

Spring Valley CCSD #99 March 2021 School Board Meeting

Wednesday, March 17, 2021 7:00 PM

John F. Kennedy School, Kennedy Center, 999 N Strong Ave, Spring Valley,
Illinois 61362

1. Roll Call

2. Pledge of Allegiance

3. Approval of Agenda

4. Introduction/Recognition of
Special Guests

5. Public Comment, Correspondence and
Announcements

6. Consent Agenda

A. Approval of February 17, 2021 Regular Meeting
Minutes

B. Approval of the Financial Report

C. Approval of the Treasurer's Report

D. Approval of District Bills

E. Approval of Imprest Fund Expenditures

F. Approval of Activity Fund Expenditures

7. Discussion Items

A. Cash Flow & Budget Watch

B. 2021-2022 Handbook Update

C. Travel Team Gym Usage

8. Administrative Reports

A. Assistant Principal Report

B. Principal Report

C. Superintendent Report

9. Action Items

A. Approve the Special Education Workload Plan

B. Approve November Board Policies & SOPPA
Practices

10. Executive Session - Reference: 5
ILCS 120 (c) 1,11,14

A. **Negotiations Update**

11. **Possible Action After Closed Session**

A. **Approve Closed Session Minutes for March**

B. **Approve the Resignation of Corri Heiden, Secretary**

C. **Approve the Hiring of Corri Heiden, Teacher's aide**

D. **Approve the hiring of Mari Eschenbaum**

E. **Authorize the maternity leave for Sara Green**

F. **Approve 2nd-Year Contracts for 2021-22 for: Julia Bauer K, Amy Ossola 5th, Kristen Hall 6/7 Sci, Kathleen Ritchie 6/7 ELA, Kristin Wrobleski Life Skills, Amanda Foote SPED**

G. **Approve 3rd-Year Contracts for 2021-22 for: Chelsea Berg PK, Brooke Jeppson 3rd, Jessalyn DeSerf 7/8 Math, Emily Lesman 6/7 Math, Pam Buettner Jr High SPED, Brooke Kurkowski K-4 SPED Life Skills, Connie Hartman SPED, Kaylee Sienza SLP, Adam Falkenhayn 2nd**

H. **Approve 4th-Year Contracts for 2021-22 for: Brandon Jarot Band, Erin Cohill SPED, Jessica Lannen PK, Lois Croasdale 1st**

I. **Approve 5th-Year/Tenure Contracts for 2021-22 for: Janet Roche 3rd, Kaitlyn Foley 5th, TJ Orlandi 5th, Kristyn Peterson 1st, Kate Fiocchi Librarian**

12. **Adjournment**

SPRING VALLEY COMMUNITY CONSOLIDATED SCHOOL DISTRICT #99
REGULAR MEETING OF THE BOARD OF EDUCATION
KENNEDY CENTER, JOHN F. KENNEDY SCHOOL (Also available through Zoom)
999 NORTH STRONG AVENUE, SPRING VALLEY, IL 61362
WEDNESDAY, MARCH 17, 2021, 7:00 P.M.

Note: Other items may be added to the agenda.

Posted: MARCH 12, 2021

AGENDA

- 1. ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. INTRODUCTION/RECOGNITION OF SPECIAL GUESTS**
- 5. PUBLIC COMMENT, CORRESPONDENCE, AND ANNOUNCEMENTS**
- 6. CONSENT AGENDA**
 - A. Approval of February 17, 2021 Regular Meeting Minutes
 - B. Approval of the Financial Report
 - C. Approval of the Treasurer's Report
 - D. Approval of District Bills
 - E. Approval of Imprest Fund Expenditures
 - F. Approval of Activity Fund Expenditures
- 7. DISCUSSION ONLY ITEMS**
 - A. Cash Flow & Budget Watch
 - B. 2021-2022 Handbook Update
 - C. Travel Team Gym Usage
- 8. ADMINISTRATIVE REPORTS**
 - A. Assistant Principal Report
 - B. Principal Report
 - C. Superintendent Report
- 9. ACTION ITEMS**
 - A. Approve the Special Education Workload Plan
 - B. Approve November Board Policies & SOPPA Practices
- 10. EXECUTIVE SESSION - Reference: 5 ILCS 120 (c) 1,2,14**
- 11. POSSIBLE ACTION AFTER CLOSED SESSION**
- 12. ADJOURNMENT**

**SPRING VALLEY COMMUNITY CONSOLIDATED SCHOOL DISTRICT #99
REGULAR MEETING OF THE BOARD OF EDUCATION
KENNEDY CENTER, JOHN F. KENNEDY SCHOOL (Also available through Zoom)
999 NORTH STRONG AVENUE, SPRING VALLEY, IL 61362
WEDNESDAY, FEBRUARY 17, 2021, 7:00 P.M.**

MINUTES

1. ROLL CALL

Board of Education Members Present: Ray Nolasco, Trisha Harrison-ZOOM, Ted Urbanski, Jim Faletti, Lindsay Ferrari, Jen Diaz-Absent and Tina Pienta

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

MOTION by Urbanski seconded by Pienta that the Board of Education approve the Agenda.

Roll Call: Urbanski, Pienta, Harrison, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.

4. INTRODUCTION/RECOGNITION OF SPECIAL GUESTS –Mr. Jarot made a presentation honoring Gwen Struck for her participation in the 2020 ILMEA District 2 Band Festival this past Fall. Gwen also participated in the 2019 ILMEA District 2 Band Festival at Augustana College. To commemorate Gwen’s participation in the ILMEA audition process and festival we will be hanging a plaque with her name and instrument on it in the band room.

5. PUBLIC COMMENT, CORRESPONDENCE, AND ANNOUNCEMENTS

6. CONSENT AGENDA

- A. Approval of January 20, 2021 Regular Meeting Minutes
- B. Approval of the Financial Report
- C. Approval of the Treasurer’s Report
- D. Approval of District Bills
- E. Approval of Imprest Fund Expenditures
- F. Approval of Activity Fund Expenditures

MOTION by Urbanski seconded by Faletti that the Board of Education approve the Consent Agenda.

Roll Call: Urbanski, Faletti, Harrison, Ferrari, Pienta and Nolasco all voted aye. No nays. Motion carried.

7. DISCUSSION ONLY ITEMS

- A. **Cash Flow & Budget Watch** –We’ve received 58% of 3.4 million of our EBF. Revenues are at 68% and Expenditures are at 65%. Our investments were a little lower than expected. Vezzetti Capital will give us a report.
- B. **COVID-19 Plan** – A letter regarding the plan was emailed to parents and staff.
- C. **1st Reading of the Special Education Workload Plan** – No updates have been made this year. The committee was happy with the current plan.
- D. **Handbook Update** – Ryan will hold a Zoom meeting on Thursday to discuss next year’s handbook.
- E. **Travel Team Gym Use** – Travel volleyball is starting around the area and the teams have contacted us for gym time. Everyone is in agreement to not let anyone outside our teams use the gym.

8. ADMINISTRATIVE REPORTS

- A. **Assistant Principal Report** –Our enrollment is at 628 students. 5 minors and 2 majors have been given out this year so far.
Athletics has started volleyball has 7 games scheduled. Boys’ basketball has also begun. We will start allowing 2 fans per athlete to watch the games. Scholastic Bowl has started matches as well. Katie Ritchie will be the 7th grade girls’ basketball coach and Katelyn Foley will coach track.
- B. **Principal Report** –Jean Larson and Dan Kleinau received the School Habitat Grant. They will be planting 60 plants native to Illinois that attract butterflies.
- C. **Superintendent Report**

9. ACTION ITEMS

- A. Approve 2021-2022 Calendar
MOTION by Urbanski seconded by Pienta that the Board of Education approve 2021-2022 Calendar.
Roll Call: Urbanski, Pienta, Harrison, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.
- B. Approve Technology Plan
MOTION by Pienta seconded by Faletti that the Board of Education approve Technology Plan.
Roll Call: Pienta, Faletti, Harrison, Urbanski, Ferrari and Nolasco all voted aye. No nays. Motion carried.
- C. Approve 3-year Technology Lease with Hometown National Bank
MOTION by Urbanski seconded by Pienta that the Board of Education approve 3-year Technology lease with Hometown National Bank.
Roll Call: Urbanski, Pienta, Harrison, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.
- D. Conditional Approval of a 3-Year Bus Contract
MOTION by Faletti seconded by Ferrari that the Board of Education conditionally approve a 3-Year Bus Contract.
Roll Call: Faletti, Ferrari, Harrison, Urbanski, Pienta and Nolasco all voted aye. No nays. Motion carried.
- E. Adopt District Cash Handling Practices
MOTION by Ferrari seconded by Pienta that the Board of Education adopt District Cash Handling Practices.
Roll Call: Ferrari, Pienta, Harrison, Urbanski, Faletti and Nolasco all voted aye. No nays. Motion carried.
- F. Approve 3-year Contract with Land’s Energy –
MOTION by Pienta seconded by Urbanski that the Board of Education approve 3-Year Contract with Land’s Energy.
Roll Call: Pienta, Urbanski, Harrison, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.
- G. Approve Resolution Regarding the TRS Supplemental Savings Plan Employer Participation Agreement
MOTION by Pienta seconded by Urbanski that the Board of Education Approve Resolution Regarding the TRS Supplemental Savings Plan Employer Participation Agreement.
Roll Call: Pienta, Urbanski, Harrison, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.

H. MOTION by Faletti seconded by Urbanski that the Board of Education approve Covid Return to School Plan.

Roll Call: Faletti, Urbanski, Harrison, Ferrari, Pienta and Nolasco all voted aye. No nays. Motion carried.

10. EXECUTIVE SESSION - Reference: 5 ILCS 120 (c) 1,2,14 [Review of closed session minutes, staff issues, & negotiations.]

7:52 pm

MOTION by Pienta seconded by Urbanski that the Board of Education go into Executive Session. Roll Call: Pienta, Urbanski, Harrison, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.

Begin Closed: 7:53 pm

End Closed: 8:02 pm

11. POSSIBLE ACTION AFTER CLOSED SESSION

A. Approve Closed Session Minutes for February

MOTION by Urbanski seconded by Pienta that the Board of Education approve Closed Session Minutes for February.

Roll Call: Urbanski, Pienta, Harrison, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.

B. Accept the 4-Year Retirement Request for Mary Beth Miklavcic

MOTION by Pienta seconded by Urbanski that the Board of Education accept the 4-year Retirement Request for Mary Beth Miklavcic with regret.

Roll Call: Pienta, Urbanski, Harrison, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.

12. ADJOURNMENT

MOTION by Harrison seconded by Pienta that the Board of Education adjourn the February 17, 2021 Board of Education Meeting.

Roll Call: Harrison, Pienta, Urbanski, Faletti, Ferrari and Nolasco all voted aye. No nays. Motion carried.

Attest:

Raymond Nolasco, President

Theodore Urbanski, Secretary

Spring Valley District 99 Expenditure Repo

Printed: 3/3/2021 9:32 AM
Spring Valley CCSD 99

Education Fund 10						
Fund	10	Education Fund				
Function	1100	Regular K-12 Programs				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
Education Fund						
Regular K-12 Programs						
10-1110-3200-30	DIGITAL EQUITY PURCH SERV	7,435.00	0.00	0.00	7,435.00	0.00
10-1110-4100-30	DIGITAL EQUITY SUPPLIES	55,178.00	4,257.00	5,649.00	49,529.00	10.24
1100 Regular K-12 Programs		62,613.00	4,257.00	5,649.00	56,964.00	9.02 ** Function
Regular Programs						
10-1110-1100-1	REGULAR SALARIES	1,649,097.00	121,016.40	1,075,346.26	573,750.74	69.17
10-1110-1100-10	SEED GRANT SALARIES	0.00	0.00	0.00	0.00	0.00
10-1110-1100-12	INSURANCE STIPEND SALARY	22,000.00	0.00	19,800.00	2,200.00	90.00
10-1110-1100-20	TITLE II TEACHER SALARY	27,327.00	1,708.16	16,119.14	11,207.86	63.45
10-1110-1100-21	HEALTHY COMM GRANT SALARIES	0.00	0.00	0.00	0.00	0.00
10-1110-1500-1	HOME HOSPITAL TUTORING SALARY	0.00	0.00	0.00	0.00	0.00
10-1110-1700-1	SICK DAYS TEACHERS	0.00	0.00	0.00	0.00	0.00
10-1110-2100-1	REGULAR TRS	177,608.00	12,406.71	127,777.65	49,830.35	75.40
10-1110-2100-10	SEED GRANT TRS	0.00	0.00	0.00	0.00	0.00
10-1110-2100-12	INSURANCE NON STIPEND TRS	1,523.00	0.00	1,523.10	(0.10)	100.01
10-1110-2100-20	TITLE II TEACHER SALARY (17B)	0.00	0.00	137.08	(137.08)	0.00
10-1110-2100-21	HEALTHY COMM GRANT TRS	0.00	0.00	0.00	0.00	0.00
10-1110-2101-20	TITLE II FEDERAL TRS	0.00	0.00	0.00	0.00	0.00
10-1110-2110-1	REGULAR NEC	11,444.00	799.49	8,294.28	3,149.72	75.93
10-1110-2110-10	SEED GRANT NEC	0.00	0.00	0.00	0.00	0.00
10-1110-2110-12	INSURANCE NON STIPEND NEC	98.00	0.00	98.14	(0.14)	100.14
10-1110-2110-20	TITLE II TEACHER SALARY (8B)	0.00	0.00	8.83	(8.83)	0.00
10-1110-2110-21	HEALTHY COMM GRANT NEC	0.00	0.00	0.00	0.00	0.00
10-1110-2120-1	REGULAR THIS/ETHIS	42,624.00	2,977.76	30,764.28	11,859.72	75.63
10-1110-2120-10	SEED GRANT THIS/ETHIS	0.00	0.00	0.00	0.00	0.00
10-1110-2120-12	INSURANCE NON STIPEND THIS/ETHIS	366.00	0.00	365.54	0.46	99.87
10-1110-2120-20	TITLE II TEACHER SALARY (9B)	0.00	0.00	32.90	(32.90)	0.00
10-1110-2120-21	HEALTHY COMM GRANT THIS/ETHIS	0.00	0.00	0.00	0.00	0.00
10-1110-2200-1	REGULAR VISION INS	2,677.00	226.26	1,794.01	882.99	71.30
10-1110-220-1	REGULAR SALARIES (31B)	0.00	(68,200.00)	0.00	0.00	0.00
10-1110-2201-1	RETIRES INSURANCE	43,343.00	2,542.81	27,099.36	16,243.64	62.52
10-1110-220-20	TITLE II TEACHER SALARY (31B)	0.00	(1,386.00)	0.00	0.00	0.00
10-1110-2210-1	REGULAR LIFE INS	1,980.00	166.44	1,296.18	683.82	69.72
10-1110-2210-12	INSURANCE STIPEND SALARY (12B)	0.00	0.00	0.00	0.00	0.00
10-1110-2220-1	REGULAR HEALTH INS	253,925.00	21,341.51	169,748.78	84,176.22	71.11
10-1110-2230-1	REGULAR DENTAL INS	14,520.00	1,329.22	10,236.00	4,284.00	75.14
10-1110-2300-1	TUITION REIMBURSEMENT	18,000.00	336.75	4,617.40	13,382.60	25.65
10-1110-3100-10	SEED GRANT PROF DEV/TRAVEL	0.00	0.00	39.01	(39.01)	0.00

Spring Valley District 99 Expenditure Repo

Printed: 3/3/2021 9:32 AM
Spring Valley CCSD 99

Education Fund 10							
Fund	10	Education Fund					
Function	1110	Regular Programs					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
10-1110-3100-25	TITLE IV SSAE PURCH SVC	1,515.00	0.00	50.00	1,465.00	3.30	
10-1110-3100-27	TITLE V PURCHASED SERVICES	0.00	0.00	0.00	0.00	0.00	
10-1110-3100-58	ESSER GRANT PURCH SERV	22,341.00	0.00	20,156.12	2,184.88	90.22	
10-1110-3200-1	REGULAR PURCHASED SERVICE	1,800.00	0.00	1,640.22	159.78	91.12	
10-1110-3300-1	REGULAR TRAVEL	200.00	0.00	0.00	200.00	0.00	
10-1110-3400-1	POSTAGE	4,500.00	0.00	3,073.20	1,426.80	68.29	
10-1110-4100-1	REGULAR SUPPLIES	22,000.00	337.09	19,645.54	2,354.46	89.30	
10-1110-4100-10	SEED GRANT SUPPLIES	0.00	0.00	279.13	(279.13)	0.00	
10-1110-4100-15	PROJECT LEAD THE WAY EXPENSES	0.00	0.00	6,958.75	(6,958.75)	0.00	
10-1110-4100-21	HEALTHY COMM GRANT SUPPLIES	0.00	0.00	0.00	0.00	0.00	
10-1110-4100-24	TITLE VI RURAL SCHOOL PROG EXPENSES	12,394.00	0.00	0.00	12,394.00	0.00	
10-1110-4100-27	TITLE V SUPPLIES	0.00	0.00	130.30	(130.30)	0.00	
10-1110-4100-58	ESSER GRANT SUPPLIES	78,177.00	0.00	58,530.04	19,646.96	74.87	
10-1110-4101-1	SUPPLIES - MIDDLE	7,000.00	0.00	709.99	6,290.01	10.14	
10-1110-4102-1	SUPPLIES - PRIMARY	3,500.00	0.00	3,078.09	421.91	87.95	
10-1110-4200-1	TEXTBOOKS	0.00	0.00	0.00	0.00	0.00	
10-1110-4300-1	OTHER SUPPLIES/TEACHERS	10,500.00	1,424.75	4,479.65	6,020.35	42.66	
10-1110-4300-25	TITLE IV SSAE SUPPLIES	4,000.00	0.00	213.85	3,786.15	5.35	
10-1110-4400-1	ART SUPPLIES	500.00	0.00	403.81	96.19	80.76	
10-1110-4500-1	VOCAL MUSIC SUPPLIES	1,000.00	83.40	83.40	916.60	8.34	
10-1110-4600-1	BAND SUPPLIES	1,500.00	0.00	1,269.88	230.12	84.66	
10-1110-4700-1	P.E. SUPPLIES	2,500.00	0.00	1,134.70	1,365.30	45.39	
10-1110-4800-1	SCIENCE LAB SUPPLIES	0.00	0.00	0.00	0.00	0.00	
10-1110-5100-1	REGULAR CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	
10-1110-5100-25	TITLE IV SSAE CAPITAL OULAY	0.00	0.00	0.00	0.00	0.00	
10-1110-5100-27	TITLE V CAPITAL OUTLAY	12,394.00	0.00	12,394.00	0.00	100.00	
10-1110-5100-58	ESSER GRANT CAPITAL OUTLAY	18,000.00	0.00	17,982.00	18.00	99.90	
1110 Regular Programs		2,470,353.00	97,110.75	1,647,310.61	823,042.39	70.18	** Function
Function 1111							
10-1111-1200-1	SUBSTITUTE SALARY	80,000.00	6,745.31	40,863.49	39,136.51	55.22	
10-1111-2100-1	SUBSTITUTE TRS	0.00	0.00	0.00	0.00	0.00	
10-1111-2110-1	SUBSTITUTE NEC	650.00	29.73	73.95	576.05	14.53	
10-1111-2120-1	SUBSTITUTE THIS/ETHIS	1,050.00	47.14	117.29	932.71	14.26	
10-1111-2200-1	SUBSTITUTE SALARY (47B)	0.00	3.30	3.30	(3.30)	0.00	
10-1111-2210-1	SUBSTITUTE SALARY (12B)	0.00	2.28	2.28	(2.28)	0.00	
10-1111-2220-1	SUBSTITUTE SALARY (28B)	0.00	315.23	315.23	(315.23)	0.00	
10-1111-2230-1	SUBSTITUTE SALARY (43B)	0.00	18.26	18.26	(18.26)	0.00	
1111 Function 1111		81,700.00	7,161.25	41,393.80	40,306.20	54.79	** Function

Spring Valley District 99 Expenditure Repo

Printed: 3/3/2021 9:32 AM
Spring Valley CCSD 99

Education Fund 10							
Fund	10	Education Fund					
Function	1125	Pre-K Programs					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
Pre-K Programs							
10-1125-1100-16	ECE SALARIES	101,849.00	7,871.85	66,425.50	35,423.50	69.08	
10-1125-1200-16	ECE SUBSTITUTES	4,000.00	0.00	397.99	3,602.01	9.95	
10-1125-2100-16	ECE TRS	6,091.00	470.70	4,298.64	1,792.36	74.44	
10-1125-2110-16	ECE NEC	393.00	30.34	277.72	115.28	74.53	
10-1125-2120-16	ECE THIS/ETHIS	1,461.00	112.96	1,032.58	428.42	74.54	
10-1125-2200-16	ECE VISION INS	195.00	16.28	130.24	64.76	70.96	
10-1125-220-16	ECE SALARIES (31B)	0.00	(3,300.00)	0.00	0.00	0.00	
10-1125-2210-16	ECE LIFE INS	166.00	13.68	109.44	56.56	70.05	
10-1125-2220-16	ECE HEALTH INS	18,538.00	1,554.96	12,409.32	6,128.68	71.13	
10-1125-2230-16	ECE DENTAL INS	1,170.00	107.74	831.20	338.80	75.65	
10-1125-2300-16	ECE TUITION REIMB	0.00	0.00	0.00	0.00	0.00	
10-1125-3100-16	ECE PURCH SERVICE	500.00	0.00	480.00	20.00	96.00	
10-1125-4100-16	ECE SUPPLIES	300.00	0.00	243.04	56.96	81.01	
10-1125-5100-16	ECE CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	
1125	Pre-K Programs	134,663.00	6,878.51	86,635.67	48,027.33	68.11	** Function
Special Ed Programs K-12							
10-1205-6100-1	SEQUEL TUITION	64,500.00	197.31	64,118.11	381.89	99.41	
10-1200-6100-1	LIGHTED WAY TUITION	60,000.00	6,295.27	38,653.66	21,346.34	64.42	
1200	Special Ed Programs K-12	124,500.00	6,492.58	102,771.77	21,728.23	82.55	** Function
Infant/Toddler (I/T)							
10-1215-1100-1	LIFE SKILLS SALARIES	144,816.00	(4,553.83)	72,230.31	72,585.69	53.37	
10-1215-2100-1	LIFE SKILLS TRS	8,150.00	645.32	5,326.96	2,823.04	69.32	
10-1215-2110-1	LIFE SKILLS NEC	525.00	41.58	343.27	181.73	69.34	
10-1215-2120-1	LIFE SKILLS THIS/ETHIS	1,956.00	154.88	1,278.48	677.52	69.32	
10-1215-2200-1	LIFE SKILLS VISION INS	92.00	6.60	66.00	26.00	75.33	
10-1215-220-1	LIFE SKILLS SALARIES (31B)	0.00	(814.00)	0.00	0.00	0.00	
10-1215-2210-1	LIFE SKILLS LIFE INS	227.00	22.80	175.49	51.51	82.33	
10-1215-2220-1	LIFE SKILLS HEALTH INS	12,042.00	917.44	8,516.80	3,525.20	74.54	
10-1215-2230-1	LIFE SKILLS DENTAL INS	473.00	36.52	351.50	121.50	78.17	
10-1215-2300-1	LIFE SKILLS TUITION REIMB	0.00	0.00	0.00	0.00	0.00	
10-1215-3300-1	LIFE SKILLS TRAVEL	0.00	0.00	0.00	0.00	0.00	
10-1215-4100-1	LIFE SKILLS SUPPLIES	2,000.00	120.59	756.88	1,243.12	37.84	
1215	Infant/Toddler (I/T)	170,281.00	(3,422.10)	89,045.69	81,235.31	55.80	** Function
Cross-Categorical (Cc)							
10-1220-1100-1	CC PRIMARY SALARIES	64,395.00	(4,644.83)	16,821.23	47,573.77	27.38	
10-1220-2100-1	CC PRIMARY TRS	4,770.00	0.00	714.90	4,055.10	14.99	
10-1220-2110-1	CC PRIMARY NEC	307.00	0.00	46.08	260.92	15.01	

Spring Valley District 99 Expenditure Repo

Printed: 3/3/2021 9:32 AM
Spring Valley CCSD 99

Education Fund 10							
Fund	10	Education Fund					
Function	1220	Cross-Categorical (Cc)					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-1220-2120-1		CC PRIMARY THIS/ETHIS	1,145.00	0.00	171.56	973.44	14.98
10-1220-2200-1		CC PRIMARY VISION INS	79.00	0.00	13.20	65.80	16.71
10-1220-2210-1		CC PRIMARY LIFE INS	109.00	4.56	45.60	63.40	43.93
10-1220-2220-1		CC PRIMARY HEALTH INS	10,816.00	286.98	3,526.04	7,289.96	33.93
10-1220-2230-1		CC PRIMARY DENTAL INS	405.00	0.00	67.56	337.44	16.68
10-1220-2300-1		CC PRIMARY TUITION REIMB	0.00	0.00	0.00	0.00	0.00
10-1220-3300-1		CC PRIMARY TRAVEL	0.00	0.00	0.00	0.00	0.00
10-1220-4100-1		CC PRIMARY SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
1220	Cross-Categorical (Cc)		83,026.00	(4,353.29)	21,406.17	61,619.83	26.94
							** Function
Function 1221							
10-1221-1100-1		CC MIDDLE SALARIES	100,824.00	1,566.91	84,822.60	16,001.40	90.09
10-1221-2100-1		CC MIDDLE TRS	4,558.00	720.98	5,804.65	(1,246.65)	135.26
10-1221-2110-1		CC MIDDLE NEC	294.00	46.46	374.07	(80.07)	135.14
10-1221-2120-1		CC MIDDLE THIS/ETHIS	1,094.00	173.04	1,393.16	(299.16)	135.25
10-1221-2200-1		CC MIDDLE VISION INS	79.00	13.20	92.40	(13.40)	125.32
10-1221-220-1		CC MIDDLE SALARIES (31B)	0.00	(4,400.00)	0.00	0.00	0.00
10-1221-2210-1		CC MIDDLE LIFE INS	218.00	22.80	173.28	44.72	84.72
10-1221-2220-1		CC MIDDLE HEALTH INS	7,354.00	1,260.92	8,755.88	(1,401.88)	127.64
10-1221-2230-1		CC MIDDLE DENTAL INS	405.00	73.04	500.32	(95.32)	132.55
10-1221-2300-1		CC MIDDLE TUITION REIMB	0.00	0.00	0.00	0.00	0.00
10-1221-3300-1		CC MIDDLE TRAVEL	0.00	0.00	0.00	0.00	0.00
10-1221-4100-1		CC MIDDLE SUPPLIES	0.00	0.00	396.06	(396.06)	0.00
1221	Function 1221		114,826.00	(522.65)	102,312.42	12,513.58	95.34
							** Function
Function 1222							
10-1222-1100-1		CC JR HIGH SALARIES	136,155.00	55.66	91,206.25	44,948.75	71.49
10-1222-2100-1		CC JR HIGH TRS	10,330.00	801.10	7,185.61	3,144.39	73.44
10-1222-2110-1		CC JR HIGH NEC	666.00	51.62	462.98	203.02	73.39
10-1222-2120-1		CC JR HIGH THIS/ETHIS	2,479.00	192.26	1,724.50	754.50	73.44
10-1222-2200-1		CC JR HIGH VISION INS	158.00	13.20	105.60	52.40	71.01
10-1222-220-1		CC JR HIGH SALARIES (31B)	0.00	(4,400.00)	0.00	0.00	0.00
10-1222-2210-1		CC JR HIGH LIFE INS	218.00	18.24	145.92	72.08	71.12
10-1222-2220-1		CC JR HIGH HEALTH INS	14,708.00	1,260.92	9,981.52	4,726.48	72.15
10-1222-2230-1		CC JR HIGH DENTAL INS	811.00	73.04	567.88	243.12	74.53
10-1222-2300-1		CC JR HIGH TUITION REIMB	0.00	0.00	0.00	0.00	0.00
10-1222-3300-1		CC JR HIGH TRAVEL	0.00	0.00	0.00	0.00	0.00
10-1222-4100-1		CC JR HIGH SUPPLIES	0.00	0.00	0.00	0.00	0.00
10-1222-5100-1		CC JR HIGH CAP OUTLAY	0.00	0.00	0.00	0.00	0.00
1222	Function 1222		165,525.00	(1,933.96)	111,380.26	54,144.74	71.72
							** Function

Special Education Programs Pre-K

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Education Fund 10							
Fund	10	Education Fund					
Function	1225	Special Education Programs Pre-K					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
10-1225-1100-1	PRESCHOOL SALARY	25,523.00	(1,055.68)	15,504.06	10,018.94	65.11	
10-1225-2100-1	PRESCHOOL TRS	1,735.00	134.08	1,240.31	494.69	75.35	
10-1225-2110-1	PRESCHOOL NEC	112.00	8.64	79.93	32.07	75.22	
10-1225-2120-1	PRESCHOOL THIS/ETHIS	416.00	32.20	297.85	118.15	75.47	
10-1225-2200-1	PRESCHOOL VISION INS	40.00	3.30	26.40	13.60	70.13	
10-1225-220-1	PRESCHOOL SALARY (31B)	0.00	(1,100.00)	0.00	0.00	0.00	
10-1225-2210-1	PRESCHOOL LIFE INS	55.00	4.56	36.48	18.52	70.47	
10-1225-2220-1	PRESCHOOL HEALTH INS	3,677.00	315.24	2,495.46	1,181.54	72.15	
10-1225-2230-1	PRESCHOOL DENTAL INS	203.00	18.26	142.00	61.00	74.45	
10-1225-3100-1	PRESCHOOL PURCH SERV	1,000.00	0.00	0.00	1,000.00	0.00	
10-1225-3300-1	PRESCHOOL TRAVEL	0.00	0.00	0.00	0.00	0.00	
10-1225-4100-1	PRESCHOOL SUPPLIES	0.00	0.00	0.00	0.00	0.00	
1225 Special Education Programs Pre-K		32,761.00	(1,639.40)	19,822.49	12,938.51	64.69	** Function
Remedial and Supplemental Programs K-12							
10-1250-1100-26	TITLE 1 SALARY	108,386.00	8,036.62	67,821.38	40,564.62	66.28	
10-1250-2100-26	TITLE 1 TRS	10,720.00	794.84	6,707.64	4,012.36	66.28	
10-1250-2101-26	TITLE 1 FEDERAL TRS	11,282.00	919.36	8,788.00	2,494.00	81.97	
10-1250-2110-26	TITLE 1 NEC	690.00	51.24	432.42	257.58	66.38	
10-1250-2120-26	TITLE 1 THIS/ETHIS	2,572.00	190.76	1,609.78	962.22	66.30	
10-1250-2200-26	TITLE 1 VISION INS	0.00	0.00	0.00	0.00	0.00	
10-1250-2210-26	TITLE I LIFE INS	110.00	9.12	70.58	39.42	68.31	
10-1250-2220-26	TITLE I HEALTH INS	0.00	0.00	0.00	0.00	0.00	
10-1250-2230-26	TITLE I DENTAL INS	0.00	0.00	0.00	0.00	0.00	
10-1250-2300-26	TITLE I TUITION REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	
10-1250-3100-26	TITLE I PURCH SERVICE	20,169.00	0.00	18,399.12	1,769.88	91.22	
10-1250-4100-26	TITLE I SUPPLIES	13,661.00	850.60	15,751.32	(2,090.32)	115.30	
10-1250-5100-26	TITLE I CAPITAL OUTLAY	13,185.00	0.00	0.00	13,185.00	0.00	
1250 Remedial and Supplemental Programs K-12		180,775.00	10,852.54	119,580.24	61,194.76	68.92	** Function
Interscholastic Programs							
10-1500-1100-1	EXTRA CURRICULAR SALARIES	60,089.00	258.69	6,431.06	53,657.94	10.92	
10-1500-2100-1	EXTRA CURRICULAR TRS	5,705.00	25.60	628.84	5,076.16	11.25	
10-1500-2110-1	EXTRA CURRICULAR NEC	368.00	1.64	40.46	327.54	11.22	
10-1500-2120-1	EXTRA CURRICULAR THIS/ETHIS	1,369.00	6.14	150.89	1,218.11	11.25	
10-1500-2200-1	EXTRA CURRICULAR VISION INS	12.00	0.86	8.89	3.11	77.67	
10-1500-220-1	EXTRA CURRICULAR SALARIES (31B)	0.00	(98.56)	0.00	0.00	0.00	
10-1500-2210-1-1	EXTRA CURRICULAR LIFE INS	8.00	0.62	6.32	1.68	82.88	
10-1500-2220-1-1	EXTRA CURRICULAR HEALTH INS	1,086.00	0.00	125.28	960.72	11.54	
10-1500-2220-1-2	EXTRA CURRICULAR SALARIES (11B)	0.00	82.84	730.02	(730.02)	0.00	
10-1500-2230-1-1	EXTRA CURRICULAR DENTAL INS	74.00	0.00	8.58	65.42	11.59	

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Education Fund 10							
Fund	10	Education Fund					
Function	1500	Interscholastic Programs					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-1500-2230-1-2	EXTRA CURRICULAR SALARIES (41B)		0.00	6.38	50.64	(50.64)	0.00
10-1500-3100-1	EXTRA CURRICULAR PURCH SERVICE		12,000.00	0.00	16.95	11,983.05	0.14
10-1500-3300-1	EXTRA CURRICULAR TRAVEL		200.00	0.00	0.00	200.00	0.00
10-1500-4100-1	EXTRA CURRICULAR SUPPLIES		2,500.00	734.13	1,339.41	1,160.59	53.58
10-1500-5100-1	EXTRA CURRICULAR CAP OUT		0.00	0.00	0.00	0.00	0.00
10-1500-6100-1	EXTRA CURRICULAR FEES		3,000.00	0.00	0.00	3,000.00	0.00
1500	Interscholastic Programs		86,411.00	1,018.34	9,537.34	76,873.66	11.26
							** Function
<u>Bilingual Programs</u>							
10-1800-1100-38	TBE SALARIES		79,063.00	6,110.70	51,745.04	27,317.96	69.31
10-1800-2100-38	TBE TRS		5,142.00	397.42	3,571.41	1,570.59	73.32
10-1800-2110-38	TBE NEC		331.00	25.62	230.23	100.77	73.43
10-1800-2120-38	TBE THIS/ETHIS		1,234.00	95.38	857.11	376.89	73.32
10-1800-2200-38	TBE VISION INS		79.00	6.60	52.80	26.20	71.01
10-1800-220-38	TBE SALARIES (31B)		0.00	(2,200.00)	0.00	0.00	0.00
10-1800-2210-38	TBE LIFE INS		109.00	9.12	72.96	36.04	71.12
10-1800-2220-38	TBE HEALTH INS		7,354.00	630.46	4,990.76	2,363.24	72.15
10-1800-2230-38	TBE DENTAL INS		405.00	36.52	283.94	121.06	74.62
10-1800-2300-38	TBE TUITION REIMBURSEMENT		0.00	0.00	0.00	0.00	0.00
10-1800-3300-38	TBE TRAVEL		0.00	0.00	0.00	0.00	0.00
10-1800-4100-38	TBE SUPPLIES		300.00	0.00	435.00	(135.00)	145.00
1800	Bilingual Programs		94,017.00	5,111.82	62,239.25	31,777.75	70.09
							** Function
<u>Guidance Services</u>							
10-2120-1100-1	GUIDANCE SALARY		144,483.00	11,208.16	94,211.38	50,271.62	69.08
10-2120-2100-1	GUIDANCE TRS		14,290.00	1,108.50	9,752.77	4,537.23	72.13
10-2120-2110-1	GUIDANCE NEC		921.00	71.44	628.56	292.44	72.13
10-2120-2120-1	GUIDANCE THIS/ETHIS		3,429.00	266.04	2,340.70	1,088.30	72.14
10-2120-2200-1	GUIDANCE VISION INS		198.00	16.50	132.00	66.00	70.83
10-2120-220-1	GUIDANCE SALARY (31B)		0.00	(4,400.00)	0.00	0.00	0.00
10-2120-2210-1	GUIDANCE LIFE INS		109.00	9.12	72.96	36.04	71.12
10-2120-2220-1	GUIDANCE HEALTH INS		18,413.00	1,587.90	12,542.64	5,870.36	72.43
10-2120-2230-1	GUIDANCE DENTAL INS		1,128.00	101.98	792.02	335.98	74.73
10-2120-2300-1	GUIDANCE TUITION		0.00	0.00	0.00	0.00	0.00
10-2120-3300-1	GUIDANCE TRAVEL		0.00	0.00	0.00	0.00	0.00
10-2120-4100-1	GUIDANCE SUPPLIES		0.00	0.00	0.00	0.00	0.00
2120	Guidance Services		182,971.00	9,969.64	120,473.03	62,497.97	69.77
							** Function
<u>Health Services</u>							
10-2130-1100-1	HEALTH SALARY		0.00	(21,261.19)	0.00	0.00	0.00
10-2130-2200-1	HEALTH VISION INS		79.00	6.60	52.80	26.20	71.01
10-2130-2210-1	HEALTH LIFE INS		55.00	4.56	36.48	18.52	70.47

