

Spring Valley CCSD #99 School Board Meeting

Wednesday, May 17, 2023 7:00 PM

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

1. Call to Order & Roll Call

2. Pledge of Allegiance

3. Approval of Regular Meeting Agenda

4. Intoduction/Recognition of Special Guests

5. Public Comment, Correspondence, and Announcements

6. Consent Agenda

6.A. Approval of Regular Meeting Minutes from Previous Meeting

6.B. Approval of the Financial Reports

6.C. Approval of the Treasurer's Report

6.D. Approval of District Bills

7. Reports, Updates & Informational Items

7.A. Cash Flow & Budget Watch

7.B. Facility Agreement Review

7.C. Curriculum Update

7.D. Assistant Principal's Report

7.E. Principal's Report

7.F. Superintendent's Report

8. Action Items

8.A. Approve the March Policy Manual Updates

8.B. Approve the Resolution Honoring the Retirement of District Staff Members

8.C. Approve a 3-year agreement with A+ Photography

8.D. Approve Scholastic/Diamond Brothers
Risk Management Property, Workman's
Compensation and Commercial
Umbrella Insurance Program for FY24

9. **Executive Session**

10. **Action Items Following
Closed Session**

11. **Adjournment**



**SPRING VALLEY COMMUNITY CONSOLIDATED SCHOOL DISTRICT #99
REGULAR MEETING OF THE BOARD OF EDUCATION
KENNEDY LIBRARY, JOHN F. KENNEDY SCHOOL
999 NORTH STRONG AVENUE, SPRING VALLEY, IL 61362
WEDNESDAY, APRIL 19, 2023, 7:00 P.M.**



A G E N D A

1. CALL TO ORDER & ROLL CALL

Board of Education Members present: Ted Urbanski, Lindsay Ferrari, Tina Pienta, Jim Faletti, Trisha Harrison, Scott Coutts and Lisa Ponce

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF REGULAR MEETING AGENDA

MOTION by Pienta seconded by Ponce that the Board of Education approve the Regular Meeting Agenda.

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

4. Executive Session – Reference: 5 ILSC 120 (c) 1, 2, 11, 14 (Employment issues, Negotiations, Litigations and Closed Session Minutes)

MOTION by Ferrari seconded by Faletti that the Board of Education go into Executive Session.

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

Begin Closed 7:04 pm

End Closed: 8:12 pm

5. CANVASS OF APRIL 4, 2023 ELECTION AND DECLARATION OF RESULTS

MOTION by Ferrari seconded by Faletti that the Board of Education approve Canvass of April 4, 2023 Election and Declaration of Results.

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

6. OATH OF OFFICE TO NEWLY ELECTED BOARD MEMBERS –Ted Urbanski administered the oath of office to newly re-elected Board Members Tina Pienta and Lisa.

7. SELECT PRESIDENT PRO TEM

MOTION by Pienta that the Board of Education select Ted Urbanski as President Pro Tem.

All voted in favor of Ted Urbanski as President Pro Tem.

8. SELECT SECRETARY PRO TEM

MOTION by Ferrari that the Board of Education select Tina Pienta as Secretary Pro Tem.

All voted in favor of Tina Pienta as Secretary Pro Tem

9. ADJOURN SINE DIE –All voted in favor of Adjourn Sine Die.

8:18 pm

A G E N D A

8:19 pm

1. **ROLL CALL** –Board of Education Members present: Ted Urbanski, Lindsay Ferrari, Tina Pienta, Jim Faletti and Lisa Ponce.
2. **APPROVAL OF RE-ORGANIZATION/REGULAR MEETING AGENDA**
MOTION by Ferrari seconded by Faletti that the Board of Education approve the Re-organization/Regular Meeting Agenda.
Roll Call: Ferrari, Faletti, Pienta, Ponce and Urbanski all voted aye. No nays. Motion carried.
3. **ELECTION OF PRESIDENT**
MOTION by Pienta to elect Ted Urbanski as President.
All voted in favor of Ted Urbanski as President.
4. **ELECTION OF VICE-PRESIDENT**
MOTION by Pienta to elect Lindsay Ferrari as Vice-President
All voted in favor to elect Lindsay Ferrari as Vice-President
5. **ELECTION OF SECRETARY**
MOTION by Ferrari to elect Tina Pienta as Secretary.
All voted in favor to elect Tina Pienta as Secretary.
6. **APPOINTMENT OF RECORDING SECRETARY**
All voted in favor to appoint Mary Beth Miklavcic as Recording Secretary
7. **APPOINTMENT OF DISTRICT TREASURER**
All voted in favor to appoint Lucy Frasco as District Treasurer
8. **APPROVAL OF SUPERINTENDENT AS CHIEF INVESTMENT OFFICER**
All voted to approve Superintendent as Chief Investment Officer
9. **APPROVAL OF DEPOSITORIES AND INVESTORS OF DISTRICT FUNDS**
All voted in favor of Spring Valley City Bank (District accounts), Heartland Bank (Bond holder), and Charles Schwab (Investments) be designated as depositories. Also, Vezzetti Capital Management to manage district investments.
10. **SET DATES, TIMES AND LOCATIONS FOR REGULAR MEETINGS –**
All voted to approve to set the date, time and place of the meetings as the third Wednesday of each month at 7:00 p.m. in the John F. Kennedy School, Lincoln Library unless notice is given to the contrary.
11. **APPROVAL OF PRIOR BOARD RULES, POLICIES AND PRACTICES –**
All voted to approve to adopt all of the existing rules, policies and practices.
12. **INTRODUCTION/RECOGNITION OF SPECIAL GUESTS**
13. **PUBLIC COMMENT, CORRESPONDENCE, & ANNOUNCEMENTS**
Comments were given by Katie Ritchie and Corri Heiden

14. CONSENT AGENDA

- 14.1 Approval of March 15, 2023 Regular Meeting Minutes**
- 14.2 Approval of the Financial Reports**
- 14.3 Approval of the Treasurer's Report**
- 14.4 Approval of District Bills**

**MOTION by Ferrari seconded by Ponce that the Board of Education approve the Consent Agenda.
Roll Call: Ferrari, Ponce, Pienta, Faletti and Urbanski all voted aye. No nays. Motion carried.**

15. REPORTS, UPDATES & INFORMATIONAL ITEMS

- 15.1 Cash Flow & Budget Watch**
- 15.2 1st Reading of March Policy Manual Updates**
- 15.3 Facility Agreement Review**
- 15.4 Curriculum Update-My Perspectives is the top choice. Shelly provided everyone with the survey results.**
- 15.5 Assistant Principal's Report-Ryan provided the grading scales of the other SRC schools. Working on finalizing the 23-24 athletic schedule. K-2 December thru April Wildcat Warriors will be going to Princeton for a movie and pizza, 3-8 will be going to the Normal Cornbelters game. SRC Athletic Directors meeting is next Wednesday.**
- 15.6 Principal's Report -IAR testing is complete. ISA testing started this week. Kindergarten Round-up is April 24, Young Authors April 26, BandO'Rama April 28-29, Willy Wonka May 5-6, Pre-K screening May 5 & 12, 5-8 Band & Chorus Concert May 10, Graduation May 19.**
- 15.7 Superintendent's Report -We will have engineers looking into our Geothermal System.**

16. ACTION ITEMS

- 16.1 Approve the Door Access Control Upgrade**

MOTION by Faletti seconded by Pienta that the Board of Education approve the Door Access Control Upgrade.

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

- 16.2 Approve the Handbook Changes for 2023 - 2024**

MOTION by Pienta seconded by Ferrari that the Board of Education approve the Handbook Changes for 2023-2024.

Roll Call: Pienta, Ferrari, Ponce and Urbanski all voted aye. Faletti voted nay. Motion carried.

17. EXECUTIVE SESSION - Reference: 5 ILCS 120 (c) 1, 2, 11 & 14 [Employment issues, Negotiations, Litigation & Closed Session Minutes] 9:11 pm

MOTION by Ferrari seconded by Ponce that the Board of Education go into Executive Session.

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

Begin Closed: 9:12 pm

End Closed: 10:28 pm

18. ACTION ITEMS FOLLOWING CLOSED SESSION

- 18.1 Approve Closed Session Minutes for April.**

MOTION by Faletti seconded by Pienta that the Board of Education approve Closed Session Minutes for April.

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

- 18.2 Approve the hiring of Alana Cherry, SLP**
MOTION by Pienta seconded by Ponce that the Board of Education approve the hiring of Alana Cherry, SLP.
Roll Call: Pienta, Ponce, Ferrari, Faletti and Urbanski all voted aye. No nays. Motion carried.
- 18.3 Approve the hiring of Jasmine Gillan, 2nd grade**
MOTION by Pienta seconded by Ferrari that the Board of Education approve the hiring of Jasmine Gillan, 2nd grade.
Roll Call: Pienta, Ferrari, Faletti, Ponce and Urbanski all voted aye. No nays. Motion carried.
- 18.4 Approve the resignation of Karan Player, Teacher Aide**
MOTION by Faletti seconded by Pienta that the Board of Education approve the resignation of Karan Player, Teacher Aide.
Roll Call: Faletti, Pienta, Ferrari, Ponce and Urbanski all voted aye. No nays. Motion carried.
- 18.5 Approve the dismissal of Corri Heiden, Teacher Aide**
MOTION by Ponce seconded by Faletti that the Board of Education approve the dismissal of Corri Heiden, Teacher Aide,
Roll Call: Ponce, Faletti, Ferrari, Pienta and Urbanski all voted aye. No nays. Motion carried,.
- 18.6 Approve the Superintendent to advertise for the 2 open Board positions.**
MOTION by Ferrari seconded by Faletti that the Board of Education approve the Superintendent to advertise for the 2 open Board positions.
Roll Call: Ferrari, Faletti, Pienta, Ponce and Urbanski all voted aye. No nays. Motion carried.
- 18.7 Approve the hiring of Joseph Duffy, Full-time Sub.**
MOTION by Pienta seconded by Ferrari that the Board of Education approve the hiring of Joseph Duffy, Full-time Sub.
Roll Call: Pienta, Ferrari, Faletti, Ponce and Urbanski all voted aye. No nays. Motion carried.

19. ADJOURNMENT

10:32 pm

MOTION by Ferrari seconded by Faletti that the Board of Education Adjourn the April 19, 2023 Board Meeting.

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

Attest:

Theodore Urbanski
President

Christina Pienta
Secretary

Spring Valley District 99 Revenue Report

Printed: 5/3/2023 10:03 AM
Spring Valley CCSD 99

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		886,475.00	0.00	884,804.58	1,670.42	99.81	
10-113000-1	Local Taxes - Tech Lease		38,210.00	0.00	38,020.62	189.38	99.50	
10-114000-1	Local Taxes - Spec Ed		15,284.00	0.00	15,207.93	76.07	99.50	
10-151000-1	Interest on Investments		5,000.00	2,593.22	37,071.65	(32,071.65)	741.43	
10-161100-1	Breakfast & Lunch		3,000.00	3,994.50	39,766.48	(36,766.48)	1,325.55	
10-161400-1	Milk - Students		2,500.00	0.00	1,786.01	713.99	71.44	
10-171100-1	Extracurricular Admissions		9,500.00	0.00	9,110.00	390.00	95.89	
10-172000-1	Extracurricular/Organization Fees		8,500.00	42.00	7,620.00	880.00	89.65	
10-172100-1	Technology Fees		17,000.00	217.00	14,467.00	2,533.00	85.10	
10-179000-1	Yearbooks/Cap & Gown		6,500.00	600.00	6,319.00	181.00	97.22	
10-181100-1	Registration Fees		26,000.00	247.24	23,743.46	2,256.54	91.32	
10-199900-1	Other Revenue		60,000.00	2,333.00	38,563.52	21,436.48	64.27	
10-199901-1	E-Rate Reimbursement		3,700.00	0.00	0.00	3,700.00	0.00	
10-199904-1	Student Locks		250.00	0.00	137.00	113.00	54.80	
10-199906-1	Band Rental Fees		1,500.00	0.00	1,060.00	440.00	70.67	
1000	General Levy		1,083,419.00	10,026.96	1,117,677.25	(34,258.25)	103.16	* Source of Revenue
Revenue From State Sources								
10-300100-1	Evidence Based Funding		3,906,458.00	368,768.00	3,168,912.00	737,546.00	81.12	
10-310000-1	Spec Ed Private Facility		50,000.00	922.39	11,704.50	38,295.50	23.41	
10-312000-1	Spec Ed Orphanage		0.00	43.13	375.88	(375.88)	0.00	
10-336000-1	State Lunch Reimbursement		8,000.00	305.38	1,033.97	6,966.03	12.92	
10-370500-16	ECE Grant		149,221.00	10,000.00	177,783.00	(28,562.00)	119.14	
3000	Revenue From State Sources		4,113,679.00	380,038.90	3,359,809.35	753,869.65	81.67	* Source of Revenue
Revenue From Federal Sources								
10-410700-24	Rural Achievement Program		27,721.00	0.00	5,878.88	21,842.12	21.21	
10-421000-1	Federal Lunch Reimbursement		315,000.00	28,611.12	181,520.03	133,479.97	57.63	
10-422000-1	Federal Breakfast Reimbursement		50,000.00	6,306.37	39,084.08	10,915.92	78.17	
10-422500-1	Summer Food Service Program		1,000.00	0.00	0.00	1,000.00	0.00	
10-430000-26	Title I Grant		160,042.00	0.00	15,703.00	144,339.00	9.81	
10-440000-25	Title IV SSAE Grant		3,216.00	0.00	9,993.00	(6,777.00)	310.73	
10-460000-1	Pre School Flow Through		7,050.00	0.00	5,873.00	1,177.00	83.30	
10-462000-1	IDEA Flow Through		149,100.00	0.00	123,618.00	25,482.00	82.91	
10-493200-20	Title II Grant		22,246.00	0.00	2,392.00	19,854.00	10.75	
10-499100-1	Medicaid Admin Outreach		40,000.00	0.00	76,074.76	(36,074.76)	190.19	
10-499200-1	Medicaid Fee for Service		11,000.00	0.00	9,038.90	1,961.10	82.17	
10-499800-1	Other Federal Revenue		0.00	0.00	19,200.00	(19,200.00)	0.00	
10-499800-30	Digital Equity		0.00	0.00	0.00	0.00	0.00	
10-499800-58	ESSER		463,795.00	0.00	59,689.00	404,106.00	12.87	

Spring Valley District 99 Revenue Report

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Education Fund 10								
Source of Revenue		Revenue From Federal Sources						
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget		
4000	Revenue From Federal Sources	1,250,170.00	34,917.49	548,064.65	702,105.35	43.84	*	Source of Revenue
10	Education Fund	6,447,268.00	424,983.35	5,025,551.25	1,421,716.75	77.95		Fund

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Oper, Build, & Maint Fund 20						
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						
20-111100-1	Local Taxes - Building	286,576.00	0.00	285,153.32	1,422.68	99.50
20-123000-1	Corporate Personal Prop Replace Tax	240,000.00	32,621.16	218,234.69	21,765.31	90.93
20-151000-1	Interest on Investments	1,000.00	973.47	12,157.85	(11,157.85)	1,215.79
20-196000-1	TIF Funds	25,000.00	0.00	15,450.19	9,549.81	61.80
20-199900-1	Other Revenue	30,000.00	0.00	52,744.00	(22,744.00)	175.81
1000	General Levy	582,576.00	33,594.63	583,740.05	(1,164.05)	100.20
Revenue From Federal Sources						
20-440000-25	Title IV SSAE - Building	8,209.00	0.00	0.00	8,209.00	0.00
20-499800-58	ESSER	30,000.00	0.00	0.00	30,000.00	0.00
4000	Revenue From Federal Sources	38,209.00	0.00	0.00	38,209.00	0.00
20	Oper, Build, & Maint Fund	620,785.00	33,594.63	583,740.05	37,044.95	94.03

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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 Service	540,009.00	0.00	537,328.41	2,680.59	99.50			
30-151000-1	Interest on Investments	500.00	189.94	4,258.43	(3,758.43)	851.69			
1000	General Levy	540,509.00	189.94	541,586.84	(1,077.84)	100.20	*	Source of Revenue	
30	Debt Service Fund or Fund Group	540,509.00	189.94	541,586.84	(1,077.84)	100.20		Fund	

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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	91,704.00	0.00	93,303.13	(1,599.13)	101.74
40-141100-1	Student Bus Fees	10,000.00	0.00	9,259.08	740.92	92.59
40-151000-1	Interest on Investments	250.00	(47.26)	751.48	(501.48)	300.59
1000	General Levy	101,954.00	(47.26)	103,313.69	(1,359.69)	101.33
						* Source of Revenue
Revenue From State Sources						
40-350000-1	Regular State Reimbursement	15,000.00	15.98	63.08	14,936.92	0.42
40-300100-1	Evidence Based Funding	150,000.00	0.00	150,000.00	0.00	100.00
40-351000-1	Spec Ed State Reimbursement	80,000.00	1,714.89	27,673.25	52,326.75	34.59
40-370500-16	ECE Grant	41,570.00	0.00	0.00	41,570.00	0.00
3000	Revenue From State Sources	286,570.00	1,730.87	177,736.33	108,833.67	62.02
						* Source of Revenue
40	Transportation Fund	388,524.00	1,683.61	281,050.02	107,473.98	72.34
						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	99,002.00	0.00	98,511.02	490.98	99.50
50-115000-1	Local Taxes - Soc Sec/Med	107,256.00	0.00	106,724.17	531.83	99.50
50-151000-1	Interest on Investments	500.00	193.50	3,443.07	(2,943.07)	688.61
1000	General Levy	206,758.00	193.50	208,678.26	(1,920.26)	100.93
* Source of Revenue						
Revenue From State Sources						
50-370500-16	ECE Grant	7,735.00	0.00	0.00	7,735.00	0.00
3000	Revenue From State Sources	7,735.00	0.00	0.00	7,735.00	0.00
* Source of Revenue						
Revenue From Federal Sources						
50-430000-26	Title I Grant	1,684.00	0.00	0.00	1,684.00	0.00
50-493200-20	Title II Grant	171.00	0.00	0.00	171.00	0.00
50-499800-58	ESSER	3,253.00	0.00	0.00	3,253.00	0.00
4000	Revenue From Federal Sources	5,108.00	0.00	0.00	5,108.00	0.00
* Source of Revenue						
50	I.M.R.F./Soc. Sec. Fund	219,601.00	193.50	208,678.26	10,922.74	95.03
Fund						

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Capital Projects Fund or Fund Group 60						
Source of Revenue		Revenue From Federal Sources				
Account Number	Description	Revenue Budget	M.T.D. Revenue	Y.T.D. Revenue	Budget Balance Revenue	% of Budget
Revenue From Federal Sources						
60-499800-58	ESSER	915,469.00	0.00	0.00	915,469.00	0.00
4000	Revenue From Federal Sources	<u>915,469.00</u>	<u>0.00</u>	<u>0.00</u>	<u>915,469.00</u>	<u>0.00</u> * Source of Revenue
60	Capital Projects Fund or Fund Group	<u><u>915,469.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>915,469.00</u></u>	<u><u>0.00</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	38,210.00	0.00	38,020.62	189.38	99.50
70-151000-1	Interest on Investments	750.00	749.99	9,180.27	(8,430.27)	1,224.04
1000	General Levy	38,960.00	749.99	47,200.89	(8,240.89)	121.15 *
70	Working Cash Fund	38,960.00	749.99	47,200.89	(8,240.89)	121.15 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	210,377.00	0.00	209,333.18	1,043.82	99.50
80-151000-1	Interest on Investments	250.00	235.97	2,848.09	(2,598.09)	1,139.24
1000	General Levy	210,627.00	235.97	212,181.27	(1,554.27)	100.74
80	Tort Immunity and Judgment Fund	210,627.00	235.97	212,181.27	(1,554.27)	100.74

