

WCHS Board of Education

Regular Board Meeting

November 9, 2020

**7:00 PM**

Washington Community High School - Library

Agenda

1. CALL TO ORDER - President Jennifer Essig
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITORS AND CORRESPONDENCE
  1. The Star Wars Book - Dan Zehr, Author
5. REPORTS
  1. Deans' Report
  2. Enrollment Report 3
  3. Financial Report 4
  4. Athletic Director's Report 25
  5. Board Committee Reports
6. DISCUSSION AND INFORMATIONAL ITEMS
  1. Board recognition - Jennifer Essig, Bonnie Nofsinger, and Jewel Ward
  2. In-Person and Remote Learning Update
  3. Resignation - J. Wilson, Maintenance and Activities Worker
  4. Maintenance Organizational Chart
  5. Mid Year, Three Year & Five Year Graduates
  6. FOIA-LocalLabs 27
  7. FOIA - SmartProcure 29
  8. Other
7. CONSENT AGENDA 31
  1. Minutes
    1. Regular Board Meeting Minutes - October 13, 2020 32
    2. Executive Session Meeting Minutes - October 13, 2020
    3. Facilities Committee Meeting Minutes - October 22, 2020 35
    4. Finance Committee Meeting Minutes - November 4, 2020 37
  2. Bills 39
  3. Disposition Notice
8. ACTION ITEMS
  1. Personnel 71
    1. Non-Certified Employment
      - a. Approve Employment of Aaron Wright, Skilled Maintenance
      - b. Approve Employment of Dyllan Foster, Maintenance and Activities Worker
    2. Extracurricular Employment 72
      - a. Approve Employment of Ben Page, Girls Assistant Track Coach
    3. Leave of Absence Request 73
      - a. Approve Leave of Absence Request - J. Wood
  2. Approve 2020 Resolution Estimating Tax Extension 74
  3. Approve Bus Bids 78
  4. Approve Press Issues 103, 104, and 105. 79
9. EXECUTIVE SESSION

1. 5 ILCS 120/2 (c)(2) - Collective negotiating matters between the District and its employees of their representatives, or deliberations concerning salary schedules for one or more classes of employees.
10. ADJOURNMENT

The next regular meeting is scheduled for December 14, 2020.

Grad Year	# OF STUDENTS		
	FEMALES	MALES	TOTAL
2021	148	153	301
2022	189	186	375
2023	170	173	343
2024	195	210	405
Total # of Students	702	722	1,424

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

# WASHINGTON COMMUNITY HIGH SCHOOL

Home of Panther Pride, where high academic expectations and striving for success have long been a tradition.

## Annual Financial Summary and Review

Dr. Joseph Sander

November 9, 2020



**Washington High School District No. 308**

*Schedule of Cash Revenue Received*

*and Cash Expenditures Disbursed*

*Educational, Operations and Maintenance,*

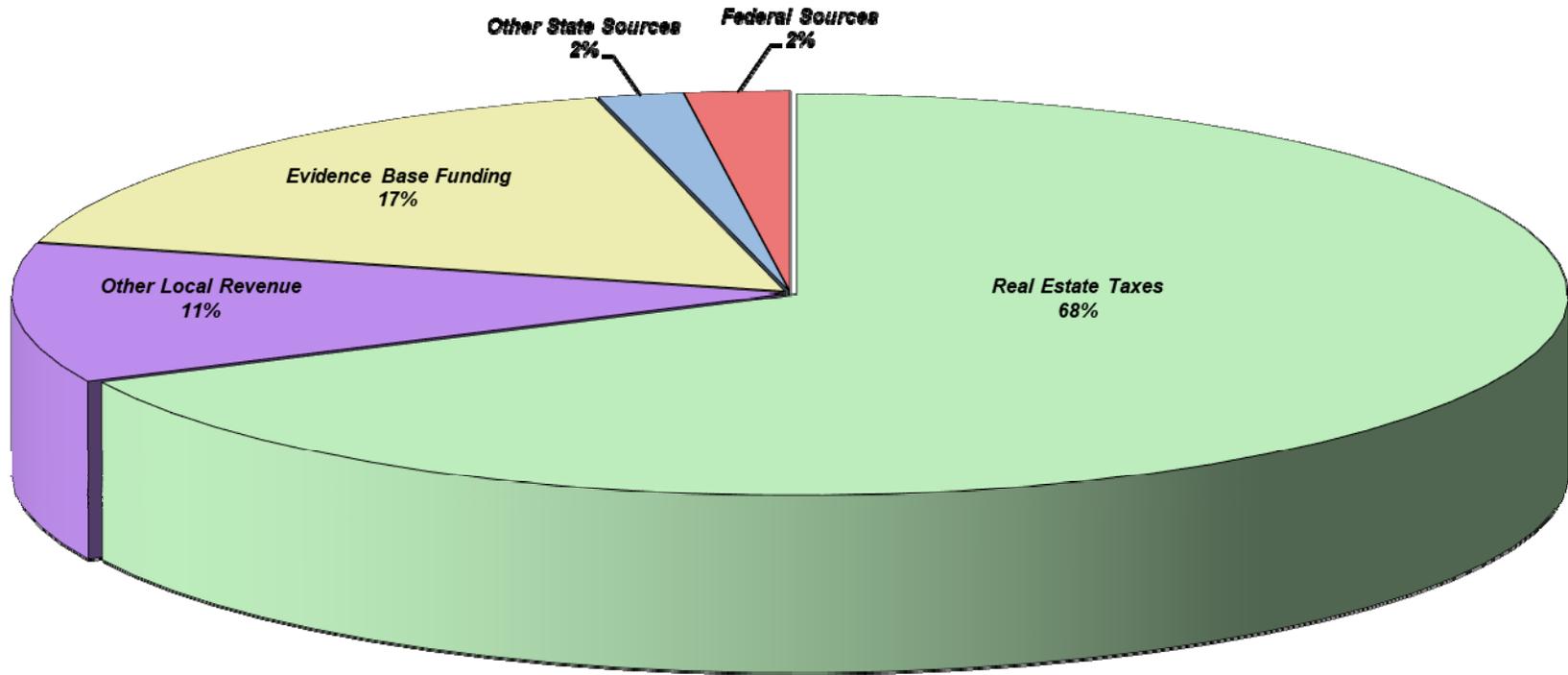
*Transportation, and Working Cash Funds*

*For The Fiscal Years Ended June 30, 2018, 2019 and 2020*

	FY '18	FY '19	FY '20	FY '19 to FY '20
<b>Cash Revenue Received</b>				
From Local Sources				
Taxes (1)	11,425,299	11,936,227	12,266,564	330,337
Other	1,902,757	2,072,910	2,012,184	(60,726)
From State Source:				
Evidence Based Funding	2,877,407	2,971,195	3,086,506	115,311
Other	553,854	281,250	322,158	40,908
From Federal Sources	389,033	356,683	397,011	40,328
Total Cash Received (Excluding Interfund Trans.)	17,148,350	17,618,265	18,084,423	466,158
<b>Cash Expenditures Disbursed:</b>				
<b>Instruction:</b>				
Regular Programs	8,416,575	8,531,008	8,654,825	123,817
Special Programs	2,162,048	2,291,024	2,411,959	120,935
Total Instruction	10,578,623	10,822,032	11,066,784	244,752
<b>Support Services:</b>				
Pupils	625,927	921,017	918,360	(2,657)
Instructional Staff	243,962	285,000	239,964	(45,036)
General Administration	446,416	452,205	460,159	7,954
School Administration	204,869	220,468	189,250	(31,218)
<b>Business:</b>				
Educational Fund	1,324,729	1,359,893	1,313,077	(46,816)
Operations & Maintenance Fund	1,630,635	1,312,007	1,587,876	275,869
Transportation Fund	500,029	673,462	706,610	33,148
Other	36,376	39,365	29,516	(9,849)
Total Support Services	5,012,943	5,263,417	5,444,812	181,395
Payments to Other Government Units	315,266	281,023	357,562	76,539
Debt Service	0	0	0	0
Total Cash Expenditures (Excluding Transfers)	15,906,832	16,366,472	16,869,158	502,686
Excess Cash Revenue Received (Cash Expenditures Disbursed) (Excluding Transfers)	1,241,518	1,251,793	1,215,265	(36,528)
Working Cash Bond Issue	3,500,000			
Working Cash Transfers to Non-Operating Funds	0	3,500,000	1,081,554	(2,418,446)
Excess Cash Revenue Received (Cash Expenditures Disbursed)	5 4,741,518	4,751,793	2,296,819	(2,454,974)

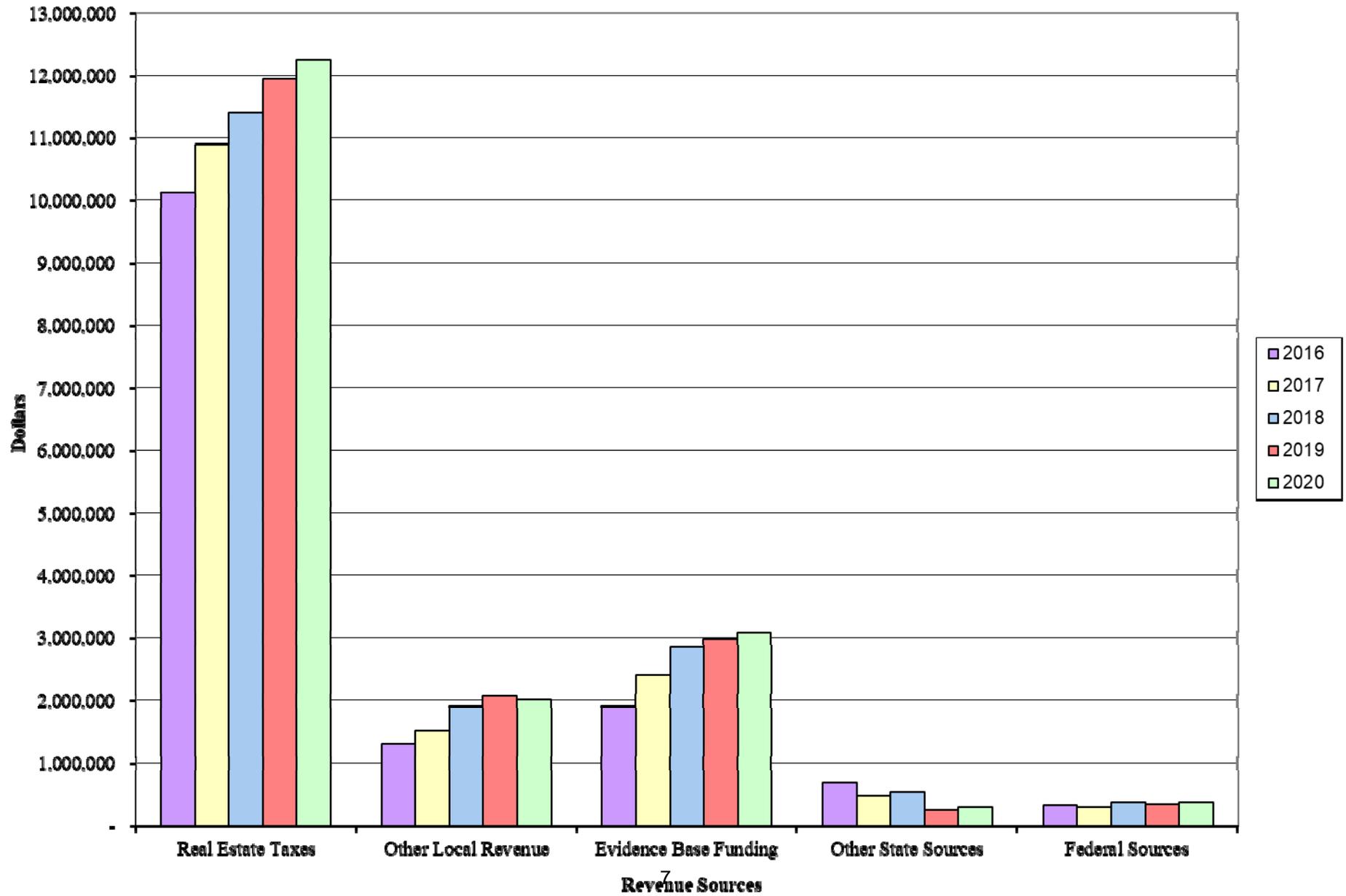
# *Washington High School District No. 308*

## *2020 Operating Revenues*



# Washington High School District No. 308

## Operating Revenues



**Washington High School District No. 308**

**Operational Funds**

**(Educational, Operations and Maintenance, and Transportation)**

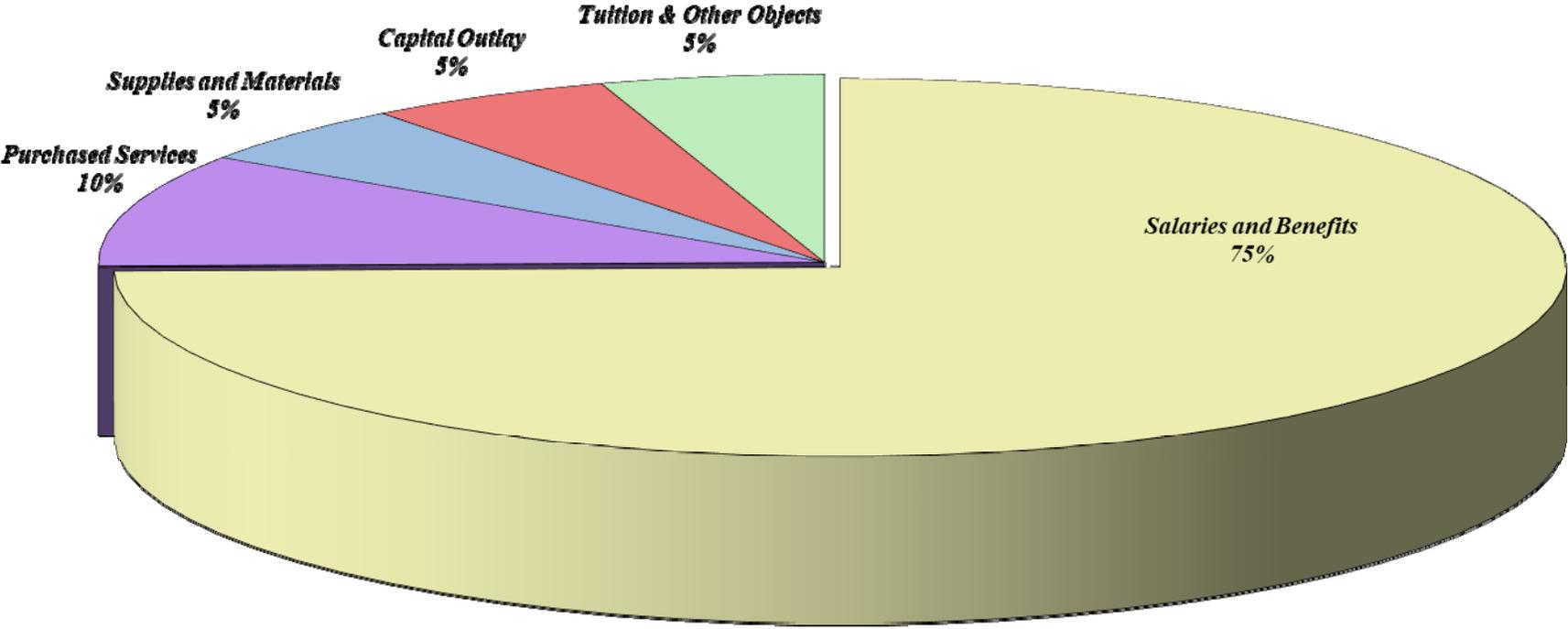
**Disbursement Analysis By Object**

**For The Fiscal Years Ended June 30, 2018, 2019 and 2020**

<b>Educational Fund</b>				
	<b>FY '19</b>		<b>FY '20</b>	
Salaries	9,884,821	64.7%	9,724,757	63.6%
Employee Benefits	2,818,841	18.4%	3,164,670	20.7%
Purchased Services	672,039	4.4%	626,723	4.1%
Supplies and Materials	776,724	5.1%	607,305	4.0%
Capital Outlay	300,588	2.0%	280,085	1.8%
Tuition & Other Objects	541,177	3.5%	875,822	5.7%
<b>Total</b>	<b>14,994,190</b>	<b>98.1%</b>	<b>15,279,362</b>	<b>99.9%</b>
<b>Operations &amp; Maintenance Fund</b>				
	<b>FY '19</b>		<b>FY '20</b>	
Salaries	48,099	3.0%	33,861	2.1%
Employee Benefits	0	0.0%	0	0.0%
Purchased Services	544,686	34.3%	607,343	38.2%
Supplies and Materials	313,996	19.8%	266,376	16.8%
Capital Outlay	405,226	25.5%	680,249	42.8%
Other Objects	0	0.0%	47	0.0%
<b>Total</b>	<b>1,312,007</b>	<b>82.6%</b>	<b>1,587,876</b>	<b>99.9%</b>
<b>Transportation Fund</b>				
	<b>FY '19</b>		<b>FY '20</b>	
Salaries	174,425	24.6%	178,159	25.1%
Employee Benefits	20,371	2.9%	24,345	3.4%
Purchased Services	412,874	58.4%	472,464	66.9%
Supplies and Materials	40,388	5.7%	31,642	4.5%
Capital Outlay	24,989	3.5%	0	0.0%
Other Objects	415	0.1%	0	0.0%
<b>Total</b>	<b>673,462</b>	<b>95.2%</b>	<b>706,610</b>	<b>99.9%</b>
<b>Total Operating Funds</b>				
	<b>FY '19</b>		<b>FY '20</b>	
Salaries	10,107,345	57.5%	9,936,777	56.5%
Employee Benefits	2,839,212	16.2%	3,189,015	18.1%
Purchased Services	1,629,599	9.3%	1,706,530	9.7%
Supplies and Materials	1,131,108	6.4%	905,323	5.2%
Capital Outlay	730,803	4.2%	960,334	5.5%
Tuition & Other Objects	541,592	3.1%	875,869	5.0%
<b>Total</b>	<b>16,979,659</b>	<b>96.7%</b>	<b>17,573,848</b>	<b>100.0%</b>

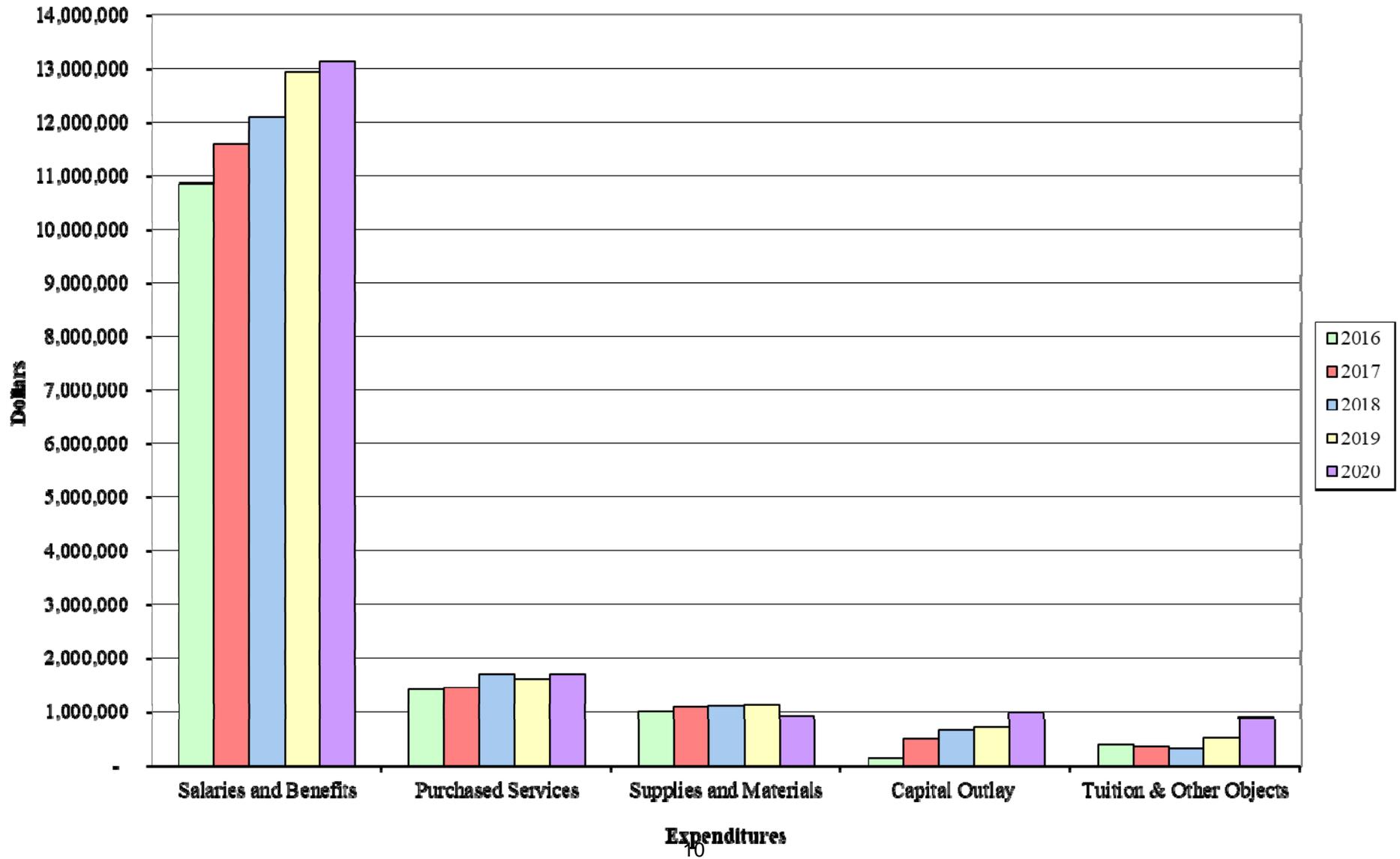
# ***Washington High School District No. 308***

## ***2020 Operating Expenditures***

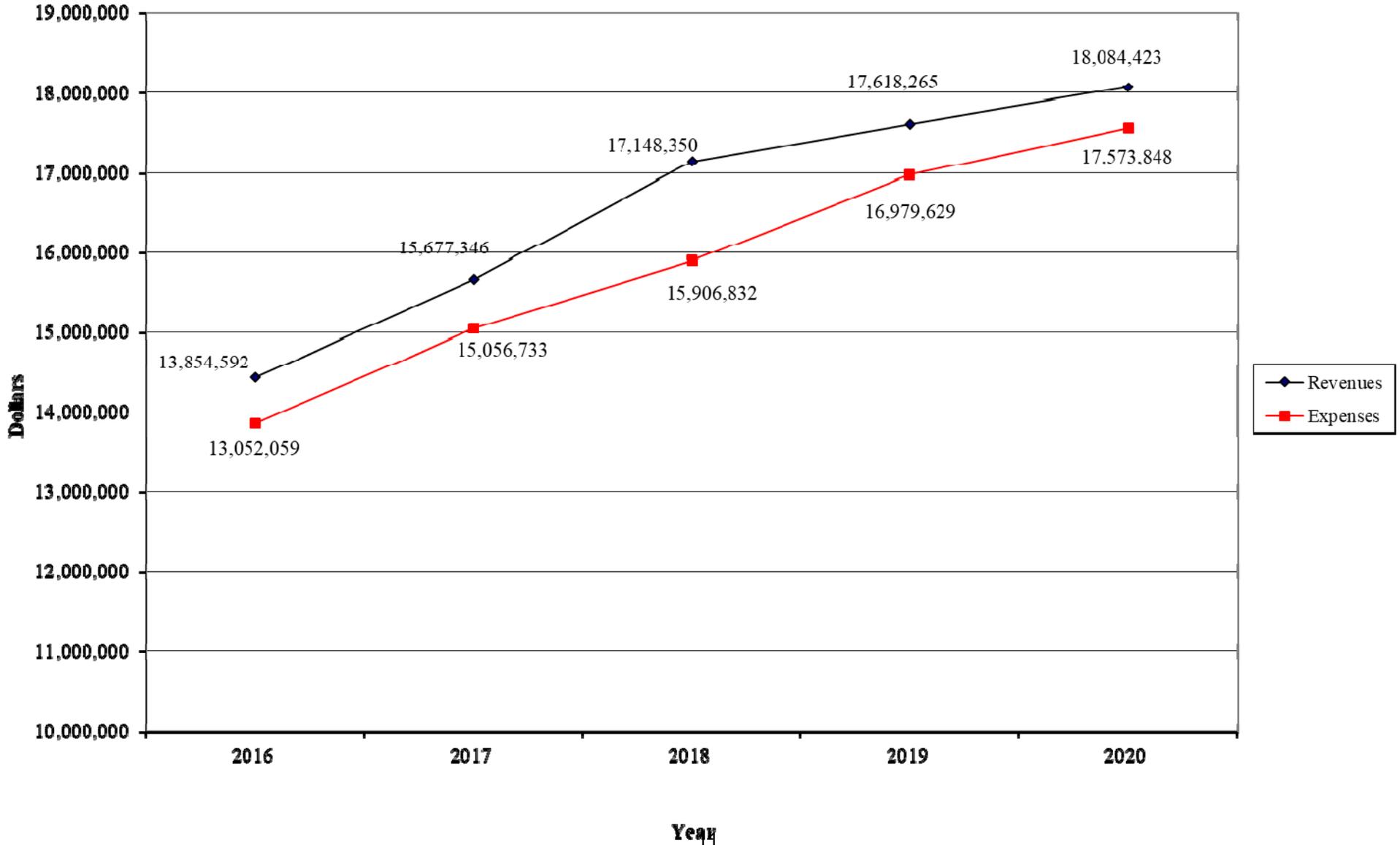


# Washington High School District No. 308

## Operating Expenses

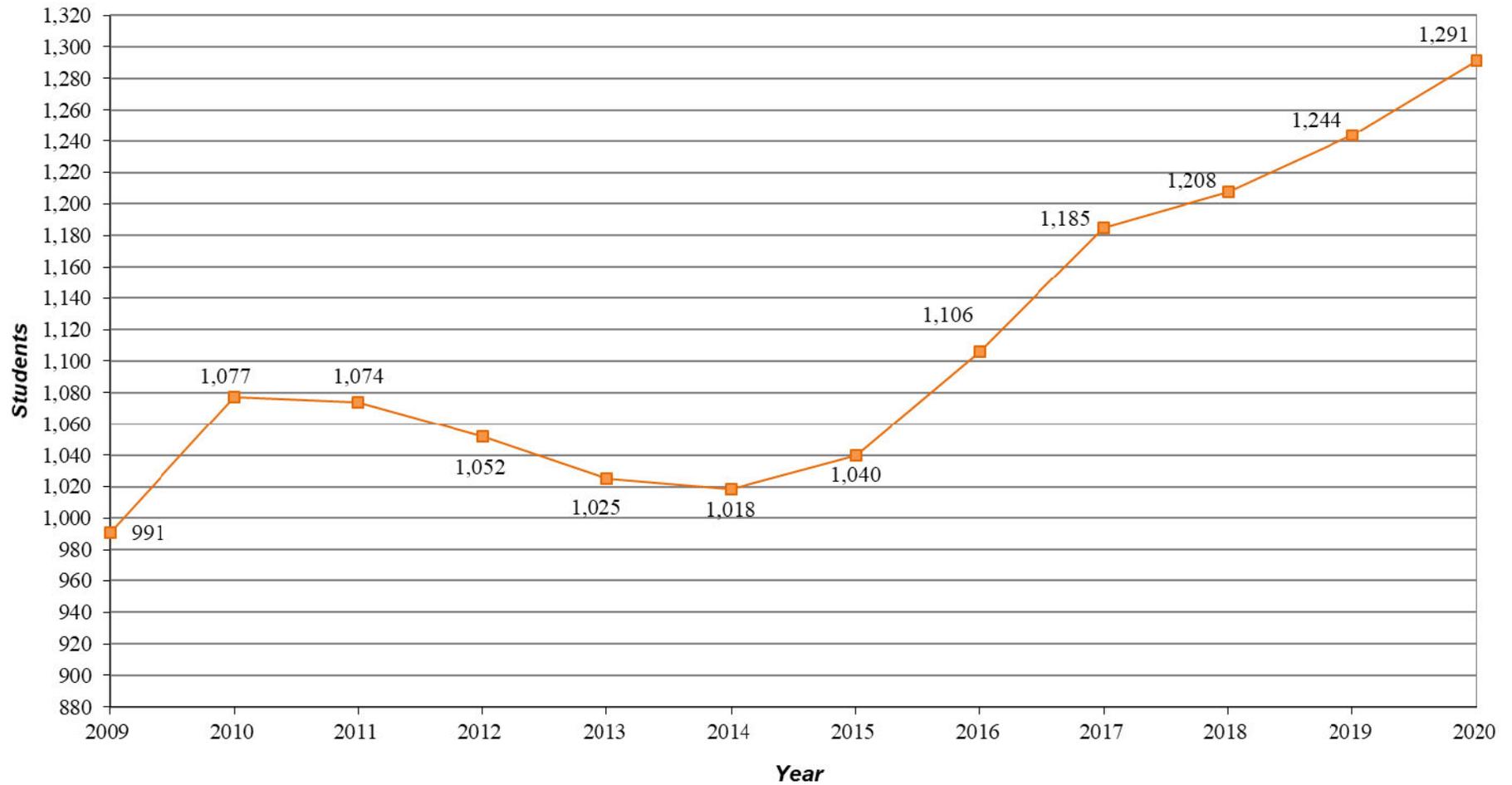


**Washington High School District No. 308**  
*Revenue and Expense Not Including Other Financing Sources and Uses Comparison*



