

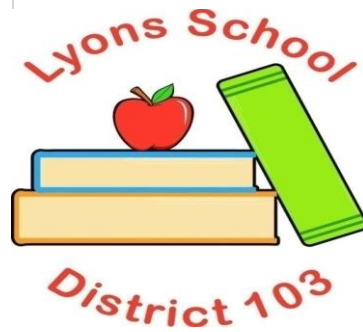
SCHOOL DISTRICT NO. 103
BOARD OF EDUCATION MEETING
January 24, 2023
6:00 PM

REGULAR MEETING CONSISTENT WITH THE REQUIREMENTS OF THE ILLINOIS REVISED STATUTES CHAPTER 102, PARAGRAPH 42.02 (OPEN MEETINGS ACT), NOTICES OF THIS MEETING HAVE BEEN POSTED. LOCATION OF THE MEETING IS CAFETERIA OF GEORGE WASHINGTON MIDDLE SCHOOL, 8101 OGDEN AVENUE, LYONS, ILLINOIS 60534, AT 6:00 PM.

AGENDA

<u>I. Call to Order</u>	
<u>II. Pledge of Allegiance</u>	
<u>III. Roll Call</u>	
<u>IV. Reading of Communications</u>	
<u>V. Year-to-Date Financials</u>	<u>3</u>
<u>VI. Public Comment</u>	
<u>VII. Consent Agenda</u>	
A. Authorize Payment of Monthly Bills for January 2023	
1. Board Bills January 2023	15
2. Activity Funds January 2023	45
B. Approval of Minutes	
1. Public Hearing and Regular Minutes of December 13, 2022	51
C. Approval of Personnel Leaves/Resignations List #1.24.23	56
<u>VIII. Second Reading of Policies</u>	
A. Policy 2:100 - Board Member Conflict of Interest	57
B. Policy 2:105 Ethics and Gift Ban	58
C. Policy 2:210 - Organizational Board of Education Meeting	63
D. Policy 2:265 - Title IX Sexual Harassment Grievance Procedure	64
E. Policy 4:10 - Fiscal and Business Management	69
F. Policy 4:140 - Waiver of Student Fees	72
G. Policy 4:165 - Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors	75
H. Policy 5:100 - Staff Development Program	77
I. Policy 5:250 - Leaves of Absence	81
J. Policy 5:280 - Duties and Qualifications	86
K. Policy 6:15 - School Accountability	88
L. Policy 6:20 - School Year Calendar and Day	90

M. Policy 6:50 - School Wellness	91
N. Policy 6:60 - Curriculum Content	95
O. Policy 6:65 - Student Social and Emotional Development	98
P. Policy 6:250 - Community Resource Persons and Volunteers	100
Q. Policy 6:255 - Assemblies and Ceremonies	102
R. Policy 6:260 - Complaints About Curriculum, Instructional Materials, and Programs	103
S. Policy 6.340 - Student Testing and Assessment Program	104
T. Policy 7:10-E - Exhibit - Equal Educational Opportunities Within the School Community	106
U. Policy 7:50 - School Admissions and Student Transfers To and From Non-District Schools	108
V. Policy 7:70 - Attendance and Truancy	111
W. Policy 7:100 - Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students	114
X. Policy 7:180 - Prevention of and Response to Bullying, Intimidation, and Harassment	117
Y. Policy 7:250 - Student Support Services	123
Z. Policy 7:285 - Anaphylaxis Prevention, Response, and Management Program	125
AA. Policy 7:290 - Suicide and Depression Awareness and Prevention	127
BB. Policy 7:340 - Student Records	130
CC. Policy 5:120 - Employee Ethics; Code of Professional Conduct; and Conflict of Interest	133
IX. <u>Action Item</u>	
A. Approval of Board Goals for SY2022-2023	139
B. Approval of Architect Cordogan Clark to Facilitate District-Wide LED Lighting Upgrades Professional Services Proposal	140
C. Approval of K-12 by Elicor Emergency Contract Temporary Amendment	142
X. <u>Closed Session</u>	
The Board will go into Closed Executive Session to discuss the dismissal of specific employees of the public body, pursuant to Section 2(c)(1) of the Open Meetings Act, 5 ILCS 120/2(c)(1).	
XI. <u>Return to Open Session</u>	
XII. <u>Action Item</u>	
A. Approval of Termination of Employee	
XIII. <u>Adjournment</u>	



Working Together to Expand Student Opportunities

Serving the communities of Brookfield, Forest View,
Lyons, McCook and Stickney.

DECEMBER YTD Financials

Fiscal Year 2023

Presented to BOE

1/24/2023

Lyons School District 103
EDUCATION FUND
Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

		%		YTD	Percent
REVENUES	Budget	Of Total	Monthly	as of	of Budget
	FY2023	Revenue	Dec-22	12/31/2022	Realized
Property Taxes	\$ 16,484,818	42.17%	\$ 2,538,572	\$ 2,538,572	0.15
Corp. Per. Prop. Replacement Taxes	\$ 4,777,975	12.22%	\$ -	\$ 2,563,665	0.54
State Evidence Based Funding (EBF)	\$ 11,823,653	30.25%	\$ 1,631,315	\$ 4,974,827	0.42
Categorical State Aid	\$ 861,247	2.20%	\$ 2,494	\$ 1,548,965	2.50
State Early Childhood Block Grant	\$ 593,370	1.52%	\$ 88,344	\$ 439,825	0.74
Federal Nutrition Program	\$ 486,526	1.24%	\$ 128,196	\$ 386,158	0.79
Federal Title 1	\$ 519,530	1.33%	\$ -	\$ 558,566	1.08
Other Federal	\$ 3,347,426	8.56%	\$ 94,012	\$ 382,612	0.15
Earnings on Investments	\$ 149,200	0.38%	\$ 94	\$ 94	0.00
Food Service	\$ 2	0.00%	\$ 632	\$ 1,976	988.13
Fees	\$ 41,001	0.10%	\$ 1,960	\$ 22,605	0.55
Other Rev, Before School & Camps	\$ 3,500	0.01%	\$ 7,771	\$ 357,512	102.15
Total Revenue	\$ 39,088,248	100.00%	\$4,493,389	\$13,775,377	35.24%
EXPENDITURES	Budget	Of Total	Monthly	as of	Percent
	FY2023	Expenditures	Dec-22	12/31/2022	Realized
Salaries	\$ 19,081,306	55.88%	\$ 1,567,193	\$ 7,326,531	0.38
Benefits	\$ 4,767,430	13.96%	\$ 394,142	\$ 2,334,212	0.49
Purchased Services	\$ 5,991,510	17.55%	\$ 274,812	\$ 3,805,108	0.64
Supplies	\$ 1,707,780	5.00%	\$ 215,719	\$ 1,086,450	0.64
Capital Outlay	\$ 107,670	0.32%	\$ -	\$ 3,489	0.03
Special Ed Tuition	\$ 2,326,380	6.81%	\$ 89,057	\$ 1,778,763	0.76
Dues&Fees/Tuition/Contingency	\$ 162,240	0.48%	\$ 9,800	\$ 166,904	1.03
Total Expenditures	34,144,316	100.00%	2,550,723	16,501,458	48.33%
Surplus/(Deficit)	\$ 4,943,932		\$ 1,942,667	\$ (2,726,080)	

Lyons School District 103
OPERATION AND MAINTENANCE FUND
Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget	%	Monthly	YTD	Percent
	FY2023	Of Total	December	as of	of Budget
		Revenue		12/31/2022	Realized
Property Taxes	\$ 2,296,900	43.55%	\$ 365,998	\$ 365,998	0.16
State Evidence Based Funding (EBF)	\$ 1,150,000	21.80%	\$ -	\$ -	-
Federal Aid	\$ 1,778,831	33.72%	\$ -	\$ -	-
Earnings on Investments	\$ 49,000	0.93%	\$ 450	\$ 4,371	0.09
Rentals	\$ -	0.00%	\$ -	\$ -	-
Maintenance Grant	\$ -	0.00%	\$ -	\$ -	-
Other Revenue Sources	\$ -	0.00%	\$ -	\$ -	-
Total Revenue	5,274,731	100.00%	366,448	370,369	7.02%

EXPENDITURES	Budget	%	Monthly	Actual	Percent
	FY2023	Of Total	December	as of	of Budget
		Expenditures		12/31/2022	Realized
Salaries	\$ 1,340,770	30.62%	\$ 125,060	\$ 643,792	0.48
Benefits	\$ 221,910	5.07%	\$ 19,018	\$ 119,323	0.54
Purchased Services	\$ 2,008,071	45.86%	\$ 26,735	\$ 280,070	0.14
Supplies	\$ 751,890	17.17%	\$ 31,894	\$ 208,611	0.28
Capital Outlay	\$ 17,150	0.39%	\$ 1,661	\$ 9,481	0.55
Other Objects	\$ 400	0.01%	\$ -	\$ 4,048	10.12
Dues&Fees/Contingency	\$ 38,540	0.88%	\$ -	\$ -	-
Total Expenditures	4,378,731	100.00%	204,367	1,265,326	28.90%

Surplus/(Deficit)	\$ 896,000		\$ 162,081	\$ (894,957)	
--------------------------	-------------------	--	-------------------	---------------------	--

Lyons School District 103
MUNICIPAL RETIREMENT, SOCIAL SECURITY & MEDICARE FUND
Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget	%	Monthly	YTD	Percent
	FY2023	Of Total	December	as of	of Budget
		Revenue		12/31/2022	Realized
Property Taxes	\$638,800	64.67%	\$102,959	\$102,959	0.32
Corp. Per. Prop. Replacement Taxes	\$320,000	32.40%	\$0	\$320,000	1.00
Earnings on Investments	\$29,000	2.94%	\$0	\$0	-
Other Revenue		0.00%			-
Total Revenue	987,800	100.00%	\$102,959	\$422,959	42.82

EXPENDITURES	Budget	%	Monthly	Actual	Percent
	FY2023	Of Total	December	as of	of Budget
		Expenditures		12/31/2022	Realized
Benefits	\$ 968,060	99.38%	\$ 80,628	\$ 395,426	0.41
Purchased Services	\$ 6,010	0.62%	\$ -	\$ -	-
Total Expenditures	974,070	100.00%	80,628	395,426	40.60%

Surplus/(Deficit)	\$ 5,692		\$ 22,331	\$ 27,534	
-------------------	----------	--	-----------	-----------	--

Lyons School District 103

TORT IMMUNITY FUND

Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget FY2023	% Of Total Revenue	Monthly December	YTD	Percent
				as of 12/31/2022	of Budget Realized
Property Taxes	\$ 332,100	99.19%	\$ 53,098.84	\$ 53,098.84	0.16
Earnings on Investments	\$ 2,700	0.81%	\$ -	\$ -	-
Other Revenue		0.00%			
Total Revenue	\$ 334,800	100.00%	\$53,099	\$53,099	15.86%

EXPENDITURES	Budget FY2023	% Of Total Expenditures	Monthly December	Actual	Percent
				as of 12/31/2022	of Budget Realized
Salaries	\$ 67,600	24.98%	\$ -	\$ 19,500.00	0.29
Purchase Services	\$ 203,020	75.02%	\$ 29,931	\$ 234,223	1.15
Total Expenditures	\$ 270,620	100.00%	29,931	253,723	93.76%

Surplus/(Deficit)	\$ 64,180		\$ 23,168	\$ (200,624)	
--------------------------	------------------	--	------------------	---------------------	--

Lyons School District 103

TRANSPORTATION FUND

Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget FY2023	%	Monthly December	YTD	Percent
		Of Total		as of	of Budget
		Revenue		12/31/2022	Realized
Property Taxes	\$ 1,360,200	72.51%	\$ (4,089)	\$ (4,089)	(0.00)
Categorical State Aid \$	443,900	23.66%	\$ -	\$ 222,738	0.50
Earnings on Investments	\$ 71,700	3.82%	\$ -	\$ 299	0.00
Other Revenue	\$ -	0.00%	\$ -	\$ -	-
Total Revenue	\$ 1,875,800	100.00%	(\$4,089)	\$218,948	11.67%

EXPENDITURES	Budget FY2023	%	Monthly December	Actual	Percent
		Of Total		as of	of Budget
		Expenditures		12/31/2022	Realized
Salaries	\$ 14,630	0.92%	\$ 5,412.50	\$ 5,512.50	0.38
Benefits	\$ 160	0.01%	\$ 38.45	\$ 39.70	0.25
Purchased Services	\$ 1,578,920	99.07%	\$ 144,047	\$ 604,060	0.38
Supplies	\$0	0.00%	\$0	\$0	-
Capital Outlay	\$0	0.00%	\$0	\$0	-
Dues&Fees/Contingency	\$0	0.00%	\$0	\$0	-
Total Expenditures	1,593,710	100.00%	149,498	609,612	38.25%

Surplus/(Deficit)	\$ 282,090		\$ (153,587)	\$ (390,664)	
-------------------	------------	--	--------------	--------------	--

Lyons School District 103
WORKING CASH FUND
Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget	%	Monthly	YTD	Percent
	FY2023	Of Total	December	as of	of Budget
		Revenue		12/31/2022	Realized
Property Taxes	\$90,200	75.99%	\$14,376	\$14,376	0.16
Earnings on Investments	\$28,500	24.01%	\$0	\$0	-
Total Revenue	\$118,700	100.00%	\$14,376	\$14,376	12.11%

EXPENDITURES	Budget	%	Monthly	Actual	Percent
	FY2023	Of Total	December	as of	of Budget
		Expenditures		12/31/2022	Realized
Interfund Transfer					0.00%
Total Expenditures	\$ -	0.00%	\$ -	\$ -	0.00%

Surplus/(Deficit)	\$ 118,700		\$ 14,376	\$ 14,376	
--------------------------	-------------------	--	------------------	------------------	--

COMBINED OPERATING FUNDS
Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget	%	Monthly	YTD	Percent
	FY2023	Of Total	December	as of	of Budget
		Revenue		12/31/2022	Realized
Property Taxes	\$21,203,018	44.47%	\$3,070,915	\$3,070,915	14.48
Corp. Per. Prop. Replacement Taxes	\$5,097,975	10.69%	\$0	\$2,883,665	56.56
State Evidence Based Funding (EBF)	\$12,973,653	27.21%	\$1,631,315	\$4,974,827	38.35
Categorical State Aid	\$1,305,147	2.74%	\$2,494	\$1,771,703	135.75
State Early Childhood Block Grant	\$593,370	1.24%	\$88,344	\$439,825	74.12
Federal Nutrition Program	\$486,526	1.02%	\$128,196	\$386,158	79.37
Federal Title 1	\$519,530	1.09%	\$0	\$558,566	107.51
Other Federal	\$5,126,257	10.75%	\$94,012	\$382,612	7.46
Earnings on Investments	\$330,100	0.69%	\$544	\$4,764	1.44
Food Service	\$2	0.00%	\$632	\$1,976	98,812.50
Fees	\$41,001	0.09%	\$1,960	\$22,605	55.13
Before School Care, Camps	\$3,500	0.01%	\$7,771	\$357,512	10,214.64
Rentals	\$0	0.00%	\$0	\$0	-
Maintenance Grants	\$0	0.00%	\$0	\$0	-
Other Revenue	\$0	0.00%	\$0	\$0	-
Total Revenue	\$47,680,079	100.00%	\$5,026,183	\$14,855,128	31.16%

EXPENDITURES	Budget	%	Monthly	Actual	Percent
	FY2023	Of Total	December	as of	of Budget
		Expenditures		12/31/2022	Realized
Salaries	\$20,504,306	49.57%	\$1,697,665	\$7,995,336	38.99
Benefits	\$4,989,500	12.06%	\$413,199	\$2,453,575	49.17
IMRF/FICA/SS/Medicare	\$968,060	2.34%	\$80,628	\$395,426	40.85
Purchased Services	\$9,787,531	23.66%	\$475,525	\$4,923,461	50.30
Supplies	\$2,459,670	5.95%	\$247,613	\$1,295,061	52.65
Capital Outlay	\$124,820	0.30%	\$1,661	\$12,970	10.39
Special Ed Tuition	\$2,326,380	5.62%	\$89,057	\$1,778,763	76.46
Other, Dues&Fees/Contingency	\$201,180	0.49%	\$9,800	\$170,952	84.97
Total Expenditures	41,361,447	100.00%	3,015,147	19,025,544	46.00%

Surplus/(Deficit)	\$6,318,632		\$2,011,036	(\$4,170,415)	
--------------------------	--------------------	--	--------------------	----------------------	--

Lyons School District 103
DEBT SERVICE FUND
Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget	%	Monthly	YTD	Percent
	FY2023	Of Total	December	as of	of Budget
		Revenue		12/31/2022	Realized
Property Taxes	\$ 1,043,100	98.63%	\$ 163,265.94	\$ 163,265.94	0.16
Earnings on Investments	\$ 14,500	1.37%	\$ -	\$ -	-
Total Revenue	\$ 1,057,600	100.00%	\$163,266	\$163,266	15.44%

EXPENDITURES	Budget	%	Monthly	Actual	Percent
	FY2023	Of Total	December	as of	of Budget
		Expenditures		12/31/2022	Realized
Debt Service	\$ 979,180	100.00%	\$ -	\$ 1,006,750.00	1.03
Total Expenditures	\$ 979,180	100.00%	\$0	\$1,006,750	102.82%

Surplus/(Deficit)	\$ 78,420		\$ 163,266	\$ (843,484)	
--------------------------	------------------	--	-------------------	---------------------	--

Lyons School District 103
CAPITAL PROJECTS FUND
Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget	%	Monthly	YTD	Percent
	FY2023	Of Total	December	as of	of Budget
		Revenue		12/31/2022	Realized
Earnings on Investments	8.00	100.00%	-	-	-
Total Revenue	8.00	100.00%	\$0	\$0	0.00%

EXPENDITURES	Budget	%	Monthly	Actual	Percent
	FY2023	Of Total	December	as of	of Budget
		Expenditures		12/31/2022	Realized
Capital Outlay					0.00%
Total Expenditures	\$0	0.00%	\$0	\$0	0.00%

Surplus/(Deficit)	\$8		\$0	\$0	
--------------------------	------------	--	------------	------------	--

Lyons School District 103
COMBINED ALL FUNDS
Y-T-D REVENUE and EXPENSE by SOURCE

31-Dec-22

REVENUES	Budget	%	Monthly	YTD	Percent
	FY2023	Of Total Revenue	December	as of 12/31/2022	of Budget Realized
Property Taxes	\$22,504,756	46%	\$3,281,421	\$3,281,421	14.58
Corp. Per. Prop. Replacement Taxes	\$5,097,975	10%	\$0	\$2,883,665	56.56
State Evidence Based Funding (EBF)	\$12,973,653	26%	\$1,631,315	\$4,974,827	38.35
Categorical State Aid	\$1,305,147	3%	\$2,494	\$1,771,703	135.75
State Early Childhood Block Grant	\$593,370	1%	\$88,344	\$439,825	74.12
Federal Nutrition Program	\$486,526	1%	\$128,196	\$386,158	79.37
Federal Title 1	\$519,530	1%	\$0	\$558,566	107.51
Other Federal	\$5,126,257	10%	\$94,012	\$382,612	7.46
Earnings on Investments	\$356,470	1%	\$544	\$4,764	1.34
Food Service	\$2	0%	\$632	\$1,976	98,812.50
Fees	\$41,001	0%	\$1,960	\$22,605	55.13
Before School Care, Camps	\$3,500	0%	\$7,771	\$357,512	10,214.64
Rentals	\$0	0%	\$0	\$0	#DIV/0!
Maintenance Grants	\$0	0%	\$0	\$0	#DIV/0!
Other Revenue	\$50,000	0%	\$0	\$0	-
Total Revenue	\$49,058,187	100.00%	\$5,236,689	\$15,065,634	30.71%

EXPENDITURES	Budget	%	Monthly	Actual	Percent
	FY2023	Of Total Expenditures	December	as of 12/31/2022	of Budget Realized
Salaries	\$20,504,306	48.25%	\$1,697,665	\$7,995,336	3,899.34
Benefits	\$4,989,500	11.74%	\$413,199	\$2,453,575	4,917.48
IMRF/FICA/SS/Medicare Fund	\$968,060	2.28%	\$80,628	\$395,426	0.41
Debt Service Fund	\$979,180	2.30%	\$0	\$1,006,750	5,030.34
Life Safety Fund	\$159,740	0.38%	\$0	\$0	5,265.18
Purchased Services	\$9,787,531	23.03%	\$475,525	\$4,923,461	1,039.11
Supplies	\$2,459,670	5.79%	\$247,613	\$1,295,061	7,646.06
Capital Outlay	\$124,820	0.29%	\$1,661	\$12,970	8,497.45
Special Ed Tuition	\$2,326,380	5.47%	\$89,057	\$1,778,763	46.00
Dues&Fees/Contingency	\$201,180	0.47%	\$9,800	\$170,952	84.97
Total Expenditures	\$42,500,367	100.00%	\$3,015,147	\$20,032,294	47.13%

Surplus/(Deficit)	\$6,557,820	13	\$2,221,541	(\$4,966,660)
--------------------------	--------------------	-----------	--------------------	----------------------

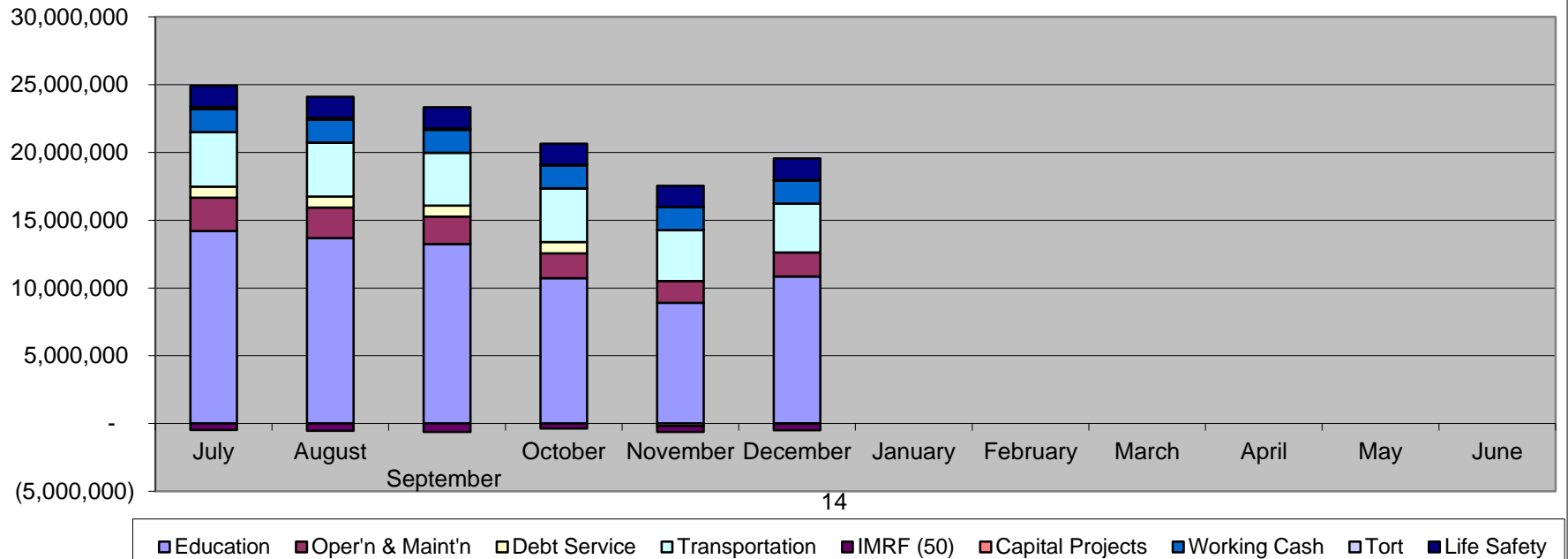
Lyons Elementary School District 103

Fiscal Year 2022-2023 Fund Balance

Source: Lyons Elementary School District 103 Monthly Reports

Fiscal Year 2022-2023

Fund	July	August	September	October	November	December	January	February	March	April	May	June
Education	14,197,624	13,683,640	13,238,942	10,725,801	8,912,442	10,855,108	-	-	-	-	-	-
Oper'n & Maint'n	2,461,637	2,245,110	2,023,101	1,835,088	1,607,710	1,769,790	-	-	-	-	-	-
Debt Service	825,739	825,739	825,739	825,739	(181,011)	(17,745)	-	-	-	-	-	-
Transportation	4,012,440	3,968,913	3,897,433	3,956,109	3,753,814	3,600,227	-	-	-	-	-	-
IMRF (50)	(484,831)	(539,856)	(616,466)	(371,620)	(446,909)	(476,057)	-	-	-	-	-	-
SSI/MEDICARE (51)	1,835,121	1,835,121	1,835,121	1,835,121	1,835,121	1,886,601	-	-	-	-	-	-
Capital Projects	460	460	460	460	460	460	-	-	-	-	-	-
Working Cash	1,685,737	1,685,737	1,685,737	1,685,737	1,685,737	1,700,113	-	-	-	-	-	-
Tort	170,442	127,579	97,647	54,716	6,513	29,681	-	-	-	-	-	-
Life Safety	1,566,734	1,566,734	1,566,734	1,566,734	1,566,734	1,613,973	-	-	-	-	-	-



