

# Regular Meeting of the Board of Education

Wednesday, June 8, 2022 6:30 PM

District Office, 12809 S. McVickers Avenue, Palos Heights, IL 60463

## 1. Call to Order

1.A. Pledge to the Flag

1.B. Roll Call

## 2. Superintendent's Report

2.A. Student Highlights - AAUW Essay Contest Winners

2.B. Portrait of a Learner Presentation

2.C. PFA Year End Report

## 3. Approval of the Consent Agenda Items

3.A. Minutes of the Regular Meeting of May 11, 2022

3.B. Approval of Bills & Payroll

3.C. Review of Schools' Activity Accounts

3.D. Approval of Annual Renewal of Pre-Tax Insurance

3.E. Employment of Personnel

3.F. Closed Session Minutes of May 11, 2022

## 4. Old Business

4.A. Board Agreements (Possible Action Item)

4.B. Renewal of Milestones Contract - Physical Therapist (Action Item)

4.C. Extension of Science Pilot shifting from Amplify to OpenSci Edu for 22-23

4.D. Approval of Board Resolution for the Certification of Serious Safety Hazards for the 2021-2022 School Year (Action Item)

4.E. Approval of Board Resolution for the Certification of Serious Safety Hazards for the 2022-2023 School Year (Action Item)

## 5. New Business

5.A. Advance approval of estimated bills and payroll for June & July 2022 and estimated educational expenditures not to exceed \$350,000 for FY 23 (Action Item)

5.B. 22-23 Parent-Student Handbook Updates (Action Item)

5.C. Certification of Life Safety Amendment Funds (Action Item)

5.D. Staff and Out of District Enrollment Requests  
(Possible Action Item)

5.E. Policy First Read

5.F. **Draft Updates**

5.G. 2:230 Public Participation at Board of  
Education Meetings and Petitions to the Board

5.H. 4:70 Resource Conservation

5.I. 5:80 Court Duty

5.J. 6:140 Education of Homeless Children

5.K. 6:290 Homework

5.L. 6:80 Teaching about Controversial Issues

5.M. 7:15 Student and Family Privacy Rights

5.N. 7:270 Administering Medicine to Students

5.O. 7:285 Anaphylaxis Prevention, Response and  
Management Program (Rewritten)

5.P. 7:270 Administering Medicines to Students

5.Q. **5-Year Review**

5.R. 3:70 Succession of Authority

5.S. 5:110 Recognition for Service

5.T. 5:140 Solicitation By or From Staff

5.U. 5:240 Suspension

5.V. 6:330 Achievement and Awards

5.W. 6:70 Teaching About Religions

5.X. Board Liaison Appointments

5.Y. Temporary Fencing on Chippewa Playground

5.Z. Board Resolution - Notice to Remedy

5.AA. Additional New Business Item(s), if any

5.AA.1.

- SASED Agreement: Dr. Brownlow

6. **Audience Participation**

**"We are at the audience participation portion of the meeting. If you are coming up to speak, please identify yourself by name and connection to the district and we ask that comments remain brief to accommodate everyone wishing to speak. Policy provides up to 3 minutes per speaker."**

7. **Information Items**

7.A. YTD Financial Summary

7.B. Resignation(s)

7.C. 2022-2023 Board of Education Meeting Dates

7.D. Freedom of Information Act Request

7.E. **Requested by Andrew Bambrick of Ballotpedia on  
May 26, 2022.**

7.F. Hello, my name is Andrew Bambrick, and I work for a nonprofit called Ballotpedia. Our organization is a free, neutral, and digital encyclopedia of American politics. We have covered hundreds of school boards across the United States since 2013, and we are in the

process of expanding that coverage now to include every school board in the country.

7.G. Through the state's public records act, I'm requesting an email address for each of the following school board members:

7.H. Kathy Lachowicz

7.I. Patti Powell

7.J. Gail Rubio

7.K. Richard Facko

7.L. Amy Lyons

7.M. William Grady

7.N. Kristin Restivo

7.O. Thank you for providing this information; I appreciate your help!

7.P. **Complied with the Request via email on May 31, 2022.**

8. **Closed Session (If Needed)**

9. **Discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee; collective negotiating matters or deliberations concerning salary schedules for classes of employees; discussion of possible litigation; and student disciplinary issues. The placement of individual students in special education programs and other matters relating to individual students.**

10. **Return to Open Session**

11. **Adjournment**

**PFA TREASURER REPORT 05.26.22**

<b>Item</b>	<b>Plan</b>	<b>YTD Expenses</b>	<b>YTD Income</b>	<b>Profit / (Loss)</b>
Spirit wear	\$1,000.00	-\$3,117.80	\$4,582.50	\$1,464.70
Membership	\$1,000.00	-\$439.87	\$2,850.00	\$2,410.13
Raffle	\$4,000.00	\$0.00	\$0.00	\$0.00
Boo-Ingo	\$1,000.00	\$0.00	\$0.00	\$0.00
Discount Cards	\$3,000.00	-\$654.22	\$ 4,818.50	\$4,164.28
School Kits	\$750.00	\$0.00	\$1,406.66	\$1,406.66
Restaurant Nights	\$1,000.00	\$0.00	\$0.00	\$0.00
	\$11,750.00	-\$4,211.89	\$13,657.66	\$9,445.77

<b>Program</b>	<b>Budget</b>	<b>YTD Expenses</b>	<b>YTD Income</b>	<b>Over / (Under) Budget</b>
Teacher Supply	\$3,000.00	\$0.00		
IJHS Picnic	\$1,500.00	-\$1,500.00	\$0.00	\$0.00
Teacher Appreciation	\$1,500.00			
Graduation Flowers	\$500.00	-\$272.50		\$227.50
Party Fund*	\$1,700.00	-\$874.65		\$825.35
Miscellaneous	\$350.00		\$1,154.61	
Rachels Challenge	\$1,500.00	\$0.00		
School Spending	\$20,950.00	-\$20,096.51		\$853.49
	\$31,000.00	-\$22,743.66	\$1,154.61	\$9,410.95

Bank Balance as of 05.26.22                      **\$41,822.60**

\*Note: There were no Halloween or Holiday parties.

\$ 2,502.00	revtrak
\$ 30.00	to be deposited
\$ 552.00	cash checks
\$ 1,109.00	cash checks
\$ 362.50	cash checks
\$ 263.00	cash checks
\$ 4,818.50	
\$ (652.22)	cost of cards
\$ 4,166.28	profit

MISC INCOME

Paint night	560
wreath sales	270
emmersons shopping night	150
tropical sno	174.61
	1154.61

8th grade Spirit Wear

\$ 1,570.00 paid orders  
(\$1,144.50) cost to graphic screen  
\$ 425.50 to be used toward dance/8th grade activities

Dance

1578 parent cash/check payments  
250 IJHS donation  
154 cash donation  
\$ (150.00) Gaelic Park Deposit  
\$ (365.00) photo booth  
\$ (295.00) DJ  
\$ (970.00) gaelic park balance  
\$ (71.96) cupcakes  
130.04

**Membership**

paid families	\$	2,480.00
paid faculty	\$	370.00
cost of. Water bottles	\$	(439.87)
	\$	2,410.13

Spiritwear

(\$2,946.30) graphic screen

\$ (171.50) graphic screen

\$4,582.50 paid orders

refunds pending

\$1,464.70

## PFA 2021-22 End of Year Summary

We would first like to thank Dr. Brownlow for her leadership this year, and the board and staff of Dist 128 for supporting us throughout this year. The PFA was happy to bring back some of our regular events this school year. We did restaurant nights, holiday parties, paint night out, field trip sponsorships, support materials for grade levels, teacher appreciation, spirit wear, 8<sup>th</sup> grade dace, and the IJHS picnic among many other things.

For the 2022-23 school year we plan on adding even more events back in to our calendar. We look forward to Boo-ingo in the fall, a winter all dist. event and a major fundraiser in new year.

We stayed within our projected budget and we are on track for next year with some changes under Dr. Brownlow's guidance to better suit the picture for next year.

Officers for the 2022-23 school year will remain the same as 2021-22 a result of the election we held at our May meeting.

We look forward to continuing to support our staff, students and families in educational as well as fun ways.

**Palos Heights School District 128**  
**Minutes of Board of Education Meeting**  
**May 11, 2022**

The regular meeting of the Board of Education of Palos Heights School District 128 was held on Wednesday, May 11, 2022, at the Dr. Edward T. Rancic Administrative Center, 12809 S. McVicker Ave., Palos Heights, Illinois.

Mr. Grady called the meeting to order at 6:30pm and led the Pledge to the Flag.

Roll Call:

Present: Dr. Powell, Mrs. Restivo, Dr. Facko, Mr. Grady, Mrs. Rubio, & Mrs. Lachowicz

Absent: Mrs. Lyons

Dr. Brownlow was also in attendance.

**Visitors**

Kim Anoman, Jason Smit, Mary Lynn Duffy, Kaitlin Curran, Cathy Leslie, Jaime Basile, Colleen Murphy, Colleen Dunford, Jenny & Danny McGovern, Tracy Banach, Allison Hinker, Jason S., Kim Sopkin, Sinead Fitzmaurice, Alexander Socha, Greg Socha, Kathy Fredrick, Libby Whitney, Gonsur Family, Burgan Family, Linda Anicich, & Joe Young

**Superintendent's Report**

In the Student Presentation(s) portion of the Superintendent's Report, our second graders shared their expertise on the optimal conditions for growing plants. Following the second graders, two of four Math Bowl teams shared examples from their regional competitions. Finally, one of the more powerful presentations came from 8th grader Lela Hansen. Lela was recognized at the State Level for her poetry submission to the Manningham Trust Student Poetry Contest. She earned the highest award and advanced to the National Manningham Contest, sponsored by the National Federation of State Poetry Societies (NFSPS).

The next item in the Superintendent's Report was Staff Recognition. The following staff members were recognized by the Board of Education:

**Tenure Acquisition:** Evan Katsenis (7th Grade Science); Michelle McGinnis (Preschool); Kim Sopkin (Reading Specialist)

**5 Years of Service:** Lauren Gorka (7th Grade Math); Evan Katsenis (7th Grade Science); Bill Leffler (Physical Education); Maribeth O'Connor (Occupational Therapist); Cheryl Weber (Reading Interventionist)

**10 Years of Service:** Noora Badwan (Kindergarten); Mike Maholland (Art Teacher); Sharon Rosynek (6th Grade Math)

**15 Years of Service:** Corey Breyne (Physical Education); Jessica Gabriel (6th Grade English Language Arts); Lori Pierce (Preschool)

**20 Years of Service:** Dana Boulukos (8th Grade Science); Allison Hinker (2nd Grade)

**Retirees:** Linda Anicich (Speech & Language Pathologist - 25 Years of Service); Marilyn Castellana (Grade 5 - 22 Years of Service); Barb Lynch (Technology - 22 Years of Service); Kathy Fredrick (Math Interventionist - 18 Years of Service)

Dr. Brownlow then mentioned several of the Student Accomplishments & Celebrations which included: Frozen Jr.; Math Bowl; Scholastic Bowl; Poetry Winners; Track & Field; 8th Grade Events.

Finally, Dr. Brownlow gave a 2022-2023 Registration Update, stating that approximately 50% of students have completed registration.

### **Approval of Consent Agenda Items**

It was moved by Mr. Grady to approve the consent agenda items as follows:

The Minutes of the Regular Meeting of April 13, 2022; the Approval of Bills and Payroll; the Review of the Schools' Activity Accounts; the Employment of Personnel - *Lucas Bauer, K-5 Music 2022-2023*; the Destruction of Closed Session Recordings - *January 15, 2020; February 12, 2020; March 11, 2020; April 8, 2020; May 13, 2020; June 10, 2020; July 8, 2020; July 14, 2020; August 12, 2020; September 9, 2020; October 14, 2020; and November 11, 2020*; and the Closed Session Minutes of April 13, 2022.

The motion was seconded by Mrs. Rubio.

Roll Call:

Ayes: Mrs. Lachowicz, Mrs. Rubio, Mr. Grady, Dr. Facko, Ms. Restivo, & Dr. Powell

Nays: None

Motion carried.

### **Old Business**

As an Item of Old Business, Mr. Grady made a motion to approve the Grade 6-8 Mathematics Program Adoption as presented. The motion was seconded by Mrs. Rubio.

Roll Call:

Ayes: Mr. Grady, Mrs. Rubio, Mrs. Lachowicz, Dr. Powell, Mrs. Restivo, & Dr. Facko

Nays: None

Motion carried.

As an Item of Old Business, Mrs. Lachowicz made a motion to approve the Grade K-5 Mathematics Program Adoption as presented. The motion was seconded by Mrs. Restivo.

Roll Call:

Ayes: Dr. Facko, Mrs. Restivo, Dr. Powell, Mrs. Lachowicz, Mrs. Rubio, & Mr. Grady

Nays: None

Motion carried.

As an Item of Old Business, Dr. Facko made a motion to approve the Country House Lunch Vendor Contract Renewal as presented. The motion was seconded by Dr. Facko.

Roll Call:

Ayes: Dr. Powell, Mrs. Restivo, Dr. Facko, Mr. Grady, Mrs. Rubio, & Mrs. Lachowicz

Nays: None

Motion carried.

As the final Item of Old Business, Dr. Facko made a motion to approve the Ratification of the Veregy Contract Addendum as presented. The motion was seconded by Mr. Grady, and approved by unanimous consent.

### **New Business**

As an Item of New Business, Mr. Grady made a motion to approve the 2022-2023 Board Meeting Dates as presented, with the following amendments: a 6:00pm start time, a January 25, 2023 meeting, and no February 2023 meeting. The motion was seconded by Mrs. Rubio, and approved by unanimous consent.

As an Item of New Business, Mrs. Lachowicz made a motion to approve the District Consolidated Grant Plan: Title and IDEA Grants as presented. The motion was seconded by Mrs. Rubio, and approved by unanimous consent.

Also as an Item of New Business was a Review and approval of the following Policies:

- a. 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
- b. 5:100 Staff Development Program
- c. 5:120 Employee Ethics; Conduct and Conflict of Interest
- d. 5:150 Personnel Records
- e. 5:250 Leaves of Absence
- f. 6:60 Curriculum Content
- g. 6:135 Accelerated Placement Program
- h. 6:180 Extended Instructional Programs
- 7:180 Prevention of and Response to Bullying, Intimidation & Harassment

Dr. Powell made a motion to approve the reviewed Policies as presented. The motion was seconded by Mrs. Lachowicz, and approved by unanimous consent.

As an Item of New Business, Dr. Facko made a motion to approve the Non-Union Contract Renewals and Non-Union Salary Increases as presented. The motion was seconded by Mr. Grady.

Roll Call:

Ayes: Mr. Grady, Mrs. Rubio, Mrs. Lachowicz, Dr. Powell, Mrs. Restivo, & Dr. Facko

Nays: None

Motion carried.

The final Item of New Business was presented by Jason Smit. Mr. Smit provided an update of the District Technology Student Security (with the assistance of Mr. Joe Young) and Communications. Also mentioned was the District switching from Securely to Lightspeed Systems for online security.

### **Audience Participation**

None

## **Information Items**

The following were included in the Board Packet as Information Items:

A. YTD Financial Summary Report

B. Freedom of Information Act Request:

**Received via email from Zoe Yalcin of SmartProcure on March 31, 2022.**

SmartProcure is submitting a commercial FOIA request to the Palos Heights School District #128 for any and all purchasing records from 12/8/2021 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

**Replied via digital upload on April 5, 2022.**

## **Closed Session**

It was moved by Mrs. Rubio, seconded by Dr. Facko, and approved by unanimous consent that the Board enters into Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee; collective negotiating matters or deliberations concerning salary schedules for classes of employees; discussion of possible litigation; and student disciplinary issues. The placement of individual students in special education programs and other matters relating to individual students.

The Board of Education entered into Closed Session at 8:11pm.

**Adjournment**

With no further business to discuss, Mrs. Lachowicz made a motion to adjourn at 8:38pm, seconded by Mrs. Rubio, and approved by unanimous consent. Meeting Adjourned.

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President

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Secretary

PALOS HEIGHTS SCHOOL DISTRICT 128

JUNE 2022

<u>GROSS PAYROLL</u>		
<u>MAY 1 THROUGH MAY 31, 2022</u>		575,742.00
<u>TRS</u>		42,090.27
<u>BOARD TRS SURCHARGE</u>		2,598.00
<u>THIS</u>		7,031.65
<u>IMRF, FICA, MEDICARE</u>		29,925.38
<u>TOTAL MAY PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE</u>		657,387.30
<u>EDUCATION FUND</u>	<u>10</u>	163,284.95
<u>BUILDING FUND</u>	<u>20</u>	32,329.86
<u>TRANSPORTATION</u>	<u>40</u>	93,785.35
<u>CAPITAL PROJECTS</u>	<u>60</u>	1,125.00
<u>SPECIAL CHECKS</u>		62,549.92
<u>TOTAL JUNE 2022 BILLS PAYABLE</u>		353,075.08
<u>TOTAL JUNE 2022 BILLS PAYABLE GROSS AND</u>		
<u>MAY 2022 PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE</u>		1,010,462.38

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PRESIDENT

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SECRETARY


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# PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

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Voucher No: 1248

Voucher Date: 06/08/2022

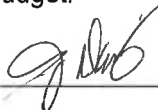
Prepared By: 

Printed: 06/02/2022 12:19:42 PM

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PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$290,525.16 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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



PALOS HEIGHTS SCHOOL DISTRICT 128

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<b>Fund</b>		<b>Amount</b>
10	EDUCATIONAL	\$163,284.95
20	OPERATIONS AND MAINTENANCE	\$32,329.86
40	TRANSPORTATION	\$93,785.35
60	CAPITAL PROJECTS	\$1,125.00
		<hr/> <b>\$290,525.16</b>

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
ACACIA ACADEMY		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$3,019.32
			Vendor Total:	\$3,019.32
ACCURATE BIOMETRICS		10.5.2310.314.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PROFESS SERVS/CONSULTANTS	\$50.00
			Vendor Total:	\$50.00
ACUTRANS		10.5.1800.300.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS - TRANSLATIONS	\$75.00
			Vendor Total:	\$75.00
ALLISON HINKER		10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$48.50
			Vendor Total:	\$48.50
ALPHA SCHOOL BUS	2011	40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$33,946.79
			Vendor Total:	\$33,946.79
AMANDA BURESH		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$103.25
			Vendor Total:	\$103.25
AMAZON CAPITAL SERVICES		10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$2,398.00
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$514.33
		10.5.2320.411.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN - SUPPLIES	\$135.92

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2410.411.0000.03.00.00 Check #: 0	OFFICE OF PRINCIPAL - SUPPLIES - NAVAJO HEIGHTS	\$103.31
		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$40.00
			Vendor Total:	\$3,191.56
AMITA GLENOAKS SCHOOL PHEASANT RIDGE		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$10,633.68
			Vendor Total:	\$10,633.68
AMPLIFY		10.5.1100.410.0000.02.00.00 Check #: 0	CONSUMABLES - INDEPENDENCE	\$10,805.88
			Vendor Total:	\$10,805.88
APPTEGY		10.5.2660.332.0000.00.00.00 Check #: 0	DATA PROCESSING -PROF. DEV TRAVEL/CONF	\$450.00
			Vendor Total:	\$450.00
BARB LYNCH		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$178.43
			Vendor Total:	\$178.43
BETH COSME		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$102.96
			Vendor Total:	\$102.96
BLICK ART MATERIALS.	12599	10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$168.64
			Vendor Total:	\$168.64
BRIAN EVERSON				

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$114.08
			Vendor Total:	\$114.08
C & C DAIRY	18217	10.5.2560.410.0000.00.00.00 Check #: 0	FOOD SERVICES- MILK SUPPLIES	\$4,451.84
			Vendor Total:	\$4,451.84
CAMPLIN ENVIRONMENTAL SERVICES		20.5.2530.323.0000.00.00.00 Check #: 0	FAC & ACQ \$ CONST-PROF SVCS-ASBESTOS PROJECTS	\$1,000.00
			Vendor Total:	\$1,000.00
CATHY LESLIE	4784	10.5.2330.332.0000.00.00.00 Check #: 0	SPEC AREA ADM SERVICES-TRAVEL/CONF	\$500.00
			Vendor Total:	\$500.00
CDW GOVERNMENT, INC._11767	11767	10.5.2660.411.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES- SUPPLIES	\$307.80
			Vendor Total:	\$307.80
CHALET FLORIST		10.5.2310.411.0000.00.00.00 Check #: 0	BOARD OF EDUCATION - SUPPLIES	\$74.95
			Vendor Total:	\$74.95
CHICAGO FILTER SUPPLY		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$1,698.32
			Vendor Total:	\$1,698.32
CHICAGO HEARING SOCIETY		10.5.1800.300.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS - TRANSLATIONS	\$274.00
			Vendor Total:	\$274.00

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
CITY OF PALOS HEIGHTS	23899	20.5.2540.370.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-WATER/SEWER SERVICE	\$777.16
			Vendor Total:	\$777.16
CONTROL TECHNOLOGY & SOLUTIONS		60.5.2530.530.0000.00.00.00 Check #: 0	SITE AND BUILDING IMPROVEMENTS	\$1,125.00
			Vendor Total:	\$1,125.00
COSME LANDSCAPE & MAINTENANCE, INC.		20.5.2530.530.0000.00.00.00 Check #: 0	FACILITIES ACQ & CONS - BLDGS & BLDG IMPRVMTS	\$3,800.00
			Vendor Total:	\$3,800.00
COUNTRY HOUSE RESTAURANT	11753	10.5.2560.315.0000.00.00.00 Check #: 0	FOOD SERVICES CONTRACTED SERVICES	\$1,200.00
		10.5.2560.490.0000.00.00.00 Check #: 0	FREE AND REDUCED LUNCHES	\$7,872.75
			Vendor Total:	\$9,072.75
CYNTHIA DRABECK	6471	10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$120.89
			Vendor Total:	\$120.89
DAISY SILVA		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$54.70
			Vendor Total:	\$54.70
DAVE ADAMONIS		20.5.2540.333.0000.00.00.00 Check #: 0	O & M MILEAGE REIMBURSEMENT	\$750.00
			Vendor Total:	\$750.00
DELUXE PLUMBING, INC.				

