



**Board of Directors Meeting  
December 17, 2025  
SASED Administrative Center  
2900 Ogden  
Lisle, IL 60532  
2:00 PM  
AGENDA**

1. **Call to Order/Roll Call**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Consent Agenda**
  - a. Approval of Open Session Meeting Minutes from November 19, 2025 Board of Directors Meeting
  - b. Personnel Recommendations
    - 1) Accept/Approve the Resignations, Retirements, Employment, and Change of Employment Status of Educational Support Staff, Licensed Staff, and Registered Staff as presented.
    - 2) Approve the SY25-26 Extended School Year (ESY) Salary Increase
  - c. Financial
    - 1) Budget Reports
    - 2) Treasurers/Investments Reports
    - 3) Payroll Reports for November 2025
    - 4) Bill List for December 2025
    - 5) Interim Checks and Voids for November 2025
  - d. Governance
    - 1) Second Reading and Adoption of the Updated Policies Released with IASB PRESS Issue 120
    - 2) Approve the Intergovernmental Agreements to enroll a non-member district student in a SASED program.
    - 3) Accept the Donation of desktop computers from Scrims Center, LLC
    - 4) FOIA Request and Response
    - 5) Approve the Independent Contractor Agreements for Presenters at Spring Institute 2026
    - 6) Approve the Classroom Lease Agreement Between SASED and Downers Grove SD58
5. **Action Items**
  - a. Approve the Reciprocal Reporting Agreement and Intergovernmental Agreement Between the DuPage County Sheriff's Office and SASED
6. **Discussion/Information**
  - a. SASED SY25-26 Enrollment
  - b. Human Resources Staffing Update
  - c. Committee Reports
  - d. Executive Director Report
7. **Closed Session**
  - To discuss the collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2)
8. **Reconvene into Open Session**
9. **Adjournment**





**Dr. Kim Dryier**  
*Executive Director*

**ACTION ITEM**

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To: SASED Board of Directors  
From: Kim Dryier, Executive Director  
Date: December 17, 2025  
Re: Approval of Board of Directors Open and Closed Session Meeting Minutes

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Summary: Open Session meeting minutes from the November 19, 2025 Board of Directors Meeting.

Recommended Action: SASED Administration requests that the Board of Directors approve the open session meeting minutes from the November 19, 2025 Meeting.



#### 4. Consent Agenda

- a. Approval of Open and Closed Session Meeting Minutes from October 15, 2025 Board of Directors Meeting
- b. Personnel Recommendations
  1. Accept/Approve the Resignations, Retirements, Employment, and Change of Employment Status of Educational Support Staff, Licensed Staff, and Registered Staff as presented.
- c. Financial
  1. Budget Reports
  2. Treasurers/Investments Reports
  3. Payroll Reports for October 2025
  4. Bill List for November 2025
  5. Interim Checks and Voids for October 2025
- d. Governance
  1. First Reading of the Updated Policies Released with IASB PRESS Issue 120
  2. Approve the Global Compliance Network (GCN) Annual Subscription as SASSED's Policy Review/Training Platform
  3. Approve the Intergovernmental Agreements to enroll a non-member district student in a SASSED program.

***A motion was made to approve the consent agenda items, as presented. This motion was made by Member Thiele and seconded by Member Nugent.***

#### **Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Wise SD66, Broncato SD68, Barbanente SD88, Thiele SD99, Schneider SD180, Filipak SD202, Campbell SD205.

**Nays:** None

**Ayes:** 14 Districts

**Nays:** None

**Absent:** 4 Districts

***Upon roll call vote, motion passed.***

#### 5. Action Items

- a. Approved the Contract with Wight & Company as SASSED's architect on record.

***A motion was made to approve the Contract with Wight & Company as SASSED's architect on record, as presented. This motion was made by Member Zaher and seconded by Member Thiele.***

#### **Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Wise SD66, Broncato SD68, Barbanente SD88, Thiele SD99, Schneider SD180, Filipak SD202, Campbell SD205.

**Nays:** None

**Ayes:** 14 Districts

**Nays:** None

**Absent:** 4 Districts

***Upon roll call vote, motion passed.***

- b. Approved the Board Agreements and Protocols

***A motion was made to approve the Board Agreements and Protocols, as presented. This motion was made by Member Wise and seconded by Member Broncato.***

#### **Upon Roll Call Vote:**

**Ayes:** Castillo SD20, McGill SD25, Rich SD34, Graber SD45, Zaher SD48, Russell SD58, Nugent SD60, Wise SD66, Broncato SD68, Barbanente SD88, Thiele SD99, Schneider SD180, Filipak SD202, Campbell SD205.

**Nays:** None

**Ayes:** 14 Districts

**Nays:** None

**Absent:** 4 Districts

*Upon roll call vote, motion passed.*

## 6. Discussion/Information

- a. SASED Enrollment - Dr. Vander Woude provided an update on SASED's current enrollment. Overall enrollment numbers are currently lower than anticipated, but referrals continue to come through.
- b. Buildings and Grounds Update - Ms. Wisniewski provided a summary of buildings and grounds. This summary included updates on Southeast School. Also, the annual ROE inspection was conducted on November 14 at the Admin Center and Southeast School, and no violations were identified.
- c. Human Resource/Staffing Update - Dr. Wheaton provided an HR update as presented in the Board packet. There are currently 10.5 open positions (mainly in the SLE program in both support staff and related service staff).
- d. Committee Reports - Dr. Dryier provided committee updates.
  1. The Finance Committee and Facilities Planning Committee meetings were both cancelled for November.
  2. Policy Committee -
    - a. The Policy Committee met on Thursday, November 13, 2025. PRESS Updates were reviewed and will be presented to the Board for first read. The Committee reviewed an updated draft of the Board Protocols. Lastly, the committee reviewed the Joint Agreement. Questions were raised needing legal clarification, specifically in regard to withdrawal and funding commitments during a withdrawal phase. Dr. Dryier will review questions with the SASED Legal team and schedule an additional Policy Committee in December once questions are addressed.
- e. Executive Director Report - Dr. Dryier provided updates in each of the Strategic Plan Priorities.

High Quality Staffing

  1. Staffing continues to be an area in which much focus is placed, including recruitment and retention. SASED currently uses contractual staff to fill 25% of their positions. Meetings are occurring with several contractual agencies to assist with onboarding, offboarding, retention, substitutes, timesheets, and overall contractual staff management. Staff management systems have been deeper analyzed and problems have been identified and solutions are being implemented. Surveys have been shared with staff seeking input for pipeline options as more university and college partnerships have been established.

### Exemplary Programs

1. Dr. Vanderwoude and her team have developed a formal observation/walk through data gathering sheet. They conducted several walk-throughs together to strengthen interrater reliability. They will be using the data collected to identify needed professional development and instructional priorities.
2. ESY - SASED is reorganizing ESY for the summer of 2026. ESY will run full day instead of 3.5 hours, and run for three weeks, instead of six, in June 2026. This new plan and schedule will be shared with the district directors in November. Additionally, SASED will not be able to host non SASED students for ESY 2026. This information will be shared with the partner directors as well.

3. We are consulting with FTF Behavioral Consultants, who are currently working with 3 staff members on areas of compliance to instructional techniques.

#### Communication

1. A staff survey was administered last month to gauge communication efforts, and although a poor response rate was achieved, out of those responses there is an increase in satisfaction with communication. Programs are now sending weekly updates to all staff regarding programs. The newsletter continues to go out monthly.
2. The SASSED Steering Committee had their second meeting this year. It was a positive and very solution focused meeting. The team was wonderful in not only identifying concerns, but were more focused on improving our organization.

#### Operations

1. We have completed the review of the service menu and tuition billing model. Ms. Wisniewski and Dr. Dryier met with the partner CSBO's and Special Education Directors. Their input was critical in completing this review and in finalizing our process and documents. SASSED will use a proposed mid level enrollment to determine tuition for the following year. True up will occur in February and potentially earlier if needed due to significant changes in projections or programming. The menu of service will also include a worksheet for the districts to use the projected tuition costs to project their budget for the following year. The goals of these changes is to provide districts with tuition costs earlier than in the past so that district budgets can be accurately developed.
2. Dr. Dryier, Dr. Filipiak, Dr. VanderWoude, Mr. Langton, Mrs. Schmallo (PMA), and Mrs. Wisniewski met on Friday, November 14 to further discuss funding options, including offset costs, for facility projects.
3. Dr. Wheaton, Dr. VanderWoude and Mrs. Wisniewski are beginning talks with SASSED OT/PT to review their agreement. SASSED's two contractual agreements with both certified and non certified staff will be negotiated this year. Dr. Filipiak, Dr. Castillo, Dr. Zaher, Dr. Wheaton, Dr. VanderWoude, and Mrs. Wisniewski will serve as SASSED's Administrative Negotiators.
4. Program Leases - SASSED will like to finalize all classroom assignments for the 2026/2027 school year by January 2026. As such, districts have been requested to share room availability with Dr. Dryier by the end of December, 2026. So far, three districts have responded.
5. Storage Space - SASSED is in need of storage space for the summer of 2026. If any partners have unused space, SASSED would be interested in leasing. Otherwise, SASSED will find other storage spaces for the summer. Similar to classroom leases, SASSED needs to have this information by the end of December.

### 7. Adjournment

***A motion was made to adjourn at 2:24 pm. This motion was made by Member Graber and seconded by Member Rich. Upon voice vote of all ayes from 15 districts present, motion passed.***

Minutes Approved by:

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date


\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date



**ACTION ITEM**

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To: SASED Board of Directors  
Via: Dr. Kim Dryier  
From: Dr. Julia Wheaton, Interim Chief Human Resource Officer   
Date: December 17, 2025  
Re: Personnel Recommendations

**Purpose:** This month's personnel report on staffing changes, including new hires, departures, and any leaves is being presented for your review.

Please see the attached Personnel Notes.

*Financial Impact:* Filled positions have been accounted for in the FY26 budget.

*Recommended Action:* SASED Administration requests that the Board of Directors approve the personnel recommendations as presented.



# School Association for Special Education in DuPage

Teaching ♦ Leading ♦ Believing

## PROPOSED PERSONNEL ACTION

### 1. Resignations/Retirements/Terminations – Administrative Staff

<u>Name</u>	<u>Position</u>	<u>Funding Source</u>	<u>Initial Employment Date</u>	<u>Last Day Worked</u>	<u>Reason</u>
Wheaton, Julia	Interim Chief Human Resources Officer SAC	Local Funds	7/1/2025	6/30/2026	End of interim position

### 2. Resignations/Retirements/Terminations – Educational Support Staff

Cox, Robin	Teacher Assistant Transition Program	Tuition	9/29/2008	12/18/2026	Retiring
Johnson, Micah	1:1 Teacher Assistant	User Fee Dist. #68	8/12/2024	11/14/2025	Personal reasons
Natzke, Jennifer	Food Handler/Teacher Assistant - Transition Program	Tuition	10/3/2016	5/22/2026	Retiring
Pearce, Cynthia	Teacher Assistant/SLE Anne M. Jeans	Tuition	9/17/2003	5/29/2026	Retiring

### 3. Appointments – Licensed Staff

<u>Name</u>	<u>Position</u>	<u>Funding Source</u>	<u>Initial Employment Date</u>	<u>Hourly Rate</u>	<u>Salary</u>
Finn, Matthew	Teacher/SLE Addison Trail H.S.	Tuition	1/5/2026		\$27,592.43 Prorated from \$54,592.00
Pascual, LeeAnne	Teacher/SLE Winfield Central	Tuition	1/5/2026		\$42,590.17 Prorated from \$79,158.00

### 4. Appointments – Educational Support Staff

Haslett-Brousse, Maxime	10-month Admin. Asst. OT/PT Department	User Fee Member Dists.	11/17/2025	\$20.00	
Lawson, Amy	1:1 Teacher Assistant	User Fee Dist. #41	11/12/2025	\$19.45	

### 5. Change of Employment Status – Educational Support Staff

DuCharme, Hannah	From:				
	Long-term Substitute Teacher/SLE Addison Trail H.S.	Tuition	8/11/2025		\$26,999.02 Prorated from \$54,592.00
	To:				
	Job Coach Transition Program	Tuition	1/5/2026	\$19.45	

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



## LEAVE OF ABSENCES

### 1. Leave of Absence/FMLA – Licensed Staff

<u>Name</u>	<u>Position</u>	<u>Length of Leave</u>
Hansen, Abigail	Speech Language Pathologist/DHH	3/2/2026 – 5/21/2026* *Returning August, 2026

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### 2. Leave of Absence/FMLA – Registered Staff

Kelly, Patricia	Occupational Therapist OT/PT Program	12/4/2025 - Intermittant
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### 3. Leave of Absence/Medical Leave – Licensed Staff

Macrowski, Diane	Social Worker SLE Program	12/15/2025 – 1/15/2026 (Paid) 1/16/2026 – 1/23/2026 (Unpaid)
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### 4. Leave of Absence/Medical Leave – Educational Support Staff

Abts, Cynthia	Medical/Teacher Assistant Transition Program	12/2/2025 – 1/9/2026 (Unpaid)
Ball, Shawna	Teacher Assistant/SMNP	12/2/2025 – 12/19/2025 (Paid) 1/5/2026 – TBD (Unpaid)

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## Resignation & Appreciation

1 message

**Julia Wheaton** <jwheaton@sased.org>  
To: Kim Dryier <kdryier@sased.org>  
Cc: Human Resources <hr@sased.org>

Tue, Dec 2, 2025 at 3:59 PM

Kim,

Please accept my letter of resignation effective at the end of the day on June 30, 2026 when I will complete my interim contract as Chief Human Resources Officer. I look forward to supporting you and your team in the search process for a permanent HR leader for SASED to begin on July 1, 2026. Over the next several months, my goals are to complete contract negotiations for SEA and SSA, finalize an annual OT/PT agreement, complete annual staffing processes for the start of the FY27 school year, and support the transition to Skyward Q along with regular HR leadership responsibilities.

I want to thank you and your team for providing me with many rich and rewarding leadership and collaboration experiences this year and for welcoming me into such a dedicated and student-centered organization.

Sincerely,  
Julia

Julia A. Wheaton, Ph.D., eHCLE  
Interim Chief Human Resources Officer  
School Association of Special Education in [Dupage County](#)  
[2900 Ogden Avenue](#)  
[Lisle, IL 60532](#)  
(630) 955 - 8107

On Wed, Nov 26, 2025 at 3:37 PM Robin Cox <[rcox@sased.org](mailto:rcox@sased.org)> wrote:

Dear Amy and Julia,

I'm writing to inform you of my intent to retire. My last day of work will be 12/18/2026 or the last school day before winter break. The 26/27 calendar is not available to know the exact date.

It has been my passion working with the students, watching them grow and become more independent.

Thank you,

Robin Cox



Kristie Katzel &lt;kkatzel@sased.org&gt;

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**Re: Personal Update & Not Returning on Monday**

1 message

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**Elizabeth Vander Woude** <evanderwoude@sased.org>

Mon, Nov 17, 2025 at 10:08 AM

To: Micah Johnson &lt;mijohnson@sased.org&gt;, Human Resources &lt;hr@sased.org&gt;, Laura Lopez &lt;llopez@sased.org&gt;

Hi Micah,

Thank you for providing me with your decision and resignation. I have included Laura Lopez and the HR department in this email, as they all need to know the current status of all employees. All of your materials should be turned into Laura Lopez or Andy Shelby at Southeast. They will handle things from there.

Please let me know if you need anything else moving forward or would like to have a more formal exit interview with myself or another administrator. The purpose of such a conversation is to better understand what we can do better in the future to help staff stay with SASED.

Lizzy

**Elizabeth Vander Woude, Ed.D.*****Assistant Director of Programs and Services*****School Association for Special Education (SASED)**

Office: 630-955-8102

On Sun, Nov 16, 2025 at 4:55 PM Micah Johnson &lt;mijohnson@sased.org&gt; wrote:

I wanted to send out an update on myself due to receiving recent messages. I will not be returning to work Monday 11/17/2025 at Southeast.

I will not be applying for FMLA with SASED.

I will also be turning in my SASED laptop, SASED photo ID, SASED Southeast door key set with SASED lanyard, and SASED Southeast door keyless entry FOB into the SAC. I am willing to provide what the SASED organization may need to end my employment as long as it is appropriate, and reasonable at that time.

Ms. Vander Woude, thank you for your attention on this matter. Your kind words made this process a bit easier.

I am glad we resolved a few of the problems that were digging at me on Wednesday. I am still upset. I still get emotional thinking about the livelihood of these children.

My attention to detail must improve as I move forward with making decisions. Although I feel like this isn't goodbye, I do have a feeling about all of this.

Respectfully, I would not like to wait for further instruction.

I don't see why I can't turn everything in at the SAC Front Desk and be done.

Good Morning,

This letter represents my official Notice of Retirement from my position as Food Handler/Teacher Assistant, with SASSED to be made final on the 1st day of June 2026.

It has been my pleasure to work alongside the individuals at Transition. I will always appreciate the experience and knowledge I gained during my time here.

Thank You,

Jennifer Natzke

November 21 2025

SASED

2900 Ogden Ave.

Lisle, Illinois

SASED HR

Please accept this letter as formal notification that I am retiring from my position as paraprofessional at SASED. My last day will be the completion of the 2025=2026 school year.

I have enjoyed my time at SASED.

Sincerely

Cindy Pearce



**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE**

**To:** Board of Directors  
**From:** Rachel Wisniewski, Assistant Director of Business Services  
**Date:** December 17, 2025  
**Re:** Approval of 3% Pay Increase for SASED Extended School Year Program 2026

**Background**

SASED operates an Extended School Year (ESY) Program on behalf of our member districts. In addition, SASED also operates the ESY Program on behalf of DuPage West/Cook for the low-incidence population. On average, SASED served approximately 283 students in ESY.

Students eligibility for ESY is determined by their Individualized Educational Program (IEP). Through data collection, students must demonstrate that there will be a significant regression in their skills over the summer, an inability to retain information over the summer break, or difficulty recouping information upon return if they do not attend ESY. The main purpose of the ESY Program is to ensure that students' skills are at least maintained at a level that was achieved at the end of the prior school year.

The ESY tuition rates have not yet been determined. We are projecting similar enrollment and staffing patterns for ESY 2026; however, should that change, staffing will be adjusted according to students' needs. ESY site-supervision costs have been offset by incorporating supervision into our administrators' responsibilities. Once those rates are established, SASED will share them with member districts.

The ESY Program will run from June 10 through June 25, 2025 (no Fridays). Programs are expected to operate at the following locations: Southeast Alternative School, District 202 Lisle South campus, District 45 York Elementary School, and the Transition Center located at 2900 Ogden in Lisle.

In addition, SASED will once again provide a Credit Recovery Program for high school students. The session will run four days per week from May 28, 2025 - June 30, 2025 at the Southeast Alternative School. Students will be able to recoup high school course credit through our Apex Learning Lab, as well as traditional classroom instruction.

We will continue to determine the effectiveness of the ESY Program by analyzing student performance during all three phases of instruction (before, during & after). ESY data will be shared with school districts in the Fall.

### **SASED and DWC ESY Program**

- The SASED and DWC ESY Program will run Monday-Thursday, June 10- June 25 (no instruction on Fridays)
- Staff training will be June 8, 2025 and June 9, 2025
- Technology will be distributed and the technology team will be in the building for support
- The student hours will run from 8:30 a.m. to 2:30 p.m. (6 hours) and staff hours will be 8:00 a.m.- 3:00 p.m. (7 hours). This satisfies the ILCS requirements for “school program”.
- Districts are responsible for transportation

### **SASED Credit Recovery Program**

- The Credit Recovery Program will run four days per week from June 10th through June 25th, 2025.
- The student hours will run from 8:30 a.m. to 2:30 p.m.
- Districts are responsible for transportation
- Students will receive their academic instruction through a digital learning platform. Southeast students will be placed based on credit needed for graduation as deemed appropriate by their home school.
- In the event a student is absent, he/she/they will need to make up their work independently by the end of the week of their absence. Students will be dropped if they miss 3 or more days because the student would not be able to be allocated the .5 course credit.

### **Recommendations**

The Administration recommends to the Board of Directors:

- A 3% increase in the hourly rate for certified and classified staff



**ACTION ITEM**

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To: SASED Board of Directors  
Via: Dr. Kim Dryier  
From: Rachel Wisniewski, Assistant Director of Business/CSBO  
Date: December 17, 2025  
Re: Approval of Financial Reports

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Summary: The Budget Progress report and the Treasurer's report for the period ending November 30, 2025 are attached for your review.

Financial Impact: Revenue for the month of November 2025 totaled \$6,140,396 and consisted primarily of Tuition Revenue and Evidence Based Funding. Year to date revenues including Medicaid flow thru through November totaled \$30,309,867 representing 74% of budgeted revenue. Expenditures for the month of November 2025 totaled \$3,585,771 and consisted of regular and customary expenditures, including salaries and benefits, contractual payments, and Medicaid Flow Through. Year to date expenditures through November 2025 totaled \$13,277,024 representing 26% of budgeted expenditures.

The Treasurer's report shows that as of November 30, 2025, SASED's general ledger balance totaled approximately \$16.2 M. From this balance, \$13,709,345 is held in our demand deposit account at Fifth Third. The remaining \$2,576,742 is held in investments through PMA and Fifth Third Securities. SASED's general ledger balance at the end of November is 37 % of budgeted expenditures.

Recommended Action: SASED Administration requests that the Board of Directors approve the financial reports as presented.

**School Association for Special Education in DuPage County**

Budget Report (accrual basis)

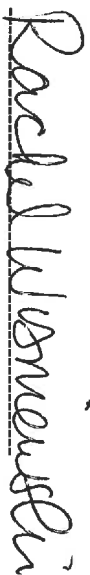
For the Month Ending November 2025

					<b>Unexpended</b>		
<b>Revenues</b>	<b>Original Budget</b>	<b>Monthly Activity</b>	<b>FYTD Activity</b>	<b>Encumbered</b>	<b>Budget Balance</b>	<b>% of Budget</b>	<b>% of Budget (prior year)</b>
Tuition and Fees	\$ 34,359,373	\$ 5,743,596	\$26,445,153		\$ 7,914,220	77.0%	72.3%
State Revenue	\$ 3,044,932	\$ 254,744	\$ 1,068,259		\$ 1,976,673	35.1%	35.5%
Federal Revenue	\$ 304,468	\$ 12,971	\$ 125,261		\$ 179,207	41.1%	49.4%
Medicaid Revenue	\$ 2,869,500	\$ 129,085	\$ 2,590,808				
Grant Revenue	\$ 417,000	\$ -	\$ 80,386		\$ 336,614	19.3%	11.9%
<b>Total Revenues</b>	<b>\$ 40,995,273</b>	<b>\$ 6,140,396</b>	<b>\$30,309,867</b>		<b>\$10,406,714</b>	<b>73.9%</b>	<b>68.2%</b>
<b>Expenditures</b>							
Payroll	\$ 23,734,033	\$ 1,837,394	\$ 6,199,167	\$15,004,407	\$17,534,866	26.1%	28.3%
Benefits	\$ 6,283,681	\$ 419,712	\$ 1,382,914	\$ 3,449,358	\$ 4,900,767	22.0%	25.1%
Purchased Services	\$ 8,632,076	\$ 1,160,456	\$ 2,458,400	\$ 899,112	\$ 6,173,676	28.5%	36.7%
Supplies	\$ 719,130	\$ 94,538	\$ 314,347	\$ 24,026	\$ 404,783	43.7%	45.8%
Capital Outlay	\$ 1,874,604	\$ 2,020	\$ 680,369	\$ 171,719	\$ 1,194,235	36.3%	16.5%
Other Objects/ Medicaid Flow Through	\$ 2,111,029	\$ 61,748	\$ 2,037,395	\$ 305,666			
Equipment	\$ 160,000	\$ 9,903	\$ 204,432	\$ 13,794	\$ (44,432)	127.8%	35.7%
<b>Total Expenses</b>	<b>\$ 43,514,553</b>	<b>\$ 3,585,771</b>	<b>\$13,277,024</b>	<b>\$19,868,082</b>	<b>\$30,163,895</b>	<b>25.8%</b>	<b>29.6%</b>

School Association for Special Education in DuPage County  
 Treasurer's Report  
 November 30, 2025

**CASH ACTIVITY REPORT**

	A	B	C	D	A + B + C + D
	EDUCATION FUND	SELF FUNDED MEDICAL INSUR	SELF FUNDED DENTAL INSUR	FSA	TOTAL EDUCATION FUND
Beginning Balance	20,014,275.17	(1,685,904.24)	372,779.79	(6,139.12)	18,695,011.60
Investments					
November activity					
Interest Earned	10,099.36				10,099.36
Gains/(Losses) on Sales of Securities	(16,976.61)	10,492.43	3,163.20	3,320.98	-
Record Health Fund Transfers	1,165,340.53	628.48	862.96	(6,112.72)	1,160,719.25
Cash Receipts	(1,742,348.13)				(1,742,348.13)
Cash Disbursements - General	(1,837,395.11)				(1,837,395.11)
- Payroll					
Subtotal	<u>(2,421,279.96)</u>	<u>11,120.91</u>	<u>4,026.16</u>	<u>(2,791.74)</u>	<u>(2,408,924.63)</u>
Ending Balance	<u>17,592,995.21</u>	<u>(1,674,783.33)</u>	<u>376,805.95</u>	<u>(8,930.86)</u>	<u>16,286,086.97</u>
Investment - Demand Deposit - Fifth Third Bank	15,011,631.72	(1,675,411.81)	375,942.99	(2,818.14)	13,709,344.76
IL School District Liquid Asset Fund	23,795.04				23,795.04
Fifth Third Securities	<u>2,552,947.17</u>				<u>2,552,947.17</u>
	<u>17,588,373.93</u>	<u>(1,675,411.81)</u>	<u>375,942.99</u>	<u>(2,818.14)</u>	<u>16,286,086.97</u>

  
 Rachel Wisniewski, Treasurer

**SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY**  
**SCHEDULE OF INVESTMENTS**  
**11/30/2025**

EDUCATION FUND	AMOUNT	INTEREST RATE	TERM	LOCATION	Security/Collateralization
<b>PMA IL School District Liquid Asset Fund</b>					
Depository Accounts - Liquid	23,795.04	0.482%	Money Market	ISDLAF	Money Market Mutual Fund
Depository Accounts - Liquid - DuPage West Cook	23,795.04	0.482%	Money Market	ISDLAF	Money Market Mutual Fund
<b>FIFTH THIRD BANK</b>					
Depository and Demand Deposit Accounts	15,011,631.72	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
Demand Deposit - Health Insurance Reserves	(1,400,255.82)	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
Demand Deposit - Health Insurance Reserves	97,968.86	0.65%	N/A	Fifth Third Bank	Collateralized Deposit
	13,709,344.76				
<b>FIFTH THIRD SECURITIES</b>					
Cash & Cash Equivalents	1,322,947.17	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	980,000.00	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		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	250,000.00	Varies	Various	Fifth Third Securities, Custodian	"Full faith and credit of US..."
Corporate Bonds	-				
Municipal Bonds	-				
Other assets, including prepaid interest	2,552,947.17				
	16,286,086.97				
		<b>TOTAL</b>			

**GROSS PAYROLL**

**November 2025      \$ 1,837,395.11**

TOTAL SALARY	:	1,837,395.11
TOTAL DEDUCTIONS	:	635,090.58
TOTAL EMPLOYEES	:	315

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

\*\*\*\*\*PAYROLL TOTALS\*\*\*\*\*

\*\*\*\*\*EMPLOYEE COUNTS\*\*\*\*\*

	FEDERAL	STATE	MEDICARE		
<b>TOTAL GROSS PAY</b>	<b>919,708.85</b>	919,708.85	919,708.85	TOTAL EMPLOYEES	: 311
TOTAL TSA'S - BEFORE TAX	20,927.66	20,927.66	0.00	TOTAL FEMALE EMPLOYEES:	265
TOTAL TAX SHELTERED RETIREMENT:	63,977.70	63,977.70	0.00	TOTAL MALE EMPLOYEES :	46
TOTAL OTHER BEF TAX DEDUCTIONS:	59,898.06	59,898.06	59,898.06	TOTAL FACULTY MEMBERS :	145
TOTAL TAXABLE BENEFITS	43.00	43.00	43.00		
TOTAL TAXABLE GROSS	774,948.43	774,948.43	859,853.79		

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

Deduction                      Benefit  
Pretax: 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 \*\*\*\*\*

11/14/25

Check Verification Register for Payroll Run: REG /REGULAR PAYROLL

CHECK DATE 11/17/2025 - Detail Report

REPORT OF DEDUCTIONS/BENEFITS BY CATEGORY

\*\*\*\*\*DEDUCTION\*\*\*\*\*      \*\*\*\*\*BENEFIT\*\*\*\*\*

\*\*\*\*\*TOTAL\*\*\*\*\*

CATEGORY	CODE	DESCRIPTION	AMOUNT	BASE GROSS	AMOUNT	BASE GROSS
FEDERAL TAX	FTX	FEDERAL TAX	0.00	832.86		
FEDERAL TAX	TOTAL			832.86		
832.86						
FICA	FICA	FICA	51.64	832.86		
	FICA	FICA			51.64	832.86
FICA	TOTAL		51.64	832.86	51.64	832.86
103.28	1,665.72					
MEDICARE	MDCR	MEDICARE	12.08	832.86		
	MDCR	MEDICARE			12.08	832.86
MEDICARE	TOTAL		12.08	832.86	12.08	832.86
24.16	1,665.72					
STATE TAX	ILSTX	IL STATE TAX	41.23	832.86		
STATE TAX	TOTAL		41.23	832.86		
41.23	832.86					

\*\*\*\*\*PAYROLL TOTALS\*\*\*\*\*

\*\*\*\*\*EMPLOYEE COUNTS\*\*\*\*\*

	FEDERAL	STATE	MEDICARE		
<b>TOTAL GROSS PAY</b>	<b>832.86</b>	832.86	832.86	TOTAL EMPLOYEES	1
TOTAL TSA'S - BEFORE TAX	0.00	0.00	0.00	TOTAL FEMALE EMPLOYEES:	1
TOTAL TAX SHELTERED RETIREMENT:	0.00	0.00	0.00	TOTAL MALE EMPLOYEES :	0
TOTAL OTHER BEF TAX DEDUCTIONS:	0.00	0.00	0.00	TOTAL FACULTY MEMBERS :	0
TOTAL TAXABLE BENEFITS	0.00	0.00	0.00		
TOTAL TAXABLE GROSS	832.86	832.86	832.86		

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

Deduction      Benefit  
 Pretax: 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\*\*\*\*\*

\*\*\*\*\*EMPLOYEE COUNTS\*\*\*\*\*

	FEDERAL	STATE	MEDICARE
<b>TOTAL GROSS PAY</b>	<b>916,853.40</b>	916,853.40	916,853.40
TOTAL TSA'S - BEFORE TAX	20,908.65	20,908.65	0.00
TOTAL TAX SHELTERED RETIREMENT:	63,951.25	63,951.25	0.00
TOTAL OTHER BEF TAX DEDUCTIONS:	59,918.95	59,918.95	59,918.95
TOTAL TAXABLE BENEFITS	43.00	43.00	43.00
TOTAL TAXABLE GROSS	772,117.55	772,117.55	856,977.45

TOTAL EMPLOYEES	: 311
TOTAL FEMALE EMPLOYEES:	264
TOTAL MALE EMPLOYEES	: 47
TOTAL FACULTY MEMBERS	: 145

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

Deduction                      Benefit  
Pretax: 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 LIABILITIES**

**November 2025      \$ 629,005.26**

**11/14/2025 & 11/17/2025 Payroll Accounts Payable Check Register**

<u>Check #</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>	
252600375	SASED EDUCATION ASSOCIATION	11/14/2025	\$4,364.60	
252600376	SASED SUPPORT STAFF ASSOCIATION	11/14/2025	\$599.59	
				2 ACH Check(s) For a Total of \$4,964.19
105962	STATE DISBURSEMENT UNIT	11/14/2025	\$750.00	
105963	STATE DISBURSEMENT UNIT	11/14/2025	\$172.26	
				2 Computer Check(s) For a Total of \$922.26
202500129	ILLINOIS DEPT OF REVENUE	11/14/2025	\$37,614.02	
202500132	TEACHERS RETIREMENT (2.2%)	11/14/2025	\$3,107.30	
202500133	TEACHERS RETIREMENT SYSTEM	11/14/2025	\$48,216.87	
202500134	THIS (TRS HEALTH) FUND	11/14/2025	\$8,411.20	
202500135	MB FINANCIAL (FEDERAL)	11/14/2025	\$72,516.75	
202500136	MB FINANCIAL BANK (FICA-E)	11/14/2025	\$34,109.78	
202500137	MB FINANCIAL BANK (FICA-W)	11/14/2025	\$34,109.78	
202500138	THE OMNI GROUP	11/14/2025	\$2,690.00	
202500139	TRUSTAGE	11/14/2025	\$22,841.12	
202500140	TEACHERS RETIREMENT SYSTEM SSP	11/14/2025	\$3,317.93	
202500141	TEACHERS RETIREMENT SYSTEM	11/14/2025	\$637.68	
202500142	ILL DEPT EMPLOYMENT SEC	11/14/2025	\$11,181.00	
202500143	ILLINOIS DEPT OF REVENUE	11/17/2025	\$41.23	
202500144	MB FINANCIAL (FEDERAL)	11/17/2025	\$0.00	
202500145	MB FINANCIAL BANK (FICA-E)	11/17/2025	\$63.72	
202500146	MB FINANCIAL BANK (FICA-W)	11/17/2025	\$63.72	
				16 Wire Transfer Check(s) For a Total of \$278,922.10
				2 ACH Checks For a Total of \$4,964.19
				2 Computer Checks For a Total of \$922.26
				Total for 20 Manual, Wire Tran, ACH & Computer Checks \$284,808.55
				Net Amount \$284,808.55
10	EDUCATION FUND			\$284,808.55

**11/28/2025 Payroll Accounts Payable Check Register**

<u>Check #</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>	
252600377	SASED EDUCATION ASSOCIATION	11/28/2025	\$4,364.60	
252600378	SASED SUPPORT STAFF ASSOCIATION	11/28/2025	\$599.59	
		2 ACH Check(s) For a Total of		\$4,964.19
105964	STATE DISBURSEMENT UNIT	11/28/2025	\$750.00	
105965	STATE DISBURSEMENT UNIT	11/28/2025	\$172.26	
		2 Computer Check(s) For a Total of		\$922.26
202500130	IMRF (EMPLOYEES CONT)	11/14/2025	\$19,475.72	
202500131	IMRF (EMPLOYERS CONT)	11/14/2025	\$16,430.68	
202500147	ILLINOIS DEPT OF REVENUE	11/28/2025	\$37,471.26	
202500148	IMRF (EMPLOYEES CONT)	11/28/2025	\$19,400.94	
202500149	IMRF (EMPLOYERS CONT)	11/28/2025	\$16,358.88	
202500150	TEACHERS RETIREMENT (2.2%)	11/28/2025	\$3,110.09	
202500151	TEACHERS RETIREMENT SYSTEM	11/28/2025	\$48,260.87	
202500152	THIS (TRS HEALTH) FUND	11/28/2025	\$8,418.87	
202500153	MB FINANCIAL (FEDERAL)	11/28/2025	\$72,203.68	
202500154	MB FINANCIAL BANK (FICA-E)	11/28/2025	\$33,964.09	
202500155	MB FINANCIAL BANK (FICA-W)	11/28/2025	\$33,964.09	
202500156	THE OMNI GROUP	11/28/2025	\$2,690.00	
202500157	TRUSTAGE	11/28/2025	\$22,819.60	
202500158	TEACHERS RETIREMENT SYSTEM SSP	11/28/2025	\$3,341.49	
202500159	TEACHERS HEALTH INSURANCE SECURITY (THIS) FUND	11/28/2025	\$400.00	
		11 Wire Transfer Check(s) For a Total of		\$338,310.26
		2 ACH Checks For a Total of		\$4,964.19
		2 Computer Checks For a Total of		\$922.26
		Total for 15 Manual, Wire Tran, ACH & Computer Checks		\$344,196.71
		Net Amount		\$344,196.71
10	EDUCATION FUND			\$344,196.71

## **BILLS PAYABLE LIST – FLOW THROUGH**

**December 2025**

**\$ 26,395.46**

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>	
<u>DATE</u>	<u>NUMBER</u> <u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
12/18/2025	105968 WEST CHICAGO SCHOOL	Fee for Service Voucher 5199D935 Feb-May 2025	1,806.70
12/18/2025	105969 WESTMONT CUSD #201	Fee for Service Voucher 5199D935 Feb-May 2025	184.52
		Totals for checks	1,991.22

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
17	MEDICAID SUB FUND	0.00	0.00	1,991.22	1,991.22
***	Fund Summary Totals ***	0.00	0.00	1,991.22	1,991.22

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

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
12/18/2025	252600379	KEENEYVILLE DISTRICT	Fee for Service Voucher 5199D935 Feb-May 2025	1,351.30
12/18/2025	252600380	BENJAMIN SCHOOL DIST	Fee for Service Voucher 5199D935 Feb-May 2025	233.39
12/18/2025	252600381	DUPAGE COUNTY SCHOOL	Fee for Service Voucher 5199D935 Feb-May 2025	2,534.17
12/18/2025	252600382	SALT CREEK SCHOOL DI	Fee for Service Voucher 5199D935 Feb-May 2025	190.50
12/18/2025	252600383	DOWNERS GROVE DISTRI	Fee for Service Voucher 5199D935 Feb-May 2025	504.17
12/18/2025	252600384	MAERCKER DISTRICT #6	Fee for Service Voucher 5199D935 Feb-May 2025	914.95
12/18/2025	252600385	CASS SCHOOL DISTRICT	Fee for Service Voucher 5199D935 Feb-May 2025	272.95
12/18/2025	252600386	WOODRIDGE DISTRICT #	Fee for Service Voucher 5199D935 Feb-May 2025	1,982.97
12/18/2025	252600387	DUPAGE HS DISTRICT #	Fee for Service Voucher 5199D935 Feb-May 2025	9,268.10
12/18/2025	252600388	COMMUNITY HS DISTRIC	Fee for Service Voucher 5199D935 Feb-May 2025	1,163.51
12/18/2025	252600389	COMMUNITY HS DIST #9	Fee for Service Voucher 5199D935 Feb-May 2025	1,044.34
12/18/2025	252600390	COMMUNITY CONSOLIDAT	Fee for Service Voucher 5199D935 Feb-May 2025	1,100.41
12/18/2025	252600391	LISLE CUSD #202	Fee for Service Voucher 5199D935 Feb-May 2025	1,815.77
12/18/2025	252600392	ELMHURST CUSD #205	Fee for Service Voucher 5199D935 Feb-May 2025	2,027.71
			Totals for checks	24,404.24

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
17	MEDICAID SUB FUND	0.00	0.00	24,404.24	24,404.24
***	Fund Summary Totals ***	0.00	0.00	24,404.24	24,404.24

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

## **BILLS PAYABLE LIST – SASED PROGRAMS**

**December 2025**

**\$ 2,356,026.64**

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
12/18/2025	105971	WINFIELD SCHOOL DIST	School Lunch Program - October 2025	2,387.21
12/18/2025	105971	WINFIELD SCHOOL DIST	Classroom lease agreement FY26	242,000.00
12/18/2025	105972	WESTMONT CUSD #201	School Lunch Program - October 2025	654.99
12/18/2025	105972	WESTMONT CUSD #201	Classroom lease agreement	58,000.00
12/18/2025	105973	2AXEND, LLC	2axend LLC Invoice 2499	1,103.60
12/18/2025	105974	ADVOCATE OCCUPATIONA	Bus Driver Physical for Laura Zacharski. Invoice 21155502	161.00
12/18/2025	105975	AHS STAFFING	OT/PT Services for 11/03/25 through 11/7/25	3,187.50
12/18/2025	105975	AHS STAFFING	OT/PT Services for 11/04/25 and 11/5/25	1,275.00
12/18/2025	105975	AHS STAFFING	OT/PT Services for 10/228/25 through 10/29/25	1,275.00
12/18/2025	105975	AHS STAFFING	OT/PT Services for 10/27/25 through 10/31/25	3,187.50
12/18/2025	105975	AHS STAFFING	OT/PT Services for 11/17/25 through 11/21/25	3,187.50
12/18/2025	105975	AHS STAFFING	OT/PT Services for 11/17/25 through 11/21/25	3,187.50
12/18/2025	105976	ALPHA PLUMBING &HVAC	SE Plumbing work Nurse toilet drain & Rm 40 sewer smell	1,068.50
12/18/2025	105976	ALPHA PLUMBING &HVAC	SE Alpha Plumbing Camera Nurse Toilet Sewer Line	626.00
12/18/2025	105978	AMERGIS HEALTHCARE S	Behavior Tech services for 9/29/25 & 9/30/25 & 10/27/25 through 10/31/25	2,486.25
12/18/2025	105978	AMERGIS HEALTHCARE S	Behavior Tech, School Aide, Nursing and Sign Language Interpreter services for 10/7/25 through 10/10/25	37,517.05
12/18/2025	105978	AMERGIS HEALTHCARE S	Contract Services 10/27-10/30 DHH	1,093.60
12/18/2025	105978	AMERGIS HEALTHCARE S	School Aide Services for 11/3/25 through 11/12/25	8,379.42
12/18/2025	105978	AMERGIS HEALTHCARE S	Behavior Tech, School Aide and Nursing services from 9-22-25 through 9-26-25	40,363.29
12/18/2025	105978	AMERGIS HEALTHCARE S	Sign Language Interpreter for 11/3/25 to 11/14/25	5,449.60
12/18/2025	105978	AMERGIS HEALTHCARE S	School Aide and Behavior Tech services for 11/3/25 through 11/14/25	26,440.53
12/18/2025	105978	AMERGIS HEALTHCARE S	Behavior Tech, School Aide, Sign Language Interpreter, Nursing and Social Work Services for 11/3/25 through 11/14/25	87,198.00
12/18/2025	105979	AMERICAN HERITAGE LI	Allstate Critical illness and Accident Coverage Bill - December 2025	2,668.05
12/18/2025	105980	ARCON ASSOCIATES	ARCON INVOICES FOR WORK DONE FEBRUARY 2025 THRU OCTOBER 2025	17,572.00