* Source of Revenue

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 Prevention/Safety	38,210.00	0.00	38,020.62	189.38	99.50
90-151000-1	Interest on Investments	500.00	320.93	3,939.14	(3,439.14)	787.83
1000	General Levy	38,710.00	320.93	41,959.76	(3,249.76)	108.40
90	Capital Improvement Fund	38,710.00	320.93	41,959.76	(3,249.76)	108.40
	Report Total:	9,420,453.00	461,951.92	6,941,948.34	2,478,504.66	73.69

* Source of Revenue
Fund

Spring Valley District 99 Expenditure Repo

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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

Education Fund

Regular Programs

10-1110-1100-1	Regular Salaries	1,736,582.00	134,842.08	1,473,580.26	263,001.74	84.86
10-1110-1100-12	Insurance Stipend Salaries	46,200.00	0.00	57,200.00	(11,000.00)	123.81
10-1110-1100-20	Title II Teacher Salary	11,775.00	0.00	0.00	11,775.00	0.00
10-1110-1100-58	ESSER Salaries	219,548.00	15,207.87	174,449.24	45,098.76	79.46
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	168,703.00	12,800.95	157,931.84	10,771.16	93.62
10-1110-2100-12	Insurance Stipend TRS	2,176.00	0.00	2,611.00	(435.00)	119.99
10-1110-2100-20	Title II TRS	1,165.00	0.00	555.16	609.84	47.65
10-1110-2100-58	ESSER TRS	22,867.00	1,504.08	17,870.42	4,996.58	78.15
10-1110-2101-20	Title II Federal TRS	1,357.00	0.00	635.96	721.04	46.87
10-1110-2101-58	ESSER Federal TRS	26,652.00	1,777.94	20,056.18	6,595.82	75.25
10-1110-2110-1	Regular NEC	10,886.00	824.91	9,488.20	1,397.80	87.16
10-1110-2110-12	Insurance Stipend NEC	140.00	0.00	168.24	(28.24)	120.17
10-1110-2110-20	Title II NEC	75.00	0.00	35.76	39.24	47.68
10-1110-2110-58	ESSER NEC	1,474.00	96.92	1,151.58	322.42	78.13
10-1110-2120-1	Regular ETHIS/THIS	29,438.00	2,233.07	25,684.69	3,753.31	87.25
10-1110-2120-12	Insurance Stipend EHTIS/THIS	380.00	0.00	455.52	(75.52)	119.87
10-1110-2120-20	Title II ETHIS/THIS	203.00	0.00	96.84	106.16	47.70
10-1110-2120-58	ESSER ETHIS/THIS	3,989.00	262.38	3,117.30	871.70	78.15
10-1110-2200-1	Regular Vision Insurance	2,816.00	251.06	2,388.31	427.69	84.81
10-1110-2200-20	Title II Vision Insurance	79.00	0.00	13.20	65.80	16.71
10-1110-2200-58	ESSER Vision Insurance	343.00	23.10	231.00	112.00	67.35
10-1110-2201-1	Retiree Insurance	20,000.00	0.00	13,525.61	6,474.39	67.63
10-1110-2210-1	Regular Life Insurance	2,267.00	196.61	1,909.36	357.64	84.22
10-1110-2210-20	Title II Life Insurance	62.00	0.00	10.40	51.60	16.77
10-1110-2210-58	ESSER Life Insurance	291.00	26.00	240.06	50.94	82.49
10-1110-2220-1	Regular Health Insurance	254,286.00	22,447.22	213,561.59	40,724.41	83.98
10-1110-2220-20	Title II Health Insurance	7,045.00	0.00	1,175.12	5,869.88	16.68
10-1110-2220-58	ESSER Health Insurance	30,936.00	2,085.76	20,812.60	10,123.40	67.28
10-1110-2230-1	Regular Dental Insurance	19,824.00	1,769.27	16,524.45	3,299.55	83.36
10-1110-2230-20	Title II Dental Insurance	482.00	0.00	80.36	401.64	16.67
10-1110-2230-58	ESSER Dental Insurance	2,403.00	167.62	1,630.48	772.52	67.85
10-1110-2300-1	Tuition Reimbursement	20,000.00	759.20	16,433.90	3,566.10	82.17
10-1110-3100-25	Title IV SSAE Purchased Service	342.00	0.00	0.00	342.00	0.00
10-1110-3100-58	ESSER Purchased Service	104,253.00	0.00	32,853.73	71,399.27	31.51
10-1110-3200-1	Regular Purchased Service	5,000.00	2,200.00	15,889.64	(10,889.64)	317.79
10-1110-3400-1	Postage	5,000.00	0.00	2,010.99	2,989.01	40.22

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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	
10-1110-4100-1	Regular Supplies	32,000.00	519.79	48,041.63	(16,041.63)	150.13	
10-1110-4100-30	Digital Equity Supplies	0.00	0.00	1,098.95	(1,098.95)	0.00	
10-1110-4100-24	Rural Achievement Supplies	27,721.00	435.11	11,204.61	16,516.39	40.42	
10-1110-4100-58	ESSER Supplies	30,739.00	0.00	63,498.70	(32,759.70)	206.57	
10-1110-4101-1	Supplies - Middle	4,500.00	301.46	518.19	3,981.81	11.52	
10-1110-4102-1	Supplies - Primary	4,000.00	0.00	799.52	3,200.48	19.99	
10-1110-4200-1	Textbooks	75,000.00	0.00	0.00	75,000.00	0.00	
10-1110-4300-1	Other Supplies - Teachers	15,000.00	900.00	7,123.13	7,876.87	47.49	
10-1110-4300-25	Title IV SSAE Supplies	2,874.00	0.00	2,529.89	344.11	88.03	
10-1110-4400-1	Art Supplies	600.00	0.00	918.71	(318.71)	153.12	
10-1110-4500-1	Vocal Music Supplies	400.00	0.00	385.37	14.63	96.34	
10-1110-4600-1	Band Supplies	1,500.00	127.55	1,868.20	(368.20)	124.55	
10-1110-4700-1	PE Supplies	2,000.00	0.00	65.95	1,934.05	3.30	
10-1110-5100-1	Regular Capital Outlay	0.00	0.00	0.00	0.00	0.00	
10-1110-5100-58	ESSER Capital Outlay	10,000.00	0.00	14,069.90	(4,069.90)	140.70	
1110	Regular Programs	2,965,373.00	201,759.95	2,436,501.74	528,871.26	82.17	** Function
Function 1111							
10-1111-1200-1	Substitute Salary	75,000.00	8,346.13	48,805.98	26,194.02	65.07	
10-1111-2110-1	Substitute NEC	500.00	18.64	138.59	361.41	27.72	
10-1111-2120-1	Substitute ETHIS	600.00	21.54	160.18	439.82	26.70	
1111	Function 1111	76,100.00	8,386.31	49,104.75	26,995.25	64.53	** Function
Pre-K Programs							
10-1125-1100-16	ECE Salaries	104,060.00	8,506.85	92,868.58	11,191.42	89.25	
10-1125-1200-16	ECE Substitutes	1,500.00	897.99	2,793.44	(1,293.44)	186.23	
10-1125-2100-16	ECE TRS	6,545.00	503.48	5,832.21	712.79	89.11	
10-1125-2110-16	ECE NEC	422.00	36.26	381.53	40.47	90.41	
10-1125-2120-16	ECE ETHIS/THIS	1,142.00	92.24	1,023.96	118.04	89.66	
10-1125-2200-16	ECE Vision Insurance	195.00	16.28	162.80	32.20	83.49	
10-1125-2210-16	ECE Life Insurance	187.00	15.60	155.85	31.15	83.34	
10-1125-2220-16	ECE Health Insurance	17,653.00	1,476.26	14,700.98	2,952.02	83.28	
10-1125-2230-16	ECE Dental Insurance	1,529.00	130.42	1,268.62	260.38	82.97	
10-1125-3100-16	ECE Purchased Service	987.00	0.00	1,225.45	(238.45)	124.16	
10-1125-4100-16	ECE Supplies	518.00	40.56	271.76	246.24	52.46	
1125	Pre-K Programs	134,738.00	11,715.94	120,685.18	14,052.82	89.57	** Function
Infant/Toddler (I/T)							
10-1215-1100-1	Life Skills Salaries	162,166.00	12,530.67	139,493.07	22,672.93	86.02	
10-1215-2100-1	Life Skills TRS	7,809.00	690.24	7,205.69	603.31	92.27	
10-1215-2110-1	Life Skills NEC	503.00	44.48	464.35	38.65	92.32	
10-1215-2120-1	Life Skills ETHIS/THIS	1,362.00	120.42	1,257.07	104.93	92.30	

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Education Fund 10							
Fund	10	Education Fund					
Function	1215	Infant/Toddler (I/T)					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-1215-2200-1		Life Skills Vision Insurance	119.00	19.80	145.20	(26.20)	122.02
10-1215-2210-1		Life Skills Life Insurance	312.00	26.00	255.79	56.21	81.98
10-1215-2220-1		Life Skills Health Insurance	11,591.00	1,788.12	13,885.36	(2,294.36)	119.79
10-1215-2230-1		Life Skills Dental Insurance	832.00	132.60	968.38	(136.38)	116.39
10-1215-4100-1		Life Skills Supplies	1,500.00	0.00	1,893.21	(393.21)	126.21
1215	Infant/Toddler (I/T)		186,194.00	15,352.33	165,568.12	20,625.88	88.92 ** Function
<u>Cross-Categorical (Cc)</u>							
10-1220-1100-1		CC Primary Salaries	91,694.00	9,178.42	95,112.86	(3,418.86)	103.73
10-1220-2100-1		CC Primary TRS	8,244.00	634.14	6,455.32	1,788.68	78.30
10-1220-2110-1		CC Primary NEC	485.00	40.86	415.96	69.04	85.76
10-1220-2120-1		CC Primary ETHIS/THIS	1,312.00	110.60	1,125.88	186.12	85.81
10-1220-2200-1		CC Primary Vision Insurance	66.00	4.88	50.48	15.52	76.48
10-1220-220-1		CC Primary Salaries (31B)	0.00	0.00	2,200.00	(2,200.00)	0.00
10-1220-2210-1		CC Primary Life Insurance	177.00	19.45	195.78	(18.78)	110.61
10-1220-2220-1		CC Primary Health Insurance	5,952.00	439.86	4,547.45	1,404.55	76.40
10-1220-2230-1		CC Primary Dental Insurance	438.00	32.63	333.86	104.14	76.22
10-1220-4100-1		CC Primary Supplies	1,000.00	0.00	79.99	920.01	8.00
1220	Cross-Categorical (Cc)		109,368.00	10,460.84	110,517.58	(1,149.58)	101.05 ** Function
<u>Function 1221</u>							
10-1221-1100-1		CC Middle Salaries	142,914.00	11,670.65	130,927.35	11,986.65	91.61
10-1221-2100-1		CC Middle TRS	10,025.00	771.17	8,868.30	1,156.70	88.46
10-1221-2110-1		CC Middle NEC	646.00	49.70	571.54	74.46	88.47
10-1221-2120-1		CC Middle ETHIS/THIS	1,749.00	134.54	1,547.14	201.86	88.46
10-1221-2200-1		CC Middle Vision Insurance	218.00	19.80	177.68	40.32	81.50
10-1221-2210-1		CC Middle Life Insurance	250.00	20.80	218.00	32.00	87.20
10-1221-2220-1		CC Middle Health Insurance	19,618.00	1,788.12	15,994.71	3,623.29	81.53
10-1221-2230-1		CC Middle Dental Insurance	1,434.00	132.60	1,165.77	268.23	81.29
10-1221-4100-1		CC Middle Supplies	600.00	0.00	0.00	600.00	0.00
1221	Function 1221		177,454.00	14,587.38	159,470.49	17,983.51	89.87 ** Function
<u>Function 1222</u>							
10-1222-1100-1		CC JH Salaries	170,901.00	13,540.96	142,624.75	28,276.25	83.45
10-1222-2100-1		CC JH TRS	11,450.00	889.11	10,095.85	1,354.15	88.17
10-1222-2110-1		CC JH NEC	738.00	57.30	650.61	87.39	88.16
10-1222-2120-1		CC JH ETHIS/THIS	1,997.00	155.08	1,761.01	235.99	88.18
10-1222-2200-1		CC JH Vision Insurance	218.00	19.70	178.62	39.38	81.94
10-1222-2210-1		CC JH Life Insurance	250.00	20.54	197.47	52.53	78.99
10-1222-2220-1		CC JH Health Insurance	19,618.00	1,779.00	16,080.57	3,537.43	81.97
10-1222-2230-1		CC JH Dental Insurance	1,434.00	131.92	1,172.11	261.89	81.74

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Education Fund 10						
Fund	10	Education Fund				
Function	1222	Function 1222				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
1222 Function 1222		206,606.00	16,593.61	172,760.99	33,845.01	83.62 ** Function
Special Education Programs Pre-K						
10-1225-1100-1	Pre School Salary	40,314.00	3,133.84	34,045.82	6,268.18	84.45
10-1225-2100-1	Pre School TRS	1,864.00	143.40	1,676.95	187.05	89.97
10-1225-2110-1	Pre School NEC	120.00	9.24	108.05	11.95	90.04
10-1225-2120-1	Pre School ETHIS/THIS	325.00	25.02	292.56	32.44	90.02
10-1225-2200-1	Pre School Vision Insurance	69.00	6.60	56.10	12.90	81.30
10-1225-2210-1	Pre School Life Insurance	94.00	7.80	77.58	16.42	82.53
10-1225-2220-1	Pre School Health Insurance	6,376.00	596.04	5,183.78	1,192.22	81.30
10-1225-2230-1	Pre School Dental Insurance	458.00	44.20	369.64	88.36	80.71
10-1225-4100-1	Pre School Supplies	0.00	0.00	319.70	(319.70)	0.00
1225 Special Education Programs Pre-K		49,620.00	3,966.14	42,130.18	7,489.82	84.91 ** Function
Remedial and Supplemental Programs K-12						
10-1250-1100-26	Title I Salary	111,194.00	8,596.00	94,002.12	17,191.88	84.54
10-1250-2100-26	Title I TRS	11,052.00	850.16	9,296.96	1,755.04	84.12
10-1250-2101-26	Title I Federal TRS	12,882.00	990.92	10,803.32	2,078.68	83.86
10-1250-2110-26	Title I NEC	712.00	54.80	599.27	112.73	84.17
10-1250-2120-26	Title I ETHIS/THIS	1,928.00	148.28	1,621.56	306.44	84.11
10-1250-2210-26	Title I Life Insurance	125.00	10.40	103.90	21.10	83.12
10-1250-3100-26	Title I Purchased Service	14,649.00	0.00	7,124.00	7,525.00	48.63
10-1250-4100-26	Title I Supplies	200.00	0.00	345.78	(145.78)	172.89
10-1250-5100-26	Title I Capital Outlay	0.00	0.00	0.00	0.00	0.00
1250 Remedial and Supplemental Programs K-12		152,742.00	10,650.56	123,896.91	28,845.09	81.12 ** Function
Interscholastic Programs						
10-1500-1100-1	Extracurricular Salaries	61,000.00	258.69	30,837.62	30,162.38	50.55
10-1500-2100-1	Extracurricular TRS	4,800.00	0.00	1,543.16	3,256.84	32.15
10-1500-2110-1	Extracurricular NEC	350.00	0.00	99.47	250.53	28.42
10-1500-2120-1	Extracurricular ETHIS/THIS	1,200.00	0.00	269.22	930.78	22.44
10-1500-3100-1	Extracurricular Purchased Service	10,000.00	0.00	14,015.00	(4,015.00)	140.15
10-1500-3300-1	Extracurricular Travel	2,000.00	0.00	0.00	2,000.00	0.00
10-1500-4100-1	Extracurricular Supplies	5,000.00	31.50	6,319.50	(1,319.50)	126.39
10-1500-6100-1	Extracurricular Fees	2,500.00	0.00	1,985.00	515.00	79.40
1500 Interscholastic Programs		86,850.00	290.19	55,068.97	31,781.03	63.41 ** Function
Bilingual Programs						
10-1800-1100-38	Bi-Lingual Salaries	113,893.00	9,105.17	86,077.99	27,815.01	75.58
10-1800-2100-38	Bi-Lingual TRS	8,931.00	677.27	6,000.88	2,930.12	67.19
10-1800-2110-38	Bi-Lingual NEC	4,324.00	43.66	406.61	3,917.39	9.40
10-1800-2120-38	Bi-Lingual ETHIS/THIS	1,437.00	118.14	1,069.59	367.41	74.43

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Education Fund 10							
Fund	10	Education Fund					
Function	1800	Bilingual Programs					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-1800-2200-38	Bi-Lingual Vision Insurance		88.00	13.20	91.38	(3.38)	103.84
10-1800-2210-38	Bi-Lingual Life Insurance		177.00	15.60	117.00	60.00	66.10
10-1800-2220-38	Bi-Lingual Health Insurance		7,926.00	1,192.08	8,223.96	(297.96)	103.76
10-1800-2230-38	Bi-Lingual Dental Insurance		580.00	88.40	602.06	(22.06)	103.80
10-1800-4100-38	Bi-Lingual Supplies		500.00	0.00	0.00	500.00	0.00
1800	Bilingual Programs		137,856.00	11,253.52	102,589.47	35,266.53	74.42
							** Function
<u>Attn/Social Worker Services</u>							
10-2110-4100-1	ESSER Social Worker Supplies		0.00	0.00	9.99	(9.99)	0.00
2110	Attn/Social Worker Services		0.00	0.00	9.99	(9.99)	0.00
							** Function
<u>Guidance Services</u>							
10-2120-1100-1	Guidance Salary		85,610.00	5,646.46	74,317.18	11,292.82	86.81
10-2120-2100-1	Guidance TRS		7,260.00	558.44	7,567.62	(307.62)	104.24
10-2120-2110-1	Guidance NEC		468.00	35.98	487.60	(19.60)	104.19
10-2120-2120-1	Guidance ETHIS/THIS		1,266.00	97.42	1,320.18	(54.18)	104.28
10-2120-2200-1	Guidance Vision Insurance		132.00	9.90	112.06	19.94	84.89
10-2120-2210-1	Guidance Life Insurance		73.00	5.20	62.33	10.67	85.38
10-2120-2220-1	Guidance Health Insurance		11,905.00	893.68	10,105.07	1,799.93	84.88
10-2120-2230-1	Guidance Dental Insurance		1,009.00	79.22	849.83	159.17	84.22
10-2120-4100-58	ESSER Guidance Supplies		0.00	0.00	1,141.07	(1,141.07)	0.00
2120	Guidance Services		107,723.00	7,326.30	95,962.94	11,760.06	89.08
							** Function
<u>Health Services</u>							
10-2130-1100-1	Nurse Salary		0.00	2,628.92	23,965.92	(23,965.92)	0.00
10-2130-2200-1	Nurse Vision Insurance		13.00	0.00	13.20	(0.20)	101.54
10-2130-2210-1	Nurse Life Insurance		73.00	5.20	62.40	10.60	85.48
10-2130-2220-1	Nurse Health Insurance		1,175.00	0.00	1,175.12	(0.12)	100.01
10-2130-2230-1	Nurse Dental Insurance		80.00	0.00	80.36	(0.36)	100.45
10-2130-3100-1	Nurse Purchased Service		500.00	0.00	546.00	(46.00)	109.20
10-2130-4100-1	Nurse Supplies		800.00	136.65	1,263.88	(463.88)	157.99
10-2130-5100-1	Nurse Capital Outlay		0.00	0.00	0.00	0.00	0.00
10-2130-5100-58	ESSER Grant Capital Outlay		900.00	0.00	0.00	900.00	0.00
2130	Health Services		3,541.00	2,770.77	27,106.88	(23,565.88)	765.51
							** Function
<u>Speech Pathology/Audio Services</u>							
10-2150-1100-1	Speech Salary		121,746.00	9,411.69	109,413.45	12,332.55	89.87
10-2150-2100-1	Speech TRS		12,101.00	930.82	10,396.65	1,704.35	85.92
10-2150-2110-1	Speech NEC		780.00	59.98	669.92	110.08	85.89
10-2150-2120-1	Speech ETHIS/THIS		2,111.00	162.36	1,813.48	297.52	85.91
10-2150-2200-1	Speech Vision Insurance		46.00	6.60	71.92	(25.92)	156.35
10-2150-2210-1	Speech Life Insurance		125.00	10.40	103.88	21.12	83.10

