SASED
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SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE

Board of Directors Meeting
September 18, 2024
SASED Administrative Center
2900 Ogden
Lisle, IL 60532
2:00 PM
AGENDA

1. **Call to Order/Roll Call of Board of Directors Meeting**
2. **Pledge of Allegiance**
3. **Approval of the Agenda**
4. **Public Comment**
5. **Consent Agenda**
   a. Personnel Recommendations
      1) Accept/Approve the Resignations, Retirements, Employment, and Change of Employment Status of Educational Support Staff, Licensed Staff, Registered Staff and Contract Staff as presented.
      2) Approve the Agreement with EDU Healthcare
   b. Financial
      1) Revenue/Expenditure Reports
      2) Treasurers/Investments Reports
      3) Gross Payrolls for August 2024
      4) Payroll Liabilities for August 2024
      5) Bill List for August and September 2024
      6) Interim Checks for August 2024
      7) Voids for August 2024
   c. SASED Governance
      1) Approve the Independent Contractor Agreement between Early CHOICES and Accountability Solutions for SY24-25
      2) Adopt the Board Policy Manual Revisions per IASB PRESS Release 115 dated June 2024, and Release 116 dated August 2024. Releases include review and monitoring with minor changes to policies: 2:125, 2:160, 2:265, 4:15, 4:60, 4:80, 5:130, 5:180, 5:200, 5:290, 5:310, 6:140, 6:150, 7:20, 7:170, and 7:185; and substantial changes to policies: 2:260, 4:70, and 5:100.
6. **Approval of Minutes**
   a. Approve the Open Session Minutes from 8-7-24 Board of Directors Meeting
7. **Discussion**
   a. Draft Addendum to SY24-25 Classroom Lease Agreements
8. **Discussion with Action Items**
   a. SASED Committee Membership for SY24-25
   b. SY24-25 School Calendar Changes
9. **Executive Director Topics**
   a. SASED SY24-25 Enrollment
   b. Human Resources Staffing Update
   c. SASED Strategic Plan Updates
   d. 23-24 SASED Programs End of Year Performance Report
   e. Current Facility Usage
10. **SASED Financial Updates**
    a. Medicaid Annual Cost Settlement FY22

11. **Closed Session**
    a. To convene in closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2c1
    b. To convene in closed session to discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more class of employees. 5 ILCS 120/2c2
    c. To convene in closed session to discuss minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21)
12. **Action Items from Closed Session**
    a. Approve the Memorandum of Understanding between SASED and both the SSA and SEA Unions, to be Included in their Current Contracts.
    b. Approve the Destruction of the January 25, 2023, February 22, 2023, March 22, 2023, and April 26, 2023 Closed Session Recordings as presented on the Closed Session Minutes Log
13. **Adjournment**

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PROPOSED PERSONNEL ACTION

1. Resignations/Retirements/Terminations – Educational Support Staff

Name	Position	Funding Source	Initial Employment Date	Last Day Worked	Reason
Cole, Diane	1:1 Teacher Assistant	User Fee Dist. #68	8/10/2023	5/24/2024	Accepted another position
Goulding, Robert	1:1 Teacher Assistant	User Fee Dist. #201	10/9/2018	5/24/2024	Accepted another position
Landes, Linda	Teacher Assistant/MN Willowbrook H.S.	Tuition	8/21/2003	5/24/2024	Accepted another position
Salgado, Andrea	Teacher Assistant/SLE Winfield	Tuition	8/10/2023	9/10/2024	Personal reasons

2. Appointments – Licensed Staff

Name	Position	Funding Source	Initial Employment Date	Hourly Rate	Salary
Campbell, Joanne	Permanent Substitute Teacher SLE Program	Tuition	8/12/2024		$52,874.00
Downs, Kevin	Teacher/SMNP Lisle	Tuition	8/9/2024		$73,495.00*
Nevins, Jennifer	Teacher/Pathways Southeast	Tuition	8/12/2024		$76,139.00
Ocampo, Elizabeth	Social Worker SLE Program	Tuition	8/6/2024		$62,804.00
Vargas, Gabriella	Teacher/VI Albright School	Tuition	8/12/2024		$59,219.00*
Yehling, Becky	Teacher/Pathways Southeast	Tuition	8/12/2024		$80,897.00

*Change in salary due to additional post-degree hours.

3. Appointments – Registered Staff

Goes, Wendy	Occupational Therapist	User Fee Member Dists.	8/12/2024		$63,669.00
Hoefs, Emily	Occupational Therapist .80 FTE	User Fee Member Dists.	8/12/2024		$59,441.24 Prorated from $74,302.00

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4. Appointments – Educational Support Staff

Name	Position	Funding Source	Initial Employment Date	Hourly Rate	Salary
Alhennawi, Nour	Signing Assistant/DHH North School	Tuition	8/12/2024	$19.37	
Bentley, Leslie	10-month Admin. Asst. IST/SI Program	Local Funds	8/1/2024	$19.00	
Gerlach, Joy	Registered Behavior Technician SLE Program	Tuition	8/12/2024	$22.88	
Giard, Alexandra	Signing Assistant/DHH North School & ECC	Tuition	8/12/2024	$19.37	
Halak, Haley	10-month Admin. Asst. DHH/Audiology Programs	Tuition	8/6/2024	$19.00	
Mojica, Israel	Maintenance Help Temporary/Timesheet SASED Programs	Local Funds	8/15/2024	$19.00	
O'Leary, Keaton	Maintenance Help Temporary/Timesheet SASED Programs	Local Funds	8/19/2024	$19.00	
Schaefer, Jessica	Signing Assistant/DHH North School	Tuition	8/12/2024	$20.98	

5. Change of Employment Status – Registered Staff

McKinney, Laura	From:				
	Occupational Therapist 0.50 F.T.E.	User Fee Member Dists.	8/12/2019		$39,543.60 Prorated from $78,661.28
	To:				
	Occupational Therapist 0.54 F.T.E.	User Fee Member Dists.	8/12/2024		$42,094.01 Prorated from $78,661.28

6. Change of Employment Status – Education Support Staff

Klein, Nicole	From:				
	Teacher Assistant/STARS & 1:1 Teacher Assistant 0.71 F.T.E.	Tuition & User Fee Dist. #63	2/12/2024	$18.61	
	To:				
	Teacher Assistant/SLE Prairieview-1.0 FTE	Tuition	8/12/2024	$19.54	

NOTE: The Administration assures the Board that all of the above salaries are within Board approved ranges and/or schedules.

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FOR INFORMATION ONLY

1. Leave of Absence/FMLA – Licensed Staff

Name	Position	Length of Leave
Granrath, Mark	Teacher/SLE Willowbrook	8/29/2024 – 9/6/2024

2. Leave of Absence/FMLA – Registered Staff

Sadikot, Zara	Occupational Therapist OT/PT Program	8/12/2024 – 11/8/2024 * Updated leave dates

3. Leave of Absence/FMLA – Educational Support Staff

Bliss, Kelly	Medical Assistant/SLE Willowbrook	8/19/2024 - Intermittent
Guyer, Gina	Technology Coordinator SASED Admin Center	8/28/2024 – 9/13/2024
McCarthy, Lawrence	Building Manager SASED Administrative Center	8/12/2024 – 8/23/2024
Morris, Jaime	Teacher Assistant/SLE Waterbury	8/13/2024 - Intermittent
Sudds, Pamela	Data Analyst SASED Administrative Center	8/26/2024 – 9/5/2024

4. Leave of Absence/Unpaid – Educational Support Staff

Crites, Glen	Bus Driver SASED Programs	8/12/2024 – 9/30/2024 *Updated leave dates

From: **Diane Cole** <dcole@sased.org>
Date: Fri, Aug 2, 2024 at 9:53 AM
Subject: resignation
To: Julie Grohn <jgrohn@sased.org>

Hello Julie,

I am writing to you because I do not know who has taken Sheila White's position. Please forward this information to the appropriate people. I am resigning as of today. Kindly let me know if there is anything else that I need to do to end my employment with Sased.

Thank you,

Diane Cole

August 11, 2024

To whom it may concern,

I am writing to inform you of my intention to resign and that I will not be returning to my position of teacher assistant for the 2024/2025 school year.

I am grateful for the opportunities to learn and grow during my time at SASED and I appreciate your support during my time there.

I wish you and SASED the best.

Sincerely,

Robert Goulding

8/5/2024
SASED

Julie Gorhn and Kati Curby,

I am writing to inform you that I will be resigning from my position as a paraprofessional with a departure date of August 9th, 2024.

I cannot begin to express my gratitude for the time I was able to serve at SASED. I have gained invaluable skills and knowledge over the last 20 years that without a doubt I will carry on with me in my new endeavor.

From now until August 9th. I will be more than happy to help transition my responsibilities where needed.

Regards,
Linda Landes

From: **Andrea Salgado** <ansalgado@sased.org>
Date: Wed, Sep 11, 2024 at 8:30 AM
Subject: Resign
To: Julie Grohn <jgrohn@sased.org>

Goodmorning,

I am contacting you regarding my absence due to family matters. At this time I have decided I want to resign from my position. If you have any questions please let me know.

Andrea Salgado

PROPOSED PERSONNEL ACTION – CONTRACT STAFF
September 18, 2024

1. Resignations/Retirements/Terminations – Educational Support Staff - Contracted

First Name	Last Name	Agency	Position/ Funding	Program	Home District	First Day worked	Last Day Worked	Reason
Tanya	Kruse	Maxim Health	Nurse 1:1 User Fee	Medical Program	58	8/15/2024	9/18/2024	Personal
Judith	Legrand	Amergis	1-1 Teaching Assistant User Fee	SLE	88	8/15/2024	9/11/2024	Personal
Patsy	Tongren	Amergis	Nurse 1:1 User Fee	Medical Program	202/20	8/15/2024	9/27/2024	Retirement

2. Appointments – Registered – Contracted (Beginning of year 2024-2025)

First Name	Last Name	Agency	Position	Program	Funding	Home District	Start date Contract Staff	Hourly Rate
Kylee	Grady	Foxhire	OT Maternity Leave	OT/PT	Tuition		8/13/2024 - 11/11/2024	$84.00

3. Appointments – Educational Support Staff – Contracted (Beginning of year 2024-2025)

First Name	Last Name	Agency	Position	Program	Funding	Home District	Start date Contract Staff	Hourly Rate
Nicole	Arguetta	Team Select/BW	1-1 Nurse	Medical Program	User Fee	68	8/15/2024	$87.55
Inang	Aziz	Blazerworks	Teaching Assistant	Pathways	Tuition		8/15/2024	$48.00
Tanika	Bailey	Amergis	1-1 Teach Asst	SLE	User Fee	45	9/3/2024	$45.00
Paige	Beloch	Amergis	1-1 Teach Asst	Pathways	User Fee	180	8/15/2024	$45.00
Hardy	Bonds	Amergis	Teaching Assistant	Pathways	Tuition		8/15/2024	$45.00
Jennette	Brancato	Maxim Health	1-1 Nurse	SLE	User Fee	202	8/29/2024	$78.00

First Name	Last Name	Agency	Position	Program	Funding	Home District	Start date Contract Staff	Hourly Rate
Beth	Bukey	Maxim Health	1-1 Nurse	Transition	User Fee	99	8/15/2024	$48.00
Kathy	Cain	Blazerworks	1-1 Teach Asst	Vision	Tuition	68	8/21/2024	$80.00
Lucy	Cisneros	Amergis	1-1 Teach Asst	Vision	User Fee	365U	8/12/2024	$48.00
Christine	Coroneli	Amergis	1-1 Teach Asst	SLE	User Fee	66	8/22/2024	$45.00
Gaby	Cruz	Blazerworks	1-1 Teach Asst	Transition	User Fee	88	8/15/2024	$45.00
Michelle	Deshazer Leonard	Amergis	1-1 Teach Asst	Pathways	User Fee	45	8/15/2024	$45.00
Toni	Dillon	Blazerworks	1-1 Teach Asst	SLE	User Fee	180	8/16/2024	$45.00
Kortney	Dixon	Amergis	1-1 Teach Asst	SLE	User Fee	100	8/14/2024	$45.00
Nedra	Duffie	Blazerworks	1-1 Teach Asst	SLE	User Fee	68	8/28/2024	$45.00
Crystal	Duran	Amergis	1-1 Teach Asst	SLE	User Fee	58	8/22/2024	$45.00
Raisa	Giacomi	Amergis	1-1 Nurse	SLE	User Fee	99	8/15/2024	$87.55
Yessica	Gonzalez	Amergis	1-1 Teach Asst	Vision	User Fee	93	8/21/2024	$48.00
Camilla	Gutierrez	Amergis	1-1 Teach Asst	Pathways	User Fee	33	8/15/2024	$45.00
Lolita	Hansen	Amergis	1-1 Teach Asst	SLE	User Fee	68	8/16/2024	$41.00
Jailan	Hatchett	Amergis	1-1 Teach Asst	SLE	User Fee	60	8/22/2024	$45.00
Nadia	Hillsheim	Amergis	1-1 Teach Asst	SLE	User Fee	68	8/22/2024	$50.00
Judith	Hoffman Squire	Amergis	1-1 Nurse	DHH	User Fee	103	9/9/2024	$78.00
Khadejah	Holden	Amergis	1-1 Teaching Assistant	Vision	User Fee	180	8/21/2024	$45.00
Lisa	Jimenez	Blazerworks	Teaching Assistant	Pathways	Tuition		8/15/2024	$41.00
Kayla	Jones	Amergis	1-1 Teach Asst	SLE	User Fee	58	8/16/2024	$40.00
Kasia	Kelly	Blazerworks	1-1 Nurse	Medical Program	User Fee	58	8/15/2024	$78.00
Livvie	Kiel	Amergis	Interpreter	DHH	Tuition		8/14/2024	$75.00
Vicki	Krol	Blazerworks	1-1 Teach Asst	Vision	User Fee	89	8/21/2024	$48.00
Tanya	Kruse	Maxim Health leave 9/18	1-1 Nurse	Medical Program	User Fee	58	8/15/2024	$65.00
Isabel	Krynski	Amergis	1-1 Teach Asst	SLE	User Fee	66	8/16/2024	$45.00
Judith	Legrand	Amergis	1-1 Teaching Assistant	SLE	User Fee	88	8/15/2024	$75.00

First Name	Last Name	Agency	Position	Program	Funding	Home District	Start date Contract Staff	Hourly Rate
Jessica	Lephew	Amergis	1-1 Teach Asst	SLE	User Fee	202	8/21/2024	$41.00
Ethan	Lovins	Amergis	Interpreter	DHH	User Fee		8/14/2024	$65.00
Ingar	Marroquin	Amergis	1-1 Teach Asst	SLE	User Fee	58	8/22/2024	$48.00
Madison	McDonough	Blazerworks	1-1 Teach Asst	SLE	User Fee	202	8/29/2024	$45.00
Melissa	Mims	Blazerworks	1-1 Teach Asst	Vision	User Fee	96	8/21/2024	$45.00
Priscilla	Minenger	Amergis	1-1 Teach Asst	SLE	User Fee	58	8/16/2024	$40.00
Ileana	Montalavo	Amergis	1-1 Teach Asst	SLE	User Fee	202	8/21/2024	$45.00
Alexia	Munoz	Amergis	Teaching Assistant	SLE	Tuition		8/14/2024	$45.00
Heather	O'Neil	Amergis	1-1 Teach Asst	SLE	User Fee	20	8/14/2024	$45.00
Kenny	Ogunfowkan	Amergis	1-1 Teach Asst	SLE	User Fee	201	8/21/2024	$45.00
Vanessa	Ortiz Figueroroa	Blazerworks	1-1 Teach Asst	Vision	User Fee	131	9/9/2024	$45.00
Jessica	Padilla	Amergis	1-1 Teach Asst	SLE	User Fee	58	8/16/2024	$48.00
Jennifer	Paljeltak	Amergis	1-1 Teach Asst	SLE	User Fee	202	8/22/2024	$45.00
Eva	Pedezra	Amergis	1-1 Teach Asst	SLE	User Fee	48	8/21/2024	$45.00
Tyesha	Petties	Amergis	1-1 Teach Asst	SLE	User Fee	48	8/21/2024	$45.00
Veronica	Pratt	Amergis	1-1 Teach Asst	SLE	User Fee	60	8/22/2024	$45.00
Debbie	Rapsky	Amergis	1-1 Teach Asst	SLE	User Fee	60	8/22/2024	$45.00
Genia	Reynolds	Amergis	1-1 Teach Asst	SLE	User Fee	60	8/22/2024	$45.00
Leah	Rhead	Amergis	Interpreter	DHH	Tuition		8/19/2024	$75.00
Ellie	Richards	Amergis	1-1 Teach Asst	SLE	User Fee	180	8/16/2024	$40.00
Luz	Rodriguez	Maxim Health	1-1 Nurse	Transition	User Fee	88	8/15/2024	$78.00
Jenny	Rodriguez Luna	Continuum	1-1 Nurse	Medical Program	User Fee	45	8/20/2024	$78.00
Amris	Rosario	Blazerworks	1-1 Teach Asst	SLE	User Fee	60	8/28/2024	$45.00
Therese	Rosen	Amergis	1-1 Nurse	Medical Program	User Fee	25	8/15/2024	$78.00
Medina	Rowell	Maxim Health	1-1 Nurse	Transition	User Fee	87	9/11/2024	$87.55
Aruna	Santhanam	EDU Healthcare	1-1 Teaching Assistant	Transition	User Fee	218	8/15/2024	$45.00

First Name	Last Name	Agency	Position	Program	Funding	Home District	Start date Contract Staff	Hourly Rate
Lauren	Schwind	Amergis	1-1 Teach Asst	SLE	User Fee	20	8/14/2024	$45.00
Navjot	Sodhi	Amergis	1-1 Nurse	Transition	Tuition	202/88	8/15/2024	$45.00
Beth	Sommers	Amergis	1-1 Teach Asst	SLE	User Fee	58	8/29/2024	$45.00
Alexandra	Spaulding	Amergis	1-1 Teach Asst	SLE	User Fee	202	8/22/2024	$45.00
Beth	Spilkey	Maxim Health	1-1 Nurse	Medical Program	User Fee	88/201/60	8/15/2024	$78.00
Sherralyn	Stewart	Amergis	1-1 Teach Asst	Transition	User Fee	201/94	8/15/2024	$45.00
Delvin	Tellis	Amergis	1-1 Teach Asst	SLE	User Fee	99	8/14/2024	$45.00
Karina	Tequimilla	Amergis	1-1 Teach Asst	SLE	User Fee	58	8/16/2024	$45.00
Delores	Tilton	Continum BW	1-1 Nurse	Medical Program	User Fee	45	8/15/2024	$82.40
Patsy	Tongren	Amergis leave 9/27	1-1 Nurse	Medical Program	User Fee	202/20	8/15/2024	$77.25
Shakira	Turner	Amergis	1-1 Teach Asst	SLE	User Fee	202	8/16/2024	$45.00
Gabby	Umana	Amergis	1-1 Teach Asst	Vision	User Fee	218	8/12/2024	$48.00
Donell	Valdez	Amergis	1-1 Teach Asst	SLE	User Fee	48	8/29/2024	$41.00
Holly	Van Stockum	Blazerworks	1-1 Teach Asst	SLE	User Fee	41	8/21/2024	$45.00
LaDonna	Washington	Blazerworks	Teaching Assistant	Pathways	Tuition		8/15/2024	$48.00
Joyous	Williams	Amergis	1-1 Teach Asst	SLE	User Fee	68	8/29/2024	$40.00
Tanija	Williams	Amergis	1-1 Teach Asst	Transition	User Fee	94/99	8/15/2024	$45.00
Carrie	Williams	Blazerworks	Teaching Assistant	Pathways	Tuition		8/15/2024	$48.00

EDU Healthcare™

ACCOUNT SERVICES CONTRACT

This **ACCOUNT SERVICES CONTRACT** (the "Agreement") is made and entered into and effective on May 28, 2024 by and between EDU Healthcare, LLC, a North Carolina limited liability company ("EDU HEALTHCARE") and SCHOOL ASSOCIATION FOR SPECIAL EDUCATION (DUPAGE) SASED, "Account" located at 2900 Ogden Lisle, IL 60532

(Collectively referred to as "Parties")

1. **INTRODUCTION**
EDU HEALTHCARE is a workforce solutions provider engaged in the business of recruiting, staffing, placing, and managing providers of occupational, speech, physical, and psychological therapy, audiology, nursing care, and related health care services (the "Services"). Account desires EDU HEALTHCARE to supply one or more of its staff members ("Provider") to render such services to the students ("Students") of Account. To that end, the Parties enter into this Agreement:
NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions herein contained, EDU HEALTHCARE and Account hereto intending to be legally bound, agree as follows:

2. **TERM AND TERMINATION**
This Agreement shall continue for a term outlined in Schedule A, subject to the provisions contained in this section. This Agreement may be terminated due to 1) Death or disability of the Provider assigned to Account. For these purposes, "disability" means a physical or mental impairment that prevents the performance of essential job functions, with or without accommodation; 2) Termination of the at-will employment relationship between EDU HEALTHCARE and the Provider, which prevents the rendering of Services to the Account's Students; 3) By EDU HEALTHCARE for a material breach of this Agreement. For these purposes, a material breach can include, but is not limited to, the Account's failure to pay invoices in a timely fashion and the reasonable belief by EDU HEALTHCARE that the Account is violating any federal or state anti-discrimination or workplace law or regulation after EDU HEALTHCARE has put Account on notice of its concern and the Account has failed to correct the perceived violation promptly. 4) By Account upon thirty (30) days prior written notice for Cause. For purposes of this Agreement, the term "Cause" shall mean acts or a willful failure to act by Provider or Providers that results in providing poor Services to Account's Students. Account shall immediately inform EDU HEALTHCARE and submit written documentation when such an act occurs. When this Agreement is terminated per Section 2, any unsatisfied obligation that arose before the termination date shall survive the termination until satisfied.

3. **RENEWAL**
This Agreement shall automatically renew at the end of the term, outlined in Schedule A of this Agreement, for successive one (1) year terms unless either Party provides a written notice at least thirty (30) days before the end of the term or renewal term, as applicable, of such Party's decision not to automatically renew this Agreement.

4. **DUTIES AND OBLIGATIONS OF EDU HEALTHCARE**
EDU HEALTHCARE shall provide the Services under the terms of this Agreement and by the requirements of federal, state, and local laws and applicable rules and regulations. EDU HEALTHCARE complies and will maintain compliance with all applicable laws, including but not limited to billing, claims, submission laws, and regulations in performing its services. EDU HEALTHCARE will keep records relating to the Services rendered pursuant to this Agreement. Providers will assist the Account in maintaining Student records by accepted professional standards and practices and in a manner designed to facilitate the retrieval of necessary data. Upon request by the Account, EDU HEALTHCARE shall make available all records concerning students of the account in its possession or control to ensure easy access for any potential future audits. EDU HEALTHCARE shall retain Student records for the period(s) required by state and federal law but in no event for less than ten (10) years from the date the Services were rendered. EDU HEALTHCARE will recruit, screen, interview, and assign Providers to meet the Account's needs. EDU HEALTHCARE will require all Providers to sign confidentiality agreements that promise to protect the Account's confidential information and the student's medical information. EDU HEALTHCARE will pay wages to employees following applicable state and federal laws governing wages and hours and wage payment. EDU HEALTHCARE will make all required withholdings for payroll and income taxes from employees' wages and will pay workers' compensation insurance premiums and unemployment taxes.

5. **DUTIES AND OBLIGATIONS OF ACCOUNT**
Account shall provide written policies and procedures for Services and comply in all material respects with applicable state and federal laws and regulations. Account shall maintain individual Student records in accordance with state and federal law. Account shall be made available to EDU HEALTHCARE and its Providers for review and inspection, upon reasonable request, individual records necessary for the proper evaluation and treatment of the student. EDU HEALTHCARE agrees to maintain the confidentiality of such documents by applicable law. Account shall promptly notify EDU HEALTHCARE of any issues or concerns with the Provider, whether related to attendance, performance, failure to adhere to Account's workplace policies, procedures, or any other matter. Account shall immediately inform EDU HEALTHCARE if it suspects that. EDU HEALTHCARE is making any billing errors, or that a Provider is engaging in fraudulent activity or is violating or has violated any law.

6. **MATERIALS**
Account shall make available adequate materials and supplies, working and storage space to Provider, to enable Provider to render the Services contemplated by this Agreement. This shall include reasonable use of the Account's copy machine, fax machine, email, computer, service materials, and telephone. Account shall maintain the space in compliance with all applicable laws, rules, and regulations.

Account Initials _____ Date 5-5-24

7. **NO MATERIAL CHANGE**
Account shall make no material change in the duties of a Provider without EDU HEALTHCARE'S written consent to the material change.

8. **COMPENSATION**
Payment will be made per bill rates listed in the attached Schedule A. Effective on the Agreement renewal date and every year thereafter, bill rates for services as indicated on the attached Schedule A of this agreement will be increased by three percent (3%) to keep in line with inflationary and competitive wage rate increases. Travel from facility to facility will be reimbursed to EDU HEALTHCARE based on the Standard Federal Mileage Reimbursement Rate.

9. **PAYMENT TERMS & OVERTIME**
Account will be billed for all services as outlined in the attached Schedule A. EDU HEALTHCARE pays its Providers overtime in compliance with federal, state, and local laws. EDU HEALTHCARE will bill the Account at one and one-half times the regular bill rate for all hours EDU HEALTHCARE must pay the Provider's overtime.

10. **TIMEKEEPING**
Account will ensure that Providers accurately record the start and stop times for all hours worked. The Account will approve all hours worked, including applicable overtime hours, on a Provider's time sheet. EDU HEALTHCARE will generate an invoice for the Account based on the timesheets submitted. Account must review the invoice, notify EDU HEALTHCARE of any error, and provide a corrected invoice that is mutually acceptable to both parties within a reasonable time. If the Account fails to dispute or report any errors within thirty (30) days of the invoice date, errors shall not be accepted as a disputed charge, and invoices will be due and payable in full.

11. **GUARANTEED MINIMUM HOURS**
Account agrees to provide Provider the guaranteed number of work hours per week specified in the attached Schedule A and Work Schedule B. Cancellation of prescheduled workdays or reduction in work hours by Account will be billed, reflecting the guaranteed minimum work hours. Minimum work hours shall be reduced to reflect scheduled school closings for holidays and planning days, except those holidays or planning days approved by the Account and listed on Schedule B.

12. **EMPLOYMENT OF PROVIDERS**
Account agrees that it will not directly or indirectly, personally or through an agent or agency, contract with or employ any Provider introduced or referred by EDU HEALTHCARE for a period of one year after the latest date of introduction, referral, placement, or end of the contract assignment. If Account or its affiliate enters into such a relationship or refers Providers to a third party for employment, Account agrees to pay an amount equal to $21,500 or thirty-five (35) percent (whichever is greater) of the Provider's first year's annualized salary, including any signing bonuses, as agreed upon at the time of hiring. Payment is due and payable to EDU Healthcare upon the start date.

13. **ASSIGNMENT**
Account will not transfer or assign this Agreement without EDU HEALTHCARE's written consent.

15. **INDEPENDENT CONTRACTOR**
It is mutually understood and agreed that EDU HEALTHCARE is an independent contractor rendering Services pursuant to this Agreement through its Provider. The Account shall neither have nor exercise any control or direction over the methods by which the Provider will render Services. The Provider will render Services under this Agreement by the accepted procedures and standards of the relevant professional specialty. The Account shall have the right to request Services but not to control how the Services are rendered. Nothing contained in this Agreement shall be construed to make Provider the employee of the Account.

16. **CONFIDENTIALITY**
EDU HEALTHCARE and Account agree to maintain the confidentiality of information contained in this Agreement and the medical records of Account's Students. Account and EDU HEALTHCARE agree they are Covered Entities and subject to all applicable HIPAA regulations. The medical record information may be disseminated as permitted or required by law.

17. **INDEMNIFICATION**
To the extent permitted by law, EDU HEALTHCARE will defend, indemnify, and hold Account and its parent, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by EDU HEALTHCARE's breach of this Agreement; its failure to discharge its duties and responsibilities outlined in this Agreement; or the negligence, gross negligence, or willful misconduct of EDU HEALTHCARE's officers, employees, or authorized agents in the discharge of those duties and responsibilities. To the extent permitted by law, Account will defend, indemnify, and hold EDU HEALTHCARE and its parent, subsidiaries, directors, officers, agents, representatives, and employees harmless from all claims, losses, and liabilities (including reasonable attorneys' fees) to the extent caused by Account's breach of this Agreement; its failure to discharge its duties and responsibilities outlined in this Agreement; or the negligence, gross negligence, or willful misconduct of Account or Account's officers, employees, or authorized agents in the discharge of those duties and responsibilities. Neither Party shall be liable for nor be required to indemnify the other Party for any incidental, consequential, exemplary, special, punitive, or lost profit damages that arise in connection with this Agreement, regardless of the form of action (whether in contract, tort, negligence, strict liability, or otherwise) and regardless of how characterized, even if such party has been advised of the possibility of such damages. As a condition precedent indemnification, the Party seeking indemnification will inform the other Party within ten business days after it receives notice of any claim, loss, liability, or demand for which it seeks indemnification from the other Party, and the Party seeking indemnification will cooperate in the investigation and defense of any such matter. The provisions in this section constitute the complete agreement between the parties concerning indemnification, and each Party waives its right to assert any common-law indemnification or contribution claim against the other Party.