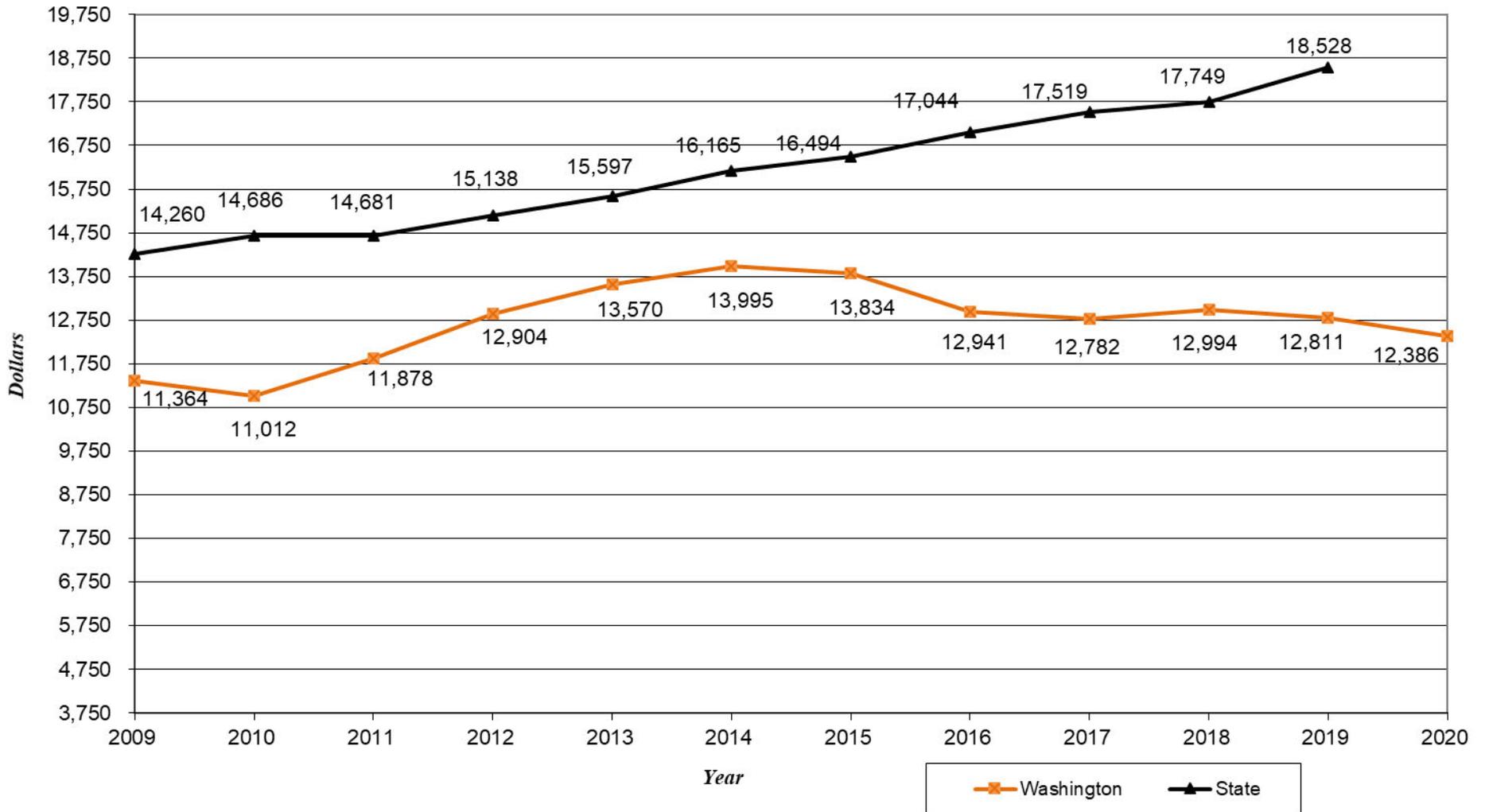
# Washington High School District No. 308

## Average Daily Attendance



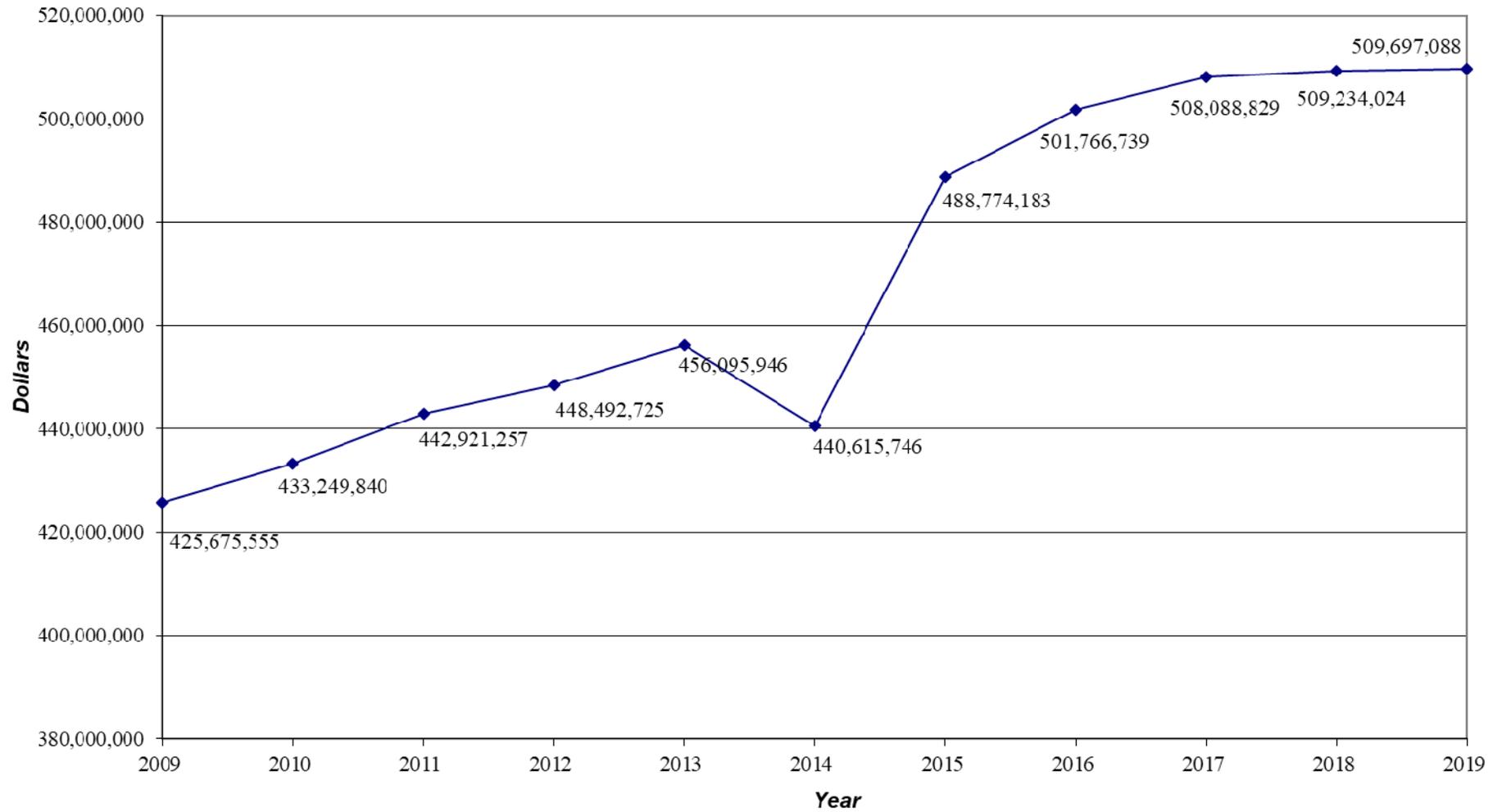
# Washington High School District No. 308

## Comparative Estimated Operating Expense Per Pupil



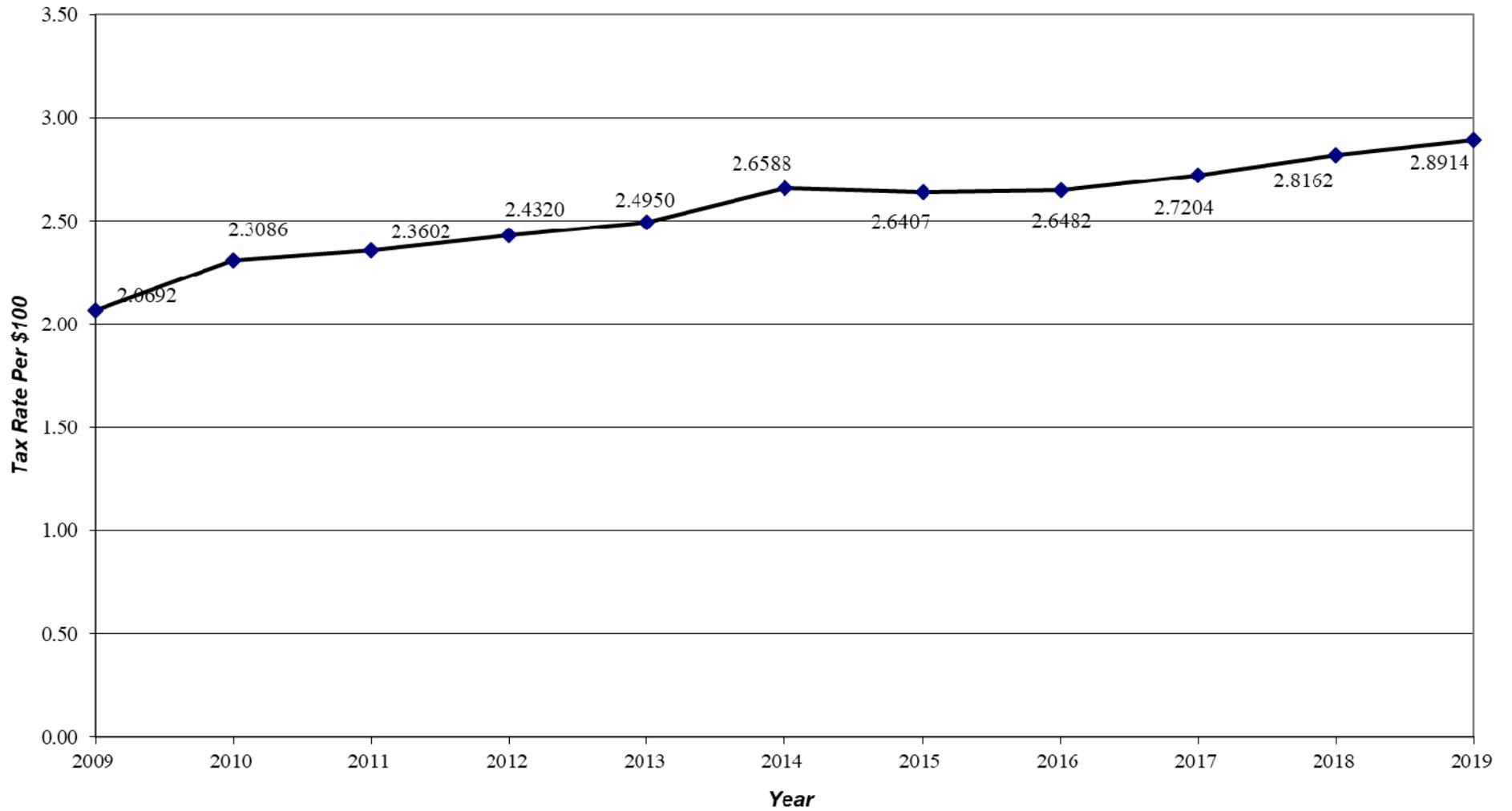
# Washington High School District No. 308

## Assessed Value

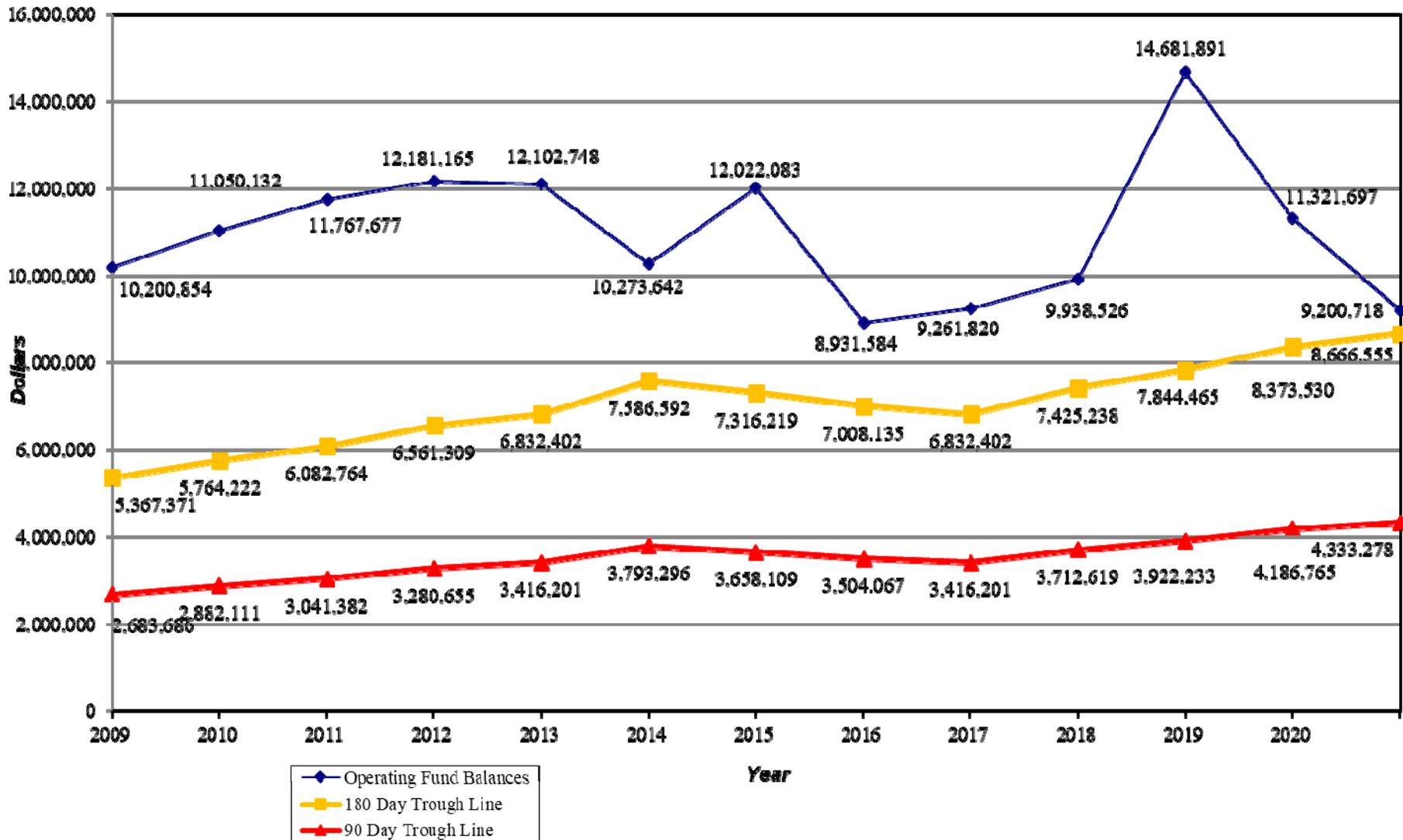


# Washington High School District No. 308

## Tax Rate



## Washington High School District No. 308 Operating Fund Balances



# WASHINGTON COMMUNITY HIGH SCHOOL

Home of Panther Pride, where high academic expectations and striving for success have long been a tradition.

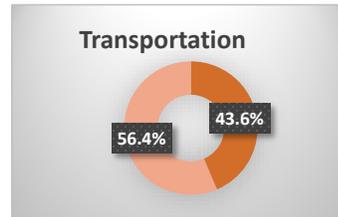
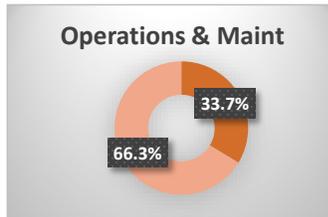
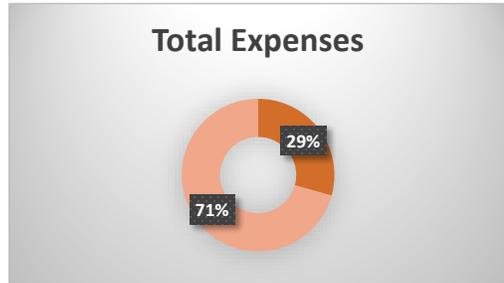
## Questions or Comments from the Board



**Washington Community High School**  
**2020-2021 Expense Report**  
**As of October 31, 2020**

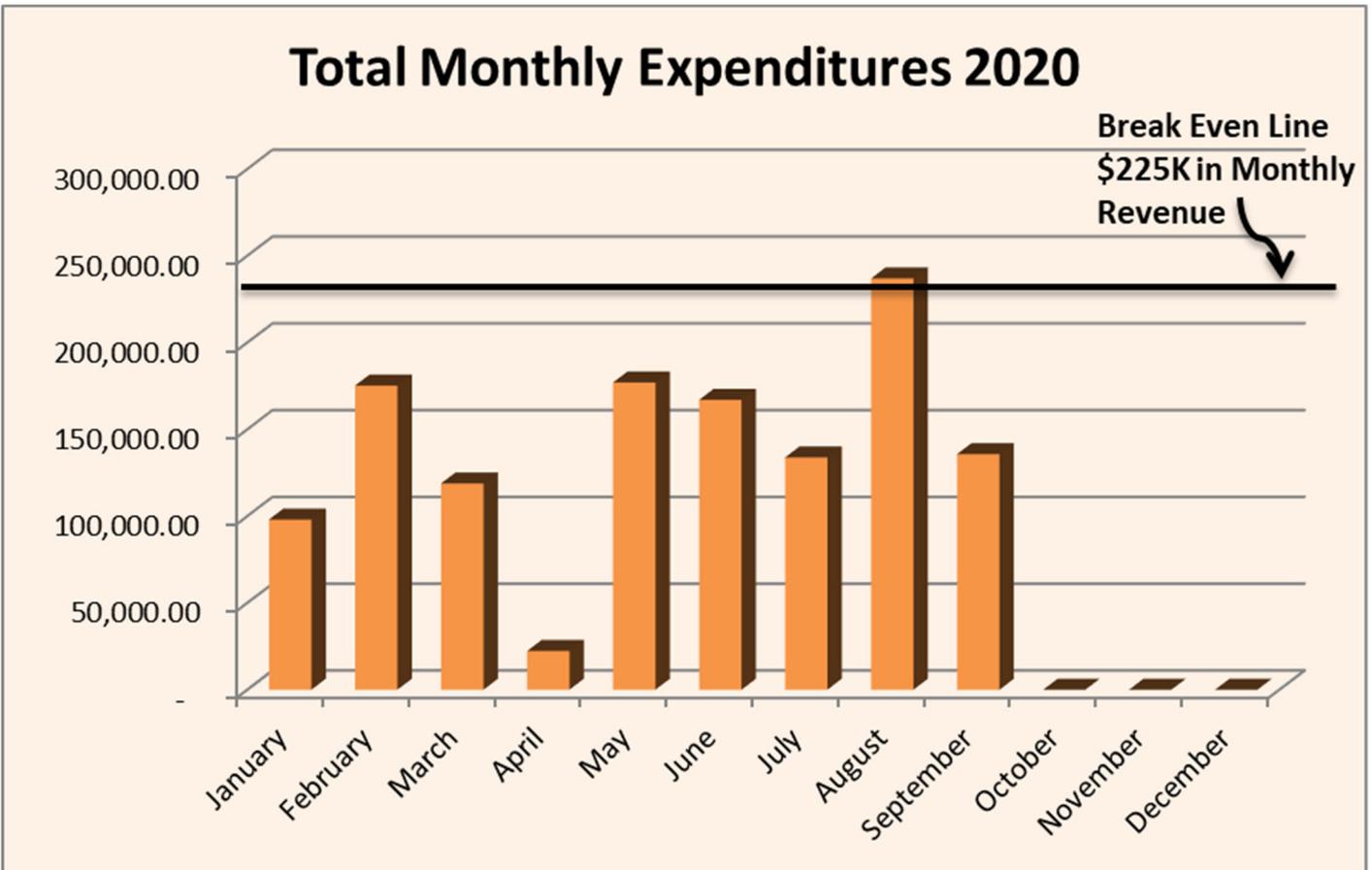
<u>Expenses by Fund</u>				
	<u>Budgeted</u>	<u>Actual</u>	<u>% Expended</u>	<u>Remaining</u>
Education Fund - 10	\$16,060,210.90	\$5,023,781.26	31.3%	68.7%
Operations & Maintenance Fund - 20	\$2,383,191.00	\$810,593.43	34.0%	66.0%
Bond & Interest Fund - 30	\$1,440,408.00	\$0.00	0.0%	100.0%
Transportation Fund - 40	\$767,513.23	\$292,621.87	38.1%	61.9%
IMRF/Social Security Fund - 50	\$505,401.00	\$147,841.43	29.3%	70.7%
Capital Improvements Fund - 60	\$70,161.00	\$0.00	0.0%	100.0%
Working Cash Fund - 70	\$0.00	\$0.00	0.0%	0.0%
Tort Immunity Fund - 80	\$85,000.00	\$32,847.00	38.6%	61.4%
Life Safety Fund - 90	\$189,881.00	\$0.00	0.0%	100.0%
<b>Totals</b>	<b>\$21,501,766.13</b>	<b>\$6,307,684.99</b>	<b>29.3%</b>	<b>70.7%</b>

<u>Itemized Expenses:</u>	<u>Budgeted</u>	<u>Actual</u>	<u>% Expended</u>	<u>% Remaining</u>
Payroll	\$10,076,642.13	\$3,212,040.57	31.9%	68.1%
Retirement/Insurance	\$3,239,570.00	\$954,089.46	29.5%	70.5%
IMRF/Social Security	\$505,401.00	\$147,841.43	29.3%	70.7%
Cafeteria	\$349,500.00	\$22,377.39	6.4%	93.6%
Athletics	\$194,675.00	\$18,543.45	9.5%	90.5%
Out of Dist Tuition Costs	\$941,310.00	\$230,332.26	24.5%	75.5%
Operations & Maint	\$2,332,691.00	\$785,948.43	33.7%	66.3%
Transportation	\$535,554.00	\$233,533.61	43.6%	56.4%
Bond Expense	\$1,440,408.00	\$0.00	0.0%	100.0%
Capital Projects	\$0.00	\$0.00	0.0%	0.0%



<b>Investment Report</b>							
	<i>Education</i>	<i>Building</i>	<i>Bond &amp; Int</i>	<i>Transportation</i>	<i>IMRF</i>	<i>Working Cash</i>	<i>Life Safety</i>
ISDLAF	\$0.00	\$1,593,804.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ISDMAX	\$664,700.04	\$1,326,574.95	\$14,759.78	\$71,961.50	\$7,116.90	\$122,922.09	\$53.18
Heartland IMA 4591	\$1,768,453.31						
Central IL Invest		\$1,894,062.49					
<b>Total</b>	<b>\$2,433,153.35</b>	<b>\$4,814,442.30</b>	<b>\$14,759.78</b>	<b>\$71,961.50</b>	<b>\$7,116.90</b>	<b>\$122,922.09</b>	<b>\$53.18</b>
<b>Total Investments</b>							
<b>\$7,464,409.10</b>							

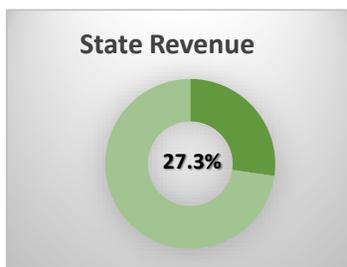
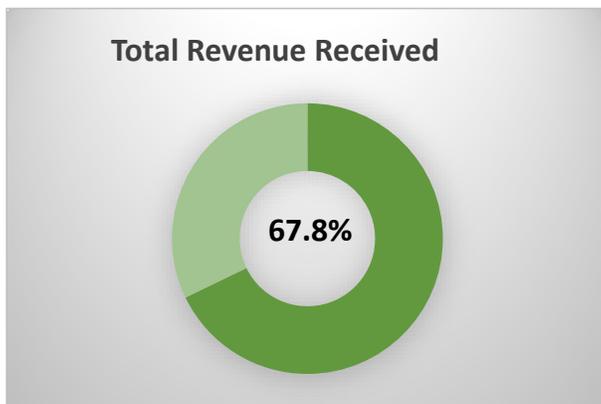
<b>Insurance Report thru 9/30</b>			
<b>Insurance Costs</b>	<b>Last Year</b>	<b>This year</b>	<b>Difference</b>
Medical	\$2,035,489	\$833,938	-\$1,201,550
Dental	\$61,433	\$74,952	\$13,519
Pharmacy	\$141,769	\$146,302	\$4,533
Vision	\$4,175	\$2,965	-\$1,210
Reinsur/fees	\$471,703	\$537,641	\$65,939
<b>Total Fixed/Claim</b>	<b>\$2,714,568</b>	<b>\$1,595,798</b>	<b>-\$1,118,769</b>
<b>Less Spec Reimb</b>	<b>\$382,548</b>	<b>\$330,960</b>	<b>-\$51,588</b>
<b>Total Cost</b>	<b>\$2,332,020</b>	<b>\$1,264,839</b>	<b>-\$1,067,181</b>