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Education Fund 10						
Fund	10	Education Fund				
Function	2150	Speech Pathology/Audio Services				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-2150-2220-1	Speech Health Insurance	7,393.00	596.04	6,467.56	925.44	87.48
10-2150-2230-1	Speech Dental Insurance	539.00	44.20	471.02	67.98	87.39
10-2150-3100-1	Speech Purchased Service	0.00	0.00	83.18	(83.18)	0.00
10-2150-3300-1	Speech Travel	0.00	0.00	0.00	0.00	0.00
10-2150-4100-1	Speech Supplies	0.00	90.00	705.04	(705.04)	0.00
10-2150-4100-58	ESSER Grant Speech Supplies	0.00	0.00	1,420.00	(1,420.00)	0.00
10-2150-6100-1	Speech Dues & Fees	500.00	0.00	225.00	275.00	45.00
2150	Speech Pathology/Audio Services	145,341.00	11,312.09	131,841.10	13,499.90	90.71
						** Function
Improvement of Instruction Serv						
10-2210-3100-1	Regular Staff Development	0.00	0.00	31.59	(31.59)	0.00
10-2210-3100-26	Title I Staff Development	0.00	150.00	9,095.63	(9,095.63)	0.00
10-2210-3100-58	ESSER Grant Staff Development	0.00	0.00	8,680.00	(8,680.00)	0.00
10-2210-6100-26	Title I Dues & Fees	0.00	0.00	0.00	0.00	0.00
2210	Improvement of Instruction Serv	0.00	150.00	17,807.22	(17,807.22)	0.00
						** Function
Educational Media Services						
10-2220-1100-1	Library Salaries	73,109.00	5,963.31	64,939.54	8,169.46	88.83
10-2220-1101-1	Summer Library Salaries	0.00	0.00	1,349.10	(1,349.10)	0.00
10-2220-2100-1	Library TRS	4,788.00	368.34	4,245.60	542.40	88.67
10-2220-2110-1	Library NEC	309.00	23.74	273.64	35.36	88.56
10-2220-2120-1	Library ETHIS/THIS	835.00	64.26	740.66	94.34	88.70
10-2220-2200-1	Library Vision Insurance	215.00	19.58	176.00	39.00	81.86
10-2220-2210-1	Library Life Insurance	125.00	10.40	104.27	20.73	83.42
10-2220-2220-1	Library Health Insurance	20,235.00	1,774.28	16,686.74	3,548.26	82.46
10-2220-2230-1	Library Dental Insurance	1,668.00	152.52	1,363.02	304.98	81.72
10-2220-3100-1	Library Software Services	1,000.00	0.00	0.00	1,000.00	0.00
10-2220-3300-1	Library Travel	0.00	23.97	23.97	(23.97)	0.00
10-2220-4100-1	Library Supplies	9,000.00	401.10	7,422.19	1,577.81	82.47
10-2220-4100-22	Back to Books Grant	0.00	0.00	0.00	0.00	0.00
10-2220-4100-26	Title I Library Supplies	0.00	0.00	0.00	0.00	0.00
10-2220-4105-1	Accelerated Reader Supplies	4,241.00	0.00	4,241.25	(0.25)	100.01
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	31.00	(31.00)	0.00
2220	Educational Media Services	115,525.00	8,801.50	101,596.98	13,928.02	87.94
						** Function
Service Area Direction						
10-2221-3100-1	Computer Purchased Service	1,500.00	0.00	5,896.50	(4,396.50)	393.10
10-2221-3250-1	Tech Lease Payment	59,211.00	0.00	59,244.70	(33.70)	100.06
10-2221-4100-1	Computer Supplies	8,000.00	376.80	8,855.45	(855.45)	110.69

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Education Fund 10							
Fund	10	Education Fund					
Function	2221	Service Area Direction					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-2221-4200-1		Computer Software	35,000.00	14,161.00	29,609.71	5,390.29	84.60
10-2221-5100-1		Computer Capital Outlay	20,000.00	0.00	6,449.00	13,551.00	32.25
2221	Service Area Direction		123,711.00	14,537.80	110,055.36	13,655.64	88.96 ** Function
<u>Audio-Visual Services</u>							
10-2223-1100-1		Tech Specialist Salary	88,421.00	6,801.60	74,817.60	13,603.40	84.62
10-2223-2200-1		Tech Specialist Vision Insurance	156.00	12.98	129.80	26.20	83.21
10-2223-2210-1		Tech Specialist Life Insurance	62.00	5.20	52.00	10.00	83.87
10-2223-2220-1		Tech Specialist Health Insurance	14,090.00	1,178.24	11,733.50	2,356.50	83.28
10-2223-2230-1		Tech Specialist Dental Insurance	1,270.00	108.32	1,053.62	216.38	82.96
10-2223-4100-1		Tech Specialist Supplies	0.00	0.00	0.00	0.00	0.00
10-2223-5100-1		Tech Specialist Capital Outlay	0.00	0.00	0.00	0.00	0.00
2223	Audio-Visual Services		103,999.00	8,106.34	87,786.52	16,212.48	84.41 ** Function
<u>Computer-Assisted Inst</u>							
10-2225-1100-1		Tech Coordinator Salary	50,642.00	4,203.20	46,235.20	4,406.80	91.30
10-2225-2200-1		Tech Coordinator Vision Insurance	119.00	9.90	99.00	20.00	83.19
10-2225-2210-1		Tech Coordinator Life Insurance	62.00	5.20	52.00	10.00	83.87
10-2225-2220-1		Tech Coordinator Health Insurance	10,730.00	893.68	8,942.68	1,787.32	83.34
10-2225-2230-1		Tech Coordinator Dental Insurance	929.00	79.22	770.60	158.40	82.95
2225	Computer-Assisted Inst		62,482.00	5,191.20	56,099.48	6,382.52	89.79 ** Function
<u>Assessment/Testing</u>							
10-2230-3100-26		Title I Testing Purchased Service	0.00	0.00	0.00	0.00	0.00
10-2230-3100-58		ESSER Testing Purchased Service	9,400.00	0.00	2,464.00	6,936.00	26.21
10-2230-4100-1		Testing Supplies	0.00	0.00	0.00	0.00	0.00
10-2230-4100-26		Title I Testing Supplies	0.00	0.00	0.00	0.00	0.00
2230	Assessment/Testing		9,400.00	0.00	2,464.00	6,936.00	26.21 ** Function
<u>Board of Education Services</u>							
10-2310-1100-1		Board Secretary Salary	1,800.00	138.46	1,523.06	276.94	84.61
10-2310-1101-1		Board Treasurer Salary	1,800.00	156.52	1,486.94	313.06	82.61
10-2310-3170-1		Board Audit Services	12,000.00	0.00	10,800.00	1,200.00	90.00
10-2310-3180-1		Board Legal Services	3,500.00	0.00	5,627.00	(2,127.00)	160.77
10-2310-3300-1		Board Travel	8,000.00	0.00	5,745.90	2,254.10	71.82
10-2310-3500-1		Board Legal Advertising	1,500.00	0.00	1,193.87	306.13	79.59
10-2310-3800-1		Board Bond Insurance	5,000.00	0.00	248.00	4,752.00	4.96
10-2310-3900-1		Board Other Purchased Service	25,000.00	886.94	19,037.10	5,962.90	76.15
10-2310-4100-1		Board Supplies	8,000.00	292.50	991.90	7,008.10	12.40
10-2310-6100-1		Board Dues & Fees	4,000.00	0.00	2,747.96	1,252.04	68.70
2310	Board of Education Services		70,600.00	1,474.42	49,401.73	21,198.27	69.97 ** Function
<u>Executive Admin Services</u>							

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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	
10-2320-1100-1	Superintendent Salary		110,280.00	9,790.79	107,698.70	2,581.30	97.66	
10-2320-1101-1	Sup` t Secretary Salary		39,688.00	4,002.27	44,025.06	(4,337.06)	110.93	
10-2320-1700-1	Sick Days - Sup` t		0.00	0.00	0.00	0.00	0.00	
10-2320-2100-1	Superintendent TRS		12,588.00	968.32	11,086.68	1,501.32	88.07	
10-2320-2110-1	Superintendent NEC		811.00	62.40	714.44	96.56	88.09	
10-2320-2120-1	Superintendent ETHIS/THIS		2,196.00	168.92	1,934.03	261.97	88.07	
10-2320-2200-1	Sup` t & Secretary Vision Insurance		232.00	19.36	193.60	38.40	83.45	
10-2320-2210-1	Sup` t & Secretary Life Insurance		250.00	20.80	208.00	42.00	83.20	
10-2320-2220-1	Sup` t & Secretary Health Insurance		21,053.00	1,760.44	17,532.04	3,520.96	83.28	
10-2320-2230-1	Sup` t & Secretary Dental Insurance		2,022.00	172.42	1,677.16	344.84	82.95	
10-2320-3100-1	Superintendent Purchased Service		0.00	0.00	0.00	0.00	0.00	
10-2320-3300-1	Sup` t & Secretary Travel		750.00	0.00	327.71	422.29	43.69	
10-2320-4100-1	Superintendent Office Supply		500.00	0.00	102.64	397.36	20.53	
10-2320-5100-1	Superintendent Capital Outlay		0.00	0.00	0.00	0.00	0.00	
10-2320-6100-1	Superintendent Dues & Fees		1,000.00	0.00	1,634.08	(634.08)	163.41	
2320 Executive Admin Services			191,370.00	16,965.72	187,134.14	4,235.86	97.79	** Function
Office Of Principal Serv								
10-2410-1100-1	Principal Salary		142,839.00	12,711.42	137,570.71	5,268.29	96.31	
10-2410-1101-1	Princ Secretary Salary		58,881.00	5,680.32	61,399.69	(2,518.69)	104.28	
10-2410-1100-58	ESSER Salaries		0.00	0.00	960.00	(960.00)	0.00	
10-2410-1700-1	Sick/Pers Day - Principal		0.00	0.00	0.00	0.00	0.00	
10-2410-2100-1	Principal TRS		16,343.00	1,282.76	14,931.05	1,411.95	91.36	
10-2410-2100-58	ESSER TRS		0.00	0.00	94.93	(94.93)	0.00	
10-2410-2101-58	ESSER Federal TRS		0.00	0.00	110.66	(110.66)	0.00	
10-2410-2110-1	Principal NEC		1,053.00	82.66	962.15	90.85	91.37	
10-2410-2110-58	ESSER NEC		0.00	0.00	6.12	(6.12)	0.00	
10-2410-2120-1	Principal ETHIS/THIS		2,851.00	223.76	2,604.56	246.44	91.36	
10-2410-2120-58	ESSER ETHIS/THIS		0.00	0.00	16.56	(16.56)	0.00	
10-2410-2200-1	Princ & Secretary Vision Insurance		465.00	45.32	431.27	33.73	92.75	
10-2410-2200-58	ESSER Vision Insurance		0.00	0.00	2.13	(2.13)	0.00	
10-2410-2210-1	Princ & Secretary Life Insurance		499.00	41.60	412.57	86.43	82.68	
10-2410-2210-58	ESSER Life Insurance		0.00	0.00	1.72	(1.72)	0.00	
10-2410-2220-1	Princ & Secretary Health Insurance		42,106.00	4,116.92	39,045.45	3,060.55	92.73	
10-2410-2220-58	ESSER Health Insurance		0.00	0.00	190.91	(190.91)	0.00	
10-2410-2230-1	Princ & Secretary Dental Insurance		4,044.00	389.04	3,646.49	397.51	90.17	
10-2410-2230-58	ESSER Dental Insurance		0.00	0.00	17.23	(17.23)	0.00	
10-2410-2300-1	Principal Tuition Reimbursement		3,600.00	0.00	4,200.00	(600.00)	116.67	
10-2410-3100-1	Principal Purchased Service		0.00	0.00	0.00	0.00	0.00	
10-2410-3300-1	Princ & Secretary Travel		500.00	0.00	0.00	500.00	0.00	
10-2410-4100-1	Principal Supplies		2,000.00	0.00	0.00	2,000.00	0.00	

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Education Fund 10							
Fund	10	Education Fund					
Function	2410	Office Of Principal Serv					
Account Number	Description		Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-2410-5100-1		Principal Capital Outlay	0.00	0.00	0.00	0.00	0.00
10-2410-6100-1		Principal Dues & Fees	1,000.00	0.00	702.07	297.93	70.21
2410	Office Of Principal Serv		276,181.00	24,573.80	267,306.27	8,874.73	96.79 ** Function
Fiscal Services							
10-2520-1100-1		Bookkeeper Salary	50,137.00	4,395.14	48,346.54	1,790.46	96.43
10-2520-2200-1		Bookkeeper Vision Insurance	79.00	9.90	77.55	1.45	98.16
10-2520-2210-1		Bookkeeper Life Insurance	62.00	5.20	52.00	10.00	83.87
10-2520-2220-1		Bookkeeper Health Insurance	7,127.00	893.68	6,976.70	150.30	97.89
10-2520-2230-1		Bookkeeper Dental Insurance	518.00	79.22	552.51	(34.51)	106.66
10-2520-3100-1		Bookkeeper Purchased Service	9,000.00	0.00	9,374.00	(374.00)	104.16
10-2520-4100-1		Bookkeeper Supplies	1,750.00	0.00	241.00	1,509.00	13.77
2520	Fiscal Services		68,673.00	5,383.14	65,620.30	3,052.70	95.55 ** Function
Food Services							
10-2560-1100-1		Food Service Salaries	97,441.00	7,255.48	85,257.55	12,183.45	87.50
10-2560-1200-1		Food Service Substitute	1,500.00	567.60	4,592.48	(3,092.48)	306.17
10-2560-2200-1		Food Service Vision Insurance	119.00	13.20	92.40	26.60	77.65
10-2560-2210-1		Food Service Life Insurance	198.00	10.40	114.40	83.60	57.78
10-2560-2220-1		Food Service Health Insurance	10,729.00	1,192.08	8,344.56	2,384.44	77.78
10-2560-2230-1		Food Service Dental Insurance	795.00	88.40	618.80	176.20	77.84
10-2560-3100-1		Food Service Purchased Service	1,000.00	0.00	0.00	1,000.00	0.00
10-2560-4100-1		Food Supplies	100,000.00	13,893.03	89,276.59	10,723.41	89.28
10-2560-4100-16		ECE Supplies	3,000.00	202.83	1,555.86	1,444.14	51.86
10-2560-4200-1		Non-Food Supplies	2,500.00	788.84	4,114.44	(1,614.44)	164.58
10-2560-5100-1		Food Service Capital Outlay	0.00	0.00	0.00	0.00	0.00
2560	Food Services		217,282.00	24,011.86	193,967.08	23,314.92	89.27 ** Function
Internal Services							
10-2570-3250-1		Copy Machine Rental	20,000.00	1,646.03	16,334.03	3,665.97	81.67
10-2570-4100-1		Internal Supplies	1,000.00	0.00	280.00	720.00	28.00
2570	Internal Services		21,000.00	1,646.03	16,614.03	4,385.97	79.11 ** Function
Other Support Services							
10-2900-3100-1		Investment Fees	4,100.00	300.12	3,476.68	623.32	84.80
2900	Other Support Services		4,100.00	300.12	3,476.68	623.32	84.80 ** Function
Community Services							
10-3000-4100-16		ECE Supplies	200.00	0.00	0.00	200.00	0.00
10-3000-4100-26		Title I Reading Night Supplies	1,300.00	0.00	585.67	714.33	45.05
3000	Community Services		1,500.00	0.00	585.67	914.33	39.04 ** Function
Payments Sp Ed Programs							