Account Initials LoD Date 5-6-24

If to Account: SCHOOL ASSOCIATION FOR SPECIAL EDUCATION (DUPAGE) SASED
2900 Ogden Lisle, IL 60532

25. GOVERNING LAW

This Agreement and any modification shall be governed by and construed by the state's laws in which Services are provided.

26. SEVERABILITY

If any provision of this Agreement shall be held invalid or unenforceable for any reason, the remaining provisions shall remain valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable but that by limiting such provision, it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

27. MISCELLANEOUS

Provisions of this Agreement, which by their terms extend beyond the termination or nonrenewal of this Agreement, will remain effective after termination or non-renewal. This Agreement, Schedule A, and any other exhibits attached to it contain the entire understanding between the Parties and supersede all prior agreements and understandings relating to the subject matter of the Agreement. The failure of a Party to enforce the provisions of this Agreement will not be a waiver of any provision or the right of such Party thereafter to enforce every provision of this Agreement. This Agreement may be executed in duplicate counterparts, each of which shall be deemed an original hereof. IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year first mentioned above.

ACCOUNT

Account: SCHOOL ASSOCIATION FOR SPECIAL EDUCATION (DUPAGE) SASED

Signature: _____

Date: 9-9-24

EDU HEALTHCARE, LLC

By: _____

Matthew Lewis, VP

Date: _____

Account Initials _____ Date 9-9-24

18. INSURANCE

18. INSURANCE A. During the term of this Agreement. EDU HEALTHCARE at its sole cost and expense, and for the benefit of SASED, shall carry and maintain the following insurance:INSURANCE

1. Comprehensive general liability and property damage insurance, insuring against all liability of EDU HEALTHCARE related to theAgreement, with a minimum combined single limit of Two Million Dollars ($2,000,000.00) per occurence and Four Million Dollars ($4,000,000.00) general aggregate;The Commercial General Liability policy shall be endorsed in favor of all Additional Insureds on an ISO CG 2010 (11 85) endorsement form or both ISO CG 2010 (10 01) and CG 2037 (10 01) endorsement forms, or endorsement(s) that provide equivalent coverage.14.1 If any action is brought by either party to enforce or interpret the provisions of this Agreement, each party shall be responsible for its own costs in bringing 4. Umbrella liability insurance with a minimum combined single limit of Five Million dollars ($5,000,000.00) per occurrence and Five MillionDollars ($5,000,000) general aggregate. EDU HEALTHCARE's respective employees; and Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws forProfessional Liability Insurance with limits in the per claim amount of not less than Two Million Dollars ($2,000,000.00) and the annual aggregate of notless than Three Million Dollars ($3,000,000);

5. Sexual abuse and molestation Insurance with limits of $2,000,000 per occurrence and $2,000,000 aggregate. All insurers shallbe licensed by the State of Illinois and rated A+-VII or better by A.M. Best or comparable rating service. The comprehensive general liability and property damage insurance policy, and sexual abuse and molestation policy shall name SASED, its Board, Board members, employees, and agents as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of SASED.Umbrella liability insurance should provide follow form coverage and be at least as broad as the underlying. EDU HEALTHCARE shall provide SASED with certificates of insurance insurance during the duration of this Agreement. The failure to provide acceptable insuranceshall be deemed a breach of this Agreement entitling SASED to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled or terminated by the insuring company without the insuring company having first given at least 30 days prior written noticeto SASED by mail.

19. ATTORNEY'S FEES

If either party brings an action to enforce or interpret the provisions of this Agreement, each party shall be responsible for its own costs in bringing or defending such action, including court costs and attorney's fees, except to the extent this Agreement provides otherwise. The Parties agree to cooperate fully and assist the other Party in investigating and resolving any complaints, claims, actions, or proceedings that may be brought by or involve a Provider.

20. CIVIL RIGHTS

Each party agrees to comply with the provisions of Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, and all other applicable state and federal anti-discrimination laws and all regulations promulgated pursuant to it to the end that no person shall on the grounds of race, color, sex, religion, national origin, disability, sexual orientation, gender identity, age, or other protected characteristic be excluded d from participation in, be denied benefits of, or otherwise be subjected to discrimination in the provision of any care or services.

21. FEDERAL BUDGET RECONCILIATION ACT

Until the expiration of four (4) years from the date of this Agreement, according to Title 42, Section 1395 (x) (v) (1) (A) of the United States Code, EDU HEALTHCARE shall make available upon written request of the Secretary of the United States Department of the Health and Human Services, or the request of the Controller General of the United States General Accounting Office, or any of their duly authorized representatives, copies of such documents as are necessary to substantiate the nature and costs associated with the Services performed by EDU HEALTHCARE under the terms of the Agreement.

22. CAUSES BEYOND CONTROL

Neither Party will be responsible for failure or delay in performance of this Agreement if the failure or delay is due to labor disputes, strikes, fire, riot, war, terrorism, acts of God, or any other causes beyond the control of the nonperforming Party.

23. DEFAULT

If an Event of Default by Account occurs, in addition to the right to terminate this Agreement, EDU HEALTHCARE may seek any other remedy available to it in law or in equity on account of such default. Any amounts due for Services provided by EDU HEALTHCARE shall be immediately paid to EDU HEALTHCARE. Notwithstanding any other provision of this Agreement, either party may terminate this Agreement immediately in the event of a default ("Event of Default") by the other party. With respect to the Account, it shall be an "Event of Default" hereunder: (a) if the Account fails to keep, observe, or perform any material term or provision of this Agreement, and such default shall continue for ten (10) days after written notice thereof shall have been given to Account by EDU HEALTHCARE, which notice shall specify the event or events constituting the default; (b) if the Account shall petition for reorganization or liquidation under the Bankruptcy Court or apply for, or consent to, the appointment of a receiver, trustee, or liquidator of Account, or of the facility at which Services are being rendered, or admit in writing its respective inability to pay its respective debts as they become due, make a general assignment for the benefit of creditors, or otherwise evidence its insolvency or (c) if the Account ceases to be the licensed operator of the facility at which Services are being rendered.

24. NOTICE

Any notice required to be given to a party to this Agreement shall be in writing and considered effective as of receipt by the notified party. All such notices shall be sent by United States mail, certified mail, return receipt requested, postage prepaid, addressed as set forth below:

If to EDU HEALTHCARE: PO Box 2400
Cornelius, NC 28031

Account Initials _____ Date 6-16-21

School Association for Special Education in DuPage County

Budget Report (accrual basis)

For the Month Ending July 2024

Revenues	Original Budget	Monthly Activity	FYTD Activity	Encumbered	Unexpended Budget Balance	% of Budget	% of Budget (prior year)
Tuition and Fees	$ 34,639,685	$ 70,002	$ 70,002		$ 34,569,683	0.2%	43.1%
State Revenue	$ 3,017,420	$ 239	$ 239		$ 3,017,181	0.0%	0.0%
Federal Revenue	$ 404,923	$ 21,962	$ 21,962		$ 382,961	5.4%	0.0%
Medicaid Revenue	$ 330,000						
Grant Revenue	$ 826,000	$ 7,730	$ 7,730		$ 818,270	0.9%	3.0%
Total Revenues	$ 39,218,028	$ 99,933	$ 99,933		$ 38,788,095	0.3%	45.8%
Expenditures							
Payroll	$ 22,871,957	$ 374,209	$ 374,207	$ 2,470,035	$ 22,497,750	1.6%	1.5%
Benefits	$ 5,473,222	$ 65,334	$ 65,335	$ 637,791	$ 5,407,887	1.2%	1.0%
Purchased Services	$ 10,214,328	$ 424,524	$ 424,523	$ 62,737	$ 9,789,805	4.2%	3.6%
Supplies	$ 702,324	$ 78,370	$ 78,370	$ 63,350	$ 623,954	11.2%	3.2%
Capital Outlay	$ 2,096,425	$ 45,366	$ 45,366	$ 13,139	$ 2,051,059	2.2%	0.0%
Medicaid Flow Through	$ -	$ 199,844	$ 199,844	$ -			
Equipment	$ 128,339	$ 3,131	$ 3,131	$ 9,368	$ 125,208	2.4%	1.3%
Total Expenses	$ 41,486,595	$ 1,190,778	$ 1,190,776	$ 3,256,420	$ 40,495,663	2.4%	1.9%

Total FYTD revenue when compared to current budget is at .3%

Compared to prior year, revenues are less due to the tuition invoices being generated in August

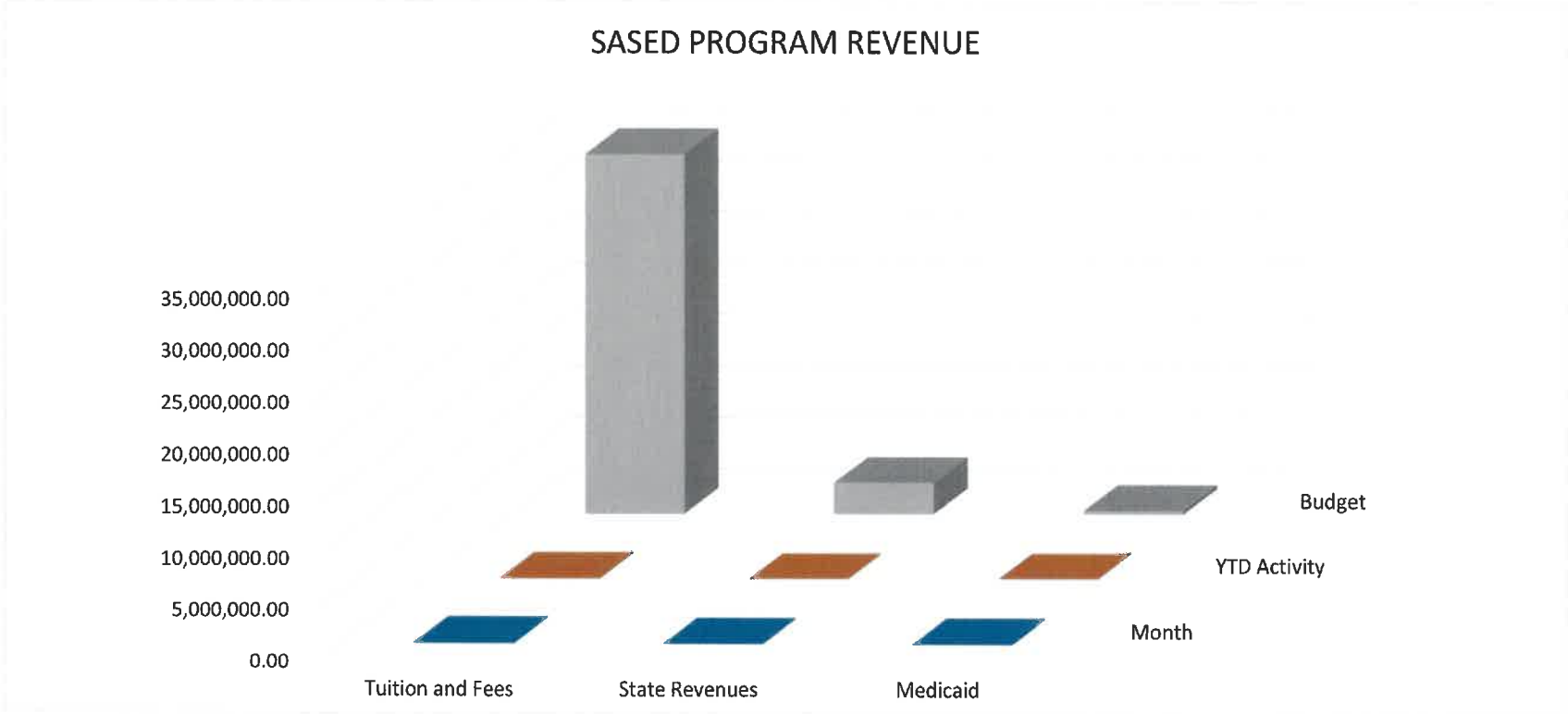
Total FYTD expenditure when compared to current budget is at 2.4%

Expenditures were comprised primarily of salaries, benefits, contract staff, and Medicaid F/T

SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY REVENUE REPORTING
31-Jul-24

SASED PROGRAMS

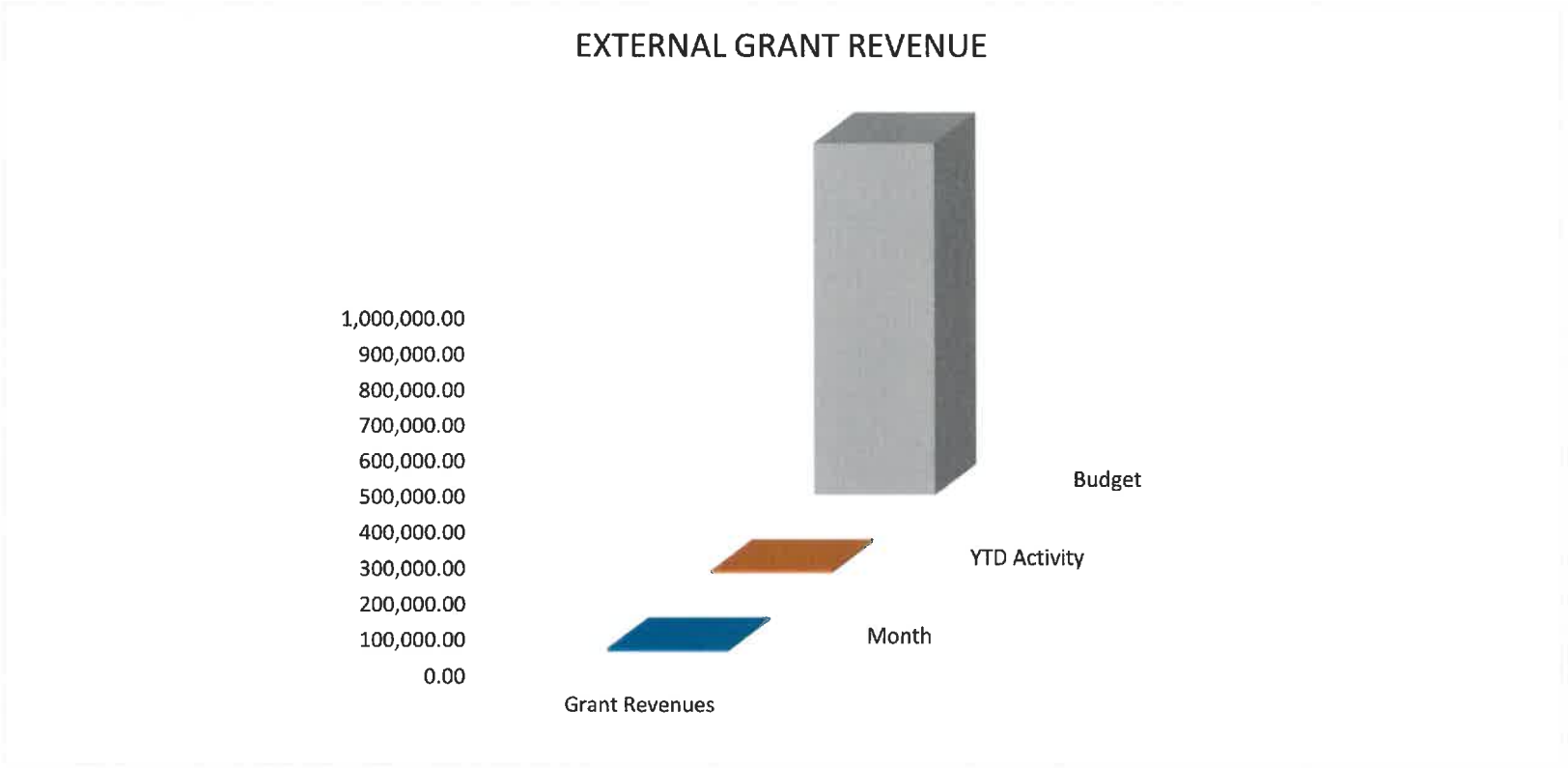
Program	Jul-24 Monthly Activity	2024-25 FYTD Activity	2024-25 Original Budget	% YTD
Tuition and Fees	92,202.66	92,202.66	34,884,985.00	0.3%
State Revenues	0.00	0.00	3,014,420.00	0.0%
Medicaid	0.00	0.00	330,000.00	0.0%
Total	92,202.66	92,202.66	38,229,405.00	0.2%



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY REVENUE REPORTING
31-Jul-24

EXTERNAL GRANT PROGRAMS

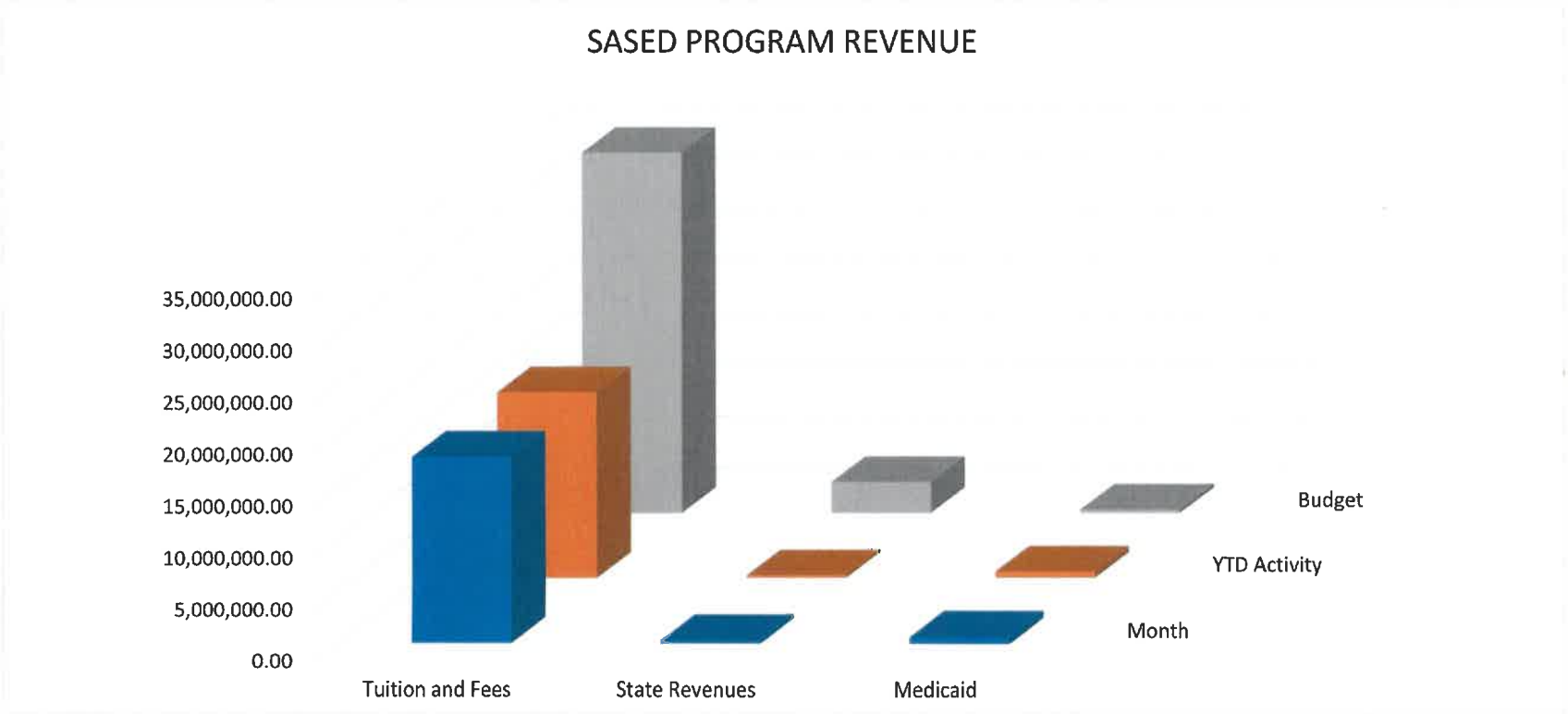
Program	Jul-24 Monthly Activity	2024-25 FYTD Activity	2024-25 Original Budget	% YTD
Grant Revenues	7,730.38	7,730.38	988,623.00	0.8%



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY REVENUE REPORTING
31-Aug-24

SASED PROGRAMS

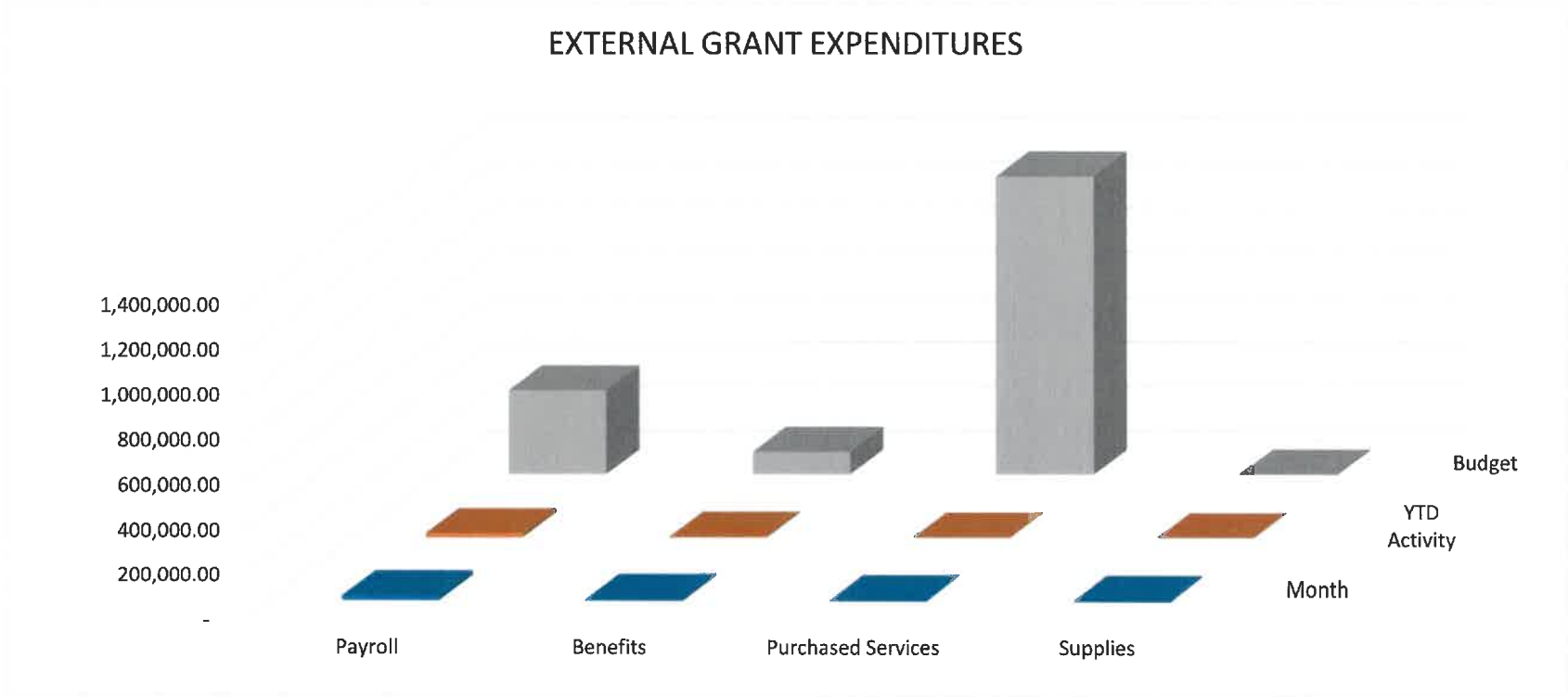
Program	Aug-24 Monthly Activity	2024-25 FYTD Activity	2024-25 Original Budget	% YTD
Tuition and Fees	17,871,713.68	17,963,916.34	34,884,985.00	51.5%
State Revenues	254,510.00	254,510.00	3,014,420.00	8.4%
Medicaid	617,030.06	617,030.06	330,000.00	187.0%
Total	18,743,253.74	18,835,456.40	38,229,405.00	49.3%



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY EXPENDITURE REPORTING
31-Jul-24

EXTERNAL GRANT PROGRAMS

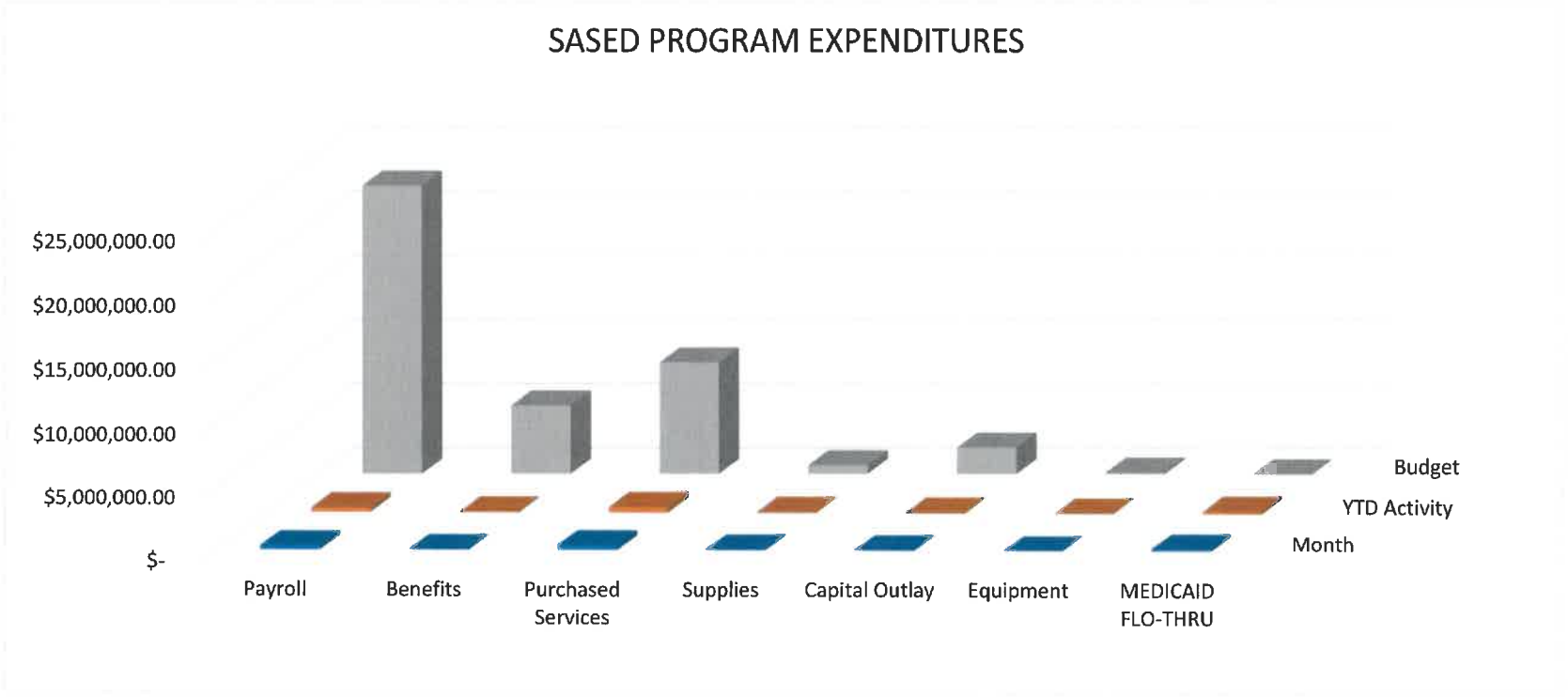
Program	Jul-24 Monthly Activity	2024-25 FYTD Activity	2024-25 Original Budget	% YTD
Payroll	19,362.00	19,362.00	376,106.00	5.1%
Benefits	4,591.00	4,591.00	102,055.00	4.5%
Purchased Services	825.00	825.00	1,333,314.00	0.1%
Supplies	-	-	3,984.00	0.0%
Total	24,778.00	24,778.00	1,815,459.00	1.4%



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY EXPENDITURE REPORTING
31-Jul-24

SASED PROGRAMS

Program	Jul-24 Monthly Activity	2024-25 FYTD Activity	2024-25 Original Budget	% YTD
Payroll	$ 354,847.00	$ 354,847.00	$ 22,495,851.00	1.6%
Benefits	$ 60,743.00	$ 60,743.00	$ 5,371,167.00	1.1%
Purchased Services	$ 423,699.00	$ 423,699.00	$ 8,739,782.00	4.8%
Supplies	$ 78,370.00	$ 78,370.00	$ 698,340.00	11.2%
Capital Outlay	$ 45,366.00	$ 45,366.00	$ 2,096,425.00	2.2%
Equipment	$ 3,131.00	$ 3,131.00	$ 128,339.00	2.4%
MEDICAID FLO-THRU	$ 199,844.00	$ 199,844.00	$ -	
	$ 1,166,000.00	$ 1,166,000.00	$ 39,529,904.00	2.9%



School Association for Special Education in DuPage County

Budget Report (accrual basis)