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Education Fund 10							
Fund	10	Education Fund					
Function	2130	Health Services					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-2130-2220-1	HEALTH HEALTH INS		7,354.00	630.46	4,990.76	2,363.24	72.15
10-2130-2230-1	HEALTH DENTAL INS		405.00	36.52	283.94	121.06	74.62
10-2130-3100-58	ESSER GRANT PURCH SERV		25.00	0.00	25.00	0.00	100.00
10-2130-3100-1	HEALTH PURCH SERVICE		0.00	0.00	310.00	(310.00)	0.00
10-2130-3300-1	HEALTH TRAVEL		200.00	0.00	0.00	200.00	0.00
10-2130-4100-1	HEALTH SUPPLIES		2,000.00	149.89	787.25	1,212.75	39.36
10-2130-4100-58	ESSER GRANT HEALTH SUPPLIES		9,800.00	0.00	9,303.93	496.07	94.94
10-2130-5100-1	HEALTH CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
10-2130-5100-58	ESSER GRANT HEALTH CAPITAL OUTLAY		1,916.00	0.00	1,889.43	26.57	98.61
2130 Health Services			21,834.00	(20,433.16)	17,679.59	4,154.41	89.07 ** Function
<u>Speech Pathology/Audio Services</u>							
10-2150-1100-1	SPEECH SALARY		114,243.00	8,799.24	74,645.58	39,597.42	69.19
10-2150-2100-1	SPEECH TRS		11,299.00	870.26	7,600.16	3,698.84	71.12
10-2150-2110-1	SPEECH NEC		728.00	56.10	489.91	238.09	71.15
10-2150-2120-1	SPEECH THIS/ETHIS		2,712.00	208.86	1,824.05	887.95	71.11
10-2150-2200-1	SPEECH VISION INS		115.00	9.56	76.48	38.52	70.66
10-2150-220-1	SPEECH SALARY (31B)		0.00	(2,200.00)	0.00	0.00	0.00
10-2150-2210-1	SPEECH LIFE INS		109.00	9.12	71.65	37.35	69.92
10-2150-2220-1	SPEECH HEALTH INS		11,156.00	912.78	7,353.00	3,803.00	70.00
10-2150-2230-1	SPEECH DENTAL INS		591.00	55.20	423.72	167.28	76.37
10-2150-3100-1	SPEECH PURCHASED SERVICE		0.00	0.00	140.00	(140.00)	0.00
10-2150-3300-1	SPEECH TRAVEL		100.00	0.00	0.00	100.00	0.00
10-2150-4100-1	SPEECH SUPPLIES		500.00	0.00	0.00	500.00	0.00
10-2150-4100-26	TITLE I SPEECH		200.00	0.00	73.27	126.73	36.64
10-2150-4100-58	ESSER GRANT SPEECH SUPPLIES		0.00	0.00	0.00	0.00	0.00
10-2150-6100-1	SPEECH DUES & FEES		500.00	0.00	253.00	247.00	50.60
2150 Speech Pathology/Audio Services			142,253.00	8,721.12	92,950.82	49,302.18	69.18 ** Function
<u>Improvement of Instruction Serv</u>							
10-2210-1100-21	HEALTHY COMM GRANT SALARY		0.00	0.00	0.00	0.00	0.00
10-2210-2100-21	HEALTHY COMM GRANT TRS		0.00	0.00	0.00	0.00	0.00
10-2210-2110-21	HEALTHY COMM GRANT NEC		0.00	0.00	0.00	0.00	0.00
10-2210-2120-21	HEALTHY COMM GRANT THIS/ETHIS		0.00	0.00	0.00	0.00	0.00
10-2210-3100-1	REGULAR STAFF DEVELOPMENT		1,000.00	0.00	200.00	800.00	20.00
10-2210-3100-16	ECE STAFF DEVELOPMENT		0.00	0.00	0.00	0.00	0.00
10-2210-3100-21	HEALTHY COMM GRANT PROF DEV		0.00	0.00	0.00	0.00	0.00
10-2210-3100-26	TITLE 1 STAFF DEVELOPMENT		12,067.00	179.00	2,058.31	10,008.69	17.06
10-2210-3100-58	ESSER GRANT PROF DEVEL		495.00	0.00	495.00	0.00	100.00
10-2210-4100-16	ECE TESTING SUPPLIES		0.00	0.00	0.00	0.00	0.00

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Education Fund 10						
Fund	10	Education Fund				
Function	2210	Improvement of Instruction Serv				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-2210-6100-26	TITLE I DUES AND FEES	214.00	0.00	214.00	0.00	100.00
2210	Improvement of Instruction Serv	13,776.00	179.00	2,967.31	10,808.69	21.54 ** Function
Educational Media Services						
10-2220-1100-1	LIBRARY SALARIES	70,987.00	3,271.63	45,575.13	25,411.87	67.86
10-2220-2100-1	LIBRARIAN TRS	4,456.00	307.72	3,026.31	1,429.69	71.37
10-2220-2110-1	LIBRARIAN NEC	287.00	19.84	195.08	91.92	71.43
10-2220-2120-1	LIBRARIAN THIS/ETHIS	1,069.00	73.86	726.30	342.70	71.40
10-2220-2200-1	LIBRARIAN VISION INS	156.00	12.98	103.84	52.16	70.72
10-2220-220-1	LIBRARY SALARIES (31B)	0.00	(2,200.00)	0.00	0.00	0.00
10-2220-2210-1	LIBRARY LIFE INS	109.00	9.12	72.96	36.04	71.12
10-2220-2220-1	LIBRARY HEALTH INS	18,323.00	1,526.72	12,214.42	6,108.58	70.83
10-2220-2230-1	LIBRARY DENTAL INS	967.00	89.48	689.26	277.74	75.90
10-2220-3100-1	LIBRARY SOFTWARE SERVICES	800.00	0.00	744.83	55.17	93.10
10-2220-3100-58	ESSER GRANT LIBRARY PURCH SERV	1,800.00	0.00	976.70	823.30	54.26
10-2220-3300-1	LIBRARY TRAVEL	100.00	30.07	162.96	(62.96)	162.96
10-2220-4100-1	LIBRARY SUPPLIES	9,000.00	0.00	8,470.55	529.45	94.12
10-2220-4100-22	BACK TO BOOKS GRANT	0.00	0.00	1,621.02	(1,621.02)	0.00
10-2220-4100-26	TITLE I LIBRARY SUPPLIES	0.00	0.00	0.00	0.00	0.00
10-2220-4100-58	ESSER GRANT LIBRARY SUPPLIES	479.00	0.00	487.90	(8.90)	101.86
10-2220-4105-1	ACCEL READER SUPPLIES	0.00	0.00	0.00	0.00	0.00
10-2220-4200-1	LIBRARY PER CAPITA GRANT	0.00	0.00	0.00	0.00	0.00
10-2220-4300-1	LIBRARY AUDIO VISUAL	0.00	0.00	0.00	0.00	0.00
10-2220-5100-1	LIBRARY CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
10-2220-6100-1	LIBRARY DUES & FEES	0.00	0.00	0.00	0.00	0.00
2220	Educational Media Services	108,533.00	3,141.42	75,067.26	33,465.74	72.49 ** Function
Service Area Direction						
10-2221-3100-1	COMPUTER PURCH SERVICE	15,000.00	0.00	11,151.78	3,848.22	74.35
10-2221-3250-1	TECH LEASE PAYMENT	82,314.00	0.00	82,313.38	0.62	100.00
10-2221-4100-1	COMPUTER SUPPLIES	5,000.00	0.00	22,810.97	(17,810.97)	456.22
10-2221-4200-1	COMPUTER SOFTWARE	19,000.00	0.00	8,287.26	10,712.74	43.62
10-2221-5100-1	COMPUTER CAP OUTLAY	60,000.00	0.00	31,383.58	28,616.42	52.31
2221	Service Area Direction	181,314.00	0.00	155,946.97	25,367.03	86.01 ** Function
Audio-Visual Services						
10-2223-1100-1	TECH SPECIALIST SALARY	83,013.00	6,385.60	54,277.60	28,735.40	69.23
10-2223-2200-1	TECH SPECIALIST VISION INS	156.00	12.98	103.84	52.16	70.72
10-2223-2210-1	TECH SPECIALIST LIFE INS	55.00	4.56	36.48	18.52	70.47
10-2223-2220-1	TECH SPECIALIST HEALTH INS	14,861.00	1,239.74	9,914.02	4,946.98	70.88
10-2223-2230-1	TECH SPECIALIST DENTAL INS	967.00	89.48	689.26	277.74	75.90
10-2223-3300-1	TECH SPECIALIST TRAVEL	0.00	0.00	0.00	0.00	0.00

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Education Fund 10							
Fund	10	Education Fund					
Function	2223	Audio-Visual Services					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-2223-4100-1		TECH SPECIALIST SUPPLIES	0.00	0.00	1,512.65	(1,512.65)	0.00
10-2223-5100-1		TECH SPECIALIST CAP OUTLAY	10,000.00	0.00	858.00	9,142.00	8.58
2223	Audio-Visual Services		109,052.00	7,732.36	67,391.85	41,660.15	65.34 ** Function
Computer-Assisted Inst							
10-2225-1100-1		TECH COORDINATOR SALARY	51,189.00	3,937.60	33,469.60	17,719.40	69.23
10-2225-2100-1		TECH COORDINATOR TRS	0.00	0.00	0.00	0.00	0.00
10-2225-2110-1		TECH COORDINATORR NEC	0.00	0.00	0.00	0.00	0.00
10-2225-2120-1		TECH COORDINATOR THIS/ETHIS	0.00	0.00	0.00	0.00	0.00
10-2225-2200-1		TECH COORDINATOR VISION INS	119.00	9.90	79.20	39.80	70.71
10-2225-2210-1		TECH COORDINATOR LIFE INS	55.00	4.56	36.48	18.52	70.47
10-2225-2220-1		TECH COORDINATOR HEALTH INS	11,059.00	957.44	7,551.88	3,507.12	72.62
10-2225-2230-1		TECH COORDINATOR DENTAL INS	723.00	65.46	508.08	214.92	74.80
10-2225-3300-1		TECH COORDINATOR TRAVEL	0.00	0.00	0.00	0.00	0.00
10-2225-4100-1		TECH COORDINATOR SUPPLIES	200.00	0.00	197.18	2.82	98.59
10-2225-5100-1		TECH COOR CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
2225	Computer-Assisted Inst		63,345.00	4,974.96	41,842.42	21,502.58	69.98 ** Function
Assessment/Testing							
10-2230-3100-26		TITLE I TESTING	4,032.00	0.00	4,041.70	(9.70)	100.24
10-2230-4100-1		TESTING SUPPLIES	0.00	0.00	0.00	0.00	0.00
10-2230-4100-26		TITLE I TESTING	2,043.00	0.00	2,065.68	(22.68)	101.11
2230	Assessment/Testing		6,075.00	0.00	6,107.38	(32.38)	100.53 ** Function
Board of Education Services							
10-2310-1100-1		BOARD SECRETARY SALARY	1,800.00	138.46	1,176.91	623.09	69.23
10-2310-1101-1		BOARD TREASURER SALARY	1,800.00	138.46	1,176.91	623.09	69.23
10-2310-2210-1		BOARD SECRETARY LIFE INS	3.00	0.00	0.20	2.80	6.67
10-2310-2210-1-1		BOARD SECRETARY SALARY (12B)	0.00	0.20	1.04	(1.04)	0.00
10-2310-3170-1		BOARD AUDIT SERVICES	7,800.00	0.00	9,550.00	(1,750.00)	122.44
10-2310-3180-1		BOARD LEGAL SERVICES	9,000.00	1,086.50	3,236.00	5,764.00	35.96
10-2310-3300-1		BOARD TRAVEL	7,000.00	0.00	0.00	7,000.00	0.00
10-2310-3500-1		BOARD LEGAL ADVERTISING	2,000.00	0.00	460.50	1,539.50	23.03
10-2310-3800-1		BOARD BOND INSURANCE	5,000.00	0.00	199.00	4,801.00	3.98
10-2310-3900-1		BOARD OTHER PURCH SERV	15,000.00	479.16	15,348.75	(348.75)	102.33
10-2310-4100-1		BOARD SUPPLIES	3,000.00	58.00	383.19	2,616.81	12.77
10-2310-6100-1		BOARD DUES & FEES	4,400.00	0.00	0.00	4,400.00	0.00
2310	Board of Education Services		56,803.00	1,900.78	31,532.50	25,270.50	55.76 ** Function
Executive Admin Services							
10-2320-1100-1		SUPERINTENDENT SALARY	101,951.00	(2,614.23)	62,739.04	39,211.96	65.81
10-2320-1101-1		SUPT SECRETARY SALARY	33,044.00	(2,840.60)	19,587.40	13,456.60	63.80

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Education Fund 10								
Fund	10	Education Fund						
Function	2320	Executive Admin Services						
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
10-2320-1700-1	SICK/PERS/VAC DAY PAY		0.00	0.00	0.00	0.00	0.00	
10-2320-2100-1	SUPERINTENDENT TRS		11,203.00	861.80	7,760.46	3,442.54	73.12	
10-2320-2110-1	SUPERINTENDENT NEC		722.00	55.54	500.13	221.87	73.12	
10-2320-2120-1	SUPERINTENDENT THIS/ETHIS		2,689.00	206.84	1,862.58	826.42	73.11	
10-2320-2200-1	SUPT & SEC VISION INS		311.00	19.36	154.88	156.12	52.91	
10-2320-220-1	SUPERINTENDENT SALARY (31B)		0.00	(2,200.00)	0.00	0.00	0.00	
10-2320-2210-1	SUPT & SEC LIFE INS		219.00	18.02	143.19	75.81	69.50	
10-2320-2220-1	SUPT & SEC HEALTH INS		22,369.00	1,849.02	14,837.34	7,531.66	70.46	
10-2320-2230-1	SUPT & SEC DENTAL INS		1,530.00	142.44	1,094.58	435.42	76.20	
10-2320-2300-1	SUPERINTENDENT TUITION REIMB		0.00	0.00	0.00	0.00	0.00	
10-2320-3100-1	SUPERINTENDENT PURCH SERV		0.00	0.00	10.00	(10.00)	0.00	
10-2320-3300-1	SUPT & SEC TRAVEL		750.00	0.00	139.86	610.14	18.65	
10-2320-4100-1	SUPERINTENDENT OFFICE SUPPLY		1,000.00	24.99	263.31	736.69	26.33	
10-2320-5100-1	SUPERINTENDENT CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	
10-2320-6100-1	SUPERINTENDENT DUES & FEES		1,600.00	0.00	1,132.51	467.49	70.78	
2320 Executive Admin Services			177,388.00	(4,476.82)	110,225.28	67,162.72	66.33	** Function
Office Of Principal Serv								
10-2410-1100-1	PRINCIPALS SALARY		130,977.00	(11,291.22)	77,490.14	53,486.86	63.70	
10-2410-1101-1	PRIN SECRETARIES SALARY		52,443.00	(4,779.29)	29,701.83	22,741.17	60.96	
10-2410-1101-10	SEED PRINC SEC SALARY		0.00	0.00	0.00	0.00	0.00	
10-2410-1700-1	SICK/PERS DAY PAY		0.00	0.00	0.00	0.00	0.00	
10-2410-2100-1	PRINCIPALS TRS		15,246.00	1,175.50	10,806.79	4,439.21	74.74	
10-2410-2110-1	PRINCIPALS NEC		983.00	75.76	696.46	286.54	74.70	
10-2410-2120-1	PRINCIPALS THIS/ETHIS		3,658.00	282.12	2,593.64	1,064.36	74.76	
10-2410-2200-1	PRINCIPAL & SEC VISION INS		464.00	44.46	356.54	107.46	81.63	
10-2410-220-1	PRINCIPALS SALARY (31B)		0.00	(4,301.44)	0.00	0.00	0.00	
10-2410-2210-1	PRINCIPAL & SEC LIFE INS		437.00	35.82	285.74	151.26	69.49	
10-2410-2220-1	PRINCIPAL & SEC HEALTH INS		52,092.00	4,245.66	34,084.20	18,007.80	69.51	
10-2410-2230-1	PRINCIPAL & SEC DENTAL INS		3,465.00	315.02	2,429.76	1,035.24	74.67	
10-2410-2300-1	PRINCIPALS TUITION REIMB		0.00	0.00	0.00	0.00	0.00	
10-2410-3100-1	PRINCIPALS PURCH SERV		0.00	0.00	0.00	0.00	0.00	
10-2410-3300-1	PRINCIPAL & SEC TRAVEL		1,000.00	0.00	0.00	1,000.00	0.00	
10-2410-4100-1	PRINCIPALS SUPPLIES		2,000.00	21.82	464.61	1,535.39	23.23	
10-2410-5100-1	PRINCIPALS CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	
10-2410-6100-1	PRINCIPALS DUES & FEES		700.00	0.00	645.98	54.02	92.28	
2410 Office Of Principal Serv			263,465.00	(14,175.79)	159,555.69	103,909.31	64.85	** Function
Fiscal Services								
10-2520-1100-1	FISCAL SALARY		44,571.00	(3,832.40)	26,419.60	18,151.40	63.80	
10-2520-2200-1	FISCAL VISION INS		79.00	6.60	52.80	26.20	71.01	

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Education Fund 10							
Fund	10	Education Fund					
Function	2520	Fiscal Services					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
10-2520-2210-1	FISCAL LIFE INS	55.00	4.56	36.48	18.52	70.47	
10-2520-2220-1	FISCAL HEALTH INS	7,354.00	630.46	4,990.76	2,363.24	72.15	
10-2520-2230-1	FISCAL DENTAL INS	405.00	36.52	283.94	121.06	74.62	
10-2520-3100-1	FISCAL PURCH SERV	9,500.00	0.00	0.00	9,500.00	0.00	
10-2520-3300-1	FISCAL TRAVEL	0.00	0.00	0.00	0.00	0.00	
10-2520-4100-1	FISCAL SUPPLIES	500.00	0.00	372.99	127.01	74.60	
10-2520-5100-1	FISCAL CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00	
10-2520-6100-1	FISCAL DUES & FEES	200.00	0.00	50.00	150.00	25.00	
2520	Fiscal Services	67,664.00	(3,154.26)	32,206.57	35,457.43	51.08	** Function
Food Services							
10-2560-1100-1	FOOD SERVICE SALARIES	139,076.00	3,166.99	69,762.06	69,313.94	53.37	
10-2560-1200-1	FOOD SERVICE SUB SALARY	2,000.00	0.00	1,354.64	645.36	70.57	
10-2560-2210-1	FOOD SERVICE LIFE INS	218.00	13.68	109.44	108.56	53.34	
10-2560-2220-1	FOOD SERVICE HEALTH INS	3,462.00	286.98	2,300.40	1,161.60	70.59	
10-2560-3100-1	FOOD SERVICE PURCH SERVICE	2,000.00	0.00	1,272.60	727.40	63.63	
10-2560-3300-1	FOOD SERVICE TRAVEL	750.00	0.00	0.00	750.00	0.00	
10-2560-4100-1	FOOD SERVICE FOOD SUPPLIES	100,000.00	4,589.65	34,034.14	65,965.86	34.03	
10-2560-4100-16	ECE CAFETERIA SUPPLIES	2,000.00	47.61	215.00	1,785.00	10.75	
10-2560-4100-58	ESSER GRANT CAFETERIA SUPPLIES	3,000.00	0.00	6,673.75	(3,673.75)	222.46	
10-2560-4200-1	NON FOOD SUPPLIES	5,000.00	373.42	2,137.58	2,862.42	42.75	
10-2560-5100-1	FOOD SERVICE CAPITAL OUTLAY	500.00	0.00	0.00	500.00	0.00	
2560	Food Services	258,006.00	8,478.33	117,859.61	140,146.39	47.49	** Function
Internal Services							
10-2570-3250-1	COPY MACHINE RENTAL	28,000.00	1,874.13	14,318.90	13,681.10	51.14	
10-2570-4100-1	INTERNAL SUPPLIES	1,000.00	0.00	892.73	107.27	89.27	
2570	Internal Services	29,000.00	1,874.13	15,211.63	13,788.37	52.45	** Function
Curriculum Services							
10-2620-1100-21	HEALTHY COMM GRANT SALARY	0.00	0.00	0.00	0.00	0.00	
10-2620-2100-21	HEALTHY COMM GRANT TRS	0.00	0.00	0.00	0.00	0.00	
10-2620-2110-21	HEALTHY COMM GRANT NEC	0.00	0.00	0.00	0.00	0.00	
10-2620-2120-21	HEALTHY COMM THIS/ETHIS	0.00	0.00	0.00	0.00	0.00	
2620	Curriculum Services	0.00	0.00	0.00	0.00	0.00	** Function
Other Support Services							
10-2900-3100-1	INVESTMENT FEES	4,000.00	304.12	2,425.90	1,574.10	60.65	
2900	Other Support Services	4,000.00	304.12	2,425.90	1,574.10	60.65	** Function
Community Services							
10-3000-3100-26	TITLE I PARENT SERVICES	0.00	0.00	0.00	0.00	0.00	
10-3000-3100-27	TITLE V PARENT SERVICES	0.00	0.00	0.00	0.00	0.00	

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Education Fund 10							
Fund	10	Education Fund					
Function	3000	Community Services					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-3000-4100-26	TITLE I READING NIGHT SUPPLIES		1,000.00	0.00	84.00	916.00	8.40
3000	Community Services		1,000.00	0.00	84.00	916.00	8.40 ** Function
Nonprogrammed Charges							
10-499800	Digital Equity Grant		0.00	0.00	0.00	0.00	0.00
10-4000-3100-26	TITLE I PAYMENT TO ROE		0.00	0.00	0.00	0.00	0.00
4000	Nonprogrammed Charges		0.00	0.00	0.00	0.00	0.00 ** Function
Payments Sp Ed Programs							
10-4120-3100-1	BMP JOINT AGREEMENT ASSESSMENT		320,834.00	0.00	240,625.64	80,208.36	75.00
10-4120-3200-1	P.T. SERVICES		0.00	0.00	0.00	0.00	0.00
10-4120-3300-1	O.T. SERVICES		0.00	0.00	0.00	0.00	0.00
10-4120-3400-1	VISION/HEARING SERVICES		15,000.00	0.00	8,550.15	6,449.85	57.00
10-4120-6700-1	SPEC ED TUITION OTHER SCHOOLS		60,000.00	6,765.60	31,334.94	28,665.06	52.22
10-4120-6700-22	BACK TO BOOKS GRANT		0.00	0.00	0.00	0.00	0.00
4120	Payments Sp Ed Programs		395,834.00	6,765.60	280,510.73	115,323.27	70.87 ** Function
Function 4221							
10-4221-6700-1	SP ED TUITION NON SCHOOL		0.00	0.00	0.00	0.00	0.00
4221	Function 4221		0.00	0.00	0.00	0.00	0.00 ** Function
10	Education Fund		5,883,764.00	138,812.82	3,749,123.25	2,134,640.75	66.72 * Fund
10	Education Fund		5,883,764.00	138,812.82	3,749,123.25	2,134,640.75	66.72 Fund

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Oper, Build, & Maint Fund 20							
Fund	20	Oper, Build, & Maint Fund					
Function	2540	Oper and Maint of Plant Services					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
Oper, Build, & Maint Fund							
Oper and Maint of Plant Services							
20-2540-1100-1	CUSTODIAN SALARIES	140,363.00	(9,868.94)	96,758.56	43,604.44	73.31	
20-2540-1200-1	CUSTODIAN SUB	3,000.00	0.00	1,980.00	1,020.00	66.00	
20-2540-1300-1	CUSTODIAN OVERTIME SALARIES	0.00	0.00	0.00	0.00	0.00	
20-2540-1700-1	RETIREMENT SICK DAY PAY	0.00	0.00	0.00	0.00	0.00	
20-2540-2200-1	CUSTODIAN VISION INS	79.00	6.60	52.80	26.20	71.01	
20-2540-2201-1	RETIREE INSURANCE	0.00	0.00	0.00	0.00	0.00	
20-2540-2210-1	CUSTODIAN LIFE INS	330.00	13.68	106.01	223.99	34.20	
20-2540-2220-1	CUSTODIAN HEALTH INS	7,354.00	917.44	6,282.17	1,071.83	91.66	
20-2540-2230-1	CUSTODIAN DENTAL INS	405.00	36.52	283.94	121.06	74.62	
20-2540-3100-1	TELEPHONE	15,000.00	2,671.58	10,756.69	4,243.31	71.71	
20-2540-3200-1	GROUNDS UPKEEP SERVICE	25,000.00	2,657.52	21,286.89	3,713.11	85.15	
20-2540-3201-1	BUILDING UPKEEP SERVICE	15,000.00	1,225.09	17,116.71	(2,116.71)	114.11	
20-2540-3202-1	EQUIPMENT UPKEEP SERVICE	15,000.00	0.00	23,191.32	(8,191.32)	154.61	
20-2540-3300-1	CUSTODIAN TRAVEL	0.00	0.00	0.00	0.00	0.00	
20-2540-3700-1	WATER	9,000.00	598.69	3,385.05	5,614.95	37.61	
20-2540-4100-1	BUILDING SUPPLY	22,000.00	2,472.00	12,514.06	9,485.94	56.88	
20-2540-4100-16	ECE SUPPLIES	0.00	0.00	1,886.20	(1,886.20)	0.00	
20-2540-4100-25	TITLE IV SUPPLIES	10,781.00	0.00	9,248.77	1,532.23	85.79	
20-2540-4100-58	ESSER GRANT SUPPLIES	10,332.00	0.00	9,693.00	639.00	93.82	
20-2540-4100-61	SCHOOL MAINTENANCE GRANT	0.00	0.00	0.00	0.00	0.00	
20-2540-4101-1	BUILDING FILTERS	0.00	0.00	0.00	0.00	0.00	
20-2540-4605-1	GAS HEAT	14,000.00	550.67	550.67	13,449.33	3.93	
20-2540-4606-1	ELECTRICITY	90,000.00	6,550.41	45,073.44	44,926.56	50.08	
20-2540-5100-58	ESSER GRANT CAPITAL OUTLAY	9,531.00	0.00	9,604.02	(73.02)	100.77	
20-2540-5100-1	BUILDING CAPITAL OUTLAY	22,000.00	0.00	22,000.00	0.00	100.00	
20-2540-5100-25	TITLE IV SSAE - BUILDING CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	
20-2540-6100-1	BUILDING DUES & FEES	0.00	0.00	0.00	0.00	0.00	
2540 Oper and Maint of Plant Services		409,175.00	7,831.26	291,770.30	117,404.70	72.93	** Function
Other Support Services							
20-2900-3100-1	INVESTMENT FEES	500.00	24.20	270.29	229.71	54.06	
2900 Other Support Services		500.00	24.20	270.29	229.71	54.06	** Function
20 Oper, Build, & Maint Fund		409,675.00	7,855.46	292,040.59	117,634.41	72.90	* Fund
20 Oper, Build, & Maint Fund		409,675.00	7,855.46	292,040.59	117,634.41	72.90	Fund

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Debt Service Fund or Fund Group 30							
Fund	30	Debt Service Fund or Fund Group					
Function	5200	Debt Service - Interest on Long-Term Debt					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
Debt Service Fund or Fund Group							
Debt Service - Interest on Long-Term Debt							
30-5200-6000-1	INTEREST ON BONDS	300,000.00	0.00	142,663.75	157,336.25	47.55	
5200	Debt Service - Interest on Long-Term Debt	300,000.00	0.00	142,663.75	157,336.25	47.55	** Function
Teachers/Employees Orders							
30-5300-6000-1	PRINCIPAL ON BONDS	350,000.00	0.00	365,000.00	(15,000.00)	104.29	
5300	Teachers/Employees Orders	350,000.00	0.00	365,000.00	(15,000.00)	104.29	** Function
Debt Service Other - Short Term Debt Principal							
30-5400-3000-1	SERVICE CHARGE ON BONDS	1,500.00	0.00	1,000.00	500.00	66.67	
5400	Debt Service Other - Short Term Debt Principal	1,500.00	0.00	1,000.00	500.00	66.67	** Function
30	Debt Service Fund or Fund Group	651,500.00	0.00	508,663.75	142,836.25	78.08	* Fund
30	Debt Service Fund or Fund Group	651,500.00	0.00	508,663.75	142,836.25	78.08	Fund

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Transportation Fund 40							
Fund	40	Transportation Fund					
Function	2550	Pupil Transportation Services					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
Transportation Fund							
<u>Pupil Transportation Services</u>							
40-2550-3100-16	ECE TRANSPORTATION		54,623.00	28,612.29	27,139.42	27,483.58	49.68
40-2550-3310-1	SPEC ED CONTRACT SERVICE		70,000.00	44,729.72	52,056.00	17,944.00	74.37
40-2550-3311-1	REG TRANSP CONTRACT SERV		140,000.00	68,206.20	65,320.87	74,679.13	46.66
40-2550-3312-1	EXTRA CURRICULAR TRANSP		10,000.00	0.00	0.00	10,000.00	0.00
40-2550-3313-1	FIELD TRIP CONTRACT SERV		0.00	0.00	0.00	0.00	0.00
40-2550-4100-1	SUPPLIES TRANSPORTATION		0.00	0.00	378.53	(378.53)	0.00
2550	Pupil Transportation Services		274,623.00	141,548.21	144,894.82	129,728.18	52.76
							** Function
<u>Other Support Services</u>							
40-2900-3100-1	INVESTMENT FEES		50.00	2.86	5.93	44.07	11.86
2900	Other Support Services		50.00	2.86	5.93	44.07	11.86
							** Function
40	Transportation Fund		274,673.00	141,551.07	144,900.75	129,772.25	52.75
							* Fund
40	Transportation Fund		274,673.00	141,551.07	144,900.75	129,772.25	52.75
							Fund

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I.M.R.F./Soc. Sec. Fund 50						
Fund	50	I.M.R.F./Soc. Sec. Fund				
Function	1110	Regular Programs				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget

I.M.R.F./Soc. Sec. Fund

Regular Programs

50-1110-2120-1	REGULAR IMRF	3,306.00	290.04	2,446.31	859.69	78.38	
50-1110-2120-12	INSURANCE STIPEND SALARY (4B)	0.00	0.00	0.00	0.00	0.00	
50-1110-2130-1	REGULAR FICA	2,405.00	218.60	1,757.48	647.52	77.62	
50-1110-2130-12	INSURANCE STIPEND SALARY (FR)	0.00	0.00	0.00	0.00	0.00	
50-1110-2140-1	REGULAR MEDICARE	23,578.00	1,775.70	14,966.61	8,611.39	67.28	
50-1110-2140-10	SEED GRANT MEDICARE	0.00	0.00	0.00	0.00	0.00	
50-1110-2140-12	INSURANCE STIPEND MEDICARE	223.00	0.00	222.17	0.83	99.63	
50-1110-2140-20	TITLE II TEACHER SALARY (MR)	0.00	0.00	0.00	0.00	0.00	
50-1110-2140-21	HEALTHY COMM GRANT MEDICARE	0.00	0.00	0.00	0.00	0.00	
1110 Regular Programs		29,512.00	2,284.34	19,392.57	10,119.43	69.61	** Function

Function 1111

50-1111-2120-1	SUB IMRF	0.00	0.00	0.00	0.00	0.00	
50-1111-2130-1	SUB FICA	1,000.00	22.80	199.48	800.52	19.95	
50-1111-2140-1	SUB MEDICARE	1,500.00	93.49	553.94	946.06	40.13	
1111 Function 1111		2,500.00	116.29	753.42	1,746.58	32.06	** Function

Pre-K Programs

50-1125-2120-16	ECE IMRF	4,170.00	315.92	2,843.81	1,326.19	71.98	
50-1125-2130-16	ECE FICA	3,080.00	238.10	2,031.73	1,048.27	69.83	
50-1125-2140-16	ECE MEDICARE	893.00	59.32	506.66	386.34	60.06	
1125 Pre-K Programs		8,143.00	613.34	5,382.20	2,760.80	69.86	** Function

Infant/Toddler (I/T)

50-1215-2120-1	LIFE SKILLS IMRF	8,767.00	611.38	5,489.57	3,277.43	66.10	
50-1215-2130-1	LIFE SKILLS FICA	5,952.00	431.20	3,646.56	2,305.44	64.89	
50-1215-2140-1	LIFE SKILLS MEDICARE	1,195.00	94.62	769.27	425.73	68.33	
1215 Infant/Toddler (I/T)		15,914.00	1,137.20	9,905.40	6,008.60	65.82	** Function

Cross-Categorical (Cc)

50-1220-2120-1	CC PRIMARY IMRF	2,227.00	164.96	1,722.32	504.68	81.04	
50-1220-2130-1	CC PRIMARY FICA	1,716.00	94.75	981.95	734.05	59.98	
50-1220-2140-1	CC PRIMARY MEDICARE	699.00	0.00	104.80	594.20	14.99	
1220 Cross-Categorical (Cc)		4,642.00	259.71	2,809.07	1,832.93	63.31	** Function

Function 1221

50-1221-2120-1	CC MIDDLE IMRF	6,906.00	480.22	4,440.71	2,465.29	67.78	
50-1221-2130-1	CC MIDDLE FICA	4,987.00	361.94	3,135.47	1,851.53	66.50	
50-1221-2140-1	CC MIDDLE MEDICARE	668.00	105.72	787.34	(119.34)	125.78	
1221 Function 1221		12,561.00	947.88	8,363.52	4,197.48	70.36	** Function

