

Agenda

1. CALL TO ORDER - President Jennifer Essig
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE - WCHS Student Council Members
 1. Student Council Update - Homecoming 2021
4. PUBLIC HEARING AND OVERVIEW OF FY 2022 BUDGET
5. VISITORS AND CORRESPONDENCE
6. REPORTS
 1. Deans' Report
 2. Enrollment Report
 3. Sixth Day Enrollment Report - Dr. Freeman
 4. Board Committee Reports
 5. Financial Report - Dr. Sander
7. DISCUSSION AND INFORMATIONAL ITEMS
 1. Updates on FY22
 2. Resignation - L. Keller, PT Food Service Worker
 3. Resignation - D. McClister, Assistant Wrestling Coach
 4. Resignation - B. Stage, Sophomore Class Sponsor
 5. Pride of the Panther Award Recipients
 6. III Joint Annual Conference - Nov 19 - 21, 2021
 7. FOIA - SmartProcure
 8. FOIA - SteepSteel, LLC
 9. FOIA - Johnson & Bell
 10. Other
8. CONSENT AGENDA
 1. Minutes
 1. WCHS Regular Board Meeting Minutes - August 9, 2021
 2. WCHS Executive Session Minutes - August 9, 2021
 3. WCHS Facilities Committee Meeting Minutes - August 20, 2021
 4. WCHS Finance Committee Meeting Minutes - August 31, 2021
 5. WCHS Policy Committee Meeting Minutes - September 3, 2021
 2. Bills
 3. Reimbursement for Professional Growth
9. ACTION ITEMS
 1. Personnel
 1. Leave of Absence Request
 - a. Approve Leave of Absence - A. Ross, Head Cook
 2. Non-Certified Employment
 - a. Approve Employment of Brock Hopp - Temporary Special Events Custodian
 - b. Approve Employment of April Wagner - PT Food Service Worker

3. Extracurricular Employment
 - a. Approve Employment of Joanna Allen - Sophomore Exec. Board Sponsor
 - b. Approve Employment of Samantha Schulz - Science Club Sponsor
 - c. Approve Employment of Brittany Stage - Junior Class Sponsor
2. Adoption of the FY 2022 Budget
3. Approve Overnight Millikin Honor Band Trip 2021
4. Approve Potential Project for School Maintenance Grant
5. Approve Employment for WCHS Co-Op positions
6. Approve 2nd Reading of Press Plus Issue 107

7. Authorize Disposition Of District Property

10. 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.
11. ACTION FOLLOWING EXECUTIVE SESSION
12. ADJOURNMENT

The next regular meeting is scheduled for October 12, 2021.

CERTIFICATE OF THE PUBLISHER

State of Illinois §
County of Tazewell

Hagel Publications, Inc. certifies that it is the publisher of the Washington Courier. The Washington Courier is a secular newspaper, has been continuously published weekly for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the city of Washington, township of Washington, county of Tazewell, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published 1 times in the Washington Courier, namely one time per week for 1 successive weeks. The first publication of the notice was made in the newspaper, dated and published on 6/30/2021, and the last publication of the notice was made in the newspaper dated and published on 6/30/2021. This notice was also placed on a statewide public notice website as required by 715 ILCS 5/2.1.

In witness, Hagel Publications, Inc. has signed this certificate by Joi L. Hagel-DeArmond, its president, at Washington, Illinois, on 7/8/2021.

Hagel Publications, Inc.

By: Joi L. Hagel-DeArmond
Joi L. Hagel-DeArmond
President

STATE OF ILLINOIS
County of Tazewell

§

I, Dawn D. Farrar

In and for, and residing in said County, in the State aforesaid, DO HEREBY CERTIFY, that **Joi L. Hagel-DeArmond** personally known to me to be the same person whose name subscribed to the forgoing instrument, appeared before me this day in person and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and Notary seal, this 8 day of July A.D. 2021

Dawn D. Farrar

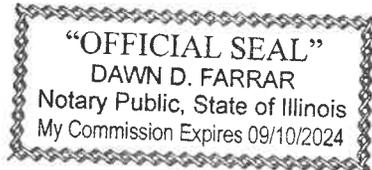
My Commission Expires
09/10/2024

LEGAL NOTICE
NOTICE OF PUBLIC BUDGET HEARING

Washington Community High School District No. 308, Tazewell County, Illinois will hold a public budget hearing to receive input on its 2021-22 Budget. This hearing will be held on the 13th day of September, 2021, at 7:00 o'clock P.M. at Washington Community High School, 115 Bondurant Street, Washington, Illinois. Copies of the Budget will be available to the public on August 13th, 2021 in the District Office. This notice is give in accordance with Section 17-1 of the School Code.

By order of the Board of Education of Washington Community High School District No. 308, Tazewell County, Illinois.

R9



PUBLIC HEARING AND OVERVIEW OF THE 2021-2022 BUDGET

We are required by law to hold a public hearing to adopt our 2021-2022 budget. Dr. Sander will make a brief presentation to review the budget prior to receiving public comments.

Procedure:

Dr. Sander:

1. On June 14th, 2021 the Board of Education approved the 2021-2022 Tentative Budget.
2. A Legal Notice for the Public Budget Hearing was published in a local newspaper in compliance with Section 122.17.1 of the School Code of Illinois. The Budget has been available for public inspection since August 9th, 2021.
3. The Finance Committee met on August 31st, 2021 to review the FY 22 Budget and adjustments made since approval of the Tentative Budget.
4. Presentation of FY 22 District 308 Budget.
 - a. PowerPoint Presentation to the Board

Board President:

1. The President of the Board of Education shall ask if there is anyone present who wishes to comment on the proposed budget for 2021-2022. Comments shall be recorded by the secretary. In accordance with Board Policy 2:230, speakers are to give their name and address (address is optional) and be limited to five minutes.
2. After comments have been received, the Board of Education shall approve the attached resolution concerning the Public Hearing.
3. The Board of Education President shall read, out loud, the resolution printed on the next page. The Board will then have a roll call vote on the resolution for adoption.

RESOLUTION

WHEREAS, a Public Hearing on the 2021-2022 Budget for District 308 was advertised as required; and,

WHEREAS, the Tentative Budget was available for public inspection at the school from August 9th through September 13th, 2021; and,

WHEREAS, the public was given the opportunity to speak in public session regarding the tentative budget:

NOW THEREFORE, be it resolved that District 308 has complied with the requirement of the School Code of Illinois prior to the adoption of the School District 2021-2022 Budget.

Adopted by a vote of _____ yeas and _____ nays on the 13th day of September 2021;

President, Board of Education

ATTEST:

Secretary, Board of Education

WASHINGTON COMMUNITY HIGH SCHOOL

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

2021-22 BUDGET PRESENTATION

Dr. Joseph Sander

September 13, 2021



Overview

- Budget timeline
- FY 22 Budget-Key Points
 - Education Fund
 - O&M Fund
 - Transportation
 - Working Cash
- Comparison with Previous Budget
- Questions



January	Mid-February	End of March	April - May	
Business office starts a draft budget for the upcoming school year.	Department Chair meeting issues budget binders. Departments will typically have 4 weeks to put together their budgets.	Department budgets are due to the Business Office.	Revisions to the Draft Budget and establishment of a Tentative Budget.	
Finance Committee Meeting			End of April	May
			All FY purchases must be completed and turned in to the business office to be included in the May BoE meeting bills.	Finance Committee will review the Tentative Budget and make recommendation to the BoE for approval in June.

June – September		October	November	December
Adjustments to the Tentative Budget		Auditor presents the previous fiscal year audit to the BoE and the board publicly approves its financial audit.	The Administration prepares district financial projections and presents it to the BoE.	The Board of Education must adopt its annual tax levy and file a Certificate of Tax Levy with the county clerk no later than the 4th Tuesday in December.
June – July				
Financial audit.				
June	September		The board adopts a resolution estimating the upcoming levy and fiscal year expenditures.	
Finance Committee will review the Tentative Budget and make recommendation to the BoE for approval in June.	By law the Board of Education must publicly adopt their FY Budget by September 30.			

Budget Timeline



Education Fund-Revenues Over FY 21



Education Fund Adjustments from the Tentative Budget

- Additional Tier EBF funding
- Title I, II, IV, IDEA and CTEI Grants finalized
- All lines corrected to projected amounts
- Township Services Changes
- Contingency designation \$250,000
- Updated Grants and E-Rate lines
- Private Facility Tuition Reimbursement



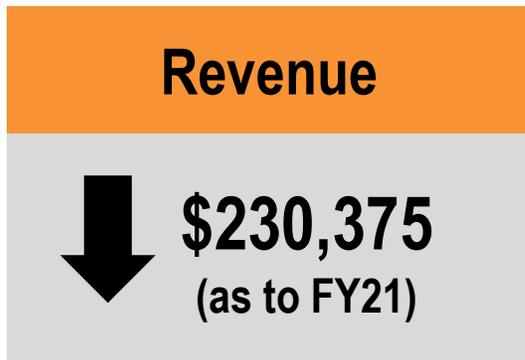
Education Fund-Insurance

Insurance Premiums Decrease for FY 22

- Funded to expected claims instead of maximum claims.
 - 90/10 Premium split reduces expense in the Education Fund
- As of July 31st, the fund balance is ~ \$1,600,000.



Operations and Maintenance Fund



Revenue

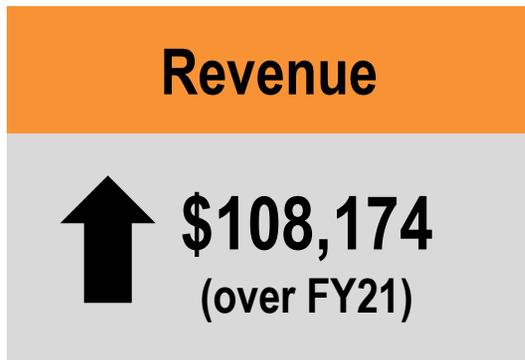
- SMPG ~ \$50,000
- Category II E-Rate

Expenditures

- Summer Projects
- Contingency \$250,000
- Funds Designated for Future Projects
\$377,000



Transportation Fund



Expenditures

- New Vehicle to replace 2010 Suburban
- Transportation Director Salary 1-FTE
- Special Services Transportation \$285,000



Working Cash Fund

Revenue

No Increase
(over FY21)

Transfers for Projects/Abatements

FY 12 \$350,000

FY 13 \$1,000,000

FY 14 \$280,000

FY 16 \$250,000

FY 19 \$2,500,000 to Capital Projects *

FY 20 \$1,080,000 to Capital Projects

* \$1,000,000 to Capital Projects in June 2019



Other Items

“On Behalf”

\$7,179,699
(Audit FY21)

This number is supposed to represent the contribution the state makes to the TRS pension system on behalf of the teachers and certified administrators in your district. It is neither received nor spent by the district, but must be budgeted for and must be recorded in your audited financial statements.



FY 21 to FY 22 Operating Funds Comparison

FUND	2020-2021	2021-2022	% INCREASE
EDUCATION			
Beginning Balance	\$2,690,553	\$2,492,654	-7.4%
Revenue	\$15,809,725	\$17,040,569	7.8%
Expenditures	\$16,060,211	\$16,230,304	1.1%
Ending Balance	\$2,440,067	\$3,302,920	35.4%
BUILDING			
Beginning Balance	\$5,274,842	\$5,983,186	13.4%
Revenue	\$2,385,000	\$2,154,625	-9.7%
Expenditures	\$2,383,191	\$2,382,500	0.0%
Ending Balance	\$5,276,651	\$5,755,311	9.1%



FY 21 to FY 22 Operating Funds Comparison

FUND	2020-2021	2021-2022	% INCREASE
TRANSPORTATION			
Beginning Balance	\$699,148	\$727,176	4.0%
Revenue	\$753,100	\$861,274	14.4%
Expenditures	\$767,513	\$861,274	12.2%
Ending Balance	\$684,734	\$727,176	6.2%
WORKING CASH			
Beginning Balance	\$586,175	\$830,959	41.8%
Revenue	\$257,000	\$255,426	-0.6%
Expenditures	\$0	\$0	-
Ending Balance	\$843,175	\$1,086,385	28.8%



Summary

Revenues:	\$23,222,719
Expenditures:	<u>\$22,582,992</u>
Difference:	\$639,727
Capital Projects:	\$770,000
Contingency:	\$489,007
Designated Funds:	\$377,000

Balanced Budget



Questions



Student Enrollment Count on September 1, 2021

Grad Year	# OF STUDENTS		
	FEMALES	MALES	TOTAL
2022	202	186	388
2023	169	175	344
2024	183	202	385
2025	173	217	390
Total # of Students	727	780	1,507

19 of the 1507 are out of district students

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

WASHINGTON COMMUNITY HIGH SCHOOL DISTRICT 308

Pupil Survey - August 2021

Enrollment Based on Sixth Day Attendance

		Dist. 50	Dist. 51	Dist. 52				
Graduation Year	Grade	J. Hensey & Beverly Manor	Central Primary & Central Intermediate	Lincoln Grade & Washington Middle	St. Patrick	Current Totals by Grade	Total High School Enrollment	Entering WCHS School Year
2022	12					387		
2023	11					343		
2024	10					387		
2025	9					389	1,506	
2026	8	65	179	115	21	380	1,499	2022-23
2027	7	71	165	82	14	332	1,488	2023-24
2028	6	61	141	83	21	306	1,407	2024-25
2029	5	61	172	92	18	343	1,361	2025-26
2030	4	68	148	102	27	345	1,326	2026-27
2031	3	69	136	81	17	303	1,297	2027-28
2032	2	64	155	107	18	344	1,335	2028-29
2033	1	66	128	91	16	301	1,293	2029-30
2034	K	63	127	93	18	301	1,249	2030-31
Total		588	1,351	846	170	4,461		

<u>Comparison</u>	<u>Aug. 2020</u>	<u>Aug. 2021</u>	<u>Change 2020 to 2021</u>
Dist. 50	639	588	(51)
Dist. 51	1,343	1,351	8
Dist. 52	840	846	6
St. Patrick	174	170	(4)
Dist. 308	1,437	1,506	69
Total	4,433	4,461	28
Total (Public)	4,259	4,291	32

EIS Administrator and Teacher Salary and Benefits Report - School Year 2021

8/18/2021 9:45 am

Washington CHSD 308 115 Bondurant St, Washington, IL 61571 530903080160000

Selection Criteria: (Employer) Employees = All

Name	Position	Base Salary	FTE	Vacation	Sick	Bonuses	Annuities	Retirement	Other
				Days	Days			Enhancements	Benefits
Aberle, Victoria S	200-Teacher	\$69,307.42	1.00	0	13	\$750.00	\$0.00	\$6,666.60	\$21,294.62
Allen, Joanna R	200-Teacher	\$52,241.41	1.00	0	13	\$750.00	\$0.00	\$4,978.87	\$9,947.78
Bacon, Leon R	200-Teacher	\$54,924.66	1.00	0	13	\$750.00	\$0.00	\$5,489.20	\$10,010.05
Banzhoff, Jayme C	200-Teacher	\$61,463.18	1.00	0	13	\$750.00	\$0.00	\$6,024.98	\$10,087.51
Barth, Kimberly S	200-Teacher	\$50,755.97	1.00	0	13	\$750.00	\$0.00	\$5,610.94	\$21,164.18
Bauer, Blake A	200-Teacher	\$53,030.74	1.00	0	13	\$750.00	\$0.00	\$5,567.57	\$21,159.33
Boitnott, Lindsey A	250-Special Education Teacher	\$67,172.54	1.00	0	13	\$750.00	\$0.00	\$6,752.98	\$21,303.89
Broadt, Sally H	200-Teacher	\$83,674.48	1.00	0	13	\$750.00	\$0.00	\$8,230.48	\$21,462.21
Brooks, Jeffrey J	200-Teacher	\$71,000.65	1.00	0	13	\$750.00	\$0.00	\$6,996.60	\$21,329.90
Calvert, Randi M	200-Teacher	\$57,055.87	1.00	0	13	\$750.00	\$0.00	\$5,450.00	\$21,138.22
Carrillo St John, Lora	200-Teacher	\$45,262.97	1.00	0	13	\$750.00	\$0.00	\$4,311.35	\$9,855.45
Cassulo, Dennis P	200-Teacher	\$73,744.22	1.00	0	13	\$750.00	\$0.00	\$7,663.36	\$1,009.66
Cassulo, Elizabeth A	200-Teacher	\$93,349.20	1.00	0	13	\$1,150.00	\$0.00	\$9,692.92	\$21,619.16
Clifford, John C	200-Teacher	\$51,846.74	1.00	0	13	\$750.00	\$0.00	\$5,648.45	\$10,039.71
Crouch, Darrell W	200-Teacher	\$92,435.31	1.00	0	13	\$1,150.00	\$0.00	\$12,140.04	\$21,881.49
Crull, Trisha M	200-Teacher	\$54,063.75	1.00	0	13	\$750.00	\$0.00	\$5,252.47	\$9,983.03
Dahm, Cale T	200-Teacher	\$49,992.97	1.00	0	13	\$750.00	\$0.00	\$5,724.29	\$11,440.23
Davis, Dawn R	200-Teacher	\$92,435.31	1.00	0	13	\$1,150.00	\$0.00	\$10,459.07	\$13,110.87
Davis, Zachary S	200-Teacher	\$53,049.66	1.00	0	13	\$750.00	\$0.00	\$6,377.04	\$10,131.10
Dayhoff, Dawn D	200-Teacher	\$77,125.18	1.00	0	13	\$750.00	\$0.00	\$7,828.68	\$1,027.35
Dunker, Nicole D	250-Special Education Teacher	\$59,513.32	1.00	0	13	\$750.00	\$0.00	\$6,193.02	\$21,236.68
England, Lisa L	200-Teacher	\$67,610.30	1.00	0	13	\$1,150.00	\$0.00	\$6,851.51	\$21,314.32
Engstrom, Travis M	200-Teacher	\$67,183.77	1.00	0	13	\$750.00	\$0.00	\$6,964.19	\$21,326.48
Facker, Cassidy	200-Teacher	\$61,475.13	1.00	0	13	\$750.00	\$0.00	\$5,997.37	\$21,210.64
Fillman, Tara L E	200-Teacher	\$74,839.42	1.00	0	13	\$1,150.00	\$0.00	\$7,310.41	\$971.77
Foster, Scott F	200-Teacher	\$83,250.20	1.00	0	13	\$750.00	\$0.00	\$9,398.20	\$21,587.50
FREEMAN, KYLE W	100-District Superintendent	\$161,400.05	1.00	15	20	\$750.00	\$0.00	\$17,070.47	\$25,120.70
Fuller, Lisa D	200-Teacher	\$85,544.55	1.00	0	13	\$750.00	\$0.00	\$8,714.26	\$21,514.22
Gardner, Tricia D	200-Teacher	\$63,345.58	1.00	0	13	\$750.00	\$0.00	\$6,576.99	\$21,284.88
Geisz, Joel	200-Teacher	\$73,297.06	1.00	0	13	\$750.00	\$0.00	\$6,923.30	\$21,322.11

Name	Position	Base Salary	FTE	Vacation	Sick	Bonuses	Annuities	Retirement	Other
				Days	Days			Enhancements	Benefits
Greiner, Christina R	200-Teacher	\$79,081.68	1.00	0	13	\$750.00	\$0.00	\$7,848.08	\$21,421.23
Gresham, Annette K	152-Special Education Director	\$99,988.70	1.00	20	20	\$750.00	\$0.00	\$9,963.13	\$23,226.66
Grimes, Laura A	200-Teacher	\$57,698.60	1.00	0	13	\$750.00	\$0.00	\$5,457.41	\$10,013.59
Heidbreder, Christa M	250-Special Education Teacher	\$66,414.30	1.00	0	13	\$750.00	\$0.00	\$6,575.83	\$21,284.85
Kamienski, Kara K	250-Special Education Teacher	\$48,461.40	1.00	0	13	\$750.00	\$0.00	\$4,615.19	\$20,094.26
Kerwin, Sean M	200-Teacher	\$71,005.00	1.00	0	13	\$750.00	\$0.00	\$7,186.70	\$8,151.23
Keyes, Janelle K	200-Teacher	\$56,456.37	1.00	0	13	\$750.00	\$0.00	\$5,494.15	\$21,145.06
Kilgus, Paige N	200-Teacher	\$51,305.59	1.00	0	13	\$750.00	\$0.00	\$5,002.56	\$21,077.46
Knoblauch, Herb T	107-General Administrator or General Supervisor	\$95,290.70	1.00	0	20	\$750.00	\$0.00	\$10,110.71	\$21,066.66
KOSTER, STEPHANIE R	200-Teacher	\$51,862.40	1.00	0	13	\$750.00	\$0.00	\$4,941.62	\$9,520.14
Kuchan, Margaret E	200-Teacher	\$66,237.89	1.00	0	13	\$750.00	\$0.00	\$6,398.93	\$21,265.96
Kugler, John M	200-Teacher	\$79,425.93	1.00	0	13	\$750.00	\$0.00	\$7,855.04	\$21,422.05
Lemm, Amanda	200-Teacher	\$53,900.14	1.00	0	13	\$750.00	\$0.00	\$5,725.14	\$21,174.12
Little, Baylie J	200-Teacher	\$44,512.97	1.00	0	13	\$750.00	\$0.00	\$4,605.89	\$9,474.22
Lynch, Monica R	200-Teacher	\$53,818.36	1.00	0	13	\$750.00	\$0.00	\$5,101.01	\$699.67
Marsh, Daniel L	200-Teacher	\$55,351.19	1.00	0	13	\$750.00	\$0.00	\$5,275.11	\$9,988.79
McLauchlan, Meghan Elizabeth	200-Teacher	\$65,085.68	1.00	0	13	\$750.00	\$0.00	\$6,353.70	\$21,258.02
Merila, Simon A	124-Dean of Students Admin (admin endorsement held)	\$69,797.05	1.00	0	20	\$1,150.00	\$0.00	\$7,637.36	\$1,915.99
Metz, Lauren J	200-Teacher	\$63,175.63	1.00	0	13	\$750.00	\$0.00	\$6,565.73	\$21,283.65
Miller, Jennifer A	200-Teacher	\$70,830.70	1.00	0	13	\$750.00	\$0.00	\$7,522.15	\$8,187.09
Miller, Nicholas L	200-Teacher	\$69,470.10	1.00	0	13	\$750.00	\$0.00	\$8,525.34	\$10,366.74
Muniz, Bliss J	200-Teacher	\$72,958.32	1.00	0	13	\$1,150.00	\$0.00	\$7,100.70	\$10,213.95
Murphy-Ege, Sara J	200-Teacher	\$77,125.17	1.00	0	13	\$750.00	\$0.00	\$7,578.90	\$21,392.51
Ortiz, Katherine M	200-Teacher	\$67,968.92	1.00	0	13	\$750.00	\$0.00	\$6,516.34	\$10,151.30
Pacelli, Nicholas P	250-Special Education Teacher	\$75,604.11	1.00	0	13	\$1,150.00	\$0.00	\$8,598.18	\$21,501.77
Parks, Jenna	200-Teacher	\$47,737.85	1.00	0	13	\$750.00	\$0.00	\$4,590.04	\$2,649.37
Parrott, Brett A	200-Teacher	\$69,470.10	1.00	0	13	\$750.00	\$0.00	\$7,330.36	\$21,365.71
Parrott, Lisa C	200-Teacher	\$67,938.39	1.00	0	13	\$750.00	\$0.00	\$7,778.94	\$1,022.04
Raubach-Davis, Holly	120-Supervisor of One Field in Career and Technical Education	\$88,458.50	1.00	0	20	\$750.00	\$0.00	\$9,391.43	\$22,953.06
Reem, Daniel W	200-Teacher	\$85,972.05	1.00	0	13	\$1,150.00	\$0.00	\$8,991.30	\$1,152.13
Reem, Lara J	200-Teacher	\$84,436.82	1.00	0	13	\$750.00	\$0.00	\$9,247.15	\$21,571.33
Reiser, Jennifer M	200-Teacher	\$75,593.46	1.00	0	13	\$1,150.00	\$0.00	\$8,458.76	\$21,486.78
Reiser, Matthew P	200-Teacher	\$11,640.43	1.00	0	13	\$750.00	\$0.00	\$1,760.03	\$376.70
Sander, Joseph G	101-Assistant/Associate District Superintendent	\$124,922.87	1.00	15	20	\$750.00	\$0.00	\$13,230.24	\$23,818.50
Schermerhorn, Eric S	200-Teacher	\$75,593.46	1.00	0	13	\$750.00	\$0.00	\$7,866.59	\$21,423.17
Schricker, Jessica C	200-Teacher	\$44,512.97	1.00	0	13	\$750.00	\$0.00	\$4,618.62	\$20,094.41
Schulz, Samantha	200-Teacher	\$48,663.97	1.00	0	13	\$750.00	\$0.00	\$4,834.06	\$9,917.65

Name	Position	Base Salary	FTE	Vacation	Sick	Bonuses	Annuities	Retirement	Other
				Days	Days			Enhancements	Benefits
Seaton, Lillian A	200-Teacher	\$74,488.87	1.00	0	13	\$750.00	\$0.00	\$7,680.14	\$21,403.36
Sidwell, Nathan P	200-Teacher	\$63,771.54	1.00	0	13	\$750.00	\$0.00	\$7,419.83	\$21,375.31
Smith, Thomas F	200-Teacher	\$87,841.34	1.00	0	13	\$750.00	\$0.00	\$10,542.08	\$21,710.09
Sollberger, Kelsea L	250-Special Education Teacher	\$53,393.97	1.00	0	13	\$750.00	\$0.00	\$5,380.69	\$9,995.03
Stafford, Kimberly L	611-Resource Teacher Other	\$72,531.20	1.00	0	13	\$750.00	\$0.00	\$7,125.02	\$21,343.66
Stage, Brittany R	200-Teacher	\$56,456.37	1.00	0	13	\$750.00	\$0.00	\$5,554.61	\$21,153.47
Starkey, Luke M	250-Special Education Teacher	\$49,884.49	1.00	0	13	\$750.00	\$0.00	\$4,722.11	\$20,108.04
Steffen, Colleen E	250-Special Education Teacher	\$69,465.42	1.00	0	13	\$750.00	\$0.00	\$6,926.37	\$10,195.17
Stevens, Karen S	103-Principal	\$112,973.72	1.00	15	20	\$750.00	\$0.00	\$11,972.16	\$2,893.32
Stevens, Todd R	200-Teacher	\$81,379.24	1.00	0	13	\$750.00	\$0.00	\$9,156.33	\$21,561.62
Stout, Lisa E	200-Teacher	\$81,717.98	1.00	0	13	\$750.00	\$0.00	\$9,230.71	\$21,569.58
Stout, Rosa Z	200-Teacher	\$56,358.09	1.00	0	13	\$750.00	\$0.00	\$5,389.74	\$20,199.04
Stuff, Laura A	153-Special Education Supervisor	\$78,405.74	1.00	0	20	\$750.00	\$0.00	\$9,201.89	\$22,892.17
Tallman, James P	200-Teacher	\$85,560.55	1.00	0	13	\$1,150.00	\$0.00	\$10,214.91	\$10,547.83
Tenhaken, James M	200-Teacher	\$88,593.29	1.00	0	13	\$750.00	\$0.00	\$9,913.87	\$17,149.25
Tollakson, Kathleen L	200-Teacher	\$50,212.72	1.00	0	13	\$750.00	\$0.00	\$5,267.45	\$9,986.58
Walcott, Troy A	200-Teacher	\$80,952.13	1.00	0	13	\$750.00	\$0.00	\$8,192.92	\$21,458.19
Warfield, Melissa	200-Teacher	\$79,418.72	1.00	0	13	\$750.00	\$0.00	\$8,186.69	\$21,457.55
Waters, Joseph	200-Teacher	\$48,461.40	1.00	0	13	\$750.00	\$0.00	\$5,771.55	\$10,057.85
Weigel, Sarah R	200-Teacher	\$53,393.98	1.00	0	13	\$750.00	\$0.00	\$5,105.89	\$9,963.35
Wenzel, April M	200-Teacher	\$68,532.60	1.00	0	13	\$750.00	\$0.00	\$7,495.54	\$21,383.56
Whisker, Curtis J	200-Teacher	\$72,192.46	1.00	0	13	\$750.00	\$0.00	\$7,171.73	\$21,348.79
Winter, Lindsay M	124-Dean of Students Admin (admin endorsement held)	\$78,480.45	1.00	0	20	\$2,750.00	\$0.00	\$8,551.50	\$11,497.45
Wood, Jillian M	250-Special Education Teacher	\$78,660.07	1.00	0	13	\$750.00	\$0.00	\$7,487.05	\$10,255.34
Zehr, Daniel D	200-Teacher	\$67,938.39	1.00	0	13	\$750.00	\$0.00	\$7,035.68	\$21,334.27
Zimmerman, Andrea N	200-Teacher	\$60,283.72	1.00	0	13	\$750.00	\$0.00	\$5,743.64	\$10,052.70

Totals

Distinct Employee Count: 93

Distinct Positions Count: 93

Total Positions Count: 93

Vacation Days: 65

Sick Days: 1272

Base Salary: \$6,440,507.83

Bonuses: \$76,150.00

Annuities: \$0.00

Retirement Enhancements: \$671,958.13

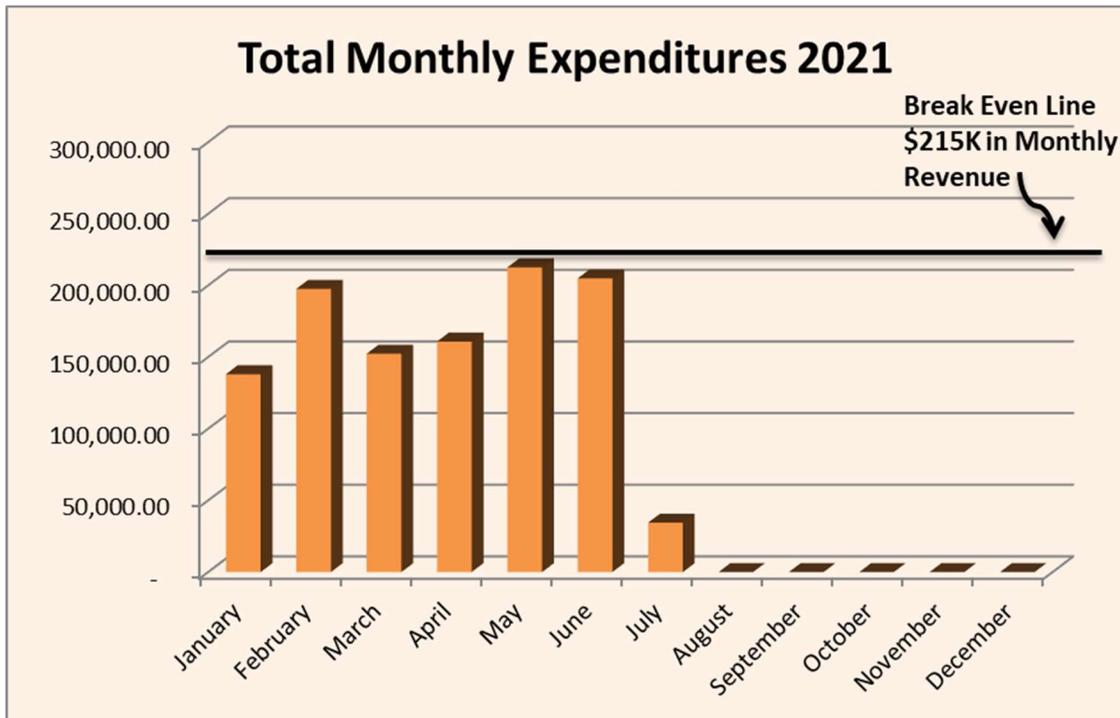
Other Benefits: \$1,473,905.43

Effective January 1, 2012, all IMRF employers must post the total compensation package for employees whose compensation package exceeds \$75,000 per year. This posting is required within six business days of approval of the budget. It is a provision of P.A. 97-0609, which defines "total compensation package" as payment by the employer to the employee for salary, health insurance, housing allowance, vehicle allowance, clothing allowance, business loans, vacation days granted, and sick days granted.

Name	Pier Diem Contract	Health Insurance Benefit	Total Salary and Benefit	Sick Days	Vacation Days
Ehlers, Ronald	\$68,162.94	\$9,342.00	\$77,504.94	13	15
Lyons, Cory	\$65,501.80	\$20,520.00	\$86,021.80	13	15
Meardy, Ryne	\$92,188.77	\$0.00	\$92,188.77	20	20
Reiser, Matthew	\$79,431.08	\$0.00	\$79,431.08	13	0

Investment Report							
	<i>Education</i>	<i>Building</i>	<i>Bond & Int</i>	<i>Transportation</i>	<i>IMRF</i>	<i>Working Cash</i>	<i>Life Safety</i>
ISDLAF	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ISDMAX	\$664,853.01	\$2,920,961.32	\$14,763.49	\$71,978.38	\$7,117.92	\$122,951.12	\$53.18
Heartland IMA 4591	\$1,768,805.52						
Central IL Invest		\$1,895,726.28					
Total	\$2,433,658.53	\$4,816,687.60	\$14,763.49	\$71,978.38	\$7,117.92	\$122,951.12	\$53.18
Total Investments							
\$7,467,210.22							

Insurance Report thru 7/31			
Insurance Costs	Last Year	This year	Difference
Medical	\$576,320	\$646,710	\$70,391
Dental	\$44,463	\$80,285	\$35,822
Pharmacy	\$81,233	\$93,704	\$12,471
Vision	\$1,760	\$3,849	\$2,088
Reinsur/fees	\$385,529	\$365,983	-\$19,545
Total Fixed/Claim	\$1,089,305	\$1,190,531	\$101,226
Less Spec Reimb	\$330,960	\$89,537	-\$241,422
Total Cost	\$758,345	\$1,100,993	\$342,648



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

7/1/2021	2021	Cash	Education 1	Building 2	B/I 3	Transp 4	IMRF 5	CAP PROJECTS 6	W/ C 7	TIJF 8	L/Safe 9
	Balance	3,115,525.98	56,192.16	1,166,755.33	130,611.45	655,200.29	152,131.36	40.56	708,011.55	59,517.38	187,065.90
07/02	Miscellaneous	731.91	731.91								
07/02	Miscellaneous	900.00	400.00			500.00					
07/02	Tax Levy	7,981,596.36	5,410,277.19	1,036,011.21	778,924.00	336,703.64	227,938.43	0.00	132,127.35	44,058.42	15,556.12
07/06	Miscellaneous	566.52	518.62	47.90							
07/06	Miscellaneous	935.98	935.98								
07/08	State Aid	2,970.46				2,970.46					
07/08	State Aid	45,455.48	45,455.48								
07/08	State Aid	50,357.70				50,357.70					
07/09	State Aid	17,543.98	17,543.98								
07/13	State Aid	12,258.00	12,258.00								
07/13	State Aid	18,889.08	18,889.08								
07/13	State Aid	43,015.00	43,015.00								
07/13	State Aid	81,137.00	81,137.00								
07/14	Miscellaneous	798.00	798.00								
07/14	Replacement Tax	42,455.92	25,473.55	12,736.78			4,245.59				
07/20	Miscellaneous	457.78	457.78								
07/28	Miscellaneous	114.00	114.00								
07/28	Miscellaneous	513.00	513.00								
07/28	Miscellaneous	655.00	655.00								
07/28	Miscellaneous	1,151.19	1,151.19								
07/28	Miscellaneous	1,653.85	1,653.85								
07/28	Miscellaneous	5,404.15	5,404.15								
07/28	Miscellaneous	2,784.00	2,784.00								
07/30	Miscellaneous	3,475.93	3,475.93								
07/30	Miscellaneous	8,165.00				8,165.00					
07/31	Webpay	153,141.18	153,141.18								
07/31	Interest	258.35	121.58	51.62	24.01	22.60	9.20	0.00	22.18	1.81	5.35
07/31	Total Receipts	8,477,384.82	5,826,905.45	1,048,847.51	778,948.01	398,719.40	232,193.22	0.00	132,149.53	44,060.23	15,561.47
07/31	Net Salaries	579,984.19	560,886.30	11,814.55		7,283.34			0.00		0.00
07/31	Expenses	1,225,771.97	716,278.57	248,331.24	0.00	190,428.77	35,908.39	0.00	0.00	34,825.00	0.00
07/31	Total Expenses	1,805,756.16	1,277,164.87	260,145.79	0.00	197,712.11	35,908.39	0.00	0.00	34,825.00	0.00
07/31	Ending Cash										
	Per Book	9,787,154.64	4,605,932.74	1,955,457.05	909,559.46	856,207.58	348,416.19	40.56	840,161.08	68,752.61	202,627.37
07/31	Outstanding Checks	102,093.53	12,156.09	73,803.82		878.00	15,255.62	0.00	0.00	0.00	0.00
07/31	Balance Per Bank Statement	9,889,248.17	4,618,088.83	2,029,260.87	909,559.46	857,085.58	363,671.81	40.56	840,161.08	68,752.61	202,627.37

07/31	Outstanding checks	Education	Building	B/I	Transportation	IMRF	CAP PROJECTS	W/C	TIJF	L/Safe
	14127	31.37	31.37							
	14138	47.05	47.05							
	14149	41.82	41.82							
	14156	41.82	41.82							
	14157	110.73	110.73							
	229056	30.00	30.00							
	14169	47.05	47.05							
	14174	36.59	36.59							
	14170	36.59	36.59							
	14187	41.82	41.82							
	14191	41.82	41.82							
	229166	50.00	50.00							
	229193	78.00	78.00							
	229195	78.00	78.00							
	229209	250.00	250.00							
	229300	80.00	80.00							
	229396	51.45	51.45							
	229428	15.00	15.00							
	229430	20.40	20.40							
	229444	24,486.47		24,486.47						
	229445	13.00	13.00							
	229449	746.00	746.00							
	229450	14.40	14.40							
	229465	161.25	161.25							
	229488	22.35	22.35							
	229491	5.25	5.25							
	229500	43.50	43.50							
	229534	500.00	500.00							
	229551	71.60	71.60							
	229575	95.00	95.00							
	229596	19.00	19.00							
	229605	40.25	40.25							
	229606	9.55	9.55							
	14222	362.22	362.22							
	14218	517.24	517.24							
	229654	24,822.27		24,822.27						
	229688	10,322.07		10,322.07						
	229697	937.00	937.00							
	229698	1,000.00	1,000.00							
	229726	14,100.00		14,100.00						
	14223	25.50	25.50							
	14225	130.00	130.00							
	IMRF	22,520.10	6,313.47	73.01		878.00	15,255.62			
		102,093.53	12,156.09	73,803.82	0.00	878.00	15,255.62	0.00	0.00	0.00

PLEASE NOTE: The actual request was 240 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.