For the Month Ending August 2024

Revenues	Original Budget	Monthly Activity	FYTD Activity	Encumbered	Unexpended Budget Balance	% of Budget	% of Budget (prior year)
Tuition and Fees	$ 34,639,685	$ 17,876,288	$ 17,946,288		$ 16,693,397	51.8%	53.3%
State Revenue	$ 3,017,420	$ 254,515	$ 254,753		$ 2,762,667	8.4%	7.9%
Federal Revenue	$ 404,923	$ 4,307	$ 26,269		$ 378,654	6.5%	0.0%
Medicaid Revenue	$ 330,000	$ 617,030	$ 617,030				
Grant Revenue	$ 826,000	$ 19,795	$ 27,525		$ 798,475	3.3%	3.0%
Total Revenues	$ 39,218,028	$ 18,771,935	$ 18,871,865		$ 20,633,193	48.1%	45.8%
Expenditures							
Payroll	$ 22,871,957	$ 432,040	$ 806,246	$ 2,530,092	$ 22,065,711	3.5%	3.4%
Benefits	$ 5,473,222	$ 77,682	$ 143,016	$ 686,579	$ 5,330,206	2.6%	2.2%
Purchased Services	$ 10,214,328	$ 331,430	$ 755,952	$ 68,835	$ 9,458,376	7.4%	6.3%
Supplies	$ 702,324	$ 58,313	$ 136,683	$ 63,627	$ 565,641	19.5%	7.3%
Capital Outlay	$ 2,096,425	$ 995	$ 46,361	$ 13,139	$ 2,050,064	2.2%	0.0%
Medicaid Flow Through	$ -	$ -	$ 199,844				
Equipment	$ 128,339	$ -	$ 3,131	$ 12,184	$ 125,208	2.4%	24.6%
Total Expenses	$ 41,486,595	$ 900,460	$ 2,091,234	$ 3,374,456	$ 39,595,205	5%	4%

Total FYTD revenue when compared to current budget is at 48.1%

Revenues were comprised of tuition, EBF, and Medicaid reimbursement

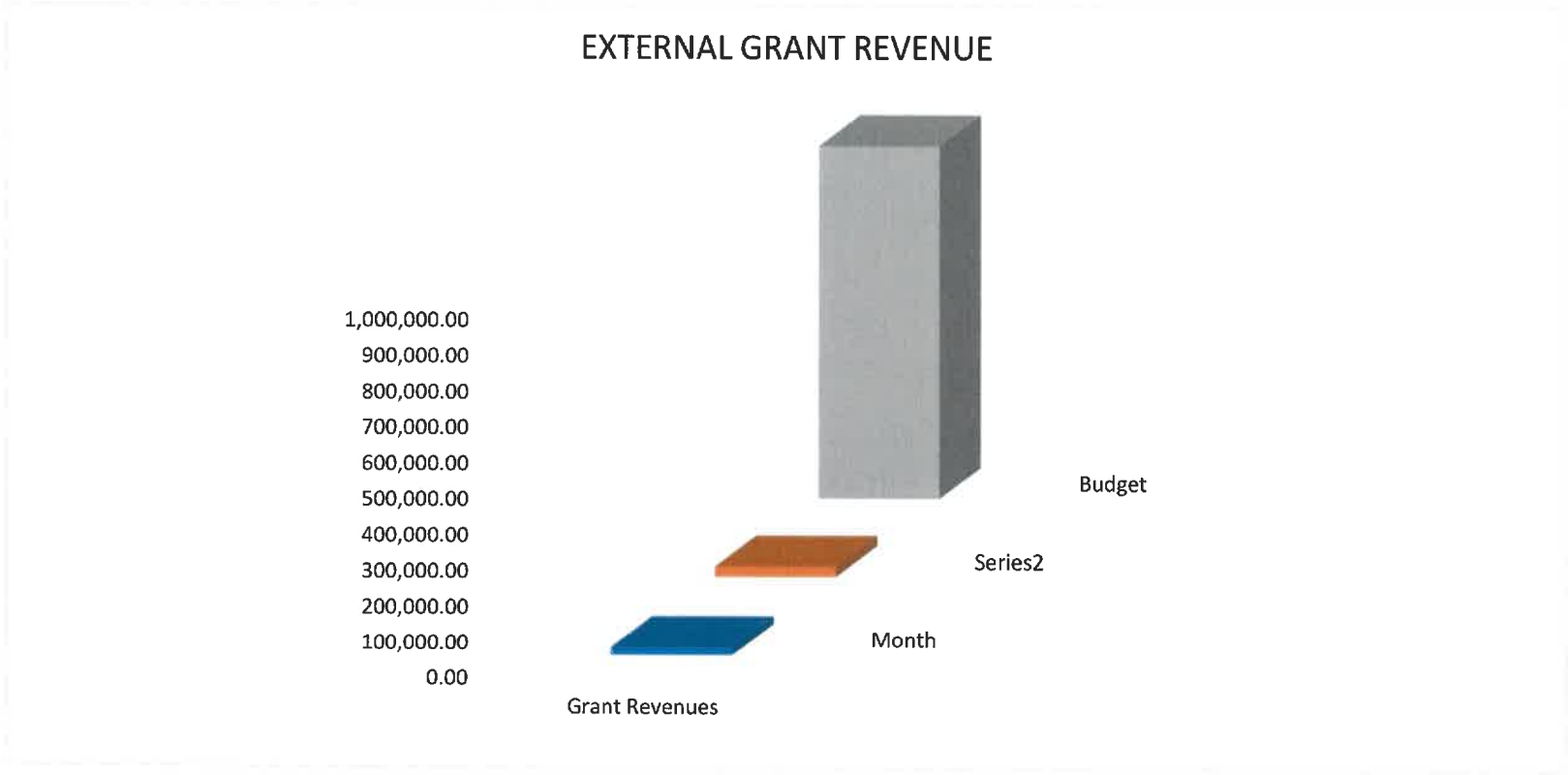
Total FYTD expenditure when compared to current budget is at 5%

Expenditures were comprised primarily of salaries, benefits, and contract staff

SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY REVENUE REPORTING
31-Aug-24

EXTERNAL GRANT PROGRAMS

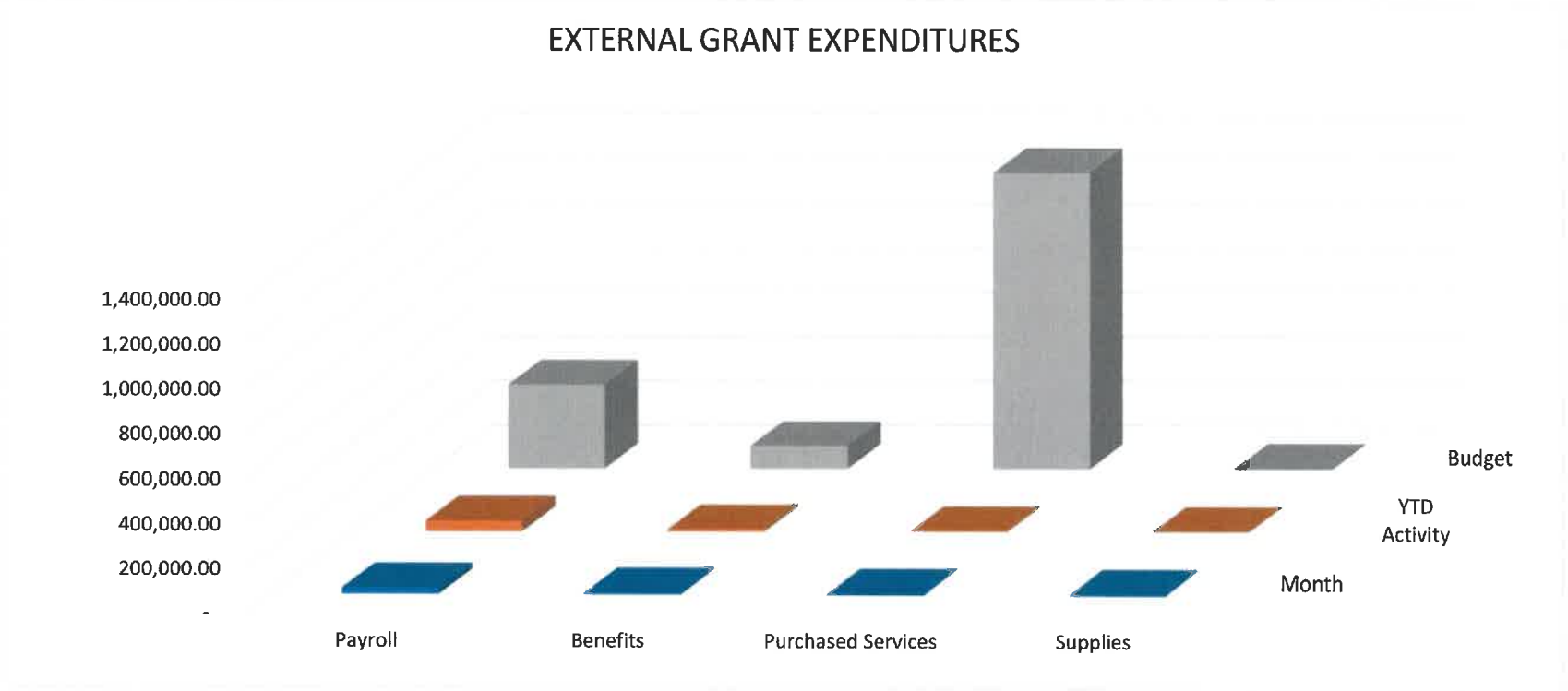
Program	Aug-24 Monthly Activity	2024-25 FYTD Activity	2024-25 Original Budget	% YTD
Grant Revenues	21,474.88	29,205.26	988,623.00	3.0%



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY EXPENDITURE REPORTING
31-Aug-24

EXTERNAL GRANT PROGRAMS

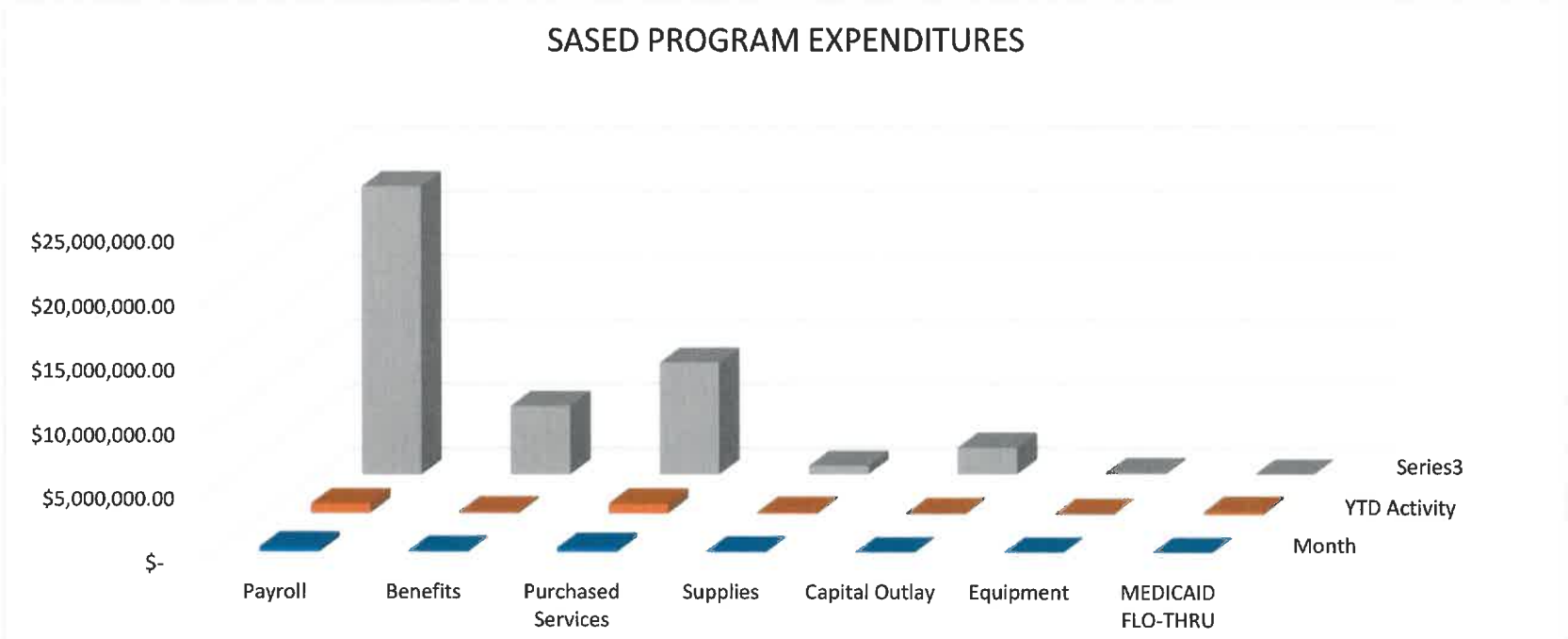
Program	Aug-24 Monthly Activity	2024-25 FYTD Activity	2024-25 Original Budget	% YTD
Payroll	27,984.00	47,347.00	376,106.00	12.6%
Benefits	5,343.00	9,934.00	102,055.00	9.7%
Purchased Services	2,101.00	2,926.00	1,333,314.00	0.2%
Supplies	33.00	33.00	3,984.00	0.8%
Total	35,461.00	60,240.00	1,815,459.00	3.3%



SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
MONTHLY EXPENDITURE REPORTING
31-Aug-24

SASED PROGRAMS

Program	Aug-24 Monthly Activity	2024-25 FYTD Activity	2024-25 Original Budget	% YTD
Payroll	$ 404,056.00	$ 758,901.00	$ 22,495,851.00	3.4%
Benefits	$ 72,339.00	$ 133,086.00	$ 5,371,167.00	2.5%
Purchased Services	$ 328,251.00	$ 751,950.00	$ 8,739,782.00	8.6%
Supplies	$ 58,280.00	$ 136,650.00	$ 698,340.00	19.6%
Capital Outlay	$ 995.00	$ 46,361.00	$ 2,096,425.00	2.2%
Equipment	$ -	$ 3,131.00	$ 128,339.00	2.4%
MEDICAID FLO-THRU	$ -	$ 199,844.00	$ -	
	$ 863,921.00	$ 2,029,923.00	$ 39,529,904.00	5.1%



School Association for Special Education in DuPage County
Treasurer's Report
July 31, 2024

CASH ACTIVITY REPORT	A EDUCATION FUND	B SELF FUNDED MEDICAL INSUR	C SELF FUNDED DENTAL INSUR	D FSA	A + B + C + D TOTAL EDUCATION FUND
Beginning Balance					
Investments	15,155,610.01	249,683.33	385,177.09	(9,187.92)	15,781,282.51
July activity					
Interest Earned	11,686.45				11,686.45
Gains/(Losses) on Sales of Securities					-
Record Health Fund Transfers	351,963.28	(332,836.01)	(13,468.86)	(5,658.41)	0.00
Cash Receipts	763,106.81	1,886.48	646.00	(6,123.14)	759,516.15
Cash Disbursements - General	(2,887,660.11)				(2,887,660.11)
- Payroll	(1,667,281.15)				(1,667,281.15)
Subtotal	(3,428,184.72)	(330,949.53)	(12,822.86)	(11,781.55)	(3,783,738.66)
Ending Balance	**11,727,425.29**	**(81,266.20)**	**372,354.23**	**(20,969.47)**	**11,997,543.85**
Investment - Demand Deposit - Fifth Third Bank	7,299,671.15	(85,039.16)	371,708.23	(14,846.33)	7,571,493.89
IL School District Liquid Asset Fund	22,444.08				22,444.08
Fifth Third Securities	4,403,605.88				4,403,605.88
	11,725,721.11	**(85,039.16)**	**371,708.23**	**(14,846.33)**	**11,997,543.85**

Rachel Wisniewski

Rachel Wisniewski, Treasurer

SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
SCHEDULE OF INVESTMENTS
7/31/2024

	AMOUNT	INTEREST RATE	TERM	LOCATION	Security/Collateralization
EDUCATION FUND					
PMA IL School District Liquid Asset Fund					
Depository Accounts - Liquid	**22,444.08**	0.482%	Money Market	ISDLAF	Money Market Mutual Fund
Depository Accounts - Liquid - DuPage West Cook		0.482%	Money Market	ISDLAF	Money Market Mutual Fund
	22,444.08				
FIFTH THIRD BANK					
Depository and Demand Deposit Accounts	**7,299,671.15**	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
Demand Deposit - Health Insurance Reserves	**247,133.54**	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
Demand Deposit - Health Insurance Reserves	**24,689.20**	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
	7,571,493.89				
FIFTH THIRD SECURITIES					
Cash & Cash Equivalents	**1,193,605.88**	Varies	Money Market	Fifth Third Securities, Custodian	Money Market Mutual Fund
Certificates of Deposit - short-term		Varies	Various, < 1 yr	Fifth Third Securities, Custodian	FDIC Insured
Certificates of Deposit - long-term	**1,960,000.00**	Varies	Various, > 1 yr	Fifth Third Securities, Custodian	FDIC Insured
U S Treasuries - short-term		Varies	Various	Fifth Third Securities, Custodian	US Gov't. Obligation
U S Treasuries - long term	**500,000.00**	Varies	Various	Fifth Third Securities, Custodian	US Gov't. Obligation
U S Agencies - Short term		Varies	Various	Fifth Third Securities, Custodian	"Full faith and credit of US..."
U S Agencies - long term	**750,000.00**	Varies	Various	Fifth Third Securities, Custodian	"Full faith and credit of US..."
Corporate Bonds	-				
Municipal Bonds	-				
Other assets, including prepaid interest	-				
	4,403,605.88				
	11,997,543.85	**TOTAL**			

School Association for Special Education in DuPage County
Treasurer's Report
August 31, 2024

CASH ACTIVITY REPORT	**A** **EDUCATION FUND**	**B** **SELF FUNDED MEDICAL INSUR**	**C** **SELF FUNDED DENTAL INSUR**	**D** **FSA**	**A + B + C + D** **TOTAL EDUCATION FUND**
Beginning Balance					
Investments	11,725,721.11	(85,039.16)	371,708.23	(14,846.33)	11,997,543.85
August activity					
Interest Earned	9512.92				9,512.92
Gains/(Losses) on Sales of Securities					-
Record Health Fund Transfers	488,362.50	(487,301.43)	3,248.19	(4,309.26)	0.00
Cash Receipts	1,918,634.57	1,886.48	611.44	(5,119.99)	1,916,012.50
Cash Disbursements - General	(4,232,663.71)				(4,232,663.71)
- Payroll	(1,638,892.47)				(1,638,892.47)
Subtotal	(3,455,046.19)	(485,414.95)	3,859.63	(9,429.25)	(3,946,030.76)
Ending Balance	**8,270,674.92**	**(570,454.11)**	**375,567.86**	**(24,275.58)**	**8,051,513.09**
Investment - Demand Deposit - Fifth Third Bank	3,834,576.61	(570,454.11)	374,956.12	(19,155.59)	3,619,923.03
IL School District Liquid Asset Fund	22,542.62				22,542.62
Fifth Third Securities	4,409,047.44				4,409,047.44
	8,266,166.67	**(570,454.11)**	**374,956.12**	**(19,155.59)**	**8,051,513.09**

Rachel Wisniewski

Rachel Wisniewski, Treasurer

SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY
SCHEDULE OF INVESTMENTS
8/31/2024

	AMOUNT	INTEREST RATE	TERM	LOCATION	Security/Collateralization
EDUCATION FUND					
PMA IL School District Liquid Asset Fund					
Depository Accounts - Liquid	**22,542.62**	0.482%	Money Market	ISDLAF	Money Market Mutual Fund
Depository Accounts - Liquid - DuPage West Cook		0.482%	Money Market	ISDLAF	Money Market Mutual Fund
	22,542.62				
FIFTH THIRD BANK					
Depository and Demand Deposit Accounts	**3,834,576.61**	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
Demand Deposit - Health Insurance Reserves	**(236,733.84)**	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
Demand Deposit - Health Insurance Reserves	**22,080.26**	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
	3,619,923.03				
FIFTH THIRD SECURITIES					
Cash & Cash Equivalents	**1,199,047.44**	Varies	Money Market	Fifth Third Securities, Custodian	Money Market Mutual Fund
Certificates of Deposit - short-term		Varies	Various, < 1 yr	Fifth Third Securities, Custodian	FDIC Insured
Certificates of Deposit - long-term	**1,960,000.00**	Varies	Various, > 1 yr	Fifth Third Securities, Custodian	FDIC Insured
U S Treasuries - short-term		Varies	Various	Fifth Third Securities, Custodian	US Gov't. Obligation
U S Treasuries - long term	**500,000.00**	Varies	Various	Fifth Third Securities, Custodian	US Gov't. Obligation
U S Agencies - Short term		Varies	Various	Fifth Third Securities, Custodian	"Full faith and credit of US..."
U S Agencies - long term	**750,000.00**	Varies	Various	Fifth Third Securities, Custodian	"Full faith and credit of US..."
Corporate Bonds	-				
Municipal Bonds	-				
Other assets, including prepaid interest	-				
	4,409,047.44				
	8,051,513.09	**TOTAL**			

GROSS PAYROLL

August 2024 $ 1,638,892.47

TOTAL SALARY	:	**1,638,892.47**
TOTAL DEDUCTIONS	:	545,404.40
TOTAL EMPLOYEES	:	333

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

**********PAYROLL TOTALS**********

	FEDERAL	STATE	MEDICARE
'OTAL GROSS PAY :	115,738.67	115,738.67	115,738.67
'OTAL TSA'S - BEFORE TAX :	98.09	98.09	0.00
'OTAL TAX SHELTERED RETIREMENT:	8,257.73	8,257.73	0.00
'OTAL OTHER BEF TAX DEDUCTIONS:	0.00	0.00	0.00
'OTAL TAXABLE BENEFITS :	0.00	0.00	0.00
'OTAL TAXABLE GROSS :	107,382.85	107,382.85	115,738.67

*******EMPLOYEE COUNTS*******

TOTAL EMPLOYEES :	112
TOTAL FEMALE EMPLOYEES:	97
TOTAL MALE EMPLOYEES :	15
TOTAL FACULTY MEMBERS :	49

**********DEDUCTION/BENEFIT LEGEND**********

eduction	Benefit
retax: D = Federal	Taxable: D = Federal
S = State	S = State
F = FICA/Medicare	F = FICA/Medicare
I = IMRF	T = TRS
	I = IMRF

= Reimbursed

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

**********PAYROLL TOTALS**********

	FEDERAL	STATE	MEDICARE
OTAL GROSS PAY :	603,550.66	603,550.66	603,550.66
OTAL TSA'S - BEFORE TAX :	11,483.27	11,483.27	0.00
OTAL TAX SHELTERED RETIREMENT:	46,736.55	46,736.55	0.00
OTAL OTHER BEF TAX DEDUCTIONS:	44,167.27	44,167.27	44,167.27
OTAL TAXABLE BENEFITS :	0.00	0.00	0.00
OTAL TAXABLE GROSS :	501,163.57	501,163.57	559,383.39

*******EMPLOYEE COUNTS*******

TOTAL EMPLOYEES :	221
TOTAL FEMALE EMPLOYEES:	199
TOTAL MALE EMPLOYEES :	22
TOTAL FACULTY MEMBERS :	110

**********DEDUCTION/BENEFIT LEGEND**********

eduction
retax: D = Federal
S = State
F = FICA/Medicare
I = IMRF

= Reimbursed

Benefit
Taxable: D = Federal
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********** End of report **********

REPORT OF DEDUCTIONS/BENEFITS BY CATEGORY

			**********DEDUCTION**********		**********BENEFIT**********		**********TOTAL**********	
CATEGORY	CODE	DESCRIPTION	AMOUNT	BASE GROSS	AMOUNT	BASE GROSS	MOUNT	BASE GROSS
	FTX	FEDERAL TAX	15,737.35	145,529.15				
EDERAL TAX	TOTAL		16,730.35	145,529.15				
6,730.35	145,529.15							
ICA	FICA	FICA	4,965.12	80,082.30				
	FICA	FICA			4,965.12	80,082.30		
ICA	TOTAL		4,965.12	80,082.30	4,965.12	80,082.30		
,930.24	160,164.60							
EDICARE	MDCR	MEDICARE	2,255.98	155,586.30				
	MDCR	MEDICARE			2,255.98	155,586.30		
EDICARE	TOTAL		2,255.98	155,586.30	2,255.98	155,586.30		
,511.96	311,172.60							
TATE TAX	ILSTA	ADD IL TAX AMT	125.00	0.00				
	ILSTX	IL STATE TAX	7,024.75	145,529.15				
TATE TAX	TOTAL		7,149.75	145,529.15				
,149.75	145,529.15							
SA-BEFORE TAX	AI	EQUITABLE 457 P	2,465.00					
	AJ	CUNA 403B PLAN	3,687.00					
	AJP	CUNA% 403B PLAN	647.09	5,868.11				
SA-BEFORE TAX	TOTAL		6,799.09	5,868.11				
,799.09	5,868.11							

**********PAYROLL TOTALS**********

	FEDERAL	STATE	MEDICARE
OTAL GROSS PAY :	161,669.34	161,669.34	161,669.34
OTAL TSA'S - BEFORE TAX :	6,799.09	6,799.09	0.00
OTAL TAX SHELTERED RETIREMENT:	3,258.06	3,258.06	0.00
OTAL OTHER BEF TAX DEDUCTIONS:	6,106.04	6,106.04	6,106.04
OTAL TAXABLE BENEFITS :	23.00	23.00	23.00
OTAL TAXABLE GROSS :	145,529.15	145,529.15	155,586.30

********EMPLOYEE COUNTS********

TOTAL EMPLOYEES :	58
TOTAL FEMALE EMPLOYEES:	45
TOTAL MALE EMPLOYEES :	13
TOTAL FACULTY MEMBERS :	13

**********PAYROLL TOTALS**********

	FEDERAL	STATE	MEDICARE
OTAL GROSS PAY :	603,529.59	603,529.59	603,529.59
OTAL TSA'S - BEFORE TAX :	11,482.97	11,482.97	0.00
OTAL TAX SHELTERED RETIREMENT:	46,735.16	46,735.16	0.00
OTAL OTHER BEF TAX DEDUCTIONS:	44,167.27	44,167.27	44,167.27
OTAL TAXABLE BENEFITS :	0.00	0.00	0.00
OTAL TAXABLE GROSS :	501,144.19	501,144.19	559,362.32

*******EMPLOYEE COUNTS*******

TOTAL EMPLOYEES :	221
TOTAL FEMALE EMPLOYEES:	199
TOTAL MALE EMPLOYEES :	22
TOTAL FACULTY MEMBERS :	110

**********DEDUCTION/BENEFIT LEGEND**********

eduction
retax: D = Federal
S = State
F = FICA/Medicare
I = IMRF

= Reimbursed

Benefit
Taxable: D = Federal
S = State
F = FICA/Medicare
T = TRS
I = IMRF

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

REPORT OF DEDUCTIONS/BENEFITS BY CATEGORY

**********TOTAL**********			**********DEDUCTION**********		**********BENEFIT**********		
'ATEGORY	CODE	DESCRIPTION	AMOUNT	BASE GROSS	AMOUNT	BASE GROSS	
MOUNT	BASE GROSS						
	FTX	FEDERAL TAX	14,162.72	139,502.75			
'EDERAL TAX	TOTAL		15,005.72	139,502.75			
5,005.72	139,502.75						
'ICA	FICA	FICA	5,115.03	82,500.17			
	FICA	FICA			5,115.03	82,500.17	
ICA	TOTAL		5,115.03	82,500.17	5,115.03	82,500.17	
0,230.06	165,000.34						
EDICARE	MDCR	MEDICARE	2,150.68	148,321.17			
	MDCR	MEDICARE			2,150.68	148,321.17	
EDICARE	TOTAL		2,150.68	148,321.17	2,150.68	148,321.17	
,301.36	296,642.34						
TATE TAX	ILSTA	ADD IL TAX AMT	75.00	0.00			
	ILSTX	IL STATE TAX	6,707.69	139,502.75			
TATE TAX	TOTAL		6,782.69	139,502.75			
,782.69	139,502.75						
SA-BEFORE TAX	AI	EQUITABLE 457 P	2,465.00				
	AJ	CUNA 403B PLAN	2,175.00				
	AJP	CUNA% 403B PLAN	637.90	5,561.86			
	TRSP3	TRSP03 SSP PRE	2.97	99.11			
SA-BEFORE TAX	TOTAL		5,280.87	5,660.97			
,280.87	5,660.97						

**********PAYROLL TOTALS**********

	FEDERAL	STATE	MEDICARE
OTAL GROSS PAY :	154.404.21	154,404.21	154,404.21
OTAL TSA'S - BEFORE TAX :	5,280.87	5,280.87	0.00
OTAL TAX SHELTERED RETIREMENT:	3,319.05	3,319.05	0.00
OTAL OTHER BEF TAX DEDUCTIONS:	6,106.04	6,106.04	6,106.04
OTAL TAXABLE BENEFITS :	23.00	23.00	23.00
OTAL TAXABLE GROSS :	139,721.25	139,721.25	148,321.17

*******EMPLOYEE COUNTS*******

TOTAL EMPLOYEES :	64
TOTAL FEMALE EMPLOYEES:	54
TOTAL MALE EMPLOYEES :	10
TOTAL FACULTY MEMBERS :	15

PAYROLL LIABILITIES

August 2024 $ 408,459.16

8/12/2024 ESY Payroll Accounts Payable Check Register

Check #	Vendor Name	Check Date	Check Amount	
202400035	ILLINOIS DEPT OF REVENUE	8/12/2024	$5,166.60	
202400038	TEACHERS RETIREMENT (2.2%)	8/12/2024	$407.92	
202400039	TEACHERS RETIREMENT SYSTEM	8/12/2024	$6,329.68	
202400040	THIS (TRS HEALTH) FUND	8/12/2024	$1,104.14	
202400041	MB FINANCIAL (FEDERAL)	8/12/2024	$4,659.06	
202400042	MB FINANCIAL BANK (FICA-E)	8/12/2024	$4,479.35	
202400043	MB FINANCIAL BANK (FICA-W)	8/12/2024	$4,479.35	
202400044	CUNA MUTUAL GROUP	8/12/2024	$328.42	
202400045	TEACHERS RETIREMENT SYSTEM SSP	8/12/2024	$122.21	
		9 Wire Transfer Check(s) For a Total of		$27,076.73
		Total for 9 Manual, Wire Tran, ACH & Computer Checks		$27,076.73
			Net Amount	$27,076.73
10	EDUCATION FUND			$27,076.73

