parents/guardians are required to sign the application prior to acceptance.
- Interested students will meet with the Work Program coordinator to discuss the program prior to being accepted.
- Students are responsible for obtaining their own employment, and must be employed by the first day of school.

- Students are responsible for their own transportation to and from work.
- The Work Program coordinator will meet with the employers to evaluate the students each quarter.
- Students who fail the class portion of the Work Program (WRK 101/102) will be removed from the Work Program entirely.

WRK 141/142 INTERNSHIP PROGRAM
(Semester ½ Credit or 1 Credit) (Yearly 1 Credit or 2 Credits) (12)
Prerequisite: Application is required.

The Internship Program is designed for career exploration that benefits the student and will be tailored to meet the unique needs and interests of the learner. The student will participate in a workplace experience while interning with a mentor in a business/organization, which is reflective of the student's career interest, while observing workplace functions and investigating the requirements of a specific career field. Essential career skills will be correlated with soft skills and academic skills in a project-based format. The student will be released from school Monday-Thursday during practicum period(s) to intern with their mentor in an unpaid position with a business/organization an average of four hours per week for ½ credit or eight hours per week for 1 credit. Every Friday the student will participate in Internship Seminars during practicum period(s) at school instead of working with their mentor at the internship site. Seminars will assist the student in making connections between academic learning and workplace experiences in the following areas:

- Academic application, competency, and relationship development in a professional setting
- Career exposure, professionalism, and organizational culture
- Performance evaluation in light of expressed goals and learning outcomes
- Self-perception as compared to professional perception of site mentor
- Career goal assessment and clarification through reflection on internship experience
- Career Portfolio development, networking, and social media

BUS 741/742 INNOVATIVE ENTREPRENEURS
(Yearlong 2 Credits) (12)
Prerequisite: Application is required.

This class is a year-long experience that 1) engages students in startup business development and processes, and 2) creates meaningful connections with local business owners and innovators. Students will visit local businesses, partner with a business mentor, learn from guest speakers, develop their own business idea, and present progress to panels of business owners and investors throughout the year. Students will be exposed to design thinking, ideation, prototyping and a multitude of business and entrepreneurship concepts. Teamwork, motivation, responsibility, communication and inquiry will be further developed through this course. Students must be able to transport themselves to class each day as class will be held at various local businesses. This class requires an application and interview process that takes place in Decembe~~r~~.

This class will take place during 1st and 2nd hours; students will return to school prior to the beginning of 3rd hour.

BLOOMINGTON AREA CAREER CENTER

All Elective Courses

	GRADES	PREREQUISITE
Automotive Technology I	11, 12	None
Automotive Technology II	12	Automotive Technology I – C or better
Barbering I	10, 11, 12	None
Barbering II	11, 12	Barbering I – C or better
Computer Technology & Networking I	10, 11, 12	Technology Concepts
Computer Technology & Networking II	11, 12	Computer Technology & Networking I – C or better
Computer Technology & Networking III	12	Computer Technology & Networking II – C or better
Construction I	10, 11, 12	Woodworking Technology
Construction II	12	Construction I – C or better
Cosmetology I	10, 11, 12	None
Cosmetology II	11, 12	Cosmetology I – C or better
Cosmetology III	11, 12	Cosmetology I – C or better
Criminal Justice & Law Enforcement I	10, 11, 12	None
Criminal Justice & Law Enforcement II	12	Criminal Justice & Law Enforcement I – C or better
Culinary Arts I	11, 12	FCS111-2/122 Culinary Arts I & II
Culinary Arts II	12	Culinary Arts I – C or better
Fire Science I	11, 12	None
Emergency Medical Technician – Basic	12	None
Health Careers & Medical Terminology	10, 11, 12	None
Nurse Assistant	11, 12	None
Advanced CNA	12	Nurse Assistant (B or higher) and CNA Certification
Graphic Design & Video Production I	10, 11, 12	None
Graphic Design & Video Production II	11, 12	Graphic Design & Video I – C or better
Robotics & Engineering	11, 12	Principles of Engineering
Welding I	11, 12	Metal Working Technology
Welding II	12	Welding I – C or better
Laborers' Training	11, 12	None
Trades & Manufacturing	11,12	None

BLOOMINGTON AREA CAREER CENTER COURSE DESCRIPTIONS

The Bloomington Area Career Center, located at Bloomington High School, is available to 10th, 11th and 12th grade students. The programs are designed to further a student's training in a specialized occupational area if they meet the prerequisites listed for that program. Transportation is provided from Unit 5 High Schools to the Bloomington Area Career Center and back each school day. **Students must adhere to attendance guidelines. Students who have missed 10% (18 days) of school in the previous 180 enrollment days will not be considered**.

Note: Additional class time will be required for travel.

Any student wishing to enroll in the Bloomington Area Career Center must complete the online application. For more information, students should see their school counselor.

AVT 641/642 AUTOMOTIVE TECHNOLOGY I
(Yearly 2 Credits) (11, 12)
Prerequisite: None

This course is designed to prepare students for an entry-level job or advanced training in the automotive service and diesel technology field. Students will develop skills in the design, theory, function, and diagnostic procedures of gasoline and diesel engines. In addition, all aspects of the vehicle will be covered, including safety, basic maintenance, braking systems, engine repair, suspension and steering, electrical/electronic, which include modern computer controls and emissions systems. Students will perform automotive service work with an emphasis on shop operating safety procedures.
This class is Dual Credit with Illinois Central College, Automotive 110, 3 credits

AVT 651/652 AUTOMOTIVE TECHNOLOGY II
(Yearly 2 Credits) (12)
Prerequisite: Automotive Technology I – C or better

Students will enhance the skills learned in Automotive Technology I as well as develop new skills. Students will learn to use advanced tools and equipment through hands-on experience with the latest technology in the automotive industry. Specific topics that will be covered in depth include safety, basic maintenance, braking systems, engine repair, suspension and steering, electrical/electronic, which include modern computer controls and emissions systems. The students will perform automotive service work with an emphasis on real world shop operating scenarios using teacher and community vehicles. Electric Vehicle theory and application methods including service, diagnostics, and repair.
This class is Dual Credit with Illinois Central College, Automotive 110, 3 credits

AVF 701/702 BARBERING I
(Yearly 2 credits) (10, 11, 12)
Prerequisite: None

AVF 711/712 BARBERING II
(Yearly 2 credits) (11, 12)
Prerequisite: Barbering I – C or better

There are tremendous opportunities for a great career in the barbering industry. As a barber, you'll devote your talents to making others look and feel their best. You'll keep up with current trends through practice, instructor demonstrations, and working on mannequins. The barbering industry offers many options for personal growth and many career paths to choose from. Students attend Hairmasters which is a Pivot Point Legacy School. While attending, students demonstrate competencies in several of the classroom modules needed for the required Illinois State Board Exam. All students will focus on one module in the first year and another module in the second year. Classes will also attend the Midwest Beauty Show in Chicago, IL where they are able to network with over 50,000 barbering and cosmetology industry professionals.