**Washington Community High School**  
**2020-2021 Revenue Report**  
**As of October 31, 2020**

<b>Revenue by Fund</b>				
	<b>Budgeted</b>	<b>Actual</b>	<b>% Received</b>	<b>Remaining</b>
<i>Education Fund - 10</i>	\$15,809,725.00	\$10,032,837.32	63.5%	36.5%
<i>Operations &amp; Maintenance Fund - 20</i>	\$2,385,000.00	\$1,906,976.11	80.0%	20.0%
<i>Bond &amp; Interest Fund - 30</i>	\$1,459,421.00	\$1,263,813.06	86.6%	13.4%
<i>Transportation Fund - 40</i>	\$753,100.00	\$574,736.34	76.3%	23.7%
<i>IMRF/Social Security Fund - 50</i>	\$586,547.00	\$411,537.20	70.2%	29.8%
<i>Capital Improvements Fund - 60</i>	\$0.00	\$21.33	0.0%	0.0%
<i>Working Cash Fund - 70</i>	\$257,000.00	\$213,499.21	83.1%	16.9%
<i>Tort Immunity Fund - 80</i>	\$31,200.00	\$25,664.39	82.3%	17.7%
<i>Life Safety Fund - 90</i>	\$42,000.00	\$34,208.22	81.4%	18.6%
<b>Totals</b>	<b>\$21,323,993.00</b>	<b>\$14,463,293.18</b>	<b>67.8%</b>	<b>32.2%</b>

<b>Itemized Revenues:</b>	<b><u>Budgeted</u></b>	<b><u>Actual</u></b>	<b><u>% Received</u></b>	<b><u>% Remaining</u></b>
General Levy	\$14,706,821.00	\$12,570,360.07	85.5%	14.5%
Special Education	\$300,000.00	\$255,909.74	85.3%	14.7%
Replacement Tax	\$160,000.00	\$62,142.32	38.8%	61.2%
Interest	\$219,900.00	\$4,835.98	2.2%	97.8%
Cafeteria	\$584,400.00	\$9,260.36	1.6%	98.4%
Student Fees	\$89,700.00	\$45,300.00	50.5%	49.5%
Textbook rental	\$134,000.00	\$108,828.67	81.2%	18.8%
Other revenue	\$800,300.00	\$139,128.72	17.4%	82.6%
General State Aid	\$3,085,870.00	\$841,602.00	27.3%	72.7%
State Grants	\$415,463.00	\$152,480.85	36.7%	63.3%
Transp. Spec Ed	\$180,000.00	\$96,773.38	53.8%	46.2%
Federal Grants	\$602,949.00	\$176,671.09	29.3%	70.7%
Transfers	\$0.00	\$0.00	0.0%	0.0%



School Treasurer's Monthly Statement  
To The School Board of Washington School District 308, Tazewell County

9/1/2020	2020	Cash	Education 1	Building 2	B/I 3	Transp 4	IMRF 5	CAP PROJECTS 6	W/ C 7	TIJF 8	L/Safe 9
	Balance	7,675,614.92	3,620,149.23	1,226,684.84	828,672.59	759,098.09	325,377.08	70,173.44	596,210.83	80,120.25	169,128.57
09/01	State Aid	74,921.00	74,921.00								
09/01	Miscellaneous	80.00	80.00								
09/03	Miscellaneous	136.45	136.45								
09/03	Miscellaneous	14,155.00	14,155.00								
09/08	Miscellaneous	150.00	150.00								
09/10	State Aid	14,514.84	14,514.84								
09/14	Miscellaneous	52.06	52.06								
09/14	Miscellaneous	116.00		116.00							
09/14	Miscellaneous	712.00	712.00								
09/14	Miscellaneous	2,821.88	2,821.88								
09/14	State Aid	242.14	242.14								
09/14	State Aid	946.10	946.10								
09/14	State Aid	140,267.00	140,267.00								
09/15	Miscellaneous	51.00		51.00							
09/17	Miscellaneous	100.00	100.00								
09/22	State Aid	140,267.00	140,267.00								
09/30	Miscellaneous	1,280.76	1,280.76								
09/30	Miscellaneous	1,763.67	1,763.67								
09/30	Miscellaneous	35,046.16	35,046.16								
09/30	State Aid	542.33	542.33								
09/30	Webpay	2,990.17	2,990.17								
09/30	Cafeteria	585.40	585.40								
09/30	Interest	579.52	247.95	81.04	75.38	65.71	26.16	6.38	54.23	7.29	15.38
09/30	Total Receipts	432,320.48	431,821.91	248.04	75.38	65.71	26.16	6.38	54.23	7.29	15.38
09/30	Net Salaries	630,569.36	618,661.83	1,795.95		10,111.58			0.00		0.00
09/30	Expenses	1,109,199.34	710,728.61	334,096.49	0.00	26,617.39	37,756.85	0.00	0.00		0.00
09/30	Total Expenses	1,739,768.70	1,329,390.44	335,892.44	0.00	36,728.97	37,756.85	0.00	0.00	0.00	0.00
09/30	Ending Cash										
09/30	Per Book	6,368,166.70	2,722,580.70	891,040.44	828,747.97	722,434.83	287,646.39	70,179.82	596,265.06	80,127.54	169,143.95
09/30	Outstanding Checks	7,012.98	6,257.98		0.00	755.00	0.00	0.00	0.00	0.00	0.00
09/30	Balance Per Bank Statement	6,375,179.68	2,728,838.68	891,040.44	828,747.97	723,189.83	287,646.39	70,179.82	596,265.06	80,127.54	169,143.95

9/30/2020	Outstanding checks	Education	Building	B/I	Transp	IMRF	CAP PROJECTS 6	W/ C	TJF	L/Safe	
	227316	100.00	100.00								
	227381	50.00	50.00								
	227531	6.95	6.95								
	227540	12.21	12.21								
	227549	68.85	68.85								
	227568	25.55	25.55								
	227586	3.65	3.65								
	227594	1.00	1.00								
	227622	2.15	2.15								
	227637	2.15	2.15								
	227638	46.00	46.00								
	227642	1.33	1.33								
	227652	46.80	46.80								
	227654	1.67	1.67								
	227658	13.15	13.15								
	227674	28.40	28.40								
	227687	7.20	7.20								
	227701	16.20	16.20								
	227705	60.30	60.30								
	227706	4.60	4.60								
	227708	6.25	6.25								
	227719	3.00	3.00								
	227754	4.25	4.25								
	227784	110.00	110.00								
	227828	3.60	3.60								
	228021	25.20	25.20								
	228023	6.11	6.11								
	228045	51.47	51.47								
	228076	24.15	24.15								
	228085	35.00	35.00								
	228122	260.00	260.00								
	228134	605.00			605.00						
	228137	130.00			130.00						
	228142	425.00	425.00								
	228146	1,350.00	1,350.00								
	228159	50.00	50.00								
	228168	167.40	167.40								
	228177	60.00	60.00								
	228189	500.00	500.00								
	228194	100.00	100.00								
	228201	97.00	97.00								
	228206	100.00	100.00								
	228210	65.00	65.00								
	228215	51.25	51.25								
	228246	60.00	60.00								
	14090	89.80	89.80								
	14092	646.86	646.86								
	14093	160.00	140.00		20.00						
	14089	483.16	483.16								
	14088	845.32	845.32								
		7,012.98	6,257.98	0.00	0.00	22	755.00	0.00	0.00	0.00	0.00

# Update on Current WCHS Bonds

## *November 9, 2020*

<b>Current # of Outstanding Bonds:</b>	<b>6</b>
<b>Current Outstanding Bonds:</b> <i>(Schedule R-Attached)</i>	<b>Series 2009, Ltd. Life Safety Bonds</b>
	<b>Series 2011, Building Bonds</b>
	<b>Series 2013, Ltd WCF/Refunding Bonds</b>
	<b>Series 2016, Refunding Building Bonds</b>
	<b>Series 2018A, Taxable Ltd. Refunding Bonds</b>
	<b>Series 2018B, Ltd WCF Bonds</b>
<b>Debt Service Extension Base:</b>	<b>\$676,998</b>

The DSEB is part of the Property Tax Extension Limitation Law implemented in 1994 that allows county clerks to continue to extend taxes for a taxing district's bonds that are issued without referendum at a level called the "DSEB". The DSEB is the aggregate extension for principle and interest payments for non-referendum bonds that the district issued before the PTELL went into effect (1998).

In 2009, the law was amended to allow a CPI factor to be applied to the Debt Service Extension Base.

As debt is paid, retired, or refinanced, the taxing district may use the available portion of the DSEB to issue limited bonds. Limited bonds are general obligation bonds that are issued without referendum. The non-referendum bonds that can be issued and repaid with the Debt Service Extension Base include:

- **Life Safety Bonds** – requires Regional Office of Education and ISBE approval and a public hearing
- **Working Cash Fund Bonds** – requires petition period and public hearing and can be used for either operations or capital projects
- **Funding Bonds** – requires petition period and public hearing and can be used to pay claims against the District such as lease obligations or debt certificates

The Series 2009, Ltd. Life Safety Bonds and Series 2013, Ltd WCF/Refunding Bonds contribute toward the DSEB.

WASHINGTON CHSD #308, Tazewell County, Illinois  
 PRIOR BONDS OUTSTANDING

2019 EAV: \$509,697,088

2019 DSEB: \$661,777  
 2020 DSEB: \$676,998

Year	Series 2009 Ltd. Life Safety Bonds		Series 2013 Ltd. WCF/Refunding Bonds		Series 2018A Taxable Ltd. Refunding Bonds		Series 2018B Ltd. WCF Bonds		Total Ltd. Levies	Series 2011 Building Bonds (Not Refunded)		Series 2016 Refunding Bldg. Bonds		Total All Levies
	Principal 1-Dec	P&I Levy	Principal 1-Dec	P&I Levy	Principal 1-Dec	P&I Levy	Principal 1-Dec	P&I Levy		Principal 1-Dec	P&I Levy	Principal 1-Dec	P&I Levy	
2017	\$325,000	\$206,221	\$0	\$152,185		\$14,223		\$151,622	<b>\$524,251</b>	\$315,000	\$405,375	\$155,000	\$339,073	<b>\$1,268,699</b>
2018	\$175,000	\$347,334	\$0	\$152,185	\$0	\$12,963	\$0	\$136,957	<b>\$649,439</b>	\$355,000	\$421,750	\$160,000	\$340,791	<b>\$1,411,980</b>
2019	<u>\$325,000</u>	<u>\$345,614</u>	<u>\$0</u>	<u>\$152,185</u>	<u>\$0</u>	<u>\$12,963</u>	<u>\$0</u>	<u>\$138,188</u>	<b>\$648,950</b>	<u>\$390,000</u>	<u>\$451,000</u>	<u>\$165,000</u>	<u>\$337,458</u>	<b>\$1,437,408</b>
2020	335,000	122,250	0	371,841	0	12,963	0	138,188	<b>645,242</b>	440,000		165,000	819,176	<b>1,464,418</b>
2021	120,000		225,000	497,829	0	12,963	0	138,188	<b>648,980</b>			655,000	835,642	<b>1,484,622</b>
2022			365,000	495,135	0	12,963	0	138,188	<b>646,286</b>			685,000	861,400	<b>1,507,686</b>
2023			390,000	495,294	0	12,963	0	138,188	<b>646,435</b>			725,000	896,251	<b>1,542,686</b>
2024			395,000	493,180	0	17,856	0	138,188	<b>649,224</b>			775,000	915,242	<b>1,564,466</b>
2025			405,000	480,119	5,000	27,431	0	138,188	<b>645,738</b>			810,000	953,325	<b>1,599,063</b>
2026			405,000	476,073	15,000	31,688	0	138,188	<b>645,949</b>			865,000	975,448	<b>1,621,397</b>
2027			415,000	461,340	20,000	45,519	0	138,188	<b>645,047</b>			905,000	1,016,561	<b>1,661,608</b>
2028			415,000	460,915	35,000	48,925	0	138,188	<b>648,028</b>			965,000	1,036,664	<b>1,684,692</b>
2029			430,000	454,600	40,000	52,119	0	138,188	<b>644,907</b>			1,005,000	1,075,757	<b>1,720,664</b>
2030			440,000	163,120	45,000	148,081	0	334,438	<b>645,639</b>			1,065,000		<b>645,639</b>
2031			160,000		145,000		200,000	645,844	<b>645,844</b>					<b>645,844</b>
2032							525,000	645,100	<b>645,100</b>					<b>645,100</b>
2033							545,000	647,800	<b>647,800</b>					<b>647,800</b>
2034							570,000	644,600	<b>644,600</b>					<b>644,600</b>
2035							590,000	645,500	<b>645,500</b>					<b>645,500</b>
2036							615,000	464,100	<b>464,100</b>					<b>464,100</b>
2037							455,000							
	<u>\$455,000</u>	<u>\$122,250</u>	<u>\$4,035,000</u>	<u>\$4,849,436</u>	<u>\$305,000</u>	<u>\$423,471</u>	<u>\$3,500,000</u>	<u>\$5,409,262</u>	<b>\$10,804,419</b>	<u>\$440,000</u>	<u>\$0</u>	<u>\$8,620,000</u>	<u>\$9,385,466</u>	<b>\$21,627,293</b>

Schedule 'R'  
 October 30, 2020



Rule G-17 of the Municipal Securities Rulemaking Board ("Rule G-17") requires that we (the "Underwriter") disclose certain information regarding the nature of our relationship with you (the "Issuer") as follows: (A) Rule G-17 requires the Underwriter to deal fairly at all times with both municipal issuers and investors; (B) The Underwriter's primary role is to purchase securities with a view to distribution in an arm's-length commercial transaction with the Issuer, and the Underwriter has financial and other interests that differ from those of the Issuer; (C) Unlike a municipal advisor, the Underwriter does not have a fiduciary duty to the Issuer under the federal securities laws and the Underwriter is, therefore, not required by federal law to act in the best interests of the Issuer without regard to the Underwriter's own financial or other interests; (D) The Underwriter has a duty to purchase securities from the Issuer at a fair and reasonable price, but must balance that duty with the Underwriter's duty to sell municipal securities to investors at prices that are fair and reasonable; and (E) The Underwriter will review the official statement for the Issuer's securities in accordance with, and as part of, the Underwriter's responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of the transaction.

## **ATHLETIC DIRECTOR'S BOARD REPORT – 11/09/2020**

### **Cross Country:**

#### **Boys:**

- Varsity - 6th in conference
- 7th in Regionals
- Jackson Ward: 1st team All-Conference
- Jackson Ward and Eddie Papis both Qualified for Sectional

#### **Girls:**

- Varsity – 4<sup>th</sup> in Conference
- 4<sup>th</sup> – Regionals
- 3<sup>rd</sup> – Sectional
- Jady Jacobs – 1<sup>st</sup> team All-Conference

#### **Girls Swim:**

- Conference Place: 4th Place
- Sectionals Place: 6th Place

Summary: This year had a lot of ups and downs. We had more girls this year out for all or part of the season due to injury, as well as many absences (short and extended) due to illness and quarantine. However, the girls performed admirably despite all their setbacks. Those that had multiple absences managed to stay on their best times by their last meet (finishing strong even when missing practice) and those that were there as much as possible, especially varsity, dropped a lot of time. Throughout the entire season, the swimmers kept their heads and spirits up, encouraging each other and themselves to push further and faster. They really developed a strong team dynamic that we are excited to continue next season.

## **Winter Athletics/Activities**

- Boys and Girls Basketball:
  - Schedule to practice starting Nov. 16<sup>th</sup>
  - Games may start Nov. 30<sup>th</sup>
- Wrestling:
  - Season moved to “summer season” per the IHSA (May and June)
- Boys Swim:
  - Schedule to practice starting Nov. 16<sup>th</sup>
  - Meets may start Nov. 30<sup>th</sup>
  - Co-Op schools certify their athletes before attending practices or meets
  - 5 Points conducts temperature checks for all when entering building
- Speech/Scholastic Bowl:
  - Both have started seasons and practices
  - Speech will be all virtual
  - Sch. Bowl has guidelines from IHSA to conduct matches
- Pantherettes/Cheer
  - Competition practices start Nov. 16<sup>th</sup>
  - Developing routines to be recorded for basketball games
    - May perform at games for the livestream – still working logistics
- Chess
  - Season has started in November
    - 20 students on team – largest since joining the IHSA
    - All practices and meets will be virtual

### **Certification of students for extracurricular programs/sports:**

- Starting on November 10<sup>th</sup> – certification will be available on 8to18 website
  - In line with certifying students when entering school
  - Paperless
  - User friendly for coaches and students
  - Tracking students/coaches will be improved

### **Live-streaming events:**

- HUDL Assist camera installed in Torry Gym
  - Camera will allow for live streaming events on school YouTube channel
    - Free to public

From: **Vince Espi** <[news+L\\_XtOUGDdBKyZg6pOSt\\_mg@news.locallabs.com](mailto:news+L_XtOUGDdBKyZg6pOSt_mg@news.locallabs.com)>  
Date: Tue, Oct 20, 2020 at 11:24 AM  
Subject: [External Email] Re: [External Email] FOIA Request - Guest Speaker Contracts  
To: Sander, Joseph <[jgsander@wacohi.net](mailto:jgsander@wacohi.net)>

Yes, thank you for the response.

--

**Dr. Joseph Sander**  
**Assistant Superintendent**

**Washington Community High School**  
115 Bondurant Street  
**Washington, IL 61571**  
**309.444.5502**

----- Forwarded message -----

From: **Sander, Joseph** <[jgsander@wacohi.net](mailto:jgsander@wacohi.net)>  
Date: Mon, Oct 19, 2020 at 1:38 PM  
Subject: Re: [External Email] FOIA Request - Guest Speaker Contracts  
To: Vince Espi <[news+L\\_XtOUGDdBKyZg6pOSt\\_mg@news.locallabs.com](mailto:news+L_XtOUGDdBKyZg6pOSt_mg@news.locallabs.com)>  
Cc: Kyle Freeman <[kwfreeman@wacohi.net](mailto:kwfreeman@wacohi.net)>, Debbie Osborne <[dosborne@wacohi.net](mailto:dosborne@wacohi.net)>

Mr. Espi,  
WCHS did not have any guest speakers for the 2019 and 2020 school year. Please respond as verification that you received this email and the FOIA request is fulfilled.

Thank you,  
Joe

On Mon, Oct 19, 2020 at 11:14 AM Vince Espi  
<[news+L\\_XtOUGDdBKyZg6pOSt\\_mg@news.locallabs.com](mailto:news+L_XtOUGDdBKyZg6pOSt_mg@news.locallabs.com)> wrote:

To whom it may concern:

I am writing to you on behalf of LocalLabs which is an online publication that reports on and informs the public about local government activities. If you are not the public record officer please forward it to the public record officer or reply to this email with the proper contact.

Pursuant to state public record and open government transparency laws, I am requesting electronic records (preferably non-PDF such as CSV, Excel) of the following:

Copies of any contracts involving guest speakers for the 2019 (previous) and 2020 (current) school year. Please include any virtual guest speakers as well.

The purpose of the request is to access and disseminate information as a matter of public interest and is not for the principal purpose of personal or commercial benefit. I request you furnish any responsive documents and items without charge. Disclosure of the requested information to me is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the government and is not primarily in my commercial interest. Thank you in advance for your cooperation and assistance.

Please let me know if you have any questions.

Vince Espi

(312) 772-3924

LocalLabs

--

**Dr. Joseph Sander**  
**Assistant Superintendent**

**Washington Community High School**  
115 Bondurant Street  
Washington, IL 61571  
309.444.5502



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The information in this message is confidential and may be legally privileged. Access to this message by anyone other than the addressee is not authorized. If you are not the intended recipient, or an agent of the intended recipient, any disclosure, copying, or distribution of the message or any action or omission taken by you in reliance on it, is prohibited and may be unlawful. If you have received this message in error, please contact the sender immediately and permanently delete the original e-mail, attachment(s), and any copies.

=====

**PLEASE NOTE:** The actual request was 198 pages, which is too long for this format. If you would like to see all of the pages (purchasing records), please contact Dr. Kyle Freeman.

Date: Tue, Oct 27, 2020 at 12:40 PM

Subject: [External Email] SmartProcure Public Records Request Fulfilled Confirmation

To: Joe Sander <[jgsander@wacohi.net](mailto:jgsander@wacohi.net)>

Dear Joe Sander,

This email serves as confirmation that we have received records from Washington Community High School District No. 308. SmartProcure thanks you for taking the time to answer our request. We will begin the process of combining your records with thousands of other government agencies' records nationwide. Should we have further questions we will be in contact with you soon.

Government purchasing agents use the records to save research time, negotiate better pricing with vendors, get quotes or simply to find new vendors.

Again, we appreciate your assistance.

Best Regards,

**Ken Deloian**  
Data Acquisition Specialist

100 S MILITARY TRL STE 13

#4968

DEERFIELD BEACH, FL 33442-9991

Direct: [561-609-6943](tel:561-609-6943) | Fax: 561-609-6928 | Support: [954-420-9900](tel:954-420-9900)

Email: [kdeloian@smartprocure.com](mailto:kdeloian@smartprocure.com) | [www.smartprocure.com](http://www.smartprocure.com)

From: **Ken Deloian** <[kdeloian@smartprocure.com](mailto:kdeloian@smartprocure.com)>

Date: Sat, Oct 24, 2020 at 11:00 AM

Subject: [External Email] SmartProcure FOIA Request to Washington Community High School District No. 308 For PO/Vendor Information  
To: <[jgsander@wacohi.net](mailto:jgsander@wacohi.net)>

Dear Joe Sander,

SmartProcure is submitting a commercial FOIA request to the Washington Community High School District No. 308 for any and all purchasing records from 07/20/2020 (mm/dd/yyyy) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

- 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
- 2. Purchase date
- 3. Line item details (Detailed description of the purchase)
- 4. Line item quantity
- 5. Line item price
- 6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

Please email or click on the button below to upload the information. There is no file size limitation:

[Click Here To Upload](#)

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Ken Deloian  
Data Acquisition Specialist

Direct: 561-609-6943  
Email: [kdeloian@smartprocure.com](mailto:kdeloian@smartprocure.com)

## **7. CONSENT AGENDA**

### **Recommendation:**

That the Board of Education approves the Consent Agenda as presented:

### **RESOLUTION 7.1.**

Be it resolved that the Board of Education hereby approves the minutes as follows:

- 7.1.1. Regular Board Meeting Minutes – October 13, 2020
- 7.1.2. Executive Session Meeting Minutes – October 13, 2020
- 7.1.3. Facilities Committee Meeting Minutes – October 22, 2020
- 7.1.4. Finance Committee Meeting Minutes – November 4, 2020

### **RESOLUTION 7.2.**

Be it resolved that the Board of Education hereby approves the payment of bills as presented, the payroll per contract, and that the Treasurer be permitted to issue orders for the payment of the same.

### **Resolution 7.3.**

Be it resolved that the Board of Education hereby approves the disposition of district personal property, one card catalog.

### **Suggested Motion:**

That the Board of Education approves the Consent Agenda and Resolutions 7.1., 7.2, and 7.3 as recommended.

WCHS Board of Education

Regular Board Meeting

October 13, 2020

**7:00 PM**

Washington Community High School - Library

Agenda

**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**2. ROLL CALL**

Board members attending: Essig, Ward, Fischer, McNett, Nofsinger, Seaman, Butler

WCHS administration attending: Freeman, Sander, Stevens, Davis

**3. PLEDGE OF ALLEGIANCE**

**4. VISITORS AND CORRESPONDENCE**

Shelly Patterson, parent of a freshman and senior student, addressed the board with questions about the schedule for second semester and expressed interest in the school returning to a seven period day with full population. The superintendent answered questions and explained that the district will keep the current schedule for second semester, but the intent is to transition to a seven period day when the guidance from the State of Illinois allows for a safe return to a full-time schedule.

Denise Shelton, parent of freshman student, was also in attendance but did not address the Board.

**5. REPORTS**

1. Auditor's Report - Koch Consultants, Ltd.

Koch Consultant Ltd. conducted the annual audit of financial statements. After reviewing financial statements ending June 30, 2020, the auditors found no material weaknesses.

The Illinois State Board of Education assigned a score of 3.9 out of 4 for Washington Community High School District #308, which resulted in the highest possible rating of Recognition Status as it relates to financial standing.

2. Deans' Report

3. Enrollment Report

The enrollment report as of October 1, 2020, includes a total of 1,434 students.

Approximately 200 students enrolled in distance learning for the fall semester.

4. Sixth Day Enrollment Report

5. Food Establishment Inspection Report

The food services department participated in a routine inspection and passed. Changes were made to comply with observations and corrective actions.

6. Library Grant

The library completed and submitted the School District Library Grant for FY 2021. The library received \$1,005 for the FY 2019 grant and applied that to electronic resources.

## 7. Athletic Director's Report

The athletic director shared an update about fall sports including team and individual standings within the mid-Illini conference and the region.

## 8. Financial Report

Dr. Sander presented the investment and insurance report, which shows investments of approximately \$7.4M. Insurance costs as of August 2020 have increased over July 2020 to the break-even amount.

## 9. Board Committee Reports

**Board Policy Committee:** The board policy committee met and discussed the Press Plus Policy Packet. Dr. Freeman reviewed all new policies and discussed other minor changes to current policies. The committee voted to recommend approval to the board of all changes discussed. The group also discussed resuming the mission and vision statement committees, which had been postponed due to the COVID-19 pandemic.

## 6. **DISCUSSION AND INFORMATIONAL ITEMS**

### 1. In-Person and Remote Learning Update

Dr. Freeman provided a high level update about how the school year is going with in-person and distance learning. Overall, the number of COVID-19 cases and those in symptomatic and healthy quarantine have remained relatively low. We attribute much of those results to our reduced population schedule and safety protocols. It is important that everyone continues to work together to keep each other as healthy and safe as possible. Students should not attend school if they are ill or have any of the common COVID-19 symptoms.

There are currently about 200 students in full-time distance learning. Information will be sent to parents later this month that will require choosing second semester in-person or distance learning for their student.

### 2. Illinois Report Card

The suspension of in-person instruction during the 2019-20 school year affected many of the metrics measured on the Illinois Report Card. Impacted metrics will have one of the following data qualifiers: Data Unavailable Due to COVID-19, Possible Data Impact Due to COVID-19 Calculated with Concern, and Caution Statewide Threshold.

### 3. Press Issues 103, 104, and 105.

Revisions to policies, administrative procedures, and exhibits in press issue 103, 104, and 105 were presented to the board of education.

### 4. Other

None

## 7. **CONSENT AGENDA**

Nofsinger motioned and Fischer seconded that the Board approve the consent agenda. ROLL CALL: Yes-Nofsinger, Butler, Ward, Seaman, Fischer, Essig, McNett No-None MOTION CARRIED: 7-0

**8. ACTION ITEMS**

Ward motioned and Nofsinger seconded that the Board approve the Europe trip in 2022.  
ROLL CALL: Yes-Essig, Nofsinger, Butler, Ward, Seaman, Fischer, McNett No-None  
MOTION CARRIED: 7-0

**9. EXECUTIVE SESSION**

Butler motioned and Fischer seconded that the Board convene to executive session at 7:45 p.m. to discuss the following. ROLL CALL: Yes-Ward, Nofsinger, Butler, Seaman, Fischer, Essig, McNett No-None MOTION CARRIED: 7-0

*10.1. 5 ILCS 120/2 (c)(2) - Collective negotiating matters between the District and its employees of their representatives, or deliberations concerning salary schedules for one or more classes of employees.*

Return time: 8:09 p.m.