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$2,730.00
			Vendor Total:	\$2,730.00
DESIREE WILLNER	24420	10.5.1800.333.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS-MILEAGE REIMBURSEMENT	\$76.93
			Vendor Total:	\$76.93
DH IMAGING GROUP		10.5.2210.314.0000.00.00.00 Check #: 0	IMPROV OF INSTRUCT PROF SERV	\$600.00
			Vendor Total:	\$600.00
DIALA NEMEH		10.5.1100.421.0000.00.00.00 Check #: 0	K-12 -DISTRICT REFUNDS	\$390.00
			Vendor Total:	\$390.00
DIANE MULLER	20666	10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$92.14
			Vendor Total:	\$92.14
DISTRICT #128 - IMPREST FUND	930	10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$213.00
		10.5.2310.351.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PRINT PUBLICATIONS	\$53.00
		10.5.2510.332.0000.00.00.00 Check #: 0	BUSINESS SUPPORT/CONF	\$110.00
		20.5.2540.464.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-GASOLINE	\$576.63
			Vendor Total:	\$952.63
ELIM CHRISTIAN SERVICES	4659	10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$16,414.00

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		40.5.2550.331.0000.00.00.00 Check #: 0	PUPIL TRANSPORTATION-PUPIL TRANSPORTATION	\$3,200.00
			Vendor Total:	\$19,614.00
GRANT R. MILLER		10.5.2210.314.4400.05.00.00 Check #: 0	INSTR PROF DEV TITLE IV	\$2,250.00
		10.5.2210.332.0000.02.00.00 Check #: 0	INSTR-TRAVEL/CONF INDEPENDENCE	\$318.80
			Vendor Total:	\$2,568.80
GREG URDAL		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$128.70
			Vendor Total:	\$128.70
IASB	2496	10.5.2211.312.4932.05.00.00 Check #: 0	TITLE II PROF DEV SEL	\$400.00
			Vendor Total:	\$400.00
ILLINOIS SCHOOL BUS	242	40.5.2550.331.0000.00.00.00 Check #: 0	PUPIL TRANSPORTATION-PUPIL TRANSPORTATION	\$50,838.56
			Vendor Total:	\$50,838.56
INDEPENDENCE JR HIGH	1820	10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$422.93
		10.5.2310.341.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -POSTAGE	\$18.40
			Vendor Total:	\$441.33
INSECT LORE		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$88.93
			Vendor Total:	\$88.93

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
JANET DAVIS		20.5.2540.333.0000.00.00.00 Check #: 0	O & M MILEAGE REIMBURSEMENT	\$131.51
			Vendor Total:	\$131.51
JASON SMIT		10.5.2660.230.0000.00.00.00 Check #: 0	DATA PROCESSING-TUITION REIMB	\$1,431.00
		10.5.2660.332.0000.00.00.00 Check #: 0	DATA PROCESSING -PROF. DEV TRAVEL/CONF	\$135.39
		10.5.2660.333.0000.00.00.00 Check #: 0	DATA PROECSSIONG-MILEAGE REIMBURSEMENT	\$500.00
			Vendor Total:	\$2,066.39
KAITLIN CURRAN		10.5.2410.230.0000.00.00.00 Check #: 0	OFFICE OF PRINCIPAL - TUITION	\$2,862.00
		10.5.2410.332.0000.00.00.00 Check #: 0	OFFICE OF PRINCIPAL -TRAVEL/CONF	\$250.00
			Vendor Total:	\$3,112.00
KATIE BARTGEN		10.5.3700.300.4600.05.00.00 Check #: 0	CONTR SPEECH SERV PAROCHIAL GRANT	\$2,020.00
		10.5.3700.300.4620.05.00.00 Check #: 0	CONTR SPEECH SERV PAROCH IDEA	\$3,605.00
			Vendor Total:	\$5,625.00
KEVIN KIRK		10.5.2410.332.0000.00.00.00 Check #: 0	OFFICE OF PRINCIPAL -TRAVEL/CONF	\$250.00
			Vendor Total:	\$250.00
KIMBERLY ANOMAN		10.5.2510.230.0000.00.00.00 Check #: 0	BUSINESS SUPPORT TUITION REIMB	\$2,436.00

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2510.333.0000.00.00.00 Check #: 0	BUSINESS SUPPORT MILEAGE RIEMB	\$250.00
			Vendor Total:	\$2,686.00
KRIHA BOUCEK LLC		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION –LEGAL SERVICES	\$3,742.50
			Vendor Total:	\$3,742.50
LAKESHORE LEARNING MATERIALS	577	10.5.1205.411.4620.05.00.00 Check #: 0	SPEC ED SUPPLIES IDEA GRANT	\$137.97
			Vendor Total:	\$137.97
LEAF		10.5.2660.360.0000.00.00.00 Check #: 0	DATA PROCESSING CAPITAL LEASE	\$2,367.00
			Vendor Total:	\$2,367.00
LINDA ANICICH	6689	10.5.1205.333.0000.00.00.00 Check #: 0	SPEC ED MILEAGE REIMB	\$31.01
			Vendor Total:	\$31.01
MAHONEY'S GRADUATION SERVICES	18825	10.5.1100.411.0000.02.00.00 Check #: 0	K-12 – SUPPLIES INDEPENDENCE	\$1,361.90
			Vendor Total:	\$1,361.90
MARIBETH O'CONNOR		10.5.1205.333.0000.00.00.00 Check #: 0	SPEC ED MILEAGE REIMB	\$42.12
			Vendor Total:	\$42.12
MARY LYNN DUFFY		10.5.2410.332.0000.00.00.00 Check #: 0	OFFICE OF PRINCIPAL –TRAVEL/CONF	\$250.00
			Vendor Total:	\$250.00

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
MATH LEARNING CENTER		10.5.1100.410.4998.00.03.00 Check #: 0	K-12 CURR ADOPTIONS ESSER III	\$5,100.00
			Vendor Total:	\$5,100.00
MENARDS INC	1008	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$427.90
			Vendor Total:	\$427.90
MERRYL BROWNLOW		10.5.2320.333.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN -MILEAGE REIMBURSEMENT	\$1,220.55
			Vendor Total:	\$1,220.55
MILESTONE THERAPY, LLC.		10.5.2130.314.0000.00.00.00 Check #: 0	HEALTH SERVICES PHYSICAL THERAPY	\$2,210.63
			Vendor Total:	\$2,210.63
MOBILE MODULAR PORTABLE STORAGE		10.5.1100.411.0000.00.10.00 Check #: 0	REG K-12 SUPPLIES COVID-19	\$211.52
			Vendor Total:	\$211.52
NEXTERA ENERGY		20.5.2540.466.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-ELECTRICITY	\$11,072.19
			Vendor Total:	\$11,072.19
NICOR GAS		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-NATURAL GAS	\$1,022.32
			Vendor Total:	\$1,022.32
OAK HALL INDUSTRIES		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$1,260.00

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$1,260.00
PALOS ACE HARDWARE	17607	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$10.58
			Vendor Total:	\$10.58
PEERLESS NETWORK		20.5.2540.340.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-COMM/AT&T	\$1,542.64
			Vendor Total:	\$1,542.64
PETRARCA, GLEASON, BOYLE & IZZO, LLC		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -LEGAL SERVICES	\$92.00
			Vendor Total:	\$92.00
POSTMASTER-PALOS HEIGHTS	70	10.5.2310.341.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -POSTAGE	\$580.00
			Vendor Total:	\$580.00
PROVEN IT		20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-OTHER PROF/TECH SERVICES	\$845.00
		20.5.2540.700.0000.00.00.00 Check #: 0	OPERATIONS/MAINT NEW/REPL EQUIP	\$332.00
			Vendor Total:	\$1,177.00
REPUBLIC SERVICES		20.5.2540.321.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-SANITATION SERVICES	\$698.63
			Vendor Total:	\$698.63
SARAH KNEZEVIC		10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$5.94

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2320.333.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN -MILEAGE REIMBURSEMENT	\$10.41
			Vendor Total:	\$16.35
SIOBHAN GAYDUK		10.5.2130.333.0000.00.00.00 Check #: 0	HEALTH SERVICES-MILEAGE REIMB	\$65.23
			Vendor Total:	\$65.23
SOUTHWEST REGIONAL PUBLISHING		10.5.2310.351.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PRINT PUBLICATIONS	\$61.71
			Vendor Total:	\$61.71
SPHERO		10.5.1100.410.0000.00.00.00 Check #: 0	CURRICULUM NEW ADOPTIONS	\$5,640.20
			Vendor Total:	\$5,640.20
STABRAWA, LORETTA	4310	10.5.3700.310.4620.05.00.00 Check #: 0	CONTR LBSI SERV PAROCH LS IDEA	\$1,140.00
			Vendor Total:	\$1,140.00
STAPLES ADVANTAGE_12999	12999	10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$775.64
			Vendor Total:	\$775.64
SUNBELT STAFFING		10.5.2110.300.0000.00.00.00 Check #: 0	SOCIAL WORKER CONTRACTED SERVICES	\$7,543.27
			Vendor Total:	\$7,543.27
SYMMETRY ENERGY SOLUTIONS		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-NATURAL GAS	\$1,121.10
			Vendor Total:	\$1,121.10

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
TOMAS DEL TORO		10.5.2660.333.0000.00.00.00 Check #: 0	DATA PROECSSIONG-MILEAGE REIMBURSEMENT	\$250.00
			Vendor Total:	\$250.00
TREERING CORPORATION		10.5.1100.419.0000.00.00.00 Check #: 0	K-12 -YEARBOOK	\$3,087.70
			Vendor Total:	\$3,087.70
TRUGREEN		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$438.80
			Vendor Total:	\$438.80
TWAN ENTERPRISES, LLC		20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-OTHER PROF/TECH SERVICES	\$3,297.00
			Vendor Total:	\$3,297.00
UCP SEGUIN/INFINITEC OF CHICAGO		10.5.1205.310.0000.00.00.00 Check #: 0	SPEC ED K-12- ASSISTIVE TECH	\$939.00
			Vendor Total:	\$939.00
UNIQUE PRODUCTS		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$18.08
			Vendor Total:	\$18.08
UNIVERSAL TAXI DISPATCH		40.5.2550.331.0000.00.00.00 Check #: 0	PUPIL TRANSPORTATION-PUPIL TRANSPORTATION	\$5,800.00
			Vendor Total:	\$5,800.00
WILSON LANGUAGE TRAINING.	8647	10.5.1100.410.0000.00.00.00 Check #: 0	CURRICULUM NEW ADOPTIONS	\$21,830.20

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1248

06/08/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1250.413.4300.01.00.00 Check #: 0	LITERACY SUPPLIES TITLE I CHIPPEWA	\$9,594.00
		10.5.1250.413.4300.03.00.00 Check #: 0	LITERACY SUPPLIES TITLE I NAVAJO	\$5,787.00
		10.5.1250.413.4300.04.00.00 Check #: 0	LITERACY SUPPLIES TITLE I INDIAN HILL	\$6,561.00
		10.5.2210.314.4998.00.03.00 Check #: 0	IMPROV OF INSTR PD ESSER III	\$2,312.00
			Vendor Total:	<u>\$46,084.20</u>
			Grand Total:	<u>\$290,525.16</u>

End of Report

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# PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

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Voucher No: 1214

Voucher Date: 05/25/2022

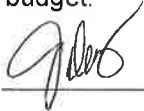
Prepared By:

  
Printed: 06/02/2022 02:33:49 PM

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PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$16,457.48 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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



PALOS HEIGHTS SCHOOL DISTRICT 128

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Fund		Amount
10	EDUCATIONAL	\$1,020.98
20	OPERATIONS AND MAINTENANCE	\$15,436.50
		<hr/> <b>\$16,457.48</b>

**SPECIAL CHECKS DRAWN IN MAY**

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1214

05/25/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
INDEPENDENCE JR HIGH	1820	10.5.1100.411.0000.02.00.00 Check #: 40380	K-12 - SUPPLIES INDEPENDENCE	\$1,012.03
		10.5.2310.341.0000.00.00.00 Check #: 40380	BOARD OF EDUCATION -POSTAGE	\$8.95
			Vendor Total:	\$1,020.98
Interiors for Business, Inc		20.5.2530.319.4998.00.03.00 Check #: 40381	FAC + ACQ PROF SERVICES ESSER 3	\$15,436.50
			Vendor Total:	\$15,436.50
			Grand Total:	\$16,457.48

End of Report

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# PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

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Voucher No: 1204

Voucher Date: 05/12/2022

Prepared By:



Printed: 06/02/2022 02:34:45 PM

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PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$40,447.81 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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



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PALOS HEIGHTS SCHOOL DISTRICT 128

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Fund		Amount
10	EDUCATIONAL	\$4,181.35
20	OPERATIONS AND MAINTENANCE	\$42.36
60	CAPITAL PROJECTS	\$36,224.10
		<hr/> <hr/>
		<b>\$40,447.81</b>

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1204

05/12/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
<b>AMAZON CAPITAL SERVICES</b>				
		10.5.1100.411.0000.04.00.00 Check #: 40355	K-12 - SUPPLIES - INDIAN HILL	\$137.03
		10.5.1205.411.0000.00.00.00 Check #: 40355	SPEC ED K-12- SUPPLIES	\$13.99
		10.5.1205.411.4620.05.00.00 Check #: 40355	SPEC ED SUPPLIES IDEA GRANT	\$3,136.94
		10.5.2130.411.0000.00.00.00 Check #: 40355	HEALTH SERVICES- SUPPLIES	\$45.71
			Vendor Total:	<u>\$3,333.67</u>
<b>K.M. HOLLY CONSTRUCTION</b>				
		60.5.2530.530.0000.00.00.00 Check #: 40356	SITE AND BUILDING IMPROVEMENTS	\$36,224.10
			Vendor Total:	<u>\$36,224.10</u>
<b>STAPLES ADVANTAGE_12999</b>				
12999		10.5.1100.411.0000.00.00.00 Check #: 40357	K-12 - SUPPLIES	\$118.49
		10.5.1100.411.0000.02.00.00 Check #: 40357	K-12 - SUPPLIES INDEPENDENCE	\$396.04
		10.5.1100.411.0000.03.00.00 Check #: 40357	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$169.39
		10.5.1100.411.0000.04.00.00 Check #: 40357	K-12 - SUPPLIES - INDIAN HILL	\$135.06
		10.5.2310.411.0000.00.00.00 Check #: 40357	BOARD OF EDUCATION - SUPPLIES	\$28.70
		20.5.2540.411.0000.00.00.00 Check #: 40357	OPERATION/MAINTENANCE- SUPPLIES	\$42.36
			Vendor Total:	<u>\$890.04</u>
			Grand Total:	<u>\$40,447.81</u>

End of Report

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# PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

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Voucher No: 1196

Voucher Date: 05/04/2022

Prepared By: 

Printed: 06/02/2022 02:35:42 PM

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PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$5,644.63 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2021 to June 30, 2022 (period cannot overlap fiscal year end.)

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



PALOS HEIGHTS SCHOOL DISTRICT 128

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<b>Fund</b>		<b>Amount</b>
10	EDUCATIONAL	\$5,089.68
20	OPERATIONS AND MAINTENANCE	\$554.95
		<hr/>
		<b>\$5,644.63</b>

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1196

05/04/2022

Fiscal Year: 2021-2022

Vendor Remit Name	Vendor #	Account	Description	Amount
BMO FINANCIAL GROUP				
		10.5.1100.411.0000.02.00.00 Check #: 40274	K-12 - SUPPLIES INDEPENDENCE	\$82.50
		10.5.1100.411.0000.03.00.00 Check #: 40274	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$435.98
		10.5.1100.411.0000.04.00.00 Check #: 40274	K-12 - SUPPLIES - INDIAN HILL	\$100.86
		10.5.2310.411.0000.00.00.00 Check #: 40274	BOARD OF EDUCATION - SUPPLIES	\$1,663.92
		10.5.2310.640.0000.00.00.00 Check #: 40274	BOARD OF EDUCATION -DUES AND FEES	\$15.96
		10.5.2320.332.0000.00.00.00 Check #: 40274	EXECUTIVE ADMIN -TRAVEL/CONF	\$525.00
		10.5.2320.411.0000.00.00.00 Check #: 40274	EXECUTIVE ADMIN - SUPPLIES	\$864.59
		10.5.2410.411.0000.01.00.00 Check #: 40274	OFFICE OF PRINCIPAL - SUPPLIES CHIPPEWA	\$288.92
		10.5.2410.411.0000.03.00.00 Check #: 40274	OFFICE OF PRINCIPAL - SUPPLIES - NAVAJO HEIGHTS	\$199.42
		10.5.2410.411.0000.04.00.00 Check #: 40274	OFFICE OF PRINCIPAL - SUPPLIES INDIAN HILL	\$315.68
		10.5.2660.332.0000.00.00.00 Check #: 40274	DATA PROCESSING -PROF. DEV TRAVEL/CONF	\$451.96
		10.5.2660.470.0000.00.00.00 Check #: 40274	DATA PROCESSING - SOFTWARE	\$144.89
		20.5.2540.411.0000.00.00.00 Check #: 40274	OPERATION/MAINTENANCE- SUPPLIES	\$554.95
			Vendor Total:	<u>\$5,644.63</u>
			Grand Total:	<u>\$5,644.63</u>

End of Report

## Palos Heights School District 128

### Fund Balances

Fiscal Year: 2021-2022

Month: May  
 Year: 2022  
 Fund Type:

Include Cash Balance  
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATIONAL	\$6,439,680.92	\$9,062,172.58	(\$7,967,862.87)	(\$1,200,000.00)	\$6,333,990.63
11	STUDENT ACTIVITY FUND	\$14,275.00	\$0.00	\$0.00	\$0.00	\$14,275.00
20	OPERATIONS AND MAINTENANCE	\$1,121,529.82	\$829,317.05	(\$777,321.48)	\$0.00	\$1,173,525.39
30	DEBT SERVICE	\$761,828.08	\$915,460.84	(\$883,750.00)	\$0.00	\$793,538.92
40	TRANSPORTATION	\$502,253.14	\$410,390.37	(\$244,543.57)	\$0.00	\$668,099.94
50	MUNICIPAL RETIREMENT	\$101,406.42	\$171,910.87	(\$160,436.62)	\$0.00	\$112,880.67
55	SOCIAL SECURITY	\$137,876.25	\$171,943.45	(\$165,356.89)	\$0.00	\$144,462.81
60	CAPITAL PROJECTS	\$583,016.82	\$291.09	(\$1,882,947.17)	\$6,204,639.72	\$4,905,000.46
70	WORKING CASH	\$185,010.51	\$4,613.25	\$0.00	\$0.00	\$189,623.76
80	TORT IMMUNITY	\$4,618.62	\$22.00	\$0.00	\$0.00	\$4,640.62
90	LIFE SAFETY	\$47,695.51	\$1,433.82	\$0.00	\$0.00	\$49,129.33
<b>Grand Total:</b>		<b>\$9,899,191.09</b>	<b>\$11,567,555.32</b>	<b>(\$12,082,218.60)</b>	<b>\$5,004,639.72</b>	<b>\$14,389,167.53</b>

End of Report

# Certificate of Resolution (2022)

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**For PALOS HEIGHTS SCHOOL DISTRICT #128**

**Section 125 Premium Only Plan**

**Plan Year Ending June 30, 2023**

The undersigned Secretary or Principal of **PALOS HEIGHTS SCHOOL DISTRICT #128** (the Employer) hereby certifies that the following resolutions were duly adopted by the board of directors of the Employer on **July 1, 2022**, and that such resolutions have not been modified or rescinded as of the date hereof:

**RESOLVED**, that the form of Amended Section 125 Cafeteria Plan effective **July 1, 2022**, presented to this meeting is hereby approved and adopted and that the proper officers of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

**RESOLVED**, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

**RESOLVED**, that the proper officers of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that true copies of the Adoption Agreement, Plan Document, and the Summary Plan Description, approved and adopted in the foregoing resolutions, are attached herewith.

By \_\_\_\_\_  
Secretary/Principal

# MILESTONE THERAPY, LLC.

Agreement #: D128-009

## AGREEMENT FOR THERAPY STAFFING SERVICES

This Agreement for Therapy Staffing Services (“Agreement”) is made between Milestone Therapy, LLC (MST), an Illinois limited liability company with its principal place of business 2906 Highway Avenue, Highland, Indiana 46322 and the following School District (“FACILITY”)

School District #128

Palos Heights

12809 S. McVickers Ave.

Palos Heights, IL 60463

This Agreement is made and entered into this Monday, the 1st day of August, 2022, for the provisions of therapy services by MST to FACILITY and its students. The parties agree as follows:

1. MST shall provide to students of the FACILITY professional Therapy services, including treatment, instruction and care and MST shall provide to the FACILITY and its students services ancillary to such Therapy services (collectively, the “Services”). The Services shall be provided by a Licensed Therapist or by a Certified Therapy Assistant working under supervision of a Licensed Therapist. All Therapists and Therapy Assistants providing Services under the Agreement shall be fully qualified under applicable law, agency rules and regulations and properly licensed and/or registered by the State of Illinois to provide those services.
2. Services will be provided by MST to FACILITY and its students as needed and when requested by FACILITY. Days and times to be found in the Addendum. Should periodic adjustments in scheduling be necessary, the Licensed Therapist or Certified Therapy Assistant will adjust the schedule to fulfill the requirements hereunder. MST shall begin to provide and deliver said Services to FACILITY and its students commencing the beginning of the 2022-2023 school year calendar.
3. The type, length, duration and frequency of treatment necessary for a student shall be determined by a multidisciplinary team which shall include a Licensed Therapist (or, if a Licensed Therapist is not available and the FACILITY so chooses, a Certified Therapy Assistant who will present a report prepared by the Licensed Therapist).
4. MST and any Licensed Therapist or Certified Therapy Assistant providing Services hereunder shall abide by the currently approved methods, practices, and standards of the profession, abide by the applicable provisions of the respective discipline specific Illinois

Therapy Acts, and by any rules or regulations established by FACILITY of which MST is notified in writing by FACILITY as being applicable to MST and its Therapists.

- 5 FACILITY shall provide and make available to MST sufficient treatment space and equipment at FACILITY'S place of business which will enable MST to provide competent and adequate Services. FACILITY agrees to provide equipment including, but not limited to, mats, balls, foam rolls, workbooks, therapeutic games, testing kits, and any other specific FACILITY based activities where treatment requiring such equipment is to be delivered. All such equipment is to be in adequate condition for use by the Licensed Therapist or Certified Therapy Assistant in providing the Services. Access to school internet and a computer will be provided by FACILITY for required documentation. In the event that a student needs specific equipment particularly associated with his/her condition on a recurrent, long term, or permanent basis, MST shall not be obligated to purchase said equipment but shall recommend the purchase of such equipment by the FACILITY, if it is necessary to implement the program. Any equipment so purchased by the FACILITY under this provision shall remain the property of the FACILITY upon MST termination of Services. FACILITY shall not be obligated to purchase said equipment.
- 6 The following procedures shall be followed for referral of students by FACILITY for evaluation or Therapy: referral and signed parental consent (state mandated form) given to Licensed Therapist or Certified Therapy Assistant from MST; MST schedules evaluation/treatment at child's school or established district center set up for treatment. Collection of Physician prescriptions for ongoing Therapy is the responsibility of FACILITY, and FACILITY is to have a copy delivered to MST within one (1) week of receipt.
- 7 FACILITY shall reimburse and pay to MST the regular rates set forth below for Services described herein, including reasonable time for note-writing, screen and evaluation-writing, set-up, clean-up, travel to and from and/or planning, which MST provides to FACILITY and its students:

Physical Therapist: \$78.50 per hour  
Physical Therapist Assistant: \$68.50 per hour  
Occupational Therapist: \$78.50 per hour  
Occupational Therapist Assistant: \$68.50 per hour  
Speech Language Pathologist: \$88.50 per hour  
Speech Language Pathologist Assistant: \$78.50 per hour  
BCBA: \$78.50 per hour  
RBT: \$68.50 per hour

If contract is signed after July 8th , 2022, rates shall reimburse and pay to MST modified rates set forth below:

Physical Therapist: \$80.50 per hour  
Physical Therapist Assistant: \$70.50 per hour  
Occupational Therapist: \$80.50 per hour  
Occupational Therapist Assistant: \$70.50 per hour  
Speech Language Pathologist: \$90.50 per hour  
Speech Language Pathologist Assistant: \$80.50 per hour  
BCBA: \$80.50 per hour  
RBT: \$70.50 per hour

- 8 MST shall be responsible for submitting invoices and bills to FACILITY which provides payment or reimbursement for Services rendered by MST to FACILITY and its students. Amounts due MST hereunder shall be billed directly to the FACILITY with payment due no later than forty-five (45) days from the date of the invoice. Patient revenues and collections from payor are the FACILITY'S responsibility and shall not be the cause for non-payment to MST. Interest on invoice amounts not paid within the 45-day period identified above shall be lesser the rate of 16% per annum compounded monthly, or the maximum allowed by law.
- 9 Should FACILITY fail or refuse, for any reason, to pay and make reimbursement to MST for Services rendered by MST to FACILITY and its students in the amounts, manner and at the times described herein, and should said failure or refusal continue for ten (10) days after FACILITY receives written notice from MST of the non-payment, then this Agreement shall, at MST sole option and election, be terminated and MST shall have no further or additional responsibility to FACILITY and its students to provide Services hereunder. MST'S election to terminate pursuant to this paragraph shall in no way impair MST right to claim against FACILITY for any balances previously due and owing nor shall it impair MST'S right to claim against FACILITY for any damages suffered as a result of FACILITY'S breach of this Agreement.
- 10 MST expressly represents and warrants to FACILITY that MST is an independent contractor and that all Licensed Therapists, Certified Therapy Assistants, CFY Candidates, and Student Interns providing Services hereunder are its employees or interns who shall be delivering services in their professional capacities independent of any direction of FACILITY.

MST agrees to maintain the following insurance covering its activities, and the activities of any service provider assigned to FACILITY by MST, performed pursuant to this Agreement: (1) Comprehensive General Liability insurance from an entity acceptable to the FACILITY, in an amount not less than Three Million Dollars (\$3,000,000) in aggregate and One Million Dollars (\$1,000,000) per occurrence combined single limit for bodily injury and property damage; (2) malpractice/professional liability insurance from an entity acceptable to the FACILITY, in an amount not less than Three Million Dollars (\$3,000,000) in aggregate and One Million Dollars (\$1,000,000) per occurrence

combined single limit for bodily injury and property damage. Said insurance policies shall name FACILITY as additional insured upon request, and shall be endorsed to provide for written notification to FACILITY by the insurer not less than 30 days prior to cancellation, expiration or material change in insurance coverage. MST shall provide FACILITY with Certificates of Insurance upon execution of this Agreement.

MST shall maintain during the term of this Agreement required worker's compensation, in accordance with applicable statutory requirements, for all personnel providing Services to FACILITY that are employees of MST.

FACILITY will promptly notify MST of any complaint or concern regarding Services rendered pursuant to this Agreement.