Module One will consist of the basic skills in men's and women's haircutting and styling. Students will practice these skills until they have mastered them based upon industry standards. ***Module Two*** will consist of furthering skills in men's and women's haircutting and styling as well as adding skills in perming, relaxing, and coloring services. Students then practice these skills until they have mastered them based upon industry standards. All hours accumulated during the student's time at BACC Hairmasters Barbering are credited towards the completion of the 1,500-hour course and licensure.
This program pathway may be completed at Hairmasters where they will prepare you to take the Illinois State mandated exam.

AVT 221/222 COMPUTER TECHNOLOGY & NETWORKING I
(Yearly 2 Credits) (10, 11, 12)
Prerequisite: Technology Concepts

The Computer Technology & Networking course is designed to equip both the novice and experienced students with entry-level computer technician proficiencies. Students will work closely with the instructor, an educational technology department, and local technology businesses to better their understanding of the material covered in class. The course will help students become adept with customer support techniques and key computer hardware architecture components, such as: the motherboard, processor, memory, drives, networks, power supplies, and peripheral devices for both desktop and laptop computers. Additionally, students will install, configure, and troubleshoot the significant operating systems utilized today. Significant lab time is provided to offer the student authentic hands-on experiences in working with computers.
The goal is to prepare these students to take the COMPTIA A+ Certification (starting point for a career in IT) and have them available to assist schools' technology departments in a variety of manners. In addition to hardware curriculum, the class will also be working on basic networking knowledge and skills; connecting to a network, connecting to the internet through an ISP, network addressing, network services, wireless technologies, basic security, and troubleshooting your network.
COMPTIA A+ certification. This class is Dual Credit with Heartland Community College, Computer Science 101, 3 credits, Networking 150, 3 credits and Networking 151, 3 credits.

AVT 231/232 COMPUTER TECHNOLOGY & NETWORKING II
(Yearly 2 Credits) (11, 12)
Prerequisite: Computer Technology & Networking I – C or better

This course builds on the skills introduced in Computer Technology & Networking I. Students learn how to connect and install multiple computers and peripherals together to create a computer network. Students build, configure, and maintain network servers along with installing and configuring various network operating systems such as Novell, Windows, and Linux. Students learn to use troubleshooting services, system monitoring utilities, and data backup and recovery systems. Other topics include learning how to connect various network components such as servers, computers, and printers together using data cabling, hubs, and switches. Students learn to run, terminate, and troubleshoot data cabling. In addition, students learn how to install and upgrade software across the network, as well as map drives and share resources such as printers, software, and files. The course includes setting up and configuring various network services such as TCP/IP, DHCP, DNS, VPN, terminal services, e-mail, and web services. Students learn how to secure and protect network servers and data as well as setting up and configuring a firewall, intrusion detection system, and encryption software for identifying and preventing potential network attacks.
COMPTIA A+ certification. This class is Dual Credit with Heartland Community College: Networking 160, 3 credits and Networking 167, 3 credits.

AVT 241/242 COMPUTER TECHNOLOGY & NETWORKING III
(Yearly 2 Credits) (12)
Prerequisite: Computer Technology & Networking I & II – C or better

This course builds on the skills introduced in Computer Technology & Networking I and II. Internships will be a part of this course along with independent study in the students' area of interest. Cybersecurity is currently the main focus of this course through an online lab simulation application.

AVT 761/762 CONSTRUCTION I
(Yearly 2 Credits) (10, 11, 12)
Prerequisite: Woodworking Technology

This course provides an opportunity for students who are planning on entering a post-secondary educational program in construction or entering into the workforce at entry level. The focus of this class is hands-on construction. There will be emphasis on foundations, framing, exterior and interior finish, electrical, plumbing, and roofing. Students will develop workplace skills in basic math, hand and power tools, basic blueprint reading, safe work habits, proper job attitudes, technical jargon, and learn about the wide variety of opportunities in the field of construction.
OSHA 10-hour safety certification and CertainTeed Master Shingle Applicator Certification
This class is dual credit with Heartland Community College, Construction 101, 3 credit hours.

AVT 781/782 CONSTRUCTION II
(Yearly 2 Credits) (12)
Prerequisite: Construction I – C or better

This course provides an opportunity for students who are planning to enter a postsecondary educational program in construction or enter into the workforce at entry level. Students will enhance workplace skills in blueprint reading, mechanical systems, electrical wiring, and construction estimating and scheduling, while developing leadership roles.

AVF 801/802 COSMETOLOGY I
(Yearly 2 Credits) (10, 11, 12)
Prerequisite: None

AVF 851/852 COSMETOLOGY II
(Yearly 2 Credits) (11, 12)
Prerequisite: Cosmetology I – C or better

AVF861/862 COSMETOLOGY III
(Yearly 2 Credits) (12)
Prerequisite: Cosmetology II – C or better

Do you want to learn how to braid, style, and perm long and short hair? Then this is the program for you! Students attend Hairmasters, which is a Pivot Point Legacy School. While attending, students demonstrate competencies in two of the five classroom modules needed for the required Illinois State Board Exam. All students will focus on one module in the first year and another module in the second year. Classes will also attend the Midwest Beauty Show in Chicago, where they are able to network with over 50,000 hair, skin, and nail professionals.

Module One will consist of styling hair in the wet and dry state. Training on manikins will develop an understanding of the shape of the head. Observation will be made of different ways of styling long and short hair. These methods may include braiding, curling, straightening, up and down styles, and many more. Students then practice these methods until they have mastered these techniques based upon industry standards. ***Module Two*** will consist of understanding the texture of the hair. This will include adding and removing texture to hair, as well as multicultural texture reformation. Observation will be made of different ways of perming using different chemicals and rod styles, and relaxing hair using different chemical relaxers. Students then practice these methods until they have mastered these techniques based upon industry standards. All hours accumulated during the student's time at BACC Hairmasters Cosmetology are credited towards the completion of the 1,500-hour course and licensure.