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Education Fund 10						
Fund	10	Education Fund				
Function	4120	Payments Sp Ed Programs				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
10-4120-3100-1	BMP Joint Agreement Assessment	391,824.00	0.00	396,290.08	(4,466.08)	101.14
10-4120-3400-1	Vision & Hearing Services	12,000.00	0.00	4,887.36	7,112.64	40.73
10-4120-6700-1	Spec Ed Tuition - Other Schools	75,000.00	16,231.12	85,308.10	(10,308.10)	113.74
4120	Payments Sp Ed Programs	478,824.00	16,231.12	486,485.54	(7,661.54)	101.60
						** Function
Other Interest on Short-Term Debt						
10-5150-6100	Interest on Bonds	179,278.00	125,113.75	214,752.50	(35,474.50)	119.79
5150	Other Interest on Short-Term Debt	179,278.00	125,113.75	214,752.50	(35,474.50)	119.79
						** Function
10	Education Fund	6,463,431.00	578,912.73	5,654,368.79	809,062.21	87.48
						* Fund
10	Education Fund	6,463,431.00	578,912.73	5,654,368.79	809,062.21	87.48
						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	149,680.00	12,405.06	142,471.83	7,208.17	95.18	
20-2540-1101-1	Summer Custodian Salaries	5,000.00	0.00	16,080.53	(11,080.53)	321.61	
20-2540-1200-1	Custodian Substitute	0.00	0.00	56.76	(56.76)	0.00	
20-2540-2200-1	Custodian Vision Insurance	139.00	13.20	112.94	26.06	81.25	
20-2540-2210-1	Custodian Life Insurance	187.00	15.60	160.93	26.07	86.06	
20-2540-2220-1	Custodian Health Insurance	13,272.00	1,192.08	10,954.78	2,317.22	82.54	
20-2540-2230-1	Custodian Dental Insurance	916.00	88.40	744.98	171.02	81.33	
20-2540-3100-1	Telephone & Internet	16,800.00	1,728.20	14,130.04	2,669.96	84.11	
20-2540-3200-1	Grounds Upkeep Services	33,000.00	257.67	40,130.85	(7,130.85)	121.61	
20-2540-3201-1	Building Upkeep Services	150,000.00	1,098.10	210,247.83	(60,247.83)	140.17	
20-2540-3202-1	Equipment Upkeep Services	32,000.00	2,316.43	22,804.32	9,195.68	71.26	
20-2540-3700-1	Water	6,500.00	822.04	6,205.36	294.64	95.47	
20-2540-4100-1	Building Supply	25,000.00	4,550.96	20,286.76	4,713.24	81.15	
20-2540-4100-25	Title IV SSAE Supplies	8,209.00	0.00	0.00	8,209.00	0.00	
20-2540-4100-58	ESSER Grant Supplies	30,000.00	1,094.60	10,861.47	19,138.53	36.20	
20-2540-4605-1	Gas	20,000.00	8,925.51	25,328.53	(5,328.53)	126.64	
20-2540-4606-1	Electricity	80,000.00	15,756.13	77,775.61	2,224.39	97.22	
20-2540-5100-58	ESSER Grant Capital Outlay	0.00	0.00	1,788.00	(1,788.00)	0.00	
20-2540-5100-1	Building Capital Outlay	0.00	0.00	0.00	0.00	0.00	
2540	Oper and Maint of Plant Services	570,703.00	50,263.98	600,141.52	(29,438.52)	105.16	** Function
Other Support Services							
20-2900-3100-1	Investment Fees	750.00	84.11	743.07	6.93	99.08	
2900	Other Support Services	750.00	84.11	743.07	6.93	99.08	** Function
20	Oper, Build, & Maint Fund	571,453.00	50,348.09	600,884.59	(29,431.59)	105.15	* Fund
20	Oper, Build, & Maint Fund	571,453.00	50,348.09	600,884.59	(29,431.59)	105.15	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	77,175.00	0.00	41,700.00	35,475.00	54.03
5200	Debt Service - Interest on Long-Term Debt	77,175.00	0.00	41,700.00	35,475.00	54.03
						** Function
Teachers/Employees Orders						
30-5300-6000-1	Principal on Bonds	415,000.00	0.00	415,000.00	0.00	100.00
5300	Teachers/Employees Orders	415,000.00	0.00	415,000.00	0.00	100.00
						** Function
Debt Service Other - Short Term Debt Principal						
30-5400-3000-1	Service Charge on Bonds	0.00	0.00	0.00	0.00	0.00
5400	Debt Service Other - Short Term Debt Principal	0.00	0.00	0.00	0.00	0.00
						** Function
30	Debt Service Fund or Fund Group	492,175.00	0.00	456,700.00	35,475.00	92.79
						* Fund
30	Debt Service Fund or Fund Group	492,175.00	0.00	456,700.00	35,475.00	92.79
						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		92,000.00	14,362.04	89,436.34	2,563.66	97.21	
40-2550-3310-1	Spec Ed Transportation		60,000.00	12,619.41	88,811.74	(28,811.74)	148.02	
40-2550-3311-1	Regular Transportation		175,000.00	22,103.71	144,512.20	30,487.80	82.58	
40-2550-3312-1	Extracurricular Transportation		3,000.00	815.40	16,328.00	(13,328.00)	544.27	
40-2550-3313-1	Field Trip Transportation		7,500.00	1,273.75	5,076.40	2,423.60	67.69	
40-2550-4100-1	Transportation Supplies		0.00	2,421.80	22,613.97	(22,613.97)	0.00	
2550	Pupil Transportation Services		337,500.00	53,596.11	366,778.65	(29,278.65)	108.68	** Function
<u>Other Support Services</u>								
40-2900-3100-1	Investment Fees		50.00	0.23	41.69	8.31	83.38	
2900	Other Support Services		50.00	0.23	41.69	8.31	83.38	** Function
40	Transportation Fund		337,550.00	53,596.34	366,820.34	(29,270.34)	108.67	* Fund
40	Transportation Fund		337,550.00	53,596.34	366,820.34	(29,270.34)	108.67	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	3,819.00	359.74	3,802.01	16.99	99.56	
50-1110-2120-58	ESSER IMRF	40.00	0.00	30.06	9.94	75.15	
50-1110-2130-1	Regular FICA	3,900.00	413.84	3,719.05	180.95	95.36	
50-1110-2130-12	Insurance Stipend FICA	1,851.00	0.00	2,356.20	(505.20)	127.29	
50-1110-2130-58	ESSER FICA	37.00	0.00	27.54	9.46	74.43	
50-1110-2140-1	Regular Medicare	24,577.00	1,811.33	20,043.55	4,533.45	81.55	
50-1110-2140-12	Insurance Stipend Medicare	319.00	0.00	382.80	(63.80)	120.00	
50-1110-2140-20	Title II Medicare	171.00	0.00	81.40	89.60	47.60	
50-1110-2140-58	ESSER Medicare	3,176.00	212.75	2,442.15	733.85	76.89	
1110 Regular Programs		37,890.00	2,797.66	32,884.76	5,005.24	86.79	** Function

Function 1111

50-1111-2130-1	Substitut FICA	1,500.00	43.18	480.76	1,019.24	32.05	
50-1111-2140-1	Substitute Medicare	1,000.00	112.73	611.17	388.83	61.12	
1111 Function 1111		2,500.00	155.91	1,091.93	1,408.07	43.68	** Function

Pre-K Programs

50-1125-2120-16	ECE IMRF	3,299.00	227.18	2,940.53	358.47	89.13	
50-1125-2130-16	ECE FICA	3,368.00	284.14	2,956.22	411.78	87.77	
50-1125-2140-16	ECE Medicare	955.00	73.19	738.44	216.56	77.32	
1125 Pre-K Programs		7,622.00	584.51	6,635.19	986.81	87.05	** Function

Infant/Toddler (I/T)

50-1215-2120-1	Life Skills IMRF	6,870.00	369.17	5,129.99	1,740.01	74.67	
50-1215-2130-1	Life Skills FICA	7,012.00	424.68	4,873.41	2,138.59	69.50	
50-1215-2140-1	Life Skills Medicare	1,138.00	101.20	1,024.56	113.44	90.03	
1215 Infant/Toddler (I/T)		15,020.00	895.05	11,027.96	3,992.04	73.42	** Function

Cross-Categorical (Cc)

50-1220-2120-1	CC Primary IMRF	1,405.00	183.99	2,540.33	(1,135.33)	180.81	
50-1220-2130-1	CC Primary FICA	1,438.00	211.65	2,464.10	(1,026.10)	171.36	
50-1220-2140-1	CC Primary Medicare	1,100.00	92.96	914.40	185.60	83.13	
1220 Cross-Categorical (Cc)		3,943.00	488.60	5,918.83	(1,975.83)	150.11	** Function

Function 1221

50-1221-2120-1	CC Middle IMRF	3,751.00	257.57	3,670.60	80.40	97.86	
50-1221-2130-1	CC Middle FICA	3,829.00	296.32	3,544.02	284.98	92.56	
50-1221-2140-1	CC Middle Medicare	1,463.00	113.06	1,236.38	226.62	84.51	
1221 Function 1221		9,043.00	666.95	8,451.00	592.00	93.45	** Function

Function 1222

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I.M.R.F./Soc. Sec. Fund 50							
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
50-1222-2120-1	CC JH IMRF		4,325.00	302.64	3,534.45	790.55	81.72
50-1222-2130-1	CC JH FICA		4,491.00	348.15	3,450.92	1,040.08	76.84
50-1222-2140-1	CC JH Medicare		1,670.00	130.36	1,416.45	253.55	84.82
1222	Function 1222		10,486.00	781.15	8,401.82	2,084.18	80.12 ** Function
<u>Special Education Programs Pre-K</u>							
50-1225-2120-1	Pre School IMRF		1,614.00	111.96	1,432.72	181.28	88.77
50-1225-2130-1	Pre School FICA		1,649.00	128.82	1,377.18	271.82	83.52
50-1225-2140-1	Pre School Medicare		272.00	21.02	229.86	42.14	84.51
1225	Special Education Programs Pre-K		3,535.00	261.80	3,039.76	495.24	85.99 ** Function
<u>Remedial and Supplemental Programs K-12</u>							
50-1250-2140-26	Title I Medicare		1,612.00	121.74	1,334.09	277.91	82.76
1250	Remedial and Supplemental Programs K-12		1,612.00	121.74	1,334.09	277.91	82.76 ** Function
<u>Interscholastic Programs</u>							
50-1500-2120-1	Extracurricular IMRF		300.00	0.00	0.00	300.00	0.00
50-1500-2130-1	Extracurricular FICA		500.00	0.00	943.02	(443.02)	188.60
50-1500-2140-1	Extracurricular Medicare		850.00	0.00	226.94	623.06	26.70
1500	Interscholastic Programs		1,650.00	0.00	1,169.96	480.04	70.91 ** Function
<u>Bilingual Programs</u>							
50-1800-2120-38	Bi-Lingual IMRF		2,527.00	150.10	1,930.50	596.50	76.39
50-1800-2130-38	Bi-Lingual FICA		2,231.00	172.68	1,874.16	356.84	84.01
50-1800-2140-38	Bi-Lingual Meciare		1,229.00	99.30	880.33	348.67	71.63
1800	Bilingual Programs		5,987.00	422.08	4,684.99	1,302.01	78.25 ** Function
<u>Guidance Services</u>							
50-2120-2140-1	Guidance Medicare		1,241.00	77.00	1,028.65	212.35	82.89
2120	Guidance Services		1,241.00	77.00	1,028.65	212.35	82.89 ** Function
<u>Health Services</u>							
50-2130-2120-1	Nurse IMRF		2,958.00	174.82	2,692.76	265.24	91.03
50-2130-2130-1	Nurse FICA		764.00	201.12	2,583.24	(1,819.24)	338.12
2130	Health Services		3,722.00	375.94	5,276.00	(1,554.00)	141.75 ** Function
<u>Speech Pathology/Audio Services</u>							
50-2150-2140-1	Speech Medicare		1,765.00	135.84	1,486.58	278.42	84.23
2150	Speech Pathology/Audio Services		1,765.00	135.84	1,486.58	278.42	84.23 ** Function
<u>Educational Media Services</u>							
50-2220-2120-1	Library IMRF		2,168.00	148.88	2,031.19	136.81	93.69
50-2220-2130-1	Library FICA		2,213.00	171.28	1,888.16	324.84	85.32
50-2220-2140-1	Library Medicare		699.00	44.54	496.52	202.48	71.03

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I.M.R.F./Soc. Sec. Fund 50						
Fund	50	I.M.R.F./Soc. Sec. Fund				
Function	2220	Educational Media Services				
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget
2220	Educational Media Services	5,080.00	364.70	4,415.87	664.13	86.93 ** Function
Audio-Visual Services						
50-2223-2120-1	Tech Specialist IMRF	6,632.00	452.30	5,900.42	731.58	88.97
50-2223-2130-1	Tech Specialist FICA	6,764.00	470.40	5,227.44	1,536.56	77.28
2223	Audio-Visual Services	13,396.00	922.70	11,127.86	2,268.14	83.07 ** Function
Computer-Assisted Inst						
50-2225-2120-1	Tech Coordinator IMRF	4,098.00	279.52	3,646.24	451.76	88.98
50-2225-2130-1	Tech Coordinator FICA	4,180.00	295.84	3,278.26	901.74	78.43
2225	Computer-Assisted Inst	8,278.00	575.36	6,924.50	1,353.50	83.65 ** Function
Board of Education Services						
50-2310-2120-1	Board IMRF	135.00	0.00	0.00	135.00	0.00
50-2310-2130-1	Board FICA	275.00	11.98	113.81	161.19	41.39
2310	Board of Education Services	410.00	11.98	113.81	296.19	27.76 ** Function
Executive Admin Services						
50-2320-2120-1	Sup` t Secretary IMRF	3,352.00	275.36	3,592.14	(240.14)	107.16
50-2320-2130-1	Sup` t Secretary FICA	3,419.00	316.76	3,484.37	(65.37)	101.91
50-2320-2140-1	Superintendent Medicare	1,846.00	141.34	1,554.20	291.80	84.19
2320	Executive Admin Services	8,617.00	733.46	8,630.71	(13.71)	100.16 ** Function
Office Of Principal Serv						
50-2410-2120-1	Princ Secretary IMRF	5,014.00	377.74	4,868.25	145.75	97.09
50-2410-2130-1	Princ Secretary FICA	5,116.00	434.54	4,725.54	390.46	92.37
50-2410-2140-1	Principal Medicare	2,390.00	188.06	2,062.72	327.28	86.31
50-2410-2140-58	ESSER Medicare	0.00	0.00	13.92	(13.92)	0.00
2410	Office Of Principal Serv	12,520.00	1,000.34	11,670.43	849.57	93.21 ** Function
Fiscal Services						
50-2520-2120-1	Bookkeeper IMRF	4,285.00	292.28	3,812.84	472.16	88.98
50-2520-2130-1	Bookkeeper FICA	4,371.00	310.52	3,608.47	762.53	82.55
2520	Fiscal Services	8,656.00	602.80	7,421.31	1,234.69	85.74 ** Function
Oper and Maint of Plant Services						
50-2540-2120-1	Custodian IMRF	12,412.00	824.96	11,729.85	682.15	94.50
50-2540-2130-1	Custodian FICA	12,904.00	948.98	11,940.03	963.97	92.53
2540	Oper and Maint of Plant Services	25,316.00	1,773.94	23,669.88	1,646.12	93.50 ** Function
Food Services						
50-2560-2120-1	Food Service IMRF	7,545.00	443.55	6,225.38	1,319.62	82.51
50-2560-2130-1	Food Service FICA	7,143.00	598.49	6,885.56	257.44	96.40

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I.M.R.F./Soc. Sec. Fund 50							
Fund	50	I.M.R.F./Soc. Sec. Fund					
Function	2560	Food Services					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
2560	Food Services	14,688.00	1,042.04	13,110.94	1,577.06	89.26	** Function
Other Support Services							
50-2900-3100-1	Investment Fees	150.00	14.85	199.91	(49.91)	133.27	
2900	Other Support Services	150.00	14.85	199.91	(49.91)	133.27	** Function
50	I.M.R.F./Soc. Sec. Fund	203,127.00	14,806.40	179,716.74	23,410.26	88.48	* Fund
50	I.M.R.F./Soc. Sec. Fund	203,127.00	14,806.40	179,716.74	23,410.26	88.48	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		0.00	0.00	0.00	0.00	0.00
60-2530-3100-58	ESSSER Construction Services		915,469.00	0.00	0.00	915,469.00	0.00
2530	Facilities Acqu Const Services		915,469.00	0.00	0.00	915,469.00	0.00 ** Function
Other Support Services							
60-2900-3100-1	Investment Fees		0.00	0.00	0.00	0.00	0.00
2900	Other Support Services		0.00	0.00	0.00	0.00	0.00 ** 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 Certificate 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		915,469.00	0.00	0.00	915,469.00	0.00 * Fund
60	Capital Projects Fund or Fund Group		915,469.00	0.00	0.00	915,469.00	0.00 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	Permanent Transfer to Fund 40		0.00	0.00	0.00	0.00	0.00	
70-8990-6601-1	Permanent Transfer to Fund 50		0.00	0.00	0.00	0.00	0.00	
8990	Function 8990		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	** Function
70	Working Cash Fund		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Fund
70	Working Cash Fund		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	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 JH Salaries	3,000.00	0.00	166.47	2,833.53	5.55
80-1225-1100-1	Pre School Salaries	0.00	0.00	0.00	0.00	0.00
80-2130-1100-1	Nurse Salary	38,906.00	0.00	9,887.76	29,018.24	25.41
80-2220-1100-1	Library Salary	4,000.00	0.00	243.30	3,756.70	6.08
80-2320-1100-1	Superintendent Salary	17,000.00	0.00	0.00	17,000.00	0.00
80-2320-1101-1	Sup` t Secretary Salary	5,000.00	0.00	0.00	5,000.00	0.00
80-2361-3800-1	Unemployment Insurance	0.00	0.00	0.00	0.00	0.00
80-2361-3801-1	Liability Insurance	13,398.00	0.00	13,398.00	0.00	100.00
80-2361-3802-1	Property Insurance	34,247.00	0.00	34,247.00	0.00	100.00
Regular Programs						
80-1110-1100-1	Regular Salaries	9,396.00	0.00	0.00	9,396.00	0.00
1110	Regular Programs	9,396.00	0.00	0.00	9,396.00	0.00 ** Function
Pre-K Programs						
80-1125-1100-16	ECE Salaries	5,822.00	0.00	0.00	5,822.00	0.00
1125	Pre-K Programs	5,822.00	0.00	0.00	5,822.00	0.00 ** Function
Infant/Toddler (I/T)						
80-1215-1100-1	Life Skills Salaries	8,000.00	0.00	475.42	7,524.58	5.94
1215	Infant/Toddler (I/T)	8,000.00	0.00	475.42	7,524.58	5.94 ** Function
Cross-Categorical (Cc)						
80-1220-1100-1	CC Primary Salaries	3,000.00	0.00	167.54	2,832.46	5.58
1220	Cross-Categorical (Cc)	3,000.00	0.00	167.54	2,832.46	5.58 ** Function
Function 1221						
80-1221-1100-1	CC Middle Salaries	8,000.00	0.00	666.05	7,333.95	8.33
1221	Function 1221	8,000.00	0.00	666.05	7,333.95	8.33 ** Function
Health Services						
80-2130-5100-1	Nurse Capital Outlay	0.00	0.00	0.00	0.00	0.00
2130	Health Services	0.00	0.00	0.00	0.00	0.00 ** Function
Computer-Assisted Inst						
80-2225-1100-1	Tech Coordinator Salary	4,000.00	0.00	0.00	4,000.00	0.00
2225	Computer-Assisted Inst	4,000.00	0.00	0.00	4,000.00	0.00 ** Function
Risk Management and Claims Services Payments						
80-2365-3100-1	Tort Purchased Service	0.00	0.00	0.00	0.00	0.00
80-2365-3900-1	Risk Management Purchased Service	0.00	0.00	0.00	0.00	0.00
2365	Risk Management and Claims Services Payments	0.00	0.00	0.00	0.00	0.00 ** Function
Educational, Inspectional, Sup Serv due to loss						

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Tort Immunity and Judgment Fund 80							
Fund	80	Tort Immunity and Judgment Fund					
Function	2367	Educational, Inspectional, Sup Serv due to loss					
Account Number	Description	Current Budget	M.T.D. Activity	Y.T.D. Activity	Budget Balance	% of Budget	
80-2367-4100-1	Tort Supplies	0.00	2,733.30	2,733.30	(2,733.30)	0.00	
2367	Educational, Inspectional, Sup Serv due to loss	0.00	2,733.30	2,733.30	(2,733.30)	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
Office Of Principal Serv							
80-2410-1100-1	Principal Salary	22,000.00	0.00	1,845.27	20,154.73	8.39	
80-2410-1101-1	Princ Secretary Salaries	8,000.00	0.00	372.68	7,627.32	4.66	
2410	Office Of Principal Serv	30,000.00	0.00	2,217.95	27,782.05	7.39	** Function
Fiscal Services							
80-2520-1100-1	Bookkeeper Salary	7,000.00	0.00	0.00	7,000.00	0.00	
2520	Fiscal Services	7,000.00	0.00	0.00	7,000.00	0.00	** Function
Oper and Maint of Plant Services							
80-2540-1100-1	Custodian Salary	19,000.00	0.00	0.00	19,000.00	0.00	
2540	Oper and Maint of Plant Services	19,000.00	0.00	0.00	19,000.00	0.00	** Function
Food Services							
80-2560-1100-1	Food Service Salary	3,000.00	0.00	156.79	2,843.21	5.23	
2560	Food Services	3,000.00	0.00	156.79	2,843.21	5.23	** Function
Other Support Services							
80-2900-3100-1	Investment Fees	200.00	20.33	156.20	43.80	78.10	
80-2900-3800-1	Worker's Compensation Insurance	26,231.00	0.00	26,891.00	(660.00)	102.52	
2900	Other Support Services	26,431.00	20.33	27,047.20	(616.20)	102.33	** Function
80	Tort Immunity and Judgment Fund	239,200.00	2,753.63	91,406.78	147,793.22	38.21	* Fund
80	Tort Immunity and Judgment Fund	239,200.00	2,753.63	91,406.78	147,793.22	38.21	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 Purchased Service	0.00	0.00	0.00	0.00	0.00	
90-2530-3600-1	Life Safety Architect	0.00	0.00	0.00	0.00	0.00	
2530	Facilities Acqu Const Services	0.00	0.00	0.00	0.00	0.00	** Function
Other Support Services							
90-2900-3100-1	Investment Fees	250.00	27.94	262.34	(12.34)	104.94	
2900	Other Support Services	250.00	27.94	262.34	(12.34)	104.94	** Function
90	Capital Improvement Fund	250.00	27.94	262.34	(12.34)	104.94	* Fund
90	Capital Improvement Fund	250.00	27.94	262.34	(12.34)	104.94	Fund
Report Total:		9,222,655.00	700,445.13	7,350,159.58	1,872,495.42	79.70	