8/15/2024 Payroll Accounts Payable Check Register

Check #	Vendor Name	Check Date	Check Amount	
104358	STATE DISBURSEMENT UNIT	8/15/2024	$172.26	
104359	STATE DISBURSEMENT UNIT	8/15/2024	$860.35	
		2 Computer Check(s) For a Total of		$1,032.61
202300433	ILLINOIS DEPT OF REVENUE	8/15/2024	$24,139.11	
202300439	MB FINANCIAL (FEDERAL)	8/15/2024	$45,753.02	
202300440	MB FINANCIAL BANK (FICA-E)	8/15/2024	$21,687.17	
202300441	MB FINANCIAL BANK (FICA-W)	8/15/2024	$21,687.17	
202300442	THE OMNI GROUP	8/15/2024	$1,483.00	
202300443	CUNA MUTUAL GROUP	8/15/2024	$13,630.37	
202300444	TEACHERS RETIREMENT SYSTEM SSP	8/15/2024	$477.30	
202400046	ILLINOIS DEPT OF REVENUE	8/15/2024	$7,149.75	
202400049	TEACHERS RETIREMENT (2.2%)	8/15/2024	$394.16	
202400050	TEACHERS RETIREMENT SYSTEM	8/15/2024	$6,116.47	
202400051	THIS (TRS HEALTH) FUND	8/15/2024	$1,067.00	
202400052	MB FINANCIAL (FEDERAL)	8/15/2024	$16,730.35	
202400053	MB FINANCIAL BANK (FICA-E)	8/15/2024	$7,221.10	
202400054	MB FINANCIAL BANK (FICA-W)	8/15/2024	$7,221.10	
202400055	THE OMNI GROUP	8/15/2024	$2,465.00	
202400056	CUNA MUTUAL GROUP	8/15/2024	$6,416.37	
		16 Wire Transfer Check(s) For a Total of		$183,638.44
		2 Computer Checks For a Total of		$1,032.61
		Total for 18 Manual, Wire Tran, ACH & Computer Checks		$184,671.05
			Net Amount	$184,671.05
10	EDUCATION FUND			$184,671.05

8/30/2024 Payroll Accounts Payable Check Register

Check #	Vendor Name	Check Date	Check Amount	
104203	UNITED WAY OF NAPERVILLE	8/30/2024	$20.00	
104466	STATE DISBURSEMENT UNIT	8/30/2024	$172.26	
104467	STATE DISBURSEMENT UNIT	8/30/2024	$860.35	
		3 Computer Check(s) For a Total of		$1,052.61
202300445	ILLINOIS DEPT OF REVENUE	8/30/2024	$24,138.11	
202300451	MB FINANCIAL (FEDERAL)	8/30/2024	$45,750.39	
202300452	MB FINANCIAL BANK (FICA-E)	8/30/2024	$21,686.27	
202300453	MB FINANCIAL BANK (FICA-W)	8/30/2024	$21,686.27	
202300454	THE OMNI GROUP	8/30/2024	$1,483.00	
202300455	CUNA MUTUAL GROUP	8/30/2024	$13,630.00	
202300456	TEACHERS RETIREMENT SYSTEM SSP	8/30/2024	$477.29	
202300457	ILLINOIS DEPT OF REVENUE	8/30/2024	$114.86	
202400036	IMRF (EMPLOYEES CONT)	8/12/2024	$1,295.05	
202400037	IMRF (EMPLOYERS CONT)	8/12/2024	$1,056.15	
202400047	IMRF (EMPLOYEES CONT)	8/15/2024	$3,811.01	
202400048	IMRF (EMPLOYERS CONT)	8/15/2024	$2,572.35	
202400057	ILLINOIS DEPT OF REVENUE	8/30/2024	$6,782.69	
202400058	IMRF (EMPLOYEES CONT)	8/30/2024	$3,851.52	
202400059	IMRF (EMPLOYERS CONT)	8/30/2024	$2,605.31	
202400060	TEACHERS RETIREMENT (2.2%)	8/30/2024	$395.35	
202400061	TEACHERS RETIREMENT SYSTEM	8/30/2024	$6,135.10	
202400062	THIS (TRS HEALTH) FUND	8/30/2024	$1,070.26	
202400063	MB FINANCIAL (FEDERAL)	8/30/2024	$15,005.72	
202400064	MB FINANCIAL BANK (FICA-E)	8/30/2024	$7,265.71	
202400065	MB FINANCIAL BANK (FICA-W)	8/30/2024	$7,265.71	
202400066	THE OMNI GROUP	8/30/2024	$2,465.00	
202400067	CUNA MUTUAL GROUP	8/30/2024	$4,912.68	
202400068	TEACHERS RETIREMENT SYSTEM SSP	8/30/2024	$2.97	
202400069	TEACHERS HEALTH INSURANCE SECUI	8/30/2024	$200.00	
		25 Wire Transfer Check(s) For a Total of		$195,658.77
		3 Computer Check(s) For a Total of		$1,052.61
		Total for 28 Manual, Wire Tran, ACH & Computer Checks		$196,711.38
			Net Amount	$196,711.38
10	EDUCATION FUND			$196,711.38

BILLS PAYABLE LIST – FLOW THROUGH

August 2024 $ 2,837,479.77

September 2024 $ 0

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	104361	WEST CHICAGO SCHOOL	Administrative Outreach Oct-Dec 2023	344.76
08/22/2024	104361	WEST CHICAGO SCHOOL	Medicaid FY22 Cost Settlement	33,746.99
08/22/2024	104362	WINFIELD SCHOOL DIST	Medicaid FY22 Cost Settlement	14,783.52
08/22/2024	104363	WESTMONT CUSD #201	Administrative Outreach Oct-Dec 2023	336.71
08/22/2024	104363	WESTMONT CUSD #201	Medicaid FY22 Cost Settlement	128,880.98
			Totals for checks	178,092.96

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
17	MEDICAID SUB FUND	0.00	0.00	178,092.96	178,092.96
*** Fund Summary Totals ***		0.00	0.00	178,092.96	178,092.96

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

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	104463	WEST CHICAGO SCHOOL	Fee For Service Medicaid Cost Settlement FY22	500,000.00
			Totals for checks	500,000.00

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
17	MEDICAID SUB FUND	0.00	0.00	500,000.00	500,000.00
*** Fund Summary Totals ***		0.00	0.00	500,000.00	500,000.00

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

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	242500180	KEENEYVILLE DISTRICT	Administrative Outreach Oct-Dec 2023	1,979.56
08/22/2024	242500180	KEENEYVILLE DISTRICT	Medicaid FY22 Cost Settlement	93,068.24
08/22/2024	242500181	BENJAMIN SCHOOL DIST	Administrative Outreach Oct-Dec 2023	5,634.60
08/22/2024	242500181	BENJAMIN SCHOOL DIST	Medicaid FY22 Cost Settlement	56,192.08
08/22/2024	242500182	DUPAGE COUNTY SCHOOL	Administrative Outreach Oct-Dec 2023	230.19
08/22/2024	242500182	DUPAGE COUNTY SCHOOL	Medicaid FY22 Cost Settlement	380,766.87
08/22/2024	242500183	SALT CREEK SCHOOL DI	Administrative Outreach Oct-Dec 2023	592.69
08/22/2024	242500183	SALT CREEK SCHOOL DI	Medicaid FY22 Cost Settlement	74,907.42
08/22/2024	242500184	DOWNERS GROVE DISTRI	Administrative Outreach Oct-Dec 2023	1,013.33
08/22/2024	242500184	DOWNERS GROVE DISTRI	Medicaid FY22 Cost Settlement	200,771.98
08/22/2024	242500185	MAERCKER DISTRICT #6	Administrative Outreach Oct-Dec 2023	1,979.01
08/22/2024	242500185	MAERCKER DISTRICT #6	Medicaid FY22 Cost Settlement	88,875.29
08/22/2024	242500186	CASS SCHOOL DISTRICT	Administrative Outreach Oct-Dec 2023	1,071.62
08/22/2024	242500186	CASS SCHOOL DISTRICT	Medicaid FY22 Cost Settlement	20,272.18
08/22/2024	242500187	CENTER CASS DISTRICT	Administrative Outreach Oct-Dec 2023	721.80
08/22/2024	242500187	CENTER CASS DISTRICT	Medicaid FY22 Cost Settlement	49,568.14
08/22/2024	242500188	WOODRIDGE DISTRICT #	Administrative Outreach Oct-Dec 2023	942.30
08/22/2024	242500188	WOODRIDGE DISTRICT #	Medicaid FY22 Cost Settlement	174,990.96
08/22/2024	242500189	DUPAGE HS DISTRICT #	Administrative Outreach Oct-Dec 2023	873.77
08/22/2024	242500189	DUPAGE HS DISTRICT #	Medicaid FY22 Cost Settlement	161,051.70
08/22/2024	242500190	COMMUNITY HS DISTRIC	Administrative Outreach Oct-Dec 2023	1,893.47
08/22/2024	242500190	COMMUNITY HS DISTRIC	Medicaid FY22 Cost Settlement	85,518.92
08/22/2024	242500191	COMMUNITY HS DIST #9	Administrative Outreach Oct-Dec 2023	143.40
08/22/2024	242500191	COMMUNITY HS DIST #9	Medicaid FY22 Cost Settlement	296,145.81
08/22/2024	242500192	COMMUNITY CONSOLIDAT	Administrative Outreach Oct-Dec 2023	1,109.14
08/22/2024	242500192	COMMUNITY CONSOLIDAT	Medicaid FY22 Cost Settlement	72,043.57
08/22/2024	242500193	LISLE CUSD #202	Administrative Outreach Oct-Dec 2023	1,773.16
08/22/2024	242500193	LISLE CUSD #202	Medicaid FY22 Cost Settlement	105,368.91
08/22/2024	242500194	ELMHURST CUSD #205	Administrative Outreach Oct-Dec 2023	681.08
08/22/2024	242500194	ELMHURST CUSD #205	Medicaid FY22 Cost Settlement	279,205.62
			Totals for checks	2,159,386.81

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
17	MEDICAID SUB FUND	0.00	0.00	2,159,386.81	2,159,386.81
*** Fund Summary Totals ***		0.00	0.00	2,159,386.81	2,159,386.81

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

BILLS PAYABLE LIST – GRANTS

August 2024	**$**	**560.06**
September 2024	**$**	**17,926.23**

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	242500195	BAIN, AMY	July 2024 Travel Reimbursement for Amy Bain	157.66
08/22/2024	242500196	KREMER, ANN	July 2024 Travel Reimbursement for Ann Kremer	174.80
08/22/2024	242500197	ROPARS, EMILY	July 2024 Travel and Phone Reimbursement for Emily Ropars	57.14
08/22/2024	242500198	TOKAT, TALIN	July 2024 Travel and Phone Reimbursement for Talin Tokat	170.46
			Totals for checks	560.06

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
09/19/2024	104486	COMMUNITY SCHOOL DIS		0.00
09/19/2024	104487	COMMUNITY SCHOOL DIS	Wheaton Transition DRS STEP Outcome Reimbursement for Vocational Purchases (per 06/11/24 request)	390.40
09/19/2024	104487	COMMUNITY SCHOOL DIS	Wheaton Transition DRS STEP Outcome Reimbursement for Vocational Purchases (per 08/19/24 request)	21.23
09/19/2024	104487	COMMUNITY SCHOOL DIS	Wheaton Warrenville South STEP outcome reimbursement for vocational purchases (per 6/11/24 request)	2,024.15
09/19/2024	104487	COMMUNITY SCHOOL DIS	Wheaton North STEP outcome Reimbursement for Vocational Purchases (per 06/11/24) request	9,069.32
09/19/2024	104487	COMMUNITY SCHOOL DIS	Wheaton Warrenville South STEP outcome Reimbursement for Vocational Purchases (Per 8/19/24 Request)	5,405.69
			Totals for checks	16,910.79

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	0.00	0.00	16,910.79	16,910.79
*** Fund Summary Totals ***		0.00	0.00	16,910.79	16,910.79

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

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
09/19/2024	242500232	BAIN, AMY	August 2024 Travel for Amy Bain	125.68
09/19/2024	242500233	KREMER, ANN	August 2024 NO Conference Travel for Ann Kremer	212.54
09/19/2024	242500233	KREMER, ANN	August 2024 Travel for Ann Kremer	194.55
09/19/2024	242500234	REISING RECHNER, PAM	August 2024 Travel for Pamela Reising Rechner	65.00
09/19/2024	242500235	ROPARS, EMILY	August 2024 Travel for Emily Ropars	74.25
09/19/2024	242500236	TOKAT, TALIN	August 2024 Travel for Talin Tokat	343.42
			Totals for checks	1,015.44

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	0.00	0.00	1,015.44	1,015.44
*** Fund Summary Totals ***		0.00	0.00	1,015.44	1,015.44

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

BILLS PAYABLE LIST – SASED PROGRAMS

August 2024	**$**	**1,489,448.67**
September 2024	**$**	**705,498.15**

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	104364	ADDISON SCHOOL DISTR	FY24 OT/PT Refund	75.60
08/22/2024	104365	WEST CHICAGO SCHOOL	FY24 OT/PT Refund	27,428.53
08/22/2024	104366	WINFIELD SCHOOL DIST	FY24 OT/PT Refund	3,809.85
08/22/2024	104366	WINFIELD SCHOOL DIST	FY24 1:1 Interpreter Refund	4,608.00
08/22/2024	104367	LOMBARD SCHOOL DIST.	FY24 OT/PT Refund	75.60
08/22/2024	104368	DARIEN SCHOOL DIST #	FY24 OT/PT Refund	35.70
08/22/2024	104369	NORRIDGE SCHOOL DIST	FY24 Diagnotsics Refund	1,143.91
08/22/2024	104370	SCHILLER PARK DISTRI	FY24 Diagnotsics Refund	1,143.91
08/22/2024	104371	FRANKLIN PARK SCH DI	FY24 OT/PT Refund	661.08
08/22/2024	104372	RIVER GROVE DISTRICT	FY24 OT/PT Refund	151.20
08/22/2024	104373	HINSDALE TWP. H.S. D	FY24 Diagnotsics Refund	9,534.92
08/22/2024	104374	MAYWOOD-MELROSE PARK	FY24 Diagnotsics Refund	301.91
08/22/2024	104374	MAYWOOD-MELROSE PARK	FY24 OT/PT Refund	3,112.20
08/22/2024	104375	FAIRMONT SCHOOL DIST	FY24 OT/PT Refund	199.50
08/22/2024	104376	RIVER FOREST PS DIST	FY24 OT/PT Refund	414.96
08/22/2024	104377	FOREST PARK DISTRICT	FY24 OT/PT Refund	535.15
08/22/2024	104378	WESTCHESTER SCHOOL D	FY24 OT/PT Refund	450.10
08/22/2024	104379	WILL COUNTY DISTRICT	FY24 HI/DHH Refund	15,246.17
08/22/2024	104379	WILL COUNTY DISTRICT	FY24 1:1 Refund	10,427.68
08/22/2024	104380	HILLSIDE SCHOOL DIST	FY24 OT/PT Refund	1,512.42
08/22/2024	104381	OAK PARK SCHOOL DIST	FY24 Diagnotsics Refund	1,143.91
08/22/2024	104382	CICERO SCHOOL DIST #	FY24 HI and DHH Refund	4,205.84
08/22/2024	104382	CICERO SCHOOL DIST #	FY24 Diagnotsics Refund	2,406.03
08/22/2024	104383	BERWYN SOUTH S.D. 10	FY24 OT/PT Refund	189.00
08/22/2024	104384	LYONS SCHOOL DISTRIC	FY24 OT/PT Refund	66.15
08/22/2024	104385	SUMMIT SCHOOL DIST #	FY24 OT/PT Refund	148.40
08/22/2024	104386	LAKE PARK CHS DIST #	FY24 OT/PT Refund	57.33
08/22/2024	104387	JACKSONVILLE SCHOOL	FY24 OT/PT Refund	37.80
08/22/2024	104387	JACKSONVILLE SCHOOL	FY24 OT/PT Refund	-37.80
08/22/2024	104388	AURORA SCHOOL DIST #	FY24 OT/PT Refund	215.95
08/22/2024	104389	COMMUNITY CONS. DIST	FY24 Diagnotsics Refund	2,616.97
08/22/2024	104390	COMMUNITY SCHOOL DIS	FY24 Diagnostics Refund	19,700.89
08/22/2024	104390	COMMUNITY SCHOOL DIS	FY24 OT/PT Refund	805.00
08/22/2024	104390	COMMUNITY SCHOOL DIS	FY24 Project Search Refund	6,129.88
08/22/2024	104391	MORTON EAST HS DIST	FY24 Diagnostics Refund	3,248.03
08/22/2024	104392	RIVERSIDE BROOKFIELD	FY24 OT/PT Refund	139.37
08/22/2024	104393	CONSOLIDATED HSD #23	FY24 OT/PT Refund	146.86
08/22/2024	104394	ELMWOOD PARK SCHOOL	FY24 Diagnotsics Refund	301.91
08/22/2024	104395	ADVOCATE OCCUPATIONA	Invoices for drug panel testing - Invoice 855895 and 854415	110.00
08/22/2024	104396	AERO SPECIAL EDUCATI	Audiology Refunds 2016-2024	8,982.49
08/22/2024	104397	CASE	FY24 Diagnotsics Refund	4,090.03
08/22/2024	104398	JASON JOBB	Milage Reimbursement June 2024	25.19
08/22/2024	104399	LADSE	FY24 Diagnotsics Refund	12,270.10
08/22/2024	104400	LASEC	FY24 Diagnotsics Refund	23,068.89
08/22/2024	104401	LAUTERBACH & AMEN, L	June 2023 Single Audit	3,700.00
08/22/2024	104402	LAZZAR, DIANE	Reimbursement Request-D Lazzar ESY classroom supplies	7.50
08/22/2024	104403	NDSEC	FY24 Diagnotsics Refund	13,323.04
08/22/2024	104404	PAEC	FY24 Diagnotsics Refund	5,233.94
08/22/2024	104405	SCHOOLMATE	Value Middle School Planners Non Custom	249.00
08/22/2024	104406	2XL POWERLIFTING LLC	Adapted PE Classes 8 appointments starting 8/19/24	864.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	104407	AMERGIS HEALTHCARE S	Behavior Tech and Nursing Services for 7/1/24 through 7/11/24	22,892.24
08/22/2024	104407	AMERGIS HEALTHCARE S	Behavior Tech and Nursing Services for 7/22/24 through 7/25/24	21,850.00
08/22/2024	104407	AMERGIS HEALTHCARE S	Behavior Tech for 8/8/24	350.00
08/22/2024	104407	AMERGIS HEALTHCARE S	Paraprofessional and Nursing Services for 7/8/24 through 7/18/24	30,347.98
08/22/2024	104408	APPLE INC.	VPP App Purchase Funds	6,000.00
08/22/2024	104409	AWARDING YOU	Opening Day Years of Service Awards	2,009.00
08/22/2024	104410	BERWYN GARAGE	Replace peeling Decals on Bus as well as Bus Maintenance on MN05 2019 Freightliner	1,504.35
08/22/2024	104411	CINTAS FIRE PROTECTI	Inspection of Sprinkler System at Southeast School	856.51
08/22/2024	104412	CLASSIC LANDSCAPE, L	Monthly Landscape Maintenance for August	1,207.50
08/22/2024	104413	CLIC	CLIC Liaiblities/Ins. Coverage Eff. 07/01/24	69,445.00
08/22/2024	104414	DEARBORN NATIONAL LI	SEPTEMBER 2024 LIFE INSURANCE INVOICE	5,854.65
08/22/2024	104415	E3 DIAGNOSTICS	Calibration 24-25 School Year	1,431.35
08/22/2024	104416	EDU HEALTHCARE, LLC	Paraprofessional Services for 7/15/24 through 7/18/24 (ESY)	802.35
08/22/2024	104417	ENGIE RESOURCES LLC	SE Alt. Energy Services Account 5506147058 July 202	8,763.79
08/22/2024	104418	ENGLER CALLAWAY BAAS	General School Law Services July 2024	1,351.50
08/22/2024	104419	ENGLUND, DANIEL	translation services	412.50
08/22/2024	104420	EVERYDAY SPEECH LLC	Curriculum - Digital	14,009.73
08/22/2024	104421	FORENSIC ANALYTICAL	HBM Drywall Test	900.00
08/22/2024	104422	FRONTLINE EDUCATION	Applicant Tracking - 1 year subscription from 10/12/24 through 10/12/25. INVOICE INVUS212424	5,269.36
08/22/2024	104423	GOPHER SPORT	Consumables/Gym/Bolin	597.71
08/22/2024	104424	GOURMET GORILLA	SE Food Service July 2024	2,674.50
08/22/2024	104424	GOURMET GORILLA	SE Food Service Bulk items July 2024	83.18
08/22/2024	104424	GOURMET GORILLA	Transition-Food Service July 2024	550.80
08/22/2024	104425	HAHN, CYNTHIA	License Renewal Reimbursement	51.13
08/22/2024	104426	HEALTH CARE SERVICE	Blue Cross/Blue Shield Claims and Administration Fee Invoice for July 2024 Invoice 657313618730	543,224.66
08/22/2024	104427	HINCKLEY SPRINGS	Water delivery Service July 2024	187.87
08/22/2024	104428	HOME DEPOT CREDIT SE	Home Depot purchases July 2024 Account # 6035322149985602	189.02
08/22/2024	104429	IASA DUPAGE DIVISION	IASA DuPage Division membership for Kim Dryier	150.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	104430	ILLINOIS STATE POLIC	Fingerprinting July 2024 - Invoice Number 20240707078	480.25
08/22/2024	104431	INCLUSIVE TLC	Auto-renewal 1 yr - AT	390.00
08/22/2024	104432	INFINITEC	Annual Invoice from Infinitec for Training - Invoice No. 56533	25,309.48
08/22/2024	104433	INTERIM SCHOOL BUSIN	Contract Services MD in Buis. Office July 2024	9,000.00
08/22/2024	104434	JIM DHAMER PLUMBING	Valve inspection/repair	383.85
08/22/2024	104435	JASON JOBB	Milage Reimbursement for July 2024	11.40
08/22/2024	104436	MACGILL DISCOUNT MED	Consumables/Nurse	291.56
08/22/2024	104437	MARSHALL, SHAYNEE	License Renewal Reimbursement	61.35
08/22/2024	104438	MAXIM HEALTHCARE SER	Nursing Services for 7/10/24 through 7/25/24	5,689.32
08/22/2024	104438	MAXIM HEALTHCARE SER	Nursing Services for 7/8/24 through 7/18/24	8,225.32
08/22/2024	104438	MAXIM HEALTHCARE SER	Nursing Services for 7/9/24 & 7/11/24	611.05
08/22/2024	104439	MIDWEST BUS SALES	264 050X/Decals 6"	407.12
08/22/2024	104440	NCS PEARSON	8-8-24 OT Assessments	137.50
08/22/2024	104441	NET56	Net56 Managed Services Monthly Agreement - August 2024	25,844.45
08/22/2024	104441	NET56	Credit memo invoice-i/a w/FWaas	-6,688.92
08/22/2024	104442	NEXTERA ENERGY SERVI	SE Alt. Energy services July 2024	681.47
08/22/2024	104443	NICOR GAS	Gas Service SE Alt July 2024	277.07
08/22/2024	104444	ODP BUSINESS SOLUTIO	Nurse office supplies-New Year	27.08
08/22/2024	104444	ODP BUSINESS SOLUTIO	Office/School Supplies	452.34
08/22/2024	104444	ODP BUSINESS SOLUTIO	Transition Nursing Supplies	60.90
08/22/2024	104445	ORKIN EXTERMINATING	monthly service SE Alt. July 2024	100.99
08/22/2024	104446	PRO-ED	Consumables/Speech	59.40
08/22/2024	104447	PROCARE THERAPY	Nursing Services for 7/8/24 through 7/11/24 (ESY)	1,404.00
08/22/2024	104447	PROCARE THERAPY	Nursing Services for 7/15/24 through 7/18/24 (ESY)	1,404.00
08/22/2024	104447	PROCARE THERAPY	Nursing Services for 7/22/24 through 7/25/24	1,430.52
08/22/2024	104448	QUALITY INTEGRATED S	Central Station Monitoring to Security System 2024-25 Accnt# SG1973	425.00
08/22/2024	104449	RYER, BRAD	License Renewal Reimbursement	51.13
08/22/2024	104450	SCHOOL OUTFITTERS	Supplies - Keith Southeast	22,503.87
08/22/2024	104450	SCHOOL OUTFITTERS	Supplies - Keith Southeast	1,387.54
08/22/2024	104451	SCHOOL SPECIALTY LLC	School materials/ Keith	180.54
08/22/2024	104452	SHERWIN WILLIAMS	paint purchase 07/27/24	31.52
08/22/2024	104452	SHERWIN WILLIAMS	paint purchase 07/31/2024	13.41
08/22/2024	104453	SOLIANT	Paraprofessional Services for 7/8/24 & 7/11/24 (ESY)	1,890.00
08/22/2024	104453	SOLIANT	Paraprofessional Services for 7/15/24 through 7/18/.24 (ESY)	2,160.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	104453	SOLIANT	Paraprofessional Services for 7/10/24 & 7/11/24 (ESY)	540.00
08/22/2024	104453	SOLIANT	Paraprofessional Services for 7/15/24 through 7/18/24	1,080.00
08/22/2024	104453	SOLIANT	Paraprofessional Services for 7/22/24 through 7/25/24	2,130.00
08/22/2024	104453	SOLIANT	Paraprofessional Services for 7/22/24 through 7/25/24	1,080.00
08/22/2024	104454	SONITROL CHICAGOLAND	Security Services 9/1 to 11/30	633.00
08/22/2024	104455	SPEAKMAN, CARRIE	translation services	930.00
08/22/2024	104456	SUNBELT	Paraprofessional Services for 7/8/24 through 7/11/24 (ESY)	990.00
08/22/2024	104456	SUNBELT	Paraprofessional Services for 7/15/24 through 7/18/24 (ESY)	990.00
08/22/2024	104456	SUNBELT	Paraprofessional Services for 7/22/24 through 7/25/24	990.00
08/22/2024	104457	TEXTOL SYSTEMS	Annual Velcro Order	2,973.30
08/22/2024	104458	THE STEPPING STONES	Paraprofessional Services for 7-22-24 through 7-25-24	1,390.00
08/22/2024	104458	THE STEPPING STONES	Paraprofessional Services for 7/22/24 through 7/25/24	717.50
08/22/2024	104458	THE STEPPING STONES	Paraprofessional Services for 7/8/24 through 7/18/24	3,964.50
08/22/2024	104459	TREE TOWNS IMAGING &	LAMINATION FILM FOR PROGRAMS	3,865.00
08/22/2024	104460	UNIVERSAL PREMIUM	Fuel July 16-31, 2024	57.65
08/22/2024	104460	UNIVERSAL PREMIUM	Fuel Card Service Aug 1- 15 2024	25.00
08/22/2024	104461	WEST & SONS TOWING,	Towing Service on 7/25/24	224.00
			Totals for checks	1,064,555.23

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	549,189.31	189,358.40	326,007.52	1,064,555.23
*** Fund Summary Totals ***		549,189.31	189,358.40	326,007.52	1,064,555.23