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I.M.R.F./Soc. Sec. Fund 50		I.M.R.F./Soc. Sec. Fund						
Fund	50	I.M.R.F./Soc. Sec. Fund						
Function	1222	Function 1222						
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget		
Function 1222								
50-1222-2120-1	CC JR HIGH IMRF	5,711.00	423.02	3,807.84	1,903.16	70.38		
50-1222-2130-1	CC JR HIGH FICA	4,125.00	318.82	2,689.95	1,435.05	69.08		
50-1222-2140-1	CC JR HIGH MEDICARE	1,515.00	117.46	989.77	525.23	69.21		
1222	Function 1222	11,351.00	859.30	7,487.56	3,863.44	69.75	**	Function
Special Education Programs Pre-K								
50-1225-2120-1	PRESCHOOL IMRF	1,193.00	88.36	795.42	397.58	70.38		
50-1225-2130-1	PRESCHOOL FICA	862.00	66.60	561.90	300.10	69.05		
50-1225-2140-1	PRESCHOOL MEDICARE	254.00	19.66	165.91	88.09	69.19		
1225	Special Education Programs Pre-K	2,309.00	174.62	1,523.23	785.77	69.75	**	Function
Remedial and Supplemental Programs K-12								
50-1250-2140-26	TITLE 1 MEDICARE	1,572.00	114.20	966.65	605.35	65.12		
1250	Remedial and Supplemental Programs K-12	1,572.00	114.20	966.65	605.35	65.12	**	Function
Interscholastic Programs								
50-1500-2120-1	EXTRACURRICULAR IMRF	245.00	0.00	0.00	245.00	0.00		
50-1500-2130-1	EXTRACURRICULAR FICA	184.00	0.00	0.00	184.00	0.00		
50-1500-2140-1	EXTRACURRICULAR MEDICARE	836.00	3.76	89.39	746.61	10.92		
1500	Interscholastic Programs	1,265.00	3.76	89.39	1,175.61	7.22	**	Function
Bilingual Programs								
50-1800-2120-38	TBE IMRF	2,867.00	212.38	1,931.69	935.31	71.08		
50-1800-2130-38	TBE FICA	2,071.00	160.06	1,364.28	706.72	69.74		
50-1800-2140-38	TBE MEDICARE	754.00	58.26	491.65	262.35	69.07		
1800	Bilingual Programs	5,692.00	430.70	3,787.62	1,904.38	70.33	**	Function
Guidance Services								
50-2120-2140-1	GUIDANCE MEDICARE	2,095.00	157.32	1,325.36	769.64	67.02		
2120	Guidance Services	2,095.00	157.32	1,325.36	769.64	67.02	**	Function
Health Services								
50-2130-2120-1	HEALTH IMRF	3,918.00	290.10	2,611.89	1,306.11	70.37		
50-2130-2130-1	HEALTH FICA	2,829.00	207.94	1,770.28	1,058.72	66.25		
2130	Health Services	6,747.00	498.04	4,382.17	2,364.83	68.64	**	Function
Speech Pathology/Audio Services								
50-2150-2140-1	SPEECH MEDICARE	1,657.00	121.84	1,033.82	623.18	66.07		
2150	Speech Pathology/Audio Services	1,657.00	121.84	1,033.82	623.18	66.07	**	Function
Improvement of Instruction Serv								
50-2210-2140-21	HEALTHY COMM GRANT MEDICARE	0.00	0.00	0.00	0.00	0.00		

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Fund	50	I.M.R.F./Soc. Sec. Fund				
Function	2210	Improvement of Instruction Serv				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
2210	Improvement of Instruction Serv	0.00	0.00	0.00	0.00	0.00 ** Function
Educational Media Services						
50-2220-2120-1	LIBRARY IMRF	2,954.00	210.64	2,063.40	890.60	73.42
50-2220-2130-1	LIBRARY FICA	2,131.00	129.18	1,228.87	902.13	60.70
50-2220-2140-1	LIBRARY MEDICARE	653.00	35.42	333.77	319.23	53.83
2220	Educational Media Services	5,738.00	375.24	3,626.04	2,111.96	66.46 ** Function
Audio-Visual Services						
50-2223-2120-1	TECH SPECIALIST IMRF	8,795.00	648.14	5,878.65	2,916.35	70.53
50-2223-2130-1	TECH SPECIALIST FICA	6,350.00	437.34	3,740.63	2,609.37	62.35
2223	Audio-Visual Services	15,145.00	1,085.48	9,619.28	5,525.72	67.10 ** Function
Computer-Assisted Inst						
50-2225-2120-1	TECH COORDINATOR IMRF	5,424.00	399.66	3,625.00	1,799.00	70.52
50-2225-2130-1	TECH COORDINATOR FICA	3,916.00	273.74	2,345.27	1,570.73	63.38
50-2225-2140-1	MEDIA SPECIALIST MEDICARE	0.00	0.00	0.00	0.00	0.00
2225	Computer-Assisted Inst	9,340.00	673.40	5,970.27	3,369.73	67.53 ** Function
Board of Education Services						
50-2310-2120-1	BOARD IMRF	190.00	14.06	104.62	85.38	58.76
50-2310-2130-1	BOARD FICA	275.00	21.20	164.30	110.70	63.60
2310	Board of Education Services	465.00	35.26	268.92	196.08	61.62 ** Function
Executive Admin Services						
50-2320-2120-1	SUPT SECRETARY IMRF	4,119.00	303.52	2,775.78	1,343.22	71.07
50-2320-2130-1	SUPT SECRETARY FICA	2,974.00	228.76	1,960.37	1,013.63	69.76
50-2320-2140-1	SUPT MEDICARE	1,643.00	125.02	1,063.63	579.37	68.54
2320	Executive Admin Services	8,736.00	657.30	5,799.78	2,936.22	70.15 ** Function
Office Of Principal Serv						
50-2410-2120-1	PRINCIPAL SECRETARY IMRF	6,539.00	460.06	4,226.49	2,312.51	68.15
50-2410-2130-1	PRINCIPAL SECRETARY FICA	4,724.00	346.76	2,984.59	1,739.41	66.85
50-2410-2140-1	PRINCIPALS MEDICARE	2,235.00	172.32	1,463.14	771.86	69.32
2410	Office Of Principal Serv	13,498.00	979.14	8,674.22	4,823.78	67.89 ** Function
Fiscal Services						
50-2520-2120-1	FISCAL IMRF	24,546.00	409.42	22,703.28	1,842.72	93.33
50-2520-2130-1	FISCAL FICA	4,011.00	308.58	2,622.93	1,388.07	69.24
2520	Fiscal Services	28,557.00	718.00	25,326.21	3,230.79	89.94 ** Function
Oper and Maint of Plant Services						
50-2540-2120-1	CUSTODIAN IMRF	13,232.00	1,246.84	11,860.89	1,371.11	94.35
50-2540-2130-1	CUSTODIAN FICA	11,820.00	910.64	9,086.18	2,733.82	80.72

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I.M.R.F./Soc. Sec. Fund 50						
Fund	50	I.M.R.F./Soc. Sec. Fund				
Function	2540	Oper and Maint of Plant Services				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
2540	Oper and Maint of Plant Services	25,052.00	2,157.48	20,947.07	4,104.93	87.92 ** Function
Food Services						
50-2560-2120-1	FOOD SERVICE IMRF	17,569.00	905.09	8,189.55	9,379.45	49.19
50-2560-2130-1	FOOD SERVICE FICA	8,784.00	652.58	5,648.79	3,135.21	68.07
2560	Food Services	26,353.00	1,557.67	13,838.34	12,514.66	55.48 ** Function
Curriculum Services						
50-2620-2140-21	HEALTHY COMM GRANT MEDICAID	0.00	0.00	0.00	0.00	0.00
2620	Curriculum Services	0.00	0.00	0.00	0.00	0.00 ** Function
Other Support Services						
50-2900-3100-1	INVESTMENT FEES	100.00	8.27	61.35	38.65	61.35
2900	Other Support Services	100.00	8.27	61.35	38.65	61.35 ** Function
50	I.M.R.F./Soc. Sec. Fund	238,944.00	15,965.78	161,333.46	77,610.54	70.86 * Fund
50	I.M.R.F./Soc. Sec. Fund	238,944.00	15,965.78	161,333.46	77,610.54	70.86 Fund

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Capital Projects Fund or Fund Group 60							
Fund	60	Capital Projects Fund or Fund Group					
Function	2530	Facilities Acqu Const Services					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
Capital Projects Fund or Fund Group							
Facilities Acqu Const Services							
60-2530-3100-1	CONSTRUCTION SERVICES		363,100.00	0.00	446,105.73	(83,005.73)	122.86
2530	Facilities Acqu Const Services		363,100.00	0.00	446,105.73	(83,005.73)	122.86 ** Function
Other Support Services							
60-2900-3100-1	INVESTMENT FEES		500.00	4.71	93.93	406.07	18.79
2900	Other Support Services		500.00	4.71	93.93	406.07	18.79 ** Function
Debt Service-Interest on Short-Term Debt							
60-5100-6200-1	DEBT CERTIFICATE INTEREST		0.00	0.00	0.00	0.00	0.00
5100	Debt Service-Interest on Short-Term Debt		0.00	0.00	0.00	0.00	0.00 ** Function
Debt Service - Interest on Long-Term Debt							
60-5200-6100-1	DEBT CERTIFICATES PRINCIPAL		0.00	0.00	0.00	0.00	0.00
5200	Debt Service - Interest on Long-Term Debt		0.00	0.00	0.00	0.00	0.00 ** Function
60	Capital Projects Fund or Fund Group		363,600.00	4.71	446,199.66	(82,599.66)	122.72 * Fund
60	Capital Projects Fund or Fund Group		363,600.00	4.71	446,199.66	(82,599.66)	122.72 Fund

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Working Cash Fund 70						
Fund	70	Working Cash Fund				
Function	8990	Function 8990				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget

Working Cash Fund

Function 8990

70-8990-6600-1	PERM T/F TO FUND 40	20,000.00	0.00	0.00	20,000.00	0.00	
8990	Function 8990	20,000.00	0.00	0.00	20,000.00	0.00	** Function
70	Working Cash Fund	20,000.00	0.00	0.00	20,000.00	0.00	* Fund
70	Working Cash Fund	20,000.00	0.00	0.00	20,000.00	0.00	Fund

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Tort Immunity and Judgment Fund 80						
Fund	80	Tort Immunity and Judgment Fund				
Function						
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
Tort Immunity and Judgment Fund						
80-1222-1100-1	CC JR HIGH SALARIES	12,212.00	12,212.00	12,212.00	0.00	100.00
80-1225-1100-1	PRESCHOOL AM SALARIES	3,282.00	3,282.00	3,282.00	0.00	100.00
80-2130-1100-1	HEALTH SALARIES	37,156.00	24,119.33	24,119.33	13,036.67	64.91
80-2220-1100-1	LIBRARY SALARIES	1,915.00	1,915.00	1,915.00	0.00	100.00
80-2320-1100-1	SUPERINTENDENT SALARY	11,328.00	11,328.00	11,328.00	0.00	100.00
80-2320-1101-1	SUPERINTENDENT SEC SALARY	5,831.00	5,831.00	5,831.00	0.00	100.00
80-2361-3800-1	UNEMPLOYMENT INSURANCE	5,000.00	0.00	2,700.00	2,300.00	54.00
80-2361-3801-1	LIABILITY INSURANCE	8,405.00	0.00	8,405.00	0.00	100.00
80-2361-3802-1	PROPERTY INSURANCE	22,309.00	0.00	22,309.00	0.00	100.00
Regular Programs						
80-1110-1100-1	REGULAR SALARIES	8,374.00	8,374.00	8,374.00	0.00	100.00
1110	Regular Programs	8,374.00	8,374.00	8,374.00	0.00	100.00 ** Function
Infant/Toddler (I/T)						
80-1215-1100-1	LIFE SKILLS SALARIES	15,394.00	15,394.00	15,394.00	0.00	100.00
1215	Infant/Toddler (I/T)	15,394.00	15,394.00	15,394.00	0.00	100.00 ** Function
Cross-Categorical (Cc)						
80-1220-1100-1	CC PRIMARY SALARIES	6,270.00	6,270.00	6,270.00	0.00	100.00
1220	Cross-Categorical (Cc)	6,270.00	6,270.00	6,270.00	0.00	100.00 ** Function
Function 1221						
80-1221-1100-1	CC MIDDLE SALARIES	10,454.00	10,454.00	10,454.00	0.00	100.00
1221	Function 1221	10,454.00	10,454.00	10,454.00	0.00	100.00 ** Function
Workers Comp/Workers Occ Disease Acts Payments						
80-2362-3800-1	WORKMANS' COMP INSURANCE	0.00	0.00	0.00	0.00	0.00
2362	Workers Comp/Workers Occ Disease Acts Payments	0.00	0.00	0.00	0.00	0.00 ** Function
Risk Management and Claims Services Payments						
80-2365-3100-1	TORT PURCH SERVICES	0.00	0.00	0.00	0.00	0.00
80-2365-3900-1	RISK MANAGE PURCH SERVICE	3,000.00	0.00	2,965.00	35.00	98.83
2365	Risk Management and Claims Services Payments	3,000.00	0.00	2,965.00	35.00	98.83 ** Function
Educational, Inspectional, Sup Serv due to loss						
80-2367-4100-1	TORT SUPPLIES	0.00	0.00	0.00	0.00	0.00
2367	Educational, Inspectional, Sup Serv due to loss	0.00	0.00	0.00	0.00	0.00 ** Function
Legal Services						
80-2369-3180-1	LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00
2369	Legal Services	0.00	0.00	0.00	0.00	0.00 ** Function
Tort Immunity Function						

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Tort Immunity and Judgment Fund 80							
Fund	80	Tort Immunity and Judgment Fund					
Function	2370	Tort Immunity Function					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
80-2370-3800-1		LIABILITY INSURANCE	0.00	0.00	0.00	0.00	0.00
2370	Tort Immunity Function		0.00	0.00	0.00	0.00	0.00 ** Function
Property Insurance (Building and Grounds)							
80-2371-3800-1		PROPERTY INSURANCE	0.00	0.00	0.00	0.00	0.00
2371	Property Insurance (Building and Grounds)		0.00	0.00	0.00	0.00	0.00 ** Function
Office Of Principal Serv							
80-2410-1100-1		PRINCIPAL SALARIES	23,177.00	23,177.00	23,177.00	0.00	100.00
80-2410-1101-1		PRINCIPAL SEC SALARIES	9,312.00	9,312.00	9,312.00	0.00	100.00
2410	Office Of Principal Serv		32,489.00	32,489.00	32,489.00	0.00	100.00 ** Function
Fiscal Services							
80-2520-1100-1		FISCAL SALARIES	7,866.00	7,866.00	7,866.00	0.00	100.00
2520	Fiscal Services		7,866.00	7,866.00	7,866.00	0.00	100.00 ** Function
Oper and Maint of Plant Services							
80-2540-1100-1		CUSTODIAN SALARIES	22,153.00	22,153.00	22,153.00	0.00	100.00
2540	Oper and Maint of Plant Services		22,153.00	22,153.00	22,153.00	0.00	100.00 ** Function
Food Services							
80-2560-1100-1		FOOD SERVICE SALARY	5,750.00	5,750.00	5,750.00	0.00	100.00
2560	Food Services		5,750.00	5,750.00	5,750.00	0.00	100.00 ** Function
Other Support Services							
80-2900-3100-1		INVESTMENT FEES	100.00	18.02	128.19	(28.19)	128.19
10-2900-3800-1		WORKMAN'S COMP INSURANCE	0.00	0.00	0.00	0.00	0.00
80-2900-3800		WORKMAN'S COMP INSURANCE	0.00	0.00	0.00	0.00	0.00
80-2900-3800-1		WORKMAN'S COMP INSURANCE	26,706.00	0.00	26,706.00	0.00	100.00
2900	Other Support Services		26,806.00	18.02	26,834.19	(28.19)	100.11 ** Function
80	Tort Immunity and Judgment Fund		245,994.00	167,455.35	230,650.52	15,343.48	93.76 * Fund
80	Tort Immunity and Judgment Fund		245,994.00	167,455.35	230,650.52	15,343.48	93.76 Fund

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Capital Improvement Fund 90							
Fund	90	Capital Improvement Fund					
Function	2530	Facilities Acqu Const Services					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
Capital Improvement Fund							
Facilities Acqu Const Services							
90-2530-3100-1	LIFE SAFETY PURCH SERV	110,880.00	0.00	110,880.00	0.00	100.00	
90-2530-3600-1	LIFE SAFETY ARCHITECT	0.00	0.00	0.00	0.00	0.00	
2530	Facilities Acqu Const Services	110,880.00	0.00	110,880.00	0.00	100.00	** Function
Other Support Services							
90-2900-3100-1	INVESTMENT FEES	300.00	2.85	98.04	201.96	32.68	
2900	Other Support Services	300.00	2.85	98.04	201.96	32.68	** Function
90	Capital Improvement Fund	111,180.00	2.85	110,978.04	201.96	99.82	* Fund
90	Capital Improvement Fund	111,180.00	2.85	110,978.04	201.96	99.82	Fund
Report Total:		8,199,330.00	471,648.04	5,643,890.02	2,555,439.98	71.17	

Spring Valley District 99 Revenue Report

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Education Fund 10						
Source of Revenue	1000	General Levy				
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
General Levy						
10-111000-1	LOCAL TAXES EDUCATION	815,461.00	0.00	807,281.64	8,179.36	99.00
10-113000-1	LOCAL TAXES TECH LEASE	35,149.00	0.00	34,796.84	352.16	99.00
10-114000-1	LOCAL TAXES SPEC ED	14,060.00	0.00	13,918.46	141.54	98.99
10-121000-1	MOBILE HOME TAX	0.00	0.00	0.00	0.00	0.00
10-122000-1	LOCAL HOUSING AUTHORITY	0.00	0.00	0.00	0.00	0.00
10-131100-1	REGULAR TUITION	0.00	0.00	0.00	0.00	0.00
10-134200-1	SPECIAL EDUC TUITION	0.00	0.00	0.00	0.00	0.00
10-151000-1	INTEREST ON INVESTMENTS	58,000.00	(289.53)	4,156.08	53,843.92	7.17
10-151100-1	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
10-161100-1	LUNCH - STUDENTS	50,000.00	31.95	2,278.89	47,721.11	4.56
10-161200-1	BREAKFAST - STUDENTS	0.00	0.00	0.00	0.00	0.00
10-161300-1	ALA CARTE - STUDENTS	0.00	0.00	0.00	0.00	0.00
10-161400-1	MILK - STUDENTS	2,500.00	0.00	0.00	2,500.00	0.00
10-162000-1	LUNCH - ADULTS	0.00	0.00	0.00	0.00	0.00
10-171100-1	EXTRACURRICULAR ADMISSIONS	9,500.00	0.00	0.00	9,500.00	0.00
10-172000-1	EXTRACURR & ORGANIZATION FEES	10,000.00	150.00	1,267.00	8,733.00	12.67
10-172100-1	TECHNOLOGY FEES	22,000.00	0.00	17,051.42	4,948.58	77.51
10-172200-1	IPAD STUDENT INSURANCE	1,000.00	0.00	120.00	880.00	12.00
10-172300-1	P.E. UNIFORM FEES	0.00	0.00	0.00	0.00	0.00
10-179000-1	YEARBOOKS/CAP & GOWNS	4,800.00	20.00	2,833.55	1,966.45	59.03
10-181100-1	REGISTRATION FEES	28,000.00	100.00	21,846.43	6,153.57	78.02
10-192000-1	GENERAL DONATIONS	0.00	0.00	0.00	0.00	0.00
10-195000-1	PRIOR YEAR REFUND	0.00	0.00	0.00	0.00	0.00
10-199900-1	OTHER REVENUE	10,000.00	1,863.50	45,659.38	(35,659.38)	456.59
10-199900-10	SEED GRANT REIMBURSEMENTS	4,280.00	0.00	4,279.47	0.53	99.99
10-199900-15	PROJECT LEAD THE WAY GRANT	0.00	0.00	0.00	0.00	0.00
10-199901-1	ERATE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00
10-199902-1	STUDENT COMP REPAIR FEES	500.00	0.00	0.00	500.00	0.00
10-199903-1	REPLACE LUNCH CARDS	0.00	0.00	0.00	0.00	0.00
10-199904-1	STUDENT LOCKS	100.00	0.00	12.00	88.00	12.00
10-199905-1	BAND/RECORDER FEES	0.00	0.00	0.00	0.00	0.00
10-199906-1	BAND RENTAL FEES	500.00	0.00	240.00	260.00	48.00
1000 General Levy		1,065,850.00	1,875.92	955,741.16	110,108.84	89.67
* Source of Revenue						
Revenue From State Sources						
10-300100-1	EVIDENCE BASED FUNDING	3,461,528.00	332,866.00	2,330,062.00	1,131,466.00	67.31
10-310000-1	SPEC ED PRIVATE FACILITY	50,000.00	0.00	32,553.04	17,446.96	65.11
10-312000-1	SPEC ED ORPHANAGE	0.00	0.00	0.00	0.00	0.00
10-330500-38	TBE GRANT	0.00	0.00	0.00	0.00	0.00
10-336000-1	STATE LUNCH REIMBURSEMENT	3,500.00	0.00	1,178.29	2,321.71	33.67

Spring Valley District 99 Revenue Report

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Education Fund 10						
Source of Revenue	3000	Revenue From State Sources				
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
10-370500-16	ECE GRANT	194,083.00	0.00	106,526.00	87,557.00	54.89
10-399900-21	HEALTHY COMMUNITY GRANT	0.00	0.00	0.00	0.00	0.00
10-399900-22	BACK TO BOOKS GRANT	0.00	0.00	0.00	0.00	0.00
10-399901-1	LIBRARY PER CAPITA GRANT	0.00	0.00	0.00	0.00	0.00
3000	Revenue From State Sources	3,709,111.00	332,866.00	2,470,319.33	1,238,791.67	66.60
Revenue From Federal Sources						
10-410700-27	TITLE V RURAL SCH PROGRAM	0.00	12,394.00	13,717.00	(13,717.00)	0.00
10-421000-1	FEDERAL LUNCH REIMBURSEMENT	150,000.00	0.00	590.40	149,409.60	0.39
10-422000-1	FEDERAL BREAKFAST REIMBURSEMENT	40,000.00	0.00	372.90	39,627.10	0.93
10-422500-1	SUMMER FOOD SERVICE PROGRAM	0.00	16,720.58	110,823.97	(110,823.97)	0.00
10-430000-26	TITLE I GRANT	200,331.00	9,340.00	164,821.00	35,510.00	82.27
10-440000-25	TITLE IV SSAE	5,515.00	0.00	214.00	5,301.00	3.88
10-462000-22	IDEA GRANT	159,006.00	0.00	79,520.00	79,486.00	50.01
10-462500-1	SP ED IDEA ROOM & BOARD	100,000.00	0.00	98,586.40	1,413.60	98.59
10-493200-20	TITLE II ESSA	27,327.00	854.00	25,212.00	2,115.00	92.26
10-499100-1	MEDICAID ADMIN OUTREACH	16,000.00	0.00	8,638.63	7,361.37	53.99
10-499200-1	MEDICAID FEE FOR SERVICE	40,000.00	0.00	6,853.31	33,146.69	17.13
10-499300-1	OTHER FEDERAL PROGRAMS	136,033.00	1,392.00	114,229.00	21,804.00	83.97
10-499900-25	TITLE IV GRANT	0.00	0.00	9,299.00	(9,299.00)	0.00
4000	Revenue From Federal Sources	874,212.00	40,700.58	632,877.61	241,334.39	72.39
10	Education Fund	5,649,173.00	375,442.50	4,058,938.10	1,590,234.90	71.85

Spring Valley District 99 Revenue Report

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Oper, Build, & Maint Fund 20

Source of Revenue

Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget	
20-499300-1	ESSER GRANT	19,863.00	0.00	19,224.00	639.00	96.78	
General Levy							
20-111100-1	LOCAL TAXES O & M	263,619.00	0.00	260,975.05	2,643.95	99.00	
20-123000-1	CORP PERS PROP TAX	100,000.00	0.00	50,103.55	49,896.45	50.10	
20-151000-1	INTEREST ON INVESTMENTS	8,000.00	14.38	728.28	7,271.72	9.10	
20-151100-1	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00	
20-196000-1	TIF FUNDS	20,000.00	0.00	17,962.13	2,037.87	89.81	
20-199900-1	OTHER REVENUE	5,000.00	0.00	8,596.62	(3,596.62)	171.93	
20-199901-1	ERATE REIMBURSEMENT	5,000.00	0.00	7,951.69	(2,951.69)	159.03	
1000	General Levy	401,619.00	14.38	346,317.32	55,301.68	86.23	* Source of Revenue
Revenue From State Sources							
20-300100-1	EVIDENCE BASED FUNDING	0.00	0.00	0.00	0.00	0.00	
20-370500-16	ECE GRANT	0.00	0.00	0.00	0.00	0.00	
20-392500-61	SCHOOL MAINTENANCE GRANT	0.00	0.00	0.00	0.00	0.00	
3000	Revenue From State Sources	0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Revenue From Federal Sources							
20-440000-25	TITLE IV SSAE - BUILDING	10,781.00	0.00	0.00	10,781.00	0.00	
4000	Revenue From Federal Sources	10,781.00	0.00	0.00	10,781.00	0.00	* Source of Revenue
20	Oper, Build, & Maint Fund	432,263.00	14.38	365,541.32	66,721.68	84.56	Fund

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Debt Service Fund or Fund Group 30						
Source of Revenue 1000		General Levy				
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
General Levy						
30-111200-1	LOCAL TAXES DEBT SERVICES	465,579.00	0.00	460,909.62	4,669.38	99.00
30-151000-1	INTEREST ON INVESTMENTS	1,300.00	(0.61)	58.57	1,241.43	4.51
30-151100-1	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
30-199900-1	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
1000	General Levy	466,879.00	(0.61)	460,968.19	5,910.81	98.73
Revenue From State Sources						
30-300100-1	EVIDENCE BASED FUNDING	200,000.00	0.00	0.00	200,000.00	0.00
3000	Revenue From State Sources	200,000.00	0.00	0.00	200,000.00	0.00
Sources of Funds						
30-722000-1	PREMIUMS ON BONDS SOLD	0.00	0.00	0.00	0.00	0.00
7000	Sources of Funds	0.00	0.00	0.00	0.00	0.00
30	Debt Service Fund or Fund Group	666,879.00	(0.61)	460,968.19	205,910.81	69.12

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Transportation Fund 40						
Source of Revenue		1000	General Levy			
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
General Levy						
40-111300-1	LOCAL TAXES TRANSPORTATION	84,358.00	0.00	83,511.48	846.52	99.00
40-141100-1	STUDENT BUS FEES	15,000.00	0.00	3,723.24	11,276.76	24.82
40-151000-1	INTEREST ON INVESTMENTS	500.00	10.95	45.93	454.07	9.19
40-151100-1	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
40-199900-1	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
1000	General Levy	99,858.00	10.95	87,280.65	12,577.35	87.40
						* Source of Revenue
Revenue From State Sources						
40-350000-1	REGULAR STATE REIMB	12,000.00	0.00	20,879.52	(8,879.52)	174.00
40-351000-1	SPEC ED STATE REIMB	30,000.00	0.00	30,667.09	(667.09)	102.22
40-359900-1	VOC ED REIMB/SRAVTE	0.00	0.00	0.00	0.00	0.00
40-370500-16	ECE GRANT	54,623.00	0.00	0.00	54,623.00	0.00
3000	Revenue From State Sources	96,623.00	0.00	51,546.61	45,076.39	53.35
						* Source of Revenue
Sources of Funds						
40-799000-1	PERM T/F FROM FUND 70	0.00	0.00	0.00	0.00	0.00
7000	Sources of Funds	0.00	0.00	0.00	0.00	0.00
						* Source of Revenue
40	Transportation Fund	196,481.00	10.95	138,827.26	57,653.74	70.66
						Fund

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I.M.R.F./Soc. Sec. Fund 50						
Source of Revenue		1000	General Levy			
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
General Levy						
50-111400-1	LOCAL TAXES IMRF	87,233.00	0.00	86,358.55	874.45	99.00
50-115000-1	LOCAL TAXES SOC SEC MEDICARE	96,527.00	0.00	95,559.09	967.91	99.00
50-123000-1	CORP PERS PROP TAX	0.00	0.00	0.00	0.00	0.00
50-151000-1	INTEREST ON INVESTMENTS	1,000.00	(12.81)	87.48	912.52	8.75
50-151100-1	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
1000	General Levy	184,760.00	(12.81)	182,005.12	2,754.88	98.51
						* Source of Revenue
Revenue From State Sources						
50-370500-16	ECE GRANT	8,143.00	0.00	0.00	8,143.00	0.00
3000	Revenue From State Sources	8,143.00	0.00	0.00	8,143.00	0.00
						* Source of Revenue
Revenue From Federal Sources						
50-430000-26	TITLE I GRANT	1,572.00	0.00	0.00	1,572.00	0.00
4000	Revenue From Federal Sources	1,572.00	0.00	0.00	1,572.00	0.00
						* Source of Revenue
Sources of Funds						
50-799000-1	PERM T/F FROM FUND 70	20,000.00	0.00	0.00	20,000.00	0.00
7000	Sources of Funds	20,000.00	0.00	0.00	20,000.00	0.00
						* Source of Revenue
50	I.M.R.F./Soc. Sec. Fund	214,475.00	(12.81)	182,005.12	32,469.88	84.86
						Fund

Spring Valley District 99 Revenue Report

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Capital Projects Fund or Fund Group 60						
Source of Revenue		1000	General Levy			
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
General Levy						
60-151000-1	INTEREST ON INVESTMENTS	35,000.00	(20.35)	102.32	34,897.68	0.29
1000	General Levy	<u>35,000.00</u>	<u>(20.35)</u>	<u>102.32</u>	<u>34,897.68</u>	<u>0.29</u> * Source of Revenue
Sources of Funds						
60-721000-1	PRINCIPAL ON BONDS SOLD	0.00	0.00	0.00	0.00	0.00
60-722000-1	PREMIUM ON BONDS SOLD	0.00	0.00	0.00	0.00	0.00
60-723000-1	INTEREST ON BONDS SOLD	0.00	0.00	0.00	0.00	0.00
60-899000-1	BOND ISSUANCE COSTS	0.00	0.00	0.00	0.00	0.00
7000	Sources of Funds	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u> * Source of Revenue
60	Capital Projects Fund or Fund Group	<u><u>35,000.00</u></u>	<u><u>(20.35)</u></u>	<u><u>102.32</u></u>	<u><u>34,897.68</u></u>	<u><u>0.29</u></u> Fund

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Working Cash Fund 70						
Source of Revenue		1000	General Levy			
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
General Levy						
70-111500-1	LOCAL TAXES WORKING CASH	35,149.00	0.00	34,796.84	352.16	99.00
70-151000-1	INTEREST ON INVESTMENTS	10,000.00	(58.83)	844.94	9,155.06	8.45
70-151100-1	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
1000	General Levy	45,149.00	(58.83)	35,641.78	9,507.22	78.94
						* Source of Revenue
70	Working Cash Fund	45,149.00	(58.83)	35,641.78	9,507.22	78.94
						Fund

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Tort Immunity and Judgment Fund 80						
Source of Revenue		1000	General Levy			
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
General Levy						
80-112000-1	TAXES -TORT INSURANCE	188,765.00	0.00	186,872.09	1,892.91	99.00
80-151000-1	INTEREST ON INVESTMENTS	2,000.00	(8.53)	227.16	1,772.84	11.36
80-151100-1	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
80-199900-1	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
1000	General Levy	190,765.00	(8.53)	187,099.25	3,665.75	98.08
						* Source of Revenue
80	Tort Immunity and Judgment Fund	190,765.00	(8.53)	187,099.25	3,665.75	98.08
						Fund

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Capital Improvement Fund 90						
Source of Revenue		General Levy				
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
General Levy						
90-111800-1	LOCAL TAXES FIRE PREV & SAFETY	35,149.00	0.00	34,796.84	352.16	99.00
90-151000-1	INTEREST ON INVESTMENTS	4,200.00	13.36	221.66	3,978.34	5.28
90-151100-1	INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
1000	General Levy	<u>39,349.00</u>	<u>13.36</u>	<u>35,018.50</u>	<u>4,330.50</u>	<u>88.99</u> *
90	Capital Improvement Fund	<u>39,349.00</u>	<u>13.36</u>	<u>35,018.50</u>	<u>4,330.50</u>	<u>88.99</u> Fund
	Report Total:	<u><u>7,469,534.00</u></u>	<u><u>375,380.06</u></u>	<u><u>5,464,141.84</u></u>	<u><u>2,005,392.16</u></u>	<u><u>73.15</u></u>

Spring Valley CCSD #99
 Account #27540002561
 February 28, 2021

<u>Category</u>	<u>Cost Basis</u>	<u>Market Value</u>	<u>%</u>	<u>Estimated Annual Income</u>	<u>Current Yield</u>
Cash & Cash Equivalents	\$369,680	\$369,680	12.66%	\$111	0.03%
Certificates of Deposit	\$1,583,345	\$1,582,900	54.22%	\$11,209	0.71%
T-Bills	\$0	\$0	0.00%	\$0	0.00%
Commercial Paper	\$299,712	\$299,712	10.26%	\$420	0.14%
Pass-Thru Securities	\$0	\$0	0.00%	\$0	0.00%
Taxable Municipal Bonds	\$370,585	\$369,662	12.66%	\$7,833	212.00%
U.S. Government Obligations	<u>\$301,255</u>	<u>\$297,706</u>	<u>10.20%</u>	<u>\$2,780</u>	<u>0.93%</u>
TOTAL ASSETS	<u>\$2,924,577</u>	<u>\$2,919,660</u>	100.00%	<u>\$22,353</u>	0.76%

<u>Sales/Maturities/Calls</u>	<u>Coupon</u>	<u>Maturity</u>	<u>Par</u>
US Treasury Notes	2.50%	02/01/21	\$250,000

<u>Purchases</u>	<u>Coupon</u>	<u>Maturity</u>	<u>Par</u>
None			

Assets Held 2/28/21

Spring Valley CCSD #99
 Account #27540002561
 Cash Basis Earnings Worksheet
 February 28, 2021

Fiscal Year Ending: 6/30/21
 Fiscal Year Beginning: 7/01/20

MONTHLY INCOME

Feb-21	Prepaid Interest (Accrued)	\$0.00
	CD Interest	\$0.00
	UST/Agencies/Municipals	\$0.00
	T-Bills/Commercial Paper	\$3,125.00
	2/1/21 Money Market	<u>\$6.02</u>
	February Monthly Total	\$3,131.02
	Previous Fiscal YTD Interest	\$17,351.16
	Total Fiscal YTD Interest	<u>\$20,482.18</u>

MONTHLY ACCOUNT CHARACTERISTICS

Yield on Portfolio:	0.76%
Duration (excluding cash):	0.91

MONTHLY CASH BASIS EARNINGS

Feb-21	February Interest	\$3,131.02
	Realized Gain/Loss	-\$2,695.31
	Fees	<u>-\$365.03</u>
	Monthly Cash Basis Earnings	<u>\$70.68</u>

**FISCAL YEAR-TO-DATE
 CASH BASIS EARNINGS**

DIVIDENDS/INTEREST	\$20,482.18
REALIZED GAIN/LOSS	-\$4,226.61
FEES	<u>-\$3,083.63</u>
YTD CASH BASIS EARNINGS	<u>\$13,171.94</u>

**PRIOR YEAR FISCAL YEAR-TO-DATE
 CASH BASIS EARNINGS**

DIVIDENDS/INTEREST	\$87,915.79
REALIZED GAIN/LOSS	\$7,162.11
FEES	<u>-\$5,575.68</u>
YTD CASH BASIS EARNINGS	<u>\$89,502.22</u>