To Township Treasurer: The following payments were approved by the Board of Education, at a meeting held on 1/24/23
 Checks for the amount shown are hereby requested:

PAYEE	DATE PAID	AMOUNT
Net Salaries	12.15.22	\$ 557,394.98
First American Bank H S A	Employee Deduction	\$ 4,369.36
First American Bank H S A	Employee Deduction	\$ 1,500.00
Inland Bank H S A	Employee Deduction	\$ -
AXA Equitable Life	OMNI Liability	\$ 12,803.65
Bank One	Federal Withholding - Payroll Taxes Employee/Employer	\$ 112,785.78
First Investors Group	OMNI Liability Payment	\$ 100.00
Illinois Department of Revenue	State Withholding Employee/Employer	\$ 34,894.16
Illinois Municipal Retirement	Employee Deduction	\$ 8,823.87
NuMark Credit Union	Credit Union Deductions Employee Deductions	\$ 4,220.76
Teachers' Health Insurance Security	TRS EMPLOYEE PAID	\$ 5,578.48
Teachers' Retirement System - * State of Illinois	THIS Board Paid 0.92% "THIS"	\$ 67,241.72
AIG VALIC	OMNI Liability	\$ 300.00
Great American Financial Resources	OMNI Liability	\$ 200.00
Guardian Vision	Employees' Portion	\$ 1,016.52
Illinois Municipal Retirement	Board Paid	\$ 15,789.08
Lincoln Investment Planning	OMNI Liability	\$ 2,124.16
Teachers' Retirement System State of Illinois	TRS Board Paid .0058 Add On &	\$ 5,437.12
Waddell & Reed, Inc.	OMNI Liability	\$ 75.00
Expert Pay	Child Support	\$ 792.30
AXA Equitable Life (457B)	Employee Deduction - 457B	\$ 100.00

SEIU Local 73 COPE		\$	40.50
Service Employees International Union Local 73	Aides/Custodians Union Dues	\$	1,043.03
Lyons Township School Treasurer		\$	821.24
West Suburban Teachers Union		\$	10,988.65
Net Salaries	12.29.22	\$	588,215.70
First American Bank H S A	Employee Deduction	\$	4,369.36
Inland Bank H S A	Employee Deduction	\$	-
AXA Equitable Life	OMNI Liability	\$	12,744.90
Bank One	Federal Withholding - Payroll Taxes Employee/Employer	\$	117,795.92
First Investors Group	OMNI Liability Payment	\$	100.00
Illinois Department of Revenue	State Withholding Employee/Employer	\$	35,412.62
Illinois Municipal Retirement	Employee Deduction	\$	10,459.93
NuMark Credit Union	Credit Union Deductions Employee Deductions	\$	4,270.76
Teachers' Health Insurance Security	TRS EMPLOYEE PAID	\$	5,361.38
Teachers' Retirement System - * State of Illinois	THIS Board Paid 0.92% "THIS"	\$	64,908.92
AIG VALIC	OMNI Liability	\$	300.00
Great American Financial Resources	OMNI Liability	\$	200.00
Guardian Vision	Employees' Portion	\$	1,016.84
Illinois Municipal Retirement	Board Paid	\$	18,871.09
Lincoln Investment Planning	OMNI Liability	\$	2,224.16
Teachers' Retirement System State of Illinois	TRS Board Paid .0058 Add On &	\$	5,275.51
Waddell & Reed, Inc.	OMNI Liability	\$	75.00
Expert Pay	Child Support	\$	792.30

AXA Equitable Life (457B)	Employee Deduction - 457B	\$	-
Glenn Stearns CH13	Wage Garnish	\$	275.00
IL Dept. of Revenue Levy	Garnishment-Rawke	\$	-
SEIU Local 73 COPE	Aides/Custodians	\$	40.50
Service Employees International Union Local 73	Aides/Custodians Union Dues	\$	1,029.53
Lyons Township School Treasurer Flex	Flex Card	\$	808.74
West Suburban Teachers Union	Teacher Dues	\$	10,886.43

PAYEE	DATE PAID	AMOUNT
-------	-----------	--------

Board President

Board Secretary

Prepared by

Bill Chad

Business Manager

Superintendent

Salaries/Benefits	\$	1,733,874.95
Special voucher requests	\$	-

Pages 1 - 22 - Accounts Payable Total

Total Bill List Paid in Month	\$	1,733,874.95
-------------------------------	----	--------------