Roll call: Nofsinger, Butler, Ward, Seaman, Fischer, Essig, McNett

**10. ACTION FOLLOWING EXECUTIVE SESSION**

McNett motioned and Seaman seconded that the Board approve the evaluation MOU between the Board and the WEA as presented. ROLL CALL: Yes-Ward, Nofsinger, Butler, Seaman, Fischer, Essig, McNett No-None MOTION CARRIED: 7-0

**11. ADJOURNMENT**

McNett motioned and Seaman seconded that the meeting adjourn at 8:10 p.m. ROLL CALL: Yes-Ward, Nofsinger, Butler, Seaman, Fischer, Essig, McNett No-None MOTION CARRIED: 7-0

The next regular meeting is scheduled for November 9, 2020.

President \_\_\_\_\_

Secretary \_\_\_\_\_

WCHS Board of Education  
Facilities Committee Meeting

October 22, 2020

**2:00 PM**

Washington Community High School - Administration Office  
115 Bondurant St.  
Washington, IL 61571

Agenda

**1. CALL MEETING TO ORDER**

The meeting was called to order at 2:05 p.m.

**2. ROLL CALL**

*Committee members attending:* Essig, Nofsinger, Ward

*WCHS administration:* Sander, Freeman, Meardy

*Other board members attending:* Fischer (at 2:21 pm), McNett

**3. VISITORS AND CORRESPONDANCE**

None

**4. SEDAC**

Ryne Meardy explained that WCHS will participate in an energy audit with the the University of Illinois Smart Engineering Design Assistance Center (SEDAC). The organization will perform a site inspection on November 5, 2020 to audit the energy usage at WCHS. Recommendations will be provided to WCHS to help improve our energy consumption. There is an initial cost and then Ameren will reimburses us. Essig suggested this be communicated to the public. It was discussed to have a “Facility” tab on the school website for updates.

**5. MAINTENANCE ORGANIZATION CHART**

The maintenance team will be making internal job changes and promotions by adding a supervisor and shifting current staff. There will be a job posted to hire two part-time Athletic Workers to replace those moved. The Board will vote to approve the HVAC/Supervisor position at the December 2020 board meeting.

Ward motioned and Nofsinger seconded that the committee recommend that the Board approve the new maintenance organizational chart. Yes-Nofsinger, Ward, Essig. No-None.

MOTION CARRIED 3-0

**6. LONG TERM STRATEGIC PLAN**

Administration are working with MEP and Farnsworth Group to develop a stadium footprint and Meardy is also updating the list of all renovations that have taken place. A list of all current and future needs is in progress my merging the Health Life Safety (HLS) needs and long term desired needs of the facility. Designated funds will be utilized for these purposes. Items needing updates that were discussed include better lighting for parking lots, new entry into Babcook Field and new concession stand, extending band storage, replace visitor bleachers, walkway to home bleachers from visitors side.

**7. STADIUM FOOTPRINT**

The stadium footprint will include eventually replacing the old hold bleachers and concession stand. HLS needs will be incorporated. Folding in the HLS and long term have its own set of challenges. The need for a track expansion needs to take place.

**8. SCHOOL BELL UPDATE**

The pedestal for the bell is being finished now. Jewel Ward is finalizing the plaque.

**9. OTHER**

Jewel Ward asked if sophomore parking is available. Dr. Freeman will check with the Dean’s Office. Five Points is not being used.

The school will be ordering a few solid aluminum picnic benches. Joe Sander will order.

**10. ADJOURNMENT**

Nofsinger motioned and Essig seconded that the meeting adjourn at 3:25 p.m. Yes- Nofsinger, Ward, Essig. Motion Carried 3-0

Facilities Committee - Essig/Nofsinger/Ward

President\_\_\_\_\_

Secretary\_\_\_\_\_

WCHS Board of Education  
Finance Committee Meeting  
November 4, 2020

**1:00 PM**

Washington Community High School - Administration Office  
115 Bondurant St.  
Washington, IL 61571

Agenda

**1. CALL MEETING TO ORDER**

The meeting was called to order at 1:00 p.m.

**2. ROLL CALL**

*Committee members attending:* Ward (in person), Fischer & Seaman (remote)

*WCHS administration attending:* Sander, Freeman

*Other board members attending:* Essig

**3. VISITORS AND CORRESPONDANCE**

None

**4. ANNUAL FINANCIAL SUMMARY**

Dr. Sander reviewed the annual financial summary presentation which he prepared for the November 9th board meeting. The committee discussed the information presented pertaining to balances in each fund and future project spending. Additionally, with the progressive tax not passing there will be an estimated 10% decrease (\$300k appx.) in state funding to our school.

It was also discussed that the school may seek recommendations from Dave Pistorius regarding the possibility of restructuring our current bond to schedule in order to provide funding for potential projects. The tax rates currently are low and we can take advantage of that to increase funds for the school.

**5. 2020 LEVY**

After much discussion, the finance committee voted to approve a resolution for the upcoming tax levy.

Fischer motioned and Seaman seconded that the finance committee recommend to the Board that the tax levy resolution be approved at 4.662% for the 2021-22 school year. All yeas. MOTION CARRIED 3-0.

**6. BUS BIDS**

Dr. Sander shared the bus bid specifications which will be available for companies to review on November 11, 2020. The school is seeking bids for another 3-year lease for (10) 77-passenger school buses and (2) 14-passenger activity buses. Additionally the school is requesting to add video cameras on all buses. The board is scheduled to vote on the winning bidder at the December 14, 2020 board meeting.

7. **OTHER**

Per Dr. Sander, the TIF expires in 2021. It has already been extended once and is not likely to be extended again.

Ward was interested in learning how COVID has affected state aid payments to the school. WCHS has not noticed a reduction due to students working remote being calculated into our daily attendance.

Cost savings associated with COVID include reduced transportation spending and in electricity due to reducing setpoints of HVAC system.

Ward asked if online learning will be outsourced and Dr. Freeman says this is not being looked at currently. Teachers seem to be adapting well.

There was question whether there would be funding cuts to the school if basketball is played in the fall/winter. Dr. Freeman confirmed that there would be no reduced funding if this were to occur. At this time no decision has been made regarding the season.

8. **ADJOURNMENT**

Ward motioned and Seaman seconded that the meeting adjourn at 2:27 p.m. All yeas. Motion Carried 3-0.

Finance Committee - Fischer/Seaman/Ward

8:44 AM

11/05/20

Cash Basis

# Washington Community High School

## Balance Sheet

As of November 5, 2020

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	<u>Nov 5, 20</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Checking-Activity Account	480,193.54
ISDLAF Interest	45,909.37
	<hr/>
<b>Total Checking/Savings</b>	526,102.91
	<hr/>
<b>Total Current Assets</b>	526,102.91
	<hr/>
<b>TOTAL ASSETS</b>	<b>526,102.91</b>
	<hr/> <hr/>

**Washington Community High School**  
**Balance Sheet**  
 As of November 5, 2020

	Nov 5, 20
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Advocate For Awareness	341.28
After Midnight	6,060.20
Art Club	3,205.16
<b>Athletics General</b>	
Orange Crush	737.51
Athletics General - Other	6,822.90
	7,560.41
<b>Total Athletics General</b>	7,560.41
Automobile	242.28
<b>Band</b>	
Drumline - T. Weston Memorial	301.00
Band - Other	1,284.80
	1,585.80
<b>Total Band</b>	1,585.80
Baseball	1,112.21
Basketball-Boys	11,385.20
Basketball-Camps	127.47
Basketball-Girls	5,532.61
Bass Fishing	2,051.78
Block PE	2,375.20
Bloom	4,040.79
Book Club	4,227.85
Boys Track	2,843.22
Brian Wisher Memorial	2,014.56
Broadway	9,120.30
Chaps	946.46
Cheerleaders	4,114.03
Chess	902.46
Chorus	2,492.56
Concession Upkeep	81.85
Counseling	1,015.17
CPR Health Fund	1,581.53
Cross Country	1,647.82
Dean's Office	96.89
Drama Club	6,344.69
Driving Skills For Life	831.54
Engineering Technology	130.12
Evan Knoblauch Memorial	459.67
Fellowship Of Christian Athlete	40.39
<b>Fitness Club</b>	
Fitness Fair	3,005.94
Hope Week	1,384.67
Fitness Club - Other	5,074.28
	9,464.89
<b>Total Fitness Club</b>	9,464.89
Former Class Funds	17,465.07
French Club	1,717.56
Game Club	13.88
Gay Straight Alliance (GSA)	328.94
General	4,012.96
Girls Track	36.88
Global Affairs	267.65
Golf	3,666.82
GRANT - Science Symposium	109.31
IMC Fine Fund	291.05
Impact	6,347.68
Inter Rel Co-op	6,913.22
Interest ISDLAF	20,816.68
International Club	1,174.37
Intramurals	690.80

**Washington Community High School**  
**Balance Sheet**  
 As of November 5, 2020

	Nov 5, 20
Intrst NOW Acct	16,054.18
JFL Football	3,783.23
Junior Class	5,267.90
Lacrosse-Boys	8,508.52
Lacrosse - Girls	1,681.59
Leadership & Community Service	979.28
Leadership Challenge	217.98
Library grant-PNC Bank	840.88
Life Skills Class	148.28
Lift A Thon	4,270.38
Manufacturing	3,142.76
Mathletes	30.71
Media Subscribers	525.90
Mini Bakery	0.10
National Honor Society	5,281.95
Operation Snowball	3,058.04
Panther Embroidery Shop	305.68
Panther Perk	
Greeting Cards/Buttons	516.78
Panther Perk - Other	432.33
<b>Total Panther Perk</b>	<b>949.11</b>
Panther Professionals	505.37
Pantherettes	6,942.55
Pep Club	570.41
Pepsi & 7Up Mkt	3,606.78
Preschool (FCS)	1,365.69
Readapalooza	572.99
Robotics	27,879.05
Rotary Club Relief	829.97
Scholarships	
Classmates Music	0.16
Eric Eblen Memorial Scholarship	0.09
Erick Norlin Fund	2,907.00
Floyd O'Reed Memorial	243.05
Hunkler Stagen	122,090.50
Impact Scholarship	1,000.00
James Ashbrook Memorial Fund	15,826.55
Marilyn Drake Scholarship	4,250.00
Mike Sluder Fund	143.00
Orange & Black/Herff Jones	250.00
Scott Wehnes Memorial	12,538.81
Stephen F Mason Fund	2,990.79
Whittaker Scholarship Fund	45.78
WLCS Scholarship Fund	210.00
Scholarships - Other	1,549.30
<b>Total Scholarships</b>	<b>164,045.03</b>
Scholastic Bowl	430.00
Science Club	850.54
Senior Class	12,988.52
Soccer-Boys	313.67
Soccer-Girls	72.09
Softball	3,054.28
Sophomore Class	822.02
Spanish Club	1,513.79
Special Ed Co-op	2,103.81
Special Events-Athletics	8,839.63
Speech	1,856.39
State Football Playoff	1,723.92
Student Council	5,208.07
Swim Team	282.69
Tennis - Boys	4,571.70
Tennis - Girls	

Washington Community High School  
**Balance Sheet**  
As of November 5, 2020

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	<u>Nov 5, 20</u>
Fence Sign Fundraiser	1,100.00
Tennis - Girls - Other	<u>4,217.91</u>
<b>Total Tennis - Girls</b>	5,317.91
Tough Love	883.99
Tournament of Champions	34,986.31
Volleyball	4,765.05
Washington Township Special Ed	55.00
WCHS Hardship	1,158.30
Wrestling	5,822.13
Yearbook	<u>9,245.93</u>
<b>Total Other Current Liabilities</b>	526,059.31
<b>Total Current Liabilities</b>	<u>526,059.31</u>
<b>Total Liabilities</b>	526,059.31
<b>Equity</b>	
Retained Earnings	<u>43.60</u>
<b>Total Equity</b>	<u>43.60</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>526,102.91</u></u>

**Washington Community High School**  
**Transactions by Account**  
**As of October 31, 2020**

Type	Date	Num	Name	Memo	Debit	Credit	Balance		
<b>Advocate For Awareness</b>							341.28		
Total Advocate For Awareness							341.28		
<b>After Midnight</b>							6,060.20		
Total After Midnight							6,060.20		
<b>Art Club</b>							3,205.16		
Total Art Club							3,205.16		
<b>Athletics General</b>							7,903.73		
<b>Orange Crush</b>							737.51		
Total Orange Crush							737.51		
<b>Athletics General - Other</b>							7,166.22		
Check	10/13/2020	13973	Amazon Business	Standing desk - INV 1T3X-YH3K-96T4	129.99		7,036.23		
Total Athletics General - Other							129.99	0.00	7,036.23
Total Athletics General							129.99	0.00	7,773.74
<b>Automobile</b>							242.28		
Total Automobile							242.28		
<b>Band</b>							1,535.80		
<b>Drumline - T. Weston Memorial</b>							301.00		
Total Drumline - T. Weston Memorial							301.00		
<b>Band - Other</b>							1,234.80		
Deposit	10/08/2020		Jim Tallman	Hearland Orchestra donation		50.00	1,284.80		
Total Band - Other							0.00	50.00	1,284.80
Total Band							0.00	50.00	1,585.80
<b>Baseball</b>							612.21		
Deposit	10/21/2020		Herb Knoblach	Anderson's Outdoors		500.00	1,112.21		
Total Baseball							0.00	500.00	1,112.21
<b>Basketball-Boys</b>							11,735.20		
Check	10/14/2020	13976	Burk Photography	Prints and frames	140.00		11,595.20		
Check	10/14/2020	13977	Teamworks	face coverings - Inv 53773	210.00		11,385.20		
Total Basketball-Boys							350.00	0.00	11,385.20
<b>Basketball-Camps</b>							127.47		
Total Basketball-Camps							127.47		
<b>Basketball-Girls</b>							5,626.48		
Check	10/30/2020	13987	Kroger Company	Ref 192731	93.87		5,532.61		
Total Basketball-Girls							93.87	0.00	5,532.61
<b>Bass Fishing</b>							2,051.78		
Total Bass Fishing							2,051.78		
<b>Block PE</b>							2,375.20		
Total Block PE							2,375.20		
<b>Bloom</b>							4,040.79		
Total Bloom							4,040.79		
<b>Book Club</b>							4,535.45		
Check	10/28/2020	13981	Lake-Cook Distributors	Dress Codes for Small Towns - Inv 20201074	307.60		4,227.85		
Total Book Club							307.60	0.00	4,227.85
<b>Boys Track</b>							2,843.22		
Total Boys Track							2,843.22		
<b>Brian Wisner Memorial</b>							2,014.56		
Total Brian Wisner Memorial							2,014.56		
<b>Broadway</b>							9,555.61		
Check	10/05/2020	13967	VISA - Joe Sander	Playscripts - It's a Wonderful Life	175.00		9,380.61		
Check	10/28/2020	13979	Kimpling Ace Hardware	Supplies - Inv 192640	59.41		9,321.20		
Check	10/28/2020	13980	Amazon Business	1YJ4-3DMT-J74H	10.99		9,310.21		
Total Broadway							245.40	0.00	9,310.21
<b>Chaps</b>							946.46		
Total Chaps							946.46		
<b>Cheerleaders</b>							4,216.53		
Check	10/13/2020	13975	Varsity Spirit Fashions	Poms - Inv 72904278	102.50		4,114.03		
Total Cheerleaders							102.50	0.00	4,114.03
<b>Chess</b>							902.46		
Total Chess							902.46		
<b>Chorus</b>							4,398.37		
Check	10/05/2020	13965	Rock Solid Studio	Madrigal recording studio time - Inv 1372	1,240.00		3,158.37		
Check	10/05/2020	13967	VISA - Joe Sander	Playscripts - Licensing fees	541.41		2,616.96		
Check	10/28/2020	13980	Amazon Business	1YJ4-3DMT-9MGX	82.98		2,533.98		

**Washington Community High School**  
**Transactions by Account**  
**As of October 31, 2020**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total Chorus					1,864.39	0.00	2,533.98
<b>Concession Upkeep</b>							41.85
Deposit	10/02/2020		Jim TenHaken	Recycling		40.00	81.85
Total Concession Upkeep					0.00	40.00	81.85
<b>Counseling</b>							1,015.17
Total Counseling							1,015.17
<b>CPR Health Fund</b>							1,581.53
Total CPR Health Fund							1,581.53
<b>Cross Country</b>							1,647.82
Total Cross Country							1,647.82
<b>Dean's Office</b>							96.89
Total Dean's Office							96.89
<b>Drama Club</b>							6,344.69
Total Drama Club							6,344.69
<b>Driving Skills For Life</b>							831.54
Total Driving Skills For Life							831.54
<b>Engineering Technology</b>							130.12
Total Engineering Technology							130.12
<b>Evan Knoblauch Memorial</b>							459.67
Total Evan Knoblauch Memorial							459.67
<b>Fellowship Of Christian Athlete</b>							40.39
Total Fellowship Of Christian Athlete							40.39
<b>Fitness Club</b>							9,464.89
<b>Fitness Fair</b>							3,005.94
Total Fitness Fair							3,005.94
<b>Hope Week</b>							1,384.67
Total Hope Week							1,384.67
<b>Fitness Club - Other</b>							5,074.28
Total Fitness Club - Other							5,074.28
Total Fitness Club							9,464.89
<b>Former Class Funds</b>							17,465.07
Total Former Class Funds							17,465.07
<b>French Club</b>							1,717.56
Total French Club							1,717.56
<b>Game Club</b>							13.88
Total Game Club							13.88
<b>Gay Straight Alliance (GSA)</b>							388.07
Check	10/29/2020	13985	Stacy Beckman	Reimbursement for boo bash candy	59.13		328.94
Total Gay Straight Alliance (GSA)					59.13	0.00	328.94
<b>General</b>							4,287.35
Deposit	10/02/2020		Pepsi-Cola	Rebate		30.00	4,317.35
Deposit	10/02/2020		Pepsi-Cola	Band Boosters - will write check		556.00	4,873.35
Check	10/05/2020	13966	WCHS Band Boosters	Pepsi refund	556.00		4,317.35
Check	10/08/2020		Revtrak	Online transaction fees	287.39		4,029.96
Check	10/21/2020	13978	Gidget Kellenberger	Refund for PSAT for Jace Kellenberger	17.00		4,012.96
Total General					860.39	586.00	4,012.96
<b>Girls Track</b>							36.88
Total Girls Track							36.88
<b>Global Affairs</b>							267.65
Total Global Affairs							267.65
<b>Golf</b>							4,169.82
Check	10/05/2020	13968	VISA - Panther 1 card	Metamora Fields - golf fees	270.00		3,899.82
Check	10/05/2020	13969	VISA - Panther 2 card	golf balls at Metamora Fields	7.00		3,892.82
Deposit	10/08/2020		Dan Garske	Donation		50.00	3,942.82
Total Golf					277.00	50.00	3,942.82
<b>GRANT - Science Symposium</b>							109.31
Total GRANT - Science Symposium							109.31
<b>IMC Fine Fund</b>							291.05
Total IMC Fine Fund							291.05
<b>Impact</b>							6,347.68
Total Impact							6,347.68
<b>Inter Rel Co-op</b>							6,913.22
Total Inter Rel Co-op							6,913.22
<b>Interest ISDLAF</b>							20,816.68

**Washington Community High School**  
**Transactions by Account**  
**As of October 31, 2020**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total Interest ISDLAF							20,816.68
<b>International Club</b>							1,331.87
Total International Club							1,331.87
<b>Intramurals</b>							690.80
Total Intramurals							690.80
<b>Intrst NOW Acct</b>							16,034.14
Deposit	10/30/2020			Interest		20.04	16,054.18
Total Intrst NOW Acct					0.00	20.04	16,054.18
<b>JFL Football</b>							3,783.23
Total JFL Football							3,783.23
<b>Junior Class</b>							2,449.90
Deposit	10/02/2020		Pepsi-Cola	Rebate		2,818.00	5,267.90
Total Junior Class					0.00	2,818.00	5,267.90
<b>Lacrosse-Boys</b>							8,508.52
Total Lacrosse-Boys							8,508.52
<b>Lacrosse - Girls</b>							1,681.59
Total Lacrosse - Girls							1,681.59
<b>Leadership &amp; Community Service</b>							1,684.62
Check	10/13/2020	13971	A Perfect Promotion	WLCS lanyards - Inv 11356	673.04		1,011.58
Total Leadership & Community Service					673.04	0.00	1,011.58
<b>Leadership Challenge</b>							217.98
Total Leadership Challenge							217.98
<b>Library grant-PNC Bank</b>							840.88
Total Library grant-PNC Bank							840.88
<b>Life Skills Class</b>							234.27
Check	10/13/2020	13972	Kroger Company	Supplies - ref 274201	68.06		166.21
Check	10/30/2020	13987	Kroger Company	Ref 229261	17.93		148.28
Total Life Skills Class					85.99	0.00	148.28
<b>Lift A Thon</b>							4,270.38
Total Lift A Thon							4,270.38
<b>Manufacturing</b>							3,142.76
Total Manufacturing							3,142.76
<b>Mathletes</b>							30.71
Total Mathletes							30.71
<b>Media Subscribers</b>							525.90
Total Media Subscribers							525.90
<b>Mini Bakery</b>							0.10
Total Mini Bakery							0.10
<b>National Honor Society</b>							5,281.95
Total National Honor Society							5,281.95
<b>Operation Snowball</b>							3,058.04
Total Operation Snowball							3,058.04
<b>Panther Embroidery Shop</b>							305.68
Total Panther Embroidery Shop							305.68
<b>Panther Perk</b>							949.11
<b>Greeting Cards/Buttons</b>							516.78
Total Greeting Cards/Buttons							516.78
<b>Panther Perk - Other</b>							432.33
Total Panther Perk - Other							432.33
Total Panther Perk							949.11
<b>Panther Professionals</b>							505.37
Total Panther Professionals							505.37
<b>Pantherettes</b>							8,768.85
Check	10/06/2020	13970	IDTA	Solo dance competition	500.00		8,268.85
Deposit	10/21/2020		Lauren Metz	Solo dance competition		300.00	8,568.85
Check	10/29/2020	13982	Varsity Spirit Fashions	Dance tops & letters - Inv 42904219	536.30		8,032.55
Check	10/29/2020	13983	Teamworks	Jackets and pants - Inv 53844	990.00		7,042.55
Total Pantherettes					2,026.30	300.00	7,042.55
<b>Pep Club</b>							570.41
Total Pep Club							570.41
<b>Pepsi &amp; 7Up Mkt</b>							-8,893.22
Deposit	10/02/2020		Pepsi-Cola	Annual rebate		12,500.00	3,606.78
Total Pepsi & 7Up Mkt					0.00	12,500.00	3,606.78

**Washington Community High School**  
**Transactions by Account**  
 As of October 31, 2020

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Preschool (FCS)</b>							1,365.69
Total Preschool (FCS)							1,365.69
<b>Readapalooza</b>							572.99
Total Readapalooza							572.99
<b>Renaissance Fair</b>							1,000.00
Check	10/13/2020	13974	WCHS	Return grant funds	1,000.00		0.00
Total Renaissance Fair					1,000.00	0.00	0.00
<b>Robotics</b>							27,879.05
Total Robotics							27,879.05
<b>Rotary Club Relief</b>							829.97
Total Rotary Club Relief							829.97
<b>Scholarships</b>							164,045.03
<b>Classmates Music</b>							0.16
Total Classmates Music							0.16
<b>Eric Eblen Memorial Scholarship</b>							0.09
Total Eric Eblen Memorial Scholarship							0.09
<b>Erick Norlin Fund</b>							2,907.00
Total Erick Norlin Fund							2,907.00
<b>Floyd O'Reed Memorial</b>							243.05
Total Floyd O'Reed Memorial							243.05
<b>Hunkler Stagen</b>							122,090.50
Total Hunkler Stagen							122,090.50
<b>Impact Scholarship</b>							1,000.00
Total Impact Scholarship							1,000.00
<b>James Ashbrook Memorial Fund</b>							15,826.55
Total James Ashbrook Memorial Fund							15,826.55
<b>Marilyn Drake Scholarship</b>							4,250.00
Total Marilyn Drake Scholarship							4,250.00
<b>Mike Sluder Fund</b>							143.00
Total Mike Sluder Fund							143.00
<b>Orange &amp; Black/Herff Jones</b>							250.00
Total Orange & Black/Herff Jones							250.00
<b>Scott Wehnes Memorial</b>							12,538.81
Total Scott Wehnes Memorial							12,538.81
<b>Stephen F Mason Fund</b>							2,990.79
Total Stephen F Mason Fund							2,990.79
<b>Whittaker Scholarship Fund</b>							45.78
Total Whittaker Scholarship Fund							45.78
<b>WLCS Scholarship Fund</b>							210.00
Total WLCS Scholarship Fund							210.00
<b>Scholarships - Other</b>							1,549.30
Total Scholarships - Other							1,549.30
Total Scholarships							164,045.03
<b>Scholastic Bowl</b>							430.00
Total Scholastic Bowl							430.00
<b>Science Club</b>							850.54
Total Science Club							850.54
<b>Senior Class</b>							12,988.52
Total Senior Class							12,988.52
<b>Soccer-Boys</b>							313.67
Total Soccer-Boys							313.67
<b>Soccer-Girls</b>							72.09
Total Soccer-Girls							72.09
<b>Softball</b>							3,054.28
Total Softball							3,054.28
<b>Sophomore Class</b>							822.02
Total Sophomore Class							822.02
<b>Spanish Club</b>							1,513.79
Total Spanish Club							1,513.79
<b>Special Ed Co-op</b>							2,103.81
Total Special Ed Co-op							2,103.81
<b>Special Events-Athletics</b>							8,659.51
Deposit	10/02/2020			8 to 18 website		245.00	8,904.51

**Washington Community High School**  
**Transactions by Account**  
**As of October 31, 2020**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total Special Events-Athletics					0.00	245.00	8,904.51
<b>Speech</b>							1,856.39
Total Speech							1,856.39
<b>State Football Playoff</b>							1,411.92
Deposit	10/08/2020		Darrell Crouch	Refund from BSN sports		312.00	1,723.92
Total State Football Playoff					0.00	312.00	1,723.92
<b>Student Council</b>							5,208.07
Total Student Council							5,208.07
<b>Swim Team</b>							282.69
Total Swim Team							282.69
Tennis - Boys							4,571.70
<b>Tennis - Girls</b>							5,317.91
<b>Fence Sign Fundraiser</b>							1,100.00
Total Fence Sign Fundraiser							1,100.00
<b>Tennis - Girls - Other</b>							4,217.91
Total Tennis - Girls - Other							4,217.91
Total Tennis - Girls							5,317.91
<b>Tough Love</b>							883.99
Total Tough Love							883.99
<b>Tournament of Champions</b>							34,494.31
Deposit	10/02/2020		Pepsi-Cola	Rebate		492.00	34,986.31
Total Tournament of Champions					0.00	492.00	34,986.31
<b>Volleyball</b>							4,637.05
Deposit	10/02/2020		Pepsi-Cola	Rebate		128.00	4,765.05
Total Volleyball					0.00	128.00	4,765.05
<b>Washington Township Special Ed</b>							55.00
Total Washington Township Special Ed							55.00
<b>WCHS Hardship</b>							1,316.08
Check	10/05/2020	13968	VISA - Panther 1 card	Walmart - supplies for panther pro shop	116.50		1,199.58
Check	10/28/2020	13980	Amazon Business	16DK-CQHH-VNCK	16.29		1,183.29
Check	10/29/2020	13986	Amazon Business	1VHY-NKPT-1CVJ	24.99		1,158.30
Total WCHS Hardship					157.78	0.00	1,158.30
<b>Wrestling</b>							5,770.29
Deposit	10/02/2020		Pepsi-Cola	Rebate		126.00	5,896.29
Check	10/05/2020	13967	VISA - Joe Sander	Trackwrestling - tournament fee	74.16		5,822.13
Total Wrestling					74.16	126.00	5,822.13
<b>Yearbook</b>							9,070.93
Deposit	10/02/2020		Jen Miller	Kellenberger 1-17/18 and 2-18/19		105.00	9,175.93
Deposit	10/20/2020		Jen Miller	Sale of old yearbooks		70.00	9,245.93
Total Yearbook					0.00	175.00	9,245.93
<b>Retained Earnings</b>							43.60
Total Retained Earnings							43.60
<b>TOTAL</b>					<b>8,307.54</b>	<b>18,342.04</b>	<b>527,178.25</b>