- 11 FACILITY is responsible for providing and/or coordinating orientation and system training for all Licensed Therapists and Certified Therapy Assistants new to the FACILITY or when new systems are implemented for existing staff. Upon request, FACILITY will provide MST with a written report for any work related injury or incident involving injury to a MST employee. Subject to student records confidentiality requirements, any incident involving incompetence, negligence or misconduct jeopardizing student safety and welfare will be reported to MST for investigation, if appropriate, and appropriate personnel action. Subject to student records confidentiality requirements, any incident involving incompetence, negligence or misconduct jeopardizing Licensed Therapist and Certified Therapy Assistant safety and welfare will be reported to MST for investigation, if appropriate, with appropriate action to follow.
- 12 This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois. The parties hereby irrevocably consent and submit to the jurisdiction in the Courts of the State of Illinois for any legal proceedings arising out of any breach of this Agreement. In the event that either party to this Agreement is required to utilize the courts to secure the benefits or protections in this Agreement, the substantially prevailing party in any such proceeding shall be entitled to recover from the other party the reasonable costs incurred, including, but without limitation, reasonable attorney fees.
- 13 This Agreement may be executed simultaneously in counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- 14 All notices, requests, demands and other communications shall be deemed to have been duly given if hand delivered or mailed, first class postage prepaid, (a) to the FACILITY at that address of FACILITY'S place of business or at such address as FACILITY may have furnished to MST in writing, (b) to MST at the address of MST'S place of business or at such address as MST may have furnished to FACILITY in writing.

15 FACILITY and MST hereby agree that the terms and conditions set forth throughout this Agreement are an integral part of this Agreement. FACILITY states he/she has read and understands its entirety, and that no other representations, oral statements, inducements, or promises not written herein shall be of any force or effect. This Agreement supersedes all previous agreements and is hereby acknowledged and accepted by signature.

Except with the prior written consent of MST, FACILITY agrees not to offer employment to, nor to employ, contract with, or otherwise utilize in any way the professional services of any employee or independent contractor of MST who renders Services on behalf of MST to FACILITY or its students pursuant to this Agreement, during the term of this Agreement and for a two (2) year period after termination of this Agreement. If FACILITY violates this section of the contract, a flat fee of \$30,000.00 will be paid to MST by FACILITY as a finder's fee within thirty (30) days of any such person providing Service to the FACILITY or its students.

16 This Agreement shall continue and be in force through July 31, 2023, unless otherwise extended by mutual agreement of the parties. However, MST may terminate this Agreement for any reason by delivering written notice to the FACILITY of the intention to terminate forty-five (45) days prior to said termination becoming effective. FACILITY may terminate this Agreement for cause (which will be gross negligence or intentional misconduct) by delivering written notice to MST of the intention to terminate ten (10) days prior to said termination being effective.

17 MST shall defend, indemnify and hold harmless the FACILITY and its Board of Education, Board members, officers, administrators, employees, agents, successors and assigns, from and against any and all claims, liabilities, losses, damages, costs or expenses of any kind (including attorneys' fees) arising out of or relating to MST's performance under this Agreement and/or the Services provided by or through MST pursuant to this Agreement.

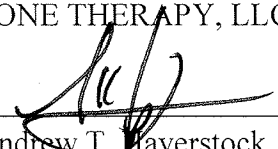
18 During the term of this Agreement and for five (5) years following termination of this Agreement, the FACILITY and its authorized agents, during regular business hours and upon reasonable notice and demand, shall have access to all information and records relating to Services rendered by or through MST pursuant to this Agreement.

19 MST understands and agrees that student record information (including academic information and medical information) is confidential. Neither MST nor its service providers will redisclose said information except as permitted by law.

20 For each individual to perform Services for the FACILITY, MST, at its expense, shall ensure compliance with the requirements relating to fingerprint-based criminal history records checks and checks of the Statewide Sex Offender Database, in accordance with Section 10-21.9 of the Illinois School Code. Current checks must be conducted, and

written results must be provided to the FACILITY, before the individual may perform Services for the FACILITY. The FACILITY reserves the right to decline a service provider, if the FACILITY determines that the results of the check are unsatisfactory.

FACILITY:  
  
By: \_\_\_\_\_  
Print: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

MILESTONE THERAPY, LLC:  
  
By:   
Print Andrew T. Waverstock, PT  
Title: Manager  
Date: 4-4-22

**MILESTONE THERAPY, LLC.**

*Addendum to Agreement #: D128-009*

ADDENDUM

This Addendum (“Addendum”) is made a part of the Agreement for Therapy Staffing Services between Milestone Therapy, LLC (MST), an Illinois limited liability company with its principal place of business 2906 Highway Ave, Highland IN 46322, and the following School District (“FACILITY”):

School District #128  
Palos Heights  
12809 S. McVickers Ave.  
Palos Heights, IL 60463

- 1 THERAPY SERVICES: Therapy coverage will entail the following, as requested by the FACILITY, for certain students requiring physical, occupational, and speech therapy services during the 2022-2023 school year:

Direct Physical Therapy services, including appropriate supervision of Physical Therapy Assistants;

Record-keeping and reporting, including documentation of services provided and students’ progress towards goals;

Screening and Evaluation of students by Physical Therapist, and preparation of evaluation reports;

Attendance at IEP meetings by Physical Therapist, and / or Physical Therapist Assistants;

Medicaid billing as a third-party biller;

Preparation and maintenance of invoices and billing records;

Other services as requested by the FACILITY.


- 2 DATES AND TIMES: Services will be provided on the following days and times based on student's needs: Weekdays between 8:00 am and 5:00 pm except for school holidays and the following days: Christmas Day through New Year's Day, Memorial Day, July 4<sup>th</sup>, Thanksgiving Day and the Friday following Thanksgiving. Once student caseload is established, services will be provided by MST on an exclusive basis only.

In the event that any terms of this Addendum conflict with any terms of the Agreement, the terms of this Addendum will control.

**FACILITY:**

By: \_\_\_\_\_  
Print: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Milestone Therapy LLC.**

By:   
Print: Andrew T. Traverstock, PT  
Title: Manager  
Date: 4.4.22

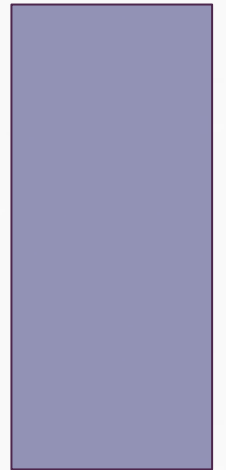




DISTRICT 128  
6-8 Science  
Pilot Extension

BOARD OF EDUCATION PRESENTATION

June 2022



# 6-8 Science Committee Members

MEMBER	ROLE	AFFILIATION
Dana Boulukos	Grade 8 Teacher	Independence
Evan Katsenis	Grade 7 Teacher	Independence
Carolyn Rolla	Grade 6 Teacher	Independence
Anne Reichel	Consultant	NGSS

**Note:** Carolyn Rolla served on our K-5 elementary review committee. We have shared the pilot process and information with District 218. The pilot decision was shared with District 218 and the Science Department Chair supports the recommendation.

# Research Based Considerations

- Science instruction should be initiated with “real world” scientific phenomenon
- Science instruction should afford students with opportunities to engage in authentic “Scientific Argumentation” built upon evidence gained from active scientific inquiry.
- Science instruction should build scientific concepts by using instructional materials that teach concepts in multiple contexts.
- Science instruction should provide students with opportunities to confront prior misconceptions in science.
- Science instruction should afford students with multiple opportunities to reflect upon their instruction through recording of data, writing, and conversations with other learners.

# Program Criteria Review

(See sample tool in the Board Packet)

## CRITERIA

Includes pre, formative, and summative assessments that are aligned to the Guiding Questions & Performance Expectations

Engages students in real world experiences (phenomena)

Sequences lessons to build conceptually (Concepts in multiple contexts)

Applies a learning cycle (Example One: Engage, Explore, Explain, Elaborate, Evaluate) (Example Two: (Focus, Explore, Reflect, Apply)

Provides both hands-on experiences and readings to investigate the “guiding questions”.

Uses scientifically accurate and grade-appropriate scientific information and representations to support students’ three dimensional learning

Provides opportunities for children to collect, organize, and analyze data.

Provides opportunities for students to express, clarify, justify, interpret, and represent their ideas using claims, evidence, and reasoning. (This could be science notebooks)

Provides guidance for teachers to support differentiated instruction (ELL, SPED, Advanced Learning)

Is the resource easy to follow and does it provide adequate support and background information for the instructional leader.

# *Amplify*

## Program Pilot Analysis

### **STRENGTHS**

- Vocabulary
- Online simulations are engaging
- Connections to real world and engineering practices
- Content is grade appropriate

### **GAPS**

- Lack of hands on activities (majority are virtual simulations)
- Lower text complexity
- Lack of differentiated text
- Assessments aligned to content, but not performance expectations

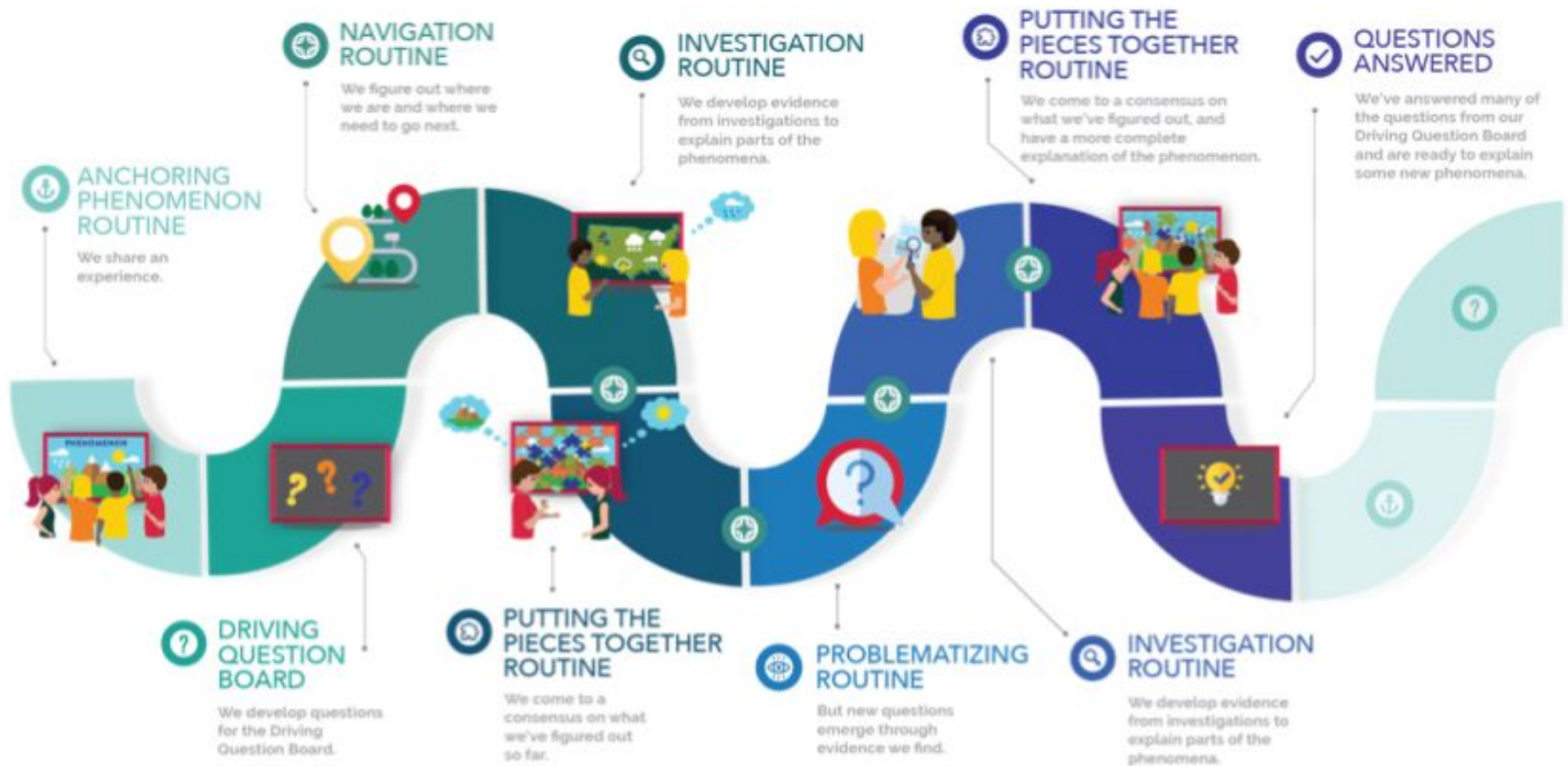
# Updated Program Review

The team reviewed the recently released resource:

- **OpenSci Ed**

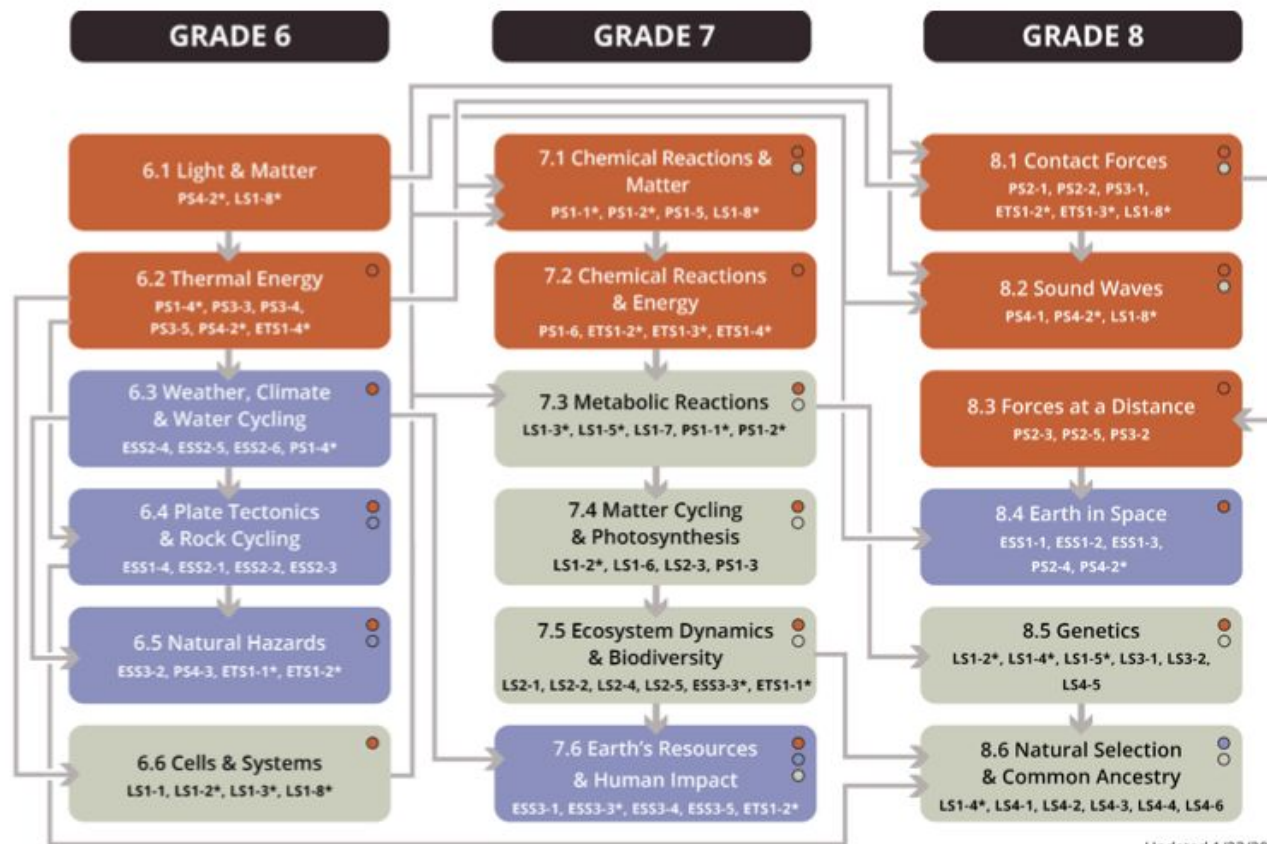
- A resource developed by a consortium of university partners including: Northwestern University, Boston College, University of Colorado and University of Texas
- OpenSci maintains the strengths of Amplify, while addressing the identified gaps
  - Hands on inquiry based activities
  - Robust assessment program with formative and summative opportunities aligned to performance expectations
  - Larger selection of resources and text for differentiation related to breadth and depth

# OpenSci Ed Learning Framework



# OpenSci Ed Learning Overview

## Disciplinary Core Idea (DCI) Bundling and Connections



Updated 1/23/2022

**Unit Emphasis**

- PHYSICAL SCIENCE PEs
- EARTH AND SPACE SCIENCE PEs
- LIFE SCIENCE PEs

\*PE builds across multiple units

**Prior PEs the Unit Builds on**

- PRIOR PHYSICAL SCIENCE PEs
- PRIOR EARTH AND SPACE SCIENCE PEs
- PRIOR LIFE SCIENCE PEs

**Unit Connections**



# Financial Implications

<b>Fiscal Year</b>	<b>Materials Cost</b>	<b>Prof Dev Cost</b>	<b>Total Costs</b>
2023	\$12,500	\$2,500	\$15,000
2024	\$5,500	\$5,000	

- Materials and PD costs for 2023 are fully grant funded (replacing allocation for Amplify)
- Future student materials costs are absorbed in our existing consumable budget
- Professional development costs will be funded through grant dollars (Title II)

Questions?



**RESOLUTION providing for the Certification of Serious Safety Hazard Conditions  
in Palos Heights School District 128 as required by the  
Illinois Revised Statute, Chapter 122, Paragraph 29-3.**

WHEREAS, pursuant to the certification of the serious safety hazard conditions that have been identified by the Palos Heights School District 128 Board of Education and approved by the Illinois Department of Transportation and subject to the conditions required by the Illinois Revised Statute, Chapter 122, Paragraph 29-3, The Palos Heights School District 128, Cook County, Illinois, requests to retain the “approved status” of hazard routes unchanged and that Palos Heights District 128 requests to reaffirm that the hazard conditions still exist for the 2021 - 2022 school year. Identifying the following sequence numbers:

128-86-01  
128-86-02  
128-86-03  
128-86-04  
128-86-05  
128-86-06  
128-86-07  
128-86-08  
128-86-09

128-87-10  
128-87-11  
128-87-12  
128-87-13  
128-87-14  
128-87-15  
128-87-16  
128-87-17  
128-87-18  
128-87-19  
128-87-20  
128-87-21  
128-87-22



*file* ↓

STATE OF ILLINOIS DEPT. OF TRANS. BUREAU OF TRAFFIC RECEIVED		
	NOTE	ACT
PLANS		
PERMITS		
SERVICES		
<input type="checkbox"/> FILE		

Operations - School Safety Busing  
Palos Heights #128 (Cook)

January 20, 1987

Mr. Lee Stamburg  
School Principal  
6610 Highland Drive  
Palos Heights, IL 60463

Dear Mr. Stamburg:

We have enclosed one copy of the Serious Safety Hazard Findings which your school district submitted. These copies should be retained in your files for use in obtaining reimbursement.

Should you have any questions regarding these or other hazardous locations, please do not hesitate to call our Pedestrian Safety Engineer, Mr. Jim Stoner at 884-4152.

Very truly yours,

Ralph C. Wehner  
District Engineer

By: \_\_\_\_\_  
Carl F. Kowalski  
District Traffic Engineer

JHS/rh  
Enclosures

**PALOS HEIGHTS SCHOOL DISTRICT 128**

EVERS

6610 W. HIGHLAND DRIVE  
PALOS HEIGHTS, ILLINOIS 60463  
448-0080

**BOARD OF EDUCATION**

**DR. EDWARD T. RANCIC**  
SUPERINTENDENT

**PAUL STEINBACH**  
PRESIDENT  
**NORMA MESSAGLIA**  
SECRETARY  
**FRANK PASSARELLI**  
**JOSEPH VALENTI**  
**LARAIN BARSHES**  
**KIMBERLY GLOWACKI**  
**JAMES THORNS**

January 13, 1987

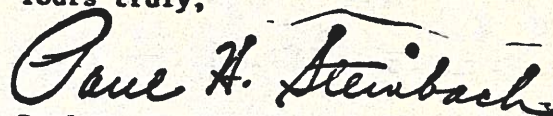
Mr. James Stoner  
Illinois Department of Transportation  
100 Plaza Drive  
Schaumburg, IL 60196

Dear Mr. Stoner,

In regards to Serious Safety Hazard Funding Application  
128-86-01, the Board of Education hereby requests one board  
judgement point for Type III Crossing a Roadway because of  
heavy traffic, two lanes, deep and wide ditches to the west  
of the corner, and that the two streets do not meet so students  
must cross to a private drive.

Thank you.

Yours truly,



Paul H. Steinbach, President  
Board of Education

PHS:aln

Hold - need 1 pr Judgment letter Type III



Serious Safety Hazard Finding

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Driscoll Parkway, Springfield, Illinois 62764. The school administrator preparing this submission should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submission within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights # 128</b>			Address of Administrative Office <b>6610 Highland Drive Palos Heights, IL 60463</b>	
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>		
Name of Contact Representative <b>Lee Stamberg</b>		Title <b>School Principal</b>	Phone No. <b>388-7260</b>	(Area Code) <b>312</b>
Name of School to which Children are Walking <b>NAVAIO</b>			Annual Sequential Number (Use on Map and Attachments) <b>128-86-01</b>	

Type of Condition

1. Single Hazard

Type \_\_\_\_\_

2. Combination Hazard

Type I and Type III *pl.*

Location

(Attach a map showing the described location(s).)

- Along 127<sup>th</sup> Street  
(Street or Road Name)
- Type I from Oak Park Ave (and father) to 68<sup>th</sup> Court
- Type II from \_\_\_\_\_ to \_\_\_\_\_
- Type III at 127<sup>th</sup> St and Oak Park Ave. *J.*
- Type IV at \_\_\_\_\_

Points  
(Complete only for Types listed on lines 1 or 2.)

Type I - Walking Along a Roadway

- Highest qualifying grade level (through 6<sup>th</sup> grade) 5 - Points  
Table 1
- Location of walkway (on shoulder \_\_\_\_\_ feet from roadway, or) (behind curb or ditch 8 feet from roadway) 1/2 - Points  
Table 2
- Speed of traffic (35 mph) 1/2 - Points  
Table 3
- Volume of traffic (1200 vehicles/hour) (2 lanes) 4 - Points  
Table 4
- Length of hazardous section (.2 miles) 1/2 - Points  
Table 5
- Board's judgment points (attach explanation) ~~2~~ Points
- Total of lines 8 through 13. ~~12 1/2~~ Points

*10 1/2*

Type II - Walking on a Roadway

- Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 6
- Reason for walking on roadway (no shoulder or walkway off pavement for \_\_\_\_\_ feet, or) (narrow bridge or underpass for \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 7
- Speed of traffic (\_\_\_\_\_ mph) \_\_\_\_\_ Points  
Table 8
- Volume of traffic (\_\_\_\_\_ vehicles/hour) (\_\_\_\_\_ lanes) \_\_\_\_\_ Points  
Table 9
- Length of hazardous section (\_\_\_\_\_ miles) \_\_\_\_\_ Points  
Table 10
- Board's judgment points (attach explanation) \_\_\_\_\_ Points

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed 127<sup>th</sup> Street)

- 22. Highest qualifying grade level (through 6 grade) 5 Points  
Table 11
- 23. Control on roadway being crossed (Crossing guard) 1/2 Points  
Table 12
- 24. Speed and volume of traffic (35 mph) 3 Points  
1200 vehicles/hour  
Table 13
- 25. Width of roadway (24 feet) 1/2 Points  
Table 14
- 26. Board's judgment points (attach explanation) 1 Points
- 27. Total of lines 22 through 26. 10 Points

Type IV - Crossing Railroad Tracks

- 28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
- 29. Crossing protection and number of tracks (\_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
- 30. Speed and number of trains (\_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
- 31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 32. Total of lines 28 through 31. \_\_\_\_\_ Points

Finding

- 33.  Single hazard qualifies since \_\_\_\_\_ points in a Type \_\_\_\_\_ situation equals or exceeds 12.
- 34.  Combination hazard qualifies since the total of 10 1/2 points in a Type I situation and 10 points in a Type III situation equals or exceeds 20.

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 1986 and the minutes of this meeting bear evidence of this approval.

12-9-86 Date Paul H. Steinbach Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received JANUARY 12 1987

Serial No. 1-87-001

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/12/87 Date Ralph C. Weber (Jr) Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

- 1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? 65 students.
- 2. What is the projected additional annual reimbursement that will result from this submittal? ?





# Serious Safety Hazard Finding

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Dirksen Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights # 128</b>			Address of Administrative Office <b>6610 Highland Drive Palos Heights, IL 60463</b>		
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>			
Name of Contact Representative <b>Lee Stamberg</b>		Title <b>School Principal</b>	Phone No. <b>388-7260</b>	(Area Code) <b>312</b>	
Name of School to which Children are Walking <b>Independence</b>			Annual Sequential Number (Use on Map and Attachments) <b>128 - .86 - .02</b>		

Type of Condition

1. Single Hazard  Type \_\_\_\_\_

2. Combination Hazard  Type II and Type III

Location

3. Along 127<sup>th</sup> Street  
(Street or Road Name)

4. Type I from \_\_\_\_\_ to \_\_\_\_\_

5. Type II from Ridgeland Ave to 6601 W. 127<sup>th</sup> St

6. Type III at Ridgeland Ave and 127<sup>th</sup> Street

7. Type IV at \_\_\_\_\_

Points (Complete only for Types listed on lines 1 or 2.)