From: **Zoe Yalcin** <zyalcin@smartprocure.com>

Date: Tue, Sep 7, 2021 at 7:31 AM

Subject: [External Email] Re: SmartProcure FOIA Request to Washington Community High School District No. 308 For PO/Vendor Information

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

Dear Joe,

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,

Zoe Yalcin

Data Acquisition Specialist

Direct: [561-609-6762](tel:561-609-6762) | Support: [954-420-9900](tel:954-420-9900)

Email: zyalcin@smartprocure.com

100 S. Military Trail Suite 13 #4968, Deerfield Beach, FL 33442

8/26/2021

SmartProcure Data Upload - SmartProcure Data Upload

Thank you!

File(s) uploaded successfully.

08/26/2021 11:54:00 (UTC)

AP 05262021-08262021.pdf

From: **Zoe Yalcin** <zyalcin@smartprocure.com>

Date: Wed, Aug 25, 2021 at 7:06 AM

Subject: [External Email] SmartProcure FOIA Request to Washington Community High School District No. 308 For PO/Vendor Information

To: <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 05/26/2021 (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,

Zoe Yalcin
Data Acquisition Specialist

Direct: 561-609-6762
Email: zyalcin@smartprocure.com

Re: [External Email] Freedom of information Act Request

11:09 AM (2
hours ago)

Freeman, Kyle

to Angel, me

Angel,

Washington Community High School does not currently have any of the equipment that you have listed above.

Sincerely,

Kyle W. Freeman, Ph.D.

Superintendent of Schools

Washington CHSD #308

(309) 444-3167

On Thu, Sep 9, 2021 at 2:00 AM Angel Tormis <records@steepsteelgov.org> wrote:

Mr. / Ms.:

Good Day!

Name: Angel Tormis

Phone Number: 936-298-6500

Organization: SteepSteel, LLC

Address: 1095 Evergreen Circle, Suite 200 The Woodlands, TX 77380

Email Address: records@steepsteelgov.org

Request:

Please send us copies of all active leases/licenses for cell towers, rooftop antennas, or other wireless installations on property owned or managed by Washington Community High School District 308, Illinois along with 24 months of associated payment histories.

Thank you!

Best Regards,

Angel Tormis

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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.

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8. CONSENT AGENDA

Recommendation:

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

RESOLUTION 8.1.

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

- 8.1.1. Regular Board Meeting Minutes – August 9, 2021
- 8.1.2. Executive Session Minutes – August 9, 2021
- 8.1.3. Facilities Committee Meeting Minutes – August 20, 2021
- 8.1.4. Finance Committee Meeting Minutes – August 31, 2021
- 8.1.5. Policy Committee Meeting Minutes – September 3, 2021

RESOLUTION 8.2.

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 8.3

Be it resolved that the Board of Education hereby approves reimbursement for professional growth per contract as presented.

Suggested Motion:

That the Board of Education approves the Consent Agenda and Resolutions 8.1, 8.2, and 8.3.

WCHS Board of Education
Regular Board Meeting
August 9, 2021
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, Kopinski, McNett, Nofsinger, Seaman, Fischer
WCHS administration attending: Freeman, Sander, Raubach-Davis, Stevens

3. PLEDGE OF ALLEGIANCE

4. VISITORS AND CORRESPONDENCE

Comments were presented to the Board of Education regarding the governor's mandate requiring universal masking in schools. The following individuals expressed their concerns or opposition to the mandate: Troy Holmes, Julie Bass, Bobby Martin, Nicole Holmes, Melissa Smith, and Noah Anske.

5. REPORTS

1. Enrollment Report

Over 1,500 students currently.

2. Summer School Report

The higher summer school enrollment was due to remediation, and 78% of students enrolled received a passing grade for their remediation course. Overall, 89% of students were successful in completing a minimum of summer school without removal due to absences or choosing to drop from the class.

3. Financial Reports

Dr. Sander presented the investment and insurance report, which shows investments of approximately \$7.4M. Insurance costs as of June 2021 remain below the break-even amount. The annual audit was completed in July, and all funds took in more revenue than was spent.

4. Summer Maintenance Close-Out Report

Overall, the summer maintenance projects are complete, but some have elements that are delayed due to issues outside of the district's control—supply chain issues or low contractor staffing. The largest summer projects were the HVAC system, fire alarm update, parking lot lighting, and the new Torry Gym doors.

The phase 2 project will be discussed with the Facilities Committee soon. Due to supply chain issues this needs to get moving sooner than anticipated.

5. Teachers' Institute

The institute will include two days to discuss professional development, complete required annual trainings, individual classroom work, and many other important preparations for the year.

6. Board Committee Reports

The curriculum and finance committees met since the last Board of Education meeting.

Curriculum: The committee discussed the return to school plan and summer school. Tabled for the next meeting is technology.

Finance: The committee discussed the tentative budget, designated fund balance, and scholarships and activity accounts.

6. DISCUSSION AND INFORMATIONAL ITEMS

1. Updates on FY22

The Return to School plan includes a variety of mitigation opportunities that our district can use to adjust to our environment, and we feel it provides a balanced approach for safety and opportunities. The proposal is to return to school within Mitigation Level 1 of the plan modified to include the recent mandate for universal masking in all K-12 schools in Illinois.

- 2. Resignation - S. Merila, Dean of Students
- 3. Resignation - L. Seaton, English Teacher and Jr. Class Sponsor
- 4. Resignation - J. Waters, Physical Education Teacher and Head Soccer Coach
- 5. Resignation - J. Godinez, Assistant Wrestling Coach
- 6. Resignation - N. Sidwell, Girls Soccer Assistant Coach

7. HVAC Project Update

Discussed in the summer maintenance close-out report in 4.0 above.

8. Millikin Honor Band Trip 2021 Proposal

The band program is proposing an overnight honor band trip for select band members to Millikin on October 24-25, 2021.

9. Graduation Date - May 15, 2022

Graduation for the senior class of 2022 will be on Sunday, May 15, 2022. The location is tentatively scheduled for Bradley University's Renaissance Coliseum.

10. Other

Ward recommended creating a schedule for regular committee meetings for the entire year instead of on an as needed basis.

7. CONSENT AGENDA

Nofsinger motioned and McNett seconded that the Board approve the Consent Agenda as presented. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

8. ACTION ITEMS

- 1. Approve Back to School Plan

McNett motioned and Fischer seconded that the Board approve the Back to School Plan as presented. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

2. Personnel

1. Leave of Absence Request

- a. Ward motioned and Nofsinger seconded that the Board approve the Leave Of Absence Request for E. Phillips. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

2. Certified Employment

- a. Ward motioned and Kopinski seconded that the Board approve the employment of Christopher Snide, Dean of Students as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- b. Kopinski motioned and Nofsinger seconded that the Board approve the employment of Eric Joop, Physical Education Teacher as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- c. McNett motioned and Kopinski seconded that the Board approve the employment of Braden Christopher, Long-term Substitute Teacher for Biology as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- d. Nofsinger motioned and Kopinski seconded that the Board approve the employment of Nancy Quinn, Long-term Substitute Teacher for English as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

3. Non-Certified Employment

- a. Ward motioned and Seaman seconded that the Board approve the employment of Angela Boley, Administrative Assistant to the Principal as recommended ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- b. Kopinski motioned and Nofsinger seconded that the Board approve the employment of Nickolas Brown, Sign Language Interpreter as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- c. Ward motioned and Kopinski seconded that the Board approve the employment of Lorraine Keller, Part-time Food Service Worker as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- d. McNett motioned and Kopinski seconded that the Board approve the employment of Lynette Marshall, Part-time Food Service Worker as

recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

- e. Nofsinger motioned and Seaman seconded that the Board approve the employment of Tammy White, Part-time Food Service Worker as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- f. Ward motioned and Nofsinger seconded that the Board approve the employment of Curt Nelson, Bus Driver as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

4. Extracurricular Employment

- a. McNett motioned and Ward seconded that the Board approve the employment of Chad Clift, Head Boys Soccer Coach as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- b. Seaman motioned and Nofsinger seconded that the Board approve the employment of Stephen Spitzer, Head Girls Soccer Coach as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, McNett. No-Kopinski. MOTION CARRIED 6-1
- c. Fischer motioned and Kopinski seconded that the Board approve the employment of Noel Zerbonia, Assistant Girls Soccer Coach as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- d. Nofsinger motioned and Seaman seconded that the Board approve the employment of Shauna Burnham, Assistant Volleyball Coach as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- e. Ward motioned and Kopinski seconded that the Board approve the employment of Shelby Hatchel, Assistant Speech Coach as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

5. Retirement

- a. Ward motioned and Seaman seconded that the Board approve the notice of intent to retire from Elizabeth Cassulo, Math Teacher. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
- b. Ward motioned and Nofsinger seconded that the Board approve the notice of intent to retire from Darrell Crouch, Driver's Ed Teacher & Head Football Coach. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

3. Kopinski motioned and Seaman seconded that the Board approve the fireworks after the homecoming football game as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
4. Kopinski motioned and Fischer seconded that the Board approve out of district volunteer coaches as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
5. Nofsinger motioned and McNett seconded that the Board approve the athletic handbook changes for 2021-2022 school year. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
6. Fischer motioned and Nofsinger seconded that the Board approve the Miller, Hall & Triggs, LLC rate adjustment as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
7. Kopinski motioned and Nofsinger seconded that the Board approve the Director of Transportation job description as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0
8. Seaman motioned and Kopinski seconded that the Board approve Athletic Trainer Agreement as recommended. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

9. EXECUTIVE SESSION

Kopinski motioned and Nofsinger seconded that the Board convene to Executive Session at 8:11 p.m. to discuss the following. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

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.

The Board returned from Executive Session at 8:56 p.m.

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

10. ADJOURNMENT

Ward motioned and Nofsinger seconded that the meeting adjourn at 8:57 p.m. ROLL CALL: Yes – Nofsinger, Seaman, Fischer, Essig, Ward, Kopinski, McNett. No-None. MOTION CARRIED 7-0

The next regular meeting is scheduled for September 13, 2021.

President

Secretary

WCHS Board of Education
Facilities Committee Meeting
August 20, 2021

1:30 PM

Washington Community High School - Admin Office

Agenda

1. CALL MEETING TO ORDER

The meeting was called to order at 1:34 p.m.

2. ROLL CALL

Committee members attending: Essig, Ward, Kopinski

WCHS administration attending: Sander, Freeman, Meardy

3. VISITORS AND CORRESPONDENCE

Ryan Holmes, MEP

4. SUMMER MAINTENANCE CLOSEOUT

Meardy gave an overview of the summer maintenance projects and their progress. Most were completed on time. There were some supply chain issues, outside of our control, that did affect the completion time.

Essig complimented the look of the east parking entrance next to Torry Gym. The additional parking spots and dip in the driveway to the street is much better. Buses no longer hit the bottom.

5. SCHOOL MAINTENANCE PROJECT GRANT

Sander emailed recommended projects to be considered for the school maintenance grant which includes HLS projects and parking lot improvements. Sander is asking for approval from the committee to submit the grant application.

Essig motioned and Ward seconded that the committee approve the maintenance grant application per Dr. Sander's recommendation. All Yeas. Motion Passed 3-0.

6. PROJECTS UPDATE

1. Lights

The lights will be fully operational on August 23 and the lighting automated program will be utilized. There is an App to be used by Tallman/Parrott for band rehearsal evenings. Meardy will provide training.

Ameren will be removing the old poles. Meardy is working with Ameren to schedule.

2. Doors

Doors and windows behind Torry Gym have been replaced. The committee likes the gray color. Meardy stated this will be the color standard going forward. Orange will eventually be eliminated.

3. HVAC

Ryan Holmes, MEP provided a project summary overview of the Phase 1 HVAC project. A few punchlist items remain to be completed by the end of September. The ROE inspected and approved the project last week in the Ashbrook building just in time for school start.

Lessons learned were with subcontractor scheduling. Meardy was having to act as a supervisor for subcontractors occasionally. Future phase projects will recommend having a foreman onsite daily.

According to Meardy, overall the project went smooth. It was ontime, on budget and used only 4k of contingency funds. CMI was an good contractor to work with.

4. School Bell

The bell is placed in the main foyer. A sign will be made for the bell to place on top of the wood base. Verbiage is still be clarified. Meardy to order. Ward contacted Steve Stein to do an article for the Peoria Journal Star.

5. Other

Kopinski would like to fix the Torry Gym stairs in the front of the building.

Meardy and Sander are working on the HLS capital improvement list. Will be available soon for all to review.

7. PHASE 2

We have a significant issue with a chiller resulting in the air conditioning working at only 65% capacity. This chiller provides air conditioning to the first and second floor of the west side of the horseshoe (Room 130-138, 230-238), Library, Basement (all B rooms) and the District office. Until we are able to get the chiller repaired, these rooms (when extremely warm outside) will be warmer than normal. The part needed to resolve the chiller issue has a very long lead time due to covid supply chain issues and a exuberant price.

This chiller was scheduled to be replaced in Phase 3 in the summer of 2023. However, with the failure on the chiller now, Meardy is recommending we move forward with both Phase 2 and Phase 3 next summer, 2022. Labor can be economized by combining the phases together. Esser funds will help pay for the projects.

Dr. Freeman, Ward and Ryan Holmes do not recommend repairing the chiller due to it being September already. Hopefully there will not be many more warm days left this year.

Ryan Holmes and Meardy will need to complete the preliminary project design in the short term with a goal of presenting the plan at a September finance and facilities committee meeting. The design cost to MEP will not exceed \$9000. Dr. Freeman approved.

8. 10 YEAR HLS SURVEY

Meardy stated that all urgent and electrical/mechanical issues found on the survey are almost completed. Farnsworth/Bond Wagner will confirm all are completed.

9. AUTHORIZE DISPOSITION OF DISTRICT PROPERTY

Auto shop equipment, welding equipment and chromebook carts will be disposed of. Approval will be sought from the board at the September board meeting.

10. OTHER

None

11. ADJOURNMENT

Essig motioned and Ward seconded that the meeting adjourn at 2:33 p.m. All Yeas. Motion carried 3-0.

Facilities Committee - Essig/Kopinski/Ward

President

Secretary

WCHS Board of Education
Finance Committee Meeting
August 31, 2021

2:00 PM

Washington Community High School - Admin Office

Agenda

1. CALL TO ORDER

The meeting was called to order at 2:04 p.m.

2. ROLL CALL

Committee members attending: Essig, Fischer, Seaman

WCHS administration attending: Sander, Freeman

Other committee members attending: Ward

3. VISITORS AND CORRESPONDENCE

Dave Pistorius, First Midstate

4. FY 22 BUDGET

Dr. Sander gave a presentation of the 2021-22 budget which included changes from 2020-21. EAV is reduced which will affect the tax levy. Health Trust has a balance of \$1.6m therefore a premium holiday is being considered for December 2021. The budget includes the cost of a replacement suburban and to add a car for Special Education using Federal money or IDEA grant money.

Kopinski asked for an explanation on surplus funds and how those are managed. Sander confirmed 85% of expenses of WCHS are for staffing.

5. HLS BONDS

1. David Pistorius - First Midstate

Mr. Pistorius explained the process of bonding and the borrowing capacity of the school district. There was a lot of discussion on how/if bonding would effect tax payers. With EAV being lower the cost to tax payers is very minimal.

6. OTHER

The committee discussed the options for paying for the Phase 2 and Phase 3 HVAC project work. The options include using money in reserve or to bond for HVAC specifically. Discussions will continue to take place until a final decision is agreed upon.

7. ADJOURNMENT

Essig motioned and Fischer seconded that the meeting adjourn at 3:40 p.m. All yeas. Motion carried 3-0

Finance Committee - Essig/Fischer/Seaman

President

Secretary

WCHS Board of Education
Policy Committee Meeting
September 3, 2021

2:00 PM

Washington Community High School - Admin Office

Agenda

1. Call to Order

The meeting was called to order at 2:01 p.m.

2. Roll Call

Committee members attending: Kopinski and Ward

Committee member absent: McNett

WCHS Administrative attending: Dr. Freeman

3. Visitors and Correspondence

None

4. 1st Reading of Press Plus Policy Packet - Issue 107

Dr. Freeman read and reviewed the policy packet information with the committee. The 2 substantial items were discussed and noted they were both also in the 5 year review.

Several items were noted as only having footnote changes. All changes and recommendations by Press Plus were agreed upon.

5. Other

J. Ward mentioned setting committee dates for the year.

6. Adjournment

Ward motioned and Kopinski seconded that the meeting adjourn at 2:43 p.m.

All Yeas. Motion carried 2-0.

Policy Committee: Kopinski/McNett/Ward

President, Board of Education

Secretary, Board of Education

10:55 AM

09/03/21

Cash Basis

Washington Community High School
Transactions by Account
As of August 31, 2021

Type	Date	Num	Name	Memo	Debit	Credit	Balance		
Advocate For Awareness							341.28		
Total Advocate For Awareness							341.28		
After Midnight							6,060.20		
Total After Midnight							6,060.20		
Art Club							2,843.59		
Check	08/16/2021	14339	Jayne Banzhoff	Reimburse supplies for freshman kickoff	14.00		2,829.59		
Total Art Club							14.00	0.00	2,829.59
Athletics General							9,333.29		
Orange Crush							737.51		
Total Orange Crush							737.51		
Athletics General - Other							8,595.78		
Deposit	08/04/2021		Herb Knoblach	Royalties from CLC		648.68	9,244.46		
Deposit	08/04/2021		Herb Knoblach	Rebate for winter posters		236.55	9,481.01		
Check	08/09/2021	14325	Sherry Thurston	Reimburse for folders	22.05		9,458.96		
Check	08/09/2021	14326	Cash	1s-\$3000, 5s-\$4000, 10s-\$3000	10,000.00		-541.04		
Check	08/16/2021	14333	Cash	Additional start up cash for concessions	2,000.00		-2,541.04		
Check	08/23/2021	14353	Amazon Business	Stools - Inv 14GH-H7ML-7PPN	219.89		-2,760.93		
Total Athletics General - Other							12,241.94	885.23	-2,760.93
Total Athletics General							12,241.94	885.23	-2,023.42
Automobile							242.28		
Total Automobile							242.28		
Baseball							206.18		
Total Baseball							206.18		
Basketball-Boys							6,359.01		
General...	08/05/2021	408		help pay for camp tshirts	395.52		5,963.49		
Total Basketball-Boys							395.52	0.00	5,963.49
Basketball-Camps							-791.03		
General...	08/05/2021	408		help pay for camp tshirts		395.52	-395.51		
General...	08/05/2021	408		help pay for camp tshirts		395.52	0.01		
Total Basketball-Camps							0.00	791.04	0.01
Basketball-Girls							859.41		
General...	08/05/2021	408		help pay for camp tshirts	395.52		463.89		
Total Basketball-Girls							395.52	0.00	463.89
Bass Fishing							2,151.78		
Total Bass Fishing							2,151.78		

10:55 AM

09/03/21

Cash Basis

Washington Community High School
Transactions by Account
As of August 31, 2021

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Block PE							-69.64
Total Block PE							-69.64
Bloom							2,429.84
Total Bloom							2,429.84
Book Club							3,661.17
Total Book Club							3,661.17
Boys Track							2,467.45
Total Boys Track							2,467.45
Broadway							2,681.59
Total Broadway							2,681.59
Chaps							721.76
Total Chaps							721.76
Cheerleaders							20,089.76
Check	08/16/2021	14335	Varsity Spirit Fashions	Uniforms - Inv 12865332	14,563.89		5,525.87
Total Cheerleaders					14,563.89	0.00	5,525.87
Chess							902.46
Total Chess							902.46
Chorus							3,541.24
Deposit	08/25/2021	31120	Lara Reem	Flower fundraiser		300.00	3,841.24
Total Chorus					0.00	300.00	3,841.24
Concession Upkeep							199.95
Total Concession Upkeep							199.95
Counseling							1,770.87
Check	08/16/2021	14336	Deanna Zehr	Reimburse for Keurig coffee maker for office	93.61		1,677.26
Total Counseling					93.61	0.00	1,677.26
CPR Health Fund							1,521.53
Total CPR Health Fund							1,521.53
Cross Country							1,647.82
Total Cross Country							1,647.82
Drama Club							4,670.11
Total Drama Club							4,670.11
Driving Skills For Life							1,375.54
Total Driving Skills For Life							1,375.54
Engineering Technology							130.12

10:55 AM

09/03/21

Cash Basis

Washington Community High School Transactions by Account As of August 31, 2021

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total Engineering Technology							130.12
Fellowship Of Christian Athlete							40.39
Total Fellowship Of Christian Athlete							40.39
Fitness Club							9,298.10
Fitness Fair							3,005.94
Total Fitness Fair							3,005.94
Hope Week							1,384.67
Total Hope Week							1,384.67
Fitness Club - Other							4,907.49
Total Fitness Club - Other							4,907.49
Total Fitness Club							9,298.10
Former Class Funds							17,465.07
Check	08/09/2021	14327	Miller Custom Welding	Bell restoration	9,800.00		7,665.07
Total Former Class Funds							9,800.00 0.00 7,665.07
French Club							1,717.56
Total French Club							1,717.56
Game Club							656.09
Total Game Club							656.09
Gay Straight Alliance (GSA)							266.54
Total Gay Straight Alliance (GSA)							266.54
General							2,041.47
Total General							2,041.47
Girls Track							36.88
Total Girls Track							36.88
Global Affairs							267.65
Total Global Affairs							267.65
Golf							4,287.30
Check	08/23/2021	14353	Amazon Business	Stat books - Inv 1FKW-YVDJ-1LXK	105.10		4,182.20
Deposit	08/25/2021	31119	Dan Garske	shirts		40.00	4,222.20
Deposit	08/25/2021	31122	Dan Garske	Shirts and fundraiser		880.00	5,102.20
Total Golf							105.10 920.00 5,102.20
GRANT - Science Symposium							109.31
Total GRANT - Science Symposium							109.31
Impact							5,433.73

10:55 AM

09/03/21

Cash Basis

Washington Community High School Transactions by Account As of August 31, 2021

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total Impact							5,433.73
Inter Rel Co-op							6,103.22
Total Inter Rel Co-op							6,103.22
Interest ISDLAF							20,816.68
Total Interest ISDLAF							20,816.68
International Club							1,140.79
Total International Club							1,140.79
Intramurals							690.80
Total Intramurals							690.80
Intrst NOW Acct							16,215.45
Deposit	08/31/2021			Interest		13.27	16,228.72
Total Intrst NOW Acct					0.00	13.27	16,228.72
JFL Football							3,783.23
Total JFL Football							3,783.23
Journalism							114.00
Total Journalism							114.00
Junior Class							3,606.26
General...	08/04/2021	407		Move to senior class	3,606.26		0.00
General...	08/04/2021	407		Moved from soph class to junior class		713.85	713.85
Check	08/09/2021	14328	Pepsi-Cola	Late fee - Inv LF210518663748	4.03		709.82
Check	08/16/2021	14330	Cash	400-20s, 200-10s, 100-5s, 500-1s, 200-qtrs	1,400.00		-690.18
Check	08/23/2021	14340	Pepsi-Cola	Inv 47371708	1,085.50		-1,775.68
Check	08/23/2021	14349	Cosgrove Distributors	Candy for concessions - Inside Panther night - Inv 138333C	1,213.30		-2,988.98
Check	08/23/2021	14350	Pepsi-Cola	Inv 47371708	1,085.50		-4,074.48
Deposit	08/25/2021	31112	Lisa Fish	Concessions		859.50	-3,214.98
Total Junior Class					8,394.59	1,573.35	-3,214.98
Lacrosse-Boys							5,155.86
Total Lacrosse-Boys							5,155.86
Lacrosse - Girls							1,681.59
Total Lacrosse - Girls							1,681.59
Leadership & Community Service							923.14
Total Leadership & Community Service							923.14
Leadership Challenge							217.98
Total Leadership Challenge							217.98
Life Skills Class							-42.18

10:55 AM

09/03/21

Cash Basis

Washington Community High School
Transactions by Account
As of August 31, 2021

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total Life Skills Class							-42.18
Lift A Thon							4,270.38
Total Lift A Thon							4,270.38
Manufacturing							3,142.76
Total Manufacturing							3,142.76
Mathletes							310.71
Deposit	08/25/2021	31118	Beth Cassulo	Calculator sales		5.00	315.71
Deposit	08/25/2021	31115	Beth Cassulo	Calculator sale		10.00	325.71
Total Mathletes							325.71
Mini Bakery							0.10
Total Mini Bakery							0.10
National Honor Society							6,188.53
Total National Honor Society							6,188.53
Operation Snowball							3,714.40
Deposit	08/25/2021	31116	Amanda Lemm	Donation from church		100.00	3,814.40
Total Operation Snowball							3,814.40
Panther Embroidery Shop							-334.86
Total Panther Embroidery Shop							-334.86
Panther Perk							1,408.62
Greeting Cards/Buttons							995.44
Total Greeting Cards/Buttons							995.44
Panther Perk - Other							413.18
Total Panther Perk - Other							413.18
Total Panther Perk							1,408.62
Panther Professionals							136.46
Total Panther Professionals							136.46
Pantherettes							5,505.02
Check	08/09/2021	14329	VISA - Joe Sander	Nike - shorts for team	95.61		5,409.41
Check	08/23/2021	14343	Lauren Metz	Reimburse for pizza	180.48		5,228.93
Check	08/23/2021	14344	Melanie Sanders	Bows	112.00		5,116.93
Deposit	08/25/2021	31114	Lauren Metz	Kroger		59.18	5,176.11
Total Pantherettes							5,176.11
Pep Club							570.41
Total Pep Club							570.41
Pepsi & 7Up Mkt							1,275.40

10:55 AM

Washington Community High School
Transactions by Account
As of August 31, 2021

09/03/21

Cash Basis

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Check	08/09/2021	14320	Parker Johnson	Registration helper	50.00		1,225.40
Check	08/09/2021	14321	Emma Roberts	Registration helper	50.00		1,175.40
Check	08/09/2021	14322	Delaney Davis	Registration helper	50.00		1,125.40
Check	08/09/2021	14323	Elizabeth Livengood	Registration helper	50.00		1,075.40
Check	08/16/2021	14337	Elizabeth Livengood	ID helper	25.00		1,050.40
Total Pepsi & 7Up Mkt					225.00	0.00	1,050.40
Preschool (FCS)							743.01
Check	08/23/2021	14348	Tara Fillman	Reimburse for class games	52.79		690.22
Total Preschool (FCS)					52.79	0.00	690.22
Readapalooza							572.99
Total Readapalooza							572.99
Robotics							23,361.34
Total Robotics							23,361.34
Rotary Club Relief							829.97
Total Rotary Club Relief							829.97
Scholarships							231,195.99
Classmates Music							0.16
Total Classmates Music							0.16
Cody Carlin Memorial							2,500.00
Check	08/23/2021	14347	Illinois Central College	Kody Hofer - scholarship recipient	2,500.00		0.00
Total Cody Carlin Memorial					2,500.00	0.00	0.00
Eric Eblen Memorial Scholarship							0.09
Total Eric Eblen Memorial Scholarship							0.09
Erick Norlin Fund							5,707.00
Total Erick Norlin Fund							5,707.00
Floyd O'Reed Memorial							1,243.05
Total Floyd O'Reed Memorial							1,243.05
Hunkler Stagen							181,337.24
Total Hunkler Stagen							181,337.24
Impact Scholarship							1,000.00
Total Impact Scholarship							1,000.00
James Ashbrook Memorial Fund							15,826.55
Total James Ashbrook Memorial Fund							15,826.55
Marilyn Drake Scholarship							3,750.00
Total Marilyn Drake Scholarship							3,750.00

10:55 AM

09/03/21

Cash Basis

Washington Community High School Transactions by Account As of August 31, 2021

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Mike Sluder Fund							143.00
Total Mike Sluder Fund							143.00
Orange & Black/Herff Jones							250.00
Total Orange & Black/Herff Jones							250.00
Scott Wehnes Memorial							12,538.81
Total Scott Wehnes Memorial							12,538.81
Stephen F Mason Fund							3,640.79
Total Stephen F Mason Fund							3,640.79
Washington Township United Fund							1,500.00
Check	08/23/2021	14345	Oehrlein School of Cosmetology	Margaret Mitchell - scholarshp recipient	1,500.00		0.00
Total Washington Township United Fund							1,500.00
							0.00
WLCS Scholarship Fund							210.00
Total WLCS Scholarship Fund							210.00
Scholarships - Other							1,549.30
Total Scholarships - Other							1,549.30
Total Scholarships					4,000.00	0.00	227,195.99
Scholastic Bowl							430.00
Total Scholastic Bowl							430.00
Science Club							850.54
Total Science Club							850.54
Senior Class							0.00
General...	08/04/2021	407		Moved from junior class to senior class		3,606.26	3,606.26
Total Senior Class					0.00	3,606.26	3,606.26
Soccer-Boys							333.98
Check	08/16/2021	14331	Cash	start up cash for concessions	300.00		33.98
Deposit	08/24/2021	31126	Nate Sidwell	Concessions		317.00	350.98
Total Soccer-Boys					300.00	317.00	350.98
Soccer-Girls							72.09
Total Soccer-Girls							72.09
Softball							6,846.03
Total Softball							6,846.03
Sophomore Class							713.85
General...	08/04/2021	407		Move to junior class	713.85		0.00
Check	08/30/2021	14354	Cash	10s-100, 5s-100, 1s-100	300.00		-300.00

10:55 AM

09/03/21

Cash Basis

Washington Community High School Transactions by Account As of August 31, 2021

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total Sophomore Class					1,013.85	0.00	-300.00
Spanish Club							1,513.79
Total Spanish Club							1,513.79
Special Ed Co-op							2,103.81
DRS - Boitnott							0.00
Deposit	08/25/2021	31121	Lindsey Boitnott	Donated funds		11,400.00	11,400.00
Total DRS - Boitnott					0.00	11,400.00	11,400.00
Special Ed Co-op - Other							2,103.81
Total Special Ed Co-op - Other							2,103.81
Total Special Ed Co-op					0.00	11,400.00	13,503.81
Special Events-Athletics							8,489.63
Check	08/23/2021	14351	Herb Knoblach	Reimburse food for summer workers	50.12		8,439.51
Total Special Events-Athletics					50.12	0.00	8,439.51
Speech							1,019.06
Total Speech							1,019.06
State Football Playoff							2,186.92
Deposit	08/25/2021	31113	Herb Knoblach	Zehr Farms donation		900.00	3,086.92
Total State Football Playoff					0.00	900.00	3,086.92
Student Council							4,548.81
Total Student Council							4,548.81
Swim Team							282.69
Total Swim Team							282.69
Tennis - Boys							4,485.03
Tennis - Girls							5,317.91
Fence Sign Fundraiser							1,100.00
Total Fence Sign Fundraiser							1,100.00
Tennis - Girls - Other							4,217.91
Deposit	08/25/2021	31108	April Wenzel	Donation		150.00	4,367.91
Deposit	08/25/2021	31110	Herb Knoblach	U-High entry fee		50.00	4,417.91
Total Tennis - Girls - Other					0.00	200.00	4,417.91
Total Tennis - Girls					0.00	200.00	5,517.91
Tournament of Champions							32,754.59
Total Tournament of Champions							32,754.59

10:55 AM

09/03/21

Cash Basis

Washington Community High School Transactions by Account As of August 31, 2021

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Trap Shooting Club							3,650.00
Total Trap Shooting Club							3,650.00
Volleyball							1,418.76
Check	08/16/2021	14332	Cash	start up cash for concessions	300.00		1,118.76
Check	08/16/2021	14334	Kary Dowling	Reimburse orange rug for locker room	80.11		1,038.65
Check	08/16/2021	14338	Shauna Burnham	Reimburse for coach certification	130.00		908.65
Check	08/23/2021	14341	Great Oaks Camp	Varsity vball team building	420.00		488.65
Check	08/23/2021	14342	Ching Photo	Team pictures	200.00		288.65
Check	08/23/2021	14346	Papa John's Pizza	Inv S4261-21-0954	98.38		190.27
Check	08/23/2021	14350	Pepsi-Cola	Inv 32359056	214.76		-24.49
Check	08/23/2021	14352	Kohl's Wholesale	Candy for concessions	103.68		-128.17
Deposit	08/25/2021	31117	Kary Dowling	park district payment for camp		1,508.99	1,380.82
Deposit	08/25/2021	31109	Herb Knoblach	Canton entry fee		150.00	1,530.82
Deposit	08/25/2021	31111	Herb Knoblach	Limestone entry fee		150.00	1,680.82
Total Volleyball					1,546.93	1,808.99	1,680.82
Washington Township Special Ed							55.00
Total Washington Township Special Ed							55.00
WCHS Hardship							11,831.80
Total WCHS Hardship							11,831.80
Wrestling							3,014.45
Yearbook							7,922.58
Total Yearbook							7,922.58
Retained Earnings							43.60
Total Retained Earnings							43.60
Uncategorized Income							0.00
Deposit	08/31/2021		Revtrak	club sign ups		123.00	123.00
Total Uncategorized Income					0.00	123.00	123.00
TOTAL					53,580.95	23,012.32	529,581.99

Washington Community High School

Balance Sheet

09/03/21

As of August 31, 2021

Cash Basis

	Aug 31, 21
ASSETS	
Current Assets	
Checking/Savings	
Checking-Activity Account	483,672.62
ISDLAF Interest	45,909.37
Total Checking/Savings	529,581.99
Total Current Assets	529,581.99
TOTAL ASSETS	529,581.99
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Advocate For Awareness	341.28
After Midnight	6,060.20
Art Club	2,829.59
Athletics General	
Orange Crush	737.51
Athletics General - Other	-2,760.93
Total Athletics General	-2,023.42
Automobile	242.28
Band-CLOSED	
Drumline - T. Weston Memorial	301.00
Band-CLOSED - Other	-301.00
Total Band-CLOSED	0.00
Baseball	206.18
Basketball-Boys	5,963.49
Basketball-Camps	0.01
Basketball-Girls	463.89
Bass Fishing	2,151.78
Block PE	-69.64
Bloom	2,429.84
Book Club	3,661.17
Boys Track	2,467.45
Broadway	2,681.59
Chaps	721.76
Cheerleaders	5,525.87
Chess	902.46
Chorus	3,841.24
Concession Upkeep	199.95
Counseling	1,677.26
CPR Health Fund	1,521.53
Cross Country	1,647.82
Drama Club	4,670.11
Driving Skills For Life	1,375.54
Engineering Technology	130.12
Fellowship Of Christian Athlete	40.39
Fitness Club	
Fitness Fair	3,005.94
Hope Week	1,384.67
Fitness Club - Other	4,907.49
Total Fitness Club	9,298.10
Former Class Funds	7,665.07
French Club	1,717.56
Game Club	656.09
Gay Straight Alliance (GSA)	266.54
General	2,041.47
Girls Track	36.88
Global Affairs	267.65

Washington Community High School

Balance Sheet

As of August 31, 2021

	Aug 31, 21
Golf	5,102.20
GRANT - Science Symposium	109.31
Impact	5,433.73
Inter Rel Co-op	6,103.22
Interest ISDLAF	20,816.68
International Club	1,140.79
Intramurals	690.80
Intrst NOW Acct	16,228.72
JFL Football	3,783.23
Journalism	114.00
Junior Class	-3,214.98
Lacrosse-Boys	5,155.86
Lacrosse - Girls	1,681.59
Leadership & Community Service	923.14
Leadership Challenge	217.98
Life Skills Class	-42.18
Lift A Thon	4,270.38
Manufacturing	3,142.76
Mathletes	325.71
Mini Bakery	0.10
National Honor Society	6,188.53
Operation Snowball	3,814.40
Panther Embroidery Shop	-334.86
Panther Perk	
Greeting Cards/Buttons	995.44
Panther Perk - Other	413.18
Total Panther Perk	1,408.62
Panther Professionals	136.46
Pantherettes	5,176.11
Pep Club	570.41
Pepsi & 7Up Mkt	1,050.40
Preschool (FCS)	690.22
Readapalooza	572.99
Robotics	23,361.34
Rotary Club Relief	829.97
Scholarships	
Classmates Music	0.16
Eric Eblen Memorial Scholarship	0.09
Erick Norlin Fund	5,707.00
Floyd O'Reed Memorial	1,243.05
Hunkler Stagen	181,337.24
Impact Scholarship	1,000.00
James Ashbrook Memorial Fund	15,826.55
Marilyn Drake Scholarship	3,750.00
Mike Sluder Fund	143.00
Orange & Black/Herff Jones	250.00
Scott Wehnes Memorial	12,538.81
Stephen F Mason Fund	3,640.79
WLCS Scholarship Fund	210.00
Scholarships - Other	1,549.30
Total Scholarships	227,195.99
Scholastic Bowl	430.00
Science Club	850.54
Senior Class	3,606.26
Soccer-Boys	350.98
Soccer-Girls	72.09
Softball	6,846.03
Sophomore Class	-300.00
Spanish Club	1,513.79
Special Ed Co-op	
DRS - Boitnott	11,400.00
Special Ed Co-op - Other	2,103.81