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
12/18/2025	105980	ARCON ASSOCIATES	ARCON INVOICES FOR WORK DONE FEBRUARY 2025 THRU OCTOBER 2025	4,886.90
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 10/22/25 through 10/24/25	982.08
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 10/27/25 through 10/31/25	1,414.22
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 10/8/25 through 10/010/25	1,039.50
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 10/15/25 through 10/17/25	1,159.29
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 10/27/25 through 10/31/25	1,749.83
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 10/14/25 through 10/17/25	2,772.00
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 9/29/25 through 10/3/25	2,425.50
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 10/6/25 through 10/10/25	3,118.50
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional and Nursing Services for 10/27/25 through 10/31/25	2,432.50
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 9/2/25 through 9/5/25	1,431.05
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 8/25/25 through 8/29/25	1,736.46
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional and Nursing services from 10/27/25 through 10/31/25	7,540.58
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional, Nursing, Speech Language Interpreter and Behavioral Services for 10/27/25 through 10/31/25	23,898.57
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional & Nursing Services for 11/3/25 through 11/7/25	4,189.75
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 11/3/25 through 11/7/25	5,883.57
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 11/3/25 through 11/7/25	1,792.40
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 11/10/25 through 11/14/25	1,185.53
12/18/2025	105984	BLAZERWORKS, LLC	Speech Language Interpreter services for 9/22/25 through 9/26/25	2,905.00
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional and Nursing Services for 11/3/25 through 11/7/25	7,194.08
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional Services for 11/10/25 through 11/14/25	4,870.80
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional and Nursing Services for 11/10/25 through 11/14/25	7,064.18
12/18/2025	105984	BLAZERWORKS, LLC	Paraprofessional, Sign Language Interpreter, Nursing and Behavioral Specialists	24,905.31

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
12/18/2025	105984	BLAZERWORKS, LLC	services for 11/10/25 through 11/14/25 Paraprofessional and Nursing services for 11/3/25 through 11/14/25	28,133.06
12/18/2025	105985	BUILDING WINGS LLC	Additional Licenses Readtopia	1,003.00
12/18/2025	105986	CDW GOVERNMENT	Warranties for UPS Devices Quote #PJPG864	1,642.56
12/18/2025	105986	CDW GOVERNMENT	Warranties for UPS Devices Quote #PJPG864	270.00
12/18/2025	105986	CDW GOVERNMENT	Warranties for UPS Devices Quote #PJPG864	430.00
12/18/2025	105987	COLLEGE HUNKS MOVING	Move from North Elem. to Kingsley elem	822.71
12/18/2025	105988	CORPAY MASTERCARD	Fuel Cards/Services 11/16-11/30/2025	559.32
12/18/2025	105989	COUNSELEAR LLC	INVOICE # 87562, DATE 06/01/2025, DUE DATE 07/01/2025	1,318.35
12/18/2025	105990	CREATIVE EXCHANGE	music therapy invoices - Nov 2025	3,937.50
12/18/2025	105991	DUPAGE COUNTY PUBLIC	Account # 107211-13515817 07/26-09/25/2025	133.41
12/18/2025	105992	EDU HEALTHCARE, LLC	Paraprofessional Services for 11/3/25 through 11/7/25	1,610.00
12/18/2025	105992	EDU HEALTHCARE, LLC	Paraprofessional Services for 11/10/25 through 11/14/25	1,552.50
12/18/2025	105992	EDU HEALTHCARE, LLC	Paraprofessional services for 11/17/25	322.00
12/18/2025	105993	EDUCATIONAL BENEFIT	December 2025 Final Invoice for EBC - Medical Premium and Basic Life Premium	352,748.82
12/18/2025	105994	EMPOWER HEALTH SERVI	Invoice for Wellness Services	1,660.00
12/18/2025	105995	ENGIE RESOURCES LLC	Energy Services SE Alt 10/29-11/26/2025 Account # 5506147058	4,509.08
12/18/2025	105996	ENGLER CALLAWAY BAAS	ECB&S - Invoice 36058 for legal services	3,140.00
12/18/2025	105996	ENGLER CALLAWAY BAAS	Invoice 36059 for ECB&S in the amount of \$139.50	139.50
12/18/2025	105996	ENGLER CALLAWAY BAAS	ECB&S - Invoice for legal services	2,925.00
12/18/2025	105997	FTF BEHAVIORAL CONSU	Spring Institute 2026 - Payment for Presenter, Claire Egan, Ph.D., BCBA - FTF Behavioral Consulting, who is presenting at Spring Institute 2026 on Friday, February 27, 2026 -- \$7,140.00 (\$5,000.00 On-site Training-full day) and no more than \$2,140.00 (Travel expenses) -- \$7,140.00.	3,000.00
12/18/2025	105998	GLOBAL COMPLIANCE NE	GCN Invoice 16348 - Unlimited Package (License subscription from 1/1/26 - 12/31/26)	2,000.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
12/18/2025	105999	GRAINGER	SE Outside Fire Dept. Sprinkler Direct Access Caps	14.84
12/18/2025	106000	HINCKLEY SPRINGS	Water service/delivery SE Alt and Lisle South Oct-Nov 2025	343.07
12/18/2025	106001	HOME DEPOT CREDIT SE	Home Depot SE Custodial Supplies Account # 6035322149985602	795.34
12/18/2025	106002	ILLINOIS PRINCIPALS	2025-26 IPA Membership Enrollment for Dr. Kim Dryier	449.00
12/18/2025	106003	ILLINOIS STATE POLIC	Fingerprinting October, 2025 (Invoice Number - 20251007078)	253.00
12/18/2025	106004	INFINITEC	Annual Invoice from Infnitec for Training - Invoice No. 57180	25,947.16
12/18/2025	106005	INFLOW CX	Amplix RingCentral Implementation Invoice #INV5415	8,085.00
12/18/2025	106005	INFLOW CX	Amplix RingCentral Implementation Invoice #INV5610	1,347.50
12/18/2025	106006	INTERIM SCHOOL BUSIN	Business Office Contract Services M. Dyrek November 2025	6,300.00
12/18/2025	106007	IXL LEARNING	curriculum online	5,095.00
12/18/2025	106008	J. J. KELLER & ASSOC	JKeller invoice for yearly subscription - Labor Relation Poster (Winfield and Lisle Medical)	122.32
12/18/2025	106009	JOBB, JASON	Mileage Reimbursement for November 2025	180.53
12/18/2025	106010	KONICA MINOLTA BUSIN	Konica Minolta Maintenance Agreement Invoice 9010678808	1,258.00
12/18/2025	106011	KONICA MINOLTA PREMI	Konica Minolta Contract 450-0068168-000 Coverage 11/26/2025-12/25/2025 Invoice 5036554256	1,032.16
12/18/2025	106011	KONICA MINOLTA PREMI	Konica Contract 11/12/2025-12/11/2025 Cust. 1055705311 Inv. 5036363321	2,320.06
12/18/2025	106012	LAZZAR, DIANE	Mileage Reimbursement for October 2025 vision	130.27
12/18/2025	106012	LAZZAR, DIANE	Mileage Reimbursement for October 2025-SLE	110.35
12/18/2025	106012	LAZZAR, DIANE	Mileage Reimbursement for November 2025 V	74.44
12/18/2025	106012	LAZZAR, DIANE	Mileage Reimbursement for November 2025 SLE	102.64
12/18/2025	106013	LOPEZ, LAURA	Reimburse General supplies, leadership breakfast	154.07
12/18/2025	106014	MAXIM HEALTHCARE SER	Nursing Services for 10/27/25 through 10/31/25	27,565.71
12/18/2025	106014	MAXIM HEALTHCARE SER	Nursing Services for 11/17/25 through 11/21/25	27,234.47
12/18/2025	106014	MAXIM HEALTHCARE SER	Nursing Services for 11/24/25 and 11/25/25	5,936.89

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
12/18/2025	106014	MAXIM HEALTHCARE SER	Nursing Services for 11/10/25 through 11/14/25	32,523.69
12/18/2025	106014	MAXIM HEALTHCARE SER	Nursing Services for 11/3/25 through 11/7/25	29,965.14
12/18/2025	106015	MED-EL CORP.	ADHEAR Adh Adapter beige (15) QTY: 2	55.00
12/18/2025	106016	METLIFE	December Metlife Dental and Vision Invoice for 12/1/25-12/31/25. Due 12/1/2025	17,035.50
12/18/2025	106018	MICROSONIC INC.	Invoice #: VW0839RL, Date: 10/15/2025, Client Name: Leen Shehab (Earmolds)	106.00
12/18/2025	106018	MICROSONIC INC.	Invoice #: VW0846RL (GAVIN NOFFZINGER Earmolds), Invoice #: VW0849RL (MARIA AGUAYO Earmolds), Invoice #: VW0850R (JOEY AGUAYO Earmold), Invoice #: VW0844RL (DANIEL AVILA Earmolds), Invoice #: VW0847RL (JACARI SHAFFER Earmolds)	543.00
12/18/2025	106018	MICROSONIC INC.	Invoice #: VW0845RL, Date: 11/4/2025, Client Name: ERICK SILVA (earmolds)	136.00
12/18/2025	106018	MICROSONIC INC.	Invoice #: WC7901RL, Date: 12/2/2025, Client Name: Edison Gonzalez (Earmolds)	151.00
12/18/2025	106018	MICROSONIC INC.	Invoice #: VW0848RL, Date: 11/21/2025, Client Name: MAEVE PRATT (Earmolds)	133.00
12/18/2025	106019	MIDLAND PAPER	Copy paper	1,736.00
12/18/2025	106020	NCS PEARSON	assessments	202.50
12/18/2025	106020	NCS PEARSON	assessments	236.25
12/18/2025	106021	NET56	NET56 Managed Services December 2025 Inv. 17125	29,012.33
12/18/2025	106021	NET56	Net56 USAC Agreement Internet Access (Communication Taxes, Internet Access with FaaS Main Building, WAN SE)	10,161.06
12/18/2025	106022	NU MOTION	QUOTE THREE (3) FOR REPAIRS	74.00
12/18/2025	106022	NU MOTION	QUOTE THREE (3) FOR REPAIRS	360.41
12/18/2025	106023	ODP BUSINESS SOLUTIO	Office Supplies	19.49
12/18/2025	106023	ODP BUSINESS SOLUTIO	Office Supplies	88.86
12/18/2025	106023	ODP BUSINESS SOLUTIO	Amy Gebre Request Paper for VI & Itins	407.22
12/18/2025	106024	PARENTS ALLIANCE EMP	Parents Alliance Employment Project Invoices-Installments 1 and 2	8,533.34
12/18/2025	106024	PARENTS ALLIANCE EMP	Parents Alliance Employment Project Invoices	13,500.00
12/18/2025	106025	PHILLIP'S FLOWERS	Philips Flowers - Statement 11-30-25	199.90
12/18/2025	106026	RINGCENTRAL INC	RingCentral Monthly Customer ID 63307156031	4,212.37
12/18/2025	106027	SIGN LANGUAGE INTERP	Sign Language Interpreters	1,113.00

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
			Invoice 5369	
12/18/2025	106027	SIGN LANGUAGE INTERP	Sign Language Interpreters	546.00
			Invoice 5343	
12/18/2025	106028	SONOVA USA INC.	Phonak Roger 20 Receivers (Qty:6)	1,562.83
12/18/2025	106029	SUBURBAN DOOR CHECK	SE Door & Closure Adjustment	198.00
12/18/2025	106029	SUBURBAN DOOR CHECK	SE High School inter classroom door locks	2,377.00
12/18/2025	106030	T-MOBILE	T-Mobile Hotspots Account #976288363	620.00
12/18/2025	106031	TEAM SELECT HOME CAR	Nursing Services for 10/1/25 through 10/31/25	8,910.00
12/18/2025	106031	TEAM SELECT HOME CAR	Nursing Services for 10/1/25 through 10/31/25	9,774.00
12/18/2025	106032	VERIZON WIRELESS	Verizon Smartphones and Flip Phones October-November	51.94
12/18/2025	106032	VERIZON WIRELESS	Verizon Smartphones and Flip Phones October-November	403.54
12/18/2025	106033	WARE LANDSCAPING INC	SE Snow Removal	1,490.00
12/18/2025	106033	WARE LANDSCAPING INC	SE 11/28/25 - 12/2/25 Lot & Sidewalk plow, shovel, & salt	3,884.00
12/18/2025	106034	YMCA OF METROPOLITAN	YMCA Invoice August 2025	87.00
12/18/2025	106034	YMCA OF METROPOLITAN	YMCA Invoice September 2025	237.00
12/18/2025	106034	YMCA OF METROPOLITAN	YMCA Invoice October 2025	255.00
12/18/2025	106035	ZELLER AND ASSOCIATE	E-Rate Consulting Retainer Fee FY26	750.00
Totals for checks				1,375,406.69

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION FUND	374,112.37	0.00	977,147.42	1,351,259.79
20	OPER, BUILD, & MAINT FUND	0.00	0.00	24,146.90	24,146.90
***	Fund Summary Totals ***	374,112.37	0.00	1,001,294.32	1,375,406.69

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

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
12/18/2025	252600393	KEENEYVILLE DISTRICT	School Lunch Program - October 2025	659.26
12/18/2025	252600393	KEENEYVILLE DISTRICT	Classroom lease agreement FY26	46,000.00
12/18/2025	252600394	DUPAGE COUNTY SCHOOL	School Lunch Program - October 2025	5,587.26
12/18/2025	252600394	DUPAGE COUNTY SCHOOL	Classroom lease agreement FY26	208,000.00
12/18/2025	252600395	SALT CREEK SCHOOL DI	School Lunch Program - October 2025	1,043.56
12/18/2025	252600395	SALT CREEK SCHOOL DI	Classroom lease agreement	58,000.00
12/18/2025	252600396	DOWNERS GROVE DISTRI	School Lunch Program - October 2025	1,341.34
12/18/2025	252600396	DOWNERS GROVE DISTRI	Classroom lease agreement	69,000.00
12/18/2025	252600397	MAERCKER DISTRICT #6	School Lunch Program - October 2025	1,872.29
12/18/2025	252600397	MAERCKER DISTRICT #6	Classroom lease agreement	127,000.00
12/18/2025	252600398	CENTER CASS DISTRICT	School Lunch Program - October 2025	956.76
12/18/2025	252600398	CENTER CASS DISTRICT	Classroom lease agreement	46,000.00
12/18/2025	252600399	DUPAGE HS DISTRICT #	Classroom lease agreement	125,000.00
12/18/2025	252600400	COMMUNITY CONSOLIDAT	School Lunch Program - October 2025	1,187.13
12/18/2025	252600400	COMMUNITY CONSOLIDAT	Classroom lease agreement	46,000.00
12/18/2025	252600401	LISLE CUSD #202	Classroom lease agreement	173,000.00
12/18/2025	252600402	2955, LLC	2900 OGDEN AVENUE RENT SCHEDULE BASED ON NEW LEASE AGREEMENT APPROVED 6/11/25	55,000.00
12/18/2025	252600403	AHN, MAY	Mileage Reimbursement for October 2025	168.02
12/18/2025	252600404	AL WARREN OIL CO., I	Fuel Delivery 11.20.25	362.76
12/18/2025	252600404	AL WARREN OIL CO., I	Fuel Delivery 11.13.25	254.57
12/18/2025	252600404	AL WARREN OIL CO., I	Fuel delivery 12.05.2025	497.37
12/18/2025	252600405	ALDRICH, DANA	Mileage Reimbursement for October 2025	35.84
12/18/2025	252600405	ALDRICH, DANA	Mileage Reimbursement for Nov. 2025	25.20
12/18/2025	252600406	ANDERSEN, VERONICA	Mileage Reimbursement for October 2025	136.43
12/18/2025	252600406	ANDERSEN, VERONICA	Mileage Reimbursement for Nov 2025	79.94
12/18/2025	252600407	ARIANO, EMILIA	Mileage Reimbursement for Novemberr 2025	9.80
12/18/2025	252600407	ARIANO, EMILIA	Mileage Reimbursement for 12.01.25	4.97
12/18/2025	252600408	BARAJAZ, DINA	Mileage Reimbursement for October 2025	89.58
12/18/2025	252600409	BELL, RACHEL	Mileage Reimbursement for November 2025	145.95
12/18/2025	252600410	BERGFELD, BETH	Mileage Reimbursement for November 2025	78.19
12/18/2025	252600411	BOCZKOWSKI, DEBRA	Mileage Reimbursement for October 2025	341.60
12/18/2025	252600412	BOHNERT, SHANNON	Mileage Reimbursement for Nov 2025	53.25
12/18/2025	252600413	BOOTSMA, KRISTY	Mileage Reimbursement for	56.49

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
			October 2025	
12/18/2025	252600413	BOOTSMA, KRISTY	Mileage reimbursement for Nov 2025	35.28
12/18/2025	252600414	BUNGERT, TINA	Mileage Reimbursement for Sept - Nov 2025	77.90
12/18/2025	252600415	CELINSKA, DOROTA	Mileage Reimbursement for Aug and Sept 2025	117.60
12/18/2025	252600415	CELINSKA, DOROTA	Mileage Reimbursement for Sep - Nov 2025	179.20
12/18/2025	252600416	CHAPLIN, KRISTINE	Mileage Reimbursement for November 2025	206.92
12/18/2025	252600417	COHLA, STEPHANIE	Mileage Reimbursement for September 2025	48.30
12/18/2025	252600418	CORSELLO, KRISTINE	Mileage Reimbursement for October and November 2025	263.20
12/18/2025	252600419	CREAGAN, HELEN	Mileage Reimbursement for November 2025	80.99
12/18/2025	252600420	CUOMO, SUSAN	Mileage Reimbursement Sept-Nov 2025	60.40
12/18/2025	252600421	DORCHACK, MARIA	Mileage Reimbursement for November 2025	190.68
12/18/2025	252600422	DRYIER, KIMBERLY	FY26 MILEAGE ALLOTMENT	400.00
12/18/2025	252600423	DUCHARME, HANNAH	Mileage Reimbursement for October and November 2025	7.14
12/18/2025	252600424	ELIAS, JENNIFER	Mileage Reimbursement for October and November 2025	17.78
12/18/2025	252600425	FERRY, SUZANNE	Mileage Reimbursement for October 2025	57.82
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCIS Invoice 27519	288.98
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCIS Telephonic Interpreting Invoice 27591	134.75
12/18/2025	252600427	HEARTLAND ALLIANCE H	Telephonic Call interpreting Inv 27699 Acct 2561	7.00
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCIS Telephonic Interpreting Invoice 27711	24.75
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCIS Telephonic Interpreting Invoice 27717	38.50
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCIS Interpreting Services Invoice 27641	280.00
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCIS Telephonic Interpreting Invoice 27696	140.00
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCTIS Interpreting Invoice 27638	110.00
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCIS Telephonic Interpreting Invoice 27650 1/2	253.75
12/18/2025	252600427	HEARTLAND ALLIANCE H	Audiology Interpreting Only - Invoice# 27650, Invoice Date: 10/31/2025	14.00
12/18/2025	252600427	HEARTLAND ALLIANCE H	CCIS Interpreting Services Invoice 27626 2/2	420.00
12/18/2025	252600427	HEARTLAND ALLIANCE H	Audiology Interpreting Only - Invoice# 27626, Invoice Date: 10/31/2025	1,050.00
12/18/2025	252600428	HOMAN, JULIA	Mileage Reimbursement for November 2025	255.40
12/18/2025	252600429	JERRARD, CHERISE	Reimburse expense for	47.65

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
12/18/2025	252600430	KADEN, PATRICIA	admission Johanson Farms Mileage Reimbursement for October 2025	182.00
12/18/2025	252600431	LANGTON, JOHN	Mileage Reimbursement 10/23-11/06/2025	51.10
12/18/2025	252600431	LANGTON, JOHN	Milage Reimbursement for Nov. 10- Dec. 04,2025	87.29
12/18/2025	252600432	LITCHFIELD, BETHANY	Mileage Reimbursement for October 2025	41.79
12/18/2025	252600433	LOHRENZ, ASHLEY	Mileage Reimbursement for November 2025	112.00
12/18/2025	252600434	LOONEY, KATHERINE	Mileage Reimbursement for Oct. 21-Nov.20, 2025	105.23
12/18/2025	252600435	MOROZ, KRISTYN	Mileage Reimbursement for November 2025	147.28
12/18/2025	252600436	MOYNIHAN, LYNN	Mileage Reimbursement for Nobemberr 2025	107.90
12/18/2025	252600437	MUELLER, KIMBERLY	Mileage Reimbursement for August and September 2025 DHH	194.95
12/18/2025	252600437	MUELLER, KIMBERLY	Mileage Reimbursement for Aug and Sept 2025 SLE	85.15
12/18/2025	252600437	MUELLER, KIMBERLY	Mileage Reimbursement for Aug and Sept 2025 SMNP	67.05
12/18/2025	252600438	NATZKE, JENNIFER	Mileage reimbursement November 2025	63.00
12/18/2025	252600439	ONYSCHAK, AUDREY	Mileage Reimbursement for October and November 2025	57.33
12/18/2025	252600440	OTTO, VICKI	Mileage Reimbursement for Aug and Sept 2025	36.19
12/18/2025	252600441	PALKA, NICOLE	Reimburse Mileage for October and November 2025	30.80
12/18/2025	252600442	PETERSON, COLLEEN	Mileage Reimbursement for Nov. 2025	47.53
12/18/2025	252600443	PETERSEN, JENNIFER	Mileage Reimbursement for Aug - Nov 2025	53.13
12/18/2025	252600444	POPIWCHAK, DANIELLE	Mileage Reimbursement for November 2025	236.45
12/18/2025	252600445	PRZANOWSKI, ASHLEY	Mileage Reimbursement for October 2025	32.90
12/18/2025	252600446	RELIANCE STANDARD LI	Reliance December Invoice	3,942.71
12/18/2025	252600447	ROBERTS, RUTH	Mileage Reimbursement for October 2025	100.52
12/18/2025	252600448	RYNDAK, KIRSTEN	Reimbursement for K Ryndak - Community Field Trip on 10/6/25	53.78
12/18/2025	252600448	RYNDAK, KIRSTEN	Mileage Reimbursement for 10.22. and 12.08.25	34.13
12/18/2025	252600449	SCHOLLE SHEARER, MAR	Mileage Reimbursement for August - October 2025	75.04
12/18/2025	252600450	SHANAHAN, KERRY	Mileage Reimbursement for Novemberr 2025	268.94
12/18/2025	252600451	SMITH, CLAIRE	Mileage Reimbursement for November 2025	319.66
12/18/2025	252600452	STAMATELOPOULOS, KEL	Mileage reimbursement for October 2025	194.60
12/18/2025	252600453	VANDERWOUDE, ELIZABE	FY26 MILEAGE ALLOTMENT	400.00

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
12/18/2025	252600454	WARD, KRISTEN	Mileage Reimbursement for November 2025	70.70
12/18/2025	252600455	WAWCZAK, ELIZABETH	Mileage Reimbursement for September and October 2025	225.25
12/18/2025	252600456	WISNIEWSKI, RACHEL	FY26 MILEAGE ALLOTMENT Dec 2025	400.00
Totals for checks				980,619.95

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION FUND	3,942.71	0.00	976,677.24	980,619.95
***	Fund Summary Totals ***	3,942.71	0.00	976,677.24	980,619.95

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

## **BILLS PAYABLE LIST – GRANTS**

**December 2025                      \$ 3,097.36**

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
12/18/2025	105970	COMMUNITY SCHOOL DIS	Wheaton North STEP outcome reimbursement for vocational purchases (per 11/06/2025 request)	3,097.36
			Totals for checks	3,097.36

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION FUND	0.00	0.00	3,097.36	3,097.36
***	Fund Summary Totals ***	0.00	0.00	3,097.36	3,097.36

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

## **INTERIM CHECKS**

**November 2025            \$ 217,083.73**

CHECK DATE	CHECK NUMBER	CHECK VENDOR	INVOICE DESCRIPTION	AMOUNT
11/01/2025	105861	2AXEND, LLC	Invoice 2487	312.50
11/01/2025	105862	AED PROFESSIONALS	Nurse	128.00
11/01/2025	105863	AMERGIS HEALTHCARE S	Behavior Tech, School Aide Nursing services for 8/18/25 through 8/22/25	30,290.41
11/01/2025	105863	AMERGIS HEALTHCARE S	Behavior Tech services for 8/18/25 through 8/22/25	3,161.25
11/01/2025	105863	AMERGIS HEALTHCARE S	Behavior Tech, School Aide and Nursing services for 8/25/25 through 9/5/25	47,087.04
11/01/2025	105863	AMERGIS HEALTHCARE S	School Aide and Behavior Tech Services for 8/11/25 through 8/15/25	2,737.14
11/01/2025	105863	AMERGIS HEALTHCARE S	School Aide and Behavior Tech services for 8/11/25 through 8/29/25	29,239.32
11/01/2025	105864	BLAZERWORKS, LLC	Sign Language Interpreter and Paraprofessional Services for 8/17/25 and 8/24/25	4,647.17
11/01/2025	105865	CLASSIC LANDSCAPE, L	Monthly landscaping service	1,185.00
11/01/2025	105866	COLLEGE HUNKS MOVING	Summer Move into Kingsley School Job # 10594114	661.00
11/01/2025	105867	CORPAY MASTERCARD	fuel Cards/Services 10/01-10/16/20025	386.17
11/01/2025	105868	HOME DEPOT CREDIT SE	Home Depot Monthly Statement Account # 6035 3221 4998 5602	2,938.87
11/01/2025	105869	INTERIM SCHOOL BUSIN	Contract Services Business Office M. Dyrek	8,640.80
11/01/2025	105870	METLIFE	November Metlife Dental and Vision Invoice for 11/1/25-11/30/25. Due 11/1/2025	14,361.19
11/01/2025	105871	NICOR GAS	Energy Services 09/01-10/01/2025 SE Alt	417.05
11/01/2025	105872	PHILLIP'S FLOWERS	Phillips Flowers - Invoice #0917850	100.95
11/01/2025	105873	RINGCENTRAL INC	RingCentral Monthly Customer ID 63307156031	4,212.37
11/01/2025	105874	TEACHTOWN, INC.	manipulatives - Teachtown	8,069.84
11/01/2025	105875	TWIN SUPPLIES, LTD.	SE Light switch replacement and programming	1,385.00
11/14/2025	105888	BMO	October Statement 2025 - Vanderwoude	800.00
11/14/2025	105888	BMO	Laura Zacharski P-CARD 10/20/2025	225.46
11/14/2025	105888	BMO	Tara Corral P-CARD 10/20/2025	623.29
11/14/2025	105888	BMO	Tara Corral P-CARD 10/20/2025 2/2	82.25
11/14/2025	105888	BMO	Sue Cuomo Pcard 10.20.25	3,932.64
11/14/2025	105888	BMO	Kati Curby P-CARD 10/20/2025 PO 1/2	125.55
11/14/2025	105888	BMO	Kati Curby P-CARD 10/20/2025 PO 2/2	4.00
11/14/2025	105888	BMO	Patrick Dugan-P Card 10/20/2025	54.17
11/14/2025	105888	BMO	Amy Gebre P-CARD 10/20/2025	29.47

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
			1/3	
11/14/2025	105888	BMO	Amy Gebre P-CARD 10/20/2025	93.50
			2/3	
11/14/2025	105888	BMO	Amy Gebre P-CARD 10/20/2025	719.51
			3/3	
11/14/2025	105888	BMO	L Mccarthy pcard 10.2.25	501.75
11/14/2025	105888	BMO	S Lowe pcard 10.20.25	1,813.03
11/14/2025	105888	BMO	Firstcomm Phone Bill	1,606.14
			September Inv. 128353487 and 128363450	
11/14/2025	105888	BMO	Amy Klimczak, Sarah Hilb Walmart Material/Equipment Request Order Combined	63.57
11/14/2025	105888	BMO	Supplies for SASED Station Cafe & Lab Equipment List 1 of 4	1,637.77
11/14/2025	105888	BMO	Supplies for SASED Station Cafe & Lab Equipment List 2 of 4	699.57
11/14/2025	105888	BMO	Supplies for SASED Station Cafe & Lab Equipment List 3 of 4	468.68
11/14/2025	105888	BMO	Supplies for SASED Station Cafe & Lab Equipment List 4 of 4	256.02
11/14/2025	105888	BMO	Vistaprint - Business cards and order forms for the cafe stations	390.98
11/14/2025	105888	BMO	Supplies for SASED Station Cafe Food List 1 of 4	182.32
11/14/2025	105888	BMO	Supplies for SASED Station Cafe Food List 2 of 4	170.51
11/14/2025	105888	BMO	Supplies for SASED Station Cafe Food List 3 of 4	324.71
11/14/2025	105888	BMO	Supplies for SASED Station Cafe Food List 4 of 4	636.95
11/14/2025	105888	BMO	Micro Business List 2-3	177.79
11/14/2025	105888	BMO	Micro Business List 3-3	38.92
11/14/2025	105888	BMO	Cafe / Microbusiness replacement items to that are to be returned that were damaged in shipment. (Megan Baker/Dianna Leja)	307.73
11/14/2025	105888	BMO	Walmart Order for Water & Food items/Supplies DCM Night	37.97
11/14/2025	105888	BMO	Tamara Hodalic Materials Request Combined	377.63
11/14/2025	105888	BMO	Emilia Ariano Materials Request	150.38
11/14/2025	105888	BMO	Natasha Arroyo Materials Request	57.16
11/14/2025	105888	BMO	Emilia Ariano Materials Request	35.86
11/14/2025	105888	BMO	Regina Fernandez Materials Request	45.58
11/14/2025	105888	BMO	Regina Fernandez Materials Request	14.37

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
11/14/2025	105888	BMO	Regina Fernandez Materials Request	39.02
11/14/2025	105888	BMO	Jaquelyn Jackson Materials Request	22.84
11/14/2025	105888	BMO	Emma Borshell Materials Request	271.77
11/14/2025	105888	BMO	Emilia Ariano Materials Request	93.79
11/14/2025	105888	BMO	Diane Lazzar Materials Request	160.91
11/14/2025	105888	BMO	Emma Borshell Materials Request	74.37
11/14/2025	105888	BMO	Kimberly Zargoza Materials Request	33.24
11/14/2025	105888	BMO	Cassidy Van Cleve Materials Request	35.98
11/14/2025	105888	BMO	Carly Kirkman Materials Request	59.92
11/14/2025	105888	BMO	Erin Kaniewski Materials Request	19.29
11/14/2025	105888	BMO	T'Keyah Hunter Materials Request	231.20
11/14/2025	105888	BMO	T'keyah Hunter Materials Request	56.48
11/14/2025	105888	BMO	MER/Hickman	241.33
11/14/2025	105888	BMO	Terzick /FCS	-86.99
11/14/2025	105888	BMO	Consumable/Gaona	37.99
11/14/2025	105888	BMO	Supplies building	183.97
11/14/2025	105888	BMO	Open House/Laura	120.71
11/14/2025	105888	BMO	Building supplcs	74.97
11/14/2025	105888	BMO	FACS/Terzick DRS PRE-ENTS	49.00
11/14/2025	105888	BMO	AIM Pancake breakfast	48.83
11/14/2025	105888	BMO	FCS/Terzick DRS Pre-Ents	77.77
11/14/2025	105888	BMO	Johnson/Speech	39.99
11/14/2025	105888	BMO	FCS DRS Pre-Ents	53.67
11/14/2025	105888	BMO	Intermediate Team Halloween/Miller	67.94
11/14/2025	105888	BMO	HS Team/Aim/Helf	356.36
11/14/2025	105888	BMO	FCS/Terzick DRS Pre-ENTS	51.34
11/14/2025	105888	BMO	Office/Building supplies	44.91
11/14/2025	105888	BMO	Wendy Goes Materials Request	56.70
11/14/2025	105888	BMO	Erin Sanzenbacher Materials Request	24.46
11/14/2025	105888	BMO	Ben DeBruin Materials Request	36.31
11/14/2025	105888	BMO	Sarah Goins- Instructional Materials	-109.92
11/14/2025	105888	BMO	Diane Lazzar Equipment Request Combined ALL	4.33
11/14/2025	105888	BMO	Stephanie Cohla Materials Request	207.53
11/14/2025	105888	BMO	Sarah Goins Materials Request	39.96
11/14/2025	105888	BMO	Samantha Soberon/Paul Martinez Materials Request	81.86
11/14/2025	105888	BMO	Nikki Blome Materials Request	71.60
11/14/2025	105888	BMO	Amy Warkentien Materials Request	102.45

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
11/14/2025	105888	BMO	Morgan Holzwardt Materials Request	69.01
11/14/2025	105888	BMO	Ashley Przanowski/Hannah DuCharme Combined Materials Request	111.85
11/14/2025	105888	BMO	Sarah Hilb Combined Materials Request	168.58
11/14/2025	105888	BMO	Amy Klimczak Equipment Request	99.98
11/14/2025	105888	BMO	Costco Order AP Card- Kirsten Ryndak Materials Request	86.83
11/14/2025	105888	BMO	Wendy Goes Materials Request	28.35
11/14/2025	105888	BMO	Amy Gebre Materials Request	39.98
11/14/2025	105888	BMO	Amy Klimczak Materials Request	41.39
11/14/2025	105888	BMO	Sarah Hilb Materials Request	25.98
11/14/2025	105888	BMO	Marc Granrath Materials Request	39.51
11/14/2025	105888	BMO	Jennifer Cerceo Materials Request	100.30
11/14/2025	105888	BMO	Stephanie Cohla Materials Request	84.99
11/14/2025	105888	BMO	Diane Lazzar Materials Request	47.49
11/14/2025	105888	BMO	Stephanie Cohla Materials Request- AP CARD Walmart.com	108.91
11/14/2025	105888	BMO	Transition Program - SAMANTHA SOBERON Instructional Materials - SAC AMAZON 9/15/2025	34.32
11/14/2025	105888	BMO	TRANSITION - LAURA ZACHARSKI Instructional Supplies - Classroom organization; student engagement & participation AMAZON 9.18.2025	93.75
11/14/2025	105888	BMO	OT SUPPLIES	29.95
11/14/2025	105888	BMO	OT/PT supplies	40.25
11/14/2025	105888	BMO	OT SUPPLIES	831.33
11/14/2025	105888	BMO	Supplies for Classroom Team Projects and Training	-20.99
11/14/2025	105888	BMO	Educational books for the Coaching Staff for the 2025-2026 Year	79.99
11/14/2025	105888	BMO	Amazon order for Docking Stations, Label Tape, and Headphone adapters	501.82
11/14/2025	105888	BMO	InUSA VASTY Luggage with Spinner Wheels   Durable Lightweight Hardside Suitcase, Travel Bag with Handle and Trolley, 24-Inch Medium Checked Luggage   Red to be used for Job Fair materials	52.54
11/14/2025	105888	BMO	OFFICE SUPPLIES	151.96

CHECK DATE	CHECK NUMBER	VENDOR	INVOICE DESCRIPTION	AMOUNT
11/14/2025	105888	BMO	Amazon order - office supplies	111.28
11/14/2025	105888	BMO	Amazon supply order	181.90
11/14/2025	105888	BMO	Keyboard & mouse combo; Mousepad	35.96
11/14/2025	105888	BMO	Enterprise Truck Invoice	30.30
11/14/2025	105888	BMO	Mchenry county Roe registrations	960.00
11/14/2025	105888	BMO	Sendacenter	460.00
11/14/2025	105888	BMO	City of Naperville	284.57
11/14/2025	105888	BMO	Paypal Microbusiness	30.00
11/14/2025	105888	BMO	wCI Groot waste services	1,618.56
11/14/2025	105888	BMO	Pods units	308.53
11/14/2025	105888	BMO	Iron Mountain Shredding	180.37
11/14/2025	105888	BMO	Skyward User Group Fees	300.00
11/14/2025	105888	BMO	Fast Signs Printing	4,159.44
11/14/2025	105888	BMO	ABT ELECT reffridgerator transition	598.00
11/14/2025	105888	BMO	USAC	12,040.06
11/14/2025	105888	BMO	Symplicity Corp	350.00
11/14/2025	105888	BMO	Vista Print	179.99
11/14/2025	105888	BMO	Paisans Pizza	77.99
11/14/2025	105888	BMO	BrainPop registrations	420.00
11/14/2025	105888	BMO	General office/kitchen supplies	185.99
11/14/2025	105888	BMO	Walmart	121.26
11/14/2025	105888	BMO	Secretary of State	13.00
11/14/2025	105888	BMO	Office Depot SE Alt printing	477.44
11/14/2025	105888	BMO	Jennifer Duncan P Card 10/20/2025	151.64
11/14/2025	105888	BMO	Cherise Jerrard P-CARD 10/20/2025	141.97
11/14/2025	105888	BMO	Bluedog Ink and GoDaddy Purchases	1,366.80
11/14/2025	105888	BMO	BMO October 2025	424.02
11/14/2025	105888	BMO	Jameson Marchese-P-Card 10/20/2025	125.55
11/14/2025	105888	BMO	statement receipts 2025 - miller	115.20
11/14/2025	105888	BMO	Tracey Nardi-P-Card-10/20/25	219.97
11/14/2025	105888	BMO	Kirstin Peahl P-CARD 10/20/2025	85.40
11/14/2025	105888	BMO	CARLY REDDY-P-Card-10/20/2025	106.21
11/14/2025	105888	BMO	Mark Renc P-CARD 10/20/2025	16.00
11/14/2025	105888	BMO	BMO Monthly Credit Card for Purchases made by Claire K. Smith on her P-Card for October 2025	165.86

Totals for checks 208,513.51

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION FUND	14,361.19	12,040.06	181,451.26	207,852.51
20	OPER, BUILD, & MAINT FUND	0.00	0.00	661.00	661.00
***	Fund Summary Totals ***	14,361.19	12,040.06	182,112.26	208,513.51

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

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
11/01/2025	252600305	AL WARREN OIL CO., I	Fuel Delivery 10/09/2025	240.07
11/01/2025	252600306	TSCHETTER, CYNTHIA	Reimburse purchase for AIM Store	29.98
Totals for checks				270.05

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION FUND	0.00	0.00	270.05	270.05
***	Fund Summary Totals ***	0.00	0.00	270.05	270.05

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

<u>CHECK</u>	<u>CHECK</u>	<u>INVOICE</u>		
<u>DATE</u>	<u>NUMBER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
11/26/2025	105966	CORPAY MASTERCARD	Fuel cards/services 11/01-11/16/2025	390.17
11/26/2025	105967	STORY, KELLY	Tuition reimbursement for 24-25 (second part)	7,910.00
			Totals for checks	8,300.17

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	EDUCATION FUND	0.00	0.00	8,300.17	8,300.17
***	Fund Summary Totals ***	0.00	0.00	8,300.17	8,300.17

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

**VOIDED CHECKS**

**November 2025      \$ 0**



## **ACTION ITEM**

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To: SASED Board of Directors

From: Kim Dryier, Executive Director

Date: December 17, 2025

Re: Second Reading and Adoption of Policies included in the IASB PRESS Issue 120 Update

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Summary: IASB PRESS Release 120 was released in October 2025 and Board review and adoption is required. These updates have been reviewed by the SASED Policy Committee, with suggested changes as noted.