SPRING VALLEY ELEMENTARY SCHOOL DISTRICT No. 99
TREASURER'S REPORT - DISTRICT CHECKING ACCOUNT 0000961450
JANUARY 31, 2021

BEGINNING BALANCE - BOOKS	01/01/2021	\$ 1,373,446.76
ADD: CASH RECEIPTS		431,927.89
TRANSFER FROM INVESTMENT ACCOUNT		335,000.00
SUBTRACT: CASH DISBURSEMENTS		(508,786.95)
ADJUSTMENTS: ROUNDING		0.01
		-
		-
ENDING BALANCE - BOOKS	01/31/2021	<u>\$ 1,631,587.71</u>

RECONCILIATION OF CHECKING ACCOUNT

BALANCE PER 01/31/2021 BANK STATEMENT		\$ 1,799,173.30
ADD: DEPOSITS IN TRANSIT		-
SUBTRACT: OUTSTANDING CHECKS		(167,941.94)
ADJUSTMENTS: NSF checks to be redeposited		356.35
RECONCILED BALANCE		<u>\$ 1,631,587.71</u>

DETAIL OF FUND BALANCES

10	EDUCATIONAL	\$ 841,524.70
20	OPERATIONS & MAINTENANCE	367,912.45
30	DEBT SERVICES	691.19
40	TRANSPORTATION	107,050.82
50	MUNICIPAL RETIREMENT/SOCIAL SECURITY	3,799.61
60	CAPITAL PROJECTS	(87,705.46)
70	WORKING CASH	133,194.86
80	TORT	141,496.24
90	FIRE PREVENTION & SAFETY	123,623.30

ENDING BALANCE **\$ 1,631,587.71**



 Lucy Frasco, Treasurer

03/14/2021

**SPRING VALLEY ELEMENTARY SCHOOL DISTRICT No. 99
 TREASURER'S REPORT - DISTRICT CHECKING ACCOUNT 0000961450
 FEBRUARY 28, 2021**

BEGINNING BALANCE - BOOKS	02/01/2021	\$ 1,631,587.71
ADD: CASH RECEIPTS		375,969.49
TRANSFER FROM INVESTMENT ACCOUNT		-
SUBTRACT: CASH DISBURSEMENTS		(572,848.04)
ADJUSTMENTS: ROUNDING		-
		-
		<hr/>
ENDING BALANCE - BOOKS	02/28/2021	<u><u>\$ 1,434,709.16</u></u>

RECONCILIATION OF CHECKING ACCOUNT

BALANCE PER 02/28/2021 BANK STATEMENT		\$ 1,450,623.75
ADD: DEPOSITS IN TRANSIT		-
SUBTRACT: OUTSTANDING CHECKS		(16,270.94)
ADJUSTMENTS: NSF checks to be redeposited		356.35
		<hr/>
RECONCILED BALANCE		<u><u>\$ 1,434,709.16</u></u>

DETAIL OF FUND BALANCES

10 EDUCATIONAL		\$ 977,366.57
20 OPERATIONS & MAINTENANCE		360,110.45
30 DEBT SERVICES		691.29
40 TRANSPORTATION		(34,484.69)
50 MUNICIPAL RETIREMENT/SOCIAL SECURITY		(12,165.62)
60 CAPITAL PROJECTS		(87,722.91)
70 WORKING CASH		133,214.21
80 TORT		(25,938.55)
90 FIRE PREVENTION & SAFETY		123,638.41
		<hr/>

ENDING BALANCE **\$ 1,434,709.16**



 Lucy Frasco, Treasurer

03/14/2021

SPRING VALLEY ELEMENTARY SCHOOL DISTRICT No. 99
DISTRICT CHECKING - OUTSTANDING CHECKS AND ADDITIONAL RECONCILIATIONS
FEBRUARY 28, 2021

District Checking - Outstanding Checks

Check Date	Check No.	Amount
Jan 2019	40283	\$ 343.52
Sept 2019	40986	355.87
Mar 2020	41465	100.00
April 2020	41567	103.50
Nov 2020	42089	950.00
Jan 2021	42207	450.00
Jan 2021	42229	20.00
Feb 2021	42236	32.00
Feb 2021	42242	854.60
Feb 2021	42245	311.43
Feb 2021	42253	1,138.81
Feb 2021	42262	113.00
Feb 2021	42263	300.00
Feb 2021	42267	60.00
Feb 2021	42275	875.00
Feb 2021	42281	336.75
Feb 2021	42284	2,412.00
Feb 2021	42288	4,257.00
Feb 2021	42289	58.00
Feb 2021	42290	573.29
Feb 2021	42291	83.40
July 2020	Payroll- related EFTs	2,542.77
		\$ 16,270.94

Additional Reconciliations

Flex Plan - Spring Valley City Bank	
Beginning Balance	\$ 15,522.31
Add: Deposits	854.60
Deposit in transit	-
Less: Reimbursements/fees	(427.62)
Ending Balance	\$ 15,949.29
Vezzetti Capital Mgmt., Inc.	
Beginning Balance	\$ 2,920,249.38
Dividends & Interest	3,131.02
Realized gain/loss	(2,695.31)
Change in market value	(1,025.13)
Property taxes received	-
Transfer to checking	-
Ending Balance	\$ 2,919,659.96
Regular Checking	\$ 1,434,709.16
Total All Accounts	\$ 4,370,318.41
Total All Accounts by Fund	
10 EDUCATIONAL	\$ 3,035,063.82
20 O & M (BUILDING)	553,659.65
30 DEBT SERVICES	4,236.33
40 TRANSPORTATION	(11,603.46)
50 MR/SS	53,985.36
60 CAPITAL PROJECTS	(50,040.57)
70 WORKING CASH	520,436.48
80 TORT	118,177.85
90 FIRE PREVENTION & SAFETY	146,402.94
	\$ 4,370,318.40

Bills Payable List

Printed: 3/17/2021 1:43 PM
 Spring Valley CCSD 99
 Expense on Date: 3/1/21 to 3/31/2021

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
AMANDA PELLEGRINI						
		OTHER SUPPLIES/TEACHERS		321	300.00	10-1110-4300-1
					\$300.00	
AMAZON.COM						
		TITLE I SUPPLIES		321	37.95	10-1250-4100-26
		COMPUTER SUPPLIES - Charging Station		321	504.36	10-2221-4100-1
					\$542.31	
AMEREN IP						
		ELECTRICITY		321	7,361.25	20-2540-4606-1
					\$7,361.25	
APPLE INC.						
		DIGITAL EQUITY SUPPLIES		321	47,280.00	10-1100-4100-3
		DIGITAL EQUITY SUPPLIES		321	3,192.00	10-1100-4100-3
		COMPUTER SUPPLIES		321	895.00	10-2221-4100-1
					\$51,367.00	
BEHAV DISORDER PROG COOP						
		SP ED TUITION NON SCHOOL - February		321	4,800.00	10-4221-6700-1
					\$4,800.00	
BMP TRI-COUNTY SPEC. ED.						
		BMP JOINT AGREEMENT ASSESSMENT		321	80,208.50	10-4120-3100-1
					\$80,208.50	
Brooke Jeppson						
		OTHER SUPPLIES/TEACHERS		321	288.43	10-1110-4300-1
					\$288.43	
CARLY LOPEZ						
		TUITION REIMBURSEMENT: EDUA5342IL		321	336.75	10-1110-2300-1
					\$336.75	
CHASE CARD SERVICES						
		TELEPHONE		321	379.20	20-2540-3100-1
		TITLE I SUPPLIES		321	114.77	10-1250-4100-26
		TITLE I SUPPLIES		321	24.10	10-1250-4100-26
					\$518.07	
CINTAS CORP #396						
		BUILDING UPKEEP SERVICE		321	54.61	20-2540-3201-1
		BUILDING UPKEEP SERVICE		321	54.61	20-2540-3201-1
					\$109.22	
CITY OF SPRING VALLEY						
		WATER - South		321	263.02	20-2540-3700-1
		WATER - North		321	147.77	20-2540-3700-1
					\$410.79	
COMCAST CABLE						
		TELEPHONE		321	757.66	20-2540-3100-1
					\$757.66	
COMMON GOAL SYSTEMS INC						
		COMPUTER SOFTWARE - Teacher Ease FY22		321	7,547.94	10-2221-4200-1

Bills Payable List

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 Spring Valley CCSD 99
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Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
					<u>\$7,547.94</u>	
CONNECTING POINT COMPUTER						
		COMPUTER CAP OUTLAY		321	637.31	10-2221-5100-1
					<u>\$637.31</u>	
CONSTELLATION NEW ENERGY						
		GAS HEAT		321	2,360.86	20-2540-4605-1
					<u>\$2,360.86</u>	
CONTRACT PAPER GROUP						
		REGULAR SUPPLIES		321	1,992.00	10-1110-4100-1
					<u>\$1,992.00</u>	
DIGITAL COPY SYSTEMS						
		COPY MACHINE RENTAL		321	1,556.90	10-2570-3250-1
					<u>\$1,556.90</u>	
DRESBACH DISTRIBUTING CO						
		BUILDING SUPPLY		321	331.40	20-2540-4100-1
		BUILDING SUPPLY		321	241.65	20-2540-4100-1
					<u>\$573.05</u>	
FES FOUNDATION FOR ED SER						
		COMPUTER SOFTWARE - Web Hosting		321	2,970.00	10-2221-4200-1
					<u>\$2,970.00</u>	
FINDAWAY						
		BACK TO BOOKS GRANT		321	108.48	10-2220-4100-22
		LIBRARY SUPPLIES		321	469.65	10-2220-4100-1
					<u>\$578.13</u>	
FLEX SOURCE LLC						
		BOARD OTHER PURCH SERV		321	55.00	10-2310-3900-1
					<u>\$55.00</u>	
FOLLETT SCHOOL SOLUTIONS						
		SUPPLIES - MIDDLE		321	211.30	10-1110-4101-1
					<u>\$211.30</u>	
GRAPHIC ELECTRONICS						
		BOARD OTHER PURCH SERV - Retirement Pla		321	185.00	10-2310-3900-1
					<u>\$185.00</u>	
HOMETOWN NATL BANK						
		INVESTMENT FEES		321	255.21	10-2900-3100-1
		INVESTMENT FEES		321	24.19	20-2900-3100-1
		INVESTMENT FEES		321	2.86	40-2900-3100-1
		INVESTMENT FEES		321	8.27	50-2900-3100-1
		INVESTMENT FEES		321	4.71	60-2900-3100-1
		INVESTMENT FEES		321	48.40	10-2900-3100-1
		INVESTMENT FEES		321	18.01	80-2900-3100-1
		INVESTMENT FEES		321	2.85	90-2900-3100-1
		INVESTMENT FEES		321	0.45	10-2900-3100-1
					<u>\$364.95</u>	
ILLINOIS STATE POLICE						
		BOARD OTHER PURCH SERV		321	56.50	10-2310-3900-1

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Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
					<u>\$56.50</u>	
ILLINOIS VALLEY CELLULAR		TELEPHONE		321	0.96	20-2540-3100-1
					<u>\$0.96</u>	
IMPREST FUND		IMPREST FUND EDUCATION		321	1,500.17	10-111-1
					<u>\$1,500.17</u>	
JAMF SOFTWARE LLC		COMPUTER SOFTWARE		321	9,703.00	10-2221-4200-1
					<u>\$9,703.00</u>	
JOHN'S SERVICE & SALES		BUILDING UPKEEP SERVICE		321	900.00	20-2540-3201-1
					<u>\$900.00</u>	
JOHNSON CONTROLS SECURITY		BUILDING UPKEEP SERVICE		321	469.23	20-2540-3201-1
					<u>\$469.23</u>	
Katie Ritchie		OTHER SUPPLIES/TEACHERS		321	300.00	10-1110-4300-1
					<u>\$300.00</u>	
KENDRICK PEST CONTROL INC		GROUNDS UPKEEP SERVICE		321	60.00	20-2540-3200-1
					<u>\$60.00</u>	
KLEIN THORPE & JENKINS		BOARD LEGAL SERVICES		321	4,884.40	10-2310-3180-1
					<u>\$4,884.40</u>	
KOHL WHOLESALE		FOOD SERVICE FOOD SUPPLIES		321	7,688.04	10-2560-4100-1
		ECE CAFETERIA SUPPLIES		321	60.19	10-2560-4100-16
					<u>\$7,748.23</u>	
Kristin Wrobleski		LIFE SKILLS SUPPLIES		321	42.37	10-1215-4100-1
					<u>\$42.37</u>	
LAMINATOR.COM		REGULAR SUPPLIES		321	759.38	10-1110-4100-1
					<u>\$759.38</u>	
LaSalle Elementary School District #		BOARD LEGAL SERVICES - Bus		321	178.57	10-2310-3180-1
					<u>\$178.57</u>	
LIGHTED WAY ASSOCIATION		LIGHTED WAY TUITION - February		321	6,295.27	10-1200-6100-1
					<u>\$6,295.27</u>	
LOCKER ROOM		EXTRA CURRICULAR SUPPLIES		321	70.34	10-1500-4100-1
					<u>\$70.34</u>	
LOIS CROASDALE						

Bills Payable List

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Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
		OTHER SUPPLIES/TEACHERS		321	300.00	10-1110-4300-1
					<u>\$300.00</u>	
MAUTINO DIST CO INC						
		REGULAR SUPPLIES		321	103.50	10-1110-4100-1
		REGULAR SUPPLIES		321	28.75	10-1110-4100-1
		REGULAR SUPPLIES		321	58.75	10-1110-4100-1
					<u>\$191.00</u>	
MTCO						
		TELEPHONE		321	355.87	20-2540-3100-1
					<u>\$355.87</u>	
RIVER CITY WASTE SERVICES LLC						
		GROUNDS UPKEEP SERVICE		321	253.91	20-2540-3200-1
					<u>\$253.91</u>	
SCHOLASTIC BOOK CLUB						
		TITLE I READING NIGHT SUPPLIES		321	950.24	10-3000-4100-26
					<u>\$950.24</u>	
SCHOOL SPECIALTY INC.						
		LIFE SKILLS SUPPLIES		321	119.99	10-1215-4100-1
					<u>\$119.99</u>	
STAPLES						
		NON FOOD SUPPLIES		321	52.62	10-2560-4200-1
		SPEECH SUPPLIES		321	61.47	10-2150-4100-1
		REGULAR SUPPLIES		321	102.04	10-1110-4100-1
		TECH SPECIALIST SUPPLIES		321	69.89	10-2223-4100-1
					<u>\$286.02</u>	
SUNRISE SUPPLY						
		BUILDING SUPPLY		321	238.14	20-2540-4100-1
					<u>\$238.14</u>	
THE CENTER: RESOURCES FOR						
		TITLE I PURCH SERVICE		321	597.00	10-1250-3100-26
					<u>\$597.00</u>	
THE MUSIC SHOPPE, INC.						
		BAND SUPPLIES - Recorders		321	127.28	10-1110-4600-1
					<u>\$127.28</u>	
TNT LAWN & SNOW, LLC						
		GROUNDS UPKEEP SERVICE		321	800.00	20-2540-3200-1
					<u>\$800.00</u>	
VERIZON WIRELESS						
		TELEPHONE		321	328.46	20-2540-3100-1
					<u>\$328.46</u>	
VOYAGER SOPRIS LEARNING						
		TITLE I SUPPLIES		321	192.50	10-1250-4100-26
					<u>\$192.50</u>	
WALTER BALTIKAUSKI						
		GROUNDS UPKEEP SERVICE - February		321	1,720.00	20-2540-3200-1

Bills Payable List

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Spring Valley CCSD 99
Expense on Date: 3/1/21 to 3/31/2021

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
					<u>\$1,720.00</u>	
West40-MW PBIS		TITLE 1 STAFF DEVELOPMENT - PBIS Conf 20		321	885.00	10-2210-3100-26
					<u>\$885.00</u>	
				Report Total	<u><u>\$206,346.25</u></u>	

SPRING VALLEY C.C.S.D. #99

IMPREST FUND

JL March 2020

Date	Check #	Account #	Amount	
Lynette Lucas	1/8/21	13077	\$225.00	ASHA Dues
VOID		13078		
Mary Beth Miklavcic	2/3/21	13079	\$15.00	Quiz Bowl Monthly
Lynette Lucas	2/5/21	13080	\$99.00	online CEU Sub.
Kaylee Sienza-Duncan	2/5/21	13081	\$99.00	online CEU Sub.
VOID		13082		
VOID		13083		
Ed Derix	2/18/21	13084	10-1500-3100	\$60.00 Referee
John DeFraitis	2/18/21	13085	10-1500-3100	\$60.00 Referee
Doug Rose	2/22/21	13086	10-1500-3100	\$60.00 Referee
Bob Mullane	2/22/21	13087	10-1500-3100	\$60.00 Referee
Doug Rose	2/23/21	13088	10-1500-3100	\$60.00 Referee
Bob Mullane	2/23/21	13089	10-1500-3100	\$60.00 Referee
Doug Rose	3/1/21	13090	10-1500-3100	\$60.00 Referee
VOID		13091		
Bob Mullane	3/1/21	13092	10-1500-3100	\$60.00 Referee
Janel Sons	3/4/21	13093	10-1500-3100	\$60.00 Referee
Dave Baima	3/4/21	13094	10-1500-3100	\$60.00 Referee
JKF Activity Fund	3/4/21	13095	10-1500-3100	\$120.00 Referee wrote check from Act. Acct. in error
Kim Martin	3/8/21	13096	10-1500-3100	\$50.00 referee VB IESA
Ryan Geist	3/8/21	13097	10-1500-3100	\$37.17 containers for student items
Jay Gerber	3/8/21	13098	10-1500-3100	\$60.00 Referee
Bob Mullane	3/8/21	13099	10-1500-3100	\$60.00 Referee
Mary Beth Miklavcic	3/8/21	13100		\$15.00 Quiz Bowl/Scholastic Bowl
Dave Baima	3/8/21	13101	10-1500-3100	\$60.00 referee
Terry Olszewski	3/8/21	13102	10-1500-3100	\$60.00 referee
TOTAL			\$1,500.17	

SPRING VALLEY C.C. ELEMENTARY SCHOOLS

ACTIVITY REPORT

February 2021

	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
BAND	\$13.25	\$0.00	\$0.00	\$13.25
BASKETBALL - BOYS	\$557.86	\$334.00	\$315.28	\$576.58
BASKETBALL - GIRLS	\$903.61	\$0.00	\$0.00	\$903.61
CANDY-SODA MACHINES	\$1,143.57	\$20.40	\$0.00	\$1,163.97
COUNSELING	\$388.00	\$0.00	\$0.00	\$388.00
FIELD TRIPS	\$106.82	\$0.00	\$0.00	\$106.82
HHP (HELP HERMES PROJECT)	\$1,119.99	\$0.00	\$0.00	\$1,119.99
JFK ACTIVITY FUND (PRINC.)	\$3,830.22	\$0.00	\$0.00	\$3,830.22
JFK LIBRARY - MEDIA CENTER	\$738.32	\$35.96	\$0.00	\$774.28
JUMP ROPE FOR HEART	\$0.00	\$0.00	\$0.00	\$0.00
MUSICAL	\$2,321.59	\$0.00	\$0.00	\$2,321.59
PBIS - JFK	\$3,857.03	\$0.00	\$0.00	\$3,857.03
RETIREMENT PARTY	\$57.58	\$0.00	\$0.00	\$57.58
SCHOLASTIC BOWL	\$112.44	\$0.00	\$0.00	\$112.44
SPECIAL EDUCATION DONATION	\$0.00	\$0.00	\$0.00	\$0.00
SPEECH	\$1,564.58	\$0.00	\$0.00	\$1,564.58
STARVED ROCK CONFERENCE	\$0.00	\$0.00	\$0.00	\$0.00
STUDENT COUNCIL	\$0.00	\$0.00	\$0.00	\$0.00
SUNSHINE FUND	\$765.15	\$0.00	\$50.00	\$715.15
TRACK	\$725.41	\$0.00	\$0.00	\$725.41
VOLLEYBALL	\$920.00	\$488.00	\$768.00	\$640.00
Total	\$19,125.42	\$878.36	\$1,133.28	\$18,870.50
CHECKBOOK BALANCE	\$1,870.50			
MONEY MARKET BALANCE	\$0.00			
TOTAL	\$1,870.50			

Spring Valley CCSD #99
Cash Flow 2020 - 2021

	Education	O & M	Debt Srvcs	Transport	IMRF/SS	Captl Prjcts	Working Csh	Tort	Fire Pre & Saf
Final FY20 & FY21 July									
Beginning Balance	\$2,673,867	\$ 480,925	\$ 52,419	\$ 55,714	\$ 27,446	\$ 389,248	\$484,795	\$ 155,121	\$ 222,363
Revenue	40,856	13,057	122	-78	25	460	840	149	443
Expenses	443,004	31,278	0	-1,296	16,041	164,875	0	33,679	0
Change	-402,148	-18,221	122	1,218	-16,016	-164,415	840	-33,530	443
AUGUST									
Beginning Balance	\$2,271,719	\$ 462,704	\$ 52,541	\$ 56,932	\$ 11,430	\$ 224,833	\$485,635	121,591	\$ 222,806
Revenue	936,494	164,982	275,606	59,450	108,789	-137	20,579	111,728	20,681
Expenses	428,902	42,501	0	266	35,411	203,853	0	25,419	110,904
Change	507,592	122,481	275,606	59,184	73,378	-203,990	20,579	86,309	-90,223
SEPTEMBER									
Beginning Balance	\$2,779,311	\$ 585,185	\$ 328,147	\$ 116,116	\$ 84,808	\$ 20,843	\$506,214	207,900	\$ 132,583
Revenue	482,184	-232	-190	645	-74	-153	-189	-89	-137
Expenses	585,334	72,633	0	-3	16,955	77,448	0	1,322	50
Change	-103,150	-72,865	-190	648	-17,029	-77,601	-189	-1,411	-187
OCTOBER									
Beginning Balance	\$2,676,161	\$ 512,320	\$ 327,957	\$ 116,764	\$ 67,779	\$ (56,758)	\$506,025	206,489	\$ 132,396
Revenue	763,460	111,927	177,435	55,010	70,104	-54	13,169	71,904	13,337
Expenses	667,758	57,836	508,664	110	25,179	5	0	21	14
Change	95,702	54,091	-331,229	54,900	44,925	-59	13,169	71,883	13,323
NOVEMBER									
Beginning Balance	\$2,771,863	\$ 566,411	\$ (3,272)	\$ 171,664	\$ 112,704	\$ (56,817)	\$519,194	278,372	\$ 145,719
Revenue	518,715	38,805	7,906	1,423	3,114	14	1,005	3,271	622
Expenses	416,729	27,524	0	5,715	16,784	5	0	18	3
Change	101,986	11,281	7,906	-4,292	-13,670	9	1,005	3,253	619
DECEMBER									
Beginning Balance	\$2,873,849	\$ 577,692	\$ 4,634	\$ 167,372	\$ 99,034	\$ (56,808)	\$520,199	281,625	\$ 146,338
Revenue	563,127	7,481	203	33	76	56,813	336	141	39
Expenses	473,940	81,609	0	3	16,719	5	0	1,482	3
Change	89,187	-74,128	203	30	-16,643	56,808	336	-1,341	36
JANUARY									
Beginning Balance	\$2,963,036	\$ 503,564	\$ 4,837	\$ 167,402	\$ 82,391	\$ -	\$520,535	280,284	\$ 146,374
Revenue	383,502	25,822	-114	22,234	-16	0	-39	3	20
Expenses	565,203	27,618	0	28	17,113	0	0	18	3
Change	-181,701	-1,796	-114	22,206	-17,129	0	-39	-15	17
FEBRUARY									
Beginning Balance	\$2,781,335	\$ 501,768	\$ 4,723	\$ 189,608	\$ 65,262	\$ -	\$520,496	280,269	\$ 146,391
Revenue	375,443	14	-1	11	-13	0	-59	-9	13
Expenses	138,813	7,856	0	141,551	15,966	0	0	167,455	3
Change	236,630	-7,842	-1	-141,540	-15,979	0	-59	-167,464	10
MARCH									
Beginning Balance	\$3,017,965	\$ 493,926	\$ 4,722	\$ 48,068	\$ 49,283	\$ -	\$520,437	112,805	\$ 146,401
Revenue									
Expenses									
Change									
APRIL									
Beginning Balance									
Revenue									
Expenses									
Change									
MAY									
Beginning Balance									
Revenue									
Expenses									
Change									
JUNE									
Beginning Balance									
Revenue									
Expenses									
Change									
Final FY21									
Current Balance all Funds:	\$		4,393,607						

March FY21 SV 99 Budget Watch

Revenue Highlights:

Budget Projection for FY21 \$7,460,666

Revenues: \$375,380

73.2% Received Revenues

FEES & TAXES

- Local taxes = 99.0% of \$2,110,210 (from all 8 Funds)
- Evidence Based Funding = 67.31% of budgeted amount (\$3,461,528 expected)
- Registration = 78.02% of \$28,000
- Tech Fees = 77.51% of \$22,000
- TIF = 89.8% of \$20,000
- Corporate Personal Property Tax = 50.1% of \$100,000
- Lunch Fees = NA
- Investments = 9% of \$58,000

GRANTS

- ECE = 54.9% of Ed. Fund - State/Federal portion of \$194,083
- ECE = 0% of IMRF/SS portion of \$0
- Title II Class Size = 92.26% of Federal portion of \$25,023
- Title I = 82.27% of Federal portion of \$200,000
- Federal Lunch = .39% of \$150,000
- Federal Breakfast = .93% of \$40,000

SPECIAL EDUCATION

- Special Ed Private Facility = 65.11% of State/Federal portion of \$50,000

TRANSPORTATION

- Bus fees = 24.8% of \$15,000
- Regular prorated Transportation = 174.0% of State/Fed portion of \$12,000
- Special Ed Transportation = 102.22% of State/Federal portion of \$30,000
- Local taxes Transportation = 99.0% of \$84,358
- ECE = 0% – Transportation portion \$54,623

Expenditure Highlights:

Budget Projection for FY20 \$8,084,706

Expenditures: \$471,648

71.17% Expended

- Teacher substitutes 55.22% - expected \$80,000
- Tech: Software = 44% of \$19,000; Tech Capital Outlay 52% of \$60,000
- Building Upkeep 114% of 15,000; Grounds Upkeep 85% of \$25,000;
Equipment Upkeep 155% of \$15,000; Supplies 57% of \$22,000;
Gas 4% of \$14,000; Electric 50% of \$90,000; Water 38% of \$9,000

Current Balance = \$4,393,607

Proposed Handbook Changes for the 2021-2022 School Year

Attendees to meeting on 2/18/21: Scott Sebastian, Linda DeLao, Brooke Kurkowski, Adam Falkenhayn, Amy Ossola, Shelly Nauman, Ryan Geist, Jim Faletti

1. Add the following to Immunization, Health, Eye, and Dental Examinations:
 - Vision screenings are done on all PK, K, 2nd, 8th, Special Education, and new students to the school as well as those referred by a teacher.
 - Hearing screenings are done on all PK, K, 1st, 2nd, 3rd, special education, and new students to the school and those referred by a teacher.
 - Other students may be screened as time allows.
2. Change the late work percentage drop from 25% to 10% for assignments that are late. This applies to 5th grade and junior high students.
3. Add the following remote learning expectations following the Homework Policy section on pg. 7.

Students:

- Adhere to the Student Handbook and behave with integrity and honesty while participating in remote learning.
- Read and acknowledge the district's Acceptable Use Policy regarding technology and the Internet.
- Attend all mandatory class meetings as required by your instructor(s).
- Complete all coursework on time.
- Communicate with your instructor(s) in a respectful manner.
- Seek help from your instructor(s) as needed.
- Failure to complete work assigned may result in the failure of the class.

Parents:

- Provide your student with a safe and appropriate place to work while at home.
- Be aware of all course/assignment deadlines and facilitate the return of work at required times.
- Encourage your student to seek help when not understanding the content.
- Ensure that all tests and appropriate work are completed by your student without the aid of others.
- Communicate academic concerns with remote learning instructor(s).

4. Eliminate the 5 cent per day late fee for library books for junior high students. Pg. 8

5. Add a section after the Home School Policy titled Curriculum Objection and add: Parents/guardians who wish to exclude their student(s) from any or all classroom topics may do so by contacting the District Office and completing the Curriculum Objection form.

6. Change the lunch fees once we know if they need to be adjusted.

Assistant Principal's Report- March 17, 2021

Below you will find a breakdown of the number of minors and majors given since February 17th as well as the enrollment numbers. It has been nice to get almost everyone back in the building four days a week. I would like to thank our custodial staff for their hard work everyday in the Kennedy Center around the lunch hours. There have been a few more discipline incidents with the students coming back. Our volleyball and basketball seasons have wrapped up for our 7th and 8th graders. Scholastic Bowl and 6th grade basketball is currently in season with track to begin next week. The IESA is still not sure if they can hold the state track meet under the current guidelines. They will meet on April 9th with a decision to follow. I am currently getting next years athletics schedule ready as we are planning on a normal start to the year. If you have any questions, please let me know.

Grade	# of Minors	Yearly total	# of Majors	Yearly Total
K	0	0	0	0
1	0	1	0	0
2	0	0	0	0
3	0	0	0	0
4	0	0	0	0
5	0	0	0	0
6	4	12	0	0
7	6	15	0	2
8	4	11	0	2
Total as of 3/16/21	4	39	0	4

Grade	# of Students	
EC	4	NC
Pre-K	60	NC
K	63	NC
1	59	NC
2	62	NC
3	57	NC
4	62	NC
5	57	NC
6	61	NC
7	78	NC
8	70	NC
Total	633	NC

Principal's Report 3/17/2021

- Return to school
 - Made a few minor changes to lunch times
 - Lots of positive comments from students, teachers and parents
- 2nd Round CARES Funding
 - Should receive a little over \$600,000
 - Team will complete a needs assessment
 - Summer school
- Reading Curriculum
 - K-2 teachers will present
- Testing started 3/15
 - IAR
 - ACCESS
 - ISA will take place after IAR
- 5 Essentials
 - Students – 81% response rate (Needed 50%)
 - Teachers – 79% response rate (Needed 50%)
 - Parents – 22% response rate (Needed 20%)
- K-2 teachers will present on their curriculum

2021 Reading Curriculum Overview

2019-20 adoption for K-5th (Haven't had 1 full year of implementation because of COVID)

2017-18 adoption for 6th-8th

Kindergarten – Tara West (very similar to Rooted in Reading) with Heggerty supplemented

1st grade – Rooted in Reading with Secret Stories supplemented

2nd grade – Rooted in Reading

3rd-5th grade – myView by Pearson

6th-8th grade – myPerspectives by Pearson (sister series to myView)

Spelling

2nd- Phonics based list

3rd- 2 classes piloted Pearson/ 1 class piloted a new version of Words Their Way

4th - Words Their Way

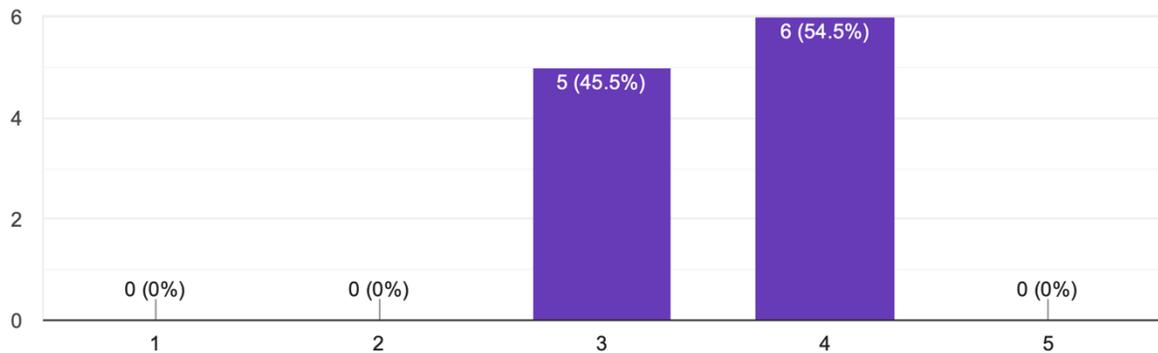
5th – Piloted Pearson

Tier 1 and Tier 2 Survey Results

K-4 Results – 11/15 teachers responded

How effective do you feel the ELA core curriculum is in ensuring mastery of foundational skills?

11 responses

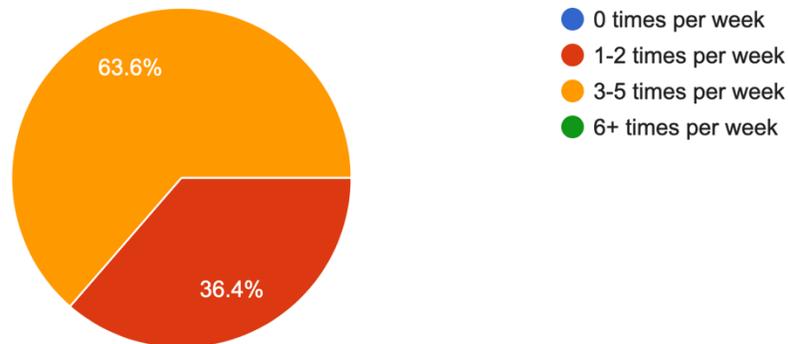


What ELA foundational skills do you typically need to provide interventions for?

Letter naming, letter sounds, phonics, sight word recognition, blending, segmenting, understanding and generating rhymes, fluency, and comprehension.

How often do you deliver Tier 2 interventions in your classroom?

11 responses



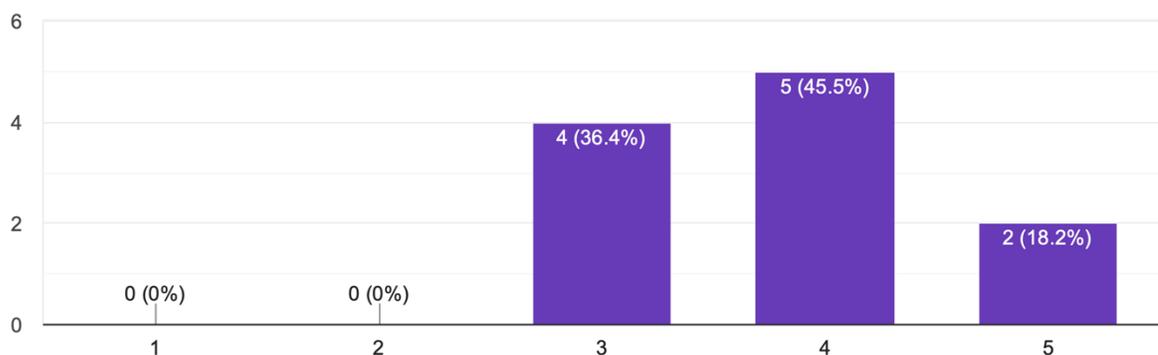
Suggestions for improving reading

- Reading club after school
- Use the same phonics program across grade levels for the progression of skills.
- Master list of all sight words for each grade level.
- Use one official assessment tool for reading level

5-8 Results – 12/12 teachers responded

How effective do you feel the ELA core curriculum is in ensuring mastery of foundational skills?