First and second year students may also attend extra hours by attending night school to complete their certification early with the approval of their instructor. The Bloomington Area Career Center will pay for one-night school class.
This program pathway can be completed at Hairmasters where they prepare students to take the Illinois State mandated exam.

AVC 241/242 CRIMINAL JUSTICE & LAW ENFORCEMENT I
(Yearly 2 Credits) (10, 11, 12)

This program is designed to acquaint students with the various aspects of the criminal justice system, including the structure of law enforcement; procedures of criminal law; the court system; corrections; and juvenile justice. Students will first learn the basics of the criminal justice system and become familiar with criminal law and how it applies to individual rights. United States Supreme Court landmark cases will be examined to have a better understanding of their importance in today's role in our criminal justice system. Students will also hear from experts who will expand their knowledge about the multitude of career opportunities within the criminal justice field. Students will take part in field trips to various locations within the criminal justice specialty areas to see and learn about their daily operations. Students will also take part in various hands-on activities similar to the duties of a police officer, as well as explore aspects of various roles within the police departments, including exploration in forensic science, evidence processing, and steps to properly process a crime scene.

<u>Industry Certifications Available</u>: CPR/AED and Stop the Bleed Certifications

AVC 271/272 CRIMINAL JUSTICE & LAW ENFORCEMENT II
(Yearly 2 Credits) (12)
Prerequisite: Criminal Justice & Law Enforcement I – C or better

During this phase of the program, students will have the opportunity to explore more concise and detailed operations of the criminal justice field. Students will participate in various job-shadowing opportunities and off-site visits to select venues to gain a better understanding of specialties and characteristics within the criminal justice field. Independent study units will be used to allow a more advanced insight, as students will research and analyze actual police cases to examine findings and submit recommendations. Students will also have the opportunity to take on leadership and mentoring roles to first-year students and utilize their first-year experiences to assist in guiding students toward a successful year.

AVF 551/552 CULINARY ARTS I
(Yearly 2 Credits) (11, 12)
Prerequisite: FCS122 Culinary Arts II

This course provides students considering a career in culinary arts and the food service industry with classroom instruction and lab experiences to develop job-related competencies. Students start with basic sanitation and workplace safety, and then continue with instruction on food handling, preparation, quantity production, quality control, planning, operation, and presentation. Commercial quality food service equipment will be used to prepare food and provide hands-on instruction for each area of food study. ***Through this Dual Credit course, students will have the opportunity to earn the ServSafe Food Handler, Servsafe Food Production Manager Certification, and SerSafe Allergen Certifications through ServSafe, which is endorsed by the National Restaurant Association. This class is Dual Credit with Joliet Junior College: CA 106, 2 credits.***

AVF 591/592 CULINARY ARTS II
(Yearly 2 Credits) (12)
Prerequisite: Culinary Arts I – C or better

This course provides students with leadership opportunities and responsibility for food service management. Students in this class have the opportunity to cater many different events. Students have the opportunity to plan menus, select food, supervise food preparation, develop pricing strategies, order food, and maintain safety and sanitation, while mastering operation of all food preparation equipment. Culinary related field trips and events will be part of the curriculum. Students develop skills that will prepare them for postsecondary education and employment opportunities.

AVC 341/342 FIRE SCIENCE I
(Yearly 2 Credits) (11, 12)
Prerequisite: None

This program allows students to explore and prepare for a possible career in the Fire Service. Professional Firefighters teach the course. Students will gain lab experience on-site at Bloomington and Normal Fire Stations and will learn technical and manipulative skills. Those skills include, but are not limited to, the following areas of study: fire behavior, safety, self-contained breathing apparatus, turnout gear use, portable fire extinguishers, ladders and ladder use, fire hose and appliances, building construction, forcible entry, ventilation, water supply, nozzles and fire streams, rescue, fire control, and ropes and knots. The students will be offered the opportunity to participate in Skills USA, a competition of other fire science students in Illinois.

Students must be in good physical condition to enroll in the course, as training will include climbing stairs and crawling with additional equipment and supplies.

Industry Certifications Available: First Responder Certification
This program will offer Dual Credit with Illinois Central College: Fire Science 110, 3 credits & Fire Science 113, 3 credits.

AVC 361/362 EMT (EMERGENCY MEDICAL TECHNICIAN)-BASIC
(Yearly 2 Credits) (12) (Seniors Only)
Prerequisite: None

This course will introduce the care and handling of the critically ill and injured. Emphasis is on the development of skills in assessment of illnesses and the application of proper emergency care procedures. This course will meet federal and state guidelines for basic EMT training. Students who successfully complete this course will be able to sit for the National Registry EMT-Basic licensure exam after turning 18 years of age and graduating from high school. Highlights include ride time at the local fire departments and hands-on practical training.

Industry Certifications Available: EMT-B License, CPR and Stop the Bleed Certifications
This class is Dual Credit with Heartland Community College, EMT 101, 8 credits.

AVH701/702 HEALTH CAREERS AND MEDICAL TERMINOLOGY
(YEARLY 2 CREDITS) (10, 11, 12)
Prerequisite: None

Health Careers and Medical Terminology is a one-year program offered to sophomore, junior, and senior students interested in pursuing a career in the medical field or in public safety. Students will learn basic human anatomy and physiology, a solid foundation in medical terminology, and injury/disease processes. Students will have many opportunities for hands-on training and skills development. It will provide a clear understanding of the first aid process in an emergency situation. The course will explore many medical career options such as Physical and Occupational Therapy, Radiology, Dental Assistant, Nursing, Sports Medicine, X-Ray Technician, as well as Physician specialties. It will give students an up-close look at employment opportunities and educational pathways. Multiple guest speakers from various backgrounds and career opportunities will present to the class.

This class is Dual Credit with Heartland Community College, Health 110, 3 credits.

AVH 651/652 NURSE ASSISTANT
(Yearly 2 Credits) (11, 12)
Prerequisite: None

Are you contemplating a career in health care? The opportunities are unlimited for trained professionals in the healthcare field. Upon successful completion of this course, students are eligible to take the state competency exam to become certified nursing assistants (CNAs). Classroom instruction includes certification in Basic Life Support/CPR and fundamental healthcare principles. Some of these healthcare principles include infection control, safety, patient confidentiality, measuring vital signs, bathing and grooming techniques, nutrition, and transferring residents. Students will participate in hands-on care of residents in long-term care facilities as part of the clinical requirements. Attendance is essential due to the number of state-mandated hours that are required. This class is recommended for students planning for post-secondary education or career attainment. Excellent attendance and communication skills are necessary.