Spring Valley CCSD #99
Account #27540002561
April 30, 2023

<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	\$509,836	\$509,836	15.06%	\$23,963	4.70%
Certificates of Deposit	\$580,000	\$576,486	17.03%	\$15,263	2.65%
T-Bills	\$97,758	\$99,301	2.92%	\$4,472	4.50%
Commercial Paper	\$0	\$0	0.00%	\$0	0.00%
Pass-Thru Securities	\$0	\$0	0.00%	\$0	0.00%
Taxable Municipal Bonds	\$269,092	\$259,584	7.67%	\$3,036	1.17%
U.S. Government Obligations	<u>\$1,934,768</u>	<u>\$1,940,592</u>	<u>57.32%</u>	<u>\$62,373</u>	<u>3.21%</u>
TOTAL ASSETS	<u>\$3,391,454</u>	<u>\$3,385,798</u>	100.00%	\$109,107	3.22%

<u>Sales/Maturities/Calls</u>	<u>Coupon</u>	<u>Maturity</u>	<u>Par</u>
US T-Notes	0.25%	04/15/23	\$300,000

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

Assets Held 4/30/23

Spring Valley CCSD #99
 Account #27540002561
 Cash Basis Earnings Worksheet
 April 30, 2023

Fiscal Year Ending: 6/30/23
 Fiscal Year Beginning: 7/01/22

MONTHLY INCOME

Apr-23	Prepaid Interest (Accrued)	\$0.00
	CD Interest	\$0.00
	UST/Agencies/Municipals	\$0.00
	T-Bills/Commercial Paper	\$375.00
	4/1/23 Money Market	<u>\$2,438.69</u>
	April Monthly Total	\$2,813.69
	Previous Fiscal YTD Interest	\$52,730.69
	Total Fiscal YTD Interest	<u>\$55,544.38</u>

MONTHLY ACCOUNT CHARACTERISTICS

Yield on Portfolio:	3.22%
Duration (excluding cash):	0.66

MONTHLY CASH BASIS EARNINGS

Apr-23	April Interest	\$2,813.69
	Realized Gain/Loss	\$5,226.56
	Fees	<u>-\$447.58</u>
	Monthly Cash Basis Earnings	<u>\$7,592.67</u>

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

DIVIDENDS/INTEREST	\$55,544.38
REALIZED GAIN/LOSS	-\$16,959.60
FEES	<u>-\$4,879.89</u>
YTD CASH BASIS EARNINGS	<u>\$33,704.89</u>

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

DIVIDENDS/INTEREST	\$17,705.32
REALIZED GAIN/LOSS	-\$9,863.65
FEES	<u>-\$4,456.31</u>
YTD CASH BASIS EARNINGS	<u>\$3,385.36</u>

SPRING VALLEY C.C. ELEMENTARY SCHOOLS

ACTIVITY REPORT

April 2023

	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
BAND	\$64.81	\$835.00	\$682.00	\$217.81
BASKETBALL - BOYS	\$2,782.10	\$0.00	\$0.00	\$2,782.10
BASKETBALL - GIRLS	\$2,215.29	\$0.00	\$0.00	\$2,215.29
CANDY-SODA MACHINES	\$1,213.90	\$0.00	\$0.00	\$1,213.90
CHEER	\$1,507.50	\$0.00	\$0.00	\$1,507.50
COUNSELING	\$183.15	\$0.00	\$0.00	\$183.15
FIELD TRIPS	\$864.12	\$1,097.75	\$0.00	\$1,961.87
HHP (HELP HERMES PROJECT)	\$244.99	\$0.00	\$0.00	\$244.99
JFK ACTIVITY FUND (PRINC.)	\$3,830.22	\$0.00	\$0.00	\$3,830.22
JFK LIBRARY - MEDIA CENTER	\$777.52	\$0.00	\$0.00	\$777.52
JUMP ROPE FOR HEART	\$0.00	\$0.00	\$0.00	\$0.00
MUSICAL	\$2,761.67	\$1,044.00	\$214.75	\$3,590.92
PBIS - JFK	\$10,137.57	\$1,045.16	\$548.81	\$10,633.92
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	\$1,789.34	\$0.00	\$0.00	\$1,789.34
STARVED ROCK CONFERENCE	\$0.00	\$0.00	\$0.00	\$0.00
STUDENT COUNCIL	\$489.66	\$0.00	\$0.00	\$489.66
SUNSHINE FUND	\$845.44	\$0.00	\$50.00	\$795.44
TRACK	\$613.41	\$0.00	\$0.00	\$613.41
VOLLEYBALL	\$1,973.47	\$0.00	\$0.00	\$1,973.47
Total	\$32,464.18	\$4,021.91	\$1,495.56	\$34,990.53
CHECKBOOK BALANCE		\$34,990.53		

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

May 2023

	Date	Check #	Account #	Amount	
Children's Discovery Museum	4/24/23	13462		\$615.00	Pre-K field trip
Richard Essman	4/25/23	13468		\$125.00	track starter
BV Junior High	4/25/23	13469		\$75.00	track meet
Children's Discovery Museum	4/27/23	13470		\$649.00	2nd gr field trip
Shelly Nauman	5/2/23	13471		\$41.57	P/T conference lunch
Angelos	5/10/23	13472		\$1,105.10	Teacher App. Lunch
Linda Kelsey	5/11/23	13473		\$100.00	retirment cake
Verucchis	5/11/23	13474		\$1,117.81	retirement party
Brookfield Zoo	5/16/23	13475		\$21.00	bus parking 8th field trip
Brookfield Trip	5/16/23	13476		\$21.00	bus parking 8th field trip
Kellie Brandt	5/16/23	13477		\$32.00	field trip stipened
Jesalyn DeSerf	5/16/23	13478		\$32.00	fieldl trip stipened
Shannon Leininger	5/16/23	13479		\$32.00	field trip sitpened
Lauren Trumpinski	5/16/23	13480		\$32.00	field trip stipened
Amada lopez	5/16/23	13481		\$32.00	field trip stipened
Ryan Geist	5/16/23	13482		\$32.00	field trip stipened
Andrea Cruz	5/16/23	13483		\$32.00	field trip sitpened

TOTAL

\$4,094.48

**SPRING VALLEY ELEMENTARY SCHOOL DISTRICT No. 99
TREASURER'S REPORT - DISTRICT CHECKING ACCOUNT 0000961450
APRIL 30, 2023**

BEGINNING BALANCE - BOOKS	4/1/2023		\$ 131,708.24
ADD: CASH RECEIPTS			456,811.08
TRANSFER FROM INVESTMENT ACCOUNT			200,000.00
SUBTRACT: CASH DISBURSEMENTS			(756,776.30)
TRANSFER TO INVESTMENT ACCOUNT			-
ADJUSTMENTS: March adjustment - reduce receipts			(65,800.00)
			\$ (34,056.98)

RECONCILIATION OF CHECKING ACCOUNT

BALANCE PER 4/30/2023 BANK STATEMENT			\$ 67,744.61
ADD: DEPOSITS IN TRANSIT			-
SUBTRACT: OUTSTANDING CHECKS			(102,091.59)
ADJUSTMENTS: Bank error -voided check processed			290.00
			\$ (34,056.98)

DETAIL OF RECONCILED CHECKING ACCOUNT BALANCE PER FUND

10 EDUCATIONAL			\$ 69,499.21
20 OPERATIONS & MAINTENANCE			19,729.41
30 DEBT SERVICES			590.07
40 TRANSPORTATION			(147,288.11)
50 MUNICIPAL RETIREMENT/SOCIAL SECURITY			21,282.96
60 CAPITAL PROJECTS			-
70 WORKING CASH			52.98
80 TORT			2,003.02
90 FIRE PREVENTION & SAFETY			73.48
			\$ (34,056.98)

ENDING BALANCE **\$ (34,056.98)**

5/15/2023



Lucy Frasco, Treasurer

SPRING VALLEY ELEMENTARY SCHOOL DISTRICT No. 99
DISTRICT CHECKING - OUTSTANDING CHECKS AND ADDITIONAL RECONCILIATIONS
APRIL 30, 2023

District Checking - Outstanding Checks

Check Date	Check No.	Amount
Jan 2022	42999	\$ 125.00
May 2022	43280	300.00
Feb 2023	43873	50.00
Apr 2023	44030	847.62
Apr 2023	44031	24,681.64
Apr 2023	44037	400.00
Apr 2023	44048	542.25
Apr 2023	44049	120.00
Apr 2023	44050	659.20
Apr 2023	44052	300.00
Apr 2023	44056	350.00
Apr 2023	44058	300.00
Apr 2023	44060	150.00
Apr 2023	44071	4,607.64
Apr 2023	44072	54,527.40
Apr 2023	44073	494.00
Apr 2023	44074	608.04
Apr 2023	44075	1,086.68
Apr 2023	44076	3,830.00
Apr 2023	44077	100.00
Dec 2022	Payroll related EFTs	808.78
Feb 2023	IMRF EFT	4,427.25
Feb 2023	Payroll related EFTs	140.98
Mar 2023	Payroll related EFTs	2,635.11
		102,091.59

Additional Reconciliations

Flex Plan - Spring Valley City Bank	
Beginning Balance	\$ 19,962.11
Add: Deposits	-
Deposit in transit	-
Less: Reimbursements/fees	(100.70)
Ending Balance	\$ 19,861.41
Vezzetti Capital Mgmt., Inc.	
Beginning Balance	\$ 3,580,657.09
Dividends & Interest	2,813.69
Change in market value	(2,899.41)
Property taxes received	-
Realized gain/loss	5,226.56
Transfers to/from checking	(200,000.00)
Ending Balance	\$ 3,385,797.93
Regular Checking	\$ (34,056.98)
Total All Accounts	\$ 3,371,602.36
Total All Accounts by Fund	
10 EDUCATIONAL	\$ 1,663,374.06
20 O & M (BUILDING)	668,716.26
30 DEBT SERVICES	132,860.80
40 TRANSPORTATION	(145,451.44)
50 MR/SS	140,248.59
60 CAPITAL PROJECTS	-
70 WORKING CASH	523,162.37
80 TORT	164,865.02
90 FIRE PREVENTION & SAFETY	223,826.70
	\$ 3,371,602.36

Bills Payable List

Printed: 5/17/2023 10:48 AM
 Spring Valley CCSD 99
 Expense on Date: 5/1/2023 to 5/31/2023

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
Adam Falkenhayn						
		Other Supplies - Teachers		523	294.81	10-1110-4300-1
					<u>\$294.81</u>	
ALLISON BOOTH						
		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
Amanda Foote						
		Other Supplies - Teachers		523	295.11	10-1110-4300-1
					<u>\$295.11</u>	
AMANDA PELLEGRINI						
		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
Amy Ossola						
		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
APPLE INC.						
		Apple TV		523	745.00	10-2221-4100-1
		Computer Capital Outlay		523	2,099.00	10-2221-5100-1
					<u>\$2,844.00</u>	
Bailey Simpson						
		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
BEHAV DISORDER PROG COOP						
		Spec Ed Tuition - Other Schools		523	2,100.00	10-4120-6700-1
					<u>\$2,100.00</u>	
Brooke Jeppson						
		Other Supplies - Teachers		523	294.25	10-1110-4300-1
					<u>\$294.25</u>	
BRYAN DICKINSON						
		Other Supplies - Teachers		523	260.00	10-1110-4300-1
					<u>\$260.00</u>	
CHASE CARD SERVICES						
		Trailer Sticker		523	37.00	20-2540-3202-1
		School Nutrition Conference		523	550.00	10-2210-3100-1
		Interactive TV - PAWS/Found		523	18,300.00	10-1110-5100-1
		Computer Supplies		523	104.95	10-2221-4100-1
		Computer Supplies		523	152.44	10-2221-4100-1
		Board Supplies		523	34.62	10-2310-4100-1
		Board Supplies		523	37.09	10-2310-4100-1
		Board Supplies		523	25.80	10-2310-4100-1
		Telephone & Internet		523	503.37	20-2540-3100-1
		Computer Supplies		523	70.94	10-2221-4100-1
		Computer Supplies		523	169.99	10-2221-4100-1
		PE Dept		523	624.13	10-1110-4300-1
		Building Supply		523	41.23	20-2540-4100-1
		Regular Supplies		523	72.48	10-1110-4100-1

Bills Payable List

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 Spring Valley CCSD 99
 Expense on Date: 5/1/2023 to 5/31/2023

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
		Regular Supplies		523	14.98	10-1110-4100-1
		Regular Supplies		523	30.98	10-1110-4100-1
		Regular Supplies		523	18.59	10-1110-4100-1
		Regular Supplies		523	11.99	10-1110-4100-1
		Regular Supplies		523	30.18	10-1110-4100-1
		Regular Supplies		523	10.99	10-1110-4100-1
		Credit Card Interest		523	248.92	10-2310-3900-1
					<u>\$21,090.67</u>	
CHRISTY PERRA		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
CINTAS CORP #396		Building Upkeep Services		523	64.05	20-2540-3201-1
		Building Upkeep Services		523	68.97	20-2540-3201-1
					<u>\$133.02</u>	
CITY OF SPRING VALLEY		Water North		523	183.24	20-2540-3700-1
		Water South		523	3,760.40	20-2540-3700-1
					<u>\$3,943.64</u>	
COMCAST CABLE		Telephone & Internet		523	422.76	20-2540-3100-1
					<u>\$422.76</u>	
CONSTELLATION NEW ENERGY		Electricity		523	6,784.25	20-2540-4606-1
		Gas		523	3,112.15	20-2540-4605-1
					<u>\$9,896.40</u>	
CONTRACT PAPER GROUP		Regular Supplies		523	3,200.00	10-1110-4100-1
					<u>\$3,200.00</u>	
CPI, Inc		Board Other Purchased Service		523	55.00	10-2310-3900-1
					<u>\$55.00</u>	
DEBO'S		Building Supply		523	35.09	20-2540-4100-1
					<u>\$35.09</u>	
DIGITAL COPY SYSTEMS		Copy Machine Rental		523	1,584.90	10-2570-3250-1
		Internal Supplies		523	140.00	10-2570-4100-1
					<u>\$1,724.90</u>	
DRESBACH DISTRIBUTING CO		Building Supply		523	2,200.70	20-2540-4100-1
					<u>\$2,200.70</u>	
Eliel Duran		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
Emily Lesman						

Bills Payable List

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 Spring Valley CCSD 99
 Expense on Date: 5/1/2023 to 5/31/2023

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
		Track Meet		523	50.00	10-1500-3100-1
					<u>\$50.00</u>	
ERIC MERCER						
		Other Supplies - Teachers		523	125.22	10-1110-4300-1
					<u>\$125.22</u>	
ERICA CURRIER						
		Rural Achievement Supplies		523	220.42	10-1110-4100-24
					<u>\$220.42</u>	
ERIN COHILL						
		Track Meet		523	100.00	10-1500-3100-1
					<u>\$100.00</u>	
GRAPHIC ELECTRONICS						
		Staff Awards		523	110.25	10-2310-4100-1
					<u>\$110.25</u>	
HOMETOWN NATL BANK						
		Investment Fees		523	205.80	10-2900-3100-1
		Investment Fees		523	84.86	20-2900-3100-1
		Investment Fees		523	17.30	10-2900-3100-1
		Investment Fees		523	(19.26)	40-2900-3100-1
		Investment Fees		523	15.56	50-2900-3100-1
		Investment Fees		523	68.40	10-2900-3100-1
		Investment Fees		523	21.30	80-2900-3100-1
		Investment Fees		523	29.26	90-2900-3100-1
					<u>\$423.22</u>	
Howard Ind., Inc.						
		Computer Software		523	4,500.00	10-2221-4200-1
					<u>\$4,500.00</u>	
HYVEE						
		Food Supplies		523	78.72	10-2560-4100-1
					<u>\$78.72</u>	
IASA/ILLINOIS ASSOCIATION						
		Superintendent Dues & Fees		523	1,037.82	10-2320-6100-1
					<u>\$1,037.82</u>	
IASB						
		Board Book, Press Plus		523	6,620.00	10-2310-3900-1
		Board Dues & Fees		523	3,498.00	10-2310-6100-1
					<u>\$10,118.00</u>	
IESA						
		23-24 Fees		523	1,190.00	10-1500-6100-1
					<u>\$1,190.00</u>	
ILLINOIS STATE POLICE						
		Board Other Purchased Service		523	28.25	10-2310-3900-1
					<u>\$28.25</u>	
ILLINOIS VALLEY CELLULAR						
		Telephone & Internet		523	6.08	20-2540-3100-1

Bills Payable List

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 Spring Valley CCSD 99
 Expense on Date: 5/1/2023 to 5/31/2023

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
					<u>\$6.08</u>	
IMPREST FUND		IMPREST FUND EDUCATION	10-111-1	523	4,094.48	10-111-1
					<u>\$4,094.48</u>	
JESSICA LANNEN		ECE Supplies		523	117.54	10-1125-4100-16
					<u>\$117.54</u>	
JOHANNES BUS SERVICE		ECE Transportation		523	8,486.66	40-2550-3100-16
		Spec Ed Transportation		523	12,348.74	40-2550-3310-1
		Regular Transportation		523	16,043.50	40-2550-3311-1
		Transportation Supplies		523	2,124.32	40-2550-4100-1
		Field Trip Transportation		523	1,243.45	40-2550-3313-1
		Extracurricular Transportation		523	698.75	40-2550-3312-1
					<u>\$40,945.42</u>	
JOHN'S SERVICE & SALES		Equipment Upkeep Services		523	200.00	20-2540-3202-1
		Equipment Upkeep Services		523	290.00	20-2540-3202-1
		Equipment Upkeep Services		523	508.16	20-2540-3202-1
		Equipment Upkeep Services		523	230.00	20-2540-3202-1
					<u>\$1,228.16</u>	
Julia Bauer		Other Supplies - Teachers		523	295.18	10-1110-4300-1
					<u>\$295.18</u>	
Kaelynn Hamalle		Track Meet		523	50.00	10-1500-3100-1
					<u>\$50.00</u>	
Kinsale Contracting Group		Building Upkeep Services		523	49,600.00	20-2540-3201-1
					<u>\$49,600.00</u>	
KOHL WHOLESALE		ECE Supplies		523	37.88	10-2560-4100-16
		Non-Food Supplies		523	266.59	10-2560-4200-1
		Food Supplies		523	9,791.12	10-2560-4100-1
					<u>\$10,095.59</u>	
Kristen Hall		Other Supplies - Teachers		523	285.22	10-1110-4300-1
					<u>\$285.22</u>	
Kristin Wroblewski		Life Skills Supplies		523	54.64	10-1215-4100-1
		Other Supplies - Teachers		523	285.62	10-1110-4300-1
		Life Skills Supplies		523	55.04	10-1215-4100-1
					<u>\$395.30</u>	
KRISTYN PETERSON		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	