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

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	242500199	KEENEYVILLE DISTRICT	FY24 SE/BD and Building Assessment Refund	34,037.71
08/22/2024	242500199	KEENEYVILLE DISTRICT	FY24 MATA Refund	11,835.66
08/22/2024	242500200	BENJAMIN SCHOOL DIST	FY24 OT/PT Refund	11,722.69
08/22/2024	242500201	DUPAGE COUNTY SCHOOL	FY24 OT/PT Refund	11,478.41
08/22/2024	242500202	SALT CREEK SCHOOL DI	FY24 OT/PT Refund	3,943.94
08/22/2024	242500203	DOWNERS GROVE DISTRI	FY24 OT/PT Refund	34,157.01
08/22/2024	242500204	CASS SCHOOL DISTRICT	FY24 SE/BD And Bldg. Assessment refund	9,791.67
08/22/2024	242500205	CENTER CASS DISTRICT	FY24 OT/PT Refund	17,917.02
08/22/2024	242500205	CENTER CASS DISTRICT	FY24 Directions and Building Assessment Refunds	10,218.60
08/22/2024	242500206	WOODRIDGE DISTRICT #	FY24 Multi-Needs Refund	10,711.79
08/22/2024	242500206	WOODRIDGE DISTRICT #	FY24 OT/PT Refund	2,310.07
08/22/2024	242500207	DUPAGE HS DISTRICT #	FY24 OT/PT Refund	1,836.89
08/22/2024	242500207	DUPAGE HS DISTRICT #	FY24 MATA Refund	16,040.46
08/22/2024	242500208	COMMUNITY HS DISTRIC	FY24 SE/BD and Building Assessment Refund	2,797.62
08/22/2024	242500208	COMMUNITY HS DISTRIC	FY24 OT/PT Refund	9,993.37
08/22/2024	242500209	COMMUNITY HS DIST #9	FY24 SE/BD and Building Assessment Refund	11,190.48
08/22/2024	242500209	COMMUNITY HS DIST #9	FY24 OT/PT Refund	1,829.72
08/22/2024	242500209	COMMUNITY HS DIST #9	FY24 Directions and Building Assessment Refunds	19,647.30
08/22/2024	242500210	COMMUNITY CONSOLIDAT	FY24 OT/PT Refund	10,354.68
08/22/2024	242500210	COMMUNITY CONSOLIDAT	FY24 STARS Refund	9,216.96
08/22/2024	242500211	LISLE CUSD #202	FY24 OT/PT Refund	16,885.18
08/22/2024	242500212	ELMHURST CUSD #205	FY24 SE/BD and Building Assessment Refunds	47,559.54
08/22/2024	242500212	ELMHURST CUSD #205	FY24 OT/PT Refund	67,249.88
08/22/2024	242500213	BARKER, JANET	Milage Reimbursement March 8-June 6,2024	42.81
08/22/2024	242500214	CHAPLIN, KRISTINE	Milage Reimursement for April and May 2024	352.78
08/22/2024	242500215	CIECKO, ASHLEY	Reimbursement Request-A Ciecko Materials & Consumables	56.02
08/22/2024	242500216	CORRAL, TARA	Milage Reimbursement for May-June 2024	117.49
08/22/2024	242500217	CUOMO, SUSAN	Reimburse Bus Parking for field trip May 2024	7.50
08/22/2024	242500218	JONES, KRISTEN	Reimbursement Request-K Jones Materials & Consumables	82.57
08/22/2024	242500219	OTTO, VICKI	Milage Reimbursement May 2024	6.43
08/22/2024	242500220	2955, LLC	Lease Payment Sept. 2024 2900 Ogden	49,404.23
08/22/2024	242500221	CORRAL, TARA	Milage Reimbursement for July 2024	66.69
08/22/2024	242500222	CURBY, KATI	Reimbursement Request-K Curby Movie Day Snacks & Drinks	50.45
08/22/2024	242500223	DORCHACK, MARIA	Milage Reimbursement for July 2024	31.83
08/22/2024	242500224	DRYIER, KIMBERLY	Travel Allowance August 2024	400.00
08/22/2024	242500224	DRYIER, KIMBERLY	Lunch for staff at Lisle South Location	189.66
08/22/2024	242500225	GROHN, JULIE	Travel Allowance August 2024	400.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/22/2024	242500226	LONG, MARTHA	Milagee Reimbursement July 2024	90.05
08/22/2024	242500227	MEDINA, OLIVIA	Milage Reimbursement July 2024	18.76
08/22/2024	242500228	OTTO, VICKI	Milage Reimbursement 07.23.24	1.27
08/22/2024	242500229	SEYLER, NICOLE	Intinerant Services	48.25
			Instruction Supplies	
08/22/2024	242500230	VANDERWOUDE, ELIZABE	Travel Allowance August 2024	400.00
08/22/2024	242500231	WISNIEWSKI, RACHEL	Travel Reimbursement August 2024	400.00
			Totals for checks	424,893.44

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	0.00	366,626.65	52,166.79	418,793.44
20	OPER, BUILD, & MAINT FUND	0.00	6,100.00	0.00	6,100.00
*** Fund Summary Totals ***		0.00	372,726.65	52,166.79	424,893.44

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

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
09/19/2024	104488	PHONAK, LLC	HI Roger Order	3,341.93
09/19/2024	104489	UNITED SEATING & MOB	Repair Rifton Activity Chair	357.92
09/19/2024	104490	2XL POWERLIFTING LLC	Adaptive PE classes-16 sessions for September 2024	1,728.00
09/19/2024	104491	ABLENET INC	Item(s) required by SI IST Coaches for the Assistive Technology Kits for 2024-2025	775.00
09/19/2024	104491	ABLENET INC	Item(s) required by SI IST Coaches for the Assistive Technology Kits for 2024-2025	775.00
09/19/2024	104492	AMERGIS HEALTHCARE S	Behavior Tech for 8/13/24 through 8/16/24	7,931.25
09/19/2024	104492	AMERGIS HEALTHCARE S	Behavior Tech for 8/14/24 through 8/16/24	1,653.75
09/19/2024	104492	AMERGIS HEALTHCARE S	Nursing Services for 8/14/24 through 8/16/24	5,947.50
09/19/2024	104492	AMERGIS HEALTHCARE S	Sign Language Interpreter for DHH for 8/16/24	225.00
09/19/2024	104492	AMERGIS HEALTHCARE S	Behavior Tech services for 8/13/24 through 8/16/24	4,091.40
09/19/2024	104493	AMERICAN HERITAGE LI	Allstate Critical Illness and Accident Coverage Bill - September 2024	3,171.79
09/19/2024	104494	ARAMARK	Rental of 3 rooms for CPI training on August 14, 2024	2,050.00
09/19/2024	104495	BERWYN GARAGE	maintenance/inspection services veh MN03	1,325.50
09/19/2024	104496	CHC WELLBEING	CHC Wellness Screening - August 12, 2024 Invoice T7158	11,745.00
09/19/2024	104497	CINTAS FIRE PROTECTI	Fire equipment check and repair on busses 8-29-24	1,791.38
09/19/2024	104498	CLASSIC LANDSCAPE, L	Monthly Landscape Maintenance 9/1/24	1,207.50
09/19/2024	104499	CRISIS PREVENTION IN	CPI 3rd Edition training books - 500 books	15,944.50
09/19/2024	104499	CRISIS PREVENTION IN	CPI Renewal for Kristyn Moroz and Beth Bergfeld	3,898.00
09/19/2024	104499	CRISIS PREVENTION IN	NCI With Advanced Physical Skills Training - Instructor Certification Program (Classroom + Online Course) 3rd Edition - Darcie Vance Attendee at 10.15.2024 Event.	5,849.00
09/19/2024	104499	CRISIS PREVENTION IN	CPI Annual Membership Fee for all Coaches	1,798.90
09/19/2024	104500	CZERNEK, STEPHANIE	Milage Reimbursement 07/03/2024-08/13/2024	35.11
09/19/2024	104501	DISCOUNT SCHOOL SUPP	supplies - New Classrooms 2024 (South Lisle) Invoices P43019380101 and P43019380102	4,811.89
09/19/2024	104502	EDMENTUM	Apex Learning Subscription - Edmentum	3,300.00
09/19/2024	104503	EDU HEALTHCARE, LLC	Paraprofessional Services for 8/15/24 and 8/16/24	652.50
09/19/2024	104504	EMBRACE EDUCATION	Direct Service Percentage	14,305.43

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
			Billing Voucher 4138D588	
09/19/2024	104505	ENABLING DEVICES	Item(s) required by SI IST Coaches for the Assistive Technology Kits for 2024-2025	935.75
09/19/2024	104506	ENGIE RESOURCES LLC	SE Alt energy services 07/29-08/27/2024	8,208.38
09/19/2024	104507	HEALTH CARE SERVICE	Blue Cross/Blue Shield Claims and Administration Fee Invoice for August 2024 Invoice 657317226633 due October 2, 2024	463,437.82
09/19/2024	104508	HINCKLEY SPRINGS	Water/cooler services August 2024	136.88
09/19/2024	104509	HOME DEPOT CREDIT SE	Supplies - New Classrooms (South Lisle) Account # 6035322149985602	2,561.40
09/19/2024	104509	HOME DEPOT CREDIT SE	Account # 6035322149985602 Buliding Supplies	152.65
09/19/2024	104510	INNERSYNC STUDIO, LT	SCHOOL NOW INVOICE #INV-SN-186	2,836.00
09/19/2024	104511	INTERIM SCHOOL BUSIN	Contract Services Buis. Office Asst.	8,962.50
09/19/2024	104512	JASON JOBB	Milage Reimbursement for August 2024	132.15
09/19/2024	104513	KONICA MINOLTA PREMI	contiact services, copiers. 09/12-10/11/2024	2,445.06
09/19/2024	104514	LAKESHORE LEARNING	Vision Program - Amy Gebre Instructional - Salt Creek LAKESHORE 8.20.2024	412.85
09/19/2024	104515	MACGILL DISCOUNT MED	Medical Supplies- Susan Arvans	329.36
09/19/2024	104515	MACGILL DISCOUNT MED	Medical Supplies- SMNP	473.47
09/19/2024	104516	MAXIM HEALTHCARE SER	Nursing Services for 8/14/24 through 8/16/24	5,029.75
09/19/2024	104516	MAXIM HEALTHCARE SER	Nursing Services for 8/16/24	502.13
09/19/2024	104517	NCS PEARSON	Soberon - assessments	359.34
09/19/2024	104517	NCS PEARSON	Ciecko assessments	112.20
09/19/2024	104518	NET56	INTERNET ACCESS & CONNECTIVITY CHARGES	3,457.62
09/19/2024	104518	NET56	NET56 MONTHLY BILL SEPTEMBER 2024 INVOICE #16370	25,844.45
09/19/2024	104519	ODP BUSINESS SOLUTIO		0.00
09/19/2024	104520	ODP BUSINESS SOLUTIO	Staples - North - Deborah Wetherill	3.82
09/19/2024	104520	ODP BUSINESS SOLUTIO	Thermometers for kitchen	18.98
09/19/2024	104520	ODP BUSINESS SOLUTIO	OT/PT Office Supplies 8-8-24	127.33
09/19/2024	104520	ODP BUSINESS SOLUTIO	OT/PT Office Supplies 8-8-24	8.56
09/19/2024	104520	ODP BUSINESS SOLUTIO	Vision Program - Jacqueline Jackson Instructional Materials (ODP 8.1.2024)	13.91
09/19/2024	104520	ODP BUSINESS SOLUTIO	Vision Program - Jacqueline Jackson Instructional Materials (ODP 8.1.2024)	284.43
09/19/2024	104520	ODP BUSINESS SOLUTIO	Vision Program Pat Vandercar 8.2.2024	284.43
09/19/2024	104520	ODP BUSINESS SOLUTIO	Vision Program Pat Vandercar	13.91

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
			8.2.2024	
09/19/2024	104520	ODP BUSINESS SOLUTIO	School Material	424.68
09/19/2024	104520	ODP BUSINESS SOLUTIO	School Material	15.98
09/19/2024	104520	ODP BUSINESS SOLUTIO	(Deborah Wetherill, North - Scissors) (Amy Deegan, North - Card Stock, Velcro Dots, Storage Boxes)	26.44
09/19/2024	104520	ODP BUSINESS SOLUTIO	(Deborah Wetherill, North - Scissors) (Amy Deegan, North - Card Stock, Velcro Dots, Storage Boxes)	20.85
09/19/2024	104520	ODP BUSINESS SOLUTIO	(Deborah Wetherill, North - Scissors) (Amy Deegan, North - Card Stock, Velcro Dots, Storage Boxes)	35.99
09/19/2024	104521	ORKIN EXTERMINATING	Monthly Service from Orkin for Southeast School	100.99
09/19/2024	104522	SCHOOL SPECIALTY LLC	Consumables/Dombrow	263.41
09/19/2024	104522	SCHOOL SPECIALTY LLC	Consumables/Gaona	146.20
09/19/2024	104523	SHERWIN WILLIAMS	paint supplies	19.89
09/19/2024	104524	SOLIANT	Services for DHH for 8/14/24 through 8/16/24	1,360.00
09/19/2024	104525	SUBURBAN DRIVE LINE	Safety Testing for Busses	315.00
09/19/2024	104526	TRUSTAGE	Cuna Mutual Retirement Solutions Contract 012-1653-4	62.50
09/19/2024	104527	UNIVERSAL PREMIUM	Fuel service 08/16-08/31/2024	796.25
09/19/2024	104528	WPS	OT/PT 8-8-24 Assessments	780.00
09/19/2024	104529	TOBII DYNAVOX LLC	BOARDMAKER RENEWAL 24-25	14,626.50
			Totals for checks	644,793.06

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	466,609.61	0.00	163,878.02	630,487.63
17	MEDICAID SUB FUND	0.00	0.00	14,305.43	14,305.43
*** Fund Summary Totals ***		466,609.61	0.00	178,183.45	644,793.06

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

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
09/19/2024	242500237	HEARTLAND ALLIANCE H	PAST DUE INVOICES	489.16
09/19/2024	242500237	HEARTLAND ALLIANCE H	DHH Interpreting Services (School Year 23-24)	3,607.72
09/19/2024	242500237	HEARTLAND ALLIANCE H	Interpreting Services (School Year 23-24)	3,553.09
09/19/2024	242500238	ROSS, KATHLEEN	Milage Reimbursement for June 2024	8.71
09/19/2024	242500239	2955, LLC	Lease agreement 2900 Ogden October 2024	49,404.23
09/19/2024	242500240	AL WARREN OIL CO., I	Bio diesel Blend fuel delivered on 8/22/24	197.02
09/19/2024	242500240	AL WARREN OIL CO., I	Bio-Deisel Blend Fuel delivered on 8/29/24	29.39
09/19/2024	242500240	AL WARREN OIL CO., I	Fuel Delivery 09/05/2024	151.33
09/19/2024	242500241	ALEXANDER, BRITTANY	Milage Reimbursement for August 2024	12.14
09/19/2024	242500242	ANDERSEN, VERONICA	Milage Reimbursement for August 2024	229.47
09/19/2024	242500243	BOOTSMA, KRISTY	Milage Reimbursement for August 2024	62.44
09/19/2024	242500244	CREAGAN, HELEN	Milage Reimbursement for August 2024	62.31
09/19/2024	242500245	DORCHACK, MARIA	Milage Reimbursement for August 2024	142.51
09/19/2024	242500246	DRYIER, KIMBERLY	Travel Allowance September 2024	400.00
09/19/2024	242500247	FANUKA, CASEY	Milage Reimbursement for August 2024	176.14
09/19/2024	242500248	FLECKENSTEIN, KATHRY	Lic Renewal reimbursement/TA	51.13
09/19/2024	242500249	GROHN, JULIE	Travel Allowance September 2024	400.00
09/19/2024	242500250	HEARTLAND ALLIANCE H	SASED - Deaf and Hard of Hearing Program Telephonic Interpreting Service (July 2024)	134.75
09/19/2024	242500251	HOMAN, JULIA	Milage Reimbursement August 2024	127.11
09/19/2024	242500252	LOPEZ, JESUS	Lic Renewal reimbursement/TA	51.13
09/19/2024	242500253	MOROZ, KRISTYN	Milage Reimbursement for August 2024	37.53
09/19/2024	242500254	NATZKE, JENNIFER	Milage Reimbursement for August 2024	48.24
09/19/2024	242500255	ONYSCHAK, AUDREY	Milage Reimbursement for August 2024	29.82
09/19/2024	242500256	PETERSON, COLLEEN	Milage Reimbursement for August 2024	96.28
09/19/2024	242500257	ROBERTS, RUTH	Milage Reimbursement for August 2024	88.91
09/19/2024	242500258	ROSS, KATHLEEN	Milage Reimbursement forJuly and August 2024	145.02
09/19/2024	242500259	SMITH, CLAIRE	Milage Reimbursement for August 2024	169.51
09/19/2024	242500260	VANDERWOUDE, ELIZABE	Travel Allowance September 2024	400.00
09/19/2024	242500261	WISNIEWSKI, RACHEL	Travel Allowance September 2024	400.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
			Totals for checks	60,705.09

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	0.00	0.00	60,705.09	60,705.09
*** Fund Summary Totals ***		0.00	0.00	60,705.09	60,705.09

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

INTERIM CHECKS

August 2024 $ 29,237.96

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/13/2024	104348	ALLIED BENEFIT SYSTE	Allied FSA Invoice AUGUST 2024	339.25
08/13/2024	104349	AMERICAN HERITAGE LI	Allstate Critical Illness and Accident Coverage Bill - August 2024	3,071.41
08/13/2024	104350	TRUSTAGE	Cuna Mutual Retirement - Quarterly fee	62.50
08/13/2024	104351	KONICA MINOLTA BUSIN	Konica Minolta Monthly Maintenance Agreement 7/22-8/21 2024	1,258.00
08/13/2024	104352	ONDRUS, LINDA	Shool Bus Driver Refresher instruction	150.00
08/13/2024	104353	VERIZON WIRELESS	Verizon Flip Phones Account#480335060 Jun-Jul 2024	47.70
08/13/2024	104353	VERIZON WIRELESS	Verizon iPhones Account#: 380335400 Jun-Jul 2024	572.79
08/13/2024	104354	BMO		0.00
08/13/2024	104355	BMO		0.00
08/13/2024	104356	BMO		0.00
08/13/2024	104357	BMO	Sensory Items for Winfield	392.36
08/13/2024	104357	BMO	Sensory Items for Winfield	101.52
08/13/2024	104357	BMO	LV SCHOOL ITEMS	400.06
08/13/2024	104357	BMO	classroom cleaning supplies	162.51
08/13/2024	104357	BMO	LV SCHOOL ITEMS	369.16
08/13/2024	104357	BMO	LV Med Supplies	49.09
08/13/2024	104357	BMO	Paypal services July 2024	90.00
08/13/2024	104357	BMO	WCI GRoot Waste Services July 2024	1,175.62
08/13/2024	104357	BMO	potage machine Lease july 2024	995.46
08/13/2024	104357	BMO	Costco Memebership For FY25	240.00
08/13/2024	104357	BMO	Sensory Items for Winfield	95.59
08/13/2024	104357	BMO	ESY Supplies Costco	1,281.31
08/13/2024	104357	BMO	Amazon supply order	115.80
08/13/2024	104357	BMO	City of Naperville Water Bille July 2024	194.64
08/13/2024	104357	BMO	PODS Rental July 2024	289.00
08/13/2024	104357	BMO	Iron Mountain Shredding Service July 2024	150.10
08/13/2024	104357	BMO	Firstcomm Telephony Services June 2024 - Acct: 7910	478.56
08/13/2024	104357	BMO	ID Badges, holders and lanyards for Opening Day 24-25	226.10
08/13/2024	104357	BMO	Pitney Bowes suplies, red ink cartridge	124.49
08/13/2024	104357	BMO	Firstcomm Telephony Services June 2024 - Acct: 8573	958.37
08/13/2024	104357	BMO	LV ESY HEADPHONES	76.99
08/13/2024	104357	BMO	SE ESY-Misc. Supplies for classrooms and OT	55.84
08/13/2024	104357	BMO	SE Misc Supplies	14.56
08/13/2024	104357	BMO	Tech Amazon order	5,750.95
08/13/2024	104357	BMO	SE Misc Supplies	58.50
08/13/2024	104357	BMO	Avery postcards for Opening	68.12

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
			Day 24-25	
08/13/2024	104357	BMO	air purifier filters	1,679.70
08/13/2024	104357	BMO	Amazon order-Apple Chargers	279.75
08/13/2024	104357	BMO	Amazon Order - Echo Show 8	84.99
08/13/2024	104357	BMO	Bedrock Literacy Curric.-instructional materials - Corral	760.00
08/13/2024	104357	BMO	T Corral Pcard- LITapalooza Registratrion	33.86
08/13/2024	104357	BMO	Discount Tire	45.00
08/13/2024	104357	BMO	ESY - Vision Amy Gebre P card	869.95
08/13/2024	104357	BMO	PCARD July 2024 - HR/Julie Grohn	130.00
08/13/2024	104357	BMO	P-Card reconciliation for Senga Lowe for July 2024	1,609.65
08/13/2024	104357	BMO	P Card purchase ESY Supplies	58.48
08/13/2024	104357	BMO	D Vance Pcard purchase July 2024-IAASE Membership	250.00
08/13/2024	104357	BMO	Chat GPT Subscription 08/2024	20.00
08/13/2024	104357	BMO	Enterprise-box truck rental for moving	1,234.88
08/13/2024	104357	BMO	paint supplies-Sherwin Williams	20.63
08/13/2024	104357	BMO	Fuel Purchases July 2024	407.63
08/13/2024	104357	BMO	General Building Supplies-L McCarthy pcard July 2024	263.81
			Totals for checks	27,164.68

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	3,410.66	0.00	23,754.02	27,164.68
*** Fund Summary Totals ***		3,410.66	0.00	23,754.02	27,164.68

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

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
08/26/2024	104464	CASH	Replenish Petty Cash 08.26.27	500.00
08/29/2024	104465	FIFTH THIRD BANK/MAS	travel for Ann Kremer to present at conference paid via credit card	382.95
08/29/2024	104465	FIFTH THIRD BANK/MAS	PDF Expert program paid via credit card	39.99
08/29/2024	104465	FIFTH THIRD BANK/MAS	postage to send materials to site via credit card	38.10
08/29/2024	104465	FIFTH THIRD BANK/MAS	cloud storage for Ann Kremer paid via credit card	119.88
08/29/2024	104465	FIFTH THIRD BANK/MAS	supplies for Ann Kremer via credit card	32.60
08/29/2024	104465	FIFTH THIRD BANK/MAS	annual website hosting renewal paid via credit card	959.76
			Totals for checks	2,073.28

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	500.00	0.00	1,573.28	2,073.28
*** Fund Summary Totals ***		500.00	0.00	1,573.28	2,073.28

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

VOIDED CHECKS

August 2024 $ 2,500.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
07/25/2024	104255	POWERSCHOOL GROUP LL	School Messenger Deploy, Chat Setup, communitcate	2,500.00
07/25/2024	104255	POWERSCHOOL GROUP LL	School Messenger Deploy, Chat Setup, communitcate	-2,500.00
			Totals for checks	0.00

F U N D S U M M A R Y

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	EDUCATION FUND	0.00	0.00	0.00	0.00
*** Fund Summary Totals ***		0.00	0.00	0.00	0.00

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

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), which is operating as Early CHOICES ("Early CHOICES"), and Accountability Solutions ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

1. **SERVICES.** Early CHOICES shall engage Contractor to provide the following service:

a. Analyze EC data and write SY 23/24 EOY data Summary Report. Write up findings in report format. Analyze data, create data tables and charts for EOY report. Submit to client for review, revise as requested.

b. QWIZ Database New data import, clean and prep from ISBE (completed 2 times per year at most)

2. **TERM.** Contractor shall provide services to Early CHOICES pursuant to this Agreement during the period from September 1, 2024 to June 30, 2025 ("Agreement Term").

3. **COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, Early CHOICES shall pay Contractor $10,000.00, plus related travel expenses not to exceed n/a. Contractor must submit a signed "Contractor Request for Payment" form to SASED to initiate payment. Contractor will be issued a Form 1099 and shall be solely responsible for paying all applicable payroll or employment taxes, including but not limited to FICA, federal personal income tax, state personal income tax, and state disability tax.

4. **EXPENSES.** Contractor shall bear all other expenses incurred in the performance of this Agreement unless pre-approved in writing by SASED's Executive Director or designee.

5. **INDEPENDENT CONTRACTOR.** Contractor is an independent contractor and not an employee of SASED or Early CHOICES. Nothing in this Agreement shall be construed to create the relationship of employer and employee, principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Unless otherwise stated in this Agreement, Contractor is not entitled to any of the benefits normally provided to employees of SASED or Early CHOICES.

6. **CONFIDENTIALITY.** Contractor acknowledges that she/he may have access to information that constitutes "school student records" as defined in the *Illinois School Student Records Act* (105 ILCS 10/1, et seq.) and/or "education records" as defined in the *Family Educational Rights and Privacy Act* ("FERPA," 20 U.S.C. §1232g) and/or "personally identifiable information" as defined in FERPA's implementing regulations (34 CFR §99.3), which information is collectively referred to as "Student Data." With regard to Student Data, Contractor certifies that she/he will comply with all applicable laws, regulations and SASED policies relating to confidentiality, privacy, disclosure and data security. At the conclusion of the Agreement Term, Contractor agrees to return all Student Data to Early CHOICES.

7. **OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by Early CHOICES.

8. **TERMINATION.** This Agreement may be terminated early for the following reasons:
   a. Mutual agreement, with fourteen (14) days' notice;
   b. Permanent disability (inability to perform essential job functions with or without accommodation);
   c. Death; or
   d. Cause.

Termination for cause during the term of this Agreement shall be for any conduct, act, or failure to act by the Contractor, which, at the sole discretion of Early CHOICES, is deemed detrimental to the best interests of Early CHOICES.

9. **RETURN OF PROPERTY.** Upon termination or completion of the Agreement Term, Contractor will promptly return to Early CHOICES all property belonging to Early CHOICES, including without limitation: all computers, technology, office supplies, keys and any other property in any form.

10. **CONTINUING OBLIGATIONS.** Notwithstanding the termination of this Agreement for any reason, the provisions of Paragraph 6 of this Agreement will continue in full force and effect following such termination.

11. **NON-DISCRIMINATION.** Contractor agrees that she/he shall not discriminate on the basis of an individual's actual or perceived race, color, creed, religion, religious practice, national origin, ethnic group, sex, gender identity, sexual orientation, political affiliation, age, marital status, military status, veteran status, disability, domestic violence victim status, arrest or conviction record, genetic information or any other status protected by law in its programs and/or activities.

12. **LIABILITY.** Contractor agrees to indemnify and hold harmless SASED, its employees and agents, against any and all claims, damages, costs, losses, and/or expenses arising from or related to the performance of this Agreement. This includes but is not limited to reasonable attorney's fees.

13. **WAIVER.** The failure of either party to enforce any provisions of this Agreement shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

14. **SEVERABILITY.** If any part or parts of this Agreement shall be held unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.

15. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the Parties and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement. This Agreement may be modified in writing and must be signed by both SASED and Contractor.

16. NOTICE. Any notice required or otherwise given pursuant to this Agreement shall be in writing and mailed certified return receipt requested, postage prepaid, or delivered by overnight delivery service, addressed as follows:

For Contractor: Accountability Solutions, LLC
1704 Llano St B-142
Santa FE, NM 87505

For SASED: School Association for Special Education in DuPage County
2900 Ogden Avenue
Lisle, Illinois 60532

17. GOVERNING LAW. The laws and regulations of the State of Illinois shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights and duties of the Parties.

18. BOARD APPROVAL. This Agreement is subject to the approval of the SASED Board of Control.

THEREFORE, SASED and Contractor now voluntarily and knowingly execute this Agreement.

SASED

By: _____ Date: 8-28-24
Executive Director

By: Rachel Wisniewski Date: 8-28-24
Director of Business Operations

Contractor

By: Kelly L Hyde Phd LPCC Date: 08/26/24

Accountability Solutions FY 2025 Anticipated Deliverables

FY2025 EARLY CHOICES Evaluation and Technology Contract Deliverables		
Deliverables	Timeline	Cost
Deliverable 1: Analyze EC data and write SY 23/24 EOY data Summary Report. Write up findings in report format. Analyze data, create data tables and charts for EOY report. Submit to client for review, revise as requested.	September 1, 2024 – June 30, 2025	$8,500
Deliverable 2: QWIZ Database New data import, clean and prep from ISBE (completed 2 times per year at most)	September 1, 2024 – June 30, 2025	$1,500

POLICY MANUAL REVISIONS
June 2024 PRESS - Issue 115
August 2024 PRESS - Issue 116
1st Reading/Adoption - September 18, 2024
Board Policies

DRAFT UPDATES

- ☑ 4:70 Resource Conservation
  - Minor changes that are optional for cooperatives
  - Updated in response to a 5-year review
- ☑ 4:80 Accounting and Audits
  - Policy and legal references are updated in response to PRESS Advisory Board member feedback to raise the maximum balance for revolving fund bank accounts
- ☑ 2:260 Uniform Grievance Procedures
  - Substantial changes
- ☑ 2:265 Title IX Grievance Procedures
  - Minor changes
- ☑ 5:100 Staff Development Program
  - Substantial changes
- ☑ 5:130 Responsibilities Concerning Internal Information
  - Legal references and cross references have been updated in response to a five-year review
- ☑ 5:200 Terms and Conditions of Employment and Dismissal
  - Legal references have been updated in response to 105 ILCS 5/22-96, addressing short term approvals for educators
- ☑ 6:140 Education of Homeless Children
  - Legal references and cross references have been updated in response to 23 Ill. Admin.Code §1.241
- ☑ 7:20 Harassment of Students Prohibited
  - Minor changes
- ☑ 7:185 Teen Dating Violence Prohibited
  - Minor changes

REVIEW AND MONITORING - All policies below are suggested for a 5-year Board review

- ☑ 2:125 Board Member Compensation; Expenses
  - Policy unchanged
- ☑ 2:160 Board Attorney
  - Policy and footnotes updated in response to a five-year review
- ☑ 4:15 Identity Protection
  - Policy unchanged. Legal references, cross references and footnotes updated in response to a five-year review
- ☑ 4:60 Purchases and Contracts
  - Policy updated.
- ☑ 5:180 Temporary Illness or Temporary Incapacity
  - Policy unchanged. Footnotes updated in response to a five-year review

☑ 5:290 Employment Termination and Suspensions

- Policy unchanged. Legal references updated in response to a five-year review

☑ 5:310 Compensatory Time-Off

- Policy unchanged. Legal references and footnotes updated in response to a five-year review

☑ 6:150 Home and Hospital Instruction

- Policy and footnotes are updated in response to a five-year review

☑ 7:170 Vandalism

- Legal references updated in response to a five-year review

Document Status: Review and Monitoring

GOVERNANCE

2:125 Board Member Compensation; Expenses

Board Member Compensation Prohibited[PRESSPlus1]

Board members provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

Roll Call Vote

All Board member expense requests for travel, meals, and/or lodging must be approved by roll call vote at an open meeting of the Board.