This class is Dual Credit with Heartland Community College, Nursing 110, 8 credits.

AVH 691/692 ADVANCE CNA
(Yearly 2 Credits) (12)
Prerequisite: Nurse Assistant (B or higher), CNA Certification and approval from BACC instructors.

Are you interested in getting hands-on experience in local hospitals, clinics, and medical offices? The Advanced CNA program is an internship program in which students gain learning experiences in local health care facilities. Students will benefit from speakers within the industry, enhance their technical skills, and develop workplace readiness. Students who have completed the BACC Certified Nurse Assistant program have an opportunity to apply for the Advanced CNA program. The top 15 students are chosen based on their clinical skills, grades, attendance, professionalism, communication skills, and leadership qualities. Participating internship sites include, but are not limited to: Carle BroMenn Medical Center, OSF St. Joseph Medical Center, Center for Wound Healing and Hyperbaric Medicine, and Illinois Cancer Care. This class is recommended for students planning for post-secondary education or career attainment.

AVT 301/302 GRAPHIC DESIGN & VIDEO PRODUCTION I
(Yearly 2 Credits) (10, 11, 12)

Do you want to know how to turn your ideas into digital graphics? Do you have a skill at conceptualizing advertising graphics and want to turn them into usable pieces? Students in this course will develop skills used by digital media graphic designers, desktop publishers, and other members of the multimedia/communications industry. Students will be using industry standard software packages, such as: Photoshop, Illustrator, Final Cut Pro X, Logic Pro, and more. Students will be introduced to drawing techniques, digital photography, page assembly, multimedia production and print technologies, as well as vinyl printing and branded apparel design. Students will also utilize the steps necessary to mass produce digital media designs. If you are considering a career in graphic arts, this is the class for you!

This class is Dual Credit with Heartland Community College, Digital Media 101, 3 credits. Students have the opportunity to become Adobe certified in Illustrator CC and Photoshop CC.

AVT 311/312 GRAPHIC DESIGN & VIDEO PRODUCTION II
(Yearly 2 Credits) (11, 12)
Prerequisite: Graphic Design & Video Production I – C or better

Students in this class will receive intensive study in advanced digital media design. Students will have the opportunity to establish a leadership role within the print shop, and partner with outside resources to create projects for distribution. This class is recommended for students who are considering a career in the industry as well as preparing for post-secondary education. ***This class is Dual Credit with Heartland Community College, Digital Media 120, 3 credits.***

AVT401/402 ROBOTICS & ENGINEERING
(Yearly 1 Credit) (10, 11, 12)
Prerequisite: Principles of Engineering

Students enrolled in this course will demonstrate the knowledge and skills necessary for robotic and engineering industries. Through implementation of the design process, students will apply concepts learned in physical science and physics classes to mechanical devices. Students will develop skills in mechanical design (CAD), and construction as they work in teams to build simple and complex robotic devices. They will build prototypes or use simulation software to test their designs. Additionally, students will explore career opportunities, employer expectations, and educational needs in the engineering fields.

AVT 601/602 WELDING I
(Yearly 2 Credits) (11, 12)
Prerequisite: Metal Working Technology
Location: Heartland Community College and Tri-Valley High School

This course is designed for students with an interest in the field of manufacturing, which includes machining, sheet metal, computerized machines, and welding. Classroom instruction will include workplace safety, blueprint reading, applied math, training of hand and power tools, and instruction on proper procedures of laboratory equipment. Specialized laboratory learning experiences include planning, manufacturing, assembling, and metal fabricating process. Students will develop skills necessary to continue with post-secondary education or obtain an entry-level position in the manufacturing occupations. Students will also benefit from the business partnership with Caterpillar.

Industry Certifications Available: American Welding Society (AWS) Certification
This class is Dual Credit with Heartland Community College: Welding 110, 3 credits each.

AVT 621/622 WELDING II
(Yearly 2 Credits) (12)
Prerequisite: Welding I – C or better
Location: Heartland Community College and Tri-Valley High School

Students enrolled in this course will enhance their opportunities for obtaining employment in manufacturing. Students will specialize in an area of interest while mastering blueprint reading, applied math, training of hand and power tools, and instruction on proper procedures of laboratory equipment. Students will also increase the amount of lab experience in the area of Computer Numerical Control (CNC) by using a lathe and vertical mill. Students experience 95% hands-on activities during the second year and may work towards the American Welding Society (AWS) certification in Shielded Metal Arc Welding (SMAW). Students will also benefit from the business partnership with Caterpillar.

This class is Dual Credit with Heartland Community College: Manufacturing 115 and Welding 116, 3 credits each.

AVT801/802 LABORERS' TRAINING
Yearly (2 Credits) (11, 12)
Prerequisite: None
Location: Laborers' Training Facility in Stanford, IL

Are you interested in concrete finishing, bridging, mason tending, landscaping, GPS, blueprint reading, and pipe laying? The options and specializations available to Union Laborers are incredible! Upon successful completion of this program, students are eligible to apply for the Laborers' Union apprenticeship program with thirteen of the fifteen required classes for the Laborers' Union Apprenticeship Program. This course is a combination of both classroom instruction and hands-on experiences. Attendance is important for this course. This class is recommended for students who are highly interested in joining the Laborers' Union upon graduation. An interest in hands-on work and a willingness to try new things are essential for this course.

AVT 811/812 TRADES & MANUFACTURING

Yearly (2 Credits) (11, 12)

Prerequisite: None

This program will introduce students to trade and manufacturing opportunities in the BACC region. Students will receive an overview of key employer and trade union career opportunities to better understand the needed skills and expectations of local employers and industries. Students will meet at various businesses and union facilities to learn from experts in their fields. Students will be introduced to lean manufacturing and other various manufacturing processes and techniques.
OSHA 10 Safety Certification

Dual Credit is subject to change at the discretion of the community college.

SKILLSUSA

SkillsUSA is a nationally recognized organization that helps high school and college students enhance traits and skills that will help them succeed in the workforce. Members participate in local chapter meetings to develop leadership, teamwork, citizenship, character, and self-confidence as they attend classes to learn career and technical skills. State and National level competitions allow students to display the leadership and occupational skills they have learned throughout the year, and students are assessed by industry-driven standards. SkillsUSA provides access to postsecondary scholarships and training to prepare workers for a lifetime of success in and out of the workplace. Any student enrolled in a BACC program is eligible to participate in SkillsUSA.