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
94066	ACCOUNTEMPS	01/24/2023	61235807	W.E. 12.09.22	0	2,756.00	11,608.16
10E000	2520 3900 00 000000			EDUCATION/DISTRICT OFFICE/FISCAL SERVICES/OTHER PURCHAS		2,756.00	
			61261149	W.E. 12.16.22	0	2,756.00	
10E000	2520 3900 00 000000			EDUCATION/DISTRICT OFFICE/FISCAL SERVICES/OTHER PURCHAS		2,756.00	
			61301066	W.E. 12.23.22	0	2,204.80	
10E000	2520 3900 00 000000			EDUCATION/DISTRICT OFFICE/FISCAL SERVICES/OTHER PURCHAS		2,204.80	
			61335491	W.E. 12.30.22	0	1,653.60	
10E000	2520 3900 00 000000			EDUCATION/DISTRICT OFFICE/FISCAL SERVICES/OTHER PURCHAS		1,653.60	
			61365983	W.E. 01.06.23	0	2,237.76	
10E000	2520 3900 00 000000			EDUCATION/DISTRICT OFFICE/FISCAL SERVICES/OTHER PURCHAS		2,237.76	
94067	ALDRIDGE, SUSAN	01/24/2023	TESL 427 SA	TESL 427 Tuition Reimbursement	0	200.00	800.00
10E400	1110 2300 00 000000			EDUCATION/ROBINSON ELEMENTARY/ELEMENTARY/TUITION REIMBU		200.00	
			TESL 460 SA	TESL 460 Tuition Reimbursement	0	600.00	
10E400	1110 2300 00 000000			EDUCATION/ROBINSON ELEMENTARY/ELEMENTARY/TUITION REIMBU		600.00	
94068	AMAZON CAPITAL SERVICES	01/24/2023	17JLF9LVJJQQ	Classroom Supplies (Horner, Wang, Mahoney)	3002200019	166.52	4,074.87
10E300	1110 4100 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/SUPPLIES		166.52	
			1FX617F7HYRF	Paper Shredders	5002200049	587.98	
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		587.98	
			1L4T9XWFKDKP	Construction Paper, 1st Grade	3002200016	71.56	
10E300	1110 4100 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/SUPPLIES		71.56	
			1LLKP4FXJXH6	kleenix and wipes	5002200051	332.60	
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		332.60	
			1N39G7QKL4NQ	Ink cartridge	5002200046	70.68	
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		70.68	
			1TL4YQLTKP3N	Pencil Sharpener for S.Thomas	3002200021	26.77	
10E300	1110 4100 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/SUPPLIES		26.77	
			1TL4YQLTL4JD	evolis ribbon and ID cards	5002200044	145.23	
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		145.23	
			1WN1GNMPL7TP	Library Books	2002200008	47.94	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200	1110 4100 00 000000			EDUCATION/HOME ELEMENTARY/ELEMENTARY/SUPPLIES		47.94	
			1XWLLQLHJDTL	Material for Prek	1002200003	2,149.77	
10E000	1274 4110 00 370500			EDUCATION/DISTRICT OFFICE/EARLY CHILDHOOD 0-3/SUPPLIES/		2,149.77	
			1XWLLQLHL4WG	items for PBIS	4002200031	475.82	
10E400	1110 4110 00 000000			EDUCATION/ROBINSON ELEMENTARY/ELEMENTARY/SUPPLIES		475.82	
94069	ANTKIEWICZ, MARK	01/24/2023	mileage 11323	Mileage reimbursement	0	150.00	150.00
10E000	2330 3320 00 000000			EDUCATION/DISTRICT OFFICE/SPECIAL AREA ADMINISTRATION S		150.00	
94070	AT&T	01/24/2023	708Z9926011696 12162	Mthly Svc 12.16.22-01.15.23	0	63.87	63.87
20E000	2540 3440 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		63.87	
94071	AT&T	01/24/2023	S661185185-22338	Dec 22' monthly invoice	0	4,137.93	8,283.13
20E000	2540 3440 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		4,137.93	
			S66118518523004	Jan 23' monthly invoice	0	4,145.20	
20E000	2540 3440 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		4,145.20	
94072	AT&T	01/24/2023	0726984702	Dec. 22' Statement	0	3,197.10	3,197.10
20E000	2540 3440 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		3,197.10	
94073	AT&T GLOBAL SERVICES	01/24/2023	SB265866	Costello Voice CPE Support	0	156.55	1,132.60
20E600	2540 3440 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		156.55	
			SB265867	Home Voice CPE Support	0	117.35	
20E200	2540 3440 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		117.35	
			SB265868	GWMS Voice CPE Support	0	378.09	
20E500	2540 3440 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		378.09	
			SB265869	Robinson Voice CPE Support	0	156.55	
20E400	2540 3440 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		156.55	
			SB265870	Lincoln Voice CPE Support	0	156.55	
20E300	2540 3440 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		156.55	
			SB265871	Edison Voice CPE Support	0	167.51	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E100	2540 3440 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		167.51	
94074	Bannerville USA, Inc.	01/24/2023	33552	Wall signs for Lincoln School	7032200034	25,550.00	25,550.00
10E000	1110 4100 00 499802			EDUCATION/DISTRICT OFFICE/ELEMENTARY/SUPPLIES/ESSER GRA		25,550.00	
94075	BARTH, JACLYN J	01/24/2023	OL-5792	OL-5792	0	374.98	374.98
10E600	1110 2300 00 000000			EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/TUITION REIMBU		374.98	
94076	Bendersky, Victoria	01/24/2023	INTE 532	INTE 532	0	600.00	1,800.00
10E500	1110 2300 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/TUITION R		600.00	
				INTE 534	0	600.00	
10E500	1110 2300 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/TUITION R		600.00	
				INTE 536	0	600.00	
10E500	1110 2300 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/TUITION R		600.00	
94077	BLUE CROSS BLUE SHIELD OF IL	01/24/2023	210868729392	Statement 12.01.22-12.31.22	0	453,424.70	453,424.70
10L000	4867 0000 00 000000			EDUCATION/DISTRICT OFFICE/BCBS PPO Flex/.		453,424.70	
94078	EMO HARRIS COMMERCIAL CARD	01/24/2023	1793 010523	Dec 22' charges	0	7,402.27	9,821.71
10E000	1250 4100 00 430000			EDUCATION/DISTRICT OFFICE/TITLE I/SUPPLIES/TITLE I		6,695.95	
10E000	2310 4100 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/S		598.06	
10E000	2520 4100 00 000000			EDUCATION/DISTRICT OFFICE/FISCAL SERVICES/SUPPLIES		108.26	
				1793 120522	0	2,419.44	
10E000	2310 4100 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/S		362.92	
10E000	2310 6400 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/D		2,056.52	
94079	BOB & JOHN'S MOBIL	01/24/2023	0128078	December service	0	71.31	156.44
20E000	2545 4640 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/VEHICLE SERVICING AND MAI		71.31	
				0128083	0	85.13	
20E000	2545 4640 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/VEHICLE SERVICING AND MAI		85.13	
94080	BOYER, STEPHEN	01/24/2023	SB 120922	Piano Accompaniment	5002200047	150.00	150.00
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		150.00	
94081	BRITTEN SCHOOL	01/24/2023	15665	Dec. 22 CA FA SB Private	0	13,441.56	13,441.56
10E400	1912 6700 00 000000			EDUCATION/ROBINSON ELEMENTARY/OTHER LEA PRIVATE TUITION		8,961.04	
10E500	1912 6700 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/OTHER LEA PRIVATE TU		4,480.52	
94082	BUCKEYE CLEANING CENTERS	01/24/2023	90464412	Lincoln- Foam hand wash	0	526.10	1,052.20
20E300	2540 4100 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		526.10	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			90466990	Home - Foam hand wash	0	526.10	
20E000	2540 4100 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		526.10	
94083	BUREAU OF EDUCATION & RESEARCH	01/24/2023	5110254	PD for Cheryl Ludwig	7022200025	279.00	279.00
10E000	1205 3140 00 000000			EDUCATION/DISTRICT OFFICE/LEARNING DISABLED/PROFESSIONA		279.00	
94084	CABALLERO, DEMI	01/24/2023	exp. reim 122222	exp. reim. admin lunch	0	290.50	290.50
10E000	2320 4100 00 000000			EDUCATION/DISTRICT OFFICE/EXECUTIVE ADMINISTRATION SERV		290.50	
94085	CASE LOTS INC	01/24/2023	14999	Edison- Film Dissolver	0	64.90	4,132.05
20E100	2540 4100 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		64.90	
			15256	GWMS- can liners/mop/ dust pan	0	1,149.45	
20E500	2540 4100 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		1,149.45	
			15325	Costello- toilet paper	0	369.50	
20E600	2540 4100 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		369.50	
			15469	Home- can liners/floor pads /bulbs	0	1,118.20	
20E200	2540 4100 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		1,118.20	
			15665	Edison- PineSol/ Lysol/ dust mops/ carpet cleaner	0	1,302.10	
20E100	2540 4100 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		1,302.10	
			15686	Edison- Supplies	0	127.90	
20E100	2540 4100 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		127.90	
94086	CENTER FOR THE COLLABORATIVE C	01/24/2023	240843	Consult-Virtual	7032200062	800.00	800.00
10E000	1110 3100 00 499803			EDUCATION/DISTRICT OFFICE/ELEMENTARY/PROFESSIONAL AND T		800.00	
94087	CHICAGO TRIBUNE COMPANY	01/24/2023	7364462	Public Notice-LED project	0	1,098.62	1,098.62
10E000	2310 3500 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/A		1,098.62	
94088	CHICAGO METROPOLITAN FIRE PREV	01/24/2023	in00398527	Home- Connection Fee	0	30.00	4,461.00
20E200	2540 3230 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		30.00	
			IN00398528	Home-	0	600.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Installation			
20E200	2540 3230 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		600.00	
			IN00398529	Robinson- Connection fee	0	30.00	
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		30.00	
			IN00398530	Robinson- Installation	0	600.00	
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		600.00	
			IN00398531	Admin- connection fee	0	30.00	
20E000	2540 3230 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		30.00	
			IN00398532	Admin- Installation	0	600.00	
20E000	2540 3230 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		600.00	
			IN00398533	GWMS- connection fee	0	30.00	
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		30.00	
			IN00398534	GWMS- Installation	0	600.00	
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		600.00	
			IN00398535	Costello-Installat ion	0	600.00	
20E600	2540 3230 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		600.00	
			IN00398536	Costello- Connection	0	30.00	
20E600	2540 3230 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		30.00	
			IN00398537	Lincoln- Connection	0	30.00	
20E300	2540 3230 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		30.00	
			IN00398538	Lincoln- addtl burglar alarm	0	600.00	
20E300	2540 3230 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		600.00	
			IN00398539	Lincoln- Installation	0	681.00	
20E300	2540 3230 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		681.00	
94089	CHILDHOOD VICTORIES, INC.	01/24/2023	1518	Curriculum- In person	0	7,800.00	7,800.00
10E000	1250 3100 00 430000			EDUCATION/DISTRICT OFFICE/TITLE I/PROFESSIONAL AND TECH		7,800.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
94090	CIT	01/24/2023	41402466	Docuware Dec 22	0	2,375.00	2,375.00
10E000	2520 3900 00 000000			EDUCATION/DISTRICT OFFICE/FISCAL SERVICES/OTHER PURCHAS		2,375.00	
94091	CLARITY ENROLLMENT SOLUTIONS	01/24/2023	766	Benefits Admin and Enrollment	0	323.00	323.00
10E000	2520 3900 00 000000			EDUCATION/DISTRICT OFFICE/FISCAL SERVICES/OTHER PURCHAS		323.00	
94092	COMCAST CABLE	01/24/2023	6742 122222	GWMS 01.01.23-01.31.23	0	269.99	269.99
20E000	2540 3440 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		269.99	
94093	COOPERATIVE ASSOCIATION FOR SP	01/24/2023	1030	Itenerant Svc/Evaluations	0	20,116.20	20,116.20
10E000	4120 3040 00 000000			EDUCATION/DISTRICT OFFICE/PAYMENTS FOR SPECIAL EDUCATIO		20,116.20	
94094	Cordogan Clark & Assoc., Inc.	01/24/2023	26013	Facilities Scoring Matrix	0	21,000.00	21,000.00
20E000	2533 5200 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/ARCHITECTURE AND ENGINEER		21,000.00	
94095	CORRECT ELECTRIC SERVICES	01/24/2023	22883	Robinson- fire alarm troubleshoot	0	872.50	872.50
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		872.50	
94096	CROWN TROPHY	01/24/2023	43064	8th grade awards	5002100111	214.50	214.50
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		214.50	
94097	CustomInk, LLC	01/24/2023	62027254	Breakaway Lanyard with Metal Swivel Hook	7002200026	420.00	420.00
10E000	2642 4100 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/SUPPLIES		420.00	
94098	DAESCHLER, KELLY D	01/24/2023	TESL 427	TESL 427 Tuition Reimbursement	0	200.00	800.00
10E400	1110 2300 00 000000			EDUCATION/ROBINSON ELEMENTARY/ELEMENTARY/TUITION REIMBU		200.00	
			TESL 460	TESL 460 Tuition Reimbursement	0	600.00	
10E400	1110 2300 00 000000			EDUCATION/ROBINSON ELEMENTARY/ELEMENTARY/TUITION REIMBU		600.00	
94099	DAKINS SR, JOSHUA	01/24/2023	mileage reim	mileage reimbursement	0	171.25	171.25
10E000	2330 3320 00 000000			EDUCATION/DISTRICT OFFICE/SPECIAL AREA ADMINISTRATION S		171.25	
94100	DIRECT ENERGY SERVICES	01/24/2023	1102724	Service 11.16.22-12.18.22	0	17,228.43	17,228.43
20E100	2540 4660 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		2,209.91	
20E200	2540 4660 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		2,979.18	
20E300	2540 4660 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		2,730.48	
20E400	2540 4660 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		1,871.87	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E500	2540 4660 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		4,734.59	
20E600	2540 4660 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		2,527.40	
20E000	2540 4660 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		175.00	
94101	DOT KANE	01/24/2023	20723	2023 PreK Storytelling show	0	1,500.00	1,500.00
10E000	1274 6400 00 370500			EDUCATION/DISTRICT OFFICE/EARLY CHILDHOOD 0-3/DUES & FE		1,500.00	
94102	ELEVATOR INSPECTION SERVICE CO	01/24/2023	106514	EDISON - ELEVATOR INSPECTION	0	175.00	350.00
20E100	2540 3200 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		175.00	
			112470	EDISON - ELEVATOR INSPECTION	0	175.00	
20E100	2540 3200 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		175.00	
94103	Elior, Inc.	01/24/2023	INV1900028688	Nov 22' District Food Service	0	55,016.80	100,165.45
10E100	2560 3150 00 000000			EDUCATION/EDISON ELEMENTARY/FOOD SERVICES/FOOD - CONTRA		7,124.67	
10E200	2560 3150 00 000000			EDUCATION/HOME ELEMENTARY/FOOD SERVICES/FOOD - CONTRACT		6,530.49	
10E300	2560 3150 00 000000			EDUCATION/LINCOLN ELEMENTARY/FOOD SERVICES/FOOD - CONTR		12,659.36	
10E400	2560 3150 00 000000			EDUCATION/ROBINSON ELEMENTARY/FOOD SERVICES/FOOD - CONT		7,047.65	
10E500	2560 3150 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/FOOD SERVICES/FOOD -		15,520.26	
10E600	2560 3150 00 000000			EDUCATION/COSTELLO ELEMENTARY/FOOD SERVICES/FOOD - CONT		6,134.37	
			INV1900029033	Dec 22' District Food Service	0	45,148.65	
10E100	2560 3150 00 000000			EDUCATION/EDISON ELEMENTARY/FOOD SERVICES/FOOD - CONTRA		5,991.22	
10E200	2560 3150 00 000000			EDUCATION/HOME ELEMENTARY/FOOD SERVICES/FOOD - CONTRACT		5,657.12	
10E300	2560 3150 00 000000			EDUCATION/LINCOLN ELEMENTARY/FOOD SERVICES/FOOD - CONTR		9,693.41	
10E400	2560 3150 00 000000			EDUCATION/ROBINSON ELEMENTARY/FOOD SERVICES/FOOD - CONT		5,846.75	
10E500	2560 3150 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/FOOD SERVICES/FOOD -		13,057.01	
10E600	2560 3150 00 000000			EDUCATION/COSTELLO ELEMENTARY/FOOD SERVICES/FOOD - CONT		4,903.14	
94104	EMBRACE EDUCATION	01/24/2023	12721	Embrace DS	0	1,004.21	1,004.21
10E000	1205 3160 00 000000			EDUCATION/DISTRICT OFFICE/LEARNING DISABLED/DATA PROCES		1,004.21	
94105	EVERYDAY SPEECH LLC	01/24/2023	048623	Annual	0	2,231.92	2,231.92
10E000	1275 4010 00 370500			EDUCATION/DISTRICT OFFICE/EARLY CHILDHOOD PRE K/PRESCHO		2,231.92	
94106	FIRST STUDENT HODGKINS	01/24/2023	11855136	December 22' Service	0	38,307.72	38,307.72
40E000	2550 3310 00 000000			TRANSPORTION/DISTRICT OFFICE/PUPIL TRANSPORTATION SERVI		38,307.72	
94107	FLEXIBLE BENEFITS SERVICE CORP	01/24/2023	873007945597	FSA 01.06.23	0	50.00	50.00
10E000	1110 2940 00 000000			EDUCATION/DISTRICT OFFICE/ELEMENTARY		50.00	
94108	FLORES, REBECCA F	01/24/2023	OL-5041	OL-5041	0	390.00	390.00
10E600	1110 2300 00 000000			EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/TUITION REIMBU		390.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
94109	G & O THERMAL SUPPLY COMPANY	01/24/2023	5106509-00	Robinson-Thermosta t	0	93.98	1,679.21
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		93.98	
20E500	2540 3230 00 000000		5106583-00	GWMS- Damper	0	498.00	
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		498.00	
20E400	2540 3230 00 000000		5106585-00	Robinson- Replace valve	0	52.38	
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		52.38	
20E100	2540 3230 00 000000		5106632-00	Edison- RA/DA summer/winter	0	1,034.85	
20E100	2540 3230 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		1,034.85	
94110	GARVEY'S OFFICE PRODUCTS	01/24/2023	CM197664	Credit Memo	0	-42.70	4,602.98
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		-42.70	
10E500	1110 4100 00 000000		CM197736	Credit Memo	0	-85.27	
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		-85.27	
10E500	1110 4100 00 000000		PINV2314911	GWMS - Label maker/ folders	0	172.23	
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		172.23	
10E500	1110 4100 00 000000		PINV2319495	Teacher supplies	5002200018	2,771.48	
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		2,771.48	
10E500	1110 4100 00 000000		PINV2361735	Teacher supplies	5002200052	1,787.24	
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		1,787.24	
94111	GIANT STEPS	01/24/2023	103-1122EF	HH Dec. Lunch	0	110.50	5,168.58
10E500	1912 6700 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/OTHER LEA PRIVATE TU		110.50	
10E500	1912 6700 00 000000		103-1222E	HH Dec. Tuition	0	5,058.08	
10E500	1912 6700 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/OTHER LEA PRIVATE TU		5,058.08	
94112	GLOBAL WATER TECHNOLOGY	01/24/2023	74995	Oct. 22' water treatment	0	337.27	1,011.81
20E000	2540 3230 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		337.27	
20E000	2540 3230 00 000000		78737	Dec. 22' water treatment	0	337.27	
20E000	2540 3230 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		337.27	
20E000	2540 3230 00 000000		80648	Jan. 23' water treatment	0	337.27	
20E000	2540 3230 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		337.27	
94113	GRASSANO, ROBERT	01/24/2023	bball 011723	7th grade BBall	0	1,980.00	1,980.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				coach			
10E000	1510 1200 00 000000			EDUCATION/DISTRICT OFFICE/BASKETBALL/TEMPORARY SALARIES		1,980.00	
94114	GROOT, INC. A WASTE CONNECTION	01/24/2023	9952451T098	Home Jan 23'	0	655.20	4,369.58
20E200	2540 3210 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		655.20	
			9952452T098	Edison Jan. 23'	0	1,197.64	
20E100	2540 3210 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		1,197.64	
			9952453T098	Robinson Jan 23'	0	125.88	
20E400	2540 3210 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		125.88	
			9952454T098	Lincoln Jan 23'	0	180.96	
20E300	2540 3210 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		180.96	
			9952455T098	Costello Jan 23'	0	979.83	
20E600	2540 3210 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		979.83	
			9952456T098	GWMS Jan 23'	0	1,230.07	
20E500	2540 3210 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		1,230.07	
94115	GUARDIAN - ALTERNATE FUNDED	01/24/2023	469383 010323	Period Ending 12.31.22	0	18,200.04	18,200.04
10L000	4865 0000 00 000000			EDUCATION/DISTRICT OFFICE/Guardian Flex Dental/.		18,200.04	
94116	GUARDIAN -BILL ID 0001094522	01/24/2023	1094522 122222	Period End 12.31.22	0	14,505.29	14,505.29
10E000	1110 2210 00 000000			EDUCATION/DISTRICT OFFICE/ELEMENTARY/INSTRUCTION LIFE I		8,564.64	
10L000	4865 0000 00 000000			EDUCATION/DISTRICT OFFICE/Guardian Flex Dental/.		4,793.40	
20L000	4865 0000 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/Guardian Flex Dental/.		943.61	
10L000	4990 0000 00 000000			EDUCATION/DISTRICT OFFICE/OTHER CURRENT LIABILITIES/.		203.64	
94117	HAYES MECHANICAL LLC	01/24/2023	18554	GWMS thermostat leaking air	0	1,958.45	6,248.45
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		1,958.45	
			18705	GWMS-2nd floor boiler	0	631.00	
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		631.00	
			19359	Home-heating valves, dampers	0	631.00	
20E200	2540 3230 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		631.00	
			19374	Edison-boiler controls	0	919.00	
20E100	2540 3230 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		919.00	
			19804	Robinson-Recalibra te thermostat	0	559.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		559.00	
			19805	GWMS- heating coil	0	703.00	
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		703.00	
			19847	Lincoln-pump motor	0	847.00	
20E300	2540 3230 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		847.00	
94118	HELPING HAND CENTER	01/24/2023	17703	GWMS MM Dec 22' tuition	0	5,907.60	5,907.60
10E500	1912 6700 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/OTHER LEA PRIVATE TU		5,907.60	
94119	Holtz Educational Center	01/24/2023	032927	WV Dec 22 tuition	0	6,822.72	6,822.72
10E300	1912 6700 00 000000			EDUCATION/LINCOLN ELEMENTARY/OTHER LEA PRIVATE TUITION/		6,822.72	
94120	HOME DEPOT PRO	01/24/2023	714908647	District - 1.2V battery	0	8.62	4,100.38
20E000	2540 4100 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		8.62	
			720365287	Edison- towels	0	499.64	
20E100	2540 4100 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		499.64	
			720853159	District - Asphalt repair	0	102.08	
20E000	2540 4100 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		102.08	
			721315430	District- Asphalt repair	0	204.16	
20E000	2540 4100 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		204.16	
			721315448	Edison-Towels	0	343.77	
20E100	2540 4100 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		343.77	
			721550242	Lincoln- vacuum/bleach/ext cord	0	2,592.34	
20E300	2540 4100 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		2,592.34	
			722005279	Lincoln- Sweepbrace & Handle	0	101.16	
20E300	2540 4100 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		101.16	
			722235694	Lincoln- mop	0	8.48	
20E300	2540 4100 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		8.48	
			722235702	District- smoke alarm 9V	0	102.19	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E000 2540 4100 00 000000				OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		102.19	
			72438637	District- HD Tarp	0	137.94	
20E000 2540 4100 00 000000				OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		137.94	
94121 HOME SCHOOL PTO		01/24/2023	721315448	Edison- 28W Fl Lin	0	343.77	343.77
20E100 2540 4100 00 000000				OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		343.77	
94122 IL COUNTIES RISK MGMT TRUST		01/24/2023	1000533 010123	Dec 22 Prop. & Liabili	0	29,931.26	29,931.26
80E000 2362 3800 00 000000				TORT FUND/DISTRICT OFFICE/WORKERS COMP/INSURANCE		29,931.26	
94123 ILLCO		01/24/2023	2575012	Edison- Belt	0	66.52	230.14
20E100 2540 3230 00 000000				OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		66.52	
			2575495	GWMS- Blower Motor	0	163.62	
20E500 2540 3230 00 000000				OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		163.62	
94124 ILLINOIS STATE BOARD OF EDUCAT		01/24/2023	3705 refund ISBE	refund due ISBE 011023	0	152,770.00	152,770.00
10R000 3705 0000 00 000000				EDUCATION/DISTRICT OFFICE/EARLY CHILD BLOCK GRANT/		152,770.00	
94125 ILLINOIS STATE POLICE/BUREAU O		01/24/2023	01388 113022	Nov. 22 background checks	0	56.50	84.75
10E000 2310 3100 00 000000				EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/P		56.50	
			01388 123122	Dec. 22 background checks	0	28.25	
10E000 2310 3100 00 000000				EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/P		28.25	
94126 IMPERIAL SURVEILLANCE INC.		01/24/2023	204166	QTRLY SRVC AGREEMENT- 12.18.22-03.17.23	0	1,611.18	1,611.18
10E000 2663 3900 00 000000				EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/OTH		1,611.18	
94127 INTERSTATE ELECTRONICS COMPANY		01/24/2023	81842	Service ICS system Home, Robinson, Lincoln, GWMS, Edison	0	2,090.00	5,715.94
20E100 2540 3230 00 000000				OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		418.00	
20E200 2540 3230 00 000000				OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		418.00	
20E300 2540 3230 00 000000				OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		418.00	
20E400 2540 3230 00 000000				OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		418.00	
20E500 2540 3230 00 000000				OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		418.00	
			82452	GWMS-work order 73334	0	1,315.94	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		1,315.94	
			82601	GWMS-Service ICS system	0	2,310.00	
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		2,310.00	
94128	ISCORP	01/24/2023	0729431	Jan 23 hosting svcs	0	1,036.80	1,036.80
10E000	2663 4700 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/SOF		1,036.80	
94129	JAMES, SAMANTHA	01/24/2023	mileage 122222	Mileage 7.1.22-12.22.22	0	418.06	418.06
10E000	2330 3320 00 000000			EDUCATION/DISTRICT OFFICE/SPECIAL AREA ADMINISTRATION S		418.06	
94130	Janik, Maria	01/24/2023	EDUC 607	EDUC 607	0	600.00	600.00
10E200	1110 2300 00 000000			EDUCATION/HOME ELEMENTARY/ELEMENTARY/TUITION REIMBURSEM		600.00	
94131	Jermolowicz, Lauren	01/24/2023	592.12	Course 592.12 reim.	0	200.00	1,300.00
10E600	1110 2300 00 000000			EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/TUITION REIMBU		200.00	
			EDUA 54101	EDUA 54101	0	400.00	
10E600	1110 2300 00 000000			EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/TUITION REIMBU		400.00	
			EDUA 65103	EDUA 65103	0	600.00	
10E600	1110 2300 00 000000			EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/TUITION REIMBU		600.00	
			EDUA59102	EDUA 59102	0	100.00	
10E600	1110 2300 00 000000			EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/TUITION REIMBU		100.00	
94132	JOHNSON CONTROLS FIRE PROTECTI	01/24/2023	89340944	Edison-service call	0	812.63	812.63
20E100	2540 3230 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		812.63	
94133	JOHNSON CONTROLS SECURITY SOLU	01/24/2023	38345411	Edison Quarterly Billi	0	408.12	963.12
20E100	2546 3230 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/SECURITY SERVICES/REPAI		408.12	
			38345412	Lincoln Quarterly Bill	0	224.87	
20E300	2546 3230 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/SECURITY SERVICES/REPA		224.87	
			38345413	Home Quarterly Billing	0	330.13	
20E200	2546 3230 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/SECURITY SERVICES/REPAIR		330.13	
94134	JONES SCHOOL SUPPLY CO, INC	01/24/2023	1924653	Trophy order for basketball and cheer	6002200011	213.84	213.84
10E600	1110 4100 00 000000			EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/SUPPLIES		213.84	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
94135	KAMI	01/24/2023	223161	Quote P56012 GWMS License Renewal	7032200083	3,000.00	3,000.00
10E000	1250 3100 00 430000			EDUCATION/DISTRICT OFFICE/TITLE I/PROFESSIONAL AND TECH		3,000.00	
94136	Kane County Regional Office of	01/24/2023	2002300059	RSAC 202 registration	0	312.50	312.50
10E000	2210 3100 00 490900			EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE		312.50	
94137	KELLY SERVICES, INC.	01/24/2023	708036	W.E. 12.04.22	0	24,124.87	97,535.27
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		24,124.87	
			711928	W.E. 12.15.22	0	27,437.36	
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		27,437.36	
			715079	W.E. 12.18.22	0	25,365.07	
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		25,365.07	
			718148	W.E. 12.25.22	0	20,607.97	
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		20,607.97	
94138	KESMAN, LISA T	01/24/2023	ex reim 010923	Exp. reim. safety patrol belts	0	155.90	155.90
10E200	1110 4100 00 000000			EDUCATION/HOME ELEMENTARY/ELEMENTARY/SUPPLIES		155.90	
94139	Kleinmuntz, Ira	01/24/2023	bus xtra duty	Bus monitor xtra duty Fall 22'	0	545.00	545.00
40E000	2550 1100 00 000000			TRANSPORTION/DISTRICT OFFICE/PUPIL TRANSPORTATION SERVI		545.00	
94140	KOCH, BRENDAN J	01/24/2023	mileaage 112222	Mileage 11.09.22-11.22.22	0	15.28	100.95
10E300	1110 3320 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TRAVEL		15.28	
			mileage 082922	Mileage 08.22.22-08.29.22	0	16.11	
10E300	1110 3320 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TRAVEL		16.11	
			Mileage 100422	Mileage 08.29.22-10.04.22	0	14.98	
10E300	1110 3320 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TRAVEL		14.98	
			mileage 102122	Mileage 10.05.22-10.21.22	0	15.37	
10E300	1110 3320 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TRAVEL		15.37	
			mileage 110722	Mileage 10.24.22-11.07.22	0	16.95	
10E300	1110 3320 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TRAVEL		16.95	
			mileage 121422	mileage 11.29.22-12.14.22	0	16.92	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E300	1110 3320 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TRAVEL		16.92	
			mileage 122122	mileage 12.15.22-12.21.22	0	5.34	
10E300	1110 3320 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TRAVEL		5.34	
94141	KONICA MINOLTA BUSINESS SOLUTI	01/24/2023	9009050763	11.25.22-12.24.22 coverage	0	380.00	897.57
10E000	2663 3230 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/REP		380.00	
			9009050926	11.25.22-12.24.22 coverage	0	517.57	
10E000	2663 3230 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/REP		517.57	
94142	KONICA MINOLTA PREMIER FINANCE	01/24/2023	491248217	Contract- 12.29.22-01.29.23	0	8,834.04	8,834.04
10E000	2663 3230 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/REP		8,834.04	
94143	Kroll, Mark	01/24/2023	202212A	Home- Dec Psych services	0	3,412.50	8,287.50
10E200	2400 3140 00 000000			EDUCATION/HOME ELEMENTARY/SUPPORT SERVICES - SCHOOL ADM		3,412.50	
			202301A	Home- Jan 23' Psych service	0	4,875.00	
10E200	2400 3140 00 000000			EDUCATION/HOME ELEMENTARY/SUPPORT SERVICES - SCHOOL ADM		4,875.00	
94144	LADSE-LAGRANGE AREA DEPT OF SP	01/24/2023	FY23-100-103AIDEA	Cooperative Assessment	0	86,739.46	605,771.00
10E000	4120 6050 00 000000			EDUCATION/DISTRICT OFFICE/PAYMENTS FOR SPECIAL EDUCATIO		86,739.46	
			FY23-300-103IDEA	FY23 PURCHASE SERVICE	0	519,031.54	
10E000	4120 3040 00 000000			EDUCATION/DISTRICT OFFICE/PAYMENTS FOR SPECIAL EDUCATIO		519,031.54	
94145	LAUTERBACH & AMEN, LLP	01/24/2023	73462	FY21-22 actuarial report	0	5,570.00	5,570.00
10E000	2310 3170 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/A		5,570.00	
94146	LEARNING TECHNIQUES LTD - see	01/24/2023	27703	Registration for Wilson Reading System Introductory Course Conference January 11-13, 2023	7032200099	1,400.00	3,500.00
10E000	1110 3100 00 499803			EDUCATION/DISTRICT OFFICE/ELEMENTARY/PROFESSIONAL AND T		1,400.00	
			27830	Introductory class for Wilson Training. Maggie	7022200027	2,100.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E000 1220 3900 00 000000				Fitzgerald, Sandy Pollyea and Christina Faitz EDUCATION/DISTRICT OFFICE/CROSS-CATEGORICAL (CC)/OTHER		2,100.00	
94147 Little Friends, Inc.		01/24/2023	153381	JP- December tuition	0	3,662.26	3,662.26
10E300 1912 6700 00 000000				EDUCATION/LINCOLN ELEMENTARY/OTHER LEA PRIVATE TUITION/		3,662.26	
94148 LUCIANO, MIA A		01/24/2023	5124	Course 5124	0	389.98	389.98
10E600 1110 2300 00 000000				EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/TUITION REIMBU		389.98	
94149 LYONS ELECTRIC COMPANY		01/24/2023	15968	GWMS-exterior lights repair	0	4,461.67	4,461.67
20E500 2540 3230 00 000000				OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		4,461.67	
94150 LYONS POLICE DEPARTMENT		01/24/2023	122122	Mthly SOR Nov&Dec 22	0	13,000.00	13,000.00
80E000 2365 1000 00 000000				TORT FUND/DISTRICT OFFICE/RISK MANAGEMENT/SALARIES		13,000.00	
94151 Maciuszek, Terri		01/24/2023	food svc refund	Food service refund	0	122.40	122.40
10E000 2560 4100 00 000000				EDUCATION/DISTRICT OFFICE/FOOD SERVICES/SUPPLIES		122.40	
94152 MARCINKIEWICZ, JULIE A		01/24/2023	mileage 12222	mileage 09.01.22-12.19.22	0	59.16	59.16
10E500 1110 3320 00 000000				EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/TRAVEL		59.16	
94153 Matias, Cindy		01/24/2023	exp. reim 102722	exp. reim- supplies	0	111.36	207.12
10E000 1275 4100 00 370500				EDUCATION/DISTRICT OFFICE/EARLY CHILDHOOD PRE K/SUPPLIE		111.36	
			mileage 010323	Mileage W.E. 01.03.23	0	28.13	
10E000 2330 3320 00 000000				EDUCATION/DISTRICT OFFICE/SPECIAL AREA ADMINISTRATION S		28.13	
			mileage 120922	Mileage W.E. 12.09.22	0	18.63	
10E000 2330 3320 00 000000				EDUCATION/DISTRICT OFFICE/SPECIAL AREA ADMINISTRATION S		18.63	
			mileage 121422	Mileage W.E. 12.15.22	0	22.25	
10E000 2330 3320 00 000000				EDUCATION/DISTRICT OFFICE/SPECIAL AREA ADMINISTRATION S		22.25	
			mileage 122122	mileage W.E. 12.21.22	0	26.75	
10E000 2330 3320 00 000000				EDUCATION/DISTRICT OFFICE/SPECIAL AREA ADMINISTRATION S		26.75	
94154 MAXIM STAFFING SOLUTIONS		01/24/2023	E7783850366	W.E. 12.03.22	0	7,311.10	31,925.10
10E000 2210 3100 00 499803				EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE		7,311.10	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E000	2210 3100 00 499803		E7873320366	W.E. 12.10.22 EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE	0	8,414.20	8,414.20
10E000	2210 3100 00 499803		E7954130366	W.E. 12.17.22 EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE	0	8,159.60	8,159.60
10E000	2210 3100 00 499803		E8015700366	W.E. 12.24.22 EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE	0	6,660.60	6,660.60
10E000	2210 3100 00 499803		E8190140366	W.E. 01.07.23 EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE	0	1,379.60	1,379.60
94155	MCGRAW HILL LLC	01/24/2023	125089170002	Impact Social Studies	7032200040	67.21	26,446.51
10E000	1110 4100 00 499802			EDUCATION/DISTRICT OFFICE/ELEMENTARY/SUPPLIES/ESSER GRA		67.21	
10E000	1250 4100 00 430000		126109335001	Quote AAVERDM-11102022-0 03 Wonders instructional materials	7032200088	3,309.72	
10E000	1250 4100 00 430000			EDUCATION/DISTRICT OFFICE/TITLE I/SUPPLIES/TITLE I		3,309.72	
10E000	1250 4100 00 430000		126118470001	Quote AAVERDM-11102022-0 03 Wonders instructional materials	7032200088	15,366.91	
10E000	1250 4100 00 430000			EDUCATION/DISTRICT OFFICE/TITLE I/SUPPLIES/TITLE I		15,366.91	
10E000	1250 4100 00 430000		126125776001	Quote AAVERDM-11102022-0 03 Wonders instructional materials	7032200088	7,702.67	
10E000	1250 4100 00 430000			EDUCATION/DISTRICT OFFICE/TITLE I/SUPPLIES/TITLE I		7,702.67	
94156	MENARDS-FRONT END MANAGER	01/24/2023	11068	Admin-fan/heater	0	357.41	3,831.45
20E000	2540 4100 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		357.41	
20E000	2540 4100 00 000000		11721	District- heaters	0	499.95	
20E000	2540 4100 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		499.95	
20E100	2540 4100 00 000000		2497A	District supplies/paint- bristle brush	0	2,974.09	
20E500	2540 4100 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		743.52	
20E600	2540 4100 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		743.53	
10E400	2560 1130 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		743.52	
10E400	2560 1130 00 000000			EDUCATION/ROBINSON ELEMENTARY/FOOD SERVICES/AIDES / PAR		743.52	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
94157	MENTA ACADEMY HILLSIDE	01/24/2023	SESINV-025047	MM Dec 22' tuition	0	2,984.80	2,984.80
10E500	1912 6700 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/OTHER LEA PRIVATE TU		2,984.80	
94158	MLPLUMBING,LLC dbaDELL PLUMBIN	01/24/2023	003018	Edison- Drinking Fountain repair	0	2,332.72	6,006.01
20E100	2540 3230 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		2,332.72	
			003019	Lincoln- Remove & replace pipe	0	3,673.29	
20E300	2540 3230 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		3,673.29	
94159	NASCO	01/24/2023	388152	Safety Glasses	5002200048	219.00	219.00
10E500	1110 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/ELEMENTARY/SUPPLIES		219.00	
94160	NICOR GAS	01/24/2023	14400800003 122122	Lincoln 11.18.22-12.18.22	0	4,028.60	22,195.69
20E300	2540 4650 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		4,028.60	
			3006770002 120722	Home 11.03.22-12.04.22	0	1,503.17	
20E200	2540 4650 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		1,503.17	
			41174700009 120722	Edison 11.03.22-12.04.22	0	3,209.08	
20E100	2540 4650 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		3,209.08	
			46930800001 122722	Robinson 11.23.22-12.22.22	0	2,322.69	
20E400	2540 4650 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		2,322.69	
			62030800007 122722	Legion 11.22.22-12.20.22	0	107.34	
20E000	2540 4650 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		107.34	
			72030800006 122722	Board of Ed 11.22.22-12.20.22	0	1,345.29	
20E000	2540 4650 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		1,345.29	
			74981782589 122722	Costello 11.22.22-12.20.22	0	2,432.35	
20E600	2540 4650 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		2,432.35	
			82030800005 122722	GWMS 11.22.22-12.20.22	0	7,014.60	
20E500	2540 4650 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		7,014.60	
			92030800004 122722	Annex 11.22.22-12.20.22	0	232.57	
20E500	2540 4650 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		232.57	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
94161	Northern Illinois University	01/24/2023	MTS000032	Illinois MTSS network at NIU	0	30,380.00	30,380.00
10E000	1110 3100 00 499803			EDUCATION/DISTRICT OFFICE/ELEMENTARY/PROFESSIONAL AND T		30,380.00	
94162	ODELSON & STERK, LTD.	01/24/2023	35571	Svcs thru Nov 30, 2022	0	10,158.75	15,641.25
10E000	2310 3180 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/L		10,158.75	
			35753	Svcs thru Dec 31, 2022	0	5,482.50	
10E000	2310 3180 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/L		5,482.50	
94163	Ontiveros, Xavier	01/24/2023	bball 7	7th grade BBall coach	0	1,980.00	1,980.00
10E000	1510 1200 00 000000			EDUCATION/DISTRICT OFFICE/BASKETBALL/TEMPORARY SALARIES		1,980.00	
94164	PARAGON PROFESSIONAL SERVICES,	01/24/2023	I-220105	Costello- replace and configured modules	0	3,090.00	4,790.00
20E600	2540 4100 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		3,090.00	
			I-230101	Costello- replaced LGR 25	0	1,700.00	
20E600	2540 4100 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		1,700.00	
94165	PARENTS AS TEACHERS NATIONAL C	01/24/2023	822353	Parents as Teachers Affiliate fee Model Certified Subscription fee for Kim West, Kirstey West	7022200023	2,403.34	2,403.34
10E000	1275 4010 00 370500			EDUCATION/DISTRICT OFFICE/EARLY CHILDHOOD PRE K/PRESCHO		2,403.34	
94166	Peerless Network, Inc.	01/24/2023	578728	12.15.22-01.14.23	0	8,364.55	17,075.25
20E100	2540 3440 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		682.32	
20E200	2540 3440 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		614.25	
20E300	2540 3440 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		168.76	
20E400	2540 3440 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		543.87	
20E500	2540 3440 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		320.02	
20E600	2540 3440 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		248.09	
20E000	2540 3440 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		5,787.24	
			586488	01.15.23-02.14.23	0	8,710.70	
20E100	2540 3440 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		686.11	
20E200	2540 3440 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		619.68	
20E300	2540 3440 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		170.06	
20E400	2540 3440 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		548.60	
20E500	2540 3440 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		322.13	
20E600	2540 3440 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		250.22	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E000	2540 3440 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		6,113.90	
94167	PITSCO	01/24/2023	22-000013732	STEM Race track supplies	5002100113	99.00	2,881.05
10E500	1120 4100 09 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MIDDLE-JUNIOR HIGH/S		14.38	
10E500	1120 4100 61 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MIDDLE-JUNIOR HIGH/S		84.62	
			22-000015058	STEM Race track supplies	5002100113	2,015.25	
10E500	1120 4100 09 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MIDDLE-JUNIOR HIGH/S		292.61	
10E500	1120 4100 61 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MIDDLE-JUNIOR HIGH/S		1,722.64	
			22-000030443	Balsa Wood Dragsters	5002200043	766.80	
10E500	1120 4100 61 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MIDDLE-JUNIOR HIGH/S		766.80	
94168	ProCare Therapy	01/24/2023	20545341	W.E. 12.02.22	0	5,430.00	20,076.75
10E000	2210 3100 00 499803			EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE		5,430.00	
			20558603	W.E. 12.16.23	0	9,425.00	
10E000	2210 3100 00 499803			EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE		9,425.00	
			20565466	W.E. 12.22.22	0	5,221.75	
10E000	2210 3100 00 499803			EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE		5,221.75	
94169	PURCHASE POWER	01/24/2023	10971327 12191922	Purchase Power Postage	0	208.96	208.96
10E000	2310 4100 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/S		208.96	
94170	QUALITY NETWORK SOLUTIONS, INC	01/24/2023	62036	January monthly service	0	26,501.92	32,609.13
10E000	2663 3100 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/PRO		26,501.92	
			63933	Replacement switch in IDF1 GWMS	7042200005	3,898.19	
10E500	2663 3240 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/TECH PROGRAMMING SER		3,898.19	
			67414	Wireless Presentation Clicker with Red Laser Pointer (GW)	7042200035	47.01	
10E000	2663 4100 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/SUP		47.01	
			67420	Pen Scanner (Costello)	7042200034	178.40	
10E000	2663 4100 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/SUP		178.40	
			67421	Wired over the	7042200037	201.10	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E000	2663 4100 00 000000			ear Headphones (GW room 130 & 244)		201.10	
			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/SUP				
			67423	Logitech Wireless Mouse and Keyboard Set	7042200036	313.51	
10E000	2663 4100 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/SUP		313.51	
			67428	HP Original Standard Yield Laser Toner Cartridge - Black (GW)	7042200040	480.00	
10E000	2663 4100 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/SUP		480.00	
			67463	Monthly VoiP Phone Charges	0	539.00	
10E000	2663 3100 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/PRO		539.00	
			67492	Interactive Pen A- Orange Interactive Pen B- Blue	7042200030	450.00	
10E000	2663 4100 00 000000			EDUCATION/DISTRICT OFFICE/TECH PROGRAMMING SERVICES/SUP		450.00	
94171	QUINLAN & FABISH MUSIC CO	01/24/2023	1406527	GWMS- Melody	0	193.00	676.99
10E500	1590 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MUSIC INSTRUMENTAL/S		193.00	
			14065622	GWMS- clarinet repair	0	104.00	
10E500	1590 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MUSIC INSTRUMENTAL/S		104.00	
			14065627	GWMS- supplies	0	193.00	
10E500	1590 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MUSIC INSTRUMENTAL/S		193.00	
			14094456	GWMS- Dr. Beat	0	186.99	
10E500	1590 4100 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/MUSIC INSTRUMENTAL/S		186.99	
94172	REFRIGERATION SYSTEMS OF ILLIN	01/24/2023	159708	Robinson- service/parts	0	225.00	599.80
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		225.00	
			159712	Robinson- service/parts	0	374.80	
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		374.80	
94173	RIVERA, KRISTOPHER	01/24/2023	mileage 011223	Mileage 01.12.23	0	152.50	152.50
10E000	2330 3320 00 000000			EDUCATION/DISTRICT OFFICE/SPECIAL AREA ADMINISTRATION S		152.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
94174	SAM'S CLUB DIRECT	01/24/2023	437979636 122022	12.20.22 statement	0	821.59	821.59
10E000	1274 4100 00 370500			EDUCATION/DISTRICT OFFICE/EARLY CHILDHOOD 0-3/SUPPLIES/		484.48	
10E000	2310 4100 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/S		337.11	
94175	SCHINDLER ELEVATOR CORPORATION	01/24/2023	8106146574	Qtrly Edison 01.01.23-03.31.23	0	868.04	868.04
20E100	2540 3200 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		868.04	
94176	School Business Management Ser	01/24/2023	billing 011823	Dec 22' Billing	0	13,500.00	13,500.00
10E000	2310 3100 00 000000			EDUCATION/DISTRICT OFFICE/BOARD OF EDUCATION SERVICES/P		13,500.00	
94177	SCHOOL SPECIALTY, INC.	01/24/2023	208131490889	items for school	4002200029	351.43	905.15
10E400	1110 4100 00 000000			EDUCATION/ROBINSON ELEMENTARY/ELEMENTARY/SUPPLIES		351.43	
			208131490899	crayons for library and supplies for supply closet	6002200009	98.65	
10E600	1110 4100 00 000000			EDUCATION/COSTELLO ELEMENTARY/ELEMENTARY/SUPPLIES		98.65	
			208131536323	Explode the Code Intervention	7052200015	120.59	
10E000	2110 4100 00 499803			EDUCATION/DISTRICT OFFICE/ATTENDANCE AND SOCIAL WORK SE		120.59	
			308104210865	supplies for office	4002200030	334.48	
10E400	1110 4100 00 000000			EDUCATION/ROBINSON ELEMENTARY/ELEMENTARY/SUPPLIES		334.48	
94178	SCHURE, Allen	01/24/2023	girls volley 121422	GWMS Girls Volleyball Referees	0	70.00	70.00
10E500	1501 3190 00 000105			EDUCATION/WASHINGTON MIDDLE SCHOOL/CO-CURRICULAR/OTHER		70.00	
94179	SCOUT ELECTRIC SUPPLY CO.	01/24/2023	171657	outlets & switches - Edison/Home	0	38.19	38.19
20E100	2540 3230 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		19.09	
20E200	2540 3230 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		19.10	
94180	SEAL OF ILLINOIS	01/24/2023	11302	Tuition Dec 22' AD	0	4,261.35	4,261.35
10E300	1912 6700 00 000000			EDUCATION/LINCOLN ELEMENTARY/OTHER LEA PRIVATE TUITION/		4,261.35	
94181	SEAL SOUTH, INC	01/24/2023	7821	Tuition Dec 22' JT	0	4,274.70	4,274.70
10E600	1912 6700 00 000000			EDUCATION/COSTELLO ELEMENTARY/OTHER LEA PRIVATE TUITION		4,274.70	
94182	SILVA, THERESA L	01/24/2023	mileage 011123	Mileage 01.12.22	0	156.26	156.26
10E300	1110 3320 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TRAVEL		156.26	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
94183	SINGER, ASHLEY J	01/24/2023	SPED5053	SPED 5053	0	600.00	600.00
10E300	1110 2300 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/TUITION REIMBUR		600.00	
94184	SMITHEREEN PEST MANAGEMENT SER	01/24/2023	2938061	Costello scheduled PC Service	0	72.00	527.00
20E600	2540 3230 00 000000			OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN		72.00	
			2938062	GWMS scheduled PC Service	0	72.00	
20E500	2540 3230 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		72.00	
			2938063	Home- scheduled PC service	0	72.00	
20E200	2540 3230 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		72.00	
			2938064	Lincole- Scheduled PC service	0	72.00	
20E300	2540 3230 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		72.00	
			2938065	Robinson- Scheduled PC service	0	72.00	
20E400	2540 3230 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		72.00	
			2938066	Edison0 Scheduled PC service	0	72.00	
20E100	2540 3230 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		72.00	
			2938216	Admin- Scheduled PC service	0	95.00	
20E000	2540 3230 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		95.00	
94185	SOARING EAGLE ACADEMY	01/24/2023	21863	Dec 22' tuition KM & P	0	13,385.12	13,385.12
10E400	1912 6700 00 000000			EDUCATION/ROBINSON ELEMENTARY/OTHER LEA PRIVATE TUITION		6,692.56	
10E500	1912 6700 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/OTHER LEA PRIVATE TU		6,692.56	
94186	SOCIAL THINKING	01/24/2023	260877	SW curriculum for Home School	7022200006	299.23	299.23
10E000	1205 4100 00 000000			EDUCATION/DISTRICT OFFICE/LEARNING DISABLED/SUPPLIES		299.23	
94187	Spindle	01/24/2023	20546324	W.E. 12.02.22	0	4,015.00	11,990.00
10E000	2210 3140 00 000000			EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE		4,015.00	
			20551601	W.E. 12.09.22	0	3,987.50	
10E000	2210 3140 00 000000			EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE		3,987.50	
			20555712	W.E. 12.16.22	0	3,987.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E000	2210 3140 00 000000			EDUCATION/DISTRICT OFFICE/IMPROVEMENT OF INSTRUCTION SE		3,987.50	
94188	Spotter Staffing	01/24/2023	3179	W.E. 12.03.22	0	3,187.50	12,707.50
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		3,187.50	
10E000	2642 3900 00 000000		3213	W.E. 12.10.22	0	3,060.00	
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		3,060.00	
10E000	2642 3900 00 000000		3248	W.E. 12.17.22	0	3,187.50	
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		3,187.50	
10E000	2642 3900 00 000000		3275	W.E. 12.24.22	0	2,762.50	
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		2,762.50	
10E000	2642 3900 00 000000		3290	W.E. 13.31.22	0	510.00	
10E000	2642 3900 00 000000			EDUCATION/DISTRICT OFFICE/HUMAN RESOURCES/OTHER PURCHAS		510.00	
94189	T-MOBILE	01/24/2023	972033599 122122	11.21.22-12.20.22 Hotspots	0	3,225.00	3,225.00
10E000	1110 3100 00 499803			EDUCATION/DISTRICT OFFICE/ELEMENTARY/PROFESSIONAL AND T		3,225.00	
94190	THOMSON REUTERS - WEST	01/24/2023	847473674	Dec. 22' online subscription	0	606.82	1,213.64
10E000	1205 3160 00 000000			EDUCATION/DISTRICT OFFICE/LEARNING DISABLED/DATA PROCES		606.82	
10E000	1205 3160 00 000000		847637220	Jan 23' online subscription	0	606.82	
10E000	1205 3160 00 000000			EDUCATION/DISTRICT OFFICE/LEARNING DISABLED/DATA PROCES		606.82	
94191	TouchMath Acquisition LLC	01/24/2023	200197702	Student Numbers Cards	6002200010	264.32	264.32
10E000	2110 4100 00 499803			EDUCATION/DISTRICT OFFICE/ATTENDANCE AND SOCIAL WORK SE		264.32	
94192	UNIFIRST CORPORATION	01/24/2023	0611500826	Lincoln Supplies	0	507.76	3,156.08
20E300	2540 4100 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		507.76	
20E500	2540 4100 00 000000		0611502477	GWMS supplies	0	327.77	
20E500	2540 4100 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		327.77	
20E100	2540 4100 00 000000		0611502478	Edison supplies	0	149.04	
20E100	2540 4100 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		149.04	
20E200	2540 4100 00 000000		0611502479	Home supplies	0	150.52	
20E200	2540 4100 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		150.52	
20E300	2540 4100 00 000000		0611504100	Lincoln Supplies	0	157.90	
20E300	2540 4100 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		157.90	
20E500	2540 4100 00 000000		0611505816	GWMS supplies	0	925.37	
20E500	2540 4100 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		925.37	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E100	2540 4100 00 000000		0611505817	Edison Supplies	0	149.04	
			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN			149.04	
20E200	2540 4100 00 000000		0611505818	Home supplies	0	360.22	
			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE			360.22	
20E200	2540 4100 00 000000		061503135	Home Supplies	0	428.46	
			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE			428.46	
94193	UNIQUE PRODUCTS	01/24/2023	441261	Orbital Scrubber	0	22,410.36	25,130.22
20E000	2540 5000 00 499800		OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE			22,410.36	
20E300	2540 4100 00 000000		442373	Lincoln- machine repair	0	1,466.78	
			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA			1,466.78	
20E400	2540 4100 00 000000		443159	Robinson- Squeegee blades	0	125.43	
			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN			125.43	
20E000	2540 4100 00 000000		443166	Admin- Burnishing formula	0	418.60	
			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE			418.60	
20E300	2540 4100 00 000000		443477	GWMS/Lincoln Floor pads	0	496.27	
20E500	2540 4100 00 000000		OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA			248.13	
			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA			248.14	
20E100	2540 4100 00 000000		443596	Edison- machine repair	0	212.78	
			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN			212.78	
94194	VERIZON WIRELESS	01/24/2023	9921296703	Billing	0	886.71	1,772.35
			10.24.22-11.23.22				
20E000	2540 3440 00 000000		OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE			886.71	
20E000	2540 3440 00 000000		9923681819	Billing	0	885.64	
			11.24.22-12.23.22				
			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE			885.64	
94195	VERN'S AUTO SERVICE	01/24/2023	6621	Power steering line	0	640.00	640.00
20E000	2545 3230 00 000000		OP, BLDG,MAIN/DISTRICT OFFICE/VEHICLE SERVICING AND MAI			640.00	
94196	VILLAGE OF LYONS	01/24/2023	Costello 2023 licens	Costello 2022 License	0	450.00	1,350.00
10E600	2560 3260 00 000000		EDUCATION/COSTELLO ELEMENTARY/FOOD SERVICES/LICENSE REN			150.00	
20E600	2540 3260 00 000000		OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN			100.00	
20E600	2540 3200 00 000000		OP, BLDG,MAIN/COSTELLO ELEMENTARY/OPERATION AND MAINTEN			200.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				GWMS village license		450.00	
				GWMS 2023 village license	0	450.00	
10E500	2560 3260 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/FOOD SERVICES/LICENS		150.00	
20E500	2540 3260 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		100.00	
20E500	2540 3200 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		200.00	
				Robinson village lic		450.00	
				Robinson 2023 village license	0	450.00	
10E400	2560 3260 00 000000			EDUCATION/ROBINSON ELEMENTARY/FOOD SERVICES/LICENSE REN		150.00	
20E400	2540 3260 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		100.00	
20E400	2540 3200 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		200.00	
94197	VILLAGE OF LYONS WATER DEPARTM	01/24/2023	123122 010999	Robinson	0	948.00	2,909.20
				10.16.22-12.15.22			
20E400	2540 3700 00 000000			OP, BLDG,MAIN/ROBINSON ELEMENTARY/OPERATION AND MAINTEN		948.00	
			123122 011801	Shop	0	143.00	
				10.16.22-12.15.22			
20E000	2540 3700 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		143.00	
			123122 011802	Annex	0	51.00	
				10.16.22-12.15.22			
20E500	2540 3700 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		51.00	
			123122 011803	GWMS	0	1,495.40	
				10.16.22-12.15.22			
20E500	2540 3700 00 000000			OP, BLDG,MAIN/WASHINGTON MIDDLE SCHOOL/OPERATION AND MA		1,495.40	
			123122 011804	Admin	0	271.80	
				10.16.22-12.15.22			
20E000	2540 3700 00 000000			OP, BLDG,MAIN/DISTRICT OFFICE/OPERATION AND MAINTENANCE		271.80	
94198	VILLAGE OF STICKNEY WATER DEPT	01/24/2023	101878 013123	Home water/sewer	0	233.92	1,392.90
				12.12.22-01.10.23			
20E200	2540 3700 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		233.92	
			101878 123022	Home water/sewer	0	358.62	
				11.10.22-12.12.22			
20E200	2540 3700 00 000000			OP, BLDG,MAIN/HOME ELEMENTARY/OPERATION AND MAINTENANCE		358.62	
			101884 013123	Edison	0	373.12	
				water/sewer			
				12.12.22-01.13.23			
20E100	2540 3700 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		373.12	
			101884 123022	Edison	0	427.24	
				water/sewer			
				11.10.22-12.12.22			
20E100	2540 3700 00 000000			OP, BLDG,MAIN/EDISON ELEMENTARY/OPERATION AND MAINTENAN		427.24	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount	
94199	VILLAGE OF BROOKFIELD	01/24/2023	400067 010523	Lincoln reading 12.31.22	0	649.57	649.57	
20E300	2540 3700 00 000000			OP, BLDG,MAIN/LINCOLN ELEMENTARY/OPERATION AND MAINTENA		649.57		
94200	WEST 40 INTERMEDIATE SERVICE C	01/24/2023	230307	GM Nov 22 tuition	0	1,275.00	1,275.00	
10E500	1912 6700 00 000000			EDUCATION/WASHINGTON MIDDLE SCHOOL/OTHER LEA PRIVATE TU		1,275.00		
94201	WEST, KIMBERLY K	01/24/2023	exp.reim 11823	Exp. Reimbursement	0	58.55	58.55	
10E300	1110 4100 00 000000			EDUCATION/LINCOLN ELEMENTARY/ELEMENTARY/SUPPLIES		58.55		
						136 Computer	Check(s) For a Total of	2,119,297.65