## Invoice Listing (Condensed)

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
ALLEN TRANSPSERV		1020308	20201105B	Transportation services October 2020	10/31/2020	228351	21,451.58
<b>ALLEN TRANSPSERV INC</b>			<b>21,451.58</b>				
ALLEN, F DAVID		12/11 Offcl	20201104M	Boys V. Basketball	11/02/2020	228352	75.00
<b>ALLEN, F DAVID</b>			<b>75.00</b>				
ALPHA BAKING		200415280011	20201019M	Acct 95882	10/06/2020	228353	45.20
ALPHA BAKING		200415289036	20201019M	Acct 95882	10/15/2020	228353	76.36
ALPHA BAKING		200415300022	20201028B	Acct 95882	10/26/2020	228353	45.15
ALPHA BAKING		200415307026	20201102B	CAFE	11/02/2020	228353	194.55
<b>ALPHA BAKING COMPANY</b>			<b>361.26</b>				
AMAZON BUSINESS	0002100266	1XCL-GC46-NFL1	20201021B	ART CLASS SUPPLIES	10/12/2020	228354	217.81
AMAZON BUSINESS	0002100268	1MKK-HK3R-73R9	20201021B	CLASSIFICATION FOLDERS	10/14/2020	228354	40.78
AMAZON BUSINESS	0002100269	1RPP-7TX1-LMVT	20201021B	KEYBOARD & MOUSE SET	10/14/2020	228354	34.65
AMAZON BUSINESS	0002100271	1R1F-NJ4T-MNQX	20201021B	ID SUPPLIES	10/14/2020	228354	86.94
AMAZON BUSINESS	0002100273	1D64-WFJR-3GVH	20201021B	BOOKS	10/18/2020	228354	77.87
AMAZON BUSINESS	0002100274	193T-1Y97-MRN6	20201021B	DESK CALENDAR PADS	10/14/2020	228354	19.98
AMAZON BUSINESS	0002100281	1J4Y-KLMT-1RX9	20201021B	TAPE DISPENSER	10/19/2020	228354	23.80
AMAZON BUSINESS	0002100284	1P7R-H93L-79RK	20201028B	THERMOMETERS	10/22/2020	228354	111.96
AMAZON BUSINESS	0002100288	1YJ4-3DMT-NFGD	20201028B	MAGNETIC BOARDS	10/21/2020	228354	199.98
AMAZON BUSINESS	0002100289	1Y3T-73P4-493H	20201022B	TECH PARTS	10/21/2020	228354	179.80

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
AMAZON BUSINESS	0002100291	1Y3T-73P4-TDWN	20201028B	SYMPATHY CARDS	10/21/2020	228354	29.80
AMAZON BUSINESS	0002100292	AHQL-GC6H-7VD7	20201029B	SEAL PART	10/27/2020	228354	34.98
AMAZON BUSINESS	0002100295	1HQL-GC6H-FLNH	20201029B	THERMOPRO FOOD THERMOMETER	10/27/2020	228354	41.94
AMAZON BUSINESS	0002100297	1MYD-VQMJ-J47R	20201030B	BOOK	10/28/2020	228354	26.96
AMAZON BUSINESS	0002100299	11W1-GTTF-KVQG	20201030B	WHITEBOARD	10/29/2020	228354	137.03
AMAZON BUSINESS	0002100310	1KWL-3JQH-JVTG	20201105B	LIBRARY BOOKS	11/04/2020	228354	390.54
<b>AMAZON BUSINESS</b>			<b>1,654.82</b>				
AMEREN CILCO		202010151028	20201020M	ACCT 5294731028	10/15/2020	228355	192.19
AMEREN CILCO		202011031001	20201105B	ACCT 9467381001	11/03/2020	228355	1,415.22
AMEREN CILCO		202011034007	20201105B	Acct 6345014007	11/03/2020	228355	79.13
AMEREN CILCO		202011036012	20201105B	Acct 2211156012	11/03/2020	228355	138.99
<b>AMEREN CILCO</b>			<b>1,825.53</b>				
BABCOCK, HARLAN		11/30 Offcl	20201104M	Boys Fr. Basketball	11/02/2020	228356	50.00
<b>BABCOCK, HARLAN</b>			<b>50.00</b>				
BLICK ART	0002100267	4748923	20201019M	ART CLASS SUPPLIES	10/12/2020	228357	82.42
BLICK ART	0002100267	4853094	20201029B	ART CLASS SUPPLIES	10/27/2020	228357	28.69
<b>BLICK ART MATERIALS</b>			<b>111.11</b>				
BRADFORD, ANNE		110420	20201105M	Communication Consulting 10.07.2020 -	11/04/2020	9000000586	695.25
<b>BRADFORD, ANNE</b>			<b>695.25</b>				
BRADLEY, KYLE		12/15 Offcl	20201104M	Girls So. Basketball	11/02/2020	228358	55.00
<b>BRADLEY, KYLE</b>			<b>55.00</b>				

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
BRECKLINS BP		OCTOBER 2020	20201102B	FUEL OCTOBER 2020	10/31/2020	228359	712.65
<b>BRECKLINS BP</b>			<b>712.65</b>				
BROWNFIELD,		12/11 Offcl	20201104M	Boys V. Basketball	11/02/2020	228360	75.00
<b>BROWNFIELD, JOSEPH</b>			<b>75.00</b>				
BUSHUE		WASHINGTON308-	20201102B	BACK GROUND CHECKS	10/31/2020	228361	57.00
<b>BUSHUE BACKGROUND</b>			<b>57.00</b>				
CDS OFFICE	0002100286	INV1338504	20201028B	TONER FOR CAFE	10/21/2020	228362	154.34
<b>CDS OFFICE</b>			<b>154.34</b>				
CENTRAL IL		M02162476	20201019M	CAFE - SUPPLIES	10/15/2020	228363	33.05
CENTRAL IL		M02165864	20201102B	CAFE	10/29/2020	228363	77.00
<b>CENTRAL IL PRODUCE</b>			<b>110.05</b>				
CENTRAL ILLINOIS		7365	20201029B	MAINTENANCE	10/15/2020	228364	1,000.00
<b>CENTRAL ILLINOIS LINE-X</b>			<b>1,000.00</b>				
CHASE		0000004183	20201019M	ACCT # 451974341001 COMMERCIAL	10/03/2020	228365	252,062.00
<b>CHASE</b>			<b>252,062.00</b>				
CHILDRENS HOME		MEMORIAL20201029	20201029B	MEMORIAL	10/29/2020	228366	25.00
CHILDRENS HOME		INV1009420	20201022B	WCHS SCHOOL -SEPTEMBER 2020	09/30/2020	228367	5,265.33
CHILDRENS HOME		INV1009422	20201022B	WCHS SCHOOL -SEPTEMBER 2020	09/30/2020	228367	5,265.33
CHILDRENS HOME		INV1009455	20201022B	WCHS SCHOOL -SEPTEMBER 2020	09/30/2020	228367	3,376.17
CHILDRENS HOME		INV1009466	20201022B	WCHS SCHOOL -SEPTEMBER 2020	09/30/2020	228367	3,376.17
CHILDRENS HOME		INV1009476	20201022B	WCHS SCHOOL -SEPTEMBER 2020	09/30/2020	228367	3,376.17

## Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
CHILDRENS HOME		INV1009481	20201022B	WCHS SCHOOL -SEPTEMBER 2020	09/30/2020	228367	3,376.17
CHILDRENS HOME		INV1009509	20201022B	WCHS SCHOOL -SEPTEMBER 2020	09/30/2020	228367	3,376.17
CHILDRENS HOME		INV1009519	20201022B	WCHS SCHOOL -SEPTEMBER 2020	09/30/2020	228367	3,376.17
<b>CHILDRENS HOME</b>			<b>30,812.68</b>				
CITY OF		202011019700	20201102B	ACCT 0410009700-00	11/01/2020	228368	885.34
CITY OF		202011019725	20201102b	ACCT 0410009725-00	11/01/2020	228368	403.19
CITY OF		202011019740	20201102B	ACCT 0410009740-00	11/01/2020	228368	6.06
CITY OF		202011019760	20201102B	ACCT 0410009760-00	11/01/2020	228368	15.27
CITY OF		202011019790	20201102B	ACCT 0410009790-00	11/01/2020	228368	5.88
CITY OF		202011019850	20201102B	ACCT 0410009850-00	11/01/2020	228368	39.54
<b>CITY OF WASHINGTON</b>			<b>1,355.28</b>				
CONSTELLATION		3013037	20201020M	Utilities-Gas ACCT ID: BG-308740	10/08/2020	228369	263.96
<b>CONSTELLATION</b>			<b>263.96</b>				
COURIER		4159	20201019M	WCHS308	09/30/2020	228370	88.48
<b>COURIER PUBLICATIONS</b>			<b>88.48</b>				
DE LAGE LANDEN FIN		70067037	20201102B	CONTRACT # 100-10150150	10/30/2020	228371	2,393.00
<b>DE LAGE LANDEN FIN SERV</b>			<b>2,393.00</b>				
DEMCO		6853750	20201019M	Library Supplies	10/07/2020	228372	414.08
<b>DEMCO</b>			<b>414.08</b>				
Diederich, Rocky		12/5 Official	20201104M	Girls Fr. Basketball	11/02/2020	228373	50.00

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Diederich, Rocky		12/8 Official	20201104M	Girls So. Basketball	11/02/2020	228374	55.00
<b>Diederich, Rocky</b>			<b>105.00</b>				
DOTY, ISIAIAH		11/30 Offcl	20201104M	Boys Fr. Basketball	11/02/2020	228375	50.00
<b>DOTY, ISIAIAH</b>			<b>50.00</b>				
Dunnan, James W		Nov20 Ins	20201105M	Reimburse for Nov 2020 Ins Premiums	10/29/2020	9000000587	652.47
<b>Dunnan, James W</b>			<b>652.47</b>				
EDGENUITY INC		784706	20201028B	OUT OF DISTRICT TUITION	10/20/2020	228376	275.00
<b>EDGENUITY INC</b>			<b>275.00</b>				
ENLOW, JAMIE		12/5 Official	20201104M	Girls V. Basketball	11/02/2020	228377	75.00
<b>ENLOW, JAMIE</b>			<b>75.00</b>				
E-RATE FUNDING		201028	20201028B	WACOHI DIST 308	10/28/2020	228378	1,000.00
<b>E-RATE FUNDING SERVICES</b>			<b>1,000.00</b>				
ERBENTROUT,		12/10 Offcl	20201104M	Boys Fr. Basketball	11/02/2020	228379	50.00
<b>ERBENTROUT, JACKSON</b>			<b>50.00</b>				
EVERYDAY SPEECH	0002100311	64686	20201104B	ANNUAL SUBSCRIPTION	11/03/2020	228380	299.99
<b>EVERYDAY SPEECH LLC</b>			<b>299.99</b>				
FAIRECOFFEE, LLC		1011	20201104B	STAFF RECOGNITION	11/04/2020	228381	300.00
<b>FAIRECOFFEE, LLC</b>			<b>300.00</b>				
FARNSWORTH		219940	20201019M	PROJECT 0200507.01	10/09/2020	228382	1,449.50
<b>FARNSWORTH GROUP</b>			<b>1,449.50</b>				
Fitzgerald, Scott		LRFY21	20201021B	LR FY 21	10/13/2020	228383	203.00
<b>Fitzgerald, Scott</b>			<b>203.00</b>				

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
FIVE STAR WATER		20201015 FIVE STAR	20201022B	BOTTLED WATER IN	10/15/2020	228384	26.95
<b>FIVE STAR WATER</b>			<b>26.95</b>				
FRONTIER		20201019-3167	20201023B	PHONE LINES	10/19/2020	228385	1,000.18
FRONTIER		20201125-5031	20201104B	PHONE LINES	11/01/2020	228385	53.72
<b>FRONTIER</b>			<b>1,053.90</b>				
GABBERTS CLEANING		7283	20201019M	Oct MONTHLY JANITORIAL	10/15/2020	228386	24,486.47
<b>GABBERTS CLEANING</b>			<b>24,486.47</b>				
Garske, Daniel Joseph		Oct '20 Meals	20201021M	October 2020 Meal Reimbursement	10/20/2020	9000000588	11.00
<b>Garske, Daniel Joseph</b>			<b>11.00</b>				
Geisz, Joel P		Oct '20 Meals	20201105M	October 2020 Meal Reimbursement	11/04/2020	9000000589	8.00
<b>Geisz, Joel P</b>			<b>8.00</b>				
GEO PASQUEL CO		1103086	20201029B	ACCT 53610	08/19/2020	228387	69.75
<b>GEO PASQUEL CO</b>			<b>69.75</b>				
Giger, Eric		12/12 Offcl	20201104M	Boys So. Basketball	11/02/2020	228388	55.00
<b>Giger, Eric</b>			<b>55.00</b>				
Gilmore, Todd		12/12 Offcl	20201104M	Boys V. Basketball	11/02/2020	228389	75.00
<b>Gilmore, Todd</b>			<b>75.00</b>				
GORDON FOOD		831325690	20201019M	CAFE FOOD SUPPLIES	10/09/2020	228390	45.09
GORDON FOOD		831326063	20201019M	CAFE FOOD SUPPLIES	10/16/2020	228390	225.21
GORDON FOOD		831326307	20201028B	CAFE SUPPLIES	10/21/2020	228390	31.01
GORDON FOOD		831326363	20201028B	CAFE FOOD SUPPLIES	10/22/2020	228390	179.83

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
GORDON FOOD		831326712	20201029B	CAFE FOOD SUPPLIES	10/29/2020	228390	198.46
<b>GORDON FOOD SERVICE</b>			<b>679.60</b>				
GRAINGER	0002100293	9697419688	20201102B	TACO REPLACEMENT CARTRIDGE	10/27/2020	228391	347.86
<b>GRAINGER</b>			<b>347.86</b>				
GRAYBAR		9318307907	20201021B	ACCT 128182	10/15/2020	228392	167.28
GRAYBAR		9318384529	20201022B	MAINTENANCE LIGHTING	10/21/2020	228392	1,005.47
GRAYBAR		9318491167	20201028B	LIGHTS	10/27/2020	228392	206.84
<b>GRAYBAR</b>			<b>1,379.59</b>				
GREAT AMERICA		28067642	20201105B	Acct# 014-1372701-000	10/26/2020	228393	214.00
<b>GREAT AMERICA FINANCIAL</b>			<b>214.00</b>				
HARDY, JON		12/5 Official	20201104M	Girls V. Basketball	11/02/2020	228394	75.00
<b>HARDY, JON</b>			<b>75.00</b>				
HEARTLAND BANK &		3074 20201007	20201021B	10,000,000 GO School Building Bonds,	10/07/2020	228395	451,500.00
HEARTLAND BANK &		2855 20201007	20201021B	3,995,000 GO Limited School Bonds,	10/07/2020	228396	343,863.75
HEARTLAND BANK &		4450A 20201007	20201021B	305,000 Taxable GO Limited Refunding	10/07/2020	228397	6,981.25
HEARTLAND BANK &		4450B 20201007	20201021B	\$3500000 GO. LIMITED SCHOOL	10/07/2020	228398	69,093.75
<b>HEARTLAND BANK &amp; TRUST</b>			<b>871,438.75</b>				
HERFF JONES INC -		1039787	20201019M	CUSTOMER 12005098000	10/08/2020	228399	46.08
<b>HERFF JONES INC -</b>			<b>46.08</b>				
HI LINE SUPPLY		856639	20201020M	MAINTENANCE	10/09/2020	228400	23.50
<b>HI LINE SUPPLY COMPANY</b>			<b>23.50</b>				

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
HOLMES, RODERICK		12/5 Official	20201104M	Boys So. Basketball	11/02/2020	228401	55.00
<b>HOLMES, RODERICK</b>			<b>55.00</b>				
IL ASSOC SCH		0013853	20201022B	MEMBERSHIP - SUPPORT	10/21/2020	228402	75.00
<b>IL ASSOC SCH BUSINESS</b>			<b>75.00</b>				
IL DEPT OF PUBLIC		20201002 ASBESTOS	20201021B	ROGER HORTON- FEE	10/02/2020	228403	25.00
<b>IL DEPT OF PUBLIC HEALTH</b>			<b>25.00</b>				
ILLINOIS CENTRAL		AG-00010004	20201023B	EC TEXTBOOKS/INCLUSIVE ACCESS	10/20/2020	228404	1,242.05
<b>ILLINOIS CENTRAL</b>			<b>1,242.05</b>				
Illinois High School		EF20-0508	20201020M	Entry Fees	09/11/2020	228405	600.00
<b>Illinois High School</b>			<b>600.00</b>				
INTEGRATED		0710651	20201021B	WASHINGTON	10/01/2020	228406	288.00
INTEGRATED		0711275	20201105B	WASHINGTON	11/01/2020	228406	288.00
<b>INTEGRATED SYSTEMS</b>			<b>576.00</b>				
INTERSTATE		50037859	20201019M	WCHS 308	10/08/2020	228407	24.95
<b>INTERSTATE BATTERY</b>			<b>24.95</b>				
J.W. PEPPER & SON,		362961876	20201104B	CHOIR SUPPLIES	09/17/2020	228408	7.50
J.W. PEPPER & SON,		362971292	20201104B	CHOIR SUPPLIES	09/22/2020	228408	38.85
J.W. PEPPER & SON,		362996710	20201104B	CHOIR SUPPLIES	10/05/2020	228408	198.80
J.W. PEPPER & SON,		363013779	20201104B	CHOIR SUPPLIES	10/14/2020	228408	66.42
J.W. PEPPER & SON,		363013991	20201104B	CHOIR SUPPLIES	10/14/2020	228408	25.00
J.W. PEPPER & SON,		363014874	20201104B	CHOIR SUPPLIES	10/14/2020	228408	23.97

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
J.W. PEPPER & SON,		363017096	20201104B	CHOIR SUPPLIES	10/15/2020	228408	84.00
J.W. PEPPER & SON,		363017634	20201104B	CHOIR SUPPLIES	10/15/2020	228408	171.05
J.W. PEPPER & SON,		363031609	20201104B	CHOIR SUPPLIES	10/22/2020	228408	22.50
J.W. PEPPER & SON,		363035348	20201104B	CHOIR SUPPLIES	10/26/2020	228408	49.99
<b>J.W. PEPPER &amp; SON, INC.</b>			<b>688.08</b>				
JOYCE, RICHARD		12/15 Offcl	20201104M	Boys Swim Meet	11/02/2020	228409	60.00
<b>JOYCE, RICHARD</b>			<b>60.00</b>				
JUNIOR LIBRARY		530187	20201030B	BOOK	11/02/2020	228410	2,784.40
<b>JUNIOR LIBRARY GUILD</b>			<b>2,784.40</b>				
KIDDER MUSIC		1000252596	20201104B	MUSIC SUPPLIES	09/30/2020	228411	80.00
<b>KIDDER MUSIC SERVICE</b>			<b>80.00</b>				
KIMPLING ACE		192616	20201019M	ACCT 19012	10/12/2020	228412	23.72
KIMPLING ACE		192703	20201028B	TRANSPORTATION BATTERY	10/18/2020	228412	15.99
KIMPLING ACE		192774	20201028B	maintenance	10/23/2020	228412	4.59
KIMPLING ACE		192821	20201028B	MAINTENANCE	10/28/2020	228412	2.29
KIMPLING ACE		192860	20201104B	ACCT 19012	10/30/2020	228412	24.96
<b>KIMPLING ACE HARDWARE</b>			<b>71.55</b>				
KING, RON		12/12 Offcl	20201104M	Boys V. Basketball	11/02/2020	228413	75.00
<b>KING, RON</b>			<b>75.00</b>				
Klomhaus, Jennifer		LR FY21	20201029M	Lunch Acct Rfnd	10/29/2020	228414	209.65
<b>Klomhaus, Jennifer</b>			<b>209.65</b>				

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Knoblauch, Herb		Oct '20 Miles	20201028M	Oct 2020 Mileage Reimbursement	10/28/2020	228415	302.45
<b>Knoblauch, Herb Thomas</b>			<b>302.45</b>				
KOCH		1870	20201020M	AUDIT FEES - WCHS308	10/15/2020	228416	7,750.00
<b>KOCH CONSULTANTS, LTD</b>			<b>7,750.00</b>				
KOCIS, AMANDA		12/15 Offcl	20201104M	Girls V. Basketball	11/02/2020	228417	75.00
<b>KOCIS, AMANDA</b>			<b>75.00</b>				
KOHL WHOLESALE		731654	20201019M	Acct 96528 - CAFE	10/09/2020	228418	1,481.02
KOHL WHOLESALE		731655	20201019M	Acct 96528 - Foods	10/09/2020	228418	64.94
KOHL WHOLESALE		736963	20201019M	Acct 96528 - CAFE	10/16/2020	228418	1,852.49
KOHL WHOLESALE		742347	20201028B	ACCT 96528 CAFE SUPPLIES	10/23/2020	228418	1,675.70
KOHL WHOLESALE		747892	20201030B	BOOK	10/30/2020	228418	3,055.22
<b>KOHL WHOLESALE</b>			<b>8,129.37</b>				
Kohlman, Michael		12/7 Official	20201104M	Girls Fr. Basketball	11/02/2020	228419	50.00
<b>Kohlman, Michael</b>			<b>50.00</b>				
KROGER CO - IN DIV		106564	20201104B	LIBRARY SUPPLIES	11/02/2020	228420	74.97
KROGER CO - IN DIV		133574	20201019M	ACCT 0475	10/06/2020	228420	10.00
KROGER CO - IN DIV		160/2	20201019M	FAMILY CONSUMER FOODS	10/12/2020	228420	107.45
KROGER CO - IN DIV		163/6	20201020M	FAMILY CONSUMER FOODS	10/19/2020	228420	47.68
KROGER CO - IN DIV		167755	20201028B	CAFE SUPPLIES	10/21/2020	228420	17.47
KROGER CO - IN DIV		7XX4	20201104B	FACS SUPPLIES	11/03/2020	228420	48.76
<b>KROGER CO - IN DIV</b>			<b>306.33</b>				

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Leitner, Randall		12/5 Official	20201105M	Boys V. Basketball	11/04/2020	228421	75.00
<b>Leitner, Randall</b>			<b>75.00</b>				
LIBERTY TERMITE&		176781	20201028B	Acct 8951 -	10/23/2020	228422	105.00
<b>LIBERTY TERMITE&amp;</b>			<b>105.00</b>				
LOOKOUT BOOKS	0002100261	ARU0309564	20201028B	BOOKS FOR LIBRARY	10/06/2020	228423	103.80
<b>LOOKOUT BOOKS</b>			<b>103.80</b>				
MAKERBOT	0002100282	INV91841824	20201021B	FLASHED MIGHTYBOARD REV G	10/20/2020	228424	210.60
<b>MAKERBOT INDUSTRIES</b>			<b>210.60</b>				
MCB TRUST &		20201020MCB	20201023B	EC TEXTBOOKS/INCLUSIVE ACCESS	10/20/2020	228425	76,592.50
<b>MCB TRUST &amp; WEALTH</b>			<b>76,592.50</b>				
MENARDS -		34279	20201019M	MAINT ACCT 32370301	10/09/2020	228426	30.81
MENARDS -		34585	20201020M	MAINT ACCT 32370301	10/14/2020	228426	79.83
MENARDS -		34916	20201021B	MAINTENANCE	10/19/2020	228426	15.81
MENARDS -		34927	20201021B	ACCT 32370301 MAINTENANCE	10/21/2020	228426	75.02
MENARDS -		35377	20201028B	MAINTENANCE - REPAIRS	10/26/2020	228426	17.94
MENARDS -		35557	20201029B	MAINTENANCE	10/29/2020	228426	24.91
MENARDS -		35610	20201104B	PLASMA CUTTER	10/30/2020	228426	4.94
<b>MENARDS - WASHINGTON</b>			<b>249.26</b>				
MIDWEST TRANSIT		R351005592:01	20201105B	TRANSPORTATION	11/02/2020	228427	70.00
MIDWEST TRANSIT		X101054016:01	20201029B	ACCT 20150	07/01/2020	228427	-0.89
<b>MIDWEST TRANSIT EQUIP</b>			<b>69.11</b>				

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MIDWEST TRUCKERS		P 718969	20201020M	ACCT S0903080	10/14/2020	228428	1,455.00
MIDWEST TRUCKERS		P 718587	20201019M	ACCT S0903080	10/07/2020	228429	7.50
<b>MIDWEST TRUCKERS</b>			<b>1,462.50</b>				
MILLER HALL &		202010121080M	20201019M	LEGAL FEES	10/12/2020	228430	1,082.90
<b>MILLER HALL &amp; TRIGGS</b>			<b>1,082.90</b>				
MOBILE DEFENDERS,	0002100256	EDU-000002507	20201029B	CHROMEBOOK PARTS - QUOTE	10/28/2020	228431	69.98
MOBILE DEFENDERS,	0002100290	#EDU-000002319	20201021B	CHROMEBOOK PARTS	10/21/2020	228431	57.98
<b>MOBILE DEFENDERS, LLC</b>			<b>127.96</b>				
MOLANDA COMPANY		189	20201105B	ATHLETICS	09/16/2020	228432	66.08
<b>MOLANDA COMPANY</b>			<b>66.08</b>				
MORTON	0002100276	242580202810171150594	20201104B	WEBSTAIRANT STORE	10/07/2020	228433	102.93
MORTON	0002100277	244457102823004226684	20201104B	KROGER-WASHINGTON	10/07/2020	228433	60.06
MORTON	0002100278	248016602850170346139	20201104B	SAFEWAY CERTIFICATIONS	10/10/2020	228433	224.78
MORTON	0002100280	244921502798527456510	20201104B	ALL SPECIES EDUCATION	11/05/2020	228433	350.00
MORTON	0002100283	246921602921003846843	20201104b	CONTAINER STORE	11/04/2020	228433	52.43
MORTON	0002100301	244921502956379933403	20201104B	FOX40 - WHISTLES	10/21/2020	228433	249.50
MORTON	0002100302	242580202501711425663	20201104B	WEBSTAIRANT STORE	10/21/2020	228433	98.18
MORTON	0002100303	249216028910037085942	20201104B	THE BLEND	10/15/2020	228433	50.00
MORTON	0002100304	244921503017455550868	20201104B	REGIONAL OFFICE OF EDUCATION	10/27/2020	228433	183.77