Washington Community High School
Balance Sheet
As of August 31, 2021

	<u>Aug 31, 21</u>
Total Special Ed Co-op	13,503.81
Special Events-Athletics	8,439.51
Speech	1,019.06
State Football Playoff	3,086.92
Student Council	4,548.81
Swim Team	282.69
Tennis - Boys	4,485.03
Tennis - Girls	
Fence Sign Fundraiser	1,100.00
Tennis - Girls - Other	4,417.91
Total Tennis - Girls	5,517.91
Tournament of Champions	32,754.59
Trap Shooting Club	3,650.00
Volleyball	1,680.82
Washington Township Special Ed	55.00
WCHS Hardship	11,831.80
Wrestling	3,014.45
Yearbook	7,922.58
Total Other Current Liabilities	529,415.39
Total Current Liabilities	529,415.39
Total Liabilities	529,415.39
Equity	
Retained Earnings	43.60
Net Income	123.00
Total Equity	166.60
TOTAL LIABILITIES & EQUITY	<u>529,581.99</u>

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
8 TO 18 MEDIA INC		INV-002918	20210825B	Annual Subscription for 8to18 Software	06/21/2021	229950	280.00
8 TO 18 MEDIA INC			280.00				
AAA CERTIFIED		91091	20210909B	Confidential Material	08/31/2021	229951	88.65
AAA CERTIFIED			88.65				
Aberle, Victoria		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000709	374.00
Aberle, Victoria Suzanne			374.00				
Akers, Jim		101121Offcl	20210827H	Boys JV Football	07/26/2021	229952	80.00
Akers, Jim			80.00				
ALLEGRA MARKETING		45600	20210812B	Printing Brochure	08/09/2021	229953	123.15
ALLEGRA MARKETING		45716	20210908B	Office Supplies	08/31/2021	229953	1,089.60
ALLEGRA MARKETING		45751	20210826B	Staff Dev. Printing	08/25/2021	229953	483.65
ALLEGRA MARKETING			1,696.40				
ALLEN TRANSPSERV		821308	20210908B	TRANSPORTATION SERVICE	08/31/2021	229954	25,982.34
ALLEN TRANSPSERV INC			25,982.34				
Allen, Joanna Raelynn		Aug21 Miles	20210903H	August 2021 Mileage Reimbursement	08/31/2021	9000000710	230.72
Allen, Joanna Raelynn			230.72				
ALPHA BAKING		0062023322091	20210813B	ACCT 95882	08/10/2021	229955	124.02
ALPHA BAKING COMPANY			124.02				
AMAZON BUSINESS	0002200153	1C16-RQ7V-H1M7	20210818B	LANYARDS	08/03/2021	229956	116.56
AMAZON BUSINESS	0002200158	1PTL-D4T4-7DJC	20210811B	PAINT STENCIL	08/06/2021	229956	48.82
AMAZON BUSINESS	0002200169	13PP-XL7Q-DHMC	20210811B	GIFT BAG ITEMS	08/05/2021	229956	321.35
AMAZON BUSINESS	0002200174	1QLF-KLHF-L14T	20210811B	LABELS	08/05/2021	229956	8.99

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
AMAZON BUSINESS	0002200175	1F3W-DX1V-L4XD	20210811B	STUFF	08/07/2021	229956	179.97
AMAZON BUSINESS	0002200177	1PTL-D4T4-VKFX	20210811B	WHITE BOARD CLEANER	08/08/2021	229956	44.16
AMAZON BUSINESS	0002200180	161N-9YG9-9THW	20210811B	SUPPLIES	08/09/2021	229956	31.98
AMAZON BUSINESS	0002200183	14YH-HQRT-FCV3	20210811B	PENS	08/10/2021	229956	29.08
AMAZON BUSINESS	0002200187	1QH3-T6RG-9NHW	20210818B	BOOKS FOR LIBRARY	08/15/2021	229956	439.52
AMAZON BUSINESS	0002200188	1HC6-XX1N-DRYC	20210825B	ORCHID CARD STOCK	08/18/2021	229956	15.59
AMAZON BUSINESS	0002200189	1KDL-VRKT-G4JF	20210825B	FREEZER DOOR CLOSER	08/18/2021	229956	69.98
AMAZON BUSINESS	0002200190	1KG4-3QM1-GLYH	20210825B	12" CABLE TIES	08/18/2021	229956	359.70
AMAZON BUSINESS	0002200191	196V-YVTN-G4YW	20210825B	STAND UP DESK	08/18/2021	229956	109.99
AMAZON BUSINESS	0002200193	1KG4-3QM1-NYGP	20210825B	KEYBOARD SLEEVE	08/18/2021	229956	12.99
AMAZON BUSINESS	0002200194	17Q3-WNLV-QQLP	20210825B	CAFE SUPPLIES	08/18/2021	229956	89.73
AMAZON BUSINESS	0002200196	1HC6-XX1N-JCLC	20210825B	TAB DIVIDERS	08/18/2021	229956	18.28
AMAZON BUSINESS	0002200197	1TPH-J1FX-XYTD	20210825B	BINDING COILS FOR ART	08/19/2021	229956	27.98
AMAZON BUSINESS	0002200199	1HC6-XX1N-XJCQ	20210825B	FEMININE PRODUCTS FOR NURSE	08/19/2021	229956	345.90
AMAZON BUSINESS	0002200202	1HMC-NW1K-4MV1	20210825B	AMERICAN FLAG	08/22/2021	229956	19.99
AMAZON BUSINESS	0002200203	1JRM-FRRT-6KQJ	20210825B	ORANGE SHORTS FOR CROSS	08/22/2021	229956	152.90
AMAZON BUSINESS	0002200204	1NLM-MJFL-7XKK	20210827B	BOOKS	08/26/2021	229956	64.91
AMAZON BUSINESS	0002200205	1JTQ-X1X4-3344	20210825B	LABELS	08/22/2021	229956	43.66

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
AMAZON BUSINESS	0002200206	14NJ-VPQ7-1HKQ	20210825B	STEP PURCHASES	08/23/2021	229956	170.73
AMAZON BUSINESS	0002200207	1P4J-7F1H-1FYF	20210825B	TAB DIVIDERS	08/24/2021	229956	65.25
AMAZON BUSINESS	0002200208	14YF-FMVJ-7JGP	20210825B	DISPOSABLE FACE MASKS	08/24/2021	229956	488.00
AMAZON BUSINESS	0002200211	1FQW-HQ6P-HQN3	20210825B	BROOM	08/24/2021	229956	23.99
AMAZON BUSINESS	0002200213	149L-H79F-444T	20210825B	MEDICAL TERMINOLOGY BOOK,	08/19/2021	229956	54.73
AMAZON BUSINESS	0002200214	1TPH-J1FX-CY69	20210825B	LANYARDS, BLACK	08/18/2021	229956	43.76
AMAZON BUSINESS	0002200215	1MMD-YY4R-PJHH	20210825B	BLACK LANYARDS	08/18/2021	229956	86.94
AMAZON BUSINESS	0002200222	1R9X-1TDK-FFX7	20210825B	BOOKS	08/24/2021	229956	479.71
AMAZON BUSINESS	0002200224	1FQW-HQ6P-KHGP	20210825B	ACADEMIC PLANNER	08/24/2021	229956	33.15
AMAZON BUSINESS	0002200227	139P-W1QX-DP1J	20210902B	SNACKS FOR STAFF	08/31/2021	229956	72.83
AMAZON BUSINESS	0002200228	131Y-WTMN-M7QR	20210902B	TOWNSHIP SUPPLIES	09/01/2021	229956	76.54
AMAZON BUSINESS	0002200229	1TGK-NNRL-PK7R	20210902B	VELCRO	09/01/2021	229956	102.31
AMAZON BUSINESS	0002200230	1WRR-MMXJ-N4JH	20210902B	STORAGE TUBS FOR PE UNIFORMS	08/30/2021	229956	204.00
AMAZON BUSINESS	0002200232	1RPG-XKDT-H3F9	20210902B	BIOHAZARD WASTE CAN	08/26/2021	229956	72.00
AMAZON BUSINESS	0002200233	16QD-JY7F-Q4MV	20210902B	CLIPS	08/29/2021	229956	10.59
AMAZON BUSINESS	0002200234	17Q9-1CGN-CDXW	20210902B	BLACK FACE MASKS FOR ATHLETICS	08/31/2021	229956	227.90
AMAZON BUSINESS	0002200235	1QML-GJHY-9JQ9	20210902B	DRY ERASE CLEANER FOR	08/31/2021	229956	407.00
AMAZON BUSINESS	0002200247	1HX1-NCJL-FGR6	20210909B	Replacement cartridge for oven	09/08/2021	229956	47.88

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
AMAZON BUSINESS	0002200250	16XL-4J4D-3YYG	20210909B	TABLE FOR ATHLETICS	09/08/2021	229956	99.99
AMAZON BUSINESS	2002200002	1W6R-NHN3-4X11	20210825B	REGULATOR	08/22/2021	229956	32.80
AMAZON BUSINESS	2002200003	17MY-RYJR-6V67	20210825B	PAINT SPRAYER PART	08/22/2021	229956	3.77
AMAZON BUSINESS	3002200002	1NKD-W7X7-DGMW	20210902B	SPECIAL NEEDS CHROMEBOOK &	08/31/2021	229956	234.90
AMAZON BUSINESS	3002200003	16DR-CJ1C-34NW	20210902B	SPECIAL ED LAPTOP	09/01/2021	229956	67.05
AMAZON BUSINESS	3002200005	17PK-F3JR-HPCM	20210909B	TECH SUPPLIES	09/09/2021	229956	93.96
AMAZON BUSINESS			5,751.81				
AMEREN CILCO		202108161028	20210819B	ACCT 5294731028	08/16/2021	229957	54.91
AMEREN CILCO		202109031001	20210908B	ACCT 9467381001	09/03/2021	229957	548.43
AMEREN CILCO		202109034007	20210908B	Acct 6345014007	09/03/2021	229957	52.85
AMEREN CILCO		202109036012	20210908B	Acct 2211156012	09/03/2021	229957	84.94
AMEREN CILCO			741.13				
American Scholastic		20210817ASMA	20210819B	Entry Fee - Math	08/17/2021	229958	100.00
American Scholastic			100.00				
Aunt Millie's Bakeries		0062023222091	20210909B	Cafe - Bread	08/10/2021	229959	124.02
Aunt Millie's Bakeries		0062023232071	20210827B	CAFE - BAKERY	08/20/2021	229959	254.68
Aunt Millie's Bakeries		0062023236011	20210909B	Cafe - Bread	08/24/2021	229959	432.10
Aunt Millie's Bakeries		0062023243031	20210909B	Cafe - Bread	08/31/2021	229959	328.60
Aunt Millie's Bakeries			1,139.40				
B & H PHOTO	0002200051	190120011	20210827B	EPSON BORDERLESS	06/18/2021	229960	41.04

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
B & H PHOTO	0002200051	191990284	20210827B	EPSON BORDERLESS	08/09/2021	229960	-41.04
B & H PHOTO			0.00				
Banzhoff, Jayme Carol		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000711	3,216.00
Banzhoff, Jayme Carol			3,216.00				
Barrack's Hospitality		E25799	20210819B	Teacher Institute Meal	08/09/2021	229961	247.50
Barrack's Hospitality Group			247.50				
Barth, Kimberly S		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000712	940.00
Barth, Kimberly S			940.00				
Baughman, Phillip Paul		20210907-baugh	20210909B	physical Reimbursement	09/07/2021	9000000713	45.00
Baughman, Phillip Paul		Sept 21 Reimb	20210907H	Reimburse Science Lab Supplies	09/07/2021	9000000713	19.79
Baughman, Phillip Paul			64.79				
Beck, Mary Ann		PER FY22	20210820H	PE Uniform Refund	08/20/2021	229962	14.00
Beck, Mary Ann			14.00				
BEDFORD, FREEMAN	0002200055	62208330B	20210819B	ENGLISH AP CLASS TEXTBOOKS	06/25/2021	229963	234.65
BEDFORD, FREEMAN &			234.65				
Behm, Patricia		BR FY22	20210903H	Book Refund - Dual Cr Class	09/01/2021	229964	69.99
Behm, Patricia			69.99				
BENNETT		32786	20210827B	ACCT W194	08/19/2021	229965	330.00
BENNETT ELECTRONIC INC			330.00				
BEVCHEM		8890	20210826B	WCHS 308	08/24/2021	229966	325.40
BEVCHEM SOLUTIONS			325.40				
BLICK ART		6894843	20210825B	RETURNED SCREEN FILLER	08/18/2021	229967	-56.84

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
BLICK ART	0002200054	6815676	20210813b	ART CLASS MATERIALS	08/05/2021	229967	-3.17
BLICK ART	0002200054	6822648	20210813b	ART CLASS MATERIALS	08/06/2021	229967	3.17
BLICK ART	0002200054	6944812	20210901B	ART CLASS MATERIALS	08/26/2021	229967	6.13
BLICK ART	0002200198	7006938	20210909B	CLASS SUPPLIES	09/03/2021	229967	750.18
BLICK ART MATERIALS			699.47				
BRADFORD, ANNE		20210908KL	20210908KL	Communication Consulting 08.03.2021-	09/08/2021	9000000714	1,768.50
BRADFORD, ANNE			1,768.50				
BRADLEY		20211126-bradley jazz	20210909B	WCHS308 - JAZZ BAND	09/09/2021	229968	300.00
BRADLEY UNIVERSITY JAZZ			300.00				
BRECKLINS BP		20210831BRECKLIN	20210909B	August Fuel	08/31/2021	229969	1,239.13
BRECKLINS BP			1,239.13				
Bruington, Bret		101521Offcl	20210827H	Boys Fr Football	07/26/2021	229970	70.00
Bruington, Bret		101521Offcl	20210827H	Boys V Football	07/26/2021	229971	90.00
Bruington, Bret			160.00				
BUSHUE		Washington308-20210831	20210901B	BACK GROUND CHECKS	08/31/2021	229972	570.00
BUSHUE BACKGROUND			570.00				
Calvert, Randi Mae		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000715	1,614.36
Calvert, Randi Mae			1,614.36				
CAROLINA	0002200167	51466090 RI	20210818B	EVOLUTION KIT	08/09/2021	229973	293.80
CAROLINA BIOLOGICAL			293.80				
Cassulo, Dennis Patrick		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000716	900.00
Cassulo, Dennis Patrick			900.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
CDS Leasing A		73671171	20210901B	Acct 955821	08/31/2021	229974	198.00
CDS Leasing A Program of			198.00				
CDS OFFICE		INV1396723	20210812B	Township -Printer Overage	08/06/2021	229975	147.16
CDS OFFICE	0002200081	INV1393800	20210819B	ART PRINTER	08/13/2021	229975	3,795.00
CDS OFFICE	0002200171	INV1395690	20210811B	TONER	08/05/2021	229975	240.15
CDS OFFICE			4,182.31				
CECIL, STACI		102021Offcl	20210820H	Girls Volleyball	08/19/2021	229976	90.00
CECIL, STACI			90.00				
CENTRAL IL		06977529	20210813b	ACCT WASHSC	08/10/2021	229977	101.00
CENTRAL IL		06977538	20210819B	CAFE -	08/13/2021	229977	278.00
CENTRAL IL		06982124	20210819B	CAFE - SHIPPING	08/13/2021	229977	208.55
CENTRAL IL		06997640	20210826B	CAFE - SHIPPING	08/16/2021	229977	505.00
CENTRAL IL		07000320	20210826B	ACCT WASHSC	08/18/2021	229977	114.85
CENTRAL IL		07004327	20210826B	ACCT WASHSC	08/19/2021	229977	413.95
CENTRAL IL		07006374	20210826B	ACCT WASHSC	08/23/2021	229977	45.20
CENTRAL IL		07017863	20210901B	ACCT WASHSC	08/30/2021	229977	810.15
CENTRAL IL		07020627	20210826B	ACCT WASHSC	08/24/2021	229977	216.80
CENTRAL IL		07026490	20210901B	CAFE -	08/27/2021	229977	102.00
CENTRAL IL		07047445	20210909B	ACCT WASHSC	09/06/2021	229977	595.75

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
CENTRAL IL		07049503	20210909B	ACCT WASHSC	09/02/2021	229977	367.75
CENTRAL IL PRODUCE			3,759.00				
CHILDRENS HOME		INV1017298	20210819B	WCHS - July 2021	07/31/2021	229978	3,510.22
CHILDRENS HOME		INV1017340	20210819B	WCHS - July 2021	07/13/2021	229978	2,250.78
CHILDRENS HOME		inv1017351	20210819B	WCHS - July 2021	07/31/2021	229978	2,250.78
CHILDRENS HOME		INV1017355	20210819B	WCHS - July 2021	07/31/2021	229978	2,250.78
CHILDRENS HOME		INV1017374	20210819B	WCHS - July 2021	07/31/2021	229978	2,250.78
CHILDRENS HOME		INV1017386	20210819B	WCHS - JULY 2021	07/31/2021	229978	2,250.78
CHILDRENS HOME			14,764.12				
Child's Nature, LLC		20210817-Child's	20210909B	Speech Therapy	09/09/2021	229979	150.00
Child's Nature, LLC			150.00				
CITY OF		202108249790	20210908B	ACCT 0410009790-00	08/24/2021	229980	6.94
CITY OF		202108269700	20210908B	ACCT 0410009700-00	08/26/2021	229980	1,089.62
CITY OF		202108269740	20210908B	ACCT 0410009740-00	08/26/2021	229980	7.55
CITY OF		202108269760	20210908B	ACCT 0410009760-00	08/26/2021	229980	20.29
CITY OF		202108269850	20210908B	ACCT 0410009850-00	08/26/2021	229980	55.50
CITY OF		202108309725	20210908B	ACCT 0410009725-00	08/30/2021	229980	2,329.26
CITY OF WASHINGTON			3,509.16				
CLIA Laboratory		20210805-14D2231775	20210827B	CLIA Laboratory User Fees	08/05/2021	229981	180.00
CLIA Laboratory Program			180.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Clifford, John C, IV		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000717	3,216.00
Clifford, John C, IV			3,216.00				
Commercial		Project 00-10.03 APP #4	20210909B	HVAC Renovations - Pay App #4	08/31/2021	229982	183,248.78
Commercial Mechanical, Inc			183,248.78				
COMPUTER	0002200131	51689	20210811B	COMPUTER SOLUTIONS PROJECT,	08/06/2021	229983	4,500.00
COMPUTER SOLUTIONS (dba			4,500.00				
CONSTELLATION		3265385	20210825B	Utilities-Gas ACCT ID: BG-308740	08/16/2021	229984	20.52
CONSTELLATION			20.52				
Copeland, Kevin		101121Offcl	20210827H	Boys So. Football	08/25/2021	229985	80.00
Copeland, Kevin			80.00				
COURIER		4916	20210820H	2x2.25 Public Notice-Temp Records	07/28/2021	229986	56.88
COURIER PUBLICATIONS			56.88				
CUSTER, MATT		100921Offcl	20210827H	Boys JV & V Soccer	08/25/2021	229987	110.00
CUSTER, MATT			110.00				
Dahlquist, Martin		100521Offcl	20210827H	Boys V Soccer	08/25/2021	229988	70.00
Dahlquist, Martin			70.00				
Davis, Zachary S		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000718	940.00
Davis, Zachary S			940.00				
DE LAGE LANDEN FIN		73661982	20210901B	CONTRACT # 100-10150150	08/30/2021	229989	2,393.00
DE LAGE LANDEN FIN SERV			2,393.00				
DELL MARKETING LP	0002200137	10506807472	20210811B	CHROMEBOOKS AND LICENSES	07/27/2021	229990	5,281.05
DELL MARKETING LP			5,281.05				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
DEMCO	0002200150	6984614	20210811B	LIBRARY SUPPLIES	08/02/2021	229991	145.01
DEMCO			145.01				
DIAMOND VOGEL		630057862	20210827B	Maintenance - Field Marker	08/26/2021	229992	254.70
DIAMOND VOGEL			254.70				
DISTRICT 51		FY21 Twnshp Rfnd	20210830H	Township Refund FY 21	08/26/2021	229993	467.05
DISTRICT 51			467.05				
Doolan, Tanya		CR FY22	20210903H	Credit Balance Refund	08/31/2021	229994	50.00
Doolan, Tanya			50.00				
DOTY, ISIAIAH		100421Offcl	20210827H	Boys JV Football	07/26/2021	229995	80.00
DOTY, ISIAIAH		101521Offcl	20210827H	Boys Fr Football	08/25/2021	229996	70.00
DOTY, ISIAIAH		101521Offcl	20210827H	Boys V Football	08/25/2021	229997	90.00
DOTY, ISIAIAH			240.00				
Dowling, Kary Christine		July Reimb Additional	20210819B	Reimbursement Volleyball Supplies	08/18/2021	229998	29.54
Dowling, Kary Christine		ReimbAug21	20210816H	Supplies for Girls Athletic Locker Room	08/16/2021	229998	75.00
Dowling, Kary Christine			104.54				
DP FILTERS		00020257	20210825B	FILTERS - MAINTENANCE	08/19/2021	229999	-2,025.98
DP FILTERS		00020258	20210825B	Maintenance - Filters	08/19/2021	229999	1,265.62
DP FILTERS		30247941	20210818B	FILTERS - MAINTENANCE	08/10/2021	229999	2,025.98
DP FILTERS			1,265.62				
DUBOIS, JERRY		101521Offcl	20210827H	Boys Fr Football	07/26/2021	230000	70.00
DUBOIS, JERRY		101521Offcl	20210827H	Boys V Football	07/26/2021	230001	90.00
DUBOIS, JERRY			160.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Dunker, Nicole Danielle		Sept 2021	20210907H	Spring 2021 Tuition Reimbursement	09/07/2021	9000000719	705.00
Dunker, Nicole Danielle			705.00				
Dunnan, James W		101121Offcl	20210827H	Boys JV Football	07/26/2021	9000000720	80.00
Dunnan, James W		Sept21 Ins	20210827H	Reimb for September 21 Ins Premiums	08/27/2021	9000000720	971.02
Dunnan, James W			1,051.02				
EAI EDUCATION	0002200154	INV1101674	20210818B	CALCS - TEACHER PACK	08/11/2021	230002	145.00
EAI EDUCATION			145.00				
Embrace Education		8112	20210819B	Annual Renewal 2021-2022	06/01/2021	230003	4,928.00
Embrace Education			4,928.00				
Engstrom, Travis M		Aug21 Meals	20210903H	August 2021 Meal Reimbursement	08/27/2021	9000000721	17.00
Engstrom, Travis M			17.00				
FARNSWORTH		227056	20210818B	PROJECT 0200507.00 TASK ORDER	08/12/2021	230004	595.00
FARNSWORTH		227057	20210818B	PROJECT 0200507.05 PROF. SERV.	08/12/2021	230005	497.50
FARNSWORTH GROUP			1,092.50				
Fillman, Tara Leigh		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000722	733.00
Fillman, Tara Leigh Elizabeth			733.00				
FIVE POINTS		822	20210812b	Installment #4 of 4 for previous years	08/09/2021	230006	9,000.00
FIVE POINTS		823	20210812B	USEAGE FEE	08/09/2021	230006	43,281.35
FIVE POINTS		82521	20210908B	PARKING LOT SPACES PER	09/02/2021	230006	2,500.00
FIVE POINTS WASHINGTON			54,781.35				
FIVE STAR WATER		20210819 - 97154	20210825B	BOTTLED WATER	08/19/2021	230007	6.25
FIVE STAR WATER			6.25				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
FOLLETT SCHOOL	0002200149	329679	20210818B	BOOKS FOR LIBRARY	08/06/2021	230008	464.12
FOLLETT SCHOOL			464.12				
Freeman, Amy A		Aug21 Supplies	20210830H	Reimburse Supplies	08/26/2021	9000000723	10.20
Freeman, Amy A			10.20				
Freeman, Kyle William		Aug21 Miles	20210908KL	August 2021 Mileage Reimbursement	09/08/2021	9000000724	83.44
Freeman, Kyle William			83.44				
FRONTIER		20210819-3167	20210825B	PHONE LINES	08/19/2021	230009	1,008.45
FRONTIER		20210901-5031	20210908B	PHONE LINES	09/01/2021	230009	53.42
FRONTIER			1,061.87				
GABBERTS CLEANING		7709	20210902B	August Monthly Janitorial	08/15/2021	230010	24,822.27
GABBERTS CLEANING			24,822.27				
Garske, Daniel Joseph		Aug21 Meals	20210820H	August 2021 Meal Reimbursement	08/20/2021	9000000725	67.00
Garske, Daniel Joseph			67.00				
Geisz, Joel P		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000726	3,632.31
Geisz, Joel P			3,632.31				
Geisz, John Stanley		Aug21 Fuel Reimb	20210903H	August 2021 Fuel Reimbursement	09/03/2021	9000000727	83.00
Geisz, John Stanley		Aug21 Meals	20210903H	August 20021 Meal Reimbursement	08/26/2021	9000000727	49.00
Geisz, John Stanley			132.00				
Gerlach, Karl		PPR FY22	20210903H	Parking Pass Refund	08/31/2021	230011	50.00
Gerlach, Karl			50.00				
GETZ FIRE		I1-804366	20210819B	ACCT 2443-00	08/19/2021	230012	3,071.00
GETZ FIRE EQUIPMENT LLC			3,071.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
GETZ INDUSTRIAL		I8-543948	20210812B	CAFE - CLEANING	08/09/2021	230013	1,316.20
GETZ INDUSTRIAL			1,316.20				
Gibson, Ruth		CR FY22	20210903H	Credit Balance Refund	08/31/2021	230014	150.00
Gibson, Ruth			150.00				
GORDON FOOD		212198590	20210826B	Cafe-Food	08/17/2021	230015	832.97
GORDON FOOD		212378688	20210826B	Cafe-Food	08/24/2021	230015	2,670.12
GORDON FOOD		212561526	20210902B	Cafe-food	08/31/2021	230015	2,226.58
GORDON FOOD		212738076	20210909B	Cafe - Food Supplies	09/07/2021	230015	7,898.65
GORDON FOOD		831343418	20210819B	Cafe - Supplies Other	08/13/2021	230015	317.70
GORDON FOOD		831343688	20210826B	Cafe-Food	08/17/2021	230015	87.69
GORDON FOOD		831343792	20210826B	Cafe-Food	08/18/2021	230015	267.80
GORDON FOOD		831344283	20210826B	Cafe-food	08/25/2021	230015	268.88
GORDON FOOD		831344742	20210902B	Cafe-food	08/31/2021	230015	133.92
GORDON FOOD		831344745	20210902B	Cafe-Food	08/31/2021	230015	517.66
GORDON FOOD SERVICE			15,221.97				
Grahek, Laura		CR FY22	20210903H	Credit Balance Refund	08/31/2021	230016	150.00
Grahek, Laura			150.00				
GRAYBAR		9322833084	20210812B	Maintenance - supplies	08/10/2021	230017	76.09
GRAYBAR		9322942293	20210818B	MAINTENANCE - SUPPLIES	08/17/2021	230017	253.00
GRAYBAR		9323194952	20210902B	Maintenance - Lighting	09/01/2021	230017	100.00

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
GRAYBAR	0002200181	9322878032	20210818B	ELECTRICAL SUPPLIES	08/12/2021	230017	202.18
GRAYBAR			631.27				
GREAT AMERICA		29974540	20210908B	Acct# 014-1372701-000 COPIER	08/26/2021	230018	214.00
GREAT AMERICA FINANCIAL			214.00				
GRIMES, LAURA A.		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000728	2,017.95
GRIMES, LAURA A.			2,017.95				
HEART		46440	20210908B	Technology	09/07/2021	230019	322.82
HEART		46459	20210908B	TECHNOLOGY - SSL CERTIFICATE	09/07/2021	230019	57.50
HEART TECHNOLOGIES INC			380.32				
HENRICKSEN & CO	0002200096	718336	20210909B	OFFICE FURNITURE	08/30/2021	230020	9,849.38
HENRICKSEN & CO	0002200132	717729	20210825B	FILE CABINETS, QUOE 21060235	08/16/2021	230020	890.42
HENRICKSEN & CO INC			10,739.80				
Howley, Beth		DCR FY22	20210830H	Refund Student Fees - Dual Credit	08/06/2021	230021	100.00
Howley, Beth			100.00				
IASA		20210820-IASA	20210910b	MEMBERSHIP DUES	08/20/2021	230022	1,272.58
IASA		20210812AG	20210812B	IASA Membership Dues 2021-2022	08/12/2021	230023	794.14
IASA		20210824JS	20210825B	IASA ACTIVE MEMBERSHIP DUES	08/25/2021	230023	992.16
IASA		AC 80-2021	20210909B	SEPTEMBER 2021- IASA ANNUAL	08/12/2021	230023	369.00
IASA			3,427.88				
IGNYTE SOFTWARE	0002200179	10777	20210811B	WE BASED LAB RESOURCE	08/08/2021	230024	100.00
IGNYTE SOFTWARE			100.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
IL PRINCIPALS ASSOC		20210901IPA	20210902B	IPA Membership	09/01/2021	230025	659.00
IL PRINCIPALS ASSOC			659.00				
Illinois Association of		0024363	20210909B	Membership	09/09/2021	230026	340.00
Illinois Association of School			340.00				
INSTRUMENTALIST		2201	20210909B	Awards	07/26/2021	230027	910.00
INSTRUMENTALIST AWARDS			910.00				
INTEGRATED		0717020	20210819B	HOSTING SERVICE - August 2021	07/01/2021	230028	288.00
INTEGRATED		0717708	20210819B	HOSTING SERVICE - September 2021	08/01/2021	230028	288.00
INTEGRATED		0718416	20210901B	HOSTING SERVICE - October 2021	09/01/2021	230028	288.00
INTEGRATED SYSTEMS			864.00				
Interface Americas, Inc		2142375	20210826B	MAITENANCE - SUPPLIES	08/17/2021	230029	214.83
Interface Americas, Inc			214.83				
J.W. PEPPER & SON,		363469301	20210909B	CHORAL SUPPLIES	07/17/2021	230030	32.74
J.W. PEPPER & SON,		363469302	20210909B	CHORAL MUSIC	07/17/2021	230030	26.74
J.W. PEPPER & SON,		363487141	20210909B	CHORAL SUPPLIES	08/02/2021	230030	70.00
J.W. PEPPER & SON,		363518244	20210909B	Band Supplies	08/18/2021	230030	119.58
J.W. PEPPER & SON,		363524283	20210909B	CHORAL SUPPLIES	08/21/2021	230030	20.49
J.W. PEPPER & SON,		363524870	20210909B	CHORAL SUPPLIES	08/23/2021	230030	30.49
J.W. PEPPER & SON,		363524871	20210909B	CHORAL SUPPLIES	08/23/2021	230030	63.00
J.W. PEPPER & SON,		363525497	20210909B	CHORAL SUPPLIES	08/23/2021	230030	37.50

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
J.W. PEPPER & SON,		363527033	20210909B	CHORAL SUPPLIES	08/23/2021	230030	33.30
J.W. PEPPER & SON,		363538395	20210909B	Band Supplies	08/26/2021	230030	49.00
J.W. PEPPER & SON, INC.			482.84				
JOHNSON		139600	20210826B	MAINTENANCE	08/18/2021	230031	240.00
JOHNSON MECHANICAL			240.00				
Jones, Marcy		CR FY22	20210903H	Credit Balance Refund	09/03/2021	230032	50.00
Jones, Marcy			50.00				
Joop, Eric Thomas		Aug21 Meals	20210903H	August 2021 Meal Reimbursement	08/27/2021	9000000729	17.00
Joop, Eric Thomas			17.00				
JOURNEYEDCOMINC	0002200148	10441657	20210901B	ADOBE K-12 SCHOOL SITE DEVICE	09/02/2021	230033	6,122.50
JOURNEYEDCOMINC			6,122.50				
JOYCE, RICHARD		091421Offcl	20210817H	Girls Swim Meet	08/16/2021	230034	65.00
JOYCE, RICHARD			65.00				
K COM		47963	20210827B	Maintenance - Fire Alarm	08/19/2021	230035	2,470.00
K COM		47967	20210827B	Maintenance - fire alarm	08/19/2021	230035	1,500.00
K COM TECHNOLOGIES, INC.			3,970.00				
KAAK, STEVE		091421Offcl	20210827H	Boys JV & V Soccer	08/25/2021	230036	110.00
KAAK, STEVE			110.00				
KALM, MICHEAL		092321Offcl	20210827H	Boys Fr Football	08/25/2021	230037	70.00
KALM, MICHEAL		100421Offcl	20210827H	Boys JV Football	07/26/2021	230038	80.00
KALM, MICHEAL			150.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Kellenberger, Carrie		CR FY22	20210903H	Credit Balance Refund	08/31/2021	230039	50.00
Kellenberger, Carrie			50.00				
Keyes-Lutz, Janelle		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000730	3,751.56
Keyes-Lutz, Janelle Kristine			3,751.56				
KIDDER MUSIC		1000255881	20210909B	Band - Books	08/28/2021	230040	53.94
KIDDER MUSIC SERVICE			53.94				
KIMPLING ACE		196577	20210901B	Maintenance Supplies	08/17/2021	230041	20.00
KIMPLING ACE		196607	20210827B	Maintenance Supplies	08/19/2021	230041	7.99
KIMPLING ACE		196653	20210827B	Maintenance Supplies	08/24/2021	230041	52.72
KIMPLING ACE		196658	20210827B	Maintenance - Supplies	08/24/2021	230041	6.59
KIMPLING ACE		196719	20210909B	Maintenance Supplies	08/30/2021	230041	27.50
KIMPLING ACE HARDWARE			114.80				
KINAS, DOUG		091421Offcl	20210820H	Girls Volleyball	08/19/2021	230042	90.00
KINAS, DOUG		092321Offcl	20210820H	Girls Volleyball	08/19/2021	230043	90.00
KINAS, DOUG		101221Offcl	20210820H	Girls Volleyball	08/19/2021	230044	90.00
KINAS, DOUG			270.00				
KNAUSS, BRANDON		091421Offcl	20210903H	Boys V Soccer	09/01/2021	230045	70.00
KNAUSS, BRANDON			70.00				
KOCH		1987-B	20210818B	AUDIT FEES - WCHS308	08/13/2021	230046	500.00
KOCH CONSULTANTS, LTD			500.00				
KOENER ELECTRIC		48086	20210909B	MAINTENANCE - FOOTBALL FIELD	09/02/2021	230047	700.00
KOENER ELECTRIC INC			700.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
KOHL WHOLESale		448972	20210813B	ACCT 96528	08/06/2021	230048	3,513.06
KOHL WHOLESale		453421	20210819B	ACCT 96528	08/13/2021	230048	2,730.87
KOHL WHOLESale		458503	20210826B	ACCT 96528	08/20/2021	230048	4,916.80
KOHL WHOLESale		463961	20210901B	ACCT 96528	08/27/2021	230048	7,010.51
KOHL WHOLESale		469357	20210909B	ACCT 96528	09/03/2021	230048	6,398.10
KOHL WHOLESale			24,569.34				
Kohlman, Michael		101121Offcl	20210827H	Boys So. Football	08/25/2021	230049	80.00
Kohlman, Michael			80.00				
KONE INC		959932139	20210811B	MAINTENANCE AGREEMENT	08/01/2021	230050	4,536.00
KONE INC			4,536.00				
KROGER CO - IN DIV		023183	20210825B	CAFE - FOOD SUPPLIES	08/10/2021	230051	20.37
KROGER CO - IN DIV		029924	20210819B	SPED - Cooking Supplies	08/17/2021	230051	18.27
KROGER CO - IN DIV		043031	20210825B	SPED - FOOD SUPPLIES	08/24/2021	230051	15.15
KROGER CO - IN DIV		254137	20210909B	FCS Supplies	09/06/2021	230051	46.63
KROGER CO - IN DIV		Statement Credit	20210909B	FCS Supplies	09/09/2021	230051	-3.91
KROGER CO - IN DIV			96.51				
KRUZICK, GEORGE		101521Offcl	20210827H	Boys Fr Football	07/26/2021	230052	70.00
KRUZICK, GEORGE		101521Offcl	20210827H	Boys V Football	07/26/2021	230053	90.00
KRUZICK, GEORGE			160.00				
Kuchan, Margaret		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000731	3,192.00
Kuchan, Margaret Elizabeth			3,192.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
LASER ELECTRIC, INC		PROJECT 00-10.04	20210909B	Parking Lot Lighting	08/31/2021	230054	85,882.50
LASER ELECTRIC, INC			85,882.50				
Ledger, Krystal Dawn		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000732	5,047.50
Ledger, Krystal Dawn			5,047.50				
LEONARD A. UNES	0002200129	41065	20210812B	TRANSCRIPT LABELS	08/04/2021	230055	195.00
LEONARD A. UNES			195.00				
LIBERTY TERMITE&		184195	20210901B	PEST CONTROL	08/27/2021	230056	105.00
LIBERTY TERMITE&			105.00				
Little, Baylie Jordan		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000733	2,421.54
Little, Baylie Jordan			2,421.54				
Logue, Jann Margaret		Aug 21 Meals	20210903H	August 2021 Meal Reimbursement	08/23/2021	9000000734	10.00
Logue, Jann Margaret			10.00				
Lucas, Dave		092321Offcl	20210827H	Boys F Football	08/25/2021	230057	70.00
Lucas, Dave		101121Offcl	20210827H	Boys JV Football	07/26/2021	230058	80.00
Lucas, Dave			150.00				
Lynch, Monica Rocio		Sept 2021	20210907H	Spring/Summer 2021 Tuition	09/07/2021	9000000735	2,825.13
Lynch, Monica Rocio			2,825.13				
Maine Township District		102521	20210903H	IL Instructional Coaching Conference	09/03/2021	230059	60.00
Maine Township District 207			60.00				
Markley, Adam		CR FY22	20210903H	Credit Balance Refund	08/31/2021	230060	150.00
Markley, Adam			150.00				
MARKS, RICHARD		100921Offcl	20210827H	Boys JV & V Soccer	08/25/2021	230061	110.00
MARKS, RICHARD			110.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
McGinnes, Pete		100421Offcl	20210827H	Boys JV Football	07/26/2021	230062	80.00
McGinnes, Pete		101521Offcl	20210827H	Boys Fr Football	07/26/2021	230063	70.00
McGinnes, Pete		101521Offcl	20210827H	Boys V Football	07/26/2021	230064	90.00
McGinnes, Pete			240.00				
McLauchlan, Meghan		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000736	2,421.54
McLauchlan, Meghan			2,421.54				
McNierney, Catherine		YBR FY22	20210820H	Yearbook Refund	08/06/2021	230065	35.00
McNierney, Catherine			35.00				
MENARDS -		51293	20210812B	MAINTENANCE - SUPPLIES	08/04/2021	230066	140.29
MENARDS -		51405	20210812B	Maintenance	08/06/2021	230066	390.48
MENARDS -		51600	20210813B	Maintenance - Life Safety	08/10/2021	230066	78.04
MENARDS -		51711	20210813B	LIFE SAFETY	08/12/2021	230066	46.07
MENARDS -		51940	20210827B	Maintenance	08/17/2021	230066	1.57
MENARDS -		52103	20210826B	Transportation Supplies	08/20/2021	230066	99.70
MENARDS -		527962	20210908B	MAINTENANCE	09/02/2021	230066	9.58
MENARDS -		52797	20210908B	MAINTENANCE	09/02/2021	230066	53.97
MENARDS - WASHINGTON			819.70				
Merritt, G. Michelle		092321Offcl	20210820H	Girls Volleyball	08/19/2021	230067	90.00
Merritt, G. Michelle		101221Offcl	20210820H	Girls Volleyball	08/19/2021	230068	90.00
Merritt, G. Michelle			180.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
MID ILLINI		2021-2022 Assignr Fee	20210823H	2021-2022 MID-ILLINI CONFERENCE	07/01/2021	230069	150.00
MID ILLINI CONFERENCE			150.00				
MIDWEST		00-10.04-2	20210909B	Design Services	08/31/2021	230070	949.30
MIDWEST		00-10.05-1	20210909B	DESIGN SERVICES	08/31/2021	230070	3,868.75
MIDWEST ENGINEERING			4,818.05				
MIDWEST		WCHS 2021-2022	20210818B	ATHLETIC TRAINING SERVICES	05/19/2021	230071	24,999.00
MIDWEST ORTHOPAEDIC			24,999.00				
MILLER HALL &		20210816-108M	20210818B	LEGAL FEES	08/16/2021	230072	532.40
MILLER HALL & TRIGGS			532.40				
Miller, Nicholas L		Aug21 Meals	20210820H	August 2021 Meal Reimbursement	08/20/2021	9000000737	66.00
Miller, Nicholas L			66.00				
MORTON	0002200155	247078012120180184193	20210909B	COLORADO TIME SYSTEMS	07/30/2021	230073	250.00
MORTON	0002200156	241134312386002235351	20210909B	WEBSTAIRANT STORE	08/25/2021	230073	869.00
MORTON	0002200209	244921612350000142873	20210909B	GRACENOTES	08/23/2021	230073	235.00
MORTON	0002200210	244921612320000172790	20210909B	Q SWIMWEAR	09/20/2021	230073	1,707.00
MORTON	0002200212	242042912310074258487	20210909B	EBAY	08/19/2021	230073	56.53
MORTON	0002200216	249064112291282513675	20210909B	B&H PHOTO	08/17/2021	230073	181.62
MORTON	0002200217	246921612311000125726	20210909B	PEARSON EDUCATION	08/19/2021	230073	113.91
MORTON	0002200218	240133912300030052838	20210909B	SPORTSFIELD SPECIALITIES	08/18/2021	230073	371.00
MORTON	0002200219	246921612210055625511	20210909B	COSTCO	09/10/2021	230073	107.76