HEARTLAND COMMUNITY COLLEGE/UNIT 5 PLACEMENT AGREEMENT

Heartland Community College will allow students to place into credit bearing courses and bypass the Heartland Community College Readiness assessment if a grade of an A or B is earned in the courses designated below. This info is documented below.

- Any student earning a B or better in the indicated Unit 5 course will meet placement for the designated HCC course(s) and will not need to take the HCC assessment.
- In year-long high school courses, a B or better is required both semesters.
- High school courses for placement will be honored if completed within 2 years prior to enrollment.

UNIT 5 MATH PLACEMENT

Unit 5 Course	HS Course Duration	Placement
MAT 681/682: Algebra 2 w/ Trigonometry	Year-long	TMAT 103: Technical Math I
MAT 721/722: Honors Algebra 2	Year-long	TMAT 103: Technical Math I
MAT741/742 Pre-Calculus	Year-long	TMAT 103: Technical Math I MATH 131: Explorations in Math MATH 135: Math for Elementary Teachers I MATH 141: Intro to Statistics
MAT811/812 STEM Trigonometry	Year-long	TMAT 103: Technical Math I MATH 131: Explorations in Math MATH 135: Math for Elementary Teachers I MATH 141: Intro to Statistics
MAT841 Finite Math	Semester	TMAT 103: Technical Math I MATH 131: Explorations in Math MATH 135: Math for Elementary Teachers I MATH 141: Intro to Statistics
MAT842 Probability & Statistics	Semester	TMAT 103: Technical Math I MATH 131: Explorations in Math MATH 135: Math for Elementary Teachers I MATH 141: Intro to Statistics
MAT851/852 AP Statistics	Year-long	TMAT 103: Technical Math I MATH 131: Explorations in Math MATH 135: Math for Elementary Teachers I MATH 141: Intro to Statistics
MAT891/892 Honors Pre-Calculus	Year-long	TMAT 103: Technical Math I MATH 109: College Algebra MATH 131: Explorations in Math MATH 135: Math for Elementary Teachers I MATH 141: Intro to Statistics
MAT921/922 AP Calculus AB	Year-long	TMAT 103: Technical Math MATH 109: College Algebra MATH 111: Finite Math MATH 131: Explorations in Math MATH 135: Math for Elementary Teachers I MATH 141: Intro to Statistics MATH 151: Calculus for Business & Social Science MATH 161: Calculus I
MAT942/942 AP Calculus BC	Year-long	TMAT 103: Technical Math MATH 109: College Algebra MATH 111: Finite Math MATH 131: Explorations in Math MATH 135: Math for Elementary Teachers I MATH 141: Intro to Statistics MATH 151: Calculus for Business & Social Science MATH 161: Calculus I

UNIT 5 ENGLISH PLACEMENT

Unit 5 Course	HS Course Duration	Placement
ENG 571/572 English IV	Semester	College Level Reading and Writing
ENG 631/632 Senior Literature	Semester	College Level Reading and Writing
ENG 721/722 Philosophy and Literary Criticism	Semester	College Level Reading and Writing
ENG 881/882 AP English Literature and Composition	Year-long	College Level Reading and Writing

Comparative First-Year Course Requirements

	Total	English	Social Studies	Math	Lab Sciences	Electives/Other
Chicago State University	15	4[1]	3[7]	3[8]	3[12]	2 foreign language, music, vocational education, or art [+]
Eastern Illinois University	15	4[1]	3[4]	3[8]	3	2 years of academic or vocational electives
Governors State University	15	4[1]	2	3[10]	2	2 years of one foreign language or fine arts; and 2 years of electives
Illinois State University	15	4	2	3[14]	2	2 years of electives in foreign language or fine arts
Northeastern Illinois University	15	4[1]	3[4]	3[8]	3	2 years of academic or vocational electives
Northern Illinois University	15	4[2]	3[5]	3[9]	3[13]	2 units (one must be foreign language, art, or music); Up to three units of the required fifteen units may be distributed throughout any of the five categories of course work. Vocational education may satisfy up to three of the units.
Southern Illinois University, Carbondale	15 or 16	4[1]	3[7]	3 or 4[10]	3[12]	2 years of electives in foreign language, art, fine arts, music or vocational education; if a foreign language is taken, it must include two semesters of the same language.
Southern Illinois University, Edwardsville	15	4[1]	3[4]	3[10]	3	2 years chosen from foreign language, music, the visual arts, theatre, dance and/or vocational education.
University of Illinois Chicago	16	4	3	3	3	2 years of foreign language (recommended); 1 year of electives.
University of Illinois Springfield	15	4[3]	3[5]	3[10]	3[12]	2 years of one foreign language or 2 years of fine arts, selected from art, music, dance and theatre are required.
University of Illinois Urbana-Champaign	15 or 15.5	4[3]	2[7]	3 or 3.5[11]	2[12]	2 years of one foreign language are required; and 2 years (flexible academic units) from any of the five subject categories. Approved art, music, or vocational education courses may be counted in the flexible academic units category.
Western Illinois University	15	4[1]	3	3[10]	3	2 years of foreign language, music, vocational education, art, theater, film, religion, philosophy, speech or journalism.

FRESHMEN COURSE REQUIREMENTS FOOTNOTES:

+ Suggested electives - includes other academic courses.

1) Emphasizing written and oral communication and literature.

2) Three units of English must be courses emphasizing written and oral communication and literature.

3) Studies in language, composition, and literature requiring practice in expository writing in all such work. Coursework should emphasize reading, writing, speaking, and listening.

4) Emphasize history and government.

5) One unit must be U.S. history or a combination of U.S. history and government.

6) At least 2 years of history and/or government, other acceptable subjects are anthropology, economics, geography, psychology, and sociology.

7) History and government are preferred. Additional acceptable social studies include anthropology, economics, geography, philosophy, political science, psychology, and sociology.

8) Introductory through advanced algebra, geometry, trigonometry, or fundamentals of computer programming.

9) College preparatory mathematics, including one year of geometry and one year of advanced algebra and/or trigonometry.

10) Algebra I & II, and a proof-based geometry course. A fourth unit is highly recommended: trigonometry and pre-calculus, or statistics, depending on the student's area of interest.

11) Algebra, geometry, advanced algebra, trigonometry. Typically, such courses as career/occupational mathematics, consumer mathematics, applied business mathematics, pre-algebra, and computer courses are not acceptable. 3.5 years of mathematics including trigonometry are required in the following curricula: Agricultural, Consumer and Environmental Sciences – agricultural engineering; Business – all curricula; Engineering – all curricula; Fine and Applied Arts – architectural studies; Liberal Arts and Sciences-specialized curricula in biochemistry, chemical engineering, chemistry, geology, and physics.

