



**REGULAR MEETING OF THE BOARD OF EDUCATION
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204**

**Room 103-104
100 South Brainard Avenue
La Grange, Illinois 60525
Monday, January 22, 2024 - 7:00 PM**

A G E N D A

PLEASE NOTE CLOSED SESSION WILL BEGIN AT 6:30 PM
OPEN SESSION WILL BEGIN AT 7:00 PM

I. OPENING & ROLL CALL

II. AGENDA APPROVAL/ORDER OF BUSINESS

3

III. CLOSED SESSION

Pursuant to 5 ILCS 140/2(c)(11), the Board of Education will enter into closed session to discuss litigation affecting or on behalf of the School District that has been filed and is pending the Circuit Court of Cook County, Illinois, specifically: Lyons Township High School District 204 v. Township Trustees of Schools Township 38 North, Range 12 East, Case No. 2021 CH 04844, pending in the Circuit Court of Cook County, Illinois.

IV. OPEN SESSION & PLEDGE

V. PUBLIC PARTICIPATION

VI. STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION REPORT

(Sophia Szymanski)

VII. SUPERINTENDENT'S DISTRICT REPORT

A. Miscellaneous

B. December 2023 Graduates

C. Monthly FOIA Report

4

VIII. NEW BUSINESS

A. Action

1. PRESS 113 policy updates and recommendations (First Reading)

5

2. Consideration of the Board of Education approval of the Illinois State Board of Education Discipline Improvement Plan

94

3. Resolution Abating a Portion of the Working Cash Fund of the District

103

4. Consideration and Approval of Settlement Agreement and Mutual Release regarding Lyons Township High School District 204 v. Township Trustees of Schools Township 38 North, Range 12 East, Case No. 2021 CH 04844, pending in the Circuit Court of Cook County, Illinois

- B. Information
 - 1. Discussion Regarding Willow Springs Property

IX. CONSENT AGENDA

- A. Payment of Bills and Financial Statements
 - 1. Lyons Township High School - Approval is requested for payment of bills within various funds for December 2023 110
 - 2. Lyons Township High School - The financial statement for month ending December 31, 2023 111
 - 3. La Grange Area Department for Special Education (LADSE) - Approval is requested for payment of bills within various funds and the financial statement for the month ending December 31, 2023 114

- B. Human Resources
 - 1. LTHS Certified and/or Classified Staff Employment Recommendations
 - 2. LADSE Staff Employment Recommendations

- C. Minutes
 - 1. Regular Action Meeting Minutes - December 18, 2023 (Open and Closed Sessions)
 - 2. Committee of the Whole Meeting Minutes - January 9, 2024

- D. Overnight Student Travel
 - 1. Varsity Poms - IHSA State Series, Bloomington, IL, January 26-27, 2024 (B. Smith, A. Pinta) 154
 - 2. WLTL Radio Management, New York, NY, 2/29-3/3/2024 (C. Thomas) 159
 - 3. Poms and Winter Guard, IDTA State Competition, Springfield, IL, 2/9-10/2024 (B. Smith, D. Fry, B. Dominiak) 164
 - 4. Congressional Debate - Harvard National Speech & Debate Tournament, Cambridge, MA, February 16-20, 2024 (T. Swiontek) 171

- E. Disposal of Surplus Equipment 188

X. PUBLIC PARTICIPATION

XI. ADJOURNMENT

BY ORDER OF
 DAWN AUBERT
 LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
 100 SOUTH BRAINARD AVENUE
 LA GRANGE, IL 60525

To: Board of Education
From: Brian Waterman
Date: January 22, 2024
Re: Agenda Approval/Order of Business

Suggested Motion

. . . that the Board of Education approves the agenda as presented.



LYONS TOWNSHIP HIGH SCHOOL

January 11, 2024

TO: Dr. Brian Waterman
FROM: Jen Tyrrell
RE: December Graduates

Below is a list of names of our December graduates. Please present to the Board of Education at the next regular action meeting.

**Arney, Isabella Wren
Avelar, Adrian Marcelino
Escobedo, Wendy Janeth
Hutchins, Camille Gennivie
Hvorcik, Jason Michael
Leonard, Kara Nicole
Niego, Catalina Faith
Tuerk, Edward William
Woosley, Ava Grace**



**LYONS TOWNSHIP HIGH SCHOOL
District 204**

Dr. Brian Waterman, Superintendent

Ph: 708-579-6451 E: BWaterman@LTHS.net
North Campus 100 S. Brainard Ave., LaGrange, IL 60525
South Campus 4900 S. Willow Springs Ave., Western Springs, IL 60558

TO: District #204 Board of Education
FROM: Dr. Brian Waterman, Superintendent
DATE: Tuesday, January 9, 2024
RE: PRESS 113

You received all of the materials for the PRESS 113 review and update in December. Those materials included all the press policy recommendations and materials from the attorney review. Our administration team has also reviewed all of the policies and recommendations and have no additional concerns or recommendations.

Please let me know if you have any questions.

Recommendation

Approve the updates to the policies as presented.



TO: Board of Education
FROM: Brian Waterman, Superintendent
DATE: December 18, 2023
RE: PRESS 113 Update

The District maintains its policies through the PRESS service provided by the Illinois Association of School Boards (IASB). We recently received PRESS issue 113 updates. Recommendations are outlined below. If the policy is being reviewed by our legal counsel, that information will be provided in the January 9th COTW Board Book.

Section 1: Review and Monitoring. Similar to a 5-year update, these policies have not been included in a recent 5-year update and PRESS is recommending a review now.

Policy 4:30 Revenue and Investments

Section 2: Draft Updates. The following policy revisions are draft updates and can include changes of an administrative nature, such as updates to legal references, footnotes, terminology, or responses to recent legislation, or other language suggestions.

Policy 2:20 Powers and Duties of the Board of Education; Indemnification (KB Review)
Policy 2:120 Board Member Development
Policy 2:200 Types of Board of Education Meetings (KB Review)
Policy 2:220 Board of Education Meeting Procedure
Policy 4:10 Fiscal and Business Management
Policy 4:60 Purchases and Contracts
Policy 4:130 Free Food Services
Policy 4:160 Environmental Quality of Buildings and Grounds
Policy 5:30 Hiring Process and Criteria
Policy 5:190 Teacher Qualifications
Policy 5:220 Terms and Conditions of Employment and Dismissal
Policy 5:210 Resignations (KB Review)
Policy 5:220 Substitute Teachers
Policy 5:250 Leaves of Absences (KB Review)
Policy 5:330 Sick Days, Vacation, Holidays and Leaves
Policy 6:15 School Accountability
Policy 6:30 Organization of Instruction
Policy 6:50 School Wellness
Policy 6:60 Curriculum Content (HLERK Review)
Policy 6:230 Library Media Program (HLERK Review)
Policy 7:60 Residence (HLERK Review)
Policy 7:70 Attendance and Truancy

Policy 7:160 Student Appearance (HLERK Review)
Policy 7:190 Student Behavior (HLERK Review)
Policy 7:270 Administering Medicines to Students (HLERK Review)
Policy 7:285 Anaphylaxis Prevention, Response and Management Program
Policy 7:290 Suicide and Depression Awareness and Prevention
Policy 8:30 Visitors to and Conduct on School Property (KB Review)

Document Status: Draft Update

SECTION 2 -BOARD OF EDUCATION

2:20 Powers and Duties of the Board of Education; Indemnification

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

1. Organizing the Board after each consolidated election by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with State and federal law.
2. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law.
3. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, including determining whether an employee has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by [325 ILCS 5/](#), and establishing an equal employment opportunity policy that prohibits unlawful discrimination.
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration.
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law.
6. Entering contracts in accordance with applicable federal and State law, including using the public bidding procedure when required. [PRESSPlus1](#)
7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy.
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination.
9. Approving the curriculum, textbooks, and educational services.
10. Evaluating the educational program and approving School Improvement and District Improvement Plans. [PRESSPlus2](#)
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School and student performance.
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it.
13. Establishing attendance units within the District and assigning students to the schools.
14. Establishing the school year.
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11.
16. Providing student transportation services pursuant to State law.
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities.
18. Complying with requirements in the Abused and Neglected Child Reporting Act (ANCRA). Specifically, each individual Board member must, if an allegation is raised to the member during

an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

19. Notifying the State Superintendent of Education promptly and in writing of the name of a licensed teacher who was convicted of a felony, along with the conviction and the name and location of the court where the conviction occurred.
20. Notifying the Teachers' Retirement System (TRS) of the State of Ill. Board of Trustees promptly and in writing when it learns that a teacher as defined in the Ill. Pension Code was convicted of a felony, along with the name and location of the court where the conviction occurred, and the case number assigned by that court to the conviction.
21. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.

Indemnification

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

LEGAL REF.:

[105 ILCS 5/10](#), [5/17-1](#), [5/21B-85](#), and [5/27-1](#).

[115 ILCS 5/](#), Ill. Educational Labor Relations Act.

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

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational Board of Education Meeting), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), 4:165 (Awareness and Prevention of Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:290 (Employment Termination and Suspensions), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

Adopted: February 22, 2022

PRESSPlus Comments

raising the bidding threshold to \$~~25,000.00~~35,000.00. See policy 4:60, *Purchases and Contracts*. **Issue 113, October 2023**

PRESSPlus 2. Updated in response to 105 ILCS 5/2-3.25f, amended by P.A. 103-175, changing state interventions available for School Improvement and ~~District Improvement~~ Plans. For more specific information about school improvement plans, see PRESS sample policy 6:10, *Educational Philosophy and Objectives*, and f/n 6 in PRESS sample policy 6:15, *School Accountability*, available at PRESS Online by logging in at www.iasb.com. **Issue 113, October 2023**

Document Status: Draft Update

SECTION 2 -BOARD OF EDUCATION

2:120 Board Member Development

The Board of Education desires that its individual members learn, understand, and practice effective governance principles. The Board is responsible for Board member orientation and development. Board members have an equal opportunity to attend State and national meetings designed to familiarize members with public school issues, governance, and legislation.

The Board President and/or Superintendent shall provide all Board members with information regarding pertinent education materials, publications, and notices of training or development.

Mandatory Board Member Training

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

1. Each Board member must complete at least 4 hours of professional development leadership training in education and labor law, financial oversight and accountability, fiduciary responsibilities, and ~~(beginning in the fall of 2023)~~ [PRESSPlus1](#) trauma-informed practices for students and staff within the first year of his or her first term. This requirement is applicable to Board members who are elected after June 13, 2011 or who are appointed to fill a vacancy of at least one year's duration after that date.
2. Each Board member must complete training on the Open Meetings Act no later than 90 days after taking the oath of office for the first time. After completing the training, each Board member must file a copy of the certificate of completion with the Board. Training on the Open Meetings Act is only required once.
3. Each Board member must complete a training program on evaluations under the Performance Evaluation Reform Act (PERA) before participating in a vote on a tenured teacher's dismissal using the optional alternative evaluation dismissal process. This dismissal process is available after the District's PERA implementation date.

The Superintendent or designee shall maintain on the District website a log identifying the complete training and development activities of each Board member, including both mandatory and non-mandatory training.

Board Self-Evaluation

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

New Board Member Orientation

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

1. The Board President or Superintendent, or their designees, shall give each new Board member a copy of or online access to the Board Policy Manual, the Board's regular meeting minutes for the past year, and other helpful information including material describing the District and

explaining the Board's roles and responsibilities.

2. The Board President or designee shall schedule one or more special Board meetings, or schedule time during regular meetings, for Board members to become acquainted and to review Board processes and procedures.
3. The Board President may request a veteran Board member to mentor a new member.
4. All new members are encouraged to attend workshops for new members conducted by the Illinois Association of School Boards.

Candidates

The Superintendent or designee shall invite all current candidates for the office of Board member to attend: (1) Board meetings, except that this invitation shall not extend to any closed meetings, and (2) pre-election workshops for candidates.

LEGAL REF.:

5 ILCS 120/1.05 and 120/2, Open Meetings Act.

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

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

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 113, October 2023**

Document Status: Draft Update

SECTION 2 -BOARD OF EDUCATION

2:200 Types of Board of Education Meetings

General

For all meetings of the Board of Education and its committees, the Superintendent or designee shall satisfy all notice and posting requirements contained herein as well as in the Open Meetings Act. This shall include mailing meeting notifications to news media that have officially requested them and to others as approved by the Board. Unless otherwise specified, all meetings are held in the Board Room on the North Campus. Board policy 2:220, *Board of Education Meeting Procedure*, governs meeting quorum requirements.

The Superintendent is designated on behalf of the Board and each Board committee to receive the training on compliance with the Open Meetings Act that is administered by the Illinois Attorney General's Public Access Counselor. The Superintendent may identify other employees to receive the training. Each Board member must complete a course of training on the Open Meetings Act as required by Section 1.05(b) or (c) of that Act.

Regular Meetings

The Board announces the time and place for its regular meetings at the beginning of each fiscal year. The Superintendent shall prepare and make available the calendar of regular Board meetings. The regular meeting calendar may be changed with 10 days' notice in accordance with State law.

A meeting agenda shall be posted at the District's main office and the Board's meeting room, or other location where the meeting is to be held, at least 48 hours before the meeting.

Closed Meetings

The Board and Board committees may meet in a closed meeting to consider the following subjects:

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. [5 ILCS 120/2\(c\)\(1\)](#), amended by P.A. 101-459.
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. [5 ILCS 120/2\(c\)\(2\)](#).
3. The selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, when the public body is given power to appoint under law or

ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. [5 ILCS 120/2\(c\)\(3\)](#).

4. Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning. [5 ILCS 120/2\(c\)\(4\)](#).
5. Evidence or testimony presented to the Board regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4.5). [PRESSPlus1](#)
6. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. [5 ILCS 120/2\(c\)\(5\)](#).
7. The setting of a price for sale or lease of property owned by the public body. [5 ILCS 120/2\(c\)\(6\)](#).
8. The sale or purchase of securities, investments, or investment contracts. [5 ILCS 120/2\(c\)\(7\)](#).
9. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. [5 ILCS 120/2\(c\)\(8\)](#).
10. Student disciplinary cases. [5 ILCS 120/2\(c\)\(9\)](#).
11. The placement of individual students in special education programs and other matters relating to individual students. [5 ILCS 120/2\(c\)\(10\)](#).
12. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. [5 ILCS 120/2\(c\)\(11\)](#).
13. The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member. [5 ILCS 120/2\(c\)\(12\)](#).
14. Self evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member. [5 ILCS 120/2\(c\)\(16\)](#).
15. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. [5 ILCS 120/2\(c\)\(21\)](#).

The Board may hold a closed meeting, or close a portion of a meeting, by a majority vote of a quorum, taken at an open meeting. The vote of each Board member present, and the reason for the closed meeting, will be publicly disclosed at the time of the meeting and clearly stated in the motion and the meeting minutes.

A single motion calling for a series of closed meetings may be adopted when such meetings will involve the same particular matters and are scheduled to be held within three months of the vote.

No final Board action will be taken at a closed meeting.

Reconvened or Rescheduled Meetings

A meeting may be rescheduled or reconvened. Public notice of a rescheduled or reconvened meeting

shall be given in the same manner as that for a special meeting, except that no public notice is required when the original meeting is open to the public and: (1) is to be reconvened within 24 hours, or (2) an announcement of the time and place of the reconvened meeting was made at the original meeting and there is no change in the agenda.

Special Meetings

Special meetings may be called by the President or by any three members of the Board by giving notice thereof, in writing, stating the time, place, and purpose of the meeting to remaining Board members by mail at least 48 hours before the meeting, or by personal service at least 24 hours before the meeting.

Public notice of a special meeting is given by posting a notice at the District's main office and on the District website continuously for at least 48 hours before the meeting and by notifying the news media that have filed a written request for notice. A meeting agenda shall accompany the notice.

All matters discussed by the Board at any special meeting must be related to a subject on the meeting agenda.

Emergency Meetings

Public notice of emergency meetings shall be given as soon as practical, but in any event, before the meeting to news media that have filed a written request for notice.

Posting on the District Website

In addition to the other notices specified in this policy, the Superintendent or designee shall post the following on the District website: (1) the annual schedule of regular meetings, which shall remain posted until the Board approves a new schedule of regular meetings; (2) a public notice of all Board meetings; and notice.

LEGAL REF.:

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

[5 ILCS 140/](#), Freedom of Information Act.

[105 ILCS 5/10-6](#) and [5/10-16](#).

CROSS REF.: 2:210 (Organizational 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), 6:235 (Access to Electronic Networks), [8:30 \(Visitors to and Conduct on School Property\)](#)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Open Meetings Act (OMA), 5 ILCS 120/2(c)(4.5), added by P.A. 103-311. **Issue 113, October 2023**

Document Status: Draft Update

SECTION 2 -BOARD OF EDUCATION

2:220 Board of Education Meeting Procedure

Agenda

The Board of Education President is responsible for focusing the Board meeting agendas on appropriate content. The Superintendent shall prepare agendas in consultation with the Board President. The agenda must set forth the general subject matter of any resolution or ordinance that will be the subject of final action at the meeting. The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require extensive discussion before Board action. Upon the request of any Board member, an item will be withdrawn from the consent agenda and placed on the regular agenda for independent consideration.

Any Board member may submit suggested agenda items to the Board President for his or her consideration. Items may be added to the agenda at the beginning of a regular meeting; no action will be taken on such items.

The Superintendent shall provide a copy of the agenda, with adequate data and background information, to each Board member at least 48 hours before each meeting, except a meeting held in the event of an emergency. The meeting agenda shall be posted in accordance with Board policy 2:200, *Types of Board of Education Meetings*.

The Board President shall determine the order of business at regular Board meetings. Upon consent of a majority of members present, the order of business at any meeting may be changed.

Voting Method

Unless otherwise provided by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome. . A vote of "abstain" or "present," or a vote other than "yes" or "no," or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of "abstain" or "present," or a vote other than "yea" or "nay," or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes is rotated.

On all questions involving the expenditure of money and on all questions involving the closing of a meeting to the public, a roll call vote shall be taken and entered in the Board's minutes. An individual Board member may request that a roll call vote be taken on any other matter; the President or other presiding officer may approve or deny the request but a denial is subject to being overturned by a majority vote of the members present.

Minutes

The Recording Secretary shall keep written minutes of all Board meetings (whether open or closed), which shall be signed by the President and the Secretary. The minutes include:

1. The meeting's date, time, and place; 16
2. Board members recorded as either present or absent;

3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. On all matters requiring a roll call vote, a record of who voted “yes” and “no”;
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act (OMA) authorizing the closed meeting;
7. A record of all motions, including individuals making and seconding motions;
8. The type of meeting, including any notices and, if a reconvened meeting, the original meeting’s date.

The minutes shall be submitted to the Board for approval or modification at its next regularly scheduled open meeting. Minutes for open meetings must be approved within 30 days after the meeting or at the second subsequent regular meeting, whichever is later.

Every six months, or as soon after as is practicable, in an open meeting, the Board: (1) reviews minutes from all closed meetings that are currently unavailable for public release, and (2) determines which, if any, no longer require confidential treatment and are available for public inspection. This is also referred to as a *semi-annual review*. The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release, but it reports its determination in open session.

The Board’s meeting minutes must be submitted to the Board Treasurer at such times as the Treasurer may require.

The official minutes are in the custody of the Board Secretary. Open meeting minutes are available for inspection during regular office hours within 10 days after the Board’s approval; they may be inspected in the District’s main office, in the presence of the Secretary, the Superintendent or designee, or any Board member.

Minutes from closed meetings are likewise available, but only if the Board has released them for public inspection, except that Board members may access closed session minutes not yet released for public inspection (1) in the District’s administrative offices or their official storage location, and (2) in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. The minutes, whether reviewed by members of the public or the Board, shall not be removed from the District’s administrative offices or their official storage location except by vote of the Board or by court order.

The Board’s open meeting minutes shall be posted on the District website within 10 days after the Board approves them; the minutes will remain posted for at least 60 days.

Verbatim Record of Closed Meetings

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings. If neither is present, the Board President or presiding officer shall assume this responsibility. After the closed meeting, the person making the audio recording shall label the recording with the date and store it in a secure location. The Superintendent shall ensure that: (1) an audio recording device and all necessary accompanying items are available to the Board for every closed meeting, and (2) a secure location for storing closed meeting audio recordings is maintained within the District’s main office.

After 18 months have passed since being made, the ¹⁷audio recording of a closed meeting is destroyed

provided the Board approved: (1) its destruction, and (2) minutes of the particular closed meeting.

Individual Board members may access verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's official storage location. Requests shall be made to the Superintendent or Board President. While a Board member is listening to a verbatim recording, it shall not be re-recorded or removed from the District's main office or official storage location, except by vote of the Board or by court order.

Before making such requests, Board members should consider whether such requests are germane to their responsibilities, service to District, and/or Oath of Office in policy 2:80, *Board Member Oath and Conduct*. In the interest of encouraging free and open expression by Board members during closed meetings, the recordings of closed meetings should not be used by Board members to confirm or dispute the accuracy of recollections.

Quorum and Participation by Audio or Video Means

A quorum of the Board must be physically present at all Board meetings. A majority of the full membership of the Board constitutes a quorum.

Provided a quorum is physically present, a Board member may attend a meeting by audio conference if he or she is prevented from physically attending because of: (1) personal illness or disability, (2) employment or District business, ~~or~~ (3) a family or other emergency, or (4) unexpected childcare obligations. [PRESSPlus1](#) If a member wishes to attend a meeting by video or audio means, he or she must notify the recording secretary or Superintendent at least 24 hours before the meeting unless advance notice is impractical. The recording secretary or Superintendent will inform the Board President and make appropriate arrangements. A Board member who attends a meeting by audio or video means, as provided in this policy, may participate in all aspects of the Board meeting including voting on any item.

No Physical Presence of Quorum and Participation by Audio or Video; Disaster Declaration

The ability of the Board to meet in person with a quorum physically present at its meeting location may be affected by the Governor or the Director of the Ill. Dept. of Public Health issuing a disaster declaration related to a public health emergency. The Board President or, if the office is vacant or the President is absent or unable to perform the office's duties, the Vice President determines that an in-person meeting or a meeting conducted under the **Quorum and Participation by Audio or Video Means** subhead above, is not practical or prudent because of the disaster declaration; if neither the President nor Vice President are present or able to perform this determination, the Superintendent shall serve as the duly authorized designee for purposes of making this determination.

The individual who makes this determination for the Board shall put it in writing, include it on the Board's published notice and agenda for the audio or video meeting and in the meeting minutes, and ensure that the Board meets every OMA requirement for the Board to meet by video or audio conference without the physical presence of a quorum.

Rules of Order

Unless State law or Board-adopted rules apply, the Board President, as the presiding officer, will use the most recent edition of *Robert's Rules of Order Newly Revised*, as a guide when a question arises concerning procedure.

Any person may record or broadcast an open Board meeting. Special requests to facilitate recording or broadcasting an open Board meeting, such as seating, writing surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public. The Board President may designate a location for recording equipment, may restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.:

[5 ILCS 120/2a](#), [120/2.02](#), [120/2.05](#), [120/2.06](#), and 120/7, [Open Meetings Act](#).

[105 ILCS 5/10-6](#), [5/10-7](#), [5/10-12](#), and [5/10-16](#).

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:150 (Committees), 2:200 (Types of Board of Education Meetings), 2:210 (Organizational Board of Education Meeting), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated in response to 5 ILCS 120/7(a), amended by P.A. 103-311. **Issue 113, October 2023**

Document Status: Draft Update

OPERATIONAL SERVICES

4:10 Fiscal and Business Management

The Superintendent or designee 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 or designee 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 Network*.

Budget Planning

The District's fiscal year is from July 1 until June 30. The budget planning process shall include opportunities for the Board Finance Committee to review budget development supporting information and materials. The Director of Business Services shall present to the Board during a regular Board meeting in August, a tentative budget with appropriate explanations. The Superintendent or designee 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 or designee shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.

Preliminary Adoption Procedures

After receiving the Superintendent or designee'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, 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.

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 [PRESSPlus1](#) at which the Board certifies its operational levy.
4. Present a written report that includes the annual average expenditures of the District's operational funds for the previous three fiscal years at or before the board meeting at which the Board adopts its levy. In the event the District's combined cash reserve balance of its operational funds is more than 2.5 times the annual average expenditures of those funds for the previous three fiscal years, the Board will adopt and file with ISBE a reserve reduction plan by December 31. [PRESSPlus2](#)
5. 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.
6. 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](#), [5/17-1.10](#), [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: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. 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 113, October 2023**

PRESSPlus 2. 105 ILCS 5/17-1.10(a), added by P.A. 103-394, requiring a board to present "at a board meeting" a written report that includes the annual average expenditures of its operational funds, which include the educational, transportation, and operation and maintenance funds. The average expenditures are calculated based on the district's most recently audited annual financial report (AFR). For ease of administration, this sample policy language manages presentation of the report in conjunction with the meeting at which a board adopts its levy, or earlier, if a district's AFR is available. Consult the board attorney if a district's AFR is not available before December 31 (the date by which a reserve reduction plan must be filed, if applicable); the board may need to rely upon estimated numbers in that scenario. If a district's ratio of its combined cash reserves of its operational funds to its average annual expenditures of those funds over the past three fiscal years exceeds 2.5, then the board must adopt and file a plan with the Ill. State Board of Education to reduce its cash reserves to expenditures ratio to at or below 2.5 within three years.

Delete this paragraph if the district receives federal impact funding. Federal impact aid is designed to assist local school districts that have lost a portion of their local tax base because of federal ownership of property (e.g., military bases, low-rent housing properties, or concentrations of students that have parents/guardians in the uniformed services). For more information about federal impact aid, see www.oese.ed.gov/offices/office-of-formula-grants/impact-aid-program/ and www.nafisdc.org/impact-aid-resources/impact-aid-payments/. If the district receives federal impact funding, strike this list item in Edit Mode, and select "Adopted with Additional District Edits" as the Save Status.

Issue 113, October 2023

Document Status: Draft Update

OPERATIONAL SERVICES

4:60 Purchases and Contracts

The Superintendent shall manage the District's purchases and contracts in accordance with State law, the standards set forth in this policy, and other applicable Board of Education policies.

Standards for Purchasing and Contracting

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

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of \$~~35,000~~^{25,000} [PRESSPlus1](#) must comply with the State law bidding procedure, [105 ILCS 5/10-20.21](#), unless specifically exempted. Contracts for repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed \$50,000 and not involving a change or increase in the size, type or extent of an existing facility.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with [105 ILCS 5/19b-1](#) *et seq.*
4. Third party non-instructional services must comply with [105 ILCS 5/10-22.34c](#).
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with [105 ILCS 5/10-20.21](#)(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with [105 ILCS 5/10-20.21](#)(b-10).

7. The purchase of paper and paper products must comply with [105 ILCS 5/10-20.19c](#) and Board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:
 - a. In accordance with [105 ILCS 5/10-21.9](#)(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in [105 ILCS 5/10-21.9](#)(c) and [5/21B-80](#)(c) to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibit any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in [5/21B-80](#)(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
 - b. In accordance with [105 ILCS 5/22-94](#): (1) prohibit any of its employees from having *direct contact with children or students* if the contractor has not performed a sexual misconduct related employment history review (EHR) of the employee or if the District objects to the employee's assignment based on the employee's involvement in an instance of sexual misconduct as provided in [105 ILCS 5/22-94](#)(j)(3), which the contractor is required to disclose; (2) discipline, up to and including termination or denial of employment, any employee who provides false information or willfully fails to disclose information required by the EHR; (3) maintain all records of EHRs and provide the District access to such records upon request; and (4) refrain from entering into any agreements prohibited by [105 ILCS 5/22-94](#)(g).
 - c. In accordance with [105 ILCS 5/24-5](#): (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease; and (2) require any new or existing employee who provides services to students or in schools to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Dept. of Public Health rules or order of a local health official.
9. Any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act.
10. [Design-build contracts must comply with 105 ILCS 5/15A-1 et seq. PRESSPlus2](#)
11. [Any new contract for a district-administered assessment must comply with 105 ILCS 5/10-20.85. PRESSPlus3](#)
12. Purchases made with federal or State awards must comply with [2 C.F.R. Part 200](#) and [30 ILCS 708/](#), as applicable, and any terms of the award.

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

LEGAL REF.:

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

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

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

[410 ILCS 170/](#), Coal Tar Sealant Disclosure Act.

[820 ILCS 130/](#), Prevailing Wage Act.

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

Adopted: June 20, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-20.21, amended by P.A. 103-8, eff. 1-1-24. **Issue 113, October 2023**

PRESSPlus 2. Updated in response to 105 ILCS 5/15A-1 et seq., added by P.A. 103-491, eff. 1-1-24. Under a *design-build* delivery system for a construction project, a board contracts with a *design-build entity* that furnishes architecture, engineering, land surveying, public art or interpretive exhibits, and other construction services, as required for the project. It allows a single contractor to manage both the design and construction of a project, creating the potential for greater efficiency. Contrast this method with the traditional *design-bid-build* delivery method, in which a board contracts with multiple entities and utilizes a competitive bidding process for certain contractors, such as a general contractor. 105 ILCS 5/15A-1 et seq., added by P.A. 103-491, eff. 1-1-24, does not impact a district's ability to use a qualification-based selection process under 50 ILCS 510/, Local Government Professional Services Act (LGPSA), to select design professionals or construction managers for design-build projects. 105 ILCS 5/15A-50. See sample policy 2:170, *Procurement of Architectural, Engineering, and Land Surveying Services*, available at PRESS Online by logging in at www.iasb.com. For design-build projects, consult with the board attorney as needed to ensure the district: (1) complies with the specific procedural requirements related to requests for proposals (RFPs) and evaluation of RFP submissions for these contracts, and (2) incorporates additional criteria for requests for proposals and evaluation of proposals based on local conditions and the specific project, as permitted by the statute. Note that under 105 ILCS 5/15A-20, added by P.A. 103-491, eff. 1-1-24, a board must employ or contract with an independent design professional or public art designer (as applicable) selected under the LGPSA to assist with developing the scope and criteria for performance for a request for proposal under a design-build delivery system. **Issue 113, October 2023**

PRESSPlus 3. Updated in response to 105 ILCS 5/10-20.85, added by P.A. 103-393. See sample administrative procedure 4:60-AP1, *Purchases*, available at PRESS Online by logging in at www.iasb.com, for specific requirements. A *district-administered assessment* is one that requires all student test takers at any grade level to answer the same questions, or a selection of questions from a common bank of questions. It does *not* include the observational assessment tool used to satisfy the annual kindergarten assessment required by 105 ILCS 5/2-3.64a-10 or an assessment developed by district teachers or administrators that is used to measure student progress at an attendance center. **Issue 113, October 2023**

Document Status: Draft Update

OPERATIONAL SERVICES

4:130 Free Food Services

Notice

The Superintendent or designee shall be responsible for implementing the District's free food services policy.

If State funding is available for the Healthy School Meals for All Program, the Board will annually determine if it will participate in the program. [PRESSPlus1](#)

Eligibility Criteria and Selection of Children

A student's eligibility for free food services shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Dept. of Agriculture and distributed by the Ill. State Board of Education.

Notification

At the beginning of each school year, by letter, the District shall notify students and their parents/guardians of: (1) eligibility requirements for free food service; (2) the application process; (3) other information required by federal law. The Superintendent or designee shall provide the same information to informational media, the local unemployment office, and any major area employers contemplating layoffs. Parents/guardians enrolling a child in the District for the first time, any time during the school year, shall receive the eligibility information.

Nondiscrimination Assurance

The District shall avoid publicly identifying students receiving free meals and shall use methods for collecting meal payments that prevent identification of children receiving assistance.

Appeal

A family may appeal the District's decision to deny an application for free food services or to terminate such services as outlined by the U.S. Dept. of Agriculture in [7 C.F.R. §245.7](#), Determining Eligibility for Free and Reduced-Price Meals and Free Milk in Schools. The Superintendent or designee shall establish a hearing procedure for adverse eligibility decisions and provide by mail a copy of them to the family. The District may also use these procedures to challenge a child's continued eligibility for free meals or milk.

During an appeal, students previously receiving food service benefits shall not have their benefits terminated. Students who were denied benefits shall not receive benefits during the appeal. The status of a student's appeal or eligibility for free or reduced-price food services shall not relieve the District of its obligation to provide him or her with a free meal or snack under the Hunger-Free Students' Bill of Rights Act if he or she requests one, regardless of his or her ability to pay.

The Superintendent or designee shall keep on file for a period of three years a record of any appeals

made and the hearing record. The District shall also maintain accurate and complete records showing the data and method used to determine the number of eligible students served free food services. These records shall be maintained for three years.

LEGAL REF.:

U.S. Dept. of Agriculture, Food and Nutrition Service, National School Lunch Program, [7 C.F.R. Part 210](#).

U.S. Dept. of Agriculture, Food and Nutrition Service, Determining Eligibility for Free and Reduced-Price Meals and Free Milk in Schools, [7 C.F.R. Part 245](#).

[105 ILCS 123/](#), Hunger-Free Students' Bill of Rights Act

105 ILCS 125/, [School Breakfast](#) and [Lunch Program Act](#).

[105 ILCS 126/](#), [Childhood Hunger Relief Act](#).

[23 Ill.Admin.Code §305.10](#) *et seq.*

Adopted: February 19, 2019

PRESSPlus Comments

PRESSPlus 1. Optional. Updated in response to 105 ILCS 125/2.3, added by P.A. 103-532. Subject to appropriation, the Ill. State Board of Education (ISBE) is required to establish the Healthy School Meals for All Program. Participating boards must offer eligible meals, without charge, to all students enrolled in schools that participate in the National School Breakfast Program (NSBP) and National School Lunch Program (NSLP). To receive State reimbursement under the Healthy School Meals for All Program, a board must: (1) annually notify ISBE of its intent to participate in the program; (2) maximize its access to federal funds for NSBP and NSLP by participating in the CEP or another special assistance alternative, if eligible, and (3) operate the NSBP and NSLP in a manner that in the opinion of ISBE, draws down the most possible federal funding for meals served in the NSBP and NSLP. If State funding is insufficient to cover reimbursement of all interested boards, ISBE is required to inform eligible schools of the impact of the inadequate funding so that boards can make an informed decision about food service administration in their districts. **Issue 113, October 2023**

Document Status: Draft Update

OPERATIONAL SERVICES

4:160 Environmental Quality of Buildings and Grounds

The Superintendent shall take all reasonable measures to protect: (1) the safety of District personnel, students, and visitors on District premises from risks associated with hazardous materials and (2) the environmental quality of the District's buildings and grounds.

Pesticides

The application of any restricted use pesticides ~~will not be is prohibited applied~~ [PRESSPlus1](#) on or within 500 feet of school property during normal school hours. The Superintendent or designee shall maintain a registry of residents near the campus, employees, and parents/guardians of students requesting notification before the application of pesticide(s) and notify these people as required by the Structural Pest Control Act, [225 ILCS 235/](#), and the Lawn Care Products Application and Notice Act, [415 ILCS 65/](#).

Coal Tar Sealant

~~Beginning on 1-1-23, b~~ Before coal tar-based sealant products or high polycyclic aromatic hydrocarbon sealant products are used on District premises, the Superintendent or designee shall notify employees and parents/guardians of students in writing or by telephone as required by the Coal Tar Sealant Disclosure Act.

LEGAL REF.:

[105 ILCS 5/10-20.17a](#); [5/10-20.48](#).

[29 C.F.R. §1910.1030](#), Occupational Exposure to Bloodborne Pathogens, as adopted by the Illinois Department of Labor, [56 Ill.Admin.Code §350.700](#)(b).

[29 C.F.R. §1910.1200](#), Occupational Safety and Health Administration Hazard Communication Standards, as adopted by [820 ILCS 255/1.5](#), Toxic Substances Disclosure to Employees Act.

[20 ILCS 3130/](#), Green Buildings Act.

[105 ILCS 135/](#), Toxic Art Supplies in Schools Act.

[105 ILCS 140/](#), Green Cleaning School Act.

[225 ILCS 235/](#), Structural Pest Control Act.

[415 ILCS 60/14](#), Illinois Pesticide Act.

[415 ILCS 65/](#), Lawn Care Products Application and Notice Act.

[410 ILCS 170/](#), Coal Tar Sealant Disclosure Act.

[820 ILCS 255/](#), Toxic Substances Disclosure to Employees Act. (*inoperative*)

[23 Ill.Admin.Code §1.330.](#)

CROSS REF.: 4:150 (Facility Management and Building Programs), 4:170 (Safety)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 113, October 2023**

Document Status: Draft Update

General Personnel

5:30 Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board of Education policy on equal employment opportunity and minority recruitment. The Superintendent or designee is responsible for recruiting personnel and making hiring recommendations to the Board. The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board's approval. No individual will be employed who has been convicted of a criminal offense listed in [105 ILCS 5/21B-80\(c\)](#).

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

Job Descriptions

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

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

Investigations

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

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

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in [105 ILCS 5/21B-80](#) or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider

that person's status as a condition of employment.

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

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation in violation of the Equal Pay Act of 2003.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for user names and passwords to any such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

Sexual Misconduct Related Employment History Review (EHR)

Prior to hiring an applicant for a position involving *direct contact with children or students*, the Superintendent shall ensure that an EHR is performed as required by State law. When the applicant is a superintendent candidate, the Board President shall ensure that the EHR is initiated before a successful superintendent candidate is offered employment by the Board.

Physical Examinations

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

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

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their

position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.:

[42 U.S.C. §12112](#), Americans with Disabilities Act; [29 C.F.R. Part 1630](#).

[15 U.S.C. §1681](#) *et seq.*, Fair Credit Reporting Act.

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

[105 ILCS 5/10-16.7](#), [5/10-20.7](#), [5/10-21.4](#), [5/10-21.9](#), [5/10-22.34](#), [5/10-22.34b](#), [5/21B-10](#), [5/21B-80](#), [5/21B-85](#), [5/22-6.5](#), [5/22-94](#), and [5/24-5](#).

[20 ILCS 2630/3.3](#), Criminal Identification Act.

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

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

[820 ILCS 112/](#), Equal Pay Act of 2003. [PRESSPlus1](#)

Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill.2d 482 (Ill. 1987).

Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984).

Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:280 (Duties and Qualifications)

Adopted: June 20, 2023

PRESSPlus Comments

PRESSPlus 1. The Equal Pay Act of 2003, 820 ILCS 112/10(b-25), added by P.A. 103-539, eff. 1-1-25, makes it unlawful for employers with 15 or more employees to fail to include the "pay scale and benefits" for a position in any specific job posting. "Pay scale and benefits" means the wage or salary, or the wage or salary range, and a general description of benefits and other compensation. To satisfy the posting requirement, an employer can include a hyperlink to a public webpage that includes the pay scale and benefit information. If an employer uses a third party to post its job postings, then the employer must provide the pay scale and benefits or a hyperlink containing the information to the third party. The Act also requires employers to inform current employees of promotion opportunities within 14 calendar days after the employer posts externally for the position. Employers are not prohibited from asking applicants about their wage or salary expectations for a position. **Issue 113, October 2023**

Document Status: Draft Update

Professional Personnel

5:190 Teacher Qualifications

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

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

The Superintendent or designee shall:

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

LEGAL REF.:

[20 U.S.C. §6312\(e\)\(1\)\(A\)](#).

[105 ILCS 5/10-20.15](#), [5/21-11.4](#), [PRESSPlus1 5/21B-15](#), [5/21B-20](#), [5/21B-25](#), and [5/24-23](#).

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

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

Adopted: February 21, 2023

PRESSPlus 1. The Legal References are updated in response to the repeal of 105 ILCS 5/21-11.4. **Issue 113, October 2023**

Document Status: Draft Update

Professional Personnel

5:200 Terms and Conditions of Employment and Dismissal

The Superintendent shall manage the terms and conditions for the employment of professional personnel as provided by contract or as provided by State law.

LEGAL REF.:

29 U.S.C. §218(d), Pub. L. 117-328, Pump for Nursing Mothers Act. [PRESSPlus1](#)

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

105 ILCS 5/10-19, 5/10-19.05, 5/10-20.65, 5/14-1.09a, 5/22-95, [5/22.4](#), [5/24-16.5](#), [5/24-2](#), [5/24-8](#), [5/24-9](#), [5/24-11](#), [5/24-12](#), [5/24-21](#), [5/24A-1 through 24A-20](#).

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

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

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

CROSS REF.: 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:290 (Employment Termination and Suspensions)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 113, October 2023**

Document Status: Draft Update

Professional Personnel

5:210 Resignations

~~Tenured t~~Teachers may resign at any time with consent of the Board of Education ~~or by written notice sent to the Board Secretary at least 30 days before the intended date of resignation. However, n~~ No teacher may resign during the school term in order to accept another teaching position without the consent of the Board. A teacher may resign outside of a school term if the teacher provides written notice to the secretary of the Board, at least 30 calendar days prior to the first student attendance day of the following school year. Teachers who resign with less than 30 days' notice prior to the first student attendance day of the following school term will be deemed to have resigned during the school term. [PRESSPlus1](#)

LEGAL REF.:

[105 ILCS 5/24-14.](#)

Park Forest Heights School Dist. v. State Teacher Certification Bd., 363 Ill.App.3d 433 (1st Dist. 2006).

~~ADOPTED: January 21, 2014~~

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/24-14, amended by P.A.s 102-552 and 103-549, refers to a school term as commencing on the first day of student attendance. A teacher who resigns during the school term, without the board's permission, or who resigns in order to accept another teaching assignment may be referred by the board to the State Superintendent of Education, who shall convene an informal evidentiary hearing within 90 days after receipt of a district's referral. The referral to the State Superintendent must be submitted within 10 business days after the board denies acceptance of the resignation and contain: (1) a dated copy of the teacher's resignation letter; (2) a copy of the reporting district's current school year calendar; (3) proof of employment for the school year at issue; (4) documentation showing that the board did not accept the teacher's resignation; and (5) evidence that the teacher left the district in order to accept another teaching assignment. The district must also notify the teacher of the referral within five business days after submitting it to the State Superintendent.

Issue 113, October 2023

Document Status: Draft Update

Professional Personnel

5:220 Substitute Teachers

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

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

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed ~~120 days beginning with the 2021-2022 through the 2022-2023 school year, otherwise~~ 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year ~~through June 30, 2026,~~ [PRESSPlus1](#) but not more than 100 paid days in the same classroom. Beginning July 1, 2026~~3~~, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

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

Short-Term Substitute Teachers

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

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education (ROE) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30-calendar-day period, the District makes a written request to the ROE for a 30-calendar-day extension and the extension is granted by the ROE. [PRESSPlus2](#)

LEGAL REF.:

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

[40 ILCS 5/16-118](#), Ill. Pension Code.

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

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

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to Ill. Pension Code, 40 ILCS 5/16-118, amended by P.A.s 103-88 and 103-525, permitting TRS annuitants to substitute teach for 120 paid days or 600 paid hours in each school year through 6-30-26. **Issue 113, October 2023**

PRESSPlus 2. Updated in response to 105 ILCS 5/21B-20(3), amended by P.A. 103-193, eff. 1-1-24. In order for a substitute teacher to remain in a vacant position for up to 90 days, or until the end of the semester, whichever is greater, the position must remain vacant and the district must continue to actively seek qualified candidates and provide documentation to the Regional Office of Education that it has provided training specific to the position, including training on meeting the needs of students with disabilities and English learners if applicable. **Issue 113, October 2023**

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, Personal Leave, Child Care Leave

Please refer to the following current agreement:

A Negotiated Agreement between the Board of Education of Lyons Township High School District 204, Cook County and the Lyons Township High School Education Association.

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 upon 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.

Family Bereavement Leave

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 family bereavement leave. The purpose, requirements, scheduling, and all other terms of the leave are governed by the Family Bereavement Leave Act. Eligible employees may use family bereavement leave, without any adverse employment action, for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of a covered family member, which includes an employee's child, stepchild, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent (2) making arrangements necessitated by the death of the covered family member, (3) grieving the death of the covered family member, or (4) absence from work due to (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 under item (4) above will not be required to identify which category of

event the leave pertains to in order to exercise their rights under the Family Bereavement Leave Act.

The leave must be completed within 60 days after the date on which the employee received notice of the death of 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 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 Bereavement Leave Act. This policy does not create any right for an employee to take family bereavement leave that is inconsistent with the Family Bereavement Leave Act.

Child Extended Bereavement Leave [PRESSPlus1](#)

Unpaid leave from work is available to employees who experience the loss of a child by suicide or homicide. The Child Extended Bereavement Leave Act governs the duration, scheduling, continuity of benefits, and all other terms of the leave. Accordingly, if the District employs 250 or more employees on a full-time basis, ^{Q1} an employee is entitled to a total of 12 weeks of unpaid leave within one year after the employee notifies the District of the loss. An employee may elect to substitute other forms of leave to which the employee is entitled for the leave provided under the Child Extended Bereavement Leave Act.

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.

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, and to grieve and attend to matters necessitated by the death of a family or

household member who is killed in a crime of violence, [PRESSPlus2](#) without suffering adverse employment action.

The Victims' Economic Security and Safety Act ([VESSA](#)) 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, and subject to any exceptions in VESSA, 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, or Representative of a Specific Organization [PRESSPlus3](#)

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) up to 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, and (4) up to 10 days of paid leave per school term for teachers elected to represent a statewide teacher association in federal advocacy work in accordance with 105 ILCS 5/24-3.5.

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

~~During any time when the Governor has declared a disaster due to a public health emergency under 20 ILCS 3305/7, When applicable, [PRESSPlus4](#) paid administrative leave related to COVID-19 will be granted is available to eligible employees in accordance with State law. 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 as defined in 105 ILCS 5/10-20.83 (final citation pending).~~

~~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. 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](#), Election Code.

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

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

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

[820 ILCS 156/](#), Child Extended 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: February 21, 2023

Questions and Answers:

***Required Question 1. How many full-time employees does the district employ?

- The district employs more than 250 employees. (Default)
 - The district employs between 50-249 employees. (IASB will substitute the following sentence: "Accordingly, if the District employs at least 50 but not more than 249 employees on a full-time basis, an employee is entitled to a total of six weeks of unpaid leave within one year after the employee notifies the District of the loss.")
 - The district employs fewer than 50 employees. (IASB will delete the subhead regarding Child Extended Bereavement Leave and the Legal Reference to 820 ILCS 156/.)
-

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Child Extended Bereavement Leave Act, 820 ILCS 156/, added by P.A. 103-466. **Issue 113, October 2023**

PRESSPlus 2. Updated in response to the Victims' Economic Security and Safety Act (VESSA), 820 ILCS 180/, amended by P.A. 103-314, eff. 1-1-24. Under 820 ILCS 180/20(a)(4), added by P.A. 103-314, eff. 1-1-24, an employee is not entitled to more than two work weeks (10 work days) if the leave is to attend a wake or funeral (or an alternative event), make end-of-life arrangements, or grieve due to the death of a family or household member killed in a crime of violence. In these circumstances, the leave must be completed within 60 days after the date on which the employee receives notice of the death. Employees may qualify for unpaid leave under both VESSA and the Family Bereavement Leave Act; leave taken under one act does not diminish the availability of leave under the other. **Issue 113, October 2023**

PRESSPlus 3. Updated in response to 105 ILCS 5/24-3.5, added by P.A. 103-308, eff. 1-1-24. The

statewide teacher association is required to reimburse a district for substitute teaching costs incurred due to the teacher's absence. **Issue 113, October 2023**

PRESSPlus 4. Updated for continuous improvement. **Issue 113, October 2023**

Document Status: Draft Update

Educational Support Personnel

5:330 Sick Days, Vacation, Holidays, and Leaves

Each of the provisions in this policy applies to all educational support 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, Holidays, Personal Leave, Leave of Absence, Association Leave

Vacation

Please refer to the handbook.