11 responses

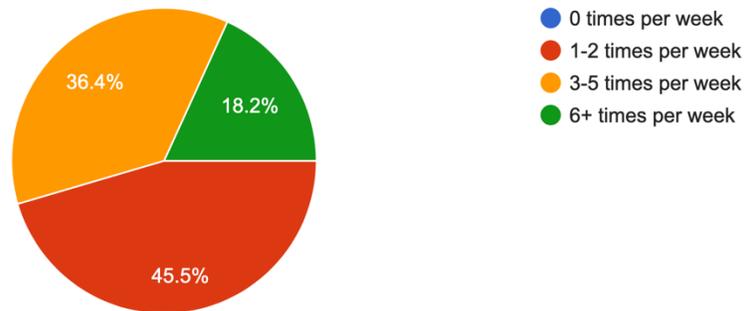


What ELA foundational skills do you typically need to provide interventions for?

Fluency, comprehension, summarization, vocabulary usage and acquisition, reading endurance, phonics, writing, and grammar

How often do you deliver Tier 2 interventions in your classroom?

11 responses



Special Education and Interventionists Results – 10/11 teachers responded

What has been your most successful intervention you've used with your students?

Edmark, 1:1 fluency instruction, repetition, sight word practice, research-based phonological awareness, phonemic awareness, and phonics hierarchy of skills, multi-modal direct instruction, scaffolding, Passports Voyager, pre-teaching vocabulary, taping models of oral readings, immersion in deficit area practice

What do you think we can do to help students gain missing skills?

Provide more intervention time, better align the curriculum, age-targeted after school tutoring program, provide professional development so teachers and interventionists gain a solid understanding of literacy development, adopting a specific reading intervention program including screeners, and hire a literacy coach.

What ELA skills do you feel students are missing most when they receive an IEP?

Phonemic awareness, phonological awareness, phonics, decoding, rhyming, segmenting, blending, fluency, comprehension, vocabulary, fundamentals of writing

This is a direct quote from the survey that sums it up pretty well: "Foundational skills that start in preschool. These skills are phonological awareness and phonemic awareness skills. Kids are coming to preschool and kindergarten (if they didn't attend prek) without many of the skills they should have in place. We cannot look beyond them, however and just hit the ground running so to speak. The foundation still has to be set before we move on. We are introducing print and writing before a solid foundation of these skills is established, and the kids then end up with holes in their literacy development. I want to emphasize that phonological awareness lessons DO NOT AND SHOULD NEVER include print (letter tiles, writing on a white board, etc.) Phonological awareness develops the oral (spoken)

component of our language in addition to building a strong auditory understanding of the various sounds in our language (ear training). If these skills are not solid prior to introducing print, we are setting up kids for failure. Preschool and Kindergarten should be teaching phonological awareness skills, toward the middle to end of Kindergarten, phonemic awareness, and then moving on to phonics in first and second grade. HOWEVER, if the students did not get a solid foundation in phonological awareness and phonemic awareness, intervention MUST AND SHOULD occur before we introduce print (phonics). Otherwise, we are setting students up for confusion and failure. This is when we see lots of attention and motivation issues in students and thus frustration that their work is too hard.”

SCOPE AND SEQUENCE		K	1	2	3	4	5
READING WORKSHOP	FOUNDATIONAL SKILLS						
	Print Concepts						
	Hold a book upright and turn from page to page	•	•				
	Track print from left to right, top to bottom of a page, and from front to back of a book	•	•				
	Know uppercase and lowercase letters	•	•				
	Understand that words are separated by spaces	•	•				
	Identify the correspondence between oral words and printed words	•	•				
	Show awareness of information in different parts of a book	•	•				
	Recognize the upper- and lowercase letters of the alphabet	•	•				
	Alphabetize to the first or second letter		•	•			
	Phonological Awareness						
	Recognize and produce rhyming words	•	•	•			
	Count syllables in spoken words	•	•				
	Segment and blend syllables in words	•	•				
	Segment and blend onset and rime	•	•				
	Identify the same and different initial sounds in words	•	•				
	Identify the same and different ending sounds in words	•	•				
	Identify the same and different medial sounds in words	•	•				
	Isolate the initial, medial, or ending sounds in words	•	•				
	Add or delete beginning or ending phonemes in words	•	•	•			
	Segment a word or syllable into sounds	•	•				
	Phonics						
	Connect sounds and letters to consonants	•	•	•	•	•	•
	Know sound-letter relationships and match sounds to letters	•	•	•	•	•	•
	Generate sounds from letters and blend those sounds to decode	•	•	•	•	•	•
	• Consonants, consonant blends, and consonant digraphs	•	•	•	•	•	•
	• Short and long vowels	•	•	•	•	•	•
	• <i>r</i> -controlled vowels, vowel digraphs, and other common vowel patterns	•	•	•	•	•	•
	Decode multisyllabic words	•	•	•	•	•	•
	Recognize common letter patterns in words and use them to decode syllables (CVC, VCCV, VCV, VCCCV)	•	•	•	•	•	•
High-Frequency Words							
Read common high-frequency words (sight words)	•	•	•	•	•	•	
Read irregularly spelled words	•	•	•	•	•	•	

SCOPE AND SEQUENCE

K 1 2 3 4 5

Word Structure and Knowledge

Use a dictionary to find words, determine word origin, syllabication, and pronunciation

• • • • •

Recognize and know the meaning of common prefixes and suffixes

• • • • •

Recognize and know common inflectional endings (-s, -es, -er, -est, -ed, -ing)

• • • • •

Decode words with common suffixes (-ly, -ful, -able, -ible, -ment, -less)

• • • • •

Learn and recognize irregular spellings of words

• • • • •

Identify and decode compound words and contractions

• • • • •

Fluency

Read aloud with accuracy

• • • • •

Read aloud with appropriate pace and expression

• • • • •

Read aloud with prosody (stress, intonation)

• • • • •

Read aloud grade-level poetry and prose with fluency, accuracy, and comprehension

• • • • •

READING COMPREHENSION

Genre Characteristics

Identify and understand types of fiction (e.g., historical, realistic, traditional)

• • • • •

Identify and understand types of informational texts (e.g., science, social studies, technical)

• • • • •

Identify and understand characteristics of informational text (e.g., headings, illustrations, maps, captions, tables, sidebars)

• • • • •

Identify and understand structures of informational texts (e.g., cause and effect, problem and solution, compare and contrast)

• • • • •

Identify and understand characteristics of opinion writing or persuasive texts (facts, opinions, claim, supporting evidence, counterclaim)

• • • • •

Identify and understand characteristics of poetry and drama

• • • • •

Identify and understand characteristics of digital and multimodal texts

• • • • •

Identify the audience of a text

• •

Key Ideas and Details

Ask and answer questions about what is read

• • • • •

Identify details to help determine key ideas and themes

• • • • •

Use text evidence to support a response

• • • • •

Retell and paraphrase text

• • • • •

Make inferences or draw conclusions about a text, character, or theme

• • • • •

Set a purpose for reading

• • • • •

Make predictions

• • • • •

SCOPE AND SEQUENCE		K	1	2	3	4	5
READING WORKSHOP	Analysis						
	Evaluate details to determine the main idea	•	•	•	•	•	•
	Retell, paraphrase, or summarize a text	•	•	•	•	•	•
	Make connections (to a text, to other texts, to personal experiences, to society)	•	•	•	•	•	•
	Identify cause and effect				•	•	•
	Compare and contrast details and information	•	•	•	•	•	•
	Recognize facts and opinions				•	•	•
	Confirm or correct predictions	•	•	•	•	•	•
	Create mental images to build understanding of a text	•	•	•	•	•	•
	Monitor comprehension and make adjustments to improve understanding		•	•	•	•	•
	Describe the relationships between ideas, events, characters, people	•	•	•	•	•	•
	Explain the effect of various elements of poetry (rhyme, imagery, line breaks, stanzas)			•	•	•	•
	Analyze elements of fiction and drama (characters, setting, plot, dialogue, theme)	•	•	•	•	•	•
	Identify and analyze the parts of a plot (rising action, conflict, falling action, resolution)	•	•	•	•	•	•
	Identify the use of literary elements and devices (e.g., alliteration, hyperbole, imagery, symbolism)			•	•	•	•
	Synthesize information to create a new understanding	•	•	•	•	•	•
	Distinguish and analyze author's point of view	•	•	•	•	•	•
	Determine the meaning of specific words or phrases used in a text	•	•	•	•	•	•
	Recognize the characteristics of persuasive or argumentative text		•	•	•	•	•
	Analyze graphic elements and features (e.g., illustrations, diagrams, graphs, maps)	•	•	•	•	•	•
Response to Sources							
Reflect on reading and respond by speaking or writing	•	•	•	•	•	•	
Use text or text evidence to write about what is read	•	•	•	•	•	•	
Interact with sources in meaningful ways	•	•	•	•	•	•	
Make connections to personal experiences, ideas in other texts, society	•	•	•	•	•	•	
Comparison Across Texts							
Compare two or more texts	•	•	•	•	•	•	
Compare two or more genres	•	•	•	•	•	•	
Compare two or more authors	•	•	•	•	•	•	
Appreciate texts across a broad range of genres	•	•	•	•	•	•	

SCOPE AND SEQUENCE		K	1	2	3	4	5
READING WORKSHOP	Independent and Self-Selected Reading						
	Read independently for an extended period of time	•	•	•	•	•	•
	Self-select texts for independent reading	•	•	•	•	•	•
	Oral Language						
	Work collaboratively with others	•	•	•	•	•	•
	Listen actively, ask relevant questions, and make pertinent comments	•	•	•	•	•	•
	Express an opinion supported by reasons	•	•	•	•	•	•
	Use eye contact and speak with appropriate rate and volume	•	•	•	•	•	•
	Follow or restate oral directions				•	•	•
	Develop social communication skills, such as conversing politely	•	•	•	•	•	•
Report on a topic or give a presentation using an appropriate mode of delivery	•	•	•	•	•	•	
READING-WRITING WORKSHOP BRIDGE	VOCABULARY ACQUISITION						
	High-Frequency Words						
	Identify and read high-frequency (sight) words	•	•	•	•	•	•
	Word Study						
	Identify and learn words that name actions, directions, positions, sequences, and other categories and locations	•	•				
	Alphabetize words to the third letter			•	•		
	Identify and use context clues to learn about unfamiliar words	•	•	•	•	•	•
	Understand synonyms and antonyms			•	•	•	•
	Identify and understand the meaning of common prefixes	•	•	•	•	•	•
	Identify and understand the meaning of common suffixes	•	•	•	•	•	•
	Use knowledge of word roots, prefixes, and suffixes to determine the meaning of new words		•	•	•	•	•
	Use knowledge of word relationships to determine the meaning of new words		•	•	•	•	•
	Learn and understand common abbreviations			•	•		
	Identify and learn about compound words			•	•		
	Identify and learn homographs and homophones	•	•	•	•	•	
	Learn and understand idioms and figurative language, including word nuances (i.e., shades of meaning) and literal and nonliteral meanings of words and phrases	•	•	•	•	•	•
	Learn and understand transitions or signal words (e.g., time order, chronological order, cause-and-effect order, compare-and-contrast order)				•	•	•
	Learn about word origins and word histories						•
	Understand adages and proverbs						•

SCOPE AND SEQUENCE		K	1	2	3	4	5
READING-WRITING WORKSHOP BRIDGE	Word Learning Strategies						
	Use picture cues and other graphics to help determine the meaning of new words	•	•				
	Recognize and learn selection vocabulary	•	•	•	•	•	•
	Use print and digital references to determine the meaning of new words	•	•	•	•	•	•
	Learn academic language	•	•	•	•	•	•
	Learn and understand domain-specific vocabulary and specialized vocabulary				•	•	•
	Academic Language						
	Learn the language of ideas used in academic discourse				•	•	•
	Understand the difference between informal spoken language and the conventions of formal written language			•	•	•	•
	ANALYZE AUTHOR'S CRAFT						
Analyze and describe an author's use of imagery and figurative language	•	•	•	•	•	•	
Identify and analyze an author's use of simile and metaphor			•	•	•	•	
Analyze an author's use of illustrations	•	•	•	•	•	•	
Analyze an author's use of print and graphic features (e.g., titles, headings, charts, tables, graphs)	•	•	•	•	•	•	
Analyze an author's use of text structure (e.g., time order, compare and contrast, cause and effect)	•	•	•	•	•	•	
Analyze how an author's language and word choice contribute to voice		•	•	•	•	•	
Analyze an author's use of point of view	•	•	•	•	•	•	
Analyze and explain an author's purpose and message in a text	•	•	•	•	•	•	
DEVELOP WRITER'S CRAFT							
Introduce a topic or opinion	•	•	•	•	•	•	
Use a clear and coherent organization		•	•	•	•	•	
Provide reasons and evidence to support a claim or opinion		•	•	•	•	•	
End with a concluding or final statement		•	•	•	•	•	
Use linking words and phrases (i.e., transitions) to connect and organize ideas		•	•	•	•	•	
Describe experiences with facts and descriptive details in a clear sequence		•	•	•	•	•	
Use dialogue and description to develop situations and characters		•	•	•	•	•	
Use description to show the reaction of characters or real persons to situations and events			•	•	•	•	
CONVENTIONS OF LANGUAGE							
Spelling							
Use and apply knowledge of spelling to spell grade-level words	•	•	•	•	•	•	
Consult reference materials (glossaries, dictionaries) as needed to correct spelling	•	•	•	•	•	•	

SCOPE AND SEQUENCE	K	1	2	3	4	5
Spelling (cont.)						
Use and apply knowledge of base words and affixes to spell words with inflections, prefixes, or suffixes		•	•	•	•	•
Spell words with blends, digraphs, silent letters, and unusual consonant combinations	•	•	•	•	•	•
Spell words with short vowels, long vowels, <i>r</i> -controlled vowels, the schwa sound, and other vowel combinations		•	•	•	•	•
Use knowledge of Greek and Latin roots to spell words					•	•
Use knowledge of syllable patterns (e.g., VCV, VCCV, VCCCV) to spell multisyllabic words	•	•	•	•	•	•
Spell words with irregular plurals		•	•	•	•	
Learn and spell high-frequency words	•	•	•	•	•	•
Grammar and Usage						
Learn about the parts of speech, including						
• nouns and pronouns	•	•	•	•	•	•
• adjectives and adverbs		•	•	•	•	•
• prepositions and prepositional phrases	•	•	•	•	•	•
• conjunctions, interjections, and articles		•	•	•	•	•
Use and form irregular plurals of nouns		•	•	•	•	
Use and form verb tenses with regular and irregular verbs		•	•	•	•	•
Use and form comparative and superlative forms of adjectives and adverbs				•	•	•
Use coordinating, correlative, and subordinating conjunctions			•	•	•	•
Form and use contractions			•	•		
Use an apostrophe and form singular and plural possessives		•	•	•	•	
Identify and use declarative, interrogative, exclamatory, and imperative sentences	•	•	•	•		
Identify and use simple, compound, and complex sentences		•	•	•	•	•
Write sentences with subject-verb agreement		•	•	•	•	•
Avoid common sentence errors (e.g., misused words, misplaced modifiers, double negatives, shifts in verb tense)					•	•
Capitalization and Punctuation						
Capitalize the beginnings of sentences, proper nouns and adjectives, the pronoun <i>I</i> , days of the week and months of the year, holidays	•	•	•	•	•	•
Use end punctuation with sentences (period, question mark, exclamation mark)	•	•	•	•		
Use common conventions for commas (e.g., in dates and addresses; with items in a series; in compound sentences; with greetings and closings; in dialogue)		•	•	•	•	•
Use an apostrophe to form contractions and possessives, when appropriate		•	•	•	•	

SCOPE AND SEQUENCE		K	1	2	3	4	5
WRITING WORKSHOP	Capitalization and Punctuation (cont.)						
	Learn how and when to use quotation marks with dialogue				•	•	•
	FOUNDATIONAL SKILLS FOR WRITING						
	Letter Formation, Handwriting, Cursive						
	Develop handwriting by printing words legibly	•	•	•			
	Write legibly by leaving appropriate spaces between words		•	•	•		
	Write cursive letters legibly			•	•	•	•
	Ways of Writing						
	Create writing in both printed and digital forms	•	•	•	•	•	•
	Write regularly both short and longer products			•	•	•	•
	Revise and edit drafts of writing		•	•	•	•	•
	Develop keyboarding skills				•	•	•
	Use technology to produce and publish writing	•	•	•	•	•	•
	Use technology to interact and collaborate with others	•	•	•	•	•	•
	Speaking and Listening						
	Participate in discussions with partners and groups about writing	•	•	•	•	•	•
	Work with a peer or group to revise and edit writing	•	•	•	•	•	•
	COMPOSITION						
	The Writing Process: Plan, Draft, Revise, Edit, Publish						
	Prewrite and plan using a variety of strategies	•	•	•	•	•	•
	Develop drafts into organized pieces of writing	•	•	•	•	•	•
Revise drafts for coherence and clarity	•	•	•	•	•	•	
Edit drafts for the conventions of standard English	•	•	•	•	•	•	
Publish written work for audiences	•	•	•	•	•	•	
Genre Immersion: Modes and Products							
Write in a variety of modes							
• Informative or explanatory	•	•	•	•	•	•	
• Narrative	•	•	•	•	•	•	
• Persuasive	•	•	•	•	•	•	
Write and produce a variety of forms of writing							
• Letters, thank-you notes, emails		•	•	•	•	•	
• Editorials, presentations, speeches, essays, brochures	•	•	•	•	•	•	
• News stories, reports, summaries, how-to articles, informational articles	•	•	•	•	•	•	
• Poems, stories, plays, and other creative writing	•	•	•	•	•	•	
Write in self-selected forms			•	•	•	•	

SCOPE AND SEQUENCE		K	1	2	3	4	5
ORAL LANGUAGE	SPEAKING						
	Retell an experience or story	•	•	•	•	•	•
	Summarize a text or experience with descriptive details and relevant facts	•	•	•	•	•	•
	Discuss politely and respectfully in groups	•	•	•	•	•	•
	Speak clearly and coherently about a topic or text	•	•	•	•	•	•
	Speak with sufficient volume and appropriate rate	•	•	•	•	•	•
	Communicate effectively while following the conventions of English	•	•	•	•	•	•
	Ask and answer questions	•	•	•	•	•	•
	Ask for and provide clarification or elaboration	•	•	•	•	•	•
	Connect ideas to those of others in a group	•	•	•	•	•	•
Report on a topic or text		•	•	•	•	•	
Include media in an oral presentation or report			•	•	•	•	
ORAL LANGUAGE	LISTENING						
	Listen to others when working in groups or with partners	•	•	•	•	•	•
	Use active listening strategies (e.g., making eye contact, facing the speaker, asking questions)	•	•	•	•	•	•
	Work collaboratively with others by following agreed-upon rules, norms, and protocols	•	•	•	•	•	•
PROJECT-BASED INQUIRY	COLLABORATION						
	Engage in discussions (e.g., one-on-one, in groups, teacher-led) on collaborative projects	•	•	•	•	•	•
	Work in pairs or with partners for inquiry projects		•	•	•	•	•
	RESEARCH SKILLS AND PROCESS						
	Conduct Short Research Projects						
	Develop and follow a plan for research	•	•	•	•	•	•
	Compose correspondence that requests information		•	•	•	•	•
	Take notes on sources and organize information from notes		•	•	•	•	•
	Generate questions for formal or informal inquiry	•	•	•	•	•	•
	Use an appropriate mode of delivery to present results		•	•	•	•	•
Paraphrase information from research sources		•	•	•	•	•	
Identify and Gather Information							
Use primary and secondary sources for research			•	•	•	•	
Avoid plagiarism				•	•	•	
Find information for research from both print and online sources	•	•	•	•	•	•	
Cite research sources (including print and online sources) and develop a bibliography			•	•	•	•	
Review sources critically for relevance and reliability		•	•	•	•	•	

SCOPE AND SEQUENCE		K	1	2	3	4	5
	Identify and Gather Information (cont.)						
	Demonstrate understanding of information gathered	•	•	•	•	•	•
	Make appropriate use of media and technology	•	•	•	•	•	•
	Interact with sources in meaningful ways	•	•	•	•	•	•
ASSESSMENT	TEST PREPARATION						
	Editing						
	Edit for complete sentences (avoid sentence fragments, run-on sentences, and comma splices)				•	•	•
	Edit for capitalization (e.g., proper nouns and adjectives, first word in a sentence, pronoun <i>I</i> , days of the week, months of the year) and punctuation (periods, question marks, apostrophes, quotation marks)	•	•	•	•	•	•
	Edit for end punctuation (periods, question marks, exclamation marks) and other punctuation, including commas, apostrophes, and quotation marks, where appropriate	•	•	•			
	Edit for commas in dates, addresses, compound sentences, and quotations			•	•	•	•
	Edit to avoid spelling mistakes		•	•	•	•	•
	Edit to maintain consistent verb tense		•	•	•	•	•
	Edit to maintain subject-verb agreement		•	•	•	•	•
	Extended Writing Prompts						
	Develop a personal narrative		•	•	•	•	•
	Develop an informational or explanatory paragraph or essay		•	•	•	•	•
	Develop poetry or fiction		•	•	•	•	•
	Develop a persuasive paragraph or essay				•	•	•
	Develop correspondence		•	•	•	•	•
	Author's Craft and Structure						
	Identify the author's purpose and craft	•	•	•	•	•	•

Kindergarten Phonics Scope and Sequence

Week	Phonics Awareness Skill Tara West Curriculum	Supplement	Common Core Standard
1	Rhyming Single Sounds	Heggerty	<i>RF.K.2.A</i> <i>RF.K.2A,B,C,D,E</i>
2	Rhyming, Beginning Sounds	Heggerty	<i>RF.K.2.A RF.K.2.D</i> <i>RF.K.2A,B,C,D,E</i>
3	Words in Oral Sentences, Beginning Sounds	Heggerty	<i>RF.K.2.D</i> <i>RF.K.2A,B,C,D,E</i>
4	Words in Oral Sentences, Beginning Sounds	Heggerty	<i>RF.K.2.D</i> <i>RF.K.2A,B,C,D,E</i>
5	Onset & Rime, Phoneme Segmentation	Heggerty	<i>RF.K.2.B</i> <i>RF.K.2.C</i> <i>RF.K.2A,B,C,D,E</i>
6	Onset & Rime, Phoneme Segmentation, Beg. Sound	Heggerty	<i>RF.K.2.B RF.K.2.C</i> <i>RF.K.2A,B,C,D,E</i>
7	Onset & Rime, Phoneme Segmentation, Beg. Sound	Heggerty	<i>RF.K.2.B RF.K.2.C</i> <i>RF.K.2A,B,C,D,E</i>
8	Phoneme Segmentation	Heggerty	<i>RF.K.2.C</i> <i>RF.K.2A,B,C,D,E</i>
9	Phoneme Segmentation	Heggerty	<i>RF.K.2.C</i> <i>RF.K.2A,B,C,D,E</i>
10	Phoneme Segmentation, Final Sounds	Heggerty	<i>RF.K.2.C RF.K.2.D</i> <i>RF.K.2A,B,C,D,E</i>
11	Phoneme Segmentation, Final Sounds	Heggerty	<i>RF.K.2.C RF.K.2.D</i> <i>RF.K.2A,B,C,D,E</i>
12	Phoneme Segmentation, Final Sounds	Heggerty	<i>RF.K.2.C RF.K.2.D</i> <i>RF.K.2A,B,C,D,E</i>
13	Blend & Segment Final Sounds	Heggerty	<i>RF.K.2.D</i> <i>RF.K.2A,B,C,D,E</i>
14	Blend & Segment, Final Sounds	Heggerty	<i>RF.K.2.B RF.K.2.C</i> <i>RF.K.2.D</i> <i>RF.K.2A,B,C,D,E</i>

15	Middle Sounds, CVC Word Writing	Heggerty	RF.K.2.D <i>RF.K.2A,B,C,D,E</i>
16	Middle Sounds, CVC Word Writing	Heggerty	RF.K.2.D <i>RF.K.2A,B,C,D,E</i>
17	Manipulating Beginning Sounds, CVC/e Word Writing	Heggerty	RF.K.2.D <i>RF.K.2A,B,C,D,E</i>
18	Manipulating Beginning Sounds, CVC/e Word Writing	Heggerty	RF.K.2.D <i>RF.K.2A,B,C,D,E</i>
19	Manipulating Beginning Sounds, CVC/e Word Writing	Heggerty	RF.K.2.D <i>RF.K.2A,B,C,D,E</i>
20	Manipulating Final Sounds, CVC/e word writing	Heggerty	RF.K.2.D <i>RF.K.2A,B,C,D,E</i>
21	Manipulating Final Sounds, CVC/e word writing	Heggerty	RF.K.2.D <i>RF.K.2A,B,C,D,E</i>
22	Manipulating Sounds, Word Writing Strips	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
23	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
24	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
25	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
26	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
27	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
28	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
29	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
30	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
31	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>

32	Manipulating Sounds, Word Writing, Nonsense Words	Heggerty	RF.K.D RF.K.E <i>RF.K.2A,B,C,D,E</i>
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Week	Book Titles		DRA Levels			Sight Word Focus	Phonemic Awareness/Phonics
1	Animals I see	Fun at Recess	1	1	2	I	Rhyming, Single Sounds
2	Food I Like	Meet the Royals	1	1	2	like	Rhyming, Beginning Sounds
3	In My Closet	Places I Go	1	1	2	the	Words in Oral Sentences, Beginning Sounds
4	Up!	This and That	1	1	2	and	Words in Oral Sentences, Beginning Sounds
5	See What I can Do	See Animals Can Do	1	1	2	can	Onset & Rime, Phoneme Segmentation
6	The Family	Once Upon a Time	1	2	3	see	Onset & Rime, Phoneme Segmentation, Beg. Sounds
7	Our Senses	The Farm	1	2	3	we	Onset & Rime, Phoneme Segmentation, Beg. Sounds
8	Under My Bed	My Friend Max	1	2	3	my	Phoneme Segmentation
9	This is What I Like	I Like to Brush	1	2	3	to	Phoneme Segmentation
10	I Want to Come	Come and See	1	2	3	come	Phoneme Segmentation, Final Sounds
11	Me too!	Who Sees me?	1	2	3	me	Phoneme Segmentation, Final Sounds
12	Match me	Milk with Cookies	1	2	3	with	Phoneme Segmentation, Final Sounds
13	What Do You See?	Cupcakes 101	1	2	4	you, what	Blend & Segment, Final Sounds
14	My School	Dress Up Fun	1	2	4	are, now	Blend & Segment, Middle Sounds
15	My Locker	How are You?	1	2	4	is, how	Middle Sounds, CVC Word Writing
16	Moving Day	Can You Find This?	1	2	4	find, this	Middle Sounds, CVC Word Writing
17	What Will it Be?	What Will You Be?	1	2	4	will, be	Manipulating Beginning Sounds, CVC/e Word Writing
18	Places we Go	Where Does it Go?	1	3	6	go, for	Manipulating Beginning Sounds, CVC/e Word Writing
19	Building With Shapes	What Can you Play?	1	3	6	make, play	Manipulating Beginning Sounds, CVC/e Word Writing
20	Apple Picking	Spring is Here	1	3	6	said, here	Manipulating Final Sounds, CVC/e Word Writing
21	Grandma	Summer Fun	1	3	6	she, all	Manipulating Final Sounds, CVC/e Word Writing
22	Frog and Dragonfly	3, 2, 1 Blastoff!	1	3	6	he, no	Manipulating Sounds, Word Writing Strips
23	Robot Mania	Way Down in the Ocean	1	3	6	do, down	Manipulating Sounds, Word Writing, Nonsense Words
24	I Love Earth	Breakfast Time	1	3	6	have, help	Manipulating Sounds, Word Writing, Nonsense Words
25	The Butterfly	Picnic Frenzy	1	3	6	look, out	Manipulating Sounds, Word Writing, Nonsense Words
26	Father's Day	Summer Vacation	1	4	6	off, take	Manipulating Sounds, Word Writing, Nonsense Words
27	A Day on the Farm	A Growing Garden	1	4	6	they, here	Manipulating Sounds, Word Writing, Nonsense Words
28	Mother's Day	Best Friends Forever	1	4	6	love, friend	Manipulating Sounds, Word Writing, Nonsense Words

Week	Book Titles		DRA Levels			Sight Word Focus	Phonemic Awareness/Phonics
29	Duke	The Picnic	1	4	6	went, out	Manipulating Sounds, Word Writing, Nonsense Words
30	The Pet Shop	Flower Garden	1	4	6	first, next	Manipulating Sounds, Word Writing, Nonsense Words
31	Sam and Billy	Summer Treats	1	4	6	were, into	Manipulating Sounds, Word Writing, Nonsense Words
32	I'm a Super Kinder Kid	Underwater Adventure	1	4	6	there, saw	Manipulating Sounds, Word Writing, Nonsense Words

Kindergarten Phonemic Awareness Curriculum Plan

Week	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
Letter Naming	Consonants and Vowels																						Add Digraphs	Add L Blends	Add R Blends	Add S Blends	Add Three Letter S Blends	Review of All Letters, Digraphs, and Blends							
Rhyming	Hearing Rhymes		Words in a series; Which two rhyme		Words in a series; Which one doesn't rhyme		Self-Production of Rhyming Words					Rhyming with Digraphs	Rhyming with L Blends	Rhyming with Blends	Rhyming with S Blends		Producing Rhyming Words with Rimes																		
Onset	Consonants					Short a	Short i	Short o	Short u	Short e	Digraphs	L Blends	R Blends	S Blends	Three Letter S Blends	Review of All Skills																			
Blending	Compound Words		Syllables		Onset/Rime		Blending Two Phonemes	Blending Three Phonemes				Blending Four Phonemes	Compound Words	Syllables	Onset/Rime	R Blends	S Blends	Three Letter S Blends	Blending Four+ Phonemes																
Final and Medial Sounds	Final Sound					Medial Sound					Final Sound					Mixed Skills																			
Segmenting	Compound Words		Syllables		Onset/Rime		Segmenting Two Phonemes	Segmenting Three Phonemes				Segmenting Four Phonemes	Compound Words	Syllables	Mostly Onset/Rime	Segmenting Four+ Phonemes																			
Substituting	Compound Words		Syllables		Onset/Rime		Onset/Short Vowel Rimes				Onset with Mixed Rimes	R Blends				S Blends	Three Letter S Blends	Mixed Skills																	
Adding	Compound Words		Syllables		Onset/Rime																														
Deleting	Compound Words		Syllables		Onset/Rime																														
Language Awareness	Repeating sentences; Separating into separate spoken words		Clapping Words	Counting Words	Teacher can create additional sentences if students still need practice on these skills.																														

Rooted in
READING



1st GRADE



by Amy Lemons and Katie King

THE BOOK LIST

These are the books that will be focused on during our 1st Grade Rooted in Reading Series. We suggest printing out the list and looking for the books at garage sales, Half Price Books, etc. We buy most of our books on Amazon, but they can be found other places also!



Rooted in READING

Katie King and Amy Lemons



1st GRADE

Month:	Book 1:	Book 2:	Book 3:	Book 4:
AUG	School's First Day of School by Adam Rex	Sylvie by Jennifer Sattler	The Bad Seed by Jory John	Nerdy Birdy by Aaron Reynolds
SEPT	How to Make Apple Pie and See The World by Marjorie Priceman	Honey...Honey...Lion by Jan Brett	Make Way for Ducklings by Robert McCloskey	Real Cowboys by Kate Hoefler
OCT	Hoot and Peep by Lita Judge	If Your Monster Won't Go To Bed by Denise Vega	Pumpkin Soup by Helen Cooper	The Girl Who Thought in Pictures by Julia Finley Mosca
NOV	Maddi's Fridge by Lois Brandt	Amazing Grace by Mary Hoffman	A Plump and Perky Turkey by Teresa Bateman	The Scarecrow's Hat by Ken Brown
DEC	Oskar and the 8 Blessings by Richard and Tanya Simon	The Animal's Santa by Jan Brett	Over and Under the Snow by Kate Messner	The Great Spruce by John Duvall
JAN	Penguin in Peril by Helen Hancocks	Ida Always Caron Levis	Chameleons are Cool Martin Jenkins	The Darkest Dark by Chris Hadfield
FEB	Cloudette by Tom Lichtenheld	The Big Bed by Bunmi Laditan	The Radiant Child by Javaka Steptoe	The Koala Who Could by Rachel Bright
MAR	Little Red and the Very Hungry Lion by Alex Smith	After the Fall by Dan Santat	3 Wolves and the Big Bad Pig by Eugene Trivizas	The Mermaid by Jan Brett
APR	Farfallina and Marcel by Holly Keller	Wangari's Trees of Peace by Jeanette Winter	Thunder Underground by Jane Yolen	I Don't Want to be a Frog by Dev Petty
MAY	Alligators and Crocodiles by Gail Gibbons	Jabari Jumps by Gaia Cornwall	Chicks and Salsa by Aaron Reynolds	Naughty Mabel by Nathan Lane and Devlin Elliott

GENRE GUIDE

Please use the color guide below to see how we have color-coded the list to reflect the genre for each book.

BIOGRAPHY	FAIRY TALES	PROCEDURAL	LITERACY NONFICTION
FICTION	REALISTIC FICTION	AUTOBIOGRAPHY	NON-FICTION
POETRY	NURSERY RHYMES	PERSUASIVE	HISTORICAL FICTION

Rooted in READING

Katie King and Amy Lemons



1st GRADE

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THE OVERVIEW

This is an overview of the comprehension, phonics, and grammar skills that will be addressed throughout the series. We may have some smaller skills throughout the weeks, but these are the major concepts that we hit for each specific book.