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
MORTON	0002200220	246921612211006344287	20210909B	COSTCO MEMBERSHP RENEWAL	08/09/2021	230073	60.00
MORTON	0002200221	249430012220913080000	20210909B	PIZZA HUT	08/09/2021	230073	272.51
MORTON	0002200237	244921612150000175771	20210909B	ROE - Registration for Holly Raubach	08/03/2021	230073	50.00
MORTON	0002200238	241374612243006640417	20210909B	Office Depot - customized post it notes	08/12/2021	230073	429.57
MORTON	0002200239	246921612281008868051	20210909B	New York Times	08/16/2021	230073	165.00
MORTON	0002200240	246921612210085741254	20210909B	Amazon Prime membership	08/21/2021	230073	179.00
MORTON	0002200241	742013312380000050602	20210909B	Linktree	08/26/2021	230073	60.00
MORTON	0002200242	249430012420833233518	20210909B	Bostick Sullivan	08/30/2021	230073	106.77
MORTON	0002200243	244921612420000024436	20210909B	Admin Academy - ROE	08/30/2021	230073	50.00
MORTON	2002200004	247893012251074004986	20210909B	NEGWER MATERIALS	08/12/2021	230073	92.08
MORTON COMMUNITY BANK			5,356.75				
MORTON		240133912220016371181	20210908B	MEETING	08/10/2021	230074	14.39
MORTON		240408121820778860001	20210908B	Jason's Deli	08/05/2021	230074	158.78
MORTON		244450012320008546537	20210908B	WEAVERS	09/19/2021	230074	21.55
MORTON		246921612171002834256	20210908B	Panera Bread	08/05/2021	230074	185.37
MORTON		246921612251003211031	20210908B	PANERA BREAD	08/13/2021	230074	188.37
MORTON		247554212191321967010	20210908B	Washington Family Restaurant	08/06/2021	230074	29.62
MORTON		247554212391723971413	20210908B	BWW	08/26/2021	230074	14.10

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
MORTON		247554212392723907070	20210908B	IASA CONFERENCE	08/27/2021	230074	380.07
MORTON COMMUNITY BANK			992.25				
MORTON		241374612381002808682	20210908B	Science Supplies	08/25/2021	230075	50.35
MORTON		242263812190910070193	20210908B	Walmart	08/06/2021	230075	73.08
MORTON		242263812230910080701	20210908B	Walmart	08/10/2021	230075	6.79
MORTON		244445001219000883232	20210908B	Dollar Tree	08/06/2021	230075	2.00
MORTON		244457112213004824965	20210908B	Kroger	08/09/2021	230075	15.00
MORTON		244457112213048249579	20210908B	Walmart	08/10/2021	230075	55.85
MORTON		244550112371410006097	20210908B	Walmart	08/25/2021	230075	72.51
MORTON COMMUNITY BANK			275.58				
MORTON		240133912290027829534	20210908B	LA FIESTA MEXICAN RESTR	08/16/2021	230076	81.62
MORTON		241374612390014415600	20210908B	CVS/Pharmacy	08/26/2021	230076	50.00
MORTON		242263812380910083140	20210908B	Walmart	08/25/2021	230076	31.08
MORTON		244921512327151247325	20210908B	TEACHERS PAY TEACHERS	08/20/2021	230076	49.60
MORTON COMMUNITY BANK			212.30				
MTCO		11469612	20210908B	ACCOUNT 00043626-6	09/01/2021	230077	1,583.00
MTCO			1,583.00				
Muniz, Bliss Janeece		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000738	733.00
Muniz, Bliss Janeece			733.00				
N2Y	0002200170	INV-1037855	20210818B	RENEWAL OF UNIQUE LEARNING	08/06/2021	230078	2,864.03
N2Y			2,864.03				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Navigate360, LLC		66668	20210901B	Technology	08/26/2021	230079	400.00
Navigate360, LLC			400.00				
NELSON, BRYAN		100421Offcl	20210827H	Boys JV Football	07/26/2021	230080	80.00
NELSON, BRYAN			80.00				
Nelson, Curtis E		ReimbAug21	20210823H	CDL Physical	07/28/2021	9000000739	100.00
Nelson, Curtis E			100.00				
NeuroRestorative		394712-83121	20210909B	August Tuition 2021	09/07/2021	230081	6,228.64
NeuroRestorative			6,228.64				
NEXT ERA ENERGY		45691665062889	20210812B	ACCT 8100062051 - Energy	08/05/2021	230082	11,544.34
NEXT ERA ENERGY			11,544.34				
Nohl, Phyllis		101421Offcl	20210820H	Girls Volleyball	08/19/2021	230083	90.00
Nohl, Phyllis		102021Offcl	20210820H	Girls Volleyball	08/19/2021	230084	90.00
Nohl, Phyllis			180.00				
Ogden, Jessica		CR FY22	20210824H	Credit Balance Refund	08/06/2021	230085	150.00
Ogden, Jessica			150.00				
Parks, Jenna Kathleen		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000740	2,421.54
Parks, Jenna Kathleen			2,421.54				
PERFORMANCE		#IN94106357	20210819B	Medical Supplies - Athletics	08/10/2021	230086	459.16
PERFORMANCE		#IN94119686	20210819B	MEDICAL SUPPLIES - ATHLETICS	08/13/2021	230086	4,394.01
PERFORMANCE		IN94217933	20210909B	Athletic supplies	09/07/2021	230086	70.46
PERFORMANCE HEALTH			4,923.63				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Phegley, Susan		LR FY22	20210909KL	Lunch Acct Rfd	09/09/2021	230087	14.45
Phegley, Susan			14.45				
PIONEER		INV804963	20210908B	Maintenance	08/31/2021	230088	940.50
PIONEER MANUFACTURING			940.50				
PITNEY BOWES		20210826 prchspwr	20210827B	METER POSTAGE	08/26/2021	230089	500.00
PITNEY BOWES PURCHASE			500.00				
PLS 3RD LEARNING	0002200097	PS-INV000324	20210811B	LICENSING FOR 2021-22 SCHOOL	07/30/2021	230090	2,000.00
PLS 3RD LEARNING			2,000.00				
PRESIDIO		6021021003518	20210902B	Technology - install Services	08/31/2021	230091	675.00
PRESIDIO NETWORKED			675.00				
Pro Edge Inc		2869	20210811B	Maintenance - Gym Handrail	08/03/2021	230092	6,580.00
Pro Edge Inc			6,580.00				
Quadient Finance USA,		20210825QFI	20210827B	Postage	08/25/2021	230093	150.00
Quadient Finance USA, Inc.			150.00				
RAGAN		26009	20210818B	TRANSPORTATION - RADIO	08/12/2021	230094	1,456.90
RAGAN COMMUNICATIONS,			1,456.90				
Reiser, Matthew P		Aug21 Meals	20210903H	August 2021 Meal Reimbursement	08/16/2021	9000000741	52.00
Reiser, Matthew P			52.00				
RESOURCE SHARING		5550	20210812B	RSA Membership & Access Fees	08/10/2021	230095	2,725.00
RESOURCE SHARING			2,725.00				
Roberts, Lisa Michele		Aug21 Miles	20210908KL	August 2021 Mileage Reimbursement	09/08/2021	9000000742	28.00
Roberts, Lisa Michele			28.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
RON'S DONUTS &		53478	20210811B	TI - 2021	08/11/2021	230096	108.00
RON'S DONUTS & BAKERY			108.00				
Ross, Kimberly Kay		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000743	1,409.70
Ross, Kimberly Kay			1,409.70				
RUTTER, DOUG		091421Offcl	20210827H	Boys JV & V Soccer	08/25/2021	230097	110.00
RUTTER, DOUG			110.00				
Sando, Justin		2144	20210901B	Maintenance - Renovations	07/13/2021	230098	3,885.00
Sando, Justin		2159	20210901B	Maintenance - Renovations	08/19/2021	230098	284.00
Sando, Justin			4,169.00				
Schmidgall, Susan		PPR FY22	20210831H	Parking Pass Refund	08/31/2021	230099	50.00
Schmidgall, Susan			50.00				
Schoenheider, Jennifer		CR FY22	20210903H	Credit Balance Refund	08/31/2021	230100	150.00
Schoenheider, Jennifer			150.00				
SCHOOL NUTRITION		IL08052021-EC	20210811B	CAFE DUES	08/05/2021	230101	305.00
SCHOOL NUTRITION ASSOC			305.00				
SCHOOL SPECIALTY	0002200084	308103842224	20210901B	CLASS SUPPLIES	08/26/2021	230102	334.25
SCHOOL SPECIALTY			334.25				
SERVICE AUTO		742907	20210827B	Maintenance - Supplies	08/13/2021	230103	4.26
SERVICE AUTO SUPPLY			4.26				
Sidwell, Nathan Patrick		Aug21 Meals	20210903H	August 2021 Meal Reimbursement	08/24/2021	9000000744	32.00
Sidwell, Nathan Patrick			32.00				
Sluder, Phillip Michael		Aug21 Meals	20210903H	August 2021 Meal Reimbursement	08/27/2021	9000000745	10.00
Sluder, Phillip Michael			10.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Smith, Thomas		Sept 21	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000746	831.00
Smith, Thomas Frederick			831.00				
SOCCERCOM	0002200184	98720670	20210813B	JERSEYS	08/11/2021	230104	894.85
SOCCERCOM	0002200201	98782072	20210825B	TEAM APPAREL	08/19/2021	230104	240.39
SOCCERCOM			1,135.24				
SONOVA USA, INC.	0002200182	5134351528	20210825B	PHONAK, ROGER PEN	08/12/2021	230105	902.14
SONOVA USA, INC.			902.14				
SOUTH SIDE		S100714756.001	20210819B	MAINTENANCE SUPPLIES	08/18/2021	230106	41.66
SOUTH SIDE		S100716488.001	20210901B	MAINTENANCE SUPPLIES	08/27/2021	230106	306.67
SOUTH SIDE CONTROL			348.33				
SPECIALIZED		INV119095	20210813B	JULY 2021 High Road Sch of	08/05/2021	230107	4,223.96
SPECIALIZED		inv119110	20210813B	July 2021 High Road Sch of Bloomington	08/05/2021	230107	4,542.20
SPECIALIZED EDUCATION			8,766.16				
Spillman, David Wesley		Aug21 Meals	20210903H	August 2021 Meal Reimbursement	08/26/2021	9000000747	10.00
Spillman, David Wesley			10.00				
SPRINGFIELD		S6982685.001	20210908B	MAINTENANCE	09/03/2021	230108	76.62
SPRINGFIELD ELECTRIC CO			76.62				
STAPLES	0002200172	7336510267-0-1	20210811B	5160 LABELS	08/05/2021	230109	184.70
STAPLES	0002200225	7337906675-0-1	20210902B	LABELS	08/25/2021	230109	49.42
STAPLES ADVANTAGE			234.12				
Starkey, Luke Matthew		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000748	2,421.54
Starkey, Luke Matthew			2,421.54				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Steffen, Colleen		Sept 2021	20210907H	Spring 2021 Tuition Reimbursement	09/07/2021	9000000749	1,210.77
Steffen, Colleen Elizabeth			1,210.77				
Strauch, John R		Aug21 Meals	20210903H	August 2021 Meal Reimbursement	08/26/2021	9000000750	32.00
Strauch, John R			32.00				
SWEARINGEN, TIM		100421Offcl	20210827H	Boys JV Football	07/26/2021	230110	80.00
SWEARINGEN, TIM			80.00				
Tackman, Melissa		BR FY22	20210903H	Book Refund - Dual Cr Class	09/01/2021	230111	59.38
Tackman, Melissa			59.38				
TEAM WORKS		55207	20210811B	FRESHMAN KICK OFF	08/06/2021	230112	875.00
TEAM WORKS	0002200226	55399	20210901B	EXTRA PE UNIFORMS	08/30/2021	230112	2,370.00
TEAM WORKS			3,245.00				
TESTOUT	0002200200	INV488025	20210825B	PC PRO AND NETWORK PRO	08/19/2021	230113	1,598.00
TESTOUT			1,598.00				
THE BABY FOLD INC		13617	20210812B	OUT OF DIST TUITION - JULY	08/10/2021	230114	4,229.70
THE BABY FOLD INC			4,229.70				
THE HOME DEPOT		635152614	20210826B	Maintenance - Paper Towels	08/16/2021	230115	-52.24
THE HOME DEPOT	0002200173	633169495	20210818B	SUPPLIES	08/05/2021	230115	448.50
THE HOME DEPOT	0002200173	633455860	20210818B	SUPPLIES	08/06/2021	230115	30.46
THE HOME DEPOT	0002200173	635717325	20210908B	SUPPLIES	08/18/2021	230115	224.25
THE HOME DEPOT	0002200173	636557878	20210908B	SUPPLIES	08/23/2021	230115	-439.53
THE HOME DEPOT	0002200176	633455878	20210818B	JANITORIAL SUPPLIES	08/06/2021	230115	1,524.85

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
THE HOME DEPOT	0002200186	632302550	20210812B	SANITIZER	08/02/2021	230115	315.72
THE HOME DEPOT	2002200005	637120205	20210908B	JANITORIAL SUPPLIES	08/25/2021	230115	1,436.10
THE HOME DEPOT	2002200005	638182220	20210908B	JANITORIAL SUPPLIES	08/31/2021	230115	324.13
THE HOME DEPOT PRO DBA			3,812.24				
THE MUSIC SHOPPE		3093254	20210909B	band supplies	08/12/2021	230116	18.99
THE MUSIC SHOPPE		3098403	20210909B	Band Equipment	08/23/2021	230116	381.73
THE MUSIC SHOPPE		3099185	20210909B	Band Equipment	08/27/2021	230116	89.36
THE MUSIC SHOPPE			490.08				
THE SHERWIN-		7398-5	20210812B	Maintenance - Supplies Paint	08/06/2021	230117	29.41
THE SHERWIN-WILLIAMS CO			29.41				
THOMAS, CHRISTINA		092721Offcl	20210820H	Girls Volleyball	08/19/2021	230118	90.00
THOMAS, CHRISTINA		100521Offcl	20210820H	Girls Volleyball	08/19/2021	230119	90.00
THOMAS, CHRISTINA			180.00				
THOMAS, ROD		092721Offcl	20210820H	Girls Volleyball	08/19/2021	230120	90.00
THOMAS, ROD		100521Offcl	20210820H	Girls Volleyball	08/19/2021	230121	90.00
THOMAS, ROD			180.00				
Thompson, Ryland		100521Offcl	20210827H	Boys JV & V Soccer	08/25/2021	230122	110.00
Thompson, Ryland			110.00				
TMCSEA		0422308	20210819B	AUGUST 2021 - WCHS 308	08/19/2021	230123	8,577.76
TMCSEA			8,577.76				
Tollakson, Kathleen		Sept 2021	20210907H	Summer 2021 Tuition Reimbursement	09/07/2021	9000000751	1,875.78
Tollakson, Kathleen Lynn			1,875.78				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Touch of Wellness		000695	20210901B	Transportation - DOT Physical	08/20/2021	230124	150.00
Touch of Wellness			150.00				
TOUCH TONE		1363931	20210908B	COMMUNICATIONS	09/01/2021	230125	27.24
TOUCH TONE			27.24				
Traver, Jennifer		BR FY22	20210903H	Book Refund - Dual Cr Class	09/01/2021	230126	69.99
Traver, Jennifer			69.99				
UFTRING CHEV-		CTCS561437	20210827B	DRIVERS ED - BRAKES	07/21/2021	230127	55.00
UFTRING CHEV-OLDS-SAAB			55.00				
USPS		20210831-USPS	20210908B	PERMIT FEE BULK MAIL-EXPIRES	08/31/2021	230128	245.00
USPS			245.00				
VERIZON WIRELESS		9886554355	20210826B	ACCT 780318592-0001	08/18/2021	230129	728.46
VERIZON WIRELESS			728.46				
Virbickis, Joseph A		SPS FY22	20210907H	School Psychological Srvcs	09/07/2021	9000000752	4,500.00
Virbickis, Joseph A			4,500.00				
VITAL SIGNS		60232	20210812B	Drivers' Ed - signs	08/10/2021	230130	235.00
VITAL SIGNS		60292	20210827B	Maintenance - Signs	08/26/2021	230130	168.00
VITAL SIGNS		60328	20210827B	Maintenance Signs	08/26/2021	230130	147.00
VITAL SIGNS			550.00				
VOGEL, WENDY		101421Offcl	20210820H	Girls Volleyball	08/19/2021	230131	90.00
VOGEL, WENDY			90.00				
WALDBEESSER,		100521Offcl	20210827H	Boys JV & V Soccer	08/25/2021	230132	110.00
WALDBEESSER, MICHELE			110.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Walker, Rick		CR FY22	20210903H	Credit Balance Refund	09/03/2021	230133	150.00
Walker, Rick			150.00				
WASHINGTON AREA		20210809WACC	20210812B	User agreement payable annually	08/09/2021	230134	75,000.00
WASHINGTON AREA CC			75,000.00				
Washington Grade		FY21 Twnshp Rfnd	20210830H	Township Refund FY 21	08/26/2021	230135	222.22
Washington Grade School			222.22				
WASHINGTON GRADE		FY21 Twnshp Rfnd	20210830H	Township Refund FY 21	08/26/2021	230136	292.12
WASHINGTON GRADE			292.12				
WASTE		3129818-2070-6	20210908B	ACCT 20-59268-33005	08/31/2021	230137	882.34
WASTE MANAGEMENT			882.34				
WCHS IMPREST FUND		Aug 2021	20210907H	Replenish Imprest Acct - August 2021	09/07/2021	230138	3,631.52
WCHS IMPREST FUND			3,631.52				
WEAVER		1124	20210901B	Maintenance - Concrete Removal	09/01/2021	230139	9,050.00
WEAVER		1125	20210909B	Maintenance	09/08/2021	230139	2,700.00
WEAVER EXCAVATING			11,750.00				
Wenzel, April Marie		Sept 2021	20210907H	Spring 2021 Tuition Reimbursement	09/07/2021	9000000753	705.00
Wenzel, April Marie		Sept21 Reimb	20210907H	Reimburse Unified PE Supplies	09/07/2021	9000000753	32.54
Wenzel, April Marie			737.54				
Whitehurst, Kimberly		Aug21 Miles	20210903H	August 2021 Mileage Reimbursement	08/31/2021	9000000754	14.56
Whitehurst, Kimberly Marie			14.56				
WIELAND'S LAWN		826224	20210826B	MAINTENANCE	08/25/2021	230140	101.85
WIELAND'S LAWN MOWER			101.85				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Williams, Shannon		BR FY22	20210903H	Book Refund - Dual Cr Class	09/01/2021	230141	95.97
Williams, Shannon			95.97				
Winne, Jennifer		CR FY22	20210903H	Credit Balance Refund	08/31/2021	230142	50.00
Winne, Jennifer			50.00				
WINTERSET WATER		11586	20210826B	CAFE WATER	08/19/2021	230143	614.00
WINTERSET WATER LLC			614.00				
Woods, Kris		CR FY22	20210903H	Credit Balance Refund	08/31/2021	230144	50.00
Woods, Kris			50.00				
Young, Tierany		CR FY22	20210903H	Credit Balance Refund	08/31/2021	230145	50.00
Young, Tierany			50.00				
YOUNT, ROME		092821Offcl	20210817H	Girls Swim Meet	08/16/2021	230146	65.00
YOUNT, ROME			65.00				
Zehr, Deanna Christine		Sept 2021	20210907H	Spring 2021 Tuition Reimbursement	09/07/2021	9000000755	1,184.70
Zehr, Deanna Christine			1,184.70				
Total Number of Batch Invoices:			0				\$0.00
Total Number of Open Invoices:			0				\$0.00
Total Number of History Invoices:			438				\$795,574.10
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:			438				795,574.10

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
ARENS, TIM		090221Offcl	20210827H	Boys V Soccer	08/25/2021	3989	70.00
ARENS, TIM			70.00				
Beebe, David		083121Offcl	20210820H	Boys V & JV Soccer	08/18/2021	3977	110.00
Beebe, David			110.00				
BYRD, KEVIN		082021Offcl	20210817H	Official for Football Scrimmage	08/16/2021	3970	70.00
BYRD, KEVIN			70.00				
Cram, Kay		031821 SCRKPR	20210823H	Scorekeeper - Volleyball	08/19/2021	3988	80.00
Cram, Kay			80.00				
CUSTER, MATT		083121Offcl	20210820H	Boys V Soccer	08/18/2021	3978	70.00
CUSTER, MATT			70.00				
Dahlquist, Martin		082321Offcl	20210820H	Boys V & JV Soccer	08/18/2021	3979	110.00
Dahlquist, Martin			110.00				
FRANKEN, TOM		083121Offcl	20210820H	Boys V & JV Soccer	08/18/2021	3980	110.00
FRANKEN, TOM			110.00				
HANSEN, MICHAEL		090221Offcl	20210827H	Boys JV & V Soccer	08/25/2021	3990	110.00
HANSEN, MICHAEL		090221Offcl	20210827H	Boys JV & V Soccer	08/25/2021	3990	-110.00
HANSEN, MICHAEL			0.00				
HELGESON, RON		083121Offcl	20210820H	Girls Volleyball	08/19/2021	3981	90.00
HELGESON, RON			90.00				
Illinois High School		FY 22-2306	20210817H	Membership assessment dues	08/16/2021	3971	1,625.00
Illinois High School			1,625.00				
KAAK, STEVE		082321Offcl	20210820H	Boys V Soccer	08/18/2021	3982	70.00
KAAK, STEVE			70.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
KINAS, DOUG		082321Offcl	20210820H	Girls Volleyball	08/19/2021	3983	90.00
KINAS, DOUG		082321Offcl	20210820H	Girls Volleyball	08/19/2021	3983	-90.00
KINAS, DOUG			0.00				
Maddock, Dave		082021Offcl	20210817H	Official for Football Scrimmage	08/16/2021	3972	70.00
Maddock, Dave			70.00				
MADDOCK, JAMES		082021Offcl	20210817H	Official for Football Scrimmage	08/16/2021	3973	70.00
MADDOCK, JAMES			70.00				
Pekin Park District		5193297486	20210817H	Tennis Balls for Boys / Girls Program	08/09/2021	3974	371.52
Pekin Park District			371.52				
RIDENOUR, DAVE		083121Offcl	20210820H	Girls Volleyball	08/19/2021	3984	90.00
RIDENOUR, DAVE			90.00				
Ringenberg, Jeff		082321Offcl	20210820H	Girls Volleyball	08/19/2021	3985	90.00
Ringenberg, Jeff		082321Offcl	20210820H	Girls Volleyball	08/19/2021	3985	-90.00
Ringenberg, Jeff		090421Offcl	20210820H	Girls Volleyball	08/19/2021	3986	90.00
Ringenberg, Jeff			90.00				
Schmidt, Todd		082421Offcl	20210817H	Girls Swim Meet	08/16/2021	3975	65.00
Schmidt, Todd			65.00				
Sepich, Andrew		082021Offcl	20210817H	Official for Football Scrimmage	08/16/2021	3976	70.00
Sepich, Andrew			70.00				
SNYDER, RUSS		082321Offcl	20210820H	Boys V & JV Soccer	08/18/2021	3987	110.00
SNYDER, RUSS		091321Offcl	20210827H	Boys V Soccer	08/25/2021	3991	55.00
SNYDER, RUSS			165.00				

Invoice Listing (Condensed)

Washington CHSD 308

Full Name	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
WALDBEESSER,		091321Offcl	20210827H	Boys V Soccer	08/25/2021	3992	55.00
WALDBEESSER, MICHELE			55.00				
Ziegler, Zach		091321Offcl	20210827H	Boys V Soccer	08/25/2021	3993	70.00
Ziegler, Zach			70.00				
Total Number of Batch Invoices:				0			\$0.00
Total Number of Open Invoices:				0			\$0.00
Total Number of History Invoices:				27			\$3,521.52
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:				27			3,521.52

9. ACTION ITEMS

9.1. Personnel

9.1.1. Leave of Absence Request

9.1.1.a. Approve Leave of Absence Request – Aaron Ross

Recommendation:

That the Board of Education approve Aaron Ross' request for a leave of absence beginning September 17, 2021 through October 31, 2021 as presented in his letter.

Suggested Motion:

Move to approve the request for a leave of absence from Aaron Ross as recommended.

9. ACTION ITEMS

9.1. Personnel

9.1.2. Non-Certified Employment

9.1.2.a. Approve Employment of Brock Hopp – Temporary Special Events Custodian

Recommendation:

That the WCHS Board of Education approve the employment of Brock Hopp as the Temporary Special Events Custodian for the 2021-2022 school year at the rate presented in the Recommendation for Employment.

Suggested Motion:

Move to approve the recommendation for employment of Brock Hopp as the Temporary Special Events Custodian as presented.

9.1.2.b. Approve Employment of April Wagner – Part-time Food Service Worker

Recommendation:

That the WCHS Board of Education approve the employment of April Wagner as a Part-time Food Service Worker for the 2021-2022 school year at the rate presented in the Recommendation for Employment.

Suggested Motion:

Move to approve the recommendation for employment of April Wagner as a Part-time Food Service Worker as presented.

9. ACTION ITEMS

9.1. Personnel

9.1.3. Extracurricular Personnel

9.1.3.a. Approve Employment of Joanna Allen – Sophomore Executive Board Sponsor

Recommendation:

That the WCHS Board of Education approve the employment of Joanna Allen as the Sophomore Executive Board Sponsor for the 2021-2022 school year at the rate presented in the recommendation for employment.

Suggested Motion:

Move to approve the recommendation for Joanna Allen as the Sophomore Executive Board Sponsor as presented.

9.1.3.b. Approve Employment of Samantha Schulz – Science Club Sponsor

Recommendation:

That the WCHS Board of Education approve the employment of Samantha Schulz as the Science Club Sponsor for the 2021-2022 school year at the rate presented in the recommendation for employment.

Suggested Motion:

Move to approve the recommendation for Samantha Schulz as the Science Club Sponsor as presented.

9.1.3.c. Approve Employment of Brittany Stage – Junior Class Sponsor

Recommendation:

That the WCHS Board of Education approve the employment of Brittany Stage as a Junior Class Sponsor for the 2021-2022 school year at the rate presented in the recommendation for employment.

Suggested Motion:

Move to approve the recommendation for Brittany Stage as a Junior Class Sponsor as presented.

Adoption of the FY 2021 Budget

After reviewing the proposed budget, the Board of Education should consider the following motion to adopt the 2021-22 budget. A roll call vote is required. Additionally, Dr. Sander will send around 5 copies of the School District Budget Form (ISBE 50-36). Be sure to sign in the appropriate column. The Finance Committee has reviewed the FY 22 Budget.

Recommendation:

That the Board of Education adopt the 2021-22 budget for Washington Community High School as presented.

Suggested Motion:

Move to adopt the 2021-22 budget for Washington Community High School as recommended.

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division

School District
 Joint Agreement

Accounting Basis:

Cash
 Accrual

SCHOOL DISTRICT/JOINT AGREEMENT BUDGET FORM *
July 1, 2021 - June 30, 2022

Balanced budget, no deficit reduction plan is required.

Date of Amended Budget: _____
(MM/DD/YY)

District Name: _____ Washington CHSD 308

District RCDT No: _____ 53090308016

If your FY21 AFR states that you need to do a deficit reduction plan and your FY22 budget is balanced please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)

Budget of _____ Washington CHSD 308 _____, County of _____ Tazewell _____,
State of Illinois, for the Fiscal Year beginning _____ July 1, 2021 _____ and ending _____ June 30, 2022 _____.

WHEREAS the Board of Education of _____ Washington CHSD 308 _____,
County of _____ Tazewell _____,

of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;
_____ 13 _____ day of _____ September _____, 20 _____ 21 _____,

notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be it resolved by the Board of Education of said district as follows:

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be
beginning _____ July 1, 2021 _____ and ending _____ June 30, 2022 _____.

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and expenditures from each be
and the same is hereby adopted as the budget of this school district for said fiscal year.

ADOPTION OF BUDGET

The budget shall be approved and signed below by members of the School Board. Adopted this _____ 13 _____
_____ September _____, 20 _____ 21 _____ by a roll call vote of _____ Yeas, and _____ Nays, to wit:

** MEMBERS VOTING YEA:	** MEMBERS VOTING NAY:

* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.
** Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.
(1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).
(2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 30, whichever comes first. Budgets are submitted to **School Finance Report (SFR)**: <https://sec1.isbe.net/attachmgr/default.aspx>
Please type the member signatures before submitting to ISBE. We do not accept PDF copies.