**Type I - Walking Along a Roadway**

8. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 1

9. Location of walkway (on shoulder \_\_\_\_\_ feet from roadway, or  
(behind curb or ditch \_\_\_\_\_ feet from roadway) \_\_\_\_\_ Points  
Table 2

10. Speed of traffic (\_\_\_\_\_ mph) \_\_\_\_\_ Points  
Table 3

11. Volume of traffic (\_\_\_\_\_ vehicles/hour) (\_\_\_\_ lanes) \_\_\_\_\_ Points  
Table 4

12. Length of hazardous section (\_\_\_\_\_ miles) \_\_\_\_\_ Points  
Table 5

13. Board's judgment points (attach explanation) \_\_\_\_\_ Points

14. Total of lines 8 through 13. \_\_\_\_\_ Points

**Type II - Walking on a Roadway**

15. Highest qualifying grade level (through 8 grade) 2 Points  
Table 6

16. Reason for walking on roadway (no shoulder or walkway off pavement for 1320 feet, or)  
(narrow bridge or underpass for \_\_\_\_\_ feet) 3 Points  
Table 7

17. Speed of traffic (35 mph) 1/2 Points  
Table 8

18. Volume of traffic (1200 vehicles/hour) (4 lanes) 4 Points  
Table 9

19. Length of hazardous section (1/4 miles) 2 Points  
Table 10

20. Board's judgment points (attach explanation) 2 Points

**280**

(Cont'd)

- Type III - Crossing a Roadway (Name of roadway being crossed Ridgeland Ave)
22. Highest qualifying grade level (through 8 grade) 2 Points  
Table 11
23. Control on roadway being crossed (Traffic Signal) 2 Points  
Table 12
24. Speed and volume of traffic (40 mph) 4 Points  
Table 13  
(1500 vehicles/hour)
25. Width of roadway (40 or greater feet) 2 Points  
Table 14
26. Board's judgment points (attach explanation) 0 Points  
Table 15
27. Total of lines 22 through 26. 10 Points  
Table 16

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through \_\_\_\_\_ grade) Points  
Table 15
29. Crossing protection and number of tracks (\_\_\_\_\_ protection; \_\_\_\_\_ tracks used) Points  
Table 16
30. Speed and number of trains (\_\_\_\_\_ mph; \_\_\_\_\_ trains) Points  
Table 17
31. Board's judgment points (attach explanation) Points
32. Total of lines 28 through 31. Points

Finding

33.  Single hazard qualifies since \_\_\_\_\_ points in a Type \_\_\_\_\_ situation equals or exceeds 12.
34.  Combination hazard qualifies since the total of 12 1/2 points in a Type 11 situation and 12 points in a Type 11 situation equals or exceeds 20.

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 19 86 and the minutes of this meeting bear evidence of this approval.

12/9/86  
Date

Paul H. Steinbach  
Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received JANUARY 12 19 87

Serial No. 1-87-002

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/12/87  
Date

Paul C. Usher (Jr)  
Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? 85 students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ ?





# Serious Safety Hazard Finding

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Dirksen Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights # 128</b>			Address of Administrative Office <b>6610 Highland Drive</b>		
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>	<b>Palos Heights, IL 60463</b>		
Name of Contact Representative <b>Lee Stamberg</b>		Title <b>School Principal</b>	Phone No. <b>388-7260</b>	(Area Code) <b>312</b>	
Name of School to which Children are Walking <b>Navajo</b>			Annual Sequential Number (Use on Map and Attachments) <b>128 - .86 - .03</b>		

Type of Condition

1. Single Hazard  Type 1

2. Combination Hazard  Type \_\_\_\_\_ and Type \_\_\_\_\_

Location

3. Along Rte 83 (Cal-Sag or College Drive)  
(Street or Road Name)

4. Type I from 6450 West to 6800 West

5. Type II from \_\_\_\_\_ to \_\_\_\_\_

6. Type III at \_\_\_\_\_

7. Type IV at \_\_\_\_\_

Points (Complete only for Types listed on lines 1 or 2.)	Type I - Walking Along a Roadway		
	8. Highest qualifying grade level (through <u>6th</u> grade)		<u>5</u> Points
	9. Location of walkway (on shoulder <u>5-10</u> feet from roadway, or)		
	(behind curb or ditch _____ feet from roadway)		
			<u>1</u> Points
	10. Speed of traffic ( <u>45</u> mph)		<u>2</u> Points
	11. Volume of traffic ( <u>1500</u> vehicles/hour) ( <u>2</u> lanes)		<u>5</u> Points
	12. Length of hazardous section ( <u>1/2 - 1/4</u> miles)		<u>1/2</u> Points
	13. Board's judgment points (attach explanation)		<u>0 2</u> Points
	14. Total of lines 8 through 13.		<u>13 1/2</u> <del>15 1/2</del> Points

Type II - Walking on a Roadway

15. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points

16. Reason for walking on roadway (no shoulder or walkway off pavement for \_\_\_\_\_ feet, or) (narrow bridge or underpass for \_\_\_\_\_ feet) \_\_\_\_\_ Points

17. Speed of traffic (\_\_\_\_\_ mph) \_\_\_\_\_ Points

18. Volume of traffic (\_\_\_\_\_ vehicles/hour) (\_\_\_\_ lanes) \_\_\_\_\_ Points

19. Length of hazardous section (\_\_\_\_\_ miles) \_\_\_\_\_ Points

20. Board's judgment points (attach explanation) \_\_\_\_\_ Points

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)

- 22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
- 23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
- 24. Speed and volume of traffic ( \_\_\_\_\_ mph)  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
- 25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
- 26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 27. Total of lines 22 through 26. \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

- 28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
- 29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
- 30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
- 31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 32. Total of lines 28 through 31. \_\_\_\_\_ Points

Finding

- 33.  Single hazard qualifies since ~~15~~ <sup>13 1/2</sup> points  
in a Type 1 situation equals or exceeds 12.
- 34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20.

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 19 86 and the minutes of this meeting bear evidence of this approval.

12-9-86  
Date

Paul H. Steinbach  
Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received JANUARY 12 19 87

Serial No. 1-87-003

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

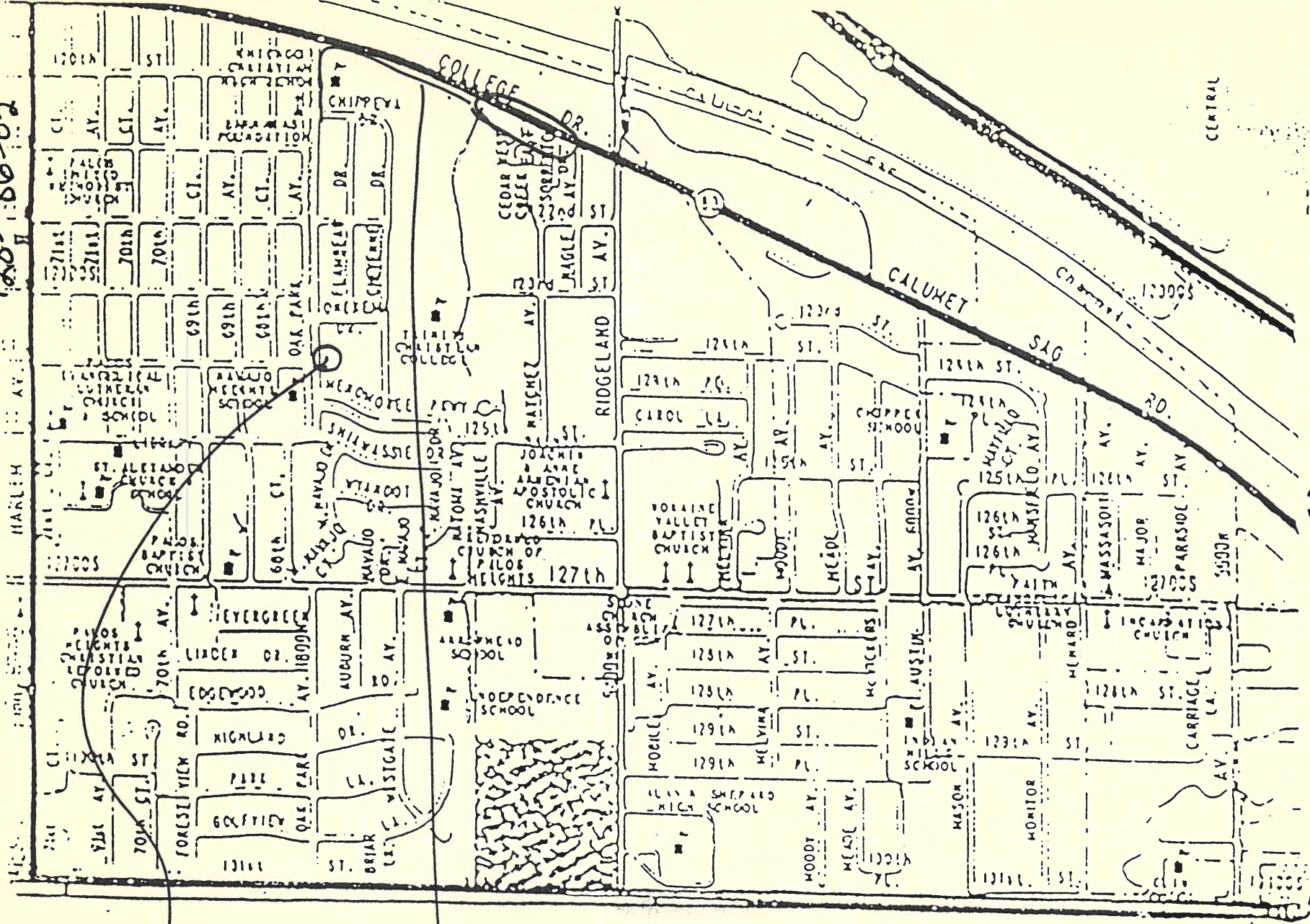
1/17/87  
Date

Ralph C. Waldner (Jr)  
Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

- 1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? 3 students.
- 2. What is the projected additional annual reimbursement that will result from this submittal? \$ ?

128-86-02



School attended.

walking along a roadway.



**Serious  
Safety Hazard  
Finding**

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Drisen Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights # 128</b>			Address of Administrative Office <b>6610 Highland Drive Palos Heights, IL 60463</b>	
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>		
Name of Contact Representative <b>Lee Stamborg</b>		Title <b>School Principal</b>	Phone No. <b>388-7260</b>	(Area Code) <b>312</b>
Name of School to which Children are Walking <b>Chippewa</b>			Annual Sequential Number (Use on Map and Attachments) <b>128 - .86 - .04</b>	

Type of Condition

1. Single Hazard  Type III

2. Combination Hazard  Type II and Type III **AS**

Location

3. Along Ridgeland Ave  
(Street or Road Name)

4. Type I from \_\_\_\_\_ to \_\_\_\_\_

5. Type II from ~~Rte 83~~ to ~~14th Street~~ **AS**

6. Type III at Rte 83 (Cal-Sag or College Drive)

7. Type IV at \_\_\_\_\_

Points (Complete only for Types listed on lines 1 or 2)

**Type I - Walking Along a Roadway**

8. Highest qualifying grade level (through 6 grade) 5 Points

9. Location of walkway (on shoulder 5-10 feet from roadway, or behind curb or ditch \_\_\_\_\_ feet from roadway) 1 Points

10. Speed of traffic (45 mph) 2 Points

11. Volume of traffic (1500 vehicles/hour) (2 lanes) 5 Points

12. Length of hazardous section (.2 miles) 1/2 Points

13. Board's judgment points (attach explanation) 2 Points

14. Total of lines 8 through 13 15 1/2 Points

---

**Type II - Walking on a Roadway**

15. Highest qualifying grade level (through 6 grade) 5 Points

16. Reason for walking on roadway (no shoulder or walkway off pavement for 350 feet, or narrow bridge or underpass for \_\_\_\_\_ feet) 3 Points

17. Speed of traffic (40 mph) 2 Points

18. Volume of traffic (1500 vehicles/hour) (4 lanes) 4 Points

19. Length of hazardous section (.2-.4 miles) 2 Points

20. Board's judgment points (attach explanation) 2 Points

**18**

(Cont'd)

**Type III - Crossing a Roadway** (Name of roadway being crossed Ridgeland)

22. Highest qualifying grade level (through 6th grade) 5 Points  
Table 11

23. Control on roadway being crossed (Traffic Signals) 2 Points  
Table 12

24. Speed and volume of traffic (40 mph)  
(1500 vehicles/hour) 4 Points  
Table 13

25. Width of roadway (40 feet) 2 Points  
Table 14

26. Board's judgment points (attach explanation) 0 2 Points

27. Total of lines 22 through 26. 13 15 Points

**Type IV - Crossing Railroad Tracks**

28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15

29. Crossing protection and number of tracks  
(\_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16

30. Speed and number of trains  
(\_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17

31. Board's judgment points (attach explanation) \_\_\_\_\_ Points

32. Total of lines 28 through 31. \_\_\_\_\_ Points

**Finding**

33.  Single hazard qualifies since 13 points  
in a Type II situation equals or exceeds 12. JS

34.  ~~Combination hazard qualifies since the total of 18 points  
in a Type II situation and 15 points in a Type III  
situation equals or exceeds 20.~~

**Certification**

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 19 86 and the minutes of this meeting bear evidence of this approval.

12/9/86 Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

**Action by Illinois Department of Transportation**

Date Submittal Received January 12 19 87

Serial No. 1-87-009

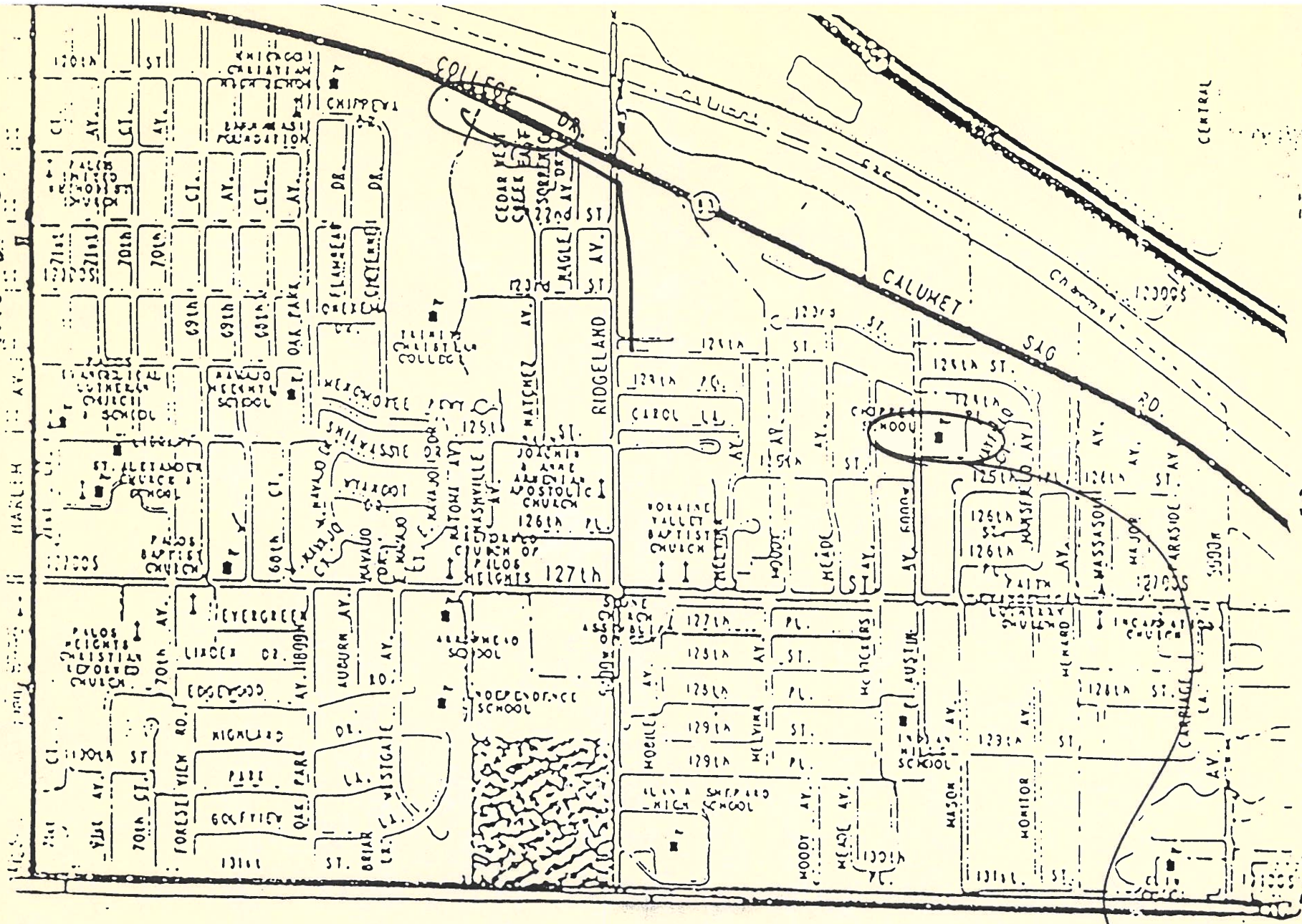
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/12/87 Ralph C. Weber (RCS)  
Date Signature of IDOT District Engineer

**Reimbursement Estimate** (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? ONE students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ ?

128-86-04



School attended

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Driscoll Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights #128</b>		Address of Administrative Office <b>6610 Highland Drive Palos Heights, IL 60463</b>	
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>	
Name of Contact Representative <b>Lee Stamborg</b>		Title <b>School Principal</b>	Phone No. (Area Code) <b>388-7260 312</b>
Name of School to which Children are Walking <b>Chippewa</b>		Annual Sequential Number (Use on Map and Attachments) <b>128 - .86 - .05</b>	
Type of Condition	1. Single Hazard <input checked="" type="checkbox"/> Type <b>II</b> 2. <del>Combination Hazard <input checked="" type="checkbox"/></del> Type <del>II</del> and Type <del>III</del> <b>II</b>		

Location (Attach a map showing the described location(s).)

3. Along **127<sup>th</sup> Street**  
(Street or Road Name)

4. Type I from \_\_\_\_\_ to \_\_\_\_\_

5. Type II from **Mason** to **Austin**

6. Type III at ~~Austin Avenue~~ **J**

7. Type IV at \_\_\_\_\_

Points	Type I - Walking Along a Roadway	Points
(Complete only for Types listed on lines 1 or 2.)	8. Highest qualifying grade level (through _____ grade)	_____ Table 1
	9. Location of walkway (on shoulder _____ feet from roadway, or) (behind curb or ditch _____ feet from roadway)	_____ Table 2
	10. Speed of traffic (_____ mph)	_____ Table 3
	11. Volume of traffic (_____ vehicles/hour) (____ lanes)	_____ Table 4
	12. Length of hazardous section (_____ miles)	_____ Table 5
	13. Board's judgment points (attach explanation)	_____ Points
	14. Total of lines 8 through 13	_____ Points

Points	Type II - Walking on a Roadway	Points
	15. Highest qualifying grade level (through <u><b>6</b></u> grade)	<u><b>5</b></u> Table 6
	16. Reason for walking on roadway (no shoulder or walkway off pavement for <u><b>350</b></u> feet, or) (narrow bridge or underpass for _____ feet)	<u><b>3</b></u> Table 7
	17. Speed of traffic ( <u><b>35</b></u> mph)	<u><b>1/2</b></u> Table 8
	18. Volume of traffic ( <u><b>1200</b></u> vehicles/hour) ( <u><b>2</b></u> lanes)	<u><b>4</b></u> Table 9
	19. Length of hazardous section ( <u><b>.12</b></u> miles) <b>J</b>	<u><b>1</b></u> Table 10
	20. Board's judgment points (attach explanation)	<u><b>0</b></u> Points

**J** **0** **151**

(Cont'd)

**Type III - Crossing a Roadway** (Name of roadway being crossed 127<sup>th</sup> Street)

22. Highest qualifying grade level (through 6 grade) 5 Points

23. Control on roadway being crossed Crossing Guard 1/2 Points

24. Speed and volume of traffic (35 mph) 3 Points  
(1200 vehicles/hour)

25. Width of roadway (24 feet) 1/2 Points

26. Board's judgment points (attach explanation) 2 Points

27. Total of lines 22 through 26. 11 Points

**Type IV - Crossing Railroad Tracks**

28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points

29. Crossing protection and number of tracks (\_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points

30. Speed and number of trains (\_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points

31. Board's judgment points (attach explanation) \_\_\_\_\_ Points

32. Total of lines 28 through 31. \_\_\_\_\_ Points

**Finding**

33.  Single hazard qualifies since 13 1/2 points in a Type II situation equals or exceeds 12.

34.  ~~Combination hazard qualifies since the total of 15 1/2 points in a Type II situation and 11 points in a Type III situation equals or exceeds 20.~~

**Certification**

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 19 86 and the minutes of this meeting bear evidence of this approval.

12/9/86 Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

**Action by Illinois Department of Transportation**

Date Submittal Received January 12 19 87 Serial No. 1-87-005

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/12/87 Ralph C. Walker (JCS)  
Date Signature of DOT District Engineer

**Reimbursement Estimate** (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? 20 students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ ?





**Serious  
Safety Hazard  
Finding**

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Dorken Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights # 128</b>		Address of Administrative Office <b>6610 Highland Drive Palos Heights, IL 60463</b>	
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>	

Name of Contact Representative <b>Lee Stamberg</b>	Title <b>School Principal</b>	Phone No. <b>388-7260</b>	(Area Code) <b>312</b>
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Name of School to which Children are Walking <b>Chippewa</b>	Annual Sequential Number (Use on Map and Attachments) <b>128 - 86 - 06</b>
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Type of Condition	1. Single Hazard <input checked="" type="checkbox"/>	Type <b>II</b>	<b>JJ.</b>
	2. <del>Combination Hazard</del> <input checked="" type="checkbox"/>	<del>Type II and Type III</del>	

Location (Attach a map showing the described location(s).)	3. Along <b>127<sup>th</sup> Street</b> <small>(Street or Road Name)</small>
	4. Type I from _____ to _____
	5. Type II from <b>McVickers</b> to <b>Austin</b>
	6. Type III at <del><b>Austin Ave</b></del> <b>JJ</b>
	7. Type IV at _____

Points	Type I - Walking Along a Roadway	Points
(Complete only for Types listed on lines 1 or 2.)	8. Highest qualifying grade level (through _____ grade)	_____ Table 1 Points
	9. Location of walkway (on shoulder _____ feet from roadway, or (behind curb or ditch _____ feet from roadway)	_____ Table 2 Points
	10. Speed of traffic (_____ mph)	_____ Table 3 Points
	11. Volume of traffic (_____ vehicles/hour) (____ lanes)	_____ Table 4 Points
	12. Length of hazardous section (_____ miles)	_____ Table 5 Points
	13. Board's judgment points (attach explanation)	_____ Points
	14. Total of lines 8 through 13	_____ Points

Points	Type II - Walking on a Roadway	Points
	15. Highest qualifying grade level (through <b>6</b> grade)	<b>5</b> Table 6 Points
	16. Reason for walking on roadway (no shoulder or walkway off pavement for <b>350</b> feet, or (narrow bridge or underpass for _____ feet)	<b>3</b> Table 7 Points
	17. Speed of traffic ( <b>35</b> mph)	<b>1/2</b> Table 8 Points
	18. Volume of traffic ( <b>1200</b> vehicles/hour) ( <b>2</b> lanes)	<b>4</b> Table 9 Points
	19. Length of hazardous section ( <b>.12</b> miles) <b>JJ</b>	<b>1</b> Table 10 Points
	20. Board's judgment points (attach explanation)	<b>0</b> Points

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed 127<sup>th</sup> Street)

22. Highest qualifying grade level (through 6 grade) 5 Points  
Table 11

23. Control on roadway being crossed (Crossing Guard) 1/2 Points  
Table 12

24. Speed and volume of traffic (35 mph) 3 Points  
(1200 vehicles/hour) Table 13

25. Width of roadway (24 feet) 1/2 Points  
Table 14

26. Board's judgment points (attach explanation) 2 Points  
*JS.*

27. Total of lines 22 through 26. 11 Points

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15

29. Crossing protection and number of tracks  
(\_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16

30. Speed and number of trains  
(\_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17

31. Board's judgment points (attach explanation) \_\_\_\_\_ Points

32. Total of lines 28 through 31. \_\_\_\_\_ Points

Finding

33.  Single hazard qualifies since 13 1/2 points  
in a Type II situation equals or exceeds 12. *JS*

34.  ~~Combination hazard qualifies since the total of 15 1/2 points  
in a Type II situation and 4 points in a Type III  
situation equals or exceeds 20. *JS*~~

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 19 86 and the minutes of this meeting bear evidence of this approval.