Leave to Serve as a Trustee of the Ill. Municipal Retirement Fund

Upon request, the Board will grant 20 days of paid leave of absence per year to a trustee of the Ill. Municipal Retirement Fund in accordance with State law.

Other Leaves

Educational support personnel receive the following leaves on the same terms and conditions granted professional personnel in Board policy 5:250, *Leaves of Absence*:

1. Leave for Service in the Military.
2. Leave for Service in the General Assembly.
3. School Visitation Leave.
4. Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence.
5. Family Bereavement Leave.
6. Child Extended Bereavement Leave. [PRESSPlus1](#)
7. Leave to serve as an election judge.
8. COVID-19 Paid Administrative Leave.

LEGAL REF.:

105 ILCS 5/10-20.7b, 5/10-20.83 ~~(final citation pending)~~, 5/24-2, 5/24-6, and 5/24-6.3.

[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~~ [Family](#) Bereavement Leave Act.⁴⁴

820 ILCS 156/, Child Extended Bereavement Leave Act.

820 ILCS 180/, Victims' Economic Security and Safety Act.

School Dist. 151 v. ISBE, 154 Ill.App.3d 375 (1st Dist. 1987); *Elder v. Sch. Dist. No.127 1/2*, 60 Ill.App.2d 56 (1st Dist. 1965).

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:250 (Leaves of Absence)

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Child Extended Bereavement Leave Act, 820 ILCS 156/, added by P.A. 103-466. See the **Question** attached to the PRESS Plus Draft Update for policy 5:250, *Leaves of Absence*. If the district enters a response that fewer than 50 full-time employees are employed by the district, this item and the Legal Reference to 820 ILCS 156/ will be deleted by IASB. **Issue 113, October 2023**

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 and 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. If applicable, implement an Every Student Succeeds Act (ESSA) plan, including the completion of the ESSA Consolidated Application, and seek Board approval where necessary or advisable.
3. 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.
4. If applicable, develop ~~District and~~ [PRESSPlus1](#) School Improvement Plans, present them for Board approval, and supervise their implementation.
5. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law.
6. 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 9 through 12 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: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/2-3.25f(a), amended by P.A. 103-175, providing that the Ill. State Board of Education (ISBE) “shall provide technical assistance to schools in school improvement status to assist with the development and implementation of ~~School and District~~ Improvement Plans.” ISBE is required to provide districts with technical assistance and support by the Elementary and Secondary Education Act. 20 U.S.C. §6303. **Issue 113, October 2023**

Document Status: Draft Update

INSTRUCTION

6:30 Organization of Instruction

The School District has instructional levels for grades 9 through 12. The Superintendent shall annually present to the Board of Education a plan for organizing instructional levels and assigning them to school facilities in order to:

1. Support the District's educational program,
2. Maximize facility usage without undue overcrowding, and
3. Provide substantially comparable instructional programs across the District.

Students, for instructional purposes, may be placed in groups within a school that do not necessarily follow grade level designations. For purposes of attendance reporting and other records, however, each student is assigned a grade-level placement.

LEGAL REF.:

105 ILCS ~~5/10-20.19a~~, 5/10-20.37, and 5/10-22.18. [PRESSPlus1](#)

23 Ill.Admin.Code §1.420.

CROSS REF.: 6:40 (Curriculum Development), 6:170 (Title I Programs), 7:30 (Student Assignment), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

~~ADOPTED: January 21, 2014~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to 105 ILCS 5/10-20.19a, repealed by P.A. 103-410. **Issue 113, October 2023**

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 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 or designee will ensure each school building complies with this policy, the policy is available to the community on an annual basis, and that 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 of Education 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.

Goals for Other School-Based Activities [PRESSPlus1](#)

The goals for school-based activities include the following:

- Schools will support and promote a healthy eating environment for students.
- Schools will promote and participate in wellness activities.
- Schools will offer other school-based activities⁴⁹ to support student health and wellness, including

coordinated events and clubs.

Nutrition Guidelines for Foods Available During the School Day

Students will be offered and schools will promote nutritious food and beverage choices consistent with the current *Dietary Guidelines for Americans* published jointly by the U.S. Departments of Health and Human Services and Agriculture (USDA). In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods and comply with all ISBE rules.

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, unless the Superintendent or designee in a participating school has granted an exempted fundraising day (EFD). To request an EFD and learn more about the District's related procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs is set by ISBE rule.

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

The Superintendent or designee shall annually 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. This 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 in 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

Community Input

The Superintendent or designee will actively invite suggestions and comments concerning the development, implementation, and improvement 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 community.

Recordkeeping

The Superintendent or designee shall retain records to document compliance with this policy.

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., [Richard B. Russell](#) National School Lunch Act.

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

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

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

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

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

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

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

CROSS REF.: 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education)

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to a request from the Ill. State Board of Education (ISBE) Nutrition Dept. and to federal requirements in 7 C.F.R. §210.31 for local school wellness policies. This is a required topic, but the local board may determine what goals are appropriate. 42 USC §1758b(b) (1); 7 C.F.R. §210.31(c)(1). The third sample goal comes from ISBE's Local Wellness Policy Template for Schools, available at: www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx. **Issue 113, October 2023**

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 grades 9 through 12, subjects include: (a) language arts, (b) writing intensive courses, (c) science, (d) mathematics, (e) social studies including U.S. history, American government and one semester of civics, (f) foreign language, (g) music, (h) art, (i) driver and safety education, and (j) vocational education.

Students otherwise eligible to take a driver education course must receive a passing grade in at least eight courses during the previous two semesters before enrolling in the course. The Superintendent or designee may waive this requirement if he or she believes a waiver to be in the student's best interest. The course shall include: (a) instruction necessary for the safe operation of motor vehicles, including motorcycles, to the extent that they can be taught in the classroom, (b) classroom instruction on distracted driving as a major traffic safety issue, (c) instruction on required safety and driving precautions that must be observed at emergency situations, highway construction and maintenance zones, and railroad crossings and their approaches, and (d) instruction concerning law enforcement procedures for traffic stops, including a demonstration of the proper actions to be taken during a traffic stop and appropriate interactions with law enforcement. Automobile safety instruction covering traffic regulations and highway safety must include instruction on the consequences of alcohol consumption and the operation of a motor vehicle. The eligibility requirements contained in State law for the receipt of a certificate of completion from the Secretary of State shall be provided to students in writing at the time of their registration.

2. Steroid abuse prevention must be taught.
3. 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.
4. The curriculum contains a unit on Internet safety, the scope of which shall be determined by the Superintendent or designee.
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*.
7. In addition, in all grades, bullying prevention and gang resistance education and training must be taught.
8. 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 Constitution⁵² of the State of Illinois), (c) proper use and display

of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.

9. 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 daily during the school day in a physical education course. For exemptions and substitutions, see policies 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Education*.
10. 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 grooming behaviors awareness and prevention education in all grades, ~~and (f) beginning in the fall of 2024, in grades 9-12, the dangers of fentanyl.~~ [PRESSPlus1](#) The Superintendent shall implement a comprehensive health education program in accordance with State law.
11. 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.
12. In grades 9 through 12, consumer education must be taught, including: (a) financial literacy, including consumer debt and installment purchasing (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking (including balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting with agriculture, business, labor unions and government in formulating and achieving the goals of the mixed free enterprise system.
13. In grades 9 through 12, a unit of instruction about the process of naturalization by which a foreign citizen or foreign national becomes a U.S. citizen that includes content from the components of the naturalization test administered by the U.S. Citizenship and Immigration Services.
14. ~~Beginning in the fall of 2022,~~ In grades 9 through 12, intensive instruction in computer literacy, which may be included as a part of English, social studies, or any other subject.
15. ~~Beginning in the fall of 2022,~~ In grades 9 through 12, a unit of instruction on media literacy.
16. ~~Beginning in the fall of 2023,~~ In grades 9 through 12, an opportunity for students to take at least one computer science course aligned to Illinois learning standards. [PRESSPlus2](#)
17. 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.
18. In all schools, instruction as determined by the Superintendent or designee [PRESSPlus3](#) on United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, ~~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, (i) Native American nations' sovereignty and self-determination, both historically and in the present day, with a focus on urban Native Americans, and (j) beginning in the fall of 2024, the events of the Native American experience and Native American history within the Midwest and Illinois since time immemorial in accordance with 105 ILCS 5/27-20.05. [PRESSPlus4](#)

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.

19. 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, the Native American genocide in North America. [PRESSPlus5](#) Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
20. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women.
21. 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.
22. Offering a secondary agricultural education program, the curriculum includes courses as required by [105 ILCS 5/2-3.80](#).
23. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement.
24. ~~Beginning in the fall of 2022,~~ In all schools, instruction 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.

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), [5/10-20.79](#), [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](#), [5/27-20.05](#), [5/27-20.08](#), [5/27-20.3](#), [5/27-20.4](#), [5/27-20.5](#), [5/27-20.7](#), [5/27-20.8](#), [5/27-21](#), [5/27-22](#), [5/27-23.3](#), [5/27-23.4](#), [5/27-23.7](#), [5/27-23.8](#), [5/27-23.10](#), [5/27-](#)

[23.11](#), [5/27-23.15](#), [5/27-23.16](#), [5/27-24.1](#), and [5/27-24.2](#).

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

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

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

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

CROSS REF.: 4:165 (Awareness and Prevention of Child Sex Abuse and Grooming Behaviors), 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 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: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/27-13.2(c), added by P.A. 103-365, eff. 1-1-24. See sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, available at PRESS Online by logging in at www.iasb.com, for more information. **Issue 113, October 2023**

PRESSPlus 2. Subject to appropriation, school districts can apply for a competitive grant to support computer science programs. 105 ILCS 5/2-3.196, added by P.A. 103-264, eff. 1-1-24. **Issue 113, October 2023**

PRESSPlus 3. 105 ILCS 5/27-21, amended by P.A. 103-422, requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee. **Issue 113, October 2023**

PRESSPlus 4. Updated in response to 105 ILCS 5/27-21, amended by P.A. 103-422 (adding teaching about Native American nations' sovereignty and self-determination), and 105 ILCS 5/27-20.05, added by P.A. 103-422 (adding instruction on Native American experience and history).

Note that instruction on Native American nations' sovereignty and self-determination under 105 ILCS 5/27-21, amended by P.A. 103-422, does not specify a delayed implementation date. Consult the board attorney regarding whether a district may delay implementation of such instruction given that the implementation of Native American experience and Native American history in 2024-2025 must include instruction on tribal sovereignty.

Instruction in events of the Native American experience and Native American history must include “the contributions of Native Americans in government and the arts, humanities, and sciences, as well as the contributions of Native Americans to the economic, cultural, social, and political development of their own nations and of the United States.” Additionally, in grades 6 through 12, the instruction must include “the study of the genocide of and discrimination against Native Americans, as well as tribal sovereignty, treaties made between tribal nations and the United States, and the circumstances around forced Native American relocation.” The Ill. State Board of Education (ISBE) is required to make instructional materials related to Native Americans available on its website, but not until 1-1-25.

For additional resources, see <https://americanindian.si.edu/nk360> and www.iste.org/explore/classroom/15-resources-teaching-native-american-history-and-culture. **Issue 113, October 2023**

PRESSPlus 5. 105 ILCS 5/27-20.3, amended by P.A. 103-422. Beginning with the 2024-2025 school year, instruction on Native American genocide is also required by 105 ILCS 5/27-20.05, added by P.A. 103-422 in grades 6-12. Note that instruction on Native American genocide under 105 ILCS 5/27-20.3, amended by P.A. 103-422 does not specify a delayed implementation date. Consult the board attorney regarding whether a district may delay implementation of such instruction given that the implementation of Native American experience and Native American history in 2024-2025 must include instruction on Native American genocide. ISBE is not required to make instructional materials on the Native American genocide in North America available on its website until 1-1-25. **Issue 113, October 2023**

Document Status: Draft Update

INSTRUCTION

6:230 Library Media Program

The Superintendent or designee shall manage the District's library media program to comply with, (1) State law and Ill. State Board of Education (ISBE) rule, and (2) the following standards:

1. The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served.
2. Financial resources for the program's resources and supplies are allocated to meet students' needs.
3. Students in all grades served have equitable access to library media resources.
4. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionals.
5. The program adheres to the principles of the American Library Association's *Library Bill of Rights*, which indicate that materials should not be proscribed or removed because of partisan or doctrinal disapproval. [Q1 PRESSPlus1](#)
6. Staff members are invited to recommend additions to the collection.
7. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.
8. ~~The program is guided by the principles of the American Library Association's *Library Bill of Rights* and its interpretation for school libraries.~~

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

The Superintendent or designee shall establish criteria consistent with this policy for the review of objections. Parents/guardians, employees, and community members with suggestions or complaints about library media program resources may complete a *Library Media Resource Objection Form*. The Superintendent or designee shall inform the parent/guardian, employee, or community member, as applicable, of the District's decision.

LEGAL REF.:

75 ILCS 10/8.7.

23 Ill.Admin.Code §1.420(o).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 6:60 (Curriculum Content), 6:170 (Title I Programs), 6:210 (Instructional Materials), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs)

Adopted: June 20, 2023

Questions and Answers:

***Required Question 1. Updated in response to 75 ILCS 10/8.7, added by P.A. 103-100, eff. 1-1-24, requiring districts that wish to be eligible for State library grants (e.g., school library grants under 75 ILCS 10/8.4) to adopt the American Library Association's Library Bill of Rights (available at <https://www.ala.org/advocacy/intfreedom/librarybill>) or a written statement prohibiting the practice of banning books. In order to be eligible for a School Library Grant, a district must also be a member in good standing of a regional multitype library system (e.g., Illinois Heartland Library System or Reaching Across Illinois Library System) or have applied for membership and been approved for membership in such a system within specific timeframes. 23 Ill.Admin.Code §3035.120.

If the board prefers the alternative language permitted by 75 ILCS 10/8.7, added by P.A. 103-100, eff. 1-1-24, for Standard #5, it may substitute with the following: "The practice of banning books or other materials within the District's library media program is prohibited."

Which policy language has the board adopted?

- The program adheres to the principles of the American Library Association's Library Bill of Rights, which indicate that materials should not be proscribed or removed because of partisan or doctrinal disapproval. (Default)
 - The practice of banning books or other materials within the District's library media program is prohibited. (IASB will make this substitution.)
-

PRESSPlus Comments

PRESSPlus 1. Updated in response to 75 ILCS 10/8.7, added by P.A. 103-100, eff. 1-1-24. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:60 Residence

Resident Students

Only students who are residents of the District may attend ta District school without a tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student.

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or affidavit stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency.

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within six months after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Residence of Students with Disabilities [PRESSPlus1](#)

The residence of a child with a disability is determined in accordance with 105 ILCS 5/14-1.11, 5.14-1.11a, and 5/14-1.11b.

Requests for Nonresident Student Admission [Q1](#)

Non-resident students may attend District schools upon the approval of a request submitted by the student's parent(s)/guardian(s) for non-resident admission. The Superintendent may approve the request subject to the following:

1. The student will attend on a year-to-year basis. Approval for any one year is not authorization to attend a following year.
2. The student will be accepted only if there is sufficient room.

3. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by State law.
4. The student's parent(s)/guardian(s) will be responsible for transporting the student to and from school.

Admission of Nonresident Students Pursuant to an Agreement or Order

Nonresident students may attend District schools ~~tuition-free~~ pursuant to:

1. A written agreement with an adjacent school district to provide for tuition-free attendance by a student of that district, provided both the Superintendent or designee and the adjacent district determine that the student's health and safety will be served by such attendance.
2. A written agreement with cultural exchange organizations and institutions supported by charity to provide for tuition-free attendance by foreign exchange students and nonresident pupils of charitable institutions.
3. According to an intergovernmental agreement.
4. Whenever any State or federal law or a court order mandates the acceptance of a nonresident student.

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 to establish residency. Board of Education policy 6:140, *Education of Homeless Children*, and its implementing administrative procedure, govern the enrollment of homeless children.

Challenging a Student's Residence Status

If the Superintendent or designee determines that a non-resident student is attending a District school, he or she on behalf of the Board shall notify the person who enrolled the student of the tuition amount that is due and immediately begin proceedings to ban the student from future attendance. The notice shall detail the specific reasons why the Board believes that the student is a nonresident of the District and shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, [105 ILCS 5/10-20.12b](#).

LEGAL REF.:

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

105 ILCS 5/10-20.12a, 5/10-20.12b, 5/10-22.5, and 5/10-22.5a, [5/14-1.11](#), [5/14-1.11a](#), and [5/14-1.11b](#).

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

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

[23 Ill.Admin.Code §1.240](#).

Israel S. by Owens v. Bd. of Educ. of Oak Park and River Forest High Sch. Dist. 200, 235 Ill.App.3d 652 (5th Dist. 1992).

Joel R. v. Board of Education of Manheim School District 83, 292 Ill.App.3d 607 (1st Dist. 1997).

Kraut v. Rachford, 51 Ill.App.3d 206 (1st Dist. 1977).

CROSS REF.: 6:140 (Education of Homeless Children), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:70 (Attendance and Truancy)

Adopted: February 22, 2022

Questions and Answers:

***Required Question 1. 105 ILCS 5/10-20.12a(a), amended by P.A. 103-111, allows boards to adopt a policy to waive nonresident tuition if the student is the child of a district employee. A *child* means a district employee's child who is a biological child, adopted child, foster child, stepchild, or a child for which the employee serves as legal guardian.

Does the board wish to accept requests from district employees for their nonresident children to attend school in the district on a tuition-free basis?

- No. (Default)
 - Yes. (IASB will add the following paragraph after the numbered list: "For a nonresident student who is the child of a District employee, if the Superintendent approves the request for nonresident admission for the student, the tuition cost is waived pursuant to 105 ILCS 5/10-20.12a(a).")
-

PRESSPlus Comments

PRESSPlus 1. When special education services are provided, a student's resident district is determined by 105 ILCS 5/14-1.11 (when the resident district is the district in which the parent/guardian resides), 14-1.11a, amended by P.A. 102-514 (when the resident district is the district in which the student resides), and 14-1.11b (applying the provisions of 105 ILCS 5/14-1.11 and 14-1.11a to determine the resident district in all cases in which special education services and facilities are provided). **Issue 113, October 2023**

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 12 in the public school regardless of age. Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program, (7) any child absent for the purpose of sounding "Taps" at a military honors funeral held in this State for a deceased veteran, and (8) any child absent because a parent or legal guardian has been called to active military duty, is on leave from military duty, or has immediately returned from deployment to a combat zone or combat-support posting.

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 up to five days without a medical note during an academic year for mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, attendance at a civic event, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, *Release During School Hours* ([10 ILCS 5/7-42](#) and [5/17-15](#)), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause, including for reasons related to a student's pregnancy 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 9 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has⁶² immediately returned from deployment to a

combat zone or combat-support postings. Such a student shall be granted five days of excused absences in any school year and, at the discretion of the school board, additional excused absences to visit the student's parent or legal guardian relative to such leave or deployment of the parent or legal guardian.

4. 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](#).
5. 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.
6. 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*.
7. 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.
8. 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.
9. 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.
10. 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.
11. 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.
12. 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.
13. A process for a 17 year old resident to participate in the District's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
14. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

Monitoring

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 5/26-3, 5/26-5 through 5/26-16, and 5/26-18. [PRESSPlus1](#)

[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), 7:90 (Release During School Hours), 7:190 (Student Discipline), 7:340 (Student Records)

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:160 Student Appearance

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The District does not prohibit hairstyles historically associated with race, ethnicity, hair texture, or any other protected classes under Board policy 7:10, *Equal Educational Opportunities*, including, but not limited to, protective hairstyles such as braids, locks, and twists. The District also does not prohibit the right of a student to wear or accessorize the student's graduation attire with items associated with the student's cultural, ethnic, or religious identity or other characteristic or category protected under the Ill. Human Rights Act, 775 ILCS 5/1-103(Q). [PRESSPlus1](#) Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Procedures for guiding student appearance will be developed by the Superintendent or designee and included in the *Student Handbook(s)*.

LEGAL REF.:

[105 ILCS 5/2-3.25](#) and [5/10-22.25b](#).

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

CROSS REF.: 7:10 (Equal Educational Opportunities), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior)

Adopted: February 22, 2022

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-22.25b, amended by P.A. 103-463. 775 ILCS 5/1-103(Q), which is referenced in 105 ILCS 5/10-22.25b, prohibits unlawful discrimination based on a person's actual or perceived race, color, religion, national origin, ancestry, age, sex, marital status, order of protection status, disability, military status, sexual orientation, pregnancy, or unfavorable discharge from military service. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:190 Student Behavior

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

As is the case throughout the Board Policy Manual, the term *includes* when used in this policy means *includes, without limitation*.

When and Where Conduct Rules Apply

A student may be subject to disciplinary action for engaging in *prohibited student conduct*, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including:

1. On, or within sight of, school grounds at any time, including before, during, and after school hours;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct does or reasonably could be foreseen to do any of the following: interfere with, disrupt, or adversely affect the school environment, school operations, or an educational function, including, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Prohibited Student Conduct

The school administration is authorized to discipline students for gross disobedience or misconduct, including:

1. Using, possessing, distributing, purchasing, selling, or offering for sale:
 - a. Tobacco or nicotine materials, including electronic cigarettes.
 - b. Alcoholic beverages. A student who is under the influence of an alcoholic beverage is not permitted to attend school or school functions and is treated as if in possession of alcohol.
 - c. Any illegal drug or controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law* and Policy 7:270).
 - d. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.

- e. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
- f. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law* and Policy 7:270.
- g. Any substance regardless of whether it contains an illegal drug or is explicitly prohibited by this policy, that is inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, regardless of whether such change is in fact caused. This includes pure caffeine in tablet or powdered form. The prohibition in this section does not apply a substance for which the student has a prescription from a physician or licensed practitioner where the student is using the substance in a manner consistent with the prescription or prescribing physician's or licensed practitioner's instructions, including a student's use of legally prescribed asthma or other inhalant medication.
- h. *Look-alike* or counterfeit drugs, which are any substance: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, substance causing a physiological or psychological change in the body, or other substance that is prohibited by this policy; or (b) about which a student engages in behavior that would lead a reasonable person to believe that the student expressly or impliedly believes or represents the substance to be an illegal drug, controlled substance, substance causing a physiological or psychological change in the body, or other substance that is prohibited by this policy. The prohibition in this section does not apply a substance for which the student has a prescription from a physician or licensed practitioner where the student is using the substance in a manner consistent with the prescription or prescribing physician's or licensed practitioner's instructions.
- i. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

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

- 2. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the **Weapons** section of this policy, or violating the **Weapons** section of this policy.
- 3. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off or silenced during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

4. Using or possessing a laser pointer unless the student: (1) has express authorization by a staff member, (2) is using the laser pointer in the context of instruction; and (3) is under a staff member's direct supervision when using the laser pointer.
5. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
6. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, using a writing service and/or generative artificial intelligence technology in place of original work unless specifically authorized by staff, [PRESSPlus1](#) wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
7. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, using a school computer or a school computer network, or other comparable conduct.
8. Engaging in any sexual activity, including consensual sexual activity offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the: (a) expression of gender or sexual orientation or preference, or (b) the non-disruptive display of affection during non-instructional time.
9. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
10. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
11. Entering or being present on/in school property or a school facility without proper authorization.
12. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
13. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
14. Being involved with any public school fraternity, sorority, or secret society, including by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
15. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
16. Violating any criminal law, including assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
17. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
18. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
19. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including conduct that may

reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

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

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall notify the parent/guardian of a student who engages in aggressive behavior about the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

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

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The Building Principal or designee shall properly supervise the student.
7. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure, when appropriate, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*. A student who has been suspended may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student

who has been expelled may also be restricted from being on school grounds and at school activities.

13. Transfer to an alternative program if the student is expelled if the parent/guardian agrees to such transfer. The transfer shall be in the manner provided in [Article 13A](#) or [13B of the School Code](#).
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including illegal drugs (controlled substances), *look-alikes*, alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

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

Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

Isolated Time Out, Time Out, and Physical Restraint

Neither isolated time out, time out, nor physical restraint shall be used to discipline or punish a student. These methods are only authorized for use as permitted in [105 ILCS 5/10-20.33](#), State Board of Education rules ([23 Ill.Admin.Code §§ 1.280, 1.285](#)), and the District's procedure(s).

Weapons

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but not more than two calendar years:

1. A firearm, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code ([18 U.S.C. § 921](#)), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act ([430 ILCS 65/](#)), or firearm as defined in Section 24-1 of the Criminal Code of ~~1964~~2012 ([720 ILCS 5/24-1](#)).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any firearm as defined above.

The expulsion requirement under either paragraph 1 or 2 above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

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

Any student who brings a firearm or weapon to school will be automatically referred to the criminal justice or juvenile delinquency system.

Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Required Notices [PRESSPlus2](#)

A school staff member shall immediately notify the office of the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member or is subject to a battery. ~~Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, Ill. State Police (ISP), and any involved student's parent/guardian.~~ *School grounds* includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

Upon receiving ~~such a report of (1), above,~~ the Building Principal or designee shall immediately notify ~~the~~ local law enforcement. In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall notify the Superintendent or designee ~~agency, Ill. State Police (ISP),~~ and any involved student's parent/guardian. [Q1](#)

Upon receiving a report on any of the above (1)-(3), the Superintendent or designee shall immediately notify local law enforcement. The Superintendent or designee shall also report incidents involving battery against staff members to the Ill. State Board of Education through its web-based School Incident Reporting System as they occur during the year and no later than August 1 for the preceding school year. [PRESSPlus3](#)

Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment, or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated [licensed] educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, Assistant Building Principal, or Dean of Students is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of 10 school days for safety reasons.

Student Handbook

The Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval. 71

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

Incorporated

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

LEGAL REF.:

20 U.S.C. §~~608~~7971, Pro-Children Act of ~~2004~~1994.

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

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

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

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

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

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

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

CROSS REF.: 2:150 (Committees), 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:315 (Restrictions on Publications; High Schools), 8:30 (Visitors to and Conduct on School Property)

Adopted: February 22, 2022

Questions and Answers:

***Required Question 1. The building principal must notify the student's parent/guardian only when the alleged offense is firearm possession. 105 ILCS 5/27.1A(b). The policy expands this notification duty to include drug-related incidents and battery of a staff member.

Would the board like to expand the notification duty, or align it with 105 ILCS 5/27.1A(b)?

Expand the notification duty to include drug-related incidents and battery of a staff member. (Default)

Align notification duty to 105 ILCS 5/27.1A(b). (IASB will amend the second sentence as follows: "In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall

notify the Superintendent or designee and, if a student is reportedly in possession of a firearm, also any involved student's parent/guardian.")

PRESSPlus Comments

PRESSPlus 1. Optional. Generative artificial intelligence (AI) is a broad label used to describe any AI system that generates, with varying levels of autonomy, content such as complex text, images, audio, or video. When not used for academic dishonesty purposes, generative AI tools may present innovative learning opportunities for students and teaching opportunities for educators. For further information, see the International Society for Technology in Education webpage on AI exploration for educators at: www.iste.org/areas-of-focus/AI-in-education. **Issue 113, October 2023**

PRESSPlus 2. This subhead is updated to align with subsection **J. Required Notices** in sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*. **Issue 113, October 2023**

PRESSPlus 3. Updated in response to 105 ILCS 5/10-27.1A(c), amended by P.A. 103-34, 5/10-27.1B(b), and 5/10-21.7, amended by P.A. 102-894. To satisfy the reporting requirement, ISBE created the School Incident Reporting System (SIRS), a web-based application on IWAS for schools to report incidents electronically. See subhead **J. Required Notices** of sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*, available at PRESS Online by logging in at www.iasb.com. Reporting on SIRS does not satisfy the requirement to report incidents to local law enforcement authorities. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:270 Administering Medicines to Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed *School Medication Authorization Form (SMA Form)* is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parents/guardians of students.

Self-Administration of Medication

A student may possess an epinephrine injector, e.g., EpiPen®, and/or medication prescribed for asthma for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. The School District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine injector or the storage of any medication by school personnel. A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector and/or medication, or the storage of any medication by school personnel. [PRESSPlus1](#)

~~Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.~~

~~The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parents/guardians of students.~~

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement [105 ILCS 5/22-30\(f\)](#) and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. *Undesignated asthma medication* means an asthma medication

prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having *respiratory distress*. Respiratory distress may be characterized as *mild-to-moderate* or *severe*. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement [105 ILCS 5/22-30\(f\)](#) and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. Undesignated epinephrine injector means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement [105 ILCS 5/22-30\(f\)](#) [PRESSPlus2](#) and maintain a supply of undesignated opioid antagonists ~~in the name of the District~~ and provide or administer them as necessary according to State law. *Opioid antagonist* means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. *Undesignated opioid antagonist* is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools or obtained by the District without a prescription. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

School District Supply of Undesignated Oxygen Tanks ^{Q1}

In schools where the District maintains special educational facilities, the Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated oxygen tanks in the name of the District and provide or administer them as necessary. The supply shall be maintained in accordance with manufacturer instructions and local fire department rules.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a *medical cannabis infused product* to be administered to a registered qualifying student by one or more of the following individuals:

1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a *medical cannabis infused product* to a child who is a student on the premises of his or her school or on

his or her school bus if:

- a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
 - b. Copies of the registry identification cards are provided to the District;
 - c. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form - Medical Cannabis*; and
 - d. After administering the product to the student, the designated caregiver removes it from school premises or the school bus.
2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus provided the child's parent/guardian has provided the District with appropriate written authorization and copies of the student's and parent's registration cards. Medical cannabis infused products administered under this section of the policy must be stored with the school nurse at all times and may only be accessible by the school nurse or school administrator.
3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator provided the child's parent/guardian has provided the District with appropriate written authorization and copies of the student's and parent's registration cards. Medical cannabis infused products administered under this section of the policy must be stored with the school nurse at all times and may only be accessible by the school nurse or school administrator.

Medical cannabis infused product (product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is prohibited.

The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Void Policy

The **School District Supply of Undesignated Asthma Medication** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.

The **School District Supply of Undesignated Epinephrine Injectors** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or ~~(2)~~ fill the District's prescription for undesignated school epinephrine injectors.

The **School District Supply of Undesignated Opioid Antagonists** section of the policy is void whenever the Superintendent or designee is, ~~for whatever reason,~~ unable to: ~~(1) obtain a supply of opioid antagonists due to a shortage, in which case the District shall make reasonable efforts to maintain a supply.~~ ~~for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for undesignated school opioid antagonists.~~

The School District Supply of Undesignated Oxygen Tanks section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for oxygen tanks from a qualifying prescriber, [PRESSPlus3](#) or (2) fill the District's prescription for undesignated oxygen tanks.

The **Administration of Medical Cannabis** section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of an undesignated medication permitted by State law, the Superintendent or designee(s) will provide all notifications required by State law and administrative procedures.

Undesignated Medication Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply.

No one, including without limitation, parents/guardians of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

LEGAL REF.:

[105 ILCS 5/10-20.14b](#), [5/10-22.21b](#), [5/22-30](#), and [5/22-33](#).

[105 ILCS 145/](#), Care of Students with Diabetes Act.

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

[720 ILCS 550/](#), Cannabis Control Act.

[23 Ill.Admin.Code §1.540](#).

CROSS REF.: 7:285 (Anaphylaxis Prevention, Response, and Management Program)

Adopted: August 15, 2022

Questions and Answers:

***Required Question 1. 105 ILCS 5/22-30(f), amended by P.A. 103-196, eff. 1-1-24, permits a district maintaining special educational facilities to maintain a supply of undesignated oxygen tanks in a secure location that is accessible before, during, and after school where a person with

developmental disabilities is most at risk, including, but not limited to classrooms and lunchrooms. *Special educational facility* is not specifically defined in 105 ILCS 5/14-4.01; consult the board attorney for advice regarding this term and if it is limited to separate buildings, self-contained classrooms, and/or programs attended solely by students with disabilities. For example, this option may not be available if a district utilizes a special education cooperative for all of its special education programming. There is a reference to *special education facilities* in 105 ILCS 5/14-12.01, which may provide some guidance; it addresses reimbursement for the construction and maintenance of “special education facilities designed and utilized to house instructional program, diagnostic services” and “other special education services for children with disabilities.” 105 ILCS 22-30(f), amended by P.A. 103-196, eff. 1-1-24, does not specify who can administer undesignated oxygen, nor does it specify any training requirements for its use in schools. To minimize potential liability and ensure proper administration, a best practice is to restrict who can administer undesignated oxygen to school nurses and other school personnel who have received appropriate training on the emergency use and storage of oxygen. See sample administrative procedure 7:270-AP2, *Checklist for District Supply of Undesignated Medication(s)*, available at PRESS Online by logging in at www.iasb.com.

Consult the board attorney about the consequences of informing the community that the district will obtain a prescription for a supply of undesignated oxygen tanks and implement a plan for their use, and then not doing it, as doing so may be fraught with legal liabilities. Also fraught with legal liabilities is if the district provides them, but does not have them accessible before, during, and after school where a person with development disabilities is most at risk as required by 105 ILCS 5/22-30(f), amended by P.A. 103-196, eff. 1-1-24. See *In re Estate of Stewart*, 406 Ill.Dec. 345 (2nd Dist. 2016) (denying tort immunity to district, finding its response to a student’s asthma attack was *willful* and *wanton* (which district disputed as a possible heart attack)); *In re Estate of Stewart*, 412 Ill.Dec. 914 (Ill. 2017)(school district’s appeal denied).

Does the district maintain special educational facilities for children with disabilities under 105 ILCS 5/14-4.01?

- No. (IASB will delete the subhead regarding School District Supply of Undesignated Oxygen Tanks.)
- Yes. If yes, does the board want the district to maintain a supply of undesignated oxygen tanks in the name of the District and provide or administer them as necessary? Type "yes" or "no." If no, IASB will delete the subhead regarding School District Supply of Undesignated Oxygen Tanks.):

PRESSPlus Comments

PRESSPlus 1. This subsection's content is unique to the district. Please consult the author and the **PRESS** sample, available by logging in at www.iasb.com, to determine whether changes are necessary. **Issue 113, October 2023**

PRESSPlus 2. Required by 105 ILCS 5/22-30(f), amended by P.A. 103-348, eff. 1-1-24. In the case of a shortage of opioid antagonists, a district must make reasonable efforts to maintain a supply. At least one opioid antagonist, a naloxone nasal spray, has been approved by the U.S. Federal Food and Drug Administration for over-the-counter, nonprescription use. A district must obtain a prescription for a supply of opioid antagonists from a *health care professional* with prescriptive authority under the Substance Use Disorder Act, 20 ILCS 301/5-23, unless it is able to secure a supply without a prescription. *Health care professional* means a physician licensed to practice medicine in all its branches, a licensed physician assistant with prescriptive authority, a licensed advanced practice registered nurse with prescriptive authority, or an advanced practice registered

nurse who practices in a hospital or ambulatory surgical treatment center and possesses appropriate clinical privileges in accordance with the Nurse Practice Act, 20 ILCS 301/5-23(d)(4). **Issue 113, October 2023**

PRESSPlus 3. 105 ILCS 22-30(f), amended by P.A. 103-196, eff. 1-1-24, provides that a physician, a physician assistant who has prescriptive authority under the Physician Assistant Practice Act of 1987 (225 ILCS 95/7.5), or an advanced practice registered nurse who has prescriptive authority under the Nurse Practice Act (225 ILCS 65-40) may prescribe undesignated oxygen tanks in the name of the district to be maintained for use when necessary. **Issue 113, October 2023**

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 reviews and makes any necessary updates to this policy at least once every three years. The Superintendent or designee

shall assist the Board with its review and any necessary updates.

LEGAL REF.:

105 ILCS 5/2-3.190, 5/10-22.39(e), and 5/22-30. [PRESSPlus1](#)

[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), 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: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to 105 ILCS 5/10-22.39, amended by P.A. 103-542, eff. 1-1-24 and operative 7-1-24, streamlining training requirements for staff members who work with students. **Issue 113, October 2023**

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~~ **all District staff** [PRESSPlus1](#) 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 identified as lesbian, gay, bisexual, transgender, and/or identify as (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, [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, [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](#), [5/10-20.81](#), [5/10-22.24a](#), [5/10-22.24b](#), [5/10-22.39](#), [5/14-1.01 et seq.](#), [5/14-7.02](#), and [5/14-7.02b](#), [5/27-7](#).

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

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

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

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

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

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-22.39, amended by P.A. 103-542, eff. 1-1-24 and operative 7-1-24, requiring teachers, administrators, and school support personnel who work with students to be trained on identifying warning signs of mental illness, trauma, and suicidal behavior in youth. Such training must include, but is not limited to, appropriate intervention and referral techniques, including resources and guidelines as outlined in 105 ILCS 5/3.166. 105 ILCS 5/10-22.39, amended by P.A. 103-542, eff. 1-1-24 and operative 7-1-24, uses the phrase *teachers, administrators, and school support personnel*, but for brevity this material uses the phrase *all District staff*. **Issue 113, October 2023**

Document Status: Draft Update

COMMUNITY RELATIONS

8:30 Visitors to and Conduct on School Property

The following definitions apply to this policy:

School property - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a Board of Education meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

- School buildings and grounds, all District buildings and grounds, vehicles used for school purposes, and any location used for a Board of Education meeting, school athletic event, or other school-sponsored event.

Visitor - Any person other than an enrolled student or District employee.

All visitors to school property are required to report to the main entrance of each campus and receive permission to remain on school property. All visitors must provide required identification, sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents/guardians, friends, and/or community members are invited onto school property or when community members are attending Board meetings, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

Except as provided in the next paragraph, any person wishing to confer with a staff member should contact that staff member to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

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

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law, or town or county ordinance.

7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectable, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender

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

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

The following rules shall apply:

1. In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is on campus.
2. Each child sex offender must complete a School Visit Request for each visit to school property.
3. Prior approval by the Superintendent is required.

Exclusive Bargaining Representative Agent

Upon notifying the Building Principal's office, authorized agents of an exclusive bargaining representative will be provided reasonable access to employees in the bargaining unit they represent in accordance with State law. Such access shall be conducted in a manner that will not impede the normal operations of the District.

Enforcement

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

Any person who engages in conduct prohibited by this policy may be ejected from or denied admission to school property in accordance with State law. [PRESSPlus1](#) The person is also may be subject to being denied admission to school athletic or extracurricular events or meetings for up to one calendar year in accordance with the procedures below.

Procedures to Deny Future admission to Athletic or Extracurricular School Events

Before any person may be denied admission to athletic or extracurricular school events, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten days before the Board hearing date. The hearing notice must contain: [PRESSPlus2](#)

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instruction on how to waive a hearing. [PRESSPlus3](#)

LEGAL REF.:

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

20 U.S.C. §7971 ~~81~~ et seq., Pro-Children Act of ~~2001~~1994.

105 ILCS 5/~~10-20.5~~, 10-20.5b, ~~5/10-22.10~~, 5/22-33, 5/24-25, and 5/27-23.7(a).

[115 ILCS 5/3](#)(c), Ill. Educational Labor Relations Act.

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

~~430 ILCS 66/, Firearm Concealed Carry Act.~~

410 ILCS 705/, Cannabis Tax and Regulation Act.

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

720 ILCS 5/11-9.3, ~~5/21-1~~, ~~5/21-1.2~~, ~~5/21-3~~, ~~5/21-5~~, ~~5/21-5.5~~, ~~5/21-9~~, and ~~5/21-11~~.

CROSS REF.: [2:200](#) (Types of Board of Education Meetings), [2:230](#) (Public Participation at Board of Education Meetings and Petitions to the Board), [4:170](#) (Safety), [5:50](#) (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), [6:120](#) (Education of Children with Disabilities), [6:250](#) (Community Resource Persons and Volunteers), [7:190](#) (Student Behavior), [7:270](#) (Administering Medicines to Students), [8:20](#) (Community Use of School Facilities)

Adopted: February 21, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to PRESS Advisory Board member feedback requesting clarification on the authority of boards to enforce conduct rules under 105 ILCS 5/10-20.5 and under various criminal trespass statutes. Applicable criminal trespass laws include: 720 ILCS 5/21-1 (criminal damage to property); 5/21-1.2 (institutional vandalism); 5/21-3 (criminal trespass to real property); 5/21-5 (criminal trespass to State supported land); 5/21-5.5 (criminal trespass to a safe school zone); 5/21-9 (criminal trespass to a place of public amusement); 5/21-11 (distributing or delivering written or printed solicitation on school property). **Issue 113, October 2023**

PRESSPlus 2. 105 ILCS 5/24-24. If a violator is a student, the hearing should be held in a closed meeting. 5 ILCS 120/2(c)(9). Otherwise, a hearing regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24 may take place in an open meeting or in a closed meeting so long as the board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4.5), added by P.A. 103-311. Note: while 5 ILCS 120/2(c)(4.5), added by P.A. 103-311, refers to school events or property, 105 ILCS 5/24-24 only authorizes boards to deny admission to athletic and extracurricular events. The term events is arguably broader than property as school events may take place offsite; consult the board attorney for guidance.

Some boards prefer an open meeting hearing to make it publicly known what alleged conduct could result in someone being denied admission to athletic or extracurricular events, while others prefer a closed meeting hearing so as not to provide a public platform to someone alleged to have engaged in prohibited conduct. Consult the board attorney to determine the best approach for the district and to ensure alignment with local practices and conditions.

This text aligns with 105 ILCS 5/24-24 and only requires a hearing for denying admission to school events. The court in Nuding (see f/n 20, above) did not specifically answer whether a board meeting qualified as a school event under 105 ILCS 5/24-24, but it upheld the board's right to enforce conduct rules at its meetings under 105 ILCS 5/10-20.5.

Consult the board attorney if the district would like to deny an individual admission to board meetings. This issue involves a balancing of a board's interest in the orderly transaction of its public business and the efficiency of its meetings against an individual's: (a) statutory rights to attend meetings and/or comment to and ask questions of the board (105 ILCS 5/10-16 and 5 ILCS 120/2.06(g)), and (b) constitutional freedoms and rights of speech, the press, assembly, and to petition the government (U.S. Constitution, First Amendment and Ill. Constitution, Art. I, §§ 1, 2, 4, and 5). **Issue 113, October 2023**

PRESSPlus 3. The hearing requirement is for the violator's benefit and, consequently, the violator should be able to waive it. **Issue 113, October 2023**

Document Status: Review and Monitoring

OPERATIONAL SERVICES

4:30 Revenue and Investments

Revenue [PRESSPlus1](#)

The Superintendent or designee is responsible for making all claims for property tax revenue, State Aid, special State funds for specific programs, federal funds, and categorical grants.

Investments

The Director of Business Services shall serve as the District's Chief Investment Officer. The Chief Investment Officer shall invest money that is not required for current operations, in accordance with this policy and State law.

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

Investment Objectives

The objectives for the School District's investment activities are:

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

Authorized Investments

The Chief Investment Officer may invest District funds in any investment as authorized in [30 ILCS 235/2](#), and Acts amended thereto.

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

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

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

Selection of Depositories, Investment Managers, Dealers, and Brokers

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

In order to be an authorized depository, each institution must submit copies of the last 2 sworn statements of resources and liabilities or reports of examination that the institution is required to furnish to the appropriate State or federal agency. Each institution designated as a depository shall, while acting as such depository, furnish the District with a copy of all statements of resources and liabilities or all reports of examination that it is required to furnish to the appropriate State or federal agency.

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

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

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

Activity Funds

The Director of Business Services is authorized to invest the District's activity funds.

Collateral Requirements

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

Safekeeping and Custody Arrangements

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

Controls and Report

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

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

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

Ethics and Conflicts of Interest

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

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

LEGAL REF.:

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

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

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

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

Adopted: October 18, 2021

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240,

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

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

Issue 113, October 2023

LYONS TOWNSHIP HIGH SCHOOL



DR. LESLIE C. OWENS Director of Student Services
District Office 100 S. Brainard Avenue LaGrange, IL 60525

TO: Lyons Township High School District #204 Board of Education
Dr. Brian Waterman, Superintendent

FROM: Dr. Leslie Owens, Director of Student Services

DATE: Tuesday, January 9, 2024

RE: Illinois State Board of Education Discipline Improvement Plan

Illinois law requires that the Illinois State Board of Education (ISBE) identify school districts that utilize exclusionary disciplinary measures more often than other districts. Specifically, [Section 2-3.162 of the School Code](#) requires the Illinois State Board of Education (ISBE) to determine the top 20 percent of school districts in the following metrics:

- Suspension Rate as calculated by the total number of out-of-school suspensions divided by the total district enrollment, multiplied by 100.
- Expulsion Rate as calculated by the total number of out-of-school expulsions divided by the total district enrollment, multiplied by 100.
- Racial disproportionality, defined as the overrepresentation of students of color or white students in comparison to the total number of students of color or white students, with respect to the use of out-of-school suspensions and expulsions.

Lyons Township High School District #204 was identified as being in the top 20 percent for the racial disproportionality metric in six out of the last eight years (2016, 2017, 2018, 2020, 2022, 2023). As a result, the district is required to submit a Discipline Improvement Plan until the district is **not** within the top 20 percent of any of the three metrics for three consecutive years.

The purpose of the ISBE Discipline Improvement Plan is to examine district discipline data and identify actions and strategies the school district will implement to reduce the use of exclusionary disciplinary practices or racial disproportionality or both, if applicable.

The information below contains the full Discipline Improvement Plan, which we propose be submitted to the Illinois State Board of Education by their deadline of February 1, 2024.

Recommended Action

We recommend the Board of Education approve the Discipline Improvement Plan, as presented.



DISCIPLINE IMPROVEMENT PLAN TEMPLATE

(This template is an example to assist in guiding your process. The Discipline Improvement Plan may be combined with other improvement plans required under federal and state law.)

Per [105 ILCS 5/2-3.162](#) and [Public Act 098-1102](#), districts identified on the Top 20% Exclusionary Discipline list are required to submit a Discipline Improvement Plan. The Discipline Improvement Plan must be approved by the district board, placed on the district website, and submitted to ISBE by **February 1, 2023**.