Regulation of SASED Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the SASED by resolution. No later than approval of the annual budget and when necessary, the Executive Director will recommend a maximum allowable reimbursement amount for expenses to be included in the resolution. The recommended amount should be based upon the SASED's budget and other financial considerations.

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.

Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved by it when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:

1. Meetings sponsored by the Illinois State Board of Education or by the Regional Superintendent of Schools directly relating to the governance of the Cooperative;
2. County or regional meetings and the annual meeting sponsored by any School Board association complying with Article 23 of the School Code; and

3. Meetings sponsored by a national organization in the field of public-school education.

Expense advancement requests must be submitted to the Executive Director or designee on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense reimbursement form and submit to the Executive Director: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. A Board member must return to SASED any portion of an expense advancement not used. If an expense advancement is not requested, expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the mandatory trainings described in policy 2:120, *Board Member Development* and other professional development opportunities that are encouraged by the School Code, and other training provided by one of the entities described in the above list (see the **Reimbursements and Purchase Orders** subhead, below). Expense advancements and vouchers shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's standardized expense reimbursement form. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Credit and Procurement Cards

Credit and procurement cards shall not be issued to Board members.

Standardized Expense Form(s) Required

All requests for expense advancement, reimbursement, and/or purchase orders in SASED must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the SASED in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:

    a. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The

emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Fees for the first checked bag will be reimbursed. Copies of airline tickets and baggage receipts must be attached to the expense form.

b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.

c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.

d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.

e. Taxis, airport limousines, ride sharing or other local transportation costs.

3. Meals. Meals charged to the SASED should represent mid-fare selections for the hotel/meeting facility or general area, consistent with the maximum allowable reimbursement amount set by the Board. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.
4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.
5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Additional Requirements for Travel Expenses Charged to Federal and State Grants

All Board member expenses for travel charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must comply with Board policy 5:60, Expenses, and its implementing procedures. Travel expenses include costs for transportation, lodging, meals, and related items.

LEGAL REF.:

105 ILCS 5/10-20 and 5/10-22.32.

30 ILCS 708/, Government Accountability and Transparency Act.

50 ILCS 150/, Local Government Travel Expense Control Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:120 (Board Member Development), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 5:60 (Expenses)

ADOPTED: August 16, 2023

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the

review, the Board may choose to:

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

Issue 115, June 2024

Document Status: Review and Monitoring

GOVERNANCE

2:160 Board Attorney

The Board(s) may enter into an agreement for legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents and advice the Governing Board and the Board of Directors in the discharge of their respective duties to govern SASED. The Board Attorney shall not represent another client if the representation involves a concurrent conflict of interest, unless permitted by the Ill. Rules or Professional Conduct adopted by the Ill. Supreme Court. The Board Attorney serves on a retainer of other fee arrangement for legal services, SASED will only pay for legal services that are provided in accordance with the agreement for legal services or are otherwise authorized by this policy or a majority of the Board.PRESSPlus1

The Executive Director and Board Chairpersons are authorized to confer with and/or seek the legal advice of the Board Attorney. The Board may authorize a specific member to confer with legal counsel on its behalf. The Executive Director may authorize the Board Attorney to represent SASED in any legal matter until the Board has an opportunity to consider the matter.

The Board of Directors retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

Legal Fees

SASED will promote and support legal clarifications, defend legal positions and/or support suits that will clarify special education issues that affect the entire cooperative.

Due Process/Legal Assistance Policy

SASED will support member districts with technical assistance, staff energies, data and consultation prior to, during, and after all due process issues. SASED will offer this support during the due process preparation for a hearing throughout the full legal process until the issue is resolved, even if this involves various levels of litigation.

The member district involved in a due process or related litigation will bear all costs and legal responsibilities related to the disposition of the matter.

If a legal opinion is requested by a member district, SASED may utilize its legal firm(s) to obtain such legal opinion, and/or request such legal opinion through the Regional Office of Education and/or from the Illinois State Board of Education Legal Department. However, SASED will pay no costs for SASED legal representation at a district due process meeting or other legal hearings.

Technical assistance services are defined, generally, as those provided by SASED to districts as part of a member districts' membership in SASED. These services are at no special or extra cots beyond the normal membership rate structure. These services include but are not limited to: consultation, training of staff, background legal opinions to present to district throughout due process, and presentation to the district of all required programmatic and student information.

LEGAL REF.:

Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

ADOPTED: August 16, 2023

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

Issue 115, June 2024

Document Status: Draft Update

GOVERNANCE

2:260 Uniform Grievance Procedure

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

1. Title II of the Americans with Disabilities Act, 42 U.S.C. §12101 *et seq.*
2. ~~Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., excluding Title IX sexual harassment complaints governed by policy 2:265, *Title IX Grievance Procedure*~~PRESSPlus1
3. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §791 *et seq.*
4. Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d *et seq.*
5. Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e *et seq.*
6. Sexual harassment prohibited by the State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a); Illinois Human Rights Act, 775 ILCS 5/; and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e *et seq.* (Title IX sexual harassment complaints are addressed under policy 2:265, *Title IX Grievance Procedure*)
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60
8. Bullying, 105 ILCS 5/27-23.7
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children
10. Curriculum, instructional materials, and/or programs
11. Victims' Economic Security and Safety Act, 820 ILCS 180/
12. Illinois Equal Pay Act of 2003, 820 ILCS 112/
13. Provision of services to homeless students
14. Illinois Whistleblower Act, 740 ILCS 174/
15. Misuse of genetic information prohibited by the Illinois Genetic Information Privacy Act, 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff *et seq.*
16. Employee Credit Privacy Act, 820 ILCS 70/

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

Right to Pursue Other Remedies Not Impaired

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

Deadlines

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

Filing a Complaint

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

For any complaint alleging bullying and/or cyberbullying of students, the Complaint Manager or designee shall process and review the complaint ~~according to~~ under Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

For any complaint alleging sex discrimination that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Title IX Coordinator or designee[PRESSPlus2] shall process and review the complaint under Board policy 2:265, *Title IX Grievance Procedure*.

For any complaint alleging harassment on the basis of race, color, or national origin, the Nondiscrimination Coordinator or a Complaint Manager or designee shall process and review the complaint under Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, in addition to any response required by this policy.

For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall process and review the complaint according to that policy, in addition to any response required by this policy, and shall consider whether an investigation under Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*,[PRESSPlus3] should be initiated.

Investigation Process

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. ~~If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parents/guardians that they may attend any investigatory meetings in which their child is involved.~~[PRESSPlus4] The complaint and identity of the

Complainant.

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

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

The Executive Director will keep the Board informed of all complaints.

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

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Executive Director shall ~~mail~~ provide his or her written decision to the Complainant and the accused ~~by registered mail, return receipt requested, and/or personal delivery~~ PRESSPlus5 as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.

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

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

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

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

Appointing a Nondiscrimination Coordinator and Complaint Managers PRESSPlus6

The Executive Director shall appoint a Nondiscrimination Coordinator to manage SASED's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of employees, students, and others. The Nondiscrimination Coordinator also serves as SASED's Title IX Coordinator.

each gender. SASED's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

The Executive Director shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers.

Nondiscrimination Coordinator:

Julie Grohn

Name

2900 Ogden Ave. Lisle, IL 60532

Address

jgrohn@sased.org

Email

630-778-4500

Telephone

Complaint Managers:

Assistant Director of Business-CSBO

Name

2900 Ogden Ave. Lisle, IL 60532

Address

executivedirector@sased.org

Email

630-778-4500

Telephone

Assistant Director of Programs and Services

Name

2900 Ogden Ave. Lisle, IL 60532

Address

executivedirector@sased.org

Email

630-778-4500

Telephone

LEGAL REF.:

8 U.S.C. §1324a *et seq.*, Immigration Reform and Control Act.

20 U.S.C. §1232g, Family Education Rights Privacy Act.

20 U.S.C. §1400, The Individuals with Disabilities Education Act.

20 U.S.C. §1681 *et seq.*, Title IX of the Education Amendments; 34 C.F.R. Part 106.

29 U.S.C. §621 *et seq.*, Age Discrimination in Employment Act.

29 U.S.C. §791 *et seq.*, Rehabilitation Act of 1973.

29 U.S.C. §2612, Family and Medical Leave Act.

42 U.S.C. §2000d *et seq.*, Title VI of the Civil Rights Act of 1964.

42 U.S.C. §2000e *et seq.*, Title VII of the Civil Rights Act of 1964.

42 U.S.C. §2000ff *et seq.*, Genetic Information Nondiscrimination Act.

42 U.S.C. §11431 *et seq.*, McKinney-Vento Homeless Assistance Act.

42 U.S.C. §12101 *et seq.*, Americans With Disabilities Act; 28 C.F.R. Part 35.

105 ILCS 5/2-3.8, 5/3-10, 5/10-20, 5/10-20.5, 5/10-20.7a, 5/10-20.60, 5/10-20.69 5/10-20.75, 5/10-22.5, 5/22-19, 5/24-4, 5/27-1, 5/27-23.7, and 45/1-15.

5 ILCS 415/10(a)(2), Government Severance Pay Act.

5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.

410 ILCS 513/, Ill. Genetic Information Privacy Act.

740 ILCS 174/, Whistleblower Act.

740 ILCS 175/, Ill. False Claims Act.

775 ILCS 5/, Ill. Human Rights Act.

820 ILCS 70/, Employee Credit Privacy Act.

820 ILCS 112/, Equal Pay Act of 2003.

820 ILCS 180/, Victims' Economic Security and Safety Act; 56 Ill.Admin.Code Part 280.

~~820 ILCS 70/, Employee Credit Privacy Act.~~

~~820 ILCS 112/, Equal Pay Act of 2003.~~

23 Ill.Admin.Code §§1.240, 200.40, 226.50, and 226.570.

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

Document Status: Draft Update - Rewritten

GOVERNANCE

2:265 Title IX Grievance Procedure

Discrimination on the basis of sex, including sex-based harassment, affects a student's ability to learn and an employee's ability to work.[PRESSPlus1] Providing an educational and workplace environment free from discrimination on the basis of sex is an important District goal.

The District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106), including against applicants for employment,[PRESSPlus2] students, parents/guardians, employees, and third parties.[PRESSPlus3]

Title IX Sex Discrimination Prohibited

Sex discrimination as defined in Title IX (Title IX Sex Discrimination) is prohibited. A District employee, agent, or student violates this prohibition whenever that person engages in conduct on the basis of sex that causes another person to be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any education program or activity operated by the District. Title IX Sex Discrimination includes discrimination on the basis of sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, and/or gender identity.

Sex-based harassment is a form of Title IX Sex Discrimination. Sex-based harassment occurs whenever a person engages in conduct on the basis of sex that satisfies one or more of the following:

1. A District employee, agent, or other person authorized by the District to provide an aid, benefit, or service under the District's education program or activity explicitly or impliedly conditions the provision of an aid, benefit, or service on a person's participation in unwelcome sexual conduct; or
2. Unwelcome sex-based conduct that, based on the totality of the circumstances, is subjectively and objectively offensive and is so severe or pervasive that it limits or denies a person's ability to participate in or benefit from the District's education program or activity; or
3. Sexual assault, dating violence, domestic violence, or stalking as defined in 34 C.F.R. §106.2.

Definitions from 34 C.F.R. §106.2[PRESSPlus4]

Complainant means: (1) a student or employee who is alleged to have been subjected to conduct that could constitute Title IX Sex Discrimination; or (2) a person other than a student or employee who is alleged to have been subjected to conduct that could constitute Title IX Sex Discrimination and who was participating or attempting to participate in the District's education program or activity at the time of the alleged Title IX Sex Discrimination.[PRESSPlus5]

Complaint means an oral or written request to the District that objectively can be understood as a request for the District to investigate and make a determination about alleged discrimination under Title IX

Respondent means a person who is alleged to have violated the District's prohibition on Title IX Sex Discrimination.

Retaliation means intimidation, threats, coercion, or discrimination against any person by the District, a student, or an employee or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity, for the purpose of interfering with any right or privilege secured by Title IX or its regulations, or because the person has reported information, made a Complaint, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under the Title IX regulations.

Making a Report

A person who wishes to make a report under this policy may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students,PRESSPlus6 a Complaint Manager, or any employee with whom the person is comfortable speaking.

School employees who receive information about conduct that reasonably may constitute Sex Discrimination under this policy shall promptly forward the report or information to the Title IX Coordinator. An employee who fails to promptly make or forward a report or information may be disciplined, up to and including discharge.

The Superintendent shall insert into this policy and keep current the name, office address, email address, and telephone number of the Title IX Coordinator.PRESSPlus7

Title IX Coordinator:

_____
Name

_____
Address

_____
Email

_____
Telephone

Processing and Reviewing a Report or Complaint

Upon receipt of a report of conduct that reasonably may constitute Title IX Sex Discrimination, the Title IX Coordinator and/or designee shall offer and coordinate supportive measures, as appropriate, for a Complainant.

Further, the Title IX Coordinator will analyze the report to identify and determine whether there is another or an additional appropriate method(s) for processing and reviewing it. For any report received, the Title IX Coordinator shall review Board policies 2:260, *Uniform Grievance Procedure*; 5:10, *Equal Employment Opportunity and Minority Recruitment*; 5:20, *Workplace Harassment Prohibited*; 5:90, *Abused and Neglected Child Reporting*; 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*; 7:10, *Equal Educational Opportunities*; 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; 7:185, *Teen Dating Violence Prohibited*; and 7:190, *Student Behavior*, to determine if the allegations in the report require further action under those policies.

subject to the District's duty to investigate and maintain an educational program or activity that is productive, respectful, and free of Title IX Sex Discrimination.

Title IX Complaint Grievance Process

The Superintendent or designee shall implement procedures to ensure the prompt and equitable resolution of all Complaints according to a grievance process that fully complies with 34 C.F.R. §106.45. See the District's Title IX Complaint Grievance Process (Grievance Process) under administrative procedure 2:265-AP2, *Formal Title IX Complaint Grievance Process.*

When a Complaint is filed, the Title IX Coordinator will investigate it and make a determination regarding the outcome of the Complaint, or appoint a qualified person(s) to undertake the investigation and make a determination regarding the outcome of the Complaint.

Enforcement

Any District employee who is determined, at the conclusion of the Grievance Process, to have engaged in Title IX Sex Discrimination will be subject to disciplinary action up to and including discharge. Any third party who is determined, at the conclusion of the Grievance Process, to have engaged in Title IX Sex Discrimination 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/guardian, invitee, etc. Any District student who is determined, at the conclusion of the Grievance Process, to have engaged in Title IX Sex Discrimination will be subject to disciplinary action, including, but not limited to, suspension and expulsion consistent with student behavior policies. Any person making a knowingly false accusation regarding Title IX Sex Discrimination will likewise be subject to disciplinary action.

This policy does not increase or diminish the ability of the District or the parties to exercise any other rights under existing law.

Retaliation Prohibited

The District prohibits any form of retaliation, including peer retaliation, in its education program or activity. Any person should report claims of retaliation using this Board policy 2:265, *Title IX Grievance Procedure*.

A student, employee, or other person authorized by the District to provide aid, benefit, or service under the District's education program or activity who retaliates against others for reporting or complaining of violations of this policy or for participating in any manner under this policy will be subject to disciplinary action, up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.:

20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.

Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).

Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional

Document Status: Review and Monitoring

OPERATIONAL SERVICES

4:15 Identity Protection

The collection, storage, use, and disclosure of social security numbers by SASED shall be consistent with State and federal laws. The goals for managing SASED's collection, storage, use, and disclosure of social security numbers are to:PRESSPlus1

1. Limit all activities involving social security numbers to those circumstances that are authorized by State or federal law.
2. Protect each social security number collected or maintained by SASED from unauthorized disclosure.

The Executive Director is responsible for ensuring that SASED complies with the Identity Protection Act, 5 ILCS 179/. Compliance measures shall include each of the following:

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which SASED is collecting and using the social security number shall be provided. The stated reason for collection of the social security number must be relevant to the documented purpose.
5. All employees must be advised of this policy's existence, and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request.
6. If this policy is amended, employees will be advised of the existence of the amended policy and a copy of the amended policy will be made available to each employee.

No SASED employee shall collect, store, use, or disclose an individual's social security number unless specifically authorized by the Executive Director. An employee who has substantially breached the confidentiality of social security numbers may be subject to disciplinary action or sanctions up to and including dismissal in accordance with SASED policy and procedures. This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. SASED will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise afforded by law.

Treatment of Personally Identifiable Information Under Grant Awards

The Executive Director ensures that SASED takes reasonable measures to safeguard: (1) *protected personally identifiable information*, (2) other information that a federal awarding agency, pass-through agency or State awarding agency designates as sensitive, such as *personally identifiable information* (PII) and (3) information that SASED considers to be sensitive consistent with applicable laws regarding privacy and confidentiality (collectively, *sensitive information)*, when administering federal grant awards and State grant awards governed by the Grant Accountability and Transparency Act (30 ILCS 708/).

The Executive Director shall establish procedures for the identification, handling, storage, access, disposal and overall confidentiality of sensitive information. The Executive Director shall ensure that employees and contractors responsible for the administration of a federal or State award for SASED receive regular training in the safeguarding of sensitive information. Employees mishandling sensitive information are subject to discipline, up to and including dismissal.

LEGAL REF.:

2 C.F.R. §200.303(e).

5 ILCS 179/, Identity Protection Act.

30 ILCS 708/, Grant Accountability and Transparency Act

50 ILCS 205/3, Local Records Act.

105 ILCS 10/, Illinois School Student Records Act.

CROSS REF: 2:250 (Access to SASED Public Records), 5:150 (Personnel Records), 7:340 (Student Records)

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

Issue 115, June 2024

OPERATIONAL SERVICES

4:60 Purchases and Contracts

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

Standards for Purchasing and Contracting

All purchases and contracts shall be entered into in accordance with applicable federal and State law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts over $25,000 shall be approved or authorized by the Board of Directors.

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of $35,000 Keep at $25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board of Directors policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with 105 ILCS 5/19b-1 *et seq*.
4. Third party non-instructional services must comply with 105 ILCS 5/10-22.34c.
5. Goods and services that are intended to generate revenue and other remunerations for SASED in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with 105 ILCS 5/10-20.21(b-5). The Executive Director or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Executive Director or designee shall report

this information to the Board of Directors by completing the necessary forms that must be attached to SASED's annual budget.

6. Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10).
7. The purchase of paper and paper products must comply with 105 ILCS 5/10-20.19c and Board policy 4:70, *Resource Conservation*.
8. Each contractor with SASED is bound by each of the following:

a. In accordance with 105 ILCS 5/10-21.9(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in 105 ILCS 5/10-21.9(c) and 5/21B-80(c) to have direct, daily contact at a SASED school or school-related activity with one or more student(s); (2) prohibit any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the SASED's fingerprint-based criminal history records check on him or her.
b. In accordance with 105 ILCS 5/22-94: (1) prohibit any of its employees from having *direct contact with children or students* if the contractor has not performed a sexual misconduct related employment history review (EHR) of the employee or if SASED objects to the employee's assignment based on the employee's involvement in an instance of sexual misconduct as provided in 105 ILCS 5/22-94(j)(3), which the contractor is required to disclose; (2) discipline, up to and including termination or denial of employment, any employee who provides false information or willfully fails to disclose information required by the EHR; (3) maintain all records of EHRs and provide SASED access to such records upon request; and (4) refrain from entering into any agreements prohibited by 105 ILCS 5/22-94(g).
c. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools, provide SASED with evidence of physical fitness to perform the duties assigned and freedom from communicable disease; and (2) require any new or existing employee who provides services to students or in schools to complete additional health examinations as required by SASED and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Dept. of Public Health rules or order of a local health official.

9. Any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act.
10. Design-build contracts must comply with 105 ILCS 5/15A-1 *et seq*.
11. Any new contract for a district-administered assessment must comply with 105 ILCS 5/10-20.85.
12. Purchases made with federal, or State awards must comply with 2 C.F.R. Part 200 and 30 ILCS 708/, as applicable, and any terms of the award.

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

LEGAL REF.:

2 C.F.R. Part 200.

105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-20.85, 5/10-21.9, 5/10-22.34c, 5/15A-1 *et seq.*, 5/19b-1 *et seq.*, 5/22-94, and 5/24-5.

30 ILCS 708/, Grant Accountability and Transparency Act.

410 ILCS 170/, Coal Tar Sealant Disclosure Act.

820 ILCS 130/, Prevailing Wage Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation), 4:150 (Facility Management and Building Programs), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting)

Adopted: December 13, 2023

School Association for Special Education in DuPage County (SASED)

Document Status: Draft Update

OPERATIONAL SERVICES

4:70 Resource Conservation

The Executive Director or designee shall manage a program of energy and resource conservation for SASED that includes:PRESSPlus1

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 SASED's waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; (b) include investigation of the feasibility of potential markets for other recyclable materials that are present in SASED's waste stream; and (c) establish a goal for the~~be designed to achieve, before July 1, 2020, at least a 50%~~ reduction in the amount of solid waste ~~that is~~ generated by the SASED, when it is economically and practically feasible to do so.PRESSPlus2
4. ~~Adherence to e~~Energy conservation measures.PRESSPlus3

LEGAL REF.:

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

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

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. Items 1-3 below are based on 105 ILCS 5/10-20.19c, which applies to school districts. They are optional for cooperatives. **Issue 115, June 2024**

PRESSPlus 2. Updated in response to a five-year review. **Issue 115, June 2024**

PRESSPlus 3. This item is optional. School districts and area vocational centers may enter into *guaranteed energy savings contracts* under 105 ILCS 5/19b. Consult the board attorney for guidance on these contracts. **Issue 115, June 2024**

Document Status: Draft Update

OPERATIONAL SERVICES

4:80 Accounting and Audits

SASED's accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing,* as adopted by the Ill. State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board of Directors. The Executive Director, in addition to other assigned financial responsibilities, shall report monthly on SASED's financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit

At the close of each fiscal year, the Executive Director shall arrange an audit of SASED's funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board of Directors and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board of Directors member and to the Executive Director. The Executive Director shall annually, on or before October 15, submit an original and one copy of the audit to the Regional Superintendent of Schools.

Annual Financial Report

The Executive Director or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by the ISBE. The Executive Director shall review and discuss the Annual Financial Report with the Board before it is submitted.

Inventories

The Executive Director or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and cost or estimated replacement cost, unless the supplies and equipment are acquired by SASED pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. §200.313, if applicable. The Executive Director shall establish procedures for the management of property acquired by SASED under grant awards that comply with federal and State law.

Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of $1,000-$5,000, depending on the item, and have an estimated useful life greater than one year. To be considered a capital asset for insurance coverage purposes, a capital item must at or above a capitalization threshold of $1,000 and have an estimated useful life greater than one year. The following Capitalization Table should be used when developing the estimated useful life and calculating the depreciation expense for an item using the straight-line depreciation

method.

Capitalization Thresholds:

Land and Land Improvements	5,000
Buildings and Building Improvement	5,000
Infrastructure and site Improvements	50,000
Equipment and Furnishings	2,500
Technology and Software	1,000

Estimated Useful Lives:

- Buildings and Building Improvements (20-50 years)
  - HVAC and Boiler Systems 20-25 years
  - Roof and Gutter Systems 25-30 years
  - Electrical and Plumbing Systems 30-50 years
- Infrastructure and Site Improvements (20-50 years)
  - Parking Lots/Sidewalks/Curbs 20-25 years
  - Landscaping ad Trees 25-30 years
  - Sewer and Lighting 30-50 years
- Equipment and Furnishings (5-20 years)
  - Office Equipment 5-15 years
  - Cars/Trucks 7-10 years
  - Telephones 10-12 years
  - Library Books 10-15 years
  - Tables/Desks/Chairs 10-15 years
  - Fixtures 15-20 years
- Technology and Software (5-10 years)
  - Computers 4-5 years
  - Software 5-7years
  - Network Equipment 5-10 years
  - Technology Infrastructure 8-10 years

Disposition of SASED Property

The Executive Director or designee shall notify the Board of Directors, as necessary, of the following so that the Board may consider its disposition: (1) SASED personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Executive Director or designee may unilaterally dispose of personal property of a diminutive value. The Executive Director shall establish procedures for the disposition of property acquired by SASED under grant awards that comply with federal and State law.

Taxable Fringe Benefits

The Executive Director or designee shall: (1) require that all use of SASED property or equipment by employees is for SASED's convenience and best interests unless it is a Board of Directors-approved fringe benefit, and (2) ensure compliance with the Internal Revenue Service regulations regarding when to report an employee's personal use of SASED property or equipment as taxable compensation.

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Executive Director shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of ~~$500 00~~1,000. PRESSPlus1 All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Executive Director or designee shall include checks written to reimburse revolving funds on the Board of Directors monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

The Board of Directors must approve all bank accounts opened or established in SASED's or a District SASED's name or with SASED's Federal Employer Identification Number. All checks issued by SASED must be signed by either the Treasurer or Board of Directors Chairperson, except that checks from accounts containing student activity funds or fiduciary funds and revolving accounts may be signed by their respective account custodians.

Internal Controls

The Executive Director is primarily responsible for establishing and implementing a system of internal controls for safeguarding SASED's financial condition; the Board of Directors, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, waste, and abuse, as well as employee error, misrepresentation by third parties, or other imprudent employee action.

The Executive Director or designee shall annually audit SASED's financial and business operations for compliance with established internal controls and provide the results to the Board of Directors. The Board of Directors may from time-to-time engage a third-party to audit internal controls in addition to the annual audit.

LEGAL REF.:

2 C.F.R. §200 *et seq.*

30 ILCS 708/, Grant Accountability and Transparency Act, implemented by 44 Ill.Admin.Code 7000 *et seq.*

105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-20.19, 5/10-22.8, and 5/17-1 *et seq.*

23 Ill.Admin.Code Part 100.

CROSS REF.: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 4:90 (Student Activity and Fiduciary Funds)

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to **PRESS** Advisory Board member feedback to raise the maximum balance for revolving fund bank accounts. **Issue 115, June 2024**

Document Status: Draft Update

General Personnel

5:100 Staff Development Program

The Executive Director or designee shall implement a staff development program. The goal of the program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction.

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

The staff development program shall include the Abused and Neglected Child Reporting Act (ANCRA) mandated reporter training and training on the awareness and prevention of child sexual abuse and grooming behaviors (*Erin's Law*) as follows (see Board policies 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and 5:90, *Abused and Neglected Child Reporting*):

1. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years.
2. By January 31 of every year, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors (including *sexual misconduct* as defined in *Faith's Law*), and boundary violations.

In-Service Training Requirements

The staff development program shall provide, at a minimum, within six months of employment and renewed at least once every five years thereafter (unless required more frequently by other State or federal law), the in-service training of all District staff who work with pupils on:

1. Health conditions of students, including but not limited to training on:
   a. ~~Chronic health conditions of students;~~ PRESSPlus1
   b. Anaphylactic reactions and management, conducted by a person with expertise on anaphylactic reactions and management;
   c. Management of asthma, prevention of asthma symptoms, and emergency response in the school setting;
   d. The basics of seizure recognition and first aid and emergency protocols, consistent with best practice guidelines issued by the Centers for Disease Control and Prevention;
   e. The basics of diabetes care, how to identify when a diabetic student needs immediate or emergency medical attention, and whom to contact in case of emergency;
   f. Current best practices regarding identification and treatment of attention deficit hyperactivity disorder; and
   g. How to respond to an incident involving life-threatening bleeding, including use of a school's trauma bleeding control kit, if applicable.

2. Social-emotional learning. Training may include providing education to all school personnel

everyday school interactions, and examples of how social emotional learning can be integrated into instructional practices across all grades and subjects.

3. Developing cultural competency, including but not limited to understanding and reducing implicit bias, including *implicit racial bias* as defined in 105 ILCS 5/10-20.61 (implicit bias training).
4. Identifying warning signs of mental illness, trauma, and suicidal behavior in youth, along with appropriate intervention and referral techniques, including resources and guidelines as outlined in 105 ILCS 5/2-3.166 (*Ann Marie's Law*) and the definitions of *trauma*, *trauma-responsive learning environments*, and *whole child* as set forth in 105 ILCS 5/3-11.PRESSPlus2
5. Domestic and sexual violence and the needs of expectant and parenting youth, conducted by persons with expertise in domestic and sexual violence and the needs of expectant and parenting youth. Training shall include, but is not limited to:
    a. Communicating with and listening to youth victims of domestic or sexual violence and expectant and parenting youth;
    b. Connecting youth victims of domestic or sexual violence and expectant and parenting youth to appropriate in-school services and other agencies, programs, and services as needed;
    c. Implementing SASED's policies and procedures regarding such youth, including confidentiality; and
    d. Procedures for responding to incidents of teen dating violence that take place at school, on school grounds, at school-sponsored activities, or in vehicles used for school-provided transportation as outlined in 105 ILCS 110/3.10 (see Board policy 7:185, *Teen Dating Violence Prohibited*).
6. Protections and accommodations for students, including but not limited to training on:
    a. The federal Americans with Disabilities Act as it pertains to the school environment; and
    b. Homelessness.
7. Educator ethics and responding to child sexual abuse and grooming behavior (see Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*); including but not limited to training on:
    a. Teacher-student conduct;
    b. School employee-student conduct; and
    c. Evidence-informed training on preventing, recognizing, reporting, and responding to child sexual abuse and grooming as outlined in 105 ILCS 5/10-23.13 (*Erin's Law*).
8. Effective instruction in violence prevention and conflict resolution, conducted in accordance with the requirements of 105 ILCS 5/27-23.4 (violence prevention and conflict resolution education).