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	136	Computer	Checks For a Total of	2,119,297.65
Total For	136	Manual, Wire Tran, ACH & Computer Checks		2,119,297.65
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,119,297.65

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION	476,621.78	152,770.00	1,223,304.04	1,852,695.82
20	OP, BLDG,MAIN	943.61	0.00	183,874.24	184,817.85
40	TRANSPORTION	0.00	0.00	38,852.72	38,852.72
80	TORT FUND	0.00	0.00	42,931.26	42,931.26

GENERAL FUND

Totals for All Accounts

Costello Elementary School

Account #

5/31/2022	Deposit(box tops/vangogh/yearbook)	194.65		\$13,652.88
8/12/2022	Deposit (VanGogh spring pics)	298.54		\$13,951.42
10/3/2022	1115 Migala (reim PBS photos)		47	\$13,904.42
10/7/2022	1116 Paisans (staff holiday luncheon)		382.4	\$13,522.02
1/11/2023	Deposit (box tops, funpac fundraiser)	1542.9		\$15,064.92

EDISON ACTIVITY ACCOUNT - 2022-2023

November 2022					
Date	Check Number	Transaction	Debit	Credit	Total
		Balance Brought Forward			\$26,371.34
11/16/22	1280	T&M Sports (PF/Spirit)	246.00		\$26,125.34
11/22/22	1281	Lisa Peters (Student Council)	76.99		\$26,048.35
December 2022					
Date	Check Number	Transaction	Debit	Credit	Total
		Balance Brought Forward			\$26,048.35
					\$26,048.35

HOME SCHOOL GENERAL LEDGER January, 2023

Date	Ck.#	Description	Disbursements	Receipts	Balance
12/9/2022		Deposit - Fun Pacs/Luncheon		\$1,295.00	\$ 3,101.89
12/7/2022	1133	Buona Beef - Holiday Luncheon	\$435.90		\$ 2,665.99
12/9/2022		Deposit - Cheerleading Shoes		\$288.00	\$ 2,953.99
12/9/2022	1134	Lisa Kesman - Reimbursement for Cheerleading Shoes	\$278.30		\$ 2,675.69
12/9/2022	1135	Lisa Kesman - Reimbursement for Pom Poms	\$252.20		\$ 2,423.49
11/16/2022		DEBIT - New checks and deposit slips	\$270.60		\$ 2,152.89
12/20/2022	1136	Vasti Carrera-reimbursement for PBS Party materials	\$22.00		\$ 2,130.89

Lincoln School Activity Account July 2022-present							Put in proper account	Agrees w/ Checkbook
Check #	Invoice #	Date	Description	Debit	Credit	Balance		
			Balance Forwarded from June 2022			\$23,234.92		yes
		7/22/22	Deposit - Van Gogh School Pictures Commission (Spring Pictures)		\$383.13	\$23,618.05		
		7/28/22	Purchase of Activity Acct checks #1151 through #1402: Deluxe Bus Sys. Bus Products	\$194.23		\$23,423.82		
1151(first in	681	7/29/22	Ink Your Wear, Inc- Spirit wear (Student Shirts Bulk Purchase of Youth & Adult Sizes)	\$2,835.00		\$20,588.82		
			Balance Forwarded from August, September, October 2022 Bank Statement			\$20,588.82		yes
			No Debits, No Credits (from 7.30.22 through 10.26.22)			\$20,588.82		
1150 (last cl		10/27/22	Jenna Albers, reimbursement for staff pumpkin carving activity	\$28.66		\$20,560.16		
			Balance Forwarded from November 30, 2022 Bank Statement			\$20,560.16		yes
			Balance Forwarded from December 30, 2022 Bank Statement			\$20,560.16		yes
			No Debits, No Credits (from 10.27.22 through 12.30.22)					
		1/4/23	Deposit - Student Council Polo Shirts (\$117.00) + Student Spirit Wear Sales (\$2053.90)		\$2,170.90	\$22,731.06		
1152	754	1/13/23	Ink Your Wear, Inc- Spirit wear (Student shirts and two hooded sweatshirts)	\$118.00		\$22,613.06		
1153			VOID					
1154	758a	1/13/23	Ink Your Wear, Inc. - 5th Gr. Boys Basketball Uniforms (Jerseys, shorts, white shirts)	\$2,440.70		\$20,172.36		
1155	758b	1/13/23	Ink Your Wear, Inc. - 5th Gr. Girls Basketball Uniforms (Jerseys, shorts, white shirts)	\$2,678.70		\$17,493.66		
1156	1325	1/13/23	Ink Your Wear, Inc. - 15 Student Council Polo Shirts	\$190.00		\$17,303.66		
		1/14/23	Request made to Ink Your Wear for incorrect order- refund to Lincoln in amount of \$1019.40 in progress					

Date	Check Number	Transaction	Debit		
Robinson January					
					\$2,756.24
1/12/2023	1194	Hobby Lobby (student act)	\$23.07		\$2,733.17
1/13/2023		Deposit (student act) Chunky Chz Fundraiser		\$202.23	\$2,935.40
1/17/2023	1195	Lyons PO (GSP) cum folders	\$3.84		\$2,931.56
1/18/2023		Depoist Van Gogh (student act)		\$318.29	\$3,249.85

GENERAL FUND FOR BOARD					
		George Washington Middle School			
		Account # 8760054107			
Date	Check #	Description	Disbursements	Receipts	Balance
8-Dec	1694	Java Joe Fundraiser - B/O/C	\$464.20		\$8,263.57
8-Dec	Deposit	Java Joe Fundraiser - B/O/C Late Orders		\$618.00	\$8,881.57
12-Dec	Deposit	Spiritwear		\$140.00	\$9,021.57
12-Dec	1695	T & M sports - Cheer hoodies	\$480.00		\$8,541.57
16-Dec	1696	Paisans Pizza 8A	\$99.00		\$8,442.57
16-Dec	1697	Kyle Novak - Costco PBS Store	\$265.70		\$8,176.87
19-Dec	1698	Eileen Cahill - SC Supplies	\$45.84		\$8,131.03
19-Dec	Deposit	ID300/8A100/Spirit150/bball190/choir330/vangogh1126.30/pop117.0		\$2,313.31	\$10,444.34
20-Dec	1699	Cathy Eichhammer Snowman Soup needy presants	\$72.00		\$10,372.34
22-Dec	1700	Paisans Pizza - 8B rewards	\$83.95		\$10,288.39
9-Jan	1701	Paisans Pizza Basketball	\$52.97		\$10,235.42

MINUTES OF THE PUBLIC HEARING AND REGULAR MEETING
OF THE BOARD OF EDUCATION
LYONS ELEMENTARY SCHOOL DISTRICT 103
George Washington Middle School, Cafeteria
8101 Ogden Avenue, Lyons, Il 60534 at 6:00 P.M.
Tuesday, December 13, 2022

I. Call to Order

The regular meeting of the Board of Education was called to order at 6:01 p.m. by President Jorge Torres.

II. Roll Call

Members Physically Present: Slagiana Aleksikj
Sara Andreas
Olivia Quintero
Mario Ramirez
Jorge Torres

Absent: Vito Campanile
Winifred Rodriguez

III. Public Hearing on Proposed 2022 Tax Levy

Convene Public Hearing

The public hearing convened at 6:01 p.m.

Presentation of Proposed Tax Levy

Business Manager Mohsin Dada presented the Board with an overview slide presentation of the proposed tax levy for 2022. Mr. Dada stated that the district is requesting 2.75% more than the aggregate levy extension of last year. If the levy request is less than 5%, the district is not required to place legal notice and have a public hearing before adopting the levy. He complimented the Board for placing the legal notice and hold a public hearing for transparency purposes. Mr. Dada stated that school funding in Illinois is based primarily on local property values; and, that Illinois Property Tax Law allows for annual inflation increases in the levy; that a school district's levy will change each year based on CPI, New Property, and changes to the district's annual debt schedule. Mr. Dada included in his presentation that the current CPI is 5% and presented a CPI history chart. Mr. Dada did a side by side comparison of the 2021 levy compared to the 2022 levy. He stated that the total levy for 2021 was \$23,316,957 and the total levy for 2022 is \$23,958,500 which results in a 2.75% total increase for this year.

Public Comment

None

Adjourn Public Hearing

The public hearing on the proposed 2022 tax levy adjourned at 6:08 p.m.

IV. Reading of Communications

None

V. Year-to-Date Financials

President Torres stated the financials are attached to the agenda for the public to view.

VI. Public Comment

None

VII. Consent Agenda

Olivia Quintero moved seconded by Sara Andreas to approve the Consent Agenda, as presented.

Upon Roll Call:

Ayes:	Slagiana Aleksikj Sara Andreas Olivia Quintero Mario Ramirez Jorge Torres
-------	---

Nays:	None
-------	------

Absent:	Vito Campanile Winifred Rodriguez
---------	--------------------------------------

Motion carried

- A. Authorize Payment of Monthly Bills for December 2022
 - 1. Board Bills December 2022
 - 2. Activity Funds December 2022
- B. Approval of Minutes
 - 1. Special Minutes of November 15, 2022
 - 2. Regular Minutes of November 22, 2022
 - 3. Closed Session Minutes of November 22, 2022
- C. Approval of Personnel Hires/Resignations/Leaves List #12.13.22

VIII. Board Reports

Board President Torres stated there are policies on the agenda for a first reading and to please reach out to the Superintendent should there be any questions on these policies.

IX. Action Items

Approval of Resolution to Levy Property Taxes for 2022

Mario Ramirez moved seconded by Olivia Quintero to approve to approve the Resolution to Levy Property Taxes for the Year 2022, as presented.