BUDGET SUMMARY

	A	B	C	D	E	F	G	H	I	J	K	L
1	<i>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
3	ESTIMATED BEGINNING FUND BALANCE July 1, 2021 ¹ (without Student Activity Funds)		2,492,654	5,983,186	145,374	727,176	159,249	41	830,958	59,517	187,119	
4	RECEIPTS/REVENUES (without Student Activity Funds)											
5	LOCAL SOURCES	1000	11,488,765	2,104,625	1,481,741	649,274	451,136	0	255,426	84,509	30,992	
6	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000										
7	STATE SOURCES	3000	3,914,714	50,000	0	212,000	0	0	0	0	0	
8	FEDERAL SOURCES	4000	1,622,090	0	0	0	92,447	0	0	0	0	
9	Total Direct Receipts/Revenues ⁸		17,040,569	2,154,625	1,481,741	861,274	543,583	0	255,426	84,509	30,992	
10	Receipts/Revenues for "On Behalf" Payments ²	3998	7,179,699	0	0	0	0	0	0	0	0	
11	Total Receipts/Revenues		24,220,268	2,154,625	1,481,741	861,274	543,583	0	255,426	84,509	30,992	
12	DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)											
13	INSTRUCTION	1000	10,772,508				201,251			0		
14	SUPPORT SERVICES	2000	4,133,296	1,805,500		832,472	294,748	770,000		84,509	218,111	
15	COMMUNITY SERVICES	3000	0	0		0	0			0		
16	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	354,500	0	0	0	0	0		0	0	
17	DEBT SERVICES	5000	0	0	1,540,295	0	0			0	0	
18	PROVISION FOR CONTINGENCIES	6000	250,000	577,000	0	28,802	0	0		0	0	
19	Total Direct Disbursements/Expenditures ⁹		15,510,304	2,382,500	1,540,295	861,274	495,999	770,000		84,509	218,111	
20	Disbursements/Expenditures for "On Behalf" Payments ²	4180	7,179,699	0	0	0	0	0		0	0	
21	Total Disbursements/Expenditures		22,690,003	2,382,500	1,540,295	861,274	495,999	770,000		84,509	218,111	
22	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		1,530,265	(227,875)	(58,554)	0	47,584	(770,000)	255,426	0	(187,119)	
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	PERMANENT TRANSFER FROM VARIOUS FUNDS											
26	Abolishment the Working Cash Fund ¹⁶	7110										
27	Abatement of the Working Cash Fund ¹⁶		0	0	0	0	0	0		0	0	
28	Transfer of Working Cash Fund Interest	7120	0	0	0	0	0	0		0	0	
29	Transfer Among Funds	7130	770,000	0		0						
30	Transfer of Interest	7140	0	0	0	0	0	0	0	0	0	
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int ^{3a} Proceeds to Debt Service Fund	7170			0							
34	SALE OF BONDS (7200)											
35	Principal on Bonds Sold ⁴	7210	0	0	0	0		0	0	0	0	
36	Premium on Bonds Sold	7220	0	0	0	0		0	0	0	0	
37	Accrued Interest on Bonds Sold	7230	0	0	0	0		0	0	0	0	
38	Sale or Compensation for Fixed Assets ⁵	7300	0	0	0	0	0	0		0	0	
39	Transfer to Debt Service to Pay Principal on Capital Leases	7400			0							
40	Transfer to Debt Service Fund to Pay Interest on Capital Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						770,000				
44	ISBE Loan Proceeds	7900	0	0	0	0	0	0			0	
45	Other Sources Not Classified Elsewhere	7990	0	0	0	0	0	0	0	0	0	
46	Total Other Sources of Funds ⁸		770,000	0	0	0	0	770,000	0	0	0	

	A	B	C	D	E	F	G	H	I	J	K	L
1	<i>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</i>	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	
2	Description: Enter Whole Numbers Only											
47	OTHER USES OF FUNDS (8000)											
49	TRANSFER TO VARIOUS OTHER FUNDS (8100)											
50	Abolishment or Abatement of the Working Cash Fund ¹⁶	8110							0			
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130	770,000	0		0						
53	Transfer of Interest ⁶	8140	0	0	0	0	0	0		0		
54	Transfer from Capital Projects Fund to O&M Fund	8150						0				
		8160										
55	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund										0	
		8170									0	
56	Transfer of Excess Accumulated Fire Prev & Safety Bond ^{3a} and Int Proceeds to Debt Service Fund										0	
57	Taxes Pledged to Pay Principal on Capital Leases	8410	0	0				0				
58	Grants/Reimbursements Pledged to Pay Principal on Capital Leases	8420	0	0				0				
59	Other Revenues Pledged to Pay Principal on Capital Leases	8430	0	0				0				
60	Fund Balance Transfers Pledged to Pay Principal on Capital Leases	8440	0	0				0				
61	Taxes Pledged to Pay Interest on Capital Leases	8510	0	0				0				
62	Grants/Reimbursements Pledged to Pay Interest on Capital Leases	8520	0	0				0				
63	Other Revenues Pledged to Pay Interest on Capital Leases	8530	0	0				0				
64	Fund Balance Transfers Pledged to Pay Interest on Capital Leases	8540	0	0				0				
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610	0	0								
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620	0	0								
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630	0	0								
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640	0	0								
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710	0	0								
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720	0	0								
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730	0	0								
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740	0	0								
73	Taxes Transferred to Pay for Capital Projects	8810	0	0								
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820	0	0								
75	Other Revenues Pledged to Pay for Capital Projects	8830	0	0								
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840	770,000	0								
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910	0	0		0	0	0				0
78	Other Uses Not Classified Elsewhere	8990	0	0	0	0	0	0	0	0	0	0
79	Total Other Uses of Funds ⁹		1,540,000	0	0	0	0	0	0	0	0	0
80	Total Other Sources/Uses of Fund		(770,000)	0	0	0	0	770,000	0	0	0	0
81	ESTIMATED ENDING FUND BALANCE June 30, 2022 (Without Student Activity Funds)		3,252,919	5,755,311	86,820	727,176	206,833	41	1,086,384	59,517	0	
82	Student Activity ESTIMATED BEGINNING FUND BALANCE July 1, 2021 Fund 11		509,528									
84	RECEIPTS/REVENUES (For Student Activity Funds)											
85	Total Student Activity Direct Receipts/Revenues (Local Sources)	1799	0									
86	DISBURSEMENTS/EXPENDITURES (For Student Activity Funds)											
87	Total Student Activity Direct Disbursements/Expenditures	1999	0									
88	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		0									
89	Student Activity ESTIMATED ENDING FUND BALANCE June 30, 2022		509,528									
90	Total ESTIMATED BEGINNING FUND BALANCE July 1, 2021 (All Sources Including Student Activity Funds)		3,002,182	5,983,186	145,374	727,176	159,249	41	830,958	59,517	187,119	
92	RECEIPTS/REVENUES (All Sources with Student Activity Funds)											
93	LOCAL SOURCES	1000	11,488,765	2,104,625	1,481,741	649,274	451,136	0	255,426	84,509	30,992	
94	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	15,000	0		0	0					
95	STATE SOURCES	3000	3,914,714	50,000	0	212,000	0	0	0	0	0	
96	FEDERAL SOURCES	4000	1,622,090	0	0	0	92,447	0	0	0	0	

	A	B	C	D	E	F	G	H	I	J	K	L
1	<i>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
97	Total Direct Receipts/Revenues ⁸		17,040,569	2,154,625	1,481,741	861,274	543,583	0	255,426	84,509	30,992	
98	Receipts/Revenues for "On Behalf" Payments ²	3998	7,179,699	0	0	0	0	0	0	0	0	0
99	Total Receipts/Revenues		24,220,268	2,154,625	1,481,741	861,274	543,583	0	255,426	84,509	30,992	
100	DISBURSEMENTS/EXPENDITURES (All Sources with Student Activity Funds)											
101	INSTRUCTION	1000	10,772,508				201,251				0	
102	SUPPORT SERVICES	2000	4,133,296	1,805,500		832,472	294,748	770,000		84,509	218,111	
103	COMMUNITY SERVICES	3000	0	0		0	0	0		0	0	
104	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	354,500	0	0	0	0	0		0	0	
105	DEBT SERVICES	5000	0	0	1,540,295	0	0	0		0	0	
106	PROVISION FOR CONTINGENCIES	6000	250,000	577,000	0	28,802	0	0		0	0	
107	Total Direct Disbursements/Expenditures ⁹		15,510,304	2,382,500	1,540,295	861,274	495,999	770,000		84,509	218,111	
108	Disbursements/Expenditures for "On Behalf" Payments ²	4180	7,179,699	0	0	0	0	0		0	0	
109	Total Disbursements/Expenditures		22,690,003	2,382,500	1,540,295	861,274	495,999	770,000		84,509	218,111	
110	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		1,530,265	(227,875)	(58,554)	0	47,584	(770,000)	255,426	0	(187,119)	
111	OTHER SOURCES/USES OF FUNDS											
112	OTHER SOURCES OF FUNDS (7000)											
113	Total Other Sources of Funds ⁸		770,000	0	0	0	0	770,000	0	0	0	
114	OTHER USES OF FUNDS (8000)											
116	Total Other Uses of Funds ⁹		1,540,000	0	0	0	0	0	0	0	0	
117	Total Other Sources/Uses of Fund		(770,000)	0	0	0	0	770,000	0	0	0	
118	ESTIMATED ENDING FUND BALANCE June 30, 2022 (All Sources With student Activity Funds)		3,762,447	5,755,311	86,820	727,176	206,833	41	1,086,384	59,517	0	
119	SUMMARY OF EXPENDITURES Without Student Activity Funds (by Major Object)											
121			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
122	Description	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	Total By Object
123	Object Name											
124	Salaries	100	9,793,828	50,000		256,500		0		0	0	10,100,328
125	Employee Benefits	200	2,700,280	500		4,500	495,999	0		0	0	3,201,279
126	Purchased Services	300	726,326	666,000	3,000	504,972		0		10,000	0	1,910,298
127	Supplies & Materials	400	764,520	348,000		40,000		0		0	0	1,152,520
128	Capital Outlay	500	302,800	740,000		26,000		770,000		0	218,111	2,056,911
129	Other Objects	600	1,222,550	578,000	1,537,295	29,302	0	0		74,509	0	3,441,656
130	Non-Capitalized Equipment	700	0	0		0		0		0	0	0
131	Termination Benefits	800	0	0		0		0		0	0	0
132	Total Expenditures		15,510,304	2,382,500	1,540,295	861,274	495,999	770,000		84,509	218,111	21,862,992

SUMMARY OF CASH TRANSACTIONS

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
3	BEGINNING CASH BALANCE ON HAND July 1, 2021 ⁷ (Without Student Activity Funds)										
4	Total Direct Receipts & Other Sources ⁸		2,492,654	5,983,186	145,374	727,176	159,249	41	830,958	59,517	187,119
5	OTHER RECEIPTS		17,810,569	2,154,625	1,481,741	861,274	543,583	770,000	255,426	84,509	30,992
6	Interfund Loans Payable (Loans from Other Funds)	411	0	0	0	0	0	0		0	0
7	Interfund Loans Receivable (Repayment of Loans)	141	0	0		0			0		
8	Notes and Warrants Payable	433	0	0	0	0	0			0	0
9	Other Current Assets	199	0	0	0	0	0	0	0	0	0
10	Total Other Receipts		0	0	0	0	0	0	0	0	0
11	Total Direct Receipts, Other Sources, & Other Receipts		17,810,569	2,154,625	1,481,741	861,274	543,583	770,000	255,426	84,509	30,992
12	Total Amount Available		20,303,223	8,137,811	1,627,115	1,588,450	702,832	770,041	1,086,384	144,026	218,111
13	Total Direct Disbursements & Other Uses ⁹		17,050,304	2,382,500	1,540,295	861,274	495,999	770,000	0	84,509	218,111
14	OTHER DISBURSEMENTS										
15	Interfund Loans Receivable (Loans to Other Funds) ¹⁰	141	0	0		0			0		
16	Interfund Loans Payable (Repayment of Loans)	411	0	0	0	0	0	0		0	0
17	Notes and Warrants Payable	433	0	0	0	0	0			0	0
18	Other Current Liabilities	499	0	0	0	0	0	0	0	0	0
19	Total Other Disbursements		0	0	0	0	0	0	0	0	0
20	Total Direct Disbursements, Other Uses, & Other Disbursements		17,050,304	2,382,500	1,540,295	861,274	495,999	770,000	0	84,509	218,111
21	ENDING CASH BALANCE ON HAND June 30, 2022 ⁷ (Without Student Activity Funds)		3,252,919	5,755,311	86,820	727,176	206,833	41	1,086,384	59,517	0
22											
23	Activity Funds BEGINNING CASH BALANCE ON HAND July 1, 2021 ⁷		509,528								
24	Total Direct Receipts & Other Sources ⁸		0								
25	Total Amount Available		509,528								
26	Total Direct Disbursements & Other Uses ⁹		0								
27	Activity funds ENDING CASH BALANCE ON HAND June 30, 2022 ⁷		509,528								
28											
29	Total BEGINNING CASH BALANCE ON HAND July 1, 2021 ⁷ (With Student Activity Funds)		3,002,182	5,983,186	145,374	727,176	159,249	41	830,958	59,517	187,119
30	Total Direct Receipts & Other Sources ⁸		17,810,569	2,154,625	1,481,741	861,274	543,583	770,000	255,426	84,509	30,992
31	Total Other Receipts		0	0	0	0	0	0	0	0	0
32	Total Direct Receipts, Other Sources, & Other Receipts		17,810,569	2,154,625	1,481,741	861,274	543,583	770,000	255,426	84,509	30,992
33	Total Amount Available		20,812,751	8,137,811	1,627,115	1,588,450	702,832	770,041	1,086,384	144,026	218,111
34	Total Direct Disbursements & Other Uses ⁹		17,050,304	2,382,500	1,540,295	861,274	495,999	770,000	0	84,509	218,111
35	Total Other Disbursements		0	0	0	0	0	0	0	0	0
36	Total Direct Disbursements, Other Uses, & Other Disbursements		17,050,304	2,382,500	1,540,295	861,274	495,999	770,000	0	84,509	218,111
37	Total ENDING CASH BALANCE ON HAND June 30, 2022 ⁷ (With Student Activity Funds)		3,762,447	5,755,311	86,820	727,176	206,833	41	1,086,384	59,517	0

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
3	RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)										
4	AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY	1100									
5	Designated Purposes Levies ¹¹ (1110-1120)	-	9,861,699	1,963,625	1,476,341	638,174	186,577	0	250,426	83,509	29,492
6	Leasing Purposes Levy ¹²	1130	0	0							
7	Special Education Purposes Levy	1140	392,766	0		0	0	0			
8	FICA and Medicare Only Levies	1150					245,459				
9	Area Vocational Construction Purposes Levy	1160		0	0			0			
10	Summer School Purposes Levy	1170	0								
11	Other Tax Levies (Describe & Itemize)	1190	0	0	0	0	0	0	0	0	0
12	Total Ad Valorem Taxes Levied by District		10,254,465	1,963,625	1,476,341	638,174	432,036	0	250,426	83,509	29,492
13	PAYMENTS IN LIEU OF TAXES	1200									
14	Mobile Home Privilege Tax	1210	0	0	0	0	0	0	0	0	0
15	Payments from Local Housing Authority	1220	0	0	0	0	0	0	0	0	0
16	Corporate Personal Property Replacement Taxes ¹³	1230	125,000	50,000	0	0	15,000	0	0	0	0
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290	0	0	0	0	0	0	0	0	0
18	Total Payments in Lieu of Taxes		125,000	50,000	0	0	15,000	0	0	0	0
19	TUITION	1300									
20	Regular Tuition from Pupils or Parents (In State)	1311	0								
21	Regular Tuition from Other Districts (In State)	1312	0								
22	Regular Tuition from Other Sources (In State)	1313	0								
23	Regular Tuition from Other Sources (Out of State)	1314	0								
24	Summer School Tuition from Pupils or Parents (In State)	1321	25,000								
25	Summer School Tuition from Other Districts (In State)	1322	0								
26	Summer School Tuition from Other Sources (In State)	1323	0								
27	Summer School Tuition from Other Sources (Out of State)	1324	0								
28	CTE Tuition from Pupils or Parents (In State)	1331	0								
29	CTE Tuition from Other Districts (In State)	1332	0								
30	CTE Tuition from Other Sources (In State)	1333	0								
31	CTE Tuition from Other Sources (Out of State)	1334	0								
32	Special Education Tuition from Pupils or Parents (In State)	1341	0								
33	Special Education Tuition from Other Districts (In State)	1342	0								
34	Special Education Tuition from Other Sources (In State)	1343	0								
35	Special Education Tuition from Other Sources (Out of State)	1344	0								
36	Adult Tuition from Pupils or Parents (In State)	1351	0								
37	Adult Tuition from Other Districts (In State)	1352	0								
38	Adult Tuition from Other Sources (In State)	1353	0								
39	Adult Tuition from Other Sources (Out of State)	1354	0								
40	Total Tuition		25,000								
41	TRANSPORTATION FEES	1400									
42	Regular Transportation Fees from Pupils or Parents (In State)	1411				0					
43	Regular Transportation Fees from Other Districts (In State)	1412				0					
44	Regular Transportation Fees from Other Sources (In State)	1413				0					
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415				0					
46	Regular Transportation Fees from Other Sources (Out of State)	1416				0					
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421				0					
48	Summer School Transportation Fees from Other Districts (In State)	1422				0					
49	Summer School Transportation Fees from Other Sources (In State)	1423				0					
50	Summer School Transportation Fees from Other Sources (Out of State)	1424				0					
51	CTE Transportation Fees from Pupils or Parents (In State)	1431				0					
52	CTE Transportation Fees from Other Districts (In State)	1432				0					
53	CTE Transportation Fees from Other Sources (In State)	1433				0					
54	CTE Transportation Fees from Other Sources (Out of State)	1434				0					
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441				0					
56	Special Education Transportation Fees from Other Districts (In State)	1442				0					

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
57	Special Education Transportation Fees from Other Sources (In State)	1443				0					
58	Special Education Transportation Fees from Other Sources (Out of State)	1444				0					
59	Adult Transportation Fees from Pupils or Parents (In State)	1451				0					
60	Adult Transportation Fees from Other Districts (In State)	1452				0					
61	Adult Transportation Fees from Other Sources (In State)	1453				0					
62	Adult Transportation Fees from Other Sources (Out of State)	1454				0					
63	Total Transportation Fees					0					
64	EARNINGS ON INVESTMENTS	1500									
65	Interest on Investments	1510	55,000	35,000	5,400	11,000	4,100	0	5,000	1,000	1,500
66	Gain or Loss on Sale of Investments	1520	0	0	0	0	0	0	0	0	0
67	Total Earnings on Investments		55,000	35,000	5,400	11,000	4,100	0	5,000	1,000	1,500
68	FOOD SERVICE	1600									
69	Sales to Pupils - Lunch	1611	50,000								
70	Sales to Pupils - Breakfast	1612	3,000								
71	Sales to Pupils - A la Carte	1613	400,000								
72	Sales to Pupils - Other (Describe & Itemize)	1614	8,000								
73	Sales to Adults	1620	6,000								
74	Other Food Service (Describe & Itemize)	1690	6,400								
75	Total Food Service		473,400								
76	DISTRICT/SCHOOL ACTIVITY INCOME	1700									
77	Admissions - Athletic	1711	50,000	0							
78	Admissions - Other	1719	0	0							
79	Fees	1720	94,700	0							
80	Book Store Sales	1730	0	0							
81	Other District/School Activity Revenue (Describe & Itemize)	1790	0	0							
82	Student Activity Fund Revenues	1799	0								
83	Total District/School Activity Income (without Student Activity Funds 1799)		144,700	0							
84	Total District/School Activity Income (with Student Activity Funds 1799)		144,700								
85	TEXTBOOK INCOME	1800									
86	Rentals - Regular Textbooks	1811	108,000								
87	Rentals - Summer School Textbooks	1812	0								
88	Rentals - Adult/Continuing Education Textbooks	1813	0								
89	Rentals - Other (Describe)	1819	0								
90	Sales - Regular Textbooks	1821	0								
91	Sales - Summer School Textbooks	1822	0								
92	Sales - Adult/Continuing Education Textbooks	1823	0								
93	Sales - Other (Describe & Itemize)	1829	0								
94	Other (Describe & Itemize)	1890	1,000								
95	Total Textbooks		109,000								
96	OTHER REVENUE FROM LOCAL SOURCES	1900									
97	Rentals	1910	0	0							
98	Contributions and Donations from Private Sources	1920	200		0	0	0	0	0	0	0
99	Impact Fees from Municipal or County Governments	1930	0	0	0	0	0	0	0	0	0
100	Services Provided Other Districts	1940	125,000	0		0					
101	Refund of Prior Years' Expenditures	1950	60,000	0	0	0	0	0		0	0
102	Payments of Surplus Moneys from TIF Districts	1960	0	0	0	0	0	0	0	0	0
103	Drivers' Education Fees	1970	15,000								
104	Proceeds from Vendors' Contracts	1980	0	0	0	0	0	0	0	0	0
105	School Facility Occupation Tax Proceeds	1983	0								
106	Payment from Other Districts	1991	0	0	0	0	0	0			
107	Sale of Vocational Projects	1992	0								
108	Other Local Fees (Describe & Itemize)	1993	80,000	0	0	0	0	0		0	0
109	Other Local Revenues (Describe & Itemize)	1999	22,000	56,000	0	100	0	0	0	0	0
110	Total Other Revenue from Local Sources		302,200	56,000	0	100	0	0	0	0	0

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
111	Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799)	1000	11,488,765	2,104,625	1,481,741	649,274	451,136	0	255,426	84,509	30,992
112	Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799)		11,488,765								
FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)											
113	Flow-Through Revenue from State Sources	2100	15,000	0		0	0				
115	Flow-Through Revenue from Federal Sources	2200	0	0		0	0				
116	Other Flow-Through Revenue (Describe & Itemize)	2300	0	0		0	0				
117	Total Flow-Through Receipts/Revenues From One District to Another District	2000	15,000	0		0	0				
RECEIPTS/REVENUES FROM STATE SOURCES (3000)											
UNRESTRICTED GRANTS-IN-AID (3001-3099)											
120	Evidence Based Funding Formula (Section 18-8.15)	3001	3,573,409	0	0	0	0	0		0	0
121	Reorganization Incentives (Accounts 3005-3021)	3005	0	0	0	0	0	0		0	0
122	Fast Growth District Grants	3030	0	0	0	0	0	0		0	0
123	Other Unrestricted Grants-In-Aid From State Sources (Describe & Itemize)	3099	0	0	0	0	0	0		0	0
124	Total Unrestricted Grants-In-Aid		3,573,409	0	0	0	0	0		0	0
RESTRICTED GRANTS-IN-AID (3100-3900)											
SPECIAL EDUCATION											
127	Special Education - Private Facility Tuition	3100	180,000			0					
128	Special Education - Funding for Children Requiring Sp Ed Services	3105	0			0					
129	Special Education - Personnel	3110	0	0		0					
130	Special Education - Orphanage - Individual	3120	40,842			0					
131	Special Education - Orphanage - Summer Individual	3130	0			0					
132	Special Education - Summer School	3145	0			0					
133	Special Education - Other (Describe & Itemize)	3199	0	0		0					
134	Total Special Education		220,842	0		0					
CAREER AND TECHNICAL EDUCATION (CTE)											
136	CTE - Technical Education - Tech Prep	3200	0	0			0				
137	CTE - Secondary Program Improvement (CTEI)	3220	42,463	0			0				
138	CTE - WECEP	3225	0	0			0				
139	CTE - Agriculture Education	3235	0	0			0				
140	CTE - Instructor Practicum	3240	0	0			0				
141	CTE - Student Organizations	3270	0	0			0				
142	CTE - Other (Describe & Itemize)	3299	0	0			0				
143	Total Career and Technical Education		42,463	0			0				
BILINGUAL EDUCATION											
145	Bilingual Education - Downstate - TPI and TBE	3305	0				0				
146	Bilingual Education - Downstate - Transitional Bilingual Education	3310	0				0				
147	Total Bilingual Education		0				0				
148	State Free Lunch & Breakfast	3360	2,000								
149	School Breakfast Initiative	3365	0	0			0				
150	Driver Education	3370	75,000	0							
151	Adult Education (from ICCB)	3410	0	0	0	0	0	0	0	0	0
152	Adult Education - Other (Describe & Itemize)	3499	0	0	0	0	0	0	0	0	0
TRANSPORTATION											
154	Transportation - Regular and Vocational	3500	0	0		12,000	0				
155	Transportation - Special Education	3510	0	0		200,000	0				
156	Transportation - Other (Describe & Itemize)	3599	0	0		0	0				
157	Total Transportation		0	0		212,000	0				
158	Learning Improvement - Change Grants	3610	0								
159	Scientific Literacy	3660	0	0		0	0				

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
160	Truant Alternative/Optional Education	3695	0			0	0				
161	Early Childhood - Block Grant	3705	0	0		0	0				
162	Chicago General Education Block Grant	3766	0	0		0	0				
163	Chicago Educational Services Block Grant	3767	0	0		0	0				
164	School Safety & Educational Improvement Block Grant	3775	0	0	0	0	0	0			0
165	Technology - Technology for Success	3780	0	0	0	0	0	0			0
166	State Charter Schools	3815	0			0					
167	Extended Learning Opportunities - Summer Bridges	3825	0			0					
168	Infrastructure Improvements - Planning/Construction	3920		0				0			
169	School Infrastructure - Maintenance Projects	3925		0				0			0
170	Other Restricted Revenue from State Sources (Describe & Itemize)	3999	1,000	50,000	0	0	0	0	0	0	0
171	Total Restricted Grants-In-Aid		341,305	50,000	0	212,000	0	0	0	0	0
172	Total Receipts/Revenues from State Sources	3000	3,914,714	50,000	0	212,000	0	0	0	0	0
173	RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)										
174	UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT. (4001-4009)										
175	Federal Impact Aid	4001	0	0	0	0	0	0	0	0	0
176	Other Unrestricted Grants-In-Aid Received Directly from the Federal Govt. (Describe & Itemize)	4009	0	0	0	0	0	0	0	0	0
177	Total Unrestricted Grants-In-Aid Received Directly from Fed Govt		0	0	0	0	0	0	0	0	0
178	RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090)										
179	Head Start	4045	0								
180	Construction (Impact Aid)	4050	0	0				0			
181	MAGNET	4060	0	0			0	0			
182	Other Restricted Grants-In-Aid Received Directly from Federal Govt. (Describe & Itemize)	4090	0	0			0	0	0		0
183	Total Restricted Grants-In-Aid Received Directly from Federal Govt.		0	0			0	0	0		0
184	RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT. THRU THE STATE (4100-4999)										
185	TITLE V										
186	Title V - Flexibility and Accountability	4100	0	0							
187	Title V - SEA Projects	4105	0	0							
188	Title V - Rural Education Initiative (REI)	4107	0	0							
189	Title V - Other (Describe & Itemize)	4199	0	0							
190	Total Title V		0	0			0	0			
191	FOOD SERVICE										
192	Breakfast Start-Up Expansion	4200	0					0			
193	National School Lunch Program	4210	110,000					0			
194	Special Milk Program	4215	0					0			
195	School Breakfast Program	4220	14,000					0			
196	Summer Food Service Admin/Program	4225	190,000					0			
197	Child and Adult Care Food Program	4226	0					0			
198	Fresh Fruit and Vegetables	4240	0								
199	Food Service - Other (Describe & Itemize)	4299	0					0			
200	Total Food Service		314,000					0			
201	TITLE I										
202	Title I - Low Income	4300	47,162	0				0	0		
203	Title I - Low Income - Neglected, Private	4305	0	0				0	0		
204	Title I - Migrant Education	4340	0	0				0	0		
205	Title I - Other (Describe & Itemize)	4399	0	0				0	0		
206	Total Title I		47,162	0				0	0		
207	TITLE IV										
208	Title IV - Student Support & Academic Enrichment Grant	4400	10,000	0				0	0		
209	Title IV - 21st Century	4421	0	0				0	0		

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2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
210	Title IV - Other (Describe & Itemize)	4499	0	0		0	0				
211	Total Title IV		10,000	0		0	0				
212	FEDERAL - SPECIAL EDUCATION										
213	Federal Special Education - Preschool Flow-Through	4600	0	0		0	0				
214	Federal Special Education - Preschool Discretionary	4605	0	0		0	0				
215	Federal Special Education - IDEA Flow Through	4620	229,758	0		0	92,447				
216	Federal Special Education - IDEA Room & Board	4625	0	0		0	0				
217	Federal Special Education - IDEA Discretionary	4630	0	0		0	0				
218	Federal Special Education - IDEA - Other (Describe & Itemize)	4699	0	0		0	0				
219	Total Federal Special Education		229,758	0		0	92,447				
220	CTE - PERKINS										
221	CTE - Perkins-Title IIIIE Tech Prep	4770	0	0			0				
222	CTE - Other (Describe & Itemize)	4799	0	0			0				
223	Total CTE - Perkins		0	0			0				
224	Federal - Adult Education	4810	0	0			0				
225	ARRA - General State Aid - Education Stabilization	4850	0	0	0	0	0	0		0	0
226	ARRA - Title I - Low Income	4851	0	0		0	0				
227	ARRA - Title I - Neglected, Private	4852	0	0	0	0	0	0		0	0
228	ARRA - Title I - Delinquent, Private	4853	0	0	0	0	0	0		0	0
229	ARRA - Title I - School Improvement (Part A)	4854	0	0	0	0	0	0		0	0
230	ARRA - Title I - School Improvement (Section 1003g)	4855	0	0	0	0	0	0		0	0
231	ARRA - IDEA - Part B - Preschool	4856	0	0	0	0	0	0		0	0
232	ARRA - IDEA - Part B - Flow-Through	4857	0	0	0	0	0	0		0	0
233	ARRA - Title IID - Technology - Formula	4860	0	0	0	0	0	0		0	0
234	ARRA - Title IID - Technology - Competitive	4861	0	0	0	0	0	0		0	0
235	ARRA - McKinney - Vento Homeless Education	4862	0	0		0	0				
236	ARRA - Child Nutrition Equipment Assistance	4863	0	0							
237	Impact Aid Formula Grants	4864	0	0	0	0	0	0		0	0
238	Impact Aid Competitive Grants	4865	0	0	0	0	0	0		0	0
239	Qualified Zone Academy Bond Tax Credits	4866	0	0	0	0	0	0		0	0
240	Qualified School Construction Bond Credits	4867	0	0	0	0	0	0		0	0
241	Build America Bond Tax Credits	4868	0	0	0	0	0	0		0	0
242	Build America Bond Interest Reimbursement	4869	0	0	0	0	0	0		0	0
243	ARRA - General State Aid - Other Government Services Stabilization	4870	0	0	0	0	0	0		0	0
244	Other ARRA Funds - II	4871	0	0	0	0	0	0		0	0
245	Other ARRA Funds - III	4872	0	0	0	0	0	0		0	0
246	Other ARRA Funds - IV	4873	0	0	0	0	0	0		0	0
247	Other ARRA Funds - V	4874	0	0	0	0	0	0		0	0
248	ARRA - Early Childhood	4875	0	0	0	0	0	0		0	0
249	Other ARRA Funds - VII	4876	0	0	0	0	0	0		0	0
250	Other ARRA Funds - VIII	4877	0	0	0	0	0	0		0	0
251	Other ARRA Funds - IX	4878	0	0	0	0	0	0		0	0
252	Other ARRA Funds - X	4879	0	0	0	0	0	0		0	0
253	Other ARRA Funds - Ed Job Fund Program	4880	0	0	0	0	0	0		0	0
254	Total Stimulus Programs		0	0	0	0	0	0		0	0
255	Race to the Top Program	4901	0								
256	Race to the Top - Preschool Expansion Grant	4902	0	0		0	0				
257	Title III - Instruction for English Learners & Immigrant Students	4905	0			0	0				
258	Title III - English Language Acquisition	4909	0			0	0				
259	McKinney Education for Homeless Children	4920	0	0		0	0				
260	Title II - Eisenhower - Professional Development Formula	4930	0	0		0	0				
261	Title II - Teacher Quality	4932	19,262	0		0	0				
262	Federal Charter Schools	4960	0	0		0	0				
263	State Assessment Grants	4981	0	0		0	0				
264	Grant for State Assessments and Related Activities	4982	0	0		0	0				

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
265	Medicaid Matching Funds - Administrative Outreach	4991	40,000	0		0	0				
266	Medicaid Matching Funds - Fee-For-Service Program	4992	10,000	0		0	0				
267	Other Restricted Grants Received from Federal Government through State (Describe & Itemize)	4998	951,908	0		0	0	0			0
	Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State		1,622,090	0	0	0	92,447	0		0	0
269	TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES	4000	1,622,090	0	0	0	92,447	0	0	0	0
270	TOTAL DIRECT RECEIPTS/REVENUES (without Student Activity Funds 1799)		17,040,569	2,154,625	1,481,741	861,274	543,583	0	255,426	84,509	30,992
271	TOTAL DIRECT RECEIPTS/REVENUES (with Student Activity Funds 1799)		17,040,569								

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
3	10 - EDUCATIONAL FUND (ED)										
4	INSTRUCTION (ED)	1000									
5	Regular Programs	1100	5,238,796	1,391,000	126,090	178,150	48,300	0	0	0	6,982,336
6	Tuition Payment to Charter Schools	1115			0						0
7	Pre-K Programs	1125	0	0	0	0	0	0	0	0	0
8	Special Education Programs (Functions 1200 - 1220)	1200	1,287,703	509,406	42,390	21,500	5,000	2,500	0	0	1,868,499
9	Special Education Programs Pre-K	1225	0	0	0	0	0	0	0	0	0
10	Remedial and Supplemental Programs K-12	1250	42,230	4,732	0	0	0	0	0	0	46,962
11	Remedial and Supplemental Programs Pre-K	1275	0	0	0	0	0	0	0	0	0
12	Adult/Continuing Education Programs	1300	0	0	0	0	0	0	0	0	0
13	CTE Programs	1400	0	0	10,000	0	0	0	0	0	10,000
14	Interscholastic Programs	1500	481,886	66,000	103,150	79,825	40,000	26,050	0	0	796,911
15	Summer School Programs	1600	50,000	4,500	0	200	0	0	0	0	54,700
16	Gifted Programs	1650	0	0	0	0	0	0	0	0	0
17	Driver's Education Programs	1700	300,000	82,500	25,600	5,000	0	0	0	0	413,100
18	Bilingual Programs	1800	0	0	0	0	0	0	0	0	0
19	Truant Alternative & Optional Programs	1900	0	0	0	0	0	0	0	0	0
20	Pre-K Programs - Private Tuition	1910						0			0
21	Regular K-12 Programs Private Tuition	1911						0			0
22	Special Education Programs K-12 Private Tuition	1912						600,000			600,000
23	Special Education Programs Pre-K Tuition	1913						0			0
24	Remedial/Supplemental Programs K-12 Private Tuition	1914						0			0
25	Remedial/Supplemental Programs Pre-K Private Tuition	1915						0			0
26	Adult/Continuing Education Programs Private Tuition	1916						0			0
27	CTE Programs Private Tuition	1917						0			0
28	Interscholastic Programs Private Tuition	1918						0			0
29	Summer School Programs Private Tuition	1919						0			0
30	Gifted Programs Private Tuition	1920						0			0
31	Bilingual Programs Private Tuition	1921						0			0
32	Truants Alternative/Opt Ed Programs Private Tuition	1922						0			0
33	Student Activity Fund Expenditures	1999						0			0
34	Total Instruction¹⁴ (Without Student Activity Funds 1999)	1000	7,400,615	2,058,138	307,230	284,675	93,300	628,550	0	0	10,772,508
35	Total Instruction¹⁴ (With Student Activity Funds 1999)	1000	7,400,615	2,058,138	307,230	284,675	93,300	628,550	0	0	10,772,508
36	SUPPORT SERVICES (ED)	2000									
37	Support Services - Pupil	2100									
38	Attendance & Social Work Services	2110	281,635	38,500	1,000	1,500	1,000	2,000	0	0	325,635
39	Guidance Services	2120	441,730	99,500	100	13,100	0	400	0	0	554,830
40	Health Services	2130	75,000	14,000	200	2,500	0	0	0	0	91,700
41	Psychological Services	2140	0	0	0	0	0	0	0	0	0
42	Speech Pathology & Audiology Services	2150	0	0	0	0	0	0	0	0	0
43	Other Support Services - Pupils (Describe & Itemize)	2190	0	0	0	0	0	0	0	0	0
44	Total Support Services - Pupil	2100	798,365	152,000	1,300	17,100	1,000	2,400	0	0	972,165
45	Support Services - Instructional Staff	2200									
46	Improvement of Instruction Services	2210	9,887	41,108	5,422	7,845	0	0	0	0	64,262
47	Educational Media Services	2220	105,394	29,550	650	29,800	0	600	0	0	165,994
48	Assessment & Testing	2230	0	0	0	0	0	56,000	0	0	56,000
49	Total Support Services - Instructional Staff	2200	115,281	70,658	6,072	37,645	0	56,600	0	0	286,256
50	Support Services - General Administration	2300									
51	Board of Education Services	2310	5,000	12,184	99,924	10,500	0	20,000	0	0	147,608
52	Executive Administration Services	2320	250,215	86,000	3,000	4,000	0	5,000	0	0	348,215
53	Special Area Administration Services	2330	0	0	0	0	0	0	0	0	0
54	Tort Immunity Services	2360 - 2370	0	0	0	0	0	0	0	0	0
55	Total Support Services - General Administration	2300	255,215	98,184	102,924	14,500	0	25,000	0	0	495,823
56	Support Services - School Administration	2400									
57	Office of the Principal Services	2410	143,645	39,500	1,500	1,500	500	1,000	0	0	187,645
58	Other Support Services - School Administration (Describe & Itemize)	2490	0	0	0	0	0	0	0	0	0

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
59	Total Support Services - School Administration	2400	143,645	39,500	1,500	1,500	500	1,000	0	0	187,645
60	Support Services - Business	2500									
61	Direction of Business Support Services	2510	85,000	25,300	1,500	2,500	0	3,000	0	0	117,300
62	Fiscal Services	2520	98,077	10,000	1,500	1,000	0	0	0	0	110,577
63	Operation & Maintenance of Plant Services	2540	426,548	100,000	48,000	0	0	0	0	0	574,548
64	Pupil Transportation Services	2550	0	0	0	0	0	0	0	0	0
65	Food Services	2560	191,140	65,500	7,000	345,500	8,000	1,000	0	0	618,140
66	Internal Services	2570	0	0	0	0	0	0	0	0	0
67	Total Support Services - Business	2500	800,765	200,800	58,000	349,000	8,000	4,000	0	0	1,420,565
68	Support Services - Central	2600									
69	Direction of Central Support Services	2610	0	0	0	0	0	0	0	0	0
70	Planning, Research, Development & Evaluation Services	2620	0	0	0	0	0	0	0	0	0
71	Information Services	2630	0	0	0	0	0	0	0	0	0
72	Staff Services	2640	0	0	0	0	0	0	0	0	0
73	Data Processing Services	2660	279,942	81,000	142,000	25,000	200,000	0	0	0	727,942
74	Total Support Services - Central	2600	279,942	81,000	142,000	25,000	200,000	0	0	0	727,942
75	Other Support Services (Describe & Itemize)	2900	0	0	7,800	35,100	0	0	0	0	42,900
76	Total Support Services	2000	2,393,213	642,142	319,596	479,845	209,500	89,000	0	0	4,133,296
77	COMMUNITY SERVICES (ED)	3000	0	0	0	0	0	0	0	0	0
78	PAYMENTS TO OTHER DIST & GOVT UNITS (ED)	4000									
79	Payments to Other Dist & Govt Units (In-State)	4100									
80	Payments for Regular Programs	4110			82,000			0			82,000
81	Payments for Special Education Programs	4120			17,500			88,000			105,500
82	Payments for Adult/Continuing Education Programs	4130			0			0			0
83	Payments for CTE Programs	4140			0			0			0
84	Payments for Community College Programs	4170			0			0			0
85	Other Payments to In-State Govt Units (Describe & Itemize)	4190			0			0			0
86	Total Payments to Other Dist & Govt Units (In-State)	4100			99,500			88,000			187,500
87	Payments for Regular Programs - Tuition	4210						2,000			2,000
88	Payments for Special Education Programs - Tuition	4220						165,000			165,000
89	Payments for Adult/Continuing Education Programs - Tuition	4230						0			0
90	Payments for CTE Programs - Tuition	4240						0			0
91	Payments for Community College Programs - Tuition	4270						0			0
92	Payments for Other Programs - Tuition	4280						0			0
93	Other Payments to In-State Govt Units (Describe & Itemize)	4290						0			0
94	Total Payments to Other Dist & Govt Units - Tuition (In State)	4200						167,000			167,000
95	Payments for Regular Programs - Transfers	4310						0			0
96	Payments for Special Education Programs - Transfers	4320						0			0
97	Payments for Adult/Continuing Ed Programs - Transfers	4330						0			0
98	Payments for CTE Programs - Transfers	4340						0			0
99	Payments for Community College Program - Transfers	4370						0			0
100	Payments for Other Programs - Transfers	4380						0			0
101	Other Payments to In-State Govt Units - Transfers (Describe & Itemize)	4390			0			0			0
102	Total Payments to Other Dist & Govt Units-Transfers (In State)	4300			0			0			0
103	Payments to Other Dist & Govt Units (Out of State)	4400			0			0			0
104	Total Payments to Other Dist & Govt Units	4000			99,500			255,000			354,500
105	DEBT SERVICE (ED)	5000									
106	Debt Service - Interest on Short-Term Debt	5100									
107	Tax Anticipation Warrants	5110						0			0
108	Tax Anticipation Notes	5120						0			0
109	Corporate Personal Property Repl Tax Anticipated Notes	5130						0			0
110	State Aid Anticipation Certificates	5140						0			0
111	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0
112	Total Debt Service - Interest on Short-Term Debt	5100						0			0
113	Debt Service - Interest on Long-Term Debt	5200						0			0
114	Total Debt Service	5000						0			0
115	PROVISION FOR CONTINGENCIES (ED)	6000						250,000			250,000