DISCIPLINE IMPROVEMENT PLAN		
Name of School District/Charter School: Lyons Twp HSD 204	School Year: 2023/24	Board Approval Date(s):
Link to district website where plan is posted: https://www.lths.net/Page/13201		
School District/Charter School Address: 100 S Brainard Ave La Grange, IL 60521		
Superintendent/Administrator Name: Dr. Brian P. Waterman		
Discipline Improvement Plan Team		
Districts are encouraged to convene a Discipline Improvement Plan Team to address exclusionary discipline and/or racial disproportionality.		
Team Leader: <p style="text-align: center;">Jennifer Tyrrell, Principal, jtyrrell@d204.lths.net</p>		
Team Members: <p style="text-align: center;">Sarah Smith, Associate Principal, ssmith@d204.lths.net</p> <p style="text-align: center;">Adam Davis, Assistant Principal, adavis@d204.lths.net</p> <p style="text-align: center;">Kelly Dostal, Assistant Principal, kdostal@d204.lths.net</p> <p style="text-align: center;">Bryan Radavich, Assistant Principal, bradavich@d204.lths.net</p> <p style="text-align: center;">Monique Godziszewski, Assistant Principal, mgodziszewski@d204.lths.net</p> <p style="text-align: center;">Greg Gardner, Associate Principal, ggardner@d204.lths.net</p> <p style="text-align: center;">Leslie Owens, Director of Student Services, lowens@d204.lths.net</p> <p style="text-align: center;">Jennifer Rowe, Director of Equity and Belonging, jrowe@d204.lths.net</p> <p style="text-align: center;">Julie Jacobo, Bilingual Coordinator, jjacobo@d204.lths.net</p>		

Recommended Steps to Consider when Creating the Discipline Improvement Plan

1-Review of discipline data:

Please go to the ISBE [School Discipline](#) webpage to find district data-level data. Districts/charter schools may also consider any other relevant data, e.g., district’s Illinois Report Card (student and teacher demographics, attendance rates, graduation rates, student mobility rates, academic progress, etc.), Survey of Learning Conditions (5 Essentials Survey or other approved survey) and any other local data.

LTHS - SUSPENSION RATE				
YEAR	Top 20%	RATE	TOTAL RATE RANGE	RANK
2016	No	2.642	80.2 – 0.27	375/533
2017	No	2.919	113.3 – 0.19	253/474
2018	No	2.480	113.8 – 0.21	357/535
2019	No	3.566	75.6 – 0.15	284/521
2020	No	2.604	31.7 – 0.25	293/484
2021	<i>District 204 was not eligible for the Suspension Metric in 2021*</i>			
2022	No	2.092	36.9 – 0.0	342/439
2023	No	2.377	76.259 – 0.0	460/590
LTHS - EXPULSION RATE				
YEAR	TOP 20%	RATE	TOTAL RATE RANGE	RANK
2016 - 2022	<i>District 204 was not eligible for the Expulsion Metric from 2016 – 2023**</i>			
LTHS - RACIAL DISPROPORTIONALITY RATE				
YEAR	TOP 20%	RATE	TOTAL RATE RANGE	RANK
2016	Yes	4.507	16.4 – 0.0	25/381
2017	Yes	3.119	30.5 – 0.0	59/348
2018	Yes	3.692	28.8 – 0.0	46/401
2019	No	2.246	11.7 – 0.0	125/391
2020	Yes	3.851	10.8 – 0.0	43/370
2021	<i>District 204 was not eligible for the Racial Disproportionality Metric in 2021***</i>			
2022	Yes	3.808	9.4 – 0.0	33/343
2023	Yes	4.062	30.5 – 0.0	33/441

Suspension Rate

Calculation: Total number of out-of-school suspensions divided by the total district enrollment by the last school day in September for the year in which data was collected, multiplied by 100.

*Eligibility: 10 or more out-of-school suspension for a given school year.

Expulsion Rate

Calculation: Total number of out-of-school expulsions divided by the total district enrollment by the last school day in September for the year in which data was collected, multiplied by 100.

**Eligibility: 10 or more expulsions for a given school year (includes expulsions with and without educational services)

Racial Disproportionality Rate

Calculation: A divided by B, where

A = the total number of non-white out-of-school suspensions and expulsions divided by the total non-white enrollment as of October 1st of the school year

B = the total number of white out-of-school suspensions and expulsions divided by the total white student enrollment as of October 1st of the school year.

***Eligibility: 50 or more white students and 50 or more students of color; 10 or more expulsions or out-of-school suspensions for a given school year.

It is important to note for each metric, only districts eligible for the metric are included in the count. Districts include the following types of school districts: elementary, high school, unit, and state authorized charter schools.

LTHS - RACIAL DISPROPORTIONALITY CALCULATIONS							
YEAR	TOTAL WHITE STUDENTS	TOTAL SUSPENSIONS OF WHITE STUDENTS	RATE	TOTAL STUDENTS OF COLOR	TOTAL SUSPENSIONS OF STUDENTS OF COLOR	RATE	RACIAL DISPROPORTIONALITY RATE
2016	2901	39	0.0134	1110	67	0.0603	4.507
2017	2917	54	0.0185	1091	63	0.0577	3.119
2018	2933	42	0.0143	1099	58	0.0527	3.692
2019	2941	78	0.0265	1125	67	0.0595	2.246
2020	2869	41	0.0142	1163	64	0.0550	3.851
2021	<i>District 204 was not eligible for the Racial Disproportionality metric in 2021</i>						
2022	2648	29	0.0109	1271	53	0.0417	3.808
2023	2495	29	0.0116	1292	61	0.0472	4.06

Incidents	Year	Hispanic	African-American	White	Asian	2 or more races	Total Incidents
Drug Offense	2022-23	22	2	11	0	1	36
Violence without Physical Injury	2022-23	12	1	5	0	2	20
Physical Confrontation	2022-23	2	3	3	0	1	9

Incidents	Year	Hispanic	African-American	White	Asian	2 or more races	Total Incidents
Drug Offense	2021-22	9	0	12	0	1	22
Violence without Physical Injury	2021-22	3	1	0	0	0	4
Physical Confrontation	2021-22	18	4	5	0	3	30

Incidents	Year	Hispanic	African-American	White	Asian	2 or more races	Total Incidents
Drug Offense	2019-20	21	10	27	1	2	61
Physical Confrontation	2019-20	13	6	6	2		27
Gross Insubordination	2019-20	1		4		1	6

Incidents	Year	Hispanic	African-American	White	Asian	2 or more races	Total Incidents
Drug Offense	2018-19	29	2	41	3	3	78
Physical Confrontation	2018-19	15	5	14		3	37
Gross Insubordination	2018-19	1	2	7			10

Incidents	Year	Hispanic	African-American	White	Asian	2 or more races	American Indian	Total Incidents
Drug Offense	2017-18	25	1	17	2	1	1	47
Physical Confrontation	2017-18	15	3	11		2		31
Arson	2017-18	1						1

Incidents	Year	Hispanic	African-American	White	Asian	2 or more races	Total Incidents
Physical Confrontation	2016-17	14	7	97	18	1	40

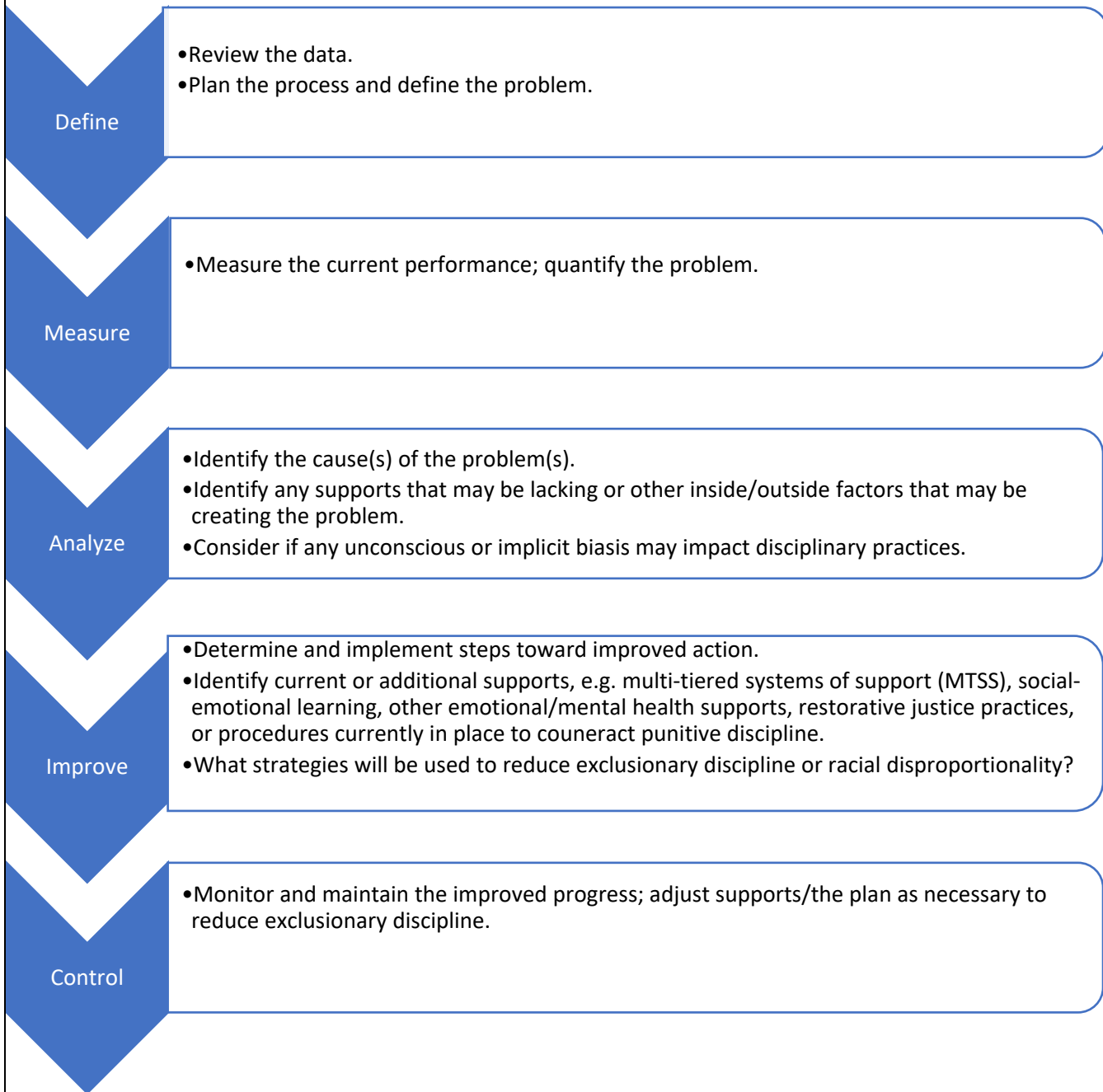
Drug Offense	2016-17	11	4	14		1	30
Alcohol	2016-17	3	1	10			14
Incidents	Year	Hispanic	African-American	White	Asian	2 or more races	Total Incidents
Drug Offense	2015-16	12	1	15	1		29
Physical Confrontation	2015-16	13	7	6		1	27
Alcohol	2015-16	7	1	4			12

Upon review of the ISBE Exclusionary Discipline Data for Lyons Twp HSD 204, the following was noted:

- LTHS has not been within the top 20% of (eligible) school districts with regard to Suspension Rate or Expulsion Rate since the beginning of ISBE data collection in 2016.
- LTHS was not eligible for the metrics (i.e. rates were below eligibility thresholds) of Suspension Rate in 2021 and of Expulsion Rate in all years 2016 – 2023.
- LTHS has been within the top 20% of eligible districts for Racial Disproportionality in 6 of the last 8 years.
- The percentage of the total enrollment of students of color for the years 2016 through 2020, 2022 and 2023 was 27.6%, 27.2%, 27.2%, 27.6%, 28.8%, and 32.4% and 34.1%, respectively.
- The percentage of the total suspensions/expulsions applied to students of color for the years 2016 through 2020, 2022 and 2023 was 63.2%, 53.8%, 58%, 46.2%, 60.9%, and 64.6% and 67.0%, respectively.
- The district’s Suspension Rate was highest in 2019 and lowest in 2021.
- The district’s Racial Disproportionality Rate was highest in 2016 and lowest in 2021.
- Physical Confrontation and Drug Offense have been included in the top 3 infractions resulting in exclusionary discipline in all years 2016 – 2023
 - Gross Insubordination was included in the top 3 infractions twice (2019, 2020)
 - Alcohol was included in the top 3 infractions twice (2016, 2017)
 - Arson was included in the top 3 infractions once (2018)
 - Violence without Physical Injury was included in the top 3 infractions once (2023)
- Occurrences of Drug Offenses were lowest in 2016 (29 occurrences) and highest in 2019 (78 occurrences)
 - White students represented the largest number of Drug Offenses in 4 of the 6 years listed (2016, 2017, 2019, 2020). In all of those years Hispanic students represented the next largest number of Drug Offenses.
 - Hispanic students represented the largest number of Drug Offenses in 2018 and 2023. White students represented the next largest number of Drug Offenses in that same years.
- Occurrences of Physical Confrontation were lowest in 2016 (27 occurrences) and highest in 2017 (40 occurrences)
 - Hispanic students represented the largest number of Physical Confrontations in 4 of the 7 years listed (2016, 2018, 2019, 2020).
 - White students represented the second largest number of Physical Confrontations in 2018 and . White and African American students represented the second largest number of Physical Confrontations in 2020.
 - White students represented the largest number of Physical Confrontations in 2017 and White and African American students represented the largest number of Physical Confrontations in 2023.
 - Hispanic students represented the second largest number of Physical Confrontations in 2017 and 2023.

2-Next steps:

The below process may be helpful in the creation of the disciplinary improvement plan.



3. Has your district completed implicit bias training as required by PA 100-0014? Have you incorporated the [Diversity Equity and Inclusion Provider Evaluation Tool](#)? If you did, what are your thoughts regarding your current implicit bias training (e.g., effective or ineffective)?

A) Implicit Bias training has been provided to all district and building administrators, as well as to all newly hired staff, and all those who participate on an interview committee. This training promotes acknowledgment and understanding of the role of bias in decision-making and allows individuals and teams to determine how they will work to reduce bias in their work. We believe that bias training is an effective part of a comprehensive plan to reduce racial disproportionality within discipline practices, as well as all other instructional/educational practices.

For the 2023-24 School Year, the district's professional learning plan includes expansion of Implicit Bias Training for all employees to be delivered in small groups (approximately 40 staff members/group) over the course of 2 Institute Days as well as PLC time.

B) We have not incorporated the Diversity Equity and Inclusion Provider Evaluation Tool when evaluating providers of professional development/learning. As a district we utilize our Equity Lens framework for assessing our professional learning and problem-solving processes. Our professional learning and providers are selected with this protocol in mind and to address learning needs as related to student equity as led by our Director of Equity and Belonging.

4. Potential Action Plan to Reduce the Use of Exclusionary Discipline and/or Racial

Disproportionality: (Goal/Objective, Strategy/Action, Timeframe, Responsible Individual(s), Success Criteria, and Method of Evaluation)

District 204's approach to discipline improvement is rooted in a multi-tiered system of support. In addition to providing individualized, intensive Tier 3 supports for students when infractions occur, we have also begun to systematically improve our Tier 1 Academic, Social/Emotional, and Behavioral instruction and supports. These changes have specifically been implemented to remove barriers to inclusive, rigorous academic experiences and to ensure that our curriculum and instruction are culturally responsive and meet the needs of all students. Much effort has been placed on clarifying and communicating behavior expectations to all students and to embracing a restorative approach to discipline, with emphasis on a foundation of relationship-building among students and between students and staff driven by IL SEL Standards. These changes are evident in the incorporation of SEL Standards and Culturally Responsive Standards into curriculum maps, the addition of staff to facilitate inclusion, belonging, and support, and expanded course offerings, such as Co-Taught sections of graduation requirements for Special Education students and Multilingual Students. District 204 is committed to a cycle of continuous improvement that incorporates setting targets, analyzing data, and making adjustments to better serve students as part of the overall delivery of instruction/service school-wide, as well as in regard to the targeted plan below.

- **Data Review and Analysis**

- On a quarterly basis, the Building Leadership Team along with the Director of Student Services and Director of Equity and Belonging convene to review data and action plan for improvement.
- LTHS will utilize local, disaggregated data to fully understand who is being suspended, the reasons for suspensions, and the disparities in suspension across demographic groups. This information will be essential in understanding how to specifically address concerns and to reduce the Racial Disproportionality Rate.
- LTHS will utilize data to set goals for the measured metrics, with accompanying action steps, to remain out of the top 20% of the ISBE Exclusionary Discipline list.
- LTHS will utilize (among other resources) the ISBE-provided, evidence-based, Safe and Successful Schools Framework and the Educator's Action Planning Guide for Addressing the Root Causes of Disparities in School Discipline to guide and ensure comprehensive planning and action.

- **Increasing District Capacity**

- In order to expand and improve systems-level planning with a focus on improving the academic, social-emotional, and post-secondary outcomes for all students, LTHS hired two new District-level administrators for the start of the 2021-2022 school year:
 - Director of Equity and Belonging
 - Director of Student Services
- LTHS hired the following additional positions for the 2022-23 school year to improve the staff to student ratios within Student Services to allow for a prevention-focused service delivery model and increased capacity to assess and address student needs:
 - Bilingual Coordinator
 - Social Worker
 - School Counselor
- LTHS implemented a Full-Time TBE Program in Spanish for the 2023/24 School Year with the addition of 4.0 Bilingual FTE
- LTHS Continues to partner with West40 to provide a Tapestry Program to support students, both inside and outside of school, with 3.0 FTE Student Advocates assigned to caseloads of no more than 30 students. This allows for individual academic support and home/school connections.

- **District/Board Policy and Procedures Review**

- The Board of Education, in collaboration with the Superintendent and consultation with the district's law firm, will review all policies related to discipline to ensure legal compliance and support for improved student outcomes.

- **Handbook Review and Revision**

- LTHS convened a multidisciplinary committee to oversee a review and revision of the Student Handbook/Code of Conduct at the start of the 2022-2023 School Year with the goal of proposing changes that will go into effect for the start of the 2023-2024 School Year.
- The overarching desired outcomes of this review and revision were to ensure legal compliance and compliance with Board Policy, to support students, families, and staff in order to maintain a safe school environment conducive to academic learning and personal growth by clearly outlining the behavioral expectations, interventions, and accompanying procedures
- LTHS utilized the AASA and the Framework for Revising School District Codes of Student Conduct to guide the handbook review/revision and ensure alignment with evidence-based and best practices with a focus on preventative and restorative disciplinary responses.
- The BOE Parent-Teacher Advisory/Behavioral Interventions Committee convened in November 2023 to begin work, in collaboration with the district's legal counsel, on the updated Code of Conduct.

- **Integration of Restorative Practices**

- Integration and implementation of restorative practices will align with a Multi-Tiered System of Support Framework
 - Tier 1 – Clear Expectations and Education for All (Prevention)
 - Tier 2 – Targeted Support and Skill-Building (Intervention)
 - Tier 3 – Individualized and intensive support to repair harm (Reintegration)
- The Building Leadership Team, in collaboration with the Director of Student Services and the Director of Equity and Belonging, are in the process of developing the implementation plans for an Intervention Room to be at each campus with the goal of supporting students who have received discipline infractions and reducing exclusionary discipline consequences.
- All Building level admin and Student Service staff will experience training during the 2023-2024 school year on Restorative Practices in response to disciplinary incidents, facilitating restorative circles, affective statements, and strategies for building strong relationships to enhance the Tier I supports for all students at LTHS.

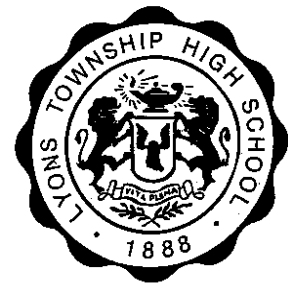
- Each student who receives a suspension for physical altercation or use of alcohol or drugs is assigned a series of meetings with social workers. At the conclusion of these meetings, social workers make a referral for future support based on their work with students and families through Student Service Team problem solving meetings.

- **Partnership with Rosecrance and 3rd Millennium**

- Rosecrance is a national leader in addiction and behavioral health treatment that provides individualized, evidence-based treatment. Instead of an immediate out-of-school suspension and return, LTHS has contracted with Rosecrance to provide virtual assessments to work with students and families (when a student is found in possession or under the influence of illegal substances). Based on the results of the assessment, students and families may opt-into various treatment programs through Rosecrance and their local La Grange office.
- In lieu of out-of-school suspensions, students and families may opt-in to an alternative-to-suspension program with Rosecrance. The goal of this program is treatment and recovery as opposed to exclusionary discipline (e.g. suspension).
- Utilization of 3rd Millennium: The Assistant Principals are utilizing 3rd Millennium modules as a restorative learning opportunity within the following areas: tobacco/drug use, conflict resolution, and equity.

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6474 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 1/17/2024
Re: Abatement of Bond Sale Proceeds from the Working Cash Fund to the Capital Projects Fund

Information: With the completion of both bond sales, (the second closed on January 18th netting the District \$27.0 million for both sales) we are now ready to transfer (abate) the proceeds and interest earned on both sales from the Working Cash Fund to the Capital Projects Fund. The Capital Projects Fund is the fund where all expenses for the upcoming renovations will be charged and paid for by the proceeds from the bond sales. The process for transferring the money out of the Working Cash Fund to the Capital Projects Fund requires an intermediate stop in the O&M Fund. This is due to State Board of Education accounting procedures. The general purpose for the transfer to the Capital Projects Fund is to account for the bond sale dollars separately so that IRS and other obligations for accounting can be met.

The included resolution for consideration at tonight's meeting approves transferring up to \$27,324,004.01 of bond sale proceeds and interest earned on those dollars to the O&M Fund and then to the Capital Projects Fund. We have estimated the amount to be transferred at this time as interest will continue to accumulate on the liquid portion of the funds. The amount included in this memo and in the resolution takes into account those additional interest amounts although it is possible that a slightly smaller amount will be transferred.

When I amend the budget in the early spring of this year the transfer will also be accounted for in the budget document as well.

Should you have any questions, please do not hesitate to contact me.

Recommendation: The Board of Education approve the resolution abating a portion of the Working Cash Fund (\$27,324,004.01) and transferring the abatement amount to the O&M Fund and then to the Capital Projects Fund.

MINUTES of a regular public meeting of the Board of Education of Township High School District Number 204, Cook County, Illinois, held in Room 103 of the LT North Campus, 100 South Brainard Avenue, La Grange, Illinois at 7:00 o'clock P.M., on the 22nd day of January, 2024.

* * *

The meeting was called to order by the President, and upon the roll being called, Dawn Aubert, the President, and the following members were physically present at said location:

The following members were allowed by a majority of the members of the Board of Education in accordance with and to the extent allowed by rules adopted by the Board of Education to attend the meeting by video or audio conference: _____

No member was not permitted to attend the meeting by video or audio conference.

The following members were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

The President announced that in view of the current financial condition of the District, the Board of Education would consider the adoption of a resolution abating a portion of the working cash fund of the District.

Whereupon Member _____ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each member of the Board of Education prior to said meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION abating a portion of the working cash fund of
Township High School District Number 204, Cook County, Illinois.

* * *

WHEREAS, the Board of Education (the “*Board*”) of Township High School District Number 204, Cook County, Illinois (the “*District*”), has heretofore created and maintained a working cash fund in and for the District (the “*Fund*”); and

WHEREAS, the Board has determined and does hereby determine that it is necessary and in the best interests of the District that the Fund be abated; and

WHEREAS, Section 20-10 of the School Code of the State of Illinois, as amended (the “*Code*”), authorizes the Board to abate the Fund:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Education of Township High School District Number 204, Cook County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Amount of Abatement. The Fund shall be abated as of the date hereof by the amount of \$27,324,004.01 (the “*Abatement Amount*”).

Section 3. Permanent Transfer. The School Treasurer of the District is hereby authorized and directed to forthwith permanently transfer the Abatement Amount to the operations and maintenance fund of the District (the “*O&M Fund*”), the same being the fund of the District most in need of the Abatement Amount. It is also hereby found and determined that (a) the Abatement Amount, when added to the O&M Fund of the District and regardless of any subsequent transfers of the Abatement Amount, will not result in an excessive accumulation of assets in the O&M Fund of the District, and (b) following said abatement, the balance to the credit of the Fund,

including the amount of any taxes heretofore levied by the District for the Fund pursuant to Section 20-3 of the Code, but not yet collected and deposited into the Fund, and amounts transferred pursuant to Section 20-4 of the Code and to be reimbursed to the Fund, is at least equal to 0.05% of the value, as equalized or assessed by the Department of Revenue, of the taxable property in the District.

Section 4. Outstanding Loans. If necessary to effectuate such abatement and permanent transfer, any outstanding loans from the Fund to other funds of the District in an amount, together with any cash immediately transferred pursuant to Section 2 above, equal in the aggregate to the Abatement Amount shall be paid to the O&M Fund of the District, and any remaining outstanding loans shall be paid to the Fund at the time and in the manner required by the Code.

Section 5. Transfer to Capital Projects Fund. In accordance with the rules and regulations of the Illinois State Board of Education and specifically Section 100.50(d)(2) of Title 23 of the Illinois Administrative Code, the Abatement Amount shall be transferred from the O&M Fund to the District's Capital Projects Fund as of the date hereof to be used as provided in said rules and regulations.

Section 6. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. Repealer and Effective Date. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed and that this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted January 22, 2024.

President, Board of Education

Secretary, Board of Education

Member _____ moved and Member _____
seconded the motion that said resolution as presented and read by title be adopted.

After a full and complete discussion thereof, the President directed the Secretary to call the roll for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following members voted AYE: _____

The following members voted NAY: _____

Whereupon the President declared the motion carried and said resolution adopted, and in open meeting approved and signed said resolution and directed the Secretary to record the same in full in the records of the Board of Education of Township High School District Number 204, Cook County, Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Education

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION OF MINUTES AND RESOLUTION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Township High School District Number 204, Cook County, Illinois (the “Board”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 22nd day of January, 2024, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION abating a portion of the working cash fund of Township High School District Number 204, Cook County, Illinois.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 72 hours in advance of the holding of said meeting and on a day that was not a Saturday, Sunday or legal holiday in the State of Illinois, that at least one copy of said agenda was continuously available for public review during said entire 72-hour period preceding said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 22nd day of January, 2024.

Secretary, Board of Education

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF DECEMBER 2023 EXPENSES
FOR BOARD OF EDUCATION APPROVAL ON JANUARY 22, 2024**

ACCOUNTS PAYABLE	PAID	TOTAL
EDUCATION FUND	\$ 953,131.14	
OPERATIONS BLDG MAINT	\$ 327,620.18	
TRANSPORTATION	\$ 327,271.49	
CAPITAL PROJECTS	<u>\$ 957,669.69</u>	
TOTAL ACCOUNTS PAYABLE		<u>\$ 2,565,692.50</u>
PAYROLL		
EDUCATION FUND	\$ 4,912,207.41	
OPERATIONS BLDG MAINT	\$ 406,405.84	
IMRF/FICA/MEDICARE	<u>\$ 257,660.04</u>	
TOTAL PAYROLL		<u>\$ 5,576,273.29</u>
TOTAL EXPENDITURES		<u>\$ 8,141,965.79</u>

The Undersigned do hereby certify that the Accounts Payable and Payroll Expenditures in the amount of \$8,141,965.79 approved for payment at the Lyons Township High School District 204 Board of Education Meeting, Cook County, Illinois held on January 22, 2024.

Dawn Aubert, President

Tim Albores, Secretary

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF REVENUES - FISCAL YEAR 2023-24
FOR THE MONTH OF DECEMBER 2023**

	<u>BUDGET</u>	<u>MONTHLY REVENUES</u>	<u>FISCAL YTD REVENUES</u>	<u>TRANSFERS</u>	<u>BUDGET BALANCE</u>	<u>% REALIZED</u>
<u>OPERATING FUNDS</u>						
EDUCATION - 10	\$ 78,237,344.00	\$ 19,617,328.30	\$ 39,002,200.07	\$ -	\$ 39,235,143.93	49.85%
OPERATIONS & MAINTENANCE - 20	\$ 11,304,165.00	\$ 2,805,130.62	\$ 4,817,654.53	\$ -	\$ 6,486,510.47	42.62%
TRANSPORTATION - 40	\$ 3,903,721.00	\$ 816,508.05	\$ 1,887,271.89	\$ -	\$ 2,016,449.11	48.35%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,490,100.00	\$ 854,878.82	\$ 1,405,464.06	\$ -	\$ 2,084,635.94	40.27%
TOTAL	\$ 96,935,330.00	\$ 24,093,845.79	\$ 47,112,590.55	\$ -	\$ 49,822,739.45	48.60%
<u>NON OPERATING FUNDS</u>						
DEBIT SERVICE - 30	\$ 2,882,610.00	\$ 842,622.03	\$ 1,402,134.70	\$ -	\$ 1,480,475.30	48.64%
CAPITAL PROJECTS - 60	\$ 26,221.00	\$ 5,248.33	\$ 43,938.26	\$ -	\$ (17,717.26)	0.00%
TOTAL	\$ 2,908,831.00	\$ 847,870.36	\$ 1,446,072.96	\$ -	\$ 1,462,758.04	49.71%
<u>WORKING CASH</u>						
WORKING CASH - 70	\$ 104,493.00	\$ 9,431.23	\$ 88,983.73	\$ -	\$ 15,509.27	85.16%
WORKING CASH BONDS - 71	\$ -	\$ 249,053.31	\$ 14,703,634.49	\$ -	\$ (14,703,634.49)	0.00%
TOTAL	\$ 104,493.00	\$ 258,484.54	\$ 14,792,618.22	\$ -	\$ (14,688,125.22)	0.00%
TOTAL	\$ 99,948,654.00	\$ 25,200,200.69	\$ 63,351,281.73	\$ -	\$ 36,597,372.27	63.38%

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF EXPENSES - FISCAL YEAR 2023-24
FOR THE MONTH OF DECEMBER 2023**

	BUDGET	MONTHLY EXPENSES	FISCAL YTD EXPENSES	TRANSFERS	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>						
EDUCATION - 10	\$ 75,852,903.00	\$ 5,861,711.34	\$ 31,862,565.28	\$ -	\$ 43,990,337.72	42.01%
OPERATIONS & MAINTENANCE - 20	\$ 11,304,165.00	\$ 1,749,054.47	\$ 5,604,512.30	\$ -	\$ 5,699,652.70	49.58%
TRANSPORTATION - 40	\$ 3,560,150.00	\$ 327,271.49	\$ 875,962.43	\$ -	\$ 2,684,187.57	24.60%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,385,603.00	\$ 257,660.04	\$ 1,342,066.22	\$ -	\$ 2,043,536.78	39.64%
TOTAL	\$ 94,102,821.00	\$ 8,195,697.34	\$ 39,685,106.23	\$ -	\$ 54,417,714.77	42.17%
<u>NON OPERATING FUNDS</u>						
DEBIT SERVICE - 30	\$ 2,753,174.00	\$ 2,653,173.75	\$ 2,653,173.75	\$ -	\$ 100,000.25	96.37%
CAPITAL PROJECTS - 60	\$ 2,347,716.00	\$ (570,898.08)	\$ 2,718,225.97	\$ -	\$ (370,509.97)	0.00%
TOTAL	\$ 5,100,890.00	\$ 2,082,275.67	\$ 5,371,399.72	\$ -	\$ (270,509.72)	105.30%
<u>WORKING CASH</u>						
WORKING CASH - 70	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
WORKING CASH BONDS - 71	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 99,203,711.00	\$ 10,277,973.01	\$ 45,056,505.95	\$ -	\$ 54,147,205.05	45.42%

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
FUND BALANCE FINANCIAL REPORT - FISCAL YEAR 2023-24
FOR THE MONTH OF DECEMBER 2023

	FUND BALANCE JULY 1, 2023	FISCAL YTD REVENUES	FISCAL YTD EXPENSES	TRANSFERS	FUND BALANCE
<u>OPERATING FUNDS</u>					
EDUCATION - 10	\$ 33,169,105.74	\$ 39,002,200.07	\$ 31,862,565.28	\$ -	\$ 40,308,740.53
OPERATIONS & MAINTENANCE - 20	\$ 11,746,204.30	\$ 4,817,654.53	\$ 5,604,512.30	\$ -	\$ 10,959,346.53
TRANSPORTATION - 40	\$ 4,720,478.56	\$ 1,887,271.89	\$ 875,962.43	\$ -	\$ 5,731,788.02
IMRF/SOCIAL SECURITY - 50/51	\$ 1,479,118.74	\$ 1,405,464.06	\$ 1,342,066.22	\$ -	\$ 1,542,516.58
TOTAL	\$ 51,114,907.34	\$ 47,112,590.55	\$ 39,685,106.23	\$ -	\$ 58,542,391.66
<u>NON OPERATING FUNDS</u>					
DEBIT SERVICE - 30	\$ 1,616,188.70	\$ 1,402,134.70	\$ 2,653,173.75	\$ -	\$ 365,149.65
CAPITAL PROJECTS - 60	\$ 3,434,079.16	\$ 43,938.26	\$ 2,718,225.97	\$ -	\$ 759,791.45
TOTAL	\$ 5,050,267.86	\$ 1,446,072.96	\$ 5,371,399.72	\$ -	\$ 1,124,941.10
<u>WORKING CASH</u>					
WORKING CASH - 70	\$ 4,115,249.94	\$ 88,983.73	\$ -	\$ -	\$ 4,204,233.67
WORKING CASH BONDS - 71	\$ -	\$ 14,703,634.49	\$ -	\$ -	\$ 14,703,634.49
TOTAL	\$ 4,115,249.94	\$ 14,792,618.22	\$ -	\$ -	\$ 18,907,868.16
TOTAL	\$ 60,280,425.14	\$ 63,351,281.73	\$ 45,056,505.95	\$ -	\$ 78,575,200.92

LADSE

The LaGrange Area Department of Special Education

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

SUMMARY OF BILLS AND PAYROLLS

December 2023

Presented

January 22, 2024

SUMMARY FINANCIAL REPORT OF REVENUE - December 2023

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT REVENUES	YTD REVENUES	BALANCE	PERCENT REALIZED
EDUCATION FUND	30,243,701	-	8,231,095	22,097,361	8,146,340.04	73.06%
VOCATIONAL ACTIVITY FUND	-	-	168	168		0.00%
O&M FUND	-	-	(9)	(9)		0.00%
TOTAL	30,243,701	-	8,231,254	22,097,519	8,146,340	73.06%

SUMMARY FINANCIAL REPORT OF EXPENSE - December 2023

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT EXPENDITURES	YTD EXPENDITURES	UNENCUMBERED BALANCE	PERCENT ENCUMBERED
EDUCATION FUND	30,243,701	-	2,451,668	12,671,174	17,572,527	41.90%
VOCATIONAL ACTIVITY FUND	-	-	-	45	(45)	0.00%
O&M FUND	-	-	10,448	13,781	(13,781.39)	0.00%
TOTAL	30,243,701	-	2,462,116	12,685,001	17,558,700	41.94%

MONTHLY FUND BALANCE REPORT FOR - December 2023

OPERATING FUNDS	JULY 1ST EQUITY	YEAR TO DATE RECEIPTS	YEAR TO DATE DISBURSEMENTS	BALANCE
EDUCATION FUND	1,459,077	22,097,361	(12,671,174)	10,885,264
VOCATIONAL ACTIVITY FUND	15,083	168	(45.36)	15,206
O&M FUND	(23,994)	(9)	(13,781.39)	(37,785)
TOTAL	1,450,166	22,097,519	(12,685,001)	10,862,685

SUMMARY OF EXPENSES FOR DECEMBER 2023 BOARD OF EDUCATION APPROVAL ON JANUARY 22, 2024

	EXPENSES	EXPENSES FROM REVENUE	TOTAL
EDUCATION FUND	\$ 187,075.97		\$ 187,075.97
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$ -
TOTAL A/P	\$ 187,075.97	\$ -	\$ 187,075.97

PAYROLL			
EDUCATION FUND		\$	1,791,271.88
BOARD SHARE EXPENSES		\$	483,767.97
TOTAL PAYROLL		\$	2,275,039.85

VOCATIONAL FUND			-
BOARD SHARE EXPENSES			-
			-

TOTAL PAYROLL \$ 2,462,115.82

THE UNDERSIGNED DO HEREBY CERTIFY THAT ACCOUNTS PAYABLE LISTINGS AND PAYROLLS IN THE AMOUNT OF \$2,462,115.82 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #204, COOK COUNTY, ILLINOIS HELD ON JANUARY 22, 2024 AND AUTHORIZE THE SCHOOL TRUSTEES OF TOWNSHIP 38, RANGE 12 TO PAY THE SAME.

PRESIDENT

SECRETARY

LaGrange Area Dept. of Special Education

Fund Balances

Fiscal Year: 2023-2024

Month: December
 Year: 2023
 Fund Type: All Funds

Include Cash Balance
 FY End Report

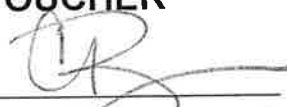
<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATION	\$1,459,077.12	\$22,097,360.96	(\$12,671,174.39)	\$0.00	\$10,885,263.69
20	OPERATIONS & MAINTENANCE	(\$23,993.95)	(\$9.43)	(\$13,781.39)	\$0.00	(\$37,784.77)
99	ACTIVITY FUND - SHREDDER WORKS	\$15,083.24	\$167.84	(\$45.36)	\$0.00	\$15,205.72
Grand Total:		\$1,450,166.41	\$22,097,519.37	(\$12,685,001.14)	\$0.00	\$10,862,684.64

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1087

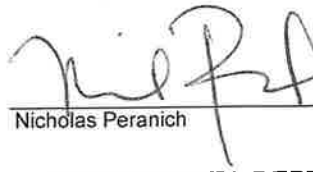
Voucher Date: 12/04/2023

Prepared By: 

Printed: 12/01/2023 10:37:19 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$92,854.79 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Nicholas Peranich

12-1-2023
Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund		Amount
10	EDUCATION	\$88,314.50
20	OPERATIONS & MAINTENANCE	\$4,540.29
		<hr/> <hr/>
		\$92,854.79

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 12/4/2023
From Check: 245811724
From Voucher: 1087

To Date: 12/4/2023
To Check: 245811757
To Voucher: 1087

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811724	12/04/2023	Amazon Capital Services	\$1,525.59	1087	Printed	Expense	<input type="checkbox"/>		
245811725	12/04/2023	At & T	\$174.69	1087	Printed	Expense	<input type="checkbox"/>		
245811726	12/04/2023	Bd Of Ed #94	\$30,547.63	1087	Printed	Expense	<input type="checkbox"/>		
245811727	12/04/2023	Beener, Olivia E	\$10.42	1087	Printed	Expense	<input type="checkbox"/>		
245811728	12/04/2023	Bliese, Maximilian J	\$285.90	1087	Printed	Expense	<input type="checkbox"/>		
245811729	12/04/2023	BrightStar Care	\$3,024.00	1087	Printed	Expense	<input type="checkbox"/>		
245811730	12/04/2023	Budziszewski, Alexai	\$1,054.95	1087	Printed	Expense	<input type="checkbox"/>		
245811731	12/04/2023	Burke, Jennifer L	\$59.09	1087	Printed	Expense	<input type="checkbox"/>		
245811732	12/04/2023	Carey, Veronica	\$337.09	1087	Printed	Expense	<input type="checkbox"/>		
245811733	12/04/2023	Cavaliere, Kellie A	\$64.00	1087	Printed	Expense	<input type="checkbox"/>		
245811734	12/04/2023	Cdw Government Inc	\$10,152.00	1087	Printed	Expense	<input type="checkbox"/>		
245811735	12/04/2023	Chicago Cook Workforce Partnership	\$22,655.46	1087	Printed	Expense	<input type="checkbox"/>		
245811736	12/04/2023	Crotty, Emily A	\$124.88	1087	Printed	Expense	<input type="checkbox"/>		
245811737	12/04/2023	DLA Ltd.	\$4,540.29	1087	Printed	Expense	<input type="checkbox"/>		
245811738	12/04/2023	Elana Carron	\$330.00	1087	Printed	Expense	<input type="checkbox"/>		
245811739	12/04/2023	Guerrero, Elsa R	\$7.00	1087	Printed	Expense	<input type="checkbox"/>		
245811740	12/04/2023	Hagar, Kimberly S	\$25.48	1087	Printed	Expense	<input type="checkbox"/>		
245811741	12/04/2023	Holiday Inn Countryside	\$1,476.00	1087	Printed	Expense	<input type="checkbox"/>		
245811742	12/04/2023	Learning A-Z	\$850.00	1087	Printed	Expense	<input type="checkbox"/>		
245811743	12/04/2023	LoCoco, Anthony J	\$110.50	1087	Printed	Expense	<input type="checkbox"/>		
245811744	12/04/2023	Medicaleshop	\$587.00	1087	Printed	Expense	<input type="checkbox"/>		
245811745	12/04/2023	Morfoot, Carrie A	\$114.27	1087	Printed	Expense	<input type="checkbox"/>		
245811746	12/04/2023	Nelson, Kathryn A	\$27.51	1087	Printed	Expense	<input type="checkbox"/>		
245811747	12/04/2023	ProCare Therapy	\$4,336.19	1087	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 12/4/2023
From Check: 245811724
From Voucher: 1087

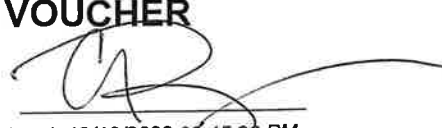
To Date: 12/4/2023
To Check: 245811757
To Voucher: 1087

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811748	12/04/2023	Quench USA, Inc	\$115.44	1087	Printed	Expense	<input type="checkbox"/>		
245811749	12/04/2023	Rcm Data Corp.	\$80.25	1087	Printed	Expense	<input type="checkbox"/>		
245811750	12/04/2023	School Dist 2045 Dhs/Drs Imprest Fund	\$5,530.65	1087	Printed	Expense	<input type="checkbox"/>		
245811751	12/04/2023	Sredzinski, Jessica	\$173.05	1087	Printed	Expense	<input type="checkbox"/>		
245811752	12/04/2023	Stoffer, Kellie A	\$185.26	1087	Printed	Expense	<input type="checkbox"/>		
245811753	12/04/2023	Village Of La Grange	\$613.95	1087	Printed	Expense	<input type="checkbox"/>		
245811754	12/04/2023	Virco	\$2,079.72	1087	Printed	Expense	<input type="checkbox"/>		
245811755	12/04/2023	Ward, Megan	\$25.94	1087	Printed	Expense	<input type="checkbox"/>		
245811756	12/04/2023	Warehouse Direct, Inc.	\$46.59	1087	Printed	Expense	<input type="checkbox"/>		
245811757	12/04/2023	Windy City Music	\$1,584.00	1087	Printed	Expense	<input type="checkbox"/>		
Total Amount:			\$92,854.79						
End of Report									

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1104

Voucher Date: 12/20/2023

Prepared By: 

Printed: 12/18/2023 03:45:36 PM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$76,679.58 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Nicholas Peranich

12-18-2023
Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund		Amount
10	EDUCATION	\$70,771.58
20	OPERATIONS & MAINTENANCE	\$5,908.00
		<hr/> \$76,679.58

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 12/20/2023

To Date: 12/20/2023

From Check: 245811758

To Check: 245811837

From Voucher: 1104

To Voucher: 1104

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811758	12/20/2023	Accurate Biometrics	\$150.00	1104	Printed	Expense	<input type="checkbox"/>		
245811759	12/20/2023	Amazon Capital Services	\$1,020.27	1104	Printed	Expense	<input type="checkbox"/>		
245811760	12/20/2023	At & T	\$1,073.80	1104	Printed	Expense	<input type="checkbox"/>		
245811761	12/20/2023	Athas, Heidi S	\$11.40	1104	Printed	Expense	<input type="checkbox"/>		
245811762	12/20/2023	ATIA Registration	\$425.00	1104	Printed	Expense	<input type="checkbox"/>		
245811763	12/20/2023	Ayala, Dimond	\$77.13	1104	Printed	Expense	<input type="checkbox"/>		
245811764	12/20/2023	Bd Of Ed #107	\$125.00	1104	Printed	Expense	<input type="checkbox"/>		
245811765	12/20/2023	Bmo Corporate Mastercard	\$13,846.03	1104	Printed	Expense	<input type="checkbox"/>		
245811766	12/20/2023	Bonistalli, Carolyn	\$179.99	1104	Printed	Expense	<input type="checkbox"/>		
245811767	12/20/2023	Born, David A	\$42.12	1104	Printed	Expense	<input type="checkbox"/>		
245811768	12/20/2023	Brancheau, Haley W	\$12.84	1104	Printed	Expense	<input type="checkbox"/>		
245811769	12/20/2023	Bridges Language Training & Staffing Co.	\$100.00	1104	Printed	Expense	<input type="checkbox"/>		
245811770	12/20/2023	BrightStar Care	\$4,320.00	1104	Printed	Expense	<input type="checkbox"/>		
245811771	12/20/2023	Bylsma, Karen	\$55.02	1104	Printed	Expense	<input type="checkbox"/>		
245811772	12/20/2023	Canon Solutions America	\$794.00	1104	Printed	Expense	<input type="checkbox"/>		
245811773	12/20/2023	Chappell, Barbara A	\$10.75	1104	Printed	Expense	<input type="checkbox"/>		
245811774	12/20/2023	Clemens, Marlene M	\$62.88	1104	Printed	Expense	<input type="checkbox"/>		
245811775	12/20/2023	Cleveland, Jenelle	\$115.74	1104	Printed	Expense	<input type="checkbox"/>		
245811776	12/20/2023	Comcast	\$569.75	1104	Printed	Expense	<input type="checkbox"/>		
245811777	12/20/2023	ComEd	\$3,906.34	1104	Printed	Expense	<input type="checkbox"/>		
245811778	12/20/2023	Crisis Prevention Institute	\$2,899.00	1104	Printed	Expense	<input type="checkbox"/>		
245811779	12/20/2023	Crumrine, Diane M	\$58.82	1104	Printed	Expense	<input type="checkbox"/>		
245811780	12/20/2023	CSC Consulting Group (Symphony Math)	\$2,625.00	1104	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 12/20/2023
From Check: 245811758
From Voucher: 1104

To Date: 12/20/2023
To Check: 245811837
To Voucher: 1104

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811781	12/20/2023	Dahme Mechanical Industries, Inc.	\$1,362.50	1104	Printed	Expense	<input type="checkbox"/>		
245811782	12/20/2023	Deutsch, Ellen M	\$125.57	1104	Printed	Expense	<input type="checkbox"/>		
245811783	12/20/2023	DLA Ltd.	\$880.00	1104	Printed	Expense	<input type="checkbox"/>		
245811784	12/20/2023	Duvall, Danika R	\$10.48	1104	Printed	Expense	<input type="checkbox"/>		
245811785	12/20/2023	Englund, Daniel D	\$1.97	1104	Printed	Expense	<input type="checkbox"/>		
245811786	12/20/2023	Espinosa, Cynthia A	\$27.19	1104	Printed	Expense	<input type="checkbox"/>		
245811787	12/20/2023	Finn, Kirsten M	\$33.02	1104	Printed	Expense	<input type="checkbox"/>		
245811788	12/20/2023	First Communications LLC	\$307.95	1104	Printed	Expense	<input type="checkbox"/>		
245811789	12/20/2023	Garlinger, Amy	\$44.13	1104	Printed	Expense	<input type="checkbox"/>		
245811790	12/20/2023	Geocon Professional Services	\$5,028.00	1104	Printed	Expense	<input type="checkbox"/>		
245811791	12/20/2023	Gough, Kari	\$56.79	1104	Printed	Expense	<input type="checkbox"/>		
245811792	12/20/2023	Groenendyk, Isaac J	\$35.96	1104	Printed	Expense	<input type="checkbox"/>		
245811793	12/20/2023	Guzman, Ivonne J	\$46.25	1104	Printed	Expense	<input type="checkbox"/>		
245811794	12/20/2023	Hill-Gotlund, Mailyn H	\$110.00	1104	Printed	Expense	<input type="checkbox"/>		
245811795	12/20/2023	Horton'S Of La Grange	\$28.78	1104	Printed	Expense	<input type="checkbox"/>		
245811796	12/20/2023	Irby, Stefanie J	\$105.66	1104	Printed	Expense	<input type="checkbox"/>		
245811797	12/20/2023	Jarrett, Ruby A	\$7.27	1104	Printed	Expense	<input type="checkbox"/>		
245811798	12/20/2023	Jelinek, Katelyn	\$41.01	1104	Printed	Expense	<input type="checkbox"/>		
245811799	12/20/2023	Julianne Wojtowicz	\$1,035.00	1104	Printed	Expense	<input type="checkbox"/>		
245811800	12/20/2023	Kahler, Jennifer P	\$3.93	1104	Printed	Expense	<input type="checkbox"/>		
245811801	12/20/2023	Karagiannis, Konstantina	\$4.59	1104	Printed	Expense	<input type="checkbox"/>		
245811802	12/20/2023	Kavanaugh, Kari A	\$11.00	1104	Printed	Expense	<input type="checkbox"/>		
245811803	12/20/2023	Kriha Law LLC	\$4,285.00	1104	Printed	Expense	<input type="checkbox"/>		
245811804	12/20/2023	Laurie Waldeck	\$550.00	1104	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 12/20/2023
From Check: 245811758
From Voucher: 1104