Upon Roll Call:

Ayes:	Slagiana Aleksikj Sara Andreas Olivia Quintero Mario Ramirez Jorge Torres
Nays:	None
Absent:	Vito Campanile Winifred Rodriguez

Motion carried

Approval of Resolution Instructing the Cook County Clerk Regarding Reduction of Extension to Meet PTELL Requirements for 2022 Levy

Olivia Quintero moved seconded by Sara Andreas to approve the Resolution Regarding Reduction of Extension to Meet PTELL Requirements for the 2022 Levy, as presented.

Upon Roll Call:

Ayes: Slagiana Aleksikj
Sara Andreas
Olivia Quintero
Mario Ramirez
Jorge Torres

Nays: None

Absent: Vito Campanile
Winifred Rodriguez

Motion carried

Lawfully Closed Executive Session Minutes

Sara Andreas moved seconded by Oliva Quintero to approve to keep all lawfully closed executive session minutes closed from January, 2022 through December, 2022.

Upon Roll Call:

Ayes: Slagiana Aleksikj
Sara Andreas
Olivia Quintero
Mario Ramirez
Jorge Torres

Nays: None

Absent: Vito Campanile
Winifred Rodriguez

Motion carried

XIII. Adjournment

Olivia Quintero moved seconded by Mario Ramirez to adjourn at 6:11 p.m.

Upon Voice Vote there were 5 Ayes, 0 Nays, 2 Absent

Sara Andreas, Secretary

Jorge Torres, President

LYONS ELEMENTARY SCHOOL DISTRICT 103
PERSONNEL – LEAVES/RESIGNATION LIST (January 24, 2023)
List #01-24-23

APPROVAL OF LEAVES

NAME	SCHOOL	POSITION	DATE
Carol Castaldo	Robinson	Paraprofessional	2/23/23 – 2/28/23
Samantha Caputo	Home	Resource Teacher	4/11/23 – 5/26/2023
Judy Egan	Home	Kindergarten Teacher	10/12/22 – 11/02/22
Joseph Ganta	District-Wide	Instructional Technology Coach	2/6/23 – 2/27/23
Mary Mangerson	Lincoln	Nurse	1/19/23 – 2/16/23

APPROVAL OF RESIGNATIONS

NAME	SCHOOL	POSITION	DATE
Brianna Maher	GWMS	Paraprofessional	1/9/23
Nicole Radke	Edison	ECE Paraprofessional	1/9/23

Approved By:

Dated:

Sara Andreas, Secretary

Jorge Torres, President

BOARD OF EDUCATION

2:100 Board Member Conflict of Interest

No Board of Education member shall: (1) have a beneficial interest directly or indirectly in any contract, work, or business of the District unless permitted by State or federal law; or (2) solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts with the District. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Board members must annually file a *Statement of Economic Interests* as required by the Illinois Governmental Ethics Act. Each Board member is responsible for filing the statement with the county clerk of the county in which the District's main office is located by May 1.

Federal and State Grant Awards

No Board member shall participate in the selection, award, or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) ([30 ILCS 708/](#)) if he or she has a real or apparent conflict of interest. A conflict of interest arises when a Board member or any of the following individuals has a financial or other interest in the entity selected for the contract:

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

LEGAL REF.:

[5 ILCS 420/4A-101.5](#), [420/4A-105](#), [420/4A-106.5](#), and [420/4A-107](#).

[30 ILCS 708/](#), Grant Accountability and Transparency Act.

[50 ILCS 105/3](#).

[105 ILCS 5/10-9](#).

[2 C.F.R. §200.318\(c\)\(1\)](#).

CROSS REF.: 2:105 (Ethics and Gift Ban), 4:60 (Purchases and Contracts), 5:120 (Employee Ethics; Conduct; and Conflict of Interest)

Adopted: January 28, 2020

Lyons Elementary School District 103

Document Status: Draft Update

BOARD OF EDUCATION

2:105 Ethics and Gift Ban

Prohibited Political Activity

The following precepts govern political activities being conducted by District employees and Board of Education members:

1. No employee shall intentionally perform any *political activity* during any *compensated time*, as those terms are defined herein.
2. No Board member or employee shall intentionally use any District property or resources in connection with any political activity.
3. At no time shall any Board member or employee intentionally require any other Board member or employee to perform any political activity: (a) as part of that Board member's or employee's duties, (b) as a condition of employment, or (c) during any compensated time off, such as, holidays, vacation, or personal time off.
4. No Board member or employee shall be required at any time to participate in any political activity in consideration for that Board member or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise; nor shall any Board member or employee be awarded additional compensation or any benefit in consideration for his or her participation in any political activity.

A Board member or employee may engage in any activity that: (1) is otherwise appropriate as part of his or her official duties, or (2) is undertaken by the individual on a voluntary basis that is not prohibited by this policy.

Limitations on Receiving Gifts

Except as permitted by this policy, no Board member or employee, and no spouse of or immediate family member living with a Board member or employee shall intentionally solicit or accept any *gift* from any *prohibited source*, as those terms are defined herein, or that is otherwise prohibited by law or policy. No prohibited source shall intentionally offer or make a gift that violates this policy.

The following are exceptions to the ban on accepting gifts from a prohibited source:

1. Opportunities, benefits, and services that are available on the same conditions as for the general public.
2. Anything for which the Board member or employee, or his or her spouse or immediate family member, pays the fair market value.
3. Any: (a) contribution that is lawfully made under the Election Code, or (b) activities associated with a fundraising event in support of a political organization or candidate.
4. Educational materials and missions.
5. Travel expenses for a meeting to discuss ⁵⁸business.

6. A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.
7. Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (a) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (b) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (c) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other Board members or employees, or their spouses or immediate family members.
8. Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are: (a) consumed on the premises from which they were purchased or prepared; or (b) catered. *Catered* means food or refreshments that are purchased ready to consume, which are delivered by any means.
9. Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of a Board member or employee), if the benefits have not been offered or enhanced because of the official position or employment of the Board member or employee, and are customarily provided to others in similar circumstances.
10. Intra-governmental and inter-governmental gifts. *Intra-governmental gift* means any gift given to a Board member or employee from another Board member or employee, and *inter-governmental gift* means any gift given to a Board member or employee from an officer or employee of another governmental entity.
11. Bequests, inheritances, and other transfers at death.
12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the listed exceptions is mutually exclusive and independent of every other.

A Board member or employee, his or her spouse or an immediate family member living with the Board member or employee, does not violate this policy if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under [26 U.S.C. §501\(c\)\(3\)](#).

Enforcement

The Board President and Superintendent shall seek guidance from the Board attorney concerning compliance with and enforcement of this policy and State ethics laws. The Board may, as necessary or prudent, appoint an Ethics Advisor for this task.

Written complaints alleging a violation of this policy shall be filed with the Superintendent or Board President. If attempts to correct any misunderstanding or problem do not resolve the matter, the Superintendent or Board President shall, after consulting with the Board attorney, either place the

alleged violation on a Board meeting agenda for the Board's disposition or refer the complainant to Board policy 2:260, *Uniform Grievance Procedure*. A Board member who is related, either by blood or by marriage, up to the degree of first cousin, to the person who is the subject of the complaint, shall not participate in any decision-making capacity for the Board. If the Board finds it more likely than not that the allegations in a complaint are true, it shall notify the State's Attorney and/or consider disciplinary action for the employee.

Definitions

Unless otherwise stated, all terms used in this policy have the definitions given in the State Officials and Employees Ethics Act, [5 ILCS 430/1-5](#).

Political activity means:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
2. Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.
3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
6. Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.
7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
8. Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.
9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
10. Preparing or reviewing responses to candidate questionnaires.
11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
12. Campaigning for any elective office or for or against any referendum question.
13. Managing or working on a campaign for elective office or for or against any referendum question.
14. Serving as a delegate, alternate, or proxy to a political party convention.
15. Participating in any recount or challenge to the outcome of any election.

With respect to an employee whose hours are not fixed, *compensated time* includes any period of time when the employee is on premises under the control of the District and any other time when the employee is executing his or her official duties, regardless of location.

Prohibited source means any person or entity who⁶⁰

1. Is seeking official action by: (a) a Board member, or (b) an employee, or by the Board member or another employee directing that employee;
2. Does business or seeks to do business with: (a) a Board member, or (b) an employee, or with the Board member or another employee directing that employee;
3. Conducts activities regulated by: (a) a Board member, or (b) an employee or by the Board member or another employee directing that employee;
4. Has an interest that may be substantially affected by the performance or non-performance of the official duties of the Board member or employee;
5. Is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act, except that an entity does not become a prohibited source merely because a registered lobbyist is one of its members or serves on its board of directors; or
6. Is an agent of, a spouse of, or an immediate family member living with a prohibited source.

Gift means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of a Board member or employee.

Complaints of Sexual Harassment Made Against Board Members by Elected Officials

Pursuant to the State Officials and Employees Ethics Act ([5 ILCS 430/70-5](#)), members of the Board and other elected officials are encouraged to promptly report claims of sexual harassment by a Board member. Every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available. If the official feels comfortable doing so, he or she should directly inform the individual that the individual's conduct or communication is offensive and must stop.

Board members and elected officials should report claims of sexual harassment against a member of the Board to the Board President or Superintendent. If the report is made to the Superintendent, the Superintendent shall promptly notify the President, or if the President is the subject of the complaint, the Vice President. Reports of sexual harassment will be confidential to the greatest extent practicable.

When a complaint of sexual harassment is made against a member of the Board by another Board member or other elected official, the Board President shall appoint a qualified outside investigator who is not a District employee or Board member to conduct an independent review of the allegations. If the allegations concern the President, or the President is a witness or otherwise conflicted, the Vice President shall make the appointment. If the allegations concern both the President and Vice President, and/or they are witnesses or otherwise conflicted, the Board Secretary shall make the appointment. The investigator shall prepare a written report and submit it to the Board.

If a Board member has engaged in sexual harassment, the matter will be addressed in accordance with the authority of the Board.

The Superintendent will post this policy on the District website and/or make this policy available in the District's administrative office.

LEGAL REF.:

105 ILCS 5/22-930 (final citation pending). [PRESSPlus1](#)

[5 ILCS 430/](#), State Officials and Employees Ethics Act.

[10 ILCS 5/9-25.1](#), Election Interference Prohibition Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:110 (Qualifications, Term, and Duties of Board Officers), 2:260 (Uniform Grievance Procedure), 4:60 (Purchases and Contracts), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated with the final citation for 105 ILCS 5/22-93, added by P.A. 102-327 and renumbered by P.A. 102-813, establishing a gift ban for school guidance counselors. **Issue 110, October 2022**

Document Status: Draft Update

BOARD OF EDUCATION

2:210 Organizational Board of Education Meeting

During a March meeting in odd-numbered years, the Board of Education establishes a date for its organizational meeting to be held sometime after the election authority canvasses the vote, but within ~~40~~^{PRESSPlus1} days after the consolidated election. The consolidated election is held on the first Tuesday in April of odd-numbered years. If, however, that date conflicts with the celebration of Passover, the consolidated election is postponed to the first Tuesday following the last day of Passover. At the organizational meeting, the following shall occur:

1. Each successful candidate, before taking his or her seat on the Board, shall take the oath of office as provided in Board policy 2:80, *Board Member Oath and Conduct*.
2. The new Board members shall be seated.
3. The Board shall elect its officers, who assume office immediately upon their election.
4. The Board shall fix a time and date for its regular meetings.

During an April Board meeting in even-numbered years, the Board considers organizational matters, such as, selecting individual members to fill offices with terms that expire this or the next month and fixing a time and date for its regular meetings.

LEGAL REF.:

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

10 ILCS 5/2A-1 et seq., Election Code.

CROSS REF.: 2:30 (School District Elections), 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of Board of Education Meetings), 2:220 (Board of Education Meeting Procedure), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board)

~~ADOPTED: December 15, 2014~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-16, amended by P.A. 102-798, extending the timeframe in which a board must hold its organizational meeting from 28 to 40 days after the consolidated election. **Issue 110, October 2022**

Document Status: Draft Update

BOARD OF EDUCATION

2:265 Title IX Sexual Harassment Grievance Procedure

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations ([34 C.F.R. Part 106](#)) concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties.

Title IX Sexual Harassment Prohibited

Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following:

1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or
3. *Sexual assault* as defined in 20 U.S.C. §1092(f)(6)(A)(v), *dating violence* as defined in 34 U.S.C. §12291(a)(11~~9~~), *domestic violence* as defined in 34 U.S.C. §12291(a)(12~~8~~), or *stalking* as defined in 34 U.S.C. §12291(a)(36~~9~~). [PRESSPlus1](#)

Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion.

Definitions from [34 C.F.R. §106.30](#)

Complainant means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

Education program or activity includes locations, events, or circumstances where the District has substantial control over both the *Respondent* and the context in which alleged sexual harassment occurs.

Formal Title IX Sexual Harassment Complaint means a document filed by a *Complainant* or signed by the Title IX Coordinator alleging sexual harassment against a *Respondent* and requesting that the District investigate the allegation.

Respondent means an individual who has been reported to be the perpetrator of the conduct that could constitute sexual harassment.

Supportive measures mean non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the *Complainant* or the *Respondent* before or after the filing of a *Formal Title IX Sexual Harassment Complaint* or where no *Formal Title IX Sexual Harassment Complaint* has been filed.

Title IX Sexual Harassment Prevention and Response

The Superintendent or designee will ensure that the District prevents and responds to allegations of Title IX Sexual Harassment as follows:

1. Ensures that the District's comprehensive health education program in Board policy 6:60, *Curriculum Content*, incorporates (a) age-appropriate sexual abuse and assault awareness and prevention programs in grades pre-K through 12, and (b) age-appropriate education about the warning signs, recognition, dangers, and prevention of teen dating violence in grades 7-12. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
2. Incorporates education and training for school staff pursuant to policy 5:100, *Staff Development Program*, and as recommended by the Superintendent, Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager.
3. Notifies applicants for employment, students, parents/guardians, employees, and collective bargaining units of this policy and contact information for the Title IX Coordinator by, at a minimum, prominently displaying them on the District's website, if any, and in each handbook made available to such persons.

Making a Report

A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is comfortable speaking. A person who wishes to make a report may choose to report to a person of the same gender.

School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator. An employee who fails to promptly make or forward a report may be disciplined, up to and including discharge.

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

Title IX Coordinator:

Name

Stephanie Koenig

Address

4100 Joliet Avenue, Lyons, IL 60534

Email

koenigs@lyons103.org

Telephone

(708) 783-4100

Processing and Reviewing a Report or Complaint

Upon receipt of a report, the Title IX Coordinator and/or designee will promptly contact the *Complainant* to: (1) discuss the availability of supportive measures, (2) consider the *Complainant's* wishes with respect to *supportive measures*, (3) inform the *Complainant* of the availability of *supportive measures* with or without the filing of a *Formal Title IX Sexual Harassment Complaint*, and (4) explain to the *Complainant* the process for filing a *Formal Title IX Sexual Harassment Complaint*.

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

Reports of alleged sexual harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational program or activity that is productive, respectful, and free of sexual harassment.

Formal Title IX Sexual Harassment Complaint Grievance Process

When a *Formal Title IX Sexual Harassment Complaint* is filed, the Title IX Coordinator will investigate it or appoint a qualified person to undertake the investigation.

The Superintendent or designee shall implement procedures to ensure that all *Formal Title IX Sexual Harassment Complaints* are processed and reviewed according to a Title IX grievance process that fully complies with [34 C.F.R. §106.45](#). The District's grievance process shall, at a minimum:

1. Treat *Complainants* and *Respondents* equitably by providing remedies to a *Complainant* where the *Respondent* is determined to be responsible for sexual harassment, and by following a grievance process that complies with [34 C.F.R. §106.45](#) before the imposition of any disciplinary sanctions or other actions against a *Respondent*.
2. Require an objective evaluation of all relevant evidence – including both inculpatory and exculpatory evidence – and provide that credibility determinations may not be based on a person's status as a *Complainant*, *Respondent*, or witness.
3. Require that any individual designated by the District as a Title IX Coordinator, investigator, decision-maker, or any person designated by the District to facilitate an informal resolution process:
 - a. Not have a conflict of interest or bias for or against complainants or respondents generally or an individual *Complainant* or *Respondent*.
 - b. Receive training on the definition of sexual harassment, the scope of the District's *education program or activity*, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.

4. Require that any individual designated by the District as an investigator receiving training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
5. Require that any individual designated by the District as a decision-maker receive training on issues of relevance of questions and evidence, including when questions and evidence about the *Complainant's* sexual predisposition or prior sexual behavior are not relevant.
6. Include a presumption that the *Respondent* is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
7. Include reasonably prompt timeframes for conclusion of the grievance process.
8. Describe the range of possible disciplinary sanctions and remedies the District may implement following any determination of responsibility.
9. Base all decisions upon the *preponderance of evidence* standard.
10. Include the procedures and permissible bases for the *Complainant* and *Respondent* to appeal.
11. Describe the range of *supportive measures* available to *Complainants* and *Respondents*.
12. Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

Enforcement

Any District employee who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action up to and including discharge. Any third party who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, at the conclusion of the grievance process, to have engaged in sexual harassment will be subject to disciplinary action, including, but not limited to, suspension and expulsion consistent with student behavior policies. Any person making a knowingly false accusation regarding sexual harassment will likewise be subject to disciplinary action.

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

Retaliation Prohibited

The District prohibits any form of retaliation against anyone who, in good faith, has made a report or complaint, assisted, or participated or refused to participate in any manner in a proceeding under this policy. Any person should report claims of retaliation using Board policy 2:260, *Uniform Grievance Procedure*.

Any person who retaliates against others for reporting or complaining of violations of this policy or for participating in any manner under this policy will be subject to disciplinary action, up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.:

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

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

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

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior)

Adopted: December 15, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to changed citations to the definitions of *dating violence*, *domestic violence*, and *stalking* from the 2022 reauthorization of the Violence Against Women Act (VAWA). The policy uses the updated VAWA citations, although the Title IX regulations at 34 C.F.R. §106.30, which contain pinpoint citations to VAWA, have not been updated. **Issue 110, October 2022**

Document Status: Draft Update

OPERATIONAL SERVICES

4:10 Fiscal and Business Management

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

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

Budget Planning

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

Preliminary Adoption Procedures

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

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

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

At the public hearing, the proposed budget shall be reviewed, including the cash reserve balance of all funds held by the District related to its operational levy and, if applicable, any obligations secured by those funds. PRESSPlus1 and the public shall be invited to comment, question, or advise the Board.

Final Adoption Procedures

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

69

The Board adopts the budget by roll call vote. The budget resolution shall be incorporated into the

meeting's official minutes. Board members' names voting *yea* and *nay* shall be recorded in the minutes.

The Superintendent or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website; notify parents/guardians that it is posted and provide the website's address.
2. File a certified copy of the budget resolution and an estimate of revenues by source anticipated to be received in the following fiscal year, certified by the District's Chief Fiscal Officer, with the County Clerk within 30 days of the budget's adoption.
3. Ensure disclosure to the public of the cash reserve balance of all funds held by the district related to its operational levy and, if applicable, any obligations secured by those funds, at the public hearing at which the Board certifies its operational levy. [PRESSPlus2](#)
4. Make all preparations necessary for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act; file the Certificate of Tax Levy with the County Clerk on or before the last Tuesday in December. The Certificate lists the amount of property tax money to be provided for the various funds in the budget.
5. Submit the annual budget, a deficit reduction plan if one is required by ISBE guidelines, and other financial information to ISBE according to its requirements.

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

Budget Amendments

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

Implementation

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

The Board shall act on all interfund loans, interfund transfers, transfers within funds, and transfers from the working cash fund or abatements of it, if one exists.

LEGAL REF.:

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

[35 ILCS 200/18-55](#) *et seq.*, Truth in Taxation Law.

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

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

~~ADOPTED: December 15, 2014~~

PRESSPlus 1. Updated in response to 105 ILCS 5/17-1.3, added by P.A. 102-895, requiring districts to disclose this cash reserve balance information “at the public hearing at which the district certifies its budget and levy for the taxable year.” The statute does not specify the manner in which the disclosure must be made; for ease of administration, the added text manages disclosure at the budget hearing by including it in the budget review. To provide evidence of compliance, consider as a best practice recording this disclosure in the board meeting minutes and/or presenting it in writing. The term *operational levy* is not defined in the statute, but it may refer to a district’s *operating funds*, which Ill. State Board of Education rules define as the Educational, Operations and Maintenance, Transportation, and Working Cash funds. 23 Ill. Admin.Code §100.20. Consult the board attorney for guidance. **Issue 110, October 2022**

PRESSPlus 2. Required by 105 ILCS 5/17-1.3, added by P.A. 102-895. Consult the board attorney about the meaning of the *public hearing* for the levy and if the disclosure must always be made at the board meeting at which the board certifies the district’s levy, or only in those instances where notice and a *public hearing* are required by the Truth in Taxation Law. 35 ILCS 200/18-70. Similar to the disclosure of cash reserves made at the budget hearing, a district may want to manage compliance for the levy hearing by incorporating the information into the presentation of the levy at the board meeting. **Issue 110, October 2022**

Document Status: Draft Update

OPERATIONAL SERVICES

4:140 Waiver of Student Fees

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

All school student fees and fines [PRESSPlus1](#) as defined by the Ill. State Board of Education (ISBE) are waived for students who meet the eligibility criteria for a fee waiver contained in this policy. ~~Students receiving a fee waiver are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.~~

Notification

The Superintendent shall ensure that a notice of waiver applicability is provided to parents/guardians with every bill for fees and/or fines. [PRESSPlus2](#) and that applications for ~~fee~~ waivers are widely available and distributed according to State law and ISBE rule and that provisions for assisting parents/guardians in completing the application are available.

Eligibility Criteria

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

1. The student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the federal free meals program;
2. The student's parents/guardians are veterans or active-duty military personnel with income at or below 200% of the federal poverty line; [PRESSPlus3](#) or
3. The student is homeless, as defined in the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a); [PRESSPlus4](#)

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

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

Verification

The Superintendent or designee shall establish a process for determining a student's eligibility for a waiver of fees and fines in accordance with State law requirements ~~must follow the verification requirements of 7 C.F.R. 245.6a when using the free lunch or breakfast eligibility guidelines pursuant to The National School Lunch Act as the basis for waiver of the student's fee(s).~~ [PRESSPlus5](#)

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

Determination and Appeal

Within 30 calendar days after the receipt of a waiver request, the Superintendent or designee shall mail a notice to the parent/guardian whenever a waiver request is denied. The denial notice shall include: (1) the reason for the denial, (2) the process and timelines for making an appeal, and (3) a statement that the parent/guardian may reapply for a waiver any time during the school year if circumstances change. If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the ISBE rule on waiver of fees.

LEGAL REF.:

42 U.S.C. §11434a, McKinney-Vento Homeless Assistance Act.

105 ILCS 5/10-20.13, 5/10-22.25, 5/27-24.2, and 5/28-19.2.

[23 Ill.Admin.Code §1.245](#) [*may contain unenforceable provisions*].

CROSS REF.: 4:130 (Free and Reduced-Price Food Services), 6:140 (Education of Homeless Children)

Adopted: December 17, 2018

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-20.13, amended by P.A. 102-805, eff. 1-1-23, requiring districts to waive fees and fines, including fines for the loss of school property, for all eligible students. While districts are only required to waive fines for the *loss* of school property and not the *damage* of school property, this policy extends fine waivers to both for ease of implementation and to encourage students to return school property even if damaged (instead of claiming property is lost to avoid a fine). **Issue 110, October 2022**

PRESSPlus 2. Required by 105 ILCS 5/10-20.13(b), as amended by P.A. 102-805, eff. 1-1-23. **Issue 110, October 2022**

PRESSPlus 3. Updated in response to 105 ILCS 5/10-20.13, amended by P.A. 102-1032. 105 ILCS 5/10-20.13(b), as amended by P.A. 102-1032, does not specify whether the *income* at or below 200% of the federal poverty line is the household income or solely the income of the veteran/active-duty military parent/guardian. Consult the board attorney for guidance. **Issue 110, October 2022**

PRESSPlus 4. Updated in response to 105 ILCS 5/10-20.13(b), amended by P.A. 102-805, eff. 1-1-23, adding homeless children and youth as students eligible for fee and fine waivers. See also non-regulatory guidance at www.isbe.net/Documents/guidance_reg.pdf, which states that students who are homeless, migrant, in foster care, runaway, or participating in Head Start are categorically eligible for school fee waivers. **Issue 110, October 2022**

student's application for, eligibility for, or participation in the federal free meals program, see sample exhibit 4:140-E1, *Application for Fee Waiver*. For districts that tie the application process to the federal free meals program application and only ask for *verification* in accordance with the meals program, see sample exhibit 4:140-E2, *Application for Fee Waiver Based on Federal Free Meals Program*. The sample exhibits are available at **PRESS** Online by logging in at www.iasb.com. **Issue 110, October 2022**

Document Status: Draft Update

OPERATIONAL SERVICES

4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

Child sexual abuse and grooming behaviors harm students, their parents/guardians, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn. The Board has a responsibility and obligation to increase awareness and knowledge of: (1) issues regarding child sexual abuse, (2) likely warning signs that a child may be a victim of sexual abuse, (3) grooming behaviors related to child sexual abuse and grooming, (4) how to report child sexual abuse, (5) appropriate relationships between District employees and students based upon State law, and (6) how to prevent child sexual abuse.