### **Draft Update**

2:120 - Board Member Development - Updated for continuous improvement

2:150 - Committees - Updated in response to 105 ILCS 5/10-20.14

2:270 - Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited - Updated for continuous improvement

4:10 - Fiscal and Business Management - Updated in response to 105 ILCS 5/10-17

4:30 - Revenue and Investments - Updated in response to Public Funds Investments Act, 30 ILCS 235/8

4:40 - Incurring Debt - Legal references updated

4:50 - Accounting and Audits - Two sentences for optional inclusion based on auditor's compliance with its filing requirement under 105 ILCS 5/3-7

4:190 - Targeted School Violence Prevention Program - Legal references updated

5:10 - Equal Employment Opportunity and Minority Recruitment - Updated in response to the Victim's Economic Security and Safety Act (VESSA), 820 ILCS 180/33

5:90 - Abused and Neglected Child Reporting - Updated in response to 325 ILCS 5/4.5

5:100 - Staff Development Program - Updated in response to 105 ILCS 5/27-115 and 105 ILCS 5/27-240 replacing the citation to 105 ILCS 110/3.10

5:190 - Teacher Qualifications - Legal references updated

5:200 - Terms and Conditions of Employment and Dismissal - Updated in response to the Nursing Mothers in Workplace Act, 820 ILCS 260/10

5:220 - Substitute Teachers - Legal references updated

5:280 - Duties and Qualifications - Updated for continuous improvement

5:300 - Schedules and Employment Year - Updated in response to the Nursing Mothers in Workplace Act, 820 ILCS 260/10

6:20 - SASED Calendar and Day - Updated in response to 105 ILCS 5/24-2(c)

6:60 - Curriculum Content - *Includes a required answer* and updates in response to many citations

6:160 - English Learners - Updated for continuous improvement

6:260 - Complaints About Curriculum, Instructional Materials, and Programs - Updated in response to Mahmoud v. Taylor.

7:10 - Equal Educational Opportunities - Updated in response to 105 ILCS 5/22-105(c)(1-3)

- 7:70 - Attendance and Truancy - Updated in response to 105 ILCS 5/10-19.05(k)
- 7:180 - Prevention of and Response to Bullying, Intimidation, and Harassment - Updates in response to 105 ILCS 5/22-110
- 7:190 - Student Behavior - Updated in response to 105 ILCS 5/10-27.1A(b)
- 7:290 - Suicide and Depression Awareness and Prevention - Updated in response to 105 ILCS 5/27-215 and 105 ILCS 5/10-20.81
- 7:310 - Restrictions on Publications; Elementary Schools - Legal references updated
- 7:315 - Restrictions on Publications; High Schools - Legal references updated
- 7:340 - Student Records - Revised to match the Illinois School Students Records Act (ISSRA)
- 8:30 - Visitors to and Conduct on SASED Property - Updated for continuous improvement and legal references updated

**Draft Update - Rewritten**

- 7:150 - Agency and Law Enforcement Requests (prior Agency and Police Interviews) - Renamed and rewritten in response to 105 ILCS 5/22-105

**Review and Monitor**

- 6:280 - Grading and Promotion - Board review

Recommended Action: SASED Administration requests that the Board of Directors review these policies as a second reading and adopt these policies as presented.

# **POLICY MANUAL REVISIONS**

**October 2025 PRESS Update 120**

**1st Reading -November 19, 2025**

## ***Board Policies***

### **Draft Update**

- 2:120 - Board Member Development - Updated for continuous improvement
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7:150 - Agency and Law Enforcement Requests (prior Agency and Police Interviews) - Renamed and rewritten in response to 105 ILCS 5/22-105

**Review and Monitor**

6:280 - Grading and Promotion - Board review

## *Document Status: Draft Update*

### **2:120 Board Member Development**

SASED desires that its individual Board members learn, understand, and practice effective governance principles. Each SASED Board is responsible for Board member orientation and development.

The Chairperson of each Board and/or the Executive Director shall provide all Board members with information regarding education materials, publications, and notices of training or development pertinent to governance of the cooperative.

#### Mandatory Board Member Training

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

1. Each Board member elected or appointed to fill a vacancy of at least one year's duration must complete at least four hours of professional development and leadership training in: (1) education and labor law; (2) financial oversight and accountability; (3) fiduciary responsibilities; (4) trauma-informed practices for students and staff; and (5) improving student outcomes, within the first year of his or her first term.
2. Each Board member must complete training on the Open Meetings Act (OMA) no later than 90 days after taking the oath of office for the first time. After completing the training, each Board member must file a copy of the certificate of completion with the Board. Training on OMA is only required once.
3. Each Board member must complete a training program on evaluations under the Performance Evaluation Reform Act (PERA) before participating in a vote on a tenured teacher's dismissal using the optional alternative evaluation dismissal process. ~~This dismissal process is available after the SASED PERA implementation date.~~ [PRESSPlus1](#)
4. Each new Board member must attend the SASED New Board Member Orientation as per the Articles of Joint Agreement.

#### Professional Development: Adverse Consequences of School Exclusion; Student Behavior

The Board Chairperson or Executive Director, or their designees, shall make reasonable efforts to provide ongoing professional development to Board members about the requirements of [105 ILCS 5/10-22.6](#) and [105 ILCS 5/10-20.14](#), adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, trauma-responsive learning environments, appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.

#### Board Self-Evaluation

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

#### New Board Member Orientation

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

1. The Board Chairperson or Executive Director, or their designees, shall give each new Board member a copy of or online access to the Board Policy Manual, the Board's regular meeting minutes for the past year, and other helpful information including material describing the District and explaining the Board's roles and responsibilities.
2. The Board Chairperson or designee shall schedule one or more special Board meetings, or schedule time during regular meetings, for Board members to become acquainted and to review Board processes and procedures.
3. The Board Chairperson may request a veteran Board member to mentor a new member.

LEGAL REF.:

[5 ILCS 120/1.05](#) and [120/2](#), Open Meetings Act.

[105 ILCS 5/10-16a](#) and [5/24-16.5](#).

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

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## **PRESSPlus Comments**

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **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 and civil [PRESSPlus1](#) 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.

LEGAL REF.:

[5 ILCS 120/](#), Open Meetings Act.

[105 ILCS 5/10-20.14](#) and [5/14-8.05](#).

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of Governing Board Meetings), 2:240 (Board Policy Development), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

~~ADOPTED August 16, 2023~~

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/10-20.14, amended by P.A. 104-430. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **2:270 Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited**


Discrimination and harassment on the basis of race, color, or national origin negatively affect a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from such discrimination and harassment is an important District goal. The District does not discriminate on the basis of actual or perceived race, color, or national origin in any of its education programs or activities, and it complies with federal and State non-discrimination laws.

#### Examples of Prohibited Conduct

Examples of conduct that may constitute discrimination on the basis of race, color, or national origin include: disciplining students more harshly and frequently because of their race, color, or national origin; denying students access to high-rigor academic courses, extracurricular activities, or other educational opportunities based on their race, color, or national origin; denying language services or other educational opportunities to English learners; and assigning students special education services based on a student's race, color, or national origin.

Harassment is a form of prohibited discrimination. Examples of conduct that may constitute harassment on the basis of race, color, or national origin include: the use of racial, ethnic or ancestral slurs or stereotypes; taunts; name-calling; offensive or derogatory remarks about a person's actual or perceived race, color, or national origin; the display of racially-offensive symbols; racially-motivated physical threats and attacks; or other hateful conduct.

#### Making a Report or Complaint: Investigation Process

Individuals are encouraged to promptly report claims or incidents  of discrimination or harassment based on race, color, or national origin to the Nondiscrimination Coordinator, a Complaint Manager, or any employee with whom the student is comfortable speaking. Reports under this policy will be processed under Board policy 2:260, *Uniform Grievance Procedure*.

Any District employee who receives a report or complaint of discrimination or 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 discrimination or harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

This policy does not impair or otherwise diminish the existing rights of unionized employees to request an exclusive bargaining representative to be present during any investigatory interviews, nor does this policy diminish any rights available under an applicable collective bargaining agreement, including, but not limited to, a grievance procedure.

#### Federal and State Agencies

If the District fails to take necessary corrective action to stop harassment based on race, color, or national origin, further relief may be available through the Ill. Dept. of Human Rights (IDHR) or the U.S. Dept. of Education's Office for Civil Rights. To contact IDHR, go to: <https://dhr.illinois.gov/about-us/contact-idhr.html> or call (312) 814-6200 (Chicago) or (217) 785-5100 (Springfield).

### Prevention and Response Program

The Superintendent or designee shall establish a prevention and response program to respond to complaints of discrimination based on race, color, and national origin, including harassment, and retaliation. The program shall include procedures for responding to complaints which:

1. Reduce or remove, to the extent practicable, barriers to reporting discrimination, harassment, and retaliation;
2. Permit any person who reports or is the victim of an incident of alleged discrimination, harassment, or retaliation to be accompanied when making a report by a support individual of the person's choice who complies with the District's policies and rules;
3. Permit anonymous reporting, except that an anonymous report may not be the sole basis of any disciplinary action;
4. Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis;
5. Offer, but do not require or unduly influence, a person who reports or is the victim of an incident of harassment or retaliation the option to resolve allegations directly with the accused; and
6. Protects a person who reports or is the victim of an incident of harassment or retaliation from suffering adverse consequences as a result of a report of, investigation of, or a response to the incident.

### Policy Posting and Distribution

This policy shall be posted on the District's website. The Superintendent shall annually inform staff members of this policy by posting it in a prominent and accessible location such as the District website, employee handbook, staff intranet site, and/or in other areas where policies and rules of conduct are made available to staff. The Superintendent shall annually inform students and their parents/guardians of this policy by posting it on the District's website and including an age-appropriate summary of the policy in the student handbook(s).

### Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, up to and including discharge.

Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, including but not limited to, suspension and expulsion consistent with Board policy 7:190, *Student Behavior*.

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 the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to remedial and/or disciplinary action.

### Retaliation Prohibited

Retaliation against any person for bringing complaints, participating in the complaint process, or

otherwise providing information about discrimination or harassment based on race, color, or national origin is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*).

Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

**LEGAL REF.:**

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

[42 U.S.C. §2000e](#) *et seq.*, Title VII of the Civil Rights Act of 1964; [29 C.F.R. Part 1601](#).

105 ILCS 5/22-95 (~~final citation pending~~).

[775 ILCS 5/1-101](#) *et seq.*, Illinois Human Rights Act.

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), 5:120 (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), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities)

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**PRESSPlus Comments**

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **4:10 Fiscal and Business Management**

The Executive Director is responsible for SASED's fiscal and business management. This responsibility includes annually preparing and presenting SASED's statement of affairs to the Governing Board and publishing it by ~~before~~ [PRESSPlus1](#) December 1, as required by State law.

The Executive Director or designee shall ensure the efficient and cost-effective operation of SASED's business management using computers, computer software, data management, communication systems, and electronic networks, including electronic mail, the Internet, and security systems. Each person using SASED's electronic network shall complete an *Authorization for Electronic Network Access*. In addition, based upon the location of a classroom, staff may be required to complete a lessor district's authorization form.

#### Budget Planning

SASED's fiscal year is from July 1 until June 30. The SASED Board of Directors shall direct the Executive Director or his/her designee to prepare a budget. Once completed, the Board of Directors will approve the tentative budget for submission to SASED's Governing Board. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for SASED programs. SASED's budget shall be entered upon the Ill. State Board of Education's (ISBE) *School District Budget Form*. To the extent possible, the tentative budget shall be balanced as defined by ISBE guidelines. The Executive Director shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.

#### Preliminary Adoption Procedures

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

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

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

At the public hearing, the proposed budget shall be reviewed, and the public shall be invited to comment, question, or advise the Governing Board.

#### Final Adoption Procedures

The Governing Board will meet to adopts a budget before September 1<sup>st</sup> or by such alternative procedure as State law may define. To the extent possible, the budget shall be balanced as defined by ISBE; if not balanced and if required by ISBE, the Governing Board will adopt a deficit reduction plan to balance SASED's budget within three years according to ISBE requirements.

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

The Executive Director or designee shall perform each of the following:

1. Post SASSED's final annual budget, itemized by receipts and expenditures, on SASSED's internet website; notify parents/guardians that it is posted and provide the website's address.
2. Present a written report that includes the annual average expenditures of the SASSED's operational funds for the previous fiscal years at or before the board meeting.
3. Abide by the SASSED Articles of Joint Agreement for a Fund Balance.

### Budget Amendments

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

### Implementation

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

LEGAL REF.:

[105 ILCS 5/10-17, 5/10-22.33, 5/17-1, 5/17-1.2, 5/17-1.3, 5/17-1.10, 5/17-2A, 5/17-3.2, 5/17-11, 5/20-5, 5/20-8, and 5/20-10.](#)

[23 Ill.Admin.Code Part 100.](#)

CROSS REF.: 4:20 (Fund Balances), 4:40 (Incurring Debt), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks)

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/10-17, amended by P.A. 104-261, eff. 1-1-26. No later than December 1 each year, a school board must make its statement of affairs available to the public by posting it on the district's website and publishing it in a newspaper of general circulation. See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 120, October 2025**

## *Document Status: Draft Update*

### **4:30 Revenue and Investments**

#### Revenue

The Executive Director or designee is responsible for making all claims for State Aid, special State funds for specific programs, federal funds, and categorical grants.

#### Investments

The Treasurer shall either appoint a Chief Investment Officer or the SASED CSBO can serve as one. The Chief Investment Officer shall invest money that is not required for current operations, in accordance with this policy and State law.

The Chief Investment Officer and Executive Director shall use the standard of prudence when making investment decisions. They shall use the judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as its probable income.

#### Investment Objectives

The objectives for SASED's investment activities are:

1. Safety of Principal - Every investment is made with safety as the primary and over-riding concern. Each investment transaction shall ensure that capital loss, whether from credit or market risk, is avoided.
2. Liquidity - The investment portfolio shall provide sufficient liquidity to pay SASED obligations as they become due. In this regard, the maturity and marketability of investments shall be considered.
3. Rate of Return - The highest return on investments is sought, consistent with the preservation of principal and prudent investment principles.
4. Diversification - The investment portfolio is diversified as to materials and investments, as appropriate to the nature, purpose, and amount of the funds.

#### Authorized Investments

The Chief Investment Officer may invest SASED funds in one or more of the following:

1. Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued, that are guaranteed by the full faith and credit of the United States of America as to principal and interest.
2. Bonds, notes, debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities.

The term "agencies of the United States of America" includes: (a) the federal land banks, federal intermediate credit banks, banks for cooperative, federal farm credit banks, or any other entity authorized to issue debt obligations under the Farm Credit Act of 1971 and Acts amendatory

thereto, (b) the federal home loan banks and the federal home loan mortgage corporation, and (c) any other agency created by Act of Congress.

3. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act.
4. Short-term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (a) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and that mature not later than 270 days from the date of purchase, (b) such purchases do not exceed 10% of the corporation's outstanding obligations, and (c) no more than one-third of SASSED's funds may be invested in short-term obligations of corporations under this paragraph.
5. Obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (a) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and which mature more than 270 days but less than 10 years from the date of purchase, (b) such purchases do not exceed 10% of the corporation's outstanding obligations, and (c) no more than one-third of SASSED's funds may be invested in obligations of corporations under this paragraph.
6. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraph (1) or (2) and to agreements to repurchase such obligations.
7. Interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation, SASSED, the State of Illinois, any other state, or any political subdivision or agency of the State of Illinois or any other state, whether the interest earned is taxable or tax-exempt under federal law. The bonds shall be (a) registered in the name of the municipality, county, or other governmental unit, or held under a custodial agreement at a bank, and (b) rated at the time of purchase within the four highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.
8. Short term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally issuable by savings banks or savings and loan associations incorporated under the laws of this State or any other state or under the laws of the United States. Investments may be made only in those savings banks or savings and loan associations, the shares, or investment certificates that are insured by the Federal Deposit Insurance Corporation. Any such securities may be purchased at the offering or market price thereof at the time of such purchase. All such securities so purchased shall mature or be redeemable on a date or dates prior to the time when, in the judgment of the Chief Investment Officer, the public funds so invested will be required for expenditure by SASSED or its governing authority.
9. Dividend-bearing share accounts, share certificate accounts, or class of share accounts of a credit union chartered under the laws of this State or the laws of the United States; provided, however, the principal office of any such credit union must be located within the State of Illinois. Investments may be made only in those credit unions the accounts of which are insured by applicable law.
10. A Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act. SASSED may also invest any public funds in a fund managed, operated, and administered by a bank, subsidiary of a bank, or subsidiary of a bank holding company or use the services of such an entity to hold and invest or advise regarding the investment of any public funds.
11. The Illinois School District Liquid Asset Fund Plus.
12. Repurchase agreements of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of said Act and the regulations issued there under. The government securities, unless registered or

inscribed in the name of SASSED, shall be purchased through banks or trust companies authorized to do business in the State of Illinois.

Except for repurchase agreements of government securities that are subject to the Government Securities Act of 1986, as now or hereafter amended or succeeded, SASSED may not purchase or invest in instruments that constitute repurchase agreements, and no financial institution may enter into such an agreement with or on behalf of SASSED unless the instrument and the transaction meet all of the following requirements:

- a. The securities, unless registered or inscribed in the name of SASSED, are purchased through banks or trust companies authorized to do business in the State of Illinois.
  - b. The Chief Investment Officer, after ascertaining which firm will give the most favorable rate of interest, directs the custodial bank to "purchase" specified securities from a designated institution. The "custodial bank" is the bank or trust company, or agency of government, that acts for SASSED in connection with repurchase agreements involving the investment of funds by SASSED. The State Treasurer may act as custodial bank for public agencies executing repurchase agreements.
  - c. A custodial bank must be a member bank of the Federal Reserve System or maintain accounts with member banks. All transfers of book-entry securities must be accomplished on a Reserve Bank's computer records through a member bank of the Federal Reserve System. These securities must be credited to SASSED on the records of the custodial bank and the transaction must be confirmed in writing to SASSED by the custodial bank.
  - d. Trading partners shall be limited to banks or trust companies authorized to do business in the State of Illinois or to registered primary reporting dealers.
  - e. The security interest must be perfected.
  - f. SASSED enters into a written master repurchase agreement that outlines the basic responsibilities and liabilities of both buyer and seller.
  - g. Agreements shall be for periods of 330 days or less.
  - h. The Chief Investment Officer informs the custodial bank in writing of the maturity details of the repurchase agreement.
  - i. The custodial bank must take delivery of and maintain the securities in its custody for the account of SASSED and confirm the transaction in writing to SASSED. The custodial undertaking shall provide that the custodian takes possession of the securities exclusively for SASSED; that the securities are free of any claims against the trading partner; and that any claims by the custodian are subordinate to SASSED claims to rights to those securities.
  - j. The obligations purchased by SASSED may only be sold or presented for redemption or payment by the fiscal agent bank or trust company holding the obligations upon the written instruction of the Chief Investment Officer.
  - k. The custodial bank shall be liable to SASSED for any monetary loss suffered by SASSED due to the failure of the custodial bank to take and maintain possession of such securities.
13. Any investment as authorized by the Public Funds Investment Act, and Acts amendatory thereto. Paragraph 13 supersedes paragraphs 1-12 and controls in the event of conflict.

Except as provided herein, investments may be made only in banks, savings banks, savings and loan associations, or credit unions that are insured by the Federal Deposit Insurance Corporation or other approved share insurer.

The Chief Investment Officer and Executive Director shall regularly consider material, relevant, and decision-useful sustainability factors in evaluating investment decisions, within the bounds of financial

and fiduciary prudence. Such factors include, but are not limited to: (1) corporate governance and leadership factors, (2) environmental factors, (3) social capital factors, (4) human capital factors, and (5) business model and innovation factors, as provided under the Ill. Sustainable Investing Act, [30 ILCS 238/](#).

#### Selection of Depositories, Investment Managers, Dealers, and Brokers

The Chief Investment Officer shall establish a list of authorized depositories, investment managers, dealers and brokers based upon the creditworthiness, reputation, minimum capital requirements, qualifications under State law, as well as a long history of dealing with public fund entities. The Board of Directors will review and approve the list at least annually.

In order to be an authorized depository, each institution must submit copies of the last two sworn statements of resources and liabilities or reports of examination that the institution is required to furnish to the appropriate State or federal agency. Each institution designated as a depository shall, while acting as such depository, furnish SASED with a copy of all statements of resources and liabilities or all reports of examination that it is required to furnish to the appropriate State or federal agency.

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, demand deposit account, interest-bearing certificate of deposit, or interest-bearing time deposit if: (1) SASED initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government.

SASED shall consider a financial institution's record and current level of financial commitment to its local community when deciding whether to deposit funds in that financial institution. SASED may consider factors including:

1. For financial institutions subject to the federal Community Reinvestment Act of 1977 (CRA), the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the CRA;
2. For financial institutions subject to the Ill. Community Reinvestment Act (ICRA), the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the ICRA. [PRESSPlus1](#)
3. Any changes in ownership, management, policies, or practices of the financial institution that may affect the level of the financial institution's commitment to its community;
4. The financial impact that the withdrawal or denial of SASED deposits might have on the financial institution;
5. The financial impact to SASED as a result of withdrawing public funds or refusing to deposit additional public funds in the financial institution; and
6. Any additional burden on SASED resources that might result from ceasing to maintain deposits of public funds at the financial institution under consideration.

SASED may not deposit public funds in a financial institution subject to the CRA unless the institution has a current rating of satisfactory or outstanding under the CRA. SASED may not deposit public funds in a financial institution subject to the ICRA unless either: (1) the institution has a current rating of satisfactory under the ICRA at the time of deposit; or (2) the Ill. Dept. of Financial and Professional Regulation has not yet completed its initial examination of the institution under the ICRA. SASED may not withdraw public funds from a financial institution prior to the date of maturity solely on the basis of a less than satisfactory rating under the ICRA. When investing or depositing public funds, SASED may give preference to financial institutions that have a current rating of outstanding under the CRA and the

## ICRA

### Collateral Requirements

All amounts deposited or invested with financial institutions in excess of any insurance limit shall be collateralized in accordance with the Public Funds Investment Act, [30 ILCS 235/](#). The Executive Director or designee shall keep the Board of Directors informed of collateral agreements.

### Safekeeping and Custody Arrangements

The preferred method for safekeeping is to have securities registered in SASSED's name and held by a third-party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board Statement No. 3, Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, Category I, the highest recognized safekeeping procedures.

### Controls and Report

The Chief Investment Officer shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

The Chief Investment Officer shall provide a quarterly investment report to the Board of Directors. The report will: (1) assess whether the investment portfolio is meeting SASSED's investment objectives, (2) identify each security by class or type, book value, income earned, and market value, (3) identify those institutions providing investment services to SASSED, and (4) include any other relevant information. The investment portfolio's performance shall be measured by appropriate and creditable industry standards for the investment type.

The Board of Directors will determine, after receiving the Executive Director's recommendation, which fund is in most need of interest income and the Executive Director shall execute a transfer. This provision does not apply when the use of interest earned on a particular fund is restricted.

### Ethics and Conflicts of Interest

The Board of Directors and SASSED officials will avoid any investment transaction or practice that in appearance or fact might impair public confidence. Board members are bound by Board policy 2:100, *Board Member Conflict of Interest*. No SASSED employee having influence on SASSED's investment decisions shall:

1. Have any interest, directly or indirectly, in any investments in which SASSED is authorized to invest,
2. Have any interest, directly or indirectly, in the sellers, sponsors, or managers of those investments, or
3. Receive, in any manner, compensation of any kind from any investments in that the agency is authorized to invest.

### LEGAL REF.:

[30 ILCS 235/](#), Public Funds Investment Act.

[30 ILCS 238/](#), III. Sustainable Investing Act.

[105 ILCS 5/8-7](#), [5/10-22.44](#), [5/17-1](#), and [5/17-11](#).

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:10 (Fiscal and Business Management), 4:80 (Accounting and Audits)

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to the Public Funds Investment Act, 30 ILCS 235/8, amended by P.A. 104-92, eff. 1-1-26. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **4:40 Incurring Debt**

The Executive Director shall provide early notice to the Governing Board of SASED's need to borrow money. The Executive Director or designee shall prepare all documents and notices necessary for the Board, at its discretion, to: (1) issue working cash fund bonds, bonds, notes, and other evidence of indebtedness, or (2) establish a line of credit with a bank or other financial institution. The Executive Director shall notify the Ill. State Board of Education before SASED issues any form of long-term or short-term debt that will result in outstanding debt that exceeds 75% of the debt limit specified in State law.

#### Bond Issue Obligations

In connection with the ~~SASED Board~~'s issuance of bonds, the Executive Director shall be responsible for ensuring SASED's compliance with federal securities laws, including the anti-fraud provisions of the Securities Act of 1933, as amended and, if applicable, the continuing disclosure obligations under [Rule 15c2-12](#) of the Securities Exchange Act of 1934, as amended.

Additionally, in connection with the ~~SASED Board~~'s issuance of bonds, the interest on which is excludable from *gross income* for federal income tax purposes, or which enable SASED or bond holder to receive other federal tax benefits, the Board authorizes the Executive Director to establish written procedures for post-issuance compliance monitoring for such bonds to protect their tax-exempt (or tax-advantaged) status.

The Board may contract with outside professionals, such as bond counsel and/or a qualified financial consulting firm, to assist it in meeting the requirements of this subsection.

LEGAL REF.: [PRESSPlus1](#)

[15 U.S.C. §77a](#) *et seq.*, Securities Act of 1933.

[15 U.S.C. §78a](#) *et seq.*, Securities Exchange Act of 1934.

[17 C.F.R. §240.15c2-12](#).

[30 ILCS 305/2](#), Bond Authorization Act.

~~[30 ILCS 352/](#), Bond Issue Notification Act.~~

[30 ILCS 350/](#), Local Government Debt Reform Act.

~~[30 ILCS 352/](#), Bond Issue Notification Act.~~

[50 ILCS 420/](#), Tax Anticipation Note Act.

105 ILCS ~~5/10-22.31~~, ~~5/17-16~~, [5/17-17](#), [5/18-18](#), ~~5/18-20~~, and [5/19-1](#) *et seq.*

CROSS REF.: 4:10 (Fiscal and Business Management)

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## **PRESSPlus Comments**

PRESSPlus 1. The Legal References are updated. **Issue 120, October 2025**

## *Document Status: District Use Only*

### 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 or designee shall annually, on or before October 15, submit ~~an original and~~ one copy of the audit to the Regional Superintendent of Schools. The Executive Director or designee shall also ensure SASED's auditing firm files SASED's audit with ISBE annually on or before October 15.[PRESSPlus1](#)

#### Annual Financial Report

The Executive Director or designee shall annually prepare and submit the Annual Financial Report (AFR) on a timely basis using the form adopted by ~~the~~ ISBE. The Executive Director or designee shall review and discuss the ~~Annual Financial Report~~ AFR with the Board before it is submitted, and submit one copy of the AFR to the Regional Superintendent of Schools annually on or before October 15. The Executive Director or designee shall also ensure SASED's auditing firm files SASED's AFR with ISBE annually on or before October 15.[PRESSPlus2](#)

#### 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 SASSED 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 SASSED 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 and 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 SASSED 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) SASSED 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 and, when permitted by the terms and conditions of the award, the retention of property acquired by SASSED 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 SASSED property or equipment by employees is for SASSED'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 SASSED 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 \$1,000. 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 SASSED's or a District SASSED's name or with SASSED's Federal Employer Identification Number. All checks issued by SASSED 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 SASSED'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 SASSED'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)

**PRESSPlus Comments**

[PRESSPlus 1.](#) Optional. Inclusion of this sentence supports the auditor's compliance with its filing requirement under 105 ILCS 5/3-7, amended by P.A. 104-261, eff. 1-1-26. **Issue 120, October 2025**

[PRESSPlus 2.](#) Optional. Inclusion of this sentence supports the auditor's compliance with its filing requirement under 105 ILCS 5/3-7, amended by P.A. 104-261, eff. 1-1-26. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **4:190 Targeted School Violence Prevention Program**

Threats and acts of targeted school violence harm SASED's environment and school community, diminishing students' ability to learn and a school's ability to educate. Providing students and staff with access to a safe and secure SASED environment is an important Board of Directors goal. While it is not possible for SASED to completely eliminate threats in its environment, a Targeted School Violence Prevention Program (Program) using the collective efforts of local school officials, staff, students, families, and the community helps SASED reduce these risks to its environment.

The Executive Director or designee shall develop and implement the Program. The Program oversees the maintenance of a SASED environment that is conducive to learning and working by identifying, assessing, classifying, responding to, and managing threats and acts of targeted school violence. The Program shall be part of SASED's Comprehensive Safety and Security Plan, required by Board policy 4:170, *Safety*, and shall:

1. Establish a SASED-level School Violence Prevention Team to: (a) develop a SASED-level Targeted School Violence Prevention Plan, and (b) oversee SASED's Building-level Threat Assessment Team(s).
2. Establish Building-level Threat Assessment Team(s) to assess and intervene with individuals whose behavior may pose a threat to safety. This team may serve one or more schools.
3. Require all SASED staff, volunteers, and contractors to report any expressed threats or behaviors that may represent a threat to the community, school, or self.
4. Encourage parents/guardians and students to report any expressed threats or behaviors that may represent a threat to the community, school, or self.
5. Comply with State and federal law and align with Board policies.

The Local Governmental and Governmental Employees Tort Immunity Act protects SASED from liability. The Program does not: (1) replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in violence prevention, assessments and counseling services, (2) extend beyond available resources within SASED, (3) extend beyond the school day and/or school-sponsored events, or (4) guarantee or ensure the safety of students, SASED staff, or visitors.

#### LEGAL REF.:

105 ILCS 5/10-20.14, 5/10-21.7, 5/10-27.1A, 5/10-27.1B, 5/24-24, and 5/22-110-7-23.7. [PRESSPlus1](#)

[105 ILCS 128/](#) School Safety Drill Act.

[745 ILCS 10/](#) Local Governmental and Governmental Employees Tort Immunity Act.

[29 Ill.Admin.Code Part 1500.](#)

CROSS REF.: 2:240 (Board Policy Development), 4:170 (Safety), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:140 (Search and

Seizure), 7:150 (Agency and Law Enforcement Requests ~~Police Interviews~~), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention), 7:340 (Student Records), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

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## **PRESSPlus Comments**

PRESSPlus 1. The Legal References are updated in response to P.A. 104-391. **Issue 120, October 2025**

# Document Status: Draft Update

## 5:10 Equal Employment Opportunity and Minority Recruitment

SASED shall provide equal employment opportunities to all persons regardless of their race; color; creed; religion; national origin; sex; sexual orientation; age; ancestry; marital status; arrest record; military status; order of protection status; unfavorable military discharge; citizenship status provided the individual is authorized to work in the United States; work authorization status; use of lawful products while not at work; being a victim of domestic violence, sexual violence, gender violence, or any other crime of violence, or use of SASED-issued equipment to record such types of violence, [PRESSPlus1](#) genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation; pregnancy, childbirth, or related medical conditions; reproductive health decisions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; conviction record, unless authorized by law; family responsibilities; or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, [410 ILCS 130/](#)

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager under policy 2:260, *Uniform Grievance Procedure*, or in the case of denial of equal employment opportunities on the basis of race, color, or national origin, Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

### Administrative Implementation

The Executive Director shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating SASED's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Executive Director or a Complaint Manager under policy 2:260, *Uniform Grievance Procedure*.

The Executive Director shall appoint a Title IX Coordinator to coordinate SASED's efforts to comply with Title IX.

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

**Nondiscrimination Coordinator:**

**Title IX Coordinator:**

Julia Wheaton	Julia Wheaton
2900 Ogden Ave. Lisle, IL 60532	2900 Ogden Ave. Lisle, IL 60532

<a href="mailto:jwheaton@sased.org">jwheaton@sased.org</a> 630- 955-8107	<a href="mailto:jwheaton@sased.org">jwheaton@sased.org</a> 630- 955-8107
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**Complaint Managers:**

Dan Lawler 2900 Ogden Ave. Lisle, IL 60532 <a href="mailto:dlawler@sased.org">dlawler@sased.org</a> 630- 955-8098	Elizabeth Vander Woude 2900 Ogden Ave. Lisle, IL 60532 <a href="mailto:evanderwoude@sased.org">evanderwoude@sased.org</a> 630- 955-8102
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The Executive Director shall also use reasonable measures to inform staff members and applicants that SASED is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks.

Minority Recruitment

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

LEGAL REF.:

[8 U.S.C. §1324a](#) *et seq.*, Immigration Reform and Control Act.

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Education Amendments of 1972; [34 C.F.R. Part 106](#).

[29 U.S.C. §206\(d\)](#), Equal Pay Act.

[29 U.S.C. §218d](#), Fair Labor Standards Act.

[29 U.S.C. §621](#) *et seq.*, Age Discrimination in Employment Act.

[29 U.S.C. §701](#) *et seq.*, Rehabilitation Act of 1973.

[38 U.S.C. §4301](#) *et seq.*, Uniformed Services Employment and Reemployment Rights Act (1994).

[42 U.S.C. §1981](#) *et seq.*, Civil Rights Act of 1991.

[42 U.S.C. §2000d](#) *et seq.*, Title VI of the Civil Rights Act of 1964; [34 C.F.R. Part 100](#).

[42 U.S.C. §2000e](#) *et seq.*, Title VII of the Civil Rights Act of 1964; [29 C.F.R. Part 1601](#).

[42 U.S.C. §2000ff](#) *et seq.*, Genetic Information Nondiscrimination Act of 2008.

[42 U.S.C. §2000gg](#) *et seq.*, Pregnant Workers Fairness Act; [29 C.F.R. Part 1636](#).

[42 U.S.C. §2000e\(k\)](#), Pregnancy Discrimination Act.

[42 U.S.C. §12111](#) *et seq.*, Americans with Disabilities Act, Title I.

[III. Constitution, Art. I](#), §§17, 18, and 19.

[105 ILCS 5/10-20.7](#), [5/10-20.7a](#), [5/10-21.1](#), [5/10-22.4](#), [5/10-23.5](#), [5/22-19](#), [5/24-4](#), [5/24-4.1](#), and [5/24-7](#).

[410 ILCS 130/40](#), Compassionate Use of Medical Cannabis Program Act.

[410 ILCS 513/25](#), Genetic Information Privacy Act.

[740 ILCS 174/](#), III. Whistleblower Act.

[775 ILCS 5/1-103](#), [5/2-101](#), [5/2-102](#), [5/2-103](#), [5/2-103.1](#), [5/2-104](#)(D) and [5/6-101](#), III. Human Rights Act.

[775 ILCS 35/](#), Religious Freedom Restoration Act.

[820 ILCS 55/10](#), Right to Privacy in the Workplace Act.

[820 ILCS 70/](#), Employee Credit Privacy Act.

[820 ILCS 75/](#), Job Opportunities for Qualified Applicants Act.

[820 ILCS 112/](#), III. Equal Pay Act of 2003.

820 ILCS 180/30 [and 180/33](#), Victims' Economic Security and Safety Act.

[820 ILCS 260/](#), Nursing Mothers in the Workplace Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:184 (Leaves, Holidays, and Vacations), 5:200 (Terms and Conditions of Employment and Dismissal), 5:270 (Employment At-Will, Compensation, and Assignment), 5:300 (Schedules and Employment Year), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

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## **PRESSPlus Comments**

PRESSPlus 1. Updated in response to the Victims' Economic Security and Safety Act (VESSA), 820 ILCS 180/33, added by P.A. 104-171, eff. 1-1-26. **Issue 120, October 2025**

## Document Status: Draft Update

### 5:90 Abused and Neglected Child Reporting

Any SASED employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 22, an abused or neglected individual with a disability, shall immediately report or cause a report to be made to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873) (within Illinois); 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY). Any SASED employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Executive Director or Program Administrator/Coordinator that a report has been made. The Executive Director or Program Administrator/Coordinator shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement.

*Negligent failure to report* occurs when a SASED employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS.

Any SASED employee who discovers child ~~sexual abuse material pornography~~ <sup>PRESSPlus1</sup> on *electronic and information technology equipment, as defined in 325 ILCS 5/4.5(a)*, shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 1-800-THE-LOST (1-800-843-5678) or online at [report.cybertip.org/](http://report.cybertip.org/) or [www.missingkids.org](http://www.missingkids.org). The Executive Director or Program Administrator/Coordinator shall also be promptly notified of the discovery and that a report has been made.

Any SASED employee who observes any act of hazing that does bodily harm to a student must report that act to the Program Administrator/Coordinator, Executive Director, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Executive Director or Program Administrator/Coordinator. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

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

The Executive Director or designee shall provide staff development opportunities for SASED employees in the detection, reporting, and prevention of child abuse and neglect.

All SASED employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by DCFS. The Executive Director or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within three months of initial employment and at least every three years after that date.

3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors (including *sexual misconduct* as defined in *Faith's Law*), and boundary violations as required by law and policy 5:100, *Staff Development Program*.

#### Alleged Incidents of Sexual Abuse: Investigations

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

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

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

#### Special Executive Director Responsibilities

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

When the Executive Director has reasonable cause to believe that a license holder (1) committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA or an act of sexual misconduct under *Faith's Law*, and (2) that act resulted in the license holder's dismissal or resignation from SASED, the Executive Director shall notify the State Superintendent and the Regional Superintendent in writing, providing the Ill. Educator Identification Number as well as a brief description of the misconduct alleged. The Executive Director must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder.

The Executive Director shall develop procedures for notifying a student's parents/guardians when a SASED employee, contractor, or agent is alleged to have engaged in sexual misconduct with the student as defined in *Faith's Law*. The Executive Director shall also develop procedures for notifying the student's parents/guardians when the Board takes action relating to the employment of the employee, contractor, or agent following the investigation of sexual misconduct. Notification shall not occur when the employee, contractor, or agent alleged to have engaged in sexual misconduct is the student's parent/guardian, and/or when the student is at least 18 years of age or emancipated.

The Executive Director shall execute the recordkeeping requirements of *Faith's Law*.

#### Special Governing Board Member Responsibilities

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

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

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to the State agencies listed in Board policy 2:20, *Powers and Duties of the Governing Board; Indemnification*.

LEGAL REF.:

[20 U.S.C. §7926](#), Elementary and Secondary Education Act.

[105 ILCS 5/10-21.9](#), [5/10-23.13](#), [5/21B-85](#), [5/22-85.5](#), and [5/22-85.10](#).

[20 ILCS 1305/1-1](#) et seq., Department of Human Services Act.

[325 ILCS 5/](#), Abused and Neglected Child Reporting Act.

[720 ILCS 5/12C-50.1](#), Criminal Code of 2012.

CROSS REF.: 2:20 (Powers and Duties of the Governing Board; Indemnification), 3:40 (Executive Director), 3:50 (Administrative Personnel Other Than the Executive Director), 3:60 (Administrative Responsibility of the Program Administrator/Coordinator), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination and Suspensions), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and [Law Enforcement Requests](#) ~~Police Interviews~~)

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## **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 325 ILCS 5/4.5, amended by P.A. 104-245, eff. 1-1-26. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **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. Anaphylactic reactions and management, conducted by a person with expertise on anaphylactic reactions and management;
  - b. Management of asthma, prevention of asthma symptoms, and emergency response in the school setting;
  - c. 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;
  - d. 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;
  - e. Current best practices regarding identification and treatment of attention deficit hyperactivity disorder; and
  - f. 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 about the content of the Illinois Social and Emotional Learning Standards, how they apply to 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](#).
  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 SASSED'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 ~~5/27-115~~ [5/27-240](#) <sup>PRESSPlus1</sup> (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-~~115~~ [115](#) <sup>PRESSPlus2</sup> (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 all school personnel and school resource officers on the requirements of [105 ILCS 5/10-22.6](#) and [5/10-20.14](#), the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, trauma-responsive learning environments as defined in [105 ILCS 5/3-11\(b\)](#), 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 document compliance with this requirement by the end of each school year and maintain documentation for a three-year period.
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 SASSED staff, annual sexual harassment prevention training.
9. Title IX requirements for training in accordance with [34 C.F.R. Part 106](#) (see Board policy 2:265, *Title IX Grievance Procedure*).
10. Training for all SASSED 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.
12. Training in accordance with [105 ILCS 5/26A](#) for at least one staff member in each school designated as a resource for students who are parents, expectant parents, or victims of domestic or sexual violence, and for any employees whose duties include the resolution of complaints of violations of [105 ILCS 5/26A](#) (see Board policy 7:255, *Students who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence*).