Bills Payable List

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 Spring Valley CCSD 99
 Expense on Date: 5/1/2023 to 5/31/2023

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
LINDA DELAO						
		Other Supplies - Teachers		523	298.27	10-1110-4300-1
					<u>\$298.27</u>	
Lite Construction						
		Door Replacement Project Pay 8		523	13,934.30	20-2540-3201-1
					<u>\$13,934.30</u>	
LOCKER ROOM						
		Track Uniforms		523	2,649.75	10-1500-4100-1
					<u>\$2,649.75</u>	
LYNETTE LUCAS						
		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
MARY BETH MIKLAVCIC						
		Retirement Gift		523	63.64	10-2310-4100-1
					<u>\$63.64</u>	
Matt Hassler						
		Track Meet		523	50.00	10-1500-3100-1
					<u>\$50.00</u>	
Maty Nowakowski						
		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
MAUTINO DIST CO INC						
		Regular Supplies		523	67.50	10-1110-4100-1
		Regular Supplies		523	82.50	10-1110-4100-1
		Regular Supplies		523	112.50	10-1110-4100-1
					<u>\$262.50</u>	
MIDWEST ENVIRONMENTAL SER						
		Building Upkeep Services		523	11,756.00	20-2540-3201-1
					<u>\$11,756.00</u>	
MTCO						
		Telephone & Internet		523	358.87	20-2540-3100-1
					<u>\$358.87</u>	
REGIONAL OFFICE OF						
		Regular Staff Development		523	175.00	10-2210-3100-1
					<u>\$175.00</u>	
RENAISSANCE LEARNING, INC						
		AR		523	4,407.50	10-2220-3100-1
					<u>\$4,407.50</u>	
Republic Services						
		Grounds Upkeep Services		523	257.67	20-2540-3200-1
					<u>\$257.67</u>	
RLI						
		Board Bond Insurance		523	4,038.00	10-2310-3800-1
		Board Bond Insurance		523	75.00	10-2310-3800-1
					<u>\$4,113.00</u>	

Bills Payable List

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 Spring Valley CCSD 99
 Expense on Date: 5/1/2023 to 5/31/2023

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
SHANNON LEININGER						
		Other Supplies - Teachers		523	298.79	10-1110-4300-1
					<u>\$298.79</u>	
SMH Convenient Care Center						
		Board Other Purchased Service		523	60.00	10-2310-3900-1
		Board Other Purchased Service		523	60.00	10-2310-3900-1
					<u>\$120.00</u>	
Soter Technologies						
		Vape Detector Support/Maint		523	300.00	20-2540-3202-1
					<u>\$300.00</u>	
Specialized Education of Illinois						
		High Roads Peoria		523	3,238.36	10-4120-6700-1
		High Roads Bloomington		523	7,151.22	10-4120-6700-1
					<u>\$10,389.58</u>	
SPRING VALLEY SUPERMARKET						
		Food Supplies		523	3.49	10-2560-4100-1
		Vocal Music Supplies		523	17.98	10-1110-4500-1
					<u>\$21.47</u>	
Sydney Pederson						
		Other Supplies - Teachers		523	296.95	10-1110-4300-1
					<u>\$296.95</u>	
TECHNOLOGY MADE EASY						
		Computer Supplies		523	210.00	10-2221-4100-1
					<u>\$210.00</u>	
TJ Orlandi						
		Other Supplies - Teachers		523	266.33	10-1110-4300-1
					<u>\$266.33</u>	
TNT LAWN & SNOW, LLC						
		Grounds Upkeep Services		523	1,100.00	20-2540-3200-1
					<u>\$1,100.00</u>	
Tracey Jaegle						
		Other Supplies - Teachers		523	74.49	10-1110-4300-1
					<u>\$74.49</u>	
VERIZON WIRELESS						
		Telephone & Internet		523	68.78	20-2540-3100-1
					<u>\$68.78</u>	
WENDY WOULFE						
		Other Supplies - Teachers		523	300.00	10-1110-4300-1
					<u>\$300.00</u>	
					<u>\$228,358.11</u>	
Report Total						

Spring Valley CCSD #99
Cash Flow 2022 - 2023

	Education	O & M	Debt Svcs	Transport	IMRF/SS	Working Csh	Tort	Fire Pre & Saf
Final FY22 & FY23 July	\$ 2,155,433	\$ 636,848	\$ 48,461	\$ (26,315)	\$ 39,297	\$ 475,862	44,232	\$ 182,126
Beginning Balance								
Revenue	83,417	42,630	1	27,061	1	12	0	4
Expenses	488,725	180,559	0	108	16,666	0	82,920	23
Change	-405,308	-137,929	1	26,953	-16,665	12	-82,920	-19
AUGUST								
Beginning Balance	\$ 1,750,125	\$ 498,919	\$ 48,462	\$ 638	\$ 22,632	\$ 475,874	-38,688	\$ 182,107
Revenue	944,610	164,490	300,735	53,554	114,874	21,277	117,153	21,279
Expenses	445,295	61,329	0	3,920	16,530	0	4,944	23
Change	499,315	103,161	300,735	49,634	98,344	21,277	112,209	21,256
SEPTEMBER								
Beginning Balance	\$ 2,249,440	\$ 602,080	\$ 349,197	\$ 50,272	\$ 120,976	\$ 497,151	73,521	\$ 203,363
Revenue	290,004	277	-678	151,321	-336	-967	-238	-395
Expenses	675,490	69,243	0	29,605	24,563	0	675	25
Change	-385,486	-68,966	-678	121,716	-24,899	-967	-913	-420
OCTOBER								
Beginning Balance	\$ 1,863,954	\$ 533,114	\$ 348,519	\$ 171,988	\$ 96,077	\$ 496,184	72,608	\$ 202,943
Revenue	884,812	180,174	230,940	43,245	88,230	16,622	89,931	16,447
Expenses	541,896	34,595	0	52,332	16,443	0	15	25
Change	342,916	145,579	230,940	-9,087	71,787	16,622	89,916	16,422
NOVEMBER								
Beginning Balance	\$ 2,206,870	\$ 678,693	\$ 579,459	\$ 162,901	\$ 167,864	\$ 512,806	162,524	\$ 219,365
Revenue	488,758	2,577	1,892	722	707	1,677	517	717
Expenses	624,879	44,779	456,700	48,682	16,387	0	20	27
Change	-136,121	-42,202	-454,808	-47,960	-15,680	1,677	497	690
DECEMBER								
Beginning Balance	\$ 2,070,749	\$ 636,491	\$ 124,651	\$ 114,941	\$ 152,184	\$ 514,483	163,021	\$ 220,055
Revenue	532,725	75,765	7,350	1,475	3,406	3,258	3,152	1,630
Expenses	573,619	34,731	0	46,687	19,349	0	20	28
Change	-40,894	41,034	7,350	-45,212	-15,943	3,258	3,132	1,602
JANUARY								
Beginning Balance	\$ 2,029,855	\$ 677,525	\$ 132,001	\$ 69,729	\$ 136,241	\$ 517,741	166,153	\$ 221,657
Revenue	470,008	58,825	320	1,998	522	1,263	397	541
Expenses	421,802	34,096	0	39,443	16,036	0	20	28
Change	48,206	24,729	320	-37,445	-15,514	1,263	377	513
FEBRUARY								
Beginning Balance	\$ 2,078,061	\$ 702,254	\$ 132,321	\$ 32,284	\$ 120,727	\$ 519,004	166,530	\$ 222,170
Revenue	432,246	1,522	247	103	321	978	306	419
Expenses	557,769	36,830	0	43,159	15,922	0	20	28
Change	-125,523	-35,308	247	-43,056	-15,601	978	286	391
MARCH								
Beginning Balance	\$ 1,952,538	\$ 666,946	\$ 132,568	\$ (10,772)	\$ 105,126	\$ 519,982	166,816	\$ 222,561
Revenue	514,147	23,884	590	137	760	2,332	729	998
Expenses	737,674	55,774	0	49,023	22,848	0	20	28
Change	-223,527	-31,890	590	-48,886	-22,088	2,332	709	970
APRIL								
Beginning Balance	\$ 1,729,011	\$ 635,056	\$ 133,158	\$ (59,658)	\$ 83,038	\$ 522,314	167,525	\$ 223,531
Revenue	424,983	33,595	190	1,684	194	750	236	321
Expenses	578,913	50,348	0	53,596	14,806	0	2,754	28
Change	-153,930	-16,753	190	-51,912	-14,612	750	-2,518	293
MAY								
Beginning Balance	\$ 1,575,081	\$ 618,303	\$ 133,348	\$ (111,570)	\$ 68,426	\$ 523,064	165,007	\$ 223,824
Revenue								
Expenses								
Change								
JUNE								
Beginning Balance								
Revenue								
Expenses								
Change								
Final FY23								
Current Balance all Funds:	\$	3,195,483						

May FY23 SV 99 Budget Watch

Revenue Highlights:

Budget Projection for FY23 \$9,420,453

Revenues: \$461,952

73.69% Received Revenues

FEES & TAXES

- Local taxes = 99.81% of \$2,190,563 (all 8 Funds)
- Evidence Based Funding = 81% of \$3,906,458
- Registration = 91% of \$26,000
- Tech Fees = 85% of \$17,000
- TIF = 62% of \$25,000
- Corporate Personal Property Tax = 91% of \$240,000

GRANTS

- ECE Ed. Fund = 119% of \$149,221
- ECE IMRF/SS = 0% of \$7,735
- Title II Class Size = 11% of \$22,246
- Title I = 10% of \$160,042

SPECIAL EDUCATION

- Special Ed Private Facility = 23% of \$50,000

TRANSPORTATION

- Bus fees = 93% of \$10,000
- Regular State Transportation = .42% of \$15,000
- Special Ed Transportation = 35% of \$80,000
- Local taxes Transportation = 101.74% of \$91,704
- ECE Transportation = 0% of \$41,570

Expenditure Highlights:

Budget Projection for FY23 \$9,222,655

Expenditures: \$700,445

79.70% Expended

- Teacher substitutes 65% - of \$75,000
- Certified Salaries 85% of 1,736,582
- Tech: Software = 85% of \$35,000
- Tech Capital Outlay 32% of \$20,000
- Building Upkeep 140% of 150,000
- Grounds Upkeep 122% of \$33,000
- Equipment Upkeep 71% of \$32,000
- Supplies 81% of \$25,000
- Gas 127% of \$20,000
- Electric 97% of \$80,000
- Water 96% of \$6,500

Current Balance = \$3,195,483

Spring Valley Elementary District #99 Facility Use Agreement

Name	Group/Organization	Date(s) of Activity
Address	Phone	
Facility Requested	Purpose/Activity	

Spring Valley Elementary District #99 facilities may available to members of the local community under the following conditions:

- All school and school-related events and programs take precedence over all other events.
- Student and school-related organizations and local municipalities shall be granted the use of school facilities at no cost.
- Other organizations granted the use of facilities shall pay applicable fees and costs.
- The superintendent, or his/her designee, has authority to refuse the rental of school facilities when, in his/her opinion, the rental would not be in the best interest of the students or district.
- All persons on school property must abide by all district conduct rules and policies at all times. The use of alcoholic beverages and tobacco on any school property is strictly prohibited.
- The group/organization will be responsible for clean up and will incur the cost of any special cleaning that may be necessary.
- The group/organization and responsible party will be responsible for, and agrees to pay for, any damages or repairs.
- Liability and/or property damage insurance may be required depending upon the nature of the activity and/or the number of people attending.
- Additional costs, such as custodians, supervision, police, parking attendants, or others will be the responsibility of the group/organization at current wages, including overtime if necessary.

Rates (if applicable – please read the above guidelines carefully)

Gymnasium	Classroom	Outdoor Facilities
\$20 per hour/session	\$10 per hour/session	No charge

I/we certify that I/we have read and agree to the above conditions and I/we further agree to hold blameless the school district from all claims and/or damages that may arise from the use of school facilities.

Applicant Signature	Date
Administrator Signature	Date

Assistant Principal's Report- May 17, 2023

Below you will find a breakdown of the number of minors and majors given since our last meeting in April. Overall the numbers seem to be holding steady each month. Students are continuing to bring positive behavior referrals to the office as well which is always a good thing to see. Our track season has come to a close with a couple members coming up short by one spot to qualify for the state meet. We were able to take our Wildcat Warriors on their reward to either the Mario movie or the Normal Cornbelter game, which were both a success. Field trips are in full swing and our 8th graders are gearing up for their last week as a Wildcat. Overall it has been a great year with new challenges everyday.

Grade	# of Minors	Yearly total	# of Majors	Yearly Total
K	4	52	1	4
1	3	49	0	1
2	6	38	0	1
3	6	72	1	7
4	1	34	0	0
5	22	74	0	6
6	37	202	0	1
7	18	143	3	4
8	7	185	1	8
Total as of 5/12//23	104	849	6	32

Grade	# of Students	
EC	4	NC
Pre-K	58	-1
K	62	NC
1	72	-1
2	59	NC
3	61	NC
4	66	1
5	55	NC
6	67	NC
7	58	NC
8	56	NC
Total	618	-1

Principal's Report

5/17/2023

- Algebra 1
 - 9 students tested into Algebra 1

- Kindergarten Roundup
 - 28 families attended
 - Estimated 48 students

- Preschool screenings
 - 30 screened
 - 4 signed up for July 27th screening
 - 18 returners

- PAWS
 - Next meeting is May 18th

Upcoming Dates

- May 15th – 6th Grade Orientation
- May 19th – Graduation

Document Status: Draft Update

2:110 Qualifications, Term, and Duties of Board Officers

The Board of Education officers are: President, Vice President, Secretary, and Treasurer. These officers are elected or appointed by the Board at its organizational meeting.

President

The Board of Education elects a President from its members for a two-year term. The duties of the President are:

1. Preside at all meetings;
2. Focus the Board meeting agendas on appropriate content;
3. Attend and observe any Board committee meeting at his or her discretion;
4. Represent the Board on other boards or agencies;
5. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
6. Call special meetings of the Board;
7. Serve as the *head of the public body* for purposes of the Open Meetings Act and Freedom of Information Act;
8. Ensure that a quorum of the Board is physically present at all Board meetings, except as otherwise provided by the Open Meetings Act;
9. Administer the oath of office to new Board members;
10. Serve as or appoint the Board's official spokesperson to the media;
11. Except when the Board President is the subject of a complaint of sexual harassment, a witness, or otherwise conflicted, appoint a qualified outside investigator to conduct an independent review of allegations of sexual harassment made against a Board member by another Board member or elected official; and
12. Ensure that all the fingerprint-based criminal history records information checks, and/or screenings, and sexual misconduct related employment history reviews (EHRs) [PRESSPlus1](#) required by State law and policy 5:30, *Hiring Process and Criteria*, are completed for the Superintendent.

The President is permitted to participate in all Board meetings in a manner equal to all other Board members, including the ability to make and second motions.

The Vice President fills a vacancy in the Presidency.

Vice President

The Board of Education elects a Vice President from its members for a two-year term. The Vice President performs the duties of the President if:

- The office of President is vacant;
- The President is absent; or
- The President is unable to perform the office's duties.

A vacancy in the Vice Presidency is filled by special Board election.

Secretary

The Board elects a Secretary for a two-year term. The Secretary may be, but is not required to be, a Board member. The Secretary may receive reasonable compensation as determined by the Board before appointment. However, if the Secretary is a Board member, the compensation shall not exceed \$500 per year, as fixed by the Board at least 180 days before the beginning of the term. The duties of the Secretary are to:

1. Keep meeting minutes for all Board meetings, and keep the verbatim record for all closed Board meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent;
5. Act as the local election official for the District;
6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy and such other official documents as directed by the Board.

The Secretary may delegate some or all of these duties, except when State law prohibits the delegation. The Board appoints a secretary pro tempore, who may or may not be a Board member, if the Secretary is absent from any meeting or refuses to perform the duties of the office. A permanent vacancy in the office of Secretary is filled by special Board election.

Recording Secretary

The Recording Secretary shall:

1. Assist the Secretary by taking the minutes for all open Board meetings;
2. Assemble Board meeting material and provide it, along with prior meeting minutes, to Board members before the next meeting; and
3. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation.

In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means.

Treasurer

The Treasurer of the Board shall be either a member of the Board who serves a one-year term or a non-Board member who serves at the Board's pleasure. A Treasurer who is a Board member may not be compensated. A Treasurer who is not a Board member may be compensated provided it is established before the appointment. The Treasurer must:

1. Be at least 21 years old;
2. Not be a member of the County Board of School Trustees; and
3. Have a financial background or related experience, or 12 credit hours of college-level accounting.

The Treasurer shall:

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and Board; and
5. Receive, hold, and expend District funds only upon the order of the Board.

A vacancy in the Treasurer's office is filled by Board appointment.

LEGAL REF.:

~~5 ILCS 120/7 and 420/4A-106.~~

105 ILCS 5/8-1, 5/8-2, 5/8-3, 5/8-6, 5/8-16, 5/8-17, 5/10-1, 5/10-5, 5/10-7, 5/10-8, 5/10-13, 5/10-13.1, 5/10-14, 5/10-16.5, 5/10-21.9, 5/17-1, ~~and 5/21B-85,~~ and 5/22-94.

5 ILCS 120/7, Open Meetings Act.

5 ILCS 420/4A-106, III. Governmental Ethics Act.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:105 (Ethics and Gift Ban), 2:150 (Committees), 2:210 (Organizational Board of Education Meeting), 2:220 (Board of Education Meeting Procedure), 5:30 (Hiring Process and Criteria), 8:10 (Connection with the Community)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94, amended by P.A. 102-702, eff. 7-1-23, requiring a sexual misconduct related employment history review (EHR) to be initiated prior to hiring an applicant that will have direct contact with children or students. *Direct contact with children or students* is defined as “the possibility of care, supervision, guidance, or control of children or students or routine interaction with children or students.” **Issue 111, March 2023**

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	<p>Does the Board enumerate the duties of the Superintendent in the employment contract?</p> <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? <p>See 105 ILCS 5/10-21.4 and 105 ILCS 5/10-16.7.</p>
Full-time, Attention and Energy Clause	<p>How will the Board address outside activities of the Superintendent?</p> <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?

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>
	Special Considerations for the Board may include:

Salary	<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)) 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? School districts are responsible for paying the actuarial cost of the pension benefits earned on the portion of a TRS member's salary that exceeds the governor's statutory salary. The governor's annual salary is published by TRS at: www.trsil.org/employers/payments/contribution-rates_earnings-limitations. 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:</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. 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> .
Sexual Misconduct Related Employment History Review Law	105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23. See also PRESS sample policy 5:30, <i>Hiring Process and Criteria</i> and PRESS sample administrative procedure 5:30-AP3, <i>Sexual Misconduct Related Employment History Review (EHR)</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 and sexual misconduct related employment history review required by 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23 and discussed above? If yes, consult the Board Attorney and consider the following laws:</p> <p>15 U.S.C. § 1681 et seq., 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 (a/k/a <i>ban the box</i> law).</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

	<p>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> <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. §1630.2(r).</p> <p>See also PRESS sample policy 5:30, <i>Hiring Process and Criteria</i>, specifically f/ns 25 and 26.</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>

See 105 ILCS 5/10-23.8 and the *Duration of Contract* row in the Employment and Compensation checkbox, above.