Date 12/9/86 Paul H. Steinbach  
Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received JANUARY 12 19 87

Serial No. 1-87-006

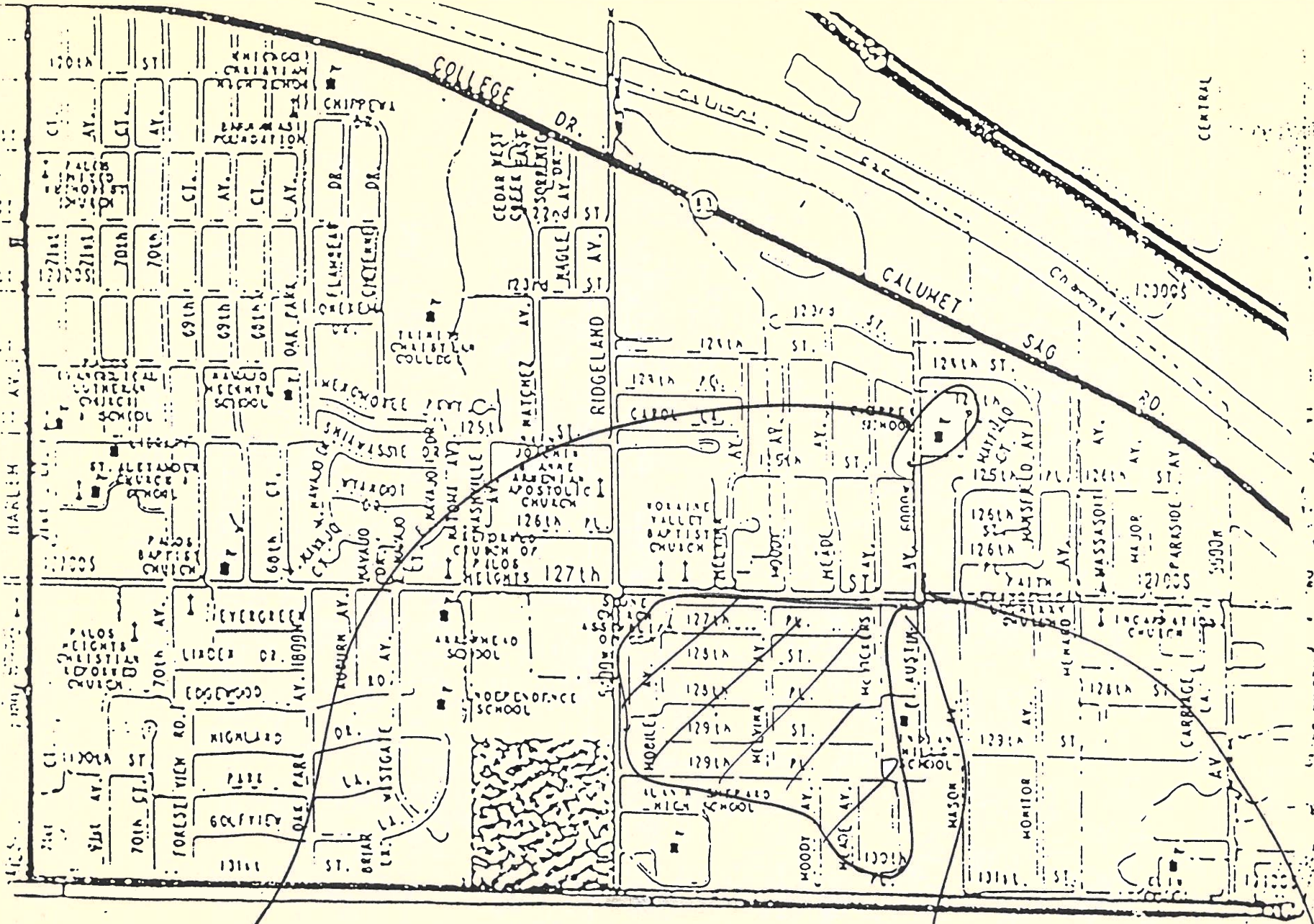
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/12/87  
Date

Roger C. Weber (JS)  
Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? 30 students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ ?



School attended

walking on roadway

Crossing a road.

100-02-001



**Serious  
Safety Hazard  
Finding**

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Dutton Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights # 128</b>		Address of Administrative Office <b>6610 Highland Drive Palos Heights, IL 60463</b>	
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>	

Name of Contact Representative <b>Lee Stamborg</b>	Title <b>School Principal</b>	Phone No. <b>388-7260</b>	(Area Code) <b>312</b>
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Name of School to which Children are Walking <b>Chippewa</b>	Annual Sequential Number (Use on Map and Attachments) <b>128 - 86 - 07</b>
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Type of Condition	1. Single Hazard <input checked="" type="checkbox"/>	Type <b>I</b>
	2. Combination Hazard <input type="checkbox"/>	Type _____ and Type _____

Location (Attach a map showing the described location(s).)	3. Along <b>Rte 83 (Cal-Sag Road)</b>
	4. Type I from <b>Army Site</b> to <b>Austin Ave</b>
	5. Type II from _____ to _____
	6. Type III at _____
	7. Type IV at _____

Points (Complete only for Types listed on lines 1 or 2.)	Type I - Walking Along a Roadway		
	8. Highest qualifying grade level (through <b>6th</b> grade)		<b>5</b> Points
	9. Location of walkway (on shoulder <b>5 to 10</b> feet from roadway, or (behind curb or ditch _____ feet from roadway)		<b>1</b> Points
	10. Speed of traffic ( <b>50</b> mph)		<b>4</b> Points
	11. Volume of traffic ( <b>1500</b> vehicles/hour) ( <b>2</b> lanes)		<b>5</b> Points
	12. Length of hazardous section ( <del><b>1/8.2</b></del> miles) <b>JL</b>		<b>1/2</b> Points
	13. Board's judgment points (attach explanation)		<b>2</b> Points
	14. Total of lines 8 through 13		<b>17.5</b> Points

Type II - Walking on a Roadway		
15. Highest qualifying grade level (through _____ grade)		_____ Points
16. Reason for walking on roadway (no shoulder or walkway off pavement for _____ feet, or (narrow bridge or underpass for _____ feet)		_____ Points
17. Speed of traffic (_____ mph)		_____ Points
18. Volume of traffic (_____ vehicles/hour) (_____ lanes)		_____ Points
19. Length of hazardous section (_____ miles)		_____ Points
20. Board's judgment points (attach explanation)		_____ Points

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)

- 22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
- 23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
- 24. Speed and volume of traffic ( \_\_\_\_\_ mph)  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
- 25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
- 26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 27. Total of lines 22 through 26 \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

- 28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
- 29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
- 30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
- 31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 32. Total of lines 28 through 31. \_\_\_\_\_ Points

Finding

- 33.  Single hazard qualifies since ~~17~~ <sup>15.5</sup> points  
in a Type 1 situation equals or exceeds 12.
- 34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20.

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 19 86 and the minutes of this meeting bear evidence of this approval.

12/9/86 Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received JANUARY 12 1987

Serial No. 1-87-007

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/12/87  
Date

Paul C. Weber (JPG)  
Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

- 1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? 9 students.
- 2. What is the projected additional annual reimbursement that will result from this submittal? \$ ?





# Serious Safety Hazard Finding

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Dawson Parkway, Springfield, Illinois 62764. The school administrator preparing this submission should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submission within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights # 128</b>			Address of Administrative Office <b>6610 Highland Drive</b>		
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>	Palos Heights, IL 60463		
Name of Contact Representative <b>Lee Stamberg</b>		Title <b>School Principal</b>	Phone No. <b>388-7260</b>	(Area Code) <b>312</b>	
Name of School to which Children are Walking <b>NAVAJO</b>			Annual Sequential Number (Use on Map and Attachments) <b>128 - 86 - 08</b>		
Type of Condition	1. Single Hazard <input checked="" type="checkbox"/>	Type <b>II</b>			
	2. Combination Hazard <input type="checkbox"/>	Type _____ and Type _____			

Location (Attach a map showing the described location(s).)

3. Along Ridgeland Ave ~~127<sup>th</sup> Street~~

4. Type I from \_\_\_\_\_ to \_\_\_\_\_

5. Type II from 122<sup>nd</sup> to 123<sup>rd</sup> / to 126<sup>th</sup> Place to 125<sup>th</sup>  
/ 127<sup>th</sup> St to 125

6. Type III at \_\_\_\_\_

7. Type IV at \_\_\_\_\_

Points	Type I - Walking Along a Roadway	Points
(Complete only for Types listed on lines 1 or 2.)	8. Highest qualifying grade level (through _____ grade)	_____ Points
	9. Location of walkway (on shoulder _____ feet from roadway, or (behind curb or ditch _____ feet from roadway))	_____ Points
	10. Speed of traffic (_____ mph)	_____ Points
	11. Volume of traffic (_____ vehicles/hour) (____ lanes)	_____ Points
	12. Length of hazardous section (_____ miles)	_____ Points
	13. Board's judgment points (attach explanation)	_____ Points
	14. Total of lines 8 through 13.	_____ Points

Points	Type II - Walking on a Roadway	Points
	15. Highest qualifying grade level (through <u>6</u> grade)	<u>5</u> Points
	16. Reason for walking on roadway (no shoulder or walkway off pavement for <u>350</u> feet, or) (narrow bridge or underpass for _____ feet)	<u>3</u> Points
	17. Speed of traffic ( <u>40</u> mph)	<u>2</u> Points
	18. Volume of traffic ( <u>1500</u> vehicles/hour) ( <u>4</u> lanes)	<u>4</u> Points
	19. Length of hazardous section ( <u>.2</u> miles)	<u>1</u> Points
	20. Board's judgment points (attach explanation)	<u>2</u> Points

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)

- 22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
- 23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
- 24. Speed and volume of traffic ( \_\_\_\_\_ mph)  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
- 25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
- 26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 27. Total of lines 22 through 26 \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

- 28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
- 29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
- 30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
- 31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 32. Total of lines 28 through 31. \_\_\_\_\_ Points

Finding

- 33.  Single hazard qualifies since 14 <sup>15</sup> points JS.  
in a Type 11 situation equals or exceeds 12.
- 34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20.

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 19 86 and the minutes of this meeting bear evidence of this approval.

12/9/86 Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received January 12 19 87

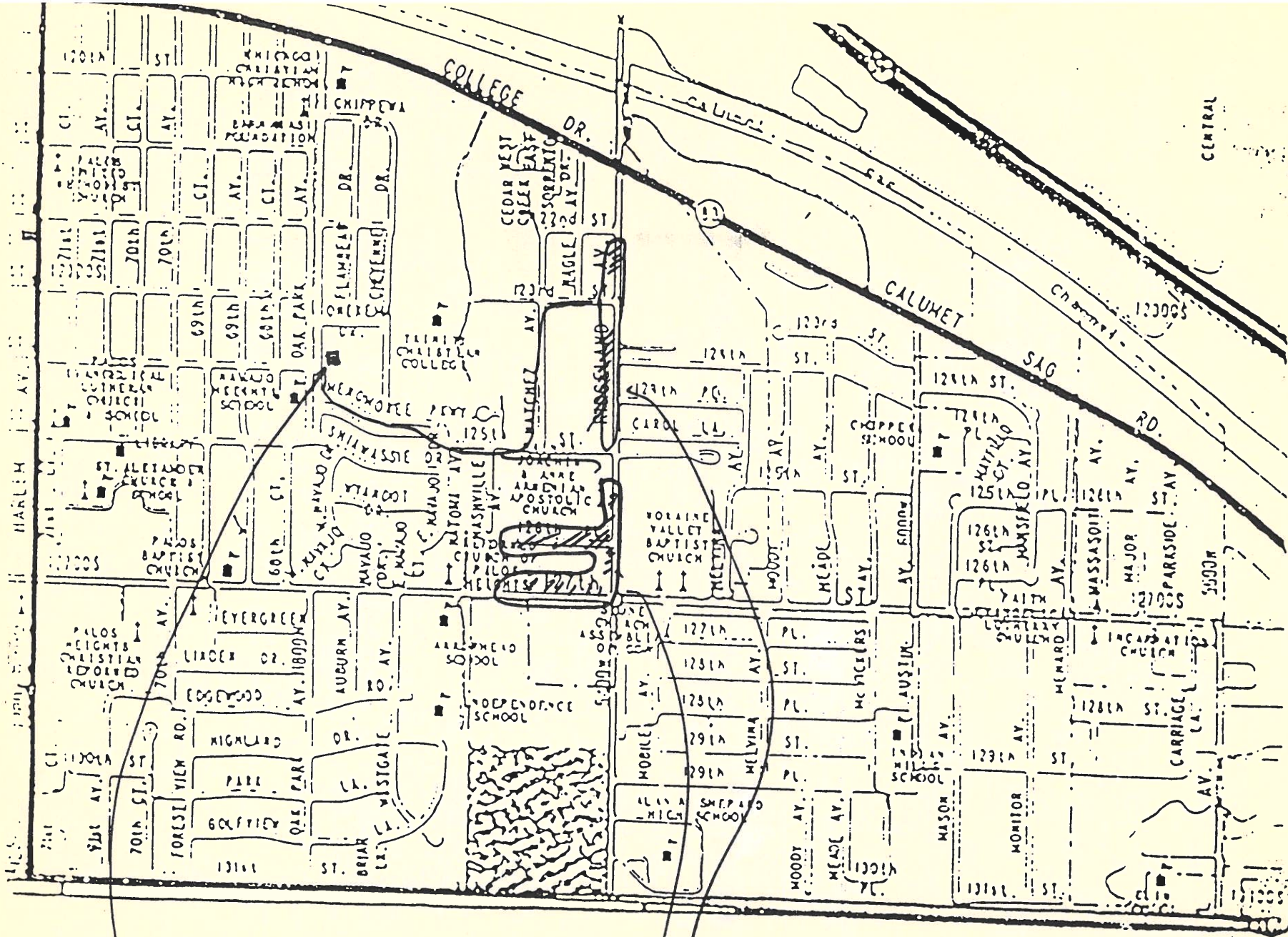
Serial No. 1-87-008

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/12/87 Rachel C. Weber (JS)  
Date Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

- 1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? 3 students.
- 2. What is the projected additional annual reimbursement that will result from this submittal? \$ ?



School attended  
Navajo

Hazardous -  
walking on Ridgeland or

128-86-08

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Diksen Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights #128</b>			Address of Administrative Office <b>6610 Highland Drive Palos Heights, IL 60463</b>	
District Number <b>128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>		
Name of Contact Representative <b>Lee Stamborg</b>		Title <b>School Principal</b>	Phone No. <b>388-7260</b>	(Area Code) <b>312</b>
Name of School to which Children are Walking <b>Independence</b>			Annual Sequential Number (Use on Map and Attachments) <b>128-86-09</b>	

Type of Condition

1. Single Hazard  Type **II**

2. ~~Combination Hazard~~  **St.** Type \_\_\_\_\_ and Type \_\_\_\_\_

Location

3. Along **Ridgeland and ~~127<sup>th</sup> Street~~** **J.**  
(Street or Road Name)

4. Type I from \_\_\_\_\_ to \_\_\_\_\_

5. Type II from **houses on Ridgeland** to **Crossing 127<sup>th</sup> Street at**

6. Type III at **Crossing 127<sup>th</sup> at Independence** **J.** **6601-127<sup>th</sup>**

7. Type IV at \_\_\_\_\_

Points (Complete only for Types listed on lines 1 or 2.)

**Type I - Walking Along a Roadway**

8. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 1

9. Location of walkway (on shoulder \_\_\_\_\_ feet from roadway, or  
behind curb or ditch \_\_\_\_\_ feet from roadway) \_\_\_\_\_ Points  
Table 2

10. Speed of traffic (\_\_\_\_\_ mph) \_\_\_\_\_ Points  
Table 3

11. Volume of traffic (\_\_\_\_\_ vehicles/hour) (\_\_\_\_ lanes) \_\_\_\_\_ Points  
Table 4

12. Length of hazardous section (\_\_\_\_\_ miles) \_\_\_\_\_ Points  
Table 5

13. Board's judgment points (attach explanation) \_\_\_\_\_ Points

14. Total of lines 8 through 13. \_\_\_\_\_ Points

**Type II - Walking on a Roadway**

15. Highest qualifying grade level (through **8** grade) **2** Points  
Table 6

16. Reason for walking on roadway (no shoulder or walkway off pavement for **350** feet, or  
narrow bridge or underpass for \_\_\_\_\_ feet) **3** Points  
Table 7

17. Speed of traffic (**40** mph) **2** Points  
Table 8

18. Volume of traffic (**1500** vehicles/hour) (**4** lanes) **4** Points  
Table 9

19. Length of hazardous section (**.2 or better** miles) **1** Points  
Table 10

20. Board's judgment points (attach explanation) **0** Points

21. Total of lines 15 through 20. **13** Points

(Cont'd)

**Type III - Crossing a Roadway** (Name of roadway being crossed 127<sup>th</sup> Street)

22. Highest qualifying grade level (through 8 grade) 5 Points  
Table 11

23. Control on roadway being crossed (crossing guard) 1/2 Points  
Table 12

24. Speed and volume of traffic (1200 mph) 3 Points  
35 vehicles/hour 1 Points  
Table 13

25. Width of roadway (36 feet) 2 Points  
Table 14

26. Board's judgment points (attach explanation) Road narrows from 4 to 2  
lands of traffic 1/2 Points

27. Total of lines 22 through 26 13 1/2 Points

**Type IV - Crossing Railroad Tracks**

28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15

29. Crossing protection and number of tracks  
(\_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16

30. Speed and number of trains  
(\_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17

31. Board's judgment points (attach explanation) \_\_\_\_\_ Points

32. Total of lines 28 through 31. \_\_\_\_\_ Points

**Finding**

33.  Single hazard qualifies since 13 points  
in a Type II situation equals or exceeds 12.

34.  ~~Combination hazard qualifies since the total of 15 points  
in a Type II situation and 11 points in a Type III  
situation equals or exceeds 20.~~

**Certification**

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of 12-9 19 86 and the minutes of this meeting bear evidence of this approval.

12-9-86 Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

**Action by Illinois Department of Transportation**

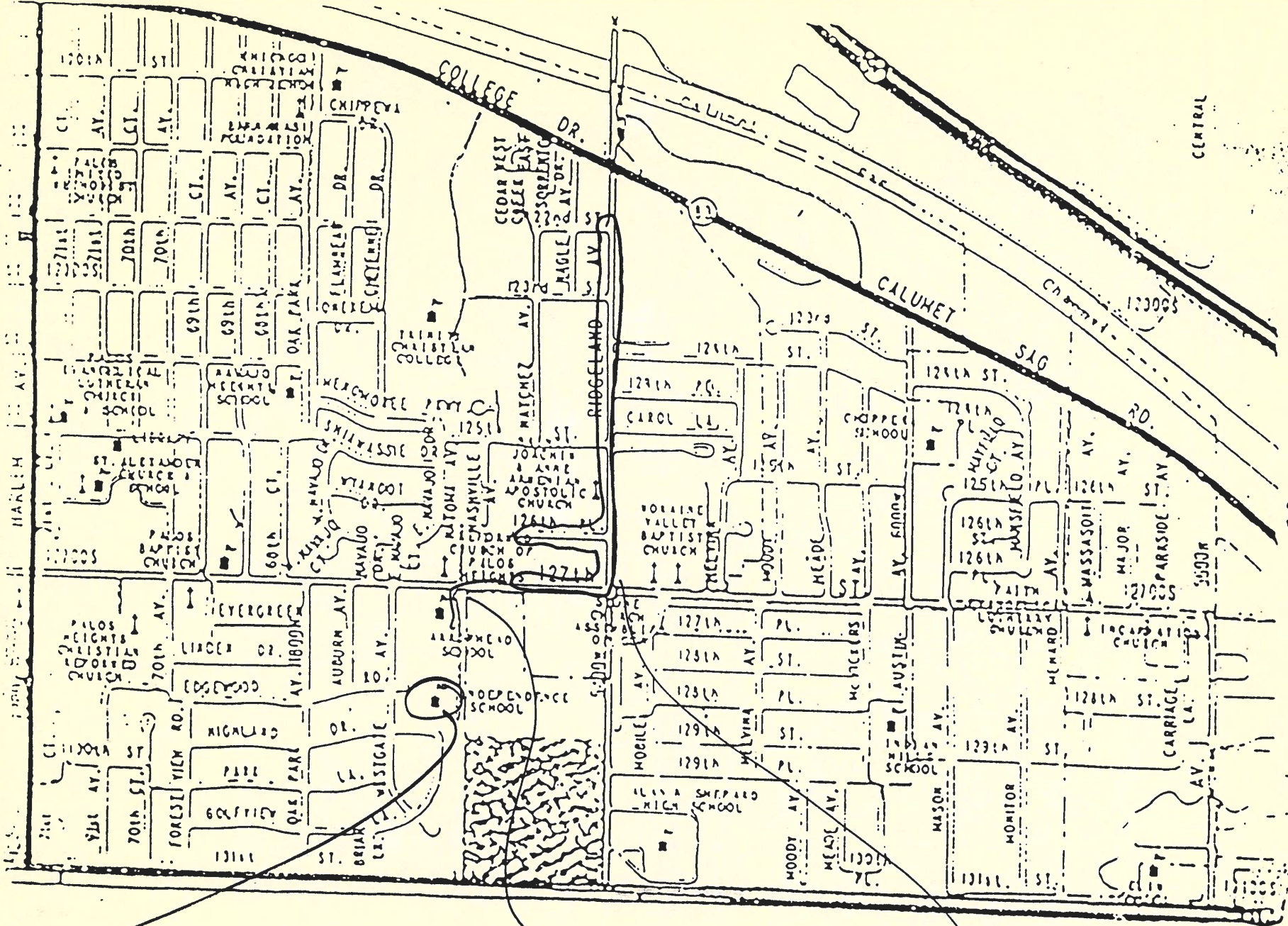
Date Submittal Received January 12 19 87 Serial No. 1-87-009

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/12/87 Ralph C. Walker (Jr)  
Date Signature of IDOT District Engineer

**Reimbursement Estimate** (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? 2 students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



School attendend

Cross street  
127<sup>th</sup>

Walk on Roadway  
Ridge road or land

128-86-09



# Serious Safety Hazard Finding

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Dirksen Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <u>Palos Heights #128</u>		Address of Administrative Office 6610 W. Highland Drive Palos Heights, IL 60463	
District Number 128	County, Illinois, Zip Code Cook 60463		
Name of Contact Representative Lee A. Stamberg		Title School Principal	Phone No. (Area Code) 388-7260 312
Name of School to which Children are Walking Chippewa		Annual Sequential Number (Use on Map and Attachments) 128 — 87 — 10	

<b>Type of Condition</b>	1. Single Hazard <input checked="" type="checkbox"/>	Type <u>II</u>
	2. Combination Hazard <input type="checkbox"/>	Type _____ and Type _____

<b>Location</b> (Attach a map showing the described location(s).)	3. Along <u>Ridgeland Avenue</u> <small>(Street or Road Name)</small>
	4. Type I from _____ to _____
	5. Type II from <u>Willow Woods Townhouses</u> to <u>124th Street</u>
	6. Type III at _____
	7. Type IV at _____

<b>Points</b> (Complete only for Types listed on lines 1 or 2.)	<b>Type I - Walking Along a Roadway</b>	
	8. Highest qualifying grade level (through _____ grade)	_____ Points
	9. Location of walkway (on shoulder _____ feet from roadway, or (behind curb or ditch _____ feet from roadway)	_____ Points
	10. Speed of traffic (_____ mph)	_____ Points
	11. Volume of traffic (_____ vehicles/hour) (____ lanes)	_____ Points
	12. Length of hazardous section (_____ miles)	_____ Points
	13. Board's judgment points (attach explanation)	_____ Points
	14. Total of lines 8 through 13.	_____ Points

	<b>Type II - Walking on a Roadway</b>	
	15. Highest qualifying grade level (through <u>K-6</u> grade)	5 Table 6 Points
	16. Reason for walking on roadway (no shoulder or walkway off pavement for <u>350</u> feet, or (narrow bridge or underpass for _____ feet)	3 Table 7 Points
	17. Speed of traffic ( <u>40-45</u> mph)	2 Table 8 Points
	18. Volume of traffic ( <u>1,500</u> vehicles/hour) ( <u>4</u> lanes)	4 Table 9 Points
	19. Length of hazardous section ( <u>.20</u> miles)	2 Table 10 Points
	20. Board's judgment points (attach explanation)	_____ Points
21. Total of lines 15 through 20	16 Points	

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)

- 22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
- 23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
- 24. Speed and volume of traffic ( \_\_\_\_\_ mph )  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
- 25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
- 26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 27. Total of lines 22 through 26. \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

- 28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
- 29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
- 30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
- 31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 32. Total of lines 28 through 31. \_\_\_\_\_ Points

Finding

- 33.  Single hazard qualifies since 16 points  
in a Type II situation equals or exceeds 12.
- 34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20.