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

#### 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](#), [5/22-115](#), [5/24-5](#), and [5/26A](#).

[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), 7:250 (Student Support Services), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 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)

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## **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/27-240, added by P.A. 104-391, replacing the citation to 105 ILCS 110/3.10, repealed by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 2. Updated in response to 105 ILCS 5/27-115, renumbered by P.A. 104-391. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **5:190 Teacher Qualifications**

A teacher, as the term is used in this policy, refers to a SASED employee who is required to be licensed under State law. The following qualifications apply:

1. Each teacher must:
  - a. Have a valid Illinois Professional Educator License issued by the State Executive Director of Education with the required endorsements as provided in the School Code.
  - b. Provide the Human Resources Office with a complete official transcript of credits earned in institutions of higher education.
  - c. On or before September 1 of each year, unless otherwise provided in an applicable collective bargaining agreement, provide the Human Resources Office with an official transcript of any credits earned since the date the last transcript was filed.
  - d. Notify the Executive Director of any change in the teacher's transcript.
2. All teachers working in a program supported with federal funds under Title I, Part A must meet applicable State certification and licensure requirements.

The Executive Director or designee shall:

1. Monitor compliance with State and federal law requirements that teachers be appropriately licensed;
2. Through incentives for voluntary transfers, professional development, recruiting programs, or other effective strategies, ensure that minority students and students from low-income families are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers; and
3. Ensure parents/guardians of students in schools receiving Title I funds are notified of their right to request their students' classroom teachers' professional qualifications.

LEGAL REF.:

[20 U.S.C. §6312\(e\)\(1\)\(A\)](#).

[105 ILCS 5/10-20.15](#), [5/21B-15](#), [5/21B-20](#), [5/21B-25](#), [5/21B-120](#), [PRESSPlus1](#) and [5/24-23](#).

[23 Ill.Admin.Code §1.610 et seq.](#), [§1.705 et seq.](#), and [Part 25](#).

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### **PRESSPlus Comments**

PRESSPlus 1. The Legal References are updated in response P.A. 104-111, eff. 1-1-26, establishing a short-term approval credential for teachers in accordance with rules developed by ISBE. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **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 and compensates them for reasonable time needed to express breast milk [PRESSPlus1](#) 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](#), [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. Loudemill](#), 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)

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to the Nursing Mothers in Workplace Act, 820 ILCS 260/10, amended by P.A. 104-76, eff. 1-1-26. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **5:220 Substitute Teachers**

The Executive Director may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license and may teach in the place of a licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in SASED during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with SASED only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with SASED only for a period not to exceed 120 paid school days.

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year through June 30, 2026, but not more than 100 paid days in the same classroom. Beginning July 1, 2026, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

#### Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed SASED's short-term substitute teacher training program. Unless otherwise permitted by law, short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

#### Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if SASED has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Executive Director shall notify the appropriate Regional Office of Education (ROE) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30-calendar-day period, SASED makes a written request to the ROE for a 30-calendar-day extension and the extension is granted by the ROE.

LEGAL REF.:

[105 ILCS 5/10-20.68](#), [5/21B-20\(2\)](#), [5/21B-20\(3\)](#), and [5/21B-20\(4\)](#).

105 LCS 128/22, School Safety Drill Act, [PRESSPlus1](#)

[40 LCS 5/16-118](#), III. Pension Code.

[23 III.Admin.Code §1.790](#) (Substitute Teacher) and [§25.520](#) (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

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### **PRESSPlus Comments**

PRESSPlus 1. The Legal References are updated in response to P.A. 104-198, eff. 1-1-26, requiring districts to provide all substitute personnel with: (1) training on school evacuation drills and law enforcement lockdown drills, and (2) support that includes, at a minimum, the information packet given to employees with district-approved materials outlining evacuation and lockdown procedures. Maps indicating all school exits must also be prominently displayed in every classroom. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **5:280 Duties and Qualifications**

**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.**

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

#### Paraprofessionals

Paraprofessionals provide supervised instructional support. Service as a paraprofessional requires an educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized by the Ill. State Board of Education (ISBE).

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

#### Nonlicensed Personnel Working with Students and Performing Non-Instructional Duties

Nonlicensed personnel performing non-instructional duties may be used:

1. For supervising study halls, long-distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
2. As supervisors, chaperones, or sponsors for non-academic school activities or for school activities connected to the academic program during any time in which the Governor has declared a disaster due to a public health emergency, in accordance with ISBE rule; or
3. For non-teaching duties not requiring instructional judgment or student evaluation.

Nothing in this policy prevents a nonlicensed person from serving as a guest lecturer or resource person under a ~~certificated~~ licensed **PRESSPlus1** teacher's direction and with the administration's approval.

#### Coaches and Athletic Trainers

Athletic coaches and trainers shall have the qualifications required by any association in which the SASED maintains a membership. Regardless of whether the athletic activity is governed by an association, the Executive Director or designee shall ensure that each athletic coach: (1) is knowledgeable regarding coaching principles, (2) has first aid training, and (3) is a trained Automated

External Defibrillator user according to rules adopted by the Illinois Department of Public Health. Anyone performing athletic training services shall be licensed under the Illinois Athletic Trainers Practice Act, be an athletic trainer aide performing care activities under the on-site supervision of a licensed athletic trainer, or otherwise be qualified to perform athletic trainer activities under State law.

### Bus Drivers

All school bus drivers must have a valid school bus driver permit. The Executive Director or designee shall inform the Illinois Secretary of State, within 30 days of being informed by a school bus driver, that the bus driver permit holder who is a service member <sup>PRESSPlus2</sup> has been called to active duty. New bus drivers and bus drivers who are returning from a lapse in their employment are subject to the requirements contained in Board policy 5:30, *Hiring Process and Criteria* and Board policy 5:285, *Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers*.

### LEGAL REF.:

[34 C.F.R. §200.58](#).

[105 ILCS 5/10-22.34](#), [5/10-22.34a](#), and [5/10-22.34b](#).

[625 ILCS 5/6-104](#) and [5/6-106.1](#), Ill. Vehicle Code.

[23 Ill.Admin.Code §§1.280](#), [1.630](#), and [25.510](#).

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 5:30 (Hiring Process and Criteria), 5:35 (Compliance with the Fair Labor Standards Act), 5:285 (Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers), 6:250 (Community Resource Persons and Volunteers)

~~ADOPTED: August 16, 2023~~

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### **PRESSPlus Comments**

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

PRESSPlus 2. *Service member* means a member of the Armed Services or reserve forces of the United States or a member of the Ill. National Guard. 625 ILCS 5/6-106.1(j). **Issue 120, October 2025**

## *Document Status: Draft Update*

### **5:300 Schedules and Employment Year**

**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.**

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

1. Assign each employee one supervisor who will establish a work schedule, including breaks, as required by building or SASED needs, workload, and the efficient management of human resources;
2. Allow for the ability to respond to changing circumstances by altering work schedules as needed; and
3. Consider the well-being of the employee. The Executive Director's approval is required to establish a flexible work schedule or job-sharing.

#### Breaks

An employee who works at least 7.5 continuous hours shall receive a 30-minute duty-free meal break that begins within the first five hours of the employee's workday. SASED and member districts accommodate employees who are nursing mothers and compensates them for reasonable time needed to express breast milk [PRESSPlus1](#) according to State and federal law.

#### LEGAL REF.:

[29 U.S.C. §§207](#) and [218d](#), Fair Labor Standards Act.

[105 ILCS 5/10-20.14a](#), [5/10-22.34](#), and [5/10-23.5](#).

[740 ILCS 137/](#), Right to Breastfeed Act.

[820 ILCS 105/](#), Minimum Wage Law.

[820 ILCS 260/](#), Nursing Mothers in the Workplace Act.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:35 (Compliance with the Fair Labor Standards Act)

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#### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to the Nursing Mothers in Workplace Act, 820 ILCS 260/10,

amended by P.A. 104-76, eff. 1-1-26. **Issue 120, October 2025**

## Document Status: Draft Update

### 6:20 SASED Calendar and Day

Students enrolled in SASED programs will follow the school calendar adopted by the District in which the program is located.

Students enrolled in programs housed in SASED-owned facilities or in facilities or in facilities leased by SASED solely for educational programming will follow the school calendar adopted by the Board of Directors.

SASED, upon the Executive Director's recommendation and subject to State regulations, will annually establish the dates for teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays. The school calendar shall have a minimum of 185 days to ensure 179 days of actual student attendance.

#### Commemorative Holidays

The teachers and students shall may [PRESSPlus1](#) devote a portion of the school day on each commemorative holiday designated in the School Code to study and honor the commemorated person or occasion. The Board may, from time to time, designate a regular school day as a commemorative holiday.

#### School Day

The Board establishes the length of the school day with the recommendation of the Executive Director and subject to State law requirements. The Executive Director or designee shall ensure that observances required by State law are followed during each day of school attendance.

#### LEGAL REF.:

105 ILCS 5/10-19, 5/10-19.05, [5/10-20.46](#), 5/10-20.56, ~~5/10-20.46~~, 5/10-30, 5/18-12, 5/18-12.5, 5/24-2, 5/27-~~5103~~, ~~5/27-18~~, ~~5/27-10~~, ~~5/27-20~~ and ~~5/27-1025~~ ~~20.1~~, and ~~5/27-20.2~~.

[10 ILCS 5/11-4.1](#), Election Code.

[5 ILCS 490/](#), State Commemorative Dates Act.

[23 Ill.Admin.Code §1.420\(f\)](#).

*Metz v. Leininger*, 850 F.Supp. 740 (N.D. Ill. 1994), *aff'd* by 57 F.3d 618 (7th Cir. 1995).

CROSS REF.: 2:20 (Powers and Duties of the Board; Indemnification), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:184 (Leaves, Holidays and Vacations), 5:200 (Terms and Conditions of Employment and Dismissal), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

~~ADOPTED: August 16, 2023~~

## **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/24-2(c), amended by P.A. 104-391, making commemorative holidays optional to observe and moving the last Friday in April (Arbor and Bird Day), October 9 (Leif Erikson Day), and the day immediately after Thanksgiving (Native American Heritage Day) to commemorative holidays. In addition, 105 ILCS 5/27-20 and 105 ILCS 5/27-20.2, both repealed by P.A. 104-391, removed American Indian Day and Just Say No Day, respectively, from the list of commemorative holidays. **Issue 120, October 2025**

## Document Status: Draft Update

### 6:60 Curriculum Content

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics, (f) social studies, (g) art, and (h) music, and (i) drug and substance abuse prevention including the dangers of opioid abuse. [PRESSPlus1](#) A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level. Daily time of at least 30 minutes (with a minimum of at least 15 consecutive minutes if divided) will be provided for supervised, unstructured, child-directed play for all students in kindergarten through grade 5. Before the completion of grade 5, students will be offered at least one unit of cursive instruction. In grades 6, 7, or 8, students must receive at least one semester of civics education in accordance with Illinois Learning Standards for social science.
2. In grades 9 through 12, subjects include: (a) language arts, (b) writing intensive courses, (c) science, (d) mathematics, (e) social studies including U.S. history, American government and one semester of civics, (f) foreign language, (g) music, (h) art, (i) driver and safety education, and (j) ~~career and technical/vocational~~ [PRESSPlus2](#) education.
3. In all schools, drug and alcohol abuse prevention education, including: [PRESSPlus3](#) (a) in each year in grades K through 4, age- and developmentally appropriate instruction, study, and discussion of effective methods for the prevention and avoidance of drugs and the dangers of opioid and substance abuse, (b) in grades 5 through 12, age- and developmentally appropriate classroom instruction on alcohol and drug use and abuse, (c) in grades 6-12, the dangers of fentanyl, and (d) in grades 7 through 12, anabolic steroid abuse prevention, which must also be taught in interscholastic athletic programs.
4. In kindergarten through grade 12, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence. In addition, anti-bias education and intergroup conflict resolution may be taught as an effective method for preventing violence and lessening tensions in schools; these prevention methods are most effective when they are respectful of individuals and their divergent viewpoints and religious beliefs, which are protected by the [First Amendment to the Constitution of the United States](#).
5. In grades kindergarten through 12, ~~through the 2026-2027 school year,~~ [PRESSPlus4](#) age-appropriate Internet safety must be taught, the scope of which shall be determined by the Executive Director or designee. The curriculum must incorporate Board policy 6:235, *Access to Electronic Networks*, and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response.
6. ~~Beginning in the fall of 2027, in grades 3-8 each year, age- and developmentally appropriate instruction on online safety,~~ [PRESSPlus5](#)
7. In all grades, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum.

8. In all grades, character education [PRESSPlus6](#) must be taught including respect, responsibility, kindness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage. Instruction on in all grades will include examples of behaviors that violate Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.
9. In all schools, citizenship values must be taught, including: (a) American patriotism, (b) principles of representative government (the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois), (c) proper use and display of the American flag, and (d) the Pledge of Allegiance, and (e) the voting process. [PRESSPlus7](#)
10. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage in a physical education course with such frequency as determined by the Board after recommendation from the Executive Director, but at a minimum of three days per five-day week. For exemptions and substitutions, see Board policies 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Education*.
11. In all schools, health education must be stressed, including: [PRESSPlus8](#) (a) human ecology, health, growth, development, personal health habits, and nutrition, (b) family life, (c) prevention and control of disease, proper nutrition, (d) physical fitness, (e) personal health habits, (d) dangers and avoidance of abduction, (de) age- and developmentally-appropriate and evidence-informed sexual abuse and assault awareness and prevention education in all grades, (e) public health, environmental health, disaster preparedness, and safety education, [PRESSPlus9](#) (f) mental health and illness, (g) dental health, (h) cancer education, and (i) age- and developmentally appropriate consent education [PRESSPlus10](#) and (f) in grades 6-12, the dangers of fentanyl. The Executive Director shall implement a comprehensive health education program in accordance with State law.
12. In all schools, abduction education that addresses the danger of and avoidance of abduction. [PRESSPlus11](#)
13. In grades 9-12, the dangers of allergies must be taught. [PRESSPlus12](#)
14. In grades 9-12, training on how to properly administer cardiopulmonary resuscitation and how to use an automated external defibrillator. [PRESSPlus13](#)
15. In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
16. In grades 9 through 12, consumer education must be taught, including: (a) financial literacy, including consumer debt and installment purchasing (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking (including balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting

with agriculture, business, labor unions and government in formulating and achieving the goals of the mixed free enterprise system.

17. In grades 9 through 12, intensive instruction in computer literacy, which may be included as a part of English, social studies, or any other subject.
18. In grades 9 through 12, through the 2026-2027 school year, [PRESSPlus14](#) a unit of instruction on media literacy that includes, but is not limited to ~~all of~~ the following topics: (a) accessing information to evaluate multiple media platforms and better understand the general landscape and economics of the platforms, and issues regarding the trustworthiness of the source of information; (b) analyzing and evaluating media messages to deconstruct media representations according to the authors, target audience, techniques, agenda setting, stereotypes, and authenticity to distinguish fact from opinion; (c) creating media to convey a coherent message using multimodal practices to a specific target audience that includes, but is not limited to, writing blogs, composing songs, designing video games, producing podcasts, making videos, or coding a mobile or software application; (d) reflecting on media consumption to assess how media affects the consumption of information and how it triggers emotions and behavior; and (e) social responsibility and civics to suggest a plan of action in the class, school, or community for engaging others in a respectful, thoughtful, and inclusive dialogue over a specific issue using facts and reason. Beginning in the fall of 2027, in grades 9 through 12, a unit of instruction on media literacy and Internet safety that includes, but is not limited to, all of the following topics: (a) accessing and evaluating information; (b) creating media; (c) reflecting on media consumption and social responsibility; (d) legal and social penalties for illicit actions online; and (e) reporting illicit content online. [PRESSPlus15](#)
19. In grades 9 through 12, an opportunity for students to take at least one computer science course aligned to Illinois learning standards. *Computer science* means the study of computers and algorithms, including their principles, hardware and software designs, implementation, and impact on society. Computer science does not include the study of everyday uses of computers and computer applications; e.g., keyboarding or accessing the Internet.
20. In all schools, environmental education, including instruction on: (a) the current problems and needs in the conservation of natural resources and (b) beginning in the fall of 2026, instruction on climate change.
21. In all schools, instruction as determined by the Executive Director or designee on United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State, (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, (g) Illinois history, (h) the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America, (i) Native American nations' sovereignty and self-determination, both historically and in the present day, with a focus on urban Native Americans, and (j) ~~beginning in the fall of 2024~~ the events of the Native American experience and Native American history within the Midwest and Illinois since time immemorial in accordance with [105 ILCS 5/27-20.05](#).

In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution

Day shall be held during the preceding or following week.

22. ~~In grade 7 and all high school courses concerning U.S. history or a combination of U.S. history and American government, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film.~~ [PRESSPlus16](#)
23. In all schools, the curriculum includes instruction as determined by the Executive Director or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, the Native American genocide in North America, Armenian Genocide, the Famine-Genocide in Ukraine, [Q1](#) and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
24. In all schools, the curriculum includes instruction as determined by the Executive Director or designee on the history, struggles, and contributions of women.
25. In all schools, the curriculum includes instruction as determined by the Executive Director or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, the vestiges of slavery in this country, the study of the American civil rights renaissance, as well as the struggles and contributions of African-Americans.
26. In all schools offering a secondary agricultural education program, the curriculum includes courses as required by [105 ILCS 5/2-3.80](#).
27. In all schools, instruction during courses as determined by the Executive Director or designee on disability history, awareness, and the disability rights movement.
28. In all schools, instruction as determined by the Executive Director or designee on the events of Asian American history, including the history of Asian Americans in Illinois and the Midwest, as well as the contributions of Asian Americans toward advancing civil rights from the 19th century onward, which must include the contributions made by individual Asian Americans in government and the arts, humanities, and sciences, as well as the contributions of Asian American communities to the economic, cultural, social, and political development of the United States.
29. In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling.

LEGAL REF.:

[Pub. L. No. 108-447](#), Section 111 of Division J, Consolidated Appropriations Act of 2005.

[Pub. L. No. 110-385](#), Title II, 122 stat. 4096 (2008), Protecting Children in the 21st Century Act.

[47 C.F.R. §54.520](#).

[5 ILCS 465/3](#) and [465/3a](#).

[20 ILCS 2605/2605-480](#).

[105 ILCS 5/2-3.80](#)(e) and (f), [5/10-20.73](#) (final citation pending), [5/10-23.13](#), ~~[5/27-3](#), [5/27-3.5](#), [5/27-4](#), [5/27-6](#), [5/27-6.5](#), [5/27-7](#), [5/27-12](#), [5/27-12.1](#), [5/27-13.1](#), [5/27-13.2](#), [5/27-20.05](#), [5/27-20.08](#), [5/27-20.3](#), [5/27-20.4](#), [5/27-20.5](#), [5/27-20.7](#), [5/27-20.8](#), [5/27-21](#), [5/27-22](#), [5/27-23.3](#), [5/27-23.4](#), [5/27-23.7](#), [5/27-23.8](#), [5/27-23.10](#), [5/27-23.11](#), [5/27-23.15](#), [5/27-23.16](#), [5/27-24.1](#), and [5/27-24.25/22-110](#), [5/27-105](#), [5/27-110](#), [5/27-115](#), [5/27-210](#), [5/27-215](#), [5/27-245](#), [5/27-250](#), [5/27-255](#), [5/27-260](#), [5/27-305](#), [5/27-310](#), [5/27-315](#), [5/27-405](#), [5/27-410](#) (scheduled for repeal on 7-1-27), [5/27-415](#) (scheduled for repeal on 7-1-27), [5/27-505](#), [5/27-510](#), [5/27-515](#), [5/27-520](#), [5/27-525](#), [5/27-530](#), [5/27-535](#), [5/27-540](#), [5/27-545](#), [5/27-605](#), [5/27-705](#), [5/27-710](#), [5/27-715](#), [5/27-720](#), [5/27-725](#), [5/27-810](#), [5/27-815](#), and [5/27-](#)~~

1050. [PRESSPlus17](#)

105 ILCS 110.3, Comprehensive Health Education Program. [PRESSPlus18](#)

[105 ILCS 435/](#), Vocational Education Act.

[625 ILCS 5/6-408.5](#), Ill. Vehicle Code.

[23 Ill.Admin.Code §§1.420, 1.425, 1.430](#), and [1.440](#).

CROSS REF.: 4:165 (Awareness and Prevention of Child Sex Abuse and Grooming Behaviors), 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:260 (Exemption from Physical Education)

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### Questions and Answers:

\*\*\*Required Question 1. A district may include in its curriculum a unit of instruction studying the causes and effects of mass starvation in mid-19th century Ireland, known as the "Irish Famine." 105 ILCS 5/27-1030, renumbered by P.A. 104-391. If offered, the board locally determines the minimum amount of instruction time. For a resource originally developed by the NJ Commission on Holocaust Education, see [www.oregon.gov/ode/educator-resources/standards/socialsciences/Documents/IrishFamine.pdf](http://www.oregon.gov/ode/educator-resources/standards/socialsciences/Documents/IrishFamine.pdf).

Does the Board provide instruction studying the causes and effects of the Irish Famine?

No. (Default)

Yes. (IASB will add "the Irish Famine" after "the Famine-Genocide in Ukraine," and IASB will add 5/27-1030 to the Legal References.)

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### PRESSPlus Comments

PRESSPlus 1. Stricken from #1 and added below. **Issue 120, October 2025**

PRESSPlus 2. Updated in response to 105 ILCS 5/27-605, amended by P.A. 104-387, and renumbered by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 3. Drug abuse prevention education is no longer part of the Comprehensive Health Education Program (CHEP) and is therefore listed as a separate item. P.A. 104-391 consolidated drug prevention education related topics into one new section of the School Code, 105 ILCS 5/27-255. **Issue 120, October 2025**

PRESSPlus 4. Updated in response to 105 ILCS 5/27-410 (scheduled for repeal on 7-1-27), amended by P.A. 104-399, eff. 1-1-26, and renumbered by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 5. Required by 105 ILCS 5/27-405(b), added by P.A. 104-391. Boards locally determine the scope and duration of this unit of instruction. Topics to include in online safety instruction are not mandated, but the following are recommended: (1) safe and responsible use of the Internet, social networking websites, electronic mail, online messaging and posting, and other means of communication on the Internet; (2) recognizing, avoiding, and reporting online solicitations of students, their classmates, and their friends by sexual predators; (3) risks of transmitting personal information on the Internet; (4) recognizing and avoiding unsolicited or deceptive communications received online; (5) reporting online harassment, cyber-bullying, and illegal activities and communications on the Internet; (6) the legal penalties and social ramifications for illicit actions taken online, including infringement of copyright laws and the creation and sharing of harmful, defamatory, or sexually explicit content; and (7) the relationship between responsible use of online resources and social-emotional health. *Online safety* means safe practices relating to an individual's or group's use of the Internet, social networking website, electronic mail, online messaging and posting, and other means of communication on the Internet. **Issue 120, October 2025**

PRESSPlus 6. Updated in response to P.A. 104-391, which repealed the requirement to teach character education formerly at 105 ILCS 5/27-12. **Issue 120, October 2025**

PRESSPlus 7. Updated in response to P.A. 104-391, which moved instruction on the voting process to civics education for grades 6, 7, or 8. **Issue 120, October 2025**

PRESSPlus 8. Letters (a) - (i) are required by CHEP. 105 ILCS 5/27-215, added by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 9. 105 ILCS 5/27-815, renumbered by P.A. 104-391, also requires safety instruction in each of grades 1 through 8, equivalent to one class period each week. Neither CHEP nor 105 ILCS 5/27-815 (as it pertains to grades 1-8) define safety education or explain how it differs from the optional safety education that boards can offer under 105 ILCS 5/27-1020, renumbered by P.A. 104-391, though districts could draw from the topics listed in that section. **Issue 120, October 2025**

PRESSPlus 10. Consent education under CHEP is limited to the definition of *consent* under 105 ILCS 5/27-215(a), added by P.A. 104-391; this basic consent instruction is separate from the more extensive, optional consent education under 105 ILCS 5/27-1010, amended and renumbered by P.A. 104-391. For more information, see PRESS sample policy 6:60, *Curriculum Content*, at footnote 33, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 120, October 2025**

PRESSPlus 11. Required by 105 ILCS 5/27-105, added by P.A. 104-391. The III. State Police and III. State Board of Education (ISBE) must develop instruction on child abduction prevention. 20 ILCS 2605/2605-480. See [www.isbe.net/Documents/Child-Abduction-Prevention.pdf](http://www.isbe.net/Documents/Child-Abduction-Prevention.pdf). Although this topic is no longer required by CHEP, it is also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 120, October 2025**

PRESSPlus 12. Required by 105 ILCS 5/27-245, added by P.A. 104-391. Although this topic is no longer required by CHEP, it is also addressed in sample administrative procedure 6:60-AP1,

*Comprehensive Health Education Program*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 120, October 2025**

PRESSPlus 13. Required by 105 ILCS 5/27-250, added by P.A. 104-391. Although this topic is no longer required by CHEP, it is also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 120, October 2025**

PRESSPlus 14. Updated in response to 105 ILCS 5/27-20.08, scheduled to be repealed on 7-1-27 by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 15. 105 ILCS 5/27-405, added by P.A. 104-391, details the requirements for media literacy and Internet safety instruction effective for the 2027-2028 school year. ISBE is required to make available instructional resources and professional development available for the development of a unit of instruction under 105 ILCS 5/27-405, subject to appropriation. Beginning with the 2027-2028 school year, media literacy instruction must also: (1) be age- and developmentally appropriate for each grade level being taught; (2) teach about the harmful physical, emotional, and psychological effects associated with unhealthy use of the Internet and social media; and (3) provide information on resources to report cyberbullying and the illicit online behavior of others. **Issue 120, October 2025**

PRESSPlus 16. Repealed by P.A. 104-391, formerly at 105 ILCS 5/27-3.5. **Issue 120, October 2025**

PRESSPlus 17. Updated in response to P.A. 104-391, renumbering, reorganizing, and repealing citations throughout 105 ILCS 5/27. **Issue 120, October 2025**

PRESSPlus 18. Repealed by P.A. 104-391 and replaced, in part, by 105 ILCS 5/27-215, added by P.A. 104-391. **Issue 120, October 2025**

## Document Status: Draft Update

### 6:160 English Learners

The Cooperative offers opportunities for English Learners in SASED programs to achieve at high levels in academic subjects and to meet the same challenging State academic standards that all children are expected to meet. The Executive Director or designee shall develop and maintain a program for English Learners in coordination with each student's home district that will:

1. Assist all English Learners to achieve English proficiency, facilitate effective communication in English, and encourage their full participation in school activities and programs as well as promote participation by the parents/guardians of English Learners.
2. Determine the appropriate instructional program and environment for English Learners.
3. Annually assess the English proficiency of English Learners and monitor their progress in order to determine their readiness for a mainstream classroom environment.
4. Include English Learners, to the extent required by State and federal law, in the Cooperative's student assessment program to measure their achievement in reading/language arts and mathematics.
5. Provide information to the parents/guardians of English Learners about: (a) the reasons for their child's identification, (b) their child's level of English proficiency, (c) the method of instruction to be used, (d) how the program will meet their child's needs, (e) specific exit requirements of the program, (f) how the program will meet their child's individualized education program, and (g) information on parent/guardian rights. Parents/guardians will be regularly apprised of their child's progress and involvement will be encouraged.

#### Parent/Guardian Involvement [PRESSPlus1](#)

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

#### LEGAL REF.:

[20 U.S.C. §§6312, 6314, 6315, and 6318.](#)

[20 U.S.C. §6801 et seq.](#)

[34 C.F.R. Part 200.](#)

[105 ILCS 5/14C-1 et seq.](#)

[23 Ill.Admin.Code Part 228.](#)

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

~~ADOPTED: August 16, 2023~~

## **PRESSPlus Comments**

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **6:260 Complaints About Curriculum, Instructional Materials, and Programs**

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

Parents/guardians, employees, and community members who believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*.

Parents/guardians, employees, and community members with other suggestions or complaints about curriculum, instructional materials, or programs should complete a *Curriculum Objection* form. A parent/guardian may request that his/her child be exempt from using a particular instructional material or program by completing a *Curriculum Objection Form*. The Executive Director or designee shall establish criteria for the review of objections and inform the parent/guardian, employee, or community member, as applicable, of SASED's decision.

#### LEGAL REF.:

[20 U.S.C. §1232h](#), Protection of Pupil Rights Amendment.

[Mahmoud v. Taylor, 145 S.Ct. 2332 \(2025\)](#), [PRESSPlus1](#)

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

ADOPTED: August 16, 2023

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#### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to [Mahmoud v. Taylor, 145 S.Ct. 2332 \(2025\)](#), holding that classroom instruction will likely burden parents' free exercise rights if it requires their children to submit to instruction "that poses 'a very real threat of undermining' the religious beliefs and practices that the parents wish to instill." Unless otherwise required by law, it is unclear from Mahmoud whether a district would ever need to give advance notice to all parents/guardians of the use of certain curriculum or instructional materials that could trigger religious objections. Doing so could present discrimination concerns. Given the many unsettled legal issues in this area and the fact-dependent nature of the analysis involved, boards should consult with the board attorney regarding any curriculum objections. **Issue 120, October 2025**

## *Document Status: Review and Monitoring*

### **6:280 Grading and Promotion**

The Executive Director or designee shall establish a system of grading and reporting academic achievement to students and their parents/guardians. The system shall also determine when promotion and graduation requirements are met. The decision to promote a student to the next grade level shall be based upon the recommendation of the IEP team, and shall be based on successful completion of the curriculum, attendance, and performance on the standardized tests required by the Illinois State Board of Education (ISBE) and/or other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted. [PRESSPlus1](#)

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A SASED administrator cannot change the final grade assigned by the teacher without notifying the teacher. Reasons for changing a student's final grade include:

- A miscalculation of test scores,
- A technical error in assigning a particular grade or score,
- The teacher agrees to allow the student to do extra work that may impact the grade,
- An inappropriate grading system used to determine the grade, or
- An inappropriate grade based on an appropriate grading system.

Should a grade change be made, the administrator making the change must sign the changed record.

LEGAL REF.:

[105 ILCS 5/2-3.64a-5](#), [5/10-20.9a](#), [5/10-21.8](#), and [5/27-27](#).

CROSS REF.: 6:340 (Student Testing and Assessment Program), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

~~ADOPTED: August 16, 2023~~

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### **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](http://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 120, October 2025**

## *Document Status: Draft Update*

### **7:10 Equal Educational Opportunities**

Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, national origin, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy. Further, SASED will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status. Any student may file a discrimination complaint by using Board policy 2:260, *Uniform Grievance Procedure*, or in the case of discrimination on the basis of race, color, or national origin, Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*.

#### Sex Equity

No student shall, based on sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student may file a sex equity complaint by using Board policy 2:260, *Uniform Grievance Procedure*. A student may appeal the Board's resolution of the complaint to the Regional Superintendent (pursuant to [105 ILCS 5/3-10](#)) and, thereafter, to the State Superintendent of Education (pursuant to [105 ILCS 5/2-3.8](#)).

Any student may file a sexual harassment complaint by using Board policy 2:265, *Title IX Grievance Procedure*.

#### Administrative Implementation

The Executive Director shall appoint a Nondiscrimination Coordinator and a Title IX Coordinator. The Executive Director and Program Administrator/Coordinator shall use reasonable measures to inform staff members and students of this policy and related grievance procedures.

#### LEGAL REF.:

[20 U.S.C. §1681](#) et seq., Title IX of the Education Amendments of 1972; [34 C.F.R. Part 106](#).

[29 U.S.C. §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](#).

[42 U.S.C. §11431](#) et seq., McKinney-Vento Homeless Assistance Act.

[Plyler v. Doe, 457 U.S. 202 \(1982\)](#), [PRESSPlus1](#)

[Good News Club v. Milford Central Sch., 533 U.S. 98 \(2001\)](#).

Ill. Constitution, Art. I, §18.

105 ILCS 5/3.25b, 5/3.25d(b), 5/10-20.12, 5/10-20.60, 5/10-20.63, 5/10-22.5, 5/22-105, 5/26A, and 5/27-1.

[775 ILCS 5/1-101](#) et seq., Illinois Human Rights Act.

[775 ILCS 35/5](#), Religious Freedom Restoration Act.

[23 Ill.Admin.Code §1.240](#) and [Part 200](#).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:130 (Student Rights and Responsibilities), 7:150 (Agency and Law Enforcement Requests), 7:160 (Student Appearance), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:250 (Student Support Services), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:330 (Student Use of Buildings - Equal Access), 7:340 (Student Records)

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## **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/22-105(c)(1-3), added by P.A. 104-288, eff. 1-1-26, codifying *Plyler v. Doe*, 457 U.S. 202 (1982), prohibiting districts from taking any action that would deny a child free public education based on the child's or their parent's/guardian's actual or perceived citizenship or immigration status, and requiring districts to establish a policy and procedures regarding agency and law enforcement requests, to ensure this right is preserved. See policy 7:150, *Agency and Law Enforcement Requests*, and sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com).  
**Issue 120, October 2025**

## Document Status: Draft Update - Rewritten

### 7:150 Agency and Law Enforcement Requests

*Title has been updated. Original Title: Agency and Police Interviews*

The District recognizes the right of every student to equal access to a free public education under State and federal law, consistent with Board policy 7:10, *Equal Educational Opportunities*. District administrators and staff stand *in loco parentis* when government agency and law enforcement authority requests occur at school. [PRESSPlus1](#)

#### Federal and State Law Requirements Regarding Citizenship and Immigration Status in Schools [PRESSPlus2](#)

No student shall be denied an education based on the student's, or their parent's/guardian's, actual or perceived citizenship or immigration status. Based on such status, the District will not:

1. Exclude a student from participating in, or deny them the benefits of, any District program or activity.
2. Use policies or procedures or engage in practices that have the effect of excluding a student from participating in or denying the benefits of any District program or activity.
3. Use policies or procedures or engage in practices that have the effect of excluding participation of a student's parent(s)/guardian(s) from District parental engagement activities or programs.
4. Threaten to disclose information related to the actual or perceived citizenship or immigration status of a student or a person associated with the student to any other person, entity, or immigration or law enforcement agency.
5. Disclose information related to the perceived citizenship or immigration status of a student or a person associated with the student to any other person, entity, or immigration or law enforcement agency if the District does not have direct knowledge of the student's or associated person's actual citizenship or immigration status, subject to the requirements in 105 ILCS 5/22-105(c)(3). [PRESSPlus3](#)
6. Disclose information related to the actual citizenship or immigration status of a student or a person associated with the student to any other person or nongovernmental entity if the District has direct knowledge of the student's or associated person's actual citizenship status, subject to the requirements in 105 ILCS 5/22-105(c)(3).

State law does not prohibit or restrict the District from sending or receiving information about the citizenship or immigration status of an individual to or from the U.S. Dept. of Homeland Security or any other governmental entity under 8 U.S.C. §§1373 and 1644.

#### Responding to Agency and Law Enforcement Requests [PRESSPlus4](#)

The Director shall develop procedures to manage requests by government agencies or law enforcement authorities regarding students at school. Procedures will:

1. Recognize individual student rights and privacy.
2. Recognize the potential impact the release of information or an interview may have on an

individual student.

3. Minimize potential disruption.
4. Foster a cooperative relationship with government agencies and law enforcement authorities.
5. Maintain discipline and recognize that school employees stand in the relationship of the parents/guardians to the students during the school day.
6. Comply with State law including, but not limited to, ensuring that before a law enforcement agent, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the Director or designee will: [PRESSPlus5](#)
  - a. Notify or attempt to notify the student's parent(s)/guardian(s) and document the time and manner in writing;
  - b. Make reasonable efforts to ensure the student's parent/guardian is present during questioning or, if they are not present, ensure that school employees (including, but not limited to, a school social worker, psychologist, nurse, counselor, or any other mental health professional) are present during the questioning; and
  - c. If practicable, make reasonable efforts to ensure a trained law enforcement officer [PRESSPlus6](#) to promote safe interactions and communications with the student is present during questioning.
7. Manage reviewing and authorizing requests from law enforcement agents attempting to enter a school or school facility, in accordance with the requirements of 105 ILCS 5/22-105(c) (4). [PRESSPlus7](#)

#### LEGAL REF.:

U.S. Constitution, Amend. IV.

8 U.S.C. §1373 and §1644.

Plyler v. Doe, 457 U.S. 202 (1982).

III. Constitution, Art. I, §6.

105 ILCS 5/10-20.64, 5/10-20.68, 5/22-88, 5/22-105, and 5/24-24.

55 ILCS 80/, Children's Advocacy Center Act.

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

720 ILCS 5/31-1 et seq., Interference with Public Officers Act.

725 ILCS 120/, Rights of Crime Victims and Witnesses Act.

CROSS REF.: 2:160 (Board Attorney), 2:260 (Uniform Grievance Procedure), and 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 5:90 (Abused and Neglected Child Reporting), 7:10 (Equal Educational Opportunities), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:190 (Student Behavior)

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#### **PRESSPlus Comments**

PRESSPlus 1. This policy is renamed and rewritten in response to 105 ILCS 5/22-105, added by

P.A. 104-288, eff. 1-1-26, requiring schools to establish a policy by 7-1-26 regarding agency and law enforcement requests at school, and for continuous improvement. 105 ILCS 5/22-105(b), added by P.A. 104-288, eff. 1-1-26, defines school as "every public school, school district, and governing body, including a special charter district or charter school, organized under this Code, and its agents, including a contracted party. See the footnotes of this sample policy for more information, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com).

By 7-1-26, schools are also required to develop procedures for reviewing and authorizing requests from *lawenforcement agents* attempting to enter a school or school facility. 105 ILCS 5/22-105(b), added by P.A. 104-288, eff. 1-1-26, defines *lawenforcement agent* as "an agent of federal, State, or local law enforcement authorized with the power to arrest or detain individuals or manage the custody of detained individuals for a law enforcement purpose, including civil immigration enforcement." *Law enforcement agent* does not include a school resource officer as defined in 105 ILCS 5/10-20.68. Id. See sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*. **Issue 120, October 2025**

PRESSPlus 2. Required by 105 ILCS 5/22-105(d), added by P.A. 104-288, eff. 1-1-26. **Issue 120, October 2025**

PRESSPlus 3. Districts must also still comply with federal and State laws, e.g., FERPA and the Ill. School Student Records Act, governing the disclosure of student records or information. **Consult the board attorney regarding legal requirements when requests are received from federal law enforcement agencies. Issue 120, October 2025**

PRESSPlus 4. With the exception of items #6 and #7, the listed standards for procedures are at the local school board's discretion and may be omitted. For procedures addressing #1-6, refer to the *Guidelines for Interviews of Students*, published by the Ill. Council of School Attorneys (ICSA *Guidelines*) at: [www.iasb.com/policy-services-and-school-law/guidance-and-resources/guidelines-for-interviews-of-students/](http://www.iasb.com/policy-services-and-school-law/guidance-and-resources/guidelines-for-interviews-of-students/) in consultation with the board attorney. For procedures addressing the items listed in #7, refer to sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com), in consultation with the board attorney. Procedures covering item #7 are required by 105 ILCS 5/22-105, added by P.A. 104-288, eff. 1-1-26, and must be implemented by 7-1-26. **Issue 120, October 2025**

PRESSPlus 5. 105 ILCS 5/22-88. The statute does not specifically assign these duties to a school official, but instead states that "a law enforcement officer, school resource officer, or other school security personnel" must ensure these conditions are met before detaining and questioning a student on school grounds. For ease of implementation, this policy assigns these duties to a school official as they routinely contact parents/guardians and can arrange for the presence of school personnel during an interview. See the *ICSA Guidelines* for further discussion of school officials' responsibilities when law enforcement authorities interview students at school. **Issue 120, October 2025**

PRESSPlus 6. A *trained lawenforcement officer* is someone who: (1) received training in youth investigations approved or certified by his/her law enforcement agency or under 50 ILCS 705/10.22, or (2) is a juvenile police officer per 705 ILCS 405/1-3(17). 105 ILCS 5/22-88(b)(4). **Issue 120, October 2025**

PRESSPlus 7. 105 ILCS 5/22-105(c)(4), added by P.A. 104-288, eff. 1-1-26, requires a school to develop procedures that: (1) designate authorized personnel at the school and the superintendent's office or school administrative office who may contact the board attorney, (2) require the designated authorized person and board attorney to work together to review requests from law enforcement agents to enter a school or school facility, including under judicial warrants, nonjudicial warrants, and subpoenas, (3) require the designated authorized personnel to monitor or accompany and to document all interactions with law enforcement agents while on the school's premises, and (4) require the designated authorized person to notify and seek consent from a student's parent/guardian, or from the student if the student is 18 years old or older or emancipated, if a law enforcement agent requests access to a student for immigration enforcement purposes, unless such access is in compliance with a judicial warrant or subpoena that restricts the disclosure of the information to the student's parent/guardian.