To Date: 12/20/2023
To Check: 245811837
To Voucher: 1104

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811805	12/20/2023	Maruyama, Blythe J	\$185.43	1104	Printed	Expense	<input type="checkbox"/>		
245811806	12/20/2023	Massanisso, Lisa M	\$1.18	1104	Printed	Expense	<input type="checkbox"/>		
245811807	12/20/2023	Maya, Frances	\$139.00	1104	Printed	Expense	<input type="checkbox"/>		
245811808	12/20/2023	McDermott, Callan P	\$44.28	1104	Printed	Expense	<input type="checkbox"/>		
245811809	12/20/2023	Melody, Nicole R	\$46.64	1104	Printed	Expense	<input type="checkbox"/>		
245811810	12/20/2023	Miller, Erin	\$100.35	1104	Printed	Expense	<input type="checkbox"/>		
245811811	12/20/2023	Murphy, Donna	\$468.07	1104	Printed	Expense	<input type="checkbox"/>		
245811812	12/20/2023	Mussallem, Ashley R	\$88.62	1104	Printed	Expense	<input type="checkbox"/>		
245811813	12/20/2023	Niles Township Dist for Special Ed	\$50.00	1104	Printed	Expense	<input type="checkbox"/>		
245811814	12/20/2023	Omni Group (The)	\$11.50	1104	Printed	Expense	<input type="checkbox"/>		
245811815	12/20/2023	Pace Van Pool	\$300.00	1104	Printed	Expense	<input type="checkbox"/>		
245811816	12/20/2023	Patty Vonderheide	\$1,046.24	1104	Printed	Expense	<input type="checkbox"/>		
245811817	12/20/2023	Pearson Assessments	\$2,311.00	1104	Printed	Expense	<input type="checkbox"/>		
245811818	12/20/2023	ProCare Therapy	\$11,666.47	1104	Printed	Expense	<input type="checkbox"/>		
245811819	12/20/2023	Prospect Music Therapy	\$4,760.00	1104	Printed	Expense	<input type="checkbox"/>		
245811820	12/20/2023	Pruitt, Abigail	\$14.02	1104	Printed	Expense	<input type="checkbox"/>		
245811821	12/20/2023	R & W Medical, LLC	\$320.00	1104	Printed	Expense	<input type="checkbox"/>		
245811822	12/20/2023	Ranieri, Christine A	\$29.48	1104	Printed	Expense	<input type="checkbox"/>		
245811823	12/20/2023	Rcm Data Corp.	\$208.92	1104	Printed	Expense	<input type="checkbox"/>		
245811824	12/20/2023	Rogoz, Isabelle E	\$17.30	1104	Printed	Expense	<input type="checkbox"/>		
245811825	12/20/2023	Safeguard Self Storage	\$1,687.00	1104	Printed	Expense	<input type="checkbox"/>		
245811826	12/20/2023	Schinkten, Danielle	\$17.82	1104	Printed	Expense	<input type="checkbox"/>		
245811827	12/20/2023	Schultz, Rose	\$9.43	1104	Printed	Expense	<input type="checkbox"/>		
245811828	12/20/2023	Superpsyched LLC	\$3,375.00	1104	Printed	Expense	<input type="checkbox"/>		

124

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 12/20/2023
From Check: 245811758
From Voucher: 1104

To Date: 12/20/2023
To Check: 245811837
To Voucher: 1104

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811829	12/20/2023	Sypkens, Maureen B	\$196.83	1104	Printed	Expense	<input type="checkbox"/>		
245811830	12/20/2023	Tower Garden	\$84.00	1104	Printed	Expense	<input type="checkbox"/>		
245811831	12/20/2023	Urso, Jacquelyn S	\$1,182.50	1104	Printed	Expense	<input type="checkbox"/>		
245811832	12/20/2023	Wallin, Sandra W	\$12.45	1104	Printed	Expense	<input type="checkbox"/>		
245811833	12/20/2023	Warehouse Direct, Inc.	\$629.94	1104	Printed	Expense	<input type="checkbox"/>		
245811834	12/20/2023	WEX Bank	\$275.65	1104	Printed	Expense	<input type="checkbox"/>		
245811835	12/20/2023	Winkler, Allison M	\$240.50	1104	Printed	Expense	<input type="checkbox"/>		
245811836	12/20/2023	WM Corporate Services, Inc	\$518.16	1104	Printed	Expense	<input type="checkbox"/>		
245811837	12/20/2023	Woods, Laura C	\$18.87	1104	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$76,679.58


End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1103

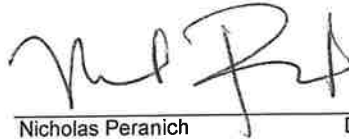
Voucher Date: 12/20/2023

Prepared By:


Printed: 12/18/2023 03:05:54 PM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$42,225.27 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



Nicholas Peranich

12-18-2023
Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$42,225.27
	<hr/> <hr/>
	\$42,225.27

LaGrange Area Dept. of Special Education

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 12/20/2023

To Date:

From Voucher:

To Voucher:

Account: 184641

12/20/2023	Quest FMS	\$2,899.20	1103	Posted to G/L AP	<input type="checkbox"/>
12/20/2023	Quest FMS	\$2,899.20	1103	Posted to G/L AP	<input type="checkbox"/>
12/20/2023	Richard Rickelman	\$552.50	1103	Posted to G/L AP	<input type="checkbox"/>
12/20/2023	Holy Guardian Angels Parish	\$17,705.97	1103	Posted to G/L AP	<input type="checkbox"/>
12/20/2023	Burcor Properties	\$2,360.00	1103	Posted to G/L AP	<input type="checkbox"/>
12/20/2023	Holy Guardian Angels Parish	\$1,820.00	1103	Posted to G/L AP	<input type="checkbox"/>
12/20/2023	Holy Guardian Angels Parish	\$8,745.00	1103	Posted to G/L AP	<input type="checkbox"/>
12/20/2023	Holy Guardian Angels Parish	\$3,670.38	1103	Posted to G/L AP	<input type="checkbox"/>
12/20/2023	Holy Guardian Angels Parish	\$1,573.02	1103	Posted to G/L AP	<input type="checkbox"/>

Total for Fund:	9	Total Amount:	<u>\$42,225.27</u>
-----------------	---	---------------	--------------------

		Total Amount:	<u>\$42,225.27</u>
--	--	---------------	--------------------

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Revenues

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$6,669.56)	\$6,669.56	\$0.00	\$6,669.56	0.00%
10.4.1200.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$90.67)	\$90.67	\$0.00	\$90.67	0.00%
10.4.1300.0000.000.0000	UNDESIGNATED	(\$26,618,717.00)	(\$7,941,945.55)	(\$20,085,912.33)	(\$6,532,804.67)	\$0.00	(\$6,532,804.67)	24.54%
10.4.1400.0000.000.0000	UNDESIGNATED	\$0.00	(\$37,526.34)	(\$150,222.95)	\$150,222.95	\$0.00	\$150,222.95	0.00%
10.4.1500.0000.000.0000	UNDESIGNATED	(\$100,000.00)	\$0.00	(\$54,539.84)	(\$45,460.16)	\$0.00	(\$45,460.16)	45.46%
10.4.1900.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%
10.4.2200.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$5,175.00)	\$5,175.00	\$0.00	\$5,175.00	0.00%
10.4.3100.0000.000.0000	UNDESIGNATED	(\$1,650,105.00)	(\$150,010.00)	(\$750,050.00)	(\$900,055.00)	\$0.00	(\$900,055.00)	54.55%
10.4.3500.0000.000.0000	UNDESIGNATED	(\$110,000.00)	\$0.00	(\$27,542.08)	(\$82,457.92)	\$0.00	(\$82,457.92)	74.96%
10.4.3700.0000.000.0000	UNDESIGNATED	(\$585,139.00)	\$0.00	(\$292,078.00)	(\$293,061.00)	\$0.00	(\$293,061.00)	50.08%
10.4.4500.0000.000.0000	UNDESIGNATED	(\$313,082.00)	\$22,655.46	(\$57,910.54)	(\$255,171.46)	\$0.00	(\$255,171.46)	81.50%
10.4.4900.0000.000.0000	UNDESIGNATED	(\$866,658.00)	(\$124,268.78)	(\$666,169.99)	(\$200,488.01)	\$0.00	(\$200,488.01)	23.13%
	FUND: EDUCATION - 10	(\$30,243,701.00)	(\$8,231,095.21)	(\$22,097,360.96)	(\$8,146,340.04)	\$0.00	(\$8,146,340.04)	26.94%
20.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$9.43	(\$9.43)	\$0.00	(\$9.43)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$0.00	\$9.43	(\$9.43)	\$0.00	(\$9.43)	0.00%
99.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$167.84)	\$167.84	\$0.00	\$167.84	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	(\$167.84)	\$167.84	\$0.00	\$167.84	0.00%
	Grand Total:	(\$30,243,701.00)	(\$8,231,095.21)	(\$22,097,519.37)	(\$8,146,181.63)	\$0.00	(\$8,146,181.63)	26.94%

End of Report

LaGrange Area Dept. of Special Education

Monthly Revenues

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.4000	UNDESIGNATED	\$0.00	\$0.00	(\$6,669.56)	\$6,669.56	\$0.00	\$6,669.56	0.00%
10.4.4950.0000.000.6110	DHS STEP	\$0.00	(\$21,500.00)	(\$196,671.71)	\$196,671.71	\$0.00	\$196,671.71	0.00%
10.4.4998.0000.000.4993	FEDERAL OTHER	\$0.00	\$0.00	(\$195,960.00)	\$195,960.00	\$0.00	\$195,960.00	0.00%
10.4.1200.1000.000.4000	INSTRUCTION	\$0.00	\$0.00	(\$90.67)	\$90.67	\$0.00	\$90.67	0.00%
10.4.1342.0000.100.1000	SCHOOL TUITION	(\$1,786,216.00)	(\$227,518.16)	(\$680,627.66)	(\$1,105,588.34)	\$0.00	(\$1,105,588.34)	61.90%
10.4.1342.0000.100.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$18,105.81)	\$18,105.81	\$0.00	\$18,105.81	0.00%
10.4.1510.0000.100.1000	INTEREST	(\$100,000.00)	\$0.00	(\$54,539.84)	(\$45,460.16)	\$0.00	(\$45,460.16)	45.46%
10.4.3110.0000.100.2000	PERSONNEL REIMBURSEMENT	(\$1,650,105.00)	(\$150,010.00)	(\$750,050.00)	(\$900,055.00)	\$0.00	(\$900,055.00)	54.55%
10.4.3510.0000.100.2000	TRANSPORTION REIMBURSEMENT	(\$52,000.00)	\$0.00	(\$13,220.20)	(\$38,779.80)	\$0.00	(\$38,779.80)	74.58%
10.4.4900.0000.100.4000	MEDICAID OUTREACH	(\$325,000.00)	(\$102,768.78)	(\$273,538.28)	(\$51,461.72)	\$0.00	(\$51,461.72)	15.83%
10.4.1342.0000.300.1000	SCHOOL TUITION	(\$10,810,282.00)	(\$2,650,558.24)	(\$6,965,668.81)	(\$3,844,613.19)	\$0.00	(\$3,844,613.19)	35.56%
10.4.1342.0000.300.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$277,449.40)	\$277,449.40	\$0.00	\$277,449.40	0.00%
10.4.1342.0000.300.1120	SCHOOL TUITION	\$0.00	\$0.00	\$2,579.86	(\$2,579.86)	\$0.00	(\$2,579.86)	0.00%
10.4.1999.0000.300.1000	MISC REVENUES	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%
10.4.1342.0000.430.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$97,933.20)	\$97,933.20	\$0.00	\$97,933.20	0.00%
10.4.1342.0000.430.1020	SCHOOL TUITION	\$0.00	\$0.00	\$24,576.55	(\$24,576.55)	\$0.00	(\$24,576.55)	0.00%
10.4.1342.0000.436.1000	SCHOOL TUITION	(\$6,293,208.00)	(\$3,792,567.53)	(\$5,363,905.05)	(\$929,302.95)	\$0.00	(\$929,302.95)	14.77%
10.4.1342.0000.436.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$531,763.23)	\$531,763.23	\$0.00	\$531,763.23	0.00%
10.4.1342.0000.440.1000	ECE Classroom	(\$287,040.00)	(\$84,423.57)	(\$135,077.71)	(\$151,962.29)	\$0.00	(\$151,962.29)	52.94%
10.4.1342.0000.440.1020	SCHOOL TUITION	\$0.00	\$0.00	\$10,450.05	(\$10,450.05)	\$0.00	(\$10,450.05)	0.00%
10.4.1342.0000.445.1000	SCHOOL TUITION	(\$216,554.00)	(\$27,069.33)	(\$128,579.35)	(\$87,974.65)	\$0.00	(\$87,974.65)	40.62%
10.4.1342.0000.445.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$45,492.77)	\$45,492.77	\$0.00	\$45,492.77	0.00%
10.4.1342.0000.453.1000	SCHOOL TUITION	(\$2,791,549.00)	(\$1,153,268.72)	(\$2,041,771.36)	(\$749,777.64)	\$0.00	(\$749,777.64)	26.86%
10.4.1342.0000.453.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$173,411.53)	\$173,411.53	\$0.00	\$173,411.53	0.00%
10.4.1342.0000.454.1000	SCHOOL TUITION	(\$528,298.00)	\$0.00	\$0.00	(\$528,298.00)	\$0.00	(\$528,298.00)	100.00%
10.4.1342.0000.454.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$195,522.18)	\$195,522.18	\$0.00	\$195,522.18	0.00%
10.4.1342.0000.454.1120	SCHOOL TUITION	\$0.00	\$0.00	\$4,168.53	(\$4,168.53)	\$0.00	(\$4,168.53)	0.00%
10.4.1342.0000.455.1000	ED HS	(\$710,106.00)	\$0.00	(\$645,551.60)	(\$64,554.40)	\$0.00	(\$64,554.40)	9.09%
10.4.1342.0000.455.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$36,973.80)	\$36,973.80	\$0.00	\$36,973.80	0.00%
10.4.1342.0000.459.1000	SCHOOL TUITION	(\$90,857.00)	\$0.00	(\$28,320.24)	(\$62,536.76)	\$0.00	(\$62,536.76)	68.83%
10.4.1342.0000.459.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$8,997.28)	\$8,997.28	\$0.00	\$8,997.28	0.00%
10.4.1322.0000.470.1000	SUMMER TUITION	(\$436,198.00)	(\$6,540.00)	(\$26,319.70)	(\$409,878.30)	\$0.00	(\$409,878.30)	93.97%
10.4.1342.0000.471.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$233,451.20)	\$233,451.20	\$0.00	\$233,451.20	0.00%
10.4.1342.0000.471.1020	UNDESIGNATED	\$0.00	\$0.00	(\$13,131.63)	\$13,131.63	\$0.00	\$13,131.63	0.00%
10.4.1342.0000.533.1000	SCHOOL TUITION	(\$279,828.00)	\$0.00	\$0.00	(\$279,828.00)	\$0.00	(\$279,828.00)	100.00%
10.4.1342.0000.542.1000	SCHOOL TUITION	(\$2,358,581.00)	\$0.00	(\$2,222,072.96)	(\$136,508.04)	\$0.00	(\$136,508.04)	5.79%
10.4.1342.0000.542.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$257,560.85)	\$257,560.85	\$0.00	\$257,560.85	0.00%
10.4.3510.0000.542.2000	TRANSPORTION REIMBURSEMENT	(\$58,000.00)	\$0.00	(\$14,321.88)	(\$43,678.12)	\$0.00	(\$43,678.12)	75.31%
10.4.1342.0000.571.1000	SCHOOL TUITION	(\$30,000.00)	\$0.00	\$0.00	(\$30,000.00)	\$0.00	(\$30,000.00)	100.00%
10.4.3705.0000.704.2000	PRESCHOOL FOR ALL	(\$585,139.00)	\$0.00	(\$292,078.00)	(\$293,061.00)	\$0.00	(\$293,061.00)	50.08%
10.4.2210.0000.901.1100	TRAINING	\$0.00	\$0.00	(\$5,175.00)	\$5,175.00	\$0.00	\$5,175.00	0.00%
10.4.4505.0000.903.4000	WIA	(\$313,082.00)	\$0.00	\$0.00	(\$313,082.00)	\$0.00	(\$313,082.00)	100.00%
10.4.4505.0000.903.6220	UNDESIGNATED	\$0.00	\$22,655.46	(\$57,910.54)	\$57,910.54	\$0.00	\$57,910.54	0.00%
10.4.4950.0000.903.4000	DHS STEP	(\$541,658.00)	\$0.00	\$0.00	(\$541,658.00)	\$0.00	(\$541,658.00)	100.00%
10.4.1400.3141.903.6100	VOC SPEC PRG	\$0.00	(\$37,526.34)	(\$150,105.32)	\$150,105.32	\$0.00	\$150,105.32	0.00%
10.4.1400.3141.903.6110	STUDENT STIPENDS	\$0.00	\$0.00	(\$117.63)	\$117.63	\$0.00	\$117.63	0.00%
20.4.1510.0000.000.0000	INTEREST	\$0.00	\$0.00	\$9.43	(\$9.43)	\$0.00	(\$9.43)	0.00%
99.4.1510.0000.000.0000	INTEREST	\$0.00	\$0.00	(\$167.84)	\$167.84	\$0.00	\$167.84	0.00%

LaGrange Area Dept. of Special Education

Monthly Revenues

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

Subtotal by Collapse Mask Include pre encumbrance Print accounts with zero balance Filter Encumbrance Detail by Date Range

Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
Grand Total:		(\$30,243,701.00)	(\$8,231,095.21)	(\$22,097,519.37)	(\$8,146,181.63)	\$0.00	(\$8,146,181.63)	26.94%

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Expenses

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0400.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$2,648.37	(\$2,648.37)	\$0.00	(\$2,648.37)	0.00%
10.5.1000.0000.000.0000	UNDESIGNATED	\$0.00	\$13,614.10	\$54,456.45	(\$54,456.45)	\$95,085.89	(\$149,542.34)	0.00%
10.5.1200.0000.000.0000	UNDESIGNATED	\$8,655,388.54	\$695,190.09	\$3,903,228.23	\$4,752,160.31	\$3,916,911.34	\$835,248.97	9.65%
10.5.1300.0000.000.0000	UNDESIGNATED	\$0.00	\$41.07	\$336,863.65	(\$336,863.65)	\$0.00	(\$336,863.65)	0.00%
10.5.1400.0000.000.0000	UNDESIGNATED	\$895,595.21	\$91,314.75	\$424,539.26	\$471,055.95	\$368,689.15	\$102,366.80	11.43%
10.5.2100.0000.000.0000	UNDESIGNATED	\$14,784,759.79	\$1,306,384.36	\$5,288,900.24	\$9,495,859.55	\$7,598,530.56	\$1,897,328.99	12.83%
10.5.2200.0000.000.0000	UNDESIGNATED	\$286,411.00	\$19,520.14	\$115,093.37	\$171,317.63	\$703.99	\$170,613.64	59.57%
10.5.2300.0000.000.0000	UNDESIGNATED	\$706,244.20	\$29,137.09	\$431,679.13	\$274,565.07	\$129,190.58	\$145,374.49	20.58%
10.5.2400.0000.000.0000	UNDESIGNATED	\$2,062,445.46	\$121,137.13	\$641,283.46	\$1,421,162.00	\$611,782.62	\$809,379.38	39.24%
10.5.2500.0000.000.0000	UNDESIGNATED	\$1,210,669.41	\$60,526.15	\$884,076.91	\$326,592.50	\$81,901.99	\$244,690.51	20.21%
10.5.2600.0000.000.0000	UNDESIGNATED	\$1,070,507.39	\$91,828.63	\$494,387.14	\$576,120.25	\$347,659.04	\$228,461.21	21.34%
10.5.3700.0000.000.0000	UNDESIGNATED	\$571,680.00	\$30,547.63	\$88,435.66	\$483,244.34	\$0.00	\$483,244.34	84.53%
10.5.4500.0000.000.0000	UNDESIGNATED	\$0.00	(\$1,525.32)	\$446.63	(\$446.63)	\$0.00	(\$446.63)	0.00%
10.5.4900.0000.000.0000	UNDESIGNATED	\$0.00	(\$6,048.29)	\$5,135.89	(\$5,135.89)	\$672.92	(\$5,808.81)	0.00%
	FUND: EDUCATION - 10	\$30,243,701.00	\$2,451,667.53	\$12,671,174.39	\$17,572,526.61	\$13,151,128.08	\$4,421,398.53	14.62%
20.5.2300.0000.000.0000	UNDESIGNATED	\$0.00	\$5,420.29	\$6,026.83	(\$6,026.83)	\$0.00	(\$6,026.83)	0.00%
20.5.2500.0000.000.0000	UNDESIGNATED	\$0.00	\$5,028.00	\$7,754.56	(\$7,754.56)	\$0.00	(\$7,754.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$10,448.29	\$13,781.39	(\$13,781.39)	\$0.00	(\$13,781.39)	0.00%
99.5.1400.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	Grand Total:	\$30,243,701.00	\$2,462,115.82	\$12,685,001.14	\$17,558,699.86	\$13,151,128.08	\$4,407,571.78	14.57%

End of Report

LaGrange Area Dept. of Special Education

Expenditures by Object

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.0.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$5,057.24	(\$5,057.24)	\$0.00	(\$5,057.24)	0.00%
10.0.0000.1000.000.0000	SALARIES, CERTIFIED STAFF	\$11,356,081.47	\$937,706.05	\$4,061,371.58	\$7,294,709.89	\$6,948,482.14	\$346,227.75	3.05%
10.0.0000.1100.000.0000	SALARIES, NON CERTIFIED STAFF	\$9,949,748.23	\$853,565.83	\$3,765,111.78	\$6,184,636.45	\$5,896,067.04	\$288,569.41	2.90%
10.0.0000.1170.000.0000	SALARY-STUDENT	\$20,671.05	\$0.00	\$11,788.19	\$8,882.86	\$0.00	\$8,882.86	42.97%
10.0.0000.2110.000.0000	TEACHER'S RETIREMENT (TRS)	\$223,891.91	\$15,827.24	\$73,560.68	\$150,331.23	\$9,512.98	\$140,818.25	62.90%
10.0.0000.2120.000.0000	MUNICIPAL RETIREMENT	\$337,463.31	\$19,088.50	\$83,458.32	\$254,004.99	\$10,011.85	\$243,993.14	72.30%
10.0.0000.2130.000.0000	FICA	\$604,527.24	\$49,627.89	\$219,009.69	\$385,517.55	\$25,706.53	\$359,811.02	59.52%
10.0.0000.2140.000.0000	MEDICARE	\$303,874.72	\$24,624.85	\$108,086.83	\$195,787.89	\$12,667.46	\$183,120.43	60.26%
10.0.0000.2210.000.0000	LIFE INSURANCE	\$66,393.00	\$3,614.92	\$18,666.84	\$47,726.16	\$1,504.09	\$46,222.07	69.62%
10.0.0000.2220.000.0000	MEDICAL INSURANCE	\$3,663,102.38	\$348,286.99	\$1,389,265.69	\$2,273,836.69	\$212,318.38	\$2,061,518.31	56.28%
10.0.0000.2230.000.0000	DENTAL INSURANCE	\$330,940.02	\$22,697.58	\$90,981.27	\$239,958.75	\$12,329.96	\$227,628.79	68.78%
10.0.0000.2240.000.0000	LONGTERM CARE	\$0.00	\$0.00	\$4,204.10	(\$4,204.10)	\$0.00	(\$4,204.10)	0.00%
10.0.0000.2300.000.0000	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
10.0.0000.3050.000.0000	APPS AND SOFTWARE	\$45,605.00	\$11,861.41	\$46,364.10	(\$759.10)	\$1,289.58	(\$2,048.68)	-4.49%
10.0.0000.3090.000.0000	Undesignated	\$13,500.00	\$0.00	\$16,113.60	(\$2,613.60)	\$0.00	(\$2,613.60)	-19.36%
10.0.0000.3100.000.0000	PROFESSIONAL TECHNICAL SERVICE	\$203,701.70	\$44,736.79	\$268,258.30	(\$64,556.60)	\$663.30	(\$65,219.90)	-32.02%
10.0.0000.3120.000.0000	INSERVICE TRAINING-CONSULTANTS	\$36,350.00	\$1,046.24	\$1,546.24	\$34,803.76	\$0.00	\$34,803.76	95.75%
10.0.0000.3140.000.0000	Undesignated	\$15,675.00	\$5,530.65	\$5,432.10	\$10,242.90	\$0.00	\$10,242.90	65.35%
10.0.0000.3150.000.0000	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.0.0000.3160.000.0000	Undesignated	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.0.0000.3170.000.0000	AUDIT FEE-FINANCIAL	\$135,000.00	\$0.00	\$24,550.00	\$110,450.00	\$0.00	\$110,450.00	81.81%
10.0.0000.3180.000.0000	LEGAL FEE-CONTRACTUAL	\$15,000.00	\$4,285.00	\$10,342.00	\$4,658.00	\$0.00	\$4,658.00	31.05%
10.0.0000.3190.000.0000	OTHER PROFESSIONAL/TECHNICAL (\$1,500.00	\$6,013.84	\$71,502.39	(\$70,002.39)	\$0.00	(\$70,002.39)	-4666.83%
10.0.0000.3210.000.0000	PROPERTY SERVICES-DISPOSAL	\$25,500.00	\$518.16	\$3,108.96	\$22,391.04	\$0.00	\$22,391.04	87.81%
10.0.0000.3220.000.0000	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.0.0000.3230.000.0000	REPAIRS AND MAINTENANCE SERVIC	\$53,050.00	\$13,536.08	\$30,008.06	\$23,041.94	\$0.00	\$23,041.94	43.43%
10.0.0000.3250.000.0000	ROOM RENTALS	\$1,249,270.99	\$26,393.54	\$1,701,888.66	(\$452,617.67)	\$0.00	(\$452,617.67)	-36.23%
10.0.0000.3310.000.0000	PUPIL TRANSPORTATION	\$52,149.00	\$1,270.65	\$10,580.73	\$41,568.27	\$0.00	\$41,568.27	79.71%
10.0.0000.3320.000.0000	Undesignated	\$92,400.00	\$6,995.86	\$34,589.22	\$57,810.78	\$0.00	\$57,810.78	62.57%
10.0.0000.3390.000.0000	Undesignated	\$90,036.98	\$4,170.27	\$21,063.27	\$68,973.71	\$8,334.40	\$60,639.31	67.35%
10.0.0000.3400.000.0000	COMMUNICATION-TELEPHONE	\$45,910.00	\$588.22	\$21,280.31	\$24,629.69	\$5,804.00	\$18,825.69	41.01%
10.0.0000.3500.000.0000	MARKETING	\$9,862.50	\$1,710.72	\$4,591.97	\$5,270.53	\$0.00	\$5,270.53	53.44%
10.0.0000.3600.000.0000	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.0.0000.3700.000.0000	PROPERTY SERVICES-WATER SERVIC	\$3,000.00	\$613.95	\$1,070.33	\$1,929.67	\$0.00	\$1,929.67	64.32%
10.0.0000.3800.000.0000	UNEMPLOYMENT	\$950.00	\$0.00	\$450.00	\$500.00	\$0.00	\$500.00	52.63%
10.0.0000.3820.000.0000	SCHOOL BOARD LIABILITY	\$216,900.00	\$0.00	\$182,306.00	\$34,594.00	\$0.00	\$34,594.00	15.95%
10.0.0000.3900.000.0000	SOFTWARE LICENSES	\$7,500.00	\$29.70	(\$812.85)	\$8,312.85	\$0.00	\$8,312.85	110.84%
10.0.0000.4100.000.0000	OFFICE SUPPLIES LESS \$499	\$167,500.00	(\$3,868.43)	\$95,405.52	\$72,094.48	\$781.66	\$71,312.82	42.57%
10.0.0000.4110.000.0000	Undesignated	\$70,300.00	\$3,422.00	\$52,862.17	\$17,437.83	\$21.96	\$17,415.87	24.77%
10.0.0000.4120.000.0000	CLASSROOM MATERIALS 1	\$16,700.00	\$1,326.91	\$5,891.45	\$10,808.55	\$66.40	\$10,742.15	64.32%
10.0.0000.4130.000.0000	CLASSROOM MATERIALS 9	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.0.0000.4190.000.0000	Undesignated	\$4,100.00	\$0.00	\$0.00	\$4,100.00	\$0.00	\$4,100.00	100.00%
10.0.0000.4300.000.0000	LIBRARY BOOKS	\$3,750.00	\$0.00	\$1,154.33	\$2,595.67	\$118.35	\$2,477.32	66.06%
10.0.0000.4600.000.0000	ELECTRICITY	\$0.00	\$6,341.09	\$13,443.91	(\$13,443.91)	\$0.00	(\$13,443.91)	0.00%
10.0.0000.4700.000.0000	SYSTEMS SOFTWARE	\$2,500.00	\$0.00	\$1,250.23	\$1,249.77	\$0.00	\$1,249.77	49.99%
10.0.0000.5400.000.0000	EQUIPMENT OVER \$5,000	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
10.0.0000.6400.000.0000	DUES AND FEES	\$25,734.00	\$0.00	\$21,754.76	\$3,979.24	\$0.00	\$3,979.24	15.46%
10.0.0000.6600.000.0000	FLOW THROUGH	\$566,000.00	\$30,547.63	\$79,553.25	\$486,446.75	\$0.00	\$486,446.75	85.94%
10.0.0000.7000.000.0000	EQUIPMENT \$500 TO \$4999	\$152,505.00	\$9,557.40	\$115,063.17	\$37,441.83	\$5,448.00	\$31,993.83	20.98%
	FUND: EDUCATION - 10	\$30,243,701.00	\$2,451,667.53	\$12,671,174.39	\$17,572,526.61	\$13,151,128.08	\$4,421,398.53	14.62%

132

LaGrange Area Dept. of Special Education

Expenditures by Object

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
20.0.0000.3100.000.0000	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$5,028.00	\$6,008.00	(\$6,008.00)	\$0.00	(\$6,008.00)	0.00%
20.0.0000.3190.000.0000	OTHER PROFESSIONAL/TECHNICAL (\$0.00	\$5,420.29	\$6,026.83	(\$6,026.83)	\$0.00	(\$6,026.83)	0.00%
20.0.0000.3230.000.0000	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$1,746.56	(\$1,746.56)	\$0.00	(\$1,746.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$10,448.29	\$13,781.39	(\$13,781.39)	\$0.00	(\$13,781.39)	0.00%
99.0.0000.4100.000.0000	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	Grand Total:	\$30,243,701.00	\$2,462,115.82	\$12,685,001.14	\$17,558,699.86	\$13,151,128.08	\$4,407,571.78	14.57%

End of Report

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0481.0000.000.9903	UNDESIGNATED	\$0.00	\$0.00	\$2,648.37	(\$2,648.37)	\$0.00	(\$2,648.37)	0.00%
10.5.2210.1005.100.4993	STIPENDS-CERTIFIED	\$0.00	\$0.00	\$2,400.00	(\$2,400.00)	\$0.00	(\$2,400.00)	0.00%
10.5.2210.2140.100.4993	MEDICARE	\$0.00	\$0.00	\$34.44	(\$34.44)	\$0.00	(\$34.44)	0.00%
10.5.2630.7000.259.6110	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$2,254.95	(\$2,254.95)	\$0.00	(\$2,254.95)	0.00%
10.5.2540.4100.300.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$90.72	(\$90.72)	\$0.00	(\$90.72)	0.00%
10.5.1200.4118.301.1100	CURRICULUM	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2630.7000.301.1100	EQUIPMENT \$500 TO \$4999	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
10.5.2110.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$1,040.34	(\$1,040.34)	\$0.00	(\$1,040.34)	0.00%
10.5.2410.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,451.70	\$0.00	\$0.00	\$1,451.70	\$0.00	\$1,451.70	100.00%
10.5.2630.3196.302.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$1,150.00	(\$1,150.00)	\$0.00	(\$1,150.00)	0.00%
10.5.2630.3230.302.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.3399.302.1100	TRAVEL LOCAL MILEAGE	\$56.98	\$0.00	\$0.00	\$56.98	\$0.00	\$56.98	100.00%
10.5.2570.3400.302.1100	COMMUNICATION-TELEPHONE	\$0.00	(\$37.03)	\$1,900.01	(\$1,900.01)	\$0.00	(\$1,900.01)	0.00%
10.5.2570.3401.302.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$80.38	(\$80.38)	\$0.00	(\$80.38)	0.00%
10.5.1200.4100.302.1100	OFFICE SUPPLIES LESS \$499	\$500.00	\$0.00	\$413.53	\$86.47	\$0.00	\$86.47	17.29%
10.5.1200.4199.302.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2630.7000.302.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$2,697.00	(\$297.00)	\$0.00	(\$297.00)	-12.38%
10.5.1322.1000.318.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$14,520.00	(\$14,520.00)	\$0.00	(\$14,520.00)	0.00%
10.5.1322.1000.318.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$17,330.00	(\$17,330.00)	\$0.00	(\$17,330.00)	0.00%
10.5.1322.1100.318.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,970.00	(\$2,970.00)	\$0.00	(\$2,970.00)	0.00%
10.5.1322.1100.318.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$9,570.00	(\$9,570.00)	\$0.00	(\$9,570.00)	0.00%
10.5.1322.2110.318.1110	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$127.87	(\$127.87)	\$0.00	(\$127.87)	0.00%
10.5.1322.2110.318.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$167.13	(\$167.13)	\$0.00	(\$167.13)	0.00%
10.5.1322.2120.318.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$68.76	(\$68.76)	\$0.00	(\$68.76)	0.00%
10.5.1322.2120.318.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$229.63	(\$229.63)	\$0.00	(\$229.63)	0.00%
10.5.1322.2130.318.1110	FICA	\$0.00	\$0.00	\$180.64	(\$180.64)	\$0.00	(\$180.64)	0.00%
10.5.1322.2130.318.1111	FICA	\$0.00	\$0.00	\$654.72	(\$654.72)	\$0.00	(\$654.72)	0.00%
10.5.1322.2140.318.1110	MEDICARE	\$0.00	\$0.00	\$252.82	(\$252.82)	\$0.00	(\$252.82)	0.00%
10.5.1322.2140.318.1111	MEDICARE	\$0.00	\$0.00	\$390.10	(\$390.10)	\$0.00	(\$390.10)	0.00%
10.5.1322.3399.318.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$36.55	(\$36.55)	\$0.00	(\$36.55)	0.00%
10.5.2410.1000.320.4993	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$3,000.00	(\$3,000.00)	\$0.00	(\$3,000.00)	0.00%
10.5.2410.2110.320.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$37.50	(\$37.50)	\$0.00	(\$37.50)	0.00%
10.5.2130.2140.320.1100	MEDICARE	\$0.00	\$0.54	\$1.89	(\$1.89)	\$0.24	(\$2.13)	0.00%
10.5.2410.2140.320.4993	MEDICARE	\$0.00	\$0.00	\$43.50	(\$43.50)	\$0.00	(\$43.50)	0.00%
10.5.2130.3100.320.1100	PROFESSIONAL TECHNICAL SERVICE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2130.3107.320.1100	CONTRACTUAL SERVICES	\$0.00	\$23,346.66	\$97,754.03	(\$97,754.03)	\$0.00	(\$97,754.03)	0.00%
10.5.2130.3400.320.1100	COMMUNICATION-TELEPHONE	\$0.00	\$36.00	\$126.00	(\$126.00)	\$234.00	(\$360.00)	0.00%
10.5.2130.4100.320.1100	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$276.60	\$4,723.40	\$0.00	\$4,723.40	94.47%
10.5.2630.7000.320.1100	EQUIPMENT \$500 TO \$4999	\$3,000.00	\$0.00	\$719.20	\$2,280.80	\$0.00	\$2,280.80	76.03%
10.5.2630.3050.321.1100	APPS AND SOFTWARE	\$400.00	\$0.00	\$7.98	\$392.02	\$0.00	\$392.02	98.01%
10.5.2131.3100.321.1100	PROFESSIONAL TECHNICAL SERVICE	\$5,000.00	\$139.00	\$139.00	\$4,861.00	\$0.00	\$4,861.00	97.22%
10.5.2131.3107.321.1100	CONTRACTUAL SERVICES	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
10.5.2630.3230.321.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$265.00	\$1,735.00	\$0.00	\$1,735.00	86.75%
10.5.2570.3250.321.1100	ROOM RENTALS	\$2,250.00	\$742.28	\$4,388.92	(\$2,138.92)	\$0.00	(\$2,138.92)	-95.06%
10.5.2131.3399.321.1100	TRAVEL LOCAL MILEAGE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2570.3400.321.1100	COMMUNICATION-TELEPHONE	\$0.00	(\$9.26)	\$474.98	(\$474.98)	\$0.00	(\$474.98)	0.00%
10.5.2570.3401.321.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$20.09	(\$20.09)	\$0.00	(\$20.09)	0.00%
10.5.2131.4100.321.1100	OFFICE SUPPLIES LESS \$499	\$5,500.00	\$750.20	\$1,637.55	\$3,862.45	\$0.00	\$3,862.45	70.23%
10.5.2630.7000.321.1100	EQUIPMENT \$500 TO \$4999	\$9,750.00	\$0.00	\$8,776.00	\$974.00	\$0.00	\$974.00	9.99%
10.5.2132.3107.322.1100	CONTRACTUAL SERVICES	\$0.00	\$3,375.00	\$3,375.00	(\$3,375.00)	\$0.00	(\$3,375.00)	0.00%

134

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2140.3100.323.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3400.323.1100	COMMUNICATION-TELEPHONE	\$0.00	(\$9.26)	\$474.98	(\$474.98)	\$0.00	(\$474.98)	0.00%
10.5.2570.3401.323.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$20.09	(\$20.09)	\$0.00	(\$20.09)	0.00%
10.5.2140.4100.323.1100	OFFICE SUPPLIES LESS \$499	\$18,000.00	\$860.56	\$3,443.68	\$14,556.32	\$293.80	\$14,262.52	79.24%
10.5.2150.6400.323.1100	DUES AND FEES	\$0.00	\$0.00	\$685.00	(\$685.00)	\$0.00	(\$685.00)	0.00%
10.5.2140.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$10,000.00	\$1,814.40	\$1,814.40	\$8,185.60	\$0.00	\$8,185.60	81.86%
10.5.2630.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$5,400.00	\$0.00	\$5,394.00	\$6.00	\$0.00	\$6.00	0.11%
10.5.2630.3050.324.1100	APPS AND SOFTWARE	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	100.00%
10.5.2132.3100.324.1100	PROFESSIONAL TECHNICAL SERVICE	\$10,250.00	\$0.00	\$0.00	\$10,250.00	\$0.00	\$10,250.00	100.00%
10.5.2630.3230.324.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2570.3250.324.1100	ROOM RENTALS	\$2,500.00	\$371.14	\$2,290.96	\$209.04	\$0.00	\$209.04	8.36%
10.5.2132.3399.324.1100	TRAVEL LOCAL MILEAGE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2570.3400.324.1100	COMMUNICATION-TELEPHONE	\$0.00	(\$9.26)	\$474.98	(\$474.98)	\$0.00	(\$474.98)	0.00%
10.5.2570.3401.324.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$20.09	(\$20.09)	\$0.00	(\$20.09)	0.00%
10.5.2132.4100.324.1100	OFFICE SUPPLIES LESS \$499	\$4,500.00	\$0.00	\$839.21	\$3,660.79	\$0.00	\$3,660.79	81.35%
10.5.2210.6400.324.1100	DUES AND FEES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2132.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$4,880.00	\$0.00	\$0.00	\$4,880.00	\$0.00	\$4,880.00	100.00%
10.5.2630.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$6,690.00	(\$6,690.00)	\$0.00	(\$6,690.00)	0.00%
10.5.2630.3050.326.1100	APPS AND SOFTWARE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2150.3107.326.1100	CONTRACTUAL SERVICES	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.5.2630.3230.326.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2150.3399.326.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3400.326.1100	COMMUNICATION-TELEPHONE	\$0.00	(\$9.26)	\$474.98	(\$474.98)	\$0.00	(\$474.98)	0.00%
10.5.2570.3401.326.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$20.09	(\$20.09)	\$0.00	(\$20.09)	0.00%
10.5.2150.4100.326.1100	OFFICE SUPPLIES LESS \$499	\$2,500.00	\$0.00	\$693.82	\$1,806.18	\$0.00	\$1,806.18	72.25%
10.5.2150.4118.326.1100	CURRICULUM	\$3,500.00	\$0.00	\$1,503.95	\$1,996.05	\$0.00	\$1,996.05	57.03%
10.5.2630.7000.326.1100	EQUIPMENT \$500 TO \$4999	\$11,440.00	\$0.00	\$11,750.99	(\$310.99)	\$0.00	(\$310.99)	-2.72%
10.5.1200.1105.333.1100	STIPENDS- NON CERTIFIED	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.5.1200.3100.430.4993	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$4,760.00	\$8,166.67	(\$8,166.67)	\$0.00	(\$8,166.67)	0.00%
10.5.2550.3100.430.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$1,120.00	\$1,120.00	(\$1,120.00)	\$0.00	(\$1,120.00)	0.00%
10.5.2630.3150.430.1100	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.5.1200.3196.430.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$2,353.00	(\$2,353.00)	\$0.00	(\$2,353.00)	0.00%
10.5.2630.3230.430.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,350.00	\$0.00	\$713.00	\$637.00	\$0.00	\$637.00	47.19%
10.5.2570.3250.430.1020	ROOM RENTALS	\$0.00	\$0.00	\$150,785.00	(\$150,785.00)	\$0.00	(\$150,785.00)	0.00%
10.5.2570.3250.430.1100	ROOM RENTALS	\$200,000.00	\$0.00	\$0.00	\$200,000.00	\$0.00	\$200,000.00	100.00%
10.5.2550.3310.430.1100	PUPIL TRANSPORTATION	\$9,050.00	\$0.00	\$0.00	\$9,050.00	\$0.00	\$9,050.00	100.00%
10.5.2550.3310.430.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$1,662.90	(\$1,662.90)	\$0.00	(\$1,662.90)	0.00%
10.5.1200.3399.430.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1200.4100.430.1100	OFFICE SUPPLIES LESS \$499	\$11,800.00	\$216.78	\$679.36	\$11,120.64	\$119.95	\$11,000.69	93.23%
10.5.1200.4100.430.1120	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$71.96	(\$71.96)	\$0.00	(\$71.96)	0.00%
10.5.1200.4100.430.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$2,079.72	\$2,079.72	(\$2,079.72)	\$0.00	(\$2,079.72)	0.00%
10.5.2130.4103.430.1100	MEDICAL SUPPLIES	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1200.4104.430.1100	INK	\$5,000.00	\$48.59	\$424.65	\$4,575.35	\$0.00	\$4,575.35	91.51%
10.5.1200.4118.430.1100	CURRICULUM	\$35,000.00	\$850.00	\$28,814.11	\$6,185.89	\$21.96	\$6,163.93	17.61%
10.5.1200.4120.430.1100	CLASSROOM MATERIALS 1	\$800.00	\$0.00	\$162.98	\$637.02	\$0.00	\$637.02	79.63%
10.5.1200.4121.430.1100	CLASSROOM MATERIALS 2	\$800.00	\$41.99	\$55.96	\$744.04	\$0.00	\$744.04	93.01%
10.5.1200.4122.430.1100	CLASSROOM MATERIALS 3	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.4123.430.1100	CLASSROOM MATERIALS 4	\$800.00	\$0.00	\$698.15	\$101.85	\$0.00	\$101.85	12.73%
10.5.1200.4124.430.1100	CLASSROOM MATERIALS 5	\$800.00	\$756.18	\$909.89	(\$109.89)	\$0.00	(\$109.89)	-13.74%
10.5.1200.4125.430.1100	CLASSROOM MATERIALS 6	\$1,000.00	\$0.00	\$87.07	\$912.93	\$0.00	\$912.93	91.29%