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MORTON	0002100305	244921503027155984342	20201104B	REGIONAL OFFICE OF EDUCATION	10/29/2020	228433	183.77
<b>MORTON COMMUNITY BANK</b>			<b>1,555.42</b>				
MORTON		242476002922001177138	20201102B	LUNCH MTG	10/16/2020	228434	26.22
MORTON		244450003040007336190	20201102B	SUPERINTENDENTS MTG	10/29/2020	228434	16.77
MORTON		244450003040007336191	20201102B	WALGREENS	10/29/2020	228434	71.41
MORTON		249064102751039499500	20201102B	LUNCH MTG	10/10/2020	228434	32.10
MORTON		249064102751039499500	20201102B	IASB REGISTRATION	10/01/2020	228434	50.00
MORTON		249064102881048965885	20201102B	IASB REGISTRATION	10/14/2020	228434	50.00
MORTON		744921503017455574582	20201102B	EB AA 1865 PRINCIPAL	10/27/2020	228434	-183.77
<b>MORTON COMMUNITY BANK</b>			<b>62.73</b>				
MORTON	0002100279	242697902895006182162	20201104B	JIMMY JOHNS	10/14/2020	228435	31.69
MORTON	0002100306	240113402930000038004	20201104B	ILMEA	10/19/2020	228435	240.00
<b>MORTON COMMUNITY BANK</b>			<b>271.69</b>				
MOSS, KEVIN		12/10 Offcl	20201104M	Boys Swim Meet	11/02/2020	228436	60.00
MOSS, KEVIN		12/15 Offcl	20201104M	Boys Swim Meet	11/02/2020	228437	60.00
<b>MOSS, KEVIN</b>			<b>120.00</b>				
MTCO		11367725	20201102B	ACCOUNT 00043626-6	11/01/2020	228438	2,222.70
<b>MTCO</b>			<b>2,222.70</b>				
NAPT		3721	20201102B	MEMBERSHIP DUES	10/21/2020	228439	115.00
<b>NAPT</b>			<b>115.00</b>				

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NCS PEARSON, INC	0002100201	11161982	20201023B	LICENSE RENEWALS	09/02/2020	228440	1,100.00
<b>NCS PEARSON, INC</b>			<b>1,100.00</b>				
NEXT ERA ENERGY		26379042831707	20201019M	ACCT 8100062051- Energy	10/06/2020	228441	13,482.39
<b>NEXT ERA ENERGY</b>			<b>13,482.39</b>				
Olsen, Amy		LR FY21	20201026M	Lunch Acct Rfnd	10/26/2020	228442	66.95
<b>Olsen, Amy</b>			<b>66.95</b>				
P.E.R.F.E.C.T.		20201020WRKBS	20201022B	WCHS308	10/20/2020	228443	1,400.00
<b>P.E.R.F.E.C.T.</b>			<b>1,400.00</b>				
Parker, Shane		12/5 Official	20201104M	Boys V. Basketball	11/02/2020	228444	75.00
Parker, Shane		12/11 Offcl	20201104M	Boys V. Basketball	11/02/2020	228445	75.00
<b>Parker, Shane</b>			<b>150.00</b>				
PENLAND, SCOTT		12/8 Official	20201104M	Boys Swim Meet	11/02/2020	228446	60.00
PENLAND, SCOTT		12/10 Offcl	20201104M	Boys Swim Meet	11/02/2020	228447	60.00
<b>PENLAND, SCOTT</b>			<b>120.00</b>				
PEORIA COUNTY		20200908KW	20201020M	IN HOSPITAL TUTORING Sept 2020	09/08/2020	228448	140.00
PEORIA COUNTY		20200908MB	20201020M	IN HOSPITAL TUTORING Sept 2020	09/08/2020	228448	35.00
<b>PEORIA COUNTY REGIONAL</b>			<b>175.00</b>				
PERFORMANCE		#IN93107214	20201028B	MEDICAL SUPPLIES ATHLETICS	10/19/2020	228449	16.00
PERFORMANCE		IN93065547	20201019M	MEDICAL SUPPLIES ATHLETICS	10/07/2020	228449	29.08
PERFORMANCE		IN93086405	20201020M	MEDICAL SUPPLIES ATHLETICS	10/13/2020	228449	27.12
<b>PERFORMANCE HEALTH</b>			<b>72.20</b>				

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PITNEY BOWES		3104320005	20201102B	ACCT # 0012614179	10/30/2020	228450	517.23
<b>PITNEY BOWES (LEASE)</b>			<b>517.23</b>				
PLS 3RD LEARNING	0002100211	PS-INV000054	20201019M	SUPERPAL LICENSING	10/06/2020	228451	2,195.00
<b>PLS 3RD LEARNING</b>			<b>2,195.00</b>				
PRAIRIE FARMS		80937	20201104B	DAIRY PRODUCTS	10/01/2020	228452	207.30
PRAIRIE FARMS		82600	20201104B	DAIRY PRODUCTS	10/05/2020	228452	58.80
PRAIRIE FARMS		84050	20201104B	DAIRY PRODUCTS	10/12/2020	228452	88.20
PRAIRIE FARMS		84069	20201104B	DAIRY PRODUCTS	10/15/2020	228452	118.10
PRAIRIE FARMS		85489	20201104B	DAIRY PRODUCTS	10/19/2020	228452	161.95
PRAIRIE FARMS		85508	20201104B	DAIRY PRODUCTS	10/22/2020	228452	341.50
PRAIRIE FARMS		87459	20201104B	DAIRY PRODUCTS	10/26/2020	228452	88.70
PRAIRIE FARMS		884050	20201104B	DAIRY PRODUCTS	10/12/2020	228452	-18.21
<b>PRAIRIE FARMS DAIRY</b>			<b>1,046.34</b>				
QUADIENT, INC		57835109	20201030B	BOOK	08/26/2020	228453	80.85
QUADIENT, INC		57982190	20201105B	BOOK	10/26/2020	228453	80.85
<b>QUADIENT, INC</b>			<b>161.70</b>				
REGIONAL OFFICE OF		78	20201102B	ANNUAL BUS REFRESHER CLASS	10/30/2020	228454	100.00
<b>REGIONAL OFFICE OF ED</b>			<b>100.00</b>				
Reiser, Matthew P		Oct '20 Meals	20201021M	October 2020 Meal Reimbursement	10/20/2020	9000000590	20.00
<b>Reiser, Matthew P</b>			<b>20.00</b>				
RHODES, CRAIG		12/8 Official	20201104M	Girls V. Basketball	11/02/2020	228455	75.00

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Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
RHODES, CRAIG		12/5 Official	20201105M	Boys So. Basketball	11/04/2020	228456	55.00
<b>RHODES, CRAIG</b>			<b>130.00</b>				
ROBERTSON, JERRY		12/8 Official	20201104M	Girls So. Basketball	11/02/2020	228457	55.00
<b>ROBERTSON, JERRY</b>			<b>55.00</b>				
SIMKINS, ROBERT		12/8 Official	20201104M	Girls V. Basketball	11/02/2020	228458	75.00
<b>SIMKINS, ROBERT</b>			<b>75.00</b>				
Sluder, Phillip Michael		Oct '20 Meals	20201105M	October 2020 Meal Reimbursement	11/04/2020	9000000591	12.00
<b>Sluder, Phillip Michael</b>			<b>12.00</b>				
SMITH, DARRYLL		12/12 Offcl	20201104M	Boys So. Basketball	11/02/2020	228459	55.00
<b>SMITH, DARRYLL</b>			<b>55.00</b>				
SPECIALIZED		INV102641	20201020M	September - High Roads School of	10/12/2020	228460	13,641.00
SPECIALIZED		INV102759	20201019M	Sept 2020 Billing	10/12/2020	228460	10,482.00
<b>SPECIALIZED EDUCATION</b>			<b>24,123.00</b>				
Spillman, David Wesley		Oct '20 Meals	20201105M	October 2020 Meal Reimbursement	11/04/2020	9000000592	19.00
<b>Spillman, David Wesley</b>			<b>19.00</b>				
SPRINGFIELD		S6662682.001	20201028B	CUSTOMER 3936	10/15/2020	228461	50.31
SPRINGFIELD		S6677751.001	20201102B	MAINTENANCE	10/29/2020	228461	164.83
<b>SPRINGFIELD ELECTRIC CO</b>			<b>215.14</b>				
STAN BYERLY SOUND		38995	20201028B	PORTABLE SOUND SYSTEM	10/26/2020	228462	243.22
<b>STAN BYERLY SOUND</b>			<b>243.22</b>				
STAPLES	0002100252	7314810949-0-1	20201102B	WHITE VIEW BINDER	09/28/2020	228463	111.18
STAPLES	0002100255	7314886414-0-1	20201102B	5160 LABELS	09/29/2020	228463	527.97

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STAPLES	0002100309	7317079226-0-1	20201102B	OFFICE SUPPLIES	10/30/2020	228463	42.87
<b>STAPLES ADVANTAGE</b>			<b>682.02</b>				
Stevens, Karen Sue		P-T Conf Reimb	20201020M	Parent-Teacher conference snack bag	10/20/2020	9000000593	27.48
<b>Stevens, Karen Sue</b>			<b>27.48</b>				
STEWART, KEN		12/5 Official	20201104M	Girls Fr. Basketball	11/02/2020	228464	50.00
STEWART, KEN		12/8 Official	20201104M	Girls V. Basketball	11/02/2020	228465	75.00
<b>STEWART, KEN</b>			<b>125.00</b>				
Strauch, John R		Oct '20 Meals	20201021M	October 2020 Meal Reimbursement	10/20/2020	9000000594	13.00
<b>Strauch, John R</b>			<b>13.00</b>				
SUELLENTROP, MATT		12/15 Offcl	20201104M	Girls V. Basketball	11/02/2020	228466	75.00
<b>SUELLENTROP, MATT</b>			<b>75.00</b>				
SWEARINGEN, TIM		12/15 Offcl	20201104M	Girls V. Basketball	11/02/2020	228467	75.00
<b>SWEARINGEN, TIM</b>			<b>75.00</b>				
Tate, Michelle		LR FY21	20201029M	Lunch Acct Rfnd	10/29/2020	228468	53.00
<b>Tate, Michelle</b>			<b>53.00</b>				
TAYLOR, SCOTT		12/5 Official	20201104M	Girls V. Basketball	11/02/2020	228469	75.00
<b>TAYLOR, SCOTT</b>			<b>75.00</b>				
TEAGUE, LEON		12/14 Offcl	20201104M	Girls Fr. Basketball	11/02/2020	228470	50.00
<b>TEAGUE, LEON</b>			<b>50.00</b>				
TEAM WORKS		53432	20201021B	FRESHMAN KICK OFF	07/30/2020	228471	709.00
<b>TEAM WORKS</b>			<b>709.00</b>				
THE HOME DEPOT		580616001	20201102B	MAINTENANCE SUPPLIES	10/23/2020	228472	234.00

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THE HOME DEPOT	0002100270	578448938	20201020M	GARBAGE CANS	10/13/2020	228472	28.65
<b>THE HOME DEPOT PRO DBA</b>			<b>262.65</b>				
THE MUSIC SHOPPE		2975367	20201104B	MUSIC SUPPLIES	10/07/2020	228473	452.60
THE MUSIC SHOPPE		2975395	20201104B	MUSIC SUPPLIES	10/07/2020	228473	245.00
THE MUSIC SHOPPE		2983117	20201104B	MUSIC SUPPLIES	10/23/2020	228473	314.88
THE MUSIC SHOPPE		2983122	20201104B	MUSIC SUPPLIES	10/23/2020	228473	323.89
THE MUSIC SHOPPE		2983125	20201104B	MUSIC SUPPLIES	10/23/2020	228473	323.89
THE MUSIC SHOPPE		2983127	20201104B	MUSIC SUPPLIES	10/23/2020	228473	314.87
THE MUSIC SHOPPE		2983131	20201104B	MUSIC SUPPLIES	10/23/2020	228473	346.36
THE MUSIC SHOPPE		2984126	20201104B	MUSIC SUPPLIES	10/26/2020	228473	51.00
THE MUSIC SHOPPE		2984803	20201104B	MUSIC SUPPLIES	11/04/2020	228473	16.99
THE MUSIC SHOPPE		2984878	20201104B	MUSIC SUPPLIES	10/28/2020	228473	55.25
THE MUSIC SHOPPE		2985704	20201104B	MUSIC SUPPLIES	10/30/2020	228473	753.95
<b>THE MUSIC SHOPPE</b>			<b>3,198.68</b>				
THINK SOCIAL	0002100265	186280	20201023B	THINKSHEETS FOR TWEENS AND	10/07/2020	228474	49.99
<b>THINK SOCIAL PUBLISHING,</b>			<b>49.99</b>				
TMCSEA		0521308	20201019M	Sept 2020 - WCHS 308	10/14/2020	228475	34,835.88
<b>TMCSEA</b>			<b>34,835.88</b>				
T-MOBILE		8706-2020-10-20	20201029B	TECHNOLOGY	10/20/2020	228476	47.90
<b>T-MOBILE</b>			<b>47.90</b>				

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TOUCH TONE		1070120	20201104B	ACCT 1100005309	11/01/2020	228477	92.47
<b>TOUCH TONE</b>			<b>92.47</b>				
TPRS BOOKS	0002100034	18208	20201021B	FRENCH CLASS MATERIALS	06/22/2020	228478	69.00
<b>TPRS BOOKS</b>			<b>69.00</b>				
TRUGREEN		130516479	20201019M	ACCT 7003312417	10/09/2020	228479	1,486.00
TRUGREEN		130516629	20201019M	ACCT 7003312417	10/09/2020	228479	225.00
<b>TRUGREEN COMMERCIAL</b>			<b>1,711.00</b>				
UFTRING CHEV-		109786	20201102B	DETAIL	10/22/2020	228480	145.00
UFTRING CHEV-		CTCS698873	20201104B	DRIVERS ED	10/16/2020	228480	195.95
UFTRING CHEV-		CTCS698916	20201104B	DRIVERS ED	10/16/2020	228480	135.05
<b>UFTRING CHEV-OLDS-SAAB</b>			<b>476.00</b>				
UNITY SCHOOL BUS		0479641-IN	20201030B	BOOK	10/26/2020	228481	44.28
<b>UNITY SCHOOL BUS PARTS</b>			<b>44.28</b>				
VERIZON WIRELESS		9865202328	20201028B	Acct 780318592-0001	10/18/2020	228482	647.42
<b>VERIZON WIRELESS</b>			<b>647.42</b>				
VIRCO INC	0002100234	91935520	20201019M	CHAIRS FOR WHISKER CLASSROOM	10/06/2020	228483	149.87
VIRCO INC	0002100234	91937371	20201102B	CHAIRS FOR WHISKER CLASSROOM	10/28/2020	228483	1,348.83
<b>VIRCO INC</b>			<b>1,498.70</b>				
VITAL SIGNS		59109	20201019M	Restroom/AED Signs	10/16/2020	228484	104.98
<b>VITAL SIGNS</b>			<b>104.98</b>				
WALZ SCALE CO		4105 A	20201022B	LAB SCALE TESTING	10/15/2020	228485	614.00
<b>WALZ SCALE CO</b>			<b>614.00</b>				

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WARE, TONY		12/5 Official	20201104M	Girls So. Basketball	11/02/2020	228486	55.00
<b>WARE, TONY</b>			<b>55.00</b>				
WASHINGTON		1300	20201019M	2020 4th Qtr Dues-K. Freeman	10/16/2020	228487	150.00
WASHINGTON		1323	20201019M	2020 4th Qtr Dues-J. Sander	10/16/2020	228487	36.00
<b>WASHINGTON ROTARY</b>			<b>186.00</b>				
WASTE		3085891-2070-5	20201104B	ACCT 20-59268-33005	10/30/2020	228488	910.64
<b>WASTE MANAGEMENT</b>			<b>910.64</b>				
WCHS ACTIVITY		20-21 Yearbook	20201105M	Yearbook \$ Collected during Registration	11/04/2020	228489	21,385.00
<b>WCHS ACTIVITY FUND</b>			<b>21,385.00</b>				
WCHS IMPREST FUND		Oct 2020	20201105M	Replenish Imprest Acct - Oct 2020	11/04/2020	228490	1,691.51
<b>WCHS IMPREST FUND</b>			<b>1,691.51</b>				
WIELAND'S LAWN		784663	20201028B	MAINTENANCE	10/09/2020	228491	38.73
WIELAND'S LAWN		786054	20201028B	CUSTOMER 6654 - MAINTENANCE	10/21/2020	228491	34.69
WIELAND'S LAWN		786584	20201028B	MAINTENANCE	10/27/2020	228491	96.86
WIELAND'S LAWN		786800	20201029B	MAITENANCE WINTERIZING	10/29/2020	228491	42.50
WIELAND'S LAWN		787211	20201104B	MAINTENANCE	11/02/2020	228491	77.58
<b>WIELAND'S LAWN MOWER</b>			<b>290.36</b>				
WINTERS, MARK		12/12 Offcl	20201104M	Boys V. Basketball	11/02/2020	228492	75.00
<b>WINTERS, MARK</b>			<b>75.00</b>				
YOUNT, ROME		12/8 Official	20201104M	Boys Swim Meet	11/02/2020	228493	60.00
<b>YOUNT, ROME</b>			<b>60.00</b>				

## Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Total Number of Batch Invoices:			0				\$0.00
Total Number of Open Invoices:			0				\$0.00
Total Number of History Invoices:			276				\$1,443,625.69
Total Number of Update in Progress Batch Invoices:			0				\$0.00
Total Number of Update in Progress Batch Reversal Invoices:			0				\$0.00
Total Number of Reversal History Invoices:			0				\$0.00
Total Number of Deleted History Invoices:			0				\$0.00
Total Number of Batch Reversal Invoices:			0				\$0.00
Total Invoices:			276				1,443,625.69

## Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Aunt Dena's Bakery		Teacher Appreciation	20201007KL	Teacher Appreciation Snacks	10/07/2020	3693	310.40
<b>Aunt Dena's Bakery</b>			<b>310.40</b>				
Christian Civic Outreach		Memorial W. TenHaken	20201015KL	Memorial for Warren TenHaken	10/15/2020	3695	25.00
<b>Christian Civic Outreach</b>			<b>25.00</b>				
DUNLAP HIGH		10/17 Entry Fee	20201015KL	10/17 Entry Fee - Girls Swim	10/15/2020	3696	80.00
<b>DUNLAP HIGH SCHOOL</b>			<b>80.00</b>				
IVC		10/07 Green Fee	20201002KL	10/07 green fee - boys golf	10/02/2020	3687	150.00
<b>IVC</b>			<b>150.00</b>				
METAMORA HIGH		10/01 Entry Fee	20201002KL	10/01 entry fee - boys golf (Mid Illini	10/02/2020	3688	240.00
METAMORA HIGH		10/09 & 10/10 Entry Fee	20201002KL	10/09 & 10/10 Entry Fee - boys & girls	10/02/2020	3689	140.00
<b>METAMORA HIGH SCHOOL</b>			<b>380.00</b>				
PEKIN COMMUNITY		10/07 Green Fee	20201002KL	10/07 green fee - girls golf regional	10/02/2020	3690	204.00
<b>PEKIN COMMUNITY HIGH</b>			<b>204.00</b>				
Quadient Finance USA,		4225 091420	20201002KL	Postage	10/02/2020	3691	200.00
Quadient Finance USA,		4225 091420	20201002KL	Postage	10/02/2020	3691	-200.00
Quadient Finance USA,		11/12/20 4225	20201027KL	Acct 7900 0440 8081 4225	10/27/2020	3697	242.11
<b>Quadient Finance USA, Inc.</b>			<b>242.11</b>				
QUAIL MEADOWS		10/01 Green Fee	20201002KL	10/01 green fee - girls golf Mid-Illini	10/02/2020	3692	180.00
<b>QUAIL MEADOWS GOLF</b>			<b>180.00</b>				
UNIVERSITY OF		Entry Fee	20201008KL	Entry fee - girls golf sectional	10/08/2020	3694	120.00
<b>UNIVERSITY OF ILLINOIS</b>			<b>120.00</b>				

## Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Total Number of Batch Invoices:			0				\$0.00
Total Number of Open Invoices:			0				\$0.00
Total Number of History Invoices:			12				\$1,691.51
Total Number of Update in Progress Batch Invoices:			0				\$0.00
Total Number of Update in Progress Batch Reversal Invoices:			0				\$0.00
Total Number of Reversal History Invoices:			0				\$0.00
Total Number of Deleted History Invoices:			0				\$0.00
Total Number of Batch Reversal Invoices:			0				\$0.00
<b>Total Invoices:</b>			<b>12</b>				<b>1,691.51</b>

## **8. ACTION ITEMS**

### **8.1. Personnel**

#### **8.1.1. Non-Certified Employment**

##### **8.1.1.a. Approve Employment of Aaron Wright – Skilled Maintenance**

###### **Recommendation:**

That the WCHS Board of Education approve the employment of Aaron Wright as a skilled maintenance worker at the rate presented in the Recommendation for Employment.

###### **Suggested Motion:**

Move to approve the recommendation for Aaron Wright as a skilled maintenance worker as presented.

##### **8.1.1.b. Approve Employment of Dyllan Foster, Maintenance and Activities Worker**

###### **Recommendation:**

That the WCHS Board of Education approve the employment of Dyllan Foster as a maintenance and activities worker at the rate presented in the Recommendation for Employment.

###### **Suggested Motion:**

Move to approve the recommendation for Dyllan Foster as a maintenance and activities worker as presented.

## **8.0. ACTION ITEMS**

### **8.1. Personnel**

#### **8.1.2. Extracurricular Employment**

##### **8.12.a. Approve Employment of Ben Page, Girls Assistant Track Coach**

###### **Recommendation:**

That the WCHS Board of Education approve the employment of Ben Page, Girls Assistant Track Coach for the 2020-2021 school year at the rate presented in the Recommendation for Employment.

###### **Suggested Motion:**

Move to approve the recommendation for employment of Ben Page, Girls Assistant Track Coach, as presented.

## **8. ACTION ITEMS**

### **8.1. Personnel**

#### **8.1.3. Leave of Absence Request**

##### **8.1.3.a. Approve Leave of Absence Request – Jill Wood, Special Education Transition Teacher**

###### **Recommendation:**

That the Board of Education approve Jill Wood’s request for a leave of absence from December 21, 2020 to February 1, 2021 as presented in her letter.

###### **Suggested Motion:**

Move to approve the request for a leave of absence from Jill Wood as recommended.

**RESOLUTION ESTIMATING TAX EXTENSION**

Illinois law requires that at least 20 days prior to the adoption of its aggregate levy the local Board of Education shall estimate the dollar amount of the budget requirements and aggregate levy for the year. Washington Community High School must operate under PTELL (Property Tax Extension Limitation Law) also referred to as tax caps. The maximum increase that we can extend to current taxpayers is limited by the CPI which is 2.3%. We may also get an increase over the limitation proportional to the amount of new property added to the tax base.

On Wednesday, November 4<sup>th</sup>, the Board Finance Committee met to discuss the 2020 Levy. This year we are anticipating new growth to be \$2,250,300 of which \$0 is from property coming off enterprise zones. The Finance Committee recommends that we increase our levy by 4.662% over last years’ extension. Since this is under 5% we do not need to hold a Truth In Taxation hearing at the December 14, 2020 Board of Education Meeting. A copy of the proposed levy and the resolution estimating tax extension follows.

This expenditure estimate is based on current 2020-21 budgeted funds being increased by a percentage factor for the 2021-22 school year. The percent change is an estimate using five year historical trend analysis in expenditures for each fund. **This is only a projected estimate and does not represent an expenditure commitment on the part of the Board of Education.**

FUND	EXPENDITURE BUDGET 2020-21	EXPENDITURE ESTIMATE 2021-22	% CHANGE
Education	\$16,060,211	\$16,284,517	1.4%
Building (O&M)	\$2,383,191	\$2,200,000	-7.7%
Bond & Interest	\$1,440,408	\$1,464,418	1.7%
Transportation	\$767,513	\$775,000	1.0%
IMRF/FICA	\$505,401	\$510,000	0.9%
Capital Improvements	\$70,161	\$0	-100.0%
Working Cash	\$0	\$0	0.0%
Tort Immunity	\$85,000	\$85,000	0.0%
Health/Life Safety	\$189,881	\$189,881	0.0%
TOTAL	\$21,501,766	\$21,498,816	0.0%

EDUCATION FUND	REVENUE BUDGET	REVENUE ESTIMATE	% CHANGE
LOCAL	\$11,793,300	\$12,147,099	3.0%
STATE	\$3,505,923	\$3,505,923	0.0%
FEDERAL	\$510,502	\$510,502	0.0%
TOTAL	\$15,809,725	\$16,163,524	2.2%



### **Recommendation**

The Finance Committee met on Wednesday, November 4<sup>th</sup> to discuss the 2020 levy and bring a recommendation to the Board an estimate for the 2020 tax extension. Additionally, the Board of Education acknowledge that it has reviewed the estimated 2021-22 revenue and expenditure amounts as projected by the Assistant Superintendent and adopt the resolution verifying that the estimated revenues and expenditures have been reviewed. Since the total request is 4.662% over last years' extension, a Truth in Taxation hearing is not required.

### **Suggested Motion**

I move that the Board of Education acknowledges that it has reviewed the estimated 2021-22 revenue and expenditure amounts as projected by the Assistant Superintendent and adopt the resolution verifying that the estimated revenues and expenditures have been reviewed and that a Truth In Taxation hearing is not necessary.

**RESOLUTION NO. 308-2020**

**RESOLUTION ESTIMATING TAX EXTENSION AND ESTABLISHING PUBLIC HEARING**

**WHEREAS**, Section 4 of the Truth in Taxation Act requires that at least twenty (20) days prior to the adoption of its tax levy ordinance, the Board of Education must estimate the amount of money necessary to be raised by real estate taxation for the current year and;

**WHEREAS**, it is hereby estimated that the aggregate property tax levy (excluding debt service levies, public building commission leases, and levies for election costs) to be extended for tax year 2020 payable in 2021-22 will be approximately \$13,905,000.

**WHEREAS**, extension of the aforesaid aggregate property tax levy for 2020 is estimated to increase by approximately 4.662% over the preceding year.

**NOW**, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF WASHINGTON COMMUNITY HIGH SCHOOL DISTRICT NO. 308 THAT:

- Section 1: The recitals set forth above are hereby adopted and incorporated in this section as if fully set forth herein.
  
- Section 2: A public hearing on the proposed property tax increase for the Board of Education of Washington Community High School district #308, Tazewell County is not necessary since the extension is less than 5%.

**ADOPTED** this 9<sup>th</sup> day of November, 2020 by the following roll call vote:

**AYES:**

**NAYS:**

**ABSENT:**

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**President, Board of Education**

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**Secretary, Board of Education**

**ACTION ITEM**

**Authorize Superintendent to Let Bus Bids for 10 School Buses and 2 Activity Buses**

That the Board authorize the superintendent to let bids for ten school buses and two activity buses.

**Suggested Motion:**

Motion to authorize the superintendent to let bids for ten school buses and two activity buses as recommended.

## **ACTION ITEMS**

### **Recommendation:**

That the Board of Education waive the reading of policies and exhibits in Press Issues 103, 104, and 105.

### **Suggested Motion:**

Move to waive the reading of policies and exhibits in Press Issues 103, 104, and 105.

### **Recommendation:**

That the Board of Education Approve the Press Issues 103, 104, and 105 as presented.

### **Suggested Motion:**

Move to approve the Press Issues 103, 104, and 105 as recommended.