Regarding requirement #2 in the paragraph immediately above, ensure that the superintendent's authority to designate others to contact the board attorney aligns with policy 2:160, *Board Attorney*. The superintendent will need to work with the board attorney to create a list of administrators authorized to consult directly with the board attorney if any agency or law enforcement request is received. Factors to consider when drafting this list include: the type of request received, the type of agency or law enforcement unit making the request, whether or not a warrant is presented, and whether or not exigent circumstances are claimed. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **7:70 Attendance and Truancy**

#### Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student), attendance at a verified medical or therapeutic appointment (including a victim services provider), observance of a religious holiday, death in the immediate family, attendance at a civic event, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, *Release During School Hours* ([10 ILCS 5/7-42](#) and [5/17-15](#)), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Executive Director or designee. For students who are parents, expectant parents, or victims of domestic or sexual violence, valid cause for absence also includes the fulfillment of a parenting responsibility and addressing circumstances resulting from domestic or sexual violence. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.

#### Absenteeism and Truancy Program

The Executive Director or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Executive Director or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in

- grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in [105 ILCS 5/26-2a](#).
  6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
  7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, and information about available community services relevant to such students' needs. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
  8. A process for the collection and review of chronic absence data and to:
    - a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
    - b. Encourage the habit of daily attendance and promote success.
  9. Reasonable efforts to provide ongoing professional development to all school personnel, Board members, and school resource officers on the appropriate and available supportive services for the promotion of student attendance and engagement.
  10. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
  11. A protocol for cooperating with non-SASED agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, Student Records, as well as State and federal law concerning school student records.
  12. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
  13. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Executive Director believes qualifies.
  14. An approval process for students to attend activities allowed under 105 ILCS 5/10-19.05(k) including provisions for making up missed coursework that do not penalize students. [PRESSPlus1](#)
  15. A process for a 17-year-old resident to participate in SASED's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-SASED Schools*.
  16. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

### Updating

Pursuant to State law and Board policy 2:240, *Board Policy Development*, the Board updates this

policy at least once every two years. The Executive Director or designee shall assist the Board with its update.

#### LEGAL REF.:

105 ILCS [5/10-19.05\(k\)](#), [5/22-92](#), and [5/26-1](#) through [5/26-3](#), [5/26-5](#) through [5/26-16](#), [5/26-18](#), and [5/26A](#).

[705 ILCS 405/3-33.5](#), Juvenile Court Act of 1987.

[23 Ill.Admin.Code §§1.242](#) and [Part 207](#).

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (Eligibility for Services), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Behavior), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:340 (Student Records)

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#### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/10-19.05(k), amended by P.A. 104-250, eff. 1-1-26, requiring an approval process for students to attend allowable activities by the beginning of the 2026-2027 school year. Allowable activities are: (1) instruction in a college course where the student is dually enrolled for both high school and college credit, (2) participation in a Supervised Career Development Experience in which student participation and learning outcomes are approved by an educator licensed under 105 ILCS 5/21B for assessment of competencies, (3) participation in any work-based learning experience in which student participation and learning outcomes are approved by an educator who holds an Educator License with Stipulations with a career and technical educator endorsement and a work-based learning designation, (4) participation in a youth apprenticeship in which student participation and learning outcomes are approved by an educator licensed under 105 ILCS 5/21B for assessment of competencies, and (5) participation in a blended learning program approved by the district in which course content, student evaluation, and instructional methods are supervised by an educator licensed under 105 ILCS 5/21B. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **7:180 Prevention of and Response to Bullying, Intimidation, and Harassment**

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important SASED goals.

Bullying on the basis of actual or perceived race, color, religion, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge from military service, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by SASED or the school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non-school-related activity, function, or program.

Definitions from 105 ILCS 5/22-11027-23.7 [PRESSPlus1](#)

Artificial intelligence means a machine-based system that, for explicit or implicit objectives, infers, from the input it receives, how to generate outputs such as predictions, content recommendations, or decisions that can influence physical or virtual environments. Artificial intelligence includes generative artificial intelligence.

*Bullying* includes *cyberbullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

*Bullying* may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, posting or distributing sexually explicit images, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

*Cyberbullying* means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyberbullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyberbullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*. *Cyberbullying* also includes the posting or distribution of an unauthorized digital replica by electronic means if the posting or distribution creates any of the effects enumerated in the definition of *bullying*. [PRESSPlus2](#)

*Digital replica* means a newly created, electronic representation of the identity of an actual individual created using a computer, algorithm, software, tool, artificial intelligence, or other technology that is fixed in a sound recording or audiovisual work in which that individual did not actually perform or appear and that is so realistic that a reasonable observer would believe it is a performance by the individual being portrayed and no other individual.

*Restorative measures* means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the III. Human Rights Act.

*School personnel* means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

*Unauthorized digital replica* means the use of a digital replica of an individual without the consent of the depicted individual.

### Bullying Prevention and Response Plan

The Executive Director or designee shall develop and maintain a bullying prevention and response plan that advances SASSED's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below.

1. SASSED uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of SASSED. However, nothing in SASSED's bullying prevention and response plan is intended to infringe upon any right to exercise free expression

or the free exercise of religion or religiously based views protected under the [First Amendment to the U.S. Constitution](#) or under [Section 3 of Article I of the Illinois Constitution](#).

3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Title IX Coordinator, Program Administrator/Coordinator, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to SASED'S named officials or any staff member. SASED named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

**Nondiscrimination Coordinator:**

**Title IX Coordinator:**

Julia Wheaton 2900 Ogden Ave. Lisle, IL 60532 <a href="mailto:jwheaton@sased.org">jwheaton@sased.org</a> 630- 955-8107	Julia Wheaton 2900 Ogden Ave. Lisle, IL 60532 <a href="mailto:jwheaton@sased.org">jwheaton@sased.org</a> 630- 955-8107
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**Complaint Managers:**

Dan Lawler 2900 Ogden Ave. Lisle, IL 60532 <a href="mailto:dlawler@sased.org">dlawler@sased.org</a> 630- 955-8098	Elizabeth Vander Woude 2900 Ogden Ave. Lisle, IL 60532 <a href="mailto:evanderwoude@sased.org">evanderwoude@sased.org</a> 630- 955-8102
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4. Consistent with federal and State laws and rules governing student privacy rights, the parents/guardians of all students involved in an alleged incident of bullying will be notified of such, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is made aware of the student's involvement in the incident. As appropriate, the school's administration shall also discuss the availability of social work services, counseling, school psychological services, other interventions, and restorative measures. The school shall make diligent efforts to notify a parent or legal guardian, utilizing all contact information the school has available or that can be reasonably obtained within the 24-hour period.
5. The Executive Director or designee shall promptly investigate and address reports of bullying, by, among other things:
  - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
  - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.

- c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
- d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

The Executive Director or designee shall investigate whether a reported incident of bullying is within the permissible scope of SASSED's jurisdiction and shall require that SASSED provide the victim with information regarding services that are available within SASSED and community, such as counseling, support services, and other programs.

- 6. The Executive Director or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
- 7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion with regard to students.
- 8. A student will not be punished for reporting bullying or supplying information, even if SASSED's investigation concludes that no bullying occurred. However, a person who is found to have falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided false information will be treated as either: (a) *bullying*, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.
- 9. SASSED's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
- 10. The Executive Director or designee shall post this policy on SASSED's publicly accessible website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
- 11. Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Executive Director or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:
  - a. The frequency of victimization;
  - b. Student, staff, and family observations of safety at a school;
  - c. Identification of areas of a school where bullying occurs;
  - d. The types of bullying utilized; and
  - e. Bystander intervention or participation.

The evaluation process may use relevant data and information that SASSED already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

- 1) An updated version of the policy with the amendment/modification date specifying the

date of adoption (indicated by month, date, and year) [PRESSPlus3](#) included in the reference portion of the policy;

2) If no revisions are deemed necessary, a copy of Board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary; or

3) A signed statement from the Board Chairperson indicating that the Board re-evaluated the policy and no changes to it were necessary.

The Executive Director or designee must post the information developed as a result of the policy re-evaluation on SASSED's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Executive Director or designee shall fully implement the Board policies, including without limitation, the following:
- a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
  - b. 2:265, *Title IX Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.
  - c. 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. Any person may use this policy to complain about discrimination or harassment on the basis of race, color, or national origin in violation of Title VI of the Civil Rights Act of 1964 and/or the Illinois Human Rights Act.
  - d. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
  - e. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into SASSED's educational program as required by State law.
  - f. 6:235, *Access to Electronic Networks*. This policy states that the use of SASSED's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
  - g. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
  - h. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
  - i. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
  - j. 7:310, *Restrictions on Publications; Elementary Schools*, and 7:315, *Restrictions on Publications; High Schools*. These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

LEGAL REF.:

105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/22-110, and 5/24-24 and 5/27-23-7.

405 ILCS 49/ Children's Mental Health Act.

775 ILCS 5/1-103, III. Human Rights Act.

23 III.Admin.Code §§1.240 1.280, and 1.295.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools)

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**PRESSPlus Comments**

PRESSPlus 1. All definitions are directly from 105 ILCS 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391, or any other statutes it incorporates by reference. **Issue 120, October 2025**

PRESSPlus 2. This sentence is required beginning with the 2026-27 school year. 105 ILCS 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 3. Including the month, date, and year that an updated policy was adopted is required by 23 III. Admin.Code §1.295(c)(2). **Issue 120, October 2025**

## *Document Status: Draft Update*

### **7:190 Student Behavior**

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

#### When and Where Conduct Rules Apply

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

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

#### Prohibited Student Conduct

SASED/member district administrations are authorized to discipline students enrolled in SASED programs for gross disobedience or misconduct, including but not limited to:

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

physician's or licensed practitioner's instructions. The authorized medical use of cannabis is prohibited unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law).

- e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance:
  - (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
- f. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
- g. "Look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance.
- h. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

- 4. Using, possessing, controlling, or transferring a weapon as that term is defined in the **Weapons** section of this policy.
- 5. Using or possessing an electronic paging device.
- 6. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Unless otherwise banned under this policy or by the Program Administrator, all electronic devices must be kept powered off or silenced and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP) or Section 504 plan; (c) it is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
- 7. *Sexting*, which, for purposes of this policy, is the act of creating, sending, sharing, viewing, receiving, or possessing sexually explicit messages, images, or videos electronically, regardless of whether they are authentic or computer-generated, through the use of a computer, electronic communication device, or cellular phone. *Sexting* also includes creating, sending, sharing, viewing, receiving, or possessing *indecent visual depictions, non-consensual dissemination of private sexual images, and non-consensual dissemination of sexually explicit digitized depictions*, as defined in State law.
- 8. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
- 9. Disobeying rules of student conduct or directives from staff members or school officials.

Examples of disobeying staff directives include refusing a SASSED/member district staff member's request to stop, present school identification, or submit to a search.

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

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

Efforts, including the use of positive interventions and supports, and progressive discipline, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Executive Director, Program Administrator or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the authority of SASSED or a member district to impose discipline, including suspension or expulsion, for such behavior.

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

### Disciplinary Measures

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

1. Notifying parents/guardians.
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost or damaged property
6. In-school suspension for a period not to exceed 5 school days. Program Administrator or designee shall ensure that the student is properly supervised.
7. After-school study or Saturday study, provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Program Administrator or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. SASSED/member district will not provide transportation. Administration shall use this option only as an alternative to another disciplinary measure giving the student and/or parent/guardian the choice.
9. Seizure of contraband: confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension from the bus, in accordance with Board policy 7:220, Bus Conduct and 7:230 Misconduct by Students with Disabilities.
11. Out of school suspension from school and all school activities in accordance with Board policy 7:200, Suspension Procedures. A student who has been suspended may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed two

calendar years, provided that the appropriate procedures regarding the discipline of students with disabilities are followed. A student who has been expelled may also be restricted from being on school grounds and at school activities.

13. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in [Article 13A](#) or [13B of the School Code](#).
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), "look-alikes," alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between SASSED and local law enforcement agencies.

The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Corporal punishment is prohibited in all circumstances. *Corporal punishment* is defined as a discipline method in which a person deliberately inflicts pain upon a student in response to the student's unacceptable behavior or inappropriate language, with an aim to halt an offense, prevent its recurrence, or set an example for others. It includes slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as permitted by [105 ILCS 5/10-20.33](#).

#### Isolated Time Out, Time Out, and Physical Restraint

Isolated time out, time out, and physical restraint may only be used when a student's behavior presents an imminent danger of serious physical harm to the student or others, less restrictive and intrusive measures have been tried and proven ineffective in stopping the imminent danger of serious physical harm, there is no known medical contraindication to its use on the student, and the school staff member or members applying the intervention have been trained in its safe application, in accordance with [105 ILCS 5/10-20.33](#), III. State Board of Education (ISBE) rules ([23 Ill. Admin. Code Section 1.285](#)), and SASSED procedures.

#### Weapons

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school may be expelled, subject to the *Individuals with Disabilities Education Act*, as amended, the *Illinois School Code*, and *Section 504 of the Rehabilitation Act of 1973*, and their respective rules and regulations, for a period of at least one calendar year but not more than two calendar years:

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code ([18 U.S.C. § 921](#)), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act ([430 ILCS 65/](#)), or firearm as defined in Section 24-1 of the Criminal Code of 2012 ([720 ILCS 5/24-1](#)).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including "look-alikes" of any firearm as defined above.

The expulsion requirement under either paragraph 1 or 2 above may be modified by the Superintendent of the student's district of residence, and the Superintendent's determination may be

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

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

### Re-Engagement of Returning Students

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

### Required Notices

A SASED staff member shall immediately notify the office of the Program Administrator in the event that he or she: (1) observes any person in possession of a firearm on ~~or around~~ school grounds, becomes aware of any person in possession of a firearm on school grounds, or becomes aware of any threat of gun violence on school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member or is subject to a battery. *School grounds* includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

Upon receiving a report of (1), above, the Building Principal or designee shall immediately notify local law enforcement. If the report of (1), above, pertains to a threat of firearm violence made by a student, the Building Principal or designee shall attempt to notify the student's parent/guardian as soon as possible and shall further attempt to contact the parent/guardian to ensure that the student does not have access to a firearm. [PRESSPlus1](#) In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall notify the Executive Director or designee and any involved student's parent/guardian.

Upon receiving a report on any of the above (1)-(3), the Executive Director or designee shall immediately notify local law enforcement. The Executive Director or designee shall also report these incidents to ISBE through its web-based School Incident Reporting System as they occur during the year and no later than July 31 for the preceding school year.

### Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline of SASED and the member district in which the student resides. All disciplinary actions so imposed shall be consistent with and subject to applicable federal and State laws and regulations related to the discipline of students with disabilities, and consistent with such students' IEPs. Teachers, other licensed educational employees, and any other persons (whether or not a licensed

employee) providing a related service for or with respect to a student, may only use reasonable force as permitted by [105 ILCS 5/10-20.33](#). Teachers may temporarily remove students from a classroom for disruptive behavior.

The Executive Director or Program Administrator or the appropriate administrator from the student's district of residence are authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed. SASSED in collaboration with the district of residence may suspend a student from riding the bus in excess of 10 school days for safety reasons.

#### Program Guides and Student Handbook

The Executive Director or designee, may request input from the Parent Advisory Council, shall prepare disciplinary rules implementing SASSED's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

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

Incorporated

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

#### LEGAL REF.:

[20 U.S.C. §7971](#) *et seq.*, Pro-Children Act of 2004.

[20 U.S.C. §7961](#) *et seq.*, Gun Free Schools Act.

[105 ILCS 5/10-20.5b](#), [5/10-20.14](#), [5/10-20.28](#), [5/10-20.36](#), [5/10-21.7](#), [5/10-21.10](#), [5/10-22.6](#), [5/10-27.1A](#), [5/10-27.1B](#), [5/22-33](#), [5/22-100](#), [5/22-110](#), [5/24-24](#), [5/26-12](#), [5/27-240](#)~~27-23.7~~, and [5/31-3](#).

~~[105 ILCS 110/3.10](#), Critical Health Problems and Comprehensive Health Education Act.~~

[410 ILCS 130/](#), Compassionate Use of Medical Cannabis Pilot Program.

[410 ILCS 647/](#), Powdered Caffeine Control and Education Act.

[430 ILCS 66/](#), Firearm Concealed Carry Act.

[23 Ill. Admin. Code §§1.280, 1.285.](#)

CROSS REF.: 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and [Law Enforcement Requests](#)~~Police Interviews~~), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Preventing Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:310 (Restrictions on Publications; Elementary Schools and Written or Electronic Material), 7:315 (Restrictions on Publications; High Schools), 8:30 (Visitors to and Conduct on SASSED Property)

## **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/10-27.1A(b), amended by P.A. 104-174. **Issue 120, October 2025**

## Document Status: Draft Update

### 7:290 Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important Board goals.

#### Suicide and Depression Awareness and Prevention Program

The Executive Director or designee shall develop, implement, and maintain a suicide and depression awareness and prevention program (Program) that advances the Board's goals of increasing awareness and prevention of depression and suicide. This program must be consistent with the requirements of *Ann Marie's Law* listed below; each listed requirement, 1-6, corresponds with the list of required policy components in the [School Code Section 5/2-3.166\(c\)\(2\)-\(7\)](#). The Program shall include:

1. Protocols for administering youth suicide awareness and prevention education to students and staff.
  - a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements ~~105 ILCS 5/2-3.139 and 105 ILCS 5/27-215.7~~ (requiring education for students ~~on mental health and illness to develop a sound mind and a healthy body~~). [PRESSPlus1](#)
  - b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under [105 ILCS 5/3-14.8](#) (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
  - a. The training required by [105 ILCS 5/10-22.39](#) for all District staff who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and
  - b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to *Ann Marie's Law* on ISBE's website.
3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are lesbian, gay, bisexual, transgender, or questioning (LGBTQ); (G) are bereaved by suicide; or (H) have a medical condition or certain types of disabilities. Implementation will incorporate paragraph number 2, above, along with Board policies:

- a. 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and [405 ILCS 49/15\(b\)](#) (requiring student social and emotional development in SASSED's educational program);
  - b. 6:120, *Education of Children with Disabilities*, implementing special education requirements for SASSED;
  - c. 6:140, *Education of Homeless Children*, implementing provision of SASSED services to students who are homeless;
  - d. 6:270, *Guidance and Counseling Program*, implementing guidance and counseling program(s) for students, and [105 ILCS 5/10-22.24a](#) and [22.24b](#), which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;
  - e. 7:10, *Equal Educational Opportunities*, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ;
  - f. 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, implementing State law requirements related to students who are in foster care;
  - g. 7:250, *Student Support Services*, implementing the Children's Mental Health Act, [405 ILCS 49/](#) (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and
  - h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to *Ann Marie's Law*.
4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*.
  5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program*, and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.
  6. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in SASSED's Suicide and Depression Awareness and Prevention Program.

#### Illinois Suicide Prevention Strategic Planning Committee

The Executive Director or designee shall attempt to develop a relationship between SASSED and the Illinois Suicide Prevention Strategic Planning Committee, the Illinois Suicide Prevention Coalition Alliance, and/or a community mental health agency. The purpose of the relationship is to discuss how to incorporate the goals and objectives of the Illinois Suicide Prevention Strategic Plan into SASSED's Suicide Prevention and Depression Awareness Program.

#### Monitoring

The Board will review and update this policy pursuant to *Ann Marie's Law* and Board policy 2:240, *Board Policy Development*.

#### Information to Staff, Parents/Guardians, and Students

The Executive Director shall inform each school district employee about this policy and ensure its posting on SASSED's website. The Executive Director or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in SASSED. Student and staff [PRESSPlus2](#)

identification (ID) cards, SASED's website, and student handbooks and planners will contain the support information as required by State law.

### Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Student Confidential Reporting Act, [5 ILCS 860/](#), Children's Mental Health Act, [405 ILCS 49/](#), Mental Health and Developmental Disabilities Confidentiality Act, [740 ILCS 110/](#), and the Individuals with Disabilities Education Act, [42 U.S.C. §12101 et seq.](#)

SASED, the Board, and its staff are protected from liability by the Local Governmental and Governmental Employees Tort Immunity Act. Services provided pursuant to this policy: (1) do not replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in suicide prevention, assessments and counseling services, (2) are strictly limited to the available resources within SASED, (3) do not extend beyond the school day and/or school-sponsored events, and (4) cannot guarantee or ensure the safety of a student or the student body.

### LEGAL REF.:

[42 U.S.C. § 12101 et seq.](#), Individuals with Disabilities Education Act.

~~105 ILCS 5/2-3.166, 105 ILCS 5/2-3.139, 5/3-14.8, 5/10-20.75, 5/10-20.81, 5/10-22.24a, 5/10-22.24b, 5/10-22.39, 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b, and 5/27-2157.~~

[5 ILCS 860/](#), Student Confidential Reporting Act.

[405 ILCS 49](#), Children's Mental Health Act.

[740 ILCS 110/](#), Mental Health and Developmental Disabilities Confidentiality Act.

[745 ILCS 10/](#), Local Governmental and Governmental Tort Immunity Act.

CROSS REF.: 2:240 (Board Policy Development), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:120 (Education of Children with Disabilities), 6:270 (Guidance and Counseling Program), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services)

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/27-215, added by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 2. Updated in response to 105 ILCS 5/10-20.81, amended by P.A. 104-264, eff. 1-1-26, requiring districts to insert the same contact information for suicide prevention helplines required for student ID cards on employee ID cards for employees serving any of grades 6 through 12. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **7:310 Restrictions on Publications; Elementary Schools**

#### School-Sponsored Publications and Websites

School-sponsored publications, productions, and websites are part of the curriculum and are not a public forum for general student use. School authorities may edit or delete material that is inconsistent with SASED's educational mission.

All school-sponsored communications shall comply with the ethics and rules of responsible journalism. Text that is libelous, obscene, vulgar, lewd, invades the privacy of others, conflicts with the basic educational mission of the school, is socially inappropriate, is inappropriate due to the maturity of the students, or is materially disruptive to the educational process will not be tolerated.

The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.

#### Non-School Sponsored Publications Accessed or Distributed On-Campus

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material on any medium including electromagnetic media (e.g., images, digital files, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files, etc.) or online (e.g., any website, social networking site, database for information retrieval, etc.), or (3) information or material on electronic devices (e.g., text or voice messages delivered by cell phones, tablets, and other hand-held devices).

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by SASED.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by Governing Board policy 7:190, *Student Behavior*, and/or Student Handbooks;
4. Is reasonably viewed as promoting illegal drug use; or
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students.

Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

#### Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

#### Bullying and Cyberbullying

The Executive Director or designee shall treat behavior that is *bullying* and/or *cyberbullying* according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

#### LEGAL REF.:

105 ILCS 5/22-1107-23.7. [PRESSPlus1](#)

[Hazelwood v. Kuhlmeier](#), 484 U.S. 260 (1988).

[Tinker v. Des Moines Indep. Cmty. Sch. Dist.](#), 393 U.S. 503 (1969).

[Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118](#), 9 F.3d 1295 (7th Cir. 1993).

CROSS REF.: 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:315 (Restrictions on Publications; High Schools), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities)

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#### **PRESSPlus Comments**

PRESSPlus 1. The Legal References are updated in response to P.A. 104-391. **Issue 120, October 2025**

## *Document Status: Draft Update*

### **7:315 Restrictions on Publications; High Schools**

#### Definitions

*Libel* means the willful or negligent publication of provably false and unprivileged statements of fact that do demonstrable harm to a living person's reputation.

*Obscene* means lewd; impure; indecent; calculated to shock the moral sense of humans by a disregard of chastity or modesty. Objectionable or offensive to accepted standards of decency.

*School official* means a Program Administrator or designee.

*School-sponsored media* means any material that is prepared, substantially written, published, or broadcast by a student journalist, distributed or generally made available to members of the student body, and prepared under the direction of a student media advisor. It does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

*Slander* means the speaking of false statements of fact that seriously harm a living person's reputation.

*Student journalist* means a public high school student who gathers, compiles, writes, edits, photographs, records, or prepares information for dissemination in school-sponsored media.

*Student media adviser* means an individual employed, appointed, or designated by SASED to supervise or provide instruction relating to school-sponsored media.

#### School-Sponsored Media

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act and Board policies, and student journalists are responsible for determining the news, opinion, feature, and advertising content of those publications, productions, and websites.

Student journalists must:

1. Make decisions based upon news value and guided by the Code of Ethics provided by the Society of Professional Journalists, National Scholastic Press Association, Journalism Education Association, or other relevant group;
2. Produce media based upon professional standards of accuracy, objectivity, and fairness;
3. Review material to improve sentence structure, grammar, spelling, and punctuation;
4. Check and verify all facts and verify the accuracy of all quotations;
5. In the use of personal opinions, editorial statements, and/or letters to the editor, provide opportunity and space for the expression of differing opinions within the same media to align with SASED's media literacy curriculum [repealed in 405 ILCS 5/27-20.08](#); [PRESSPlus1](#) and
6. Include an author's name with any personal opinions and editorial statements, if appropriate.

Student journalists may not create, produce, or distribute school-sponsored media that:

1. Is libelous, slanderous, or obscene;
2. Constitutes an unwarranted invasion of privacy;
3. Violates federal or State law, including the Constitutional rights of third parties; or
4. Incites students to:
  - a. Commit an unlawful act;
  - b. Violate any of SASED's policies; or
  - c. Materially and substantially disrupt the orderly operation of the school.

SASED will not engage in prior restraint of material prepared by student journalists for school-sponsored media, unless the material fits into one of the four prohibited categories listed above, in which case the Executive Director or designee and/or student media adviser may review, edit, and delete such media material before publication or distribution of the media.

No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of SASED or an expression of Board policy.

#### Non-School Sponsored Publications Accessed or Distributed On Campus

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material on any medium including electromagnetic media (e.g., images, digital files, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files, etc.) or online (e.g., any website, social networking site, database for information retrieval, etc.), or (3) information or material on electronic devices (e.g., text or voice messages delivered by cell phones, tablets, and other hand-held devices).

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by SASED.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by Governing Board policy 7:190, *Student Behavior*, and/or Student Handbooks;
4. Is reasonably viewed as promoting illegal drug use;
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students; or
6. Encourages or incites students to violate any Board policies.

Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

## Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

## Bullying and Cyberbullying

The Executive Director or designee shall treat behavior that is *bullying* and/or *cyberbullying* according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

## LEGAL REF.:

105 ILCS ~~5/22-110~~ ~~5/27-20.08~~ and ~~5/27-23.7~~, 5/27-405, and 5/27-415 (scheduled for repeal on 7-1-27).

[105 ILCS 80/](#) Speech Rights of Student Journalists Act.

[Tinker v. Des Moines Indep. Cmty. Sch. Dist.](#), 393 U.S. 503 (1969).

[Hazelwood v. Kuhlmeier](#), 484 U.S. 260 (1988).

[Morse v. Frederick](#), 551 U.S. 393 (2007).

[Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118](#), 9 F.3d 1295 (7th Cir. 1993).

CROSS REF.:1:30 (SASED Philosophy), 6:10 (Educational Philosophy and Objectives), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:310 (Restrictions on Publications; Elementary Schools), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities)

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## **PRESSPlus Comments**

PRESSPlus 1. 105 ILCS 5/27-415, renumbered by P.A. 104-391 and scheduled for repeal on 7-1-27, addressing the requirements for media literacy instruction through the 2026-2027 school year. Beginning with the 2027-2028 school year, media literacy instruction is combined with instruction on Internet safety under 105 ILCS 5/27-405(c), added by P.A. 104-391. **Issue 120, October 2025**

## Document Status: Draft Update

### 7:340 Student Records

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

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement ~~professionals~~ ~~officers~~ [PRESSPlus1](#) working in the school.
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement ~~professionals~~ ~~officials~~, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 18 years who has been arrested or taken into custody.

State and federal law grants students, parents/guardians, and when applicable, the Ill. Dept. of Children and Family Services' Office of Education and Transition Services, certain rights, including the right to inspect, copy, and/or challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. SASED may release directory information as permitted by law, but a parent/guardian shall have the right to opt-out of the release of directory information regarding his or her child. SASED will comply with State or federal law with regard to release of a student's school records, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student. Upon request, SASED discloses school student records without parent consent to the official records custodian of another school in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law.

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

#### Student Biometric Information Collection

The Executive Director or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention. Such recommendation shall be consistent with budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

Before collecting student biometric information, SASSED shall obtain written permission from the person having legal custody/parental responsibility or the student (if over the age of 18). Upon a student's 18<sup>th</sup> birthday, SASSED shall obtain written permission from the student to collect student biometric information. Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.

All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, lease, or other disclosure of biometric information to another person or entity is strictly prohibited.

SASSED will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from SASSED, or (2) SASSED receives a written request to discontinue use of biometric information from the person having legal custody/parental responsibility of the student or the student (if over the age of 18). Requests to discontinue using a student's biometric information shall be forwarded to the Executive Director or designee.

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

#### LEGAL REF.:

[20 U.S.C. §1232g](#), Family Educational Rights and Privacy Act; [34 C.F.R. Part 99](#).

[50 ILCS 205/7](#), Local Records Act.

[105 ILCS 5/10-20.12b](#), [5/10-20.40](#), [5/14-1.01](#) et seq., and [5/26A-30](#).

[105 ILCS 10/](#), III. School Student Records Act.

[105 ILCS 85/](#), Student Online Personal Protection Act.

[325 ILCS 17/](#), Children's Privacy Protection and Parental Empowerment Act.

[750 ILCS 5/602.11](#), III. Marriage and Dissolution of Marriage Act.

[23 Ill.Admin.Code Parts 226](#) and [375](#).

[Omasso I.S.D. No. I-011 v. Falvo](#), 534 U.S. 426 (2002).

[Chicago Tribune Co. v. Chicago Bd. of Ed.](#), 332 Ill.App.3d 60 (1st Dist. 2002).

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

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#### **PRESSPlus Comments**

PRESSPlus 1. Revised in #2 and #3 to match the text of the Illinois School Student Records Act (ISSRA). **Issue 120, October 2025**

## *Document Status: Draft Update*

### **8:30 Visitors to and Conduct on SASED Property**

For purposes of this policy, "SASED property" is defined as all SASED buildings, grounds, and parking areas, whether or not such property is currently being used for SASED purposes, SASED vehicles, any location used for a Board meeting, an athletic event or other SASED sponsored event. "SASED property" includes real or personal property owned or leased by SASED, or otherwise used by SASED for SASED purposes.

For purposes of this policy "a visitor" is any person other than an enrolled student or employee. All visitors to SASED programs or property are required to report to the Building Principal's office and receive permission to remain on SASED property. All visitors must follow the procedures for visitors that are specific to the host district. At the minimum all visitors must sign a visitor's log, show identification, and wear a visitor's badge. When leaving the building, visitors must return their badge. On those occasions when large groups of parents and friends are invited onto SASED property, visitors are not required to sign in but must follow the instructions of SASED and/or host district officials. Persons on SASED property without permission will be directed to leave and may be subject to criminal prosecution. The Board of Directors may designate one or more specific SASED playground areas as available for the use of residents of the surrounding community, outside of the SASED program school day, and as exceptions to the foregoing "visitor" procedures.

Any person wishing to confer with a staff member should contact that staff member by telephone or email to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teachers' conference/preparation period.

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Executive Director or designee.

SASED expects mutual respect, civility, and orderly conduct among all individuals on school property or at a school event whether it be on SASED property or at a SASED program within a host district. No person on SASED property or at a SASED event (including visitors, students, and employees) shall:

1. Strike, injure, threaten, harass, or intimidate a staff member, a Board member, sports official or coach, or any other person;
2. Behave in an unsportsmanlike manner or use vulgar or obscene language;
3. Unless specifically permitted by State law possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device;
4. Damage or threaten to damage another's property;
5. Damage or deface SASED property;
6. Violate any Illinois law, or town or county ordinance;
7. Smoke or otherwise use tobacco products;
8. Consume, use, possess, distribute, or be under the influence of alcoholic beverages or illegal drugs: be present when the person's alcohol or illegal drug consumption is detectable, regardless

of when and/or where the use occurred.

9. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner);
10. Enter upon any portion of SASED premises at any time for purposes other than those that are lawful and authorized by the Board;
11. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized SASED employee's directive;
12. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding;
13. Violate other SASED policies or regulations, or a directive from an authorized security officer or SASED or host district employee; or
14. Engage in any conduct that interferes with, disrupts or adversely affects SASED or a SASED function.

#### Exclusive Bargaining Representative Agent

Authorized agents of an exclusive bargaining representative, upon notifying the appropriate SASED Administrator and Building Principal's office, may meet with a SASED school employee (or group of employees) in the school building during free times of such employees.

#### Convicted Child Sex Offender

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is or has:

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

In all cases, the Executive Director, or designee who is a licensed educator PRESSPlus1 employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

#### Enforcement

Any staff member may request identification from any person on school grounds or in any school building; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from or denied admission to SASED property in accordance with State law. The person also may be subject to being denied admission to SASED athletic or extracurricular events for up to one calendar year in accordance with the procedures below.

#### Procedures to Deny Future Admission to Athletic or Extracurricular SASED Events

Before any person may be denied admission to athletic or extracurricular SASED events, the person

has a right to a hearing before the Board of Directors. The Executive Director may refuse the person admission pending such a hearing. The Executive Director or designee must provide the person with a notice, delivered or sent by certified mail with the return receipt requested, at least 10 days before the Board of Directors hearing date. The hearing notice must contain:

1. The date, time, and place of the Board of Directors hearing,
2. A description of the prohibited conduct (policy violation),
3. The proposed time period that admission to SASSED events and/or property will be denied, and
4. Instructions on how to waive a hearing.

LEGAL REF.:

[20 U.S.C. §7971](#) *et seq.*, Pro-Children Act of 2001.

[Nuding v. Cerro Gordo Community Unit School Dist.](#), 313 Ill. App.3d 344 (4th Dist. 2000).

[105 ILCS 5/10-20.5](#), [10-20.5b](#), [5/10-22.10](#), [5/24-4](#), [5/22-33](#), [5/22-110](#), and [5/24-25](#), and [5/27-23.7\(a\)](#). **PRESSPlus2**

[105 ILCS 5/10-20.5b](#), [5/24-24](#), and [5/24-25](#).

[410 ILCS 130/](#), Compassionate Use of Medical Cannabis Pilot Program.

[410 ILCS 705/](#), Cannabis Tax and Regulation Act.

[430 ILCS 66/](#), Firearm Concealed Carry Act.

[720 ILCS 5/11-9.3](#), [5/21-1](#), [5/21-1.2](#), [5/21-3](#), [5/21-5](#), [5/21-5.5](#), [5/21-9](#), and [5/21-11](#).

CROSS REF.: 2:200 (Types of Board Meetings), 2:230 (Public Participation at Board Meetings and Petitions to the Board), 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; Tobacco Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Discipline), 8:20 (Community Use of SASSED Facilities),

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## **PRESSPlus Comments**

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

PRESSPlus 2. The Legal References are updated in response to P.A. 104-391. **Issue 120, October 2025**



**ACTION ITEM**

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To: SASED Board of Directors

Via: Dr. Kim Dryier

From: SASED Administration

Date: December 17, 2025

Re: Approval of SY25-26 Intergovernmental Agreement to enroll a non-member district student in a SASED program

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Intergovernmental Agreement between SASED and non-member school district to enroll a student in a SASED program including:

Plainfield CCSD 202 - Student A - Transition Program at SASED Transition Center - \$49,072 and ESY \$1,387

Fairmont SD 89 - Student A - Vision Program at SD58 Kinglsey Elementary School - \$67,373 and ESY \$1,387

Fairmont SD 89 - Student B - Vision Program at SD60 Holmes Elementary School - \$67,373 and ESY \$1,387

Valley View SD365-U - Student A - DHH Program at SD45 North Elementary - \$62,728 and ESY \$1,387

Valley View SD365-U - Student B - DHH Program at SD45 EC Center - \$62,728 and ESY \$1,387

Valley View SD365-U - Student C - DHH Program at SD45 North Elementary - \$62,728 and ESY \$1,387

Valley View SD365-U - Student D - DHH Program at SD201 Westmont Junior High - \$62,728 and ESY \$1,387

Valley View SD365-U - Student E - Vision Program at SD48 Albright Middle School - \$67,373 and ESY \$1,387

Valley View SD365-U - Student F - Vision Program at SD48 Albright Middle School - \$67,373 and ESY \$1,387

Recommended Action: SASED Administration requests that the Board of Directors approve the Intergovernmental Agreement as presented.

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

This Agreement is made and entered into on the date set forth below, by and between the Board of Directors of The School Association for Special Education in DuPage County (“SASED”) and the Board of Education of Plainfield CCSD 202 (“School District”).

WHEREAS, pursuant to the Illinois Constitution (Article VII, Section 10) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/3), units of local government and school districts are authorized to contract among themselves to combine and transfer powers and functions by intergovernmental cooperation; and

WHEREAS, SASSED and the School District have determined that it is in their best and mutual interests to contract with each other to provide for attendance by an identified School District student(s) in a SASSED program (“Student” or Student(s));

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. Term: This Agreement will remain in effect until either party provides at least thirty (30) days prior written notice to the other party of termination of this Agreement, which may be for any reason.
2. Program Services:
  - a. Subject to the terms and provisions of this Agreement, SASSED will provide services for the School District Student(s). The specific terms and conditions for each Student will be identified and signed by both parties, which is incorporated herein by reference.
  - b. Each Student will be permitted to attend the Program on the terms and conditions set forth in this Agreement.
  - c. SASSED will provide special education and related services in accordance with the Student’s individualized education program (IEP), except as otherwise stated herein.
  - d. Assessments and reevaluations will be conducted by SASSED, except that SASSED will not be responsible for independent educational evaluations (IEEs) requested by a parent/guardian or other private evaluations approved by the School District or the IEP team.
  - e. Assistive technology devices, equipment, and related training offered to students as part of the Program will be provided by SASSED. The School District shall be solely responsible for funding, procurement, and maintenance of any other Assistive Technology devices, equipment or training identified in the Student’s IEP.
  - f. As warranted, SASSED will convene IEP team meetings and issue required notices.

- g. SASED may permanently dismiss the Student from the Program, terminating the applicable program page in Appendix A, under the following conditions:
  - i. Upon thirty (30) days' prior written notice to the School District, in the event that SASED determines, in SASED's sole discretion, that:
    - (a) The Program is no longer appropriate for the Student; or
    - (b) SASED will no longer be operating the Program.
  - ii. Upon fifteen (15) days' prior written notice to the School District, in the event that there is insufficient space in the Program for SASED member district students.
  - iii. Immediately if the Student commits gross disobedience or misconduct that warrants removal, as determined by SASED.

3. School District's Responsibilities:

- a. The School District shall procure and directly fund all IEEs and any other School District-approved or IEP team-approved private evaluations at public expense.
- b. The School District shall procure and directly fund related services not typically provided by SASED and any other related services that SASED is unable to provide due to circumstances beyond SASED's control.
- c. The School District shall prepare and maintain a proper and adequate IEP for the Student(s).
- d. A School District representative shall attend all IEP meetings for the Student(s) and shall serve as the local educational agency (LEA) representative.
- e. The School District shall provide the Student(s) with transportation to and from the Program.
- f. The terms of this Agreement notwithstanding, the School District remains the Student's resident school district for all purposes, remains ultimately responsible for the Student's educational services, and remains responsible for providing the Student with a free appropriate public education (FAPE) in the least restrictive environment.
- g. In the event of a dispute or challenge by the Student's parent/guardian or Student (including but not limited to a due process request, State complaint, request for mediation, Office for Civil Rights complaint, or Illinois Department of Human Rights complaint), the School District shall be responsible for all costs associated with the defense thereof (including but not limited to attorney's fees).
- h. The School District is responsible for paying the costs identified.

4. Tuition and Reimbursement: The School District will pay tuition and reimbursement, as set forth below, for the services identified herein. The actual costs of related services provided by SASED for the Student(s) (including but not limited to Social Work Services, and Speech and Language Services, as applicable) are included in the tuition costs. The costs of all assessments and reevaluations of the Student(s) conducted by SASED are also included in

the tuition costs. Vision and Orientation & Mobility Itinerant Services are included in the tuition costs for the Vision Program. Occupational Therapy and Physical Therapy Services are not included in tuition costs for all Programs.