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Func #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
116	Total Direct Disbursements/Expenditures (without Student Activity Funds (1999))		9,793,828	2,700,280	726,326	764,520	302,800	1,222,550	0	0	15,510,304
117	Total Direct Disbursements/Expenditures (with Student Activity Funds (1999))		9,793,828	2,700,280	726,326	764,520	302,800	1,222,550	0	0	15,510,304
118	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (Without Student Activity Funds 1999)										1,530,265
119	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (With Student Activity Funds 1999)										1,530,265
121	20 - OPERATIONS AND MAINTENANCE FUND (O&M)										
122	SUPPORT SERVICES (O&M)	2000									
123	Support Services - Pupil	2100									
124	Other Support Services - Pupils (Describe & Itemize)	2190	0	0	0	0	0	0	0	0	0
125	Support Services - Business	2500									
126	Direction of Business Support Services	2510	0	0	0	0	0	0	0	0	0
127	Facilities Acquisition & Construction Services	2530	0	0	50,000	0	710,000	0	0	0	760,000
128	Operation & Maintenance of Plant Services	2540	50,000	500	616,000	348,000	30,000	1,000	0	0	1,045,500
129	Pupil Transportation Services	2550	0	0	0	0	0	0	0	0	0
130	Food Services	2560					0		0		0
131	Total Support Services - Business	2500	50,000	500	666,000	348,000	740,000	1,000	0	0	1,805,500
132	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0	0	0
133	Total Support Services	2000	50,000	500	666,000	348,000	740,000	1,000	0	0	1,805,500
134	COMMUNITY SERVICES (O&M)	3000	0	0	0	0	0	0	0	0	0
135	PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)	4000									
136	Payments to Other Dist & Govt Units (In-State)	4100									
137	Payments for Regular Programs	4110			0			0			0
138	Payments for Special Education Programs	4120			0			0			0
139	Payments for CTE Program	4140			0			0			0
140	Other Payments to In-State Govt Units (Describe & Itemize)	4190			0			0			0
141	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
142	Payments to Other Dist & Govt Units (Out of State) ¹⁴	4400						0			0
143	Total Payments to Other Dist & Govt Unit	4000			0			0			0
144	DEBT SERVICE (O&M)	5000									
145	Debt Service - Interest on Short-Term Debt	5100									
146	Tax Anticipation Warrants	5110						0			0
147	Tax Anticipation Notes	5120						0			0
148	Corporate Personal Prop Repl Tax Anticipated Notes	5130						0			0
149	State Aid Anticipation Certificates	5140						0			0
150	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0
151	Total Debt Service - Interest on Short-Term Debt	5100						0			0
152	Debt Service - Interest on Long-Term Debt	5200						0			0
153	Total Debt Service	5000						0			0
154	PROVISION FOR CONTINGENCIES (O&M)	6000						577,000			577,000
155	Total Direct Disbursements/Expenditures		50,000	500	666,000	348,000	740,000	578,000	0	0	2,382,500
156	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(227,875)
157											
158	30 - DEBT SERVICE FUND (DS)										
159	PAYMENTS TO OTHER DIST & GOVT UNITS (DS)	4000									
160	Payments to Other Dist & Govt Units (In-State)	4100									
161	Payments for Regular Programs	4110						0			0
162	Payments for Special Education Programs	4120						0			0
163	Other Payments to In-State Govt Units (Describe & Itemize)	4190						0			0
164	Total Payments to Other Dist & Govt Units (In-State)	4000						0			0
165	DEBT SERVICE (DS)	5000									
166	Debt Service - Interest on Short-Term Debt	5100									
167	Tax Anticipation Warrants	5110						0			0
168	Tax Anticipation Notes	5120						0			0
169	Corporate Personal Prop Repl Tax Anticipation Notes	5130						0			0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Func #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
170	State Aid Anticipation Certificates	5140						0			0
171	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0
172	Total Debt Service - Interest On Short-Term Debt	5100						0			0
173	Debt Service - Interest on Long-Term Debt	5200						442,295			442,295
174	Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired)	5300						1,095,000			1,095,000
175	Debt Service Other (Describe & Itemize)	5400			3,000			0			3,000
176	Total Debt Service	5000			3,000			1,537,295			1,540,295
177	PROVISION FOR CONTINGENCIES (DS)	6000						0			0
178	Total Direct Disbursements/Expenditures				3,000			1,537,295			1,540,295
179	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(58,554)
180											
181	40 - TRANSPORTATION FUND (TR)										
182	SUPPORT SERVICES (TR)	2000									
183	Support Services - Pupils	2100									
184	Other Support Services - Pupils (Describe & Itemize)	2190	0	0	0	0	0	0	0	0	0
185	Support Services - Business										
186	Pupil Transportation Services	2550	256,500	4,500	504,972	40,000	26,000	500	0	0	832,472
187	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0	0	0
188	Total Support Services	2000	256,500	4,500	504,972	40,000	26,000	500	0	0	832,472
189	COMMUNITY SERVICES (TR)	3000	0	0	0	0	0	0	0	0	0
190	PAYMENTS TO OTHER DIST & GOVT UNITS (TR)	4000									
191	Payments to Other Dist & Govt Units (In-State)	4100									
192	Payments for Regular Program	4110			0			0			0
193	Payments for Special Education Programs	4120			0			0			0
194	Payments for Adult/Continuing Education Programs	4130			0			0			0
195	Payments for CTE Programs	4140			0			0			0
196	Payments for Community College Programs	4170			0			0			0
197	Other Payments to In-State Govt Units (Describe & Itemize)	4190			0			0			0
198	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
	Payments to Other Dist & Govt Units (Out-of-State)	4400									
199	(Describe & Itemize)				0			0			0
200	Total Payments to Other Dist & Govt Units	4000			0			0			0
201	DEBT SERVICE (TR)	5000									
202	Debt Service - Interest on Short-Term Debt	5100									
203	Tax Anticipation Warrants	5110						0			0
204	Tax Anticipation Notes	5120						0			0
205	Corporate Personal Prop Repl Tax Anticipation Notes	5130						0			0
206	State Aid Anticipation Certificates	5140						0			0
207	Other Interest on Short-Term Debt (Describe and Itemize)	5150						0			0
208	Total Debt Service - Interest On Short-Term Debt	5100						0			0
209	Debt Service - Interest on Long-Term Debt	5200						0			0
	Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired)	5300						0			0
210	Debt Service - Other (Describe and Itemize)	5400						0			0
211	Total Debt Service	5000						0			0
212	PROVISION FOR CONTINGENCIES (TR)	6000						28,802			28,802
214	Total Direct Disbursements/Expenditures		256,500	4,500	504,972	40,000	26,000	29,302	0	0	861,274
215	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										0
216											
217	50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS)										
218	INSTRUCTION (MR/SS)	1000									
219	Regular Program	1100		0							0
220	Pre-K Programs	1125		99,000							99,000
221	Special Education Programs (Functions 1200-1220)	1200		72,831							72,831

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
222	Special Education Programs Pre-K	1225		0							0
223	Remedial and Supplemental Programs K-12	1250		0							0
224	Remedial and Supplemental Programs Pre-K	1275		0							0
225	Adult/Continuing Education Programs	1300		0							0
226	CTE Programs	1400		0							0
227	Interscholastic Programs	1500		24,200							24,200
228	Summer School Programs	1600		1,220							1,220
229	Gifted Programs	1650		0							0
230	Driver's Education Programs	1700		4,000							4,000
231	Bilingual Programs	1800		0							0
232	Truant Alternative & Optional Programs	1900		0							0
233	Total Instruction	1000		201,251							201,251
234	SUPPORT SERVICES (MR/SS)	2000									
235	Support Services - Pupil	2100									
236	Attendance & Social Work Services	2110		19,500							19,500
237	Guidance Services	2120		19,900							19,900
238	Health Services	2130		13,400							13,400
239	Psychological Services	2140		0							0
240	Speech Pathology & Audiology Services	2150		0							0
241	Other Support Services - Pupils (Describe & Itemize)	2190		0							0
242	Total Support Services - Pupil	2100		52,800							52,800
243	Support Services - Instructional Staff	2200									
244	Improvement of Instruction Services	2210		0							0
245	Educational Media Services	2220		7,400							7,400
246	Assessment & Testing	2230		0							0
247	Total Support Services - Instructional Staff	2200		7,400							7,400
248	Support Services - General Administration	2300									
249	Board of Education Services	2310		1,395							1,395
250	Executive Administration Services	2320		17,700							17,700
251	Special Area Administrative Services	2330		0							0
252	Claims Paid from Self Insurance Fund	2361		0							0
253	Workers' Compensation or Workers' Occupation Disease Acts Payments	2362		0							0
254	Unemployment Insurance Payments	2363		0							0
255	Insurance Payments (regular or self-insurance)	2364		0							0
256	Risk Management and Claims Services Payments	2365		0							0
257	Judgment and Settlements	2366		0							0
258	Educatl, Inspectl, Supervisory Serv. Related to Loss Prevention or Reduction	2367		0							0
259	Reciprocal Insurance Payments	2368		0							0
260	Legal Service	2369		0							0
261	Total Support Services - General Administration	2300		19,095							19,095
262	Support Services - School Administration	2400									
263	Office of the Principal Services	2410		14,650							14,650
264	Other Support Services - School Administration (Describe & Itemize)	2490		0							0
265	Total Support Services - School Administration	2400		14,650							14,650
266	Support Services - Business	2500									
267	Direction of Business Support Services	2510		1,150							1,150
268	Fiscal Services	2520		18,500							18,500
269	Facilities Acquisition & Construction Services	2530		0							0
270	Operation & Maintenance of Plant Service	2540		74,934							74,934
271	Pupil Transportation Services	2550		37,719							37,719
272	Food Services	2560		32,500							32,500
273	Internal Services	2570		0							0
274	Total Support Services - Business	2500		164,803							164,803
275	Support Services - Central	2600									
276	Direction of Central Support Services	2610		0							0
277	Planning, Research, Development & Evaluation Services	2620		0							0
278	Information Services	2630		0							0

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Func #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
279	Staff Services	2640		0							0
280	Data Processing Services	2660		36,000							36,000
281	Total Support Services - Central	2600		36,000							36,000
282	Other Support Services (Describe & Itemize)	2900		0							0
283	Total Support Services	2000		294,748							294,748
284	COMMUNITY SERVICES (MR/SS)	3000		0							0
285	PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)	4000									
286	Payments for Regular Programs	4110		0							0
287	Payments for Special Education Programs	4120		0							0
288	Payments for CTE Programs	4140		0							0
289	Total Payments to Other Dist & Govt Units	4000		0							0
290	DEBT SERVICE (MR/SS)	5000									
291	Debt Service - Interest on Short-Term Debt	5100									
292	Tax Anticipation Warrants	5110						0			0
293	Tax Anticipation Notes	5120						0			0
294	Corporate Personal Prop Repl Tax Anticipation Notes	5130						0			0
295	State Aid Anticipation Certificates	5140						0			0
296	Other (Describe & Itemize)	5150						0			0
297	Total Debt Service	5000						0			0
298	PROVISION FOR CONTINGENCIES (MR/SS)	6000						0			0
299	Total Direct Disbursements/Expenditures			495,999				0			495,999
300	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										47,584
302	60 - CAPITAL PROJECTS (CP)										
303	SUPPORT SERVICES (CP)	2000									
304	Support Services - Business										
305	Facilities Acquisition & Construction Services	2530	0	0	0	0	770,000	0	0		770,000
306	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0		0
307	Total Support Services	2000	0	0	0	0	770,000	0	0		770,000
308	PAYMENTS TO OTHER DIST & GOVT UNITS (CP)	4000									
309	Payments to Other Dist & Govt Units (In-State)	4100									
310	Payments to Regular Programs	4110		0				0			0
311	Payment for Special Education Programs	4120		0				0			0
312	Payment for CTE Programs	4140		0				0			0
313	Payments to Other Govt Units (In-State) (Describe & Itemize)	4190		0				0			0
314	Total Payments to Other Districts & Govt Units	4000		0				0			0
315	PROVISION FOR CONTINGENCIES (CP)	6000						0			0
316	Total Direct Disbursements/Expenditures		0	0	0	0	770,000	0	0		770,000
317	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(770,000)
319	70 WORKING CASH FUND (WC)										
321	80 - TORT FUND (TF)										
322	INSTRUCTION (TF)	1000									
323	Regular Programs	1100	0	0	0	0	0	0	0	0	0
324	Tuition Payment to Charter Schools	1115		0							0
325	Pre-K Programs	1125	0	0	0	0	0	0	0	0	0
326	Special Education Programs (Functions 1200 - 1220)	1200	0	0	0	0	0	0	0	0	0
327	Special Education Programs Pre-K	1225	0	0	0	0	0	0	0	0	0
328	Remedial and Supplemental Programs K-12	1250	0	0	0	0	0	0	0	0	0
329	Remedial and Supplemental Programs Pre-K	1275	0	0	0	0	0	0	0	0	0
330	Adult/Continuing Education Programs	1300	0	0	0	0	0	0	0	0	0
331	CTE Programs	1400	0	0	0	0	0	0	0	0	0
332	Interscholastic Programs	1500	0	0	0	0	0	0	0	0	0
333	Summer School Programs	1600	0	0	0	0	0	0	0	0	0
334	Gifted Programs	1650	0	0	0	0	0	0	0	0	0

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
335	Driver's Education Programs	1700	0	0	0	0	0	0	0	0	0
336	Bilingual Programs	1800	0	0	0	0	0	0	0	0	0
337	Truant Alternative & Optional Programs	1900	0	0	0	0	0	0	0	0	0
338	Pre-K Programs - Private Tuition	1910						0			0
339	Regular K-12 Programs Private Tuition	1911						0			0
340	Special Education Programs K-12 Private Tuition	1912						0			0
341	Special Education Programs Pre-K Tuition	1913						0			0
342	Remedial/Supplemental Programs K-12 Private Tuition	1914						0			0
343	Remedial/Supplemental Programs Pre-K Private Tuition	1915						0			0
344	Adult/Continuing Education Programs Private Tuition	1916						0			0
345	CTE Programs Private Tuition	1917						0			0
346	Interscholastic Programs Private Tuition	1918						0			0
347	Summer School Programs Private Tuition	1919						0			0
348	Gifted Programs Private Tuition	1920						0			0
349	Bilingual Programs Private Tuition	1921						0			0
350	Truants Alternative/Opt Ed Programs Private Tuition	1922						0			0
351	Total Instruction¹⁴	1000	0	0	0	0	0	0	0	0	0
352	SUPPORT SERVICES (TF)	2000									
353	Support Services - Pupil	2100									
354	Attendance & Social Work Services	2110	0	0	0	0	0	0	0	0	0
355	Guidance Services	2120	0	0	0	0	0	0	0	0	0
356	Health Services	2130	0	0	0	0	0	0	0	0	0
357	Psychological Services	2140	0	0	0	0	0	0	0	0	0
358	Speech Pathology & Audiology Services	2150	0	0	0	0	0	0	0	0	0
359	Other Support Services - Pupils (Describe & Itemize)	2190	0	0	0	0	0	0	0	0	0
360	Total Support Services - Pupil	2100	0	0	0	0	0	0	0	0	0
361	Support Services - Instructional Staff	2200									
362	Improvement of Instruction Services	2210	0	0	0	0	0	0	0	0	0
363	Educational Media Services	2220	0	0	0	0	0	0	0	0	0
364	Assessment & Testing	2230	0	0	0	0	0	0	0	0	0
365	Total Support Services - Instructional Staff	2200	0	0	0	0	0	0	0	0	0
366	Support Services - General Administration	2300									
367	Board of Education Services	2310	0	0	0	0	0	0	0	0	0
368	Executive Administration Services	2320	0	0	0	0	0	0	0	0	0
369	Special Area Administration Services	2330	0	0	0	0	0	0	0	0	0
370	Claims Paid from Self Insurance Fund	2361	0	0	0	0	0	0	0	0	0
371	Risk Management and Claims Services Payments	2365	0	0	10,000	0	0	1,500	0	0	11,500
372	Total Support Services - General Administration	2300	0	0	10,000	0	0	1,500	0	0	11,500
373	Support Services - School Administration	2400									
374	Office of the Principal Services	2410	0	0	0	0	0	0	0	0	0
375	Other Support Services - School Administration (Describe & Itemize)	2490	0	0	0	0	0	0	0	0	0
376	Total Support Services - School Administration	2400	0	0	0	0	0	0	0	0	0
377	Support Services - Business	2500									
378	Direction of Business Support Services	2510	0	0	0	0	0	0	0	0	0
379	Fiscal Services	2520	0	0	0	0	0	0	0	0	0
380	Operation & Maintenance of Plant Services	2540	0	0	0	0	0	67,028	0	0	67,028
381	Pupil Transportation Services	2550	0	0	0	0	0	0	0	0	0
382	Food Services	2560	0	0	0	0	0	0	0	0	0
383	Internal Services	2570	0	0	0	0	0	0	0	0	0
384	Total Support Services - Business	2500	0	0	0	0	0	67,028	0	0	67,028
385	Support Services - Central	2600									
386	Direction of Central Support Services	2610	0	0	0	0	0	0	0	0	0
387	Planning, Research, Development & Evaluation Services	2620	0	0	0	0	0	0	0	0	0
388	Information Services	2630	0	0	0	0	0	5,981	0	0	5,981
389	Staff Services	2640	0	0	0	0	0	0	0	0	0
390	Data Processing Services	2660	0	0	0	0	0	0	0	0	0

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Func#	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
391	Total Support Services - Central	2600	0	0	0	0	0	5,981	0	0	5,981
392	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0	0	0
393	Total Support Services	2000	0	0	10,000	0	0	74,509	0	0	84,509
394	COMMUNITY SERVICES (TF)	3000	0	0	0	0	0	0	0	0	0
395	PAYMENTS TO OTHER DIST & GOVT UNITS (TF)	4000									
396	Payments to Other Dist & Govt Units (In-State)	4100									
397	Payments for Regular Programs	4110			0			0			0
398	Payments for Special Education Programs	4120			0			0			0
399	Payments for Adult/Continuing Education Programs	4130			0			0			0
400	Payments for CTE Programs	4140			0			0			0
401	Payments for Community College Programs	4170			0			0			0
402	Other Payments to In-State Govt Units (Describe & Itemize)	4190			0			0			0
403	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
404	Payments for Regular Programs - Tuition	4210						0			0
405	Payments for Special Education Programs - Tuition	4220						0			0
406	Payments for Adult/Continuing Education Programs - Tuition	4230						0			0
407	Payments for CTE Programs - Tuition	4240						0			0
408	Payments for Community College Programs - Tuition	4270						0			0
409	Payments for Other Programs - Tuition	4280						0			0
410	Other Payments to In-State Govt Units (Describe & Itemize)	4290						0			0
411	Total Payments to Other Dist & Govt Units - Tuition (In State)	4200						0			0
412	Payments for Regular Programs - Transfers	4310						0			0
413	Payments for Special Education Programs - Transfers	4320						0			0
414	Payments for Adult/Continuing Ed Programs - Transfers	4330						0			0
415	Payments for CTE Programs - Transfers	4340						0			0
416	Payments for Community College Program - Transfers	4370						0			0
417	Payments for Other Programs - Transfers	4380						0			0
418	Other Payments to In-State Govt Units - Transfers (Describe & Itemize)	4390			0			0			0
419	Total Payments to Other Dist & Govt Units-Transfers (In State)	4300			0			0			0
420	Payments to Other Dist & Govt Units (Out of State)	4400						0			0
421	Total Payments to Other Dist & Govt Units	4000			0			0			0
422	DEBT SERVICE (TF)	5000									
423	Debt Service - Interest on Short-Term Debt										
424	Tax Anticipation Warrants	5110						0			0
425	Corporate Personal Property Replacement Tax Anticipation Notes	5130						0			0
426	Other Interest or Short-Term Debt (Describe & Itemize)	5150						0			0
427	Total Debt Service	5000						0			0
428	PROVISION FOR CONTINGENCIES (TF)	6000						0			0
429	Total Direct Disbursements/Expenditures		0	0	10,000	0	0	74,509	0	0	84,509
430	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										0
431											
432	90 - FIRE PREVENTION & SAFETY FUND (FP&S)										
433	SUPPORT SERVICES (FP&S)	2000									
434	Support Services - Business	2500									
435	Facilities Acquisition & Construction Services	2530	0	0	0	0	218,111	0	0		218,111
436	Operation & Maintenance of Plant Service	2540	0	0	0	0	0	0	0		0
437	Total Support Services - Business	2500	0	0	0	0	218,111	0	0		218,111
438	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0		0
439	Total Support Services	2000	0	0	0	0	218,111	0	0		218,111
440	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (FP&S)	4000									
441	Payments to Regular Programs	4110						0			0
442	Payments to Special Education Programs	4120						0			0
443	Other Payments to In-State Govt Units (Describe & Itemize)	4190						0			0
444	Total Payments to Other Districts & Govt Units (FPS)	4000						0			0
445	DEBT SERVICE (FP&S)	5000									
446	Debt Service - Interest on Short-Term Debt	5100									
447	Tax Anticipation Warrants	5110						0			0
448	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0
449	Total Debt Service - Interest on Short-Term Debt	5100						0			0
450	Debt Service - Interest on Long-Term Debt	5200						0			0

ESTIMATED DISBURSEMENTS/EXPENDITURES

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
451	Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired)	5300						0			0
452	Total Debt Service	5000						0			0
453	PROVISIONS FOR CONTINGENCIES (FP&S)	6000						0			0
454	Total Direct Disbursements/Expenditures		0	0	0	0	218,111	0	0		218,111
455	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(187,119)

This page is provided for detailed itemizations as requested within the body of the Report.

1. 10E4090 Revenue from E-Rate Category I Services
2. 20E4090 Revenue from E-Rate Category II Services
- 3.
- 4.

	A	B	C	D	E	F
1	DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only (School Districts Only)					
2	Description	EDUCATIONAL FUND (10)	OPERATIONS & MAINTENANCE FUND (20)	TRANSPORTATION FUND (40)	WORKING CASH FUND (70)	TOTAL
3	Direct Revenues	17,040,569	2,154,625	861,274	255,426	20,311,894
4	Direct Expenditures	15,510,304	2,382,500	861,274		18,754,078
5	Difference	1,530,265	(227,875)		255,426	1,557,816
6	Estimated Fund Balance - June 30, 2022	3,252,919	5,755,311	727,176	1,086,384	10,821,790
7	Balanced budget, no deficit reduction plan is required.					
8	<p><i>A deficit reduction plan is required if the local board of education adopts (or amends) the 2021-22 school district budget in which the "operating funds" listed above result in direct revenues (line 9) being less than direct expenditures (line 19) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 81).</i></p>					
10	<p>Note: <i>The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.</i></p>					
12	<p><i>The School Code, Section 17-1 (105 ILCS 5/17-1) - If the 2020-2021 Annual Financial Report (AFR) reflects a deficit as defined above (page 36), then the school district shall adopt and submit a deficit reduction plan (found here on page 23-27) to ISBE within 30 days after acceptance of the AFR.</i></p>					
13	<p><i>The deficit reduction plan, if required, is developed using ISBE guidelines and format.</i></p>					

**ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division**

	A	B	C	D	E	F	G
1	*School Districts Only		DEFICIT REDUCTION PLAN ESTIMATED BUDGET FY2021-2022				
2							
3	53090308016						
4	<i>District Number</i>						
5	Washington CHSD 308						
6	<i>District Name</i>		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE (must equal prior Ending Fund Balance)		2,492,654	5,983,186	727,176	830,958	10,033,974
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000	11,488,765	2,104,625	649,274	255,426	14,498,090
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	15,000	0	0		15,000
11	STATE SOURCES	3000	3,914,714	50,000	212,000	0	4,176,714
12	FEDERAL SOURCES	4000	1,622,090	0	0	0	1,622,090
13	Total Receipts/Revenues		17,040,569	2,154,625	861,274	255,426	20,311,894
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000	10,772,508				10,772,508
16	SUPPORT SERVICES	2000	4,133,296	1,805,500	832,472		6,771,268
17	COMMUNITY SERVICES	3000	0	0	0		0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000	354,500	0	0		354,500
19	DEBT SERVICES	5000	0	0	0		0
20	PROVISION FOR CONTINGENCIES	6000	250,000	577,000	28,802		855,802
21	Total Disbursements/Expenditures		15,510,304	2,382,500	861,274		18,754,078
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		1,530,265	(227,875)	0	255,426	1,557,816
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)		770,000	0	0	0	770,000
25	OTHER USES OF FUNDS (8000)		1,540,000	0	0	0	1,540,000
26	TOTAL OTHER SOURCES/USES OF FUNDS		(770,000)	0	0	0	(770,000)
27	ESTIMATED ENDING FUND BALANCE		3,252,919	5,755,311	727,176	1,086,384	10,821,790

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division

	A	B	H	I	J	K	L
1	*School Districts Only		ESTIMATED BUDGET FY2022-2023				
2							
3	53090308016						
4	<i>District Number</i>						
5	Washington CHSD 308						
6	<i>District Name</i>		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE (must equal prior Ending Fund Balance)		3,252,919	5,755,311	727,176	1,086,384	10,821,790
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		3,252,919	5,755,311	727,176	1,086,384	10,821,790

**ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division**

	A	B	M	N	O	P	Q
1	*School Districts Only		ESTIMATED BUDGET FY2023-2024				
2							
3	53090308016						
4	<i>District Number</i>						
5	Washington CHSD 308						
6	<i>District Name</i>		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE (must equal prior Ending Fund Balance)		3,252,919	5,755,311	727,176	1,086,384	10,821,790
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		3,252,919	5,755,311	727,176	1,086,384	10,821,790

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division

	A	B	R	S	T	U	V
1	*School Districts Only		ESTIMATED BUDGET FY2024-2025				
2							
3	53090308016						
4	<i>District Number</i>						
5	Washington CHSD 308						
6	<i>District Name</i>		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE (must equal prior Ending Fund Balance)		3,252,919	5,755,311	727,176	1,086,384	10,821,790
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		3,252,919	5,755,311	727,176	1,086,384	10,821,790

**ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division**

	A	B	W	X	Y	Z
1	*School Districts Only		SUMMARY BUDGET ADDENDUM - DEFICIT REDUCTION PLAN ESTIMATED BUDGET <i>Date of Adoption:</i> _____ (Enter as MM/DD/YY)			
2						
3	53090308016					
4	<i>District Number</i>					
5	Washington CHSD 308					
6	<i>District Name</i>		FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025
7	ESTIMATED BEGINNING FUND BALANCE <i>(must equal prior Ending Fund Balance)</i>		10,033,974	10,821,790	10,821,790	10,821,790
8	RECEIPTS/REVENUES	Acct #				
9	LOCAL SOURCES	1000	14,498,090	0	0	0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	15,000	0	0	0
11	STATE SOURCES	3000	4,176,714	0	0	0
12	FEDERAL SOURCES	4000	1,622,090	0	0	0
13	Total Receipts/Revenues		20,311,894	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #				
15	INSTRUCTION	1000	10,772,508	0	0	0
16	SUPPORT SERVICES	2000	6,771,268	0	0	0
17	COMMUNITY SERVICES	3000	0	0	0	0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000	354,500	0	0	0
19	DEBT SERVICES	5000	0	0	0	0
20	PROVISION FOR CONTINGENCIES	6000	855,802	0	0	0
21	Total Disbursements/Expenditures		18,754,078	0	0	0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		1,557,816	0	0	0
23	OTHER SOURCES/USES OF FUNDS					
24	OTHER SOURCES OF FUNDS (7000)		770,000	0	0	0
25	OTHER USES OF FUNDS (8000)		1,540,000	0	0	0
26	TOTAL OTHER SOURCES/USES OF FUNDS		(770,000)	0	0	0
27	ESTIMATED ENDING FUND BALANCE		10,821,790	10,821,790	10,821,790	10,821,790

Deficit Reduction Plan-Background/Assumptions (School Districts Only)
Fiscal Year 2021-2022 through Fiscal Year 2024-2025

Washington CHSD 308 53090308016

Please complete the following schedule and include a brief description to identify any areas of the budget that will be impacted from one year to the next. If the deficit reduction plan relies upon new local revenues, identify contingencies for further budget reductions which will be enacted in the event those new revenues are not available.

1. Background and Narrative of Budget Reductions:

2. Assumptions Used in the Deficit Reduction Plan:

- **EBF and Estimated New Tier Funding:**

- **Equal Assessed Valuation and Tax Rates:**

- **Employee Salaries and Benefits:**

- **Short and Long Term Borrowing:**

- **Educational Impact:**

- Other Assumptions:

- Has the district considered shared services or outsourcing (Ex: Transportation, Insurance) If yes please explain:

Reference Description

- 1 Each fund balance should correspond to the fund balance reflected on the books as of June 30th - Balance Sheet Accounts #720 and #730 (audit figures, if available).
- 2 Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On-Behalf" Payments should only be reflected on this page (Budget Summary, Lines 10 and 20).
- 3 Requires the secretary of the school board to notify the county clerk (within 30 days of the transfer approval) to abate an equal amount of taxes to be next extended. See Sec. 10-22.14 & 17-2.11.
- 3^a Requires notification to the county clerk to abate an equal amount from taxes next extended. See section 10-22.14
- 4 Principal on Bonds Sold:
 - (1) Funding Bonds are to be entered in the fund or funds in which the liability occurs.
 - (2) Refunding Bonds can be entered in the Debt Services Fund only.
 - (3) Building Bonds can be entered in the Capital Projects Fund only.
 - (4) Fire Prevention and Safety Bonds can be entered in the Fire Prevention & Safety Fund only.
- 5

The proceeds from the sale of school sites, buildings, or other real estate shall be used first to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used by the school board to meet any urgent district needs as determined under Sections 2-3.12 and 17-2.11 of the School Code. Once these issues have been addressed, any remaining proceeds may be used for any other authorized purpose and for deposit into any district fund.
- 6 The School Code, Section 10-22.44 prohibits the transfer of interest earned on the investment of "any funds for purposes of Illinois Municipal Retirement under the Pension Code." This prohibition does not include funds for Social Security and Medicare-only purposes. For additional requirements on interest earnings, see 23 Illinois Administrative Code, Part 100, Section 100.50.
- 7 Cash plus investments must be greater than or equal to zero.
- 8 For cash basis budgets, this total will equal the Budget Summary - Total Direct Receipts/Revenues (Line 9) plus Total Other Sources of Funds (Line 46).
- 9 For cash basis budgets, this total will equal the Budget Summary - Total Direct Disbursements/Expenditures (Line 19) plus Total Other Uses of Funds (Line 79).
- 10 Working Cash Fund loans may be made to any district fund for which taxes are levied (Section 20-5 of the School Code).
- 11 Include revenue accounts 1110 through 1115, 1117, 1118 & 1120.
- 12 The School Code Section 17-2.2c. Tax for leasing educational facilities or computer technology or both, and for temporary relocation expense purposes.
- 13 Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.
- 14 Only tuition payments made to private facilities. See Functions 4200 or 4400 for estimated public facility disbursements/expenditures.
- 15 Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund - e.g.: alternate revenue bonds. (Describe & Itemize)
- 16 Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)
Only abatement of working cash fund can transfer its funds to any fund in most need of money
(see 105 ILCS 5/20-10 for further explanation)

Millikin Honor Band Trip Proposal - October 24-25

Sunday - October 24 - Watch Millikin Wind Ensemble and guest group, the Dallas Brass, in concert.

Monday - Oct 25 - Millikin Honor Band - Rehearsals, master classes, sectionals and concert.

Cost to student - approx \$60-\$70 per person per 2 to a room.

Transportation - WCHS Short Bus (Mr. Tallman to drive)

Number of students - the most we have had accepted was 6 - so I would say between 2-8 students.

ACTION ITEMS

9.3 Approve Overnight Millikin Honor Band Trip, Oct. 24-25, 2021

Recommendation:

That the WCHS Board of Education approve the overnight Millikin Honor Band trip from October 24 to October 25, 2021 as presented.

Suggested Motion:

Move to approve the overnight Millikin Honor Band Trip from October 24 to 25, 2021 as recommended.

Recommendation:

That the Board of Education approve potential project for the School Maintenance Grant as presented.

Suggested Motion:

Motion to approve potential project for the School Maintenance Grant as recommended.

[Add Item to Schedule](#)

1. COUNTY CODE 090, Tazewell			2. DISTRICT CODE/NAME 53090308016, Washington CHSD 308			3. APPLICATION YEAR/ROUND 2022, 1				
Item I.D.	Facility Name	Facility Address	Facility Description	Project Description	Priority Code	Category Code	Est. cost	Est. Start Date	Est. Completion Date	
Open	1	WASHINGTON COMM HIGH SCHOOL	115 Bondurant St, Washington	Washington Community High School. The original high school building was built in 1942 with additions being added in 1956, 1961, 1963, 1974, 1975, 2012 and 2019. The replacement value of the present site buildings and contest area is \$69,040,547. The present school site is approximately 42.1 acres in size.	Original Asphalt parking lot had patching of Oil/Chip in areas and is now deteriorating and replacement is needed. It has potholes and the surface is deteriorating - some areas is just aggregate. Safety is a huge concern with trip hazards along with runoff as the parking lot loses the aggregate. * The original asphalt base needs to be taken up / full mill and overlay with new asphalt surface of area.	B	PAVE	\$190,000.00	05/30/2022	07/30/2022

Total Estimated Project Cost	\$190,000.00
Total Requested Grant Amount	\$50,000.00
Total Reserved Local Funds(District Responsibility):	\$50,000.00
Total Reserved Remaining Funds (District Responsibility):	\$90,000.00

Recommendation

That the Board of Education authorize employment of WCHS students for Co-Op positions for the school year of 2021-22 as presented.

Suggested Motion

I move that the Board of Education authorize employment of WCHS students for the Co-Op positions for the school year of 2021-22 as recommended.

**Policy Committee Meeting
September 3, 2021
2:00 p.m.
WCHS Admin Office**

Substantial Changes:

6:145

6:260

Minor Changes or Housekeeping:

2:20 5:10 6:160

2:240 5:30 6:235

2:260

Five Year Review

1:10 2:10 3:30 6:100 7:220 8:90

1:20 2:30 6:170 7:230

1:30 2:130 6:255 7:280

Revisions to Policies, Administrative Procedures, and Exhibits

Substantial Changes

Number and Title	Revision Descriptions
6:145, Migrant Students	The policy, Legal References, and footnotes are updated in response to a five-year review.
6:260, Complaints About Curriculum, Instructional Materials, and Programs	The policy, Legal References, Cross References, and footnotes are updated in response to a five-year review.

Minor Changes or Housekeeping:

Number and Title	Revision Descriptions
2:20, Powers and Duties of the School Board; Idemnification	The Policy is unchanged. The footnotes are updated for continuous improvement.
2:240, Board Policy Development	The policy and footnotes are updated with an optional subhead entitled Words Importing Gender . These updates are in response to subscriber feedback and evolving diversity, equity, and inclusion work at the IASB. <i>**Not Recommended because this will happen naturally through policy updates and should not be required immediately through this "recommended" policy change.**</i>
2:260, Uniform Grievance Procedure	The policy is changed to remove Simon Merila from "Complaint Manager" and added Chris Snider as a "Complaint Manager".
5:10, Equal Employment Opportunity and Minority Recruitment	The policy, Cross References, and footnotes are updated in response to 775 ILCS 5/2-103.1, added by P.A. 101-656, <i>Criminal History Records Check of Contractor Employees</i> . Continuous improvement updates are also made to the Legal References and footnotes.
5:30, Hiring Process and Criteria	The policy is unchanged. The footnotes are updated for the same reason stated above in Policy 5:10, <i>Criminal History Records Check of Contractor Employees</i> , and for continuous improvement. The Cross References are updated to incorporate a style change.
6:160, English Learners	The policy and footnotes are updated for the same reasons stated above in 2:150-AP, <i>Superintendent Committees</i> , and in response to a five-year review. Text was added to the Parent Involvement subhead restating the law requiring a district to establish a Transitional Bilingual Education Programs Parent Advisory Committee. Footnotes explain 105 ILCS 5/14C-10.
6:235, Access to Electronic Networks	The policy, Legal References, Cross References, Administrative Procedure references, and footnotes are updated in response to the expanded use of education technologies in schools and for other continuous improvements. The Legal References are also updated in response to 20 U.S.C. §7131 and 115 ILCS 5/14(c-5), added by 101-620.

	7:315, <i>Restrictions on Publications; High Schools</i> ; and 7:345, <i>Use of Educational Technologies</i> , are added to the Cross References.
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Five-Year Review

Number and Title	Revision Descriptions
1:10, School District Legal Status	The policy is unchanged.
1:20, District Organization, Operations, and Cooperative Agreements	The Legal References are updated in response to a five-year review with minor style changes that do not require board action. The footnotes are also updated in response to five-year review.
1:30, School District Philosophy	<i>**The Board is currently working on updating this policy, so I recommend no action at this time.**</i>
2:10, School District Governance	The policy, Legal References, and footnotes are updated in response to a five-year review. The policy and footnote 4 are updated to reflect changes to 5 ILCS 120/7(e), amended by P.A. 101-640, permitting public bodies to meet without a quorum physically present during a public health emergency.
2:30, School District Elections	The Legal References and footnotes are updated in response to a five-year review.
2:130, Board-Superintendent Relationship	The policy and footnotes are updated in response to a five-year review. Statutory text from the footnotes was placed into the policy.
3:30, Chain of Command	The policy is unchanged. Footnote 1 is added in response to a five-year review.
6:100, Using Animals in the Educational Program	The policy is unchanged. The footnotes are updated to delete an administrative procedure reference and in response to a five-year review.
6:170, Title I Programs	The policy is unchanged. The footnotes are updated in response to a five-year review.
6:255, Assemblies and Ceremonies	The Legal References are updated in response to a five-year review. The footnotes are also updated in response to a five-year review.
7:220, Bus Conduct	The policy is updated in response to a five-year review with a minor style change that does not require board action. The footnotes are also updated in response to a five-year review.
7:230, Misconduct by Students with Disabilities	The policy is unchanged. The footnotes are updated in response to a five-year review.
7:280, Communicable and Chronic Infectious Disease	The Legal References and footnotes are updated in response to a five-year review. A repealed statute was deleted from the Legal References.
8:90, Parent Organizations and Booster Clubs	The policy and footnotes are updated in response to a five-year review.