135

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.4126.430.1100	CLASSROOM MATERIALS 7	\$800.00	\$0.00	\$183.63	\$616.37	\$6.98	\$609.39	76.17%
10.5.1200.4127.430.1100	CLASSROOM MATERIALS 8	\$800.00	\$0.00	\$29.23	\$770.77	\$0.00	\$770.77	96.35%
10.5.1200.4128.430.1100	CLASSROOM MATERIALS 9	\$800.00	\$0.00	\$645.98	\$154.02	\$0.00	\$154.02	19.25%
10.5.1200.4129.430.1100	CLASSROOM MATERIALS 10	\$800.00	\$146.57	\$146.57	\$653.43	\$0.00	\$653.43	81.68%
10.5.1200.4130.430.1100	CLASSROOM MATERIALS 9	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.5.1200.4199.430.1100	PPE/Covid Supplies	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2630.7000.430.1100	EQUIPMENT \$500 TO \$4999	\$18,380.00	\$1,545.43	\$9,160.43	\$9,219.57	\$0.00	\$9,219.57	50.16%
10.5.2215.3099.436.1100	INFINITEC FLOW-FEE	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.1200.3107.436.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$137.71	(\$137.71)	\$0.00	(\$137.71)	0.00%
10.5.1200.3196.436.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$2,571.00	(\$2,571.00)	\$0.00	(\$2,571.00)	0.00%
10.5.1200.3230.436.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2630.3230.436.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$414.85	\$778.85	(\$778.85)	\$0.00	(\$778.85)	0.00%
10.5.2570.3250.436.1020	ROOM RENTALS	\$0.00	\$0.00	\$137,200.00	(\$137,200.00)	\$0.00	(\$137,200.00)	0.00%
10.5.2570.3250.436.1100	ROOM RENTALS	\$150,000.00	\$337.40	\$1,993.60	\$148,006.40	\$0.00	\$148,006.40	98.67%
10.5.2570.3251.436.1100	COPIER RENTAL	\$0.00	\$108.46	\$394.22	(\$394.22)	\$0.00	(\$394.22)	0.00%
10.5.2550.3310.436.1100	PUPIL TRANSPORTATION	\$6,600.00	\$0.00	\$0.00	\$6,600.00	\$0.00	\$6,600.00	100.00%
10.5.2550.3310.436.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$1,988.25	(\$1,988.25)	\$0.00	(\$1,988.25)	0.00%
10.5.1200.3399.436.1100	TRAVEL LOCAL MILEAGE	\$2,250.00	\$27.51	\$35.37	\$2,214.63	\$0.00	\$2,214.63	98.43%
10.5.2570.3400.436.1100	COMMUNICATION-TELEPHONE	\$750.00	(\$27.77)	\$1,424.99	(\$674.99)	\$0.00	(\$674.99)	-90.00%
10.5.2570.3401.436.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$23.44	(\$23.44)	\$0.00	(\$23.44)	0.00%
10.5.1200.4100.436.1100	OFFICE SUPPLIES LESS \$499	\$7,000.00	\$866.95	\$3,522.15	\$3,477.85	\$120.20	\$3,357.65	47.97%
10.5.1200.4100.436.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$24.50	\$24.50	(\$24.50)	\$0.00	(\$24.50)	0.00%
10.5.1200.4103.436.1100	MEDICAL SUPPLIES	\$2,500.00	\$0.00	\$453.86	\$2,046.14	\$0.00	\$2,046.14	81.85%
10.5.1200.4104.436.1100	INK	\$3,500.00	\$621.34	\$1,651.87	\$1,848.13	\$0.00	\$1,848.13	52.80%
10.5.1200.4118.436.1100	CURRICULUM	\$15,000.00	\$250.00	\$10,717.37	\$4,282.63	\$0.00	\$4,282.63	28.55%
10.5.1200.4120.436.1100	CLASSROOM MATERIALS 1	\$800.00	\$0.00	\$145.13	\$654.87	\$0.00	\$654.87	81.86%
10.5.1200.4121.436.1100	CLASSROOM MATERIALS 2	\$800.00	\$0.00	\$521.81	\$278.19	\$0.00	\$278.19	34.77%
10.5.1200.4122.436.1100	CLASSROOM MATERIALS 3	\$800.00	\$0.00	\$215.14	\$584.86	\$0.00	\$584.86	73.11%
10.5.1200.4123.436.1100	CLASSROOM MATERIALS 4	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.4124.436.1100	CLASSROOM MATERIALS 5	\$800.00	\$33.82	\$481.30	\$318.70	\$0.00	\$318.70	39.84%
10.5.1200.4125.436.1100	CLASSROOM MATERIALS 6	\$800.00	\$72.06	\$433.04	\$366.96	\$49.95	\$317.01	39.63%
10.5.1200.4126.436.1100	CLASSROOM MATERIALS 7	\$800.00	\$15.44	\$198.44	\$601.56	\$9.47	\$592.09	74.01%
10.5.1200.4127.436.1100	CLASSROOM MATERIALS 8	\$800.00	\$71.86	\$472.06	\$327.94	\$0.00	\$327.94	40.99%
10.5.1200.4128.436.1100	CLASSROOM MATERIALS 9	\$800.00	\$99.00	\$99.00	\$701.00	\$0.00	\$701.00	87.63%
10.5.1200.4129.436.1100	CLASSROOM MATERIALS 10	\$800.00	\$0.00	\$246.18	\$553.82	\$0.00	\$553.82	69.23%
10.5.2215.4700.436.1100	SYSTEMS SOFTWARE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2210.6400.436.1100	DUES AND FEES	\$425.00	\$0.00	\$0.00	\$425.00	\$0.00	\$425.00	100.00%
10.5.1200.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$8,400.00	\$0.00	\$2,270.14	\$6,129.86	\$0.00	\$6,129.86	72.97%
10.5.2630.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$9,300.00	\$0.00	\$3,594.00	\$5,706.00	\$0.00	\$5,706.00	61.35%
10.5.1200.3050.440.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$2,700.00	(\$2,700.00)	\$0.00	(\$2,700.00)	0.00%
10.5.3705.3050.440.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$1,721.25	(\$1,721.25)	\$0.00	(\$1,721.25)	0.00%
10.5.2630.3230.440.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.440.1020	ROOM RENTALS	\$0.00	\$0.00	\$20,530.00	(\$20,530.00)	\$0.00	(\$20,530.00)	0.00%
10.5.2570.3250.440.1100	ROOM RENTALS	\$17,500.00	\$0.00	\$0.00	\$17,500.00	\$0.00	\$17,500.00	100.00%
10.5.2210.3325.440.1100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$225.00	(\$225.00)	\$0.00	(\$225.00)	0.00%
10.5.1200.3399.440.1100	TRAVEL LOCAL MILEAGE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.1200.4100.440.1100	OFFICE SUPPLIES LESS \$499	\$700.00	\$63.45	\$439.08	\$260.92	\$0.00	\$260.92	37.27%
10.5.1200.4104.440.1100	INK	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.4118.440.1100	CURRICULUM	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4120.440.1100	CLASSROOM MATERIALS 1	\$500.00	\$89.99	\$89.99	\$410.01	\$0.00	\$410.01	82.00%

136

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.4199.440.1100	PPE/Covid Supplies	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.2630.7000.440.1100	EQUIPMENT \$500 TO \$4999	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2630.3230.445.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.445.1100	ROOM RENTALS	\$22,568.53	\$0.00	\$15,000.00	\$7,568.53	\$0.00	\$7,568.53	33.54%
10.5.2150.3399.445.1100	TRAVEL LOCAL MILEAGE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.1200.4100.445.1100	OFFICE SUPPLIES LESS \$499	\$2,300.00	\$32.05	\$209.40	\$2,090.60	\$10.45	\$2,080.15	90.44%
10.5.2630.7000.445.1100	EQUIPMENT \$500 TO \$4999	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.1200.3104.453.1100	MIS SERVICES	\$0.00	\$0.00	\$289.92	(\$289.92)	\$0.00	(\$289.92)	0.00%
10.5.1200.3196.453.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$2,899.20	\$15,216.25	(\$15,216.25)	\$0.00	(\$15,216.25)	0.00%
10.5.2630.3230.453.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$146.53	\$477.02	\$1,522.98	\$0.00	\$1,522.98	76.15%
10.5.2570.3250.453.1020	ROOM RENTALS	\$0.00	\$0.00	\$77,687.00	(\$77,687.00)	\$0.00	(\$77,687.00)	0.00%
10.5.2570.3250.453.1100	ROOM RENTALS	\$160,000.00	\$3,670.38	\$81,620.39	\$78,379.61	\$0.00	\$78,379.61	48.99%
10.5.2570.3251.453.1100	COPIER RENTAL	\$0.00	\$37.56	\$47.56	(\$47.56)	\$0.00	(\$47.56)	0.00%
10.5.2550.3310.453.1100	PUPIL TRANSPORTATION	\$7,200.00	\$0.00	\$0.00	\$7,200.00	\$0.00	\$7,200.00	100.00%
10.5.2550.3310.453.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$542.25	(\$542.25)	\$0.00	(\$542.25)	0.00%
10.5.2550.3310.453.4993	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$1,161.50	(\$1,161.50)	\$0.00	(\$1,161.50)	0.00%
10.5.1200.3399.453.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3400.453.1100	COMMUNICATION-TELEPHONE	\$2,100.00	(\$27.73)	\$1,425.07	\$674.93	\$0.00	\$674.93	32.14%
10.5.2570.3401.453.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$20.09	(\$20.09)	\$0.00	(\$20.09)	0.00%
10.5.2630.3900.453.1100	SOFTWARE LICENSES	\$3,000.00	\$29.70	\$543.55	\$2,456.45	\$0.00	\$2,456.45	81.88%
10.5.1200.4100.453.1100	OFFICE SUPPLIES LESS \$499	\$15,000.00	\$5,575.45	\$13,076.04	\$1,923.96	\$0.00	\$1,923.96	12.83%
10.5.1200.4101.453.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$278.54	(\$278.54)	\$0.00	(\$278.54)	0.00%
10.5.1200.4104.453.1100	INK	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1200.4118.453.1100	CURRICULUM	\$8,000.00	\$2,251.00	\$5,381.53	\$2,618.47	\$0.00	\$2,618.47	32.73%
10.5.1200.6400.453.1100	DUES AND FEES	\$6,000.00	\$0.00	\$5,040.00	\$960.00	\$0.00	\$960.00	16.00%
10.5.1200.7000.453.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$20,196.95	(\$20,196.95)	\$5,448.00	(\$25,644.95)	0.00%
10.5.2630.7000.453.1100	EQUIPMENT \$500 TO \$4999	\$11,700.00	\$0.00	\$6,839.89	\$4,860.11	\$0.00	\$4,860.11	41.54%
10.5.1322.1000.454.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$17,251.71	(\$17,251.71)	\$0.00	(\$17,251.71)	0.00%
10.5.1322.2110.454.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$215.68	(\$215.68)	\$0.00	(\$215.68)	0.00%
10.5.1322.2130.454.1111	FICA	\$0.00	\$0.00	\$110.18	(\$110.18)	\$0.00	(\$110.18)	0.00%
10.5.1322.2140.454.1111	MEDICARE	\$0.00	\$0.00	\$243.02	(\$243.02)	\$0.00	(\$243.02)	0.00%
10.5.2410.3100.454.1100	PROFESSIONAL TECHNICAL SERVICE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1200.3399.454.1100	TRAVEL LOCAL MILEAGE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2570.3400.454.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$0.00	\$0.00	\$2,100.00	\$0.00	\$2,100.00	100.00%
10.5.2570.3401.454.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$20.09	(\$20.09)	\$0.00	(\$20.09)	0.00%
10.5.1200.4100.454.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1200.4101.454.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$82.26	(\$82.26)	\$0.00	(\$82.26)	0.00%
10.5.1200.7000.454.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$3,596.00	(\$3,596.00)	\$0.00	(\$3,596.00)	0.00%
10.5.2630.7000.454.1100	EQUIPMENT \$500 TO \$4999	\$3,600.00	\$0.00	\$0.00	\$3,600.00	\$0.00	\$3,600.00	100.00%
10.5.2630.3050.455.1100	APPS AND SOFTWARE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.1200.3104.455.1100	MIS SERVICES	\$0.00	\$0.00	\$289.92	(\$289.92)	\$0.00	(\$289.92)	0.00%
10.5.2540.3104.455.1100	MIS SERVICES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.3196.455.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$2,899.20	\$10,147.20	(\$10,147.20)	\$0.00	(\$10,147.20)	0.00%
10.5.2540.3210.455.1100	PROPERTY SERVICES-DISPOSAL	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2630.3230.455.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2570.3250.455.1100	ROOM RENTALS	\$68,785.46	\$1,573.02	\$34,979.31	\$33,806.15	\$0.00	\$33,806.15	49.15%
10.5.2550.3310.455.1100	PUPIL TRANSPORTATION	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2550.3310.455.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$108.48	(\$108.48)	\$0.00	(\$108.48)	0.00%
10.5.1200.3399.455.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3400.455.1100	COMMUNICATION-TELEPHONE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2540.3401.455.1100	COMMUNICATION-POSTAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3700.455.1100	PROPERTY SERVICES-WATER SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4100.455.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$23.54)	\$23.54	\$0.00	\$23.54	0.00%
10.5.1200.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$6,000.00	\$679.83	\$3,004.42	\$2,995.58	\$0.00	\$2,995.58	49.93%
10.5.2630.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
10.5.1200.4104.455.1100	INK	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1200.4118.455.1000	CURRICULUM	\$0.00	\$64.00	\$718.87	(\$718.87)	\$0.00	(\$718.87)	0.00%
10.5.1200.4118.455.1100	CURRICULUM	\$3,000.00	\$7.00	\$506.87	\$2,493.13	\$0.00	\$2,493.13	83.10%
10.5.1200.6400.455.1100	DUES AND FEES	\$2,200.00	\$0.00	\$1,260.00	\$940.00	\$0.00	\$940.00	42.73%
10.5.2630.7000.455.1100	EQUIPMENT \$500 TO \$4999	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1400.1100.459.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,500.00	\$10,000.00	(\$10,000.00)	\$20,000.00	(\$30,000.00)	0.00%
10.5.4950.1104.459.6100	AIDE SALARIES	\$0.00	\$0.00	\$328.20	(\$328.20)	\$0.00	(\$328.20)	0.00%
10.5.1400.2120.459.6220	MUNICIPAL RETIREMENT	\$0.00	\$56.26	\$228.16	(\$228.16)	\$28.13	(\$256.29)	0.00%
10.5.1400.2130.459.6220	FICA	\$0.00	\$142.44	\$569.76	(\$569.76)	\$71.11	(\$640.87)	0.00%
10.5.1400.2140.459.6220	MEDICARE	\$0.00	\$33.32	\$133.28	(\$133.28)	\$16.63	(\$149.91)	0.00%
10.5.1400.2210.459.6220	LIFE INSURANCE	\$0.00	\$4.60	\$18.40	(\$18.40)	\$1.61	(\$20.01)	0.00%
10.5.1400.2220.459.6220	MEDICAL INSURANCE	\$0.00	\$706.98	\$2,827.92	(\$2,827.92)	\$360.44	(\$3,188.36)	0.00%
10.5.1400.2230.459.6220	DENTAL INSURANCE	\$0.00	\$46.52	\$186.08	(\$186.08)	\$23.26	(\$209.34)	0.00%
10.5.1400.3230.459.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1400.3310.459.1100	PUPIL TRANSPORTATION	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2550.3310.459.6110	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$605.00	(\$605.00)	\$0.00	(\$605.00)	0.00%
10.5.1400.4100.459.1100	OFFICE SUPPLIES LESS \$499	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.1400.4100.459.6100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%
10.5.4950.4100.459.6100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$1,275.60	(\$1,275.60)	\$0.00	(\$1,275.60)	0.00%
10.5.1400.4199.459.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1400.7000.459.1100	EQUIPMENT \$500 TO \$4999	\$7,600.00	\$0.00	\$0.00	\$7,600.00	\$0.00	\$7,600.00	100.00%
10.5.2630.7000.459.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$3,475.01	(\$3,475.01)	\$0.00	(\$3,475.01)	0.00%
10.5.2150.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$3,110.00	(\$3,110.00)	\$0.00	(\$3,110.00)	0.00%
10.5.2410.1000.470.1110	SALARIES, CERTIFIED STAFF	\$160,000.00	\$0.00	\$0.00	\$160,000.00	\$0.00	\$160,000.00	100.00%
10.5.1200.1005.470.1110	STIPENDS-CERTIFIED	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
10.5.1200.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00	100.00%
10.5.2130.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$4,180.00	(\$4,180.00)	\$0.00	(\$4,180.00)	0.00%
10.5.2131.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,760.00	(\$2,760.00)	\$0.00	(\$2,760.00)	0.00%
10.5.2610.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100.00%
10.5.1200.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2130.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$12.50	(\$12.50)	\$0.00	(\$12.50)	0.00%
10.5.2150.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$38.88	(\$38.88)	\$0.00	(\$38.88)	0.00%
10.5.2410.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.1200.2120.470.1110	MUNICIPAL RETIREMENT	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.2130.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$71.55	(\$71.55)	\$0.00	(\$71.55)	0.00%
10.5.2131.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$47.25	(\$47.25)	\$0.00	(\$47.25)	0.00%
10.5.2610.2120.470.1110	MUNICIPAL RETIREMENT	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.2130.470.1110	FICA	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.2130.2130.470.1111	FICA	\$0.00	\$0.00	\$197.16	(\$197.16)	\$0.00	(\$197.16)	0.00%
10.5.2131.2130.470.1111	FICA	\$0.00	\$0.00	\$171.12	(\$171.12)	\$0.00	(\$171.12)	0.00%
10.5.2150.2130.470.1111	FICA	\$0.00	\$0.00	\$13.64	(\$13.64)	\$0.00	(\$13.64)	0.00%
10.5.2610.2130.470.1110	FICA	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.2140.470.1110	MEDICARE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2130.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$60.61	(\$60.61)	\$0.00	(\$60.61)	0.00%
10.5.2131.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$40.02	(\$40.02)	\$0.00	(\$40.02)	0.00%

138

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2150.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$44.00	(\$44.00)	\$0.00	(\$44.00)	0.00%
10.5.2410.2140.470.1110	MEDICARE	\$120.00	\$0.00	\$0.00	\$120.00	\$0.00	\$120.00	100.00%
10.5.2610.2140.470.1110	MEDICARE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2410.2210.470.1110	LIFE INSURANCE	\$20.00	\$0.00	\$0.00	\$20.00	\$0.00	\$20.00	100.00%
10.5.2610.2210.470.1110	LIFE INSURANCE	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.2410.2220.470.1110	MEDICAL INSURANCE	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2610.2220.470.1110	MEDICAL INSURANCE	\$4,200.00	\$0.00	\$0.00	\$4,200.00	\$0.00	\$4,200.00	100.00%
10.5.2410.2230.470.1110	DENTAL INSURANCE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2610.2230.470.1110	DENTAL INSURANCE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.3250.470.1110	ROOM RENTALS	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1322.3250.470.1100	ROOM RENTALS	\$0.00	\$0.00	\$179.28	(\$179.28)	\$0.00	(\$179.28)	0.00%
10.5.2570.3250.470.1020	ROOM RENTALS	\$0.00	\$0.00	\$61,195.44	(\$61,195.44)	\$0.00	(\$61,195.44)	0.00%
10.5.2570.3250.470.1100	ROOM RENTALS	\$0.00	\$236.18	\$1,213.24	(\$1,213.24)	\$0.00	(\$1,213.24)	0.00%
10.5.2570.3250.470.1110	ROOM RENTALS	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	100.00%
10.5.1200.3399.470.1110	TRAVEL LOCAL MILEAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.4100.470.1110	OFFICE SUPPLIES LESS \$499	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1322.4100.470.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$1,551.06	(\$1,551.06)	\$0.00	(\$1,551.06)	0.00%
10.5.1200.4100.472.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$104.00	(\$104.00)	\$0.00	(\$104.00)	0.00%
10.5.1322.1000.480.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$800.00	(\$800.00)	\$0.00	(\$800.00)	0.00%
10.5.1322.1000.480.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$93,779.32	(\$93,779.32)	\$0.00	(\$93,779.32)	0.00%
10.5.1322.1100.480.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,180.00	(\$1,180.00)	\$0.00	(\$1,180.00)	0.00%
10.5.1322.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$40.00	\$150,367.37	(\$150,367.37)	\$0.00	(\$150,367.37)	0.00%
10.5.2131.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$330.00	(\$330.00)	\$0.00	(\$330.00)	0.00%
10.5.1322.2110.480.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.50	\$1,068.59	(\$1,068.59)	\$0.00	(\$1,068.59)	0.00%
10.5.1322.2120.480.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$44.55	(\$44.55)	\$0.00	(\$44.55)	0.00%
10.5.1322.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$1,083.20	(\$1,083.20)	\$0.00	(\$1,083.20)	0.00%
10.5.2131.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$7.43	(\$7.43)	\$0.00	(\$7.43)	0.00%
10.5.1322.2130.480.1110	FICA	\$0.00	\$0.00	\$122.76	(\$122.76)	\$0.00	(\$122.76)	0.00%
10.5.1322.2130.480.1111	FICA	\$0.00	\$0.00	\$9,143.63	(\$9,143.63)	\$0.00	(\$9,143.63)	0.00%
10.5.2131.2130.480.1111	FICA	\$0.00	\$0.00	\$18.92	(\$18.92)	\$0.00	(\$18.92)	0.00%
10.5.1322.2140.480.1110	MEDICARE	\$0.00	\$0.00	\$28.71	(\$28.71)	\$0.00	(\$28.71)	0.00%
10.5.1322.2140.480.1111	MEDICARE	\$0.00	\$0.57	\$3,538.31	(\$3,538.31)	\$0.00	(\$3,538.31)	0.00%
10.5.2131.2140.480.1111	MEDICARE	\$0.00	\$0.00	\$4.42	(\$4.42)	\$0.00	(\$4.42)	0.00%
10.5.1322.1100.535.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,048.31	(\$2,048.31)	\$0.00	(\$2,048.31)	0.00%
10.5.1322.2120.535.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$46.65	(\$46.65)	\$0.00	(\$46.65)	0.00%
10.5.1322.2130.535.1111	FICA	\$0.00	\$0.00	\$127.00	(\$127.00)	\$0.00	(\$127.00)	0.00%
10.5.1322.2140.535.1111	MEDICARE	\$0.00	\$0.00	\$29.70	(\$29.70)	\$0.00	(\$29.70)	0.00%
10.5.1342.0000.542.1020	UNDESIGNATED	\$0.00	\$0.00	\$586.00	(\$586.00)	\$0.00	(\$586.00)	0.00%
10.5.1342.0000.542.1100	UNDESIGNATED	\$0.00	\$0.00	\$1,822.87	(\$1,822.87)	\$0.00	(\$1,822.87)	0.00%
10.5.1207.1100.542.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$100.00	\$700.00	(\$700.00)	\$0.00	(\$700.00)	0.00%
10.5.1207.2120.542.1100	MUNICIPAL RETIREMENT	\$0.00	\$2.25	\$16.24	(\$16.24)	\$0.00	(\$16.24)	0.00%
10.5.1207.2130.542.1100	FICA	\$0.00	\$6.04	\$39.95	(\$39.95)	\$0.00	(\$39.95)	0.00%
10.5.1207.2140.542.1100	MEDICARE	\$0.00	\$1.42	\$9.34	(\$9.34)	\$0.00	(\$9.34)	0.00%
10.5.1207.3100.542.1100	PROFESSIONAL TECHNICAL SERVICE	\$30,000.00	\$3,207.50	\$23,143.24	\$6,856.76	\$0.00	\$6,856.76	22.86%
10.5.1207.3102.542.1100	ADMINSTRATIVE FEES/BUILDING	\$35,000.00	\$2,360.00	\$14,160.00	\$20,840.00	\$0.00	\$20,840.00	59.54%
10.5.1342.3104.542.1120	MIS SERVICES	\$0.00	\$0.00	\$185.00	(\$185.00)	\$0.00	(\$185.00)	0.00%
10.5.1207.3120.542.1100	INSERVICE TRAINING-CONSULTANTS	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.1207.3142.542.1100	LOW INCIDENT DIAGNOSTIC TESTIN	\$0.00	\$0.00	(\$8,745.90)	\$8,745.90	\$0.00	\$8,745.90	0.00%
10.5.2550.3196.542.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$101.04	(\$101.04)	\$0.00	(\$101.04)	0.00%
10.5.1207.3230.542.1100	REPAIRS AND MAINTENANCE SERVIC	\$3,000.00	\$28.78	\$28.78	\$2,971.22	\$0.00	\$2,971.22	99.04%

139

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1207.3250.542.1100	ROOM RENTALS	\$525,000.00	\$0.00	\$541,599.72	(\$16,599.72)	\$0.00	(\$16,599.72)	-3.16%
10.5.1207.3250.542.1120	ROOM RENTALS	\$0.00	\$0.00	\$515,591.10	(\$515,591.10)	\$0.00	(\$515,591.10)	0.00%
10.5.2570.3251.542.1100	COPIER RENTAL	\$2,500.00	\$143.15	\$509.95	\$1,990.05	\$0.00	\$1,990.05	79.60%
10.5.2570.3251.542.1120	COPIER RENTAL	\$0.00	\$0.00	\$81.23	(\$81.23)	\$0.00	(\$81.23)	0.00%
10.5.2550.3310.542.1100	PUPIL TRANSPORTATION	\$20,000.00	\$1,115.65	\$3,070.80	\$16,929.20	\$0.00	\$16,929.20	84.65%
10.5.2550.3310.542.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$746.55	(\$746.55)	\$0.00	(\$746.55)	0.00%
10.5.1207.3322.542.1100	EXPENSE REIMBURSEMENT	\$450.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	100.00%
10.5.1207.3325.542.1100	CONFERENCE REGISTRATION	\$1,150.00	\$0.00	\$130.00	\$1,020.00	\$0.00	\$1,020.00	88.70%
10.5.1207.3395.542.1100	CONFERENCE EXPENSE	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1207.3399.542.1100	TRAVEL LOCAL MILEAGE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2570.3400.542.1100	COMMUNICATION-TELEPHONE	\$3,500.00	\$0.00	\$149.03	\$3,350.97	\$0.00	\$3,350.97	95.74%
10.5.2570.3401.542.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$60.31	(\$60.31)	\$0.00	(\$60.31)	0.00%
10.5.1207.3900.542.1100	SOFTWARE LICENSES	\$4,500.00	\$0.00	\$0.00	\$4,500.00	\$0.00	\$4,500.00	100.00%
10.5.1207.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$3,000.00	\$0.00	\$680.67	\$2,319.33	\$41.48	\$2,277.85	75.93%
10.5.2630.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
10.5.1207.4101.542.1100	Supplies (DHH community based	\$0.00	\$114.27	\$982.86	(\$982.86)	\$0.00	(\$982.86)	0.00%
10.5.1207.4101.542.1111	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$586.30	(\$586.30)	\$0.00	(\$586.30)	0.00%
10.5.1207.4102.542.1100	DHH SCHOLARSHIPS	\$0.00	(\$6,757.23)	(\$8,757.23)	\$8,757.23	\$0.00	\$8,757.23	0.00%
10.5.1200.4118.542.1020	CURRICULUM	\$0.00	\$0.00	\$209.00	(\$209.00)	\$0.00	(\$209.00)	0.00%
10.5.1200.4118.542.1100	CURRICULUM	\$0.00	\$0.00	\$447.43	(\$447.43)	\$0.00	(\$447.43)	0.00%
10.5.1200.4118.542.1120	CURRICULUM	\$0.00	\$0.00	\$1,563.04	(\$1,563.04)	\$0.00	(\$1,563.04)	0.00%
10.5.1207.4118.542.1100	CURRICULUM	\$800.00	\$0.00	\$3,000.00	(\$2,200.00)	\$0.00	(\$2,200.00)	-275.00%
10.5.1207.6400.542.1100	DUES AND FEES	\$0.00	\$0.00	\$11,141.53	(\$11,141.53)	\$0.00	(\$11,141.53)	0.00%
10.5.1207.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
10.5.1342.7000.542.1120	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$805.75	(\$805.75)	\$0.00	(\$805.75)	0.00%
10.5.2630.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.1207.1000.571.1110	SALARIES, CERTIFIED STAFF	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00	100.00%
10.5.1322.1000.571.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$1,880.00	(\$1,880.00)	\$0.00	(\$1,880.00)	0.00%
10.5.1322.1100.571.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,893.13	(\$1,893.13)	\$0.00	(\$1,893.13)	0.00%
10.5.1207.1104.571.1110	AIDE SALARIES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1207.2110.571.1110	TEACHER'S RETIREMENT (TRS)	\$234.00	\$0.00	\$0.00	\$234.00	\$0.00	\$234.00	100.00%
10.5.1322.2110.571.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$23.50	(\$23.50)	\$0.00	(\$23.50)	0.00%
10.5.1207.2120.571.1110	MUNICIPAL RETIREMENT	\$333.00	\$0.00	\$0.00	\$333.00	\$0.00	\$333.00	100.00%
10.5.1322.2120.571.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$38.08	(\$38.08)	\$0.00	(\$38.08)	0.00%
10.5.1207.2130.571.1110	FICA	\$188.00	\$0.00	\$0.00	\$188.00	\$0.00	\$188.00	100.00%
10.5.1322.2130.571.1111	FICA	\$0.00	\$0.00	\$117.37	(\$117.37)	\$0.00	(\$117.37)	0.00%
10.5.1207.2140.571.1110	MEDICARE	\$286.00	\$0.00	\$0.00	\$286.00	\$0.00	\$286.00	100.00%
10.5.1322.2140.571.1111	MEDICARE	\$0.00	\$0.00	\$54.70	(\$54.70)	\$0.00	(\$54.70)	0.00%
10.5.1207.2210.571.1110	LIFE INSURANCE	\$14.00	\$0.00	\$0.00	\$14.00	\$0.00	\$14.00	100.00%
10.5.1207.2220.571.1110	MEDICAL INSURANCE	\$3,691.00	\$0.00	\$0.00	\$3,691.00	\$0.00	\$3,691.00	100.00%
10.5.1207.2230.571.1110	DENTAL INSURANCE	\$154.00	\$0.00	\$0.00	\$154.00	\$0.00	\$154.00	100.00%
10.5.1207.3399.571.1110	TRAVEL LOCAL MILEAGE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1207.4100.571.1110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.3705.3050.704.2100	APPS AND SOFTWARE	\$0.00	\$0.00	\$6,966.00	(\$6,966.00)	\$0.00	(\$6,966.00)	0.00%
10.5.3705.3100.704.2100	PROFESSIONAL TECHNICAL SERVICE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.3705.4100.704.2100	OFFICE SUPPLIES LESS \$499	\$4,680.00	\$0.00	\$195.16	\$4,484.84	\$0.00	\$4,484.84	95.83%
10.5.3705.6600.704.2100	FLOW THOUGH	\$566,000.00	\$30,547.63	\$79,553.25	\$486,446.75	\$0.00	\$486,446.75	85.94%
10.5.2570.3250.900.1100	ROOM RENTALS	\$0.00	\$16,795.97	\$34,502.01	(\$34,502.01)	\$0.00	(\$34,502.01)	0.00%
10.5.2570.3251.900.1100	COPIER RENTAL	\$0.00	\$0.00	\$64.79	(\$64.79)	\$0.00	(\$64.79)	0.00%
10.5.2570.3401.900.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$3.35	(\$3.35)	\$0.00	(\$3.35)	0.00%

140

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2210.1005.901.1100	STIPENDS-CERTIFIED	\$25,000.00	\$825.00	\$5,840.96	\$19,159.04	\$0.00	\$19,159.04	76.64%
10.5.2540.1100.901.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$3,757.50	(\$3,757.50)	\$0.00	(\$3,757.50)	0.00%
10.5.2540.1100.901.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,245.00	(\$1,245.00)	\$0.00	(\$1,245.00)	0.00%
10.5.2210.2110.901.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$10.30	\$64.49	(\$64.49)	\$0.00	(\$64.49)	0.00%
10.5.2210.2120.901.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$15.32	(\$15.32)	\$0.00	(\$15.32)	0.00%
10.5.2210.2130.901.1100	FICA	\$0.00	\$0.00	\$41.71	(\$41.71)	\$0.00	(\$41.71)	0.00%
10.5.2540.2130.901.1100	FICA	\$0.00	\$0.00	\$232.97	(\$232.97)	\$0.00	(\$232.97)	0.00%
10.5.2540.2130.901.1111	FICA	\$0.00	\$0.00	\$77.19	(\$77.19)	\$0.00	(\$77.19)	0.00%
10.5.2130.2140.901.1100	MEDICARE	\$0.00	\$0.38	\$1.33	(\$1.33)	\$0.19	(\$1.52)	0.00%
10.5.2210.2140.901.1100	MEDICARE	\$0.00	\$11.52	\$81.08	(\$81.08)	\$0.00	(\$81.08)	0.00%
10.5.2540.2140.901.1100	MEDICARE	\$0.00	\$0.00	\$54.49	(\$54.49)	\$0.00	(\$54.49)	0.00%
10.5.2540.2140.901.1111	MEDICARE	\$0.00	\$0.00	\$18.05	(\$18.05)	\$0.00	(\$18.05)	0.00%
10.5.2510.2210.901.1100	LIFE INSURANCE	\$0.00	\$0.00	\$4,280.76	(\$4,280.76)	\$0.00	(\$4,280.76)	0.00%
10.5.2410.2240.901.1100	LONGTERM CARE	\$0.00	\$0.00	\$840.82	(\$840.82)	\$0.00	(\$840.82)	0.00%
10.5.2210.2300.901.1100	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
10.5.2210.3050.901.1100	APPS AND SOFTWARE	\$0.00	\$50.00	\$200.00	(\$200.00)	\$0.00	(\$200.00)	0.00%
10.5.2320.3050.901.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$300.00	(\$300.00)	\$0.00	(\$300.00)	0.00%
10.5.2630.3050.901.1100	APPS AND SOFTWARE	\$8,751.00	\$1,659.41	\$9,921.62	(\$1,170.62)	\$595.00	(\$1,765.62)	-20.18%
10.5.2215.3099.901.1100	INFINITEC FLOW-FEE	\$10,800.00	\$0.00	\$3,222.72	\$7,577.28	\$0.00	\$7,577.28	70.16%
10.5.2210.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$7,300.00	\$3,001.25	\$3,686.88	\$3,613.12	\$0.00	\$3,613.12	49.49%
10.5.2210.3100.901.1120	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$382.50	(\$382.50)	\$0.00	(\$382.50)	0.00%
10.5.2210.3100.901.4993	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$5,740.80	(\$5,740.80)	\$0.00	(\$5,740.80)	0.00%
10.5.2320.3100.901.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$22,137.97	(\$22,137.97)	\$0.00	(\$22,137.97)	0.00%
10.5.2320.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2540.3100.901.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$888.22	(\$888.22)	\$0.00	(\$888.22)	0.00%
10.5.2610.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.2320.3101.901.1100	ADMINSTRATIVE FEES	\$5,600.00	\$0.00	\$11,310.00	(\$5,710.00)	\$0.00	(\$5,710.00)	-101.96%
10.5.2510.3101.901.1100	ADMINSTRATIVE FEES	\$0.00	\$3.10	\$172.60	(\$172.60)	\$0.00	(\$172.60)	0.00%
10.5.2510.3101.901.1120	ADMINSTRATIVE FEES	\$0.00	\$0.00	\$3.90	(\$3.90)	\$0.00	(\$3.90)	0.00%
10.5.2630.3104.901.1100	MIS SERVICES	\$2,500.00	\$0.00	\$4,781.55	(\$2,281.55)	\$0.00	(\$2,281.55)	-91.26%
10.5.2510.3107.901.1100	CONTRACTUAL SERVICES	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2540.3107.901.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$235.26	(\$235.26)	\$0.00	(\$235.26)	0.00%
10.5.2640.3107.901.1100	CONTRACTUAL SERVICES	\$600.00	\$150.00	\$4,050.00	(\$3,450.00)	\$0.00	(\$3,450.00)	-575.00%
10.5.2640.3107.901.1120	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$4,550.00	(\$4,550.00)	\$0.00	(\$4,550.00)	0.00%
10.5.2210.3120.901.1100	INSERVICE TRAINING-CONSULTANTS	\$35,000.00	\$1,046.24	\$1,546.24	\$33,453.76	\$0.00	\$33,453.76	95.58%
10.5.2320.3170.901.1100	AUDIT FEE-FINANCIAL	\$5,400.00	\$0.00	\$4,800.00	\$600.00	\$0.00	\$600.00	11.11%
10.5.2520.3170.901.1100	AUDIT FEE-FINANCIAL	\$0.00	\$0.00	\$550.00	(\$550.00)	\$0.00	(\$550.00)	0.00%
10.5.2320.3172.901.1100	TREASURER'S FEE	\$21,600.00	\$0.00	\$0.00	\$21,600.00	\$0.00	\$21,600.00	100.00%
10.5.2320.3180.901.1100	LEGAL FEE-CONTRACTUAL	\$3,000.00	\$0.00	\$3,042.75	(\$42.75)	\$0.00	(\$42.75)	-1.43%
10.5.2320.3180.901.1120	LEGAL FEE-CONTRACTUAL	\$0.00	\$0.00	\$256.50	(\$256.50)	\$0.00	(\$256.50)	0.00%
10.5.2320.3194.901.1100	ARCHITECT FEES	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2210.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$19,125.00	(\$19,125.00)	\$0.00	(\$19,125.00)	0.00%
10.5.2540.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$115.44	\$631.60	(\$631.60)	\$0.00	(\$631.60)	0.00%
10.5.2540.3196.901.1120	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$1,474.00	(\$1,474.00)	\$0.00	(\$1,474.00)	0.00%
10.5.2320.3199.901.1100	TRANSLATION SERVICES	\$0.00	\$100.00	\$254.10	(\$254.10)	\$0.00	(\$254.10)	0.00%
10.5.2540.3210.901.1100	PROPERTY SERVICES-DISPOSAL	\$25,000.00	\$518.16	\$3,108.96	\$21,891.04	\$0.00	\$21,891.04	87.56%
10.5.2540.3220.901.1100	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2215.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$30,000.00	\$1,362.50	\$14,401.82	\$15,598.18	\$0.00	\$15,598.18	51.99%
10.5.2540.3230.901.4993	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$11,475.00	\$12,494.23	(\$12,494.23)	\$0.00	(\$12,494.23)	0.00%

141

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2550.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$108.42	\$108.42	(\$108.42)	\$0.00	(\$108.42)	0.00%
10.5.2630.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$32.80	\$1,967.20	\$0.00	\$1,967.20	98.36%
10.5.2210.3250.901.1100	ROOM RENTALS	\$10,500.00	\$1,584.00	\$2,609.82	\$7,890.18	\$0.00	\$7,890.18	75.14%
10.5.2215.3251.901.1100	COPIER RENTAL	\$148.00	\$0.00	\$0.00	\$148.00	\$0.00	\$148.00	100.00%
10.5.2570.3251.901.1100	COPIER RENTAL	\$2,000.00	\$158.80	\$2,085.04	(\$85.04)	\$0.00	(\$85.04)	-4.25%
10.5.2210.3322.901.1100	EXPENSE REIMBURSEMENT	\$15,550.00	\$1,476.00	\$7,710.36	\$7,839.64	\$0.00	\$7,839.64	50.42%
10.5.2320.3322.901.1100	EXPENSE REIMBURSEMENT	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2210.3325.901.1100	CONFERENCE REGISTRATION	\$75,000.00	\$5,519.86	\$23,646.86	\$51,353.14	\$0.00	\$51,353.14	68.47%
10.5.2510.3325.901.1100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$2,255.00	(\$2,255.00)	\$0.00	(\$2,255.00)	0.00%
10.5.2210.3395.901.1100	CONFERENCE EXPENSE	\$55,000.00	\$0.00	\$55.10	\$54,944.90	\$0.00	\$54,944.90	99.90%
10.5.1200.3399.901.1100	TRAVEL LOCAL MILEAGE	\$1,070.00	\$0.00	\$0.00	\$1,070.00	\$0.00	\$1,070.00	100.00%
10.5.2210.3399.901.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$56.79	\$130.15	\$369.85	\$0.00	\$369.85	73.97%
10.5.2215.3399.901.1100	TRAVEL LOCAL MILEAGE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3399.901.1100	TRAVEL LOCAL MILEAGE	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2510.3399.901.1100	TRAVEL LOCAL MILEAGE	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2630.3399.901.1100	TRAVEL LOCAL MILEAGE	\$60.00	\$24.09	\$126.39	(\$66.39)	\$0.00	(\$66.39)	-110.65%
10.5.2130.3400.901.1100	COMMUNICATION-TELEPHONE	\$0.00	\$27.00	\$94.50	(\$94.50)	\$175.50	(\$270.00)	0.00%
10.5.2570.3400.901.1100	COMMUNICATION-TELEPHONE	\$5,000.00	(\$60.18)	\$3,087.45	\$1,912.55	\$0.00	\$1,912.55	38.25%
10.5.2630.3400.901.1100	COMMUNICATION-TELEPHONE	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2570.3401.901.1100	COMMUNICATION-POSTAGE	\$500.00	\$0.00	\$172.96	\$327.04	\$0.00	\$327.04	65.41%
10.5.2640.3502.901.1100	RECRUITING ADDS	\$500.00	\$125.16	\$838.89	(\$338.89)	\$0.00	(\$338.89)	-67.78%
10.5.2540.3700.901.1100	PROPERTY SERVICES-WATER SERVIC	\$2,000.00	\$613.95	\$1,070.33	\$929.67	\$0.00	\$929.67	46.48%
10.5.2640.3801.901.1120	UNEMPLOYMENT SERVICE	\$0.00	\$0.00	\$90.00	(\$90.00)	\$0.00	(\$90.00)	0.00%
10.5.2540.3820.901.1100	SCHOOL BOARD LIABILITY	\$23,500.00	\$0.00	\$0.00	\$23,500.00	\$0.00	\$23,500.00	100.00%
10.5.2320.3822.901.1100	INSURANCE	\$127,000.00	\$0.00	\$182,306.00	(\$55,306.00)	\$0.00	(\$55,306.00)	-43.55%
10.5.2210.3900.901.1100	SOFTWARE LICENSES	\$0.00	\$0.00	(\$1,356.40)	\$1,356.40	\$0.00	\$1,356.40	0.00%
10.5.1200.4100.901.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$289.00	(\$289.00)	\$0.00	(\$289.00)	0.00%
10.5.2210.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$1,200.00	\$60.00	\$15,954.00	(\$14,754.00)	\$0.00	(\$14,754.00)	-1229.50%
10.5.2215.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$3,200.00	\$0.00	\$50.93	\$3,149.07	\$0.00	\$3,149.07	98.41%
10.5.2320.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$200.00	\$86.29	\$783.45	(\$583.45)	\$0.00	(\$583.45)	-291.73%
10.5.2410.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$0.00	\$0.00	\$15.98	(\$15.98)	0.00%
10.5.2510.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$300.00	\$0.00	\$5,331.92	(\$5,031.92)	\$0.00	(\$5,031.92)	-1677.31%
10.5.2520.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$81.00	(\$81.00)	\$0.00	(\$81.00)	0.00%
10.5.2520.4100.901.1120	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$139.50	(\$139.50)	\$0.00	(\$139.50)	0.00%
10.5.2540.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$10,000.00	(\$9,959.87)	\$37,710.26	(\$27,710.26)	\$0.00	(\$27,710.26)	-277.10%
10.5.2630.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$65.63	\$105.26	\$294.74	\$0.00	\$294.74	73.69%
10.5.2640.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$192.78	(\$192.78)	\$0.00	(\$192.78)	0.00%
10.5.2210.4300.901.1100	LIBRARY BOOKS	\$3,750.00	\$0.00	\$1,154.33	\$2,595.67	\$118.35	\$2,477.32	66.06%
10.5.2540.4600.901.1100	ELECTRICITY	\$0.00	\$6,341.09	\$13,443.91	(\$13,443.91)	\$0.00	(\$13,443.91)	0.00%
10.5.2215.4700.901.1100	SYSTEMS SOFTWARE	\$2,000.00	\$0.00	\$1,250.23	\$749.77	\$0.00	\$749.77	37.49%
10.5.2540.5400.901.1100	EQUIPMENT OVER \$5,000	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
10.5.2210.6400.901.1100	DUES AND FEES	\$10,409.00	\$0.00	\$175.00	\$10,234.00	\$0.00	\$10,234.00	98.32%
10.5.2210.6400.901.1120	DUES AND FEES	\$0.00	\$0.00	\$875.00	(\$875.00)	\$0.00	(\$875.00)	0.00%
10.5.2320.6400.901.1100	DUES AND FEES	\$700.00	\$0.00	\$2,228.23	(\$1,528.23)	\$0.00	(\$1,528.23)	-218.32%
10.5.1200.7000.901.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$11,930.42	(\$11,930.42)	\$0.00	(\$11,930.42)	0.00%
10.5.2215.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
10.5.2215.7000.901.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$5,787.90	\$5,787.90	(\$5,787.90)	\$0.00	(\$5,787.90)	0.00%
10.5.2510.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2540.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
10.5.2630.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$2,525.00	\$409.67	\$3,574.71	(\$1,049.71)	\$0.00	(\$1,049.71)	-41.57%

142

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.2130.902.1100	FICA	\$0.00	\$0.14	\$0.70	(\$0.70)	\$0.07	(\$0.77)	0.00%
10.5.1200.2130.902.6100	FICA	\$0.00	\$0.14	\$0.72	(\$0.72)	\$0.06	(\$0.78)	0.00%
10.5.1200.2140.902.1100	MEDICARE	\$0.00	\$0.04	\$0.20	(\$0.20)	\$0.02	(\$0.22)	0.00%
10.5.1200.2140.902.6100	MEDICARE	\$0.00	\$0.02	\$0.12	(\$0.12)	\$0.00	(\$0.12)	0.00%
10.5.2130.2140.902.1100	MEDICARE	\$0.00	\$0.38	\$1.33	(\$1.33)	\$0.19	(\$1.52)	0.00%
10.5.2410.2240.902.1100	LONGTERM CARE	\$0.00	\$0.00	\$3,363.28	(\$3,363.28)	\$0.00	(\$3,363.28)	0.00%
10.5.2630.3050.902.1100	APPS AND SOFTWARE	\$35,004.00	\$10,152.00	\$24,547.25	\$10,456.75	\$694.58	\$9,762.17	27.89%
10.5.2215.3099.902.1100	INFINITEC FLOW-FEE	\$1,350.00	\$0.00	\$12,890.88	(\$11,540.88)	\$0.00	(\$11,540.88)	-854.88%
10.5.1400.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.2210.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$900.00	(\$900.00)	\$0.00	(\$900.00)	0.00%
10.5.2320.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2550.3100.902.6110	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$1,195.17	(\$1,195.17)	\$0.00	(\$1,195.17)	0.00%
10.5.2320.3101.902.1100	ADMINSTRATIVE FEES	\$22,400.00	\$0.00	\$45,239.96	(\$22,839.96)	\$0.00	(\$22,839.96)	-101.96%
10.5.2510.3101.902.1100	ADMINSTRATIVE FEES	\$0.00	\$8.40	\$406.80	(\$406.80)	\$0.00	(\$406.80)	0.00%
10.5.2510.3101.902.1120	ADMINSTRATIVE FEES	\$0.00	\$0.00	\$15.60	(\$15.60)	\$0.00	(\$15.60)	0.00%
10.5.2630.3104.902.1100	MIS SERVICES	\$10,000.00	\$0.00	\$1,310.45	\$8,689.55	\$0.00	\$8,689.55	86.90%
10.5.2510.3107.902.1100	CONTRACTUAL SERVICES	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2640.3107.902.1100	CONTRACTUAL SERVICES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
10.5.2630.3161.902.1100	COMPUTER LINE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3170.902.1100	AUDIT FEE-FINANCIAL	\$21,600.00	\$0.00	\$19,200.00	\$2,400.00	\$0.00	\$2,400.00	11.11%
10.5.2320.3172.902.1100	TREASURER'S FEE	\$86,400.00	\$0.00	\$0.00	\$86,400.00	\$0.00	\$86,400.00	100.00%
10.5.2320.3180.902.1100	LEGAL FEE-CONTRACTUAL	\$12,000.00	\$4,285.00	\$7,042.75	\$4,957.25	\$0.00	\$4,957.25	41.31%
10.5.1400.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.1400.3230.902.6110	REPAIRS AND MAINTENANCE SERVIC	\$15.00	\$0.00	\$0.00	\$15.00	\$0.00	\$15.00	100.00%
10.5.2215.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.2540.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$394.95	(\$394.95)	\$0.00	(\$394.95)	0.00%
10.5.2630.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,600.00	\$0.00	\$131.20	\$1,468.80	\$0.00	\$1,468.80	91.80%
10.5.2215.3251.902.1100	COPIER RENTAL	\$19.00	\$0.00	\$0.00	\$19.00	\$0.00	\$19.00	100.00%
10.5.2570.3251.902.1100	COPIER RENTAL	\$8,000.00	\$635.20	\$8,340.08	(\$340.08)	\$0.00	(\$340.08)	-4.25%
10.5.2320.3322.902.1100	EXPENSE REIMBURSEMENT	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2210.3325.902.6100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$150.00	(\$150.00)	\$0.00	(\$150.00)	0.00%
10.5.1200.3399.902.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.34	\$11.70	(\$11.70)	\$15.21	(\$26.91)	0.00%
10.5.1200.3399.902.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.34	\$11.70	(\$11.70)	\$15.21	(\$26.91)	0.00%
10.5.1400.3399.902.1100	TRAVEL LOCAL MILEAGE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2215.3399.902.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2320.3399.902.1100	TRAVEL LOCAL MILEAGE	\$3,200.00	\$0.00	\$0.00	\$3,200.00	\$0.00	\$3,200.00	100.00%
10.5.2510.3399.902.1100	TRAVEL LOCAL MILEAGE	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2630.3399.902.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$11.87	\$69.00	(\$69.00)	\$0.00	(\$69.00)	0.00%
10.5.2630.3399.902.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$36.75	(\$36.75)	\$0.00	(\$36.75)	0.00%
10.5.1400.3400.902.6110	COMMUNICATION-TELEPHONE	\$110.00	\$0.00	\$0.00	\$110.00	\$0.00	\$110.00	100.00%
10.5.2130.3400.902.1100	COMMUNICATION-TELEPHONE	\$0.00	\$27.00	\$94.50	(\$94.50)	\$175.50	(\$270.00)	0.00%
10.5.2215.3400.902.1100	COMMUNICATION-TELEPHONE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2570.3400.902.1100	COMMUNICATION-TELEPHONE	\$24,000.00	(\$108.00)	\$5,541.59	\$18,458.41	\$0.00	\$18,458.41	76.91%
10.5.2215.3401.902.1100	COMMUNICATION-POSTAGE	\$35.00	\$0.00	\$0.00	\$35.00	\$0.00	\$35.00	100.00%
10.5.2570.3401.902.1100	COMMUNICATION-POSTAGE	\$3,000.00	\$0.00	\$127.26	\$2,872.74	\$0.00	\$2,872.74	95.76%
10.5.4950.3500.902.6100	MARKETING	\$0.00	\$0.00	\$26.74	(\$26.74)	\$0.00	(\$26.74)	0.00%
10.5.2640.3502.902.1100	RECRUITING ADDS	\$2,000.00	\$500.61	\$1,539.42	\$460.58	\$0.00	\$460.58	23.03%
10.5.2640.3801.902.1120	UNEMPLOYMENT SERVICE	\$0.00	\$0.00	\$360.00	(\$360.00)	\$0.00	(\$360.00)	0.00%
10.5.2320.3822.902.1100	INSURANCE	\$66,400.00	\$0.00	\$0.00	\$66,400.00	\$0.00	\$66,400.00	100.00%
10.5.1400.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$65.00	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	100.00%