- a. The School District will pay a nonmember tuition rate equal to 110% of SASED's per pupil cost of the Program. The estimated annual tuition for each student is set forth in this agreement.
  - b. The School District will pay for the actual costs of Occupational Therapy, Physical Therapy, Vision Itinerant (with the exception of students enrolled in the Vision Program), O&M Itinerant (with the exception of the Vision Program), and Hearing Itinerant (with the exception of the Deaf & Hard of Hearing Program), services provided by SASED for the Student(s) based on direct and consult minutes listed on IEP.
  - c. In addition to paying the non-member district tuition, the School District will reimburse SASED for all the following:
    - i. The actual costs (to include salary and benefits) for all SASED paraprofessionals, medical assistants/teacher assistants and interpreters providing one-to-one services to the Student(s).
    - ii. The actual costs of all assistive technology devices and equipment, and any related training, provided by SASED for the Student's use.
  - d. For any Student that is enrolled for at least 10 days tuition will be calculated based on the amount of time the Student is in the Program.
  - e. Extended School Year: If a Student's IEP calls for extended school year services and the District chooses for the Student to attend ESY services in the Program, the School District will pay SASED's per pupil costs as calculated for Extended School Year Program.
5. National School Lunch/School Breakfast Programs: If SASED participates in the National School Lunch Program and/or School Breakfast Program and the Student(s) is eligible under free or reduced-priced breakfast or lunch under those programs, SASED is required to claim this Student(s).
6. Invoices and Payment:
- a. An invoice for 100% of the annual tuition amount will be issued by SASED within the month of July after this Agreement is fully signed. A prorated invoice will be sent based on actual days of enrollment. For Students who enroll after September 1 an invoice will be sent within ten (10) days after the Appendix A is fully signed for the tuition following the above schedule.
  - b. In or around, July, SASED will calculate the final costs and issue a final invoice to the School District for any remaining balance to be paid.
  - c. In the event that the School District's initial payments exceed the actual final costs (resulting in an overpayment by the School District), SASED will issue a refund to the School District by September 15.

d. Payment will be made by the School District after receipt of each invoice, in accordance with the *Local Government Prompt Payment Act* (50 ILCS 505/).

7. Relationship of the Parties: SASED and the School District acknowledge and agree that they are contractors independent of one another and that this Agreement does not create an employer-employee relationship, partnership, joint venture, agency, or any other such relationship.
8. No Third-Party Beneficiaries: This Agreement is entered into solely for the benefit of the contracting parties. Nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.
9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

In addition, notwithstanding any other provision of this Agreement, the School District specifically agrees to indemnify, defend, and hold harmless SASED and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss is based upon or arises out of claims relating to the placement, FAPE, or alleged procedural requirements applicable to any School District Student placed in a SASED Program.

Moreover, the School District waives any and all claims it may have against SASED (or SASED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASED.

10. Student Records: SASED shall maintain all student records and reports in accordance with SASED policies on student records, as well as applicable state and federal laws. All student records generated by SASED shall be the property of the School District; however, SASED shall have access to such records so that it may provide the services required under this Agreement.
11. Continuing Obligations: The following shall survive the expiration or termination of this Agreement: (a) Sections 4 and 6 (Tuition and Reimbursement and Invoices and Payment); (b) Section 9 (Indemnification and Waiver); (c) all representations and warranties made by each party; (d) Program for Individual Student; and (e) all other obligations that are to be performed after the expiration or termination of this Agreement.
12. Assignment: No part of this Agreement may be assigned by either of the parties hereto.
13. Multiple Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

14. Governing Law: This Agreement and the interpretation thereof shall be governed by the laws of the State of Illinois.

15. Notices: Any and all notices required to be sent pursuant to this Agreement shall be personally delivered or sent via certified mail addressed as follows:

For School District: Dr. Glenn Wood, Superintendent  
Plainfield CCSD 202  
15732 Howard St  
Plainfield, IL 60544

For SASSED: Dr. Kimberly Dryier, Executive Director  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, Illinois 60532

16. Authority: The individuals executing this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement on behalf of and in the name of their respective parties.

17. Severability: If any provision of this Agreement shall be found to be invalid or unenforceable, such finding shall in no way affect, impair or invalidate any other provision, and such other provisions shall remain in full force and effect. Moreover, no provision of this Agreement shall be construed as contrary to law when it is possible to find an alternate construction that is consistent with the law and with the parties' overall intent.

18. Complete Understanding: This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements regarding the subject matter herein.

19. Waiver: No waiver of any default of a party hereunder shall be implied from omission by a party to take any action on account of such default, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated.

20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

Student Name: \_\_\_\_\_ Student A

SASED Program: TRANSITION PROGRAM

Program Location: SASED Transition Center

Estimated Annual Program Tuition: \$ 49,072

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 8/14/2025

Program End Date: 5/22/2026

Student Start Date: 8/14/25

Address of School District: 2900 Ogden Avenue, Lisle, IL 60532

IN WITNESS WHEREOF, SASED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By: *Robert [Signature]* Date: 11/19/25  
President

Attest: *[Signature]* Date: 11/19/25  
Secretary

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

This Agreement is made and entered into on the date set forth below, by and between the Board of Directors of The School Association for Special Education in DuPage County ("SASED") and the Board of Education of Fairmont SD 89 ("School District").

WHEREAS, pursuant to the Illinois Constitution (Article VII, Section 10) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/3), units of local government and school districts are authorized to contract among themselves to combine and transfer powers and functions by intergovernmental cooperation; and

WHEREAS, SASED and the School District have determined that it is in their best and mutual interests to contract with each other to provide for attendance by an identified School District student(s) in a SASED program ("Student" or Student(s));

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. Term: This Agreement will remain in effect until either party provides at least thirty (30) days prior written notice to the other party of termination of this Agreement, which may be for any reason.
2. Program Services:
  - a. Subject to the terms and provisions of this Agreement, SASED will provide services for the School District Student(s). The specific terms and conditions for each Student will be identified and signed by both parties, which is incorporated herein by reference.
  - b. Each Student will be permitted to attend the Program on the terms and conditions set forth in this Agreement.
  - c. SASED will provide special education and related services in accordance with the Student's individualized education program (IEP), except as otherwise stated herein.
  - d. Assessments and reevaluations will be conducted by SASED, except that SASED will not be responsible for independent educational evaluations (IEEs) requested by a parent/guardian or other private evaluations approved by the School District or the IEP team.
  - e. Assistive technology devices, equipment, and related training offered to students as part of the Program will be provided by SASED. The School District shall be solely responsible for funding, procurement, and maintenance of any other Assistive Technology devices, equipment or training identified in the Student's IEP.
  - f. As warranted, SASED will convene IEP team meetings and issue required notices.

- g. SASED may permanently dismiss the Student from the Program, terminating the applicable program page in Appendix A, under the following conditions:
  - i. Upon thirty (30) days' prior written notice to the School District, in the event that SASED determines, in SASED's sole discretion, that:
    - (a) The Program is no longer appropriate for the Student; or
    - (b) SASED will no longer be operating the Program.
  - ii. Upon fifteen (15) days' prior written notice to the School District, in the event that there is insufficient space in the Program for SASED member district students.
  - iii. Immediately if the Student commits gross disobedience or misconduct that warrants removal, as determined by SASED.

3. School District's Responsibilities:

- a. The School District shall procure and directly fund all IEEs and any other School District-approved or IEP team-approved private evaluations at public expense.
- b. The School District shall procure and directly fund related services not typically provided by SASED and any other related services that SASED is unable to provide due to circumstances beyond SASED's control.
- c. The School District shall prepare and maintain a proper and adequate IEP for the Student(s).
- d. A School District representative shall attend all IEP meetings for the Student(s) and shall serve as the local educational agency (LEA) representative.
- e. The School District shall provide the Student(s) with transportation to and from the Program.
- f. The terms of this Agreement **notwithstanding**, the School District remains the Student's resident school district for all purposes, remains ultimately responsible for the Student's educational services, and remains responsible for providing the Student with a free appropriate public education (FAPE) in the least restrictive environment.
- g. In the event of a dispute or challenge by the Student's parent/guardian or Student (including but not limited to a due process request, State complaint, request for mediation, Office for Civil Rights complaint, or Illinois Department of Human Rights complaint), the School District shall be responsible for all costs associated with the defense thereof (including but not limited to attorney's fees).
- h. The School District is responsible for paying the costs identified.

4. Tuition and Reimbursement: The School District will pay tuition and reimbursement, as set forth below, for the services identified herein. The actual costs of related services provided by SASED for the Student(s) (including but not limited to Social Work Services, and Speech and Language Services, as applicable) are included in the tuition costs. The costs of all assessments and reevaluations of the Student(s) conducted by SASED are also included in

the tuition costs. Vision and Orientation & Mobility Itinerant Services are included in the tuition costs for the Vision Program. Occupational Therapy and Physical Therapy Services are not included in tuition costs for all Programs.

- a. The School District will pay a nonmember tuition rate equal to 110% of SASED's per pupil cost of the Program. The estimated annual tuition for each student is set forth in this agreement.
  - b. The School District will pay for the actual costs of Occupational Therapy, Physical Therapy, Vision Itinerant (with the exception of students enrolled in the Vision Program), O&M Itinerant (with the exception of the Vision Program), and Hearing Itinerant (with the exception of the Deaf & Hard of Hearing Program), services provided by SASED for the Student(s) based on direct and consult minutes listed on IEP.
  - c. In addition to paying the non-member district tuition, the School District will reimburse SASED for all the following:
    - i. The actual costs (to include salary and benefits) for all SASED paraprofessionals, medical assistants/teacher assistants and interpreters providing one-to-one services to the Student(s).
    - ii. The actual costs of all assistive technology devices and equipment, and any related training, provided by SASED for the Student's use.
  - d. For any Student that is enrolled for at least 10 days tuition will be calculated based on the amount of time the Student is in the Program.
  - e. Extended School Year: If a Student's IEP calls for extended school year services and the District chooses for the Student to attend ESY services in the Program, the School District will pay SASED's per pupil costs as calculated for Extended School Year Program.
5. National School Lunch/School Breakfast Programs: If SASED participates in the National School Lunch Program and/or School Breakfast Program and the Student(s) is eligible under free or reduced-priced breakfast or lunch under those programs, SASED is required to claim this Student(s).
6. Invoices and Payment:
- a. An invoice for 100% of the annual tuition amount will be issued by SASED within the month of July after this Agreement is fully signed. A prorated invoice will be sent based on actual days of enrollment. For Students who enroll after September 1 an invoice will be sent within ten (10) days after the Appendix A is fully signed for the tuition following the above schedule.
  - b. In or around, July, SASED will calculate the final costs and issue a final invoice to the School District for any remaining balance to be paid.
  - c. In the event that the School District's initial payments exceed the actual final costs (resulting in an overpayment by the School District), SASED will issue a refund to the School District by September 15.

- d. Payment will be made by the School District after receipt of each invoice, in accordance with the *Local Government Prompt Payment Act (50 ILCS 505/)*.
7. Relationship of the Parties: SASED and the School District acknowledge and agree that they are contractors independent of one another and that this Agreement does not create an employer-employee relationship, partnership, joint venture, agency, or any other such relationship.
8. No Third-Party Beneficiaries: This Agreement is entered into solely for the benefit of the contracting parties. Nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.
9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

In addition, notwithstanding any other provision of this Agreement, the School District specifically agrees to indemnify, defend, and hold harmless SASED and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss is based upon or arises out of claims relating to the placement, FAPE, or alleged procedural requirements applicable to any School District Student placed in a SASED Program.

Moreover, the School District waives any and all claims it may have against SASED (or SASED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASED.

10. Student Records: SASED shall maintain all student records and reports in accordance with SASED policies on student records, as well as applicable state and federal laws. All student records generated by SASED shall be the property of the School District; however, SASED shall have access to such records so that it may provide the services required under this Agreement.
11. Continuing Obligations: The following shall survive the expiration or termination of this Agreement: (a) Sections 4 and 6 (Tuition and Reimbursement and Invoices and Payment); (b) Section 9 (Indemnification and Waiver); (c) all representations and warranties made by each party; (d) Program for Individual Student; and (e) all other obligations that are to be performed after the expiration or termination of this Agreement.
12. Assignment: No part of this Agreement may be assigned by either of the parties hereto.
13. Multiple Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

14. Governing Law: This Agreement and the interpretation thereof shall be governed by the laws of the State of Illinois.

15. Notices: Any and all notices required to be sent pursuant to this Agreement shall be personally delivered or sent via certified mail addressed as follows:

For School District: Dr. Tamela Daniels, Superintendent  
Fairmont SD 89  
735 Green Garden Place  
Lockport, IL 60441

For SASED: Dr. Kimberly Dryier, Executive Director  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, Illinois 60532

16. Authority: The individuals executing this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement on behalf of and in the name of their respective parties.

17. Severability: If any provision of this Agreement shall be found to be invalid or unenforceable, such finding shall in no way affect, impair or invalidate any other provision, and such other provisions shall remain in full force and effect. Moreover, no provision of this Agreement shall be construed as contrary to law when it is possible to find an alternate construction that is consistent with the law and with the parties' overall intent.

18. Complete Understanding: This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements regarding the subject matter herein.

19. Waiver: No waiver of any default of a party hereunder shall be implied from omission by a party to take any action on account of such default, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated.

20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

Student A

Student Name: \_\_\_\_\_

DuPage West Cook: VISION PROGRAM

Program Location: Kingsley Elementary - 6509 Powell Downers Grove IL 60516

Estimated Annual Program Tuition: \$ 67,373.00

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 9/2/2025

Program End Date: 6/5/2026

Student Start Date: 9/2/25

School District: Downers Grove Grade School District 58

IN WITNESS WHEREOF, SASED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By: Kenneth J. Shepherd Date: 11/14/2025  
President

Attest: Rosalyn Shaw Date: 11/19/25  
Secretary

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

This Agreement is made and entered into on the date set forth below, by and between the Board of Directors of The School Association for Special Education in DuPage County ("SASED") and the Board of Education of Fairmont SD 89 ("School District").

WHEREAS, pursuant to the Illinois Constitution (Article VII, Section 10) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/3), units of local government and school districts are authorized to contract among themselves to combine and transfer powers and functions by intergovernmental cooperation; and

WHEREAS, SASSED and the School District have determined that it is in their best and mutual interests to contract with each other to provide for attendance by an identified School District student(s) in a SASSED program ("Student" or Student(s));

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. Term: This Agreement will remain in effect until either party provides at least thirty (30) days prior written notice to the other party of termination of this Agreement, which may be for any reason.
2. Program Services:
  - a. Subject to the terms and provisions of this Agreement, SASSED will provide services for the School District Student(s). The specific terms and conditions for each Student will be identified and signed by both parties, which is incorporated herein by reference.
  - b. Each Student will be permitted to attend the Program on the terms and conditions set forth in this Agreement.
  - c. SASSED will provide special education and related services in accordance with the Student's individualized education program (IEP), except as otherwise stated herein.
  - d. Assessments and reevaluations will be conducted by SASSED, except that SASSED will not be responsible for independent educational evaluations (IEEs) requested by a parent/guardian or other private evaluations approved by the School District or the IEP team.
  - e. Assistive technology devices, equipment, and related training offered to students as part of the Program will be provided by SASSED. The School District shall be solely responsible for funding, procurement, and maintenance of any other Assistive Technology devices, equipment or training identified in the Student's IEP.
  - f. As warranted, SASSED will convene IEP team meetings and issue required notices.

- g. SASED may permanently dismiss the Student from the Program, terminating the applicable program page in Appendix A, under the following conditions:
  - i. Upon thirty (30) days' prior written notice to the School District, in the event that SASED determines, in SASED's sole discretion, that:
    - (a) The Program is no longer appropriate for the Student; or
    - (b) SASED will no longer be operating the Program.
  - ii. Upon fifteen (15) days' prior written notice to the School District, in the event that there is insufficient space in the Program for SASED member district students.
  - iii. Immediately if the Student commits gross disobedience or misconduct that warrants removal, as determined by SASED.

3. School District's Responsibilities:

- a. The School District shall procure and directly fund all IEEs and any other School District-approved or IEP team-approved private evaluations at public expense.
- b. The School District shall procure and directly fund related services not typically provided by SASED and any other related services that SASED is unable to provide due to circumstances beyond SASED's control.
- c. The School District shall prepare and maintain a proper and adequate IEP for the Student(s).
- d. A School District representative shall attend all IEP meetings for the Student(s) and shall serve as the local educational agency (LEA) representative.
- e. The School District shall provide the Student(s) with transportation to and from the Program.
- f. The terms of this Agreement notwithstanding, the School District remains the Student's resident school district for all purposes, remains ultimately responsible for the Student's educational services, and remains responsible for providing the Student with a free appropriate public education (FAPE) in the least restrictive environment.
- g. In the event of a dispute or challenge by the Student's parent/guardian or Student (including but not limited to a due process request, State complaint, request for mediation, Office for Civil Rights complaint, or Illinois Department of Human Rights complaint), the School District shall be responsible for all costs associated with the defense thereof (including but not limited to attorney's fees).
- h. The School District is responsible for paying the costs identified.

4. Tuition and Reimbursement: The School District will pay tuition and reimbursement, as set forth below, for the services identified herein. The actual costs of related services provided by SASED for the Student(s) (including but not limited to Social Work Services, and Speech and Language Services, as applicable) are included in the tuition costs. The costs of all assessments and reevaluations of the Student(s) conducted by SASED are also included in

the tuition costs. Vision and Orientation & Mobility Itinerant Services are included in the tuition costs for the Vision Program. Occupational Therapy and Physical Therapy Services are not included in tuition costs for all Programs.

- a. The School District will pay a nonmember tuition rate equal to 110% of SASED's per pupil cost of the Program. The estimated annual tuition for each student is set forth in this agreement.
  - b. The School District will pay for the actual costs of Occupational Therapy, Physical Therapy, Vision Itinerant (with the exception of students enrolled in the Vision Program), O&M Itinerant (with the exception of the Vision Program), and Hearing Itinerant (with the exception of the Deaf & Hard of Hearing Program), services provided by SASED for the Student(s) based on direct and consult minutes listed on IEP.
  - c. In addition to paying the non-member district tuition, the School District will reimburse SASED for all the following:
    - i. The actual costs (to include salary and benefits) for all SASED paraprofessionals, medical assistants/teacher assistants and interpreters providing one-to-one services to the Student(s).
    - ii. The actual costs of all assistive technology devices and equipment, and any related training, provided by SASED for the Student's use.
  - d. For any Student that is enrolled for at least 10 days tuition will be calculated based on the amount of time the Student is in the Program.
  - e. Extended School Year: If a Student's IEP calls for extended school year services and the District chooses for the Student to attend ESY services in the Program, the School District will pay SASED's per pupil costs as calculated for Extended School Year Program.
5. National School Lunch/School Breakfast Programs: If SASED participates in the National School Lunch Program and/or School Breakfast Program and the Student(s) is eligible under free or reduced-priced breakfast or lunch under those programs, SASED is required to claim this Student(s).
6. Invoices and Payment:
- a. An invoice for 100% of the annual tuition amount will be issued by SASED within the month of July after this Agreement is fully signed. A prorated invoice will be sent based on actual days of enrollment. For Students who enroll after September 1 an invoice will be sent within ten (10) days after the Appendix A is fully signed for the tuition following the above schedule.
  - b. In or around, July, SASED will calculate the final costs and issue a final invoice to the School District for any remaining balance to be paid.
  - c. In the event that the School District's initial payments exceed the actual final costs (resulting in an overpayment by the School District), SASED will issue a refund to the School District by September 15.

- d. Payment will be made by the School District after receipt of each invoice, in accordance with the *Local Government Prompt Payment Act* (50 ILCS 505/).
7. Relationship of the Parties: SASSED and the School District acknowledge and agree that they are contractors independent of one another and that this Agreement does not create an employer-employee relationship, partnership, joint venture, agency, or any other such relationship.
  8. No Third-Party Beneficiaries: This Agreement is entered into solely for the benefit of the contracting parties. Nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.
  9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASSED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

In addition, notwithstanding any other provision of this Agreement, the School District specifically agrees to indemnify, defend, and hold harmless SASSED and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss is based upon or arises out of claims relating to the placement, FAPE, or alleged procedural requirements applicable to any School District Student placed in a SASSED Program.

Moreover, the School District waives any and all claims it may have against SASSED (or SASSED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASSED.

10. Student Records: SASSED shall maintain all student records and reports in accordance with SASSED policies on student records, as well as applicable state and federal laws. All student records generated by SASSED shall be the property of the School District; however, SASSED shall have access to such records so that it may provide the services required under this Agreement.
11. Continuing Obligations: The following shall survive the expiration or termination of this Agreement: (a) Sections 4 and 6 (Tuition and Reimbursement and Invoices and Payment); (b) Section 9 (Indemnification and Waiver); (c) all **representations** and warranties made by each party; (d) Program for Individual Student; and (e) all other obligations that are to be performed after the expiration or termination of this Agreement.
12. Assignment: No part of this Agreement may be assigned by either of the parties hereto.
13. Multiple Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

14. Governing Law: This Agreement and the interpretation thereof shall be governed by the laws of the State of Illinois.
15. Notices: Any and all notices required to be sent pursuant to this Agreement shall be personally delivered or sent via certified mail addressed as follows:

For School District: Dr. Tamela Daniels, Superintendent  
Fairmont SD 89  
735 Green Garden Place  
Lockport, IL 60441

For SASED: Dr. Kimberly Dryier, Executive Director  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, Illinois 60532

16. Authority: The individuals executing this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement on behalf of and in the name of their respective parties.
17. Severability: If any provision of this Agreement shall be found to be invalid or unenforceable, such finding shall in no way affect, impair or invalidate any other provision, and such other provisions shall remain in full force and effect. Moreover, no provision of this Agreement shall be construed as contrary to law when it is possible to find an alternate construction that is consistent with the law and with the parties' overall intent.
18. Complete Understanding: This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements regarding the subject matter herein.
19. Waiver: No waiver of any default of a party hereunder shall be implied from omission by a party to take any action on account of such default, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated.
20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

Student B

Student Name: \_\_\_\_\_

DuPage West Cook: VISION PROGRAM

Program Location: Holmes Elementary - 5800 S Holmes, Clarendon Hills IL 60514

Estimated Annual Program Tuition: \$ 67,373.00

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 8/21/2025

Program End Date: 5/28/2026

Student Start Date: 8/21/25

School District: Maercker School District 60

IN WITNESS WHEREOF, SASSED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By: Kenneth J. Shepherd Date: 11/19/2025  
President

Attest: Rafael [Signature] Date: 11/19/25  
Secretary

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

This Agreement is made and entered into on the date set forth below, by and between the Board of Directors of The School Association for Special Education in DuPage County ("SASED") and the Board of Education of Valley View CUSD 365U ("School District").

WHEREAS, pursuant to the Illinois Constitution (Article VII, Section 10) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/3), units of local government and school districts are authorized to contract among themselves to combine and transfer powers and functions by intergovernmental cooperation; and

WHEREAS, SASSED and the School District have determined that it is in their best and mutual interests to contract with each other to provide for attendance by an identified School District student(s) in a SASSED program ("Student" or Student(s));

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. Term: This Agreement will remain in effect until either party provides at least thirty (30) days prior written notice to the other party of termination of this Agreement, which may be for any reason.
2. Program Services:
  - a. Subject to the terms and provisions of this Agreement, SASSED will provide services for the School District Student(s). The specific terms and conditions for each Student will be identified and signed by both parties, which is incorporated herein by reference.
  - b. Each Student will be permitted to attend the Program on the terms and conditions set forth in this Agreement.
  - c. SASSED will provide special education and related services in accordance with the Student's individualized education program (IEP), except as otherwise stated herein.
  - d. Assessments and reevaluations will be conducted by SASSED, except that SASSED will not be responsible for independent educational evaluations (IEEs) requested by a parent/guardian or other private evaluations approved by the School District or the IEP team.
  - e. Assistive technology devices, equipment, and related training offered to students as part of the Program will be provided by SASSED. The School District shall be solely responsible for funding, procurement, and maintenance of any other Assistive Technology devices, equipment or training identified in the Student's IEP.
  - f. As warranted, SASSED will convene IEP team meetings and issue required notices.

- g. SASED may permanently dismiss the Student from the Program, terminating the applicable program page in Appendix A, under the following conditions:
  - i. Upon thirty (30) days' prior written notice to the School District, in the event that SASED determines, in SASED's sole discretion, that:
    - (a) The Program is no longer appropriate for the Student; or
    - (b) SASED will no longer be operating the Program.
  - ii. Upon fifteen (15) days' prior written notice to the School District, in the event that there is insufficient space in the Program for SASED member district students.
  - iii. Immediately if the Student commits gross disobedience or misconduct that warrants removal, as determined by SASED.

3. School District's Responsibilities:

- a. The School District shall procure and directly fund all IEEs and any other School District-approved or IEP team-approved private evaluations at public expense.
- b. The School District shall procure and directly fund related services not typically provided by SASED and any other related services that SASED is unable to provide due to circumstances beyond SASED's control.
- c. The School District shall prepare and maintain a proper and adequate IEP for the Student(s).
- d. A School District representative shall attend all IEP meetings for the Student(s) and shall serve as the local educational agency (LEA) representative.
- e. The School District shall provide the Student(s) with transportation to and from the Program.
- f. The terms of this Agreement notwithstanding, the School District remains the Student's resident school district for all purposes, remains ultimately responsible for the Student's educational services, and remains responsible for providing the Student with a free appropriate public education (FAPE) in the least restrictive environment.
- g. In the event of a dispute or challenge by the Student's parent/guardian or Student (including but not limited to a due process request, State complaint, request for mediation, Office for Civil Rights complaint, or Illinois Department of Human Rights complaint), the School District shall be responsible for all costs associated with the defense thereof (including but not limited to attorney's fees).
- h. The School District is responsible for paying the costs identified.

4. Tuition and Reimbursement: The School District will pay tuition and reimbursement, as set forth below, for the services identified herein. The actual costs of related services provided by SASED for the Student(s) (including but not limited to Social Work Services, and Speech and Language Services, as applicable) are included in the tuition costs. The costs of all assessments and reevaluations of the Student(s) conducted by SASED are also included in

the tuition costs. Vision and Orientation & Mobility Itinerant Services are included in the tuition costs for the Vision Program. Occupational Therapy and Physical Therapy Services are not included in tuition costs for all Programs.

- a. The School District will pay a nonmember tuition rate equal to 110% of SASSED's per pupil cost of the Program. The estimated annual tuition for each student is set forth in this agreement.
  - b. The School District will pay for the actual costs of Occupational Therapy, Physical Therapy, Vision Itinerant (with the exception of students enrolled in the Vision Program), O&M Itinerant (with the exception of the Vision Program), and Hearing Itinerant (with the exception of the Deaf & Hard of Hearing Program), services provided by SASSED for the Student(s) based on direct and consult minutes listed on IEP.
  - c. In addition to paying the non-member district tuition, the School District will reimburse SASSED for all the following:
    - i. The actual costs (to include salary and benefits) for all SASSED paraprofessionals, medical assistants/teacher assistants and interpreters providing one-to-one services to the Student(s).
    - ii. The actual costs of all assistive technology devices and equipment, and any related training, provided by SASSED for the Student's use.
  - d. For any Student that is enrolled for at least 10 days tuition will be calculated based on the amount of time the Student is in the Program.
  - e. Extended School Year: If a Student's IEP calls for extended school year services and the District chooses for the Student to attend ESY services in the Program, the School District will pay SASSED's per pupil costs as calculated for Extended School Year Program.
5. National School Lunch/School Breakfast Programs: If SASSED participates in the National School Lunch Program and/or School Breakfast Program and the Student(s) is eligible under free or reduced-priced breakfast or lunch under those programs, SASSED is required to claim this Student(s).
6. Invoices and Payment:
- a. An invoice for 100% of the annual tuition amount will be issued by SASSED within the month of July after this Agreement is fully signed. A prorated invoice will be sent based on actual days of enrollment. For Students who enroll after September 1 an invoice will be sent within ten (10) days after the Appendix A is fully signed for the tuition following the above schedule.
  - b. In or around, July, SASSED will calculate the final costs and issue a final invoice to the School District for any remaining balance to be paid.
  - c. In the event that the School District's initial payments exceed the actual final costs (resulting in an overpayment by the School District), SASSED will issue a refund to the School District by September 15.

- d. Payment will be made by the School District after receipt of each invoice, in accordance with the *Local Government Prompt Payment Act (50 ILCS 505/)*.
7. Relationship of the Parties: SASED and the School District acknowledge and agree that they are contractors independent of one another and that this Agreement does not create an employer-employee relationship, partnership, joint venture, agency, or any other such relationship.
8. No Third-Party Beneficiaries: This Agreement is entered into solely for the benefit of the contracting parties. Nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.
9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

In addition, notwithstanding any other provision of this Agreement, the School District specifically agrees to indemnify, defend, and hold harmless SASED and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss is based upon or arises out of claims relating to the placement, FAPE, or alleged procedural requirements applicable to any School District Student placed in a SASED Program.

Moreover, the School District waives any and all claims it may have against SASED (or SASED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASED.

10. Student Records: SASED shall maintain all student records and reports in accordance with SASED policies on student records, as well as applicable state and federal laws. All student records generated by SASED shall be the property of the School District; however, SASED shall have access to such records so that it may provide the services required under this Agreement.
11. Continuing Obligations: The following shall survive the expiration or termination of this Agreement: (a) Sections 4 and 6 (Tuition and Reimbursement and Invoices and Payment); (b) Section 9 (Indemnification and Waiver); (c) all representations and warranties made by each party; (d) Program for Individual Student; and (e) all other obligations that are to be performed after the expiration or termination of this Agreement.
12. Assignment: No part of this Agreement may be assigned by either of the parties hereto.
13. Multiple Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

14. Governing Law: This Agreement and the interpretation thereof shall be governed by the laws of the State of Illinois.

15. Notices: Any and all notices required to be sent pursuant to this Agreement shall be personally delivered or sent via certified mail addressed as follows:

For School District: Dr. Keith Wood, Superintendent  
Valley View CUSD 365U  
801 W. Normantown Rd  
Romeoville, IL 60446

For SASED: Dr. Kimberly Dryier, Executive Director  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, Illinois 60532

16. Authority: The individuals executing this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement on behalf of and in the name of their respective parties.

17. Severability: If any provision of this Agreement shall be found to be invalid or unenforceable, such finding shall in no way affect, impair or invalidate any other provision, and such other provisions shall remain in full force and effect. Moreover, no provision of this Agreement shall be construed as contrary to law when it is possible to find an alternate construction that is consistent with the law and with the parties' overall intent.

18. Complete Understanding: This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements regarding the subject matter herein.

19. Waiver: No waiver of any default of a party hereunder shall be implied from omission by a party to take any action on account of such default, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated.

20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

student A

Student Name: \_\_\_\_\_

DuPage West Cook: Deaf and Hard of Hearing Program (DHH)

Program Location: North Elementary - 150 W Sunset Drive, Villa Park IL 60181

Estimated Annual Program Tuition: \$ 62,728.00

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 8/13/2025

Program End Date: 5/21/2026

Student Start Date: 8/13/25

School District: DuPage County SD 45

IN WITNESS WHEREOF, SASED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By: \_\_\_\_\_ Date: \_\_\_\_\_  
President

Attest: \_\_\_\_\_ Date: 11-17-25  
Secretary

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

This Agreement is made and entered into on the date set forth below, by and between the Board of Directors of The School Association for Special Education in DuPage County ("SASED") and the Board of Education of Valley View CUSD 365U ("School District").

WHEREAS, pursuant to the Illinois Constitution (Article VII, Section 10) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/3), units of local government and school districts are authorized to contract among themselves to combine and transfer powers and functions by intergovernmental cooperation; and

WHEREAS, SASSED and the School District have determined that it is in their best and mutual interests to contract with each other to provide for attendance by an identified School District student(s) in a SASSED program ("Student" or Student(s));

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. Term: This Agreement will remain in effect until either party provides at least thirty (30) days prior written notice to the other party of termination of this Agreement, which may be for any reason.
2. Program Services:
  - a. Subject to the terms and provisions of this Agreement, SASSED will provide services for the School District Student(s). The specific terms and conditions for each Student will be identified and signed by both parties, which is incorporated herein by reference.
  - b. Each Student will be permitted to attend the Program on the terms and conditions set forth in this Agreement.
  - c. SASSED will provide special education and related services in accordance with the Student's individualized education program (IEP), except as otherwise stated herein.
  - d. Assessments and reevaluations will be conducted by SASSED, except that SASSED will not be responsible for independent educational evaluations (IEEs) requested by a parent/guardian or other private evaluations approved by the School District or the IEP team.
  - e. Assistive technology devices, equipment, and related training offered to students as part of the Program will be provided by SASSED. The School District shall be solely responsible for funding, procurement, and maintenance of any other Assistive Technology devices, equipment or training identified in the Student's IEP.
  - f. As warranted, SASSED will convene IEP team meetings and issue required notices.

- g. SASSED may permanently dismiss the Student from the Program, terminating the applicable program page in Appendix A, under the following conditions:
  - i. Upon thirty (30) days' prior written notice to the School District, in the event that SASSED determines, in SASSED's sole discretion, that:
    - (a) The Program is no longer appropriate for the Student; or
    - (b) SASSED will no longer be operating the Program.
  - ii. Upon fifteen (15) days' prior written notice to the School District, in the event that there is insufficient space in the Program for SASSED member district students.
  - iii. Immediately if the Student commits gross disobedience or misconduct that warrants removal, as determined by SASSED.

3. School District's Responsibilities:

- a. The School District shall procure and directly fund all IEEs and any other School District-approved or IEP team-approved private evaluations at public expense.
- b. The School District shall procure and directly fund related services not typically provided by SASSED and any other related services that SASSED is unable to provide due to circumstances beyond SASSED's control.
- c. The School District shall prepare and maintain a proper and adequate IEP for the Student(s).
- d. A School District representative shall attend all IEP meetings for the Student(s) and shall serve as the local educational agency (LEA) representative.
- e. The School District shall provide the Student(s) with transportation to and from the Program.
- f. The terms of this Agreement notwithstanding, the School District remains the Student's resident school district for all purposes, remains ultimately responsible for the Student's educational services, and remains responsible for providing the Student with a free appropriate public education (FAPE) in the least restrictive environment.
- g. In the event of a dispute or challenge by the Student's parent/guardian or Student (including but not limited to a due process request, State complaint, request for mediation, Office for Civil Rights complaint, or Illinois Department of Human Rights complaint), the School District shall be responsible for all costs associated with the defense thereof (including but not limited to attorney's fees).
- h. The School District is responsible for paying the costs identified.

4. Tuition and Reimbursement: The School District will pay tuition and reimbursement, as set forth below, for the services identified herein. The actual costs of related services provided by SASSED for the Student(s) (including but not limited to Social Work Services, and Speech and Language Services, as applicable) are included in the tuition costs. The costs of all assessments and reevaluations of the Student(s) conducted by SASSED are also included in

the tuition costs. Vision and Orientation & Mobility Itinerant Services are included in the tuition costs for the Vision Program. Occupational Therapy and Physical Therapy Services are not included in tuition costs for all Programs.

- a. The School District will pay a nonmember tuition rate equal to 110% of SASED's per pupil cost of the Program. The estimated annual tuition for each student is set forth in this agreement.
  - b. The School District will pay for the actual costs of Occupational Therapy, Physical Therapy, Vision Itinerant (with the exception of students enrolled in the Vision Program), O&M Itinerant (with the exception of the Vision Program), and Hearing Itinerant (with the exception of the Deaf & Hard of Hearing Program), services provided by SASED for the Student(s) based on direct and consult minutes listed on IEP.
  - c. In addition to paying the non-member district tuition, the School District will reimburse SASED for all the following:
    - i. The actual costs (to include salary and benefits) for all SASED paraprofessionals, medical assistants/teacher assistants and interpreters providing one-to-one services to the Student(s).
    - ii. The actual costs of all assistive technology devices and equipment, and any related training, provided by SASED for the Student's use.
  - d. For any Student that is enrolled for at least 10 days tuition will be calculated based on the amount of time the Student is in the Program.
  - e. Extended School Year: If a Student's IEP calls for extended school year services and the District chooses for the Student to attend ESY services in the Program, the School District will pay SASED's per pupil costs as calculated for Extended School Year Program.
5. National School Lunch/School Breakfast Programs: If SASED participates in the National School Lunch Program and/or School Breakfast Program and the Student(s) is eligible under free or reduced-priced breakfast or lunch under those programs, SASED is required to claim this Student(s).
6. Invoices and Payment:
- a. An invoice for 100% of the annual tuition amount will be issued by SASED within the month of July after this Agreement is fully signed. A prorated invoice will be sent based on actual days of enrollment. For Students who enroll after September 1 an invoice will be sent within ten (10) days after the Appendix A is fully signed for the tuition following the above schedule.
  - b. In or around, July, SASED will calculate the final costs and issue a final invoice to the School District for any remaining balance to be paid.
  - c. In the event that the School District's initial payments exceed the actual final costs (resulting in an overpayment by the School District), SASED will issue a refund to the School District by September 15.

d. Payment will be made by the School District after receipt of each invoice, in accordance with the *Local Government Prompt Payment Act* (50 ILCS 505/).

7. Relationship of the Parties: SASSED and the School District acknowledge and agree that they are contractors independent of one another and that this Agreement does not create an employer-employee relationship, partnership, joint venture, agency, or any other such relationship.
8. No Third-Party Beneficiaries: This Agreement is entered into solely for the benefit of the contracting parties. Nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.
9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASSED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

In addition, notwithstanding any other provision of this Agreement, the School District specifically agrees to indemnify, defend, and hold harmless SASSED and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss is based upon or arises out of claims relating to the placement, FAPE, or alleged procedural requirements applicable to any School District Student placed in a SASSED Program.

Moreover, the School District waives any and all claims it may have against SASSED (or SASSED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASSED.

10. Student Records: SASSED shall maintain all student records and reports in accordance with SASSED policies on student records, as well as applicable state and federal laws. All student records generated by SASSED shall be the property of the School District; however, SASSED shall have access to such records so that it may provide the services required under this Agreement.
11. Continuing Obligations: The following shall survive the expiration or termination of this Agreement: (a) Sections 4 and 6 (Tuition and Reimbursement and Invoices and Payment); (b) Section 9 (Indemnification and Waiver); (c) all representations and warranties made by each party; (d) Program for Individual Student; and (e) all other obligations that are to be performed after the expiration or termination of this Agreement.
12. Assignment: No part of this Agreement may be assigned by either of the parties hereto.
13. Multiple Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

14. Governing Law: This Agreement and the interpretation thereof shall be governed by the laws of the State of Illinois.

15. Notices: Any and all notices required to be sent pursuant to this Agreement shall be personally delivered or sent via certified mail addressed as follows:

For School District: Dr. Keith Wood, Superintendent  
Valley View CUSD 365U  
801 W. Normantown Rd  
Romeoville, IL 60446

For SASED: Dr. Kimberly Dryier, Executive Director  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, Illinois 60532

16. Authority: The individuals executing this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement on behalf of and in the name of their respective parties.

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18. Complete Understanding: This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements regarding the subject matter herein.

19. Waiver: No waiver of any default of a party hereunder shall be implied from omission by a party to take any action on account of such default, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated.

20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

Student Name: \_\_\_\_\_ **Student B**

DuPage West Cook: Deaf and Hard of Hearing Program (DHH)

Program Location: EC Center - 251 W Jackson St, Villa Park IL 60181

Estimated Annual Program Tuition: \$ 62,728.00

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 8/13/2025

Program End Date: 5/20/2026

Student Start Date: 8/13/25

School District: DuPage County SD 45

IN WITNESS WHEREOF, SASED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By: \_\_\_\_\_ Date: \_\_\_\_\_  
President

Attest: Carrie Satter Date: 11-17-25  
Secretary

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

This Agreement is made and entered into on the date set forth below, by and between the Board of Directors of The School Association for Special Education in DuPage County ("SASED") and the Board of Education of Valley View CUSD 365U ("School District").

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WHEREAS, SASSED and the School District have determined that it is in their best and mutual interests to contract with each other to provide for attendance by an identified School District student(s) in a SASSED program ("Student" or Student(s));

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  - a. Subject to the terms and provisions of this Agreement, SASSED will provide services for the School District Student(s). The specific terms and conditions for each Student will be identified and signed by both parties, which is incorporated herein by reference.
  - b. Each Student will be permitted to attend the Program on the terms and conditions set forth in this Agreement.
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9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

In addition, notwithstanding any other provision of this Agreement, the School District specifically agrees to indemnify, defend, and hold harmless SASED and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss is based upon or arises out of claims relating to the placement, FAPE, or alleged procedural requirements applicable to any School District Student placed in a SASED Program.

Moreover, the School District waives any and all claims it may have against SASED (or SASED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASED.

10. Student Records: SASED shall maintain all student records and reports in accordance with SASED policies on student records, as well as applicable state and federal laws. All student records generated by SASED shall be the property of the School District; however, SASED shall have access to such records so that it may provide the services required under this Agreement.
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Valley View CUSD 365U  
801 W. Normantown Rd  
Romeoville, IL 60446

For SASSED: Dr. Kimberly Dryier, Executive Director  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, Illinois 60532

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20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

Student Name: [REDACTED] Student C

DuPage West Cook: Deaf and Hard of Hearing Program (DHH)

Program Location: North Elementary - 150 W Sunset Drive, Villa Park IL 60181

Estimated Annual Program Tuition: \$ 62,728.00

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 8/13/2025

Program End Date: 5/21/2026

Student Start Date: 8/13/25

School District: DuPage County SD 45

IN WITNESS WHEREOF, SASED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By:  \_\_\_\_\_ Date: \_\_\_\_\_  
President

Attest:  \_\_\_\_\_ Date: 11-17-25  
Secretary

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

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the tuition costs. Vision and Orientation & Mobility Itinerant Services are included in the tuition costs for the Vision Program. Occupational Therapy and Physical Therapy Services are not included in tuition costs for all Programs.