UNIT 1: AUGUST

BOOK:	READING:	GRAMMAR:	PHONICS:
School's First Day of School	Book Basics (author, illustrator, parts of a book)	Intro to Letters	Consonant Sounds
Sylvie	Predictions	Intro to Words	Consonant Sounds
The Bad Seed	Character	Capitalize the first letter of a sentence.	-at family
Nerdy Birdy	Setting	Punctuation: Periods	-et family



UNIT 2: SEPTEMBER

BOOK:	READING:	GRAMMAR:	PHONICS:
How to Make Apple Pie and See the World	How settings can change	Nouns	-it family Blend: bl
Honey...Honey...Lion	Retell story	Singular Nouns in Sentences	-ot family Blend: cl
Make Way for Ducklings	Describing Characters	Verbs	-ut family Blend: sl
Real Cowboys	Ask and Answer Questions	Asking Sentences: ?	-an family Blend: pl

UNIT 3: OCTOBER

BOOK:	READING:	GRAMMAR:	PHONICS:
Hoot and Deep	Connections	Onomatopoeia	-en family Blend: fl
If Your Monster Won't Go To Bed	Retell Key Ideas	Adjectives	-in family Blend: gl
Pumpkin Soup	Ask and Answer Questions Rhyme/Rhythm/Repetition	Exclamatory Sentences: !	-on family Blend: sk
The Girl Who Thought In Pictures	Connections between individual and ideas	ABC Order	-un family Blend: st



UNIT 4: NOVEMBER

BOOK:	READING:	GRAMMAR:	PHONICS:
Maddi's Fridge	Text to World Connections	Common and Proper Nouns	-ap family Blend: br
Amazing Grace	Lesson	Proper Nouns in Sentences	-op family Blend: sw
A Plump and Perky Turkey	Generating questions BME	Adjectives	-all family Blend: sm
The Scarecrow's Hat	Sequencing	Prepositions (direction words)	-ell family Blend: sc

UNIT 5: DECEMBER

BOOK:	READING:	GRAMMAR:	PHONICS:
Oskar & the 8 Blessings	Mental Images	Plural Nouns Suffix s, es	-ill family Blend: tr
The Animal's Santa	Analyze illustrations and use to describe the story	Plural Nouns in Sentences	-ee pattern Blend: cr
Over and Under the Snow	Information in pictures vs information in texts	Pronoun: I, me, my	-ea pattern Blend: dr
The Great Spruce	Establish purpose for reading	Verb Tenses	-ay pattern Blend: fr

UNIT 6: JANUARY

BOOK:	READING:	GRAMMAR:	PHONICS:
Penguin in Peril	Characteristics of a Genre	Shades of Meaning Adjectives	-oa/ow pattern Blend: sn
Ida Always	Words or phrases that indicate Feeling	Pronouns	-ine word family Blend: sp
Chameleons are Cool	Main Topic and Details	Text Features	-ake family Blend: gr
The Darkest Dark	Author's Purpose	Suffix: ing	--ike family Blend: pr

UNIT 7: FEBRUARY

BOOK:	READING:	GRAMMAR:	PHONICS:
Cloudette	Inference and Evidence	Types of Sentences Review	-ent family Blend: tw
The Big Bed	Point of View	Articles	--oo pattern Digraph: ch
The Radiant Child	Describe Key Ideas	Capitalization and Commas in dates	-ead family Digraph: sh
The Koala Who Could	Central Message (Lesson)	Suffix: ed	-ar pattern Digraph: th



UNIT 8: MARCH

BOOK:	READING:	GRAMMAR:	PHONICS:
Little Red and the Very Hungry Lion	Folk Tales	Adverbs of Time	-ir pattern Blend: wh
After the Fall	Nursery Rhyme Text Structure	Conjunctions	-or pattern Blend: str
3 Wolves and the Big Bad Pig	Fairy Tales Compare and contrast characters	Commas in Series	-er/ur patterns Blend: scr
The Mermaid	Comparing and contrast two texts	Compound Words	-ow/ou pattern Blend: spr

UNIT 9: APRIL

BOOK:	READING:	GRAMMAR:	PHONICS:
Farfallina and Marcel	Character Action and Dialogue	Rhyming Words	-aw/au patterns Blend: shr
Wangari's Trees of Peace	Central Idea and Evidence	Compound Sentences	-ew pattern Blend: thr
Thunder Underground	Analyzing Poetry	Poetic Devices	-oi/oy pattern Blend: spl
I Don't Want to Be a Frog	Persuasive Text Analysis	Contractions	-y ending Blend: review

UNIT 10: MAY

BOOK:	READING:	GRAMMAR:	PHONICS:
Alligators and Crocodiles	Clarify Word Meaning	Research	Review of blends and word families
Jabari Jumps	Synthesizing Information	Possessive Nouns	Review of blends and word families
Clicks and Salsa	Characters and Action	Multiple Meaning Words	Review of blends and word families
Naughty Mabel	Purpose for Reading	Shades of Meaning Verbs	Review of blends and word families



COMMON CORE

In the Common Core Overview you will find a breakdown of what we cover in each book unit. We try to have ONE main comprehension skill, but we also spiral comprehension skills throughout the year. Some books will hit several skills throughout the week.

Please Note:

- *Each book unit contains a Nonfiction Reader and Activities
- *Some of the standards that are not addressed on the charts may be ongoing standards that we hit each week through vocabulary and reading responses.



UNIT 1: AUGUST

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
School's First Day of School	Book Basics (author, illustrator, parts of a book)	RF.1.1 RL.1.1	Intro to Letters	L.1.1.A RF.1.1	Consonant Sounds	RF.1.3
Sylvie	Predictions	RL.1.1	Intro to Words	L.1.1.A, L.1.5.B, RF.1.1	Consonant Sounds	RF.1.3
The Bad Seed	Character	RL.1.3	Capitalize the first letter of a sentence.	L.1.2 RF.1.1A	-at family	RF.1.3B
Nerdy Birdy	Setting	RL.1.3	Punctuation: Periods	L.1.2.B RF.1.1A	-et family	RF.1.3B

UNIT 2: SEPTEMBER

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
How to Make Apple Pie and See the World	How settings can change	RL.1.3	Nouns	L.1.1.B	-it family Blend: bi	RF.1.2.B RF.1.3B
Honey...Honey... Lion	Retell story	RL.1.1 RL.1.2	Singular Nouns in Sentences	L.1.1.C	-ot family Blend: ci	RF.1.2.B RF.1.3B
Make Way for Ducklings	Describing Characters	RL.1.3	Verbs	L.1.1.E	-ut family Blend: si	RF.1.2.B RF.1.3B
Real Cowboys	Ask and Answer Questions	RL.1.1	Asking Sentences: ?	L.1.1.J	-an family Blend: pi	RF.1.2.B RF.1.3B

UNIT 3: OCTOBER

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
Hoot and Deep	Connections	RI.1 RI.2	Onomatopoeia	L.1.4 L.1.4.A	-en family Blend: fl	RF.1.2.B RF.1.3B
If Your Monster Won't Go To Bed	Retell Key Ideas	RI.2	Adjectives	L.1.1.F L.1.5.C	-in family Blend: gl	RF.1.2.B RF.1.3B
Pumpkin Soup	Ask and Answer Questions Rhyme/Rhythm/ Repetition	RI.1 RI.4	Exclamatory Sentences: !	L.1.1.J L.1.5.B	-og family Blend: sk	RF.1.2.B RF.1.3B
The Girl Who Thought in Pictures	Connections between individual and ideas	RI.1.5 RI.1.3	ABC Order	RI.1.5	-un family Blend: st	RF.1.2.B RF.1.3B

UNIT 4: NOVEMBER

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
Maddi's Fridge	Text to World Connections	RI.1 RI.2 RI.3	Common and Proper Nouns	L.1.1 L.1.2.A	-ap family Blend: br	RF.1.2.B RF.1.3B
Amazing Grace	Lesson	RI.2	Proper Nouns in Sentences	L.1.1.B L.1.2.A	-op family Blend: sw	RF.1.2.B RF.1.3B
A Plump and Perky Turkey	Generating questions BME	RI.1 RI.2 RI.3	Adjectives	L.1.1.F	-all family Blend: sm	RF.1.2.B RF.1.3B
The Scarecrow's Hat	Sequencing	RI.2 RI.3	Prepositions (direction words)	L.1.1.I	-ell family Blend: sc	RF.1.2.B RF.1.3B

UNIT 5: DECEMBER

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
Oskar & the 8 Blessings	Mental Images	RI.1.4 RI.1.7	Plural Nouns Suffix s, es	L.1.1.C L.1.4B L.1.4C	-ill family Blend: tr	RF.1.3, RF.1.3B, RF 1.2B
The Animal's Santa	Analyze illustrations and use to describe the story	RI.1.7	Plural Nouns in Sentences	L.1.1.C	-ee pattern Blend: cr	RF.1.3, RF.1.3B, RF 1.2B
Over and Under the Snow	Information in pictures vs information in texts	RI.1.6	Pronoun: I, me, my	L.1.1.D	-ea pattern Blend: dr	RF.1.3, RF.1.3B, RF 1.2B
The Great Spruce	Establish purpose for reading	RI.1.5	Verb Tenses	L.1.1.E	-ay pattern Blend: fr	RF.1.3, RF.1.3B, RF 1.2B

UNIT 6: JANUARY

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
Penguin in Peril	Characteristics of a Genre	RL.1.5	Shades of Meaning Adjectives	L.1.5.D	-oa/ow pattern Blend: sn	RF.1.2BRF. 1.3.B
Ida Always	Words or phrases that indicate Feeling	RL.1.4	Pronouns	L.1.1.D	-ine word family Blend: sp	RF.1.2BRF. 1.3.B RF.1.3.C
Chameleons are Cool	Main Topic and Details	RI.1.2	Text Features	RI.1.5	-ake family Blend: gr	RF.1.2BRF. 1.3.B RF.1.3.C
The Darkest Dark	Author's Purpose	RL.1.5	Suffix: ing	L.1.4.B, L.1.4.C	--ike family Blend: pr	RF.1.2BRF. 1.3.B RF.1.3.C

UNIT 7: FEBRUARY

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
Cloudette	Inference and Evidence	RI.1.3	Types of Sentences Review	L.1.1.J, L.1.2.B	-ent family Blend: tw	RF.1.2BRF. 1.3.B
The Big Bed	Point of View	RI.1.6	Articles	L.1.1.H	--oo pattern Digraph: ch	RF.1.2BRF. 1.3.B RF.1.3.C
The Radiant Child	Describe Key Ideas	RII.1 RII.2	Capitalization and Commas in dates	L.1.2A L.1.2.C	-ead family Digraph: sh	RF.1.2BRF. 1.3.B RF.1.3.C
The Koala Who Could	Central Message (Lesson)	RI.1.2	Suffix: ed	L.1.4.B, L.1.4.C	-ar pattern Digraph: th	RF.1.2BRF. 1.3.B RF.1.3.C



UNIT 8: MARCH

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
Little Red and the Very Hungry Lion	Folk Tales	RL.1.7	Adverbs of Time	L.2.6	-ir pattern Blend: wh	RF.1.2B RF.1.3 RF.1.3.A RF.1.3.B
After the Fall	Nursery Rhyme Text Structure	RL.1.3	Conjunctions	L.1.1.G	-or pattern Blend: str	RF.1.2B RF.1.3 RF.1.3B
3 Wolves and the Big Bad Pig	Fairy Tales Compare and contrast characters	RL.1.9	Commas in Series	L.1.2.C	-er/ur patterns Blend: scr	RF.1.2B RF.1.3 RF.1.3B
The Mermaid	Comparing and contrast two texts	RL.1.9	Compound Words	L.1.4.A	-ow/ou pattern Blend: spr	RF.1.2B RF.1.3 RF.1.3B RF.1.3.C

UNIT 9: APRIL

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
Farfallina and Marcel	Character Action and Dialogue	RI.1.3 RI.1.7	Rhyming Words	L.1.2.D	-aw/au patterns Blend: shr	RF.1.2B RF.1.3 RF.1.3.A RF.1.3.B
Wangari's Trees of Peace	Central Idea and Evidence	RII.7	Compound Sentences	L.1.1.J	-ew pattern Blend: thr	RF.1.2B RF.1.3 RF.1.3B
Thunder Underground	Analyzing Poetry	RI.1.4	Poetic Devices	RI.1.10	-oi/oy pattern Blend: spl	RF.1.2B RF.1.3 RF.1.3B
I Don't Want to Be a Frog	Persuasive Text Analysis	RI.1.3 RI.1.5	Contractions	L.1.4, L.1.2.E	-y ending Blend: review	RF.1.2B RF.1.3 RF.1.3B RF.1.3.C



UNIT 10: MAY

BOOK:	READING:	CC:	GRAMMAR:	CC:	PHONICS:	CC:
Alligators and Crocodiles	Clarify Word Meaning	RI.1.4	Research	W.1.7, W.1.8	Review of blends and word families	RF.1.2 RF.1.3A RF.1.3B RF.1.3C RF.1.3F RF.1.4A RF.1.4B RF.1.4C
Jabari Jumps	Synthesizing Information	RL.1.9 RL.1.3	Possessive Nouns	L.1.1.B	Review of blends and word families	RF.1.2 RF.1.3A RF.1.3B RF.1.3C RF.1.3F RF.1.4A RF.1.4B RF.1.4C
Chicks and Salsa	Characters and Action	RL.1.3 RL.1.9	Multiple Meaning Words	L.1.4	Review of blends and word families	RF.1.2 RF.1.3A RF.1.3B RF.1.3C RF.1.3F RF.1.4A RF.1.4B RF.1.4C
Naughty Mabel	Purpose for Reading	RL.1.5 RL.1.9	Shades of Meaning Verbs	L.1.5.D	Review of blends and word families	RF.1.2 RF.1.3A RF.1.3B RF.1.3C RF.1.3F RF.1.4A RF.1.4B RF.1.4C



TEKS

In the TEKS Overview you will find a breakdown of what we cover in each book unit. We have ONE main comprehension skill each week, but we also spiral comprehension skills throughout the year. Some books will hit several skills throughout the week. Please Note:

- *Each book unit will contain a Nonfiction Reader and Activities
- *Some of the standards that are not addressed on the charts may be ongoing standards that we hit each week through vocabulary and reading responses.



UNIT 1: AUGUST

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
School's First Day of School	Book Basics (author, illustrator, parts of a book)	1.2D	Intro to Letters	1.2	Consonant Sounds	1.2Bi
Sylvie	Predictions	1.6C	Intro to Words	1.2F	Consonant Sounds	1.2Bi
The Bad Seed	Character	1.8B	Capitalize the first letter of a sentence.	1.2F, 1.IIDi, 1.IIDviii	-at family	1.2Aiii 1.2Bi 1.2Ciii
Nerdy Birdy	Setting	1.8D	Punctuation: Periods	1.IIDi, 1.IIDix	-et family	1.2Aiii 1.2Bi 1.2Ciii

UNIT 2: SEPTEMBER

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
How to Make Apple Pie and See the World	How settings can change	1.8D 1.6I	Nouns	1.3D, 1.1IDiii	-it family Blend: bi	1.2Av 1.2Bii 1.2Cii 1.2Ciii
Honey... Honey... Lion	Retell story	1.7D 1.8B	Singular Nouns in Sentences	1.3D, 1.1IDiii	-ot family Blend: ci	1.2Av 1.2Bii 1.2Cii 1.2Ciii
Make Way for Ducklings	Describing Characters	1.8B	Verbs	1.3D, 1.1IDii	-ut family Blend: si	1.2Av 1.2Bii 1.2Cii 1.2Ciii
Real Cowboys	Ask and Answer Questions	1.6B 1.7C	Asking Sentences: ?	1.1IDix	-an family Blend: pi	1.2Av 1.2Bii 1.2Cii 1.2Ciii



UNIT 3: OCTOBER

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
Hoot and Deep	Connections	1.7A 1.7B	Onomatopoeia	1.3B, 1.3D	-en family Blend: fl	1.2Av 1.2Bii 1.2Cii 1.2Ciii
If Your Monster Won't Go To Bed	Retell Key Ideas	1.7D 1.8C 1.6G	Adjectives	1.3D, 1.IIDiv	-in family Blend: gl	1.2Av 1.2Bii 1.2Cii 1.2Ciii
Pumpkin Soup	Ask and Answer Questions Rhyme/Rhythm/ Repetition	1.6B 1.6I 1.9B	Exclamatory Sentences: !	1.IIDix	-og family Blend: sk	1.2Av 1.2Bii 1.2Cii 1.2Ciii
The Girl Who Thought In Pictures	Connections between individual and ideas	1.9Di	ABC Order	1.2E	-un family Blend: st	1.2Av 1.2Bii 1.2Cii 1.2Ciii

UNIT 4: NOVEMBER

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
Maddi's Fridge	Text to World Connections	1.6E	Common and Proper Nouns	1.3D, 1.1IDiii	-ap family Blend: br	1.2Av 1.2Bii 1.2Cii 1.2Ciii
Amazing Grace	Lesson	1.8A	Proper Nouns in Sentences	1.3D, 1.1IDiii	-op family Blend: sw	1.2Av 1.2Bii 1.2Cii 1.2Ciii
A Plump and Perky Turkey	Generating questions BME	1.6B 1.7D	Adjectives	1.3D, 1.1IDiv	-all family Blend: sm	1.2Av 1.2Bii 1.2Cii 1.2Ciii
The Scarecrow's Hat	Sequencing	1.7D 1.7E	Prepositions (direction words)	1.3D, 1.1IDvi	-ell family Blend: sc	1.2Av 1.2Bii 1.2Cii 1.2Ciii

UNIT 5: DECEMBER

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
Oskar & the 8 Blessings	Mental Images	1.6D	Plural Nouns Suffix s, es	1.1Diii	-ill family Blend: tr	1.2Bi, 1.2Bii 1.2Cii, 1.2Ciii
The Animal's Santa	Analyze illustrations and use to describe the story	1.10C	Plural Nouns in Sentences	1.1Diii	-ee pattern Blend: cr	1.2Bi, 1.2Bii 1.2Cii, 1.2Ciii
Over and Under the Snow	Information in pictures vs information in texts	1.9Dii	Pronoun: I, me, my	1.1Dvii, 1.1Dviii	-ea pattern Blend: dr	1.2Bi, 1.2Bii 1.2Cii, 1.2Ciii
The Great Spruce	Establish purpose for reading	1.6A 1.10A	Verb Tenses	1.1Dii	-ay pattern Blend: fr	1.2Bi, 1.2Bii 1.2Cii, 1.2Ciii

UNIT 6: JANUARY

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
Penguin in Peril	Characteristics of a Genre	1.10A	Shades of Meaning Adjectives	1.1D.iv	-oa/ow pattern Blend: sn	1.2Bi, 1.2Bii 1.2Biii 1.2Cii, 1.2Ciii
Ida Always	Words or phrases that indicate Feeling	1.10D	Pronouns	1.1D.vii	-ine word family Blend: sp	1.2Bi, 1.2Bii 1.2Biii 1.2Cii, 1.2Ciii
Chameleons are Cool	Main Topic and Details	1.9Di 1.6G	Text Features	1.9Dii	-ake family Blend: gr	1.2Bi, 1.2Bii 1.2Biii 1.2Cii, 1.2Ciii
The Darkest Dark	Author's Purpose	1.10	Suffix: ing	1.3C	--ike family Blend: pr	1.2Bi, 1.2Bii 1.2Biii 1.2Cii, 1.2Ciii

UNIT 7: FEBRUARY

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
Cloudette	Inference and Evidence	1.6F	Types of Sentences Review	1.1Di _x	-ent family Blend: tw	1.2Bi, 1.2Bii 1.2Biii 1.2Cii, 1.2Ciii
The Big Bed	Point of View	1.10E 1.9E	Articles	1.1Di _v	--oo pattern Digraph: ch	1.2Bi, 1.2Bii 1.2Biii 1.2Cii, 1.2Ciii
The Radiant Child	Describe Key Ideas	1.10Di 1.10Diii	Capitalization and Commas in dates	2.11Di _x , 2.11D _x	-ead family Digraph: sh	1.2Bi, 1.2Bii 1.2Biii 1.2Cii, 1.2Ciii
The Koala Who Coud	Central Message (Lesson)	1.6G	Suffix: ed	1.3C	-ar pattern Digraph: th	1.2Bi, 1.2Bii 1.2Biii 1.2Cii, 1.2Ciii



UNIT 8: MARCH

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
Little Red and the Very Hungry Lion	Folk Tales	1.9A 1.8C	Adverbs of Time	1.1Dv	-ir pattern Blend: wh	1.2Bi, 1.2Bii 1.2Biii 1.2Ci 1.2Cii 1.2Ciii
After the Fall	Nursery Rhyme Text Structure	1.9A 1.10B	Conjunctions	2.1Dviii	-or pattern Blend: str	1.2Bi, 1.2Bii 1.2Biii 1.2Ci 1.2Cii 1.2Ciii
3 Wolves and the Big Bad Pig	Fairy Tales Compare and contrast characters	1.9A 1.8B	Commas in Series	2.1Dx	-er/ur patterns Blend: scr	1.2Bi, 1.2Bii 1.2Biii 1.2Ci 1.2Cii 1.2Ciii
The Mermaid	Comparing and contrast two texts	1.9A 1.8C	Compound Words	1.2Biv	-ow/ou pattern Blend: spr	1.2Bi, 1.2Bii 1.2Biii 1.2Ci 1.2Cii 1.2Ciii

UNIT 9: APRIL

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
Farfallina and Marcel	Character Action and Dialogue	1.8A	Rhyming Words	1.9B, 1.2Ai	-aw/au patterns Blend: shr	1.2Bi, 1.2Bii 1.2Biii 1.2Ci 1.2Cii 1.2Ciii
Wangari's Trees of Peace	Central Idea and Evidence	1.7C 1.9Di	Compound Sentences	1.11Di	-ew pattern Blend: thr	1.2Bi, 1.2Bii 1.2Biii 1.2Ci 1.2Cii 1.2Ciii
Thunder Underground	Analyzing Poetry	1.9B	Poetic Devices	1.9B, 1.2Aii	-oi/oy pattern Blend: spl	1.2Bi, 1.2Bii 1.2Biii 1.2Ci 1.2Cii 1.2Ciii
I Don't Want to Be a Frog	Persuasive Text Analysis	1.9C 1.9E	Contractions	1.2Biv	-y ending Blend: review	1.2Bi, 1.2Bii 1.2Biii 1.2Ci 1.2Cii 1.2Ciii

UNIT 10: MAY

BOOK:	READING:	TEKS:	GRAMMAR:	TEKS:	PHONICS:	TEKS:
Alligators and Crocodiles	Clarify Word Meaning	1.7F 1.9ii	Research	1.13	Review of blends and word families	1.2A, 1.2Avii, 1.2B, 1.2Bi, 1.2Bii, 1.2Biii, 1.2Ci, 1.2Cii, 1.2Ciii
Jabari Jumps	Synthesizing Information	1.6H	Possessive Nouns	1.11Diii	Review of blends and word families	1.2A, 1.2Avii, 1.2B, 1.2Bi, 1.2Bii, 1.2Biii, 1.2Ci, 1.2Cii, 1.2Ciii
Clicks and Salsa	Characters and Action	1.8B 1.8C	Multiple Meaning Words	1.3B	Review of blends and word families	1.2A, 1.2Avii, 1.2B, 1.2Bi, 1.2Bii, 1.2Biii, 1.2Ci, 1.2Cii, 1.2Ciii
Naughty Mabel	Purpose for Reading	1.6A	Shades of Meaning Verbs	1.11Dii	Review of blends and word families	1.2A, 1.2Avii, 1.2B, 1.2Bi, 1.2Bii, 1.2Biii, 1.2Ci, 1.2Cii, 1.2Ciii

BLANK OVERVIEW

This overview can be printed out. You can write in your standards if you do not follow the Common Core or TEKS.



UNIT 1: AUGUST

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
School's First Day of School	Book Basics (author, illustrator, parts of a book)		Intro to Letters		Consonant Sounds	
Sylvie	Predictions		Intro to Words		Consonant Sounds	
The Bad Seed	Character		Capitalize the first letter of a sentence.		-at family	
Nerdy Birdy	Setting		Punctuation: Periods		-et family	

UNIT 2: SEPTEMBER

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
How to Make Apple Pie and See the World	How settings can change		Nouns		-it family Blend: bl	
Honey... Honey... Lion	Retell story		Singular Nouns in Sentences		-ot family Blend: cl	
Make Way for Ducklings	Describing Characters		Verbs		-ut family Blend: sl	
Real Cowboys	Ask and Answer Questions		Asking Sentences: ?		-an family Blend: pl	



UNIT 3: OCTOBER

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
Hoot and Deep	Connections		Onomatopoeia		-en family Blend: fl	
If Your Monster Won't Go To Bed	Retell Key Ideas		Adjectives		-in family Blend: gl	
Pumpkin Soup	Ask and Answer Questions Rhyme/Rhythm/ Repetition		Exclamatory Sentences: !		-og family Blend: sk	
The Girl Who Thought In Pictures	Connections between individual and ideas		ABC Order		-un family Blend: st	

UNIT 4: NOVEMBER

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
Maddi's Fridge	Text to World Connections		Common and Proper Nouns		-ap family Blend: br	
Amazing Grace	Lesson		Proper Nouns in Sentences		-op family Blend: sw	
A Plump and Perky Turkey	Generating questions BME		Adjectives		-all family Blend: sm	
The Scarecrow's Hat	Sequencing		Prepositions (direction words)		-ell family Blend: sc	

UNIT 5: DECEMBER

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
Oskar & the 8 Blessings	Mental Images		Plural Nouns Suffix s, es		-ill family Blend: tr	
The Animal's Santa	Analyze illustrations and use to describe the story		Plural Nouns in Sentences		-ee pattern Blend: cr	
Over and Under the Snow	Information in pictures vs information in texts		Pronoun: I, me, my		-ea pattern Blend: dr	
The Great Spruce	Establish purpose for reading		Verb Tenses		-ay pattern Blend: fr	

UNIT 6: JANUARY

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
Penguin in Peril	Characteristics Of a Genre		Shades of Meaning Adjectives		-oa/ow pattern Blend: sn	
Ida Always	Words or phrases that indicate Feeling		Pronouns		-ine word family Blend: sp	
Chameleons are Cool	Main Topic and Details		Text Features		-ake family Blend: gr	
The Darkest Dark	Author's Purpose		Suffix: ing		--ike family Blend: pr	



UNIT 7: FEBRUARY

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
Cloudette	Inference and Evidence		Types of Sentences Review		-ent family Blend: tw	
The Big Bed	Point of View		Articles		--oo pattern Digraph: ch	
The Radiant Child	Describe Key Ideas		Capitalization and Commas in dates		-ead family Digraph: sh	
The Koala Who Could	Central Message (Lesson)		Suffix: ed		-ar pattern Digraph: th	

UNIT 8: MARCH

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
Little Red and the Very Hungry Lion	Folk Tales		Adverbs of Time		-ir pattern Blend: wh	
After the Fall	Nursery Rhyme Text Structure		Conjunctions		-or pattern Blend: str	
3 Wolves and the Big Bad Pig	Fairy Tales Compare and contrast characters		Commas in Series		-er/ur patterns Blend: scr	
The Mermaid	Comparing and contrast two texts		Compound Words		-ow/ou pattern Blend: spr	

UNIT 9: APRIL

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
Farfallina and Marcel	Character Action and Dialogue		Rhyming Words		-aw/au patterns Blend: shr	
Wangari's Trees of Peace	Central Idea and Evidence		Compound Sentences		-ew pattern Blend: thr	
Thunder Underground	Analyzing Poetry		Poetic Devices		-oi/oy pattern Blend: spl	
I Don't Want to Be a Frog	Persuasive Text Analysis		Contractions		-y ending Blend: review	



UNIT 10: MAY

BOOK:	READING:	STANDARD:	GRAMMAR:	STANDARD:	PHONICS:	STANDARD:
Alligators and Crocodiles	Clarify Word Meaning		Research		Review of blends and word families	
Jabari Jumps	Synthesizing Information		Possessive Nouns		Review of blends and word families	
Clicks and Salsa	Characters and Action		Multiple Meaning Words		Review of blends and word families	
Naughty Mabel	Purpose for Reading		Shades of Meaning Verbs		Review of blends and word families	



VOYABULARY

Each week we choose vocabulary words straight from the read aloud. This list contains all of the vocabulary words for the entire Rooted in Reading curriculum.





VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
AUGUST	School's First Day of School	gasp, embarrassed, janitor, exit, gather
	Sylvie	nibble, wonder, bouquet, delicious
	The Bad Seed	mumble, glare, droop, holler, thud
	Nerdy Birdy	lonely, scrounge, impress, enormous, flock



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
SEPTEMBER	How to Make Apple Pie and See the World	ingredients, harvest, spoil, orchard, churn
	Honey...Honey...! On	burrow, hollow, waddle, scold, glide
	Make Way for Ducklings	island, wade, mallard, dither, hatch
	Real Cowboys	cowhand, chaps, herd, stampede, chuck wagon



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
OCTOBER	Hoot and Deep	moonbeam, peep, mistake, joy, drift
	If Your Monster Won't Go To Bed	snarl, bristly, massive, shiver, neighborhood
	Pumpkin Soup	wail, wander, steep, squabble, slurp
	The Girl Who Thought In Pictures	unique, shy, invention, ranch, taunt



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
NOVEMBER	Maddi's Fridge	protein, scrambled, carton, promise, sloshed
	Amazing Grace	seek, audition, stunning, imagine, success
	A Plump and Perky Turkey	feast, plump, pose, clever, camouflage
	The Scarecrow's Hat	swap, ledge, flick, grateful, battered



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
DECEMBER	Oskar & the 8 Blessings	menorah, stale, morsel, clutch, alley
	The Animal's Santa	chatter, tracks, blizzard, plow, bank
	Over and Under the Snow	glide, forest, tunnel, doze, huddle
	The Great Spruce	spruce, curious, tugboat, voyage, sapling



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
JANUARY	Penguin in Peril	emerge, cunning, anxious, subway, peril
	Ida Always	zookeeper, lumbered, squabble, skyscraper, echo
	Chameleons are Cool	chameleon, balance, bulgy, peering, prey
	The Darkest Dark	astronaut, nervous, gravity, shadow, universe



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
FEBRUARY	Cloudette	brook, blue, puddle, exhausted, cozy
	The Big Bed	thrilled, banish, watchman, portable, restful
	The Radiant Child	museum, confused, artist, famous, accident
	The Koala Who Could	cling, gather, bold, dawn, frightening



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
MARCH	Little Red and the Very Hungry Lion	naughty, creep, purr, leap, grimy
	After the Fall	heights, terrified, bandage, idea, admit
	3 Wolves and the Big Bad Pig	wheelbarrow, secure, scent, sway, grunt
	The Mermaid	sidle, crustacean, current, curious, jet



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
<p>APRIL</p>	<p>Farfallina and Marcel</p>	<p>splatter, reflection, sleek, vanish, flutter</p>
	<p>Wangari's Trees of Peace</p>	<p>haul, barren, seedling, earnings, village</p>
	<p>Thunder Underground</p>	<p>Poetic Devices Week</p>
	<p>I Don't Want to Be a Frog</p>	<p>wise, glum, gobble, fierce, garbage</p>



VOCABULARY WORD MASTER LIST

MONTH	BOOK TITLE:	VOCABULARY WORDS:
MAY	Alligators and Crocodiles	reptile, paleontologist, carnivore, nocturnal, hatchling
	Jabari Jumps	Growth Mindset Vocabulary: determination, bravery, encourage, fear, accomplish
	Clicks and Salsa	perch, cuisine, aroma, uproot, rumbling
	Naughty Mabel	abode, flabbergasted, pampered, bereft, absurd



NONFICTION READERS

This is a list of the Nonfiction Readers that we include in each unit. These readers go along with the theme, story, etc of the weekly read aloud. Since these are in the units, you do not need to purchase anything separately.



NONFICTION READER TITLES

Month:	Book 1:	Book 2:	Book 3:	Book 4:
AUG	School's First Day of School by Adam Rex	Sylvie by Jennifer Sattler	The Bad Seed by Jory John	Nerdy Birdy by Aaron Reynolds
	One Room Schoolhouse	Flashy Flamingos	The Brightest Flower in the Garden: Sunflowers	Fly High Eagles
SEPT	How to Make Apple Pie and See The World by Marjorie Priceman	Honey...Honey...Lion by Jan Brett	Make Way for Ducklings by Robert McCloskey	Real Cowboys by Kate Hoefler
	Apples	African Animals	Mallard Ducks	Horses
OCT	Hoot and Peep by Lita Judge	If Your Monster Won't Go To Bed by Denise Vega	Pumpkin Soup by Helen Cooper	The Girl Who Thought in Pictures by Julia Finley Mosca
	Owls	Can I Look? Creatures That Seem Scary...	Perfect Pumpkins	Science Superstars
NOV	Maddi's Fridge by Lois Brandt	Amazing Grace by Mary Hoffman	A Plump and Perky Turkey by Teresa Bateman	The Scarecrow's Hat by Ken Brown
	How to be Charitable	Inspired by Greatness: Dancers	Thanksgiving Traditions	Animal Parenting Styles
DEC	Oskar and the 8 Blessings by Richard and Tanya Simon	The Animal's Santa by Jan Brett	Over and Under the Snow by Kate Messner	The Great Spruce by John Duvall
	Hanukkah Traditions	Snow Camouflage	It's Not Just Bears	Terrific Trees



NONFICTION READER TITLES

Month:	Book 1:	Book 2:	Book 3:	Book 4:
JAN	Penguin in Peril by Helen Hancocks	Ida Always Caron Levis	Chameleons are Cool Martin Jenkins	The Darkest Dark by Chris Hadfield
	Penguins	Animal Emotions	Color Changing Chamelons	Out of This World
FEB	Cloudette by Tom Lichtenheld	The Big Bed by Bunmi Laditan	The Radiant Child by Javaka Steptoe	The Koala Who Could by Rachel Bright
	All About Clouds	Sleepyheads	Creative Role Models	Animals of the Outback
MAR	Little Red and the Very Hungry Lion by Alex Smith	After the Fall by Dan Santat	3 Wolves and the Big Bad Pig by Eugene Trivizas	The Mermaid by Jan Brett
	Donut You Know	Get Me Out of Here: Oviparous Animals	Wolves	Magical Sea Creatures
APR	Farfallina and Marcel by Holly Keller	Wangari's Trees of Peace by Jeanette Winter	Thunder Underground by Jane Yolen	I Don't Want to be a Frog by Dev Petty
	Butterflies	Professions That Save the Planet	Earthworms	Fascinating Frogs
MAY	Alligators and Crocodiles by Gail Gibbons	Jabari Jumps by Gaia Corwall	Chicks and Salsa by Aaron Reynolds	Naughty Mabel by Nathan Lane and Devlin Elliott
	Alligators vs Crocodiles	Swimming Pool Safety	Chickens and Some Facts to Brood About	Cats vs Dogs

Rooted In READING

COMMON CORE: the standards

MONTH	BOOK	COMP SKILL	STANDARD	LANGUAGE	STANDARD
AUG	Edward the Emu by Sheena Knowles	Making Predictions	RL.2.1, RL.3.1	Cap/Punct	L1.2B, L2.2, L3.2
	The Invisible Boy by Trudy Ludwig	Making Connections	RL.2.1, RL.2.3, RL.2.7 RL.3.1, RL.3.3	Cap/Punct	L2.2, L3.2
	A Bad Case of Stripes by David Shannon	Summarizing with Somebody Wanted But So	RL.2.1, RL.2.3, RL.2.5, RL.3.1, RL.3.3	ABC Order	L2.2E, L3.4D
	Shelia Rae, The Brave and Chester's Way by Kevin Henkes	Comparing Texts by the Same Author	RL.2.7, RL.3.9	Compound Words	L2.4D
SEPT	When I Was Young in the Mountains by Cynthia Rylant	Analyzing the Setting	RL.2.1, RL.2.7, RL.3.1, RL.3.7	Parts of Speech: Nouns	L1.1B, L2.1, L3.1A
	The Salamander Room by Anne Mazer	Sensory Language/Imagery	RL.1.5, L3.3, L3.3A	Parts of Speech: Adjectives	L1.1F, L2.1E, L2.6, L3.1AG, L3.5A
	Wilfrid Gordon McDonald Partridge by Mem Fox	Making Inferences and Drawing Conclusions	RL.2.1, RL.2.7, RL.3.1, RL.3.7	Parts of Speech: Verbs	L2.1, L3.1A
	A Visitor For Bear by Bonny Becker	Making Inferences and Drawing Conclusions	RL.2.1, RL.2.7, RL.3.1, RL.3.7	Parts of Speech Review	L2.1, L3.1A

(no subject)

Corri Heiden to me

Thank you, Corri Heiden JFK School Secretary

Got it, thanks!