To address the Board's obligation to increase awareness and knowledge of these issues, prevent sexual abuse of children, and define prohibited grooming behaviors, the Superintendent or designee shall implement an Awareness and Prevention of Sexual Abuse and Grooming Behaviors Program. The Program will:

1. Educate students with:
 - a. An age-appropriate and evidence-informed health and safety education curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities, through policy 6:60, *Curriculum Content*;
 - b. Information in policy 7:250, *Student Support Services*, about: (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse, and (ii) community-based Children's Advocacy Centers and sexual assault crisis centers and how to access those serving the District.
2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include:
 - a. A definition of prohibited grooming behaviors and employee-student^{PRESSPlus1} boundary violations pursuant to policy 5:120, *Employee Ethics*; Code of Professional Conduct; and *Conflict of Interest*;
 - b. Evidence-informed content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics*; Code of Professional Conduct; and *Conflict of Interest*; and
 - c. How to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
3. Provide information to parents/guardians in student handbooks about the warning signs of child sexual abuse, grooming behaviors, and employee-student boundary violations with evidence-informed educational information that also includes:

- a. Assistance, referral, or resource information, including how to recognize grooming behaviors, appropriate relationships between District employees and students based upon policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;
 - b. Methods for how to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations to authorities; and
 - c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to policy 7:250, *Student Support Services*.
4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing.

LEGAL REF.:

[105 ILCS 5/10-23.13](#), [5/22-85.5](#), [5/27-9.1a](#), and [5/27-13.2](#).

[105 ILCS 110/3](#), Critical Health Problems and Comprehensive Health Education Act.

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

[720 ILCS 5/11-25](#), Criminal Code of 2012.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 7:20 (Harassment of Students Prohibited), 7:250 (Student Support Services)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated throughout to align with changes made to 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, in response to *Faith's Law*, 105 ILCS 5/22-85.5, added by P.A. 102-676. **Issue 110, October 2022**

Document Status: Draft Update

General Personnel

5:100 Staff Development Program

Please refer to the applicable collective bargaining agreement(s). [PRESSPlus1](#)

For employees not covered by a current applicable bargaining agreement:

Please refer to the following current agreement:

Contract Between the Board of Education Elementary School District 103 and Full-time Aides of the District 103 Unit of Local 73, Service Employees International Union AFL-CIO

For employees not covered by this agreement:

The Superintendent or designee shall implement a staff development program. The goal of such program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for licensed staff members shall be designed to effectuate the District and School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

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

1. Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect.
2. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years.
3. By January 31, 2023, and every year after, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations.

The staff development program shall provide, at a minimum, at least once every two years, the in-service training of licensed school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children.

The staff development program shall provide, at a minimum, once every two years, the in-service training of all District staff on educator ethics, teacher-student conduct, and school employee-student conduct.

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

1. At least, once every two years, training of all District staff by a person with expertise on anaphylactic reactions and management.
2. At least every two years, an in-service to train school personnel, at a minimum, to understand, provide information and referrals, and address issues pertaining to youth who are parents, expectant parents, or victims of domestic or sexual violence.
3. Training that, at a minimum, provides District staff with a basic knowledge of matters relating to acquired immunodeficiency syndrome (AIDS) and the availability of appropriate sources of counseling and referral.
4. Training for licensed school personnel and administrators who work with students in grades kindergarten through 8 to identify the warning signs of mental illness and suicidal behavior in youth along with appropriate intervention and referral techniques.
5. Education for staff instructing students in grades 7 through 8, concerning teen dating violence as recommended by the District's Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students or Complaint Manager.
6. Ongoing professional development for teachers, administrators, school resource officers, and staff regarding the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.
7. Annual continuing education and/or training opportunities (*professional standards*) for school nutrition program directors, managers, and staff. Each school food authority's director shall document compliance with this requirement by the end of each school year and maintain documentation for a three year period.
8. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act: coaches and assistant coaches (whether volunteer or employee) of an interscholastic athletic activity; nurses, licensed and/or non-licensed healthcare professionals serving on the Concussion Oversight Team; athletic trainers; game officials of an interscholastic athletic activity; and physicians serving on the Concussion Oversight Team.
9. Every two years, school personnel who work with students must complete an in-person or online training program on the management of asthma, the prevention of asthma symptoms, and emergency response in the school setting.
10. Training for school personnel to develop cultural competency, including understanding and reducing implicit racial bias.
11. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials.
12. For nurses, administrators, school counselors, teachers, persons employed by a local health department and assigned to a school, and persons who contract with the District to perform services in connection with a student's seizure action plan, training in the basics of seizure recognition, first aid, and appropriate emergency protocols.
13. For all District staff, annual sexual harassment prevention training.
14. Title IX requirements for training as follows (see policy 2:265, *Title IX Sexual Harassment*

Grievance Procedure):

- a. For all District staff, training on the definition of sexual harassment, the scope of the District's education program or activity, all relevant District policies and procedures, and the necessity to promptly forward all reports of sexual harassment to the Title IX Coordinator.
- b. For school personnel designated as Title IX coordinators, investigators, decision-makers, or informal resolution facilitators, training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
- c. For school personnel designated as Title IX investigators, training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
- d. For school personnel designated as Title IX decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant.

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

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

LEGAL REF.:

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

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

[105 ILCS 5/2-3.62](#), [5/10-20.17a](#), [5/10-20.61](#), [5/10-22.6\(c-5\)](#), [5/10-22.39](#), [5/10-23.12](#), [5/10-23.13](#), [5/22-80\(h\)](#), and [5/24-5](#).

[105 ILCS 25/1.15](#), Interscholastic Athletic Organization Act.

[105 ILCS 150/25](#), Seizure Smart School Act.

[105 ILCS 110/3](#), Critical Health Problems and Comprehensive Health Education Act.

[325 ILCS 5/4](#), Abused and Neglected Child Reporting Act.

[745 ILCS 49/](#), Good Samaritan Act.

[775 ILCS 5/2-109](#), Ill. Human Rights Act.

[23 Ill.Admin.Code §§ 22.20](#), [226.800](#), and [Part 525](#).

[77 Ill.Admin.Code §527.800](#).

(Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Food Allergy Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. Per a review of your collective bargaining agreement(s), this language has been updated.

Document Status: Draft Update

Professional Personnel

5:250 Leaves of Absence

Each of the provisions in this policy applies to all professional personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave, [PRESSPlus1](#) Personal Leave, Leave of Absence Without Pay, ~~Leave of Absence Without Pay~~, Child-Rearing Leave

Please refer to the applicable collective bargaining agreement(s).

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

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

FamilyChild Bereavement Leave [PRESSPlus2](#)

State law allows a maximum of 10 unpaid work days for eligible employees (Family and Medical Leave Act of 1993, 20 U.S.C. §2601 et seq.) to take familychild bereavement leave. The purpose, requirements, scheduling, and all other terms of the leave are governed by the FamilyChild Bereavement Leave Act. Eligible employees may use familyChild bereavement leave, without any adverse employment action, allows for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of his or her child a covered family member, which includes an employee's child, stepchild, domestic partner, [PRESSPlus3](#) sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent (2) making arrangements necessitated by the death of the staff member's child covered family member, or (3) grieving the death of the staff member's child covered family member, without any adverse employment action, or (4) absence from work due to a Significant Event, [PRESSPlus4](#) which includes: (i) miscarriage, (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure, (iii) a failed adoption match or an adoption that is not finalized because it is contested by another party, (iv) a failed surrogacy agreement, (v) a diagnosis that negatively impacts pregnancy or fertility, or (vi) a still birth. An

employee qualifying for leave due to a Significant Event will not be required to identify which specific reason applies to the employee's request.

The leave must be completed within 60 days after the date on which the employee received notice of the death of ~~his or her child~~ the covered family member or the date on which an event under item (4) above occurs. However, in the event of the death of more than one ~~child~~ covered family member in a 12-month period, an employee is entitled to up to a total of six weeks of bereavement leave during the 12-month period, subject to certain restrictions under State and federal law. Other existing forms of leave may be substituted for the leave provided in the Family~~Child~~ Bereavement Leave Act. This policy does not create any right for an employee to take family~~child~~ bereavement leave that is inconsistent with the Family~~Child~~ Bereavement Leave Act.

Sabbatical Leave

Sabbatical leave may be granted in accordance with the School Code.

Leaves for Service in the Military

Leaves for service in the U.S. Armed Services or any of its reserve components and the National Guard, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in military service does not acquire tenure.

General Assembly Leave

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

Leave for Employment in Department of Defense

The Board may grant teachers a leave of absence to accept employment in a Dept. of Defense overseas school.

School Visitation Leave

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

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

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

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

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

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

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) twenty days of paid leave of absence per year to a trustee of the Teachers' Retirement System in accordance with [105 ILCS 5/24-6.3](#), and (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in [105 ILCS 5/24-6.2](#).

Leave to Serve as an Election Judge

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

COVID-19 Paid Administrative Leave [PRESSPlus5](#)

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

For an employee to be eligible for COVID-19 paid administrative leave, the employee must be fully vaccinated against COVID-19 [PRESSPlus6](#) as defined in 105 ILCS 5/10-20.83 (final citation pending).
[Q1](#)

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

As a condition of being granted COVID-19 paid administrative leave, an employee shall provide all documentation necessary to substantiate the employee's eligibility for the leave, as requested by the Superintendent or designee. [PRESSPlus7](#) An employee who is on COVID-19 paid administrative leave will receive the employee's regular rate of pay; the leave will not diminish any other leave or benefits of the employee. Employees may not accrue COVID-19 paid administrative leave.

LEGAL REF.:

105 ILCS 5/10-20.83 (final citation pending), 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.

10 ILCS 5/13-2.5.

105 ILCS 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.

[10 ILCS 5/13-2.5, Election Code.](#)

[330 ILCS 61/](#), Service Member Employment and Reemployment Rights Act.

[820 ILCS 147/](#), School Visitation Rights Act.

[820 ILCS 154/](#), Child Bereavement Leave Act.

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

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

Adopted: March 22, 2022

Questions and Answers:

***Required Question 1. Does the board require fully vaccinated employees to participate in a district COVID-19 testing program?

No. (Default)

Yes. (IASB will add "and participate in the District's COVID-19 testing program" to the end of this sentence.)

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/24-6, amended by P.A. 102-697, requires districts to return sick leave used by a fully vaccinated teacher for a qualifying COVID-19 related reason during the 2021-2022 school year, provided the teacher was "fully vaccinated against COVID-19" by 5-10-22. The law prohibits districts from rescinding the returned sick leave in the event the definition of "fully vaccinated against COVID-19" is later updated by the Centers for Disease Control and Prevention (CDC) or the Ill. Dept. of Public Health (IDPH) to include recommended booster doses. **Issue 110, October 2022**

PRESSPlus 2. Updated in response to the Family Child Bereavement Act, 820 ILCS 154/, amended by P.A. 102-1050, eff. 1-1-23, expanding the entitlement to unpaid bereavement leave to *covered family members*, and to include absences related to unsuccessful pregnancies and adoptions. The employer may require reasonable documentation as specified in 105 ILCS 154/10(d), amended by P.A. 102-1050, eff. 1-1-23, but may not require that an employee identify which specific category under item (4) in the first paragraph of this subhead pertains to the leave. **Issue 110, October 2022**

PRESSPlus 3. *Domestic partner*, when used to refer to an unmarried employee, includes: (1) the person recognized as the domestic partner of the employee under any domestic partnership or civil union law of a state or political subdivision of a state, or (2) an unmarried adult who is in a committed, personal relationship with the employee, who is not a domestic partner as described in item (1) and who the employee designates as that employee's domestic partner. 820 ILCS 154/5, amended by P.A. 102-1050, eff. 1-1-23. **Issue 110, October 2022**

PRESSPlus 4. Note the term *Significant Event* does not appear in the statute; it is included in this policy text as a shorthand term to refer to those events listed in 820 ILCS 154/10(a)(4). **Issue 110, October 2022**

PRESSPlus 5. Required by 105 ILCS 5/10-20.83 (final citation pending), added by P.A. 102-697. Whether some or all of the COVID-19 related reasons listed in 105 ILCS 5/10-20.83(b) and (c) (final citation pending) apply will depend upon current health guidance and/or rules. The law requires that this leave also be provided retroactively to an employee for a qualifying reason *prior* to 4-5-22 if the employee was fully vaccinated by 5-10-22. The law prohibits districts from rescinding the paid leave if the definition of “fully vaccinated against COVID-19” is later updated by the CDC or IDPH to include recommended booster doses.

Consult the board attorney for guidance about whether the board must accommodate an employee’s religion or disability by exempting the employee from the COVID-19 vaccination prerequisite in 105 ILCS 5/10-20.83 (final citation pending), added by P.A. 102-697, and/or if the board and union may agree that this leave will extend to all unvaccinated employees. Title VII of the Civil Rights Act of 1964 requires employers to accommodate an employee’s sincere religious objection to an employer vaccination requirement unless doing so would be an “undue hardship” on the employer. 42 U.S.C §2000e(j). Similarly, the Americans with Disabilities Act requires an employer to exempt an employee with a disability (including pregnancy-related disability) from a safety-related standard, such as a vaccination requirement, unless the employee poses a *direct threat* to the health or safety of the employee or others while on the job. 29 C.F.R. §1630.2(r). See also the U.S. Equal Employment Opportunity Commission guidance document, *What You Should Know About COVID-19 and the ADA, the Rehabilitation Act, and Other EEO Laws*, at: www.eeoc.gov/wysk/what-you-should-know-about-covid-19-and-ada-rehabilitation-act-and-other-eeo-laws. **Issue 110, October 2022**

PRESSPlus 6. “Fully vaccinated against COVID-19” means: (1) two weeks after receiving the second dose in a two-dose series of a COVID-19 authorized for emergency use, licensed, or otherwise approved by the U.S. Food and Drug Administration (FDA), or (2) two weeks after receiving a single dose of a COVID-19 vaccine authorized for emergency use, licensed, or otherwise approved by the FDA. If the Centers for Disease Control and Prevention (CDC) later revises the definition of “fully vaccinated against COVID-19” to include booster doses, and the Ill. Dept. of Public Health (IDPH) adopts the CDC’s revised definition, then employees will have five weeks after IDPH’s action to receive a booster (if eligible) to remain eligible for COVID-19 paid administrative leave. 105 ILCS 5/10-20.83(g) (final citation pending), added by P.A. 102-697. **Issue 110, October 2022**

PRESSPlus 7. This sentence is optional. 105 ILCS 5/10-20.83(d) (final citation pending), added by P.A. 102-697. It is a best practice for boards to require appropriate documentation to verify employee eligibility for the leave benefit. **Issue 110, October 2022**

Document Status: Draft Update

Educational Support Personnel

5:280 Duties and Qualifications

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

Paraprofessionals

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

Paraprofessionals and teacher aides are noncertificated personnel with supervised instructional duties; the terms are synonymous. Service as a paraprofessional or teacher aide requires a *statement of approval* issued by the Illinois State Board of Education (ISBE), unless the individual holds any certificate indicative of completion of at least a bachelor's degree or a provisional vocational certificate, is completing an approved clinical experience, and/or is student teaching.

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

Nonlicensed certificated and Unlicensed [PRESSPlus1](#) Personnel Working with Students and Performing Non-Instructional Duties

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

1. For supervising study halls, long distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
2. As supervisors, chaperones, or sponsors for non-academic school activities or for school activities connected to the academic program during any time in which the Governor has declared a disaster due to a public health emergency, in accordance with ISBE rule, [PRESSPlus2](#)
or
3. For non-teaching duties not requiring instructional judgment or student evaluation.

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

Coaches and Athletic Trainers

Athletic coaches and trainers shall have the qualifications required by any association in which the School District maintains a membership. Regardless of whether the athletic activity is governed by an

association, the Superintendent or designee shall ensure that each athletic coach: (1) is knowledgeable regarding coaching principles, (2) has first aid training, and (3) is a trained Automated External Defibrillator user according to rules adopted by the Illinois Department of Public Health. Anyone performing athletic training services shall be licensed under the Illinois Athletic Trainers Practice Act, be an athletic trainer aide performing care activities under the on-site supervision of a licensed athletic trainer, or otherwise be qualified to perform athletic trainer activities under State law.

Bus Drivers

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

LEGAL REF.:

[34 C.F.R. §200.58](#).

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

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

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

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

Adopted: August 25, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to 23 Ill.Admin.Code §1.630(c), amended at 45 Ill.Reg. 9446. **Issue 110, October 2022**

PRESSPlus 2. Updated in response to 23 Ill.Admin.Code §1.630(c), amended at 45 Ill.Reg. 9446 by P.A 102-894. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

6:15 School Accountability

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work. To fulfill that purpose, the Ill. State Board of Education (ISBE) prepared *State Goals for Learning* with accompanying Illinois and [PRESSPlus1 Learning Standards](#).

The Board of Education gives priority in the allocation of resources, including funds, time, personnel, and facilities, to fulfilling this purpose.

Quality Assurance

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and ISBE rules, and continuously keep the Board informed:

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement.
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's Multiple Measure Index and corresponding Annual Measurable Objective provided by ISBE.
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation.
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law.
5. In accordance with [105 ILCS 5/2-3.153](#), annually administer a climate survey on the instructional environment within the school to, at minimum, students in grades 4 through 8 and teachers.

LEGAL REF.:

[105 ILCS 5/2-3.25](#), [5/2-3.25a](#), [5/2-3.25b](#), [5/2-3.25c](#), [5/2-3.25d-5](#), [5/2-3.25e-5](#), [5/2-3.25f](#), [5/2-3.25f-5](#), [5/2-3.63](#), [5/2-3.64a-5](#), [5/2-3.153](#), [5/10-17a](#), [5/10-21.3a](#), and [5/27-1](#).

[23 Ill.Admin.Code Part 1, Subpart A](#): Recognition Requirements.

CROSS REF.: 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program), 7:10 (Equal Educational Opportunities)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated in response to 23 Ill.Admin.Code §1, Appendix D, amended at 45 Ill.Reg. 13180. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

6:20 School Year Calendar and Day

School Calendar

The Board of Education, upon the Superintendent's recommendation and subject to State regulations, annually establishes the dates for opening and closing classes, teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays. The school calendar shall have a minimum of 185 days to ensure 176 days of actual student attendance.

Commemorative Holidays

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

School Day

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

LEGAL REF.:

105 ILCS 5/10-19, 5/10-19.05, 5/10-20.56, 5/10-20.46, 5/10-30, 5/18-12, 5/18-12.5, 5/24-2, 5/27-3, 5/27-18, 5/27-19, 5/27-20, 5/27-20.1, and 5/27-20.2, ~~and 20/1~~. [PRESSPlus1](#)

10 ILCS 5/11-4.1, Election Code.

5 ILCS 490/, State Commemorative Dates Act.

23 Ill.Admin.Code §1.420(f).

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

CROSS REF.: 2:20 (Powers and Duties of the Board of Education; Indemnification), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:200 (Terms and Conditions of Employment and Dismissal), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

6:50 School Wellness

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA).

The Superintendent will ensure:

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual; and
3. The community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote sound nutrition for students.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content*.

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education (ISBE).

Nutrition Guidelines for Foods Available During the School Day; Marketing Prohibited

school day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall:

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. Comply with all ISBE rules; and
3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards.

Competitive foods standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives.

Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

Unused Food Sharing Plan

In collaboration with the District's local health department, the Superintendent or designee will:

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students.
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program.
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

Monitoring

At least every three years, the Superintendent shall provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report). This triennial report must include without limitation each of the following:

- An assessment of the District's implementation of the policy
- The extent to which schools in the District are ⁹²in compliance with the policy

- The extent to which the policy compares to model local school wellness policies
- A description of the progress made in attaining the goals of the policy
- How the District will make the results of the assessment available to the public
- Where the District will retain records of the assessment

The Board will monitor and adjust the policy pursuant to policy 2:240, *Board Policy Development*.

Community Involvement

The Board and Superintendent will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* and/or the **Community Engagement** subhead in policy 8:10, *Connection with the Community*.

Recordkeeping

The Superintendent shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

LEGAL REF.:

[Pub. L. 108-265](#), Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.

[42 U.S.C. §1771](#) et seq., Child Nutrition Act of 1966.

[42 U.S.C. §1751](#) et seq., National School Lunch Act.

[42 U.S.C. §1758b](#), [Pub. L. 111-296](#), Healthy, Hunger-Free Kids Act of 2010.

[42 U.S.C. §1779](#), as implemented by [7 C.F.R. §§210.11](#) and [210.31](#).

50 ILCS 205/1, Local Records Act.

105 ILCS 5/2-3.139 and 5/2-3.189. [PRESSPlus1](#)

[23 Ill.Admin.Code Part 305](#), Food Program.

ISBE's *School Wellness Policy* Goal, adopted Oct. 2007.

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

6:60 Curriculum Content

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

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics, (f) social studies, (g) art, (h) music, and (i) drug and substance abuse prevention including the dangers of opioid abuse. A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level. Daily time of at least 30 minutes (with a minimum of at least 15 consecutive minutes if divided) will be provided for supervised, unstructured, child-directed play for all students in kindergarten through grade 5. Before the completion of grade 5, students will be offered at least one unit of cursive instruction. In grades 6, 7, or 8, students must receive at least one semester of civics education in accordance with Illinois Learning Standards for social science.
2. In grades 7 and 8, as well as in interscholastic athletic programs, steroid abuse prevention must be taught.
3. In kindergarten through grade 8, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence. In addition, anti-bias education and intergroup conflict resolution may be taught as an effective method for preventing violence and lessening tensions in schools; these prevention methods are most effective when they are respectful of individuals and their divergent viewpoints and religious beliefs, which are protected by the [First Amendment to the Constitution](#) of the United States.
4. In grades kindergarten through 12, age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate policy 6:235, *Access to Electronic Networks* and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response.
5. In all grades, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum.
6. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage. Instruction in all grades will include examples of behaviors that violate policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. In addition, in all grades, bullying prevention and gang resistance education and training must be taught.
7. In all schools, citizenship values must be taught, including: (a) American patriotism, (b) principles of representative government (the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois), (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.
8. In all grades, physical education must be taught including a developmentally planned and

sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage in a physical education course with such frequency as determined by the Board after recommendation from the Superintendent, but at a minimum of three days per five-day week. For exemptions and substitutions, see policy 7:260, *Exemption from Physical Education*.

9. In all schools, health education must be stressed, including: (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, and (e) age-appropriate and evidence-informed sexual abuse and assault awareness and prevention education in all grades. The Superintendent shall implement a comprehensive health education program in accordance with State law.
10. In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
11. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.
12. In all schools, United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State, (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, (g) Illinois history, and (h) the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America.

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

13. In grade 7, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film.
14. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
15. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women.
16. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, the vestiges of slavery in this country, the study of the

American civil rights renaissance, as well as the struggles and contributions of African-Americans.

17. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement.
18. Beginning in the fall of 2022, in all schools, instruction as determined by the Superintendent or designee on the events of Asian American history, including the history of Asian Americans in Illinois and the Midwest, as well as the contributions of Asian Americans toward advancing civil rights from the 19th century onward, which must include the contributions made by individual Asian Americans in government and the arts, humanities, and sciences, as well as the contributions of Asian American communities to the economic, cultural, social, and political development of the United States.
19. In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling.

LEGAL REF.:

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

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

[47 C.F.R. §54.520](#).

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

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

105 ILCS 5/2-3.80(e) and (f), 5/10-20.73-79 (final citation pending), 5/10-23.13, 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-6.5, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.08, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-20.7, 5/27-20.8, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-23.11, 5/27-23.15, [5/27-23.16](#), 5/27-24.1, and 5/27-24.2. [PRESSPlus1](#)

[105 ILCS 110/3](#), Comprehensive Health Education Program.