- a. The School District will pay a nonmember tuition rate equal to 110% of SASED's per pupil cost of the Program. The estimated annual tuition for each student is set forth in this agreement.
  - b. The School District will pay for the actual costs of Occupational Therapy, Physical Therapy, Vision Itinerant (with the exception of students enrolled in the Vision Program), O&M Itinerant (with the exception of the Vision Program), and Hearing Itinerant (with the exception of the Deaf & Hard of Hearing Program), services provided by SASED for the Student(s) based on direct and consult minutes listed on IEP.
  - c. In addition to paying the non-member district tuition, the School District will reimburse SASED for all the following:
    - i. The actual costs (to include salary and benefits) for all SASED paraprofessionals, medical assistants/teacher assistants and interpreters providing one-to-one services to the Student(s).
    - ii. The actual costs of all assistive technology devices and equipment, and any related training, provided by SASED for the Student's use.
  - d. For any Student that is enrolled for at least 10 days tuition will be calculated based on the amount of time the Student is in the Program.
  - e. Extended School Year: If a Student's IEP calls for extended school year services and the District chooses for the Student to attend ESY services in the Program, the School District will pay SASED's per pupil costs as calculated for Extended School Year Program.
5. National School Lunch/School Breakfast Programs: If SASED participates in the National School Lunch Program and/or School Breakfast Program and the Student(s) is eligible under free or reduced-priced breakfast or lunch under those programs, SASED is required to claim this Student(s).
6. Invoices and Payment:
- a. An invoice for 100% of the annual tuition amount will be issued by SASED within the month of July after this Agreement is fully signed. A prorated invoice will be sent based on actual days of enrollment. For Students who enroll after September 1 an invoice will be sent within ten (10) days after the Appendix A is fully signed for the tuition following the above schedule.
  - b. In or around, July, SASED will calculate the final costs and issue a final invoice to the School District for any remaining balance to be paid.
  - c. In the event that the School District's initial payments exceed the actual final costs (resulting in an overpayment by the School District), SASED will issue a refund to the School District by September 15.

d. Payment will be made by the School District after receipt of each invoice, in accordance with the *Local Government Prompt Payment Act* (50 ILCS 505/).

7. Relationship of the Parties: SASSED and the School District acknowledge and agree that they are contractors independent of one another and that this Agreement does not create an employer-employee relationship, partnership, joint venture, agency, or any other such relationship.
8. No Third-Party Beneficiaries: This Agreement is entered into solely for the benefit of the contracting parties. Nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.
9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASSED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

In addition, notwithstanding any other provision of this Agreement, the School District specifically agrees to indemnify, defend, and hold harmless SASSED and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss is based upon or arises out of claims relating to the placement, FAPE, or alleged procedural requirements applicable to any School District Student placed in a SASSED Program.

Moreover, the School District waives any and all claims it may have against SASSED (or SASSED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASSED.

10. Student Records: SASSED shall maintain all student records and reports in accordance with SASSED policies on student records, as well as applicable state and federal laws. All student records generated by SASSED shall be the property of the School District; however, SASSED shall have access to such records so that it may provide the services required under this Agreement.
11. Continuing Obligations: The following shall survive the expiration or termination of this Agreement: (a) Sections 4 and 6 (Tuition and Reimbursement and Invoices and Payment); (b) Section 9 (Indemnification and Waiver); (c) all representations and warranties made by each party; (d) Program for Individual Student; and (e) all other obligations that are to be performed after the expiration or termination of this Agreement.
12. Assignment: No part of this Agreement may be assigned by either of the parties hereto.
13. Multiple Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

14. Governing Law: This Agreement and the interpretation thereof shall be governed by the laws of the State of Illinois.

15. Notices: Any and all notices required to be sent pursuant to this Agreement shall be personally delivered or sent via certified mail addressed as follows:

For School District: Dr. Keith Wood, Superintendent  
Valley View CUSD 365U  
801 W. Normantown Rd  
Romeoville, IL 60446

For SASSED: Dr. Kimberly Dryier, Executive Director  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, Illinois 60532

16. Authority: The individuals executing this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement on behalf of and in the name of their respective parties.

17. Severability: If any provision of this Agreement shall be found to be invalid or unenforceable, such finding shall in no way affect, impair or invalidate any other provision, and such other provisions shall remain in full force and effect. Moreover, no provision of this Agreement shall be construed as contrary to law when it is possible to find an alternate construction that is consistent with the law and with the parties' overall intent.

18. Complete Understanding: This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements regarding the subject matter herein.

19. Waiver: No waiver of any default of a party hereunder shall be implied from omission by a party to take any action on account of such default, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated.

20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

Student Name: \_\_\_\_\_ **Student D**

DuPage West Cook: Deaf and Hard of Hearing Program (DHH)

Program Location: Westmont Jr High - 944 N Oakwood, Westmont IL 60559

Estimated Annual Program Tuition: \$ 62,728.00

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 8/20/2025

Program End Date: 5/29/2026

Student Start Date: 8/20/25

School District: Westmont CUSD 201

IN WITNESS WHEREOF, SASED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By: \_\_\_\_\_ Date: \_\_\_\_\_  
President

Attest: \_\_\_\_\_ Date: 11-17-25  
Secretary

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

This Agreement is made and entered into on the date set forth below, by and between the Board of Directors of The School Association for Special Education in DuPage County ("SASED") and the Board of Education of Valley View CUSD 365U ("School District").

WHEREAS, pursuant to the Illinois Constitution (Article VII, Section 10) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/3), units of local government and school districts are authorized to contract among themselves to combine and transfer powers and functions by intergovernmental cooperation; and

WHEREAS, SASSED and the School District have determined that it is in their best and mutual interests to contract with each other to provide for attendance by an identified School District student(s) in a SASSED program ("Student" or Student(s));

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. Term: This Agreement will remain in effect until either party provides at least thirty (30) days prior written notice to the other party of termination of this Agreement, which may be for any reason.
2. Program Services:
  - a. Subject to the terms and provisions of this Agreement, SASSED will provide services for the School District Student(s). The specific terms and conditions for each Student will be identified and signed by both parties, which is incorporated herein by reference.
  - b. Each Student will be permitted to attend the Program on the terms and conditions set forth in this Agreement.
  - c. SASSED will provide special education and related services in accordance with the Student's individualized education program (IEP), except as otherwise stated herein.
  - d. Assessments and reevaluations will be conducted by SASSED, except that SASSED will not be responsible for independent educational evaluations (IEEs) requested by a parent/guardian or other private evaluations approved by the School District or the IEP team.
  - e. Assistive technology devices, equipment, and related training offered to students as part of the Program will be provided by SASSED. The School District shall be solely responsible for funding, procurement, and maintenance of any other Assistive Technology devices, equipment or training identified in the Student's IEP.
  - f. As warranted, SASSED will convene IEP team meetings and issue required notices.

- g. SASSED may permanently dismiss the Student from the Program, terminating the applicable program page in Appendix A, under the following conditions:
  - i. Upon thirty (30) days' prior written notice to the School District, in the event that SASSED determines, in SASSED's sole discretion, that:
    - (a) The Program is no longer appropriate for the Student; or
    - (b) SASSED will no longer be operating the Program.
  - ii. Upon fifteen (15) days' prior written notice to the School District, in the event that there is insufficient space in the Program for SASSED member district students.
  - iii. Immediately if the Student commits gross disobedience or misconduct that warrants removal, as determined by SASSED.

3. School District's Responsibilities:

- a. The School District shall procure and directly fund all IEEs and any other School District-approved or IEP team-approved private evaluations at public expense.
- b. The School District shall procure and directly fund related services not typically provided by SASSED and any other related services that SASSED is unable to provide due to circumstances beyond SASSED's control.
- c. The School District shall prepare and maintain a proper and adequate IEP for the Student(s).
- d. A School District representative shall attend all IEP meetings for the Student(s) and shall serve as the local educational agency (LEA) representative.
- e. The School District shall provide the Student(s) with transportation to and from the Program.
- f. The terms of this Agreement notwithstanding, the School District remains the Student's resident school district for all purposes, remains ultimately responsible for the Student's educational services, and remains responsible for providing the Student with a free appropriate public education (FAPE) in the least restrictive environment.
- g. In the event of a dispute or challenge by the Student's parent/guardian or Student (including but not limited to a due process request, State complaint, request for mediation, Office for Civil Rights complaint, or Illinois Department of Human Rights complaint), the School District shall be responsible for all costs associated with the defense thereof (including but not limited to attorney's fees).
- h. The School District is responsible for paying the costs identified.

4. Tuition and Reimbursement: The School District will pay tuition and reimbursement, as set forth below, for the services identified herein. The actual costs of related services provided by SASSED for the Student(s) (including but not limited to Social Work Services, and Speech and Language Services, as applicable) are included in the tuition costs. The costs of all assessments and reevaluations of the Student(s) conducted by SASSED are also included in

the tuition costs. Vision and Orientation & Mobility Itinerant Services are included in the tuition costs for the Vision Program. Occupational Therapy and Physical Therapy Services are not included in tuition costs for all Programs.

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  - c. In addition to paying the non-member district tuition, the School District will reimburse SASED for all the following:
    - i. The actual costs (to include salary and benefits) for all SASED paraprofessionals, medical assistants/teacher assistants and interpreters providing one-to-one services to the Student(s).
    - ii. The actual costs of all assistive technology devices and equipment, and any related training, provided by SASED for the Student's use.
  - d. For any Student that is enrolled for at least 10 days tuition will be calculated based on the amount of time the Student is in the Program.
  - e. Extended School Year: If a Student's IEP calls for extended school year services and the District chooses for the Student to attend ESY services in the Program, the School District will pay SASED's per pupil costs as calculated for Extended School Year Program.
5. National School Lunch/School Breakfast Programs: If SASED participates in the National School Lunch Program and/or School Breakfast Program and the Student(s) is eligible under free or reduced-priced breakfast or lunch under those programs, SASED is required to claim this Student(s).
6. Invoices and Payment:
- a. An invoice for 100% of the annual tuition amount will be issued by SASED within the month of July after this Agreement is fully signed. A prorated invoice will be sent based on actual days of enrollment. For Students who enroll after September 1 an invoice will be sent within ten (10) days after the Appendix A is fully signed for the tuition following the above schedule.
  - b. In or around, July, SASED will calculate the final costs and issue a final invoice to the School District for any remaining balance to be paid.
  - c. In the event that the School District's initial payments exceed the actual final costs (resulting in an overpayment by the School District), SASED will issue a refund to the School District by September 15.

- d. Payment will be made by the School District after receipt of each invoice, in accordance with the *Local Government Prompt Payment Act* (50 ILCS 505/).
7. Relationship of the Parties: SASED and the School District acknowledge and agree that they are contractors independent of one another and that this Agreement does not create an employer-employee relationship, partnership, joint venture, agency, or any other such relationship.
8. No Third-Party Beneficiaries: This Agreement is entered into solely for the benefit of the contracting parties. Nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.
9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

In addition, notwithstanding any other provision of this Agreement, the School District specifically agrees to indemnify, defend, and hold harmless SASED and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss is based upon or arises out of claims relating to the placement, FAPE, or alleged procedural requirements applicable to any School District Student placed in a SASED Program.

Moreover, the School District waives any and all claims it may have against SASED (or SASED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASED.

10. Student Records: SASED shall maintain all student records and reports in accordance with SASED policies on student records, as well as applicable state and federal laws. All student records generated by SASED shall be the property of the School District; however, SASED shall have access to such records so that it may provide the services required under this Agreement.
11. Continuing Obligations: The following shall survive the expiration or termination of this Agreement: (a) Sections 4 and 6 (Tuition and Reimbursement and Invoices and Payment); (b) Section 9 (Indemnification and Waiver); (c) all representations and warranties made by each party; (d) Program for Individual Student; and (e) all other obligations that are to be performed after the expiration or termination of this Agreement.
12. Assignment: No part of this Agreement may be assigned by either of the parties hereto.
13. Multiple Counterparts: This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

14. Governing Law: This Agreement and the interpretation thereof shall be governed by the laws of the State of Illinois.

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For School District: Dr. Keith Wood, Superintendent  
Valley View CUSD 365U  
801 W. Normantown Rd  
Romeoville, IL 60446

For SASED: Dr. Kimberly Dryier, Executive Director  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, Illinois 60532

16. Authority: The individuals executing this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement on behalf of and in the name of their respective parties.

17. Severability: If any provision of this Agreement shall be found to be invalid or unenforceable, such finding shall in no way affect, impair or invalidate any other provision, and such other provisions shall remain in full force and effect. Moreover, no provision of this Agreement shall be construed as contrary to law when it is possible to find an alternate construction that is consistent with the law and with the parties' overall intent.

18. Complete Understanding: This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements regarding the subject matter herein.

19. Waiver: No waiver of any default of a party hereunder shall be implied from omission by a party to take any action on account of such default, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated.

20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

Student E

Student Name: \_\_\_\_\_

DuPage West Cook: VISION PROGRAM

Program Location: Albright MS - 1110 S Villa Ave, Villa Park, IL 60181

Estimated Annual Program Tuition: \$ 67,373.00

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 8/27/2025

Program End Date: 6/4/2026

Student Start Date: 8/27/25

School District: Salt Creek SD 48

IN WITNESS WHEREOF, SASED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By: \_\_\_\_\_ Date: \_\_\_\_\_  
President

Attest: \_\_\_\_\_ Date: 11-17-25  
Secretary

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN SASSED AND NON-MEMBER SCHOOL DISTRICT**

This Agreement is made and entered into on the date set forth below, by and between the Board of Directors of The School Association for Special Education in DuPage County ("SASED") and the Board of Education of Valley View CUSD 365U ("School District").

WHEREAS, pursuant to the Illinois Constitution (Article VII, Section 10) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/3), units of local government and school districts are authorized to contract among themselves to combine and transfer powers and functions by intergovernmental cooperation; and

WHEREAS, SASSED and the School District have determined that it is in their best and mutual interests to contract with each other to provide for attendance by an identified School District student(s) in a SASSED program ("Student" or Student(s));

NOW THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties agree as follows:

1. Term: This Agreement will remain in effect until either party provides at least thirty (30) days prior written notice to the other party of termination of this Agreement, which may be for any reason.
2. Program Services:
  - a. Subject to the terms and provisions of this Agreement, SASSED will provide services for the School District Student(s). The specific terms and conditions for each Student will be identified and signed by both parties, which is incorporated herein by reference.
  - b. Each Student will be permitted to attend the Program on the terms and conditions set forth in this Agreement.
  - c. SASSED will provide special education and related services in accordance with the Student's individualized education program (IEP), except as otherwise stated herein.
  - d. Assessments and reevaluations will be conducted by SASSED, except that SASSED will not be responsible for independent educational evaluations (IEEs) requested by a parent/guardian or other private evaluations approved by the School District or the IEP team.
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  - f. As warranted, SASSED will convene IEP team meetings and issue required notices.

- g. SASED may permanently dismiss the Student from the Program, terminating the applicable program page in Appendix A, under the following conditions:
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    - (a) The Program is no longer appropriate for the Student; or
    - (b) SASED will no longer be operating the Program.
  - ii. Upon fifteen (15) days' prior written notice to the School District, in the event that there is insufficient space in the Program for SASED member district students.
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- 3. School District's Responsibilities:
  - a. The School District shall procure and directly fund all IEEs and any other School District-approved or IEP team-approved private evaluations at public expense.
  - b. The School District shall procure and directly fund related services not typically provided by SASED and any other related services that SASED is unable to provide due to circumstances beyond SASED's control.
  - c. The School District shall prepare and maintain a proper and adequate IEP for the Student(s).
  - d. A School District representative shall attend all IEP meetings for the Student(s) and shall serve as the local educational agency (LEA) representative.
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  - h. The School District is responsible for paying the costs identified.
- 4. Tuition and Reimbursement: The School District will pay tuition and reimbursement, as set forth below, for the services identified herein. The actual costs of related services provided by SASED for the Student(s) (including but not limited to Social Work Services, and Speech and Language Services, as applicable) are included in the tuition costs. The costs of all assessments and reevaluations of the Student(s) conducted by SASED are also included in

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9. Indemnification and Waiver: For purposes of this Section 9, "Loss" is defined as any and all liabilities, damages, claims, demands, judgments, causes of action, costs, expenses (including reasonable attorneys' fees), and losses relating to any School District Student placed in a SASSED program and/or relating to any act or omission of either party in implementing this Agreement and/or otherwise relating to this Agreement.

Each party agrees to indemnify, defend, and hold harmless the other party and its Board members, employees, volunteers, and agents, against and from any Loss to the extent the Loss arises out of the acts or omissions of the indemnifying party.

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Moreover, the School District waives any and all claims it may have against SASSED (or SASSED's Board members, employees, volunteers or agents) relating to the Program or the services provided to the Student by SASSED.

10. Student Records: SASSED shall maintain all student records and reports in accordance with SASSED policies on student records, as well as applicable state and federal laws. All student records generated by SASSED shall be the property of the School District; however, SASSED shall have access to such records so that it may provide the services required under this Agreement.
11. Continuing Obligations: The following shall survive the expiration or termination of this Agreement: (a) Sections 4 and 6 (Tuition and Reimbursement and Invoices and Payment); (b) Section 9 (Indemnification and Waiver); (c) all representations and warranties made by each party; (d) Program for Individual Student; and (e) all other obligations that are to be performed after the expiration or termination of this Agreement.
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Valley View CUSD 365U  
801 W. Normantown Rd  
Romeoville, IL 60446

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

16. Authority: The individuals executing this Agreement represent and warrant that they have full power and lawful authority to execute this Agreement on behalf of and in the name of their respective parties.

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18. Complete Understanding: This Agreement constitutes the entire agreement between the parties and supersedes any prior understandings or agreements regarding the subject matter herein.

19. Waiver: No waiver of any default of a party hereunder shall be implied from omission by a party to take any action on account of such default, and no express waiver shall affect any default other than the default specified in the express waiver and then only for the time and to the extent therein stated.

20. Amendments: No change or modification to this Agreement shall be valid unless it is in writing and signed by both parties.

Student Name: \_\_\_\_\_ Student F

DuPage West Cook: VISION PROGRAM

Program Location: Albright MS - 1110 S Villa Ave, Villa Park, IL 60181

Estimated Annual Program Tuition: \$ 67,373.00

Estimated Extended School Year Tuition: \$ 1,387.00

Program Start Date: 8/27/2025

Program End Date: 6/4/2026

Student Start Date: 8/27/25

School District: Salt Creek SD 48

IN WITNESS WHEREOF, SASED and the School District have caused this Agreement to be executed on the date(s) set forth below.

BOARD OF DIRECTORS FOR THE SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairperson

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
Secretary

BOARD OF EDUCATION OF [SCHOOL DISTRICT]

By: [Signature] Date: \_\_\_\_\_  
President

Attest: [Signature] Date: 11-17-25  
Secretary



## DONATION ACCEPTANCE FORM (for gift over \$500)

**DATE:** 12/8/25

**FROM:** Catherine Sarrett, Scrims Center LLC

**PERSON/PROGRAM RECEIVING GIFT:** Technology Department

**AMOUNT:** \$2,850 FMV

In accordance with Board policy 8:80 *Gifts to SASED*, This form must be completed and approved by the Board.

The Board appreciates gifts from any education foundation, other entities, or individuals. All gifts must adhere to each of the following:

1. Be accepted by the Board or, if less than \$500.00 in value, the Executive Director or designee. Individuals should obtain a pre-acceptance commitment before identifying SASED, any school, or school program or activity as a beneficiary in any fundraising attempt, including without limitation, any Internet fundraising attempt.
2. Be given without a stated purpose or with a purpose deemed by the party with authority to accept the gift to be compatible with the Board's educational objectives and policies.
3. Be consistent with SASED's mandate to provide equal educational and extracurricular opportunities to all students in SASED as provided in Board policy 7:10, Equal Educational Opportunities. State and federal laws require SASED to provide equal treatment for members of both sexes to educational programming, extracurricular activities, and athletics. This includes the distribution of athletic benefits and opportunities. Permit the SASED to maintain resource equity among its learning centers.
4. Be viewpoint neutral. The Executive Director or designee shall manage a process for the review and approval of donations involving the incorporation of messages into or placing messages upon school property.
5. Comply with all laws applicable to SASED including, without limitation, the Americans with Disabilities Act, the Prevailing Wage Act, the Health/Life Safety Code for Public Schools, and all applicable procurement and bidding requirements.

SASED will provide equal treatment to all individuals and entities seeking to donate money or a gift. Upon acceptance, all gifts become SASED's property. The acceptance of a gift is not an endorsement by the Board, SASED, or school of any product, service, activity, or program. The method of recognition is determined by the party accepting the gift.

### SUMMARY OF HOW GIFT WILL BE USED:

Replacement desktop computers

**Approved:** \_\_\_\_\_  
Board Chairperson Date

## Combined Fair Market Value Donation Summary

**Donor:** Catherine Sarrett, Scrims Center LLC

**Donation Date:** \_\_\_\_\_

**Recipient Organization:** SASSED

---

### Items Donated

#### 1. Custom Gaming Desktop Computers (Qty: 3)

##### Specifications:

- Intel Core i7
- NVIDIA RTX 3070 (Gigabyte)
- ASUS Prime Z490-P motherboard
- Cooler Master 240L Liquid Cooler
- ADATA XPG 8 GB RAM
- 1 TB Intel 6645P SSD
- Approximate age: ~5 years
- Condition: Fully functional, normal wear (assumed)

##### Fair Market Value (FMV):

Given the relatively newer GPU (RTX 3070), 1 TB SSD, and overall upgraded build compared to older rigs, a reasonable FMV per system would be **\$700–\$900**, depending on overall condition, local demand, and completeness (cables, case, etc.).

**Suggested reasonable midpoint: \$800 each**

**Total FMV (3 systems): \$2,400**

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#### 2. BenQ Zowie XL2546 24.5" 240 Hz Gaming Monitors (Qty: 3)

**Specs:** 24.5", 1080p, 240 Hz, designed for competitive gaming

**Approximate age:** ~5 years

**Condition:** Functional, includes stand & cables (unless noted otherwise)

##### Fair Market Value (FMV):

Used-market pricing for 240 Hz competitive-gaming monitors such as the XL2546 typically falls in the range **\$120–\$200 each**, depending on condition and demand.

**Suggested reasonable midpoint: \$150 each**

**Total FMV (3 monitors): \$450**

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**Total Estimated Fair Market Value of All Donated Items**

**\$2,400 (computers) + \$450 (monitors) = \$2,850 total FMV**

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**Valuation Basis**

- Assessment based on current used/resale market for similar GPU-equipped gaming PCs and high-refresh 240 Hz monitors.
  - Adjusted for age (~5 years), condition, and component quality (RTX 3070 and 1 TB SSD significantly raise value vs older mid-range rigs).
  - FMV defined per Internal Revenue Service (IRS) guidance: what a willing buyer would pay a willing seller for the items in their current condition.
- 

**Donor Certification**

I certify that the above items were donated in good working condition and that the valuations listed reflect my good-faith estimate of their fair market value based on comparable current market data as of the donation date.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



November 21, 2025

SENT BY EMAIL TO  
patrick.starnaud@sased.org

Dear Requester:

On November 12, 2025, the School Association for Special Education in DuPage County (SASED) received your request for records, as follows:

I am requesting documents under the Illinois Freedom of Information Act. Specifically, I am requesting the daily class schedules for Patrick Dugan, Jennifer Duncan, Jameson Marchese, and Laura Zacharski's classes.

I am requesting these documents in an electronic format. Microsoft Word (.docx) is preferred; however other formats are acceptable.

This response is provided in accordance with the Illinois Freedom of Information Act, 5 ILCS 140/1, et seq. (FOIA). See the enclosed records.

If you have questions regarding this correspondence, please contact the undersigned.

Sincerely,

SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE

By: Rachel Wisniewski

Rachel Wisniewski, Assistant Director of Business Services  
Freedom of Information Act Officer

## INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), and Jenna Voss, LLC for Jenna Voss, PhD, CED, LSLC Cert AVEEd. ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

1. **SERVICES.** SASED shall engage Contractor to provide the following services as agreed to by SASED and Contractor Appendix A
2. **TERM.** Contractor shall provide services to SASED pursuant to this Agreement during the period from **February 27, 2026** ("Agreement Term").
3. **COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, SASED shall pay Contractor for services as outlined in Appendix A of this agreement. 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. 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.
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 SASED.
7. **OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by SASED.
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 SASSED, is deemed detrimental to the best interests of SASSED.

9. **RETURN OF PROPERTY.** Upon termination or completion of the Agreement Term, Contractor will promptly return to SASSED all property belonging to SASSED, 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 SASSED, 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 SASSED 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:** Jenna Voss, LLC  
Presenter: Jenna Voss, PhD, CED, LSLS Cert AVEd.  
20 Parkland Avenue  
Glendale, MO 63122


**For SASSED:** Dr. Kim Dryier, Executive Director  
Rachel Wisniewski, Assistant Director of Business/CSBO  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, IL 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 SASSED Board of Directors.

**THEREFORE,** SASSED and Contractor now voluntarily and knowingly execute this Agreement.

**SASSED**


By:   
Executive Director

Date: 11-19-25

By:   
Assistant Director of Business Services

Date: 11-19-25

**Contractor**

  
\_\_\_\_\_

Date: 10.20.2025

**Independent Contractor Agreement - Professional Development  
Appendix A**

**Contractor/Consultant:** Jenna Voss, LLC

Presenter: Jenna Voss, PhD, CED, LSLS Cert AVEd.

**Address:** 20 Parkland Avenue, Glendale, MO 63122

**Email Address:** [Hello@jennavoss.com](mailto:Hello@jennavoss.com) for payments

**Phone #:** (314) 276-5743 / Jenna Voss, LLC and (314) 276-5743 Personal Cell Phone for Jenna Voss, PhD, CED, LSLS Cert AVEd.

I agree to enter into a contract with SASSED in return for a payment in the amount of **\$2,000.00** for the following services: **A total of 5 hours of professional development for SASSED staff and districts; presented by Jenna Voss, PhD, CED, LSLS Cert AVEd.** These sessions will take place at the following **date(s), time, place:**

- **Date:** Friday, February 27, 2026
- **Time:** 8:00 AM - 2:00 PM
- **Location:** NIU Naperville, Northern Illinois University, 1120 E. Diehl Rd., Naperville, IL 60563

Estimated expenses for travel, meals (meals up to \$0.00 per day), etc.  **Included in above fee**

Lodging requested:  Yes  No

If lodging is needed, SASSED will handle reservations and payment (Must be pre-approved on contract).

Would you be willing to have participants contact you electronically after your presentation with follow-up questions (e.g., listserv; email)?  Yes  No

**Agreements:**

I agree to submit all handouts for said presentation **no less than ten (10) business days prior to the workshop/seminar/event.**

I agree to have handouts available electronically on the SASSED website.

I understand that I must submit an invoice including the appropriate purchase order number to SASSED in order to initiate payment of this contract, and I understand **payment will be made only after Board approval.**

**Contractor/Consultant Signature**

By: \_\_\_\_\_  


Date: 10.20.2025

**SASED Admin Signature:**

By: \_\_\_\_\_  


Date: 11-20-25

**Account Code:** 10 E 605 2210 3111 01 194012

**PO Number:** 3062600019

## INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), and Lauren Sheehan Consulting LLC for Lauren Sheehan, M.Ed, ATP ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

1. **SERVICES.** SASED shall engage Contractor to provide the following services as agreed to by SASED and Contractor Appendix A
2. **TERM.** Contractor shall provide services to SASED pursuant to this Agreement during the period from February 27, 2026 ("Agreement Term").
3. **COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, SASED shall pay Contractor for services as outlined in Appendix A of this agreement. 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. 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.
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 SASED.
7. **OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by SASED.
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 SASSED, is deemed detrimental to the best interests of SASSED.

9. **RETURN OF PROPERTY.** Upon termination or completion of the Agreement Term, Contractor will promptly return to SASSED all property belonging to SASSED, 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 SASSED, 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.
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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 SASSED 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:** [Lauren Sheehan Consulting LLC](#)  
[Presenter: Lauren Sheehan, M.Ed, ATP](#)  
10320 Lavergne Avenue  
Oak Lawn, IL 60453

**For SASED:** Dr. Kim Dryier, Executive Director  
Rachel Wisniewski, Assistant Director of Business/CSBO  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, IL 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 Directors.

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

**SASED**

By: Kim Dryier  
Executive Director

Date: 11-12-25

By: Rachel Wisniewski  
Assistant Director of Business Services

Date: 10/17/25

**Contractor**

Laura Graham

Date: 10/17/2025

**Independent Contractor Agreement – Professional Development  
Appendix A**

**Contractor/Consultant:** Lauren Sheehan Consulting LLC  
Presenter: Lauren Sheehan, M.Ed., ATP

**Address:** 10320 Lavergne Avenue, Oak Lawn, IL 60453

**Email Address:** mrs.laurensheehan@gmail.com for payments

**Phone #:** (708) 203-6161 / Lauren Sheehan Consulting LLC and (708) 203-6161 Personal Cell Phone for Lauren Sheehan, M.Ed., ATP

I agree to enter into a contract with SASED in return for a payment in the amount of **\$1,700.00** for the following services: **A total of 5 hours of professional development for SASED staff and districts; presented by Lauren Sheehan, M.Ed., ATP.** These sessions will take place at the following date(s), time, place:

- **Date:** Friday, February 27, 2026
- **Time:** 8:00 AM - 2:00 PM
- **Location:** NIU Naperville, Northern Illinois University, 1120 E. Diehl Rd., Naperville, IL 60563

Estimated expenses for travel, meals (meals up to \$0.00 per day), etc.  **Included in above fee**

Lodging requested:  Yes  No

If lodging is needed, SASED will handle reservations and payment (Must be pre-approved on contract).

Would you be willing to have participants contact you electronically after your presentation with follow-up questions (e.g., listserv; email)?  Yes  No

**Agreements:**

I agree to submit all handouts for said presentation **no less than ten (10) business days prior to the workshop/seminar/event.**

I agree to have handouts available electronically on the SASED website.

I understand that I must submit an invoice including the appropriate purchase order number to SASED in order to initiate payment of this contract, and I understand **payment will be made only after Board approval.**

**Contractor/Consultant Signature:**

By: 

Date: 10/17/2025

**SASED Admin Signature:**

By: 

Date: 11-12-25

**Account Code:** 10 E 605 2210 3111 01 194012

**PO Number:** 3062600016

## INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), and [FTF Behavioral Consulting, Inc. for Claire Egan, PhD., BCBA](#) ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

1. **SERVICES.** SASED shall engage Contractor to provide the following services as agreed to by SASED and Contractor Appendix A
2. **TERM.** Contractor shall provide services to SASED pursuant to this Agreement during the period from [February 27, 2026](#) ("Agreement Term").
3. **COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, SASED shall pay Contractor for services as outlined in Appendix A of this agreement. 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.
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5. **INDEPENDENT CONTRACTOR.** Contractor is an independent contractor and not an employee of SASED. 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.
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7. **OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by SASED.
8. **TERMINATION.** This Agreement may be terminated early for the following reasons:
  - a. Mutual agreement, with fourteen (14) days' notice;
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  - 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 SASSED, is deemed detrimental to the best interests of SASSED.

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

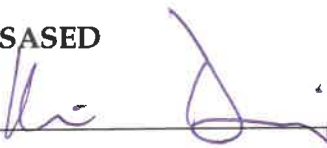
**For Contractor:** [FTF Behavioral Consulting, Inc.](#)  
[Presenter: Claire Egan, PhD., BCBA](#)  
[P.O. Box 20340](#)  
[Worcester, MA 01602](#)

**For SASSED:** Dr. Kim Dryier, Executive Director  
Rachel Wisniewski, Assistant Director of Business/CSBO  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, IL 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 SASSED Board of Directors.

**THEREFORE,** SASSED and Contractor now voluntarily and knowingly execute this Agreement.

**SASED**  
By:  \_\_\_\_\_  
Executive Director

Date: 11-19-25

By:  \_\_\_\_\_  
Assistant Director of Business Services

Date: 11-19-25

**Contractor**

  
\_\_\_\_\_  
CEO, FTF Behavioral Consulting, Inc.

Date: November 18, 2025

**Independent Contractor Agreement - Professional Development  
Appendix A**

**Contractor/Consultant:** FTF Behavioral Consulting, Inc.  
Presenter: Claire Egan, PhD., BCBA

**Address:** P.O. Box 20340, Worcester, MA 01602

**Email Address:** [billing@ftfbc.com](mailto:billing@ftfbc.com) for payments / [srodriguez@ftfbc.com](mailto:srodriguez@ftfbc.com)

**Phone #:** (508) 926-8910

I agree to enter into a contract with SASSED in return for a payment in the amount of no more than **\$7,140.00 (\$5,000.00 On-site Training/full day) and no more than (\$2,140.00 in Travel Expenses)** for the following services: A total of 5 hours of professional development for SASSED staff and districts; presented by **Claire Egan, PhD., BCBA**. These sessions will take place at the following date(s), time, place:

- **Date:** Friday, February 27, 2026
- **Time:** 8:00 AM - 2:00 PM
- **Location:** NIU Naperville, Northern Illinois University, 1120 E. Diehl Rd., Naperville, IL 60563

Estimated expenses for travel, meals (meals up to \$0.00 per day), etc.  **Included in above fee**

Lodging requested:  Yes  No

If lodging is needed, SASSED will handle reservations and payment (Must be pre-approved on contract).

Would you be willing to have participants contact you electronically after your presentation with follow-up questions (e.g., listserv; email)?  Yes  No

**Agreements:**

I agree to submit all handouts for said presentation **no less than ten (10) business days prior to the workshop/seminar/event.**

I agree to have handouts available electronically on the SASSED website.

I understand that I must submit an invoice including the appropriate purchase order number to SASSED in order to initiate payment of this contract, and I understand **payment will be made only after Board approval.**

**Contractor/Consultant Signature:**

By: 

Date: 11/17/2025

**SASSED Admin Signature:**

By: 

Date: 11-20-25

**Account Code:** 10 E 605 2210 3111 01 194012

**PO Number:** 3062600022

# CERTIFICATE *of* SIGNATURE

REF. NUMBER  
**E6R3S-AFCTT-DQEHE-4GXQB**

DOCUMENT COMPLETED BY ALL PARTIES ON  
**18 NOV 2025 15:47:04**  
UTC

## SIGNER

**GREGORY HANLEY**

EMAIL  
**GHANLEY@FTFBC.COM**

## TIMESTAMP

SENT  
**17 NOV 2025 21:12:59**

VIEWED  
**18 NOV 2025 15:46:42**

SIGNED  
**18 NOV 2025 15:47:04**

## SIGNATURE



IP ADDRESS  
**66.189.30.192**

LOCATION  
**WORCESTER, UNITED STATES**

## RECIPIENT VERIFICATION

EMAIL VERIFIED  
**18 NOV 2025 15:46:42**



## INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), and Maria Bettler, MS, OTR/L ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

1. **SERVICES.** SASED shall engage Contractor to provide the following services as agreed to by SASED and Contractor Appendix A
2. **TERM.** Contractor shall provide services to SASED pursuant to this Agreement during the period from February 27, 2026 ("Agreement Term").
3. **COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, SASED shall pay Contractor for services as outlined in Appendix A of this agreement. 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. 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.
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 SASED.
7. **OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by SASED.
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 SASSED, is deemed detrimental to the best interests of SASSED.

9. **RETURN OF PROPERTY.** Upon termination or completion of the Agreement Term, Contractor will promptly return to SASSED all property belonging to SASSED, 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 SASSED, 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 SASSED 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:** Maria Bettler, MS, OTR/L  
Presenter: Maria Bettler, MS, OTR/L  
514 Valley Forge Avenue  
South Elgin, IL 60177

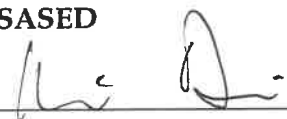
**For SASSED:** Dr. Kim Dryier, Executive Director  
Rachel Wisniewski, Assistant Director of Business/CSBO  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, IL 60532

**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 SASSED Board of Directors.

**THEREFORE,** SASSED and Contractor now voluntarily and knowingly execute this Agreement.

**SASSED**

By:   
Executive Director

Date: 12-3-25

By:   
Assistant Director of Business Services

Date: 12-1-25

**Contractor**



Date: December 1, 2025



## INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made by and between The School Association for Special Education in DuPage County ("SASED"), and Reimagine Justice Illinois - Nancy J. Michaels, Co-Executive Director and Sarah Schriber, Co-Executive Director ("Contractor") (collectively referred to as "the Parties").

The Parties agree as follows:

1. **SERVICES.** SASED shall engage Contractor to provide the following services as agreed to by SASED and Contractor Appendix A.
2. **TERM.** Contractor shall provide services to SASED pursuant to this Agreement during the period from February 27, 2026 ("Agreement Term").
3. **COMPENSATION.** In exchange for the services provided pursuant to Paragraph 1, SASED shall pay Contractor for services as outlined in Appendix A of this agreement. 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. 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.
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 SASED.
7. **OTHER RULES AND POLICIES.** Contractor agrees to abide by any other rules, policies, and procedures as communicated by SASED.
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 SASSED, is deemed detrimental to the best interests of SASSED.

9. **RETURN OF PROPERTY.** Upon termination or completion of the Agreement Term, Contractor will promptly return to SASSED all property belonging to SASSED, 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 SASSED, 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 SASSED 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: Reimagine Justice Illinois  
Presenters: Nancy J. Michaels and Sarah Schriber, Co-Executive Directors  
630 Gunderson Avenue  
Oak Park, IL 60304

**Independent Contractor Agreement - Professional Development  
Appendix A**

**Contractor/Consultant:** Reimagine Justice Illinois

**Presenters:** Nancy J. Michaels and Sarah Schriber, Co-Executive Directors

**Address:** 630 Gunderson Avenue, Oak Park, IL 60304

**Email Address:** [info@rjillinois.org](mailto:info@rjillinois.org) for payments

**Phone #:** (708) 899-7927 Personal Cell Phone for Nancy J. Michaels and (312) 804-4824 Personal Cell Phone for Sarah Schriber

I agree to enter into a contract with SASED in return for a payment in the amount of **\$1,200.00 plus mileage** for the following services: **A total of 5 hours of professional development for SASED staff and districts; presented by Nancy J. Michaels and Sarah Schriber, Co-Executive Directors. These sessions will take place at the following date(s), time, place:**

- **Date:** Friday, February 27, 2026
- **Time:** 8:00 AM - 2:00 PM
- **Location:** NIU Naperville, Northern Illinois University, 1120 E. Diehl Rd., Naperville, IL 60563

Estimated expenses for travel, meals (meals up to \$0.00 per day), etc.  **Included in above fee**

Lodging requested:  Yes  No

If lodging is needed, SASED will handle reservations and payment (Must be pre-approved on contract).

Would you be willing to have participants contact you electronically after your presentation with follow-up questions (e.g., listserv; email)?  Yes  No

**Agreements:**

I agree to submit all handouts for said presentation **no less than ten (10) business days prior to the workshop/seminar/event.**

I agree to have handouts available electronically on the SASED website.

I understand that I must submit an invoice including the appropriate purchase order number to SASED in order to initiate payment of this contract, and I understand **payment will be made only after Board approval.**

**Contractor/Consultant Signature:**

By:  Date: 12/1/2025

**Contractor/Consultant Signature:**

By:  Date: \_\_\_\_\_

SASED 

By:  Date: 12-3-25

**Account Code:** 10 E 605 2210 3111 01 194012

**PO Number:** 3062600021


For SASED: Dr. Kim Dryier, Executive Director  
Rachel Wisniewski, Assistant Director of Business/CSBO  
School Association for Special Education in DuPage County  
2900 Ogden Avenue  
Lisle, IL 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 Directors.

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

SASED

By:   
Executive Director

Date: 12-3-25

By: Rachel Wisniewski  
Assistant Director of Business Services

Date: 12-1-25

Contractor



Date: 12/1/2025

Contractor

Nancy J. Michaels

Date: \_\_\_\_\_



**Creative Solutions for Education Group, LLC**

**SERVICE AGREEMENT**

This Contract for Services is made effective as of October 15, 2025 by and between The School Association for Special Education in DuPage County ("SASED") of 2900 Ogden Ave, Lisle, IL 60532 and Creative Solutions for Education Group, LLC ("CSEGLLC") of 900 Jorie Blvd – Ste 109, Oak Brook, IL 60523.