Reply

of many

2, 8:01 AM

Navigation icons: Back, Forward, Print, Share, Star, Home, Search, Add

During ELA time - the following subjects are taught with alignment to current common core standards:

	Kindergarten Reading Block 120 min	1st Grade Reading Block 120 min.	2nd Grade Reading Block 120 min.
Phonemic Awareness	Yes (Heggerty & Kinderliteracy)	Yes	Yes
Phonics	Yes (Literacy, Writing, Guided Reading)	Yes	Yes
Decodable Phonics Books	Yes (Guided Reading)	Yes	Some in GR groups
Sight Words	Yes (Phonics, Literacy, Writing, Guided Reading)	Yes	Independent Practice of those in need & in GR groups
Comprehension Skills	Yes (Literacy , Guided Reading & Read Alouds)	Yes	Yes
Vocabulary	Yes (Kinderliteracy)	Yes	Yes
Spelling	Yes (CVC Word Work)	Yes	Yes (phonics based lists)
Writing Skills	Yes (Guided & Independent writing)	Yes	Yes
Grammar	Yes (Writing)	Yes	Yes
Leveled Guided Reading Groups taught by the teacher in differentiated small groups -	Yes	Yes	Yes

phonics, reading strategies taught at that group's level, fluency - Tier 1 Intervention			
Reading to Self - students reading independently	Yes	Yes	Yes
Word Work	Yes	Yes	Yes (spelling activities)

**Spring Valley C.C.S.D. #99
Special Education Workload Plan
Proposal for School Board Adoption
March 17, 2021**

The Spring Valley Community Consolidated District #99 Workload Plan represents the best efforts of the administrative, teaching and related services teams toward appreciating and recognizing the commitments of time and energy made on behalf of those serving students with special needs.

To create the Special Education Workload Plan, the Administration met with SVETA representatives from general education, special education and related services. Discussions took place at the Workload meeting. Special education teachers reviewed the current special education workload plan and no changes were needed. The Special Education Workload Plan will be subject to SVCC District #99 School Board approval at the March School Board Meeting.

1. Special Education teachers may request for administrative approval (2 or 4- ½ “Data Prep Days” (1/2 day must be paired with another teacher) to prepare I.E.P.’s, Data Collection, Progress Monitoring and all other documentation affiliated with the role of a Special Education Teacher that must be completed prior to all IEP meetings. In special circumstances with administrative approval more than (2) “Data Prep Days” may be granted. Special Education teachers may also request from administration the use of an in-service day as a “Data Prep Days” if the in-service topic does not pertain to their teaching assignment.
2. Administration should monitor, help maintain and determine appropriate class size with workload not exceeding class size limits per Illinois State Code and those provisions specified and required by law. Illinois School Code states:
 - a. Classroom instructional class period age range shall not exceed four years at the elementary level.
 - b. In any general education classroom, the ration of students with and without IEP’s must not exceed 70% general education to 30% special education.
 - c. In both a. and b. deviations from ISBE may be requested to go beyond those limitations.
 - d. Class size limitations are set by ISBE and refer to a moment in time:
 - I. Early Childhood with a teacher only is 5, and with a paraprofessional 10.
 - II. Students with 20% or less SPED services with a teacher only is 15, and with a paraprofessional 17.
 - III. Students with 21% - 60% SPED services with a teacher only is 10, and with a paraprofessional 15.
 - IV. Students with 61% or more SPED services with a teacher is 8, and with a paraprofessional is 13.
 - V. Speech caseload limit is 60.
3. Teachers will be notified of tentative caseload 2-weeks after last day of school.
4. Teachers will be notified of tentative teaching schedule 2-weeks prior to the start of school.
5. IEP students will be placed in the minimum amount of homerooms possible yet be in compliance with the 30% or less guideline.
6. SLP will be allowed time during in-service days and early dismissals to complete duties.
7. Establishing and scheduling uninterrupted plan time for those general and special education teachers involved in co-teaching is a priority and will be addressed through the collaborative efforts of the administration and SVETA members.

Special Education Work Load Plan. Title 23, Section 226.735 of the Illinois Administrative Code requires that the District develop, in cooperation with the Union as the exclusive representative of the District’s affected employees, and adopt a plan specifying the limits on the work load of its special educators so that all services required under students’ IEP’s, as well as all needed ancillary and support services, can be provided at the requisite level of intensity, beginning the 2009-2010 school year;

District Special Education Committee:

1. The Committee shall develop an annual plan specifying the limits on the work load of its special educators so that all services required under students' IEP's, as well as all needed ancillary and support services, can be provided at the requisite level of intensity.
2. The Committee shall meet regularly to consider the activities for which the District's special educators are responsible, including but not limited to:
 - a. Individualized instruction;
 - b. Consultative services and other collaboration among staff members;
 - c. Attendance at IEP meetings and other staff conferences; and
 - d. Paperwork and reporting.
3. The Committee shall gather and analyze data throughout the school year from the four areas addressed above. By March 1 of each school year, the Committee shall submit staffing recommendations to be reviewed at the March Union- Management Meeting. Barring changes due to appeals, the decision made at that meeting should be recommended to the Board of Education at their first scheduled meeting following the Union-Management Meeting.

The District shall ensure:

1. There is sufficient staff available so that all services required under the students' IEP's could be provided at the required level of intensity.
2. No class will exceed class size levels established by the Illinois State Board of Education (ISBE).
3. Case Load's will be balanced by the SPED Teachers and administration during the SPED staff meetings.

If a special educator believes their workload to be unmanageable or above what was decided at the March Union Management Meeting, the following will occur:

1. The special educator will schedule a meeting with an administrator to discuss his/her concern.
2. The special educator will bring to the meeting the data, including service minutes, consultation time and other requirements that they believe make the workload unmanageable or above what was decided at the March Union-Management Meeting.
3. Case Load's will be balanced by the SPED Teachers and administration during the SPED staff meetings.

If the issue is not resolved, the special educator may appeal to the Special Education Work Load Committee for review. The Special Education Work Load Committee is comprised of six (6) people; the District Superintendent and two (2) District Principals or designees; two (2) District Special Education Teachers, appointed by the Union; and one (1) Union officer or designee. The Committee's decision is final provided that if the decision requires the employment of any additional staff or expenditure of money, it shall be subject to Board approval.

Document Status: Draft Update

3:40 Superintendent

Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools in accordance with Board of Education policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law. The Superintendent is authorized to develop administrative procedures to implement Board of Education policy.

The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board of Education policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated.

Qualifications

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board.

Evaluation

The Board of Education will evaluate the Superintendent's performance and effectiveness according to the terms contained in the Superintendent's employment agreement.

A specific time should be designated for a formal evaluation session with all Board of Education members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

Compensation and Benefits

The Board of Education and the Superintendent shall enter into a contract that conforms to this policy and State law. This contract shall govern the employment relationship between the Board of Education and the Superintendent. The terms of the Superintendent's employment agreement, when in conflict with this policy, will control

LEGAL REF.:

[105 ILCS 5/10-16.7](#), [5/10-20.47](#), [5/10-21.4](#), [5/10-23.8](#), [5/21B-20](#), [5/21B-25](#), [5/24-11](#), and [5/24A-3](#).

23 Ill.Admin.Code §§1.310, 1.705, and ~~29.130~~ [25.355](#). [PRESSPlus1](#)

CROSS REF: 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:130 (Board-Superintendent Relationship), 2:240 (Board Policy Development), 3:10 (Goals and Objectives)

~~ADOPTED: June 17, 2015~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to the repeal of 23 Ill.Admin.Code §29.130. **Issue 106, November 2020**

Document Status: Draft Update - Rewritten

3:40-E Exhibit - Checklist for the Superintendent Employment Contract Negotiation Process

The Board of Education hires and employs the Superintendent. The Superintendent shall be in charge of the administration of the schools under the direction of the Board, through its policies. See 105 ILCS 5/10-21.4 and 105 ILCS 5/10-16.7. As an effective employer, the Board must develop and maintain a productive relationship with the Superintendent. See IASB's *Foundational Principles of Effective Governance*, **Principle 3. The board employs a superintendent**, at: www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/, [PRESSPlus1](#)

The foundation for a productive employment relationship begins when the Board identifies the most qualified superintendent candidate (*successful superintendent candidate*) after an established interview process. The Board then extends an offer of employment to the successful superintendent candidate. The employment search process and resulting relationship should consist of mutual respect and a clear understanding of respective roles, responsibilities, and expectations. This relationship should begin with the Board's policy, a thoughtfully crafted employment contract and job description, and procedures for communications and ongoing assessment. See *Principles* at the link above.

Below, the *Checklist for the Superintendent Employment Contract Negotiation Process (Checklist)* provides a column entitled **Superintendent Contract Term Considerations for the Board**. It lists common superintendent employment contract terms and points of consideration for boards to prepare for during the contract formation process. Another column entitled **Explanation, Special Considerations, and Resources** provides extra information about these common superintendent employment contract terms.

The *Checklist* is intended to serve as a resource to educate and guide the Board through the employment contract negotiation process with its successful superintendent candidate. Board members who are educated about the content within the *Checklist* are crucial to successful negotiation processes. An educated contract formation and negotiation process, along with a well-written contract and job description for the Superintendent, all set the foundation for mutual respect and a clear understanding of the Board and Superintendent's respective roles, responsibilities, and expectations. **Important:** This *Checklist* is a resource for contract formation; it is not a list of *must have* items for a superintendent's employment contract or a basis for a board to re-open contracts currently in effect.

Prior to providing the successful superintendent candidate an offer for employment and contract for review, consideration, and negotiation, consult the Board Attorney about the *Checklist* and the scope of the terms the Board wishes to offer the successful superintendent candidate. The Board and the successful superintendent candidate should expect and encourage the other to seek the advice of their respective attorneys during the employment contract formation process.

Many attorneys agree and best practices suggest that boards and successful superintendent candidates work with their own separate attorneys in an amicable and cooperative manner to complete the employment contract negotiation process.

Board Attorney. Prior to providing any successful superintendent candidate with an offer for employment and a contract for review, consideration, and negotiation, best practices suggest consulting the Board Attorney about the *Checklist*. Note: Boards should view a successful superintendent candidate retaining his or her own attorney as a best practice (as opposed to a warning sign). Each party is beginning the employment relationship in a cooperative manner to set an appropriate foundation to the future working relationship.

Power and Duties of the Superintendent

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Duties	Does the Board enumerate the duties of the Superintendent in the employment contract? <ol style="list-style-type: none"> 1. Are the statutory duties of the Superintendent listed? 2. Has the Board incorporated policy references to the other duties related to the Superintendent's employment? See 105 ILCS 5/10-21.4 and 105 ILCS 5/10-16.7.
	How will the Board address outside activities of the Superintendent?

Full-time, Attention and Energy Clause	<ol style="list-style-type: none"> 1. How will the Board define <i>outside activities</i>? 2. Will the Board restrict the Superintendent from engaging in outside activities during the term of the employment contract? 3. Will the Board require approval/notification before the Superintendent engages in outside activities?
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Employment and Compensation

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Duration of Contract	<p>A superintendent's employment contract may not exceed five years. If its duration is two to five years, the contract must reference goals and suspension of tenure.</p> <p>No performance-based contract shall be extended or rolled over prior to its scheduled expiration unless all the performance and improvement goals contained in the contract have been met. See 105 ILCS 5/10-23.8.</p> <p>If the duration is one year or less, then the contract need not reference goals or suspension of tenure.</p>
Salary	<p>Special Considerations for the Board may include:</p> <ol style="list-style-type: none"> 1. What is the estimated Board contribution to the Teachers' Retirement System (TRS) for any raises above six percent (40 ILCS 5/15-155(g), amended by P.A. 101-10) prior to retirement? 2. What is the <i>cost shift</i> implication for the District if the Board offers or later agrees to a salary that is equal to or greater than the governor's statutory salary of \$177,412 (P.A. 100-23 now makes school districts responsible for paying the actuarial cost of the pension benefits earned on the portion of a TRS member's salary that exceeds \$177,412)? 3. Do any administrative cost cap triggers exist (105 ILCS 5/17-1.5)? <p>Items the Board may see the successful superintendent candidate request of it:</p> <ol style="list-style-type: none"> 1. A fixed salary for each year of the contract. 2. A guaranteed minimum salary. 3. Compensation increases.
Severance Agreements	<p>Any contract that contains a condition of severance pay must include the following provisions required by the Government Severance Pay Act (GSPA), 5 ILCS 415/10, added by P.A. 100-895:</p> <ol style="list-style-type: none"> 1. A restriction to an amount not exceeding 20 weeks of compensation; and 2. A prohibition for any severance if the Superintendent is fired for <i>misconduct</i> by the Board. See the <i>Severance Pay</i> row under the Changes to the Superintendent's Employment Contract subhead below for a definition of what misconduct means in the context of this law.
Teachers Retirement System (TRS) & Teacher Health Insurance (THIS)	<p>How does the Board want to address:</p> <ol style="list-style-type: none"> 1. Pension contributions (TRS-THIS)? 2. Inclusion of salary and other compensation in the payment of TRS and THIS? Or, will TRS and THIS be in addition to salary and other compensation? 3. Unforeseen pension reform issues?

Conditions of Employment

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Administrative License	Does the Board want to require the successful superintendent candidate to guarantee that as the future Superintendent of the District, he or she has and will maintain the appropriate licensure throughout the employment contract?

Criminal Background Check Law	105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643. See also PRESS sample policy 5:30, <i>Hiring Process and Criteria</i> , and the subhead entitled Fingerprint-based Criminal History Records Information Check in administrative procedure 5:30-AP2, <i>Investigations</i> .
Other Background Check Laws	<p>Does the Board want to require additional background inquiries beyond the fingerprint-based criminal history records information check required by 105 ILCS 5/10-21.9, amended by P.A.s 101-531 and 101-643, and discussed above? If yes, consult the Board Attorney and consider the following laws:</p> <p>15 U.S.C. § 1681 <i>et seq.</i>, Federal Fair Credit Reporting Act (FCRA), is a federal law that regulates the gathering and use of information about consumers by third party <i>consumer reporting agencies</i>, including credit information, criminal background, driving record, personal characteristics/reputation, etc. The law requires consumer reporting agencies to comply with certain procedural notice requirements when gathering information from a consumer.</p> <p>820 ILCS 75/, III. Job Opportunities for Qualified Applicants Act, prohibits employers from inquiring about an applicant's criminal history until the application has been determined qualified and notified that he/she has been selected for an interview (<i>a/k/a ban the box law</i>).</p> <p>820 ILCS 55/, III. Right to Privacy in the Workplace Act (RPWA), prohibits employers from:</p> <ol style="list-style-type: none"> 1. Requesting, coercing, or requiring any employee or prospective employee to provide a user name and password for any personal online account; 2. Requesting, coercing, or requiring an employee or applicant to invite the employer to have access to that individual's personal online account; and 3. Taking an adverse employment action against an individual (including refusal to hire) based on that individual's use of a lawful product off District property during nonworking hours, i.e., tobacco, cannabis, or alcohol. (Note: RPWA allows employers to regulate employees' use of those lawful products that impair an employee's ability to perform the employee's assigned duties. See policy 5:50, <i>Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition</i>, and its f/ns). <p>820 ILCS 70/, III. Employee Credit Privacy Act, prohibits employers from inquiring into an individual's credit history or taking action against an employee based such history unless a satisfactory credit history is a <i>bona fide occupational requirement</i>, which is further defined in the statute. The job descriptions of superintendents generally meet this standard because they: (1) describe a managerial position that involves direction of school districts; (2) include signatory power over more than \$100; and (3) involve having access to confidential and financial information. Note: Any one of these grounds alone is sufficient.</p>
Medical Examination	<p>105 ILCS 5/24-5 requires new employees to submit evidence of physical fitness to perform assigned duties and freedom from communicable diseases.</p> <p>The Americans with Disabilities Act allows medical inquiries of current employees only when they are job-related and consistent with business necessity or part of a voluntary employee wellness program. 42 U.S.C. §12112(d)(4). Districts may deny jobs to individuals with disabilities who pose a direct threat to the health or safety of others in the workplace, provided that a reasonable accommodation would not either eliminate the risk or reduce it to an acceptable level. 42 U.S.C. §12113; 29 C.F.R. Part 1630.2(r).</p> <p>See also PRESS sample policy 5:30, <i>Hiring Process and Criteria</i>, specifically f/ns 23 and 24.</p>
Tenure	<p>Suspension of Tenure</p> <p>With multi-year contracts and multi-year extensions, superintendents waive their rights to tenure in a school district, but no previously acquired tenure may be lost.</p> <p>Continued Tenure</p> <p>Superintendents serving multiple one year contracts may still accrue service toward and acquire tenure.</p> <p>See 105 ILCS 5/10-23.8 and the <i>Duration of Contract</i> row in the Employment and Compensation checkbox, above.</p>

Evaluations and Goals

Superintendent	
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Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
<p>Board Goals and Indicators of Student Performance and Academic Achievement for the Superintendent</p>	<p>105 ILCS 5/10-23.8 requires each performance-based contract to include the goals and indicators of student performance and academic improvement determined and used by the Board to measure the performance and effectiveness of the Superintendent and other information as the Board may determine.</p> <p>Regarding its goals and indicators, has the Board:</p> <ol style="list-style-type: none"> 1. At minimum, addressed student performance and academic achievement (105 ILCS 5/10-23.8 states “and other information as the Board may determine”)? 2. Included them in the body of the employment contract? Or as an exhibit to it? 3. Set them to be: <ol style="list-style-type: none"> a. Measurable and achievable, i.e., are they within the Superintendent’s control? b. Objective, subjective or a combination of both? 4. Set a timeline for achievement, and if so is it on an: <ol style="list-style-type: none"> a. Annual basis? b. Prior to completion of the employment contract? 5. Set them as procedural, substantive, or a combination of both? <p>For more information about setting goals and indicators for superintendents regarding student performance and academic achievement, see:</p> <p>www.iasb.com/conference-training-and-events/training/workshops/</p> <p>Contact a Field Services Director regarding the following IASB workshops and/or offerings that may set the stage for school boards to hold their superintendents accountable for district performance, including academic achievement:</p> <p><i>Setting District Goals and Direction</i> (leads a board and superintendent to develop their own district-language for specific measurable, and attainable goals and indicators)</p> <p><i>The Superintendent Evaluation Process</i> (describes an effective method of holding the superintendent accountable)</p> <p><i>The Board and its Superintendent</i> (workshop assisting a board in developing an effective relationship with its superintendent).</p>
<p>Superintendent Evaluation</p>	<p>Once the Board has developed its goals and indicators (as discussed immediately above), 105 ILCS 5/10-20, 5/10-23, and 5/10-23.8 require the Board to:</p> <ol style="list-style-type: none"> 1. “Direct, through policy, its superintendent in his or her charge of the administration of the school district;” and 2. Evaluate the superintendent in his or her “administration of school board policies and his or her stewardship of the assets of the district.” <p>How will the Board evaluate the successful superintendent candidate upon its outlined goals and indicators?</p> <p>Does the Board state when it will evaluate the successful superintendent candidate upon the goals and indicators that it set? Note: Some districts do not consider the superintendent evaluation to be a <i>one-time event</i> and put an on-going process into place. Contrast other districts, which depending upon their preferences, generally find the best time of year to evaluate is in the winter or early springtime.</p> <p>Is the Board or the successful superintendent candidate responsible to trigger the components of the Superintendent’s evaluation process?</p> <p>What evaluation instrument will be used? How will the evaluation be documented?</p> <p>Will an evaluation instrument be outlined by the Board in its employment contract with the successful superintendent candidate?</p>

Is the evaluation instrument the Board will use tied to its goals and indicators of student performance and academic improvement and other information as the Board may determine?

For more information about best practices when planning for and evaluating the Superintendent, see:

The Superintendent Evaluation Process at: www.iasb.com/training/superintendent-evaluation-process.pdf;

IASB's *Foundational Principles of Effective Governance*, Principle 3. The board employs a superintendent, at: www.iasb.com/conference-training-and-events/training/training-resources/foundational-principles-of-effective-governance/; stating "the board employs and evaluates one person — the superintendent — and holds that person accountable for district performance and compliance with written board policy."

Expenses and Benefits

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Expenses and Allowances	<p>How will the Board address expenses and allowances in its employment contract negotiations with the successful superintendent candidate?</p> <p>Business</p> <ol style="list-style-type: none"> 1. What standard will the Board use, e.g., reasonable, itemized, etc.? 2. Will the Board designate the Board President or another individual to review and/or approve the Superintendent's expenses? <p>Transportation</p> <p>Will the Board reimburse travel? If yes, what types of travel will the board reimburse? Some transportation topics that successful superintendent candidates request discussion about include:</p> <ol style="list-style-type: none"> 1. Vehicle insurance reimbursement(s) 2. Vehicle repair reimbursement(s) 3. A travel allowance only at either a set amount or the District's per mile rate 4. A vehicle 5. Out-of-district travel
Insurance	<p>Will the Board address insurance in its employment contract negotiations with the successful superintendent candidate?</p> <p>Some items successful superintendent candidates request include:</p> <ol style="list-style-type: none"> 1. Insurance contributions as part of a Cafeteria Plan, or in the alternative, the Board paying the premiums. 2. Specific insurance coverages from the Board, such as health, dental, vision, life, disability, etc.
Vacation	<p>Will the Board address vacation days in its employment contract negotiations with the successful superintendent candidate? If yes, then:</p> <ol style="list-style-type: none"> 1. How many days? 2. Will vacation days accumulate? And, if so, how? 3. Will the Board designate itself, the Board President, or a Board officer to approve or receive notification from the Superintendent prior to taking a vacation? If yes, describe the process. 4. Will the Board address reimbursement for unused days? 5. Will vacation days need to be used for days off during winter or spring breaks?
Sick Leave/Days	<p>Will the Board address sick days in its employment contract negotiations with the successful superintendent candidate? If yes, then:</p> <ol style="list-style-type: none"> 1. Will sick leave be limited to annual sick leave days in the District's teachers' contract or will a different amount be provided?

Sick Leave/Days	<ol style="list-style-type: none"> 2. How will sick day accumulation be addressed? 3. Will the Board designate itself, the Board President, or a Board officer to approve or receive notification from the Superintendent prior to taking or upon returning from a sick day? If yes, describe the process.
Professional Activities and Organizations Memberships in Community Organizations	<p>Will the Board address memberships in professional activities/organizations and/or community organizations its employment contract negotiations with the successful superintendent candidate? If yes, then:</p> <ol style="list-style-type: none"> 1. How many organizations will the Board allow the Superintendent to join? 2. Which organizations will be allowed? 3. What is the Board's limit for the cost of dues to professional organizations?
Retirement	<p>Will the Board address any type of payment(s) upon the Superintendent's retirement? If yes, then:</p> <ol style="list-style-type: none"> 1. Has the Board thoroughly examined and addressed: <ol style="list-style-type: none"> a. Any consequences or other penalties to it? b. The impact of any prior salary increases? c. Potential pension reform issues? 2. Often, a successful superintendent candidate's attorney has interest in the following issues: <ol style="list-style-type: none"> a. Available post-retirement options available, e.g., payments for sick/vacation days, post-retirement insurance, longevity annuity payment, etc. b. Whether a potential retirement payment will be properly creditable for TRS purposes. Note: Ultimately, only TRS has the authority to determine creditability.
Annuities and Other Deferred Compensation	<p>Will the Board address any type of annuities and other deferred compensation issues? If yes, then:</p> <ol style="list-style-type: none"> 1. Will it offer such compensation in addition to the Superintendent's agreed-upon salary? 2. Will it contribute creditable earnings for TRS purposes?

Changes to the Superintendent's Employment Contract

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Non-Renewal at End of Contract	<p>How will the Board and successful superintendent candidate agree to address orderly end to the employment contract when the Board chooses not to renew it?</p> <ol style="list-style-type: none"> 1. Will there be a non-renewal notification date? Do both parties' attorneys find it reasonable? 2. Will the Board require the Superintendent to remind it of the non-renewal date? 3. Will there be any agreement to a clause for an automatic one-year renewal if the Board fails to provide end-of-contract non-renewal notification? 4. Will the Board agree to language in the employment contract that would provide the Superintendent with a hearing upon non-renewal?
Renewal at End of Contract	<p>Will the Board agree to a procedure for renewing the employment contract at its end? If yes, then:</p> <ol style="list-style-type: none"> 1. What date would be the earliest that the Board could renew its employment contract with the Superintendent? 2. What criteria will the Board base its renewal upon? For example, some boards base renewal upon superintendents achieving their stated goals and indicators of student performance and academic improvement and other information they required.
Contract Extensions	<p>Will the Board agree to allow for an extension of its employment contract during its term? If yes, then:</p> <ol style="list-style-type: none"> 1. Will the Board agree to extend it during its term if the Board determines that the Superintendent successfully met all of the Board's stated goals and indicators of student performance and academic improvement and other information it required?

	<p>2. Will the Board agree to extend a one-year contract when the Superintendent is not required to meet any goals?</p> <p>See 105 ILCS 5/10-23.8.</p>
Terminations	<p>If the successful superintendent candidate accepts employment with the Board and becomes the Superintendent, how will the Board outline the grounds and procedures for terminating the Superintendent's employment during the contract's term?</p> <ol style="list-style-type: none"> 1. Will the Board and the successful superintendent candidate agree to terminate it upon mutual agreement? 2. Will the Board allow retirement to be an appropriate reason for terminating its employment contract with the Superintendent? And if so, will the Board require reasonable notice from its Superintendent? 3. Could either the Board or Superintendent terminate the employment contract without cause by providing notice to the other? 4. Will the Board terminate the employment contract for permanent disability of the Superintendent? <ol style="list-style-type: none"> a. How will the Board define permanent disability in the contract? b. Will the Board require the Superintendent to obtain a permanent disability determination through physician certification, and/or c. Will the Board consider duration of absence; e.g., 90-days after exhaustion of available leave, whichever is greater? <p>See PRESS sample policy 5:180, <i>Temporary Illness or Temporary Incapacity</i>.</p> <ol style="list-style-type: none"> 5. What standard will the Board use to terminate the employment contract for cause? Items to consider include: <ol style="list-style-type: none"> a. Any conduct detrimental/prejudicial to the District;* b. Just cause; c. Sufficient to dismiss a tenured teacher; d. Material breach of contract; or e. Not arbitrary and capricious. <p>*50 ILCS 205/3c, amended by P.A. 100-1040, requires a school district to post on its website and make available to news media specific information about severance agreements that it enters into because an employee or contractor was found to have engaged in sexual harassment or sexual discrimination, as defined by the Ill. Human Rights Act or Title VII of the Civil Rights Act of 1964. See Severance Pay row directly below.</p> 6. Will the Board agree to provisions for hearing and due process for the Superintendent? 7. How will the Board address death of its Superintendent during the duration of the employment contract?
Severance Pay	<p>Any renewal or renegotiation that adds a condition of severance pay must include the following provisions of GSPA, 5 ILCS 415/10(a)(1), added by P.A. 100-895:</p> <ol style="list-style-type: none"> 1. A restriction to an amount not exceeding 20 weeks of compensation; and 2. A prohibition for any severance if the Superintendent is fired for <i>misconduct</i> by the Board. This law defines misconduct to include sexual harassment and/or discrimination. But 50 ILCS 205/3c, amended by P.A. 100-1040, limits sexual harassment or discrimination to instances when an employee is "found to have engaged in sexual harassment or sexual discrimination, as defined by the Ill. Human Rights Act or Title VII of the Civil Rights Act of 1964." For more discussion about these laws, see f/n 6 in policy 2:260, <i>Uniform Grievance Procedure</i>.
Liquidated Damages	<p>Will the Board agree to liquidate damages with its Superintendent if one or the other terminates the employment contract?</p> <ol style="list-style-type: none"> 1. Have both the Board and the successful superintendent candidate discussed the practical consequences of a liquidated damages clause with their respective attorneys? 2. If the Board terminates the contract, has it discussed with the Board Attorney how it can avoid litigation with its former Superintendent?

Amendments	How will the Board and Superintendent agree to allow for amendments to the employment contract?
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What technical clauses need to be in the Superintendent’s employment contract?

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Technical clauses (common in contracts)	<p>If the employment contract contains any of the following technical provisions, have the Board Attorney and Superintendent’s attorney reviewed them?</p> <ol style="list-style-type: none"> 1. Notice 2. Applicable law 3. Headings and numbers 4. Complete understanding, i.e., do the Board members and Superintendent share the same understanding of the various provisions written in the employment contract? 5. Counterparts 6. Effect of Policy Amendments 7. Severability 8. Advice of Counsel

Miscellaneous Issues

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
Board Obligations Under the Employment Contract	<p>Do all members of the Board understand the District’s obligations under the employment contract and what not complying with them will mean to the District?</p> <p>Specifically, are Board members aware of the Board’s specific obligations regarding:</p> <ol style="list-style-type: none"> 1. The Superintendent Evaluation 2. Goal setting 3. Required notifications/actions by each party prior to termination of the employment contract
Ongoing Monitoring of Each Party’s Compliance with the Contract	Are the Board and Superintendent actually complying with the terms of the employment contract? Has the Board Attorney explained how the Board should monitor compliance with the employment contract?
Legislative Issues	How might pending pension reform legislation or other trending legislation affect the employment contract?

PRESSPlus Comments

PRESSPlus 1. This Board exhibit is REWRITTEN for PRESS Plus Issue 106. Updates were made in response 105 ILCS 5/10-21.9(e), amended by P.A. 101-643 and **PRESS** Advisory Board member feedback. A redline version showing the changes made is available at **PRESS** Online by logging in at www.iasb.com. **Issue 106, November 2020**

Document Status: Draft Update

4:80 Accounting and Audits

The School District's accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by the Ill. State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board. The Superintendent, in addition to other assigned financial responsibilities, shall report monthly on the District's financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit

At the close of each fiscal year, the Superintendent shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent.

The Superintendent shall annually, on or before October 15, submit an original and one copy of the audit to the Regional Superintendent of Schools.

Annual Financial Report

The Superintendent or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by the ISBE. The Superintendent shall review and discuss the Annual Financial Report with the Board before it is submitted.

~~The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and cost or estimated replacement cost, unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. §200.313, if applicable. The Superintendent shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and State law.~~

Inventories

The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and cost or estimated replacement cost, unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. §200.313, if applicable. The Superintendent shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and State law.

Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$5,000 and have an estimated useful life greater than one year.

Disposition of District Property

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition: (1) District personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Superintendent or designee may unilaterally dispose of worthless personal property. The Superintendent shall establish procedures for the disposition of property acquired by the District under grant awards that comply with federal and State law.

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Each revolving fund shall be maintained in a bank that has been approved by

the Board and established in an amount approved by the Superintendent consistent with the annual budget. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Taxable Fringe Benefits

The Superintendent or designee shall: (1) require that all use of District property or equipment by employees is for the District's convenience and best interests unless it is a Board-approved fringe benefit, and (2) ensure compliance with the Internal Revenue Service regulations regarding when to report an employee's personal use of District property or equipment as taxable compensation.

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of \$500.00. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Treasurer or Board President, except that checks from an accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians. [PRESSPlus1](#)

Internal Controls

The Superintendent is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, waste, and abuse, as well as employee error, misrepresentation by third parties, or other imprudent employee action.

The Superintendent or designee shall annually audit the District's financial and business operations for compliance with established internal controls and provide the results to the Board. The Board may from time-to-time engage a third-party to audit internal controls in addition to the annual audit.

LEGAL REF.:

[2 C.F.R. §200](#) *et seq.*

[30 ILCS 708/](#), Grant Accountability and Transparency Act, implemented by [44 Ill. Adm. Code 7000](#) *et seq.*

[105 ILCS 5/2-3.27](#), [5/2-3.28](#), [5/3-7](#), [5/3-15.1](#), [5/5-22](#), [5/10-21.4](#), [5/10-20.19](#), [5/10-22.8](#), and [5/17-1](#) *et seq.*

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

CROSS REF.: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 4:90 (Student Activity and Fiduciary Funds)

PRESSPlus Comments

PRESSPlus 1. Updated to incorporate 23 Ill. Admin. Code §§100.20, 100.80 and 100.85 (establishing *fiduciary* funds as a category of funds separate from *student activity funds*, for which a district has custodial responsibilities). See policy 4:90, *Student Activity and Fiduciary Funds*, for more information about a board's responsibilities for *student activity funds* and *fiduciary funds*. **Issue 106, November 2020**

Document Status: Draft Update

4:90 Student Activity and Fiduciary Funds

Title has been updated. Original Title: Activity Funds

The Board, upon the Superintendent or designee's recommendation, establishes student activity funds to be managed by student organizations under the guidance and direction of a staff member for educational, recreational, or cultural purposes. The Board, upon the Superintendent or designee's recommendation, also establishes fiduciary funds to be supervised by the Superintendent or designee. The District has custodial responsibilities for fiduciary funds but no direct involvement in the management of such funds. [PRESSPlus1](#)

Student Activity Funds [PRESSPlus2](#)

The Superintendent or designee shall be responsible for supervising student activity funds in accordance with Board policy 4:80, *Accounting and Audits*; State law; and the Illinois State Board of Education (ISBE) rules for student activity funds. The Board will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with the School Code. The treasurer shall have all of the responsibilities specific to the treasurer listed in the Illinois State Board of Education ISBE rules for school activity funds, including the authority to make loans between activity funds.

Unless otherwise instructed by the Board, a student activity fund's balance will carry over to the next fiscal year. An account containing student activity funds that is inactive for 12 consecutive months shall be closed and its funds transferred to another student activity fund or authorized fund with a similar purpose.

Fiduciary Funds [PRESSPlus3](#)

The Superintendent or designee shall be responsible for supervising fiduciary funds in accordance with Board policy 4:80, *Accounting and Audits*; State law; and ISBE rules for fiduciary funds. The Board will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with the School Code. The treasurer shall have all of the responsibilities specific to the treasurer listed in the ISBE rules for fiduciary funds.

LEGAL REF.:

[105 ILCS 5/8-2](#) and [5/10-20.19](#).

23 Ill.Admin.Code §§100.20, ~~and~~ 100.80, ~~and~~ 100.85.

CROSS REF.: 4:80 (*Accounting and Audits*), 7:325 (*Student Fundraising Activities*)

PRESSPlus Comments

PRESSPlus 1. Updated to incorporate 23 Ill.Admin.Code §§100.20, 100.80 and 100.85 (establishing *fiduciary* funds as a category of funds separate from *student activity funds*, for which a district has custodial responsibilities). **Issue 106, November 2020**

PRESSPlus 2. Student activity funds are under the school board's control, giving it a fiduciary responsibility to safeguard them along with district assets. In contrast to *fiduciary funds* (see PRESS Plus Comment 3), the board, superintendent, or other district employees have direct involvement in how *student activity funds* are spent or attained. And, unlike fiduciary funds, student activity funds must be reported as part of a district's Educational Fund for its annual financial reporting and budget, in accordance with *Governmental Accounting Standards Board Statement No. 84*. 23 Ill.Admin.Code §§100.80(e), 100.85. **Issue 106, November 2020**

PRESSPlus 3. Fiduciary funds are funds "received from an independent, outside source in which the school board is acting in an administrative capacity." Unlike student activity funds, where "[t]he school board, superintendent, or district employees have direct involvement with the decisions of how the funds are spent or attained," a district has no control over how fiduciary funds are spent or raised. 23 Ill.Admin.Code §§100.20, 100.80, and 100.85.

See 23 Ill.Admin.Code §100.85 for the specific characteristics and permitted activities of a fiduciary fund. Boards must take a number of specific actions for fiduciary funds that are delegated to the superintendent or designee in this policy and align with IASB's *Foundational Principles of Effective Governance*, at www.iasb.com/principles_popup.cfm. 23 Ill.Admin.Code §100.85(b). Boards should consult their local auditors for guidance on whether a particular fund should be classified as a student

activity fund or fiduciary fund.

Issue 106, November 2020

Document Status: 5-Year-Review - Needs Review

5:270 Employment At-Will, Compensation, and Assignment

Employment At-Will

Unless otherwise specifically provided, District employment is at-will, meaning that employment may be terminated by the District or employee at any time for any reason, other than a reason prohibited by law, or no reason at all. Nothing in School Board policy is intended or should be construed as altering the employment at-will relationship.