Evaluations and Goals

Superintendent 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>Once the Board has developed its goals and indicators (as discussed immediately above), 105 ILCS 5/10-20, 5/10-23, and</p>

Superintendent Evaluation

5/10-23.8 require the Board to:

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.”

How will the Board evaluate the successful superintendent candidate upon its outlined goals and indicators?

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 *one-time event* 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.

Is the Board or the successful superintendent candidate responsible to trigger the components of the Superintendent’s evaluation process?

What evaluation instrument will be used? How will the evaluation be documented?

Will an evaluation instrument be outlined by the Board in its employment contract with the successful superintendent candidate?

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/iasb/media/documents/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

<p>Expenses and Allowances</p>	<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
<p>Insurance</p>	<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.
<p>Vacation</p>	<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

	<p>unused days?</p> <p>5. Will vacation days need to be used for days off during winter or spring breaks?</p>
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? 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.
	<p>Will the Board address any type of annuities and other deferred compensation issues? If yes, then:</p>

Annuities and Other Deferred Compensation	<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?
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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? 2. Will the Board agree to extend a one-year contract when the Superintendent is not required to meet any goals? <p>See 105 ILCS 5/10-23.8.</p>

Terminations

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?

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?
 - 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?

See PRESS sample policy 5:180, *Temporary Illness or Temporary Incapacity*.

5. What standard will the Board use to terminate the employment contract for cause? Items to consider include:
 - 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.

*50 ILCS 205/3c, 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?</p> <p>7. How will the Board address death of its Superintendent during the duration of the employment contract?</p>
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):</p> <p>A restriction to an amount not exceeding 20 weeks of compensation; and</p> <p>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 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>.</p>
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?

What technical clauses need to be in the Superintendent’s employment contract?

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
	<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

<p>Technical clauses (common in contracts)</p>	<ol style="list-style-type: none"> 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
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Miscellaneous Issues

Superintendent Contract Term Considerations for the Board	Explanation, Special Considerations, and Resources
<p>Board Obligations Under the Employment Contract</p>	<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
<p>Ongoing Monitoring of Each Party's Compliance with the Contract</p>	<p>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?</p>
<p>Legislative Issues</p>	<p>How might pending pension reform legislation or other trending legislation affect the employment contract?</p>

PRESSPlus Comments

PRESSPlus 1. This Board exhibit is **Rewritten** for PRESS Plus Issue 111. Updates were made in response to 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23, requiring a board to conduct a sexual misconduct related employment history review (EHR) when they hire an employee who will have direct contact with children or students, including a superintendent, and for continuous improvement. A redlined version showing the changes made is available at **PRESS** Online by logging in at www.iasb.com. **Issue 111, March 2023**

Document Status: Review and Monitoring

4:40 Incurring Debt

The Superintendent shall provide early notice to the Board of Education of the District's need to borrow money. The Superintendent or designee shall prepare all documents and notices necessary for the Board of Education, at its discretion, to: (1) issue State Aid Anticipation Certificates, tax anticipation warrants, working cash fund bonds, bonds, notes, and other evidence of indebtedness, or (2) establish a line of credit with a bank or other financial institution. The Superintendent shall notify the State Board of Education before the District issues any form of long-term or short-term debt that will result in outstanding debt that exceeds 75% of the debt limit specified in State law. [PRESSPlus1](#)

Bond Issue Obligations

In connection with the Board's issuance of bonds, the Superintendent shall be responsible for ensuring the District's compliance with federal securities laws, including the anti-fraud provisions of the Securities Act of 1933, as amended and, if applicable, the continuing disclosure obligations under Rule [15c2-12](#) of the Securities Exchange Act of 1934, as amended.

Additionally, in connection with the Board's issuance of bonds, the interest on which is excludable from *gross income* for federal income tax purposes, or which enable the District or bond holder to receive other federal tax benefits, the Board authorizes the Superintendent to establish written procedures for post-issuance compliance monitoring for such bonds to protect their tax-exempt (or tax-advantaged) status.

The Board may contract with outside professionals, such as bond counsel and/or a qualified financial consulting firm, to assist it in meeting the requirements of this subsection.

LEGAL REF.:

Securities Act of 1933, [15 U.S.C. §77a](#) et seq.

Securities Exchange Act of 1934, [15 U.S.C. §78a](#) et seq.

[17 C.F.R. §240.15c2-12](#).

Bond Authorization Act, [30 ILCS 305/2](#)

Bond Issue Notification Act, [30 ILCS 352/](#)

Local Government Debt Reform Act, [30 ILCS 350/](#).

Tax Anticipation Note Act, [50 ILCS 420/](#).

[105 ILCS 5/17-16](#), [5/17-17](#), [5/18-18](#), and [5/19-1](#) et seq.

CROSS REF.: 4:10 (Fiscal and Business Management)

PRESSPlus Comments

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

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

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

Issue 111, March 2023

Document Status: Draft Update

4:60 Purchases and Contracts

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

Standards for Purchasing and Contracting

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

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of \$25,000 must comply with the State law bidding procedure, [105 ILCS 5/10-20.21](#), unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with [105 ILCS 5/19b-1](#) *et seq.*
4. Third party non-instructional services must comply with [105 ILCS 5/10-22.34c](#).
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with [105 ILCS 5/10-20.21](#)(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with [105 ILCS 5/10-20.21](#)(b-10).
7. The purchase of paper and paper products must comply with [105 ILCS 5/10-20.19c](#) and Board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:
 - a. In accordance with [105 ILCS 5/10-21.9](#)(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in [105 ILCS 5/10-21.9](#)(c) and [5/21B-80](#)(c) to have

direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibits any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in [5/21B-80\(b\)](#) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.

- b. In accordance with 105 ILCS 5/22-94: (1) prohibit any of its employees from having *direct contact with children or students* if the contractor has not performed a sexual misconduct related employment history review (EHR) of the employee or if the District objects to the employee's assignment based on the employee's involvement in an instance of sexual misconduct as provided in 105 ILCS 5/22-94(j)(3), which the contractor is required to disclose; (2) discipline, up to and including termination or denial of employment, any employee who provides false information or willfully fails to disclose information required by the EHR; (3) maintain all records of EHRs and provide the District access to such records upon request; and (4) refrain from entering into any agreements prohibited by 105 ILCS 5/22-94(g). [PRESSPlus1](#)
 - c. In accordance with 105 ILCS 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease ~~if the employee will have direct, daily contact with one or more student(s);~~ and (2) require any new or existing employee who ~~has and will have direct, daily contact with one or more~~ provides services to student(s) or in schools to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Dept. ~~artment~~ of Public Health rules or order of a local health official.
9. ~~After 1-1-23, a~~ Any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act.
 10. Purchases made with federal or State awards must comply with [2 C.F.R. Part 200](#) and [30 ILCS 708/](#), as applicable, and any terms of the award.

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

LEGAL REF.:

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

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

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

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

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

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

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23. See 4:60-AP4, *Sexual Misconduct Related Employment History Review (EHR) of Contractor Employees*, available at PRESS Online by logging in at www.iasb.com.

For the definition of *sexual misconduct*, see 105 ILCS 5/22-85.5(c), added by P.A. 102-676 and policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*.

Direct contact with children or students is defined as “the possibility of care, supervision, guidance, or control of children or students or routine interaction with children or students.” 105 ILCS 5/22-94(b), added by P.A. 102-702, eff. 7-1-23. This standard, which triggers the EHR, appears on its face to be broader than the *direct, daily contact* standard that triggers the *complete criminal history records check* in 105 ILCS 5/10-21.9(f). See 5:30-AP2, *Investigations*, 4:60-AP3, *Criminal History Records Check of Contractor Employees*, and 4:60-AP4, *Sexual Misconduct Related Employment History Review (EHR) of Contractor Employees*, for more information. For example, a contracted night custodian who may have some passing, routine interaction with students who are on campus for afterschool events, but does not have direct, daily contact with students triggers an EHR but not necessarily a *complete criminal history records check*. It is less clear if the reverse scenario could arise where a *complete criminal history records check* under 105 ILCS 5/10-21.9(f) would be required but an EHR would not be required. For ease of administration, a district may wish to require contractors to undergo a *complete criminal history records check* whenever the obligation to conduct an EHR is triggered, and vice versa.

105 ILCS 5/22-94(g), added by P.A. 102-702, eff. 7-1-23, prohibits contractors from entering any agreement that: (1) has the effect of suppressing information concerning a pending or completed investigation in which an allegation of sexual misconduct was substantiated, (2) affects the ability of the contractor to report sexual misconduct to the appropriate authorities, or (3) requires the contractor to expunge information about allegations or findings of suspected sexual misconduct, unless an allegation is found to be false, unfounded, or unsubstantiated following an investigation. **Issue 111, March 2023**

Document Status: Draft Update

5:30 Hiring Process and Criteria

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

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

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

Job Descriptions

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

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

Investigations

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

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

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

for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment.

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law, including without limitation, investigation into or inquiry concerning: (1) credit history or report unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; (2) The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria; (3) The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation; (4) The District does not request or require an applicant to disclose wage or salary history as a condition of employment; (5) The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation; (6) claim(s) made or benefit(s) received under Workers' Compensation Act; and (7) access to an employee's or applicant's personal online account, such as social networking website, including a request for passwords to such accounts.

Sexual Misconduct Related Employment History Review (EHR) [PRESSPlus1](#)

Prior to hiring an applicant for a position involving *direct contact with children or students*, [PRESSPlus2](#) the Superintendent shall ensure that an EHR is performed as required by State law. When the applicant is a superintendent candidate, the Board President shall ensure that the EHR is initiated before a successful superintendent candidate is offered employment by the Board.

Physical Examinations

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

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

Also, 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.”

Orientation Program

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

LEGAL REF.:

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

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

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

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

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

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

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

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

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

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

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), [5:120 \(Employee Ethics; Code of Professional Conduct; and Conflict of Interest\)](#), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:220 (Substitute Teachers), 5:280 (Duties and Qualifications)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23, requiring districts to initiate an EHR prior to hiring an applicant who will have *direct contact with children or students*. See sample administrative procedure 5:30-AP3, *Sexual Misconduct Related Employment History Review(EHR)*, available at PRESS Online by logging in at www.iasb.com, for the process, timing, and positions requiring an EHR. See policy 4:60, *Purchases and Contracts*, and sample administrative procedure 4:60-AP4, *Sexual Misconduct Related Employment History Review(EHR) of Contractor Employees*, for EHR requirements for employees of contractors who have *direct contact with children or students*. **Issue 111, March 2023**

PRESSPlus 2. *Direct contact with children or students* is defined as “the possibility of care, supervision, guidance, or control of children or students or routine interaction with children or students.” 105 ILCS 5/22-94(b), added by P.A. 102-702, eff. 7-1-23. **Issue 111, March 2023**

Document Status: Draft Update

5:90 Abused and Neglected Child Reporting

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child shall: (1) immediately report or cause a report to be made to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873) (within Illinois); 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made. The Superintendent or Building Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement.

Negligent failure to report occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS.

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 1-800-THE-LOST (1-800-843-5678) or online at report.cybertip.org/ or www.missingkids.org. The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made.

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Abused and Neglected Child Reporting Act (ANCRA), School Code, and *Erin's Law* Training

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect.

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within three months of initial employment and at least every three years after that date.
3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors (including sexual misconduct as defined in *Faith's Law*), [PRESSPlus1](#) and boundary

violations as required by law and policy 5:100, *Staff Development Program*.

Alleged Incidents of Sexual Abuse: Investigations

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in [720 ILCS 5/11-9.1A](#), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

If a District employee reports an alleged incident of sexual abuse to DCFS and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC). The Superintendent or designee will implement procedures to coordinate with the CAC.

DCFS and/or the appropriate law enforcement agency will inform the District when its investigation is complete or has been suspended, as well as the outcome of its investigation. The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited*.

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

When the Superintendent has reasonable cause to believe that a license holder (1) committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA or an act of sexual misconduct under *Faith's Law*, [PRESSPlus2](#) and (2) that act resulted in the license holder's dismissal or resignation from the District, ~~he or she~~ the Superintendent shall notify the State Superintendent and the Regional Superintendent in writing, providing the Ill. Educator Identification Number as well as a brief description of the misconduct alleged. The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder.

The Superintendent shall develop procedures for notifying a student's parents/guardians when a District employee, contractor, or agent is alleged to have engaged in sexual misconduct with the student as defined in *Faith's Law*. The Superintendent shall also develop procedures for notifying the student's parents/guardians when the Board takes action relating to the employment of the employee, contractor, or agent following the investigation of sexual misconduct. Notification shall not occur when the employee, contractor, or agent alleged to have engaged in sexual misconduct is the student's parent/guardian, and/or when the student is at least 18 years of age or emancipated. [PRESSPlus3](#)

The Superintendent shall execute the recordkeeping requirements of *Faith's Law*. [PRESSPlus4](#)

Special Board of Education Member Responsibilities

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

If the Board determines that any District employee, other than an employee licensed under [105 ILCS 5/21B](#), has willfully or negligently failed to report an instance of suspected child abuse or neglect as

required by ANCRA, the Board may dismiss that employee immediately.

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to the State agencies listed in policy 2:20, *Powers and Duties of the Board of Education; Indemnification*.

LEGAL REF.:

[20 U.S.C. §7926](#), Elementary and Secondary Education Act.

105 ILCS 5/10-21.9, 5/10-23.13, ~~and~~ 5/21B-85, [5/22-85.5](#), and [5/22-85.10](#).

[20 ILCS 1305/1-1](#) *et seq.*, Department of Human Services Act.

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

[720 ILCS 5/12C-50.1](#), Criminal Code of 2012.

CROSS REF.: 2:20 (Powers and Duties of the Board of Education; Indemnification), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), [4:60 \(Purchases and Contracts\)](#), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination and Suspensions), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

PRESSPlus Comments

PRESSPlus 1. *Sexual misconduct* under *Faith's Law* defined in 105 ILCS 5/22-85.5(c), added by P.A. 102-676.

The Abused and Neglected Child Reporting Act (ANCRA) covers abuse and neglect of children. 325 ILCS 5/3. The Dept. of Human Services Act (DHSA) covers abuse and neglect of adult students with a disability. 20 ILCS 1305/1-17(b). Abuse may be generally understood as any physical or mental injury or sexual abuse inflicted on a child or adult student with a disability other than by accidental means or creation of a risk of such injury or abuse by a person who is responsible for the welfare of a child or adult student with a disability. Neglect may be generally understood as abandoning a child or adult student with a disability or failing to provide the proper support, education, medical, or remedial care required by law by one who is responsible for the child's or adult student with a disability's welfare.

Abuse covered by ANCRA also includes *grooming* as defined in the Ill. Criminal Code of 2012 (720 ILCS 5/11-25). 325 ILCS 5/3(i), added by P.A. 102-676 (a/k/a *Faith's Law*).

The School Code goes further and prohibits school employees from engaging in *grooming behaviors* and *sexual misconduct*. 105 ILCS 5/10-23.13(b), amended by P.A. 102-610 (a/k/a *Erin's Law*); 105 ILCS 5/22-85.5(c), added by P.A. 102-676 (a/k/a *Faith's Law*). To streamline implementation, policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, defines prohibited *grooming behaviors* to include *sexual misconduct* and it explicitly prohibits employees from engaging in *grooming*, *grooming behaviors*, and *sexual misconduct*. While it is possible for low-level *grooming*

behaviors and/or sexual misconduct to not amount to grooming prohibited by ANCRA, best practice is to report suspected *grooming behaviors* and *sexual misconduct* to DCFS. **Issue 111, March 2023**

PRESSPlus 2. Updated in response to 105 ILCS 5/10-21.9(e-5), amended by P.A. 102-702, eff. 7-1-23. **Issue 111, March 2023**

PRESSPlus 3. Updated in response to 105 ILCS 5/22-85.10, added by P.A. 102-702, eff. 7-1-23. See sample procedure 5:90-AP2, *Parent/Guardian Notification of Sexual Misconduct*, available at PRESS Online by logging in at www.iasb.com. **Issue 111, March 2023**

PRESSPlus 4. Updated in response to 105 ILCS 5/22-94(e), added by P.A. 102-702, eff. 7-1-23. See sample procedure 5:150-AP, *Personnel Records*, available at PRESS Online by logging in at www.iasb.com. **Issue 111, March 2023**

Document Status: Draft Update

5:125 Personal Technology and Social Media; Usage and Conduct

Definitions

Includes - Means “includes without limitation” or “includes, but is not limited to.”

Social media - Media for social interaction, using highly accessible communication techniques through the use of web-based and/or mobile technologies that allow users to turn communication into share content and/or engage in interactive dialogue communication through online communities. This includes, but is not limited to, services such as *Facebook, LinkedIn, Twitter, Instagram, TikTok, Snapchat, and YouTube.* [PRESSPlus1](#)

Personal technology - Any device that is not owned or leased by the District or otherwise authorized for District use and: (1) transmits sounds, images, text, messages, videos, or electronic information, (2) electronically records, plays, or stores information, or (3) accesses the Internet, or private communication or information networks. This includes laptop computers (e.g., laptops, ultrabooks, and chromebooks), tablets (e.g. iPads®, Kindle®, Microsoft Surface®, and other Android® platform or Windows® devices), smartphones, e.g. iPhone®, BlackBerry®, Android® platform phones, and Windows Phone®), and other devices (e.g. iPod®).

Usage and Conduct

All District employees who use personal technology and/or social media shall:

1. Adhere to the high standards for **Professional and Appropriate Conduct** required by policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest* at all times, regardless of the ever-changing social media and personal technology platforms available. This includes District employees posting images or private information about themselves or others in a manner readily accessible to students and other employees that is inappropriate as defined by policies 5:20, *Workplace Harassment Prohibited*; 5:100, *Staff Development Program*; 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*; 6:235, *Access to Electronic Networks*; and 7:20, *Harassment of Students Prohibited*; and the Ill. Code of Educator Ethics, [23 Ill.Admin.Code §22.20](#).
2. Choose a District-provided or supported method whenever possible to communicate with students and their parents/guardians.
3. Not interfere with or disrupt the educational or working environment, or the delivery of education or educational support services.
4. Inform their immediate supervisor if a student initiates inappropriate contact with them via any form of personal technology or social media.
5. Report instances of suspected abuse or neglect discovered through the use of social media or personal technology pursuant to a school employee’s obligations under policy 5:90, *Abused and Neglected Child Reporting* [Child Reporting](#).
6. Not disclose student record confidential information, including but not limited to school student records (e.g., student work, photographs of students, names of students, or any other personally identifiable information about students) or personnel records, in compliance with policy 5:130,

Responsibilities Concerning Internal Information. For District employees, proper approval may include implied consent under the circumstances.

7. Refrain from using the District's logos without permission and follow Board policy 5:170, *Copyright*, and all District copyright compliance procedures.
8. Use personal technology and social media for personal purposes only during non-work times or hours. Any duty-free use must occur during times and places that the use will not interfere with job duties or otherwise be disruptive to the school environment or its operation.
9. Assume all risks associated with the use of personal technology and social media at school or school-sponsored activities, including students' viewing of inappropriate Internet materials through the District employee's personal technology or social media. The Board expressly disclaims any responsibility for imposing content filters, blocking lists, or monitoring of its employees' personal technology and social media.
10. Be subject to remedial and any other appropriate disciplinary action for violations of this policy ranging from prohibiting the employee from possessing or using any personal technology or social media at school to dismissal and/or indemnification of the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of this policy.