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

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

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

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

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

6:65 Student Social and Emotional Development

Social and emotional learning (SEL) is defined as the process through which students enhance their ability to integrate thinking, feeling, and behaving to achieve important life tasks. Students competent in SEL are able to recognize and manage their emotions, establish healthy relationships, set positive goals, meet personal and social needs, and make responsible and ethical decisions.

The Superintendent shall incorporate SEL into the District's curriculum and other educational programs consistent with the District's mission and the goals and benchmarks of the Ill. Learning Standards. The Ill. Learning Standards include three goals for students:

1. Develop self-awareness and self-management skills to achieve school and life success.
2. Use social-awareness and interpersonal skills to establish and maintain positive relationships.
3. Demonstrate decision-making skills and responsible behaviors in personal, school, and community contexts.

The incorporation of SEL objectives into the District's curriculum and other educational programs may include but is not limited to:

1. Classroom and school-wide programming to foster a safe, supportive learning environment where students feel respected and valued. This may include incorporating scientifically based, age-and-culturally appropriate classroom instruction, District-wide, and school-wide strategies that teach SEL skills, promote optimal mental health, and prevent risk behaviors for all students.
2. Staff development and training to promote students' SEL development. This may include providing all personnel with age-appropriate academic and SEL and how to promote it.
3. Parent/Guardian and family involvement to promote students' SEL development. This may include providing parents/guardians and families with learning opportunities related to the importance of their children's optimal SEL development and ways to enhance it.
4. Community partnerships to promote students' SEL development. This may include establishing partnerships with diverse community agencies and organizations to assure a coordinated approach to addressing children's mental health and SEL development.
5. Early identification and intervention to enhance students' school readiness, academic success, and use of good citizenship skills. This may include development of a system and procedures for periodic and universal screening, assessment, and early intervention for students who have significant risk factors for social, emotional, or mental health conditions that impact learning.
6. Treatment to prevent or minimize mental health conditions in students. This may include building and strengthening referral and follow-up procedures for providing effective clinical services for students with social, emotional, and mental health conditions that impact learning. This may include student and family support services, school-based behavioral health services, and school-community linked services and supports.
7. Assessment and accountability for teaching SEL skills to all students. This may include implementation of a process to assess and report baseline information and ongoing progress about school climate, students' social and emotional development, and academic performance.

LEGAL REF.:

Children’s Mental Health Act of 2003, 405 ILCS 49/.[PRESSPlus1](#)

CROSS REF.: 1:30, (School District Philosophy), 6:10 (Educational Philosophy and Objectives), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:270 (Guidance and Counseling Program), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:180 (Prevention of and Response To Bullying, Intimidation, and Harassment) , 7:250 (Student Support Services)

Adopted: July 10, 2019

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

6:250 Community Resource Persons and Volunteers

The Board of Education encourages the use of resource persons and volunteers to: (1) increase students' educational attainment; (2) provide enrichment experiences for students; (3) increase the effective utilization of staff time and skills; (4) give more individual attention to students; and (5) promote greater community involvement.

Resource persons and volunteers may be used:

1. For non-teaching duties not requiring instructional judgment or evaluation of students;
2. For supervising study halls, long distance teaching reception areas used incident to instructional programs transmitted by electronic media (such as computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
3. To assist with academic programs under a ~~certificated~~ licensed [PRESSPlus1](#) teacher's immediate supervision;
4. To assist in times of violence or other traumatic incidents within the District by providing crisis intervention services to lessen the effects of emotional trauma on staff, students, and the community, provided the volunteer meets the qualifications established by the Ill. School Crisis Assistance Team Steering Committee;
5. As a guest lecturer or resource person under a ~~certificated~~ licensed teacher's direction and with the administration's approval; or
6. As supervisors, chaperones, or sponsors for non-academic school activities.

The Superintendent shall follow Board policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*, to establish procedures for securing and screening resource persons and volunteers. A person who is a *sex offender*, as defined by the Sex Offender Registration Act, or a *violent offender against youth*, as defined in the Murderer and Violent Offender Against Youth Registration Act, is prohibited from being a resource person or volunteer. All volunteer coaches must comply with the requirement to report hazing in policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.:

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

720 ILCS 5/12C-50.1, Failure to Report Hazing.

730 ILCS 150/1 et seq., Sex Offender Registration Act.

730 ILCS 152/101 et seq., Sex Offender Community Notification Law.

730 ILCS 154/75 et seq., Murderer and Violent Offender Against Youth Community Notification Law.

730 ILCS 154/101 et seq., Murderer and Violent Offender Against Youth Registration Act.

CROSS REF.: 4:170 (Safety), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:280 (Duties and Qualifications), 8:30 (Visitors to and Conduct on School Property), 8:95 (Parental Involvement)

Adopted: December 17, 2018

PRESSPlus Comments

PRESSPlus 1. Updated throughout in response to 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b, amended by P.A. 102-894. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

6:255 Assemblies and Ceremonies

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

While ~~the~~ the District respects an individual's brief, quiet, personal religious observance(s), [PRESSPlus1](#) it shall not endorse or otherwise promote invocations, benedictions, and group prayers at any school assembly, ceremony, or other school-sponsored activity.

LEGAL REF.:

[Lee v. Weisman](#), 505 U.S. 577 (1992).

[Santa Fe Independent Sch. Dist. v. Doe](#), 530 U.S. 290 (2000).

[Kennedy v. Bremerton Sch. Dist.](#), 142 S.Ct. 2407 (2022).

[Jones v. Clear Creek Independent Sch. Dist.](#), 930 F.2d 416 (5th Cir. 1991), *cert. granted, judgement vacated*, 505 U.S. 1215 (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)

Adopted: October 26, 2021

PRESSPlus Comments

PRESSPlus 1. Updated in response to [Kennedy v. Bremerton Sch. Dist.](#), 142 S.Ct. 2407 (2022), where the Supreme Court held that a football coach had a right to pray on the 50-yard line after games, even though still on duty, because he was engaged in a "brief, quiet, personal religious observance doubly protected by the Free Exercise and Free Speech Clauses of the First Amendment." Consult the board attorney if considering a policy or practice of prohibiting employees from engaging in private prayer in the presence of students. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

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

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

~~Persons~~ Parents/guardians, employees, and community members ^{PRESSPlus1} who believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy ~~should~~ ^{may} file a complaint using Board policy 2:260, *Uniform Grievance Procedure*.

~~Persons~~ Parents/guardians, employees, and community members with ~~all~~ other suggestions or complaints about curriculum, instructional materials, or programs should complete a *Curriculum Objection Form*. A parent/guardian may request that his/her child be exempt from using a particular instructional material or program by completing a *Curriculum Objection Form*. The Superintendent or designee shall establish criteria for the review of objections and inform the parent/guardian, employee, or community member, as applicable, of the District's decision. ^{PRESSPlus2}

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)

Adopted: October 26, 2021

PRESSPlus Comments

PRESSPlus 1. Updated to limit the scope of complainants in this policy to parents/guardians, employees, and community members in alignment with sample **PRESS** policy 2:260, *Uniform Grievance Procedure*. **Issue 110, October 2022**

PRESSPlus 2. Optional sentence; updated in response to **PRESS** Advisory Board (PAB) member feedback regarding the need for districts to have processes in place to address an increasing number of curriculum objections. It strengthens the policy's connection to IASB's *Foundational Principles of Effective Governance*. See www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance. For criteria that can be used in reviewing curriculum objections, see sample administrative procedure, 6:260-AP, *Responding to Complaints About Curriculum, Instructional Materials, and Programs*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 110, October 2022**

Document Status: Draft Update

INSTRUCTION

6:340 Student Testing and Assessment Program

The District student assessment program provides information for determining individual student achievement and instructional needs, curriculum and instruction effectiveness, and school performance measured against District student learning objectives and statewide norms.

The Superintendent or designee shall manage the student assessment program that, at a minimum:

1. Administers to students all standardized assessments required by the Ill. State Board of Education (ISBE) and/or any other appropriate assessment methods and instruments, including norm and criterion-referenced achievement tests, aptitude tests, proficiency tests, and teacher-developed tests.
2. Informs students of the timelines and procedures applicable to their participation in every State assessment.
3. Provides each student's parents/guardians with the results or scores of each State assessment and an evaluation of the student's progress. See policy 6:280, *Grading and Promotion*.
4. Utilizes professional testing practices.

Overall student assessment data on tests required by State law will be aggregated by the District and reported, along with other information, on the District's annual report card. All reliable assessments administered by the District and scored by entities outside of the District must be (1) reported to ISBE on its form by the 30th day of each school year, and (2) made publicly available to parents/guardians of students. Board policy 7:340, *Student Records*, and its implementing procedures govern recordkeeping and access issues.

LEGAL REF.:

[20 U.S.C. §1232g](#), Family Educational Rights and Privacy Act.

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

105 ILCS 5/2-3.63, 5/2-3.64a-5, 5/2-3.64a-10, [5/2-3.64a-15](#), 5/2-3.107, 5/2-3.153, 5/10-17a, 5/22-82, and 5/27-1. [PRESSPlus1](#)

23 Ill. Admin. Code §§1.30(b) and §375.10.

CROSS REF.: 6:15 (School Accountability), 6:280 (Grading and Promotion), 7:340 (Student Records)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. ¹⁰⁴ **Issue 110, October 2022**

Document Status: Draft Update

Equal Educational Opportunities

7:10-E Exhibit - Equal Educational Opportunities Within the School Community

The School District welcomes diversity in its schools. Policy 7:10, *Equal Educational Opportunities* cites the many civil rights laws that guarantee equal education opportunities to all students. In addition, the policies below address the equal educational opportunities, health, safety, and general welfare of students within the District. These policies are not a complete list, and depending on the factual context, another policy not specifically listed may apply:

1. 2:260, *Uniform Grievance Procedure*, contains the process for an individual to seek resolution of a complaint. A student may use this policy to complain about bullying. The District Complaint Manager shall address the complaint promptly and equitably.
2. 6:65, *Student Social and Emotional Development*, requires that social and emotional learning be incorporated into the District's curriculum and other educational programs.
3. 7:10, *Equal Educational Opportunities*, requires that equal educational and extracurricular opportunities be available to all students without regard to, among other protected statuses, sex, sexual orientation, and gender identity.
4. 7:20, *Harassment of Students Prohibited*, prohibits any person from harassing, intimidating, or bullying a student based on an actual or perceived characteristic that is identified in the policy including, among other protected statuses, sex, sexual orientation, and gender identity.
5. 7:130, *Student Rights and Responsibilities*, recognizes that all students are entitled to rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting.
6. 7:160, *Student Appearance*, prohibits students from dressing or grooming in such a way as to disrupt the educational process, interfere with a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency.
7. 7:165, *Student Uniforms*, encourages students to wear school uniforms in order to maintain and promote orderly school functions, school safety, and a positive learning environment, if adopted.
8. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, contains the comprehensive structure for the District's bullying prevention program.
9. 7:250, *Student Support Services*, directs the Superintendent to develop protocols for responding to students' social, emotional, or mental health needs that impact learning.
10. 7:330, *Student Use of Buildings - Equal Access*, grants student-initiated groups or clubs the free use of school premises for their meetings, under specified conditions. [PRESSPlus1](#)
11. 7:340, *Student Records*, contains the comprehensive structure for managing school student records, keeping them confidential, and providing access as allowed or required.

DATED: September 22, 2016

PRESSPlus Comments

PRESSPlus 1. Policy 7:330 is not included in the Board's policy manual, and it only applies to districts with high school students. **Issue 110, October 2022**

Document Status: Draft Update

STUDENTS

7:50 School Admissions and Student Transfers To and From Non-District Schools

Age

To be eligible for admission, a child must be 5 years old on or before September 1 of that school term. A child entering first grade must be 6 years of age on or before September 1 of that school term. Based upon an assessment of a child's readiness to attend school, the District may permit him or her to attend school prior to these dates. A child will also be allowed to attend first grade based upon an assessment of his or her readiness if he or she attended a non-public preschool, continued his or her education at that school through kindergarten, was taught in kindergarten by an appropriately licensed teacher, and will be 6 years old on or before December 31. A child with exceptional needs who qualifies for special education services is eligible for admission at 3 years of age. Early entrance to kindergarten or first grade may also be available through Board policy 6:135, *Accelerated Placement Program*.

Admission Procedure

All students must register for school each year on the dates and at the place designated by the Superintendent. Parents/guardians of students enrolling in the District for the first time must present:

1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content.
2. Proof of residence, as required by Board policy 7:60, *Residence*.
3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, *Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students*.

The individual enrolling a student shall be given the opportunity to voluntarily state whether the student has a parent or guardian who is a member of a branch of the U. S. Armed Forces and who is either deployed to active duty or expects to be deployed to active duty during the school year. Students who are children of active duty military personnel transferring will be allowed to enter: (a) the same grade

level in which they studied at the school from which they transferred, if the transfer occurs during the District's school year, or (b) the grade level following the last grade completed.

Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Foster Care Students

The Superintendent will appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services (DCFS) when enrolling in or changing schools. The District's liaison ensures that DCFS' Office of Education and Transition Services receives all written notices and records pertaining to students in the legal custody of DCFS as required by State law. [PRESSPlus1](#)

Student Transfers To and From Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the Superintendent or designee. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the School District.

LEGAL REF.:

[8 U.S.C. §1101](#), Illegal Immigrant and Immigrant Responsibility Act of 1996.

[20 U.S.C. §1232g](#), Family Educational Rights and Privacy Act.

[20 U.S.C. §1400](#) *et seq.*, Individuals With Disabilities Education Improvement Act.

[29 U.S.C. §794](#), Rehabilitation Act of 1973, Section 504.

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

[105 ILCS 5/2-3.13a](#), [5/10-20.12](#), [5/10-20.59](#), [5/10-22.5a](#), [5/14-1.02](#), [5/14-1.03a](#), [5/26-1](#), [5/26-2](#), [5/27-8.1](#).

[105 ILCS 10/8.1](#), Ill. School Student Records Act.

[105 ILCS 45/](#), Education for Homeless Children Act.

[105 ILCS 70/](#), Educational Opportunity for Military Children Act.

[325 ILCS 50/](#), Missing Children Records Act.

[325 ILCS 55/](#), Missing Children Registration Law.

[410 ILCS 315/2e](#), Communicable Disease Prevention Act.

[20 Ill.Admin.Code Part 1290](#), Missing Person Birth Records and School Registration.

[23 Ill.Admin.Code Part 226](#), Special Education.

[23 Ill.Admin.Code Part 375](#), Student Records.

CROSS REF.: 4:110 (Transportation); 6:30 (Organization of Instruction), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:135 (Accelerated Placement Program), 6:140 (Education of Homeless Children), 7:60 (Residence), 7:70 (Attendance and Truancy), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:340 (Student Records)

Adopted: December 17, 2018

PRESSPlus Comments

PRESSPlus 1.

Document Status: Draft Update

STUDENTS

7:70 Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 8 in the public school regardless of age. Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, and (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, attendance at a civic event, [PRESSPlus1](#) family emergency, other situations beyond the control of the student as determined by the Board, other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.

Absenteeism and Truancy Program

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

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 8 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in [105 ILCS 5/26-2a](#).
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff

members or other people who may have information about the reasons for the student's attendance problem.

7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
8. A process for the collection and review of chronic absence data and to:
 - a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
 - b. Encourage the habit of daily attendance and promote success.
9. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
10. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Intermediate Service Center, if truancy continues after supportive services have been offered.
11. A protocol for cooperating with non-District agencies including County or municipal authorities, the Intermediate Service Center, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
12. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
13. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.

Monitoring [PRESSPlus2](#)

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board updates this policy at least once every two years. The Superintendent or designee shall assist the Board with its update.

LEGAL REF.:

[105 ILCS 5/22-92 and 5/26-1 through 18.](#)

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

[23 Ill.Admin.Code §§1.242 and 1.290.](#)

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:190 (Student Behavior), 7:340 (Student Records)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/26-1 and 5/26-2a, amended by P.A. 102-891, eff. 1-1-23, requiring that, subject to Ill. State Board of Education (ISBE) guidelines, middle and high school students be permitted one school day-long excused absence per school year to engage in a *civic event*, defined as “an event sponsored by a non-profit organization or governmental entity that is open to the public. *Civic event* includes, but is not limited to, an artistic or cultural performance or educational gathering that supports the mission of the sponsoring non-profit organization. Schools may require students to provide an appropriate administrator with reasonable advance notice of the intended absence and documentation of participation. **Issue 110, October 2022**

PRESSPlus 2. Updated in response to 105 ILCS 5/22-92(b), added by P.A. 102-157 and renumbered by P.A. 102-813; 23 Ill.Admin.Code §207.30(a), requiring that every two years a board update its absenteeism and truancy policy and file it with the Ill. State Board of Education and the regional superintendent of schools [or Intermediate Service Center Executive Director, whichever is appropriate].

The policy must contain all requirements of 105 ILCS 5/22-92, indicate the date of adoption (by month, day, and year) and any revision dates, and be filed electronically by September 30 each review year through ISBE’s Web Application Security (IWAS) system. 23 Ill.Admin.Code §§207.20(a), 207.30(a). If, after review and re-evaluation of the policy, the district determines that no updates are necessary, either a copy of board minutes clearly indicating the policy was re-evaluated and no changes were deemed necessary or a signed statement from the board president indicating the policy was re-evaluated and no changes were deemed necessary must be submitted to IWAS. 23 Ill.Admin.Code §207.30(a)(3). ISBE has stated that for districts that update the adoption date listed on a policy whenever the policy is updated, the date of adoption is sufficient to also indicate the revision date. See ISBE's *Absenteeism and Truancy Policy FAQ*, at: www.isbe.net/Documents/Absenteeism-Truancy-Policy-FAQ.pdf.

ISBE rules implementing this requirement were published in the Ill. Register in October 2022 but provide that “[n]o later than September 30, 2022, or no later than September 30 of the first full school year a school becomes subject to this Part, each school or district must file the policy through the State Board of Education’s Web Application Security (IWAS), and must submit an updated policy every two years thereafter by no later than September 30 of the year due.” 23 Ill.Admin.Code §207.30(a). ISBE informed the **PRESS** Editors that due to the late publication date, the submission deadline for the 2022-2023 school year is extended to 1-13-23, and the September 30 submission deadline is not operative until the 2023-2024 school year. **Issue 110, October 2022**

Document Status: Draft Update

STUDENTS

7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parents/guardians shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health (IDPH), within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth grade; and
3. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required for students in grade 6.

As required by State law:

1. Health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice registered nurse, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening is a required part of each health examination; diabetes testing is not required.
3. An age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.
4. Before admission and in conjunction with required physical examinations, parents/guardians of children between the ages of one and seven years must provide a statement from a physician that their child was risk-assessed or screened for lead poisoning.
5. The IDPH will provide all students entering sixth grade and their parents/guardians information about the link between human papillomavirus (HPV) and HPV-related cancers and the availability of the HPV vaccine.
6. The District will provide informational materials regarding influenza, influenza vaccinations, meningococcal disease, and meningococcal vaccinations developed, provided, or approved by the IDPH when it provides information on immunizations, infectious diseases, medications, or other school health issues to students' parents/guardians.

As required by District 103: TB Test

Unless an exemption or extension applies, the failure to comply with the above requirements by the first day of school of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students who register after the first day of

school shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by the first day of school, the student must present, by the first day of school, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice registered nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have the required proof of immunizations by the first day of school may attend classes only if he or she has proof that an appointment for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parents/guardians of students entering kindergarten or an Illinois school for the first time shall present proof before October 15 that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches, or a licensed optometrist, must perform the required eye examination.

If a student fails to present proof by the first day of school, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after the first day of school. The Superintendent or designee shall ensure that parents/guardians are notified of this eye examination requirement in compliance with the rules of the IDPH. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in kindergarten and the second and sixth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the IDPH.

If a child in the second or sixth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that parents/guardians are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the IDPH, a student will be exempted from this policy's requirements for:

1. Religious grounds, if the student's parents/guardians present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parents/guardians of exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease*, and State rules if there is an outbreak of one or more diseases from which the student is not protected.
2. Health examination or immunization requirements on medical grounds, if the examining

physician, advanced practice registered nurse, or physician assistant provides written verification.

3. Eye examination requirement, if the student's parents/guardians show an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist.
4. Dental examination requirement, if the student's parents/guardians show an undue burden or a lack of access to a dentist.

Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. Board of Education policy 6:140, *Education of Homeless Children*, governs the enrollment of homeless children.

LEGAL REF.:

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

105 ILCS 5/27-8.1 and 45/1-20.

410 ILCS 45/7.1, Lead Poisoning Prevention Act. [PRESSPlus1](#)

410 ILCS and 315/2e, Communicable Disease Prevention Act.

23 Ill.Admin.Code §1.530.

77 Ill. Admin.Code Part 664, Socio-Emotional and Developmental Screening.

77 Ill.Admin.Code Part 665, Child and Student Health Examination and Immunization.

77 Ill.Admin.Code Part 690, Control of Communicable Diseases.

CROSS REF.: 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children), 6:180 (Extended Instructional Programs), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:280 (Communicable and Chronic Infectious Disease)

Adopted: October 26, 2021

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

STUDENTS

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

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

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

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

Definitions from [105 ILCS 5/27-23.7](#)

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

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

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is

meant to be illustrative and non-exhaustive.

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

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

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

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the following requirements:

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the [First Amendment to the U.S. Constitution](#) or under [Section 3 of Article I of the Illinois Constitution](#).
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator:

118

Stephanie Koenig

4100 Joliet Ave.,

Lyons, IL 60534

koenigs@lyons103.org

708-783-4100

Complaint Managers:

Stephanie Koenig

4100 Joliet Ave.,

Lyons, IL 60534

koenigs@lyons103.org

708-783-4100

Kim West

4100 Joliet Ave.,

Lyons, IL 60534

westk@lyons103.org

708-783-4100

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform parent(s)/guardian(s) of all students involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
 - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of the incident of bullying was received and taking into consideration additional relevant information received during the course of the investigation about the reported incident of bullying.
 - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
 - c. Notifying the Building Principal or school administrator or designee of the report of the incident of bullying as soon as possible after the report is received.
 - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents and guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

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

6. The Superintendent or designee shall use interventions to address bullying, which may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation will be subject to disciplinary action, up to and including

discharge with regard to employees, or suspension and/or expulsion with regard to students.

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

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

- 1) An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
- 2) If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary, ~~or a signed statement from the board~~; or
- 3) A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

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

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:
 - a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.

- b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.
- c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District’s educational program as required by State law.
- e. 6:235, *Access to Electronic Networks*. This policy states that the use of the District’s electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- f. 7:20, *Harassment of Students Prohibited*. This policy prohibits *any* person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
- g. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
- h. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- i. 7:310, *Restrictions on Publications; Elementary Schools*. This policy prohibits students from and provides consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

LEGAL REF.:

[105 ILCS 5/10-20.14](#), [5/10-22.6](#)(b-20), [5/24-24](#), and [5/27-23.7](#).

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

[775 ILCS 5/1-103](#), Ill. Human Rights Act.

23 Ill.Admin.Code §§1.240, ~~and §1.280,~~ and 1.295. [PRESSPlus1](#)

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

Adopted: March 22, 2022

Document Status: Draft Update

STUDENTS

7:250 Student Support Services

The District provides a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Dept. of Children and Family Services when enrolling in or changing schools. [PRESSPlus1](#)

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

1. Guidance and school counseling services.
2. ~~A liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services when enrolling in or changing schools.~~

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

Erin's Law Counseling Options, Assistance, and Intervention

The Superintendent or designee will ensure that each school building's Student Support Committee identifies counseling options for students who are affected by sexual abuse and grooming behaviors, [PRESSPlus2](#) along with District and community-based options for victims of sexual abuse and grooming behaviors to obtain assistance and intervention. Community-based options must include a Children's Advocacy Center and sexual assault crisis center(s) that serve the District, if any.