## **Issues 103, 104 and 105**

- 2:125 Board Member Compensation; Expenses
- 2:160 Board Attorney
- 2:220 School Board Meeting Procedure
- 2:260 Uniform Grievance Procedure
- 2:265 Title IX Sexual Harassment Grievance Procedure
- 4:180 Pandemic Preparedness; Management; and Recovery
- 4:50 Payment Procedures
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:100 Staff Development Program
- 5:150 Personnel Records
- 5:20 Workplace Harassment Prohibited
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:210 Resignations
- 5:220 Substitute Teachers
- 5:280 Duties and Qualifications
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 5:35 Compliance with the Fair Labor Standards Act
- 5:50 Drug- and Alcohol- Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5:60 Expenses
- 6:135 Accelerated Placement Program
- 6:235 Access to Electronic Networks
- 6:280 Grading and Promotion
- 7:10 Equal Educational Opportunities
- 7:130 Student Rights and Responsibilities
- 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:185 Teen Dating Violence Prohibited

- 7:190 Student Behavior
- 7:20 Harassment of Students Prohibited
- 7:325 Student Fundraising Activities
- 7:340 Student Records
- 7:345 Use of Educational Technologies; Student Data Privacy and Security
- 7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students
- 7:70 Attendance and Truancy
- 7:90 Release During School Hours
- 8:10 Connection with the Community
- 8:110 Public Suggestions and Concerns
- 8:30 Visitors to and Conduct on School Property
- 8:80 Gifts to the District

# Update Memo

Please distribute to board members and appropriate staff.

## Contents

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**PRESS Issue 103 Topic Bundles** ..... p. 1  
**PRESS Terminology** ..... p. 2  
**Progress Report** ..... p. 4  
**Revisions to Policies, Administrative Procedures, and Exhibits (numerical table)**..... p. 5  
**Next Issue: Five-Year Reviews**

### Online Instructions

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

1. Go to [www.iasb.com](http://www.iasb.com) and click on the yellow **Member Login** button.  

2. Log in using your email address and password.
  - If you do not know your password, do not create a new account; reset your password using your district email address.
  - If you are still having difficulty logging in, please contact your District's Superintendent or Administrative Assistant to make sure you are listed as an authorized user on the District Roster.
  - If you continue to have difficulty logging in to [www.iasb.com](http://www.iasb.com), please contact Kat Barone at [kbarone@iasb.com](mailto:kbarone@iasb.com).
3. Under **My Account Links**, click on **PRESS Login**.

# PRESS

## Policy Reference Education Subscription Service

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

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

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

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

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

### PRESS Bundles

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

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

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

#### Have feedback on PRESS materials?

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

## Veto Session Updates

In November 2019, the Illinois General Assembly returned to Springfield for the Fall Veto Session to consider a mix of veto overrides, new proposals, and unfinished business from the spring. What resulted were three major pieces of legislation that impact school boards and the **PRM**.

First, the Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/, was amended by P.A. 101-593, a trailer bill related to the legalization of recreational cannabis, to clarify workplace drug testing and other issues, including protections for Illinois employers' drug testing policies. It clarifies that the CRTA allows employers to maintain zero-tolerance drug-free workplace policies (there was concern because the Right to Privacy in the Workplace Act prohibits employers from disciplining employees for their use of *lawful products off-the-clock*). It also clarifies that employers may do reasonable and nondiscriminatory pre- and post-hiring and random drug tests for cannabis.

Second, Illinois provided a pro-labor response to the United States Supreme Court's June 2018 *Janus* decision (finding that public employees cannot be compelled to pay *fair share* union dues) with legislation amending the following statutes:

1. The Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/, amended by P.A. 101-620, (a) expands union access to employees during the work day, (b) requires employers to establish email policies in an effort to prohibit the use of its email system by outside sources, (c) prohibits districts from disclosing certain personal information of employees, and (d) requires districts to provide unions notice of any third party requests for such information.
2. The Freedom of Information Act, 5 ILCS 140/7.5, amended by P.A. 101-620, specifically exempts from disclosure the types of employee information now prohibited from disclosure under the IELRA.

Third, 10 ILCS 5/7-42 and 10 ILCS 5/17-15, amended by P.A. 101-624, eff. 6-1-20, provide that beginning on the 15th day before a primary, general, or special election or on the day of any such election, any student who is eligible to vote is entitled to be absent for two hours during the school day to vote. Districts may specify the hours during which eligible students may be absent from their schools.

The following **PRESS** materials make up this important bundle:

- 5:50, Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5:120-AP1, Statement of Economic Interests for Employees
- 5:150, Personnel Records
- 5:280, Duties and Qualifications
- 6:235, Access to Electronic Networks
- 7:70, Attendance and Truancy
- 7:90, Release During School Hours
- 8:30, Visitors to and Conduct on School Property
- 8:110, Public Suggestions and Concerns

## PRESS Terminology

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

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

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

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

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

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

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

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

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

## Grant Accountability & Transparency Act

As part of its grant oversight function, the Ill. State Board of Education (ISBE) plans to conduct field testing in the area of travel expenses under federal and State grants during the 2020-2021 school year. In anticipation of this monitoring activity, the **PRESS** Editors have collaborated with ISBE's Federal and State Monitoring Department to revise existing and develop new **PRESS** materials to ensure they reflect the policy and procedure requirements of the federal uniform guidance for grants and the Grant Accountability and Transparency Act (GATA). The **PRESS** Editors thank ISBE for its continuing collaboration on GATA-related issues.

The following **PRESS** materials are updated:

- 2:125, Board Member Compensation; Expenses
- 2:125-E1, Board Member Expense Reimbursement Form - **REWRITTEN**
- 2:125-E2, Board Member Estimated Expense Approval Form - **REWRITTEN**
- 4:60-AP4, Federal and State Award Procurement Procedures
- 5:60, Expenses
- 5:60-AP, Federal and State Grant Travel Expense Procedures - **NEW**
- 5:60-E1, Employee Expense Reimbursement Form - **REWRITTEN**
- 5:60-E2, Employee Estimated Expense Approval Form - **REWRITTEN**

## Coordinating with Children's Advocacy Centers

As noted in **PRESS** Issue 102, a new School Code provision created by Public Act 101-531, 105 ILCS 5/22-85 (final citation pending), requires that districts within a county served by an accredited Children's Advocacy Center (CAC) coordinate with the CAC when an *alleged incident of sexual abuse* is reported to DCFS. Following consultation with the CAC, we have created new 5:90-AP, *Coordination with Children's Advocacy Center*, to assist districts with compliance. Districts

are encouraged to contact their local CAC to customize this procedure prior to implementation.

The following **PRESS** materials are included in this bundle:

- 2:150-AP, Superintendent Committees
- 5:90-AP, Coordination with Children's Advocacy Center - **NEW**

## Miscellaneous

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

The following **PRESS** materials are included in this catch-all bundle:

- 5:35, Compliance with the Fair Labor Standards Act
- 5:35-AP1, Fair Labor Standards Act Exemptions
- 5:210, Resignations
- 6:135, Accelerated Placement Program
- 6:135-AP, Accelerated Placement Program Procedures
- 6:280, Grading and Promotion
- 7:190-E2, Student Handbook Checklist

## Five-Year Review Updates

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

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

- 2:160, Board Attorney
- 2:160-E, Checklist for Selecting a Board Attorney - **REWRITTEN**
- 4:50, Payment Procedures
- 4:170-AP6, E1, School Staff AED Notification Letter
- 6:120-AP1, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities

- 7:130, Student Rights and Responsibilities
- 7:325, Student Fundraising Activities
- 7:325-E, Application and Procedures to Involve Students in Fundraising Activities
- 8:10, Connection with the Community
- 8:30-E1, Letter to Parent Regarding Visits to School by Child Sex Offenders
- 8:30-E2, Child Sex Offender's Request for Permission to Visit School Property
- 8:80, Gifts to the District

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

## Progress Report — The contents of this table frequently change.

Topics	Our Response
<p><b>Coronavirus COVID-19</b></p> <p>The Novel Coronavirus (COVID-19) outbreak in China has since spread throughout parts of the world, including the United States. The Centers for Disease Control and Prevention has guidelines on planning, preparing, and responding to COVID-19 for US Childcare Programs and K-12 Schools, found here: <a href="http://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html">www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html</a>. The Ill. Dept. of Public Health also maintains a COVID-19 webpage, with a subpage dedicated to Schools Guidance, at: <a href="http://www.dph.illinois.gov/topics-services/diseases-and-conditions/diseases-a-z-list/coronavirus/schools-guidance">www.dph.illinois.gov/topics-services/diseases-and-conditions/diseases-a-z-list/coronavirus/schools-guidance</a>.</p>	<p>Refer to <b>PRESS</b> policy 4:180, <i>Pandemic Preparedness</i>, and its administrative procedures.</p>
<p><b>Title IX Proposed Rules</b></p> <p>The U.S. Dept. of Education proposed revised regulations implementing Title IX of the Education Amendments Act of 1972 (Title IX) and accepted public comment on them through 1-31-19. Those comments are currently under review but there is no deadline by which the proposed regulations must be finalized.</p>	<p>No <b>PRESS</b> materials are affected at this time. We will monitor the situation and update materials when necessary.</p>
<p><b>Implementation Date Delayed for Amendments to 105 ILCS 5/14-8.02f(c)</b></p> <p>In August 2019, 105 ILCS 5/14-8.02f(c), amended by P.A. 101-515, required that no later than three (was five) days prior to an Individualized Education Program meeting, districts must provide parents/guardians with copies of all written material that will be considered during the meeting. During the veto session, 105 ILCS 5/14-8.02f(c), amended by P.A. 101-598, delayed the implementation date to 7-1-20.</p>	<p>No <b>PRESS</b> materials are affected. Ill. Council of School Attorneys <i>Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities</i> (Revised May 2015, published by ICSEA) will be updated mid-2020.</p>
<p><b>Updated Asthma Medication Rules</b></p> <p>105 ILCS 5/22-33, amended by P.A. 100-726, made changes that permit schools to establish a policy providing for the stocking and use of undesignated asthma medication. ISBE responded by updating the rules governing undesignated medications at 23 Ill.Admin.Code §1.540. See 44 Ill. Reg. 1929.</p>	<p>No <b>PRESS</b> materials are affected.</p>
<p><b>Time Out/Seclusion/Restraint</b></p> <p>In November 2019, ISBE issued emergency rules prohibiting the use of isolated time out and physical restraint. In December 2019, ISBE amended the emergency rules to allow the limited use of supine physical restraint. In February 2020, ISBE again amended the emergency rules to allow the limited use of isolated time out. The Special Education Committee of the Ill. Council of School Attorneys collaborated with ISBE on guidance regarding the emergency rules, at: <a href="http://www.isbe.net/Documents/Guidance-FAQs-Time-out-Restraint.pdf">www.isbe.net/Documents/Guidance-FAQs-Time-out-Restraint.pdf</a>.</p> <p>Permanent rules governing the use of time out, isolated time out, and restraint are pending via the administrative rulemaking process, and numerous bills related to time out, seclusion, and restraint are being considered by the General Assembly.</p>	<p>No <b>PRESS</b> materials are affected at this time. We will monitor the situation, collaborate with ISBE, and update materials when necessary.</p>

## Progress Report — *continued*

Topics	Our Response
<p><b>Transgender Task Force Report</b></p> <p>On 1-10-20, the Affirming and Inclusive Schools Task Force delivered a report to the Governor detailing recommended procedures and best practices for K-12 schools to support transgender, nonbinary, and gender nonconforming students. The report is available online at: <a href="http://www2.illinois.gov/IISNews/21019-Affirming_and_Inclusive_Schools_Task_Force_Report.pdf">www2.illinois.gov/IISNews/21019-Affirming_and_Inclusive_Schools_Task_Force_Report.pdf</a>. ISBE non-regulatory guidance documents and resources are available here: <a href="http://www.isbe.net/supportallstudents">www.isbe.net/supportallstudents</a>.</p>	<p>No <b>PRESS</b> materials are affected at this time; please see footnote two of <b>PRESS</b> policy 7:10, <i>Equal Educational Opportunities</i>, for more information specific to this topic. We will monitor the situation, collaborate with ISBE, and update materials if necessary.</p>

### Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	<input checked="" type="checkbox"/>
2:125, Board Member Compensation; Expenses	The policy, Legal References, and footnotes are updated in response to the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/, and in anticipation of grant monitoring activity by the Ill. State Board of Education (ISBE) during the 2020-21 school year. A new subhead, <b>Additional Requirements for Travel Expenses Charged to Federal and State Grants</b> , is added. Continuous improvement updates and minor style changes are also made to the policy and footnotes.	<input type="checkbox"/>
2:125-E1, Board Member Expense Reimbursement Form	<b>REWRITTEN.</b> The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
2:125-E2, Board Member Estimated Expense Approval Form	<b>REWRITTEN.</b> The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
2:150-AP, Superintendent Committees	The procedure is updated to facilitate implementation of 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, for the reasons discussed below in 5:90-AP, <i>Coordination with Children’s Advocacy Center</i> .	<input type="checkbox"/>
2:160, Board Attorney	The policy and footnotes are updated in response to a five-year review and <b>PRESS</b> Advisory Board (PAB) feedback.	<input type="checkbox"/>
2:160-E, Checklist for Selecting a Board Attorney	<b>REWRITTEN.</b> The exhibit is updated for the reasons discussed in 2:160, <i>Board Attorney</i> , above.	<input type="checkbox"/>
4:50, Payment Procedures	The policy is unchanged. A footnote is updated in response to a five-year review.	<input type="checkbox"/>
4:60-AP4, Federal and State Award Procurement Procedures	The procedure is updated in response to GATA and federal procurement regulations that address the purchase of recovered (recycled) materials. Minor style changes are also made to the procedure.	<input type="checkbox"/>
4:170-AP6, E1, School Staff AED Notification Letter	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:35, Compliance with the Fair Labor Standards Act	The policy is updated with minor style changes to align policy titles in the <b>PRM</b> . The footnotes are updated in response to: <ol style="list-style-type: none"> <li>1. 29 C.F.R. Part 541, amended at 84 Fed.Reg. 51230, raising the salary threshold for non-exempt employees under the Fair Labor Standards Act.</li> <li>2. Continuous improvement updates.</li> </ol>	<input type="checkbox"/>

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

5:35-AP1, Fair Labor Standards Act Exemptions	The procedure is updated for the reasons discussed in 5:35, <i>Compliance with the Fair Labor Standards Act</i> , above.	<input type="checkbox"/>
5:50, Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition	The policy is unchanged. Footnotes seven and nine are updated in response to the Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/10-35(a)(8), amended by P.A. 101-593. The law clarified several cannabis-legalization concerns that Illinois employers had, including discipline parameters for on and off-duty law enforcement officers. Footnote seven contains directions for boards that employ school resources officers (SROs) (as opposed to entering into contracts with local law enforcement agencies for SRO services) to consult their board attorneys regarding specific policy text that pertains to discipline of the SROs that the board employs. Other additions to the footnotes included reference to the Ill. Vehicle Code's legal presumptions for when an individual is under the influence of tetrahydrocannabinol (THC). See 635 ILCS 5/11-501.2(b-5).	<input type="checkbox"/>
5:60, Expenses	The policy, Legal References, and footnotes are updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
5:60-AP, Federal and State Grant Travel Expense Procedures	<b>NEW.</b> The procedure is created for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
5:60-E1, Employee Expense Reimbursement Form	<b>REWRITTEN.</b> The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
5:60-E2, Employee Estimated Expense Approval Form	<b>REWRITTEN.</b> The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
5:90-AP, Coordination with Children's Advocacy Center	<b>NEW.</b> The procedure is created to facilitate implementation of 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, which requires districts within a county served by an accredited Children's Advocacy Center (CAC) to coordinate with the CAC when investigating an <i>alleged incident of sexual abuse</i> .	<input type="checkbox"/>
5:120-AP1, Statement of Economic Interests for Employees	The procedure is updated and its footnote deleted in response to 5 ILCS 420/4A-106.5, amended by P.A. 101-617, restoring February 1st as the annual date by which districts must provide to the county clerk a certified list of employees required to file a statement of economic interest. Minor style changes are also made to the procedure.	<input type="checkbox"/>
5:150, Personnel Records	The Legal References are updated. The footnotes are updated in response to the Freedom of Information Act, 5 ILCS 140/7.5(oo), added by P.A. 101-620 (final citation pending), exempting from disclosure specific types of personal information about employees that the Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/3(d), added by P.A. 101-620, now prohibits from being disclosed to third parties. A Cross Reference is also updated.	<input type="checkbox"/>
5:210, Resignations	The policy is unchanged. Footnote two is updated in response to 105 ILCS 5/24-14, amended by P.A. 101-531, and ISBE non-regulatory guidance on the application of 105 ILCS 5/24-14 to teacher resignations.	<input type="checkbox"/>
5:280, Duties and Qualifications	The Legal References and footnotes are updated in response to amended ISBE rules governing educator licensure and for continuous improvement.	<input type="checkbox"/>
6:120-AP1, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities	The procedure is updated in response to a five-year review.	<input type="checkbox"/>

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

6:135, Accelerated Placement Program	The Legal References and footnotes are updated for continuous improvement and in response to amended ISBE rules implementing the Accelerated Placement Act, 105 ILCS 5/14A.	<input type="checkbox"/>
6:135-AP, Accelerated Placement Program Procedures	The procedure and footnotes are updated for the reasons discussed above in 6:135, <i>Accelerated Placement Program</i> , above.	<input type="checkbox"/>
6:235, Access to Electronic Networks	The policy is unchanged. The footnotes are updated for the reasons discussed in 8:110, <i>Public Suggestions and Concerns</i> , below.	<input type="checkbox"/>
6:280, Grading and Promotion	The policy and footnotes are updated in response to the ISBE discontinuing the <i>Partnership for Assessment of Readiness for College and Careers</i> (PARCC) as the State assessment and accountability measure back in 2019.	<input type="checkbox"/>
7:70, Attendance and Truancy	<p>The policy and Cross References are updated in response to the following laws:</p> <ol style="list-style-type: none"> <li>1. 105 ILCS 5/26-2a, amended by P.A. 100-810, which amended valid causes for absences to include a student’s <u>mental, emotional, or physical</u> health or <u>safety</u>; and</li> <li>2. The Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-1-20, which created a valid cause for absence that applies to students who are eligible to vote.</li> </ol> <p>Other continuous improvement updates were made throughout the footnotes.</p>	<input type="checkbox"/>
7:90, Release During School Hours	The policy, Legal References, and footnotes are updated in response to the Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-1-20. The policy contains an optional subhead entitled <b>Voting</b> for unit and high school districts that addresses the release of students who are eligible to vote.	<input type="checkbox"/>
7:130, Student Rights and Responsibilities	The policy is unchanged. The footnotes are updated in response to U.S. Dept. of Education guidance on constitutionally protected prayer in public schools, and with minor continuous improvement changes after a five-year review.	<input type="checkbox"/>
7:190-E2, Student Handbook Checklist	The exhibit and footnotes are updated in response to numerous legislative amendments regarding required and recommended notices to students and parents/guardians and for continuous improvement.	<input type="checkbox"/>
7:325, Student Fundraising Activities	The policy is unchanged. Minor five-year review and continuous improvement updates are made to the footnotes.	<input type="checkbox"/>
7:325-E, Application and Procedures to Involve Students in Fundraising Activities	The exhibit is updated with minor continuous improvement changes after a five-year review.	<input type="checkbox"/>
8:10, Connection with the Community	The policy and footnotes are updated in response to a five-year review. Minor changes are made to align with present-day social medial platform usage patterns along with other changes for continuous improvement.	<input type="checkbox"/>
8:30, Visitors to and Conduct on School Property	The policy, Legal References, and footnotes are updated in response to the IELRA, 115 ILCS 5/3(c), added by P.A. 101-620, requiring districts to allow union representatives to meet with employees during the work day, without loss of pay or leave time, for certain reasons. Other continuous improvement updates are also made to the footnotes.	<input type="checkbox"/>

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

8:30-E1, Letter to Parent Regarding Visits to School by Child Sex Offenders	The exhibit is updated with minor continuous improvement changes after a five-year review.	<input type="checkbox"/>
8:30-E2, Child Sex Offender's Request for Permission to Visit School Property	The exhibit is updated with minor continuous improvement changes after a five-year review.	<input type="checkbox"/>
8:80, Gifts to the District	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
8:110, Public Suggestions and Concerns	<p>The policy, Legal References, footnotes, and Cross References are updated in response to:</p> <ol style="list-style-type: none"> <li>1. Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/14(c-5), added by P.A. 101-620, requiring districts to establish email policies in an effort to prohibit the use of their email systems by third parties.</li> <li>2. Continuous improvement and minor style updates.</li> </ol>	<input type="checkbox"/>

### PRESS Issue 103 Trivia

122 PRM pages • 227 footnotes • 28,668 words • 39 PRM materials



The IASB Office of General Counsel's mission is to honestly, professionally, and credibly protect and preserve IASB through legal risk management and compliance services for the IASB Board of Directors and staff; promote best practices to IASB members; create educational products and services; and maintain strong, collaborative relationships with the public education community.



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## Acknowledgement to PRESS Advisory Board

The Policy Reference Education Subscription Service (**PRESS**) Advisory Board consists of a group of distinguished individuals, from the legal and education field. These individuals dedicate and volunteer their time to provide valuable input and suggestions on **PRESS** Issues. We appreciate their contributions and thank them sincerely.

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## Special Acknowledgement to IASB Administrative Assistants

The following individuals provide us with excellent assistance between and during the drafting of each **PRESS** issue. We also thank them and appreciate their dedication and contributions to the quality of this service.

**Ummehani Faizullahoy**, Office of General Counsel, preparation, formatting, quality assurance, editor

**Bridget Trojan**, Office of General Counsel, State and federal regulations monitor, editor

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# Update Memo

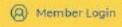
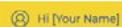
Please distribute to board members and appropriate staff.

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2. Log in using your email address and password.
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  - If you are still having difficulty logging in, please contact your District's Superintendent or Administrative Assistant to make sure you are listed as an authorized user on the District Roster.
  - If you continue to have difficulty logging in to [www.iasb.com](http://www.iasb.com), please contact Kat Barone at [kbarone@iasb.com](mailto:kbarone@iasb.com).
  - Click the yellow "Hi [Your Name]," button.  

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# PRESS

## Policy Reference Education Subscription Service

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

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

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

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

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

## PRESS Bundles

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

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

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

### Have feedback on **PRESS** materials?

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

## 2020 COVID-19 Pandemic Issues

The General Assembly, the Ill. State Board of Education (ISBE), Ill. Attorney General, and the U.S. Dept. of Education have taken a number of actions and/or issued guidance documents to address the ongoing COVID-19 pandemic as it affects public school operations and student learning. During the special Illinois legislative session held at the end of May, the legislature codified many of these actions and guidance documents.

The Education Omnibus bill, P.A. 101-643, codifies much of ISBE's actions and guidance, and it is intended to better prepare schools for the 2020-2021 school year so that they may open for learning in time for the start of the school year, even if it cannot be done in person.

During the abbreviated session, the General Assembly also codified the Governor's Executive Orders relaxing the in-person physical quorum requirement under the Open Meetings Act during a disaster declaration related to a public health emergency. See 105 ILCS 120/7, amended by P.A. 101-640.

In sum, while many of the actions taken by government during the pandemic have not been directly tied to policy or procedures, these new pieces of legislation and other agency directives directly impact the **PRM** and require updates.

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

- 2:220, School Board Meeting Procedure
- 2:220-E9, Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration
- 4:180, Pandemic Preparedness; Management; and Recovery - **RENAMED**
- 4:180-AP3, Grant Flexibility; Payment of Employee Salaries During a Pandemic - **NEW** (pre-released on 5-18-20)
- 6:20-AP, Remote and/or Blended Remote Learning Day Plan(s) - **NEW**

## Student Data Privacy

During the 101st General Assembly, sweeping amendments were made to the Student Online Personal Protection Act (SOPPA), 105 ILCS 85/, eff. 7-1-21, to regulate how school districts must handle online student data, specifically in the areas of transparency, contracting, security, breach notification, and parent access. While certain materials remain on hold pending implementing regulations to be issued by ISBE, a new sample policy, procedures, and related exhibits have been created to assist districts as they work toward implementation of these new requirements.

The following **PRESS** materials are created or updated for this important bundle:

## PRESS Terminology

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

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

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

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

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

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

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

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

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

7:190-E2, Student Handbook Checklist  
7:340, Student Records  
7:340, AP1, E1, Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records  
7:345, Use of Educational Technologies; Student Data Privacy and Security - **NEW**

7:345-AP, Use of Educational Technologies; Student Data Privacy and Security - **NEW**  
7:345-AP, E1, Student Covered Information Reporting Form - **NEW**  
7:345-AP, E2, Student Data Privacy; Notice to Parents About Educational Technology Vendors - **NEW**  
7:345-AP, E3, Parent Notification Letter for Student Data Breach - **NEW**

## Time Out and Physical Restraint

In late November 2019 and early 2020, in response to investigative journalism articles, ISBE issued emergency rules and subsequent amendments to those emergency rules that significantly limited the use of isolated time out and physical restraint. ISBE adopted permanent rules governing the use of isolated time out, time out, and physical restraint (permitted under limited circumstances and only

until 7-1-21), effective April 9, 2020.