12) Laboratory courses in biology, chemistry, or physics are preferred. Laboratory courses in agriculture, astronomy and geology are also acceptable. General science will not be acceptable.

13) Two units must be courses in the physical or biological sciences. One unit must be a laboratory science.

14) Highly encourage a college readiness path, including Algebra I and II, as well as Geometry. Four years of Mathematics required for applicants pursuing a degree in Mathematics, which can include Trigonometry, Pre-Calculus, or Statistics.

Foreign Language Requirements for Admission and Graduation

	Foreign Language Requirement for Admission	Foreign Language Requirement for Graduation
Chicago State University	Not required	All programs – 6 hours of college language (can be met by assessment/proficiency test or college level courses only)
Eastern Illinois University	Not required, 2 years recommended	2 semesters of college language (can be met by 2 years of single foreign language in high school with "C" or better average)
Governors State University	2 years of one foreign language or 2 years of fine arts	Not required
Illinois State University	2 years of electives in foreign language or fine arts	Two semesters of college language (can be met by successful completion of 3 years of same foreign language in high school).
Northeastern Illinois University	Not required	Not required
Northern Illinois University	Humanities: 2 years of foreign language or combination of language, art, music, theatre	Bachelor of Arts - 2 years of one foreign language at the college level OR Completing the equivalent of the fourth-year of a foreign language with no term grade lower than C at an accredited high school (may be met by proficiency test).
Southern Illinois University, Carbondale	Not required; used toward fulfillment of 2 year elective requirement. Must include two semesters of the same language.	College of Liberal Arts - one year (2 courses) of college language (met by college coursework or exam only). Some degrees in College of Liberal Arts are exempt.
Southern Illinois University, Edwardsville	Not required – 2 years recommended	Bachelor of Arts – college language required (met by college-level coursework only)
University of Illinois Chicago	Not required – 2 years recommended	College of Business Administration: 2 semesters at collegiate level All programs in the College of Liberal Arts and Sciences, Urban Planning and Public Affairs, and the School of Public Health, as well as the Art History major: 4 semesters at the collegiate level. Can be waived through a placement exam or if a student's native language is not English.
University of Illinois Springfield	2 years of one foreign language OR 2 years of fine arts	Honors students must have 2 years of one foreign language
University of Illinois Urbana-Champaign	2 years of one language required. 4 years recommended	College of Liberal Arts and Sciences: up to the 4th collegiate level of foreign language (can be met by 4 years of one high school foreign language) All other colleges - up to the 3rd collegiate level (can be met by 3 years of one high school foreign language)
Western Illinois University	Not required	Selected majors - bi-cultural, bi-lingual education, foreign language, and biology (can be met by 3 years of high school foreign language)

Comparative Undergraduate Admission Information

Admission requirements for the state universities in Illinois are outlined below. Any questions or concerns about the admissions process should be directed to the appropriate university office.

Admission as a First-Year

The standardized test score, GPA, class rank, and middle 50% ranges of the entering first-year class of 2021 show that admission standards vary across the twelve universities. Note that since a holistic approach** is used in the admission review process, having standardized test scores, GPA, and class rank within the entering first-year profile does not guarantee admission.

Middle 50% for SAT/ACT Composite Scores, GPA and Class Rank for Entering First-Year Class of 2021

	ACT middle 50%	SAT middle 50% (M+CR only)	GPA	HSPR
CSU	19	1010	2.93	53%
EIU	20	1040	3.39	*
GSU	19	*	2.88	*
ISU	Test optional; 22-27	Test optional; 1020-1210	3.30-4.02	*
NEIU	18	850-1020	2.53-3.0	*
NIU	Test-free admission		3.13-3.98	64%-86%

	ACT middle 50%	SAT middle 50% (M+CR only)	GPA	HSPR
SIUC	Test optional; 27	Test optional; 1070	3.32	66%
SIUE	Test score not required for admission		*	52-87%
UIC	Test optional; 21-27	Test optional; 1070-1290	3.3-3.9	69-92%
UIS	Test score not required for admission		3.07-3.96	52-88%
UIUC	28-34	1300-1500	3.50-3.94 UW	No longer calculated

*No middle 50% is collected.

Priority Filing Dates and Deadlines For 2023 First-Year Students

Students are encouraged to file their application as early as possible in fall of the senior year. Submit an official transcript including senior courses in progress, class size and rank with the application. The state universities of Illinois will continue to consider applications as long as space exists.

Applications with all required credentials should be received during the following application periods:

	Term	Application Available	Priority Filing / Early Action Date	Final Application Deadline	Decision Notification	Application Fee
Chicago State University	Spring Summer I Summer II Fall	May 1 June 1 June 1 June 1	November 1 May 1 May 1 October 15	As space permits	Rolling	$25
Eastern Illinois University	Spring Summer Fall	January 15 June 15 June 15	N/A	As space permits	Rolling	$0
Governors State University	Fall	September 1	November 1	As space permits	Rolling	$25
Illinois State University	Spring Summer Fall	April 1 August 1 August 1	August 1 November 1 November 1	November 1 April 1 April 1	Rolling	$55
Northeastern Illinois University	Spring Summer I Summer II Fall	August 1 August 1 August 1 August 1	N/A	November 1 April 1 May 1 July 15	Rolling	$30
Northern Illinois University	Spring Summer Fall	May 1 August 1 August 1	November 1 December 1 December 1	December 1 May 15 August 1	Rolling	No application fee
Southern Illinois University, Carbondale	Spring Summer Fall	February 1 June 1 June 1	November 1 December 1 December 1	As space permits	Rolling	$40
Southern Illinois University Edwardsville	Spring Summer Fall	One year prior to term One year prior to term June 1 (prior to senior year)	N/A N/A December 1	December 9 April 28 and/or 2 weeks prior to start of course May 1	Rolling	$40
University of Illinois Chicago	Fall Spring	August 1	November 1 (Early Action)	February 1 October 15	EA: December 1 Regular: Rolling	$60 (domestic) $100 (International)
University of Illinois Springfield	Fall Spring	August 1 January 1	May 1 N/A	As space permits	Rolling	Waived through Spring 23
University of Illinois Urbana-Champaign	Fall	September 1	November 15 Early Action	January 5	Early Action: January 27 Regular Decision: March 3	$50 (domestic) $75 (International)
Western Illinois University	Fall Spring	July 1	N/A N/A	August 1	Rolling	$30

When to Apply for Transfer Admission

Applications should be filed as early as possible. This allows the university adequate time to process the application and give maximum consideration to credentials.