SUBSTANTIAL

Instruction

Migrant Students ¹

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

This program will include a means to:

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

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

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

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

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

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

⁴ 20 U.S.C. §6394(c)(7).

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

Migrant Education Program for Parent/Guardian and Family Member Engagement

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

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

LEGAL REF.: 20 U.S.C. §6318.
20 U.S.C. §6391 et seq., Education of Migratory Children.
34 C.F.R. §200.81⁹ et seq.

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

DRAFT

⁵ For an elementary school district that wants to delete subsection e. amend 4(c)-4(e) as follows:
c. Family literacy programs, and
d. The integration of information technology into educational and related programs, and
e. Programs to facilitate the transition of secondary school students to postsecondary education or employment.

⁶ 20 U.S.C. §6394(c)(3).

Instruction

Complaints About Curriculum, Instructional Materials, and Programs

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

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

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

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

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

¹ 20 U.S.C. §1232h(c)(1)(C)(i).

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

MINOR

School Board

Powers and Duties of the School Board; Indemnification

The major powers and duties of the School Board include, but are not limited to:

1. Organizing the Board after each consolidated election by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with State and federal law. ¹
2. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law. ²
3. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, including determining whether an employee has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/,³ and establishing an equal employment opportunity policy that prohibits unlawful discrimination. ⁴
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration. ⁵
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law. ⁶

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

¹ State law controls this policy's content. School board powers listed in the School Code are not exclusive, meaning that a board may exercise "all other powers not inconsistent with this Act that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board." 105 ILCS 5/10-20. This policy's intent is to list the *major* statutory powers and duties – not all of them. See also 105 ILCS 5/10-20.5 and 5/10-21.

For power/duty #1, see 105 ILCS 5/10-16 and 5/10-16.5 and policies 2:80, *Board Member Oath and Conduct*, and 2:210, *Organizational School Board Meeting*. Boards that elect officers for one-year terms and/or hold organizational meetings yearly, replace the default text in number 1 with the following:

Annually organizing the Board by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with Board policy and State and federal law.

² 105 ILCS 5/10-20.5 and policy 2:240, *Board Policy Development*, 105 ILCS 5/10-21; and 115 ILCS 5/, III, Educational Labor Relations Act.

³ 105 ILCS 5/10-23.12(c), added by P.A. 101-531; 105 ILCS 5/21B-75(b), amended by P.A. 101-531. For further discussion see f/n 22 in policy 5:90, *Abused and Neglected Child Reporting*. **Note:** While 105 ILCS 5/10-23.12(c) permits boards to *immediately* dismiss certain employees upon the determination that he or she has willfully or negligently failed to report, this does not negate a board's responsibility to provide employees with due process required by the law and district policies and procedures. Consult the board attorney for further guidance.

⁴ 105 ILCS 5/10-21.4 (employing superintendent); 5/10-20.7 and 5/10-21.1 (teachers); 5/10-21.9 (criminal history records checks); 5/10-22.34 (non-certificated personnel (this statute still uses *certificated* rather than *licensed*)); 5/10-22.4 (dismissing teachers for cause); and 5/10-23.5 and 5/24-12 (reduction in force). See ~~the~~ policies in the **PRESS Policy Reference Manual** Sections 3, General School Administration, and 5, Personnel.

⁵ 105 ILCS 5/10-16.7.

6. Entering contracts using the public bidding procedure when required. ⁷
7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy. ⁸
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination. ⁹
9. Approving the curriculum, textbooks, and educational services. ¹⁰
10. Evaluating the educational program and approving School Improvement and District Improvement Plans. ¹¹
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School, and student performance. ¹²
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it. ¹³
13. Establishing attendance units within the District and assigning students to the schools. ¹⁴
14. Establishing the school year. ¹⁵
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11. ¹⁶
16. Providing student transportation services pursuant to State law. ¹⁷
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities. ¹⁸

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

⁶ 105 ILCS 5/10-20.19 and 5/17-1 et seq. See policies in the **PRESS Policy Reference Manual** Section 4, Operational Services.

⁷ 105 ILCS 5/10-20.21. See policy 4:60, *Purchases and Contracts*.

⁸ For the first clause, see 105 ILCS 5/10-20.6, 5/10-20.12, 5/10-22.10, 5/10-22.35A, and 5/10-22.36; and policy 4:150, *Facility Management and Building Programs*. For the second clause, see 105 ILCS 5/10-22.35. For the third clause, see 105 ILCS 5/10-20.19c; and policy 4:70, *Resource Conservation*.

⁹ Many civil rights laws guarantee equal educational opportunities; see policy 7:10, *Equal Educational Opportunities*.

¹⁰ 105 ILCS 5/10-20.8. See policies in the **PRESS Policy Reference Manual** Section 6, Instruction.

¹¹ 105 ILCS 5/2-3.25d, which addressed school and district improvement plans, was repealed by P.A. 100-1046. 105 ILCS 5/2-3.25f, and 105 ILCS 5/27-1. For more specific information about school and district improvement plans, see policy 6:10, *Educational Philosophy and Objectives*, and fn 6 in policy 6:15, *School Accountability*.

¹² 105 ILCS 5/10-17a, amended by P.A.s 100-364, 100-465, 100-807, 100-863, 100-1121, and 101-68, ~~eff. 1-1-20~~. This statute details the requirements for *presenting* the district report card and school report card(s), including presenting them at a regular school board meeting and posting them on the district's website.

¹³ 105 ILCS 5/10-22.6, amended by P.A.s 100-105, 100-810, and 100-1035. See policies 7:190, *Student Behavior*; 7:200, *Suspension Procedures*; and 7:210, *Expulsion Procedures*.

¹⁴ 105 ILCS 5/10-21.3 and 5/10-22.5. See policy 7:30, *Student Assignment and Intra-District Transfer*.

¹⁵ 105 ILCS 5/10-19, amended by P.A.s 100-465, and 101-12, and 101-643, and 23 Ill.Admin.Code §1.420, ~~amended at 42 Ill. Reg. 11512~~. See policy 6:20, *School Year Calendar and Day*.

¹⁶ Recognizing veterans on Nov. 11 is required by 105 ILCS 5/10-20.46.

¹⁷ 105 ILCS 5/10-22.22. See policy 4:110, *Transportation*.

18. Complying with requirements in the Abused and Neglected Child Reporting Act (ANCRA). Specifically, each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse. ¹⁹
19. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters. ²⁰

Indemnification ²¹

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to 105 ILCS 5/10-22.34, 10-22.34a and 10-22.34b), mentors of certified staff (pursuant to 105 ILCS 5/2-3.53a, 2-3.53b, and 105 ILCS 5/21A-5 *et seq.*), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

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

¹⁸ 105 ILCS 5/10-22.31a. See policy 1:20, *District Organization, Operations, and Cooperative Agreements*.

¹⁹ 325 ILCS 5/4(d), amended by P.A. 101-564, ~~off. 1-1-20~~. *Abuse* and *neglect* are defined in 325 ILCS 5/3; for a *disabled adult student* see 20 ILCS 1305/1-17(b).

²⁰ See policy 8:10, *Connection with the Community*.

²¹ 105 ILCS 5/10-20.20 (duty to indemnify) and 5/10-22.3 (duty to insure against loss or liability). These statutes identify the same individuals for protection except that the indemnification statute includes mentors of certified staff members. See f/n 3 in policy 4:100, *Insurance Management*.

Public officials or employees who are sued or incur loss because of the performance of their duties imposed or authorized by law on behalf of the public entity are entitled to indemnification. *McQuillan on Municipal Corporations* §12.137 (3rd ed. 1973). Public employees who must defend themselves in actions based upon the performance of official duties are entitled to indemnification. *Wayne Twp. Bd. of Auditors v. Ludwig*, 154 Ill.App.3d 899 (2nd Dist. -1987). The public's interest is served by indemnifying public officials and employees in the performance of their official duties in order to recruit and retain qualified public employees and officials.

LEGAL REF.: 105 ILCS 5/10, 5/17-1, and 5/27-1.
115 ILCS 5/, Ill. Educational Labor Relations Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational School Board Meeting), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

DRAFT

School Board

Board Policy Development¹

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

Policy Development

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

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

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

Policy Adoption and Dissemination

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

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

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

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

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

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

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

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

Board Policy Review and Monitoring

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

Words Importing Gender⁷

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

Superintendent Implementation

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

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

Suspension of Policies

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

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

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

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

⁶ Optional.

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

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

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

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

Policy 2:260 Uniform Grievance Procedure

Students, parents, guardians, employees, or community members should notify any District Complaint Manager if they believe that the School Board, its employees, or its agents have violated their rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy, or have a complaint regarding any one of the following:

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

The Complaint Manager will first attempt to resolve complaints without resorting to this grievance procedure. If a formal complaint is filed under this policy, the Complaint Manager will address the complaint promptly and equitably. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

Right to Pursue Other Remedies Not Impaired

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

Deadlines

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

Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a

complaint with a particular Complaint Manager and may request a Complaint Manager of the same sex. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with the parent(s)/guardian(s) of a student. The Complaint Manager shall assist the Complainant as needed.

For any complaint alleging bullying and/or cyberbullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy.

Investigation Process

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parents/guardians that they may attend any investigatory meetings in which their child is involved. The complaint and identity of the Complainant will not be disclosed except (1) as required by law or this policy, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

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

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

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

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused by first class U.S. mail as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.

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

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

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by first class U.S. mail as well as to the Complaint Manager.

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

Appointing a Nondiscrimination Coordinator and Complaint Managers

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

The Superintendent shall appoint at least one Complaint Manager to administer the this policy. If possible, the Superintendent will appoint two Complaint Managers, one of each gender. The District's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

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

Nondiscrimination Coordinator:

Karen Stevens
115 Bondurant Street, Washington, Illinois
61571
kstevens@wacohi.net
(309) 444-3167

Complaint Managers:

Lindsay Winter
115 Bondurant Street, Washington, Illinois
61571
lmwinter@wacohi.net
(309) 444-3167

~~Simon Merila~~ Chris Snider

115 Bondurant Street, Washington, Illinois 61571
samerila@wacohi.net
(309) 444-3167

LEGAL REF.:

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

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

Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.

Equal Pay Act, 29 U.S.C. §206(d).

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

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

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

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

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

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

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

105 ILCS 5/2-3.8, 5/3-10, 5/10-20.7a, 5/10-20.60, 5/10-22.5, 5/22-19, 5/24-4, 5/27-1, 5/27-23.7, and 45/1-15. Illinois Genetic Information Privacy Act, 410 ILCS 513/.

Illinois Whistleblower Act, 740 ILCS 174/.

Illinois Human Rights Act, 775 ILCS 5/.

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

Equal Pay Act of 2003, 820 ILCS 112/.

Employee Credit Privacy Act, 820 ILCS 70/.

23 Ill.Admin.Code §§1.240 and 200.40.

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:315 (Restrictions on Publications; High Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

Adopted: November 9, 2020

Washington CHSD 308 - PRESS Plus

General Personnel

Equal Employment Opportunity and Minority Recruitment 1

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

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

¹ Federal and State law (see the policy's Legal References) require that all districts have a policy on equal employment opportunities and control this policy's content. **This is a complex, confusing, and highly litigated area of the law; consult the board attorney for advice on the application of these laws to specific fact situations.**

² *Equal employment opportunities* apply to virtually all terms and conditions of employment, e.g., discharge, hire, promotion, pay, demotion, and benefits (see the policy's Legal References). The Ill. Constitution protects the following categories from discrimination in employment: race, color, creed, national ancestry, sex, and handicap. Art. I, §§17, 18, and 19. The Ill. Human Rights Act (IHRA) protects the following categories from discrimination in employment, whether *actual* or *perceived*: race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental disability, military status, order of protection status, sexual orientation, pregnancy, unfavorable discharge from military service, and citizenship status. 775 ILCS 5/1-102 and 5/1-103, amended by P.A. 101-221. ~~Beginning 7-1-20,~~ the IHRA requires employers to annually disclose to the Ill. Dept. of Human Rights (IDHR) certain information about adverse judgments and administrative rulings where there was a finding of sexual harassment or unlawful discrimination under any federal, State, or local law, as well as data regarding settlement agreements, if requested by an IDHR investigator. 775 ILCS 5/2-108, added by P.A. 101-221, scheduled to be repealed on 1-1-30.

The Equal Employment Opportunities Act (EEOA, a/k/a Title VII of the Civil Rights Act of 1964) prohibits discrimination because of an individual's race, color, religion, sex, or national origin. 42 U.S.C. §2000e *et seq.*, amended by The Lilly Ledbetter Fair Pay Act of 2009 (LLFPA), Pub.L. 111-2.

Under the Workplace Transparency Act (WTA) (820 ILCS 96/, added by P.A. 101-221), employers may not, as a condition of employment or continued employment, prevent prospective or current employees from making truthful statements or disclosures about alleged unlawful employment practices, including discrimination. *Id.* at 96/1-25.

The LLFPA clarifies that a discriminatory compensation decision or other practice occurs each time an employee is paid or receives a last benefits check pursuant to the discriminatory compensation decision as opposed to only from the time when the discriminatory compensation decision or other practice occurred. The Act has no legislative history available to define what the phrase *or other practice* might mean beyond a discriminatory compensation decision; however, in a guidance document, the U.S. Equal Employment Opportunity Commission (EEOC) states that practices "may include employer decisions about base pay or wages, job classifications, career ladder or other noncompetitive promotion denials, tenure denials, and failure to respond to requests for raises." See Equal Pay Act of 1963 and Lilly Ledbetter Fair Pay Act of 2009 (2014), at www.eeoc.gov/laws/guidance/equal-pay-act-1963-and-lilly-ledbetter-fair-pay-act-2009.

The Ill. Equal Pay Act of 2003 (EPA) offers additional protection by prohibiting the payment of wages to one sex less than the opposite sex or to an African-American less than a non-African-American *for the same or substantially similar work*. 820 ILCS 112/, amended by P.A.s 100-1140 and 101-177. The Ill. Dept. of Labor (IDOL) enforces the EPA. The EPA also prohibits employers from requesting or requiring applicants to disclose wage or salary history as a condition of being considered for employment or as a condition of employment. *Id.* at 112/10(b-5), added by P.A. 101-177. If an applicant voluntarily offers such information without prompting, an employer still cannot use that information in making an offer or determining future pay. See sample administrative procedure 5:30-AP1, Interview Questions, for sample permissible inquiries on this topic. Employers may seek wage or salary history from an applicant's current or former employer if that information is a matter of public record under the Freedom of Information Act (FOIA); however, districts that wish to undertake such searches should exercise caution; the fact a district seeks out publicly available wage information could still be used against it in a pay discrimination claim. *Id.* at 112/10(b-10), added by P.A. 101-177. Consult the board attorney for further guidance.

While not exhaustive, other laws protecting these and additional classifications are named in subsequent footnotes.

arrest record;⁸ military status; order of protection status;⁹ unfavorable military discharge;¹⁰ citizenship status provided the individual is authorized to work in the United States;¹¹ use of lawful

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³ 775 ILCS 5/2-102 of the IHRA, amended by P.A.s 100-100, ~~100-588~~, and 101-221 contains a *religious discrimination* subsection. It expressly prohibits employers from requiring a person to violate a sincerely held religious belief to obtain or retain employment unless, after engaging in a bona fide effort, the employer demonstrates that it is unable to reasonably accommodate the employee's or prospective employee's sincerely held religious belief, practice, or observance without undue hardship on the conduct of the employer's business. Religious beliefs include, but are not limited to: the wearing of any attire, clothing, or facial hair in accordance with the requirements of his/her religion. 775 ILCS 5/2-102(E-5). Employers may, however, enact a dress code or grooming policy that restricts attire, clothing, or facial hair to maintain workplace safety or food sanitation. *Id.*

In addition to the IHRA and the federal EEOA (discussed in f/n 2), see 775 ILCS 35/, Religious Freedom Restoration Act.

⁴ Discrimination on the basis of sex under the EEOA includes discrimination on the basis of sexual orientation or transgender status. *Bostock v. Clayton County*, 140 S.Ct. 1731 (2020); *Hively v. Ivy Tech*, 853 F.3d 339 (7th Cir. 2017). In addition to the IHRA and the federal EEOA (discussed in f/n 2), see Title IX of the Education Amendments of 1972 (Title IX). 20 U.S.C. §1681 *et seq.*; 34 C.F.R. Part 106. See ~~sample~~-policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. The federal Equal Pay Act prohibits an employer from paying persons of one sex less than the wage paid to persons of the opposite sex for equal work. 29 U.S.C. §206(d). See f/n 2 above for more information on State equal pay protections, including on the basis of sex. The LLFPA defines *date of underpayment* as each time wages are underpaid. Employees have one year from the time they become aware of the underpayment to file a complaint with the IDOL. 820 ILCS 112/15(b).

⁵ *Sexual orientation* means actual or perceived heterosexuality, homosexuality, bisexuality, or gender-related identity; it does not include a physical or sexual attraction to a minor by an adult. 775 ILCS 5/1-103(O-1).

⁶ Age Discrimination in Employment Act (ADEA) (29 U.S.C. §621 *et seq.*), amended by LLFPA (see f/n 2). 29 C.F.R. Part 1625, amended the ~~U.S. Equal Employment Opportunity Commission (EEOC)~~ regulations under ADEA to reflect the U.S. Supreme Court's decision in *General Dynamic Systems, Inc. v. Cline*, 540 U.S. 581 (2004), holding the ADEA to permit employers to favor older workers because of age. Thus, favoring an older person over a younger person is not unlawful discrimination, even when the younger person is at least 40 years old.

⁷ 105 ILCS 5/10-22.4 and 775 ILCS 5/1-103(Q), amended by P.A. 101-221. The term *marital status* means an individual's legal status of being married, single, separated, divorced, or widowed. 775 ILCS 5/1-103(J). This statutory definition does not encompass the identity of one's spouse. Thus, school districts may adopt no-spouse policies. *Boaden v. Dept. of Law Enforcement*, 171 Ill.2d 230 (Ill. 1996).

⁸ Districts may not make employment decisions on the basis of arrest history, but may use job-disqualifying criminal convictions provided specific conditions are met. 775 ILCS 5/2-103 and 5/2-103.1, added by P.A. 101-656. See f/n 18, below. The Job Opportunities for Qualified Applicants Act prohibits an employer from asking about a criminal record until the employer determines that the applicant is qualified for the position; however, this does not apply when employers are required to exclude applicants with certain criminal convictions from employment. School employers should limit their requests for criminal convictions to *job-disqualifying* convictions, as permitted by the IHRA, 775 ILCS 5/2-103.1, added by P.A. 101-656; 820 ILCS 75/15. See also the IDHR's guidance, Conviction Record Protection – Frequently Asked Questions, at www2.illinois.gov/dhr/Pages/ConvictionRecordProtectionFrequentlyAskedQuestions.aspx and —the EEOC's guidance, Consideration of Arrest and Conviction Records in Employment Decisions, at www.eeoc.gov/laws/guidance/arrest_conviction.cfm.

⁹ 775 ILCS 5/1-103(Q), amended by P.A. 101-221. The term *order of protection status* means a person protected under an order of protection issued pursuant to the Ill. Domestic Violence Act of 1986, Article 112A of the Code of Criminal Procedure of 1963, the Stalking No Contact Order Act, the Civil No Contact Order Act, or an order of protection issued by a court of another state. 775 ILCS 5/1-103(K-5), amended by P.A. 100-714.

¹⁰ *Military status* means a person's status on active duty or in status as a veteran in the U.S. Armed Forces, veteran of any reserve component of U.S. Armed Forces, or current member or veteran of the Ill. Army National Guard or Ill. Air National Guard. 775 ILCS 5/1-103(J-1). *Unfavorable military discharge* does not include those characterized as RE-4 or *dishonorable*. 775 ILCS 5/1-103(P). The Uniformed Services Employment and Reemployment Rights Act of 1994 prohibits employers from discriminating or retaliating against any person for reasons related to past, present, or future service in a *uniformed service*. 38 U.S.C. §4301 *et seq.*

¹¹ 775 ILCS 5/1-102(C). According to the Immigration Reform and Control Act of 1986, all employers must verify that employees are either U.S. citizens or authorized to work in the U.S. 8 U.S.C. §1324(a) *et seq.*

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

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¹² The Right to Privacy in the Workplace Act prohibits discrimination based on use of lawful products, e.g., alcohol, cannabis, and tobacco, off premises during non-working hours. 820 ILCS 55/5, amended by P.A. 101-27.

¹³ 820 ILCS 180/30, amended by P.A. 101-221, Victims' Economic Security and Safety Act. *Gender violence* means: (1) one or more acts of violence or aggression that are a criminal offense under State law committed, at least in part, on the basis of a person's actual or perceived sex or gender, (2) a physical intrusion or invasion of a sexual nature under coercive conditions that is a criminal offense under State law, or (3) a threat to commit one of these acts. 820 ILCS 180/10(12.5), added by P.A. 101-221. An employer is prohibited from discriminating against any individual, e.g. an applicant for employment, because he or she "is an employee whose employer is subject to Section 21 of the Workplace Violence Prevention Act." The Workplace Violence Prevention Act allows an employer to seek a *workplace protection restraining order* when there is a credible threat of violence at the workplace. 820 ILCS 275/. Section 21 requires the employer seeking a *workplace protection restraining order* to notify the employee who is a victim of unlawful violence. 820 ILCS 275/21.

¹⁴ Illinois' Genetic Information Privacy Act (GIPA) (410 ILCS 513/25) and Title II of Genetic Information Nondiscrimination Act (GINA) (42 U.S.C. §2000ff *et seq.*). Both laws protect job applicants and current and former employees from discrimination based on their genetic information. Note that GIPA provides greater protections to Illinois employees than Title II of GINA. GIPA, amended by P.A. 100-396, prohibits employers from penalizing employees who do not disclose genetic information or do not choose to participate in a program requiring disclosure of the employee's genetic information. See fn 12 in [sample policy 2:260, Uniform Grievance Procedure](#), for the definition of genetic information and a detailed description of both statutes, including of Title I of GINA affecting the use of genetic information in health insurance. ~~In 2011, the EEOC published an informative guidance letter, [ADA & GINA: Incentives for Workplace Wellness Program](#) at: www.eeoc.gov/eeoc/foia/letters/2011/ada_gina_incentives.html. But the EEOC vacated certain 2016 ADA and GINA wellness program regulations following an adverse court ruling. 83 Fed. Reg. 65296. Those rules provided guidance to employers on the extent to which they could use incentives (such as discounted health plan costs) to encourage employees to participate in wellness programs that asked for employee and family health information. Consult the board attorney for guidance regarding specific application of ADA and GINA and how they integrate with other related laws, e.g., the Family Medical Leave Act, ~~the Americans with Disabilities Act~~, and other State laws governing time off for sickness and workers' compensation.~~

¹⁵ Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. §12101 *et seq.*), amended by the Americans with Disabilities Act Amendments Act of 2008 (ADAAA) (Pub. L. 110-325) and modified by the LLFPA; Rehabilitation Act of 1973 (29 U.S.C. §701 *et seq.*).

¹⁶ 775 ILCS 5/2-102(I). Employers must provide reasonable accommodations to employees with conditions related to pregnancy, childbirth, or related conditions. 775 ILCS 5/2-102(J). Employers are required to post a notice summarizing the right to be free from unlawful discrimination and the right to certain reasonable accommodations. 775 ILCS 5/2-102(K). The IDOL is required to prepare such a notice, retrievable from its website, which employers may use.

Federal law also prohibits employers from discriminating against employees and applicants on the basis of pregnancy, childbirth, or related medical conditions. 42 U.S.C. §2000e(k). State law also prohibits the State, which includes school districts, from interfering with or discriminating against an individual's fundamental right to continue a pregnancy or to have an abortion. 775 ILCS 55/, added by P.A. 101-13. Pregnant workers with pregnancy-related impairments may have disabilities for which they may be entitled to reasonable accommodation under the ADA. Guidance from the EEOC (~~7-14-146-25-15~~) is available at: www.eeoc.gov/laws/guidance/pregnancy_ga.cfm.

¹⁷ 820 ILCS 70/, Employee Credit Privacy Act. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report; (2) inquire about an applicant's or employee's credit history; or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, the position's duties include custody of or unsupervised access to cash or marketable assets valued at \$2,500 or more.

law,¹⁸ or other legally protected categories.^{19 20 21 22} No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/.²³

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a

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¹⁸ 775 ILCS 5/2-103.1(A), added by P.A. 101-656. The IHRA prohibits an employer from *disqualifying* or taking other *adverse action* against an applicant or employee based on a *conviction record* unless: (1) otherwise authorized by law; (2) there is a *substantial relationship* between the criminal offense and the employment sought; or (3) *granting the employment* would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public. *Id.* Disqualification or adverse action includes refusal to hire, segregation, and actions with respect to recruitment, hiring, promotion, renewal of employment, selection for training or apprenticeship, discharge, discipline, tenure or terms, privileges, or conditions of employment. *Id.* If a board wants to terminate or take other adverse action against a *current* district employee based in whole or in part on a conviction record, it still must comply with all applicable statutory, policy, and bargaining agreement provisions. Boards should consult the board attorney to ensure all legal obligations are met.

Districts that wish to disqualify or take other adverse action against an applicant or employee based on a conviction record must first engage them in an *interactive assessment*, providing the individual with the opportunity to submit evidence in mitigation or to dispute the accuracy of the conviction record. See policy 5:30, *Hiring Process and Criteria*, at f/n 5, and administrative procedure 5:30-AP2, *Investigations*, for more information.

¹⁹ Insert the following optional sentence (775 ILCS 5/1-103(A*) and 29 U.S.C. §631):

Age, as used in this policy, means the age of a person who is at least 40 years old.

²⁰ Insert the following optional provision (29 U.S.C. §705(10)(A)-(B), (20)(C)(v), (20)(D) and 42 U.S.C. §12114):

Handicap and disability, as used in this policy, excludes persons:

1. Currently using illegal drugs;
2. Having a currently contagious disease or infection and who, by reason of such disease or infection, would constitute a direct threat to the health or safety of other individuals or who, by reason of the currently contagious disease or infection, are unable to perform the duties of the job; or
3. Whose current alcohol use prevents them from performing the job's duties or constitutes a direct threat to the property or safety of others.

Persons who have successfully completed or are participating in a drug rehabilitation program are considered *disabled*.

²¹ Districts may not make residency in the district a condition of employment for teachers or educational support personnel. 105 ILCS 5/24-4.1, 5/10-23.5. This ban on residency requirements for teachers applies only to instructional personnel, and not, for example, to assistant principals. *Owen v. Kankakee Sch. Dist.*, 261 Ill.App.3d 298 (3rd Dist. 1994). Districts also may not ask an applicant, or the applicant's previous employer, whether the applicant ever received, or filed a claim for, benefits under the Workers' Compensation Act or Workers' Occupational Diseases Act. 820 ILCS 55/10(a). Districts are also prohibited from requiring, requesting, or coercing an employee or potential employee to provide a user name and password or any password or other related account information to gain or demand access to his or her personal online account. 820 ILCS 55/10(b). While the law does not prohibit employers from viewing public information, consult the board attorney before engaging in this practice.

²² School districts must accommodate mothers who choose to continue breastfeeding after returning to work. See 740 ILCS 137/, Right to Breastfeed Act; 820 ILCS 260/, amended by P.A. 100-1003, Nursing Mothers in the Workplace Act (NMWA); and 29 U.S.C. §207(r), Fair Labor Standards Act. At least one court has ruled an implied private right of action may exist under the NMWA. *Spriesch v. City of Chicago*, 2017 WL 4864913 (N.D.Ill. 2017). See sample language for a personnel handbook in 5:10-AP, *Workplace Accommodations for Nursing Mothers*.

²³ 410 ILCS 130/40, amended by P.A. 101-363, ~~scheduled to be repealed on 7-1-20~~; 77 Ill.Admin.Code Part 946. To legally use medical cannabis, an individual must first become a *registered qualifying patient*. Their use of cannabis, e.g. permissible locations, is governed by the Compassionate Use of Medical Cannabis Program Act. 410 ILCS 130/, amended by P.A.s 100-660 and 101-363. There are many situations in which no one, even a registered qualifying patient, may possess or use cannabis except as provided under *Ashley's Law* (105 ILCS 5/22-33, added by P.A.s 100-660, and amended by P.A.s 101-363, and 101-370), including in a school bus or on the grounds of any preschool, or primary or secondary school. 410 ILCS 130/30(a)(2)(3), amended by P.A.s 100-660 and 101-363. See ~~sample~~ policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*, at f/n 9 for further discussion.

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

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.²⁵

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.²⁶

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²⁴ 775 ILCS 5/6-101. Discrimination on the basis of a request for or use of a reasonable accommodation is a civil rights violation under the IHRA. Id. Most discrimination laws prohibit retaliation against employees who oppose practices made unlawful by those laws, including, for example, the EEOA, Title IX, ADA, ADEA, Victims' Economic Security and Safety Act, the EPA, and the Ill. Whistleblower Act (IWA).

The IWA specifically prohibits employers from retaliating against employees for: (1) disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation (740 ILCS 174/15(b)); (2) disclosing information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information reveals a violation of a State or federal law, rule or regulation (740 ILCS 174/15(a)); (3) refusing to participate in an activity that would result in a violation of a State or federal law, rule, or regulation, including, but not limited to, violations of FOIA the Freedom of Information Act (740 ILCS 174/20); and (4) disclosing or attempting to disclose public corruption or wrongdoing (740 ILCS 174/20.1). The definition of retaliation is expanded to include *other retaliation* and *threatening retaliation*. 740 ILCS 174/20.1, 20.2.

The Ill. False Claims Act defines *State* to include school districts. 740 ILCS 175/2(a). Thus, boards may seek a penalty from a person for making a false claim for money or property. 740 ILCS 175/4. For information regarding the IWA and the tort of retaliatory discharge, see Thomas v. Guardsmark, 487 F.3d 531 (7th Cir. 2007)(discussing the elements of retaliatory discharge and IWA); Sherman v. Kraft General Foods, Inc., 272 Ill.App.3d 833 (4th Dist. 1995)(finding employee who reported asbestos hazard had a cause of action for retaliatory discharge).

²⁵ The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, delete "~~The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.~~," insert a hard return to create a new paragraph, and insert "The Superintendent shall appoint a Title IX Coordinator to coordinate the District's efforts to comply with Title IX." Then, list the Title IX and Nondiscrimination Coordinators' names and contact information separately in this policy.

²⁶ Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number. Id. See f/n 19 in sample policy 2:260, *Uniform Grievance Procedure*.

While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

Nondiscrimination Coordinator: ²⁷

See Policy 2:260
Name

Address

Email

Telephone

Complaint Managers:

See Policy 2:260
Name

Name

Address

Address

Email

Email

Telephone

Telephone

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks. ²⁸

Minority Recruitment ²⁹

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant minority enrollments. This policy, however,

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²⁷ Best practice is that throughout the district's board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

²⁸ In addition to notifying employees of the Uniform Grievance Procedure, a district must notify them of the person(s) designated to coordinate the district's compliance with Title IX and the Rehabilitation Act of 1973. 34 C.F.R. §§106.8(a), 104.8(a). The Nondiscrimination Coordinator may be the same individual for both this policy and policy 7:10, *Equal Educational Opportunities*, as well as a Complaint Manager for policy 2:260, *Uniform Grievance Procedure*. A comprehensive faculty handbook can provide required notices, along with other important information, to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and school board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

²⁹ All districts must have a policy on minority recruitment. 105 ILCS 5/10-20.7a. Unlike minority recruitment efforts, affirmative action plans are subject to significant scrutiny because of the potential for reverse discrimination. The U.S. Constitution's guarantee of equal protection prohibits school districts from using racial hiring quotas without evidence of past discrimination. See 29 C.F.R. §1608.1 *et seq.* (EEOC's guidelines for affirmative action plans); *Wygant v. Jackson Bd. of Ed.*, 476 U.S. 267 (1986) (The goal of remedying societal discrimination does not justify race-based layoffs.); *City of Richmond v. J.A. Croson Co.*, 488 U.S. 469 (1989) (Minority contractor quota struck; quotas must be narrowly tailored to remedy past discrimination and the city failed to identify the need for remedial action and whether race-neutral alternatives existed.).

The IHRA states that it shall not be construed as requiring any employer to give preferential treatment or special rights based on sexual orientation or to implement affirmative action policies or programs based on sexual orientation. 775 ILCS 5/1-101.1.

does not require or permit the District to give preferential treatment or special rights based on a protected status without evidence of past discrimination.

LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.
29 U.S.C. §206(d), Equal Pay Act.
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.
29 U.S.C. §701 et seq., Rehabilitation Act of 1973.
38 U.S.C. §4301 et seq., Uniformed Services Employment and Reemployment Rights Act (1994).
42 U.S.C. §1981 et seq., Civil Rights Act of 1991.
42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964; 29 C.F.R. Part 1601.
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act of 2008.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.
42 U.S.C. §2000e(k), Pregnancy Discrimination Act.
42 U.S.C. §12111 et seq., Americans with Disabilities Act, Title I.
Ill. Constitution, Art. I, §§17, 18, and 19.
105 ILCS 5/10-20.7, 5/10-20.7a, 5/10-21.1, 5/10-22.4, 5/10-23.5, 5/22-19, 5/24-4, 5/24-4.1, and 5/24-7.
410 ILCS 130/40, Compassionate Use of Medical Cannabis Program Act.
410 ILCS 513/25, Genetic Information Privacy Act.
740 ILCS 174/, Ill. Whistleblower Act.
775 ILCS 5/1-103, 5/2-102, 103, 103.1, and 5/6-101, Ill. Human Rights Act.
775 ILCS 35/5, Religious Freedom Restoration Act.
820 ILCS 55/10, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
820 ILCS 75/, Job Opportunities for Qualified Applicants Act.
820 ILCS 112/, Ill. Equal Pay Act of 2003.
820 ILCS 180/30, Victims' Economic Security and Safety Act.
820 ILCS 260/, Nursing Mothers in the Workplace Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and Assignment), 5:300 (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

General Personnel

Hiring Process and Criteria 1

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School Board policy on equal employment opportunity and minority recruitment.² The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board.³ If the Superintendent's recommendation is rejected, the Superintendent must submit another.⁴ No individual will be employed who has been convicted of a criminal offense listed in 105 ILCS 5/21B-80(c).⁵

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

¹ State or federal law controls this policy's content. This policy contains an item on which impact bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right.

² See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Districts may not classify a job as either a male or female job. 29 C.F.R. §1604.5, 34 C.F.R. §106.55.

³ Boards must consider the superintendent's recommendations concerning, among other things, "the selection, retention, and dismissal of employees." 105 ILCS 5/10-16.7. The board may want to use this alternative sentence:

All personnel decisions are made by the Board, but only on the recommendation of the Superintendent.

Subject to an applicable collective bargaining agreement in effect on 6-13-11, a board that fills a "new or vacant teaching position" must select a candidate based on: (1) certifications, (2) qualifications, (3) merit and ability (including performance evaluation, if available), and (4) relevant experience, provided that the length of continuing service with the district must not be considered a factor, unless all other factors are determined by the school district to be equal. 105 ILCS 5/24-1.5. The statute does not define "new or vacant teaching positions." The requirement does not apply to filling vacant positions under 105 ILCS 5/24-12 (reduction in force and recall). Consult the board attorney about these issues.

⁴ An additional optional sentence follows:

The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board's approval.

⁵ 775 ILCS 5/2-103.1, added by P.A. 101-656, prohibits employers from using conviction records as a basis to refuse to hire or to take any adverse action against an applicant or employee unless: (1) otherwise authorized by law; (2) there is a substantial relationship between the criminal offense and the employment sought; or (3) granting the employment would involve an unreasonable risk to property or to the safety or welfare of specific individuals or the general public. For the disqualifying offenses listed in 105 ILCS 5/21B-80, a district does not have to show a substantial relationship between the offense and the position or that hiring or continuing to employ the person would involve an unreasonable risk. However, the Ill. Dept. of Human Rights (IDHR) interprets the Ill. Human Rights Act (IHRA) to still require the employer to notify the applicant of the disqualification pursuant to law and to afford the applicant at least five business days to respond in case the applicant wants to dispute the accuracy of the conviction record. Id. at 5/2-103.1(C). See IDHR's *Conviction Record Protection – Frequently Asked Questions* (March 2021), at:

www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx. See administrative procedure 5:30-AP2, *Investigations*, and its footnotes for more detail regarding the IHRA notice requirements. Note: The protections of 775 ILCS 5/2-103.1 do not cover unpaid interns, which may include student teachers in the K-12 context. The definition of employee in the IHRA only extends to include unpaid interns for civil rights violations involving sexual harassment. 775 ILCS 5/2-101(A)(1)(c) and 5/2-102(D).

105 ILCS 5/10-21.9(c), amended by P.A. 101-531; 105 ILCS 5/21B-80, amended by P.A. 101-531, allows individuals with criminal histories involving certain drug convictions to apply for or to reinstate their educator licenses seven years after their sentence for the criminal offense is completed. Consult the board attorney about whether the board wants to continue prohibiting employment for any individual who has a criminal history involving these exempted drug offenses.

For more discussion regarding criminal history records checks and screenings required by 105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643, see f/n's 5 and 6 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*.

All applicants must complete a District application in order to be considered for employment. ⁶

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration. ⁷

The Superintendent shall develop and maintain a current comprehensive job description for each position or job category; however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict. ⁸

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

⁶ Any person who applies for employment as a teacher, principal, superintendent, or other certificated employee who willfully makes a false statement on his or her application for employment, material to his or her qualifications for employment, which he or she does not believe to be true, is guilty of a Class A misdemeanor. 105 ILCS 5/22-6.5. District employment applications must contain a statement to this effect. *Id.* Each employment application for these positions must state the following (*Id.*):

Failure to provide requested employment or employer history which is material to the applicant's qualifications for employment or the provision of statements which the applicant does not believe to be true may be a Class A misdemeanor.