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of January 13, 19 87, and the minutes of this meeting bear evidence of this approval.

X Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received JANUARY 15 19 87

Serial No. 1-87-010

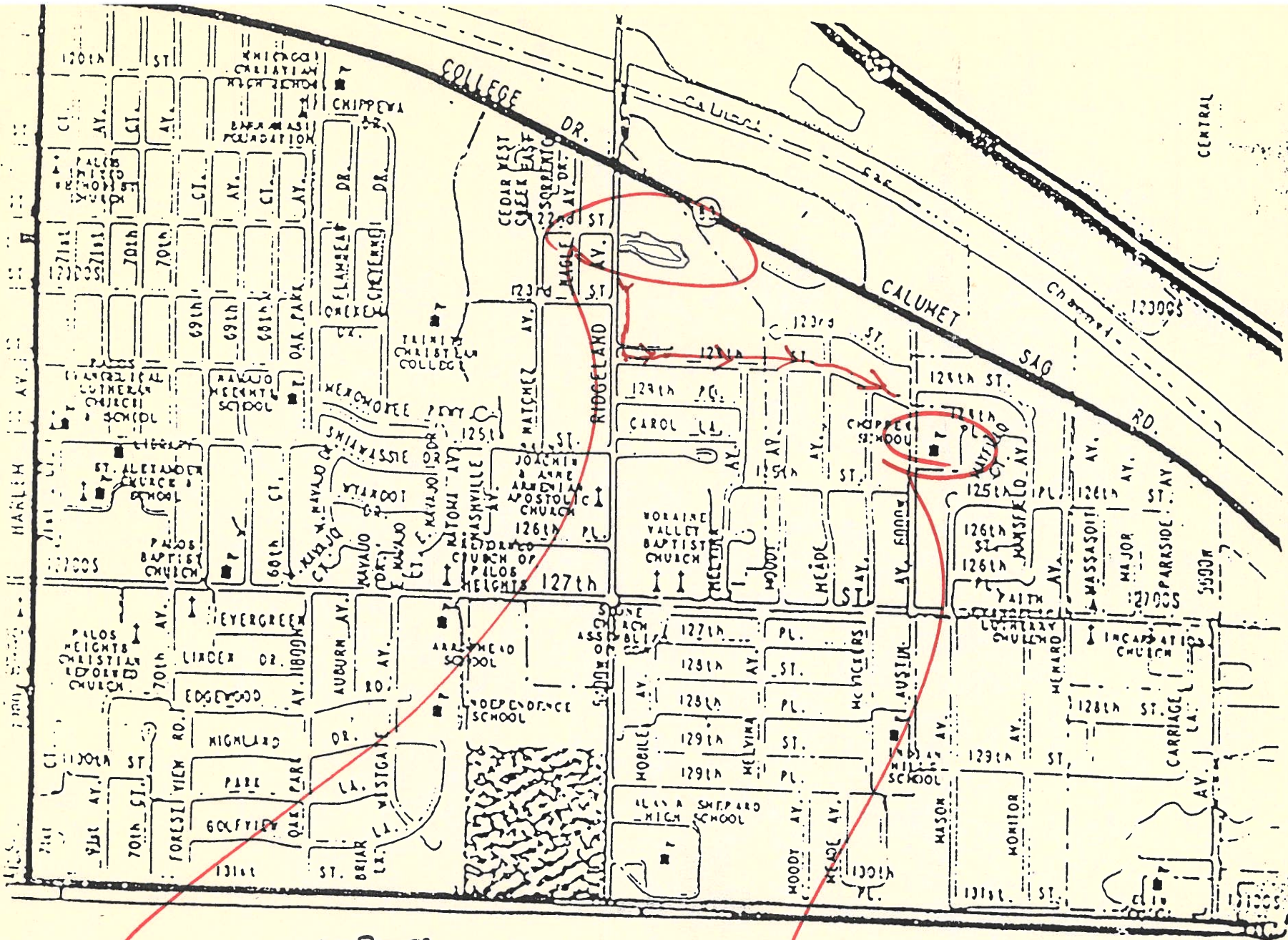
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

1/16/87  
Date

Ralph C. Weber (Jr)  
Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

- 1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
- 2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Town homes  
Only entrance  
on Ridgeland

128-87-10

School where  
child would attend  
(Chrisnewa)

File Cook S.D. #128



# Illinois Department of Transportation

Division of Highways/District 1  
201 West Center Court/Schaumburg, Illinois/60196-1096  
July 6, 1987

OPERATIONS - SCHOOL SAFETY BUSING

Mr. Lee A. Stamberg  
Palos Heights #128  
6610 West Highland Drive  
Palos Heights, Illinois 60463

Dear Mr. Stamberg:

We have enclosed one copy of each of the approved Serious Safety Hazard Findings which your school district submitted. These copies should be retained in your files for use in obtaining reimbursement.

Should you have any questions regarding these or other hazardous locations, please do not hesitate to call our Pedestrian Safety Engineer, Mr. Jim Stoner at 705-4152.

Very truly yours,

Ralph C. Wehner  
District Engineer

By: \_\_\_\_\_

*James H. Evers*  
James H. Evers  
Arterial Operations Engineer

JHS/rh  
Enclosures

These are our copies

JS  
OSP  
6/22/87  
A 7/7

# PALOS HEIGHTS SCHOOL DISTRICT 128

6610 W. HIGHLAND DRIVE  
PALOS HEIGHTS, ILLINOIS 60463  
448-0060

FILE: Cook S.O. # 128

BOARD OF EDUCATION

DR. EDWARD T. RANCIC  
SUPERINTENDENT

PAUL STEINBACH  
PRESIDENT  
NORMA MESSAGLIA  
SECRETARY  
FRANK PASSARELLI  
JOSEPH VALENTI  
LARAINE BARSHES  
KIMBERLY GLOWACKI  
JAMES THORNS

June 16, 1987

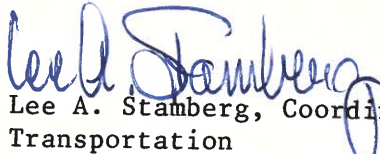
Mr. James Stoner  
Illinois Department of Transportation  
100 Plaza Drive  
Schaumburg, IL 60196

Dear Mr. Stoner:

Enclosed find Serious Safety Hazardous Funding Applications  
#128-87-11 through #128-87-22.

Thank you for your immediate attention.

Yours truly,

  
Lee A. Stamberg, Coordinator  
Transportation

LAS:aln  
Encs.



A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Drake Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District			Address of Administrative Office		
Palos Heights #128			6610 W. Highland Drive		
District Number	County, Illinois,	Zip Code	Palos Heights, IL 60463		
#128	Cook	60463			
Name of Contact Representative		Title	Phone No.	(Area Code)	
Lee A. Stamberg		School Principal	388-7260	312	
Name of School to which Children are Walking			Annual Sequential Number (Use on Map and Attachments)		
Independence			128 — .87 — .11		
Type of Condition	1. Single Hazard <input type="checkbox"/>		Type _____		
	2. Combination Hazard <input checked="" type="checkbox"/>		Type <u>11</u> and Type <u>111</u>		

Location (Attach a map showing the described location(s).)	3. Along <u>127th Street</u> <small>(Street or Road Name)</small>
	4. Type I from _____ to _____
	5. Type II from <u>Ridgeland Avenue</u> to <u>6601 W. 127th St.</u>
	6. Type III at <u>Ridgeland Avenue and 127th Street</u>
	7. Type IV at _____

Points (Complete only for Types listed on lines 1 or 2)	<b>Type I - Walking Along a Roadway</b>		
	8. Highest qualifying grade level (through _____ grade)		_____ Points
	9. Location of walkway (on shoulder _____ feet from roadway, or) (behind curb or ditch _____ feet from roadway)		_____ Points
	10. Speed of traffic (_____ mph)		_____ Points
	11. Volume of traffic (_____ vehicles/hour) (_____ lanes)		_____ Points
	12. Length of hazardous section (_____ miles)		_____ Points
	13. Board's judgment points (attach explanation)		_____ Points
14. Total of lines 8 through 13.		_____ Points	

<b>Type II - Walking on a Roadway</b>		
15. Highest qualifying grade level (through <u>8</u> grade)		<u>2</u> Points
16. Reason for walking on roadway (no shoulder or walkway off pavement for <u>1320</u> feet, or) (narrow bridge or underpass for _____ feet)		<u>3</u> Points
17. Speed of traffic ( <u>35</u> mph)		<u>1/2</u> Points
18. Volume of traffic ( <u>1200</u> vehicles/hour) ( <u>4</u> lanes) <u>down to 2</u> going west		<u>4</u> Points
19. Length of hazardous section ( <u>1/4</u> miles)		<u>2</u> Points
20. Board's judgment points (attach explanation)		<u>0</u> Points
21. Total of lines 15 through 20		<u>11 1/2</u> Points

(Cont'd)

<b>Type III - Crossing a Roadway</b> (Name of roadway being crossed <u>Ridgeland Avenue</u> )	
22. Highest qualifying grade level (through <u>8</u> grade)	<u>2</u> Points <small>Table 11</small>
23. Control on roadway being crossed ( <u>Traffic Signal</u> )	<u>2</u> Points <small>Table 12</small>
24. Speed and volume of traffic ( <u>40</u> mph) ( <u>+1500</u> vehicles/hour)	<u>4</u> Points <small>Table 13</small>
25. Width of roadway ( <u>40 or greater</u> feet)	<u>2</u> Points <small>Table 14</small>
26. Board's judgment points (attach explanation)	<u>0</u> Points
27. Total of lines 22 through 26.	<u>10</u> Points

**Type IV - Crossing Railroad Tracks**

28. Highest qualifying grade level (through _____ grade)	_____ Points <small>Table 15</small>
29. Crossing protection and number of tracks (_____ protection; _____ tracks used)	_____ Points <small>Table 16</small>
30. Speed and number of trains (_____ mph; _____ trains)	_____ Points <small>Table 17</small>
31. Board's judgment points (attach explanation)	_____ Points
32. Total of lines 28 through 31.	_____ Points

inding

33.  Single hazard qualifies since \_\_\_\_\_ points in a Type \_\_\_\_\_ situation equals or exceeds 12.
34.  Combination hazard qualifies since the total of 11 1/2 points in a Type 11 situation and 10 points in a Type 111 situation equals or exceeds 20.

rtification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87 and the minutes of this meeting bear evidence of this approval.

X Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

tion by Illinois Department of Transportation

Date Submittal Received June 22 19 87

Serial No. 1-87-063

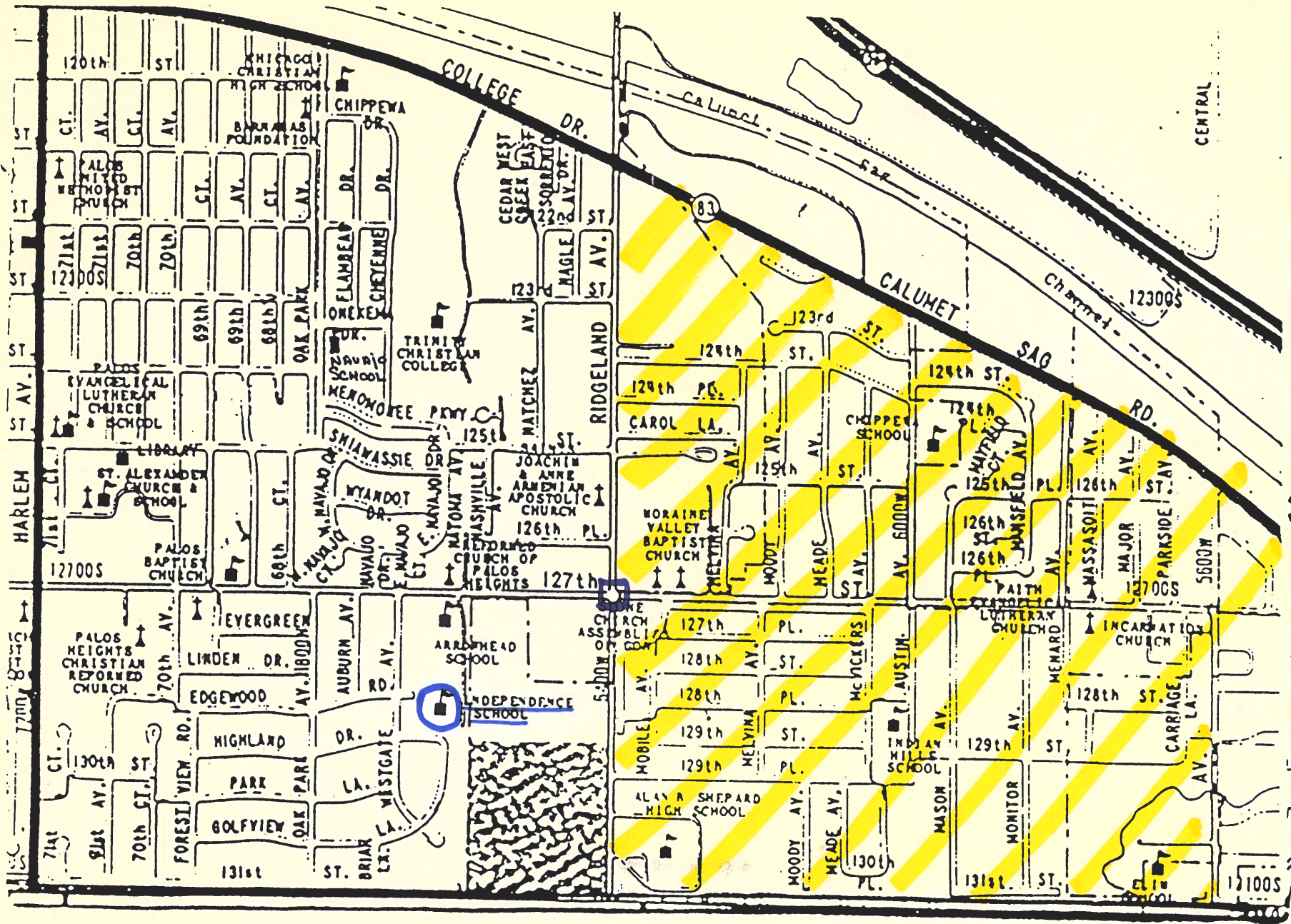
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87  
Date

Ralph C. Wolman (Jr)  
Signature of IDOT District Engineer

mbursement Estimate (This information will have no effect on IDOT's action on the submittal)

- Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
- What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Independence Junior High School  
128-87-11

Independence Junior High School  
128-87-11

A publication entitled "School Safety Using and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Danksen Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District		Address of Administrative Office	
Palos Heights #128		6610 W. Highland Drive	
District Number	County, Illinois, Zip Code	Palos Heights, IL 60463	
#128	Cook 60463		
Name of Contact Representative		Title	Phone No. (Area Code)
Lee A. Stamberg		School Principal	388-7260 312
Name of School to which Children are Walking		Annual Sequential Number (Use on Map and Attachments)	
Independence		128 — .87 — .12	

Type of Condition	1. Single Hazard <input checked="" type="checkbox"/>	Type <u>11</u>
	2. Combination Hazard <input type="checkbox"/>	Type _____ and Type _____

Location (Attach a map showing the described location(s))	3. Along _____ <small>(Street or Road Name)</small>
	4. Type I from _____ to _____
	5. Type II from <u>houses on Ridgeland</u> to <u>crossing at 127th Street</u>
	6. Type III at _____
	7. Type IV at _____

Points (Complete only for Types listed on lines 1 or 2)	<b>Type I - Walking Along a Roadway</b>		
	8. Highest qualifying grade level (through _____ grade)		Points
	9. Location of walkway (on shoulder _____ feet from roadway, or) (behind curb or ditch _____ feet from roadway)	Table 1	Points
	10. Speed of traffic (_____ mph)	Table 2	Points
	11. Volume of traffic (_____ vehicles/hour) (____ lanes)	Table 3	Points
	12. Length of hazardous section (_____ miles)	Table 4	Points
	13. Board's judgment points (attach explanation)	Table 5	Points
14. Total of lines 8 through 13		Points	

<b>Type II - Walking on a Roadway</b>		
15. Highest qualifying grade level (through <u>8</u> grade)	Table 6	<u>2</u> Points
16. Reason for walking on roadway (no shoulder or walkway off pavement for <u>350</u> feet, or) (narrow bridge or underpass for _____ feet)	Table 7	<u>3</u> Points
17. Speed of traffic ( <u>40</u> mph)	Table 8	<u>2</u> Points
18. Volume of traffic ( <u>1500</u> vehicles/hour) ( <u>4</u> lanes)	Table 9	<u>4</u> Points
19. Length of hazardous section ( <u>2 or better</u> miles)	Table 10	<u>2</u> Points
20. Board's judgment points (attach explanation)		<u>0</u> Points
21. Total of lines 15 through 20		<u>13</u> Points

(Cont'd)

- Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)
- 22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
  - 23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
  - 24. Speed and volume of traffic ( \_\_\_\_\_ mph ) \_\_\_\_\_ Points  
( \_\_\_\_\_ vehicles/hour ) \_\_\_\_\_  
Table 13
  - 25. Width of roadway ( \_\_\_\_\_ feet ) \_\_\_\_\_ Points  
Table 14
  - 26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
  - 27. Total of lines 22 through 26. \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

- 28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
- 29. Crossing protection and number of tracks ( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used ) \_\_\_\_\_ Points  
Table 16
- 30. Speed and number of trains ( \_\_\_\_\_ mph; \_\_\_\_\_ trains ) \_\_\_\_\_ Points  
Table 17
- 31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 32. Total of lines 28 through 31 \_\_\_\_\_ Points

ending

- 33.  Single hazard qualifies since 13 points in a Type II situation equals or exceeds 12
- 34.  Combination hazard qualifies since the total of \_\_\_\_\_ points in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_ situation equals or exceeds 20

certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87 and the minutes of this meeting bear evidence of this approval.

*Paul H. Steinbach*  
Date \_\_\_\_\_ Signature of Secretary or President of Board of Education or Board of Directors

tion by Illinois Department of Transportation

Date Submittal Received June 22 19 87

Serial No 1-87-069

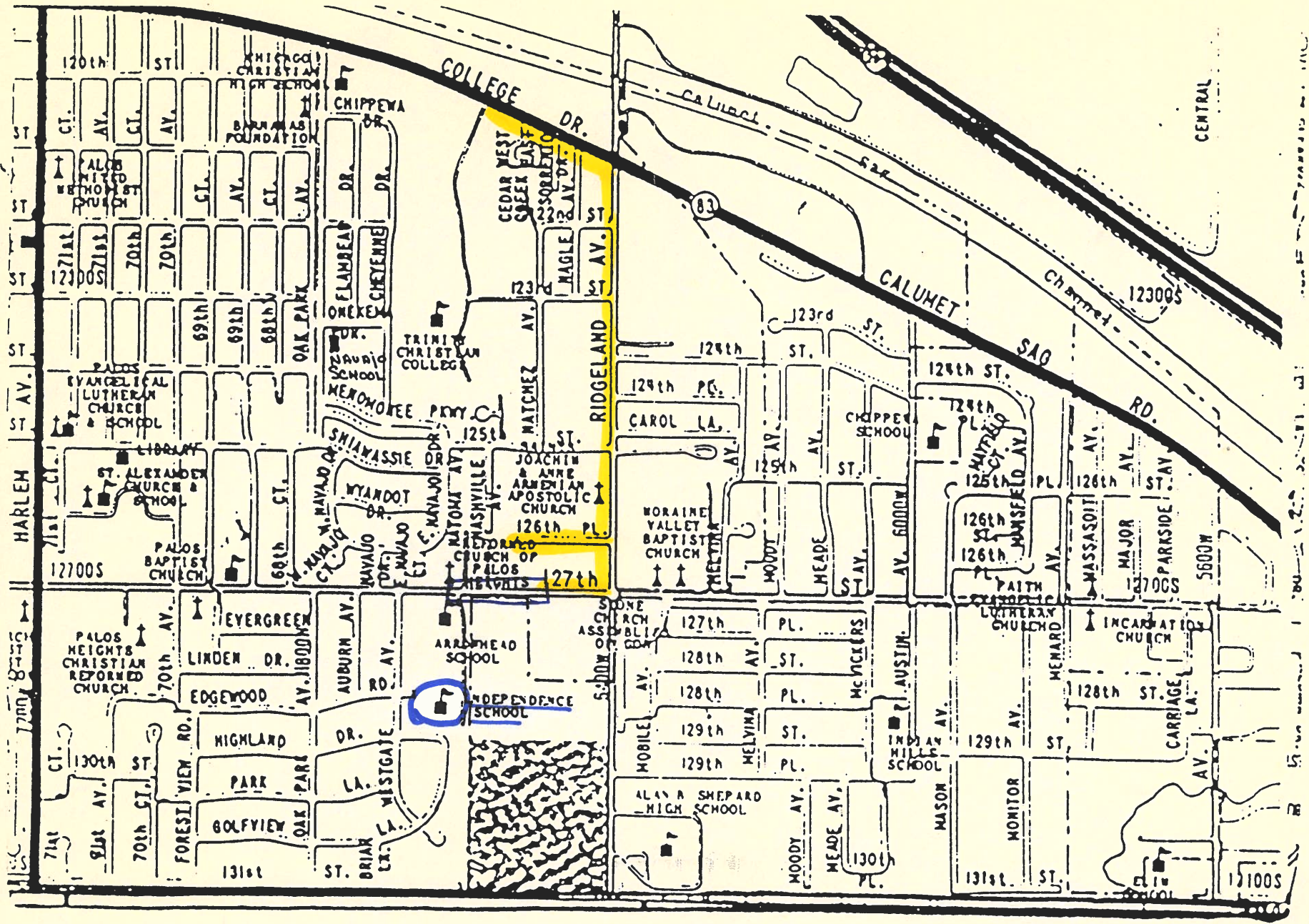
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87  
Date

*Ralph C. Welner (Jr)*  
Signature of IDOT District Engineer

mbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Independence Junior High School  
128-87-12

Independence Junior High School  
128-87-12



As per phone call with Mr. Stamburg  
on Mon. April 29 At 1:00 PM

**Serious  
Safety Hazard  
Finding**

A publication entitled "School Safety Survey and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Drisen Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District		Address of Administrative Office	
Palos Heights #128		6610 W. Highland Drive	
District Number	County, Illinois, Zip Code	Palos Heights, IL 60463	
#128	Cook 60463		
Name of Contact Representative		Title	Phone No. (Area Code)
Lee A. Stamburg		School Principal	388-7260 312
Name of School to which Children are Walking		Annual Sequential Number	(Use on Map and Attachments)
Independence		128 — .87	— .13
Type of Condition	Type _____		
1. Single Hazard <input type="checkbox"/>	Type _____		
2. Combination Hazard <input type="checkbox"/>	Type _____ and Type _____		

Location 3. Along 127th Street (where homes are on 127th Street)  
(Street or Road Name)

(Attach a map showing the described location(s))

4. Type I from \_\_\_\_\_ to \_\_\_\_\_

5. Type II from Independence home School to nearest access street

6. Type III at \_\_\_\_\_

7. Type IV at \_\_\_\_\_

Points	Type I - Walking Along a Roadway		
(Complete only for Types listed on lines 1 or 2)	8. Highest qualifying grade level (through _____ grade)	_____	Points
	9. Location of walkway (on shoulder _____ feet from roadway, or (behind curb or ditch _____ feet from roadway)	_____	Points
	10. Speed of traffic (_____ mph)	_____	Points
	11. Volume of traffic (_____ vehicles/hour) (_____ lanes)	_____	Points
	12. Length of hazardous section (_____ miles)	_____	Points
	13. Board's judgment points (attach explanation)	_____	Points
	14. Total of lines 8 through 13	_____	Points

Points	Type II - Walking on a Roadway		
	15. Highest qualifying grade level (through <u>8</u> grade)	<u>2</u>	Points
	16. Reason for walking on roadway (no shoulder or walkway off pavement for <u>+350'</u> feet, or (narrow bridge or underpass for _____ feet)	<u>3</u>	Points
	17. Speed of traffic ( <u>40</u> mph)	<u>2</u>	Points
	18. Volume of traffic ( <u>1500</u> vehicles/hour) ( <u>2</u> lanes)	<u>5</u>	Points
	19. Length of hazardous section ( <u>2</u> miles)	<u>2</u>	Points
	20. Board's judgment points (attach explanation)	_____	Points
	21. Total of lines 15 through 20	<u>14</u>	Points

(Cont'd)

- Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)
- 22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
  - 23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
  - 24. Speed and volume of traffic ( \_\_\_\_\_ mph)  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
  - 25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
  - 26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
  - 27. Total of lines 22 through 26. \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

- 28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
- 29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
- 30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
- 31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 32. Total of lines 28 through 31. \_\_\_\_\_ Points

ending

- 33.  Single hazard qualifies since H points  
in a Type II situation equals or exceeds 12.
- 34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20

certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 1987 and the minutes of this meeting bear evidence of this approval.