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

LEGAL REF.:

105 ILCS 5/10-23.13(b), 5/10-20.59, and 5/21B-25(G).

405 ILCS 49/, Children's Mental Health Act ~~of 2003~~.

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

CROSS REF.: 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:280 (Communicable and Chronic Infectious Disease), 7:340 (Student Records)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. Required by 105 ILCS 5/10-20.59,¹²³ amended by P.A. 102-199. **Issue 110, October**

2022

PRESSPlus 2. Updated to align with *Erin's Law*, 105 ILCS 10-23.13, amended by P.A. 102-610. **Issue 110, October 2022**

Document Status: Draft Update

STUDENTS

7:285 Anaphylaxis Prevention, Response, and Management Program

School attendance may increase a student's risk of exposure to allergens that could trigger anaphylaxis. Students at risk for anaphylaxis benefit from a Board of Education policy that coordinates a planned response in the event of an anaphylactic emergency. Anaphylaxis is a severe systemic allergic reaction from exposure to allergens that is rapid in onset and can cause death. Common allergens include animal dander, fish, latex, milk, shellfish, tree nuts, eggs, insect venom, medications, peanuts, soy, and wheat. A severe allergic reaction usually occurs quickly; death has been reported to occur within minutes. An anaphylactic reaction can also occur up to one to two hours after exposure to the allergen.

While it is not possible for the District to completely eliminate the risks of an anaphylactic emergency when a student is at school, an Anaphylaxis Prevention, Response, and Management Program using a cooperative effort among students' families, staff members, students, health care providers, emergency medical services, and the community helps the District reduce these risks and provide accommodations and proper treatment for anaphylactic reactions.

The Superintendent or designee shall develop and implement an Anaphylaxis Prevention, Response, and Management Program for the prevention and treatment of anaphylaxis that:

1. Fully implements the Ill. State Board of Education (ISBE)'s model policy required by the School Code that: (a) relates to the care and response to a person having an anaphylaxis reaction, (b) addresses the use of epinephrine in a school setting, (c) provides a full food allergy and prevention of allergen exposure plan, and (d) aligns with [105 ILCS 5/22-30](#) and [23 Ill.Admin.Code §1.540](#).
2. Ensures staff members receive appropriate training, including: (a) an in-service training program for staff who work with students that is conducted by a person with expertise in anaphylactic reactions and management, and (b) training required by law for those staff members acting as *trained personnel*, as provided in [105 ILCS 5/22-30](#) and [23 Ill.Admin.Code §1.540](#).
3. Implements and maintains a supply of undesignated epinephrine in the name of the District, in accordance with policy 7:270, *Administering Medicines to Students*.
4. Follows and references the applicable best practices specific to the District's needs in the Centers for Disease Control and Prevention's *Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs* and the *National Association of School Nurses Allergies and Anaphylaxis Resources/Checklists*.
5. Provides annual notice to the parents/guardians of all students to make them aware of this policy.
6. Complies with State and federal law and is in alignment with Board policies.

Monitoring

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors reviews and makes any necessary updates to this policy at least ¹²⁵once every three years by conducting a review

and reevaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its reevaluation and assessment of this policy's outcomes and effectiveness. Any updates will reflect any necessary and appropriate revisions. review and any necessary updates. [PRESSPlus1](#)

LEGAL REF.:

105 ILCS 5/2-3.190~~82~~, 5/10-22.39(e), and 5/22-30.

[23 Ill.Admin.Code §1.540.](#)

Anaphylaxis Response Policy for Illinois Schools, published by ISBE.

CROSS REF.: 4:110 (Transportation), 4:120 (Food Services), 4:170 (Safety), 5:100 (Staff Development Program), 6:120 (Education of Children with Disabilities), 6:240 (Field Trips and Recreational Class Trips), 7:180 (Prevention of and Response to Bullying, Intimidation and Harassment), 7:250 (Student Support Services), 7:270 (Administering Medicines to Students), 8:100 (Relations with Other Organizations and Agencies)

Adopted: August 23, 2022

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 110, October 2022**

Document Status: Draft Update

STUDENTS

7:290 Suicide and Depression Awareness and Prevention

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

Suicide and Depression Awareness and Prevention Program

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

1. Protocols for administering youth suicide awareness and prevention education to students and staff.
 - a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements [105 ILCS 5/2-3.139](#) and [105 ILCS 5/27-7](#) (requiring education for students to develop a sound mind and a healthy body).
 - b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under [105 ILCS 5/3-14.8](#) (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
 - a. The training required by [105 ILCS 5/10-22.39](#) for licensed school personnel and administrators who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and
 - b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to *Ann Marie's Law* on ISBE's website.
3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are lesbian, gay, bisexual, transgender, or questioning (LGBTQ); (G) are bereaved by suicide; or (H) have a medical condition or certain types of disabilities. Implementation will incorporate paragraph number 2, above, along with Board policies:
 - a. 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and [405 ILCS 49/15\(b\)](#) (requiring student social

- and emotional development in the District's educational program);
- b. 6:120, *Education of Children with Disabilities*, implementing special education requirements for the District;
 - c. 6:140, *Education of Homeless Children*, implementing provision of District services to students who are homeless;
 - d. 6:270, *Guidance and Counseling Program*, implementing guidance and counseling program(s) for students, and [105 ILCS 5/10-22.24a](#) and [22.24b](#), which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;
 - e. 7:10, *Equal Educational Opportunities*, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ;
 - f. 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, implementing State law requirements related to students who are in foster care;
 - g. 7:250, *Student Support Services*, implementing the Children's Mental Health Act of 2003, [405 ILCS 49/](#) (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and
 - h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to *Ann Marie's Law*.
4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*.
 5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program*, and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.
 6. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program.

Illinois Suicide Prevention Strategic Planning Committee

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

Monitoring

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

Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website. The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District. Student identification (ID) cards, the District's website, and student handbooks and planners will contain the support information as required by State law.

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the [Student Confidential Reporting Act, 5 ILCS 860/](#), [Children's Mental Health Act of 2003, 405 ILCS 49/](#), [Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/](#), and the [Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.](#)

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

LEGAL REF.:

[42 U.S.C. § 1201 et seq.](#) Individuals with Disabilities Education Act.

105 ILCS 5/2-3.166, 105 ILCS 5/2-3.139, 5/3-14.8, 5/10-20.76~~3~~ (final citation pending), [5/10-20.81](#), 5/10-22.24a, 5/10-22.24b, 5/10-22.39, ~~5/10-20.75~~ (final citation pending), 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b, 5/27-7. [PRESSPlus1](#)

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

[405 ILCS 49/](#), [Children's Mental Health Act of 2003.](#)

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

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

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

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 110, October 2022**

Document Status: Draft Update

STUDENTS

7:340 Student Records

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

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

State and federal law grants students, ~~and~~ parents/guardians, and when applicable, the Ill. Dept. of Children and Family Services' Office of Education and Transition Services, [PRESSPlus1](#) certain rights, including the right to inspect, copy, and/or challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to opt-out of the release of directory information regarding his or her child. The District will comply with State or federal law with regard to release of a student's school records, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student. Upon request, the District discloses school student records without parent consent to the official records custodian of another school in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law.

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

Student Biometric Information Collection

The Superintendent or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention. Such recommendation shall be consistent with budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique

behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

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

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

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

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

LEGAL REF.:

20 U.S.C. §1232g, Family Educational Rights and Privacy Act, ~~implemented by~~ 34 C.F.R. Part 99.

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

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

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

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

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

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

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

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

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

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

Adopted: March 22, 2022

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 10/5(a), amended by P.A. 102-199. The Ill. School Student Records Act does not give Ill. Dept. of Children and Family Services representatives the right to challenge student records. 105 ILCS 10/7. **Issue 110, October 2022**

Document Status: Draft Update - Rewritten

General Personnel

5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest

Title has been updated. Original Title: Employee Ethics; Conduct; and Conflict of Interest

All District employees are expected to maintain high standards in their job performance, demonstrate integrity and honesty, be considerate and cooperative, and maintain professional and appropriate relationships with students, parents/guardians, staff members, and others. [PRESSPlus1](#)

The Superintendent or designee shall provide this policy to all District employees and students and/or parents/guardians in their respective handbooks, and ensure its posting on the District's website, if any. [PRESSPlus2](#)

Professional and Appropriate Conduct

Professional and appropriate employee conduct are important Board goals that impact the quality of a safe learning environment and the school community, increasing students' ability to learn and the District's ability to educate. To protect students from sexual misconduct by employees, and employees from the appearance of impropriety, State law also recognizes the importance for District employees to constantly maintain professional and appropriate relationships with students by following established expectations and guidelines for employee-student boundaries. Many breaches of employee-student boundaries do not rise to the level of criminal behavior but do pose a potential risk to student safety and impact the quality of a safe learning environment. Repeated violations of employee-student boundaries may indicate the grooming of a student for sexual abuse. As bystanders, employees may know of concerning behaviors that no one else is aware of, so their training on: (1) preventing, recognizing, reporting, and responding to child sexual abuse and grooming behavior; (2) this policy; and (3) federal and state reporting requirements is essential to maintaining the Board's goal of professional and appropriate conduct. [PRESSPlus3](#)

The Superintendent or designee shall identify employee conduct standards [PRESSPlus4](#) that define appropriate employee-student boundaries, provide training about them, and monitor the District's employees for violations of employee-student boundaries. The employee conduct standards will require that, at a minimum:

1. Employees who are governed by the *Code of Ethics for Illinois Educators*, adopted by the Ill. State Board of Education (ISBE), will comply with its incorporation by reference into this policy. [PRESSPlus5](#)
2. Employees are trained on educator ethics, child abuse, grooming behaviors, and employee-student boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*. [PRESSPlus6](#)
3. Employees maintain professional relationships with students, including maintaining employee-student boundaries based upon students' ages, grade levels, and developmental levels and following District-established guidelines for specific situations, including but not limited to:

- a. Transporting a student;
 - b. Taking or possessing a photo or video of a student; and
 - c. Meeting with a student or contacting a student outside the employee's professional role.
4. Employees report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*. [PRESSPlus7](#)
5. Discipline up to and including dismissal will occur for any employee who violates an employee conduct standard or engages in any of the following: [PRESSPlus8](#)
- a. Violates expectations and guidelines for employee-student boundaries. [PRESSPlus9](#)
 - b. Sexually harasses a student.
 - c. Willfully or negligently fails to follow reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 *et seq.*), or the Elementary and Secondary Education Act (20 U.S.C. § 7926). [PRESSPlus10](#)
 - d. Engages in *grooming* as defined in 720 ILCS 5/11-25. [PRESSPlus11](#)
 - e. Engages in grooming behaviors. Prohibited grooming behaviors include, at a minimum, *sexual misconduct*. *Sexual misconduct* [PRESSPlus12](#) is any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, by an employee with direct contact with a student, that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
 - i. A sexual or romantic invitation.
 - ii. Dating or soliciting a date.
 - iii. Engaging in sexualized or romantic dialog.
 - iv. Making sexually suggestive comments that are directed toward or with a student.
 - v. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature.
 - vi. A sexual, indecent, romantic, or erotic contact with the student.

Statement of Economic Interests

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

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

Ethics and Gift Ban

in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with 105 ILCS 5/22-5, “no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected,” except when the employee is the author or developer of instructional materials listed with ISBE and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

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

1. A member of the employee’s immediate family;
2. An employee’s partner; [PRESSPlus13](#) or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or subcontracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Outside Employment

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

Incorporated

by reference: 5:120-E (Code of Ethics for Ill. Educators)

LEGAL REF.:

U.S. Constitution, First Amendment.

2 C.F.R. §200.318(c)(1).

5 ILCS 420/4A-101, Ill. Governmental Ethics Act.

5 ILCS 430/, State Officials and Employee Ethics Act.

30 ILCS 708/, Grant Accountability and Transparency Act.

50 ILCS 135/, Local Governmental Employees Political Rights Act.

105 ILCS 5/10-22.39, 5/10-23.13, 5/22-5, 5/22-85.5, and 5/22-93.

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

720 ILCS 5/11-25, Criminal Code of 2012.

775 ILCS 5/5A-102, Ill. Human Rights Act.

23 Ill.Admin.Code Part 22, Code of Ethics for Ill. Educators.

Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).

Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Terminations and Suspensions), 7:20 (Harassment of Students Prohibited)

PRESSPlus Comments

PRESSPlus 1. This policy is renamed in response to Faith's Law, 105 ILCS 5/22-85.5, added by P.A. 102-676, so its title explicitly references an employee code of professional conduct. It is rewritten to set forth expectations more clearly for employee behavior, including maintaining appropriate boundaries with students.

This policy largely cites 105 ILCS 5/22-85.5, a small portion of the *Faith's Law* package. *Faith's Law* is the entirety of Public Act 102-676, which closed significant legal loopholes related to combating grooming by: (1) broadening the definition of grooming prohibited by the Criminal Code of 2012 (720 ILCS 5/11-25); (2) authorizing the Ill. Dept. of Children and Family Services to investigate grooming allegations under the Abused and Neglected Child Reporting Act (325 ILCS 5/3); and (3) requiring the Ill. State Board of Education (ISBE) to, by 7-1-23, develop and maintain a resource guide for students, parents/guardians, and teachers about sexual abuse response and prevention resources available in their community (105 ILCS 5/2-3.188). A *Faith's Law* trailer bill, P.A. 102-702, eff. 7-1-23, further combats grooming by amending School Code provisions related to district and third-party contractor hiring practices, suspension and revocation of employee licenses, and criminal history records checks for prospective and current employees. **Issue 110, October 2022**

PRESSPlus 2. Required by 105 ILCS 5/22-85.5(e), added by P.A. 102-676. See sample exhibits 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, and 7:190-E2, *Student Handbook Checklist*. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: www.ilprincipals.org/msh. The sample exhibits are available at **PRESS** Online by logging in at www.iasb.com. **Issue 110, October 2022**

PRESSPlus 3. See 105 ILCS 5/22-85.5(b), added by P.A. 102-676. **Issue 110, October 2022**

PRESSPlus 4. Sample conduct standards are contained in administrative procedure 5:120-AP2, *Employee Conduct Standards*, available at **PRESS** Online by logging in at www.iasb.com. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them. **Issue 110, October 2022**

PRESSPlus 5. 105 ILCS 5/22-85.5(d)(1), added by P.A. 102-676; 23 Ill.Admin.Code Part 22. 105 ILCS 5/22-85.5(d)(1) requires boards to incorporate ISBE's *Code of Ethics for Illinois Educators* in their policies. Prior to this law requiring boards to incorporate the *Code* by reference, this policy incorporated it to demonstrate a board's commitment to the *Code's* principles, potentially allowing a board to enforce the *Code* independently from any action taken by the State Superintendent. **Issue 110, October 2022**

PRESSPlus 6. 105 ILCS 5/22-85.5(d)(5), added by P.A. 102-676, requires districts to reference required employee training related to child abuse and educator ethics in its employee professional conduct policy. **Issue 110, October 2022**

PRESSPlus 7. Required by 105 ILCS 5/22-85.5(d)(4), added by P.A. 102-676. See also 105 ILCS 5/10-23.13(b), amended by P.A. 102-610. **Issue 110, October 2022**

PRESSPlus 8. Required by 105 ILCS 5/22-85.5(f), added by P.A. 102-676. **Issue 110, October 2022**

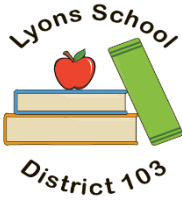
PRESSPlus 9. Sample expectations and guidelines are contained in administrative procedure 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*, available at **PRESS** Online by logging in at www.iasb.com. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them. **Issue 110, October 2022**

PRESSPlus 10. Required by 105 ILCS 5/22-85.5(d)(4), added by P.A. 102-676. **Issue 110, October 2022**

PRESSPlus 11. 720 ILCS 5/11-25(a), amended by P.A. 102-676, defines *grooming* as follows: "A person commits grooming when he or she knowingly uses a computer on-line service, Internet service, local bulletin board service, or any other device capable of electronic data storage or transmission, performs an act in person or by conduct through a third party, or uses written communication to seduce, solicit, lure, or entice, or attempt to seduce, solicit, lure, or entice, a child, a child's guardian, or another person believed by the person to be a child or a child's guardian, to commit any sex offense as defined in Section 2 of the Sex Offender Registration Act, to distribute photographs depicting the sex organs of the child, or to otherwise engage in any unlawful sexual conduct with a child or with another person believed by the person to be a child. As used in this Section, 'child' means a person under 17 years of age." **Issue 110, October 2022**

PRESSPlus 12. Required by 105 ILCS 5/22-85.5(d)(2), added by P.A. 102-676. This definition of *sexual misconduct* is adapted from 105 ILCS 5/22-85.5(c), added by P.A. 102-676. It results from collaboration to implement some recommendations of the *Make Sexual and Severe Physical Abuse Fully Extinct (Make S.A.F.E.) Taskforce* and was endorsed by Stop Educator Sexual Abuse Misconduct & Exploitation (S.E.S.A.M.E.), a national organization working to prevent sexual exploitation, abuse, and harassment of students by teachers and other school staff. See www.sesamenet.org/ for further information. **Issue 110, October 2022**

PRESSPlus 13. The law does not define *partner*, consult the board attorney about whether this term includes domestic partners, business partners, or both. **Issue 110, October 2022**



Lyons Elementary District 103

2022-23 BOARD GOALS

Goal Area 1 – Student Achievement/Curriculum

Focus on district-wide staff fidelity for interventions.

Goal Area 2 – Programs & Services

Research and assess the needs for elevating equity through the use of the culturally responsive teaching and leading standards.

Goal Area 3 - Facilities

Enhance HVAC and LED lighting.

Goal Area 4 – District Finances

Sustain fiscally responsible decision making while providing competitive pay increases to staff.

December 1, 2022

Lyons School District 103
4100 Joliet Road
Lyons, IL 60534
Attention: Dr. Kristopher Rivera

RE: DISTRICT-WIDE LED LIGHTING UPGRADES PROFESSIONAL SERVICES PROPOSAL

Dear Kris:

Cordogan Clark is pleased to provide professional services for Architectural & Engineering and Construction Management to facilitate the District-wide LED Lighting Upgrade Project as part of the Master Agreement Contract dated July 14, 2022. The terms and conditions of the Master Agreement shall be in utilized as the criteria for execution of this project.

Cordogan Clark will provide coordination and bid document services to create publicly biddable construction documents and specifications utilizing the lighting audit information that Cordogan Clark will prepare with assistance from a lighting vendor. Cordogan Clark will create a Bidders List and solicit LED Upgrade Potential Bidders, manage the Bidding Process, ROE Permit coordination, Bid Scope vetting process, issue a Bid Recommendation document for BOE award, issue Notice to Proceed/Letter of Intent to the awarded Contractor, write the Prime Contract Agreement, gather all Bonds, Certificates of Insurance, facilitate all background checks for the Contractor's on-site personnel and manage the process. The aforementioned scope of work shall be provided at a professional service fee of 5.75% of the Cost of the Work. All on-site construction management and monitoring, submittal reviews, Request for Information (RFI) processing, Potential Change Order reviews, field work orders, field coordination, schedule monitoring, pay application processing, close-out document coordination, punch list review, ROE Certificate of Occupancy coordination, warranty review shall be done on a Time and Material Basis in accordance with the attached Billing Rate Schedule.

Thank you for this opportunity to serve Lyons D103 on this critical project. Should you require any additional information or clarifications, please do not hesitate to contact me.

If this proposal meets your satisfaction, please sign on the following page and return a copy to us via email at bkronewitter@cordoganclark.com

Respectfully submitted,

Cordogan Clark



Brian Kronewitter, AIA, DBIA
Executive Vice President

LYONS SD 103

LED Lighting Upgrades Cost & Payback Analysis

December 9, 2022



SCHOOL	SQ FOOTAGE	SD 103 Out of pocket COST w/o 25% bonus	Estimated ComEd Incentive 2023	Early Bird bonus 25% 12/1/22-3/31/2023 -- NOT IN CUSTOMER COST CALC	Submittal after 3/31 - no bonus at this time	CURRENT ENERGY USAGE kWh/yr	POST ENERGY USAGE kWh/yr ***	EST - ANNUAL NET ENERGY SAVINGS (only)	EST - ANNUAL MAINTENANCE ENERGY SAVINGS (only)	ROI (yrs)
District Office		\$19,680.38	\$8,472.00	\$2,118.00	\$0.00	9,168	3,406	\$2,768.53	\$3,175.00	3.3
Edison Elementary		\$63,260.15	\$47,163.85	\$11,790.96	\$0.00	46,917	16,934	\$14,406.23	\$12,975.00	2.3
Home Elementary		\$59,581.60	\$36,431.00	\$9,107.00	\$0.00	34,924	14,289	\$9,914.70	\$11,025.00	2.8
Lincoln Elementary		\$85,986.48	\$68,318.12	\$17,079.50	\$0.00	64,566	25,101	\$18,962.14	\$18,975.00	2.3
Robinson Elementary		\$52,562.40	\$35,564.60	\$8,891.00	\$0.00	35,287	11,322	\$11,514.70	\$9,500.00	2.5
Costello Elementary		\$61,815.40	\$50,448.60	\$12,612.15	\$0.00	51,737	16,510	\$16,925.87	\$13,150.00	2.1
George Washington Elementary		\$127,464.30	\$125,419.70	\$31,354.00	\$0.00	130,326	40,053	\$40,491.49	\$30,575.49	1.8
TOTAL:	0	\$470,350.71	\$371,817.87	\$92,952.61	\$0.00	372,925	127,615	\$114,983.66	\$99,375.49	2.44

**EMERGENCY CONTRACT AMENDMENT
TEMPORARY AMENDMENT**

This Emergency Covid Amendment is effective START DATE, by and between A'viands, LLC d/b/a K-12 by Elior 300 South Tryon Street, Suite 400 Charlotte, NC. 28202 ("K-12 by Elior") and Lyons Elementary School District 103 4100 Joliet Avenue, Lyons, IL. 60534 ("Client").

WHEREAS, the parties entered into an Agreement dated for the 2022-2023 school year (the "Agreement") whereby A'viands, LLC d/b/a K-12 by Elior would provide and Client would pay for a food service program at the Lyons SD # 103; and

WHEREAS, the current term of the Agreement expires on June 30, 2023; and

WHEREAS, the parties wish to AMEND the Agreement until June 30th, 2023.

NOW THEREFORE, the parties agree as follows:

1. The parties acknowledge that this Emergency Covid Amendment is permitted under the rules and regulations of the USDA.
2. The Agreement is hereby amended for the period commencing January 1, 2023 and ending June 30, 2023.
3. The purchase price for the meals for this renewal period shall be as follows:

Breakfast	2.07
Lunch	2.91
Snack	0
Dinner	0

4. This Agreement may be only renewed if the USDA waivers are extended beyond 6/30/2023 or as permitted by the USDA. Such amendment shall be upon the written mutual consent of both parties and the prices per contract will be negotiated for such period.

All other terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the parties have set their hands and seals the day and year first above written.

Lyons SD # 103

A'viands, LLC. d/b/a K-12 by Elior

By: _____
Signature

By: _____
Signature

Printed Full Name & Job Title

Richard Sikoral, Managing Director K-12
Printed Full Name & Job Title

Date

12/19/2022
Date

	2022	2023	Increase without extra .40 lunch and .15 breakfast	Reimbursements with .40 lunch and .15 breakfast	Increase with extra .40 lunch and .15 breakfast	Proposed increase	Rates with .11 lunch .08 breakfast to K12 by Elior	Increase with .11 for lunch and .08 for breakfast to K12 by Elior
NSLP								
Paid	0.42	0.45	7.1%	0.85	102.4%	0.11	0.74	76.1%
Reduced	3.33	3.61	8.4%	4.01	20.4%	0.11	3.90	17.1%
Free	3.73	4.01	7.5%	4.41	18.2%	0.11	4.30	15.2%
Average			7.9%		23.9%			19.5%
SBP								
Paid	0.33	0.35	6.1%	0.50	51.5%	0.08	0.42	27.2%
Reduced	1.67	1.81	8.4%	1.96	17.4%	0.08	1.88	12.5%
Free	1.97	2.51	27.4%	2.66	35.0%	0.08	2.58	30.9%
Average			17.6%		29.0%			22.9%

We encourage and recommend Lyons SD # 103 to consult your state board of education and your legal counsel. The emergency contract amendment request will not exceed June 30th, 2023 and is effective October 31st, 2022.

At K-12 by Elior we believe every child deserves a great meal and Lyons SD # 103 can maintain a foodservice program that is student focused, cost effective, utilizes labor efficiently, and meets all the USDA guidelines.

We have enclosed two copies of this Emergency Covid Amendment which includes the temporary increase. Following USDA guidance, a future renewal would not include this temporary increase and would be based on your current contractual rate.

Please review and upon approval, sign both copies and return to us by November 4th. Signed amendments can be e-mailed to your district manager. Retain one for your records, return one to us and if appropriate send one to your state board of education.

Again, we thank you for the opportunity to serve Lyons SD # 103 and we look forward to working with you and the children of Lyons SD # 103 through the remaining year and for years to come. If you have any questions or concerns, please contact your district manager.

Sincerely,

Richard Sikoral
 Managing Director
 K-12 by Elior