143

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.4100.902.6110	OFFICE SUPPLIES LESS \$499	\$225.00	\$0.00	\$0.00	\$225.00	\$0.00	\$225.00	100.00%
10.5.1400.4100.902.6220	OFFICE SUPPLIES LESS \$499	\$450.00	\$43.72	\$43.72	\$406.28	\$0.00	\$406.28	90.28%
10.5.2130.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2215.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2320.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$800.00	\$345.16	\$2,929.20	(\$2,129.20)	\$0.00	(\$2,129.20)	-266.15%
10.5.2510.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2630.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.4950.4100.902.6110	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$138.53	(\$138.53)	\$0.00	(\$138.53)	0.00%
10.5.4505.4101.902.6100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$339.04	(\$339.04)	\$0.00	(\$339.04)	0.00%
10.5.4505.4101.902.6110	SUPPLIES-MEETINGS	\$0.00	\$94.63	\$94.63	(\$94.63)	\$0.00	(\$94.63)	0.00%
10.5.4505.4120.902.6220	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$12.96	(\$12.96)	\$0.00	(\$12.96)	0.00%
10.5.2540.4199.902.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2215.4700.902.1100	SYSTEMS SOFTWARE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1400.6400.902.6110	DUES AND FEES	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2320.6400.902.1100	DUES AND FEES	\$2,800.00	\$0.00	\$0.00	\$2,800.00	\$0.00	\$2,800.00	100.00%
10.5.2630.6400.902.1100	DUES AND FEES	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.1400.7000.902.6110	EQUIPMENT \$500 TO \$4999	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00	100.00%
10.5.2215.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2510.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2630.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$4,000.00	\$0.00	\$3,735.43	\$264.57	\$0.00	\$264.57	6.61%
10.5.4950.1000.903.6110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$418.32	(\$418.32)	\$0.00	(\$418.32)	0.00%
10.5.1400.1100.903.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$171.92	(\$171.92)	\$0.00	(\$171.92)	0.00%
10.5.4950.1104.903.6110	AIDE SALARIES	\$0.00	\$0.00	\$290.00	(\$290.00)	\$0.00	(\$290.00)	0.00%
10.5.1400.1170.903.6220	SALARY-STUDENT	\$20,671.05	\$0.00	\$11,788.19	\$8,882.86	\$0.00	\$8,882.86	42.97%
10.5.4950.2120.903.6110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$9.41	(\$9.41)	\$0.00	(\$9.41)	0.00%
10.5.1200.2130.903.1100	FICA	\$0.00	\$2.74	\$13.72	(\$13.72)	\$1.32	(\$15.04)	0.00%
10.5.1200.2130.903.6100	FICA	\$0.00	\$2.74	\$13.72	(\$13.72)	\$1.32	(\$15.04)	0.00%
10.5.4950.2130.903.6110	FICA	\$0.00	\$0.00	\$22.30	(\$22.30)	\$0.00	(\$22.30)	0.00%
10.5.1200.2140.903.1100	MEDICARE	\$0.00	\$0.64	\$3.20	(\$3.20)	\$0.31	(\$3.51)	0.00%
10.5.1200.2140.903.6100	MEDICARE	\$0.00	\$0.64	\$3.20	(\$3.20)	\$0.31	(\$3.51)	0.00%
10.5.1400.2140.903.6110	MEDICARE	\$0.00	\$0.00	\$2.49	(\$2.49)	\$0.00	(\$2.49)	0.00%
10.5.4950.2140.903.6100	MEDICARE	\$0.00	\$36.97	\$84.63	(\$84.63)	\$9.62	(\$94.25)	0.00%
10.5.4950.2140.903.6110	MEDICARE	\$0.00	\$0.00	\$5.22	(\$5.22)	\$0.00	(\$5.22)	0.00%
10.5.1400.3100.903.1100	PROFESSIONAL TECHNICAL SERVICE	\$15,000.00	\$11,449.81	\$11,449.81	\$3,550.19	\$0.00	\$3,550.19	23.67%
10.5.1400.3100.903.6100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	(\$2,227.50)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.4505.3100.903.6220	PROFESSIONAL TECHNICAL SERVICE	\$0.00	(\$1,347.41)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.4950.3100.903.6100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	(\$4,609.02)	\$0.00	\$0.00	\$663.30	(\$663.30)	0.00%
10.5.1400.3141.903.6110	STUDENT STIPENDS	\$15,675.00	\$5,530.65	\$13,028.00	\$2,647.00	\$0.00	\$2,647.00	16.89%
10.5.4950.3142.903.6110	LOW INCIDENT DIAGNOSTIC TESTIN	\$0.00	\$0.00	\$1,150.00	(\$1,150.00)	\$0.00	(\$1,150.00)	0.00%
10.5.1400.3230.903.1100	REPAIRS AND MAINTENANCE SERVIC	\$475.00	\$0.00	\$0.00	\$475.00	\$0.00	\$475.00	100.00%
10.5.1400.3230.903.6110	REPAIRS AND MAINTENANCE SERVIC	\$285.00	\$0.00	\$0.00	\$285.00	\$0.00	\$285.00	100.00%
10.5.1400.3250.903.6110	ROOM RENTALS	\$0.00	\$0.00	\$7,000.00	(\$7,000.00)	\$0.00	(\$7,000.00)	0.00%
10.5.1400.3310.903.1100	PUPIL TRANSPORTATION	\$2,299.00	\$155.00	\$695.00	\$1,604.00	\$0.00	\$1,604.00	69.77%
10.5.4950.3395.903.6110	CONFERENCE EXPENSE	\$0.00	\$0.00	\$1,300.00	(\$1,300.00)	\$0.00	(\$1,300.00)	0.00%
10.5.1200.3399.903.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.62	\$223.10	(\$223.10)	\$289.99	(\$513.09)	0.00%
10.5.1200.3399.903.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.62	\$223.10	(\$223.10)	\$289.99	(\$513.09)	0.00%
10.5.1400.3399.903.1100	TRAVEL LOCAL MILEAGE	\$2,375.00	\$0.00	\$0.00	\$2,375.00	\$0.00	\$2,375.00	100.00%
10.5.1400.3400.903.6110	COMMUNICATION-TELEPHONE	\$2,090.00	\$0.00	\$0.00	\$2,090.00	\$0.00	\$2,090.00	100.00%
10.5.2570.3400.903.1100	COMMUNICATION-TELEPHONE	\$0.00	(\$10.81)	\$554.14	(\$554.14)	\$0.00	(\$554.14)	0.00%
10.5.2570.3401.903.1100	COMMUNICATION-POSTAGE	\$0.00	\$0.00	\$113.87	(\$113.87)	\$0.00	(\$113.87)	0.00%

144

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.3500.903.6110	MARKETING	\$7,362.50	\$2,156.92	\$2,156.92	\$5,205.58	\$0.00	\$5,205.58	70.70%
10.5.4950.3500.903.6100	MARKETING	\$0.00	(\$1,101.97)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.4950.3500.903.6110	MARKETING	\$0.00	\$30.00	\$30.00	(\$30.00)	\$0.00	(\$30.00)	0.00%
10.5.1400.3600.903.6110	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.5.1400.3800.903.6110	UNEMPLOYMENT	\$950.00	\$0.00	\$0.00	\$950.00	\$0.00	\$950.00	100.00%
10.5.1400.4100.903.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.1400.4100.903.1120	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$27.39	(\$27.39)	\$0.00	(\$27.39)	0.00%
10.5.1400.4100.903.6110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$404.27	\$404.27	\$4,595.73	\$0.00	\$4,595.73	91.91%
10.5.1400.4100.903.6220	OFFICE SUPPLIES LESS \$499	\$12,000.00	\$492.09	\$1,674.30	\$10,325.70	\$179.80	\$10,145.90	84.55%
10.5.4950.4100.903.6110	OFFICE SUPPLIES LESS \$499	\$0.00	(\$404.27)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.1400.4101.903.6110	SUPPLIES-MEETINGS	\$380.00	\$0.00	\$0.00	\$380.00	\$0.00	\$380.00	100.00%
10.5.4505.4101.903.6220	SUPPLIES-MEETINGS	\$0.00	(\$272.54)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.4950.4120.903.6110	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$56.94	(\$56.94)	\$0.00	(\$56.94)	0.00%
10.5.1400.6400.903.1100	DUES AND FEES	\$0.00	(\$350.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.1400.6400.903.6110	DUES AND FEES	\$950.00	\$350.00	\$350.00	\$600.00	\$0.00	\$600.00	63.16%
10.5.1400.7000.903.6110	EQUIPMENT \$500 TO \$4999	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2115.1000.904.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$9,645.02	\$38,580.08	(\$38,580.08)	\$77,160.21	(\$115,740.29)	0.00%
10.5.2115.2110.904.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$120.56	\$482.24	(\$482.24)	\$60.28	(\$542.52)	0.00%
10.5.2115.2140.904.1100	MEDICARE	\$0.00	\$138.94	\$555.70	(\$555.70)	\$69.46	(\$625.16)	0.00%
10.5.2115.2210.904.1100	LIFE INSURANCE	\$0.00	\$13.10	\$52.40	(\$52.40)	\$6.55	(\$58.95)	0.00%
10.5.2115.2230.904.1100	DENTAL INSURANCE	\$0.00	\$133.88	\$535.52	(\$535.52)	\$66.94	(\$602.46)	0.00%
10.5.2540.1100.905.1100	SALARIES, NON CERTIFIED STAFF	\$78,567.07	\$7,043.25	\$35,405.75	\$43,161.32	\$22,811.98	\$20,349.34	25.90%
10.5.2540.2120.905.1100	MUNICIPAL RETIREMENT	\$1,767.76	\$152.85	\$681.86	\$1,085.90	\$49.00	\$1,036.90	58.66%
10.5.2540.2130.905.1100	FICA	\$4,871.16	\$432.06	\$2,176.67	\$2,694.49	\$155.96	\$2,538.53	52.11%
10.5.2570.2130.905.1100	FICA	\$0.00	\$4.74	\$23.82	(\$23.82)	\$2.37	(\$26.19)	0.00%
10.5.2540.2140.905.1100	MEDICARE	\$1,139.22	\$101.05	\$509.08	\$630.14	\$36.48	\$593.66	52.11%
10.5.2570.2140.905.1100	MEDICARE	\$0.00	\$1.10	\$5.54	(\$5.54)	\$0.55	(\$6.09)	0.00%
10.5.2540.2210.905.1100	LIFE INSURANCE	\$414.00	\$4.60	\$18.40	\$395.60	\$1.61	\$393.99	95.17%
10.5.2540.2220.905.1100	MEDICAL INSURANCE	\$16,096.93	\$1,766.50	\$7,066.00	\$9,030.93	\$900.62	\$8,130.31	50.51%
10.5.2540.2230.905.1100	DENTAL INSURANCE	\$1,087.21	\$114.20	\$456.80	\$630.41	\$57.10	\$573.31	52.73%
10.5.2570.3400.905.1100	COMMUNICATION-TELEPHONE	\$0.00	\$78.26	\$391.30	(\$391.30)	\$508.70	(\$900.00)	0.00%
10.5.1207.1100.906.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$7,709.24	\$29,058.24	(\$29,058.24)	\$41,275.34	(\$70,333.58)	0.00%
10.5.1200.1104.906.1100	AIDE SALARIES	\$0.00	\$2,398.70	\$9,594.80	(\$9,594.80)	\$14,392.23	(\$23,987.03)	0.00%
10.5.1207.1104.906.1100	AIDE SALARIES	\$340,822.17	\$10,440.32	\$39,536.28	\$301,285.89	\$75,242.63	\$226,043.26	66.32%
10.5.1200.2120.906.1100	MUNICIPAL RETIREMENT	\$0.00	\$53.96	\$221.87	(\$221.87)	\$26.98	(\$248.85)	0.00%
10.5.1207.2120.906.1100	MUNICIPAL RETIREMENT	\$7,668.50	\$408.36	\$1,570.26	\$6,098.24	\$196.08	\$5,902.16	76.97%
10.5.1200.2130.906.1100	FICA	\$0.00	\$148.72	\$594.88	(\$594.88)	\$74.36	(\$669.24)	0.00%
10.5.1207.2130.906.1100	FICA	\$21,130.97	\$1,031.95	\$3,879.19	\$17,251.78	\$477.32	\$16,774.46	79.38%
10.5.1200.2140.906.1100	MEDICARE	\$0.00	\$34.78	\$139.12	(\$139.12)	\$17.40	(\$156.52)	0.00%
10.5.1207.2140.906.1100	MEDICARE	\$4,941.92	\$241.33	\$907.14	\$4,034.78	\$111.62	\$3,923.16	79.39%
10.5.1200.2210.906.1100	LIFE INSURANCE	\$0.00	\$4.60	\$18.40	(\$18.40)	\$2.30	(\$20.70)	0.00%
10.5.1207.2210.906.1100	LIFE INSURANCE	\$1,794.00	\$32.20	\$128.80	\$1,665.20	\$12.65	\$1,652.55	92.12%
10.5.1207.2220.906.1100	MEDICAL INSURANCE	\$6,138.94	\$5,219.50	\$20,878.00	(\$14,739.06)	\$3,778.19	(\$18,517.25)	-301.64%
10.5.1207.2230.906.1100	DENTAL INSURANCE	\$89,845.41	\$474.46	\$1,897.84	\$87,947.57	\$187.44	\$87,760.13	97.68%
10.5.1200.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$4.59	\$13.77	(\$13.77)	\$0.00	(\$13.77)	0.00%
10.5.1207.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$176.72	(\$176.72)	\$0.00	(\$176.72)	0.00%
10.5.1207.1000.907.1100	SALARIES, CERTIFIED STAFF	\$442,106.04	\$19,633.99	\$80,327.22	\$361,778.82	\$156,538.49	\$205,240.33	46.42%
10.5.1207.2110.907.1100	TEACHER'S RETIREMENT (TRS)	\$6,631.59	\$243.92	\$989.83	\$5,641.76	\$125.67	\$5,516.09	83.18%
10.5.1207.2120.907.1100	MUNICIPAL RETIREMENT	\$0.00	\$2.74	\$25.74	(\$25.74)	\$3.12	(\$28.86)	0.00%
10.5.1207.2130.907.1100	FICA	\$0.00	\$6.62	\$67.05	(\$67.05)	\$7.96	(\$75.01)	0.00%

145

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1207.2140.907.1100	MEDICARE	\$6,410.54	\$272.82	\$1,118.54	\$5,292.00	\$141.78	\$5,150.22	80.34%
10.5.1207.2210.907.1100	LIFE INSURANCE	\$828.00	\$41.40	\$165.60	\$662.40	\$18.62	\$643.78	77.75%
10.5.1207.2220.907.1100	MEDICAL INSURANCE	\$48,059.79	\$2,963.24	\$11,852.96	\$36,206.83	\$1,516.50	\$34,690.33	72.18%
10.5.1207.2230.907.1100	DENTAL INSURANCE	\$3,062.02	\$187.44	\$866.06	\$2,195.96	\$93.72	\$2,102.24	68.66%
10.5.2510.1000.908.1100	SALARIES, CERTIFIED STAFF	\$120,000.00	\$0.00	\$0.00	\$120,000.00	\$0.00	\$120,000.00	100.00%
10.5.2510.2110.908.1100	TEACHER'S RETIREMENT (TRS)	\$14,088.00	\$0.00	\$0.00	\$14,088.00	\$0.00	\$14,088.00	100.00%
10.5.2570.2110.908.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$0.00	\$0.00	\$10.15	(\$10.15)	0.00%
10.5.2570.2130.908.1100	FICA	\$0.00	\$4.34	\$24.35	(\$24.35)	\$2.14	(\$26.49)	0.00%
10.5.2510.2140.908.1100	MEDICARE	\$1,740.00	\$0.00	\$0.00	\$1,740.00	\$0.00	\$1,740.00	100.00%
10.5.2570.2140.908.1100	MEDICARE	\$0.00	\$3.40	\$18.72	(\$18.72)	\$2.85	(\$21.57)	0.00%
10.5.2510.2210.908.1100	LIFE INSURANCE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2510.2220.908.1100	MEDICAL INSURANCE	\$31,359.25	\$0.00	\$0.00	\$31,359.25	\$0.00	\$31,359.25	100.00%
10.5.2510.2230.908.1100	DENTAL INSURANCE	\$634.82	\$0.00	\$0.00	\$634.82	\$0.00	\$634.82	100.00%
10.5.2510.3230.908.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$181.99	(\$181.99)	\$0.00	(\$181.99)	0.00%
10.5.2510.3322.908.1100	EXPENSE REIMBURSEMENT	\$0.00	\$0.00	\$472.00	(\$472.00)	\$0.00	(\$472.00)	0.00%
10.5.2570.3399.908.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.30	\$493.00	(\$493.00)	\$587.00	(\$1,080.00)	0.00%
10.5.2570.3400.908.1100	COMMUNICATION-TELEPHONE	\$0.00	\$150.26	\$823.40	(\$823.40)	\$976.60	(\$1,800.00)	0.00%
10.5.2640.1100.909.1100	SALARIES, NON CERTIFIED STAFF	\$110,000.00	\$9,166.66	\$50,829.13	\$59,170.87	\$59,583.37	(\$412.50)	-0.38%
10.5.2640.2120.909.1100	MUNICIPAL RETIREMENT	\$7,425.00	\$618.74	\$3,459.41	\$3,965.59	\$309.37	\$3,656.22	49.24%
10.5.2640.2130.909.1100	FICA	\$6,820.00	\$556.16	\$3,118.06	\$3,701.94	\$279.63	\$3,422.31	50.18%
10.5.2640.2140.909.1100	MEDICARE	\$1,595.00	\$130.06	\$729.18	\$865.82	\$65.40	\$800.42	50.18%
10.5.2640.2210.909.1100	LIFE INSURANCE	\$138.00	\$13.80	\$55.20	\$82.80	\$4.82	\$77.98	56.51%
10.5.2640.2220.909.1100	MEDICAL INSURANCE	\$16,096.93	\$1,766.50	\$7,066.00	\$9,030.93	\$900.62	\$8,130.31	50.51%
10.5.2640.2230.909.1100	DENTAL INSURANCE	\$1,087.21	\$114.20	\$456.80	\$630.41	\$57.10	\$573.31	52.73%
10.5.2640.3399.909.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$495.00	(\$495.00)	\$585.00	(\$1,080.00)	0.00%
10.5.2640.3400.909.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$412.50	(\$412.50)	\$487.50	(\$900.00)	0.00%
10.5.2210.2140.910.1100	MEDICARE	\$0.00	\$1.28	\$7.07	(\$7.07)	\$0.64	(\$7.71)	0.00%
10.5.2210.3399.910.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$495.00	(\$495.00)	\$585.00	(\$1,080.00)	0.00%
10.5.1207.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$1,946.88	\$7,947.99	(\$7,947.99)	\$15,755.06	(\$23,703.05)	0.00%
10.5.2610.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$471,114.08	\$36,157.72	\$177,249.65	\$293,864.43	\$227,730.02	\$66,134.41	14.04%
10.5.1207.2120.911.1100	MUNICIPAL RETIREMENT	\$0.00	\$43.80	\$181.26	(\$181.26)	\$25.95	(\$207.21)	0.00%
10.5.2610.2120.911.1100	MUNICIPAL RETIREMENT	\$10,600.07	\$813.56	\$4,009.30	\$6,590.77	\$441.48	\$6,149.29	58.01%
10.5.1207.2130.911.1100	FICA	\$0.00	\$119.99	\$489.89	(\$489.89)	\$71.16	(\$561.05)	0.00%
10.5.2610.2130.911.1100	FICA	\$29,209.07	\$2,130.96	\$10,553.30	\$18,655.77	\$1,257.82	\$17,397.95	59.56%
10.5.1207.2140.911.1100	MEDICARE	\$0.00	\$28.07	\$114.58	(\$114.58)	\$16.65	(\$131.23)	0.00%
10.5.2610.2140.911.1100	MEDICARE	\$6,831.15	\$498.35	\$2,468.12	\$4,363.03	\$294.15	\$4,068.88	59.56%
10.5.1207.2210.911.1100	LIFE INSURANCE	\$0.00	\$4.60	\$18.40	(\$18.40)	\$1.61	(\$20.01)	0.00%
10.5.2610.2210.911.1100	LIFE INSURANCE	\$1,380.00	\$51.66	\$190.54	\$1,189.46	\$23.80	\$1,165.66	84.47%
10.5.2610.2220.911.1100	MEDICAL INSURANCE	\$170,360.53	\$13,092.42	\$51,509.21	\$118,851.32	\$7,604.06	\$111,247.26	65.30%
10.5.1207.2230.911.1100	DENTAL INSURANCE	\$0.00	\$46.52	\$186.08	(\$186.08)	\$23.26	(\$209.34)	0.00%
10.5.2610.2230.911.1100	DENTAL INSURANCE	\$10,840.35	\$880.96	\$3,407.54	\$7,432.81	\$492.82	\$6,939.99	64.02%
10.5.2610.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$10.75	\$88.39	(\$88.39)	\$0.00	(\$88.39)	0.00%
10.5.2610.3399.911.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$27.51	(\$27.51)	\$0.00	(\$27.51)	0.00%
10.5.2320.4100.911.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$62.64	(\$62.64)	\$0.00	(\$62.64)	0.00%
10.5.1400.1100.912.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,901.50	\$21,319.87	(\$21,319.87)	\$25,359.73	(\$46,679.60)	0.00%
10.5.1400.1100.912.6100	SALARIES, NON CERTIFIED STAFF	\$234,934.79	\$8,769.02	\$47,755.82	\$187,178.97	\$56,998.72	\$130,180.25	55.41%
10.5.1400.2120.912.1100	MUNICIPAL RETIREMENT	\$0.00	\$87.78	\$484.56	(\$484.56)	\$43.89	(\$528.45)	0.00%
10.5.1400.2120.912.6100	MUNICIPAL RETIREMENT	\$5,499.37	\$197.32	\$1,095.36	\$4,404.01	\$98.66	\$4,305.35	78.29%
10.5.1400.2130.912.1100	FICA	\$0.00	\$241.90	\$1,321.87	(\$1,321.87)	\$120.95	(\$1,442.82)	0.00%
10.5.1400.2130.912.6100	FICA	\$15,153.81	\$513.90	\$2,841.75	\$12,312.06	\$256.74	\$12,055.32	79.55%

146

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2140.912.1100	MEDICARE	\$0.00	\$56.58	\$309.18	(\$309.18)	\$28.29	(\$337.47)	0.00%
10.5.1400.2140.912.6100	MEDICARE	\$3,406.55	\$120.20	\$664.64	\$2,741.91	\$60.05	\$2,681.86	78.73%
10.5.1400.2210.912.1100	LIFE INSURANCE	\$0.00	\$4.60	\$18.40	(\$18.40)	\$1.61	(\$20.01)	0.00%
10.5.1400.2210.912.6100	LIFE INSURANCE	\$690.00	\$9.20	\$36.80	\$653.20	\$3.22	\$649.98	94.20%
10.5.1400.2220.912.6100	MEDICAL INSURANCE	\$40,429.78	\$2,168.60	\$8,674.40	\$31,755.38	\$2,105.64	\$29,649.74	73.34%
10.5.1400.2230.912.6100	DENTAL INSURANCE	\$4,671.98	\$146.10	\$584.40	\$4,087.58	\$73.05	\$4,014.53	85.93%
10.5.1400.3399.912.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$59.09	\$199.15	(\$199.15)	\$0.00	(\$199.15)	0.00%
10.5.1400.3399.912.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$59.61	(\$59.61)	\$0.00	(\$59.61)	0.00%
10.5.1400.3399.912.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$46.64	\$306.56	(\$306.56)	\$0.00	(\$306.56)	0.00%
10.5.2320.1100.913.1100	SALARIES, NON CERTIFIED STAFF	\$50,923.20	\$3,090.00	\$16,995.00	\$33,928.20	\$20,085.00	\$13,843.20	27.18%
10.5.2320.2120.913.1100	MUNICIPAL RETIREMENT	\$1,145.77	\$69.52	\$386.23	\$759.54	\$34.76	\$724.78	63.26%
10.5.2320.2130.913.1100	FICA	\$3,157.24	\$179.02	\$1,003.45	\$2,153.79	\$89.40	\$2,064.39	65.39%
10.5.2320.2140.913.1100	MEDICARE	\$738.39	\$41.86	\$234.64	\$503.75	\$20.91	\$482.84	65.39%
10.5.2320.2210.913.1100	LIFE INSURANCE	\$138.00	\$4.60	\$18.40	\$119.60	\$1.61	\$117.99	85.50%
10.5.2320.2220.913.1100	MEDICAL INSURANCE	\$24,773.80	\$706.98	\$2,827.92	\$21,945.88	\$360.44	\$21,585.44	87.13%
10.5.2320.2230.913.1100	DENTAL INSURANCE	\$1,538.46	\$46.52	\$186.08	\$1,352.38	\$23.26	\$1,329.12	86.39%
10.5.2320.1000.914.1100	SALARIES, CERTIFIED STAFF	\$191,889.00	\$16,068.38	\$88,376.09	\$103,512.91	\$104,444.41	(\$931.50)	-0.49%
10.5.2320.2110.914.1100	TEACHER'S RETIREMENT (TRS)	\$22,527.77	\$1,968.82	\$10,828.51	\$11,699.26	\$1,968.82	\$9,730.44	43.19%
10.5.2320.2140.914.1100	MEDICARE	\$2,782.39	\$232.56	\$1,279.74	\$1,502.65	\$232.22	\$1,270.43	45.66%
10.5.2320.2210.914.1100	LIFE INSURANCE	\$2,000.00	\$31.68	\$126.72	\$1,873.28	\$31.68	\$1,841.60	92.08%
10.5.2320.2220.914.1100	MEDICAL INSURANCE	\$20,121.17	\$1,766.50	\$7,066.00	\$13,055.17	\$1,783.87	\$11,271.30	56.02%
10.5.2320.2230.914.1100	DENTAL INSURANCE	\$1,359.01	\$114.20	\$456.80	\$902.21	\$114.20	\$788.01	57.98%
10.5.1207.1100.915.1000	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$20.00	(\$20.00)	\$0.00	(\$20.00)	0.00%
10.5.1207.1100.915.1100	SALARIES, NON CERTIFIED STAFF	\$485,397.72	\$16,542.80	\$67,369.18	\$418,028.54	\$122,697.21	\$295,331.33	60.84%
10.5.1207.1104.915.1100	AIDE SALARIES	\$0.00	\$26,805.30	\$107,633.77	(\$107,633.77)	\$204,497.72	(\$312,131.49)	0.00%
10.5.1207.2120.915.1000	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$0.45	(\$0.45)	\$0.00	(\$0.45)	0.00%
10.5.1207.2120.915.1100	MUNICIPAL RETIREMENT	\$10,921.45	\$975.34	\$4,012.07	\$6,909.38	\$479.71	\$6,429.67	58.87%
10.5.1207.2130.915.1000	FICA	\$0.00	\$0.00	\$1.11	(\$1.11)	\$0.00	(\$1.11)	0.00%
10.5.1207.2130.915.1100	FICA	\$30,094.66	\$2,461.18	\$9,948.24	\$20,146.42	\$1,205.78	\$18,940.64	62.94%
10.5.1207.2140.915.1000	MEDICARE	\$0.00	\$0.00	\$0.26	(\$0.26)	\$0.00	(\$0.26)	0.00%
10.5.1207.2140.915.1100	MEDICARE	\$7,038.27	\$575.59	\$2,326.62	\$4,711.65	\$281.99	\$4,429.66	62.94%
10.5.1207.2210.915.1100	LIFE INSURANCE	\$1,518.00	\$46.00	\$184.00	\$1,334.00	\$20.93	\$1,313.07	86.50%
10.5.1207.2220.915.1100	MEDICAL INSURANCE	\$103,671.63	\$10,970.66	\$43,882.64	\$59,788.99	\$6,104.70	\$53,684.29	51.78%
10.5.1207.2230.915.1100	DENTAL INSURANCE	\$6,759.99	\$713.60	\$2,854.40	\$3,905.59	\$356.80	\$3,548.79	52.50%
10.5.1207.3399.915.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$252.95	\$1,071.27	(\$1,071.27)	\$0.00	(\$1,071.27)	0.00%
10.5.2131.1100.916.1100	SALARIES, NON CERTIFIED STAFF	\$3,118,387.29	\$262,186.26	\$1,049,247.94	\$2,069,139.35	\$1,925,803.48	\$143,335.87	4.60%
10.5.2131.2120.916.1100	MUNICIPAL RETIREMENT	\$70,163.71	\$5,825.46	\$23,977.53	\$46,186.18	\$2,892.45	\$43,293.73	61.70%
10.5.2131.2130.916.1100	FICA	\$193,340.01	\$15,257.98	\$61,078.85	\$132,261.16	\$7,471.84	\$124,789.32	64.54%
10.5.2131.2140.916.1100	MEDICARE	\$45,216.62	\$3,568.39	\$14,284.52	\$30,932.10	\$1,747.41	\$29,184.69	64.54%
10.5.2131.2210.916.1100	LIFE INSURANCE	\$6,210.00	\$556.60	\$2,226.40	\$3,983.60	\$221.92	\$3,761.68	60.57%
10.5.2131.2220.916.1100	MEDICAL INSURANCE	\$644,780.53	\$52,552.50	\$209,479.19	\$435,301.34	\$26,095.82	\$409,205.52	63.46%
10.5.2131.2230.916.1100	DENTAL INSURANCE	\$38,320.03	\$2,941.16	\$11,785.31	\$26,534.72	\$1,423.38	\$25,111.34	65.53%
10.5.2131.3399.916.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$127.22	\$475.27	(\$475.27)	\$0.00	(\$475.27)	0.00%
10.5.1200.1100.917.1000	SALARIES, NON CERTIFIED STAFF	\$0.00	\$1,338.75	\$5,255.14	(\$5,255.14)	\$12,257.58	(\$17,512.72)	0.00%
10.5.1200.1100.917.1100	SALARIES, NON CERTIFIED STAFF	\$2,383,307.93	\$202,642.79	\$787,046.82	\$1,596,261.11	\$1,317,212.61	\$279,048.50	11.71%
10.5.1200.1100.917.1120	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)	\$0.00	(\$1,500.00)	0.00%
10.5.1200.1100.917.4993	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$260.00	(\$260.00)	\$0.00	(\$260.00)	0.00%
10.5.1400.1100.917.6220	SALARIES, NON CERTIFIED STAFF	\$35,453.73	\$0.00	\$0.00	\$35,453.73	\$0.00	\$35,453.73	100.00%
10.5.1200.1104.917.1100	AIDE SALARIES	\$0.00	\$4,779.15	\$18,678.19	(\$18,678.19)	\$33,818.21	(\$52,496.40)	0.00%
10.5.1200.2110.917.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$17.19	\$70.02	(\$70.02)	\$14.42	(\$84.44)	0.00%

147

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.2120.917.1000	MUNICIPAL RETIREMENT	\$0.00	\$30.12	\$120.14	(\$120.14)	\$18.06	(\$138.20)	0.00%
10.5.1200.2120.917.1100	MUNICIPAL RETIREMENT	\$53,624.43	\$4,614.63	\$18,002.65	\$35,621.78	\$2,227.74	\$33,394.04	62.27%
10.5.1200.2120.917.1120	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$33.75	(\$33.75)	\$0.00	(\$33.75)	0.00%
10.5.1200.2120.917.4993	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$6.50	(\$6.50)	\$0.00	(\$6.50)	0.00%
10.5.1400.2120.917.6220	MUNICIPAL RETIREMENT	\$797.71	\$0.00	\$0.00	\$797.71	\$0.00	\$797.71	100.00%
10.5.1200.2130.917.1000	FICA	\$0.00	\$82.96	\$325.72	(\$325.72)	\$49.77	(\$375.49)	0.00%
10.5.1200.2130.917.1100	FICA	\$147,765.09	\$12,317.72	\$47,766.02	\$99,999.07	\$5,942.31	\$94,056.76	63.65%
10.5.1200.2130.917.1120	FICA	\$0.00	\$0.00	\$93.00	(\$93.00)	\$0.00	(\$93.00)	0.00%
10.5.1200.2130.917.4993	FICA	\$0.00	\$0.00	\$15.45	(\$15.45)	\$0.00	(\$15.45)	0.00%
10.5.1400.2130.917.6220	FICA	\$2,198.13	\$0.00	\$0.00	\$2,198.13	\$0.00	\$2,198.13	100.00%
10.5.1200.2140.917.1000	MEDICARE	\$0.00	\$19.40	\$76.16	(\$76.16)	\$11.64	(\$87.80)	0.00%
10.5.1200.2140.917.1100	MEDICARE	\$34,557.97	\$2,880.75	\$11,171.08	\$23,386.89	\$1,389.74	\$21,997.15	63.65%
10.5.1200.2140.917.1120	MEDICARE	\$0.00	\$0.00	\$21.75	(\$21.75)	\$0.00	(\$21.75)	0.00%
10.5.1200.2140.917.4993	MEDICARE	\$0.00	\$0.00	\$3.61	(\$3.61)	\$0.00	(\$3.61)	0.00%
10.5.1400.2140.917.6220	MEDICARE	\$514.08	\$0.00	\$0.00	\$514.08	\$0.00	\$514.08	100.00%
10.5.1200.2210.917.1000	LIFE INSURANCE	\$0.00	\$4.60	\$16.10	(\$16.10)	\$1.61	(\$17.71)	0.00%
10.5.1200.2210.917.1100	LIFE INSURANCE	\$15,594.00	\$472.24	\$1,831.54	\$13,762.46	\$172.44	\$13,590.02	87.15%
10.5.1400.2210.917.6220	LIFE INSURANCE	\$138.00	\$0.00	\$0.00	\$138.00	\$0.00	\$138.00	100.00%
10.5.1200.2220.917.1100	MEDICAL INSURANCE	\$377,558.23	\$32,934.72	\$134,252.16	\$243,306.07	\$20,976.08	\$222,329.99	58.89%
10.5.1400.2220.917.6220	MEDICAL INSURANCE	\$7,893.98	\$0.00	\$0.00	\$7,893.98	\$0.00	\$7,893.98	100.00%
10.5.1200.2230.917.1100	DENTAL INSURANCE	\$31,509.33	\$2,555.40	\$10,670.94	\$20,838.39	\$1,298.37	\$19,540.02	62.01%
10.5.1400.2230.917.6220	DENTAL INSURANCE	\$507.85	\$0.00	\$0.00	\$507.85	\$0.00	\$507.85	100.00%
10.5.1200.3399.917.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$151.50	\$424.00	(\$424.00)	\$0.00	(\$424.00)	0.00%
10.5.2132.1100.918.1100	SALARIES, NON CERTIFIED STAFF	\$1,187,501.71	\$109,647.91	\$436,866.89	\$750,634.82	\$812,096.95	(\$61,462.13)	-5.18%
10.5.2132.2120.918.1100	MUNICIPAL RETIREMENT	\$114,000.16	\$2,467.06	\$10,012.69	\$103,987.47	\$1,244.43	\$102,743.04	90.13%
10.5.2132.2130.918.1100	FICA	\$73,625.11	\$6,357.41	\$25,328.93	\$48,296.18	\$3,195.83	\$45,100.35	61.26%
10.5.2132.2140.918.1100	MEDICARE	\$17,218.77	\$1,486.86	\$5,923.87	\$11,294.90	\$747.41	\$10,547.49	61.26%
10.5.2132.2210.918.1100	LIFE INSURANCE	\$2,346.00	\$193.20	\$765.90	\$1,580.10	\$73.72	\$1,506.38	64.21%
10.5.2132.2220.918.1100	MEDICAL INSURANCE	\$214,778.20	\$19,317.38	\$77,269.52	\$137,508.68	\$12,355.64	\$125,153.04	58.27%
10.5.2132.2230.918.1100	DENTAL INSURANCE	\$13,323.38	\$1,126.00	\$4,504.00	\$8,819.38	\$563.00	\$8,256.38	61.97%
10.5.2132.3399.918.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$85.43	\$719.87	(\$719.87)	\$0.00	(\$719.87)	0.00%
10.5.2410.1100.919.1100	SALARIES, NON CERTIFIED STAFF	\$397,022.97	\$17,626.14	\$96,943.77	\$300,079.20	\$114,570.21	\$185,508.99	46.73%
10.5.2410.2120.919.1100	MUNICIPAL RETIREMENT	\$8,933.02	\$396.58	\$2,247.31	\$6,685.71	\$198.29	\$6,487.42	72.62%
10.5.2132.2130.919.1100	FICA	\$0.00	\$5.38	\$29.92	(\$29.92)	\$2.69	(\$32.61)	0.00%
10.5.2410.2130.919.1100	FICA	\$24,615.42	\$1,065.22	\$5,916.17	\$18,699.25	\$532.89	\$18,166.36	73.80%
10.5.2132.2140.919.1100	MEDICARE	\$0.00	\$1.26	\$6.99	(\$6.99)	\$0.63	(\$7.62)	0.00%
10.5.2410.2140.919.1100	MEDICARE	\$5,756.83	\$249.12	\$1,383.61	\$4,373.22	\$124.63	\$4,248.59	73.80%
10.5.2410.2210.919.1100	LIFE INSURANCE	\$552.00	\$27.60	\$110.40	\$441.60	\$13.80	\$427.80	77.50%
10.5.2410.2220.919.1100	MEDICAL INSURANCE	\$103,589.23	\$4,549.16	\$18,196.64	\$85,392.59	\$2,319.33	\$83,073.26	80.19%
10.5.2410.2230.919.1100	DENTAL INSURANCE	\$6,471.81	\$290.34	\$1,161.36	\$5,310.45	\$145.17	\$5,165.28	79.81%
10.5.2132.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$495.00	(\$495.00)	\$585.00	(\$1,080.00)	0.00%
10.5.2410.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$495.00	(\$495.00)	\$585.00	(\$1,080.00)	0.00%
10.5.2410.3400.919.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$412.50	(\$412.50)	\$487.50	(\$900.00)	0.00%
10.5.2140.1000.920.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$10,000.00	\$55,000.00	(\$55,000.00)	\$65,000.00	(\$120,000.00)	0.00%
10.5.2140.1000.920.1120	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$1,846.20	(\$1,846.20)	\$0.00	(\$1,846.20)	0.00%
10.5.2410.1000.920.1100	SALARIES, CERTIFIED STAFF	\$1,081,092.37	\$73,061.76	\$406,467.71	\$674,624.66	\$474,901.27	\$199,723.39	18.47%
10.5.2110.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$1.96	(\$1.96)	\$0.00	(\$1.96)	0.00%
10.5.2140.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$1,225.28	\$6,739.04	(\$6,739.04)	\$1,225.28	(\$7,964.32)	0.00%
10.5.2140.2110.920.1120	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$226.21	(\$226.21)	\$0.00	(\$226.21)	0.00%
10.5.2410.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$16,216.39	\$2,156.62	\$12,028.17	\$4,188.22	\$1,078.31	\$3,109.91	19.18%

148

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2110.2130.920.1100	FICA	\$0.00	\$2.84	\$11.36	(\$11.36)	\$1.42	(\$12.78)	0.00%
10.5.1200.2140.920.1100	MEDICARE	\$0.00	\$1.28	\$7.10	(\$7.10)	\$0.63	(\$7.73)	0.00%
10.5.1207.2140.920.1100	MEDICARE	\$0.00	\$1.26	\$6.99	(\$6.99)	\$0.62	(\$7.61)	0.00%
10.5.2110.2140.920.1100	MEDICARE	\$0.00	\$4.16	\$21.34	(\$21.34)	\$2.08	(\$23.42)	0.00%
10.5.2130.2140.920.1100	MEDICARE	\$0.00	\$1.54	\$5.39	(\$5.39)	\$0.74	(\$6.13)	0.00%
10.5.2140.2140.920.1100	MEDICARE	\$0.00	\$144.36	\$794.94	(\$794.94)	\$142.01	(\$936.95)	0.00%
10.5.2140.2140.920.1120	MEDICARE	\$0.00	\$0.00	\$26.77	(\$26.77)	\$0.00	(\$26.77)	0.00%
10.5.2410.2140.920.1100	MEDICARE	\$15,675.84	\$1,034.08	\$5,793.97	\$9,881.87	\$518.95	\$9,362.92	59.73%
10.5.2410.2140.920.3200	MEDICARE	\$0.00	\$0.00	\$3.68	(\$3.68)	\$0.00	(\$3.68)	0.00%
10.5.2510.2140.920.1100	MEDICARE	\$0.00	\$1.24	\$6.91	(\$6.91)	\$0.62	(\$7.53)	0.00%
10.5.2570.2140.920.1100	MEDICARE	\$0.00	\$2.10	\$11.66	(\$11.66)	\$1.05	(\$12.71)	0.00%
10.5.2140.2210.920.1100	LIFE INSURANCE	\$0.00	\$31.68	\$126.72	(\$126.72)	\$31.68	(\$158.40)	0.00%
10.5.2410.2210.920.1100	LIFE INSURANCE	\$3,242.00	\$118.90	\$475.60	\$2,766.40	\$55.29	\$2,711.11	83.62%
10.5.2140.2220.920.1100	MEDICAL INSURANCE	\$0.00	\$2,782.66	\$11,130.64	(\$11,130.64)	\$2,810.04	(\$13,940.68)	0.00%
10.5.2410.2220.920.1100	MEDICAL INSURANCE	\$197,589.38	\$18,367.00	\$73,339.46	\$124,249.92	\$9,364.18	\$114,885.74	58.14%
10.5.2140.2230.920.1100	DENTAL INSURANCE	\$0.00	\$176.14	\$704.56	(\$704.56)	\$176.14	(\$880.70)	0.00%
10.5.2410.2230.920.1100	DENTAL INSURANCE	\$12,296.50	\$1,115.00	\$4,460.00	\$7,836.50	\$557.50	\$7,279.00	59.20%
10.5.1200.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$495.00	(\$495.00)	\$585.00	(\$1,080.00)	0.00%
10.5.1207.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$495.00	(\$495.00)	\$585.00	(\$1,080.00)	0.00%
10.5.2110.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$495.00	(\$495.00)	\$585.00	(\$1,080.00)	0.00%
10.5.2130.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$108.00	\$378.00	(\$378.00)	\$702.00	(\$1,080.00)	0.00%
10.5.2410.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$270.00	\$1,330.68	(\$1,330.68)	\$1,755.00	(\$3,085.68)	0.00%
10.5.2410.3399.920.3200	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$180.00	(\$180.00)	\$0.00	(\$180.00)	0.00%
10.5.2510.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$495.00	(\$495.00)	\$585.00	(\$1,080.00)	0.00%
10.5.2110.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$203.26	\$1,003.80	(\$1,003.80)	\$1,296.20	(\$2,300.00)	0.00%
10.5.2410.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$337.50	(\$337.50)	\$487.50	(\$825.00)	0.00%
10.5.2410.3400.920.3200	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$75.00	(\$75.00)	\$0.00	(\$75.00)	0.00%
10.5.2570.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$150.00	\$825.00	(\$825.00)	\$975.00	(\$1,800.00)	0.00%
10.5.1400.1100.921.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,455.50	\$35,505.25	(\$35,505.25)	\$41,960.70	(\$77,465.95)	0.00%
10.5.1400.1100.921.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$930.66	\$5,118.63	(\$5,118.63)	\$6,049.28	(\$11,167.91)	0.00%
10.5.1400.1100.921.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$820.68	\$4,513.74	(\$4,513.74)	\$5,334.42	(\$9,848.16)	0.00%
10.5.1400.2120.921.1100	MUNICIPAL RETIREMENT	\$0.00	\$145.26	\$823.14	(\$823.14)	\$72.63	(\$895.77)	0.00%
10.5.1400.2120.921.6100	MUNICIPAL RETIREMENT	\$0.00	\$20.94	\$118.65	(\$118.65)	\$10.47	(\$129.12)	0.00%
10.5.1400.2120.921.6220	MUNICIPAL RETIREMENT	\$0.00	\$18.46	\$104.62	(\$104.62)	\$9.23	(\$113.85)	0.00%
10.5.1400.2130.921.1100	FICA	\$0.00	\$396.02	\$2,184.44	(\$2,184.44)	\$190.27	(\$2,374.71)	0.00%
10.5.1400.2130.921.6100	FICA	\$0.00	\$57.10	\$314.95	(\$314.95)	\$27.43	(\$342.38)	0.00%
10.5.1400.2130.921.6220	FICA	\$0.00	\$50.34	\$277.68	(\$277.68)	\$24.19	(\$301.87)	0.00%
10.5.1400.2140.921.1100	MEDICARE	\$0.00	\$92.62	\$510.88	(\$510.88)	\$44.50	(\$555.38)	0.00%
10.5.1400.2140.921.6100	MEDICARE	\$0.00	\$13.36	\$73.69	(\$73.69)	\$6.42	(\$80.11)	0.00%
10.5.1400.2140.921.6220	MEDICARE	\$0.00	\$11.78	\$64.97	(\$64.97)	\$5.66	(\$70.63)	0.00%
10.5.1400.2210.921.1100	LIFE INSURANCE	\$0.00	\$10.86	\$43.44	(\$43.44)	\$5.43	(\$48.87)	0.00%
10.5.1400.2210.921.6100	LIFE INSURANCE	\$0.00	\$1.56	\$6.24	(\$6.24)	\$0.78	(\$7.02)	0.00%
10.5.1400.2210.921.6220	LIFE INSURANCE	\$0.00	\$1.38	\$5.52	(\$5.52)	\$0.69	(\$6.21)	0.00%
10.5.1400.2220.921.1100	MEDICAL INSURANCE	\$0.00	\$2,188.84	\$8,755.36	(\$8,755.36)	\$1,115.96	(\$9,871.32)	0.00%
10.5.1400.2220.921.6100	MEDICAL INSURANCE	\$0.00	\$315.56	\$1,262.24	(\$1,262.24)	\$160.88	(\$1,423.12)	0.00%
10.5.1400.2220.921.6220	MEDICAL INSURANCE	\$0.00	\$278.26	\$1,113.04	(\$1,113.04)	\$141.87	(\$1,254.91)	0.00%
10.5.1400.2230.921.1100	DENTAL INSURANCE	\$0.00	\$138.56	\$554.24	(\$554.24)	\$69.28	(\$623.52)	0.00%
10.5.1400.2230.921.6100	DENTAL INSURANCE	\$0.00	\$19.98	\$79.92	(\$79.92)	\$9.99	(\$89.91)	0.00%
10.5.1400.2230.921.6220	DENTAL INSURANCE	\$0.00	\$17.60	\$70.40	(\$70.40)	\$8.80	(\$79.20)	0.00%
10.5.2140.1000.922.1100	SALARIES, CERTIFIED STAFF	\$2,057,910.10	\$164,574.32	\$646,202.09	\$1,411,708.01	\$1,169,601.85	\$242,106.16	11.76%