*Paul H. Steinbach*

Date

Signature of Secretary or President of Board of Education or Board of Directors

Application by Illinois Department of Transportation

Date Submittal Received June 22 19 87

Serial No 1-87-065

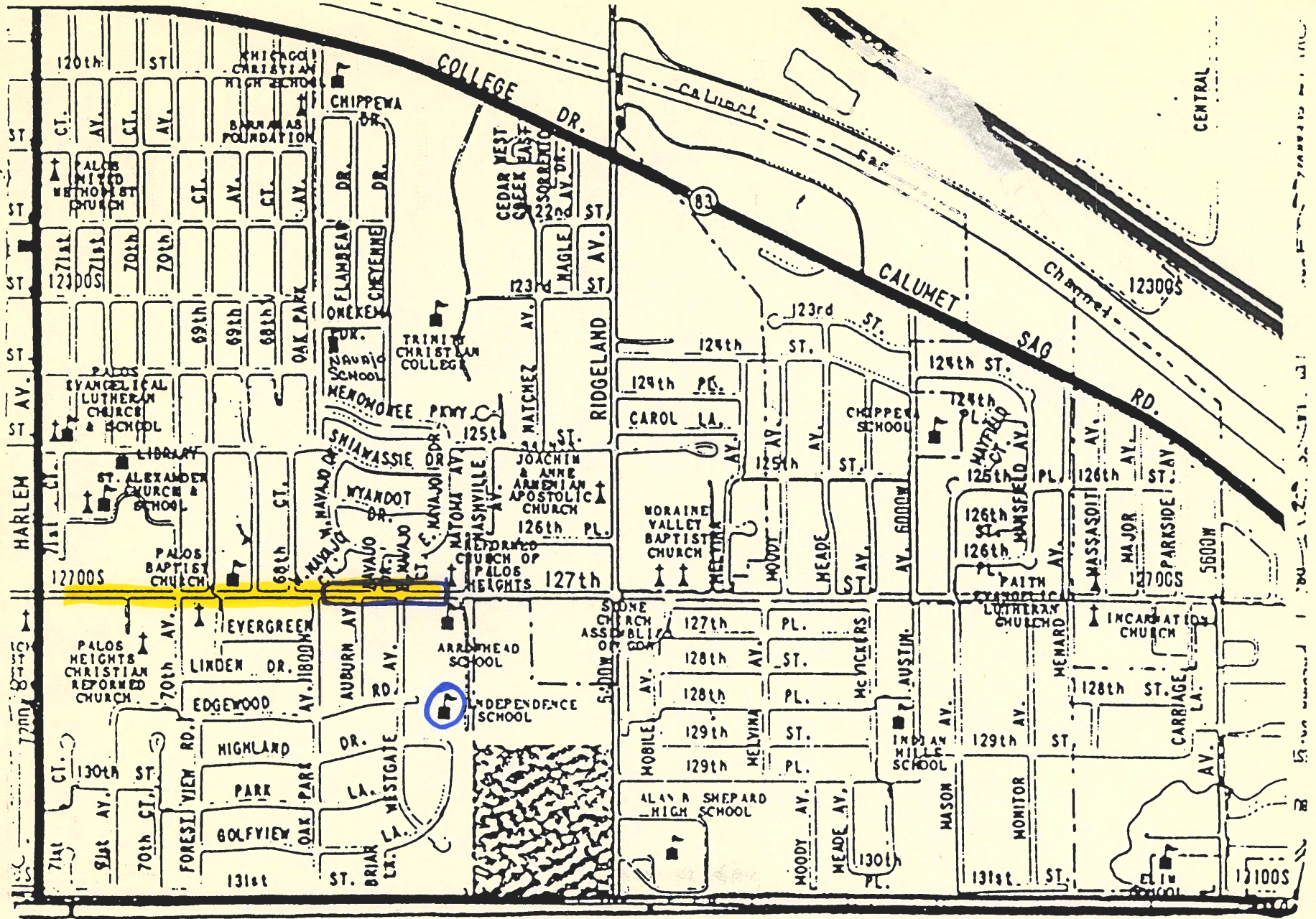
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87  
Date

*Joseph C. Welmer (JCM)*  
Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Independence Junior High School  
128-87-13

128-87-13



# Serious Safety Hazard Finding

A publication entitled "School Safety Using and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Drake Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District			Address of Administrative Office		
Palos Heights #128			6610 W. Highland Drive		
District Number	County, Illinois	Zip Code	Palos Heights, IL 60463		
#128	Cook	60463			
Name of Contact Representative		Title		Phone No.	(Area Code)
Lee A. Stamberg		School Principal		296-4688 H 388-7260	312
Name of School to which Children are Walking			Annual Sequential Number (Use on Map and Attachments)		
Chippewa			128 — .87 — 14		

Type of Condition	1. Single Hazard <input checked="" type="checkbox"/>	Type <u>I</u>
	2. Combination Hazard <input type="checkbox"/>	Type _____ and Type _____

Location (Attach a map showing the described location(s))	3. Along <u>Route 83 (Cal-Sag Road)</u>	(Street or Road Name)
	4. Type I from <u>Army Site</u> to <u>Austin Avenue</u>	
	5. Type II from _____ to _____	
	6. Type III at _____	
	7. Type IV at _____	

Points (Complete only for Types listed on lines 1 or 2)	<b>Type I - Walking Along a Roadway</b>		
	8. Highest qualifying grade level (through <u>5th</u> grade)		<u>5</u> Points
	9. Location of walkway (on shoulder <u>5 to 10</u> feet from roadway, or (behind curb or ditch _____ feet from roadway)		<u>1</u> Points
	10. Speed of traffic ( <u>50</u> mph)		<u>4</u> Points
	11. Volume of traffic ( <u>1500</u> vehicles/hour) ( <u>2</u> lanes)		<u>5</u> Points
	12. Length of hazardous section ( <u>.2</u> miles)		<u>1/2</u> Points
	13. Board's judgment points (attach explanation)		<u>0</u> Points
	14. Total of lines 8 through 13		<u>15.5</u> Points
	<b>Type II - Walking on a Roadway</b>		
	15. Highest qualifying grade level (through _____ grade)		_____ Points
	16. Reason for walking on roadway (no shoulder or walkway off pavement for _____ feet, or (narrow bridge or underpass for _____ feet)		_____ Points
	17. Speed of traffic ( _____ mph)		_____ Points
	18. Volume of traffic ( _____ vehicles/hour) ( _____ lanes)		_____ Points
	19. Length of hazardous section ( _____ miles)		_____ Points
20. Board's judgment points (attach explanation)		_____ Points	
21. Total of lines 15 through 20		_____ Points	

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)

- 22. Highest qualifying grade level (through \_\_\_\_\_ grade) Table 11 Points
- 23. Control on roadway being crossed ( \_\_\_\_\_ ) Table 12 Points
- 24. Speed and volume of traffic ( \_\_\_\_\_ mph )  
( \_\_\_\_\_ vehicles/hour ) Table 13 Points
- 25. Width of roadway ( \_\_\_\_\_ feet ) Table 14 Points
- 26. Board's judgment points (attach explanation) Points
- 27. Total of lines 22 through 26. Points

Type IV - Crossing Railroad Tracks

- 28. Highest qualifying grade level (through \_\_\_\_\_ grade) Table 15 Points
- 29. Crossing protection and number of tracks ( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used ) Table 16 Points
- 30. Speed and number of trains ( \_\_\_\_\_ mph; \_\_\_\_\_ trains ) Table 17 Points
- 31. Board's judgment points (attach explanation) Points
- 32. Total of lines 28 through 31. Points

ending

- 33.  Single hazard qualifies since 15 1/2 points in a Type 1 situation equals or exceeds 12.
- 34.  Combination hazard qualifies since the total of \_\_\_\_\_ points in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_ situation equals or exceeds 20

certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87 and the minutes of this meeting bear evidence of this approval.

X Paul H. Steinbach  
 Date Signature of Secretary or President of Board of Education or Board of Directors

Approval by Illinois Department of Transportation

Date Submittal Received June 22 19 87

Serial No 1-87-066

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87 Ralph C. Welner (Jr)  
 Date Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Driscoll Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District Palos Heights #128		Address of Administrative Office 6610 W. Highland Drive Palos Heights, IL 60463	
District Number #128	County, Illinois Cook	Zip Code 60463	
Name of Contact Representative Lee A. Stamberg		Title School Principal	Phone No. (Area Code) 388-7260 312
Name of School to which Children are Walking Chippewa		Annual Sequential Number 128 — , 87 — .15	(Use on Map and Attachments)

Type of Condition	1 Single Hazard <input checked="" type="checkbox"/>	Type <u>III</u>
	2 Combination Hazard <input type="checkbox"/>	Type _____ and Type _____

Location 3 Along \_\_\_\_\_  
(Street or Road Name)

(Attach a map showing the described location(s))

4 Type I from \_\_\_\_\_ to \_\_\_\_\_

5 Type II from \_\_\_\_\_ to \_\_\_\_\_

6 Type III at Ridgeland Avenue AND 127th

7 Type IV at \_\_\_\_\_

Points	Type I - Walking Along a Roadway		Points
(Complete only for Types listed on lines 1 or 2)	8 Highest qualifying grade level (through _____ grade)	_____	Table 1
	9 Location of walkway (on shoulder _____ feet from roadway, or (behind curb or ditch _____ feet from roadway)	_____	Table 2
	10 Speed of traffic (_____ mph)	_____	Table 3
	11 Volume of traffic (_____ vehicles/hour) (_____ lanes)	_____	Table 4
	12 Length of hazardous section (_____ miles)	_____	Table 5
	13 Board's judgment points (attach explanation)	_____	Points
	14 Total of lines 8 through 13	_____	Points
	<b>Type II - Walking on a Roadway</b>		
	15 Highest qualifying grade level (through _____ grade)	_____	Table 6
	16 Reason for walking on roadway (no shoulder or walkway off pavement for _____ feet, or narrow bridge or underpass for _____ feet)	_____	Table 7
	17 Speed of traffic (_____ mph)	_____	Table 8
	18 Volume of traffic (_____ vehicles/hour) (_____ lanes)	_____	Table 9
	19 Length of hazardous section (_____ miles)	_____	Table 10
	20 Board's judgment points (attach explanation)	_____	Points
21 Total of lines 15 through 20	_____	Points	

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed <u>Ridgeland Avenue</u> )		
22	Highest qualifying grade level (through <u>5</u> grade)	<u>5</u> Points <small>Table 11</small>
23	Control on roadway being crossed ( <u>Traffic Signal</u> )	<u>2</u> Points <small>Table 12</small>
24	Speed and volume of traffic ( <u>40</u> mph) ( <u>+1500</u> vehicles/hour)	<u>4</u> Points <small>Table 13</small>
25	Width of roadway ( <u>40 or greater</u> feet)	<u>2</u> Points <small>Table 14</small>
26	Board's judgment points (attach explanation)	Points
27	Total of lines 22 through 26	<u>13</u> Points

Type IV - Crossing Railroad Tracks

28	Highest qualifying grade level (through _____ grade)	Points <small>Table 15</small>
29	Crossing protection and number of tracks (_____ protection, _____ tracks used)	Points <small>Table 16</small>
30	Speed and number of trains (_____ mph, _____ trains)	Points <small>Table 17</small>
31	Board's judgment points (attach explanation)	Points
32	Total of lines 28 through 31	Points

ending

- 33  Single hazard qualifies since 13 points  
in a Type III situation equals or exceeds 12
- 34  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20

certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 1987 and the minutes of this meeting bear evidence of this approval.

X Paul H. Steimbach  
Date \_\_\_\_\_  
Signature of Secretary or President of Board of Education or Board of Directors

Submission by Illinois Department of Transportation

Date Submitted Received June 22 19 87

Serial No. 1-87-067

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter
- Disapproved for reason or reasons noted in transmittal letter

6/29/87  
Date

Ralph C. Wether (JRM)  
Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_





# Serious Safety Hazard Finding

A publication entitled "School Safety Using and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Draken Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights #128</b>			Address of Administrative Office 6610 W. Highland Drive Palos Heights, IL 60463		
District Number #128	County, Illinois Cook	Zip Code 60463			
Name of Contact Representative <b>Lee A. Stamberg</b>		Title School Principal	Phone No. 388-7260	(Area Code) 312	
Name of School to which Children are Walking <b>Chippewa</b>			Annual Sequential Number (Use on Map and Attachments) 128 — .87 — .16		
Type of Condition	1. Single Hazard <input checked="" type="checkbox"/>		Type <u>I</u>		
	2. Combination Hazard <input type="checkbox"/>		Type _____ and Type _____		

Location (Attach a map showing the described location(s))

3. Along 127th Street or Route 83 (Street or Road Name)

4. Type I from Central Avenue to Parkeide Avenue ~~MEMPHIS PARKSIDE~~

5. Type II from \_\_\_\_\_ to \_\_\_\_\_

6. Type III at \_\_\_\_\_

7. Type IV at \_\_\_\_\_

Points (Complete only for Types listed on lines 1 or 2)	<b>Type I - Walking Along a Roadway</b>		
	8. Highest qualifying grade level (through <u>5</u> grade)		<u>5</u> Points Table 1
	9. Location of walkway (on shoulder <u>6</u> feet from roadway, or) (behind curb or ditch _____ feet from roadway)		<u>0.05</u> Points Table 2
	10. Speed of traffic ( <u>35-50</u> mph)		<u>0.54</u> Points Table 3
	11. Volume of traffic ( <u>1200 + 1500</u> vehicles/hour) ( <u>2</u> lanes)		<u>4.5</u> Points Table 4
	12. Length of hazardous section ( <u>.2</u> miles)		<u>0.5</u> Points Table 5
	13. Board's judgment points (attach explanation)		Points
14. Total of lines 8 through 13		<u>10.2</u> <b>15</b> Points	

<b>Type II - Walking on a Roadway</b>		
15. Highest qualifying grade level (through _____ grade)		Points Table 6
16. Reason for walking on roadway (no shoulder or walkway off pavement for _____ feet, or) (narrow bridge or underpass for _____ feet)		Points Table 7
17. Speed of traffic (_____ mph)		Points Table 8
18. Volume of traffic (_____ vehicles/hour) (_____ lanes)		Points Table 9
19. Length of hazardous section (_____ miles)		Points Table 10
20. Board's judgment points (attach explanation)		Points
21. Total of lines 15 through 20		Points

(Cont'd)

- Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)
22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
24. Speed and volume of traffic ( \_\_\_\_\_ mph)  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
27. Total of lines 22 through 26. \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
32. Total of lines 28 through 31. \_\_\_\_\_ Points

ending

33.  Single hazard qualifies since ~~10~~ 15 points  
in a Type I situation equals or exceeds 12.
34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20

certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87 and the minutes of this meeting bear evidence of this approval.

X Paul H. Steinbach  
Date  
Signature of Secretary or President of Board of Education or Board of Directors

tion by Illinois Department of Transportation

Date Submittal Received June 22 19 87

Serial No. 1-87-068

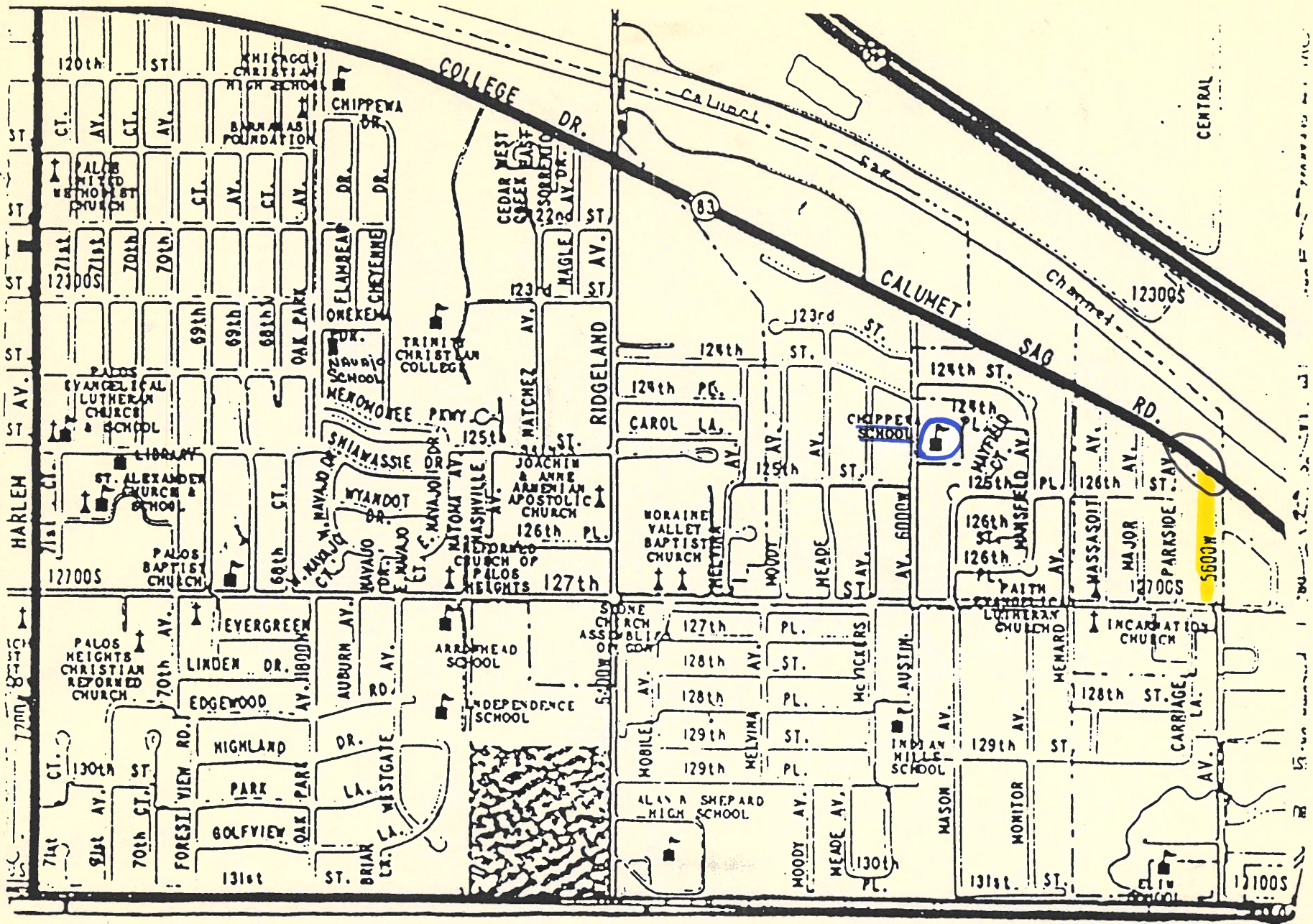
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87  
Date

Ralph C. Weber (JSP)  
Signature of IDOT District Engineer

mbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Chippewa School  
128-87-16

Chippewa School  
128-87-16

A publication entitled "School Safety Finding and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Drake Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District				Address of Administrative Office			
Palos Heights #128				6610 W. Highland Drive			
District Number	County, Illinois,	Zip Code					
#128	Cook	60463	Palos Heights, IL 60463				
Name of Contact Representative		Title		Phone No.		(Area Code)	
Lee A. Stamberg		School Principal		388-7260		312	
Name of School to which Children are Walking				Annual Sequential Number (Use on Map and Attachments)			
Chippewa				128 — .87 — .17			

Type of Condition	1. Single Hazard <input checked="" type="checkbox"/>	Type <u>II</u>
	2. Combination Hazard <input type="checkbox"/>	Type _____ and Type _____

Location (Attach a map showing the described location(s))	3. Along <u>Ridgeland Avenue</u> <small>(Street or Road Name)</small>
	4. Type I from _____ to _____
	5. Type II from <u>Willow Woods Townhouses</u> to <u>124th Street</u>
	6. Type III at _____
	7. Type IV at _____

Points (Complete only for Types listed on lines 1 or 2)	<b>Type I - Walking Along a Roadway</b>		
	8. Highest qualifying grade level (through _____ grade)		Points
	9. Location of walkway (on shoulder _____ feet from roadway, or) (behind curb or ditch _____ feet from roadway)	Table 1	Points
	10. Speed of traffic (_____ mph)	Table 2	Points
	11. Volume of traffic (_____ vehicles/hour) (____ lanes)	Table 3	Points
	12. Length of hazardous section (_____ miles)	Table 4	Points
	13. Board's judgment points (attach explanation)	Table 5	Points
	14. Total of lines 8 through 13		Points

<b>Type II - Walking on a Roadway</b>		
15. Highest qualifying grade level (through <u>5</u> grade)	<u>5</u>	Points
16. Reason for walking on roadway (no shoulder or walkway off pavement for <u>350</u> feet, or) (narrow bridge or underpass for _____ feet)	<u>3</u>	Points
17. Speed of traffic ( <u>40-45</u> mph)	<u>2</u>	Points
18. Volume of traffic ( <u>1500</u> vehicles/hour) ( <u>4</u> lanes)	<u>4</u>	Points
19. Length of hazardous section ( <u>.2</u> miles)	<u>2</u>	Points
20. Board's judgment points (attach explanation)		Points

(Cont'd)

- Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)
22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
24. Speed and volume of traffic ( \_\_\_\_\_ mph)  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
27. Total of lines 22 through 26 \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
32. Total of lines 28 through 31 \_\_\_\_\_ Points

ending

33.  Single hazard qualifies since 16 points  
in a Type II situation equals or exceeds 12.
34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20

certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87 and the minutes of this meeting bear evidence of this approval.