Additional Training Requirements

In addition, the staff development program shall include each of the following:

1. Ongoing professional development for teachers, administrators, school resource officers, and staff regarding the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.
2. Annual continuing education and/or training opportunities (professional standards) for school nutrition program directors, managers, and staff. Each school food authority's director shall

3. All high school coaching personnel, including the head and assistant coaches, and athletic directors must obtain online concussion certification by completing online concussion awareness training in accordance with 105 ILCS 25/1.15. Coaching personnel and athletic directors hired on or after 8-19-14 must be certified before their position's start date.
4. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act: coaches and assistant coaches (whether volunteer or employee) of an interscholastic athletic activity; nurses, licensed and/or non-licensed healthcare professionals serving on the Concussion Oversight Team; athletic trainers; game officials of an interscholastic athletic activity; and physicians serving on the Concussion Oversight Team.
5. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials.
6. For delegated care aides performing services in connection with a student's seizure action plan, training in accordance with 105 ILCS 150/, the Seizure Smart School Act.
7. For delegated care aides performing services in connection with a student's diabetes care plan, training in accordance with 105 ILCS 145/, the Care of Students with Diabetes Act.
8. For all SASED staff, annual sexual harassment prevention training.
9. Title IX requirements for training in accordance with 34 C.F.R. §106.8(d) ~~as follows~~ (see Board policy 2:265, *Title IX Grievance Procedure*).PRESSPlus3
    a. ~~For all SASED staff, training on the definition of sexual harassment, the scope of SASED's education program or activity, all relevant SASED policies and procedures, and the necessity to promptly forward all reports of sexual harassment to the Title IX Coordinator.~~
    b. ~~For school personnel designated as Title IX coordinators, investigators, decision-makers, or informal resolution facilitators, training on the definition of sexual harassment, the scope of the SASED's education program or activity, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.~~
    c. ~~For school personnel designated as Title IX investigators, training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.~~
    d. ~~For school personnel designated as Title IX decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant.~~
10. Training for all SASED employees on the prevention of discrimination and harassment based on race, color, and national origin in school as part of new employee training and at least once every two years.
11. Training for at least one designated employee at each school about the Prioritization of Urgency of Need for Services (PUNS) database and steps required to register students for it.

The Executive Director shall develop protocols for administering youth suicide awareness and prevention education to staff consistent with Board policy 7:290, *Suicide and Depression Awareness and Prevention*.

An opportunity shall be provided for all staff members[PRESSPlus4] to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automated external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities' staff must be trained in cardiopulmonary resuscitation and use of an automated external

LEGAL REF.:

20 U.S.C. §1681 *et seq.*, Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.

42 U.S.C. §1758b, Pub. L. 111-296, Healthy, Hunger-Free Kids Act of 2010; 7 C.F.R. Parts 210 and 235.

105 ILCS 5/2-3.62, 5/2-3.166, 5/3-11, 5/10-20.17a, 5/10-20.61, 5/10-22.6(c-5), 5/10-22.39, 5/10-23.12, 5/10-23.13, 5/22-80(h), 5/22-95, and 5/24-5.

105 ILCS 25/1.15, Interscholastic Athletic Organization Act.

105 ILCS 145/25, Care of Students with Diabetes Act

105 ILCS 150/25, Seizure Smart School Act.

105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.

325 ILCS 5/4, Abused and Neglected Child Reporting Act.

745 ILCS 49/, Good Samaritan Act.

775 ILCS 5/2-109 and 5/5A-103, Ill. Human Rights Act.

23 Ill.Admin.Code §§ 22.20, 226.800, and Part 525.

77 Ill.Admin.Code §527.800.

CROSS REF.: 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)

Adopted: April 17, 2024

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-22.39(b-5), amended by P.A. 103-603, eff. 1-1-25, deleting "chronic health conditions of students" from the list of required staff training regarding health conditions of students. **Issue 116, August 2024**

PRESSPlus 2. Updated in response to 105 ILCS 5/10-22.39(b-20), amended by P.A. 103-603, eff. 1-1-25, requiring in-service training on the definitions of *trauma, trauma-responsive learning*

Document Status: Draft Update

General Personnel

5:130 Responsibilities Concerning Internal Information

SASED employees are responsible for maintaining: (1) the integrity and security of all internal information, and (2) the privacy of confidential records, including but not limited to: student school records, personnel records, and the minutes of, and material disclosed in, a closed Board meeting. Internal information is any information, oral or recorded in electronic or paper format, maintained by SASED or used by SASED or its employees. The Executive Director or designee shall manage procedures for safeguarding the integrity, security, and, as appropriate, confidentiality of internal information.

LEGAL REF.:

~~Family Educational and Privacy Rights Act,~~ 20 U.S.C. §1232g, Family Educational and Privacy Rights Act.

~~Uses and Disclosures of Protected Health Information; General Rules,~~ 45 C.F.R. §164.502., Uses and Disclosures of Protected Health Information; General Rules.

~~Ill. Freedom of Information Act,~~ 5 ILCS 140/, Ill. Freedom of Information Act.

~~Local Records Act~~ 50 ILCS 205/, Local Records Act.

105 ILCS 10/, Ill. School Student Records Act.

105 ILCS 85, Student Online Personal Protection Act.PRESSPlus1

~~Personnel Record Review Act,~~ 820 ILCS 40/, Personnel Record Review Act.

CROSS REF.: 2:140 (Communications To and From the Board), 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 115, June 2024**

Document Status: Review and Monitoring

General Personnel

5:180 Temporary Illness or Temporary Incapacity

A temporary illness or temporary incapacity is an illness or other capacity of ill-being that renders an employee physically or mentally unable to perform assigned duties. During such a period, the employee can use accumulated sick leave benefits. However, income received from other sources (worker's compensation, SASED-paid insurance programs, etc.) will be deducted from SASED's compensation liability to the employee. The Board's intent is that in no case will the employee, who is temporarily disabled, receive more than 100 percent of his or her gross salary.PRESSPlus1

Those insurance plans privately purchased by the employee and to which SASED does not contribute, are not applicable to this policy.

If illness, incapacity, or any other condition causes a employee to be absent in one school year, after exhaustion of all available leave, for more than 90 consecutive work days, such absence may be considered a permanent disability and the Board may consider beginning dismissal proceedings subject to the conditions of the applicable collective bargaining agreement, and/or State and federal law, including the Americans with Disabilities Act. The Executive Director may recommend this paragraph's use when circumstances strongly suggest that the employee returned to work intermittently in order to avoid this paragraph's application. This paragraph shall not be considered a limitation on the Board's authority to take any action concerning an employee that is authorized by State and federal law.

Any employee may be required to have an examination, at SASED's expense, by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse, or a licensed physician assistant.

LEGAL REF.:

42 U.S.C. §12101 *et seq.*, Americans with Disabilities Act.

105 ILCS 5/10-22.4, 5/24-12, and 5/24-13.

Elder v. School Dist. No.127 1/2, 60 Ill.App.2d 56 (1st Dist. 1965).

School District No. 151 v. ISBE, 154 Ill.App.3d 375 (1st Dist. 1987).

CROSS REF.: 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:185 (Family and Medical Leave), 5:250 (Leaves of Absence), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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Issue 115, June 2024

Document Status: Draft Update

Professional Personnel

5:200 Terms and Conditions of Employment and Dismissal

Each provision, term, and condition of the following policy shall apply to all SASED certified/licensed employees except where a collective bargaining agreement unit employee. In such case, the specific differing provision, term or condition shall apply to the bargaining unit employee. In the absence of a specific differing provision, term, or condition, the policy shall be fully applicable to a bargaining unit employee.

The Board of Directors delegates authority and responsibility to the Executive Director to manage the terms and conditions for the employment of professional personnel. The Executive Director shall act reasonably and comply with State and federal law as well as any applicable collective bargaining employment in effect. The Executive Director is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

School Year

Professional staff shall work according to the school calendar adopted by the Board, which shall have a minimum of 176 student attendance days and a minimum of 180 work days, including institute days. Teachers are not required to work on legal school holidays unless SASED or the Member District has followed applicable State law that allows it to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on the third Monday in January (the Birthday of Dr. Martin Luther King, Jr.); February 12 (the Birthday of President Abraham Lincoln); the first Monday in March (known as Casimir Pulaski's birthday); the second Monday in October (Columbus Day); and November 11 (Veterans Day).

School Day

Professional staff are required to work the school day adopted and assigned by the Board.

SASED accommodates employees who are nursing mothers according to provisions in State and federal law. Professional personnel employed for at least 4 hours per day shall receive an unpaid duty-free lunch of at least 30 minutes in duration.

Compensation

Professional staff shall be paid according to the salary schedule or pay range adopted by the Board. Staff shall be paid at least monthly on a 10 or 12 month basis, but in no case less than the minimum salary provided by the School Code.

Assignments and Transfers

The Executive Director is authorized to make work assignments, study hall, extra class duty, and extracurricular assignments. In order of priority, except as otherwise provided by law, assignments shall be made based on SASED's needs and best interests, employee qualifications, and employee desires.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their SASED employment to any student(s) attending school in SASED programs. *School social worker* has the meaning stated in 105 ILCS 5/14-1.09a.

Dismissal

SASED will follow State law when dismissing an educator.

Evaluation

The District's teacher evaluation system will be conducted under the plan developed pursuant to State law.

On an annual basis, the Executive Director will provide the Board with a written report which outlines the results of the District's teacher evaluation system.

LEGAL REF.:

29 U.S.C. §218(d), Pub. L. 117-328, Pump for Nursing Mothers Act.

42 U.S.C. §2000gg *et seq.*, Pub. L. 117-328, Pregnant Workers Fairness Act.

105 ILCS 5/10-19, 5/10-19.05, 5/10-20.65, 5/14-1.09a, 5/22-96, PRESSPlus1 5/22.4, 5/24-16.5, 5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, 5/24A-1 through 24A-20.

820 ILCS 260/, Nursing Mothers in the Workplace Act.

23 Ill.Admin.Code Parts 50 (Evaluation of Educator Licensed Employees) and 51 (Dismissal of Tenured Teachers).

Cleveland Bd. of Educ. v. Loudermill, 470 U.S. 532(1985).

CROSS REF.: 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

Adopted: December 13, 2023

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/22-96, added by P.A. 103-46 and amended by P.A. 103-564, requires school districts, when hiring or assigning educators for physical education, music, or visual arts, to prioritize the hiring or assigning of educators who hold an educator license and endorsement in those areas. The law also requires educators in these areas to obtain short-term approval if they are not licensed in the content area, or, if no short-term approval is available, they must meet criteria specified by the Ill. State Board of Education (ISBE). Educators must obtain an endorsement in the area being taught prior to the end of the short-term approval period to continue to maintain the educator's employment for subsequent school years. In the alternative, educators do not need to be licensed, obtain short-term approval, or meet other ISBE requirements if they meet the requirements of Title 23 of the Illinois Administrative Code except for Section 1.710. **Issue 115, June 2024**

Document Status: Review and Monitoring

Educational Support Personnel

5:290 Employment Termination and Suspensions

Each provision, term, and condition of the following policy shall apply to all SASED employees except where a collective bargaining agreement offers a specific differing provision, term, or condition to a bargaining unit employee. In such case, the specific differing provision, term, or condition shall apply to the bargaining unit employee. In the absence of a specific differing provision, term, or condition, the policy shall be fully applicable to a bargaining unit employee. PRESSPlus1

Resignation and Retirement

An employee is requested to provide two weeks' notice of a resignation. A resignation notice cannot be revoked once given. An employee planning to retire should notify his or her supervisor at least two months before the retirement date.

Non-RIF Dismissal

SASED 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 Executive Director is responsible for making dismissal recommendations to the Board of Directors 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 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 Executive Director 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 Executive Director's judgment, the employee's presence is detrimental to SASED. 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 SASED remove an employee from his or her position when he or she is the subject of a pending DCFS investigation that relates to his or her employment with SASED, the Board or Executive Director or designee, in consultation with the Board Attorney, will determine whether to:

1. Let the employee remain in his or her position pending the outcome of the investigation; or
2. Remove the employee as recommended, 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 SASED all compensation and the value of all benefits received by the employee during the suspension. The Executive Director will notify the employee of this requirement when the employee is suspended.

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: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the

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Issue 115, June 2024

Document Status: Review and Monitoring

Educational Support Personnel

5:310 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 (FSLA), 29 U.S.C. §201 *et seq.*, and (2) are not represented by an exclusive bargaining representative.PRESSPlus1

Employees may be given 1-1/2 hours of compensatory time-off in lieu of cash payment for each hour (in excess of 40 hours per week worked) of overtime worked. Other than as provided below, at no time may an employee's accumulated compensatory time-off exceed 240 hours. 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 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 half hour increments with one hour being the lowest increment provided such requests do not unduly disrupt SASED'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 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 Executive Director or designee shall implement this policy in accordance with the FLSA. In the event of a conflict between the policy and the 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: August 10, 2023

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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Issue 115, June 2024

Document Status: Draft Update

INSTRUCTION

6:140 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 Ill. Education for Homeless Children Act. Based on homeless status as determined by the participating district and upon placement in SASED programs, SASED will provide appropriate services.

LEGAL REF.:

McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 *et seq.*

Ill. Education for Homeless Children Act, 105 ILCS 45/.

23 Ill.Admin.Code §1.241.PRESSPlus1

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment), 7:50 (Eligibility for Services), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 115, June 2024**

Document Status: Review and Monitoring

INSTRUCTION

6:150 Home and Hospital Instruction

A student who is absent from a SASED program, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital services. Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program. The student's home district shall assume responsibility for the student's educational services after notification has been given by SASED.PRESSPlus1

The home district of a student who is unable to attend a SASED program because of pregnancy is responsible to provide home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage.

Periodic conferences will be held between appropriate SASED personnel, district personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

LEGAL REF.:

105 ILCS 5/10-19.05(e), 5/10-22.6a, 5/14-13.01, and 5/18-4.5.

23 Ill.Admin.Code §§1.520, 1.610, and 226.300.

CROSS REF.: 6:120 (Education of Children with Disabilities), 7:10 (Equal Educational Opportunity), 7:280 (Communicable and Chronic Infectious Disease)

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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Issue 115, June 2024

Document Status: Draft Update

STUDENTS

7:20 Harassment of Students Prohibited

No person, including a SASED employee, agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identity; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; physical appearance; socioeconomic status; academic status; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. SASED will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

SASED shall provide an educational 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. See policies 2:265, *Title IX Grievance Procedure*, and 2:260, *Uniform Grievance Procedure*.

Making a Report or Complaint

Students are encouraged to promptly report claims or incidents of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Program Administrator/Coordinator, a Complaint Manager, or any employee with whom the student is comfortable speaking. A student may choose to report to an employee of the student's same gender.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure*, and/or Board policy 2:265, *Title IX Grievance Procedure.* The Nondiscrimination Coordinator and/or Complaint Manager or designee shall process and review the report according to the appropriate grievance procedure. The Executive Director shall insert into this policy the names, office addresses, email addresses, and telephone numbers of SASED's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as SASED's Title IX Coordinator.

Nondiscrimination Coordinator:

Julie Grohn

Name

Address

jgrohn@sased.org

Email

630-778-4500

Telephone

Complaint Managers:

Assistant Director of Business-CSBO	Assistant Director of Programs and Services
Name	Name
2900 Ogden Ave. Lisle, IL 60532	2900 Ogden Ave. Lisle, IL 60532
Address	Address
executivedirector@sased.org	executivedirector@sased.org
Email	Email
630-778-4500	630-778-4500
Telephone	Telephone

The Executive Director shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in SASED's student handbook(s), on SASED's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Any SASED 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 comply may be disciplined, up to and including discharge.

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

For any report or complaint alleging sex-based [PRESSPlus1] harassment that, if true, would implicate

Procedure, should be initiated.

For any other alleged student harassment that does not require action under policy 2:265, *Title IX Grievance Procedure,* the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, 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 Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement

Any SASED employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to SASED, e.g., vendor, parent/guardian, invitee, etc. Any SASED student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the behavior policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see policies 2:260, *Uniform Grievance Procedure*, and 2:265, *Title IX Grievance Procedure*.

Students should report allegations of retaliation to the Program Administrator/Coordinator, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

LEGAL REF.:

20 U.S.C. §1681 *et seq.*, Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.

29 U.S.C. §791 *et seq.*, Rehabilitation Act of 1973; 34 C.F.R. Part 104.

42 U.S.C. §2000d, Title VI of the Civil Rights Act of 1964; 34 C.F.R. Part 100.

105 ILCS 5/10-20.12, 5/10-22.5, 5/10-23.13, 5/27-1, and 5/27-23.7.

775 ILCS 5/1-101 *et seq.*, Illinois Human Rights Act.

Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).

Franklin v. Gwinnett Co. Public Schs., 503 U.S. 60 (1992).

Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).

West v. Derby Unified Sch. Dist. No. 260, 206 F.3d 1358 (10th Cir. 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities)

Adopted: April 17, 2024

PRESSPlus Comments

PRESSPlus 1. Updated in response to final regulations implementing Title IX. **Issue 116, August 2024**

Document Status: Review and Monitoring

STUDENTS

7:170 Vandalism

The Board will seek restitution from students and their parents/guardians for vandalism or other student acts that cause damage to SASED property or member district property leased by SASED.[PRESSPlus1]

LEGAL REF.:

740 ILCS 115/.

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

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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Issue 115, June 2024

Document Status: Draft Update

STUDENTS

7:185 Teen Dating Violence Prohibited

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

The Executive Director or designee shall develop and maintain a program to respond to incidents of teen dating violence that:

1. Fully implements and enforces each of the following Board policies:

    a. 2:260, *Uniform Grievance Procedure*. This policy provides a method for any student, parent/guardian, employee, or community member to file a complaint if he or she believes that the Board, its employees, or its agents have violated his or her rights under the State or federal Constitution, State or federal statute, Board policy, or various enumerated bases.

    b. 2:265, *Title IX Grievance Procedure.* This policy prohibits ~~any person~~ a SASED employee, agent, or student from engaging in sexual discrimination, including sex-based[PRESSPlus1] harassment, in violation of Title IX of the Education Amendments of 1972. Prohibited conduct includes but is not limited to sexual assault, dating violence, domestic violence, and stalking.

    c. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person, including a SASED employee, agent, or student, from harassing intimidating, or bullying a student based on the student's actual or perceived characteristics of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).

    d. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. This policy prohibits students from engaging in bullying, intimidation, and harassment at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.

2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals:

    a. Any school staff member. School staff shall respond to incidents of teen dating violence by following SASED's established procedures for the prevention, identification, investigation, and response to bullying and school violence.

    b. The Nondiscrimination Coordinator, Program Administrator/Coordinator, or a Complaint Manager identified in policy 7:20, *Harassment of Students Prohibited*.

comprehensive health education program in Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into SASED's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.

4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Program Administrator/Coordinator, or a Complaint Manager.
5. Notifies students and parents/guardians of this policy.

Incorporated
by Reference: 7:180-AP1, (Prevention, Identification, Investigation, and Response to Bullying)

LEGAL REF.:

105 ILCS 110/3.10.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities)

~~ADOPTED: August 16, 2023~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to final regulations implementing Title IX. **Issue 116, August 2024**

SASED Board of Directors Meeting
August 7, 2024 - 2:00 PM
SASED Administration Center
2900 Ogden Avenue, Lisle, IL 60532

OPEN SESSION MINUTES

Mr. Mark Cross, Chairperson, called the SASED Board of Directors meeting to order at 2:03 pm and welcomed those in attendance.

1. Roll call was taken with the following responding:

	District	Representative
Present:	Keeneyville School District 20	Dr. Omar Castillo
	Benjamin School District 25	Mr. Jack Buscemi
	DuPage County School District 45	Dr. Brian Graber
	Salt Creek School District 48	Dr. Amy Zaher
	Downers Grove School District 58	Dr. Kevin Russell
	Maercker School District 60	Dr. Dean Nugent
	Cass School District 63	Mr. Mark Cross
	Center Cass School District 66	Dr. Andrew Wise (arrived 2:11pm)
	Woodridge School District 68	Dr. Patrick Broncato
	DuPage High School District 88	Dr. Jean Barbanente
	Community High School District 94	Dr. Kurt Johansen
	Community High School District 99	Dr. Hank Thiele
	Lisle Community Unit School District 202	Dr. Keith Filipiak
	Elmhurst Community Unit School District 205	Dr. Keisha Campbell
Absent:	West Chicago Elementary School District 33	
	Winfield School District 34	
	Community Consolidated School District 180	
	Westmont Community Unit School District 201	

Present: 14 Districts **Absent:** 4 Districts

Also in attendance:

Mr. Jack Buscemi, Benjamin School District 25
Dr. Kim Dryier, Executive Director, SASED
Ms. Rachel Wisniewski, CSBO, SASED
Dr. Elizabeth VanderWoude, Asst. Dir. Programs and Services, SASED
Ms. Julie Grohn, Asst. Dir. Human Resources, SASED
Ms. Senga Lowe, Board Recording Secretary, SASED
Robin Cox, SASED, SSA

Appointment of Secretary Pro-Tempore - Dr. Jean Barbanente, DuPage High School District 88, was nominated as Secretary Pro-Tem for this August 7, 2024 meeting by Mr. Mark Cross.

2. Pledge of Allegiance

3. **Thank you to Board/Committee Members -** Dr. Dryier welcomed the new Board of Directors members, Dr. Jim Woell, SD25, Dr. Brian Graber, SD45, and Dr. Kurt Johansen, SD94; and acknowledged Mr. Jack Buscemi, SD25, and thanked him for his service on the Board of Directors.

4. **Approval of the Agenda for the August 7, 2024 Board of Directors Meeting**
   A motion was made to approve the Agenda for the 8-7-24 Board of Directors Meeting. This motion was made by Member Russell and seconded by Member Nugent.
   Upon voice vote of all ayes from all 13 districts present, motion passed.

5. **Public Comment -** No comments.

6. **Consent Agenda**
   Chairperson Cross asked the Board if there are any items on the consent agenda that need further discussion. Dr. Keith Filipak asked if the lease holders can vote on their own leases that are listed in the consent agenda or should they abstain from voting. Mr. Mark Cross stated that if they would like to abstain they can. He asked the Board if they would rather pull the leases from the consent agenda and move them to action and they said no, but the voting member may abstain if they would like. Dr. Filipak stated that he will abstain from his vote on the consent agenda, specifically C)1) Lease for SD202.

   A motion was made to approve the following consent agenda items as presented. This motion was made by Member Thiele and seconded by Member Broncato.

   a. Personnel Recommendations
      1. Accept/Approve the Resignations, Retirements, Employment, and Change of Employment Status of Educational Support Staff, Licensed Staff, Registered Staff and Contract Staff as presented.
   b. Financial
      1. Gross Payrolls for June and July 2024 in the amount of $4,680,376.13
      2. Payroll Liabilities for June and July 2024 in the amount of $1,271,903.07
      3. Bill List for July 2024 in the amount of $2,935,047.10
      4. Interim Checks for June and July 2024 in the amount of $690,946.60
      5. Voids for June and July 2024 - None
      6. Approve the Authorization to Release August 2024 Disbursements Prior to the September 18, 2024, Board of Directors Meeting
   c. SASED Programs/Services
      1. Approve the SY24-25 Lease Agreements with SASED Member Districts
   d. SASED Governance
      1. Approve the Agreement for Student Teaching with Culver-Stockton College
      2. Approve the ACA Services Agreement with Medical Cost Containment Services, Inc.
      3. Approve the Facilities Use Agreement between SASED and NIU Naperville for Spring Institute 2025
      4. Accept the Donation of (1) Orcam Read Device to the Vision Program from The Well Church
      5. Approve the Educator Licensure Affiliation Agreement Between Northern Illinois University and SASED for SY24-25

   Upon Roll Call Vote:

   Ayes: Castillo SD20, Woell SD25, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Broncato SD68, Barbanente SD88, Johansen SD94, Thiele SD 99, Campbell SD205
   Nays: None
   Abstain: Filipiak SD202

   Ayes: 12 Districts **Nays:** None **Abstain:** 1 District **Absent:** 5 Districts
   Upon roll call vote, motion passed.

7. Approval of Minutes

a. Approved the open session minutes from the Board of Directors Meeting on 6-12-24.
A motion was made to approve the open session minutes from the Board of Directors Meeting on 6-12-24. This motion was made by Member Russell and seconded by Member Thiele.

Upon voice vote of all ayes from all 14 districts present, motion passed.

8. Action Items

a. Approve the Employment Agreement for SY24-25 for the SASED Assistant Program Administrator.
A motion was made to approve the employment agreement for SASED Assistant Program Administrator, Andrew Shelby. This motion was made by Member Zaher and seconded by Member Woell.

Upon Roll Call Vote:

Ayes: Castillo SD20, Woell SD25, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Cross SD63, Wise, SD66, Broncato SD68, Barbanente SD88, Johansen SD94, Thiele SD 99, Filipiak SD202, Campbell SD205
Nays: None
Abstain: None

Ayes: 14 Districts **Nays:** None **Abstain:** None **Absent:** 4 Districts

Upon roll call vote, motion passed.

9. Executive Director Updates

a. SASED SY24-25 Enrollment
Dr. Dryier reported that enrollment for the SY24-25 is anticipated to be at approximately 400 students with 60-70 being non-member.

b. Human Resources Staffing Update
Dr. Dryier reported that, as previously discussed, we are experiencing a shortage of approximately 35 staff, 5 of which are certified teachers. A new update will be reported to the Board monthly. Dr. Dryier and Dr. Vander Woude are continuously working on confirming that the needs of students are being met. Mr. Cross stated that the cooperative will continue to monitor the contract staff being hired.

c. ESY Summary
Dr. Dryier reported that ESY enrollment was finalized at 247 students which consisted of 190 member district students, and 57 non-member students. Staff reported that ESY ran well and students had a very positive experience.

d. 2023-24 Survey Results
Dr. Dryier stated that these results should have been reported to the Board in May. She is working with the Leadership team to release these surveys to staff in December. These results will also be reviewed with staff on Opening Day, August 12, 2024.

e. SASED Strategic Plan Updates
Dr. Dryier stated that SASED is in the process of reviewing the plan and trying to operationalize the goals for each priority area. The focus right now is on communication, recruitment and retention, and facilities. Facility planning will be brought to the Board for discussion starting in September. Dr.

Dryier will be reporting monthly to the Board with a plan update. Dr. Dryier also briefly discussed with the Board the current lease situation at 2900 Ogden Avenue in Lisle and the needs of staff and students within the cooperative.

Mr. Cross reiterated that the SASED Administration and the Board will begin to develop a facilities plan. He referred to the member district map and the location spread of all of the districts. The current lease at 2900 is terminating in 2 years and the cost of the new facility will be shared by member districts. He also thanked Dr. Filipiak for allowing SASED to temporarily lease the SD202 building for the SY24-25 Supportive Medical Needs Program.

The Board should consider a special meeting to begin the facilities planning discussion which would then be broken down to a facilities planning committee. He suggested researching referendum models from all the member districts prior to the start of these discussions.

f. SASED Opening 24-25 School Year Activities
    1. Dr. Dryier stated that new staff orientation took place on August 6, 2024. It was a great day with attendance of approximately 50 new staff members and was very informative.

    2. SASED's Opening Day will take place on Monday, August 12th. Mr. Cross will provide opening remarks to staff on behalf of the Board. She gave a brief overview of the agenda for the day, which included a brain architecture game, a keynote speaker on the topic of SLE/self care, as well as break out sessions for each program/department.

10. SASED Financial Updates

a. FY 24 Budget Reports - Ms. Wisniewski provided a brief overview of the budget report stating that FY 2024 revenue exceeded expenditures. She stated that we currently have a cash balance of 40%. Dr. Dryier explained that this included funds from Medicaid reimbursement and also funds from the OT/PT services billing structure changes. This will be brought to the Finance Committee to discuss distribution of the funds.

b. Treasurers/Investments Reports - Ms. Wisniewski provided a brief overview of the treasurer/investment reports. The Board had no questions.

11. Adjournment

A motion was made to adjourn at 2:34 pm. This motion was made by Member Thiele and seconded by Member Broncato.

Upon voice vote of all ayes from 14 districts present, motion passed.

Minutes Approved by:

_____	_____
Mr. Mark Cross	Dr. Jean Barbanente
Chairperson Date	Secretary (Pro-Tem) Date

Addendum to SASED Lease Agreement with Partner Host Districts

This addendum is aimed to provide additional clarification regarding the leases for classroom and office spaces between SASED and Host Districts (Lessor).

Premises (Page 1, **2. Premises**)

- "All furnishings and ordinary school equipment necessary to use said rooms as classrooms"
    - Clarification:
    - This includes student and staff chairs and desks, white board, book shelves and/or book cases.
- Lessor's program areas and facilities of common benefit
    - Clarification:
    - It is noted in the agreement that this includes the gymnasium, playground, parking areas, and restroom. Further clarification shall include SASED programs will be considered when master schedule is being developed and with input from the SASED Program Administrator to ensure timing of schedule is appropriate to meet the needs of the students in the SASED programs. Students in the SASED program should have similar access to all areas as their non-disabled peers, including, but not limited to, activities, the shredding bin and other school-wide initiatives. Staff should be permitted to use the Faculty Bathrooms.