Illinois Public Universities will continue to consider applications as long as space exists. Applications with all required credentials should be received during the following application periods:

	Application Period Begins	Application Period Ends
CSU	One year in advance of entry date	Consult university
EIU	One year in advance of desired entry date	Consult university
GSU	Consult university	Consult university
ISU	Summer/Fall: August 1 Spring: April 1	Summer/Fall: May 1, or as space allows Spring: November 1, or as space allows
NEIU	One year in advance of desired entry date	Fall: July 15 Spring: Nov 1 Summer: April 1
NIU	One year in advance of desired entry date	Spring: December 1 Summer: May 15 Fall: August 1
SIUC	One year in advance of desired entry date	Consult university
SIUE	One year prior to term of entry	Four weeks prior to the start of the term
UIC	Fall: August 1 Spring: August	Fall: May 16 Spring: October 15
UIS	One year in advance of entry term	One month prior to start of entry term
UIUC	Spring: September 1 Fall: October 15	Spring: December 15 Fall: March 1
WIU	One year in advance of desired entry date	Consult university

Admission as a Transfer

Admission as a transfer student to one of the state universities of Illinois is based primarily on grade point average for all previous college work and meeting the minimum number of credit hours.

	Minimum Semester Hours (semester hours x 1.5 =qh)	Minimum Cumulative GPA (A = 4.00)
CSU	24	2.0
EIU	24[1]	2.0
GSU	24	2.0
ISU	24[1]	2.0[2]
NEIU	24[3]	2.0
NIU	24	2.0
SIUC[3]	12[1]	2.0
SIUE	30	2.0
UIC	24[1,4]	2.5[2,5]
UIS[1]	30	2.0
UIUC[1,2]	12	2.5
WIU	24	2.0[1,2,3]

1) Students with fewer credit hours than the posted minimum may need to submit additional materials for review, such as ACT or SAT scores and/or high school transcripts.
2) Transfer admission is competitive. Some programs require a higher GPA than the stated minimum.
3) AA degrees based on baccalaureate-oriented sequences from a community college in Illinois generally are considered to have junior status and have met lower-division general education requirements.
4) Prerequisite coursework is reviewed as a factor for admission.
5) The schedule on which applications will be reviewed provides for competitive admission on a space available basis.

RESOLUTION OF THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, ADOPTING THE MCLEAN COUNTY MULTI-JURISDICTIONAL ALL HAZARDS MITIGATION PLAN

WHEREAS, Community Unit School District No. 5, McLean and Woodford Counties, Illinois (the "District) is an Illinois public school district, organized and operating under the Illinois School Code; and

WHEREAS, the District is subject to natural and man-made hazards including severe thunderstorms, severe winter storms, floods, tornadoes, and drought among others, that pose risks to public health and property; and

WHEREAS, the District desires to prepare and mitigate for such natural and man-made hazards; and

WHEREAS, under the Disaster Mitigation Act of 2000, the United States Federal Emergency Management Agency (FEMA) requires that local jurisdictions have in place a FEMA-approved Hazard Mitigation Plan as a condition of receipt of certain future Federal mitigation funding after November 1, 2004;

WHEREAS, the McLean County Multi-Jurisdictional All Hazards Mitigation Plan was developed in accordance with the regulations of the Disaster Mitigation Act of 2000 and the guidance provided by FEMA;

WHEREAS, the District has participated in developing the McLean County Multi-Jurisdictional All Hazards Mitigation Plan covering member jurisdictions of McLean County;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, AS FOLLOWS:

Section 1. The Board of Education adopts the McLean County Multi-Jurisdictional All Hazards Mitigation Plan as the official Hazard Mitigation Plan of the District.

Section 2. The Board of Education agrees the District shall participate in the annual and five-year updates to this Plan.

Section 3. This Resolution shall be in full force and in effect upon its passage.

PASSED BY THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, IN REGULAR AND PUBLIC SESSION THIS 16th DAY OF NOVEMBER, 2022.

AYES:
NAYS:
ABSENT:

_____
President, Board of Education

ATTEST:

_____
Secretary, Board of Education

McLean County
Unit School District No. 5

Educating each student to achieve personal excellence.

Finance Department

1809 Hovey Ave
Normal, IL 61761
309.557.4000

TO:	Board of Education
FROM:	Marty Hickman, CFO
CC:	Dr. Kristen Weikle, Superintendent; Joe Adelman, Executive Director of Operations; Jerry Melton, Fleet Operations Supervisor
DATE:	November 16, 2022
RE:	2022 School Bus Invitation To Bid (ITB) Results

On Friday November 4, 2022 at 10:00 AM bids were received at the District Office at 1809 Hovey Ave for ten (10) 2024 77 Passenger buses, seven (7) 2024 35 passenger buses, three (3) 2024 Special Needs buses and the trade-in allowance for the buses that they would replace in the fleet.

Two sealed bids were received, publicly opened and read. A copy of the bid tabulation is attached.

Recommendation to the Board is for approval of the lowest bidder, Midwest Transit Equipment, Inc, for their bid, net of trade-in allowance, of $2,649,446.

2022 School Bus ITB Bid Tabulation

Vendor	Bid #	Bid Form	Bid Cert	W-9	Completed Scope of Services/ Requirements	Total for (10) 2024 77 Pass Buses	Total for (7) 2024 35 Pass Buses	Total for (3) 2024 Special Needs Buses	Total Allowance for Trades	Total Net After Trade Amount	Other Comments/Notes
Midwest Transit Equipment, Inc	1	☑	☑	☐	☑	1,346,335.00	883,449.00	454,662.00	35,000.00	2,649,446.00	Awarded to Midwest Transit, pending Board approval on 11/16/2022
Central States Bus Sales, Inc.	1	☑	☑	☑	☑	1,405,780.00	874,118.00	479,061.00	54,250.00	2,704,709.00	
		☐	☐	☐	☐					0.00	
		☐	☐	☐	☐					0.00	
** The District has a W-9 on file for Midwest Transit		☐	☐	☐	☐					0.00	
		☐	☐	☐	☐					0.00	
		☐	☐	☐	☐					0.00	
		☐	☐	☐	☐					0.00	
		☐	☐	☐	☐					0.00	
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		☐	☐	☐	☐					0.00	
		☐	☐	☐	☐					0.00	
		☐	☐	☐	☐					0.00	

Exhibit - Request for Establishment of School Convenience Account

To be submitted to the Business Manager

Permission is hereby requested to establish a School Convenience Account for the purposes shown below:

School Name Normal Community West HS.