149

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2140.2110.922.1100	TEACHER'S RETIREMENT (TRS)	\$30,868.65	\$1,952.20	\$7,676.90	\$23,191.75	\$952.66	\$22,239.09	72.04%
10.5.2140.2140.922.1100	MEDICARE	\$30,380.45	\$2,250.18	\$8,817.18	\$21,563.27	\$1,041.47	\$20,521.80	67.55%
10.5.2140.2210.922.1100	LIFE INSURANCE	\$4,002.00	\$321.54	\$1,286.16	\$2,715.84	\$131.65	\$2,584.19	64.57%
10.5.2140.2220.922.1100	MEDICAL INSURANCE	\$356,650.95	\$26,187.25	\$108,055.15	\$248,595.80	\$13,301.97	\$235,293.83	65.97%
10.5.2140.2230.922.1100	DENTAL INSURANCE	\$22,622.64	\$1,634.76	\$6,750.42	\$15,872.22	\$782.15	\$15,090.07	66.70%
10.5.2140.3196.922.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$12,000.00	(\$12,000.00)	\$0.00	(\$12,000.00)	0.00%
10.5.2140.3196.922.1120	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$6,479.20	(\$6,479.20)	\$0.00	(\$6,479.20)	0.00%
10.5.2140.3399.922.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$115.74	\$362.95	(\$362.95)	\$0.00	(\$362.95)	0.00%
10.5.2140.1000.923.1100	SALARIES, CERTIFIED STAFF	\$36,050.00	\$3,166.66	\$12,666.64	\$23,383.36	\$22,333.36	\$1,050.00	2.91%
10.5.2140.2130.923.1100	FICA	\$0.00	\$187.18	\$748.72	(\$748.72)	\$93.53	(\$842.25)	0.00%
10.5.2140.2140.923.1100	MEDICARE	\$522.73	\$43.78	\$175.12	\$347.61	\$21.88	\$325.73	62.31%
10.5.2140.2210.923.1100	LIFE INSURANCE	\$276.00	\$13.80	\$55.20	\$220.80	\$4.82	\$215.98	78.25%
10.5.2140.2220.923.1100	MEDICAL INSURANCE	\$7,762.00	\$706.98	\$3,027.92	\$4,734.08	\$860.44	\$3,873.64	49.91%
10.5.2140.2230.923.1100	DENTAL INSURANCE	\$507.85	\$46.52	\$186.08	\$321.77	\$23.26	\$298.51	58.78%
10.5.2140.3399.923.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$14.02	\$90.01	(\$90.01)	\$0.00	(\$90.01)	0.00%
10.5.2130.1100.924.1100	SALARIES, NON CERTIFIED STAFF	\$658,547.10	\$53,993.84	\$228,044.69	\$430,502.41	\$364,212.27	\$66,290.14	10.07%
10.5.2130.2110.924.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$63.09	\$250.81	(\$250.81)	\$29.10	(\$279.91)	0.00%
10.5.2130.2120.924.1100	MUNICIPAL RETIREMENT	\$12,454.81	\$1,092.31	\$4,716.73	\$7,738.08	\$532.24	\$7,205.84	57.86%
10.5.2130.2130.924.1100	FICA	\$34,319.92	\$2,607.52	\$10,458.68	\$23,861.24	\$1,262.38	\$22,598.86	65.85%
10.5.2130.2140.924.1100	MEDICARE	\$8,026.43	\$729.13	\$3,092.31	\$4,934.12	\$349.78	\$4,584.34	57.12%
10.5.2130.2210.924.1100	LIFE INSURANCE	\$3,342.00	\$64.40	\$257.60	\$3,084.40	\$25.97	\$3,058.43	91.51%
10.5.2130.2220.924.1100	MEDICAL INSURANCE	\$142,440.27	\$15,350.28	\$61,401.12	\$81,039.15	\$9,960.15	\$71,079.00	49.90%
10.5.2130.2230.924.1100	DENTAL INSURANCE	\$10,708.25	\$1,131.60	\$4,526.40	\$6,181.85	\$565.80	\$5,616.05	52.45%
10.5.2130.3399.924.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$47.75	\$132.58	(\$132.58)	\$0.00	(\$132.58)	0.00%
10.5.1207.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$7,959.32	\$31,320.98	(\$31,320.98)	\$63,674.56	(\$94,995.54)	0.00%
10.5.2110.1000.926.1100	SALARIES, CERTIFIED STAFF	\$1,369,172.14	\$87,913.18	\$365,463.04	\$1,003,709.10	\$665,545.39	\$338,163.71	24.70%
10.5.2410.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$547.64	\$2,540.96	(\$2,540.96)	\$4,061.12	(\$6,602.08)	0.00%
10.5.2570.1005.926.1100	STIPENDS-CERTIFIED	\$0.00	\$218.40	\$1,201.20	(\$1,201.20)	\$1,419.58	(\$2,620.78)	0.00%
10.5.2110.1100.926.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$18,164.60	\$72,898.40	(\$72,898.40)	\$108,987.60	(\$181,886.00)	0.00%
10.5.1207.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$99.48	\$391.47	(\$391.47)	\$49.74	(\$441.21)	0.00%
10.5.2110.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$20,537.58	\$1,298.99	\$5,349.83	\$15,187.75	\$676.61	\$14,511.14	70.66%
10.5.2410.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$6.34	\$31.24	(\$31.24)	\$3.17	(\$34.41)	0.00%
10.5.2110.2130.926.1100	FICA	\$0.00	\$124.00	\$757.09	(\$757.09)	\$62.00	(\$819.09)	0.00%
10.5.1207.2140.926.1100	MEDICARE	\$0.00	\$115.44	\$454.27	(\$454.27)	\$57.72	(\$511.99)	0.00%
10.5.2110.2140.926.1100	MEDICARE	\$19,853.00	\$1,440.13	\$5,977.07	\$13,875.93	\$747.10	\$13,128.83	66.13%
10.5.2410.2140.926.1100	MEDICARE	\$0.00	\$7.89	\$36.67	(\$36.67)	\$3.66	(\$40.33)	0.00%
10.5.2570.2140.926.1100	MEDICARE	\$0.00	\$2.90	\$16.41	(\$16.41)	\$1.45	(\$17.86)	0.00%
10.5.1207.2210.926.1100	LIFE INSURANCE	\$0.00	\$13.80	\$55.20	(\$55.20)	\$6.90	(\$62.10)	0.00%
10.5.2110.2210.926.1100	LIFE INSURANCE	\$2,898.00	\$258.06	\$1,059.84	\$1,838.16	\$106.81	\$1,731.35	59.74%
10.5.2410.2210.926.1100	LIFE INSURANCE	\$0.00	\$0.70	\$2.80	(\$2.80)	\$0.35	(\$3.15)	0.00%
10.5.2110.2220.926.1100	MEDICAL INSURANCE	\$227,302.57	\$21,353.00	\$84,990.85	\$142,311.72	\$13,763.00	\$128,548.72	56.55%
10.5.2110.2230.926.1100	DENTAL INSURANCE	\$15,382.65	\$1,371.68	\$5,483.45	\$9,899.20	\$709.10	\$9,190.10	59.74%
10.5.2410.2230.926.1100	DENTAL INSURANCE	\$0.00	\$7.04	\$28.16	(\$28.16)	\$3.52	(\$31.68)	0.00%
10.5.2110.3399.926.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$1,171.66	\$4,559.62	(\$4,559.62)	\$0.00	(\$4,559.62)	0.00%
10.5.2110.3399.926.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$179.16	(\$179.16)	\$0.00	(\$179.16)	0.00%
10.5.2150.1000.927.1100	SALARIES, CERTIFIED STAFF	\$3,271,280.20	\$295,463.01	\$1,190,106.40	\$2,081,173.80	\$2,243,503.62	(\$162,329.82)	-4.96%
10.5.2150.2110.927.1100	TEACHER'S RETIREMENT (TRS)	\$49,069.20	\$3,656.49	\$14,765.55	\$34,303.65	\$1,839.40	\$32,464.25	66.16%
10.5.2150.2140.927.1100	MEDICARE	\$47,433.56	\$4,053.18	\$16,350.41	\$31,083.15	\$2,049.97	\$29,033.18	61.21%
10.5.2150.2210.927.1100	LIFE INSURANCE	\$8,624.00	\$662.40	\$2,642.70	\$5,981.30	\$266.72	\$5,714.58	66.26%
10.5.2150.2220.927.1100	MEDICAL INSURANCE	\$460,352.41	\$50,726.16	\$199,013.27	\$261,339.14	\$25,786.23	\$235,552.91	51.17%

150

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2150.2230.927.1100	DENTAL INSURANCE	\$30,720.81	\$3,326.46	\$13,188.86	\$17,531.95	\$1,663.23	\$15,868.72	51.65%
10.5.2150.3399.927.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$114.51	\$827.95	(\$827.95)	\$0.00	(\$827.95)	0.00%
10.5.1000.1000.928.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$11,769.30	\$47,077.20	(\$47,077.20)	\$94,154.38	(\$141,231.58)	0.00%
10.5.1200.1000.928.1100	SALARIES, CERTIFIED STAFF	\$2,513,249.00	\$231,689.17	\$913,125.40	\$1,600,123.60	\$1,775,099.63	(\$174,976.03)	-6.96%
10.5.1400.1000.928.6220	SALARIES, CERTIFIED STAFF	\$51,332.62	\$5,133.26	\$20,533.04	\$30,799.58	\$30,799.59	(\$0.01)	0.00%
10.5.2570.1005.928.1100	STIPENDS-CERTIFIED	\$0.00	\$37.64	\$207.02	(\$207.02)	\$244.68	(\$451.70)	0.00%
10.5.1000.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$147.12	\$588.48	(\$588.48)	\$73.56	(\$662.04)	0.00%
10.5.1200.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$37,698.74	\$2,796.16	\$11,127.56	\$26,571.18	\$1,373.72	\$25,197.46	66.84%
10.5.1400.2110.928.6220	TEACHER'S RETIREMENT (TRS)	\$769.99	\$64.18	\$256.72	\$513.27	\$32.09	\$481.18	62.49%
10.5.1200.2120.928.1100	MUNICIPAL RETIREMENT	\$0.00	\$139.50	\$423.24	(\$423.24)	\$79.61	(\$502.85)	0.00%
10.5.1200.2130.928.1100	FICA	\$0.00	\$904.15	\$2,718.52	(\$2,718.52)	\$365.44	(\$3,083.96)	0.00%
10.5.1000.2140.928.1100	MEDICARE	\$0.00	\$163.08	\$652.37	(\$652.37)	\$80.91	(\$733.28)	0.00%
10.5.1200.2140.928.1100	MEDICARE	\$36,442.11	\$3,154.48	\$12,441.30	\$24,000.81	\$1,564.43	\$22,436.38	61.57%
10.5.1400.2140.928.6220	MEDICARE	\$744.32	\$65.54	\$262.16	\$482.16	\$32.77	\$449.39	60.38%
10.5.2570.2140.928.1100	MEDICARE	\$0.00	\$0.50	\$2.81	(\$2.81)	\$0.26	(\$3.07)	0.00%
10.5.1000.2210.928.1100	LIFE INSURANCE	\$0.00	\$27.60	\$110.40	(\$110.40)	\$9.64	(\$120.04)	0.00%
10.5.1200.2210.928.1100	LIFE INSURANCE	\$7,244.00	\$507.56	\$2,018.66	\$5,225.34	\$192.74	\$5,032.60	69.47%
10.5.1400.2210.928.6220	LIFE INSURANCE	\$138.00	\$13.80	\$55.20	\$82.80	\$4.82	\$77.98	56.51%
10.5.1000.2220.928.1100	MEDICAL INSURANCE	\$0.00	\$1,413.96	\$5,655.84	(\$5,655.84)	\$720.88	(\$6,376.72)	0.00%
10.5.1200.2220.928.1100	MEDICAL INSURANCE	\$369,833.28	\$41,866.20	\$164,154.96	\$205,678.32	\$24,293.52	\$181,384.80	49.05%
10.5.1400.2220.928.6220	MEDICAL INSURANCE	\$24,773.80	\$2,256.26	\$9,025.04	\$15,748.76	\$1,156.06	\$14,592.70	58.90%
10.5.1000.2230.928.1100	DENTAL INSURANCE	\$0.00	\$93.04	\$372.16	(\$372.16)	\$46.52	(\$418.68)	0.00%
10.5.1200.2230.928.1100	DENTAL INSURANCE	\$22,735.84	\$2,687.58	\$10,447.81	\$12,288.03	\$1,370.32	\$10,917.71	48.02%
10.5.1400.2230.928.6220	DENTAL INSURANCE	\$1,538.46	\$140.92	\$563.68	\$974.78	\$70.46	\$904.32	58.78%
10.5.1200.3399.928.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$437.10	\$1,660.61	(\$1,660.61)	\$0.00	(\$1,660.61)	0.00%
10.5.2630.1100.929.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,835.70	\$37,596.35	(\$37,596.35)	\$44,432.00	(\$82,028.35)	0.00%
10.5.2630.2120.929.1100	MUNICIPAL RETIREMENT	\$0.00	\$153.80	\$854.45	(\$854.45)	\$76.90	(\$931.35)	0.00%
10.5.2630.2130.929.1100	FICA	\$0.00	\$404.66	\$2,254.37	(\$2,254.37)	\$202.30	(\$2,456.67)	0.00%
10.5.2630.2140.929.1100	MEDICARE	\$0.00	\$94.64	\$527.24	(\$527.24)	\$47.31	(\$574.55)	0.00%
10.5.2630.2210.929.1100	LIFE INSURANCE	\$0.00	\$13.80	\$55.20	(\$55.20)	\$4.82	(\$60.02)	0.00%
10.5.2630.2220.929.1100	MEDICAL INSURANCE	\$0.00	\$2,782.66	\$11,130.64	(\$11,130.64)	\$1,418.71	(\$12,549.35)	0.00%
10.5.2630.2230.929.1100	DENTAL INSURANCE	\$0.00	\$140.92	\$563.68	(\$563.68)	\$70.46	(\$634.14)	0.00%
10.5.1400.1100.930.6220	SALARIES, NON CERTIFIED STAFF	\$87,550.00	\$7,150.22	\$38,498.54	\$49,051.46	\$46,476.46	\$2,575.00	2.94%
10.5.1400.2120.930.6220	MUNICIPAL RETIREMENT	\$1,969.88	\$160.88	\$892.34	\$1,077.54	\$80.44	\$997.10	50.62%
10.5.1400.2130.930.6220	FICA	\$5,428.10	\$430.76	\$2,336.69	\$3,091.41	\$209.06	\$2,882.35	53.10%
10.5.1400.2140.930.6220	MEDICARE	\$1,269.48	\$100.74	\$546.48	\$723.00	\$48.89	\$674.11	53.10%
10.5.1400.2210.930.6220	LIFE INSURANCE	\$138.00	\$4.60	\$18.40	\$119.60	\$1.61	\$117.99	85.50%
10.5.1400.2220.930.6220	MEDICAL INSURANCE	\$7,762.00	\$706.98	\$2,827.92	\$4,934.08	\$360.44	\$4,573.64	58.92%
10.5.1400.2230.930.6220	DENTAL INSURANCE	\$507.85	\$46.52	\$186.08	\$321.77	\$23.26	\$298.51	58.78%
10.5.1400.3399.930.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$73.82	\$423.36	(\$423.36)	\$0.00	(\$423.36)	0.00%
10.5.1400.1100.931.6100	SALARIES, NON CERTIFIED STAFF	\$152,351.97	\$5,490.08	\$34,697.16	\$117,654.81	\$35,685.43	\$81,969.38	53.80%
10.5.1400.1100.931.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$4,160.62	\$22,254.22	(\$22,254.22)	\$27,044.02	(\$49,298.24)	0.00%
10.5.1400.2120.931.6100	MUNICIPAL RETIREMENT	\$3,427.92	\$123.52	\$787.54	\$2,640.38	\$61.76	\$2,578.62	75.22%
10.5.1400.2120.931.6110	MUNICIPAL RETIREMENT	\$0.00	\$93.62	\$515.79	(\$515.79)	\$608.53	(\$1,124.32)	0.00%
10.5.1400.2130.931.6100	FICA	\$9,445.82	\$335.64	\$2,124.43	\$7,321.39	\$167.82	\$7,153.57	75.73%
10.5.1400.2130.931.6110	FICA	\$0.00	\$217.58	\$1,221.87	(\$1,221.87)	\$1,434.46	(\$2,656.33)	0.00%
10.5.1400.2140.931.6100	MEDICARE	\$2,209.10	\$78.50	\$496.84	\$1,712.26	\$39.25	\$1,673.01	75.73%
10.5.1400.2140.931.6110	MEDICARE	\$0.00	\$50.88	\$285.74	(\$285.74)	\$335.44	(\$621.18)	0.00%
10.5.1400.2210.931.6100	LIFE INSURANCE	\$414.00	\$4.60	\$18.40	\$395.60	\$1.61	\$393.99	95.17%
10.5.1400.2210.931.6110	LIFE INSURANCE	\$0.00	\$4.60	\$18.40	(\$18.40)	\$29.21	(\$47.61)	0.00%

151

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2220.931.6100	MEDICAL INSURANCE	\$7,762.00	\$1,766.50	\$6,006.48	\$1,755.52	\$900.62	\$854.90	11.01%
10.5.1400.2220.931.6110	MEDICAL INSURANCE	\$0.00	\$2,256.26	\$9,025.04	(\$9,025.04)	\$13,565.45	(\$22,590.49)	0.00%
10.5.1400.2230.931.6100	DENTAL INSURANCE	\$507.85	\$114.20	\$389.12	\$118.73	\$57.10	\$61.63	12.14%
10.5.1400.2230.931.6110	DENTAL INSURANCE	\$0.00	\$140.92	\$563.68	(\$563.68)	\$845.42	(\$1,409.10)	0.00%
10.5.1400.3399.931.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$94.75	(\$94.75)	\$0.00	(\$94.75)	0.00%
10.5.1400.3399.931.6110	TRAVEL LOCAL MILEAGE	\$0.00	\$55.02	\$297.38	(\$297.38)	\$0.00	(\$297.38)	0.00%
10.5.1400.4101.931.6100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$65.90	(\$65.90)	\$0.00	(\$65.90)	0.00%
10.5.2550.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$7,450.54	\$40,977.97	(\$40,977.97)	\$48,428.56	(\$89,406.53)	0.00%
10.5.2570.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$75.26	\$410.90	(\$410.90)	\$489.10	(\$900.00)	0.00%
10.5.2550.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$167.62	\$939.02	(\$939.02)	\$83.81	(\$1,022.83)	0.00%
10.5.2570.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$1.70	\$9.55	(\$9.55)	\$0.85	(\$10.40)	0.00%
10.5.2550.2130.932.1100	FICA	\$0.00	\$424.64	\$2,391.46	(\$2,391.46)	\$211.72	(\$2,603.18)	0.00%
10.5.2570.2130.932.1100	FICA	\$0.00	\$4.36	\$24.25	(\$24.25)	\$2.18	(\$26.43)	0.00%
10.5.2550.2140.932.1100	MEDICARE	\$0.00	\$99.30	\$559.26	(\$559.26)	\$49.52	(\$608.78)	0.00%
10.5.2570.2140.932.1100	MEDICARE	\$0.00	\$1.02	\$5.68	(\$5.68)	\$0.51	(\$6.19)	0.00%
10.5.2550.2210.932.1100	LIFE INSURANCE	\$0.00	\$9.20	\$36.80	(\$36.80)	\$3.22	(\$40.02)	0.00%
10.5.2550.2220.932.1100	MEDICAL INSURANCE	\$0.00	\$4,244.28	\$17,477.12	(\$17,477.12)	\$3,163.91	(\$20,641.03)	0.00%
10.5.2550.2230.932.1100	DENTAL INSURANCE	\$0.00	\$275.72	\$1,102.88	(\$1,102.88)	\$137.86	(\$1,240.74)	0.00%
10.5.2550.3399.932.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$57.38	(\$57.38)	\$0.00	(\$57.38)	0.00%
10.5.1400.1100.933.6220	SALARIES, NON CERTIFIED STAFF	\$41,366.50	\$0.00	\$0.00	\$41,366.50	\$0.00	\$41,366.50	100.00%
10.5.1400.2120.933.6220	MUNICIPAL RETIREMENT	\$930.75	\$0.00	\$0.00	\$930.75	\$0.00	\$930.75	100.00%
10.5.1400.2130.933.6220	FICA	\$2,564.73	\$0.00	\$0.00	\$2,564.73	\$0.00	\$2,564.73	100.00%
10.5.1400.2140.933.6220	MEDICARE	\$599.00	\$0.00	\$0.00	\$599.00	\$0.00	\$599.00	100.00%
10.5.1400.2210.933.6220	LIFE INSURANCE	\$276.00	\$0.00	\$0.00	\$276.00	\$0.00	\$276.00	100.00%
10.5.1400.2220.933.6220	MEDICAL INSURANCE	\$24,773.80	\$0.00	\$0.00	\$24,773.80	\$0.00	\$24,773.80	100.00%
10.5.1400.2230.933.6220	DENTAL INSURANCE	\$1,538.46	\$0.00	\$0.00	\$1,538.46	\$0.00	\$1,538.46	100.00%
10.5.1400.1100.934.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,272.74	\$16,524.81	(\$16,524.81)	\$21,272.73	(\$37,797.54)	0.00%
10.5.1400.1100.934.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,597.00	\$18,860.46	(\$18,860.46)	\$23,380.42	(\$42,240.88)	0.00%
10.5.1400.2120.934.6100	MUNICIPAL RETIREMENT	\$0.00	\$73.64	\$380.01	(\$380.01)	\$36.82	(\$416.83)	0.00%
10.5.1400.2120.934.6220	MUNICIPAL RETIREMENT	\$0.00	\$80.92	\$432.05	(\$432.05)	\$40.46	(\$472.51)	0.00%
10.5.1400.2130.934.6100	FICA	\$0.00	\$202.90	\$1,024.50	(\$1,024.50)	\$81.26	(\$1,105.76)	0.00%
10.5.1400.2130.934.6220	FICA	\$0.00	\$184.92	\$1,017.00	(\$1,017.00)	\$92.46	(\$1,109.46)	0.00%
10.5.1400.2140.934.6100	MEDICARE	\$0.00	\$47.46	\$239.64	(\$239.64)	\$19.00	(\$258.64)	0.00%
10.5.1400.2140.934.6220	MEDICARE	\$0.00	\$43.24	\$237.80	(\$237.80)	\$21.62	(\$259.42)	0.00%
10.5.1400.2210.934.6100	LIFE INSURANCE	\$0.00	\$4.60	\$18.40	(\$18.40)	\$1.61	(\$20.01)	0.00%
10.5.1400.2210.934.6220	LIFE INSURANCE	\$0.00	\$4.60	\$18.40	(\$18.40)	\$1.61	(\$20.01)	0.00%
10.5.1400.2220.934.6100	MEDICAL INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$1,156.06	(\$1,156.06)	0.00%
10.5.1400.2220.934.6220	MEDICAL INSURANCE	\$0.00	\$2,256.26	\$9,025.04	(\$9,025.04)	\$1,156.06	(\$10,181.10)	0.00%
10.5.1400.2230.934.6100	DENTAL INSURANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$70.46	(\$70.46)	0.00%
10.5.1400.2230.934.6220	DENTAL INSURANCE	\$0.00	\$140.92	\$563.68	(\$563.68)	\$70.46	(\$634.14)	0.00%
10.5.1400.3399.934.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$46.65	(\$46.65)	\$0.00	(\$46.65)	0.00%
10.5.1400.3399.934.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$168.16	(\$168.16)	\$0.00	(\$168.16)	0.00%
10.5.1400.1100.935.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,628.00	(\$2,628.00)	\$0.00	(\$2,628.00)	0.00%
10.5.1400.1100.935.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$336.00	\$8,277.00	(\$8,277.00)	\$126.00	(\$8,403.00)	0.00%
10.5.1400.2120.935.6220	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$26.02	(\$26.02)	\$0.00	(\$26.02)	0.00%
10.5.1400.2130.935.6110	FICA	\$0.00	\$0.00	\$162.94	(\$162.94)	\$0.00	(\$162.94)	0.00%
10.5.1400.2130.935.6220	FICA	\$0.00	\$20.83	\$513.17	(\$513.17)	\$7.81	(\$520.98)	0.00%
10.5.1400.2140.935.6110	MEDICARE	\$0.00	\$0.00	\$38.09	(\$38.09)	\$0.00	(\$38.09)	0.00%
10.5.1400.2140.935.6220	MEDICARE	\$0.00	\$4.87	\$120.03	(\$120.03)	\$1.83	(\$121.86)	0.00%
	FUND: EDUCATION - 10	\$30,243,701.00	\$2,451,667.53	\$12,671,174.39	\$17,572,526.61	\$13,151,128.08	\$4,421,398.53	14.62%

152

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 12/1/2023

To Date: 12/31/2023

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
20.5.2540.3107.901.1100	CONTRACTUAL SERVICES	\$0.00	\$5,028.00	\$5,028.00	(\$5,028.00)	\$0.00	(\$5,028.00)	0.00%
20.5.2540.3107.901.1120	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$980.00	(\$980.00)	\$0.00	(\$980.00)	0.00%
20.5.2320.3194.901.1100	ARCHITECT FEES	\$0.00	\$5,420.29	\$6,026.83	(\$6,026.83)	\$0.00	(\$6,026.83)	0.00%
20.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$1,746.56	(\$1,746.56)	\$0.00	(\$1,746.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$10,448.29	\$13,781.39	(\$13,781.39)	\$0.00	(\$13,781.39)	0.00%
99.5.1400.4100.259.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
Grand Total:		\$30,243,701.00	\$2,462,115.82	\$12,685,001.14	\$17,558,699.86	\$13,151,128.08	\$4,407,571.78	14.57%

End of Report

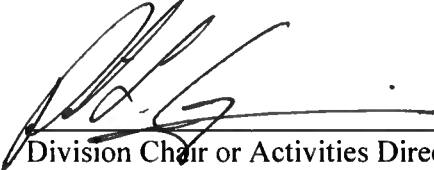


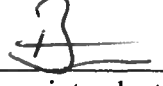
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: Varsity Poms
2. Sponsor's name(s) submitting request: Brittany Smith, Annie Pinta
3. Destination(s) of trip: IHSA State Series (Bloomington, IL)
4. Number of students participating: _____
5. Dates of requested travel: January 26 - 27, 2024
6. Is this an IHSA or ILMEA event? Yes No
7. Will students miss more than one school day? Yes No If Yes, how many days? _____

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 0.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 0.00
Club Fundraising/Participant funding		\$ 4,000.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 4,000.00

APPROVALS

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Division Chair or Activities Director	8 JANUARY 2024 Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Associate Principal	1/9/24 Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Principal	1/9/24 Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Director of Business Services	1/17/24 Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Superintendent	1/17/24 Date

For Office Use Only:
Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State** sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II: Invitational** competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III: All other** overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I	\$ 0.00	\$ 1,260.00	\$ 4,750.00	\$ 1,100.00	\$ 0.00	\$ 7,110.00
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 0.00
------------------------------------	----------------

Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student						\$ 0.00
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)						
Student Activity account number(s)						
Funding from LTHS adopted budget						
Additional School Board funding request						
Total cost to LTHS					\$ 0.00	
Student Activity Account funding			\$ 4,000.00			
Participant funding						
Club Fundraising/Participant funding					\$ 4,000.00	
TOTAL COST OF OVERNIGHT TRAVEL						\$ 4,000.00

List the adult chaperones:

Brittany Smith _____
Annie Pinta _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Activity funds will be spent to upgrade our transportation from a standard school bus to a more comfortable charter bus.

Has your group or any partnering parent organization completed any fundraising for this trip? Yes.

If yes, please explain: We have done Vertical Raise, restaurant nights, and kids dance clinics to help get us to the state competition.

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: This is the culmination of the IHSA Competitive Dance State Series. If the team qualifies at the Sectional Competition on January 20, they will advance to the State Preliminaries in Bloomington on Friday, January 26. If we qualify for the State Finals, we will continue to compete on Saturday, January 27.

2. Would you describe this trip as a competition or an educational opportunity? Please explain: As a state series, this is the highest level of competition for a competitive dance team in the state of Illinois. The team members will have the opportunity to showcase their talent for a panel of renowned dance judges.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes, our Varsity Poms team has qualified for the State Series every year since 2018.

4. How were students selected for this trip and how will their experience benefit the school? All participants were selected for the team at tryouts.

5. What grade are the student participants currently in? 9 - 12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:
Friday, January 26: Depart for Bloomington in the morning
Saturday, January 27: Return to LT at approximately 7:00 p.m. (if we qualify for finals)
*If we fail to qualify for finals, we will return to LT at approximately 8:00 p.m. on Friday night.

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Varsity Poms

Last name	First name	ID	Grade
Boyd	Keira	511333	12
Brown	Anastasia	512539	11
Campbell	Mya	511338	12
Carmody	Peyton	514515	10
DiGuilio	Isabella	511252	12
Foley	Nora	513609	10
Frazier	Hayden	513852	10
Gennett	Ana Micaella	511944	12
Hennessy	Lola	511950	12
Ketchum	Anne	512487	11
Lovelace	Kayla	511392	12
Manley	Brooke	513768	10
McCarthy	Campbell	515775	9
Michalak	Sydney	512618	11
Olenec	Hallie	510912	12
Rosenzweig	Olivia	511724	12
Shorrock	Elizabeth	514263	10
Shurhay	Brooke	512141	11
Singh	Karina	514383	10
Walsh	Brooke	513001	11

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204 OVERNIGHT TRAVEL REQUEST

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: WLTl Radio Management
2. Sponsor's name(s) submitting request: C. Thomas
3. Destination(s) of trip: New York, NY
4. Number of students participating: 6
5. Dates of requested travel: 2/29/24 to 3/3/24
6. Is this an IHSA or ILMEA event? Yes No
7. Will students miss more than one school day? Yes No If Yes, how many days? _____

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 4,758.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 4,758.00
Club Fundraising/Participant funding		\$ 3,146.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 7,904.00

APPROVALS

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Division Chair or Activities Director	<u>9 JANUARY 2024</u> _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Associate Principal	<u>1/9/24</u> _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Principal	<u>1/10/24</u> _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Director of Business Services	<u>1/12/24</u> _____ Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 _____ Superintendent	<u>1/17/24</u> _____ Date

159

For Office Use Only:

Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State** sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II: Invitational** competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III: All other** overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I						\$ 0.00
Level II	\$693.00	\$ 4,065.00				\$ 4,758.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II			\$ 2,471.00	\$ 675.00		\$ 3,146.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 7,904.00
------------------------------------	--------------------

Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student	\$ 99.00	\$ 813.00	\$ 353.00	\$ 75.00		\$ 1,340.00
Chaperone	\$ 99.00	\$ 813.00	\$ 353.00	\$ 75.00		\$ 1,340.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)	1130.3318.1701					
Student Activity account number(s)	9330					
Funding from LTHS adopted budget				\$ 5,464.00		
Additional School Board funding request				\$ 0.00		
Total cost to LTHS				\$ 5,464.00		
Student Activity Account funding				\$ 675.00		
Participant funding				\$ 1,765.00		
Club Fundraising/Participant funding				\$ 2,440.00		
TOTAL COST OF OVERNIGHT TRAVEL						\$ 7,904.00

List the adult chaperones:

Chris Thomas _____
Dennis Strecker _____
Maggie Quaine _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Funds will be used to cover ground transportation and meals for students.

Has your group or any partnering parent organization completed any fundraising for this trip? _____

If yes, please explain: WTLT completes overall station fundraising each year at our Rock-A-Thon event and funds will be used from that for this trip.

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: Students will attend the 85th Annual Intercollegiate Broadcasting System Conference at the Sheraton Times Square in New York City. Here they will attend various sessions, workshops and panels to learn and exchange ideas about all things media. Students will also have the opportunity to attend tours to media outlets and will participate in the awards program on Friday night.

2. Would you describe this trip as a competition or an educational opportunity? Please explain: This trip encompasses both. Students will attend panels and workshops during the day on Friday and Saturday, and then will also attend the awards ceremony on Friday evening to find out how they did in the organizations national competition.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes, WLTl has been sending students to this trip since 2008 annually with the exception of the years it was virtual for Covid.

4. How were students selected for this trip and how will their experience benefit the school? Students must be enrolled in the WLTl Radio Management course. They must fill out an application and and complete a grade & citizenship check with their course teachers. They will come back from this conference ready to share ideas, implement strategies and make positive changes ASAP in class and at WLTl as a club.

5. What grade are the student participants currently in? Juniors and Seniors

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:
Please see the attached itinerary. For some additional background, Chris Thomas is on the board of directors for the conference. As such, his airfare and hotel rooms are covered by the conference, along with many of his meals as well. His airfare and hotel costs were not factored into the amounts above but his meals were (although it is unlikely he will utilize most of those funds).

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Juniors: Michael Walsh, Ray Waliewski, Eric Roemer, Lila Finnegan, and Ethan Meuer

Senior: Lilly Shambo-Koukola

IBS International Conference Itinerary

February 29 - March 3, 2024

Thursday, February 29

Early Afternoon: Leave LTHS for flight from Chicago to New York City
Travel to hotel and check-in

Friday, March 1

7:00am: Today Show (weather dependent)
8:00am: Breakfast (meet in lobby)
9:00am: Breakout sessions begin
6:30pm.: Dinner as a group/Sightseeing
Midnight: Curfew and Room Check

Convention Location

Sheraton Times Square
New York City, New York
212.736.5000

Chaperones:

Chris Thomas
Cell phone: 708-227-7023

Dennis Strecker
Cell phone: 708-612-4093

Saturday, March 2

8:00am: Breakfast (meet in lobby)
9:00 am: Breakout Sessions begin
6:45pm: Dinner and Evening Activity as a group
Midnight: Curfew and Room Check

Sunday, March 3

9am: Breakfast (meet in lobby)
10am: Sightseeing as a group
4:00pm: Leave hotel for flight home
Parents pick up students at airport

Flight Information

2-29-24 Departing:
Chicago-Midway @ TBD

Arriving:
New York-LaGuardia @ TBD

3-3-24 Departing:
New York-LaGuardia @ TBD

Arriving:
Chicago-Midway @ TBD

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: Poms & Winter Guard
2. Sponsor's name(s) submitting request: Brittany Smith, Dana Fry, Bridget Dominiak
3. Destination(s) of trip: IDTA State Competition (Springfield, IL)
4. Number of students participating: 63
5. Dates of requested travel: February 9 - 10, 2024
6. Is this an IHSA or ILMEA event? Yes No
7. Will students miss more than one school day? Yes No If Yes, how many days? _____

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 8,700.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 8,700.00
Club Fundraising/Participant funding		\$ 5,000.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 13,700.00

APPROVALS

Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Division Chair or Activities Director	<u>8 JANUARY 2024</u> Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Associate Principal	<u>1/9/24</u> Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Principal	<u>1/9/24</u> Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Director of Business Services	<u>1/17/24</u> Date
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	 Superintendent	<u>1/17/24</u> Date

For Office Use Only: Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State** sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.
*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II:** Invitational competition

The Board of Education will fund lodging and registration.
*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III:** All other overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I	\$ 700.00	\$ 3,360.00	\$ 6,240.00	\$ 3,400.00	\$ 0.00	\$ 13,700.00
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 0.00
------------------------------------	----------------

Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student						\$ 0.00
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)		10E000 1517 3318 00 540000 // 40E000 2550 3255 00 540000				
Student Activity account number(s)		98L000 9256 // 98L000 9114				
Funding from LTHS adopted budget			\$ 8,700.00			
Additional School Board funding request			\$ 0.00			
Total cost to LTHS					\$ 8,700.00	
Student Activity Account funding			\$ 5,000.00			
Participant funding			\$ 0.00			
Club Fundraising/Participant funding					\$ 5,000.00	
TOTAL COST OF OVERNIGHT TRAVEL						\$ 13,700.00

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: This will be the seventh consecutive time that LT students attend this competition. The Junior Varsity team started competing at IDTA eight years ago, and have qualified for State every year since. This will be the Varsity team's sixth time attending this competition in which they have received first place and/or high score awards each year. This will be Winter Guard's third consecutive appearance at State, taking first place three of the previous four years.

4. How were students selected for this trip and how will their experience benefit the school? All students selected for these teams are eligible to attend this competition. The performers have learned what it takes to be a part of a competitive team and have committed their time to improving their skills as a member of the team.

5. What grade are the student participants currently in? 9 - 12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:

Friday, February 9: Depart after school. Team dinner at 7:00 p.m.
Saturday, February 11: Registration at 8 a.m., performances TBA, awards TBA, return home after.

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Varsity Poms

Last name	First name	ID	Grade
Boyd	Keira	511333	12
Brown	Anastasia	512539	11
Campbell	Mya	511338	12
Carmody	Peyton	514515	10
DiGuilio	Isabella	511252	12
Foley	Nora	513609	10
Frazier	Hayden	513852	10
Gennett	Ana Micaella	511944	12
Hennessy	Lola	511950	12
Ketchum	Anne	512487	11
Lovelace	Kayla	511392	12
Manley	Brooke	513768	10
McCarthy	Campbell	515775	9
Michalak	Sydney	512618	11
Olenec	Hallie	510912	12
Rosenzweig	Olivia	511724	12
Shorrock	Elizabeth	514263	10
Shurhay	Brooke	512141	11
Singh	Karina	514383	10
Walsh	Brooke	513001	11

JV Poms

Last name	First name	ID	Grade
Beery	Rachel	513572	10
Bloedorn	Mia	513994	10
Chrobotowicz	Julia	515181	9
Dienes	Madeline	513841	10
Giordano	Siena	515756	9
Jain	Alexis	513368	10
James	Molly	512831	11
Madaras	Kinzey	515614	9
Maheonnaghsh	Aara	514891	9
Mariduená	Lauren	514170	10
McCarthy	Sophia	515436	9
McGahey	Nisha	513295	11
McIntyre	Caitlin	515667	9
McMillan	Sara	512892	11
Melonides	Francine	513901	10
Metrik	Mallory	514610	9
Mhley	Caroline	513653	10
Morgan	Reese	515451	9
Nemeth	Lucia	513905	10
Newlin	Greta	513906	10
Ninesling	Parker	515660	9
Ortega	Alina	514203	10
Quinlan	Katie	515696	9
Romas	Sophia	513932	10
Sexton	Samantha	514381	10
Stoltz	Elaina	513373	10
Thompson	Natalya	515717	9
Zator	Charlotte	515387	9

Winter Guard

Last name	First name	ID	Grade
Baqai	Alayna	513466	12
Barrett	Elena	513986	10
Buterman	Lilian	515254	9
Carlin	Megan	513380	10
Castillejo	Mariana	513583	10
Crandall	Grace	514032	10
Echeverria	Elizabeth	513600	10
Garcia	Josette	514525	10
Hall	Gabrielle	514967	9
Markus	Fendrick	513205	11
Martinez	Emily	515351	9
Monik	Mia	513777	10
Sullivan	Jax	513124	11
Szymanski	Camille	513701	10
Wisniewski	Ava	511234	12

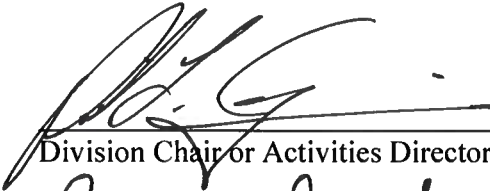



**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST**

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

- Group submitting request: Congressional Debate
- Sponsor's name(s) submitting request: Tom Swiontek
- Destination(s) of trip: Harvard National Speech & Debate Tournament (Cambridge, MA)
- Number of students participating: 12
- Dates of requested travel: February 16 - 20, 2024
- Is this an IHSA or ILMEA event? Yes No
- Will students miss more than one school day? Yes No If Yes, how many days?

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 7,600.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 7,600.00
Club Fundraising/Participant funding		\$ 6,200.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 13,800.00

APPROVALS

Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	 Division Chair or Activities Director	<u>18 DECEMBER 2023</u> Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	 Associate Principal	<u>12/19/23</u> Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	 Principal	<u>12/20/23</u> Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	 Director of Business Services	<u>12/20/23</u> Date
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	 Superintendent	<u>12/20/23</u> Date

For Office Use Only:
Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I:** In-State sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II:** Invitational competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III:** All other overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I						\$ 0.00
Level II	\$ 1,200.00	\$ 6,400.00				\$ 7,600.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II			\$ 4,200.00	\$ 1,800.00	\$ 200.00	\$ 6,200.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 13,800.00
------------------------------------	---------------------

Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student	\$ 100.00	\$ 400.00	\$ 300.00	\$ 25.00	\$ 0.00	\$ 825.00
Chaperone	\$ 0.00	\$ 800.00	\$ 300.00	\$ 25.00	\$ 0.00	\$ 1,125.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary		
Board account number(s)	10E000 1517 3318 00 540100	
Student Activity account number(s)	98L000 9120	
Funding from LTHS adopted budget	\$ 7,600.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 7,600.00
Student Activity Account funding	\$ 2,000.00	
Participant funding	\$ 4,200.00	
Club Fundraising/Participant funding		\$ 6,200.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 13,800.00

List the adult chaperones:

Tom Swiontek _____
Maria Ricker _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Club account money will be used to help defray the costs for students and families.

Has your group or any partnering parent organization completed any fundraising for this trip? Yes.

If yes, please explain: We have done fundraising with the Boosters, selling Gold Cards and also fruit snacks to help raise money.

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: The Harvard Tournament is a national invitational event for speech and debate. It is extremely prestigious and it allows students at LT to participate at the the highest level. This benefits our LT students with their performance in Congressional Debate at LT and has been heavily influential on their college admissions and scholarship opportunities.

2. Would you describe this trip as a competition or an educational opportunity? Please explain: This is a competition AND a tremendous learning opportunity. Additionally, students can win bids to the National Championship at the University of Kentucky.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: We have had students attend as individuals with their parents chaperoning them. But there is a huge interest in our Debate team, and we want to open up more opportunities for as many LT Congressional Debate students to attend and participate.

4. How were students selected for this trip and how will their experience benefit the school? Students who have been actively involved in the LT Congressional Debate team must have attended a majority of club meetings, demonstrated success in competitions, contributed to the team research and overall success.

5. What grade are the student participants currently in? Grades 10 - 12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:

Itinerary will be finalized later, but roughly as follows:

We will travel to Massachussetts on Friday and get situated. Saturday, Sunday, and Monday will be a very busy schedule with competitions. Awards will be Monday, and we will return on Monday night or Tuesday morning, depending on airfare pricing.

7. Has a travel agent or tour company been used? Yes No

If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

Harvard list of students

1. Elle St Arnaud
2. Chloe Lanspeary
3. Ben Dreves Hunt
4. Angus Allan
5. Ayaan Baqai
6. Matthew Metcalf
7. Madilyn Hart
8. Justin Cabana
9. Lillian Grigsby
10. Devlin Berends
11. Blake McCracken
12. Jacob Patterson

2024 Harvard National Speech and Debate

Tournament

Invitation Letter

Dear Coaches,

We are delighted to invite you to attend the annual Harvard National Speech and Debate Tournament, which will be held in person on Presidents' Day Weekend, Saturday, Sunday, & Monday, February 17-19, 2024. The tentative tournament schedule is available at this link: [Tentative Tournament Schedule](#).

We will again feature in-person competitions in 2024 for most events. We will not offer any hybrid divisions, but we will offer online divisions in: Middle School Congress, Beginner Public Forum, and Open Public Forum. We will continue to use Tabroom.com as the official registration and tournament management site for all events and divisions.

We have several announcements concerning this year's tournament.

First, contact. We now have an official tournament email address. *Please direct all inquiries to* hst@harvarddebate.org.

Second, fees. We will again maintain the entry fees for another year at 2020 levels. Some judge fees, however, have been increased based on last year's needs.

Third, hospitality. We are making a few adjustments to tournament hospitality. In lieu of raising fees, we will be providing breakfast only (no lunch) to participants in Speech, Congress, PF, and LD. (Lunch will still be provided for CX divisions in Brighton). Coaches and judges will still be provided with breakfast and lunch at the lounges in CRLS and King/Putnam Schools. These hospitality costs are included in the entry fees.

Fourth, round robins. We are pleased to announce the return of the Policy Debate round robin, to be held prior to the tournament. We will also host an online, international public forum round robin. As has been the case for many years, the LD, PF, and Congress round robins will be hosted by the Debating Union, Harvard's parliamentary debate team.

Lastly, registration. Once again we will not offer in-person registration on Friday before the tournament. All registration and final confirmation must be completed online. Participants will be required to confirm final entry details in lieu of traditional registration between 12pm ET and 9pm ET on Friday February 16, 2024. All fees must be received in Cambridge by noon ET on Thursday February 15, 2024.

We look forward to seeing you in Cambridge once again!

Sincerely yours,

A handwritten signature in black ink, appearing to read 'TRIP R', with a stylized flourish at the end.