Superintendent Responsibilities

The Superintendent shall:

1. Inform District employees about this policy during the in-service on educator ethics, teacher-student conduct, and school employee-student conduct required by Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*.
2. Direct Building Principals to annually:
 - a. Provide their building staff with a copy of this policy.
 - b. Inform their building staff about the importance of maintaining high standards in their school relationships.
 - c. Remind their building staff that those who violate this policy will be subject to remedial and any other appropriate disciplinary action up to and including dismissal.
3. Build awareness of this policy with students, parents, and the community.
4. Ensure that neither the District, nor anyone on its behalf, commits an act prohibited by the Right to Privacy in the Workplace Act, [820 ILCS 55/10](#); i.e., the *Facebook Password Law*.
5. Periodically review this policy and any implementing procedures with District employee representatives and electronic network system administrator(s) and present proposed changes to the Board.

LEGAL REF.:

[105 ILCS 5/21B-75](#) and [5/21B-80](#).

[775 ILCS 5/5A-102](#), III. Human Rights Act.

[820 ILCS 55/10](#), Right to Privacy in the Workplace Act.

[23 Ill.Admin.Code §22.20](#), Code of Ethics for Ill. Educators.

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

[Pickering v. High School Dist. 205](#), 391 U.S. 563 (1968).

Mayer v. Monroe County Community School Corp., 474 F.3d 477 (7th Cir. 2007).

CROSS REF.: 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:130 (Responsibilities Concerning Internal Information), 5:150 (Personnel Records), 5:170 (Copyright), 5:200 (Terms and Conditions of Employment and Dismissal), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:340 (Student Records)

PRESSPlus Comments

PRESSPlus 1. Updated throughout for continuous improvement. **Issue 111, March 2023**

Document Status: Draft Update

5:150 Personnel Records

Prospective Employer Inquiries Concerning a Current or Former Employee's Job Performance

The Superintendent or designee shall manage a process for responding to inquiries by a prospective employer concerning a current or former employee's job performance. The Superintendent shall:

1. Execute the requirements in the Abused and Neglected Child Reporting Act whenever another school district asks for a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to Ill. Dept. of Children and Family Services (DCFS); and
2. Comply with the federal law prohibiting the District from providing a recommendation of employment for an employee, contractor, or agent that District knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law, but the Superintendent or designee may follow routine procedures regarding the transmission of administrative or personnel files for that employee.
3. Manage the District's responses to employer requests for sexual misconduct related employment history review (EHR) information in accordance with *Faith's Law* [PRESSPlus1](#)

When requested for information about an employee by an entity other than a prospective employer, the District will only confirm position and employment dates unless the employee has submitted a written request to the Superintendent or designee.

Maintenance and Access to Records

Please refer to the applicable collective bargaining agreement(s). For employees not covered by a current applicable bargaining agreement:

The Superintendent or designee shall manage the maintenance of personnel records in accordance with State and federal law and Board of Education policy. Records, as determined by the Superintendent, are retained for all employment applicants, employees, and former employees given the need for the District to document employment-related decisions, evaluate program and staff effectiveness, and comply with government recordkeeping and reporting requirements. Personnel records shall be maintained in the District's administrative office, under the Superintendent's direct supervision.

Access to personnel records is available as follows:

1. An employee will be given access to his or her personnel records according to State law and guidelines developed by the Superintendent.
2. An employee's supervisor or other management employee who has an employment or business-related reason to inspect the record is authorized to have access.
3. Anyone having the respective employee's written consent may have access.
4. Access will be granted to anyone authorized by State or federal law to have access.
5. All other requests for access to personnel information are governed by Board policy 2:250, *Access to District Public Records*.

LEGAL REF.:

[20 U.S.C. §7926.](#)

[105 ILCS 5/22-94.](#)

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

[745 ILCS 46/10](#), Employment Record Disclosure Act.

[820 ILCS 40/](#), Personal Record Review Act.

[23 Ill.Admin.Code §1.660.](#)

CROSS REF.: 2:250 (Access to District Public Records), 5:90 (Abused and Neglected Child Reporting), 7:340 (Student Records)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94(e), added by P.A. 102-702, eff. 7-1-23. **Issue 111, March 2023**

Document Status: Draft Update

5:260 Student Teachers

The Superintendent is authorized to accept students from university-approved teacher-training programs to do student teaching in the District. No individual who has been convicted of a criminal offense that would subject him or her to license suspension or revocation pursuant to [Section 5/21B-80 of the School Code](#)^{PRESSPlus1} or who has been found to be the perpetrator of sexual or physical abuse of a minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987 is permitted to student teach.

Before permitting an individual to student teach, begin a required internship, or participate in any field experience in the District, the Superintendent or designee shall ensure that:

1. The District performed a [105 ILCS 5/10-21.9\(g\) Check](#) as described below; and
2. The individual furnished evidence of physical fitness to perform assigned duties and freedom from communicable disease pursuant to [105 ILCS 5/24-5](#).

A [105 ILCS 5/10-21.9\(g\) Check](#) shall include:

1. Fingerprint-based checks through (a) the Illinois State Police (ISP) for criminal history records information (CHRI) pursuant to the Uniform Conviction Information Act ([20 ILCS 2635/1](#)), and (b) the FBI national crime information databases pursuant to the Adam Walsh Child Protection and Safety Act ([P.L. 109-248](#));
2. A check of the Illinois Sex Offender Registry (see the Sex Offender Community Notification Law ([730 ILCS 152/101 et seq.](#)); and
3. A check of the Illinois Murderer and Violent Offender Against Youth Registry (Murderer and Violent Offender Against Youth [Community Notification Law Registration Act](#) ([730 ILCS 154/75-105](#)).

The School Code requires each individual student teaching or beginning a required internship to provide the District with written authorization for, and pay the costs of, his or her [105 ILCS 5/10-21.9\(g\) check](#) (including any applicable vendor's fees). Upon receipt of this authorization and payment, the Superintendent or designee will submit the student teacher's name, sex, race, date of birth, social security number, fingerprint images, and other identifiers, as prescribed by the [Department of Ill. State Police \(ISP\)](#), to the [Department of State Police ISP](#). The Superintendent or designee will provide each student teacher with a copy of his or her report.

Assignment

The Superintendent or designee shall be responsible for coordinating placements of all student teachers within the District. Student teachers should be assigned to supervising teachers whose qualifications are acceptable to the District and the students' respective colleges or universities.

LEGAL REF.:

[34 U.S.C. §20901 et seq.](#), Adam Walsh Child Protection and Safety Act, P.L. 109-248.

[Uniform Conviction Information Act](#), 20 ILCS 2635/1, [Uniform Conviction Information Act](#).

[105 ILCS 5/10-21.9](#), [5/10-22.34](#), and [5/24-5](#).

CROSS REF.: 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:190 (Teacher Qualifications)

PRESSPlus Comments

PRESSPlus 1. Consult the board attorney for guidance regarding whether student teachers or interns, who are typically unpaid, qualify as *employees* who must also undergo the sexual misconduct related employment history review (EHR) required by 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23. Whether or not a student or intern is paid by a district may be determinative. See 5:30-AP3, *Sexual Misconduct Related Employment History Review(EHR)*, available at PRESS Online by logging in at www.iasb.com. If a district has an agreement with a post-secondary institution for the placement of student interns, consult the board attorney regarding whether the institution qualifies as a contractor under 105 ILCS 5/22-94(b) that must perform an EHR of the intern. See 4:60-AP4, *Sexual Misconduct Related Employment History Review(EHR) of Contractor Employees*. **Issue 111, March 2023**

Document Status: Review and Monitoring

5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

The District shall adhere to State and federal law and regulations requiring a drug and alcohol testing program for school bus and commercial vehicle drivers. The Superintendent or designee manages a program to implement State and federal law defining the circumstances and procedures for the testing. [PRESSPlus1](#)

LEGAL REF.:

[625 ILCS 5/6-106.1](#) and [5/6-106.1c](#).

[49 U.S.C. §31306](#), Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991, [P.L. 102-143](#)).

[49 C.F.R. Parts 40](#) (Procedures for Transportation Workplace Drug and Alcohol Testing Programs), [382](#) (Controlled Substance and Alcohol Use and Testing), and [395](#) (Hours of Service of Drivers).

CROSS REF.: 4:110 (Transportation), 5:30 (Hiring Process and Criteria), 5:280 (Duties and Qualifications)

ADOPTED: May 17, 2017

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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

Issue 111, March 2023

Document Status: Draft Update

6:135 Accelerated Placement Program

The District provides an Accelerated Placement Program (APP). The APP advances the District's goal of providing educational programs with opportunities for each student to develop to his or her maximum potential. The APP provides an educational setting with curriculum options usually reserved for students who are older or in higher grades than the student participating in the APP. APP options include, but may not be limited to: (a) accelerating a student in a single subject; (b) other grade-level acceleration; and (c) early entrance to kindergarten or first grade. Participation in the APP is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted and talented. Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in Board policy 7:10, *Equal Educational Opportunities*, or any factor other than the student's identification as an accelerated learner.

The Superintendent or designee shall implement an APP that includes:

1. Decision-making processes that are fair, equitable, and involve multiple individuals, e.g. District administrators, teachers, and school support personnel, and a student's parent(s)/guardian(s);
2. Notification processes that notify a student's parent(s)/guardian(s) of a decision affecting a student's participation in the APP; **and**
3. Assessment processes that include multiple valid, reliable indicators; **and**
4. ~~By the fall of 2023, the automatic enrollment, in the following school term, of a student into the next most rigorous level of advanced coursework offered by the high school if the student meets or exceeds State standards in English language arts, mathematics, or science on a State assessment administered under 105 ILCS 5/2-3.64a-5, as follows:~~ **PRESSPlus1**
 - a. ~~A student who meets or exceeds State standards in English language arts shall be automatically enrolled into the next most rigorous level of advanced coursework in English, social studies, humanities, or related subjects.~~
 - b. ~~A student who meets or exceeds State standards in mathematics shall be automatically enrolled into the next most rigorous level of advanced coursework in mathematics.~~
 - c. ~~A student who meets or exceeds State standards in science shall be automatically enrolled into the next most rigorous level of advanced coursework in science.~~

The Superintendent or designee shall annually notify the community, parent(s)/guardian(s), students, and school personnel about the APP, the process for referring a student for possible evaluation for accelerated placement, and the methods used to determine whether a student is eligible for accelerated placement, including strategies to reach groups of students and families who have been historically underrepresented in accelerated placement programs and advanced coursework. Notification may: (a) include varied communication methods, such as student handbooks and District or school websites; and (b) be provided in multiple languages, as appropriate.

LEGAL REF.:

[105 ILCS 5/14A.](#)

[23 Ill.Admin.Code Part 227](#), Gifted Education.

CROSS REF.: 6:10 (Educational Philosophy and Objectives), 6:130 (Program for the Gifted), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

PRESSPlus Comments

PRESSPlus 1. Updated in response to ISBE's *Accelerated Placement Policy Guidance for Districts Frequently Asked Questions* (September 2022), at: www.isbe.net/Documents/Accelerated-Placement-Act-FAQ.pdf, which asserts this provision is limited to “[d]istricts with grades 9-12.” **Issue 111, March 2023**

Document Status: Review and Monitoring

6:210 Instructional Materials

All District classrooms and learning centers should be equipped with an evenly-proportioned, wide assortment of instructional materials, including textbooks, workbooks, audio-visual materials, and electronic materials. These materials should provide quality learning experiences for students and: [PRESSPlus1](#)

1. Enrich and support the curriculum;
2. Stimulate growth in knowledge, literary appreciation, aesthetic values, and ethical standards;
3. Provide background information to enable students to make informed judgments and promote critical reading and thinking;
4. Depict in an accurate and unbiased way the cultural diversity and pluralistic nature of American society; and
5. Contribute to a sense of the worth of all people regardless of sex, race, religion, nationality, ethnic origin, sexual orientation, disability, or any other differences that may exist.

The Superintendent or designee shall annually provide a list or description of textbooks and instructional materials used in the District to the Board. Anyone may inspect any textbook or instructional material.

Teachers are encouraged to use age-appropriate supplemental material only when it will enhance, or otherwise illustrate, the subjects being taught.

No R-rated movie shall be shown to students unless prior approval is received from the Superintendent or designee, and no movie rated NC-17 (no one 17 and under admitted) shall be shown under any circumstances. These restrictions apply to television programs and other media with equivalent ratings. The Superintendent or designee shall give parents/guardians an opportunity to request that their child not participate in a class showing a movie, television program, or other media with an R or equivalent rating.

The Superintendent shall approve the selection of all textbooks and instructional materials according to the standards described in this policy. The School Code governs the adoption and purchase of textbooks and instructional materials.

LEGAL REF.:

[105 ILCS 5/10-20.8](#) and [5/28-19.1](#).

CROSS REF.: 6:30 (Organization of Instruction), 6:40 (Curriculum Development), 6:80 (Teaching About Controversial Issues), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 8:110 (Public Suggestions and Concerns)

ADOPTED: September 20, 2017

PRESSPlus Comments

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

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Issue 111, March 2023

Document Status: Draft Update

6:230 Library Media Program

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

1. The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served.
2. Financial resources for the program's resources and supplies are allocated to meet students' needs.
3. Students in all grades served have equitable access to library media resources.
4. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionals.
5. Staff members are invited to recommend additions to the collection.
6. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.
7. The program is guided by the principles of the American Library Association's *Library Bill of Rights* and its interpretation for school libraries. [PRESSPlus1](#)

Parents/guardians, employees, and community members who believe that library media program resources violate rights guaranteed by any law or Board policy may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*. [PRESSPlus2](#)

The Superintendent or designee shall establish criteria consistent with this policy for the review of objections. Parents/guardians, employees, and community members with suggestions or complaints about library media program resources may complete a *Library Media Resource Objection Form*. The Superintendent or designee shall inform the parent/guardian, employee, or community member, as applicable, of the District's decision. [PRESSPlus3](#)

LEGAL REF:

[23 Ill.Admin.Code §1.420\(o\)](#).

CROSS REF.: 6:60 (Curriculum Content), 6:170 (Title I Programs), 6:210 (Instructional Materials)

PRESSPlus Comments

PRESSPlus 1. Optional. The American Library Association's (ALA) *Library Bill of Rights* includes the following:

1. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded

because of the origin, background, or views of those contributing to their creation.

2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
6. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
7. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use.
8. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

See <https://www.ala.org/advocacy/intfreedom/librarybill> and its interpretation for school libraries at: <https://www.ala.org/advocacy/intfreedom/librarybill/interpretations/accessresources>. The ALA's interpretation of its *Library Bill of Rights* acknowledges that the educational level and program of the school necessarily shape the resources and services of a school library, but it states that the principles of the *Library Bill of Rights* apply equally to all libraries, including school libraries. **Issue 111, March 2023**

PRESSPlus 2. Limiting the scope of complainants in this policy to parents/guardians, employees, and community members aligns with sample policy 2:260, *Uniform Grievance Procedure*. **Issue 111, March 2023**

PRESSPlus 3. Updated in response to subscriber and Ill. Council of School Attorneys member feedback regarding management of library book challenges. The issue of school library book removals is an unsettled area of law that is often litigated; consult the board attorney for advice regarding challenges to school library books or other library resources. In the only U.S. Supreme Court case to address this issue, *Island Trees Union Free Sch. Dist. No. 26 v. Pico*, 457 U.S. 852 (1982), the Court issued a plurality (not a majority) opinion finding a board could not remove books it had characterized as "anti-American, anti-Christian, anti-Semitic, and just plain filthy," if the removal was motivated by partisan or political reasons; to do so would violate students' Constitutional right to receive information and ideas. Four dissenting justices, however, disagreed that students have a right to receive information and ideas under the First Amendment and would have deferred to the judgment of the local school board.

See sample administrative procedure 6:230-AP, *Responding to Complaints About Library Media Resources*, and sample exhibit 6:230-AP, E, *Library Media Resource Objection Form*, available at PRESS Online by logging in at www.iasb.com. **Issue 111, March 2023**

Document Status: Draft Update

8:20 Community Use of School Facilities

School facilities are available to community organizations during non-school hours when such use does not: (1) interfere with any school function or affect the safety of students or employees, or (2) affect the property or liability of the School District. The use of school facilities for school purposes has precedence over all other uses. The District reserves the right to cancel previously scheduled use of facilities by community organizations and other groups. The use of school facilities requires the prior approval of the Superintendent or designee and is subject to applicable procedures.

Persons on school premises must abide by the District's conduct rules at all times.

Student groups, school-related organizations, government agencies, and non-profit organizations are granted the use of school facilities at no costs during regularly staffed hours. Facilities and grounds will not be made available to individuals for personal or social reasons or to business enterprises for commercial gain. Fees and costs shall apply during non-regularly staffed hours and to other organizations granted use of facilities at any time. A fee schedule and other terms of use shall be prepared by the Superintendent and be subject to annual approval by the Board. All non-school sponsored groups, before using the facilities during non-regularly staffed hours, must provide a certificate of insurance naming the District as an *additional insured* or otherwise show proof of insurance.

LEGAL REF.: [PRESSPlus1](#)

~~Boy Scouts of America Equal Access Act, 20 U.S.C. §7905, Boy Scouts of America Equal Access Act.~~

10 ILCS 5/11-4.19-2.2, [Election Code](#).

105 ILCS 5/10-20.410, 5/10-22.10, and 5/29-3.5.

[Good News Club v. Milford Central School, 121 S.Ct. 2093 533 U.S. 98](#) (2001).

[Lamb's Chapel v. Center Moriches Union Free School District, 113 S.Ct. 2141 508 U.S. 384](#) (1993).

[Rosenberger v. Rector and Visitors of Univ. of Va.](#), 515 U.S. 819 (1995).

CROSS REF.: ~~7:330 (Student Use of Building - Equal Access)~~, 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities), 8:30 (Visitors to and Conduct on School Property)

~~ADOPTED: May 15, 2013~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 111, March 2023**

Document Status: Review and Monitoring

8:70 Accommodating Individuals with Disabilities

Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities and will not be subject to illegal discrimination. When appropriate, the District may provide to persons with disabilities aids, benefits, or services that are separate or different from, but as effective as, those provided to others. [PRESSPlus1](#)

The District will provide auxiliary aids and services where necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity.

Each service, program, website, or activity operated in existing facilities shall be readily accessible to, and useable by, individuals with disabilities. New construction and alterations to facilities existing before January 26, 1992, will be accessible when viewed in their entirety.

The Superintendent or designee is designated the Title II Coordinator and shall:

1. Oversee the District's compliance efforts, recommend necessary modifications to the Board of Education, and maintain the District's final Title II self-evaluation document, update it to the extent necessary, and keep it available for public inspection for at least three years after its completion date.
2. Institute plans to make information regarding Title II's protection available to any interested party.

Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or federal law by reporting it to the Superintendent or designated Title II Coordinator, or by filing a grievance under the Uniform Grievance Procedure.

LEGAL REF.:

Americans with Disabilities Act, [42 U.S.C. §§12101 et seq.](#) and [12131 et seq.](#); [28 C.F.R. Part 35.](#)

Rehabilitation Act of 1973 §104, [29 U.S.C. §794](#) (2006).

[105 ILCS 5/10-20.51.](#)

[410 ILCS 25/](#), Environmental Barriers Act.

[71 Ill.Admin.Code Part 400](#), Illinois Accessibility Code.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:150 (Facility Management and Building Programs)

ADOPTED: September 20, 2017

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