Many districts ask applicants about disqualifying criminal convictions on their employment applications or at another point before a job offer is made. State law does not expressly prohibit this practice; however, guidance issued by IDHR regarding implementation of 775 ILCS 5/1-103(G-5) and 5/2-103.1, added by P.A. 101-656, states "[u]nless authorized by law, an employer is prohibited from inquiring about an applicant's conviction record prior to making a job offer to the applicant." See IDHR's *Conviction Record Protection – Frequently Asked Questions* guidance issued by IDHR (March 2021), at:

www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx. It is also unclear if an applicant's mere disclosure of a disqualifying conviction on an application, absent results of a fingerprint-based criminal history records check, Ill. Sex Offender Registry check, or Violent Offender Against Youth Registry check, triggers the district's obligation to provide notice to the applicant under 775 ILCS 5/2-103.1(C); see also f/n 5. above. Consult the board attorney for advice on these issues and how they may affect application processes.

Any employer that asks applicants to record video interviews and uses an artificial intelligence analysis of the applicant-submitted videos must comply with the Artificial Intelligence Video Interview Act, 820 ILCS 42/, added by P.A. 101-260.

⁷ 105 ILCS 5/10-16.7. The foundation for a productive employment relationship begins with a board's policy, a thoughtfully crafted employment contract and job description, and procedures for communications and ongoing assessment. See IASB's *Foundational Principles of Effective Governance*, **Principle 3. The board employs a superintendent**, at:

www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/.

See also 3:40-E, *Checklist for the Superintendent Employment Contract Negotiation Process*, for best practice discussions about establishing the board-superintendent employment relationship and contract.

⁸ Job descriptions will become the basis for categorizing a teacher into one or more positions that the teacher is qualified to hold for reduction in force (RIF) dismissal and recall purposes. 105 ILCS 5/24-12(b), amended by P.A. 101-643. A board should consult with its attorney to review its current list of job descriptions and discuss the district's specific responsibilities.

A job description is evidence of a position's *essential functions*. 29 C.F.R. §1630.2(n). The Americans with Disabilities Act (ADA) protects individuals who have a disability and are qualified, with reasonable accommodation, to perform the *essential functions* of the job. 42 U.S.C. §12101 *et seq.*, amended by the ADA Amendments Act (ADAAA), Pub. L. 110-325. Determining which functions are essential may be critical to determining if an individual with a disability is qualified. An individual is qualified to perform a job even though he or she is unable, due to a disability, to perform tasks which are incidental to the job. Only when an individual is unable to perform the *essential functions* of a job may a district deny the individual employment opportunities. 29 C.F.R. §1630.2(m). For a definition of essential functions see *Id.* at 1630.2(n). Whether a particular function is essential is a factual determination.

Important: The ADAAA makes significant changes to the ADA's definition of disability that broadened the scope of coverage and overturned a series of U.S. Supreme Court decisions that made it difficult to prove that an impairment was a qualifying disability. There is information about the regulations and a link to them at: www.eeoc.gov/laws/regulations/adaaa_fact_sheet.cfm. Consult the board attorney regarding how these amendments impact the district's hiring processes.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law.⁹ When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed.¹⁰ The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database.¹¹ The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator Preparation and Licensure Board, any other person necessary to the hiring decision, or for purposes of clarifying the information, the Ill. Dept. of State Police and/or Statewide Sex Offender Database.¹² The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

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

⁹ The policy's requirements on criminal records checks for applicants for employment are mandated by 105 ILCS 5/10-21.9, amended by P.A.s 101-72, 101-531, and 101-643. See administrative procedure 5:30-AP2, *Investigations*, for the process and positions requiring criminal background investigation [and what steps a district must take if it wants to disqualify an applicant based on a conviction record](#). The Statewide Sex Offender Database (a/k/a Sex Offender Registry) is available at: www.isp.state.il.us/sor. The Statewide Murderer and Violent Offender Against Youth Database is available at: www.isp.state.il.us/cmvo/. For more discussion regarding criminal history records checks and screenings required by 105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643, see f/n 5 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*. See policy 4:60, *Purchases and Contracts*, for requirements concerning criminal background checks of employees of contractors who have *direct, daily contact* with students.

¹⁰ *Id.* If a board wants to require additional background inquiries beyond the fingerprint-based criminal history records information check required by 105 ILCS 5/10-21.9, amended by P.A.s 101-72, 101-531, and 101-643, including the federal *Rap Back Service* (20 ILCS 2630/3.3, added by P.A. 100-718) and/or checks through consumer reporting agencies regulated by the Fair Credit Reporting Act (15 U.S.C. §1681 *et seq.*), consult the board attorney. For more detailed information, see the laws listed in sample exhibit 3:40-E, *Checklist for the Superintendent Employment Contract Negotiation Process*, under the checklist item entitled **Conditions of Employment**, in the **Other Background Check Laws** row.

¹¹ 105 ILCS 5/10-21.9(b), amended by P.A.s 101-72 and 101-531, and 105 ILCS 5/21B-10. The School Code requires the board president to keep a conviction record confidential. It is impossible to know whether a fingerprint-based criminal history records check and a check of the Statewide Sex Offender and Violent Offender Against Youth Databases on a successful superintendent candidate will come back with a conviction record.

Therefore, in accordance with best practice (ensuring compliance and aligning with good governance principles), this policy does not assign a designee for the board president to complete this task. However, to balance the requirement to keep conviction records confidential with the practical implementation of ensuring a fingerprint-based criminal history records check and a check of the Statewide Sex Offender and Violent Offender Against Youth Databases are performed on each successful superintendent applicant, a board president may want to designate the duty to order these checks to the individuals otherwise listed in 105 ILCS 5/10-21.9(b), amended by P.A.s 101-72 and 101-531. Those individuals include the board president, the superintendent or designee, regional superintendent (if the check was requested by the district), state superintendent of education, state Educator Preparation and Licensure Board, any other person necessary to the hiring decision, or for clarification purposes, the Ill. Dept. of State Police and/or Statewide Sex Offender Registry.

¹² *Id.* at 5/10-21.9(b), amended by P.A.s 101-72 and 101-531. The School Code continues to define the board president's role in conducting criminal background investigations and receiving the results of these investigations, including the results for employees of district contractors. 105 ILCS 5/10-21.9. Many districts delegate this task in the hiring process to a human resources department.

Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "appropriate Intermediate Service Center."

For more discussion regarding responses to results obtained by criminal history records checks and screenings as required by 105 ILCS 5/10-21.9(e), amended by P.A.s 101-531 and 101-643, see f/n 6 in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*.

Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law. ¹³

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in 105 ILCS 5/21B-80¹⁴ or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment. ¹⁵

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following: ¹⁶

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position. ¹⁷
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria. ¹⁸
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation. ¹⁹

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

¹³ Immigration Reform and Control Act, 8 U.S.C. §1324a et seq. Consult with the board attorney regarding the district's rights and responsibilities under all Illinois laws if the district uses any electronic employment verification system, including *E-Verify* and/or the Basic Pilot Program. 820 ILCS 55/12. This statute urges employers who voluntarily use *E-Verify* (formerly known as the Basic Pilot/Employment Eligibility Verification Program) to consult the Ill. Dept. of Labor's website for current information on the accuracy of *E-Verify* and to review and understand their legal responsibilities relating to the use of any electronic employment verification systems. See fn 2 in 5:150-AP, *Personnel Records*, for a more detailed discussion of *E-Verify* issues.

¹⁴ See fn 5, above.

¹⁵ 105 ILCS 5/10-21.9(c) and (g), amended by P.A. 101-531. See fn 6 in 4:175; *Convicted Child Sex Offender; Screening; Notifications*, for further discussion.

¹⁶ As an alternative to describing the prohibited investigations, a board may substitute this sentence:

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law, including without limitation, investigation into or inquiry concerning: (1) credit history or report unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; (2) claim(s) made or benefit(s) received under Workers' Compensation Act; and (3) access to an employee's or applicant's social networking website, including a request for passwords to such sites.

The default policy provision and the alternative stated above – whichever is selected – may be made a prohibition rather than a duty of the superintendent; to do this, delete the stricken text as follows: “~~The Superintendent shall ensure that the District does not engage ...~~”

¹⁷ Employee Credit Privacy Act, 820 ILCS 70/10. This Act allows inquiries into an applicant's credit history or credit report or ordering or obtaining an applicant's credit report from a consumer reporting agency when a satisfactory credit history is an *established bona fide occupational requirement* of a particular position. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, the position's duties include custody of or unsupervised access to cash or marketable assets valued at \$2,500 or more.

¹⁸ 820 ILCS 112/10(b-5), added by P.A. 101-177. If an employer violates this subsection, the employee may recover in a civil action any damages incurred, special damages up to \$10,000, injunctive relief, and costs and reasonable attorney's fees. 820 ILCS 112/30(a-5), added by P.A. 101-177.

¹⁹ *Id.*

4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment. ²⁰
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation. ²¹
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act. ²²
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts. ²³
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

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²⁰ *Id.*

²¹ 820 ILCS 112/10(b-10), added by P.A. 101-177. **Note:** Attorneys caution that using the exceptions in 820 ILCS 112/10(b-10)(1) and (2), added by P.A. 101-177, may trigger litigation. Violating this subsection entitles an employee to recover in a civil action any damages incurred, special damages up to \$10,000, injunctive relief, and costs and reasonable attorney's fees. 820 ILCS 112/30(a-5), added by P.A. 101-177.

A school board that wishes to preserve these exceptions should consult its board attorney; then they may supplement number 5 by adding the following after "compensation":

unless the applicant's wage or salary history is a matter of public record, or is contained in a document completed by the applicant's current or former employer and then made available to the public by the employer, or then submitted or posted by the employer to comply with State or federal law; or the applicant is a current employee applying for a position with the same current employer.

²² Right to Privacy in the Workplace Act, 820 ILCS 55/10(a).

²³ *Id.* at 55/10(b)(6)(B) (commonly known as the *Facebook Password Law*). A *personal online account* is defined as an online account used primarily by a person for personal purposes. *Personal online account* does not include an account created, maintained, used, or accessed for the business purpose of a person's employer or prospective employer. *Id.* at 55/10(b)(5). Bracketed explanations follow the statutory language:

"Nothing in this subsection shall prohibit or restrict an employer from complying with a duty to screen employees or applicants prior to hiring...provided that the password, account information, or access sought by the employer only relates to an online account that:

(A) an employer supplies or pays; or

(B) an employee creates or maintains on behalf of under the direction of an employer in connection with that employee's employment."

[Based on this explanation, it is implausible that an applicant would have an account, service, or profile for business purposes of a school employer.]

The statute specifically permits an employer to: (1) maintain workplace policies governing the use of the employer's electronic equipment, including policies regarding Internet use, social networking site use, and electronic mail use; and (2) monitor usage of the employer's (district's) electronic equipment and electronic mail. The statute also states that it does *not prohibit* an employer from obtaining information about an applicant or an employee that is in the public domain or that is otherwise obtained in compliance with the statute. Finally, the statute does not apply to all types of personal technology that employees may use to communicate with students or other individuals, such as text messages on a personal phone. Consult the board attorney about these issues.

Physical Examinations ²⁴

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, a licensed advanced practice registered nurse, or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations. The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse, or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity.²⁵ The Board will pay the expenses of any such examination.

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting*.

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²⁴ 105 ILCS 5/24-5, amended by P.A.s 100-513, 100-855, and 101-81. According to this statute, a new or existing employee or substitute teacher employee may be subject to additional health examinations, including tuberculosis screening, as required by rules adopted by the Ill. Dept. of Public Health or by order of a local public health official. The Ill. Dept. of Public Health does not require school employees to be screened for tuberculosis other than workers in child day care and preschool settings. 77 Ill.Admin.Code §696.140(a)(3).

The last sentence of the first paragraph exceeds State law requirements and may be deleted.

Note that while examination by a spiritual leader/practitioner is sufficient for purposes of leaves, the statute does not permit an examination by a spiritual leader/practitioner for initial employment exams. This difference may present a constitutional issue; contact the board attorney for an opinion if an applicant wants to use an examination by a spiritual leader/practitioner.

Federal law limits pre-employment medical inquiries to whether the applicant is able to perform job-related functions; required medical examinations of applicants is forbidden. American with Disabilities Act (ADA), 42 U.S.C. §12112(d)(2); see also f/n 8 for an explanation regarding the ADA. Districts may condition an employment offer on taking and passing medical inquiries or physical exams, provided that all entering employees in the same classification receive the same conditional offer.

²⁵ The State law (105 ILCS 5/24-5, amended by P.A.s 100-513, 100-855, and 101-81) allowing boards to require physicals of current employees "from time to time," is been superseded by the ADA. 42 U.S.C. §12112(d)(4). The ADA allows medical inquiries of current employees only when they are job-related and consistent with business necessity or part of a voluntary employee wellness program. *Id.* Districts may deny jobs to individuals with disabilities who pose a direct threat to the health or safety of others in the workplace, provided that a reasonable accommodation would not either eliminate the risk or reduce it to an acceptable level. 42 U.S.C. §12113; 29 C.F.R. §1630.2(r). See f/n 8 for an explanation regarding the ADA.

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

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/21B-10, 5/21B-80, 5/10-22.34, 5/10-22.34b, 5/22-6.5, and 5/24-5.
20 ILCS 2630/3.3, Criminal Identification Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
Americans with Disabilities Act, 42 U.S.C. §12112, and 29 C.F.R. Part 1630.
Fair Credit Reporting Act, 15 U.S.C. § 1681 *et seq.*
Immigration Reform and Control Act, 8 U.S.C. §1324a *et seq.*
Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985),
aff'd in part and remanded 115 Ill.2d 482(III. 1987).
Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984).
Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:220 (Substitute Teachers), 5:280 (~~Educational Support Personnel—Duties and Qualifications~~)

Instruction

English Learners ¹

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

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

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

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

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

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

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

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

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

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

Parent Involvement ¹⁰

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

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

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

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

⁶ 23 Ill.Admin.Code §228.25.

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

⁸ 34 C.F.R. Part 200.

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

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

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

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

DRAFT

Instruction

Access to Electronic Networks¹

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

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

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

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

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

Curriculum and Appropriate Online Behavior

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

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¹ State or federal law requires this subject matter be covered by policy. State or federal law controls this policy's content. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. This policy concerns an area in which the law is unsettled.

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

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

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

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

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

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

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

Acceptable Use ⁷

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

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⁵ Required by 47 U.S.C. §254(h)(5)(B)(iii) and 47 C.F.R. §54.520(c)(i) only for districts that receive *E-rate* discounts for Internet access or plan to become participants in the *E-rate* discount program. All boards receiving an *E-rate* funding for Internet access ~~must were required to~~ certify that they ~~had have~~ updated their Internet safety policies. See, *FCC Report and Order 11-125* (August 14, 2011). This sentence is optional if the district only receives discounts for telecommunications, such as telephone service, unless the district plans to participate in the *E-rate* discount program.

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

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

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

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

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

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

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

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

Internet Safety ¹¹

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

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

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

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

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

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

¹¹ See f/n 1.

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

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

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

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

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

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

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

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

Authorization for Electronic Network Access ¹⁷

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

Confidentiality

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

Violations

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

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

CIPA also requires this policy and its documentation to be retained for at least five years after the last day of service delivered in a particular funding year. This means the five year retention requirement begins on the last day of service delivered under E-rate, not from the day the policy was initially adopted.¹⁶ Consult the board attorney about this requirement and the best practices for your individual board.

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

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

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

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

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

5 Year Review

School District Organization

School District Legal Status ¹

The Illinois Constitution requires the State to provide for an efficient system of high-quality public educational institutions and services in order to achieve the educational development of all persons to the limits of their capabilities.

The General Assembly has implemented this mandate through the creation of school districts. The District is governed by the laws for school districts serving a resident population of not fewer than 1,000 and not more than 500,000. ²

The School Board constitutes a body corporate that possesses all the usual powers of a corporation for public purposes, and in that name may sue and be sued, purchase, hold and sell personal property and real estate, and enter into such obligations as are authorized by law.

LEGAL REF.: Ill. Constitution, Art. X, Sec. 1.
105 ILCS 5/10-1 et seq.

CROSS REF.: 2:10 (School District Governance), 2:20 (Powers and Duties of the School Board; Indemnification)

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

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

² See ¶n 2 of policy 2:10, *School District Governance*, for a discussion of school districts having a population of less than 1,000 inhabitants.

School District Organization

District Organization, Operations, and Cooperative Agreements

The District is organized and operates as follows: ¹

[INSERT DISTRICT'S ORGANIZATION and OPERATIONS]

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

[INSERT APPLICABLE JOINT PROGRAMS]

LEGAL REF.: Ill. Constitution, Art. VII, Sec. 10.
5 ILCS 220/[Intergovernmental Cooperation Act](#)~~1 et seq.~~

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

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

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

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

School District Organization

School District Philosophy ¹

The School District, in an active partnership with parents and community, will promote excellence in a caring environment in which all students learn and grow. This partnership ~~shall~~ aims to empower all students to develop a strong self-~~respect~~ esteem and to become responsible learners and decision-makers. The School District is committed to developing and using a visionary and innovative curriculum,² a knowledgeable and dedicated staff, and sound fiscal and management practices.

CROSS REF: 2:10 (School District Governance), 3:10 (Goals and Objectives), 6:10 (Educational Philosophy and Objectives)

DRAFT

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

¹ Replace the text in this sample policy with the district's mission, vision, and/or belief statement, if any. A mission statement is a statement of purpose: why the district exists, what benefits it intends to deliver, and who will receive those benefits. See IASB's *Foundational Principles of Effective Governance*, at www.iasb.com/principles_popup.cfm.

² Alternatively, strike "visionary and innovative" and substitute: "comprehensive and challenging".

School Board

School District Governance ¹

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

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

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

LEGAL REF.: 5 ILCS 120/~~1.02~~, Open Meetings Act.
105 ILCS 5/10-1, 5/10-10, 5/10-12, 5/10-16.5, 5/10-16.7, and 5/10-20.5.

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

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

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

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

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

³ 105 ILCS 5/10-16.7 and 5/10-20.

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

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

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

School Board

School District Elections ¹

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

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

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

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

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

² 105 ILCS 5/9-10 provides that nominating petitions are filed with the county clerk or the county board of election commissioners if one was created pursuant to 10 ILCS 5/6A-1. Objections to nominating petitions or to a petition for a public question are submitted to the county officers electoral board. (10 ILCS 5/10-8 and 10-9). The Election Code also addresses reportable campaign contributions (10 ILCS 5/9-4.8); simultaneous filing of nominating petitions (10 ILCS 5/10-6.2); withdrawal from nomination (10 ILCS 5/10-7); Electoral Board duties (10 ILCS 5/10-10); and advertising in proximity of a polling place (10 ILCS 5/19A-70). See also 10 ILCS 5/1-3, amended by P.A. 99-522, eff. 1-1-17, (definitions), 5/2A (time of holding elections), and 5/28 (submitting public questions). The school board secretary or clerk has no statutory duties regarding the election of members to the school board. He or she is well-advised to refer all questions to the county clerk or the county board of election commissioners, whichever is applicable.

³ 10 ILCS 5/2A-1.1.

⁴ 10 ILCS 5/2A-1.1a.

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

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

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

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

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

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School Board

Board-Superintendent Relationship ¹

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

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

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

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

CROSS REF.: 3:40 (Superintendent)

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

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

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

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

General School Administration

Chain of Command

The Superintendent shall develop an organizational chart indicating the channels of authority and reporting relationships for school personnel. These channels should be followed, and no level should be bypassed except in unusual situations. ¹

All personnel should refer matters requiring administrative action to the responsible administrator, and may appeal a decision to a higher administrative officer. Whenever possible, each employee should be responsible to only one immediate supervisor. When this is not possible, the division of responsibility must be clear.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:140 (Communications To and From the Board), 3:70 (Succession of Authority), 8:110 (Public Suggestions and Concerns)

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

¹ [The chain of command communicates the channels of authority that should be consistently followed with informal conversations that can solve issues without use of the more formal policy 2:260. Uniform Grievance Procedure, other administrative procedures, and/or collective bargaining agreements. See IASB's Foundational Principles of Effective Governance, at \[www.iasb.com/principles_popup.cfm\]\(http://www.iasb.com/principles_popup.cfm\).](#)

Instruction

Using Animals in the Educational Program ¹

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

Animal Experiments

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

Animal Dissection

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

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

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

CROSS REF.: 6:40 (Curriculum Development)

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

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

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

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

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

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

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

Instruction

Title I Programs ¹

The Superintendent or designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Education Act, to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools. ²

Title I Parent and Family Engagement

The District maintains programs, activities, and procedures for the engagement of parents/guardians and families of students receiving services, or enrolled in programs, under Title I. These programs, activities, and procedures are described in District-level and School-level compacts.

District-Level Parent and Family Engagement Compact ³

The Superintendent or designee shall develop a *District-Level Parent and Family Engagement Compact* according to Title I requirements. The *District-Level Parent and Family Engagement Compact* shall contain: (1) the District's expectations for parent and family engagement, (2) specific strategies for effective parent and family engagement activities to improve student academic achievement and school performance, and (3) other provisions as required by federal law. The Superintendent or designee shall ensure that the *Compact* is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

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

¹ State or federal law controls this policy's content. **This policy is mandatory for any district that receives or desires to receive Title I funds.** Title I is part of the Elementary and Secondary Education Act (20 U.S.C. §6301 et seq.) It was amended by the Every Student Succeeds Act, Pub. L. 114-95 (ESSA, eff. 12-10-15).

² This paragraph, or similar language, is mandatory for each district receiving Title I funds. (20 U.S.C. §6321(c)(2)(A)(iii)).

³ 20 U.S.C. §6318(a)(2) requires each district receiving Title I funds to "develop jointly with, agree on with, and distribute to, parents and family members of participating children a written parent and family engagement policy." This requirement is accomplished in this sample policy by mandating the superintendent or designee to develop a *District-Level Parent and Family Engagement Compact*, according to Title I requirements. A sample *District-Level Parent and Family Engagement Compact* is contained in 6:170-AP1, E1, *District-Level Parent and Family Engagement Compact*. A sample process for developing a parent and family engagement compact is contained in 6:170-AP1, *Checklist for Development, Implementation, and Maintenance of Parent and Family Engagement Compacts for Title I Programs*.

*School-Level Parent and Family Engagement Compact*⁴

Each Building Principal or designee shall develop a *School-Level Parent and Family Engagement Compact* according to Title I requirements. This *School-Level Parent and Family Engagement Compact* shall contain: (1) a process for continually involving parents/guardians in its development and implementation, (2) how parents/guardians, the entire school staff, and students share the responsibility for improved student academic achievement, (3) the means by which the school and parents/guardians build and develop a partnership to help children achieve the State's high standards, and (4) other provisions as required by federal law. Each Building Principal or designee shall ensure that the *Compact* is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

Incorporated

by Reference: 6:170-AP1, E1 (District-Level Parent and Family Engagement Compact) and 6:170-AP1, E2 (School-Level Parent and Family Engagement Compact)

LEGAL REF.: Title I of the Elementary and Secondary Education Act, 20 U.S.C. §6301-6514.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), 5:190 (Teacher Qualifications), 5:280 (Duties and Qualifications), 6:15 (School Accountability), 6:140 (Education of Homeless Children), 6:145 (Migrant Students), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 8:95 (Parental Involvement)

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

⁴ 20 U.S.C. §6318(b)(1) requires each school served under Title I to “jointly develop with, and distribute to, parents and family members of participating children a written parent and family engagement policy, agreed on by such parents, that shall describe the means for carrying out the requirements of subsections (c) through (f) of this section.” This requirement is accomplished in this sample policy by mandating the building principal or designee to develop a *School-Level Parent and Family Engagement Compact*, according to Title I requirements. A sample *School-Level Parent and Family Engagement Compact* is contained in 6:170-AP1, E2, *School-Level Parent and Family Engagement Compact*. A sample process for developing a parental involvement compact is contained in 6:170-AP1, *Checklist for Development, Implementation, and Maintenance of Parent and Family Engagement Compacts for Title I Programs*.

Instruction

Assemblies and Ceremonies ¹

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

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

LEGAL REF.: [Lee v. Weisman, 505 U.S. 577-112 S.Ct. 2649](#) (1992).
[Santa Fe Independent Sch. Dist. v. Doe, 530 U.S. 290-120 S.Ct. 2266](#) (2000).
[Jones v. Clear Creek Independent Sch. Dist., 930 F.2d 416-977 F.2d 963](#) (5th Cir., 1991-1992), *reh'g denied*, 983 F.2d 234 (5th Cir., 1992) and *cert. granted, judgement vacated*, 505 U.S. 1215-113 S.Ct. 2950 (1992), *remand*, 977 F.2d 963, *reh'g denied*, 983 F.2d 234 (5th Cir., 1992), and *cert. denied*, 508 U.S. 967 (1993).

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

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

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

² School-sponsored prayers or invocations at athletic events, graduation, and performances violate the First Amendment to the U.S. Constitution. [Lee v. Weisman, 505 U.S. 577-112 S.Ct. 2649](#) (1992). Even permitting students to deliver a "brief invocation and/or message" as part of pre-game ceremonies at football games is unconstitutional when the district retains control of the message's content. [Santa Fe Independent Sch. Dist. v. Doe, 530 U.S. 290-120 S.Ct. 2266](#) (2000), and [Workman v. Greenwood Cmty. Sch. Corp., 2010 WL 1780043](#) (S.D.Ind., 2010). Using a student-led message to solemnize a school event is problematic, especially when the student-led message was historically a prayer or when the purpose is to solemnize an athletic event as opposed to an event like graduation. However, the Supreme Court denied review of the Fifth Circuit Court of Appeals decision affirming a school board's policy that allowed nonsectarian and nonproselytizing student-led prayer during graduation ceremonies. [Jones v. Clear Creek Independent Sch. Dist., 508 U.S. 967-977 F.2d 963](#) (5th Cir., (1993-1992), *cert. denied*. In that case, high school seniors were permitted to choose student volunteers to deliver nonsectarian, nonproselytizing invocation at graduation ceremonies. The following is the policy upheld in that case:

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

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

Students

Bus Conduct ¹

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

School Bus Suspensions

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

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

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

Academic Credit for Missed Classes During School Bus Suspension ³

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

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

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

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

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

Electronic Recordings on School Buses ⁴

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

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

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

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

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

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

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

In addition, consult with the board attorney concerning the status of video and/or audio recordings that were made on school buses. Confusion surrounds whether or not videotapes are *education records* for purposes of the federal Family Educational Rights and Privacy Act (~~FERPA~~ 20 U.S.C. §1232g) and/or *school student records* as defined in the Ill. School Student Records Act (~~ISSRA~~) (105 ILCS 10/). The Ill. State Board of Education (ISBE) considerably reduced the confusion by stating in its rule that *school student records* do not include video or other electronic recordings "created at least in part for law enforcement or security or safety reasons or purposes." (23 Ill.Admin.Code §375.10). ISBE rules also specify that: (1) electronic recordings made on school buses, as defined in the exemption from the criminal offense of eavesdropping in 720 ILCS 5/14-3(m), are not *school student records*, (~~4d~~) and (2) no image on a school security recording may be designated as directory information. (23 Ill.Admin.Code §§ 375.10, 375.80(a)(2)(B)). This treatment exempts school bus videos from the multiple requirements in ~~ISSRA~~ the Ill. School Student Records Act. However, when responding to a request under the Freedom of Information Act (5 ILCS 140/) for recordings on school buses, a district will need to find an exemption other than the recording is a *school student record*.

Students

Misconduct by Students with Disabilities ¹

Behavioral Interventions ²

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. ~~The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.~~

Discipline of Special Education Students ³

The District shall comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's *Special Education* rules when disciplining special education students. ~~No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.~~

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

¹ State or federal law controls this policy's content. State law requires each district to have a policy on student behavior (105 ILCS 5/10-20.14, ~~amended by P.A. 99-456, eff. 9-15-2016~~; 23 Ill.Admin.Code §1.280) plus "policies and procedures" on behavioral interventions (105 ILCS 5/14-8.05). In its continuing commitment to help school districts and special education cooperatives comply with ISBE's requirements for policy and procedure, the Ill. Council of School Attorneys, special education committee, reviewed this policy and prepared extensive procedures, *Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities*. These procedures plus other material are available gratis on the IASB website at iasb.com/law/icaspedcd.cfm.

² State law specifies what must be covered in the mandatory "policies and procedures" on behavioral interventions, (105 ILCS 5/14-8.05(c)). They must "be developed with the advice of parents with students with disabilities and other parents, teachers, administrators, advocates for persons with disabilities, and individuals with knowledge or expertise in the development and implementation of behavioral interventions for persons with disabilities." (~~Id.~~) A board that wants to highlight the components of the procedures may add the following:

The committee shall review the State Board of Education's guidelines on the use of behavioral interventions and use them as a non-binding reference. This policy and the behavioral intervention procedures shall be furnished to the parents/guardians of all students with individual education plans within 15 days after their adoption or amendment by, or presentation to, the School Board or at the time an individual education plan is first implemented for a student; all students shall be informed annually of this policy and the procedures. At the annual individualized education plan review, this policy shall be given to the parents/guardians and the behavioral interventions procedures explained and made available to them on request.

³ A special education student may not be expelled for behavior or a condition that is a manifestation of the student's disability. (34 C.F.R. §300.530).

LEGAL REF.: Individuals With Disabilities Education Improvement Act of 2004, 20 U.S.C. §§1412, 1413, and 1415.
Gun-Free Schools Act, 20 U.S.C. §7151 et seq.
34 C.F.R. §§300.101, 300.530 - 300.536.
105 ILCS 5/10-22.6 and 5/14-8.05.
23 Ill.Admin.Code §226.400.
Honig v. Doe, 108 S.Ct. 592 (1988).

CROSS REF.: 2:150 (Committees), 6:120 (Education of Children with Disabilities), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct)

DRAFT

Students

Communicable and Chronic Infectious Disease ¹

A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the School Board's policies.² The Superintendent will develop procedures to safeguard these rights while managing health and safety concerns.

LEGAL REF.: 105 ILCS 5/10-21.11.
~~410 ILCS 3-15/2a.~~
 23 Ill.Admin.Code §§ 1.610 and 226.300.
 77 Ill.Admin.Code Part 690.
~~Individuals With Disabilities Education Act, 20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act of 2004, Rehabilitation Act, Section 504, 29 U.S.C. §794(a), Rehabilitation Act of 1973, Section 504.~~

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

¹ 105 ILCS 5/10-21.11 requires all ~~boards/districts~~ to ~~adopt~~ have a policy on the appropriate manner of managing children with chronic infectious diseases. State or federal law controls this policy's content. This policy concerns an area in which the law is unsettled in that competing interests (~~balancing the protectioning of~~ the afflicted student's rights ~~against~~ while the protectioning of the health and safety of the student body) have not been completely resolved.

² A student with a contagious disease is probably a *handicapped individual* under Section 504 of the Rehabilitation Act of 1973. (29 U.S.C. §794(a). See *School Board of Nassau Co. v. Arline*, ~~107 S.Ct. 1123~~ 480 U.S. 273 (1987) (teacher with tuberculosis was handicapped under ~~s~~Section 504); *Thomas v. Atascadero Unified School District*, 662 F.Supp. 376 (C.D. Cal., 1986) (a child with AIDS was a *handicapped person* under Section 504); *District 27 Community School Board v. Board of Education of the City of New York*, 502 N.Y.S.2d 325 (1986).

Students with contagious diseases may also qualify for special education under the Individuals With Disabilities Education Improvement Act of 2004. (20 U.S.C. §1400 et seq.) Each school district, independently or in cooperation with other districts, must provide a comprehensive program of special education that meets the needs of children ages 3 to 21 with exceptional characteristics as identified in State law, specifically including physical or health impairments. (105 ILCS 5/Art. 14).

Decisions to place a student in a class outside regular classes due to infectious disease must be based on medical evaluations indicating a need to protect the health and safety of others. *Community High School District 155 v. Denz*, 463 N.E.2d 998-124 Ill.App.3d 129 (Ill.App.2nd Dist., 1984).

Cases involving contagious diseases are highly fact-specific. Generally, the appropriate treatment of a student depends on the severity of the disease and the risk of infecting others, but in all cases, the board attorney should be consulted.

Community Relations

Parent Organizations and Booster Clubs

Parent organizations and booster clubs are invaluable resources to the District's schools. While parent organizations and booster clubs have no administrative authority and cannot determine District policy, the School Board welcomes their suggestions and assistance.

Parent organizations and booster clubs may be recognized by the Board and permitted to use the District's name, a District school's name, or a District school's team name, or any logo attributable to the District provided they first receive the Superintendent or designee's express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club has by-laws containing the following: ¹

1. The organization's or club's name and purpose, such as, to enhance students' educational experiences, to help meet educational needs of students, to provide extra athletic benefits to students, to assist specific sports teams or academic clubs through financial support, or to enrich extracurricular activities.
2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
4. A statement that membership is open and unrestricted, meaning that membership is open to all parent(s)/guardian(s) of students enrolled in the school, District staff, and community members.
5. A statement that the District is not, and will not be, responsible for the organization's or club's business or the conduct of its members, including on any organization or club websites or social media accounts.
6. An agreement to maintain and protect its own finances.
7. A recognition that money given to a school cannot be earmarked for any particular expense. Booster clubs may make recommendations, but cash or other valuable consideration must be given to the District to use at its discretion. The Board's legal obligation to comply with Title IX by providing equal athletic opportunity for members of both genders will supersede an organization or club's recommendation. ²

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

¹ For boards that want to require all parent organizations and booster clubs to have 501(c)(3) status, use the following paragraph:

Parent organizations and booster clubs may be recognized by the Board and permitted to use the District's name, a District school's name, or a District school's team name, or any logo attributable to the District provided they first receive the Superintendent or designee's express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club is a 501(c)(3) that has submitted proof of its status and has by-laws containing the following:

A 501(c)(3) organization is an organization that qualifies for exemption from federal income tax because it is organized and operated exclusively for one or more of the following purposes: religious; charitable; scientific; testing for public safety; literary; educational; fostering national or international amateur sports competition (but only if none of its activities involve providing athletic facilities or equipment); or the prevention of cruelty to children or animals. For more information, see www.irs.gov/charities-and-nonprofits www.irs.gov.

² Booster clubs are understandably selective in their support. However, by accepting booster club assistance that creates vast gender differences, a board may face claims that it has violated Title IX. Title IX's focus is on equal funding opportunities, equal facility availability, similar travel and transportation treatment, comparable coaching, and comparable publicity. (34 C.F.R. Part 106).

Permission to use one of the above-mentioned names or logos may be rescinded at any time and does not constitute permission to act as the District's representative. At no time does the District accept responsibility for the actions of any parent organization or booster club regardless of whether it was recognized and/or permitted to use any of the above-mentioned names or logos.³ The Superintendent shall designate an administrative staff member to serve as the recognized liaison to parent organizations or booster clubs. The liaison will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

CROSS REF.: 8:80 (Gifts to the District)

DRAFT

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

³ Booster clubs present potential liabilities to a school district beyond loss of funds because they seldom are properly organized (they generally are not incorporated or otherwise legally recognized), carry no insurance, raise and handle large sums, and club members hold themselves out as agents of the school (after all, no funds could be raised but for the school connection). A disclaimer, such as the one presented here, may not be sufficient. A district may take several actions, after discussion with its attorney, to minimize liability, such as adding a requirement to item 6 above that the club: (1) operate under the school's authority (activity accounts); or (2) be properly organized and demonstrate fiscal responsibility by being a 501(c)(3) organization, obtaining a bond, and/or arranging regular audits. Ultimately, the best way to minimize liability is to be sure that the district's errors and omissions insurance covers parent organizations and booster clubs.

ACTION ITEMS

Recommendation:

That the Board of Education approve to waive the reading of policies and exhibits in Press Plus Issue 107.

Suggested Motion:

Move to approve to waive the reading of policies and exhibits in Press Plus Issue 107.

Recommendation:

That the Board of Education Approve the 2nd Reading of Press Plus Issue 107 as presented.

Suggested Motion:

Move to approve the 2nd reading of the Press Plus Issue 107 as recommended.

Issue 107

- 6:145 Migrant Students
- 6:260 Complaints About Curriculum, Instructional Materials, and Programs
- 2:20 Powers and Duties of the School Board; Indemnification
- 2:240 Board Policy Development
- 2:260 Uniform Grievance Procedure
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:30 Hiring Process and Criteria
- 6:160 English Learners
- 6:235 Access to Electronic Networks
- 1:10 School District Legal Status
- 1:20 District Organization, Operations, and Cooperative Agreements
- 1:30 School District Philosophy
- 2:10 School District Governance
- 2:30 School District Elections
- 2:130 Board-Superintendent Relationship
- 3:30 Chain of Command
- 6:100 Using Animals in the Educational Program
- 6:170 Title 1 Programs
- 6:255 Assemblies and Ceremonies
- 7:220 Bus Conduct
- 7:230 Misconduct by Students with Disabilities
- 7:280 Communicable and Chronic Infectious Disease
- 8:90 Parent Organizations and Booster Clubs

ACTION ITEMS

Authorize Disposition of District Property

Approve the disposition of District personal property (other than buildings and land) that is no longer needed for school purposes.

Tool Removal List

Item	Status
Delta Rockwell Drill Press (small)	Bid
(2) Wilton Metal Lathes	Bid
Table Saw	Dispose or donate to Ryne’s shop
(2) Johnson Kilns	Dispose
Green sand mixer	Dispose
Chromebook Carts	Bid

Recommendation:

That the Board of Education approve the disposition of District personal property as listed on the Tool Removal List.

Suggested Motion:

Motion to approve the disposition of District personal property as listed above that is no longer needed for school purposes.