Tripp Rebrovick, PhD

Coach of Debate, Harvard College

Director, The Harvard Debate Council

Official Tournament Email: hst@harvarddebate.org

The Congressional Debate Tournament

Please note: Congress tournament information is still tentative

Locations:

- (Primary) Lesley University, 1815 Massachusetts Ave, Cambridge, MA 02140
- (Satellite) the Student Organization Center at Hilles (SOCH), 59 Shepard St, Cambridge MA 01238

The High School Division will be in-person.

The Middle School Division will be hosted online via classrooms.cloud

National Speech & Debate Association (NSDA) rules and procedures determine advancement and placing based upon cumulative ranking by judges. The following NSDA rules pilots will be in effect: (1) debate on each item will be limited to one hour; (2) internet access to retrieve evidence will be allowed; (3) when debate concludes on each legislation, each author/sponsor will give a 90-second final appeal speech – with no questioning – and will be scored as a final addition to their speech, but not count for precedence/recency; (4) tournament-generated preset recency numbers for each contestant in the room for each round; (5) direct questioning for all rounds. Full rules and details are available at:

<https://www.congressionaldebate.org/harvard-tournament/general-information>.

Each high school's coach may submit one item of student-written legislation on Tabroom.com by Friday, January 12, 2024 (11:59 EDT), only using templates provided on Tabroom.com. Middle school coaches may submit up to three items, but no more than one per student or topic category. Coaches should review to ensure quality, suitable for substantive debate. When uploaded, legislation must be categorized in one of the following areas:

- Commerce (business, banking, finance)
- Defense
- Education and Health Care
- Elections and Government Reform
- Energy, Environment, and Scientific Development
- Foreign Relations and Aid
- Immigration and Border Protection
- Justice (including policing, firearms, and drugs)

Legislation will first be assessed (school/student identity withheld) by an independent review panel of alumni and inactive coaches to select a field of bills and resolutions best suited for debate, and distributed as evenly as possible across the topic areas above.

From January 15-19, 2024, registered contestants will be able to vote for their favorite items from among those selected by the review panel (contestants registered after that date will not have the opportunity to vote). Coaches are responsible for ensuring student accounts are active

and attached to their contestants; coaches may not vote. From among the student vote, the highest-rated items will be earmarked for finals, followed by each set of rounds prior. Each round will have three items of legislation assigned, for a total of 18 items, altogether. The lowest-rated items will not make the docket.

The complete docket will be released January 23, 2024.

Chamber assignments will be released at 7am, Saturday, February 17, 2024, adjusting for drops to ensure as balanced a competition as possible, and students are strongly discouraged from communicating with other contestants to negotiate agenda orders ahead of the tournament. With a smaller legislation packet of only three items per session (9 for prelims, collectively), there should not be a need for determining that ahead of time.

Judges will be required to submit ranks and ballots electronically.

Vital Stats: Each chamber will have up to 18 contestants each. Prelims: 3 sessions. High School (Varsity) -- Quarterfinals: about 1/3 of the field; a reasonable number of about one-third will break to semifinals; and 1/3 to 1/2 will break to finals based on overall field size.

Top-performing quarterfinalists in each chamber earn a bid to the TOC, up to 120 students, with an equal number represented from each quarterfinal chamber. Middle School -- Semifinals: about 1/3 of the field; 1/3 to 1/2 will break to finals based on overall field size.

Entry limit: 20 entries

General Tournament Rules

Unaffiliated/Independent Entries

Without objection from school officials, unaffiliated entries are welcome in all tournaments. Unaffiliated entries, however, are only allowed from schools which are not attending the tournament. Students from schools which are attending are ineligible for unaffiliated status. Unaffiliated entries must create an account and must provide contact information. The preferred name for creating an account is to use the school name followed by the word "unaffiliated." You may also use the student's last name followed by the word "independent." Ordinarily, students must attend the same school to compete as a team. However, we will accept entries from clubs or other debate organizations provided that the schools represented do not otherwise have a debate team or object.

Judge Requirements

All judges provided by schools must be qualified, which at a minimum means a high school diploma.

All judges are bound by the codes of conduct governing activities at Harvard College and those promulgated by the NSDA. Judges will be required to attest that they have read and understand these codes of conduct before being able to judge. Instructions will be provided closer to the start of the tournament.

Judges may not simultaneously judge at any other tournaments. If we discover that you are doing so, we will remove you from the judge pool and notify the other tournament.

Any complaints about judge qualifications must be addressed to the appropriate tab room prior to or immediately after the competition involved. All tab room directors have been authorized to impose penalties against schools whose judges do not appear for the rounds to which they have been assigned.

Elimination Round Participation

We expect participants in the various tournaments to compete in the elimination rounds. Debaters who choose not to debate rounds for any reason (other than that they are scheduled against another competitor from the same school) will be treated as having forfeited the round. The tournaments will no longer certify "co-champions" in final rounds.

Conduct Policy

The tournament strives to foster an environment promoting inclusivity and respect. The tournament will abide by Harvard College's policies and procedures for sexual, gender-based, and racial harassment and discrimination. The Interim Policy on Sexual Harassment and the Interim Policy on Other Sexual Misconduct are available here:

<https://titleix.harvard.edu/policies-procedures>. Per its regulations, Harvard College has a designated representative of its Title IX office to receive any complaints directly or indirectly by means of the tournament director. The tournament will also abide by policies governing codes of conduct within the Harvard community, including those prohibiting racial discrimination and harassment. They are available here:

<https://handbook.fas.harvard.edu/book/conduct-within-community>.

Tournament Ombuds Committee

The tournament will designate an ombuds committee of three individuals to receive complaints and concerns regarding diversity, equity, and inclusion issues. Please note that this is not the appropriate place to report sexual or racial discrimination and harassment as detailed in the prior section; those reports should be made to the Tournament Director directly who will report to the appropriate Harvard offices. Additionally, concerns about tournament procedure and tabulation should be reported to your event's tab room.

Online Technology Policies: Recording, Observers, Platforms

Recording: For the privacy and protection of students and other participants, any recording of speeches is prohibited, with the exception that students are permitted to record their own speeches.

Observers: Observers are permitted but must remain on mute, with videos off at all times, and rename themselves as "Observer -- Name." All observers must be affiliated with an institution with active entries at the tournament and must be registered as an observer to the roster of that institution. Any individuals who wish to observe will need: (A) to have a tabroom.com account, (B) be added as competitors or judges to the team roster, (C) have their account linked, and (D) entered into the "Observer Division" as a competitor or as a judge. Unregistered observers will not be able to access the classrooms.cloud zoom rooms. The tournament reserves the right to remove any observers from any room at any time.

Alternative Platforms: For the safety of all participants, no one (judge, coach, student) may switch their rounds to an alternative video platform outside of the tournament hosted zoom rooms in classrooms.cloud. If anyone suggests moving to an alternative platform, please alert tournament personnel immediately. Judges who move to a separate platform will be fined as if they did not judge their rounds and removed from the tournament.

Judge Video: The tournament believes that competitors deserve to be able to see their judges as much as possible. Accordingly, to the maximum extent possible, the cameras of competitors and judges should be on (and on them) while a student is speaking and during RFDs. Brief pauses are understandable. To the extent needed, cameras can be off to enhance streaming quality.

Registration, Judging, and Fees

Entry Procedures

You must enter via this website, Harvard.tabroom.com. The web site will begin accepting your entries on December 1, 2023. You are responsible for entering your school and student information, and also for getting the spelling and event information correct. If you are entering as an independent or unaffiliated entry, you must create an account and provide appropriate contact information. After you have entered the information, you should verify your entry and print out or download a copy of your invoice.

The deadline for entries is Friday, February 9, 2024. The fees for your entry will be set by midnight February 12, 2024. You will be responsible for paying the full entry fee for any entries dropped after that date for any reason.

It is extremely important that you provide a working email address where we can contact you with updated information about the tournaments.

Paying Fees and Completing Registration

All registration will be conducted electronically. This means that you must confirm your entries and judges and pay your fees. Tabroom will have a button that you can access through your school account to confirm your information is correct. It will be activated between 12p ET and 9pm ET on Friday, February 16, 2024. Even if you have no changes to your entry, you must click the button in order for your entries to be scheduled into the tournament.

STUDENTS FROM SCHOOLS THAT DO NOT COMPLETE REGISTRATION WILL NOT BE ALLOWED TO COMPETE.

You must pay your fees by a check mailed to us or by credit card. You may obtain an invoice by downloading it from the web site. Checks should be made payable to "Harvard Debate." Envelopes should be addressed to:

Harvard Debate
490 Adams Mail Center
Cambridge, MA 02138

If you want to pay by credit card, please fill out the form here: [Credit Card Payment Request Form](#), and we will send you an electronic invoice by email that accepts credit card payments. A convenience fee of 3% will be added for credit card payments.

Any schools experiencing financial difficulties this year are encouraged to reach out to the tournament.

Entry fees are:

- Policy Debate Teams – \$180.00
- Public Forum Debate Teams (Junior Varsity and Varsity) -- \$170.00
- Public Forum Debate Teams (Novice and Middle School) – \$150.00
- Public Forum Online Teams (Beginner and Open International) - \$110.00
- Lincoln-Douglas Entries – \$140.00
- Individual Speech Events – \$75.00; Duo Interp - \$100.00
- Congressional Debate In-Person Entries – \$100.00
- Congressional Debate Online Entries (Middle School) – \$70.00
- School/Account Management & Tabroom Management fee – \$100.00

Judging

Schools must either provide judges to cover their entries or pay a fee so that the tournament can hire judges. The required number of judges for each tournament are:

- Policy Debate: 1 judge for every 2 teams
- Public Forum Debate: 1 judge for every 3 teams
- Lincoln Douglas Debate: 3 rounds per entry (**new for 2024**)
- Speech Events: 1 judge for every 6 contestants
- Congressional Debate: 1 judge for every 6 contestants.

In CX and PF, all judges must be available for all preliminary rounds, the first elimination round, and for one round beyond elimination of the last contestant from the school that the judge represents in the tournament. In Congress and Speech, judges must be available for the entire tournament, including through the final round. All judges must be qualified, which at a minimum means a high school diploma. All schools providing judges for the debate tournaments with divisions should be flexible as to which division judges are assigned. The tournament may need to balance the divisions and place judges appropriately.

If you do not have enough judges to cover your obligation, you will be assessed a fee to cover the cost of hiring the necessary judges. The tournament will hire judges for you if you wish. Please log onto tabroom.com and request the number of hired judges or rounds you need to cover your obligations. While one person can cover two policy debate teams, if you have two teams without a judge, you will be assessed \$250.00 per team not covered or \$500.00. The hired judge fees are:

- Policy Debate Teams – \$250.00 per team not covered
- Public Forum Debate Teams – \$175.00 per team not covered
- Lincoln Douglas Debate Entries – \$60 per round not covered (**new for 2024**)
- Speech Entries – \$40.00 per entry not covered
- Congressional Debate – \$150.00 per entry not covered

Hotel Block Information

The Harvard Debate Council has arranged several hotel blocks throughout Boston and Cambridge. To make reservations, either use the link provided or call the number listed directly. Additional blocks will be added in the coming weeks.

Marriott Cambridge Center -- 2 Cambridge Center, Cambridge -- \$199

Next door to the Kendall Square T-stop, for a quick ride straight to Harvard and from the airport - no rental cars required. Champions restaurant is located on property, with several more food options in the area. Conference space will be available on Friday for student congregation and luggage storage. Please download the following forms and email them to the address provided: [Marriott School Reservation Form](#) & [Marriott Rooming List Form](#)

Hyatt Regency Cambridge, 575 Memorial Drive, Cambridge -- \$179

Situated on the Charles River, a five-minute drive to Harvard. The Hyatt is a spectacular property. Reservations can be made at this link: [Hyatt Booking Link](#). Cutoff date is Jan 25.

Freepoint Hotel by Hilton -- 220 Alewife Brook Pkwy, Cambridge, MA 02138 -- \$149/169

Located very close to Harvard with easy access to all venues, the hotel offers complimentary hot breakfast and bus parking. Reservations can be made until February 3, 2023. Please click here to reserve: [Freepoint booking link](#)

Le Meridien Cambridge -- 20 Sidney St, Cambridge, MA 02139 -- \$199

Le Meridien is a 4 Diamond rated property, located 3 blocks walking distance from the Central Square subway stop on the Red Line, one stop to Harvard Square. Sydney's Grille located on property. Lots of food and shopping are available in the neighborhood. Grocery store is located in the same complex. Complimentary wired and wireless Internet is available in all guestrooms and public areas. [Le Meridien Booking Link](#)

Liberty Hotel Boston -- \$245

Conveniently located next to the MGH/Charles St. T stop on the red line (3 stops from Harvard Square). The Liberty Hotel is a spectacular renovation of the old Suffolk County Jail. It offers easy access to a wealth of outdoor activities, shopping, dining, entertainment venues, and downtown Boston. Luxurious beds, baths, HD LCD Televisions available. Destination is waived for the tournament block. [Liberty Hotel Booking Link](#)

Boston Marriott Newton 2345 Commonwealth Ave, Newton, MA 02466 - \$139

Large, nice hotel located about 15 minutes from Harvard in Newton down the Mass Pike. Link TBD.

Sheraton Commander -- \$299

Conveniently located next to the Cambridge Common, the Sheraton Commander is within walking distance of all tournament locations. [Sheraton Commander Booking Link](#)

Westin Copley Place Boston, 10 Huntington Ave, Boston -- \$185/195

Beautiful hotel next to the Back Bay train station and Copley Square in Boston. [Westin Booking Link](#)

Residence Inn Watertown -- \$179

New property located approximately 10 minutes from all tournament locations by car and across the street from several new Watertown shops and restaurants. [Residence Inn Watertown Booking Link](#)

Residence Inn Tudor Wharf -- \$199

An all-suite waterfront hotel overlooking downtown Boston from Charlestown: [Resident Inn Tudor Wharf Booking Link](#)

Residence Inn Cambridge, 120 Broadway, 6th St, Cambridge, MA 02142 - \$205/229

Next door to the Cambridge Center Marriott and the T, for a quick ride straight to Harvard. Reservations can be made at this link: [Residence Inn Cambridge Booking Link](#)

Wyndham Beacon Hill, Blossom St, Boston, MA 02114 - \$155

Wyndham property on Beacon Hill near the Charles/MGH red line stop. To make a reservation, please call Nicole Caraglia, Sales Manager, 617.239.2404, ncaraglia@wyndham.com to receive the group rate.

Courtyard Marriott Brookline, 40 Webster St, Brookline, MA 02446 -- \$179

Located in Brookline, just across the river from Cambridge. The closest hotel to the CX venue on Sat and Sun. Reservation Link: [Courtyard Brookline Booking Link](#)

Flight Discount Information

Delta Air Lines is pleased to offer special discounts for **Harvard Debate**

Please [click here](#) to book your flights.

You may also call Delta Meeting Network® at 1.800.328.1111* Monday–Friday, 8:00 a.m. – 6:30 p.m. (EST) and refer to Meeting Event Code **NM35V**

****Please note there is not a service fee for reservations booked and ticketed via our reservation 800 number.***

Lyons Township High School District 204

To: Board of Education

From: Kathryn Moran, Purchasing and Accounting Manager

Date: January 17, 2024

Subject: Disposal of Surplus Equipment

RECOMMENDED MOTION:

... that the Board of Education approve the disposal of the following surplus property:

The disposal list below includes replaced washers and dryers from South Campus FCS classrooms and a MFSAB white bus purchased in 2006 which was traded in with the purchase of a new MFSAB white bus last week. Attached is a list of old, unusable IT equipment from various LT locations. This equipment will be sent to an electronics recycling center for environmentally safe disposal.

DESCRIPTION	CAMPUS	QTY	MFG	LTHS TAG
Washing Machine - Model # TC5000WN / Serial #2009071934	South (C116)	1	Speed Queen	LT# 009203
Dryer - Model # DC5000WE / Serial #2009007051	South (C116)	1	Speed Queen	LT# 009205
CR2S-FS / Serial #F72369G	South (C116)	1	Hoshizaki Commercial Series	LT #007584
RS-2D-S7 / Serial # K0059829	South (C114)	1	Victory	LT# 003926
2006 Chevy White Bus	South	1	1GBJG31U761152545	M158086

Asset Tag	Model	Serial Number
LTC01012	Dell OptiPlex 7440	11P7B02
LTC01103	Dell OptiPlex 7440	G9Q7B02
LTC01116	Dell OptiPlex 7440	DSX7B02
LTC01151	Dell OptiPlex 7440	DGZCQD2
LTC01176	Dell OptiPlex 7440	CPX7B02
LTC01197	Dell OptiPlex 7440	23X9B02
LTC01205	Dell OptiPlex 7440	2RX7B02
LTC01236	Dell OptiPlex 7440	6NCBB02
LTC01272	Dell OptiPlex 7440	DNCBB02
LTC04971	Dell OptiPlex 9020 All In One	J51SX12
LTC06266	Dell OptiPlex 9020 All In One	J5FHX12
LTC06269	Dell OptiPlex 9020 All In One	J51VX12
LTC06353	HP Z220 sff Workstation	2UA3291TJS
LTC06354	HP Z220 sff Workstation	2UA3291TL2
LTC06355	HP Z220 sff Workstation	2UA3291TLR
LTC06356	HP Z220 sff Workstation	2UA3291TK0
LTC06357	HP Z220 sff Workstation	2UA3291TJ6
LTC06358	HP Z220 sff Workstation	2UA3291THZ
LTC06359	HP Z220 sff Workstation	2UA3291TJ1
LTC06360	HP Z220 sff Workstation	2UA3291TLF
LTC06361	HP Z220 sff Workstation	2UA3291TJM
LTC06362	HP Z220 sff Workstation	2UA3291TLL
LTC06363	HP Z220 sff Workstation	2UA3291TK4
LTC06364	HP Z220 sff Workstation	2UA3291TJK
LTC06365	HP Z220 sff Workstation	2UA3291TFZ
LTC06366	HP Z220 sff Workstation	2UA3291TJ0
LTC06367	HP Z220 sff Workstation	2UA3291TM1
LTC06368	HP Z220 sff Workstation	2UA3291TJY
LTC06369	HP Z220 sff Workstation	2UA3291TJ4
LTC06370	HP Z220 sff Workstation	2UA3291TJW
LTC06371	HP Z220 sff Workstation	2UA3291THS
LTC06372	HP Z220 sff Workstation	2UA3291TJZ
LTC06373	HP Z220 sff Workstation	2UA3291TLJ
LTC06375	HP Z220 sff Workstation	2UA3291TFS
LTC06463	Dell OptiPlex 9020 All In One	GH768Y1
LTC06466	Dell OptiPlex 9020 All In One	GH568Y1
LTC06469	Dell OptiPlex 9020 All In One	GH58Y1
LTC06470	Dell OptiPlex 9020 All In One	GH778Y1
LTC06471	Dell OptiPlex 9020 All In One	FQ7H9Y1
LTC06475	Dell OptiPlex 9020 All In One	GHD58Y1
LTC06476	Dell OptiPlex 9020 All In One	GHD78Y1
LTC06479	Dell OptiPlex 9020 All In One	GHF58Y1
LTC06481	Dell OptiPlex 9020 All In One	GH988Y1
LTC06482	Dell OptiPlex 9020 All In One	GH868Y1
LTC06491	Dell OptiPlex 9020 All In One	FQ1H9Y1
LTC06493	Dell OptiPlex 9020 All In One	FQ2H9Y1
LTC06494	Dell OptiPlex 9020 All In One	FQ5G9Y1
LTC06495	Dell OptiPlex 9020 All In One	FQBF9Y1
LTC06496	Dell OptiPlex 9020 All In One	FQ3H9Y1
LTC06498	Dell OptiPlex 9020 All In One	FQ1J9Y1
LTC06499	Dell OptiPlex 9020 All In One	FQ9G9Y1
LTC06503	Dell OptiPlex 9020 All In One	FQ4H9Y1
LTC06504	Dell OptiPlex 9020 All In One	FQ8J9Y1
LTC06506	Dell OptiPlex 9020 All In One	FQ7G9Y1
LTC06507	Dell OptiPlex 9020 All In One	FQ3G9Y1
LTC06508	Dell OptiPlex 9020 All In One	FQ2G9Y1
LTC06511	Dell OptiPlex 9020 All In One	FQ6G9Y1
LTC06512	Dell OptiPlex 9020 All In One	FQ8H9Y1
LTC06513	Dell OptiPlex 9020 All In One	FQ6J9Y1
LTC06516	Dell OptiPlex 9020 All In One	FQ4J9Y1
LTC06518	Dell OptiPlex 9020 All In One	GH788Y1
LTC06522	Dell OptiPlex 9020 All In One	FQ2J9Y1

Asset Tag	Model	Serial Number
LTL03597	HP Chromebook 11 G8 EE	5CD0184H9C
LTL03603	HP Chromebook 11 G8 EE	5CD0184GQB
LTL03622	HP Chromebook 11 G8 EE	5CD0189PTP
LTL03623	HP Chromebook 11 G8 EE	5CD0189TD5
LTL03629	HP Chromebook 11 G8 EE	5CD0184G92
LTL03630	HP Chromebook 11 G8 EE	5CD0184G6M
LTL03632	HP Chromebook 11 G8 EE	5CD0184G1J
LTL03652	HP Chromebook 11 G8 EE	5CD018689R
LTL03665	HP Chromebook 11 G8 EE	5CD0184HC9
LTL03667	HP Chromebook 11 G8 EE	5CD0184G4X
LTL03705	HP Chromebook 11 G8 EE	5CD01868GY
LTL03707	HP Chromebook 11 G8 EE	5CD018686V
LTL03719	HP Chromebook 11 G8 EE	5CD0184HQR
LTL03735	HP Chromebook 11 G8 EE	5CD0184G00
LTL03760	HP Chromebook 11 G8 EE	5CD0184G4G
LTL04532	Lenovo X390 Yoga (20NQ)	R90VAAGZ
LTL04720	HP Chromebook 11 G8 EE	5CD1233YVR
LTL04738	HP Chromebook 11 G8 EE	5CD1233YW5
LTL04774	HP Chromebook 11 G8 EE	5CD1233Y7F
LTL04825	HP Chromebook 11 G8 EE	5CD1233X92
LTL04833	HP Chromebook 11 G8 EE	5CD1233X7Z
LTL04838	HP Chromebook 11 G8 EE	5CD1233XFX
LTL04840	HP Chromebook 11 G8 EE	5CD1233XC8
LTL04882	HP Chromebook 11 G8 EE	5CD1233WL5
LTL04953	HP Chromebook 11 G8 EE	5CD1233YVV
LTL04982	HP Chromebook 11 G8 EE	5CD1233YT4
LTL05006	HP Chromebook 11 G8 EE	5CD1233MZ1
LTL05022	HP Chromebook 11 G8 EE	5CD1233WQN
LTL05032	HP Chromebook 11 G8 EE	5CD1233WRF
LTL05041	HP Chromebook 11 G8 EE	5CD1233N5M
LTL05061	HP Chromebook 11 G8 EE	5CD1233N5V
LTL05071	HP Chromebook 11 G8 EE	5CD1233N6P
LTL05116	HP Chromebook 11 G8 EE	5CD12340MG
LTL05133	HP Chromebook 11 G8 EE	5CD1233X8X
LTL05165	HP Chromebook 11 G8 EE	5CD1233XH3
LTL05226	HP Chromebook 11 G8 EE	5CD1233N6K
LTL05254	HP Chromebook 11 G8 EE	5CD1233XGR
LTL05299	HP Chromebook 11 G8 EE	5CD1233XGT
LTL05315	HP Chromebook 11 G8 EE	5CD1233Y6X
LTL05363	HP Chromebook 11 G8 EE	5CD1233WVG
LTL05391	HP Chromebook 11 G8 EE	5CD1233KZK
LTL05458	HP Chromebook 11 G8 EE	5CD1233NMW
LTL05470	HP Chromebook 11 G8 EE	5CD1233M6B
LTL05520	HP Chromebook 11 G8 EE	5CD1233M7N
LTL05610	HP Chromebook 11 G8 EE	5CD1233NB2
LTL05670	HP Chromebook 11 G8 EE	5CD1233WQX
LTL05694	HP Chromebook 11 G8 EE	5CD1233NC4
LTL06021	HP Chromebook 11 G8 EE	5CD1078PC6
LTL06389	HP Chromebook 11 G8 EE	5CD1078D9M
LTL06432	HP Chromebook 11 G8 EE	5CD1078MVR
LTL06796	HP Chromebook 11 G8 EE	5CD1078BL7
LTL06815	HP Chromebook 11 G8 EE	5CD10782WY
LTL06963	HP Chromebook 11 G8 EE	5CD1078BQV
LTL07096	HP Chromebook 11 G8 EE	5CD10782VT
LTL07155	HP Chromebook 11 G8 EE	5CD1078C2Y
LTL07164	HP Chromebook 11 G8 EE	5CD1078C5M
LTL07243	HP Chromebook 11 G8 EE	5CD1078MW6
LTL07478	HP Chromebook 11 G8 EE	5CD107826L
LTL07527	HP Chromebook 11 G8 EE	5CD10782FT
LTL07559	HP Chromebook 11 G8 EE	5CD10782D1
LTL07650	HP Chromebook 11 G8 EE	5CD1078294
LTL07777	HP Chromebook 11 G8 EE	5CD107895Z

LTC06566	Dell OptiPlex 9020 All In One	JWKFX12
LTC06573	Dell OptiPlex 9020 All In One	J4YRX12
LTC06577	Dell OptiPlex 9020 All In One	JWKXW12
LTC06587	Dell OptiPlex 9020 All In One	J57HX12
LTC06605	Dell OptiPlex 9020 All In One	JWD9X12
LTC06609	Dell OptiPlex 9020 All In One	JWKFW12
LTC06614	Dell OptiPlex 9020 All In One	J4TFX12
LTC06615	Dell OptiPlex 9020 All In One	JWJBW12
LTC06616	Dell OptiPlex 9020 All In One	JWJ7W12
LTC06620	Dell OptiPlex 9020 All In One	J4STX12
LTC06621	Dell OptiPlex 9020 All In One	JWHRX12
LTC06632	Dell OptiPlex 9020 All In One	JWHRW12
LTC06633	Dell OptiPlex 9020 All In One	J50RX12
LTC06634	Dell OptiPlex 9020 All In One	JWJ9W12
LTC06635	Dell OptiPlex 9020 All In One	J58FX12
LTC06636	Dell OptiPlex 9020 All In One	J59GX12
LTC06637	Dell OptiPlex 9020 All In One	JWJFX12
LTC06638	Dell OptiPlex 9020 All In One	J58HX12
LTC06639	Dell OptiPlex 9020 All In One	JWHSX12
LTC06640	Dell OptiPlex 9020 All In One	JWKDW12
LTC06641	Dell OptiPlex 9020 All In One	J58JX12
LTC06642	Dell OptiPlex 9020 All In One	J4TSX12
LTC06644	Dell OptiPlex 9020 All In One	J5BGX12
LTC06645	Dell OptiPlex 9020 All In One	J5CJX12
LTC06646	Dell OptiPlex 9020 All In One	J56SX12
LTC06647	Dell OptiPlex 9020 All In One	J4VSX12
LTC06648	Dell OptiPlex 9020 All In One	J4THX12
LTC06649	Dell OptiPlex 9020 All In One	J4WRX12
LTC06651	Dell OptiPlex 9020 All In One	J55SX12
LTC06652	Dell OptiPlex 9020 All In One	J5DHX12
LTC06653	Dell OptiPlex 9020 All In One	J4ZTX12
LTC06654	Dell OptiPlex 9020 All In One	J56GX12
LTC06655	Dell OptiPlex 9020 All In One	J54SX12
LTC06656	Dell OptiPlex 9020 All In One	J51HX12
LTC06658	Dell OptiPlex 9020 All In One	J52SX12
LTC06659	Dell OptiPlex 9020 All In One	J5GFX12
LTC06660	Dell OptiPlex 9020 All In One	J52HX12
LTC06661	Dell OptiPlex 9020 All In One	J59JX12
LTC06698	Dell OptiPlex 9020 All In One	JWGGV12
LTC06729	Dell OptiPlex 9020 All In One	JWGF12
LTC06733	Dell OptiPlex 9020 All In One	JWFGX12
LTC06737	Dell OptiPlex 9020 All In One	J57SX12
LTC06738	Dell OptiPlex 9020 All In One	JWJ5W12
LTC06739	Dell OptiPlex 9020 All In One	J57FX12
LTC06740	Dell OptiPlex 9020 All In One	JWJHW12
LTC06741	Dell OptiPlex 9020 All In One	J56FX12
LTC06742	Dell OptiPlex 9020 All In One	JWHSW12
LTC06743	Dell OptiPlex 9020 All In One	J5BFX12
LTC06744	Dell OptiPlex 9020 All In One	JWJPW12
LTC06745	Dell OptiPlex 9020 All In One	JWKBW12
LTC06746	Dell OptiPlex 9020 All In One	JWKGW12
LTC06747	Dell OptiPlex 9020 All In One	J5HFX12
LTC06750	Dell OptiPlex 9020 All In One	JWKTX12
LTC06751	Dell OptiPlex 9020 All In One	JWKCW12
LTC06752	Dell OptiPlex 9020 All In One	JWJSW12
LTC06754	Dell OptiPlex 9020 All In One	JWKGV12
LTC06756	Dell OptiPlex 9020 All In One	J59FX12
LTC06758	Dell OptiPlex 9020 All In One	JWKPW12
LTC06759	Dell OptiPlex 9020 All In One	JWL0W12
LTC06760	Dell OptiPlex 9020 All In One	J5DRX12
LTC06761	Dell OptiPlex 9020 All In One	J4TTX12
LTC06762	Dell OptiPlex 9020 All In One	JWK5W12
LTC06763	Dell OptiPlex 9020 All In One	J5DGX12

LTL07914	HP Chromebook 11 G8 EE	5CD1078Q9B
LTL07940	HP Chromebook 11 G8 EE	5CD107839R
LTL07980	HP Chromebook 11 G8 EE	5CD1078552
LTL08006	HP Chromebook 11 G8 EE	5CD1078K8R
LTL08012	HP Chromebook 11 G8 EE	5CD1078KB1
LTL08083	HP Chromebook 11 G8 EE	5CD1078K9F
LTL08107	HP Chromebook 11 G8 EE	5CD107879M
LTL08120	HP Chromebook 11 G8 EE	5CD1078KBH
LTL08124	HP Chromebook 11 G8 EE	5CD10787PT
LTL08154	HP Chromebook 11 G8 EE	5CD10785WT
LTL08166	HP Chromebook 11 G8 EE	5CD1078CXR
LTL08194	HP Chromebook 11 G8 EE	5CD10787DS
LTL08217	HP Chromebook 11 G8 EE	5CD1078BR6
LTL08219	HP Chromebook 11 G8 EE	5CD1078BMP
LTL08232	HP Chromebook 11 G8 EE	5CD1078BP3
LTL08234	HP Chromebook 11 G8 EE	5CD1078CWB
LTL08240	HP Chromebook 11 G8 EE	5CD1078BPP
LTL08276	HP Chromebook 11 G8 EE	5CD1078BN3
LTL08279	HP Chromebook 11 G8 EE	5CD1078BGC
LTL08284	HP Chromebook 11 G8 EE	5CD1078BTX
LTL08317	HP Chromebook 11 G8 EE	5CD1078D08
LTL08319	HP Chromebook 11 G8 EE	5CD1078BP5
LTL08320	HP Chromebook 11 G8 EE	5CD1078BP2
LTL08322	HP Chromebook 11 G8 EE	5CD1078BK5
LTL08325	HP Chromebook 11 G8 EE	5CD1078CD9
LTL08340	HP Chromebook 11 G8 EE	5CD1078CCY
LTL08370	HP Chromebook 11 G8 EE	5CD1078CDW
LTL08383	HP Chromebook 11 G8 EE	5CD1078BP0
LTL08399	HP Chromebook 11 G8 EE	5CD1078BR3
LTL08402	HP Chromebook 11 G8 EE	5CD1078BNG
LTL08423	HP Chromebook 11 G8 EE	5CD1078CG3
LTL08425	HP Chromebook 11 G8 EE	5CD1078MT2
LTL08427	HP Chromebook 11 G8 EE	5CD1078CD2
LTL08448	HP Chromebook 11 G8 EE	5CD1078CGZ
LTL08456	HP Chromebook 11 G8 EE	5CD1078CH5
LTL08458	HP Chromebook 11 G8 EE	5CD1078CG0
LTL08463	HP Chromebook 11 G8 EE	5CD1078CH2
LTL08493	HP Chromebook 11 G8 EE	5CD1078CDT
LTL08496	HP Chromebook 11 G8 EE	5CD1078G4T
LTL08500	HP Chromebook 11 G8 EE	5CD1078D0V
LTL08517	HP Chromebook 11 G8 EE	5CD1078BTL
LTL08523	HP Chromebook 11 G8 EE	5CD1078BK7
LTL08555	HP Chromebook 11 G8 EE	5CD1078BM4
LTL08557	HP Chromebook 11 G8 EE	5CD1078G5Z
LTL08576	HP Chromebook 11 G8 EE	5CD1078BPX
LTL08587	HP Chromebook 11 G8 EE	5CD1078GHC
LTL08593	HP Chromebook 11 G8 EE	5CD1078CJ5
LTL08598	HP Chromebook 11 G8 EE	5CD1078CCR
LTL08628	HP Chromebook 11 G8 EE	5CD10784VQ
LTL08644	HP Chromebook 11 G8 EE	5CD10784W2
LTL08651	HP Chromebook 11 G8 EE	5CD10784QJ
LTL08660	HP Chromebook 11 G8 EE	5CD1078KJ7
LTL08669	HP Chromebook 11 G8 EE	5CD1078N9C
LTL08700	HP Chromebook 11 G8 EE	5CD10784QT
LTL08702	HP Chromebook 11 G8 EE	5CD10784Q6
LTL08714	HP Chromebook 11 G8 EE	5CD10782V4
LTL08729	HP Chromebook 11 G8 EE	5CD1078CCG
LTL08738	HP Chromebook 11 G8 EE	5CD1078MVP
LTL08745	HP Chromebook 11 G8 EE	5CD10786CF
LTL08762	HP Chromebook 11 G8 EE	5CD1078K98
LTL08767	HP Chromebook 11 G8 EE	5CD1078C37
LTL08793	HP Chromebook 11 G8 EE	5CD107837R
LTL08812	HP Chromebook 11 G8 EE	5CD10784W3

LTC06766	Dell OptiPlex 9020 All In One	J51GX12
LTC06767	Dell OptiPlex 9020 All In One	J5CTX12
LTC06769	Dell OptiPlex 9020 All In One	JWJTX12
LTC06770	Dell OptiPlex 9020 All In One	JWHYW12
LTC06771	Dell OptiPlex 9020 All In One	JWJ7X12
LTC06772	Dell OptiPlex 9020 All In One	JWKHX12
LTC06773	Dell OptiPlex 9020 All In One	J4YGX12
LTC06774	Dell OptiPlex 9020 All In One	J5GTX12
LTC06775	Dell OptiPlex 9020 All In One	J5DTX12
LTC06776	Dell OptiPlex 9020 All In One	JWKHV12
LTC06777	Dell OptiPlex 9020 All In One	JWK8X12
LTC06778	Dell OptiPlex 9020 All In One	JWKKW12
LTC06779	Dell OptiPlex 9020 All In One	JWJXW12
LTC06784	Dell OptiPlex 9020 All In One	JWKSX12
LTC06787	Dell OptiPlex 9020 All In One	JWJ2X12
LTC06789	Dell OptiPlex 9020 All In One	J50JX12
LTC06791	Dell OptiPlex 9020 All In One	JWJHX12
LTC06793	Dell OptiPlex 9020 All In One	JWHZV12
LTC06794	Dell OptiPlex 9020 All In One	J4WSX12
LTC06795	Dell OptiPlex 9020 All In One	J5CSX12
LTC06827	Dell OptiPlex 9020 All In One	J4YHX12
LTC06828	Dell OptiPlex 9020 All In One	J5GRX12
LTC06830	Dell OptiPlex 9020 All In One	JWHKW12
LTC06831	Dell OptiPlex 9020 All In One	J4YSX12
LTC06832	Dell OptiPlex 9020 All In One	JWKRX12
LTC06833	Dell OptiPlex 9020 All In One	J57TX12
LTC06834	Dell OptiPlex 9020 All In One	J55RX12
LTC06835	Dell OptiPlex 9020 All In One	J50GX12
LTC06837	Dell OptiPlex 9020 All In One	JWL0X12
LTC06838	Dell OptiPlex 9020 All In One	J4VHX12
LTC06839	Dell OptiPlex 9020 All In One	J57GX12
LTC06840	Dell OptiPlex 9020 All In One	J53RX12
LTC06841	Dell OptiPlex 9020 All In One	J54GX12
LTC06847	Dell OptiPlex 9020 All In One	J53TX12
LTC06850	Dell OptiPlex 9020 All In One	J4XSX12
LTC06851	Dell OptiPlex 9020 All In One	J4ZGX12
LTC06852	Dell OptiPlex 9020 All In One	J5GGX12
LTC06853	Dell OptiPlex 9020 All In One	J50TX12
LTC06854	Dell OptiPlex 9020 All In One	J4ZQX12
LTC06855	Dell OptiPlex 9020 All In One	JWJDW12
LTC06856	Dell OptiPlex 9020 All In One	JWKQW12
LTC06858	Dell OptiPlex 9020 All In One	J59RX12
LTC06859	Dell OptiPlex 9020 All In One	JWKZW12
LTC06860	Dell OptiPlex 9020 All In One	J5DJX12
LTC06862	Dell OptiPlex 9020 All In One	J5DSX12
LTC06863	Dell OptiPlex 9020 All In One	J5CRX12
LTC06864	Dell OptiPlex 9020 All In One	J5FFX12
LTC06867	Dell OptiPlex 9020 All In One	JWL1W12
LTC06868	Dell OptiPlex 9020 All In One	J4TRX12
LTC06869	Dell OptiPlex 9020 All In One	J54RX12
LTC06872	Dell OptiPlex 9020 All In One	J52JX12
LTC06873	Dell OptiPlex 9020 All In One	J4WFX12
LTC06875	Dell OptiPlex 9020 All In One	J5GHX12
LTC06876	Dell OptiPlex 9020 All In One	J4VGX12
LTC06877	Dell OptiPlex 9020 All In One	J52GX12
LTC06879	Dell OptiPlex 9020 All In One	JWK2X12
LTC06881	Dell OptiPlex 9020 All In One	J5FJX12
LTC06883	Dell OptiPlex 9020 All In One	J4XRX12
LTC06884	Dell OptiPlex 9020 All In One	J4WTX12
LTC06886	Dell OptiPlex 9020 All In One	J59HX12
LTC06887	Dell OptiPlex 9020 All In One	J5BRX12
LTC06890	Dell OptiPlex 9020 All In One	J57JX12
LTC06892	Dell OptiPlex 9020 All In One	J54VX12

LTL08834	HP Chromebook 11 G8 EE	5CD1078K9Q
LTL08848	HP Chromebook 11 G8 EE	5CD1078C9D
LTL08852	HP Chromebook 11 G8 EE	5CD10782HQ
LTL08855	HP Chromebook 11 G8 EE	5CD10782WQ
LTL08867	HP Chromebook 11 G8 EE	5CD10782W0
LTL08881	HP Chromebook 11 G8 EE	5CD1078K4B
LTL08908	HP Chromebook 11 G8 EE	5CD1078HKM
LTL08915	HP Chromebook 11 G8 EE	5CD1078HLD
LTL08925	HP Chromebook 11 G8 EE	5CD1078HLF
LTL08952	HP Chromebook 11 G8 EE	5CD1078CBS
LTL08980	HP Chromebook 11 G8 EE	5CD1078KD5
LTL08986	HP Chromebook 11 G8 EE	5CD107828L
LTL09005	HP Chromebook 11 G8 EE	5CD1078KHL
LTL09022	HP Chromebook 11 G8 EE	5CD1078KCH
LTL09027	HP Chromebook 11 G8 EE	5CD10782YQ
LTL09036	HP Chromebook 11 G8 EE	5CD10784N5
LTL09044	HP Chromebook 11 G8 EE	5CD1078Q2B
LTL09055	HP Chromebook 11 G8 EE	5CD10784P5
LTL09074	HP Chromebook 11 G8 EE	5CD1078K73
LTL09104	HP Chromebook 11 G8 EE	5CD10784MZ
LTL09108	HP Chromebook 11 G8 EE	5CD10783CC
LTL09112	HP Chromebook 11 G8 EE	5CD10784N7
LTL09150	HP Chromebook 11 G8 EE	5CD1078BVT
LTL09157	HP Chromebook 11 G8 EE	5CD1078MZ1
LTL09193	HP Chromebook 11 G8 EE	5CD1078BZX
LTL09202	HP Chromebook 11 G8 EE	5CD1078NCM
LTL09223	HP Chromebook 11 G8 EE	5CD1078N8G
LTL09229	HP Chromebook 11 G8 EE	5CD1078NDL
LTL09244	HP Chromebook 11 G8 EE	5CD10784WB
LTL09249	HP Chromebook 11 G8 EE	5CD1078KF1
LTL09252	HP Chromebook 11 G8 EE	5CD10782JD
LTL09256	HP Chromebook 11 G8 EE	5CD1078NDN
LTL09286	HP Chromebook 11 G8 EE	5CD1078NCJ
LTL09288	HP Chromebook 11 G8 EE	5CD1078N04
LTL09305	HP Chromebook 11 G8 EE	5CD1078GBX
LTL09365	HP Chromebook 11 G8 EE	5CD1078CQV
LTL09369	HP Chromebook 11 G8 EE	5CD1078FYR
LTL09384	HP Chromebook 11 G8 EE	5CD107886Q
LTL09405	HP Chromebook 11 G8 EE	5CD1078CQN
LTL09416	HP Chromebook 11 G8 EE	5CD1078HD5
LTL09427	HP Chromebook 11 G8 EE	5CD1078C55
LTL09438	HP Chromebook 11 G8 EE	5CD1078C5Q
LTL09480	HP Chromebook 11 G8 EE	5CD10785R4
LTL09500	HP Chromebook 11 G8 EE	5CD1078C98
LTL09516	HP Chromebook 11 G8 EE	5CD1078C4J
LTL09563	HP Chromebook 11 G8 EE	5CD1078CPG
LTL09565	HP Chromebook 11 G8 EE	5CD1078655
LTL09595	HP Chromebook 11 G8 EE	5CD1078BWL
LTL09601	HP Chromebook 11 G8 EE	5CD10786RW
LTL09604	HP Chromebook 11 G8 EE	5CD10786V4
LTL09617	HP Chromebook 11 G8 EE	5CD1078CMC
LTL09619	HP Chromebook 11 G8 EE	5CD10786RH
LTL09653	HP Chromebook 11 G8 EE	5CD1078CP9
LTL09706	HP Chromebook 11 G8 EE	5CD1078HM3
LTL09759	HP Chromebook 11 G8 EE	5CD1078HRK
LTL09792	HP Chromebook 11 G8 EE	5CD1078HSC
LTL09795	HP Chromebook 11 G8 EE	5CD1078HL7
LTL09806	HP Chromebook 11 G8 EE	5CD1078K6H
LTL09809	HP Chromebook 11 G8 EE	5CD1078K6W
LTL09876	HP Chromebook 11 G8 EE	5CD10785H0
LTL09898	HP Chromebook 11 G8 EE	5CD10785JL
LTL09908	HP Chromebook 11 G8 EE	5CD10787K1
LTP02530	HP LaserJet 1320n	CNRC69732F

LTC06893	Dell OptiPlex 9020 All In One	J54TX12
LTC06894	Dell OptiPlex 9020 All In One	J52TX12
LTC06895	Dell OptiPlex 9020 All In One	J4YFX12
LTC06896	Dell OptiPlex 9020 All In One	JWJKW12
LTC06897	Dell OptiPlex 9020 All In One	J4TGX12
LTC06898	Dell OptiPlex 9020 All In One	J54JX12
LTC06899	Dell OptiPlex 9020 All In One	J56TX12
LTC06900	Dell OptiPlex 9020 All In One	J51TX12
LTC06901	Dell OptiPlex 9020 All In One	J5CGX12
LTC06903	Dell OptiPlex 9020 All In One	JWJ9X12
LTL00875	HP ProBook 4530S	CNU13007PP
LTL02218	HP ProBook X360 11 G3 EE	5CG93346NP
LTL02553	HP EliteBook Revolve 810 G3	8CG737057H
LTL02750	HP Chromebook 11 G8 EE	5CD0184FXC
LTL02756	HP Chromebook 11 G8 EE	5CD0184FWZ
LTL02758	HP Chromebook 11 G8 EE	5CD0184FZL
LTL02760	HP Chromebook 11 G8 EE	5CD0184HSC
LTL02762	HP Chromebook 11 G8 EE	5CD0184HSJ
LTL02776	HP Chromebook 11 G8 EE	5CD0184HGK
LTL02779	HP Chromebook 11 G8 EE	5CD0184GKW
LTL02792	HP Chromebook 11 G8 EE	5CD0184FXD
LTL03289	HP EliteBook 850 G6	5CG0185WC8
LTL03364	HP Chromebook 11 G8 EE	5CD0184HGW
LTL03371	HP Chromebook 11 G8 EE	5CD01866DC
LTL03407	HP Chromebook 11 G8 EE	5CD0184GJK
LTL03434	HP Chromebook 11 G8 EE	5CD01868H6
LTL03500	HP Chromebook 11 G8 EE	5CD0184FXY
LTL03501	HP Chromebook 11 G8 EE	5CD01868H1
LTL03544	HP Chromebook 11 G8 EE	5CD0184HDW

LTP02681	Epson PowerLite 905	
LTP02725	Epson PowerLite 96W	
LTP02726	Epson PowerLite 96W	
LTP02768	Epson PowerLite 955	
LTP02836	Epson PowerLite 955WH	VSLK5402154
LTP02943	Apple iPad (5th generation)	F9FTD7Q0HLF9
LTP03022	Epson PowerLite 905	
LTP03025	Epson PowerLite 915W	PAKF1Z0770L
LTP03076	Epson PowerLite 980W	X4ZF8300175
LTP03136	Apple iPad (8th Generation)	DMRWJGBRJF8J
NC010-HPLJ1320	HP LaserJet 1320n	
NC031-BROMFC8460	Brother MFC 8460N	
NC110-HPCLJ2550	HP Color LaserJet 2550	
NC211-HPLJ2100	HP LaserJet 2100	
NC237-LEXE260	Lexmark E260dn	
SCA106-HPLJP4015	HP LaserJet P4015dn	
SCB101-HPLJ2015	HP LaserJet 2015	
SCC110-LEXMS312	Lexmark MS312dn	
SCC125-LEXCX410	Lexmark CX410DE	
SCC202-LEXMS811	Lexmark MS811dn	4.06327E+12
SCC214-LEXMS811	Lexmark MS811dn	
SCC228-HPLJ4200	HP LaserJet 4200	
SCD109-LEXMS410	Lexmark CX410DE	
SCD122-HPCLJ4700	HP Color LaserJet 4700dn	
SCD124-HPLJP2055	HP LaserJet 2055dn	
SCD132-LEXE260DN	Lexmark E260dn	
SCH106-HPLJ4200	HP LaserJet 4200	
SCJ107-HPLJP2015	HP LaserJet 2015	
SCJ110-LEXE260	Lexmark E260dn	