The following **PRESS** materials are updated:

7:190, Student Behavior  
7:190-AP4, Use of Isolated Time Out, Time Out, and Physical Restraint - **RENAMED**

## Five-Year Review Updates

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

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

5:170-AP4, Designation of District Digital Millennium Copyright Act (DMCA) Agent; Registration Process

7:40, Nonpublic School Students, Including Parochial and Home-Schooled Students

7:190-AP2, Student Handbook - Gang Activity Prohibited

7:190-AP5, Student Handbook - Electronic Devices

7:220-AP, Electronic Recordings on School Buses

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

## PRESS Issue 104 Trivia

145 PRM pages • 228 footnotes • 32,677 words • 25 PRM materials

## Progress Report — The contents of this table frequently change.

Topics	Our Response
<p><b>Title IX Final Rules</b></p> <p>In May the U.S. Dept. of Education (DOE) released final Title IX rules that, for the first time, impose required responses to reports of sexual harassment that impact a number of existing <b>PRESS</b> materials. Due to the 2020 COVID-19 pandemic, the DOE delayed the effective date until 8-14-20. There are 18 attorneys general, including Illinois', that have sued the DOE to block the final Title IX rules from becoming effective, but as of the date of <b>PRESS</b> Issue 104's publication, the effective date remains 8-14-20.</p>	<p>Unless the 8-14-20 effective date changes, we will update <b>PRESS</b> materials in <b>PRESS</b> Issue 105 and deliver them in early August 2020.</p>
<p><b>Federal School Safety Clearinghouse</b></p> <p>The U.S. Dept. of Education launched a new School Safety Clearinghouse website, <a href="http://www.schoolsafety.gov/">www.schoolsafety.gov/</a>, designed to serve as a "one-stop-shop" of resources for K-12 administrators, educators, parents, and law enforcement to use to prepare for and address various threats related to safety, security, and support in schools. The Clearinghouse has subsections addressing: bullying and cyberbullying; threat assessment and reporting; school security personnel; physical security; training, exercises, and drills; mental health; school climate; emergency planning; and recovery.</p>	<p>No <b>PRESS</b> materials are affected.</p>
<p><b>COBRA FAQ and Model Notices</b></p> <p>On May 1, 2020, the U.S. Dept. of Labor issued a revised model notice and FAQ for the Consolidated Omnibus Budget Reconciliation Act (COBRA), available at <a href="http://www.dol.gov/agencies/ebsa/laws-and-regulations/laws/cobra">www.dol.gov/agencies/ebsa/laws-and-regulations/laws/cobra</a>. The updated model notice now includes information about the interaction between COBRA and Medicare enrollment. Districts should update their COBRA notices to reflect these updates.</p>	<p>No <b>PRESS</b> materials are affected.</p>

## Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	<input checked="" type="checkbox"/>
2:150-AP, Superintendent Committees	<p>The procedure and footnotes are updated to include two new, optional administrative committees in response to:</p> <ol style="list-style-type: none"> <li>105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21 creating an optional Educational Technology Committee; and</li> <li>105 ILCS 5/10-30, added by P.A. 101-643, creating a Remote and/or Blended Remote Learning Day Plan Committee.</li> </ol> <p>This procedure will be amended again in <b>PRESS</b> Issue 105 in early August with the new Title IX regulation information.</p>	<input type="checkbox"/>
2:220, School Board Meeting Procedure	<p>The policy, Legal References, Cross References, and footnotes are updated in response to amendments to the Open Meetings Act (OMA), 5 ILCS 120/7(e)(1)-(10), amended by P.A. 101-640. The amendments address board meetings in open or closed sessions by audio or video conference without the physical presence of a quorum as long as the board meets certain statutory conditions.</p>	<input type="checkbox"/>
2:220-E9, Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration	<p><b>NEW.</b> The exhibit is created to assist boards with meeting the statutory requirements of the amendments to the Open Meetings Act (OMA), 5 ILCS 120/7(e)(1)-(10), amended by P.A. 101-640. Boards are encouraged to consult their attorneys for assistance with this exhibit.</p>	<input type="checkbox"/>
4:180, Pandemic Preparedness; <u>Management</u> ; and <u>Recovery</u>	<p><b>RENAMED.</b> The policy, Legal References, Cross References, and footnotes are updated in response to the General Assembly, the Ill. State Board of Education (ISBE), Ill. Attorney General, and the U.S. Dept. of Education taking a number of actions and/or issuing guidance documents to address the ongoing COVID-19 pandemic as it affects public school operations and student learning. In addition to these general updates throughout the policy and footnotes, some specific new additions to the policy include:</p> <ol style="list-style-type: none"> <li>The OMA amendments of 5 ILCS 120/7(e)(1)-(10), amended by P.A. 101-640 that are discussed above in 2:220, <i>School Board Meeting Procedure</i>;</li> <li>The requirements of the board related to 105 ILCS 5/10-30(3), added by P.A. 101-643 are added and are discussed further in 6:20-AP, <i>Remote and/or Blended Remote Learning Day Plan(s)</i>, below.</li> <li>The reasons explained directly below in 4:180-AP3, <i>Grant Flexibility; Payment of Employee Salaries During a Pandemic</i>.</li> </ol>	<input type="checkbox"/>
4:180-AP3, Grant Flexibility; Payment of Employee Salaries During a Pandemic	<p><b>NEW.</b> The procedure was pre-released to subscribers on 5-18-20 through PRESS Online. It is created in response to a memo issued by the federal Office of Management and Budget during the COVID-19 crisis. The memo temporarily allowed federal agencies (including the U.S. Dept. of Education) to relax certain requirements for grant expenditures, including permitting grant recipients to continue to charge employee salaries to grant funds when the activities of the grant have been suspended in whole or part due to COVID-19.</p>	<input type="checkbox"/>
5:170-AP4, Designation of District Digital Millennium Copyright Act (DMCA) Agent; Registration Process	<p>The procedure and Legal References are updated in response to a five-year review. The procedure details new steps to identify and register a Digital Millennium Copyright Act agent via the U.S. Copyright Office online registration system.</p>	<input type="checkbox"/>

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

6:20-AP, Remote and/or Blended Remote Learning Day Plan(s)	<p><b>NEW.</b> The procedure outlines the process required by 105 ILCS 5/10-30, added by P.A. 101-643, for a superintendent to either:</p> <ol style="list-style-type: none"> <li>1. Adapt an e-learning program into a remote and/or blended remote learning day plan(s), or</li> <li>2. If the district does not have an e-learning program, create a remote and/or blended remote learning day plan(s).</li> </ol> <p>It is important for boards to understand that this law will require the “[board] to adopt and the superintendent to approve” these plans upon the following statutory triggers: (1) the governor declaring a disaster pursuant to 20 ILCS 3305/, and (2) the state superintendent of education declaring a requirement for a school district, multiple school districts, a region, or the entire State.</p>	<input type="checkbox"/>
7:40, Nonpublic School Students, Including Parochial and Home-Schooled Students	The procedure is unchanged. The footnotes and Cross References are updated in response to a five-year review.	<input type="checkbox"/>
7:190, Student Behavior	The policy, Legal References, and footnotes are updated in response to new ISBE permanent rules governing the use of isolated time out, time out, and physical restraint. A new line at the end of the policy incorporates by reference 7:190-AP4, <i>Use of Isolated Time Out, Time Out, and Physical Restraint</i> .	<input type="checkbox"/>
7:190-AP2, Student Handbook - Gang Activity Prohibited	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
7:190-AP4, Use of Isolated Time out, <u>Time Out</u> , and Physical Restraint	<b>RENAMED.</b> The procedure is updated in response to new ISBE permanent rules governing the use of isolated time out, time out, and physical restraint.	<input type="checkbox"/>
7:190-AP5, Student Handbook - Electronic Devices	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
7:190-E2, Student Handbook Checklist	The exhibit is updated to facilitate implementation of 105 ILCS 85/28, amended by P.A. 101-516, eff. 7-1-21, which requires districts to provide a general annual notice to parents and guardians about student data collected by educational technology vendors.	<input type="checkbox"/>
7:220-AP, Electronic Recordings on School Buses	The procedure is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
7:340, Student Records	<p>The policy, Legal References, footnotes, and Cross References are updated. The policy is updated with continuous improvement changes based on feedback from the Ill. Council of School Attorneys. The Legal References are updated to include reference to 105 ILCS 85/. New policy 7:345 <i>Use of Educational Technologies; Student Data Privacy and Security</i>, has been added to the Cross References. The footnotes are updated in response to:</p> <ol style="list-style-type: none"> <li>1. 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21.</li> <li>2. U.S. Dept. of Education (DOE) guidance on the Family Educational Rights and Privacy Act (FERPA) and virtual learning.</li> <li>3. Updated joint guidance issued by the DOE and U.S. Dept. of Health and Human Services on the application of FERPA and the Health Insurance Portability and Accountability Act of 1996 to student health records.</li> </ol>	<input type="checkbox"/>

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

7:340-AP1, E1, Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records	The exhibit is updated in response to the DOE's updated annual FERPA notice, released in April 2020.	<input type="checkbox"/>
7:345, Use of Educational Technologies; Student Data Privacy and Security	<b>NEW.</b> The policy is created to facilitate implementation of 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21, which requires districts to take a number of actions to protect online student data and to share general information about how student data is used.	<input type="checkbox"/>
7:345-AP, Use of Educational Technologies; Student Data Privacy and Security	<b>NEW.</b> The procedure is created for the reason discussed in 7:345, <i>Use of Educational Technologies; Student Data Privacy and Security</i> , above.	<input type="checkbox"/>
7:345-AP, E1, Student Covered Information Reporting Form	<b>NEW.</b> The exhibit is created for the reason discussed in 7:345, <i>Use of Educational Technologies; Student Data Privacy and Security</i> , above.	<input type="checkbox"/>
7:345-AP, E2, Student Data Privacy; Notice to Parents About Educational Technology Vendors	<b>NEW.</b> The exhibit is created for the reason discussed in 7:345, <i>Use of Educational Technologies; Student Data Privacy and Security</i> , above.	<input type="checkbox"/>
7:345-AP, E3, Parent Notification Letter for Student Data Breach	<b>NEW.</b> The exhibit is created for the reason discussed in 7:345, <i>Use of Educational Technologies; Student Data Privacy and Security</i> , above.	<input type="checkbox"/>



The IASB Office of General Counsel's mission is to honestly, professionally, and credibly protect and preserve IASB through legal risk management and compliance services for the IASB Board of Directors and staff; promote best practices to IASB members; create educational products and services; and maintain strong, collaborative relationships with the public education community.



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## Acknowledgement to PRESS Advisory Board

The Policy Reference Education Subscription Service (**PRESS**) Advisory Board consists of a group of distinguished individuals, from the legal and education field. These individuals dedicate and volunteer their time to provide valuable input and suggestions on **PRESS** Issues. We appreciate their contributions and thank them sincerely.

— **Kimberly Small, Maryam Brotine, Debra Jacobson**

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**Cathy Talbert**, former IASB Associate Executive Director

**IASB Staff Members**, especially Policy Services Directors and Consultants and Field Services Directors

## Special Acknowledgement to IASB Administrative Assistants

The following individuals provide us with excellent assistance between and during the drafting of each **PRESS** issue. We also thank them and appreciate their dedication and contributions to the quality of this service.

**Ummehani Faizullabhoj**, Office of General Counsel, preparation, formatting, quality assurance, editor

**Bridget Trojan**, Office of General Counsel, State and federal regulations monitor, editor

**James Wagner**, Office of General Counsel, State and federal regulations monitor, editor



# Update Memo

Please distribute to board members and appropriate staff.

# PRESS

## Policy Reference Education Subscription Service

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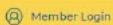
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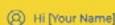
### Online Instructions

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

1. Go to [www.iasb.com](http://www.iasb.com) and click on the yellow **Member Login** button.



2. Log in using your email address and password.
  - If you do not know your password, do not create a new account; reset your password using your district email address.
  - If you are still having difficulty logging in, please contact your District's Superintendent or Administrative Assistant to make sure you are listed as an authorized user on the District Roster.
  - If you continue to have difficulty logging in to [www.iasb.com](http://www.iasb.com), please contact Kat Berger at [kberger@iasb.com](mailto:kberger@iasb.com).
  - Click the yellow "Hi [Your Name]," button.



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

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

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

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

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

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

### IASB Statement on Local School Board Equity Policies

In recent months, member school boards have contacted IASB to request that the Association provide the board with an Equity Policy.

While IASB staff can provide a board with sample policies related to diversity, equity, and inclusion, we believe that providing a policy template can actually be an impediment to boards of education conducting thoughtful, deep conversations around issues of race, diversity, equity, and inclusion.

IASB recognizes that everyone benefits when all students have access to the educational resources and rigor they need, in all times and circumstances. The pursuit of equity, opportunity, and excellence for every child starts with a deep conversation that IASB staff can assist with. The IASB workshop, *Equity: An Education Imperative*, is designed to support boards in this work and to pave the way for the development of a shared definition of "equity." Boards should also engage community stakeholders to inform them of the development of a local equity policy.

#### Have feedback on **PRESS** materials?

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



School board members share a collective responsibility for determining the strategic priorities of the district that should also reflect a commitment to lead on issues of diversity, equity, and inclusion and for monitoring whether priorities are met.

IASB stands ready to assist school boards along the journey towards equity. Please reach out to your Field Services Director at any time, and also utilize resources on the [equity section of the IASB website](#).

## PRESS Bundles

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

Specific details about how each piece of material changed, e.g., legislation, administrative rules, **PRESS** Advisory Board feedback, quality assurance, five-year review items, etc., are explained in numerical order in the [Revisions to Policies, Administrative Procedures, and Exhibits](#) table beginning on p. 6.

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

## Title IX Regulation Updates

In May the U.S. Dept. of Education (DOE) released final Title IX regulations at 34 C.F.R. Part 106. They define sexual harassment, require prompt responses to reports of sexual harassment in a district's education program or activity (regardless of whether the complainant files a *formal complaint*), and require districts to implement a detailed grievance process for *formal complaints* of Title IX sexual harassment.

Because Title IX sexual harassment can involve *any* person in the district's education programs or activities – including students, parents/guardians, employees, applicants for employment, and third parties – we created a **NEW** policy in Section 2 of the **PRM**, 2:265, *Title IX Sexual Harassment Grievance Procedure*. It has two administrative procedures and one exhibit.

Related changes are made to existing **PRM** materials, including policy 2:260, *Uniform Grievance Procedure*. It now explicitly directs any sexual harassment complaints involving Title IX to the **NEW** policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. To ensure that districts funnel all potential Title IX sexual harassment reports to the **NEW** policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the policies in Sections 5 and 7 of the **PRM** involving sexual harassment are similarly updated.

## PRESS Terminology

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

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

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

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

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

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

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

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

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

We created this new policy suite and updated various **PRM** materials to incorporate additional Title IX regulation requirements that require districts to:

1. Designate at least one employee as the “Title IX Coordinator;”
2. Notify all applicants for employment, students, parents/guardians, employees, and collective bargaining units of the district’s Title IX policy and contact information for the Title IX Coordinator, via the district’s website and its handbooks;
3. Train individuals designated as Title IX Coordinator(s), investigators, decision-makers, and informal resolution facilitators on the definition of sexual harassment, the scope of the district’s education program or activity, how to conduct an investigation and grievance process, and how to serve impartially;
4. Train individuals designated as investigators on issues of relevance so they can create an investigative report that fairly summarizes relevant evidence;
5. Train individuals designated as decision-makers on issues of relevance of questions and evidence, including when questions/evidence about sexual predisposition or prior sexual behavior are not relevant; and
6. Post, on the district’s website, training materials for any individuals designated as Title IX Coordinator(s), investigators, decision-makers, and informal resolution facilitators.

The final Title IX regulations are eff. 8-14-20; however their complexity and scope means that districts are unlikely to finalize policies until after the effective date. It is important for school officials to discuss Title IX requirements with their board attorneys, to ensure full implementation and to reduce risks based on Title IX’s intersection with local and State laws and regulations.

The following **PRESS** materials are created or updated for this important bundle:

The **PRESS** editors extend their gratitude to the following attorneys for their expert feedback on many pieces of **PRESS** material on Title IX regulation updates:

**Emily P. Bothfeld**, Robbins Schwartz; **Amy K. Dickerson**, Franczek, P.C.; **Maureen Anichini Lemon**, Ottosen DiNolfo Hasenbalg & Castaldo, Ltd.; **Jennifer Mueller Rosenberg**, Hodges, Loizzi, Eisenhammer, Rodick & Kohn, LLP; and **Jacqueline Gharapour Wernz**, Franczek, P.C.

- 2:150-AP, Superintendent Committees
- 2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records
- 2:260, Uniform Grievance Procedure
- 2:260-AP2, Nondiscrimination Coordinator and Complaint Manager
- 2:265, Title IX Sexual Harassment Grievance Procedure - **NEW**
- 2:265-AP1, Title IX Sexual Harassment Response - **NEW**
- 2:265-AP2, Formal Title IX Sexual Harassment Complaint Grievance Process - **NEW**
- 2:265-E, Title IX Sexual Harassment Glossary of Terms - **NEW**
- 5:10, Equal Employment Opportunity and Minority Recruitment
- 5:20, Workplace Harassment Prohibited
- 5:90-AP, Coordination with Children’s Advocacy Center
- 5:100, Staff Development Program
- 7:10, Equal Educational Opportunities
- 7:10-AP1, Accommodating Transgender Students or Gender Non-Conforming Students
- 7:20, Harassment of Students Prohibited
- 7:20-AP, Harassment of Students Prohibited
- 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:185, Teen Dating Violence Prohibited
- 7:190-E2, Student Handbook Checklist

## Legislative Updates

During the 101st General Assembly, P.A. 101-643 codified many of the provisions previously contained in Executive Orders issued by Governor Pritzker along with several provisions in guidance documents and emergency rules that were promulgated by the Ill. State Board of Education (ISBE) during Illinois’ response to the 2020 COVID-19 pandemic. In addition, P.A. 101-642 made numerous changes in the Election Code including designating Nov. 3, 2020 as *2020 Election Day* and requiring schools to close.

The following **PRESS** materials are amended:

- 5:200, Terms and Conditions of Employment and Dismissal
- 5:220, Substitute Teachers
- 5:330, Sick Days, Vacation, Holidays, and Leaves

## Support and Inclusion of Transgender Students Guidance

In 2019, the Governor issued Executive Order 2019-11, which established the Affirming and Inclusive School Task Force (Task Force) to identify strategies and best practices for transgender, non-binary, and gender non-conforming students. In March 2020, following the Task Force's delivery of its report to the Governor, ISBE released non-regulatory guidance and a sample policy and procedures document that reflect the recommendations of the Task Force.

The following **PRESS** materials are amended:

- 7:10, Equal Educational Opportunities
- 7:10-AP1, Accommodating Transgender Students or Gender Non-Conforming Students
- 7:20, Harassment of Students Prohibited

## Miscellaneous

The following **PRESS** material is updated due to a typographical error regarding a compliance timeline under the Student Online Personal Protection Act, 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21:

- 7:345-AP, Use of Educational Technologies; Student Data Privacy and Security

## Five-Year Review Updates

**PRESS** Editors have a quality assurance goal to ensure that each piece of the 1000+ page IASB **PRESS PRM** is reviewed at least every five years. The **PRM** contains approximately 175 policies and procedures. These are also detailed in the [Revisions to Policies, Administrative Procedures, and Exhibits Table](#) in numerical order beginning on p. 6.

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

- 2:260-AP1, Guidelines for Investigating Complaints [Filed Under Policy 2:260, Uniform Grievance Procedure](#), and Allegations of Misconduct - **RENAMED**

- 4:180-AP1, School Action Steps for Pandemic Influenza or Other Virus/Disease - **RENAMED**
- 4:180-AP2, Pandemic Influenza Surveillance and Reporting

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

## PRESS Issue 105 Trivia

165 PRM pages • 266 footnotes • 41,184 words • 28 PRM materials

## PRESS and ISBE/IDPH Reopening Guidance Update

Following the release of the Ill. State Board of Education (ISBE) and Ill. Dept. of Public Health’s joint guidance for [Starting the 2020-21 School Year](#) on June 23, 2020, a number of **PRESS** subscribers and Ill. Council of School Attorney members have inquired if updates to existing **Policy Reference Manual (PRM)** materials will be made to address instances in the guidance that refer to board policies or administrative procedures, with particular focus on a face mask policy. Those inquiries were largely prompted by language in the joint guidance which states “It is recommended that schools and districts update policies to require the wearing [of] a face covering while on school grounds and handle violations in the same manner as other policy violations.” Subsequently, ISBE released an [FAQ](#) clarifying this language, stating that when it comes to handling individuals who refuse to wear face coverings, “It is recommended that schools and districts examine and communicate which policies apply to the requirement of wearing a face covering while in school buildings and handle violations in the same manner as other similar policy violations.”

Based on the fluidity of the COVID-19 crisis and frequent changes that have been made to State guidance, as well as the fact that existing **PRM** materials already broadly address expectations for students, staff, visitors, and district operations, the **PRESS** Editors determined that no updates to the **PRM** are required at this time. To assist boards as they examine the application of their adopted policies to the joint guidance, IASB has created a reference chart that reviews certain guidance topics, relevant **PRM** materials, and local implementation considerations. The chart can be accessed through **PRESS** Online or at [www.iasb.com/IASB/media/Documents/PRESS\\_Reopening-Guidelines.pdf](http://www.iasb.com/IASB/media/Documents/PRESS_Reopening-Guidelines.pdf).

The **PRESS** Editors fully recognize that some board attorneys may advise a different course of action, and that boards may have additional concerns related to insurance coverage (or lack thereof) for COVID-19 related claims. **The PRESS Editors encourage boards to work with their attorneys to determine how the new safety protocols will be communicated and managed locally, such as through resolution, policy, procedures, handbooks, and/ or other written materials.** The **PRESS** Editors will continue to monitor developments related to COVID-19 and welcome questions or suggestions from subscribers. **PRESS** Editor contact information is found on the last page of this Update Memo.

## Progress Report – The contents of this table frequently change.

Topics	Our Response
<p><b>Property Tax Code Amendment</b></p> <p>Public Act 101-635 amended the Property Tax Code to allow the chief county assessment officers to approve certain homestead exemptions without application for the 2020 tax year with certain criteria. It also allows county boards, except Cook, to waive penalties and interest on delinquent property tax payments and extends deadlines for scavenger sales and tax sales during 2020.</p>	No <b>PRESS</b> materials are affected.
<p><b>Education Omnibus Bill – Remaining Changes Not Yet Addressed</b></p> <p>Additional legislative updates contained in P.A. 101-643, including provisions addressing criminal background check notification, special education related service logs, and other “odds and ends” related to COVID-19 that did not need to be more urgently addressed in Issues 104 and 105, will be included in <b>PRESS</b> Issue 106 to be released this Fall.</p>	Remaining <b>PRESS</b> materials impacted by P.A. 101-643 will be updated in Issue 106.
<p><b>Temperature Checks and Biometric Student Information</b></p> <p>Some districts may be considering using facial recognition technology that can also scan students from a distance as they enter a school building to detect body temperatures. As a reminder, districts that maintain a biometric screening program must comply with all School Code requirements, including obtaining written parent/guardian consent, and should include in policy 7:340, <i>Student Records</i>, the alternative language noted in footnote 15.</p> <p style="text-align: right;">102</p>	No <b>PRESS</b> materials are affected.

## Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	<input checked="" type="checkbox"/>
2:150-AP, Superintendent Committees	The <b>Sex Equity Committee</b> subhead of this procedure is updated to reference all relevant <b>PRM</b> policies, including <b>NEW</b> policy 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> . Footnote 11 is updated for continuous improvement.	<input type="checkbox"/>
2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records	The exhibit is updated in response to: <ol style="list-style-type: none"> <li>1. 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21, requiring districts to post certain information about educational technology vendors, student covered information, and data breaches on their websites.</li> <li>2. 105 ILCS 5/10-30(6), added by P.A. 101-643, requiring districts to post their remote and blended remote learning day plans on their websites.</li> <li>3. 34 C.F.R. §106.8 and 34 C.F.R. §106.45(b)(10)(i)(D), requiring districts to post Title IX Coordinator contact information and training materials on their websites.</li> </ol>	<input type="checkbox"/>
2:260, Uniform Grievance Procedure	The policy, Legal References, Cross References, and footnotes are updated in response to Title IX regulations and to explicitly direct any sexual harassment complaints involving Title IX to <b>NEW</b> policy 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> . Other continuous improvement updates are also made to the policy and footnotes.	<input type="checkbox"/>
2:260-AP1, Guidelines for Investigating Complaints Filed Under Policy 2:260, Uniform Grievance Procedure, and Allegations of Misconduct	<b>RENAMED.</b> The procedure is updated in response to a five-year review.	<input type="checkbox"/>
2:260-AP2, Nondiscrimination Coordinator and Complaint Manager	The procedure is updated to reference all relevant <b>PRM</b> policies, including <b>NEW</b> policy 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> . The procedure and its footnote are updated for continuous improvement.	<input type="checkbox"/>
2:265, Title IX Sexual Harassment Grievance Procedure	<b>NEW.</b> The policy is created to facilitate implementation of Title IX regulations, which require districts to take a number of actions to respond to reports of sexual harassment in its education program or activity.	<input type="checkbox"/>
2:265-AP1, Title IX Sexual Harassment Response	<b>NEW.</b> The procedure is created for the reason discussed in 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , above.	<input type="checkbox"/>
2:265-AP2, Formal Title IX Sexual Harassment Complaint Grievance Process	<b>NEW.</b> The procedure is created for the reason discussed in 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , above.	<input type="checkbox"/>
2:265-E, Title IX Sexual Harassment Glossary of Terms	<b>NEW.</b> The exhibit is created for the reason discussed in 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , above.	<input type="checkbox"/>
4:180-AP1, School Action Steps for Pandemic Influenza or Other Virus/Disease	<b>RENAMED.</b> The procedure and footnotes are updated in response to the COVID-19 pandemic guidance and in response to a five-year review.	<input type="checkbox"/>
4:180-AP2, Pandemic Influenza Surveillance and Reporting	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
5:10, Equal Employment Opportunity and Minority Recruitment	The policy, Cross References, and footnotes are updated in response to Title IX regulations and to explicitly reference the Title IX Coordinator. Other continuous improvement updates are also made to the policy, Legal References, and footnotes.	<input type="checkbox"/>
5:20, Workplace Harassment Prohibited	The policy, Cross References, and footnotes are updated for the reasons discussed in 2:260, <i>Uniform Grievance Procedure</i> , above. Continuous improvement updates are also made to the Legal References.	<input type="checkbox"/>

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

5:90-AP, Coordination with Children’s Advocacy Center	The procedure is updated to reference <b>NEW</b> policy 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> .	<input type="checkbox"/>
5:100, Staff Development Program	The Legal References, Cross References, Administrative Procedure References, and footnotes are updated in response to Title IX regulations and for continuous improvement. The footnote 4 option for boards to list in-services in their policies is updated in response to Title IX training requirements. Boards that include this option in their adopted policy should update this text.	<input type="checkbox"/>
5:200, Terms and Conditions of Employment and Dismissal	The policy is unchanged. Footnotes are updated in response to: <ol style="list-style-type: none"> <li>1. Changes by the Education Omnibus Law. See 105 ILCS 105 ILCS 5/10-19, 5/10-19.05(a) and (j-5), 5/24-11, 5/24-12, and 5/24A-5, all amended by P.A. 101-643; and</li> <li>2. <i>2020 Election Day</i>. See 10 ILCS 5/2B-10, added by P.A. 101-642 and 105 ILCS 5/24-2 (e), amended by P.A. 101-642, designating <i>2020 Election Day</i> on 11-3-2020 as a legal school holiday for purposes of 105 ILCS 5/24.</li> </ol>	<input type="checkbox"/>
5:220, Substitute Teachers	The policy and footnotes are updated in response to 40 ILCS 5/16-118, amended by P.A. 101-645, extending until June 30, 2021, the limit of 120 paid days or 600 paid hours that a TRS annuitant can work as substitute teacher in a school year. Other minor style updates are also made to the footnotes.	<input type="checkbox"/>
5:330, Sick Days, Vacation, Holidays, and Leaves	The policy and footnotes are updated in response to <i>2020 Election Day</i> designated by 10 ILCS 5/2B-10, added by P.A. 101-642 and 105 ILCS 5/24-2(e), amended by P.A. 101-642 designating 11-3-2020 as a legal school holiday for purposes of 105 ILCS 5/24.	<input type="checkbox"/>
7:10, Equal Educational Opportunities	The policy, Cross References, and footnotes are updated in response to Title IX regulations, to explicitly reference the Title IX Coordinator, and to insert an option in the footnotes for boards to reflect guidance in the Ill. State Board of Education’s <i>Sample District Policy and Administrative Procedures</i> for supporting transgender, non-binary, and gender non-conforming students. Continuous improvement updates are also made to the Legal References.	<input type="checkbox"/>
7:10-AP1, Accommodating Transgender Students or Gender Non-Conforming Students	The procedure is updated in response to Ill. State Board of Education non-regulatory guidance, <i>Supporting Transgender, Nonbinary and Gender Nonconforming Students</i> .	<input type="checkbox"/>
7:20, Harassment of Students Prohibited	The policy, Cross References, and footnotes are updated for the reasons discussed in 7:10, <i>Equal Educational Opportunities</i> , above. Continuous improvement updates are also made to the Legal References.	<input type="checkbox"/>
7:20-AP, Harassment of Students Prohibited	The procedure is updated to reference <b>NEW</b> policy 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> , and policy 5:90, <i>Abused and Neglected Child Reporting</i> . Continuous improvement updates are also made.	<input type="checkbox"/>
7:180, Prevention of and Response to Bullying, Intimidation, and Harassment	The policy, Cross References, and footnotes are updated in response to Title IX regulations and to reference <b>NEW</b> policy 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> .	<input type="checkbox"/>
7:185, Teen Dating Violence Prohibited	The policy and Cross References are updated to reference <b>NEW</b> policy 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i> . The Cross Reference is also updated to reference policy 2:260, <i>Uniform Grievance Procedure</i> . Footnote 7 is updated for continuous improvement.	<input type="checkbox"/>
7:190-E2, Student Handbook Checklist	The exhibit is updated for the reasons discussed in 7:180, <i>Prevention of and Response to Bullying, Intimidation, and Harassment</i> , above, and for continuous improvement.	<input type="checkbox"/>
7:345-AP, Use of Educational Technologies; Student Data Privacy and Security	The procedure is updated on pg. 3 to correct the dates of Jan. 31 and July 31.	<input type="checkbox"/>



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