**1. DESCRIPTION OF PRODUCTS AND SERVICES.**

**Professional Development Services:**

<b>Date and Location</b>	<b>Topic</b>	<b>Fee</b>
<b>February 27, 2026</b> 8am-1:30pm (5.5 hours*) On-Site at NIU Naperville Campus Naperville, IL	IEP Mastermind (Levels 1 and 2)	\$1700 (up to 60 participants)
<i>*Includes (2)15-minute breaks</i>		
<b>TOTAL</b>		<b>\$1700</b>

- Customized and interactive PD session
- Digital course workbook (PDF format)
- Online resources (e.g., handouts, additional resources, etc.) available to participants until June 30, 2026.

**2. PAYMENT.** Payment shall be made to Creative Solutions for Education Group, LLC, 900 Jorie Blvd – Ste 109, Oak Brook, IL 60523 upon completion of the services described above in this Contract. Services and products will be billed prior to the session date and sent to SASED via emailed invoices through Quickbooks sent to Claire Smith (Program Coordinator) and Leslie Bentley (Administrative Assistant). Payment is due on or before March 15, 2026.

SASED shall pay all costs of collection, including without limitation, reasonable attorney fees. In addition to any other right or remedy provided by law, if SASED fails to pay for the Services when due, CSEGLLC has the option to treat such failure to pay as a material breach of this Contract, and may cancel this Contract and/or seek legal remedies.

**3. CANCELLATION POLICY.** Any cancellation by SASED occurring 22 days or more prior the first day of the workshop will result in no cancellation fee. For cancellations made 21 days or less prior to the first day of the workshop, a penalty of 50% of the contractual fee. Written notice of cancellation must be provided via email to [Maureen.Best@cseglc.com](mailto:Maureen.Best@cseglc.com) and shall be deemed effective upon confirmation by CSEGLLC of receipt.

CSEGLLC reserves the right to cancel a workshop due to unforeseen circumstances. We make every effort to give participants as much advance notice as possible of any change to

the workshop schedule. In the unlikely event that CSEGLLC has to cancel a workshop, we will give priority rescheduling to SASSED and a 10% discount upon rebooking.

4. **TERM.** This Contract will terminate automatically upon completion by CSEGLLC of the Services required by this Contract.
5. **INDEPENDENT CONTRACTOR STATUS.** CSEGLLC is an independent contractor, and neither CSEGLLC nor CSEGLLC's employees or contract personnel are, or shall be deemed, employees of SASSED. In its capacity as an independent contractor, CSEGLLC agrees and represents, and SASSED agrees, as follows:
  - CSEGLLC has the right to perform services for others during the term of this Agreement.
  - CSEGLLC has the sole right to control and direct the means, manner, and method by which the services required by this Agreement will be performed.
  - CSEGLLC shall be solely responsible for all federal, state, and local taxes, insurance, and benefits for its employees or contractors.
6. **MEETING SPACE AND EQUIPMENT PROVISION.** SASSED shall provide the Contractor with appropriate meeting space, access to a reliable wireless internet connection, and projection equipment capable of casting presentations on a large screen for the duration of the scheduled services. All such facilities and equipment shall be in good working order and available at least thirty (30) minutes prior to the scheduled start time of the presentation to allow for setup and testing.
7. **WORK PRODUCT OWNERSHIP.** Any copyrightable works, ideas, discoveries, inventions, patents, products, or other information (collectively, the "Work Product") developed in whole or in part by CSEGLLC in connection with the Services for SASSED shall remain the exclusive property of CSEGLLC. All presentations, materials, and recordings are provided solely for use by registered SASSED staff. The content shall not, under any circumstances, be recorded, reproduced, modified, republished, distributed, or used to create derivative works, in whole or in part, without the prior written consent of CSEGLLC. These restrictions shall survive termination of this Agreement. Any unauthorized use or breach of copyright will constitute a material breach of this Agreement and may result in legal action, including injunctive relief and recovery of damages. Any unauthorized use or breach of this Section 7 shall constitute a material breach of this Agreement and may be enforced through the remedies set forth in Section 11, in addition to any other remedies available at law or in equity.
8. **CONFIDENTIALITY.** CSEGLLC, and its employees, agents, or representatives will not at any time or in any manner, either directly or indirectly, use for the personal benefit of CSEGLLC, or divulge, disclose, or communicate in any manner, any information that is proprietary to SASSED. CSEGLLC and its employees, agents, and representatives will protect such information and treat it as strictly confidential. This provision will continue to be effective after the termination of this Contract. Any oral or written waiver by SASSED of these confidentiality obligations which allows CSEGLLC to disclose SASSED's confidential information to a third party will be limited to a single occurrence tied to the specific information disclosed to the specific third party, and the confidentiality clause will continue to be in effect for all other occurrences.
9. **WARRANTY.** CSEGLLC shall provide its services and meet its obligations under this Contract in a timely and professional manner, using knowledge and recommendations for

performing the services which meet generally acceptable standards in CSEGLLC's community and region, and will provide a standard of care equal to, or superior to, care used by service providers similar to CSEGLLC on similar projects.

- 10. DEFAULT.** The occurrence of any of the following shall constitute a material default under this Contract:
- a. The failure to make a required payment when due.
  - b. The insolvency or bankruptcy of either party.
  - c. The subjection of any of either party's property to any levy, seizure, general assignment for the benefit of creditors, application or sale for or by any creditor or government agency.
  - d. The failure to make available or deliver the Services in the time and manner provided for in this Contract.
  - e. Failure to perform due to events covered under Section 12 (Force Majeure) shall not constitute a default under this Agreement.
- 11. REMEDIES.** In addition to any and all other rights a party may have available according to law, if a party defaults by failing to substantially perform any provision, term or condition of this Contract (including without limitation the failure to make a monetary payment when due), the other party may terminate the Contract by providing written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default. The party receiving such notice shall have 7 days from the effective date of such notice to cure the default(s). Unless waived in writing by a party providing notice, the failure to cure the default(s) within such time period shall result in the automatic termination of this Contract.
- 12. FORCE MAJEURE.** If performance of this Contract or any obligation under this Contract is prevented, restricted, or interfered with by causes beyond either party's reasonable control ("Force Majeure"), and if the party unable to carry out its obligations gives the other party prompt written notice of such event, then the obligations of the party invoking this provision shall be suspended to the extent necessary by such event. The term Force Majeure shall include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, orders or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars, or strikes, lock-outs, work stoppages. The excused party shall use reasonable efforts under the circumstances to avoid or remove such causes of non-performance and shall proceed to perform with reasonable dispatch whenever such causes are removed or ceased. An act or omission shall be deemed within the reasonable control of a party if committed, omitted, or caused by such party, or its employees, officers, agents, or affiliates.
- 13. DISPUTE RESOLUTION.** Arbitration: Any dispute, claim, or controversy arising out of or relating to this Agreement or the breach, termination, enforcement, interpretation, or validity thereof, including the determination of the scope or applicability of this agreement to arbitrate, shall be determined by arbitration in DuPage County, Illinois before three arbitrators. One arbitrator will be chosen by each party, with the third arbitrator selected by the two chosen arbitrators. The arbitration shall be administered by the American Arbitration Association (AAA) following its Applicable Rules. The arbitrator's decision shall be final and binding on both parties. Judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The arbitrators shall have the authority to award attorney's fees and costs in accordance with Section 20 of this Agreement.

- 14. ENTIRE AGREEMENT.** This Contract contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written concerning the subject matter of this Contract. This Contract supersedes any prior written or oral agreements between the parties.
- 15. SEVERABILITY.** If any provision of this Contract will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.
- 16. AMENDMENT.** This Contract may be modified or amended in writing by mutual agreement between the parties, if the writing is signed by the party obligated under the amendment.
- 17. GOVERNING LAW.** This Contract shall be construed in accordance with the laws of the State of Illinois.
- 18. NOTICE.** Any notice or communication required or permitted under this Contract shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.
- 19. WAIVER OF CONTRACTUAL RIGHT.** The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.
- 20. ATTORNEY'S FEES TO PREVAILING PARTY.** In any action arising hereunder or any separate action pertaining to the validity of this Agreement, the prevailing party shall be awarded reasonable attorney's fees and costs, both in the trial court and on appeal.
- 21. CONSTRUCTION AND INTERPRETATION.** The rule requiring construction or interpretation against the drafter is waived. The document shall be deemed as if it were drafted by both parties in a mutual effort.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

PLEASE NOTE – This signed contract must be received by CSEGLLC, on or before November 1, 2025, to reserve the date.

--- End of Terms ---

**Service Recipient – The School Association for Special Education in DuPage County**

By:   
Signature

Date: 11-12-25

Kim Dryjel  
Printed Name

Executive Director  
Title

**Service Provider - Creative Solutions for Education Group, LLC**

By: Maureen Drawiec Best, PhD, CCC-SLP/L, ATP Date: 11/18/2025

Maureen O. Best, PhD, CCC-SLP/L, ATP

Executive Director/Owner - Creative Solutions for Education Group, LLC



### ADDITIONAL CLASSROOM LEASE

**1. PARTIES:** The parties to this Lease are **Downers Grove Grade School District #58**, DuPage County, Illinois, having its principal offices at 2300 Warrenville Road, Suite 200 NE, Downers Grove, Illinois ("Lessor"), and School Association for Special Education in DuPage County (SASED), having its principal offices at 2900 Ogden Avenue, Lisle, Illinois ("Lessee"). The rights and duties of Lessee and Lessor shall be controlled by the provisions of this Lease.

**2. PREMISES:** Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the following described premises:

**One Deaf & Hard of Hearing (DHH) Classroom, Kingsley School, 6509 Powell St., Downers Grove, IL**

including all furnishings and ordinary school equipment necessary to use said rooms as classrooms. Lessor shall make available when needed by Lessee on a non-exclusive basis, Lessor's programs, areas and facilities of common benefit (e.g., the gymnasium, playgrounds, parking areas, restrooms etc.). If a situation arises in which Lessor anticipates that Lessee's use of facilities of common benefit will substantially disrupt or conflict with Lessor's use, Lessor will confer with Lessee in advance to make mutually agreeable alternative arrangements.

**3. TERM:** This Lease shall be for a term of one year commencing on November 7, 2025 and continuing until August 10, 2026. Thereafter, the parties may mutually agree to renew this Lease for an additional consecutive school year term upon the same terms and conditions with rent to be mutually agreed upon by the parties. The Lessee shall notify the Lessor of any such renewal request by March 15, 2026 and the Lessor shall accept or decline the renewal request by March 31, 2026.

**4. RENT AND RELATED COSTS:** Lessee agrees to pay Lessor rent as determined by the SASED Board of Control. For the school year 2025-2026 it is hereby agreed that the fees for Space Usage are as follows:

<input type="checkbox"/>	<b>Grades K-8:</b>	<b>\$23,000 x 1 Classrooms</b>	<b>\$17,581.00</b>
<input type="checkbox"/>	<b>High School:</b>	<b>\$25,000</b>	
<input type="checkbox"/>	<b>Office Space:</b>	<b>\$12,000</b>	
		<b>TOTAL</b>	<b>\$17,581.00</b>

**5. PAYMENT OF RENT:** Lessee agrees to pay rent in one lump sum on or before January 1, 2026, to the principal office of Lessor as stated above or at such other address as Lessor may designate.

**6. REGULATION OF STUDENTS AND CLASSROOMS:** Lessor shall have the right to establish reasonable rules and regulations:

- a. For the conduct of Lessee, its agents, employees, students, or persons entering or on Lessor's premises, including that which is leased.
- b. For the reasonable use of the classroom

**7. ASSIGNMENT SUBLETTING:** Lessee shall neither sublet the premises or any part thereof nor assign this Lease or permit by any act or default any transfer of Lessee's interest by operation of law, or offer the premises or any part thereof for lease or sublease, nor permit the use thereof for lease or sublease, nor permit the use thereof for any purpose other than as above mentioned, without in each case, the written consent of Lessor.

**8. SURRENDER OF PREMISES:** Lessee shall quit and surrender the premises and the school equipment provided by Lessor at the end of the term, with all keys thereto. Lessee shall not make any alterations in the premise without the written consent of Lessor; and all alterations which may be made by either party thereto upon the premises, except movable furniture, fixtures, shelves and bulletin boards put in at the expense of Lessee, shall be the property of Lessor, and shall remain upon and be surrendered with the premises as a part thereof at the termination of this Lease.

**9. NO WASTE OR MISUSE:** Lessee will use the building utilities in a reasonable manner. Lessee will pay all costs and/or damages to Lessor's premises caused by waste or misuse of facilities.

**10. TERMINATION, ABANDONMENT, RE-ENTRY, RELETTING:** At the termination of the Lease, by lapse of time or otherwise, Lessee agrees to yield up immediate and peaceable possession to Lessor. If default be made in the payment of the rent, or any part thereof, or in any of the covenants herein contained to be kept by Lessee, it shall be lawful for the Lessor at any time, at its election, within 30 days of written notice and the right to cure, to declare the term ended and this Lease forfeited.

**11. PROPERTY INSURANCE, UTILITY SERVICE, REPAIRS AND REPLACEMENT:** Lessor assumes full responsibility for providing at its expense adequate insurance to protect the classrooms, including the contents thereof owned by Lessor; from fire, lightning, vandalism or other perils. Lessee assumes full responsibility for providing at its expense adequate insurance to protect its property within said classrooms. Lessor, at its own cost and expense, shall keep the air-conditioning, heating, electrical, plumbing and all other mechanical equipment in good repair, condition and working order and shall furnish any and all said parts, mechanisms and devices required thereof. Any major repairs or replacements to said mechanical equipment, to the roof, exterior walls and structural portions of the building, shall be made by the Lessor. Lessee shall, at the expiration of the term of the Lease return the leased premises to Lessor in the same condition as received by Lessee at the commencement of the term of this Lease, ordinary wear and tear and acts of God excepted. Any repairs or replacements made necessary by the waste or misuse of the premises by Lessee, its agents, employees, or students, shall be made promptly by the Lessee, at its own expense and in a manner to prevent liens from attaching as a result thereof.

**12. LIABILITY INSURANCE AND INDEMNIFICATION:** Lessor shall maintain adequate insurance to insure against claims for bodily injury and property damage resulting from the use of the Lessor's premises. In addition, Lessee shall purchase General Liability coverage with a \$1,000,000 per occurrence limit, \$2,000,000 General Aggregate and \$500,000 Damage to Rented Premises Each Occurrence limit. Said General Liability coverage should name the Lessor as additional insured on a primary and non-contributory basis to insure against any claim or claims brought by any party or parties against Lessor for bodily injury, including Sexual Misconduct, resulting from acts occasioned by any negligence or recklessness or willful conduct of Lessee, its agents, employees, students, or other persons on Lessor's premises, including that leased to Lessee, for Lessee's business purposes. Certificates of Insurance for both Lessee or Lessor shall be on file at SASSED offices and Lessor's offices.

Each party to this Lease agree to indemnify, defend and hold harmless the other party and its Board(s), Board members, employees, volunteers and agents, against and from any and all liabilities, damages, claims, demands, judgements, causes of action, costs, expense (including reasonable attorneys' fees), and losses (collectively "Loss") arising directly or indirectly in connection with or as a result of this Lease, but only the extent the Loss is caused solely by an act of omission of the indemnifying party or its Board, Board members, employees, volunteers or agents.

**13. SUCCESSORS:** This Lease shall be binding upon, apply and inure to the benefit of Lessor and Lessee and their respective heirs, legal representatives, successors and assigns.

**14. SERVICES:** Space Usage shall include the following:

- Regular classroom or equivalent space, including use of utilities, garbage, snow removal and lawn cutting.
- Janitorial service, supplies and general maintenance.
- A proportionate share of access to the building principal, building secretary, and other personnel and spaces available to all students in the building such as nurse, librarian, etc. SASED staff and students are an integral part of the building, inclusive of building communications and crisis planning. Student fees required by the Lessor for students attending these programs are billed to SASED and will be included in the tuition costs billed to the district of residence. SASED staff has access to the building, general building supplies, copy machine, etc. as do all other staff. Postage can be accumulated by the Lessor and invoiced to SASED separately. Lessor will provide internet access in sufficient quantity to meet the reasonable needs of SASED faculty and students. Lessor will provide access to Lessor's technology staff to allow for SASED's computers to be integrated into the Lessor's network, to access the internet and troubleshoot problems. Lessor will not be required to provide technology equipment or trouble shoot technology issues directly related to hardware or software used by SASED. However, the Lessor's technology staff will be available to assist in resolving problems that are the result of the district network or the result of SASED provided hardware and software interacting with the network. This assistance shall be coordinated with SASED technology staff. SASED teachers working with students included in district classroom programs will be allowed to participate in lessor's staff meeting and activities, inclusive of celebrations and assemblies. The Lessor's building principal, secretary, and nurse consider the staff and students their responsibility, however, this responsibility is secondary to the SASED program coordinator. "Inclusion fees" have been integrated into this lease agreement. The payment of rental fee provides for the cost to lessor of having staffing patterns and other items impacted by including SASED students in the Lessor's programs. The rent amount identified above includes, and there shall be no additional charge for, SASED's use of the premises, facilities, utilities, supplies, maintenance services, access, support, personnel services, programs, area and facilities of common benefit described herein.
- With regard to the school day for SASED students, start and end times shall be the same as for the other students in the school.

**15. ADDENDUM:** This Lease may include an Addendum, if different/additional terms are warranted due to special circumstances (such as a unique space size). If an Addendum is used, it will be signed and dated by both parties, attached to this Lease, and considered a part of this Lease.

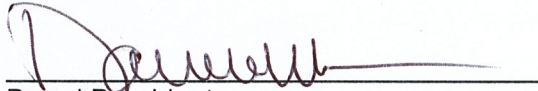
IN WITNESS THEREOF, the parties hereto have caused this Lease to be executed by their duly authorized officers as of the 8<sup>th</sup> day of December, 2025

DOWNERS GROVE GRADE SCHOOL  
DISTRICT #58  
850 Curtiss St., Suite 200  
Downers Grove IL 60515

SCHOOL ASSOCIATION FOR SPECIAL  
EDUCATION IN DUPAGE (SASED)  
2900 Ogden Avenue  
Lisle, IL 60532

By:

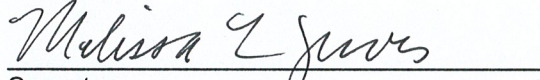
By:

  
\_\_\_\_\_  
Board President

\_\_\_\_\_  
SASED Executive Director

ATTEST:

ATTEST:

  
\_\_\_\_\_  
Secretary

\_\_\_\_\_  
SASED Assistant Director of Business/CSBO



## The School Association for Special Education in DuPage

Dr. Kim Dryier  
*Executive Director*

### ACTION ITEM

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To: SASED Board of Directors  
From: Dr. Kim Dryier  
Date: December 17, 2025  
Re: Approve the Reciprocal Reporting Agreement and Intergovernmental Agreement with the DuPage County Sheriff's Office

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#### Summary:

SASED and the DuPage County Sheriff's Office enter into this agreement to establish and maintain a reciprocal reporting system. The Intergovernmental Agreement between SASED and the DuPage County Sheriff's Office regarding access to SASED facilities, supports the safety of SASED students, staff and facilities.

#### Financial Impact:

None

Recommended Action: SASED Administration requests that the Board of Directors approve the Reciprocal Reporting Agreement and Intergovernmental Agreement with the DuPage County Sheriff's Office

**RECIPROCAL REPORTING AGREEMENT  
BETWEEN THE DUPAGE COUNTY SHERIFF'S OFFICE AND THE  
SCHOOL ASSOCIATION FOR SPECIAL EDUCATION IN DUPAGE COUNTY**

This Reciprocal Reporting Agreement is entered into between the DuPage County Sheriff's Office ("the Department") and the Board of Directors of the School Association for Special Education in DuPage County ("SASED").

WHEREAS, Section 10-20.14(b) of the Illinois School Code (105 ILCS 5/10-20.14(b)) authorizes a reciprocal reporting system between SASED and law enforcement agencies regarding criminal and civil offenses committed by students; and

WHEREAS, Section 1-7(A)(8) of the Juvenile Court Act (705 ILCS 405/1-7(A)(8)), and Section 5-905(h) of the Juvenile Court Act (705 ILCS 405/5-905(1)(h)) govern juvenile law enforcement records; and

WHEREAS, the parties wish to foster cooperation and information-sharing between the Department and SASED in order to provide a safe, healthy, and violence-free school environment; and

WHEREAS, the Department and SASED recognize the need for educators and law enforcement to share information if there is an imminent threat of physical harm to students, school personnel, or others; and

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 authorizes intergovernmental cooperation such as is contemplated by this Agreement, and Illinois statutes provide that public agencies may share powers through intergovernmental agreements (5 ILCS 220/1 et seq.);

NOW THEREFORE, the Department and SASED hereby agree as follows:

1. Reciprocal Reporting System. SASED and the Department enter into this Agreement to establish and maintain a reciprocal reporting system as set forth herein.
2. Responsibilities of the Department.
  - a. The Department will provide, maintain, and update as needed, a list of Department representatives who are responsible for receiving, disseminating, and coordinating the exchange of law enforcement records and student information pursuant to this Agreement, including contact information for the designated individuals.
  - b. Pursuant to 705 ILCS 405/1-7(A)(8) and 705 ILCS 405/5-905(1)(h), the Department will copy and/or allow for the inspection of law enforcement records by the Appropriate School Official(s) concerning a minor enrolled in a SASED program who has been investigated, arrested, or taken into custody before the

minor's 18th birthday, only if the agency or officer believes that there is an imminent threat of physical harm to students, school personnel, or others.

- i. Inspection and copying shall be limited to law enforcement records transmitted to the Appropriate School Official(s) whom SASSED has determined to have a legitimate educational or safety interest and concerning a minor enrolled in a SASSED program who has been arrested or taken into custody for any of the following offenses:
  - Any violation of Article 24 of the Criminal Code of 1961 or the Criminal Code of 2012;
  - A violation of the Illinois Controlled Substances Act;
  - A violation of the Cannabis Control Act;
  - A forcible felony as defined in Section 2-8 of the Criminal Code of 1961 or the Criminal Code of 2012;
  - A violation of the Methamphetamine Control and Community Protection Act;
  - A violation of Section 1-2 of the Harassing and Obscene Communications Act;
  - A violation of the Hazing Act; or
  - A violation of Section 12-1, 12-2, 12-3, 12-3.05, 12-3.1, 12-3.2, 12-3.4, 12-3.5, 12-5, 12-7.3, 12-7.4, 12-7.5, 25-1, or 25-5 of the Criminal Code of 1961 or the Criminal Code of 2012.
- ii. The information derived from the law enforcement records shall be kept separate from and shall not become a part of the official school record of the student and shall not be a public record. The information shall be used solely by the Appropriate School Official(s) whom SASSED has determined to have a legitimate educational or safety interest to aid in the proper rehabilitation of the child and to protect the safety of students and employees in the school. If the designated law enforcement and school officials deem it to be in the best interest of the minor, the student may be referred to in-school or community based social services if those services are available. "Rehabilitation services" may include interventions by school support personnel, evaluation for eligibility for special education, referrals to community-based agencies such as youth services, behavioral healthcare service providers, drug and alcohol prevention or treatment programs, and other interventions as deemed appropriate for the student.
- iii. Information may be provided to Appropriate School Official(s) whom SASSED has determined to have a legitimate educational or safety interest, about a minor who is the subject of a current police investigation that is directly related to school safety. This shall consist of oral information only and not written law enforcement records, and shall be used solely by the Appropriate School Official(s) to protect the safety of students and employees in the school and aid in the proper rehabilitation of the child. The information derived orally from the law enforcement officials shall be kept separate from

and shall not become a part of the official school record of the child and shall not be a public record. For purposes of this paragraph, "investigation" means an official systematic inquiry by a law enforcement agency into actual or suspected criminal activity.

- c. Pursuant to 105 ILCS 5/22-20, the Department will report to the Program Administrator whenever a child enrolled in a SASED program is detained for proceedings for any criminal offense or a violation of a municipal or county ordinance by providing information as to the basis of the detention, the circumstances surrounding the events which led to the child's detention, the status of the proceedings, and updates as appropriate to notify the Program Administrator of developments and the disposition of the matter.
- d. Pursuant to 105 ILCS 5/10-20.14, the Department will report to SASED any other civil offenses committed by students, to the extent the Department determines that the information should be shared for educational or safety reasons.
- e. If the Department has jurisdiction to register a juvenile sex offender who is enrolled in a SASED program, the Department will provide a copy of the sex offender registration form to the SASED Program Administrator. 730 ILCS 152/100
- f. If the Department has jurisdiction to register a juvenile violent offender against youth and the individual is enrolled in a SASED program, the Department will provide a copy of the violent offender against youth registration form to the SASED Program Administrator. 730 ILCS 154/100

3. Responsibilities of SASED.

- a. SASED will provide, maintain, and update as needed, a list of Appropriate School Officials who are responsible for receiving, disseminating, and coordinating the exchange of law enforcement records and student information pursuant to this Agreement, including contact information for the designated individuals.
- b. Pursuant to 105 ILCS 5/10-27.1A, SASED will report any verified incident involving a firearm in a SASED program or on SASED-owned or leased property (including on any transportation that is owned, leased or used by SASED for its students or school personnel).
- c. Pursuant to 105 ILCS 5/10-27.1A, upon receiving a report of any of the following, the SASED Program Administrator (or designee) will immediately notify the Department: (1) the reporter has observed any person in possession of a firearm on school grounds; or (2) the reporter has become aware of any person in possession of a firearm on school grounds; or (3) the reporter has become aware of any threat of gun violence on school grounds.

- d. Pursuant to 105 ILCS 5/10-27.1B, SASED will immediately report any verified incident involving drugs in a SASED program or on SASED-owned or leased property or on any transportation that is owned, leased or used by SASED for its students or school personnel.
- e. Pursuant to 105 ILCS 5/10-21.7, upon receipt of a written complaint from any SASED personnel, SASED will immediately report incidents of battery committed against teachers, teacher personnel, administrative personnel or educational support personnel.
- f. Pursuant to 105 ILCS 127/2, within 48 hours of becoming aware of the incident, the SASED Program Administrator (or designee) will report any violation of the Methamphetamine Control and Community Protection Act, Section 5.2 of the Cannabis Control Act, or Sections 401 and 407(b) of the Illinois Controlled Substances Act in a SASED program, on SASED property, on a public way within 1,000 feet of the school, or on any transportation used by SASED to transport students.
- g. Pursuant to 720 ILCS 5/12C-50.1, a SASED official will report any act of hazing that results in death or great bodily harm.
- h. SASED must comply with state and federal laws regarding school student records, which are considered confidential, and no school student records or information contained therein may be released, transferred or disclosed except with parent/guardian consent or as otherwise permitted by the Illinois School Student Records Act, 105 ILCS 10/1, et seq. The following exceptions permit the release of student records and information to the Department without parent/guardian consent:
  - i. SASED may release student records and information pursuant to a court order.
  - ii. Student records and information can be released to a law enforcement officer in connection with a juvenile proceeding, upon the officer's request, when necessary for the discharge of the officer's official law enforcement duties, prior to adjudication of the student, and upon written certification from the officer that the information will not be disclosed to any other party, except as provided by law or order of court.
  - iii. Records and information may be released to the Department in connection with an emergency, if such information is needed by the Department to protect the health or safety of the student or other persons (considering the seriousness of the threat, the need for the requested records to meet the emergency, whether the Department is in a position to deal with the emergency, and the extent to which time is of the essence in dealing with the emergency).

- i. SASED will promptly report to the Department student activity that constitutes conduct identified in Section 2(b)(i), above, and that occurs on SASED property, in a SASED program, or at a SASED-sponsored activity.
- j. SASED may report any alleged or suspected criminal activities committed by a student enrolled in a SASED program. (1996 Ill. Atty. Gen. Op. 96-040)

4. Additional Agreements.

- a. Any information received by either party as a result of this Agreement shall be kept confidential by the parties in accordance with all applicable laws, and shall not be disclosed to another party except as provided by law.
- b. The term of this Agreement shall begin on the date on which this Agreement is fully signed, and shall end on June 30, 2026. Unless this Agreement is terminated as provided, this Agreement will automatically renew each year for a term from July 1 to June 30.
- c. Any modifications to this Agreement may be made only through written mutual consent of the parties.
- d. Either party may terminate this Agreement by providing thirty (30) days prior written notice to the other party.
- e. Except for the reports provided in accordance with Sections 2 and 3, above, any notice or demand required under this Agreement must be in writing, personally served or sent via certified mail with return receipt requested and postage prepaid, directed to the appropriate address listed below. Either party may change the address to which notices are sent by sending written notice of such change of address to the other party as provided in this paragraph:

If to SASED:

School Association for Special Education in DuPage County  
Attention: Executive Director  
2900 Ogden Avenue  
Lisle, Illinois 60532

If to the Department:

DuPage County Sheriff's Office  
Attention: Sheriff  
501 N. County Farm Road  
Wheaton, Illinois 60187

- f. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

IN WITNESS WHEREOF, the Department and SASSED have caused this Agreement to be executed by their duly authorized representatives on the dates indicated.

**DUPAGE COUNTY SHERIFF'S OFFICE**

BY:  Sheriff

Date: 11/21/2025

ATTEST:  Attestor

Date: 11/21/2025

**BOARD OF DIRECTORS OF THE  
SCHOOL ASSOCIATION FOR SPECIAL  
EDUCATION IN DUPAGE COUNTY**

BY: \_\_\_\_\_  
Chairperson

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Secretary

Date: \_\_\_\_\_

**INTERGOVERNMENTAL AGREEMENT BETWEEN  
THE DUPAGE COUNTY SHERIFF'S OFFICE AND SASSED  
REGARDING ACCESS TO SASSED FACILITIES**

This Intergovernmental Agreement is entered into between the DuPage County Sheriff's Office ("the Department") and the Board of Directors of the School Association for Special Education in DuPage County ("SASED").

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970 authorizes intergovernmental cooperation such as is contemplated by this Agreement, and Illinois statutes provide that public agencies may share powers through intergovernmental agreements (5 ILCS 220/1 et seq.); and

WHEREAS, the Department and SASSED have determined that entering into this Agreement will support the safety of SASSED's students, staff, and facilities;

NOW THEREFORE, the Department and SASSED hereby agree as follows:

1. For school safety purposes, SASSED will provide the Department with keys to the SASSED Southeast facilities located at 6S331 Cornwall Road, Naperville, IL 60540.
2. SASSED and the Department will determine by mutual agreement which Department officials will have access to the keys. Thereafter, the Department will provide SASSED with a written list of the individuals who have access to the keys, along with the individuals' contact information.
3. The Department, and any authorized Department officials who have access to the keys, will ensure that the keys are kept in a secure location so that they cannot be accessed by unauthorized individuals.
4. If a key is lost or stolen, the Department immediately will notify SASSED's Executive Director.
5. The keys will be used by the Department and the Department's authorized officials to access SASSED's facilities only as needed in an emergency or outside of school hours as warranted, and only in furtherance of a legitimate law enforcement purpose.
6. When using the keys to gain access to SASSED facilities, the Department will access SASSED's facilities to the minimum extent necessary to fulfill the legitimate law enforcement purpose.
7. In connection with this Agreement, each party will comply with all applicable laws, regulations, and ordinances.
8. The term of this Agreement will begin on the date on which this Agreement is fully signed, and will end on June 30, 2026. Unless this Agreement is terminated as provided herein, this Agreement will automatically renew each year for a term from July 1 to June 30. However, at any time, either party may terminate this Agreement by providing thirty (30) days prior written notice to the other party.
9. In the event of termination of this Agreement, the Department will return all keys to SASSED within five (5) days after termination.
10. Miscellaneous.

- a. Any modifications to this Agreement may be made only through mutual written consent of the parties.
- b. Any notice or demand required under this Agreement must be in writing, personally served or sent via certified mail with return receipt requested and postage prepaid, directed to the appropriate address listed below. Either party may change the address to which notices are sent by sending written notice of such change of address to the other party as provided in this paragraph:

If to SASED:

School Association for Special Education in DuPage County  
 Attention: Executive Director  
 2900 Ogden Avenue  
 Lisle, Illinois 60532

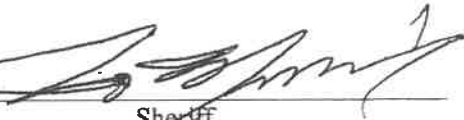
If to the Department:

DuPage County Sheriff's Office  
 Attention: Sheriff  
 501 N. County Line Rd  
 Wheaton, Il 60187

- c. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Facsimile and PDF copies of the parties' signatures on this Agreement shall be deemed originals.

IN WITNESS WHEREOF, the Department and SASED have caused this Agreement to be executed by their duly authorized representatives on the dates indicated.

**DuPage County Sheriff's Office**

BY:   
 Sheriff

Date: 11/21/2025

ATTEST:  #304

Date: 11/21/2025

**BOARD OF DIRECTORS OF THE  
 SCHOOL ASSOCIATION FOR SPECIAL  
 EDUCATION IN DUPAGE COUNTY**

BY: \_\_\_\_\_  
 Chairperson

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
 Secretary

Date: \_\_\_\_\_



**INFORMATIONAL**

To: SASED Board of Directors  
 Via: Dr. Kim Dryier  
 From: Dr. Elizabeth Vander Woude, Assistant Director of Programs and Services  
 Date: December 12th, 2025  
 Re: SASED Current Enrollment

Below is a summary of the SASED programs’ current enrollment, including the total number of students who receive SASED related services in SASED programs and outside of SASED programs. Numbers in parentheses represent the change in enrollment since August of 2025.

	Deaf/ Hard of Hearing	Pathways	Structured Learning Environment	Supported Medical Needs	Project SEARCH	Transition	Vision	Total:
<b>Enrolled</b>	62 (-1)	69 (-1)	132 (-1)	18	12	27	38 (-1)	<b>358 (+6)</b>

Below is a summary of SASED program enrollment from May 2022 through December 2025.

Year	Enrollment
May 2022	359
May 2023	368
May 2024	390
December 2024	388
January 2025	379
February 2025	384
March 2025	381
April 2025	387
May 2025	386
September 2025	352
October 2025	365
November 2025	364
December 2025	358



# School Association for Special Education in DuPage

Teaching ♦ Leading ♦ Believing

**Dr. Kim Dryier**  
Executive Director

Below is a summary of program enrollment per member district as of December 12th, 2025.

District Name	DHH	PW	SLE	SMNP	TRAN	VI	PS	Total	Change (since 08/25)
Keeneyville SD 20	3	1	9	1				14	-1
Benjamin SD 25	3		1					4	0
West Chicago ESD 33	2	3	3			1		9	-1
Winfield SD 34			1					1	0
SD 45 DuPage County	1	6	5	2		2		16	-2
Salt Creek SD 48			8					8	-4
Downers Grove ESD 58		3	12	6		1		22	-2
Maercker SD 60		2	18	2		1		23	1
Cass SD 63	1	1	6					8	0
Center Cass SD 66			4					4	0
Woodridge SD 68	1	11	16	3		2		33	+2
DuPage HSD 88		4	3	1	5	1		14	+1
CHSD 94		12	1	1			4	18	0
CHSD 99		11	6		2			19	+1
CCSD 180		6	11			2		19	+4
Westmont CUSD 201		1	5		2	1	1	10	+2
Lisle CUSD 202		5	17	1	3	1	1	28	-1
Elmhurst CUSD 205	4	1	4		1			9	-1
								<b>259</b>	
<b>SASED</b>	<b>14</b>	<b>66</b>	<b>130</b>	<b>17</b>	<b>13</b>	<b>12</b>	<b>6</b>	259	7
<b>D/WC</b>	<b>44</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>15</b>	<b>0</b>	66	0
Non D/WC or SASED	4	2	2	1	7	11	6	33	-1

	EOY 2025	Projected 2026	Additional FTE	Dec. 2025 FTE	Dec. Vacancies	Dec. 2025 FTE - Filled	Dec. Direct Hire Staff	Dec. Contract Staff
Administration	13.73	13		12.4	0	12.4	12.4	0
Certified Classroom Teachers	60	61		63	4	59	58	1
Related Services- SW, BCBA, BMS, SPL, PSYCH	32.87	29.7		31.9	2.5	29.4	27.4	2
OT/PT	58.4	55.52		55.52	0	55.52	54.76	0.76
Other Certified Staff-AT, CR, ELL, Interpreters, VI and HI Itinerants, Perm Subs, SIIS Team, APE, Art, Audio, OM, Nurse	54.63	51.8		52.2	0	52.2	47.2	5
Classroom Support Staff- Aides, Job Coaches	51	108.4		94	1	93	30	63
1:1 Support-Aides, MATA's,	136	50.6	10	64.5	0	64.5	24.5	40
Administrative Support Staff-Clerical Staff, Maintenance, Food, SAC Assistants, DRS, Transport	27.3	28.8	1	31.3	0	31.3	30.5	0.8
Technology	3	3		3	0	3	3	0
						0	0	
<b>TOTAL:</b>	<b>436.93</b>	<b>401.82</b>	<b>412.82</b>	<b>407.82</b>	<b>7.5</b>	<b>400.32</b>	<b>287.76</b>	<b>112.56</b>

<b>SASED Position</b>	<b>Contracted Staff EOY 2025</b>	<b>Contracted Staff Sept. 2025</b>	<b>Oct. Contract Staff</b>	<b>Nov. Contract Staff</b>
Administration		0	0	0
Certified Classroom Teachers- PE	3	1	1	1
Related Services- SW, BCBA, BMS, SPL, PSYCH	1	0	0	2
OT/PT	1	3	0.76	0.76
Other Certified Staff-AT, CR, ELL, Interpreters, VI and HI Itinerants, Perm Subs, SIIS Team, APE, Art, Audio, OM	4	2	3	5
Classroom Support Staff- Aides, MATAs, Job Coaches	13	56	57	61
1:1 Support-Aides, MATA's,	85	36	34	40
Administrative Support Staff-Clerical Staff, Maintenance, Food, SAC Assistants, DRS, Transport	0.8	0.8	0.8	0.8
Technology			0	0
<b>TOTAL:</b>	<b>107.8</b>	<b>98.8</b>	<b>96.56</b>	<b>110.56</b>



## INFORMATIONAL

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To: SASED Board of Directors  
From: Dr. Kim Dryier  
Date: December 17, 2025  
Re: Committee Updates

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Summary: Below are updates for the SASED Board committees:

### Finance Committee:

The committee meeting was cancelled. Next Meeting scheduled for Wednesday, January 17, 2026.

### Facilities Planning Committee:

The committee meeting was cancelled. Next Meeting scheduled for Wednesday, January 14, 2026.

### Policy Committee:

The Policy Committee met on December 10th. SASED's attorney, Dawn Hinkle, joined the committee meeting to review new cooperative by-laws language and laws that go into effect January 1, 2026 and to review SASED's current by-laws. Dawn will draft new language for the Policy Committee to consider at their next meeting. Additionally the committee is working on sorting out the deed for Southeast as well as contractual obligation language from the 1970's and their potential impact on SASED. The Policy Committee will share recommendations at a forthcoming board meeting. The next Policy Committee meeting is scheduled for Thursday, January 15, 2026.



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**INFORMATIONAL**

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To: SASED Board of Directors  
From: Dr. Kim Dryier  
Date: December 17, 2025  
Re: Executive Director Report

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**SASED Strategic Plan**

**High Quality Staffing:**

Staffing continues to be an area in which much focus is placed, including recruitment and retention.

**Exemplary Programs:**

The Parent Advisory Committee was hosted by SASED on December 3, 2025. The committee continues to focus on learning, engagement, and collaboration. Program updates and upcoming engagement activities were shared. The PAC acknowledged the improvements in SASED's instructional programs and were appreciative of the updates and new initiatives. Additionally, a desire for a stronger sense of community within the SASED community was voiced.

**ESY**

SASED will be hosting ESY at Lisle South, York Center, Southeast, and the SAC. ESY is scheduled for June 10-25, 2026. Registration will be starting second semester.

**Communication:**

In addition to the weekly newsletters, monthly newsletters, program and grade level PLC's, and formalized processes, walk through feedback is now being shared with staff.

**Operations:**

Facility planning continues to be underway. The SASED administrative team will be touring additional property sites this month. Additionally, the SASED administrative team continues to work with Tammie Schallmo regarding funding options. Updates are expected to be shared with the Facility and Finance Committees next month.

Certified Staff Negotiations kick off on January 21, 2026. OT/PT Agreement is being reviewed.



## Program Leases

Program Leases for next school year have been identified. SASED Administration will be working on classroom assignments over break and is expected to share program locations in January 2026.

## Storage Space

SASED is in need of storage space for the summer of 2026. If any partners have unused space, SASED would be interested in leasing. Otherwise, SASED will find other storage spaces for the summer. Similar to classroom leases, SASED needs to have this information by the end of December.