Exceptions to employment at-will may include employees who are employed annually, have an employment contract, or are otherwise granted a legitimate interest in continued employment. The Superintendent is authorized to make exceptions to employing nonlicensed employees at-will but shall maintain a record of positions or employees who are not at-will.

Please refer to the current "Contract Agreement between Spring Valley Association of Non-Certified Workers, An Independent Voluntary Association, and the Board of Education Spring Valley Elementary District #99."

For those employees not covered by this Agreement:

The Board of Education will determine salary and wages for educational support personnel. Increments are dependent on evidence of continuing satisfactory performance. An employee covered by the overtime provisions in State or federal law, shall not work overtime without the prior authorization from the employee's immediate supervisor. Educational support personnel are paid bi-weekly. The Superintendent is authorized to make assignments and transfers of educational support personnel.

LEGAL REF.:

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

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment) 5:35 (Compliance with the Fair Labor Standards Act), 5:290 (Educational Support Personnel - Employment Termination and Suspensions), 5:310 (Educational Support Personnel - Compensatory Time-Off)

ADOPTED: October 21, 2015

Document Status: Draft Update

6:20 School Year Calendar and Day

School Calendar

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

Commemorative Holidays

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

School Day

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

LEGAL REF.:

105 ILCS 5/10-19, 5/10-19.05, [5/10-20.56](#), 5/10-24.46, [5/10-30](#), 5/18-12, 5/18-12.5, 5/24-2, 5/27-3, 5/27-18, 5/27-19, 5/27-20, 5/27-20.1, 5/27-20.2, and 20/1. [PRESSPlus1](#)

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

[23 Ill.Admin.Code §1.420\(f\)](#).

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

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

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 106, November 2020**

Document Status: 5-Year-Review - Needs Review

6:315 High School Credit for Students in Grade 7 or 8

The Superintendent or designee may investigate, coordinate, and implement a program for students in grades 7 and 8 to enroll in a course required for a high school diploma.

If a program is available, students in grades 7 and 8 may enroll in a course required for a high school diploma. Students in grades 7 and 8 who successfully complete a course required for a high school diploma will receive academic credit if permitted by, and in accordance with, the policy of the district where the elementary student will attend high school.

LEGAL REF.:

[105 ILCS 5/10-22.43](#) and [5/27-22.10](#).

[23 Ill.Admin.Code §1.460](#).

ADOPTED: December 16, 2015

Document Status: Draft Update

6:340 Student Testing and Assessment Program

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

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

1. Administers **to students** the State assessment system, known as the *Illinois Assessment of Readiness (IAR)*, **all standardized assessments required by the Ill. State Board of Education (ISBE)**, to all students and/or any other appropriate assessment methods and instruments, including norm and criterion-referenced achievement tests, aptitude tests, proficiency tests, and teacher-developed tests. [PRESSPlus1](#)
2. Informs students of the timelines and procedures applicable to their participation in every State assessment.
3. Provides each student's parents/guardians with the results or scores of each State assessment.
4. Utilizes professional testing practices.

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

LEGAL REF.:

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

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

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

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

PRESSPlus Comments

PRESSPlus 1. Updated to incorporate continuous improvement changes suggested by the **PRESS** Advisory Board. **Issue 106, November 2020**

Document Status: Draft Update

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

Required Health Examinations and Immunizations

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

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

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

As required by State law:

1. The required health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice registered PRESSPlus1 nurse ~~who has a written collaborative agreement with a collaborating physician authorizing the advanced practice nurse to perform health examinations~~, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening is a required part of each health examination; diabetes testing is not required.
3. ~~Beginning with the 2017-2018 school year, a~~ An age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.
 - a. If proof of the developmental screening or the social and emotional screening portions of the health examination are not presented, qualified school support personnel may, with a parent/guardian's consent, offer the screenings to the child.
 - b. Once a student presents proof that he or she received a developmental screening or a social and emotional screening, the school may, with a parent/guardian's consent, make available appropriate school personnel to work with the parent/guardian, child, and provider who signed the screening form to obtain any appropriate evaluations and services.
4. Before admission and in conjunction with required physical examinations, parent(s)/guardian(s) of children between the ages of one and seven years must provide a statement from a physician that their child was risk-assessed or screened for lead poisoning.
5. The IDPH will provide all students entering sixth grade and their parent(s)/guardian(s) information about the link between human papillomavirus (HPV) and HPV-related cancers and the availability of the HPV vaccine.
6. The District will provide informational materials regarding influenza, influenza vaccinations, meningococcal disease, and meningococcal vaccinations developed, provided, or approved by the IDPH when it provides information on immunizations, infectious diseases, medications, or other school health issues to students' parent(s)/guardian(s).

Unless an exemption or extension applies, the failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students who register after October 15 of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice registered nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have the required proof of immunizations by October 15 may attend classes only if he or she has proof that an appointment for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parent(s)/guardian(s) are encouraged to have their children undergo an eye examination whenever health examinations are

required.

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

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parent(s)/guardian(s) are notified of this eye examination requirement in compliance with the rules of the IDPH. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

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

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

Exemptions

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

1. Religious grounds, if the student's parent(s)/guardian(s) present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parent(s)/guardian(s) of exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease*, and State rules if there is an outbreak of one or more diseases from which the student is not protected.
2. Health examination or immunization requirements on medical grounds, if the examining physician, advanced **registered** practice **registered** nurse, or physician assistant provides written verification.
3. Eye examination requirement, if the student's parent(s)/guardian(s) show an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist.
4. Dental examination requirement, if the student's parent(s)/guardian(s) show an undue burden or a lack of access to a dentist.

Homeless Child

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

LEGAL REF.:

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

[105 ILCS 5/27-8.1](#) and [45/1-20](#).

[410 ILCS 45/7.1](#) and [315/2e](#).

[23 Ill.Admin.Code §1.530](#).

[77 Ill.Admin.Code Part 665](#).

[77 Ill.Admin.Code Part 690](#).

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

PRESSPlus Comments

PRESSPlus 1. Updated throughout for continuous improvement. **Issue 106, November 2020**

Document Status: Draft Update

7:140 Search and Seizure

To maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left There by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students

School authorities may search a student and/or the student's personal effects in the student's possession (such as purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the District's student conduct rules. The search itself must be conducted in a manner that is reasonably related to its objectives and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

When feasible, the search should be conducted as follows:

1. Outside the view of others, including students;
2. In the presence of a school administrator or adult witness; and
3. By a certificated employee or liaison police officer of the same sex as the student.

Immediately following a search, a written report shall be made by the school authority who conducted the search, and given to the Superintendent.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the District's policies or rules, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

Notification Regarding Student Accounts or Profiles on Social Networking Websites

The Superintendent or designee shall notify students and their parents/guardians of each of the following in accordance with the Right to Privacy in the School Setting Act, [105 ILCS 75/](#):

1. School officials may not request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website.
2. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

LEGAL REF.:

[105 ILCS 5/10-20.14](#), [5/10-22.6](#), and [5/10-22.10a](#).

Right to Privacy in the School Setting Act, [105 ILCS 75/](#).

[Cornfield v. Consolidated High School Dist. No. 230](#), 991 F.2d 1316 (7th Cir. 1993). [PRESSPlus1](#)

[People v. Dilworth](#), 169 Ill.2d 195, 661 N.E.2d 310 (Ill. 1996), *cert. denied*, 116 S.Ct. 1692 (1996).

[People v. Pruitt](#), 278 Ill.App.3d 194, 662 N.E. 2d 540 (Ill.App. 1st Dist. 1996), *app. denied*, 667 N.E. 2d 1061 (Ill.App.1, 1996).

[T.L.O. v. New Jersey](#), 405 S.Ct. 733, 469 U.S. 325 (1985).

Vernonia School Dist. 47J v. Acton, ~~415 S.Ct. 2386~~ 515 U.S. 646 (1995).

Safford Unified School Dist. No. 1 v. Redding, ~~429 S.Ct. 2633~~ 557 U.S. 364 (2009).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:150 (Agency and Police Interviews), 7:190 (Student Behavior)

~~ADOPTED: December 16, 2015~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to a five-year review. **Issue 106, November 2020**

Document Status: Draft Update

7:300 Extracurricular Athletics

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

1. The student must meet the academic criteria set forth in Board policy 6:190, *Extracurricular and Co-Curricular Activities*.
2. A parent/guardian of the student must provide written permission for the student's participation, giving the District full waiver of responsibility of the risks involved.
3. The student must present a current certificate of physical fitness issued by a licensed physician, an advanced practice [registered PRESSPlus1](#) nurse, or a physician assistant. The **Pre-Participation Physical Examination Form**, offered by the Illinois High School Association and the Illinois Elementary School Association, is the preferred certificate of physical fitness.
4. The student must show proof of accident insurance coverage either by a policy purchased through the District-approved insurance plan or a parent(s)/guardian(s) written statement that the student is covered under a family insurance plan.
5. The student must agree to follow all conduct rules and the coaches' instructions.
6. The student and his or her parent(s)/guardian(s) must: (a) comply with the eligibility rules of, and complete any forms required by, any sponsoring association (such as, the Illinois Elementary School Association, the Illinois High School Association, or the Southern Illinois Junior High School Athletic Association), and (b) complete all forms required by the District including, without limitation, signing an acknowledgment of receiving information about the Board's concussion policy 7:305, *Student Athlete Concussions and Head Injuries*.

The Superintendent or designee (1) is authorized to impose additional requirements for a student to participate in extracurricular athletics, provided the requirement(s) comply with Board policy 7:10, *Equal Educational Opportunities*, and (2) shall maintain the necessary records to ensure student compliance with this policy.

LEGAL REF.:

[105 ILCS 5/10-20.30](#), [5/10-20.54](#), [5/22-80](#), and [25/2](#).

[23 Ill.Admin.Code §1.530\(b\)](#).

CROSS REF.: 4:100 (Insurance Management), 4:170 (Safety), 6:190 (Extracurricular and Co-Curricular Activities), 7:10 (Equal Educational Opportunities), [7:20 \(Harassment of Students Prohibited\)](#), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:305 (Student Concussions and Head Injuries), 7:340 (Student Records)

~~ADOPTED: December 16, 2015~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to a five-year review. **Issue 106, November 2020**

Students

Administrative Procedure – Use of Educational Technologies; Student Data Privacy and Security

Use this procedure to establish a process for evaluating the use of educational technologies for student learning and/or District operations, and to facilitate compliance with the Student Online Personal Protection Act (SOPPA), amended by P.A. 101-516, eff. 7-1-21.

Definitions (105 ILCS 85/5, amended by P.A. 101-516, eff. 7-1-21)

Covered information means personally identifiable information (PII) or information linked to PII in any media or format that is not publicly available and is any of the following: (1) created by or provided to an operator by a student or the student’s parent/guardian in the course of the student’s or parent/guardian’s use of the operator’s site, service or application; (2) created by or provided to an operator by an employee or agent of the District; or (3) gathered by an operator through the operation of its site, service, or application.

Operators are entities (such as educational technology vendors) that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes.

K-12 school purposes means purposes that are directed by, or that customarily take place at the direction of, a teacher, school, or school district; aid in the administration of school activities, including, but not limited to, instruction in the classroom or at home, administrative activities, and collaboration between students, school personnel, or parents; or are otherwise for the use and benefit of a school.

Breach means the unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of covered information maintained by an operator or the District.

Parent means a person who is the natural parent of the student or other person who has the primary responsibility for the care and upbringing of the student.

Educational Technologies Evaluation and SOPPA Implementation

Actor	Action
Superintendent or Designee or Privacy Officer	1. Establishes an Educational Technology Committee (Ed Tech Committee) to operate as a Superintendent committee for the purposes of: (1) evaluating the use of specific online applications and other educational technologies within the District, (2) establishing a list of applications or other services approved for use within the District, and (3) developing a process for the approval of online sites, applications, or services not already approved for District use which staff members may wish to use. See 2:150-AP, <i>Superintendent Committees</i> . Consider including: Head of Information Technology (IT) Other district-level administrators, such as Curriculum Director, Student Services Director, Business Manager Building Principals Teachers Note: This procedure establishes an administrative committee. The administrative committee centralizes the local decision-making

Actor	Action
	<p>process regarding the use of educational technologies in a district, which in turn should help districts comply with the provisions of SOPPA governing the use of covered information by operators, contractual requirements, and security standards.</p> <ol style="list-style-type: none"> 2. Informs the School Board of the Ed Tech Committee’s progress. 3. Makes recommendations to the Board about operator contracts, as needed and in alignment with Board policy 7:345, <i>Use of Educational Technologies; Student Data Privacy and Security</i>. 4. Designates which District employee(s) are authorized to enter into written agreements with operators when prior board approval of the contract is not otherwise required by Board policy 4:60, <i>Purchases and Contracts</i>, and list them below: <div style="display: flex; justify-content: space-around; margin-bottom: 10px;"> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> </div> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">Title</div> <div style="text-align: center;">Title</div> </div> <div style="display: flex; justify-content: space-around; margin-bottom: 10px;"> <div style="text-align: center;">_____</div> <div style="text-align: center;">_____</div> </div> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">Title</div> <div style="text-align: center;">Title</div> </div> 5. Assigns the following activities to the Head of IT and the Records Custodian: <ol style="list-style-type: none"> a. Develop and maintain a protocol to manage parent requests for copies (electronic and paper) of students’ covered information. b. Develop and maintain a protocol to manage parent requests for corrections to factual inaccuracies contained in a student’s covered information. c. Develop and maintain a protocol to manage parent requests for deletion of a student’s covered information maintained by an operator. 6. Ensures that the parent of any student whose covered information was involved in a breach is provided with a breach notification letter no later than 30 calendar days after the District determines a breach has occurred or has been notified by an operator of a breach, unless an appropriate law enforcement agency has requested in writing that the District not provide breach notifications because doing so would interfere with a criminal investigation. See 7:345-AP, E3, <i>Parent Notification Letter for Student Data Breach</i>. 7. As appropriate, notifies the District’s liability carrier of any third party claims made against the District regarding a data breach. 8. Consults with the Board Attorney for guidance as needed to ensure the District complies with the provisions of SOPPA.
Head of IT or Privacy Officer	<ol style="list-style-type: none"> 1. Implements and maintains reasonable cybersecurity practices to protect covered information, such as technical, administrative, and

Actor	Action
	<p>physical safeguards that are consistent with any guidance from the Ill. State Board of Education (ISBE)¹ and 6:235-API, <i>Acceptable use of the District's Electronic Networks</i>. Coordinates with the Superintendent to implement any staff training on such practices. Coordinates with the Business Manager regarding any recommendations for purchases of equipment or software related to cybersecurity.</p> <p>2. Creates, maintains, and regularly updates an internal inventory of all Internet websites, online services, online applications, and mobile applications that are being used in the District for K-12 purposes. Note: The inventory does not need to include general audience websites, online services, online applications, or mobile applications, even if login credentials are required to access the general audience sites, services, or applications.</p> <p>The inventory list should include the following, and any other information deemed pertinent: ²</p> <ol style="list-style-type: none"> a. Name of Operator b. Contract term and expiration/renewal date c. K-12 purpose for which the online service, application, etc. is being used (e.g., curriculum content area and grade level(s)) d. A listing of the <i>data elements</i>³ of covered information that the District collects, maintains, or discloses to the operator. e. A layperson explanation of the data elements listed for each operator including how the district uses the information, to whom or what entities it discloses the information, and for what purpose(s) the information is used. <p>3. Ensures the following information is posted on the District's website⁴ and updated (if needed) by Jan. 31 and July 31 each year (105 ILCS 85/27(a), added by P.A. 101-516, eff. 7-1-21) (See 7:345-AP, E1, <i>Student Covered Information Reporting Form</i>):</p> <ol style="list-style-type: none"> a. A list of operators with which the District has written contracts. 105 ILCS 85/27(a)(2).

The footnotes should be removed before the material is used.

¹ 105 ILCS 85/27, added by P.A. 101-516, eff. 7-1-21, requires the Ill. State Board of Education to make available on its website a guidance document for schools pertaining to reasonable security procedures and practices.

² Creating an internal inventory list as an initial step is a best practice to ensure a district complies with the posting requirements in item #3 in this row.

³ The term data elements is not defined in the Student Online Personal Protection Act (SOPPA) (105 ILCS 85/). However, compare that term with the requirement in SOPPA that operator contracts include “a listing of the categories or types of covered information to be provided to the operator,” which suggests that data elements is a term that is different than and distinguishable from categories or types. Consult the board attorney for guidance on the level of detail to include in the posting of data elements.

⁴ This procedure requires a number of postings of specific information be made available on district's website. For districts that do not maintain a website, replace that that text with “Make the following information available for inspection by the general public at the District's administrative office or on the District's website, if one becomes available.”

Actor	Action
	<ul style="list-style-type: none"> b. Copies of the District’s written contracts with operators, with redactions as permitted by State law and mutually agreed upon between the District and operators. 105 ILCS 85/27(a)(2). c. Business address of each operator. 105 ILCS 85/27(a)(2). d. For each operator, a list of any subcontractors to whom covered information may be disclosed or a link to a page on the operator’s website that clearly lists that information. 105 ILCS 85/27(a)(3). e. An explanation that is clear and understandable by a layperson, of the following (105 ILCS 85/27(a)(1)): <ul style="list-style-type: none"> i. The <i>data elements</i>⁵ of covered information that the District collects, maintains, or discloses to any person, entity, third party, or governmental agency. ii. To whom or to what entities the covered information is disclosed. iii. How the covered information is used. iv. The purpose of the disclosure of the covered information. f. For breaches involving 10% or more the District’s enrolled students, a list of any breaches of covered information maintained by the District or by an operator that includes the following information (105 ILCS 85/27(a)(5), added by P.A. 101-516, eff. 7-1-21): <ul style="list-style-type: none"> i. The number of students whose covered information was involved in the breach, unless the breach involves the <i>personal information</i> of students, as defined by the Personal Information Protection Act, 815 ILCS 530/10. Personal information means either: <ol style="list-style-type: none"> 1. A student’s first name or first initial and last name in combination with any one or more of his or her (a) social security number, (b) driver’s license number or State ID card number, (c) financial account information (with any required security codes or passwords), (d) medical information, (e) health insurance information, and/or (f) unique biometric data or other unique physical or digital representation of biometric data, when either the name or data elements are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the name or data elements have been acquired through the breach of security; or 2. A student’s username or email address, in combination with a password or security question and answer that would permit access to an online account, when either

The footnotes should be removed before the material is used.

⁵ See f/n 1, above.

Actor	Action
	<p>the username or email address or password or security question and answer are not encrypted or redacted or are encrypted or redacted, but the keys to unencrypt or unredact or otherwise read the data elements have been obtained through the breach of security.</p> <p>g. A written description of the procedures a parent may use to carry out their rights to: (1) inspect and review his/her child’s covered information; (2) request electronic or paper copies of his/her child’s covered information and (3) request corrections to his/her child’s inaccurate covered information under SOPPA. 105 ILCS 85/27(4), added by P.A. 101-516, eff. 7-1-21.</p> <p>4. Posts on the District’s website any new operator contracts within 10 business days of the District entering into the contract, along with the information required in items 3.a. through 3.e. listed immediately above.⁶ 105 ILCS 85/27(c), added by P.A. 101-516, eff. 7-1-21.</p> <p>5. Promptly notifies the Superintendent of any breach of covered information or other personal information of students so that appropriate notices can be provided.</p>
Business Manager or Privacy Officer	<p>1. Assists Head of IT in creating, maintaining, and updating the internal inventory list referenced in the row above.</p> <p>2. Reviews operator contracts (including electronic agreements, click wrap agreements, or other terms and conditions a user must agree to before using the product or service) before approval to ensure they contain the provisions required by SOPPA (this can also be accomplished through the Business Manager’s participation in the Committee described above).</p> <p>The following provisions are required for contracts entered into, renewed, or amended on or after 7-1-21, if the operator is seeking in any manner any covered information from the District (105 ILCS 85/15(4), added by P.A. 101-516, eff. 7-1-21):</p> <p>a. A listing of the categories or types of covered information to be provided to the operator.</p> <p>b. A statement of the product or service being provided to the District by the operator.</p> <p>c. A statement that, pursuant to the federal Family Educational Rights and Privacy Act of 1974 (FERPA), the operator (1) is acting as a school official with a legitimate educational interest, (2) is performing an institutional service or function for which the District would otherwise use employees, (3) is under the direct control of the District, with respect to the use and maintenance of</p>

The footnotes should be removed before the material is used.

⁶ SOPPA is silent on the manner in which a district may comply with posting requirements in items 3.a-3.e above, e.g., whether a district complies if it simply posts a contract, if the contract also contains all the required information in some form, or if a district must also separately list each piece of information on its website. Consult the Board attorney for guidance on this specific implementation issue.

Actor	Action
	<p>covered information, (4) is using the covered information only for an authorized purpose and (5) may not re-disclose covered information to third parties without the District's permission or pursuant to a court order.</p> <p>d. A description of how, if a breach is attributed to the operator, any costs and expenses incurred by the District in investigating and remediating the breach will be allocated between the operator and District. The costs and expenses may include, but are not limited to: (1) providing notification to parent of those students whose covered information was compromised and to regulatory agencies or other entities as required by law or contract, (2) providing credit monitoring to those students whose covered information was exposed in a manner during the breach that a reasonable person would believe that it could impact his or her credit or financial security, (3) legal fees, audit costs, fines, and any other fees or damages imposed against the school as a result of the security breach; and (4) providing any other notifications or fulfilling any other requirements adopted by the Ill. State Board of Education or of any other State or federal laws</p> <p>e. A statement that the operator must delete or transfer to the school all covered information if the information is no longer needed for the purposes of the written agreement and to specify the time period in which the information must be deleted or transferred once the operator is made aware that the information is no longer needed for the purposes of the written agreement.</p> <p>f. If the District maintains a website, a statement that the District must publish the written agreement on the District's website. If the school does not maintain a website, a statement that the District will make the written agreement available for inspection by the general public at its administrative office.</p> <p>3. As permitted by State law, obtains the operator's agreement regarding what provisions, if any, of the contract will be redacted in the copy that is posted on the District's website. Items 2.a, 2.b, and 2.c in the list immediately above may NOT be redacted in the posted copy.</p> <p>4. Ensures that the District also has written agreements in place that include the provisions listed in #2 above whenever it shares, transfers, discloses, or provides access to a student's covered information to an entity or individual, other than the student's parent, school personnel, Board members, or ISBE, unless the disclosure or transfer is (1) required by court or State or federal law or (2) to ensure legal or</p>

Actor	Action
	<p>regulatory compliance. 105 ILCS 85/26(2), added by P.A. 101-516, eff. 7-1-21. 7</p> <ol style="list-style-type: none"> 5. With the authorization of the Superintendent, consults with the Board Attorney as needed for contract review. 6. Provides a copy of all operator contracts to the Head of IT for posting on the District’s website.
Head of IT and Records Custodian or Privacy Officer	<ol style="list-style-type: none"> 1. Develops and maintains a protocol to manage parent requests to inspect and review their child’s covered information, whether it is maintained by the District, ISBE, or an operator. 105 ILCS 85/33(c)(1), added by P.A. 101-516, eff. 7-1-21. If the covered information is a <i>school student record</i>, then follow the procedures and timelines for responding to student record requests in 7:340-API, <i>School Student Records</i>. 2. Develops and maintains a protocol to manage parent requests for copies (electronic and paper) of students’ covered information. Align the protocol with the following requirements (105 ILCS 85/33(c)(2), added by P.A. 101-516, eff. 7-1-21): <ol style="list-style-type: none"> a. If the parent requests an electronic copy of the student’s covered information, the District must provide an electronic copy of the information, unless the District does not maintain it in an electronic format and reproducing the information in an electronic format would be unduly burdensome to the District. b. If the parent requests a paper copy of the student’s covered information, the District may charge the parent the reasonable cost of copying in an amount not to exceed the amount fixed in a schedule adopted by ISBE. However, the parent may not be denied a copy of the information due to the parent’s inability to pay the cost of copying. c. The protocol must be consistent with any regulations issued by ISBE. 8 d. If the covered information is a <i>school student record</i>, then follow the procedures and timelines for responding to student record requests in 7:340-API, <i>School Student Records</i>. 3. Develops and maintains a protocol to manage parent requests for corrections to factual inaccuracies contained in a student’s covered

The footnotes should be removed before the material is used.

7 Under the Ill. School Student Records Act’s implementing regulations, districts are required to transfer the records of a student to another school in which a student has enrolled or intends to enroll upon request of the records custodian of the other school or student, with prior written notice to the parent. 23 Ill.Admin.Code §§375.70, 375.75. It therefore appears that SOPPA does not require a written agreement in such circumstance, to the extent the covered information being shared with another school is part of a student’s records being transferred. SOPPA does not address disclosure of covered information to the board attorney. Consult with the board attorney for guidance on this issue.

8 105 ILCS 85/33(c)(2) requires ISBE to adopt rules on the methodology and frequency of these types of parent requests. As of PRESS Issue 104, those rules had not been adopted.

Actor	Action
	<p>information. Align the protocol with the following requirements (105 ILCS 85/33(c)(3), added by P.A. 101-516, eff. 7-1-21):</p> <ol style="list-style-type: none"> a. The District must determine whether the factual inaccuracy exists. b. If the District determines that a factual inaccuracy exists, and the District maintains or possesses the covered information, it must correct the inaccuracy and confirm the same with the parent within 90 calendar days after receiving the parent’s request. c. If the District determines that a factual inaccuracy exists and an operator or ISBE maintains or possesses the information, the District must notify the operator or ISBE of the factual inaccuracy and correction to be made. The operator or ISBE must confirm the correction with the District within 90 calendar days after it receives the District’s notice. The District must then confirm the correction with the parent within 10 business days after receiving confirmation of the correction from the operator or ISBE. d. If the covered information is a <i>school student record</i>, and the parent requests a hearing to challenge the accuracy of the record(s), follow the procedures and timelines in 7:340-API, <i>School Student Records</i>. <p>4. Develop and maintain a protocol to manage parent requests for deletion of a student’s covered information maintained by an operator. Align the protocol with the following requirements:</p> <ol style="list-style-type: none"> a. Deny the request if granting it would result in a violation of the Ill. School Student Records Act or other records laws, such as the deletion of a <i>school student record</i> (temporary or permanent) that the District is required by law to maintain for a certain period of time. 105 ILCS 85/27(g), added by P.A. 101-516, eff. 7-1-21. b. Consider denying the request if granting it would effectively result in the student being unable to participate in all or a portion of the District’s curriculum through the site, service, or application being used. ⁹
Building Principal(s) or Privacy Officer	<ol style="list-style-type: none"> 1. Ensures that parents are provided with 7:345-AP, E2, <i>Notice to Parents About Educational Technology Vendors</i>, at the beginning of each school year through distribution of school handbooks or other means generally used by the building to provide such notices to parents.¹⁰ 105 ILCS 85/28(e), added by P.A. 101-516, eff. 7-1-21.

The footnotes should be removed before the material is used.

⁹ 105 ILCS 85/27(g) does not list this item as an exception to a parent request for deletion; however, it is included to help districts manage a potentially common scenario.

¹⁰ Members of the Ill. Principals Association (IPA) may subscribe to the IPA’s Model Student Handbook Service, which is aligned with IASB’s policy services. For more information, see: www.ilprincipals.org/resources/model-student-handbook.

Actor	Action
	2. Promptly communicates any parent requests for copies of, corrections to, or deletion of students' covered information to the Records Custodian and Head of IT.
Staff Members	<ol style="list-style-type: none"> 1. Participate in any District-required trainings on the privacy and security of student data. 2. Refrain from using any new online sites, services, or applications that collect any student data or covered information that have not be pre-approved for use by the District. 3. Be familiar with and abide by policy 6:235, <i>Access to Electronic Networks</i>, and 6:235-AP1, <i>Acceptable Use of the District's Electronic Networks</i>.
<p>K-12 Data Privacy and Cybersecurity Resources:</p> <p>www.studentprivacy.ed.gov/ www.ltcillinois.org/resources/dataprivacy/ www.ferpasherpa.org/resources/ www.k12cybersecure.com/resources/ www.cosn.org/ProtectingPrivacy</p> <p>Attai, Linnette. Student Data Privacy: Building a School Compliance Program. (Rowman & Littlefield, 2018).</p>	

Students

Exhibit – Student Covered Information Reporting Form

Use this sample form to implement the requirements of the Student Online Personal Protection Act (SOPPA) (105 ILCS 85/27(a)(1), added by P.A. 101-516, eff. 7-1-21). SOPPA requires a district to provide a clear and understandable layperson explanation on the district’s website (or at the district administrative office, if it does not maintain a website) of the data elements of covered information that a district collects, maintains, or discloses to any person, entity, third party, or governmental agency, as well as other operator-related information.

Covered Information (CI) Disclosed to Operators							
Operator Name	Site/Application /Service	Data Elements of CI	How the CI is Used	Purpose of Disclosure	Link to Copy of Contract	Operator Business Address	Subcontractors to Whom CI is Disclosed

Covered Information (CI) Disclosed to Other Third Parties, Including Government Agencies				
Other Third Party/Gov't Agency	Site/Application/Service	Data Elements of CI1	How the CI is Used	Purpose of Disclosure

The footnotes should be removed before the material is used.

¹ A listing of the “data elements” that the Ill. State Board of Education (ISBE) collects from school districts for its Student Information System (SIS) (which districts submit through their ISBE Web Application Security (IWAS) accounts) is available at: www.isbe.net/Pages/SIS-Data-Elements-approved-codes-and-indicators.aspx, at the “All Data Elements and Validations” tab. SOPPA does not specify whether links to data elements are permitted as a means of compliance. Consult the board attorney for guidance.

Students

Exhibit – Student Data Privacy; Notice to Parents About Educational Technology Vendors

Use the sample text below to provide notice to parents/guardians about educational technology vendors pursuant to the Student Online Personal Protection Act, 105 ILCS 85/28(e), added by P.A. 101-516, eff. 7-1-21. Beginning with the 2021-2022 school year, school districts must provide this notice to parents/guardians at the beginning of each school year through distribution of school handbooks or other means generally used by a district to provide such notices to parents/guardians.

Annual Notice to Parents about Educational Technology Vendors Under the Student Online Personal Protection Act

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations.

Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as *operators*. SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Ill. State Board of Education, to take a number of actions to protect online student data.

Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as:

- Basic identifying information, including student or parent/guardian name and student or parent/guardian contact information, username/password, student ID number
- Demographic information
- Enrollment information
- Assessment data, grades, and transcripts
- Attendance and class schedule
- Academic/extracurricular activities
- Special indicators (e.g., disability information, English language learner, free/reduced meals or homeless/foster care status)
- Conduct/behavioral data
- Health information
- Food purchases
- Transportation information

- In-application performance data
- Student-generated work
- Online communications
- Application metadata and application use statistics
- Permanent and temporary school student record information

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as:

- Instruction in the classroom or at home (including remote learning)
- Administrative activities
- Collaboration between students, school personnel, and/or parents/guardians
- Other activities that are for the use and benefit of the school district

Students

Exhibit – Parent Notification Letter for Student Data Breach

Beginning July 1, 2021, use this sample letter to comply with the Student Online Personal Protection Act’s requirement that a school district must notify the parent/guardian when the covered information of his/her child has been breached. 105 ILCS 85/27(d), added by P.A. 101-516, eff. 7-1-21.

On District Letterhead

Re: Student Data Breach Notification

Dear Parent(s)/Guardian(s):

Despite the District’s ongoing efforts to ensure high levels of security and privacy in the use of online student data, we regret to inform you that certain data about your child [was] **OR** [may have been] compromised in a recent breach of [*insert name of online site, service, or application and name of operator*] **OR** [the District’s network]. The breach [is estimated to have] occurred on [*insert date or date range*]. The following information about your child was compromised:

[*Insert description of student’s covered information that was compromised or reasonably believed to have been compromised*]

The District [, in cooperation with the operator,] is actively investigating the causes and extent of the breach, and we will keep you apprised of any relevant updates. If you have questions or concerns in the meantime, you may contact me [or directly contact the operator involved]:

[*Insert Superintendent contact information*]

[*Insert operator contact information, if applicable*]

You may also obtain information from the Federal Trade Commission (FTC) and consumer reporting agencies about fraud alerts and security freezes at:

FTC

www.consumer.ftc.gov/articles/0279-extended-fraud-alerts-and-credit-freezes

877-FTC-HELP (382-4537)

Federal Trade Commission

600 Pennsylvania Avenue, NW

Washington, DC 20680

Equifax

www.equifax.com/personal/credit-report-services/

800-685-1111

Equifax Information Services LLC (fraud alert)

P.O. Box 105069

Atlanta, GA 30348-5069

Equifax Information Services LLC (security freeze)
P.O. Box 105788
Atlanta, GA 30348-5069

Experian

www.experian.com/help/
888-EXPERIAN (888-397-3742)

Transunion

<https://www.transunion.com/credit-help>
888-909-8872

Transunion Fraud Victim Assistance (fraud alert)
P.O. Box 2000
Chester, PA 19016

Transunion (security freeze)
P.O. Box 160
Woodlyn, PA 19094

Sincerely,

Superintendent

Exhibit A

Superintendent Goals

James Hermes

FY21

Spring Valley C.C.S.D. #99

General Goal: Facilities

Specific Goals:

- A. Maintain campus, technology infrastructure and facilities in order to meet the learning and extracurricular needs of students.
- B. Continue to improve safety on school grounds.
- C. Oversee Facility and equipment maintenance and efficiencies.
- D. Seek grants to improve energy efficiencies and alternative energy sources while also providing educational opportunities.

General Goal: Curriculum

Specific Goals:

- A. Ensure curriculum development and high expectations to improve upon District-wide performance.
- B. Expect high standards of student achievement, instruction and curriculum with the rigorous state standards and frameworks.
- C. Monitor, support, and articulate all curricula throughout, based on research and reflective of best practices.
- D. Provide staff development at all levels as identified in the School Improvement Plan and curriculum meetings.
- E. Provide a suitable and safe Learning environment, with appropriate discipline, structure and setting.
- F. Review all curricular purchases.
- G. Maintain articulation with Hall High School.
- H. Provide opportunities to improve teaching and learning practices.
- I. Promote and support the use of technology to increase learning, communication and productivity.

General Goal: Budget

Specific Goals:

- A. Maintain fiscal solvency through effective budgetary practices, while focusing on student achievement and high expectations.
- B. Adopt a budget that reflects the district's mission statement and goals.
- C. Maintain accountability procedures to ensure our culture of efficiency and fiscal responsibility, as measured by our audit.
- D. Continue to align staffing needs with enrollment and explore other proactive alternatives for funding.
- F. Provide financial documents to the Board to assist in long-term capital needs planning.
- G. Analyze and advise the Board on District local, State and Federal funding trends.
- H. Maintain and prioritize the District's curriculum, technology and facility plans, while identifying sustainable funding strategies and timelines, which target to improve student achievement and increase operational efficiency.

General Goals: Management

Specific Goals:

- A. Evaluate and address possible staff and structure issues annually.
- B. Maintain District goals with specified indicators of progress.
- C. Maintain productive and positive relationships, while identifying, creating partnerships & engaging stakeholders.
- D. Actively promote District #99 in a positive, proactive manner.
- E. Continue to seek partnerships within the community and area school districts.
- F. Monitor staff moral and continue open dialogue with union leadership to ensure a positive working environment.