School Convenience Account Name Athletic Sponsorships

To be completed by Accounting Department:
Account Number - Revenue _____
Account Number - Expenditure _____

1. The purpose of the proposed School Convenience Account is to raise funds to improve athletic facilities.
2. Income in support of this School Convenience Account will be obtained from the following sources: Sponsorships
3. Expenditures from this School Convenience Account will be for these purposes: Athletic facilities updates + needs
4. **Authorized Signatures:**

   The following individual(s) is authorized to initiate expenditures from this account:

   Wes Temples
   Administrator/Staff Member

5. Other Comments: _____

_____
Principal

This request was approved by the Board of Education on _____

_____ _____
Business Manager *Date*

Adopted: February 10, 2010
Reviewed: February 2011
Amended: September 22, 2010

Exhibit - Request for Establishment of Student Activity Fund

To be submitted to the Business Manager

Permission is hereby requested to establish a Student Activity Fund for the purposes below:

School Name Fairview Elementary

Student Activity Fund Name Art

***To be completed by Accounting Department*:**
Account Number - Revenue _____
Account Number - Expenditure _____

1. The purpose of the proposed Student Activity Fund is to get materials for art.

2. Income in support of this Student Activity Fund will be obtained from the following sources:
Art teacher and fundraisers

3. Expenditures from this Student Activity Fund will be for these purposes:
art materials and supplies

4. **Authorized Signatures:**
The following individuals are authorized to initiate expenditures from this fund:

Student Representative | *Faculty Advisor*

5. Other Comments: _____

Amanda [signature] 10-14-22
Principal

This request was approved by the Board of Education on _____

Business Manager | *Date*

Adopted: February 10, 2010
Reviewed: February 2011
Amended: September 22, 2010

Exhibit - Request for Establishment of Student Activity Fund

To be submitted to the Business Manager

Permission is hereby requested to establish a Student Activity Fund for the purposes below:

School Name NC HS

Student Activity Fund Name Generation Connect

To be completed by Accounting Department:
Account Number - Revenue _____
Account Number - Expenditure _____

1. The purpose of the proposed Student Activity Fund is House funds for the club to collect funds & make purchases

2. Income in support of this Student Activity Fund will be obtained from the following sources: Fundraisers, Donations

3. Expenditures from this Student Activity Fund will be for these purposes: Pay for club events, supplies

4. **Authorized Signatures:**
The following individuals are authorized to initiate expenditures from this fund:

_____ Emily Houk
Student Representative *Faculty Advisor*

5. Other Comments: _____

_____
Principal

This request was approved by the Board of Education on _____

_____ _____
Business Manager *Date*

Exhibit - Request for Establishment of Student Activity Fund

To be submitted to the Business Manager

Permission is hereby requested to establish a Student Activity Fund for the purposes below:

School Name NCHS

Student Activity Fund Name Esports

To be completed by Accounting Department:
Account Number - Revenue _____
Account Number - Expenditure _____

1. The purpose of the proposed Student Activity Fund is House funds for the club to collect fund & purchase

2. Income in support of this Student Activity Fund will be obtained from the following sources:
Fundraisers, Donations

3. Expenditures from this Student Activity Fund will be for these purposes: Pay for Club events, supplies, tournaments

4. **Authorized Signatures:**
The following individuals are authorized to initiate expenditures from this fund:

_____ Chris Belt
Student Representative *Faculty Advisor*

5. Other Comments: _____

Principal

This request was approved by the Board of Education on _____

_____ _____
Business Manager *Date*

Exhibit - Request for Establishment of Student Activity Fund

To be submitted to the Business Manager

Permission is hereby requested to establish a Student Activity Fund for the purposes below:

School Name Normal Community West HS

Student Activity Fund Name SS Level 1 Program

To be completed by Accounting Department:
Account Number - Revenue _____
Account Number - Expenditure _____

1. The purpose of the proposed Student Activity Fund is finances for student run coffee business

2. Income in support of this Student Activity Fund will be obtained from the following sources: Selling coffee drinks

3. Expenditures from this Student Activity Fund will be for these purposes: Supplies for coffee business

4. **Authorized Signatures:**
The following individuals are authorized to initiate expenditures from this fund:

_____ Heather Lueschen
Student Representative *Faculty Advisor*

5. Other Comments: _____

_____
Principal

This request was approved by the Board of Education on _____

_____ _____
Business Manager *Date*

Adopted: February 10, 2010
Reviewed: February 2011
Amended: September 22, 2010

McLean County Unit District No. 5

REQUEST FOR DONATION APPROVAL

Name of Donation/ Organization: NORMAL WEST TENNIS

Address of Donor/ Organization: 501 N PARKSIDE RD

Description of Donation: *(Include drawings if applicable)*

(35) JRA

- Planting of ~~20~~ Thuja Green trees around the outside perimeter of the tennis facility.
- Primary purpose is for windbreak

Total Value: $1,200

Current/Future Costs To the School District: 0 $0

Approval Signatures: *(As Applicable)*

Building Principal:	
Athletic Director:	
Supervisor of Maintenance:	
City Official:	
Superintendent:	
Date:	9/29/22

Thank you for your donation!

In an effort to provide adequate information to the Board of Education, it is necessary to provide a complete description of any project donation. This must include all current and potential costs to the school district for project completion and/or maintenance.

Your support of Unit 5 Schools is greatly appreciated.

NORMAL WEST HIGH SCHOOL - WILDCATS

Wes Temples
Athletic Director
NORMAL WEST HIGH SCHOOL
501 N. Parkside Road
Normal, Illinois, 61761

Telephone (309) 557-4976
Fax (309) 557-4594
Email templesw@unit5.org

MEMO TO: Dr. Kristen Kendrick-Weikle, Superintendent
FROM: Wes Temples, Athletic Director
DATE: November 1, 2022
SUBJECT: Normal West High School Athletic Overnight Requests – 2022-23

The following overnight requests are for those activities that we anticipate needing approval for at this time for the 2022-23 school year. Thank you for your consideration of this request.

Wrestling-	11/25/22-11/26/22	Antioch Invite	Antioch, Illinois
	12/28/22-12/30/22	Granite City Invite	Granite City, Illinois

Please let me know if you have any questions. Thanks!

Wes Temples
Athletic Director
Normal West High School