Services (Page 3, **14.Services**)

- "A proportionate share of access…such as nurse, librarian etc"
    - Clarification:
    - As many students in the SASED programs require some form of nursing services, the Lessor's nurse shall provide medication management, g-tube flushing, and basic first aid services.
- "SASED staff and students are an integral….inclusive of building communications and crisis planning."
    - Clarification:
    - All SASED Staff housed in a Lessor's building shall have an email account with the Lessor's building. All students, and parents of students, shall have access to an email account with the Lessor's building.
    - All students participating in a SASED program, and their guardian's shall also have an email account with their home school.
    - SASED staff need to be included in any type of crisis planning. Evacuation routes need to be specifically outlined and individualized in order to meet the needs of students. This may include access to ramps and/or consideration for mobility challenged students.
- "Student fees required by the Lessor….and will be included in the tuition costs billed to the district of residence."
    - Clarification:
    - Students attending SASED Programs will register and pay registration fees with their home school.
    - The Lessor's school will not collect additional fees, or require additional registration documents.
    - The home school is responsible to ensure all registration requirements are met.

DRAFT

- "SASED Staff has access to the building, general building supplies, copy machine, etc, as do all other staff."
    - Clarification:
    - SASED staff will have access to classroom supplies that are available to all staff, this may include pens, paper, paperclips, staples, etc.
    - SASED staff will have access to the copiers in the Lessor's buildings, including use of Lessor's paper.
        - If concerns arise regarding the use of the copier/printer or the amount of paper being consumed, the Lessor's building administrator will discuss concerns with the SASED Program Administrator
        - If concerns arise with misuse of the copier/printer, the Lessor's building administrator will discuss concerns with the SASED Program Administrator
    - SASED staff will have access to the Lessor's laminators.
        - If concerns arise with the use or quantity of the laminator supplies, the Lessor's building administrator will discuss concerns with the SASED Program Administrator.
    - If the Lessor's building provides coffee or other types of snacks to its employees, SASED staff will be included.
    - SASED staff shall be included in Teacher Appreciation Week as well as another activities or appreciation events/luncheons.
    - SASED Certified Staff and non-certified staff will be provided keys in order to access the building. Certified staff will be provided with 2 additional keys for potential contractual staff.
- "SASED teachers working with students included in the district classroom programs will be allowed to participate in the lessor's staff meeting and activities, inclusive of celebrations and assemblies.
    - Clarification:
    - **I would like to discuss this further. This reads as if only SASED teachers (not support staff) are able to participate IF a student in the SASED program is included in a regular classroom. Many students in the SASED programs are only able to participate in assemblies and celebrations.**

In order to support the needs of the Lessor, SASED will:

- Notify the Lessor's building administrator or designee in the beginning of the year of all SASED staff scheduled to be his/her building.
- Notify the Lessor's building administrator or designee of any changes in SASED personnel before new staff start or immediately following the resignation or change in SASED personnel.

DRAFT

As referenced in Board Policy 2:150 Committees, SASED Committees include the following:

SY24-25 SASED BOARD COMMITTEE MEMBERSHIP		
MANDATORY BOARD COMMITTEES		RECOMMENDED BOARD COMMITTEE
FINANCE	**POLICY**	**FACILITY PLANNING**
Omar Castillo, SD20	Jim Woell, SD25	Kristina Davis, SD33
Kevin Russell, SD58	Matt Rich, SD34	Brian Graber, SD45
Patrick Broncato, SD68	Amy Zaher, SD48	Sean Nugent SD60
Kurt Johansen, SD94	Andrew Wise, SD66	Mark Cross, SD63
Keith Filipiak, SD202	Charlie Kyle, SD180	Jean Barbanente, SD88
Jim Blair, SD48	Jack Balderman, SD201	Hank Thiele, SD99
	Ray Kielminski, SD48	Keisha Campbell, SD205
		Jack Buscemi, SD25

2:150 Committees

The Board of Directors may establish committees to assist with the Board's governance function and, in some situations, to comply with State law requirements. These committees are known as Board committees and report directly to the Board. Committee members may include both Board members and non-Board members depending on the committee's purpose. The Board Chairperson makes all Board committee appointments unless specifically stated otherwise. Board committee meetings shall comply with the Open Meetings Act. A Board committee may not take final action on behalf of the Board - it may only make recommendations to the Board.

Special Board Committees

A special committee may be created for specific purposes or to investigate special issues. A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion.

Standing Board Committees

A standing committee is created for an indefinite term although its members will fluctuate. Standing committees are:

1. Board Policy Committee. This committee researches policy issues, and provides information and recommendations to the Board.
2. Parent-Teacher Advisory Committee. This committee assists in the development of student behavior policy and procedure, and provides information and recommendations to the Board. Its members are parents/guardians and teachers, and may include persons whose expertise or experience is needed. The committee reviews such issues as administering medication in the schools, reciprocal reporting between the Cooperative and local law enforcement agencies regarding criminal offenses committed by students, student discipline, disruptive classroom behavior, school bus safety procedures, and the dissemination of student conduct information.
3. Behavioral Interventions/Oversight Committee. This committee develops and monitors procedures for using behavioral interventions in accordance with Board policy 7:230, *Misconduct by Students with Disabilities*, and provides information and recommendations to the Board. At the Board Chairperson's discretion, the Parent-Teacher Advisory Committee shall perform the duties assigned to the Behavioral Interventions Committee.
4. Finance Committee.

Nothing in this policy limits the authority of the Executive Director or designee to create and use committees that report to him or her or to other staff members.

2024-2025 Proposed Public School Calendar for School Assn For Special Educ,

Codes: X = attendance day; XHI, XHPT, XID, XDS, XHS, XHSW, XHIH, XHPH, XHSH = half attendance day; XH = holiday attendance waiver; FPT, FPTH, WFPT = full day parent teacher conference; FI, WFI, FIH = teacher inservice; PI, TI, TIH = parent/teacher institute; ED = emergency day; XED = proposed emergency day; HOL = holiday; NIA = not in attendance

Total Days of Attendance: 179 **Regular Day:** 8:15AM - 3:00PM **Instruct. Day Lgth:** 6 Hrs. 0 Mins.

July 2024

Mon	Tue	Wed	Thu	Fri	Sat	Sun
24	25	26	27	28	29	30
1	2	3	4 HOL	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4

July Atnd: 0 Accum: 0

August 2024

Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12 TI	13 TI	14 TI	15 X	16 X	17	18
19 X	20 X	21 X	22 X	23 X	24	25
26 X	27 X	28 X	29 X	30 X	31	1
2	3	4	5	6	7	8

Aug Atnd: 12 Accum: 12

September 2024

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1
2 HOL	3 X	4 X	5 X	6 X	7	8
9 X	10 X	11 X	12 X	13 X	14	15
16 X	17 X	18 X	19 X	20 XHS	21	22
23 X	24 X	25 X	26 X	27 X	28	29
30 X	1	2	3	4	5	6

Sept Atnd: 20 Accum: 32

October 2024

Mon	Tue	Wed	Thu	Fri	Sat	Sun
30	1 X	2 X	3 X	4 X	5	6
7 X	8 X	9 X	10 X	11 X	12	13
14 HOL	15 X	16 X	17 X	18 X	19	20
21 X	22 X	23 X	24 X	25 XHS	26	27
28 X	29 X	30 X	31 X	1	2	3
4	5	6	7	8	9	10

Oct Atnd: 22 Accum: 54

November 2024

Mon	Tue	Wed	Thu	Fri	Sat	Sun
28	29	30	31	1 X	2	3
4 X	5 HOL	6 X	7 X	8 X	9	10
11 X	12 X	13 X	14 X	15 X	16	17
18 X	19 X	20 X	21 X	22 XHS	23	24
25 X	26 FPT	27 NIA	28 HOL	29 NIA	30	1
2	3	4	5	6	7	8

Nov Atnd: 17 Accum: 71

December 2024

Mon	Tue	Wed	Thu	Fri	Sat	Sun
25	26	27	28	29	30	1
2 X	3 X	4 X	5 X	6 X	7	8
9 X	10 X	11 X	12 X	13 X	14	15
16 X	17 X	18 X	19 X	20 XHS	21	22
23 NIA	24 NIA	25 HOL	26 NIA	27 NIA	28	29
30 NIA	31 NIA	1	2	3	4	5

Dec Atnd: 15 Accum: 86

January 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
30	31	1 HOL	2 NIA	3 NIA	4	5
6 X	7 X	8 X	9 X	10 X	11	12
13 X	14 X	15 X	16 X	17 X	18	19
20 HOL	21 X	22 X	23 X	24 XHS	25	26
27 X	28 X	29 X	30 X	31 X	1	2
3	4	5	6	7	8	9

Jan Atnd: 19 Accum: 105

February 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
27	28	29	30	31	1	2
3 X	4 X	5 X	6 X	7 X	8	9
10 X	11 X	12 X	13 X	14 X	15	16
17 NIA	18 X	19 X	20 X	21 X	22	23
24 X	25 X	26 X	27 X	28 TI	1	2
3	4	5	6	7	8	9

Feb Atnd: 18 Accum: 123

March 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
24	25	26	27	28	1	2
3 X	4 X	5 X	6 X	7 X	8	9
10 X	11 X	12 X	13 X	14 XHS	15	16
17 X	18 X	19 X	20 X	21 X	22	23
24 X	25 X	26 X	27 X	28 X	29	30
31 NIA	1	2	3	4	5	6

Mar Atnd: 20 Accum: 143

April 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
31	1 NIA	2 NIA	3 NIA	4 NIA	5	6
7 X	8 X	9 X	10 X	11 XHS	12	13
14 X	15 X	16 X	17 X	18 NIA	19	20
21 X	22 X	23 X	24 X	25 X	26	27
28 X	29 X	30 X	1	2	3	4
5	6	7	8	9	10	11

Apr Atnd: 17 Accum: 160

May 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
28	29	30	1 X	2 X	3	4
5 X	6 X	7 X	8 X	9 XHS	10	11
12 X	13 X	14 X	15 X	16 X	17	18
19 X	20 X	21 X	22 X	23 X	24	25
26 HOL	27 X	28 X	29 XED	30 XED	31	1
2	3	4	5	6	7	8

May Atnd: 19 Accum: 179

June 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1
2 XED	3 XED	4 XED	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19 HOL	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

June Atnd: 0 Accum: 179

SASED 2024-2025 PROGRAM CALENDAR

(Supportive Medical Needs and Transition Programs)

SCHOOL DAY:
8:15 am – 3:00 pm

AUGUST 2024
12-14 - Teacher Institute Days
15 - First Day of School

SEPTEMBER 2024
2 - Labor Day **(No School)**
20 - 11:00 am dismissal

OCTOBER 2024
14 - Indigenous Peoples Day **(No School)**
25 - 11:00 am dismissal

NOVEMBER 2024
5 - Election Day **(No school)**
22 - 11:00 am dismissal - School Improvement Day
26 - Parent-Teacher Conferences **(No school)**
27 - 29 - Thanksgiving Break

DECEMBER 2024
20 - 11:00 am dismissal - School Improvement Day
23 - 31 Winter Break (No School)

JANUARY 2025
1-3 - Winter Break **(No School)**
20 - Martin Luther King, Jr. Day **(No School)**
24 - 11:00 am dismissal - School Improvement Day

AUGUST 2024

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2024

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2024

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2024

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER 2024

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY 2025

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE 2025

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JULY 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY 2025
17 - Presidents Day (No School)
28 - Teacher Institute Day (No School)

MARCH 2025
14 - 11:00 am dismissal - School Improvement Day
31 - Spring Break

APRIL 2025
1 - 4 - Spring Break
11 - 11:00 am dismissal - School Improvement Day
18 - Good Friday (No School)

MAY 2025
9 - 11:00 am dismissal - School Improvement Day
26 - Memorial Day (No School)
28 - Last Day of School - 11:00 am dismissal
29 - 30 - Emergency/Make-up Days (*)

JUNE 2025
2 - 4: Emergency/Make-up Days (*)
19 - Juneteenth

JULY 2025
4 - Independence Day

Color Codes:

Teacher Institute No students	First Day of School	School Closed	Early Release at 11:00 am	Parent-Teacher Conferences (No students)	Last Day of School 11:00 am dismissal	Emergency/Make-up Days (*)

*Emergency/Make-up days will be used if school is canceled or closed due to weather events or other causes that prohibit schools from opening.

Approved May 22, 2024
Revision Approved September 18, 2024

SASED 2024-2025 PROGRAM CALENDAR

(Pathways Program)

SCHOOL DAY:
8:15 am – 3:00 pm

AUGUST 2024
12-14 - Teacher Institute Days
15 - First Day of School

AUGUST 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2024
2 - Labor Day **(No School)**
12 – 11:00 am dismissal - School Improvement Day
20 - 11:00 am dismissal

SEPTEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER 2024
2 – 11:00 am dismissal - School Improvement Day
14 - Indigenous Peoples Day **(No School)**
25 - 11:00 am dismissal

OCTOBER 2024						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER 2024
5 - Election Day **(No school)**
6 – 11:00 am dismissal - School Improvement Day
22 - 11:00 am dismissal - School Improvement Day
26 - Parent-Teacher Conferences **(No school)**
27 - 29 - Thanksgiving Break

NOVEMBER 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER 2024
4 - 11:00 am dismissal - School Improvement Day
20 - 11:00 am dismissal - School Improvement Day
23 - 31 Winter Break (No School)

DECEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY 2025
1-3 - Winter Break **(No School)**
20 - Martin Luther King, Jr. Day **(No School)**
24 - 11:00 am dismissal - School Improvement Day

JANUARY 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

FEBRUARY 2025
17 - Presidents Day (No School)
28 - Teacher Institute Day (No School)

MARCH 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MARCH 2025
14 - 11:00 am dismissal - School Improvement Day
31 - Spring Break

APRIL 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

APRIL 2025
1 - 4 - Spring Break
11 - 11:00 am dismissal - School Improvement Day
18 - Good Friday (No School)

MAY 2025						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

MAY 2025
9 - 11:00 am dismissal - School Improvement Day
26 - Memorial Day (No School)
28 - Last Day of School - 11:00 am dismissal

29 - 30 - Emergency/Make-up Days (*)

JUNE 2025						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

JUNE 2025
2 - 4: Emergency/Make-up Days (*)
19 - Juneteenth

JULY 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JULY 2025
4 - Independence Day

Color Codes:

Teacher Institute No students	First Day of School	School Closed	Early Release at 11:00 am	Parent-Teacher Conferences (No students)	Last Day of School 11:00 am dismissal	Emergency/Make-up Days (*)

*Emergency/Make-up days will be used if school is canceled or closed due to weather events or other causes that prohibit schools from opening.

Approved May 22, 2024
Revision Approved September 18, 2024

PROGRAM	ADMINISTRATOR	LOCATION	TEACHER	GRADES	CAPACITY	ENROLLED	PENDING	OPENINGS
DHH	Tara Corral	D45 - Early Childhood Center	Alexander	EC	8	4	1	1
		D45 - Early Childhood Center	Spillan	EC	8	4	0	4
		D45 - North School	Kirkman	EC	8	6	0	2
		D45 - North School	Story	K	10	6	0	4
		D45 - North School	Hamblin	K-2	10	4	0	6
		D45 - North School	McGuire	1-3	10	5	0	5
		D45 - North School	Nowicki	4-5	10	9	0	1
		D201 - Westmont Junior High	Misener	6	10	9	0	1
		D201 - Westmont Junior High	Quetsch-Rohrer	6-8	10	6	0	4
				DHH TOTAL	84	53		
Pathways	Keith Zmijewski	SASED - Southeast School	Yehling	K-1	10	5	0	5
		SASED - Southeast School	Aurrichio	1-2	10	7	0	3
		SASED - Southeast School	O'Sullivan	2-3	10	6	0	4
		SASED - Southeast School	Moses	3-4	10	7	0	3
		SASED - Southeast School	Gaona	5	10	8	0	2
		SASED - Southeast School	Balogh	7	10	6	0	4
		SASED - Southeast School	Tassone	7	10	7	0	3
		SASED - Southeast School	Huerta	8	10	5	0	5
		SASED - Southeast School	Nevins	7-8	10	4	0	6
		SASED - Southeast School	Smith	9-10	10	10	0	0
		SASED - Southeast School	Hilb	10-12	10	9	0	0
		SASED - Southeast School	McFadden	10-12	10	10	0	0
		SASED - Southeast School	Dombrow	11-12	10	7	0	3
				PATHWAYS TOTAL	130	91		
Structured Learning Environment Program (SLE)	Amy McKee & Bridget Lessentien	D60 - Holmes Primary	Brady	EC	8	7	0	1
		D60 - Holmes Primary	Goins	EC	8	6	3	-1
		D60 - Holmes Primary	Holle	EC	8	6	2	0
		D20 - Waterbury Elementary	Ryndak	K-1	8	5	0	3
		D34 - Winfield Primary School	Ilyavi	K-3	10	6	0	4
		D34 - Winfield Primary School	Walton	1-2	10	8	0	2
		D34 - Winfield Primary School	Ball	6-7	8	5	0	3
		D58 - Hillcrest Elementary	Goes	K-2	10	7	0	3
		D58 - Kingsley Elementary	Lapato	K-2	10	7	0	3
		D58 - Kingsley Elementary	Nile	K-1	10	6	0	4
		D60 - Holmes Primary	Kilmczak	1-2	10	9	0	1
		D20 - Waterbury Elementary	Pittman	2-3	8	5	0	3
		D60 - Maercker Intermediate	Cabral	2-5	10	10	0	0
		D66 - Prairieview Elementary	Griffin	3-5	10	8	0	2
		D66 - Prairieview Elementary	Schmale	3-5	10	8	0	2
		D34 - Winfield Central School	Broderick	6-8	7	6	0	1
		D63 - Cass Junior High	Dahl	5-8	10	9	0	1
		D63 - Cass Junior High	Kaufman	5-8	11	11	0	0
		D88 - Willowbrook High School	Granrath	9-12	10	8	0	2
		D88 - Willowbrook High School	Martinez	9-12	10	8	0	2
				SLE TOTAL	186	145		
Supportive Medical Needs Program (SMNP)	Kati Curby	SASED - Lisle Location	Barnes	EC-2	7	4	0	3
		SASED - Lisle Location	Raponi	3-5	6	5	0	1
		SASED - Lisle Location	Debruin	6-8	6	4	0	2
		SASED - Lisle Location	Downs	9-12	6	5	0	1
				SMNP TOTAL	25	18		
PROJECT SEARCH	Kati Curby	NORTHWESTERN-CENTRAL DUPAGE	Munchoff	12+	12	11		
		nly accepts students through application once per year		TOTAL	12	11		
TRANSITION	Kati Curby	SASED - Transition Center	Zacharski	12+	10	7	1	2
		SASED - Transition Center	Dugan	12+	10	8	0	2
		SASED - Transition Center	Duncan	12+	10	6	0	4
		SASED - Transition Center	Bell	12+	10	8	0	2
				TRANSITION TOTAL	40	29		
VISION	Amy Gebre	D48 - Salt Creek Primary	Barrutia	EC	6	3	0	3
		D48 - Swartz Intermediate	Fernandez	1-4	8	8	0	0
		D48 - Albright Middle	Vandercar	4-7	8	5	0	3
		D48 - Albright Middle	Vargus	5-8	8	5	0	3
		D88 - Addison Trail High School	Ariano	9-12	8	4	0	4
		D88 - Addison Trail High School	Brusich	9-12	10	5	0	5
		D88 - Addison Trail High School	Jackson	9-12	10	6	0	4
				VISION TOTAL	58	36		

ENROLLED	PENDING
383	7

8/1/2024 - for Sept Board Mtg

SASED Staffing Board Report

	FY25 - Board Approved	Added during 24-25 school year (IEP)	Filled with SASED Employee	Filled by Contract Employee	Unfilled, beginning of year	Unfilled, Never Filled	Unfilled, Due to Resignation	Unfilled, Due to FMLA
PROGRAM ADMIN	9.00		9.00	0.00	0.00			
ADMIN ASSIST	11.50		11.50	0.00	0.00			
CERTIFIED TEACHERS	60.00		55.00	0.00	5.00			
ADAPTED PE TEACHER	6.00		6.00	0.00	0.00			
ELL TEACHER	2.00		2.00	0.00	0.00			
AUDIOLOGIST	1.00		1.00	0.00	0.00			
BCBA	2.00		2.00	0.00	0.00			
VOC COORDINATOR LBS II	1.00		1.00	0.00	0.00			
O&M	5.00		5.00	0.00	0.00			
ART THERAPIST	2.00		2.00	0.00	0.00			
CERTIFIED PROGRAM ITINERANT TEACHER	1.00		1.00	0.00	0.00			
HI ITINERANT	5.00		5.00	0.00	0.00			
VI ITINERANT	3.80		3.80	0.00	0.00			
SPEECH	15.47		15.47	0.00	0.00			
PERM SUBS	5.00		3.00	0.00	2.00			
BMS-Pathways	4.00		4.00	0.00	0.00			
SOCIAL WORK	9.40		9.40	0.00	0.00			
PSYCH	2.00		2.00	0.00	0.00			
NURSE - CSN	4.00		4.00	0.00	0.00			
AT - BMS	1.00		1.00	0.00	0.00			
SIIS COACH - BMS	8.83		8.83	0.00	0.00			
CUSTODIAN	1.00		1.00	0.00	0.00			
Food Handler	1.00		1.00	0.00	0.00			
BRAILIST	0.00		0.00	0.00	0.00			
Teacher Assistant/ABS Room - Pathways	2.00		1.00	1.00	0.00			
TEACHER ASSISTANTS & SIGNING ASST	51.00		37.00	8.00	6.00			
1:1 TA	74.50	12.00	22.00	60.00	4.50			
TEACHER ASSISTANTS RBT	1.00		1.00	0.00	0.00			
MA/TA Classroom	0.00		0.00	0.00	0.00			
JOB COACH	2.00		0.00	0.00	2.00	2.00		
Job Coach - PW	1.00		1.00	0.00	0.00			
1:1 MATA	22.00	1.00	7.00	15.00	1.00			
LEAD INTERPRETER	1.00		1.00	0.00	0.00			
INTERPRETERS	6.00	1.00	4.00	2.00	1.00			
1:1 INTERPRETER	0.00	2.00	1.00	1.00	0.00			
MOVEMENT SPECIALIST	1.00		1.00	0.00	0.00			
OT	45.80		45.20	0.00	0.60			
PT	10.20		10.20	0.00	0.00			
COTA	2.00		2.00	0.00	0.00			
Early Choices	3.50		3.50	0.00	0.00			
TRANSPORTATION	3.00		2.00	0.00	1.00			1.00
EXECUTIVE ADMIN	1.23		1.23	0.00	0.00			
ASST DIRECTORS	3.00		3.00	0.00	0.00			
BUSINESS SERVICES	4.00		4.00	0.00	0.00			
Medicaid	0.80		0.80	0.00	0.00			
HUMAN RESOURCES/STAFF SERVICES	2.00		2.00	0.00	0.00			
BUILDINGS & GROUNDS	1.00		1.00	0.00	0.00			
TECHNOLOGY	3.00		3.00	0.00	0.00			
DATA ANALYST	1.00		1.00	0.00	0.00			
YOUTH SERVICES COORDINATOR	1.00		1.00	0.00	0.00			
TOTAL FTE	**404.03**	**420.03**	**309.93**	**87.00**	**23.10**	**2.00**	**0.00**	**1.00**

Legend:
positions to be filled

CLASSROOM LEASE AGREEMENTS
FY2025

DIST #	PROGRAM	FY 2025 SCHOOL LOCATION	#	Cost	Amount
20	SLE	WATERBURY SCHOOL	2	$ 23,000.00	$ 46,000.00
34	SLE	WINFIELD PRIMARY	4	$ 23,000.00	$ 92,000.00
34	SLE	WINFIELD PRIMARY SCHOOL-office	1	$ 12,000.00	$ 12,000.00
			5		
45	HEARING	NORTH SCHOOL	5	$ 23,000.00	$ 115,000.00
45	HEARING	NORTH SCHOOL OFFICE SPACE	1	$ 12,000.00	$ 12,000.00
45	HEARING	EARLY CHILDHOOD CENTER	2	$ 23,000.00	$ 46,000.00
45	HEARING	EARLY CHILDHOOD CENTER-OFFICE SPACE	1	$ 12,000.00	$ 12,000.00
			9		
48	VISION	SALT CREEK SCHOOL	2	$ 23,000.00	$ 46,000.00
48	VISION	ALBRIGHT MIDDLE SCHOOL	2	$ 23,000.00	$ 46,000.00
48	VISION	STELLA MAY SWARTZ SCHOOL	1	$ 23,000.00	$ 23,000.00
48	VISION	ALBRIGHT MIDDLE SCHOOL-office	1	$ 12,000.00	$ 12,000.00
48	VISION	STELLA MAY SWARTZ SCHOOL-office	1	$ 12,000.00	$ 12,000.00
			7		
58	SLE	KINGSLEY	2	$ 23,000.00	$ 46,000.00
58	SLE	HILLCREST SCHOOL	1	$ 23,000.00	$ 23,000.00
			3		
60	SLE	MAERCKER SCHOOL	1	$ 23,000.00	$ 23,000.00
60	SLE	HOLMES SCHOOL	4	$ 23,000.00	$ 92,000.00
60	SLE	HOLMES SCHOOL SENSORY ROOM/OFFICE SPACE	1	$ 12,000.00	$ 12,000.00
			6		
63	SLE	CASS JUNIOR HIGH SCHOOL	2	$ 23,000.00	$ 46,000.00
			2		
66	SLE	PRAIRIEVIEW SCHOOL	2	$ 23,000.00	$ 46,000.00

88	SLE	WILLOWBROOK H.S.	2	$ 25,000.00	$ 50,000.00
88	VISION	ADDISON TRAIL HS	3	$ 25,000.00	$ 75,000.00
			5		
201	HEARING	WESTMONT JR. HIGH	2	$ 23,000.00	$ 46,000.00
201	HEARING	WESTMONT JR. HIGH office space	1	$ 12,000.00	$ 12,000.00
			3		
202	MEDICAL MN	LISLE CAMPUS-ELEMENTARY	5	$ 23,000.00	$ 115,000.00
202	MEDICAL MN	LISLE CAMPUS-HIGH SCHOOL	1	$ 25,000.00	$ 25,000.00
202	MEDICAL MN	LISLE CAMPUS-OFFICE SPACE	1	$ 12,000.00	$ 12,000.00
			7		
		TOTAL LEASE AMOUNT			**$ 1,097,000.00**

BUILDING OWN

Southeast Alternative 6 S 331 Cornwall Road, Naperville, IL 60540 28,832 SQ FT

BUILDING LEASE

Expires on October 31, 2026

Central Offices/Transition 2900 Ogden Avenue, Lisle, IL 60532 41,668 SQ FT.

FY25	Central Offices	$ 473,903.56	**$ 619,486.91**
	Transition	$ 125,076.00	
	Real Estate Taxes	$ 20,507.35	
FY26	Central Office	$ 483,457.32	**$ 631,536.67**
	Transition	$ 127,572.00	
	Real Estate Taxes	$ 20,507.35	
FY27	Central Office	$ 162,234.00	**$ 212,445.78**
(7/1-10/1/26)	Transition	$ 43,376.00	
	Real Estate Taxes	$ 6,835.78	

MEDICAID FY22 COST SETTLEMENT

DIST.	REIMBURSEMENT	DEDUCTIONS	DISTRICT PAYMENTS	EMBRACE INVOICE	DISTRICT PAYOUT
#20	94,114.53	(3,852.04)	97,966.57	4,898.33	93,068.24
#25	48,069.55	(11,079.69)	59,149.54	2,957.46	56,192.08
#33	561,838.94	0.00	561,838.94	28,091.95	533,746.99
#34	14,615.49	(946.14)	15,561.60	778.08	14,783.52
#45	306,323.95	(94,483.28)	400,807.23	20,040.36	380,766.87
#48	63,749.15	(15,100.77)	78,849.92	3,942.50	74,907.42
#58	198,272.47	(13,066.46)	211,338.93	10,566.95	200,771.98
#60	74,280.88	(19,272.06)	93,552.94	4,677.65	88,875.29
#63	21,135.02	(204.12)	21,339.14	1,066.96	20,272.18
#66	51,576.18	(600.81)	52,176.99	2,608.85	49,568.14
#68	148,469.08	(35,731.93)	184,201.01	9,210.05	174,990.96
#88	149,722.48	(19,805.63)	169,528.11	8,476.41	161,051.70
#94	68,783.48	(21,236.44)	90,019.92	4,501.00	85,518.92
#99	300,885.97	(10,846.46)	311,732.43	15,586.62	296,145.81
#180	51,846.80	(23,988.54)	75,835.34	3,791.77	72,043.57
#201	133,392.70	(2,271.49)	135,664.19	6,783.21	128,880.98
#202	109,696.43	(1,218.21)	110,914.64	5,545.73	105,368.91
#205	226,297.61	(67,603.04)	293,900.65	14,695.03	279,205.62
SASED	1,032,493.00	0.00	1,032,492.90	51,624.65	980,868.25
TOTAL	**$3,655,563.71**	**(341,307.11)**	**$3,996,870.99**	**$199,843.56**	**$3,797,027.43**

PAY TO DIST	**$2,964,378.09**	**$148,218.91**	**$2,816,159.18**