X Paul H. Steinbach  
Date \_\_\_\_\_  
Signature of Secretary or President of Board of Education or Board of Directors

tion by Illinois Department of Transportation

Date Submittal Received June 22 19 87

Serial No 1-87-069

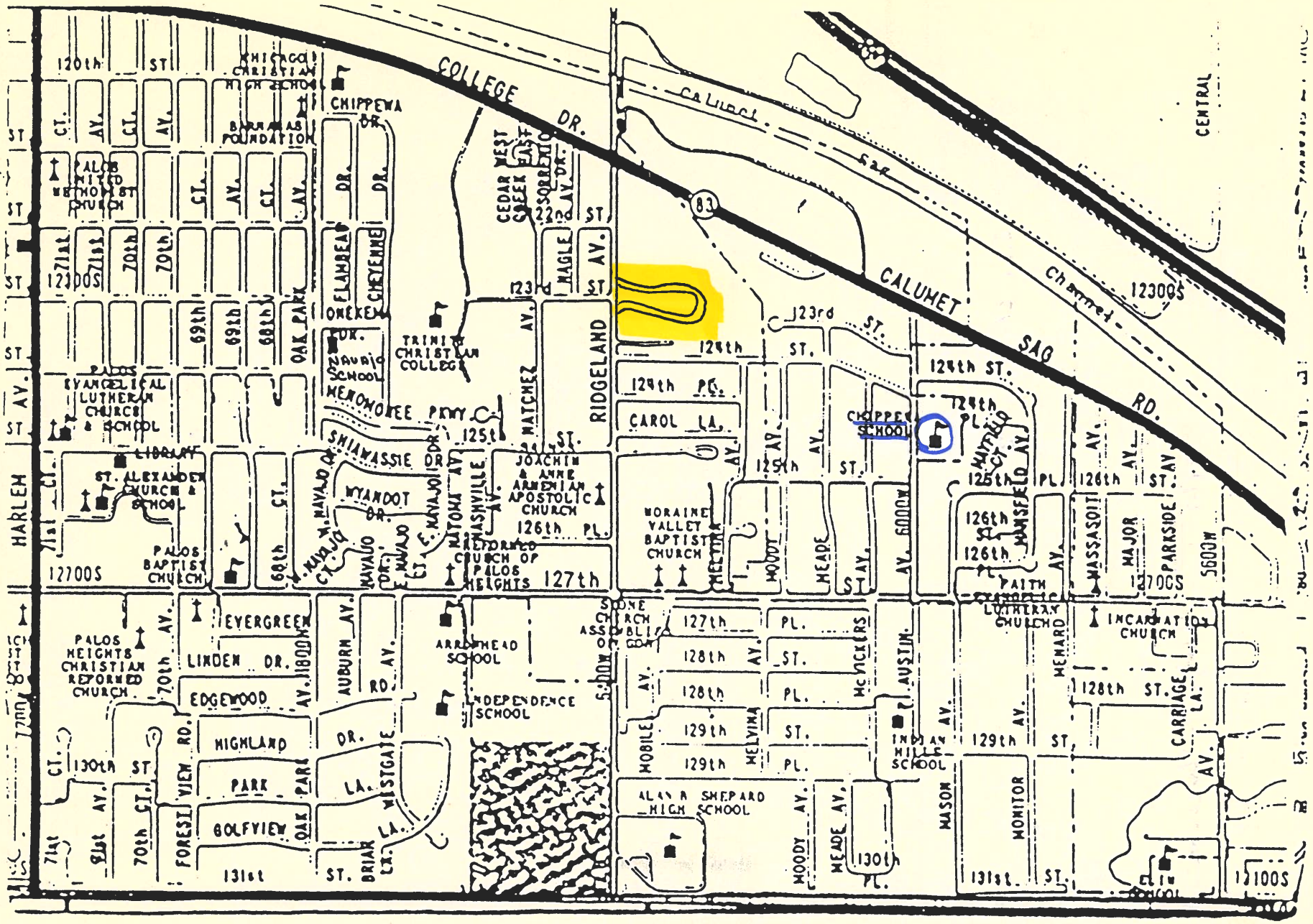
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87  
Date

Rafael C. Welner (Jr)  
Signature of IDOT District Engineer

mbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Chippewa School  
128-87-17



# Serious Safety Hazard Finding

A publication entitled "School Safety Using and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Dwtson Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District				Address of Administrative Office			
Palos Heights #128				6610 W. Highland Drive			
District Number		County, Illinois		Zip Code		Palos Heights, IL 60463	
#128		Cook		60463			
Name of Contact Representative				Title		Phone No. (Area Code)	
Lee A. Stamberg				School Principal		388-7260 312	
Name of School to which Children are Walking						Annual Sequential Number (Use on Map and Attachments)	
Chippewa						128 — .87 — 18	
Type of Condition		1. Single Hazard <input checked="" type="checkbox"/>		Type <u>II</u>			
		2. Combination Hazard <input type="checkbox"/>		Type _____ and Type _____			

Location (Attach a map showing the described location(s))	3. Along <u>127th Street</u>		(Street or Road Name)
	4. Type I	from _____ to _____	
	5. Type II	from <u>McVickers</u> to <u>Austin</u>	
	6. Type III	at _____	
	7. Type IV	at _____	

Points	Type I - Walking Along a Roadway	Points	
(Complete only for Types listed on lines 1 or 2)	8. Highest qualifying grade level (through _____ grade)	_____ Points	
	9. Location of walkway (on shoulder _____ feet from roadway, or) (behind curb or ditch _____ feet from roadway)	Table 1 _____ Points	
	10. Speed of traffic (_____ mph)	Table 2 _____ Points	
	11. Volume of traffic (_____ vehicles/hour) (_____ lanes)	Table 3 _____ Points	
	12. Length of hazardous section (_____ miles)	Table 4 _____ Points	
	13. Board's judgment points (attach explanation)	_____ Points	
	14. Total of lines 8 through 13	_____ Points	
	<hr/>		
		<b>Type II - Walking on a Roadway</b>	
	15. Highest qualifying grade level (through <u>5</u> grade)	<u>5</u> Points	
	16. Reason for walking on roadway (no shoulder or walkway off pavement for <u>350</u> feet, or) (narrow bridge or underpass for _____ feet)	<u>3</u> Points	
	17. Speed of traffic ( <u>35</u> mph)	<u>1/2</u> Points	
	18. Volume of traffic ( <u>1200</u> vehicles/hour) ( <u>2</u> lanes)	<u>4</u> Points	
	19. Length of hazardous section ( <u>.2</u> miles)	<u>+2</u> Points	
20. Board's judgment points (attach explanation)	_____ Points		
21. Total of lines 15 through 19	<u>12</u> Points		

(Cont'd)

- Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)
22. Highest qualifying grade level (through \_\_\_\_\_ grade) Table 11 Points
23. Control on roadway being crossed ( \_\_\_\_\_ ) Table 12 Points
24. Speed and volume of traffic ( \_\_\_\_\_ mph )  
( \_\_\_\_\_ vehicles/hour ) Table 13 Points
25. Width of roadway ( \_\_\_\_\_ feet ) Table 14 Points
26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
27. Total of lines 22 through 26. \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through \_\_\_\_\_ grade) Table 15 Points
29. Crossing protection and number of tracks ( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used ) Table 16 Points
30. Speed and number of trains ( \_\_\_\_\_ mph; \_\_\_\_\_ trains ) Table 17 Points
31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
32. Total of lines 28 through 31. \_\_\_\_\_ Points

ending

33.  Single hazard qualifies since 124.5 points  
in a Type II situation equals or exceeds 12.
34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20

certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87, and the minutes of this meeting bear evidence of this approval.

X Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

tion by Illinois Department of Transportation

Date Submittal Received June 22 19 87

Serial No. 1-87-070

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87 Ralph C. Weber (JGR)  
Date Signature of IDOT District Engineer

mbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_





# Serious Safety Hazard Finding

A publication entitled "School Safety Using and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Driscoll Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District				Address of Administrative Office			
Palos Heights #128				6610 W. Highland Drive			
District Number	County, Illinois	Zip Code					
#128	Cook	60463	Palos Heights, IL 60463				
Name of Contact Representative			Title		Phone No.	(Area Code)	
Lee A. Stamberg			School Principal		388-7260	312	
Name of School to which Children are Walking					Annual Sequential Number (Use on Map and Attachments)		
Chippewa					128 — , 87 — 19		

Type of Condition	1. Single Hazard <input checked="" type="checkbox"/>	Type <u>II</u>
	2. Combination Hazard <input type="checkbox"/>	Type _____ and Type _____

Location (Attach a map showing the described location(s))	3. Along <u>127th Street</u>	(Street or Road Name)
	4. Type I from _____ to _____	
	5. Type II from <u>Mason</u> to <u>Austin</u>	
	6. Type III at _____	
	7. Type IV at _____	

Points (Complete only for Types listed on lines 1 or 2)	<b>Type I - Walking Along a Roadway</b>		
	8. Highest qualifying grade level (through _____ grade)		Points
	9. Location of walkway (on shoulder _____ feet from roadway, or (behind curb or ditch _____ feet from roadway)		Points
	10. Speed of traffic (_____ mph)		Points
	11. Volume of traffic (_____ vehicles/hour) (_____ lanes)		Points
	12. Length of hazardous section (_____ miles)		Points
	13. Board's judgment points (attach explanation)		Points
	14. Total of lines 8 through 13		Points

<b>Type II - Walking on a Roadway</b>		
15. Highest qualifying grade level (through <u>5</u> grade)		<u>5</u> Points
16. Reason for walking on roadway (no shoulder or walkway off pavement for <u>350</u> feet, or (narrow bridge or underpass for _____ feet)		<u>3</u> Points
17. Speed of traffic ( <u>35</u> mph)		<u>1/2</u> Points
18. Volume of traffic ( <u>1200</u> vehicles/hour) ( <u>2</u> lanes)		<u>4</u> Points
19. Length of hazardous section ( <u>.2</u> miles)		<u>2</u> Points
20. Board's judgment points (attach explanation)		Points
21. Total of lines 15 through 20		<u>13 1/2</u> Points

(Cont'd)

- Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)
22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
24. Speed and volume of traffic ( \_\_\_\_\_ mph)  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
27. Total of lines 22 through 26 \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
32. Total of lines 28 through 31 \_\_\_\_\_ Points

ending

33.  Single hazard qualifies since ~~13~~ <sup>14.5</sup> points  
in a Type II situation equals or exceeds 12.
34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20

certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87 and the minutes of this meeting bear evidence of this approval.

X Paul H. Steinbach  
Date \_\_\_\_\_  
Signature of Secretary or President of Board of Education or Board of Directors

Submission by Illinois Department of Transportation

Date Submittal Received June 22 19 87

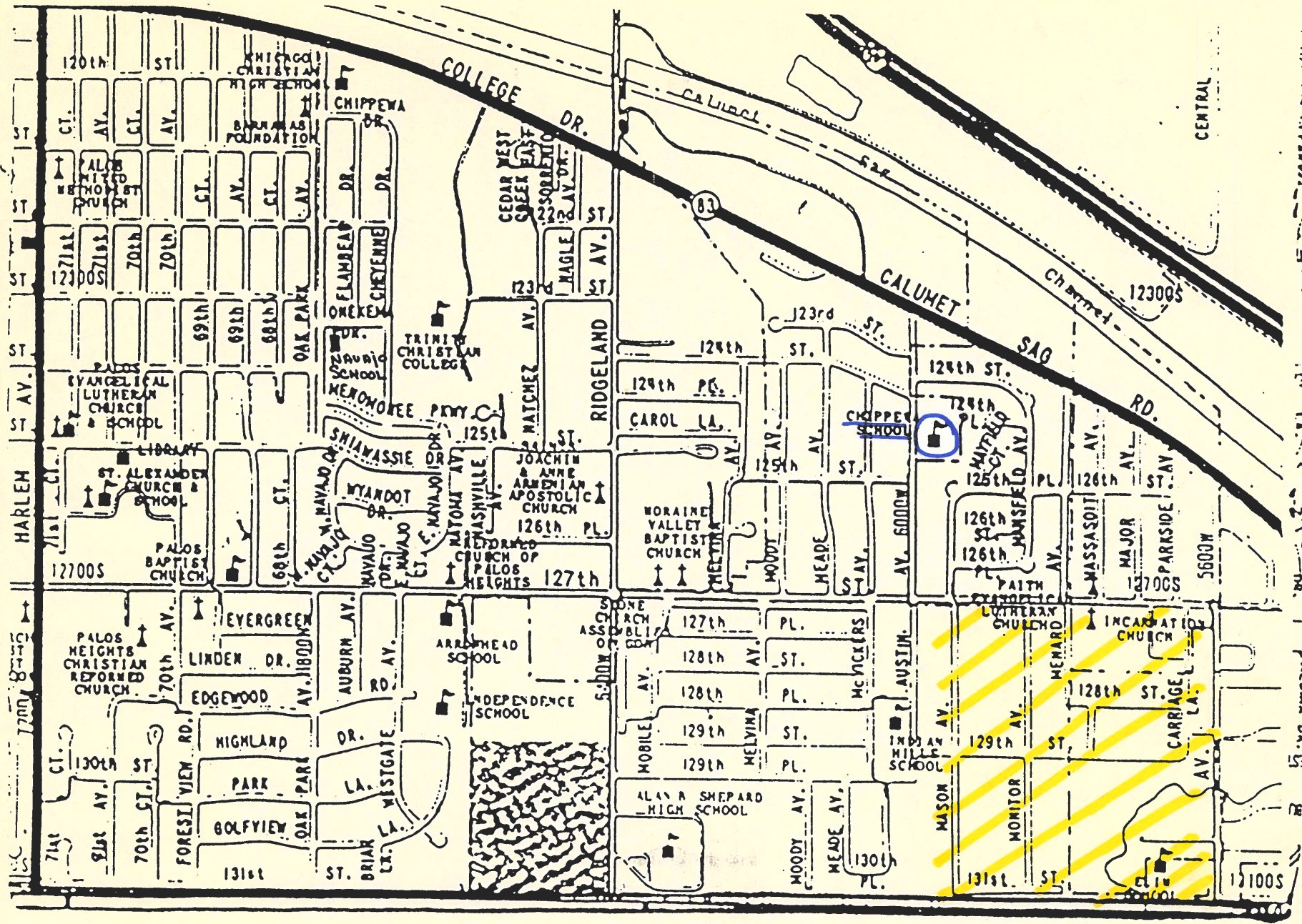
Serial No 1-87-071

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87  
Date \_\_\_\_\_  
Signature of IDOT District Engineer Robert C. Weber

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Chippewa School  
128-87-19



A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Drake Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

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Name of School District				Address of Administrative Office			
Palos Heights #128				6610 W. Highland Drive			
District Number	County, Illinois,	Zip Code		Palos Heights, IL 60463			
#128	Cook	60463					
Name of Contact Representative		Title		Phone No.		(Area Code)	
Lee A. Stamberg		School Principal		388-7260		312	
Name of School to which Children are Walking				Annual Sequential Number (Use on Map and Attachments)			
Navajo Heights				128 — , 87 — 20			

Type of Condition

- 1. Single Hazard
- 2. Combination Hazard

Type III  
 Type \_\_\_\_\_ and Type \_\_\_\_\_

Location

(Attach a map showing the described location(s))

- 3. Along \_\_\_\_\_ (Street or Road Name)
- 4. Type I from \_\_\_\_\_ to \_\_\_\_\_
- 5. Type II from \_\_\_\_\_ to \_\_\_\_\_
- 6. Type III at Ridgeland Avenue At 127<sup>th</sup> St
- 7. Type IV at \_\_\_\_\_

Points

(Complete only for Types listed on lines 1 or 2)

Type I - Walking Along a Roadway

- 8. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points (Table 1)
- 9. Location of walkway (on shoulder \_\_\_\_\_ feet from roadway, or) \_\_\_\_\_ Points (behind curb or ditch \_\_\_\_\_ feet from roadway) (Table 2)
- 10. Speed of traffic (\_\_\_\_\_ mph) \_\_\_\_\_ Points (Table 3)
- 11. Volume of traffic (\_\_\_\_\_ vehicles/hour) (\_\_\_\_ lanes) \_\_\_\_\_ Points (Table 4)
- 12. Length of hazardous section (\_\_\_\_\_ miles) \_\_\_\_\_ Points (Table 5)
- 13. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 14. Total of lines 8 through 13 \_\_\_\_\_ Points

Type II - Walking on a Roadway

- 15. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points (Table 6)
- 16. Reason for walking on roadway (no shoulder or walkway off pavement for \_\_\_\_\_ feet, or) \_\_\_\_\_ Points (narrow bridge or underpass for \_\_\_\_\_ feet) (Table 7)
- 17. Speed of traffic (\_\_\_\_\_ mph) \_\_\_\_\_ Points (Table 8)
- 18. Volume of traffic (\_\_\_\_\_ vehicles/hour) (\_\_\_\_ lanes) \_\_\_\_\_ Points (Table 9)
- 19. Length of hazardous section (\_\_\_\_\_ miles) \_\_\_\_\_ Points (Table 10)
- 20. Board's judgment points (attach explanation) \_\_\_\_\_ Points
- 21. Total of lines 15 through 20 \_\_\_\_\_ Points

(Cont'd) Type III - Crossing a Roadway (Name of roadway being crossed Ridgeland Avenue)

22. Highest qualifying grade level (through <u>2</u> grade)	<u>5</u>	Points
	<small>Table 11</small>	
23. Control on roadway being crossed ( <u>Traffic Signal</u> )	<u>2</u>	Points
	<small>Table 12</small>	
24. Speed and volume of traffic ( <u>40</u> mph)		
	<u>+1500</u> vehicles/hour)	
	<u>4</u>	Points
	<small>Table 13</small>	
25. Width of roadway ( <u>40 or greater</u> feet)	<u>2</u>	Points
	<small>Table 14</small>	
26. Board's judgment points (attach explanation)		Points
27. Total of lines 22 through 26	<u>13</u>	Points

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through _____ grade)	_____	Points
	<small>Table 15</small>	
29. Crossing protection and number of tracks (_____ protection; _____ tracks used)	_____	Points
	<small>Table 16</small>	
30. Speed and number of trains (_____ mph; _____ trains)	_____	Points
	<small>Table 17</small>	
31. Board's judgment points (attach explanation)	_____	Points
32. Total of lines 28 through 31	_____	Points

ending

33.  Single hazard qualifies since 13 points in a Type III situation equals or exceeds 12.

34.  Combination hazard qualifies since the total of \_\_\_\_\_ points in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_ situation equals or exceeds 20

certification I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87 and the minutes of this meeting bear evidence of this approval.

X Paul H. Steimbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

tion by Illinois Department of Transportation

Date Submittal Received June 22 19 87 Serial No 1-87-072

Approved

Disapproved for corrections, additions, or clarifications noted in transmittal letter.

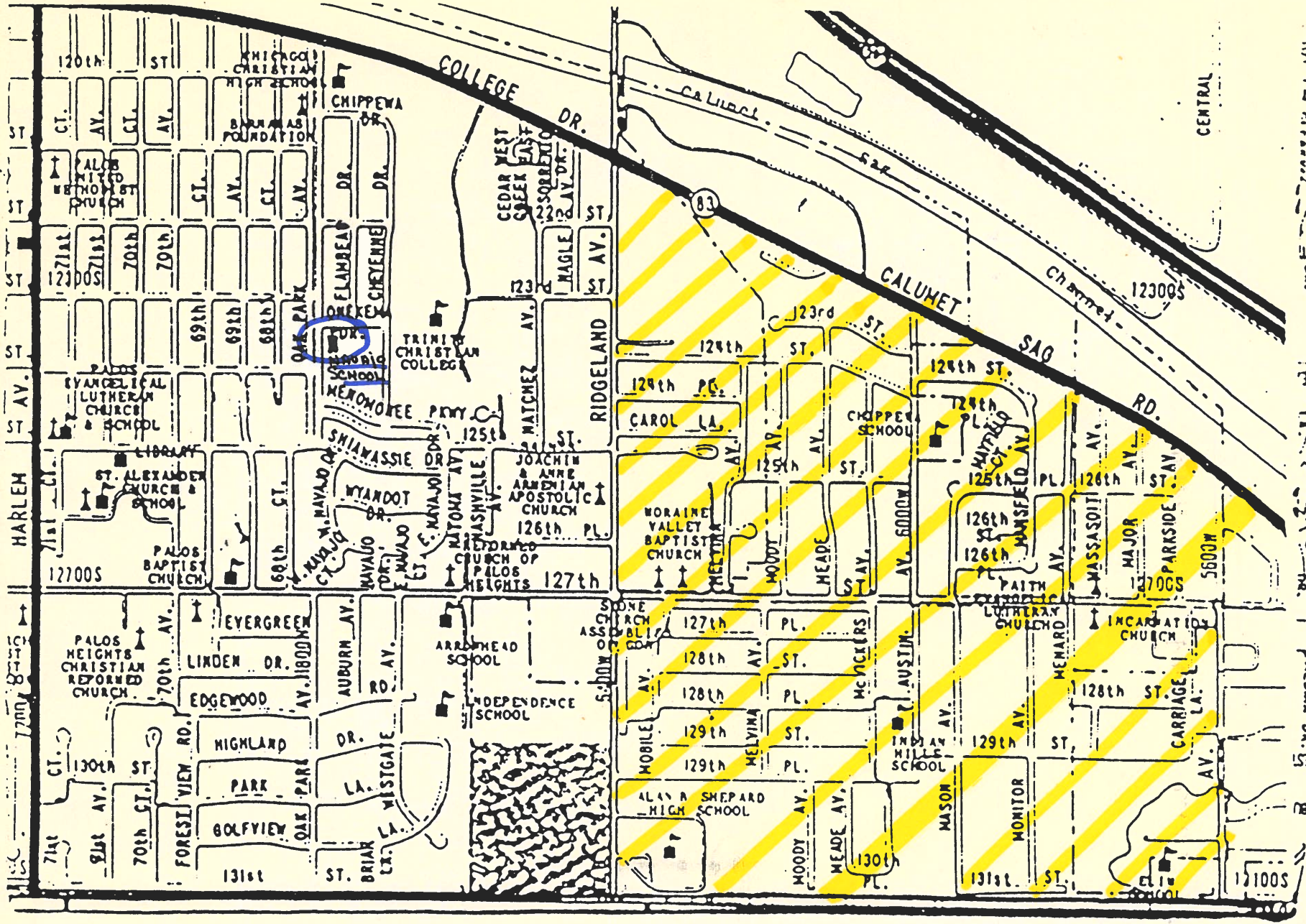
Disapproved for reason or reasons noted in transmittal letter.

6/29/87 Rudolf C. Wehner (JCS)  
Date Signature of IDOT District Engineer

mbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.

2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Navajo Heights School  
128-87-20

# PALOS HEIGHTS SCHOOL DISTRICT 128

6610 W. HIGHLAND DRIVE  
PALOS HEIGHTS, ILLINOIS 60463  
448-0060

BOARD OF EDUCATION

PAUL STEINBACH  
PRESIDENT  
NORMA MESSAGLIA  
SECRETARY  
FRANK PASSARELLI  
JOSEPH VALENTI  
LARAIN BARSHES  
KIMBERLY GLOWACKI  
JAMES THORNS

Sign Shop Mgr.		
Traf. Field Engr.	✓	
Evaluation Mgr.		
ETP Mgr.		

DR. EDWARD T. RANCIC  
SUPERINTENDENT

June 15, 1987


Mr. James Stoner  
Illinois Department of Transportation  
100 Plaza Drive  
Schaumburg, IL 60196

Dear Mr. Stoner:

In regards to Serious Safety Hazard Funding Application  
128-87-21, the Board of Education hereby requests one board  
judgement point for Type III Crossing a Roadway because of  
~~heavy traffic, two lanes,~~ deep and wide ditches to the west  
of the corner, and that the two streets do not meet so students  
must cross to a private drive.

Thank you.

Yours truly,



Paul H. Steinbach, President  
Board of Education

PHS:aln

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Watson Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

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Name of School District		Address of Administrative Office	
Palos Heights #128		6610 W. Highland Drive	
District Number	County, Illinois, Zip Code	Palos Heights, IL 60463	
#128	Cook 60463		

Name of Contact Representative	Title	Phone No.	(Area Code)
Lee A. Stamberg	School Principal	388-7260	312

Name of School to which Children are Walking	Annual Sequential Number	(Use on Map and Attachments)
Navajo Heights	128	87 - 21

Type of Condition

1. Single Hazard  Type \_\_\_\_\_

2. Combination Hazard  Type I and Type III

Location (Attach a map showing the described location(s).)

3. Along 127th Street (Street or Road Name)

4. Type I from Oak Park Avenue and further points to 68th Court

5. Type II from \_\_\_\_\_ to \_\_\_\_\_

6. Type III at 127th Street and Oak Park Avenue

7. Type IV at \_\_\_\_\_

Points (Complete only for Types listed on lines 1 or 2.)

**Type I - Walking Along a Roadway**

8. Highest qualifying grade level (through 2 grade) 5 Points  
Table 1

9. Location of walkway (on shoulder \_\_\_\_\_ feet from roadway, or) (behind curb or ditch 8 feet from roadway) 1/2 Points  
Table 2

10. Speed of traffic (35 mph) 1/2 Points  
Table 3

11. Volume of traffic (1200 vehicles/hour) (2 lanes) 4 Points  
Table 4

12. Length of hazardous section (.2 miles) 1/2 Points  
Table 5

13. Board's judgment points (attach explanation) \_\_\_\_\_ Points

14. Total of lines 8 through 13 10 1/2 Points

**Type II - Walking on a Roadway**

15. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 6

16. Reason for walking on roadway (no shoulder or walkway off pavement for \_\_\_\_\_ feet, or) (narrow bridge or underpass for \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 7

17. Speed of traffic (\_\_\_\_\_ mph) \_\_\_\_\_ Points  
Table 8

18. Volume of traffic (\_\_\_\_\_ vehicles/hour) (\_\_\_\_\_ lanes) \_\_\_\_\_ Points  
Table 9

19. Length of hazardous section (\_\_\_\_\_ miles) \_\_\_\_\_ Points  
Table 10

20. Board's judgment points (attach explanation) \_\_\_\_\_ Points

21. Total of lines 15 through 20 \_\_\_\_\_ Points

(Cont'd)

Type III - Crossing a Roadway (Name of roadway being crossed _____)		
22. Highest qualifying grade level (through <u>2</u> grade)	<u>5</u>	Points
	Table 11	
23. Control on roadway being crossed ( <u>crossing guard</u> )	<u>1/2</u>	Points
	Table 12	
24. Speed and volume of traffic ( <u>35</u> mph)		
	( <u>1200</u> vehicles/hour)	
	<u>3</u>	Points
	Table 13	
25. Width of roadway ( <u>24</u> feet)	<u>1/2</u>	Points
	Table 14	
26. Board's judgment points (attach explanation)	<u>1</u>	Points
27. Total of lines 22 through 26.	<u>10</u>	Points

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through _____ grade)		Points
	Table 15	
29. Crossing protection and number of tracks (_____ protection; _____ tracks used)		Points
	Table 16	
30. Speed and number of trains (_____ mph; _____ trains)		Points
	Table 17	
31. Board's judgment points (attach explanation)		Points
32. Total of lines 28 through 31.		Points

Finding

- 33.  Single hazard qualifies since \_\_\_\_\_ points in a Type \_\_\_\_\_ situation equals or exceeds 12.
- 34.  Combination hazard qualifies since the total of 10 1/2 points in a Type I situation and 10 points in a Type III situation equals or exceeds 20.

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 19 87 and the minutes of this meeting bear evidence of this approval.

X Paul H. Steinbach  
 Date \_\_\_\_\_ Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received June 22 19 87

Serial No 1-87-073

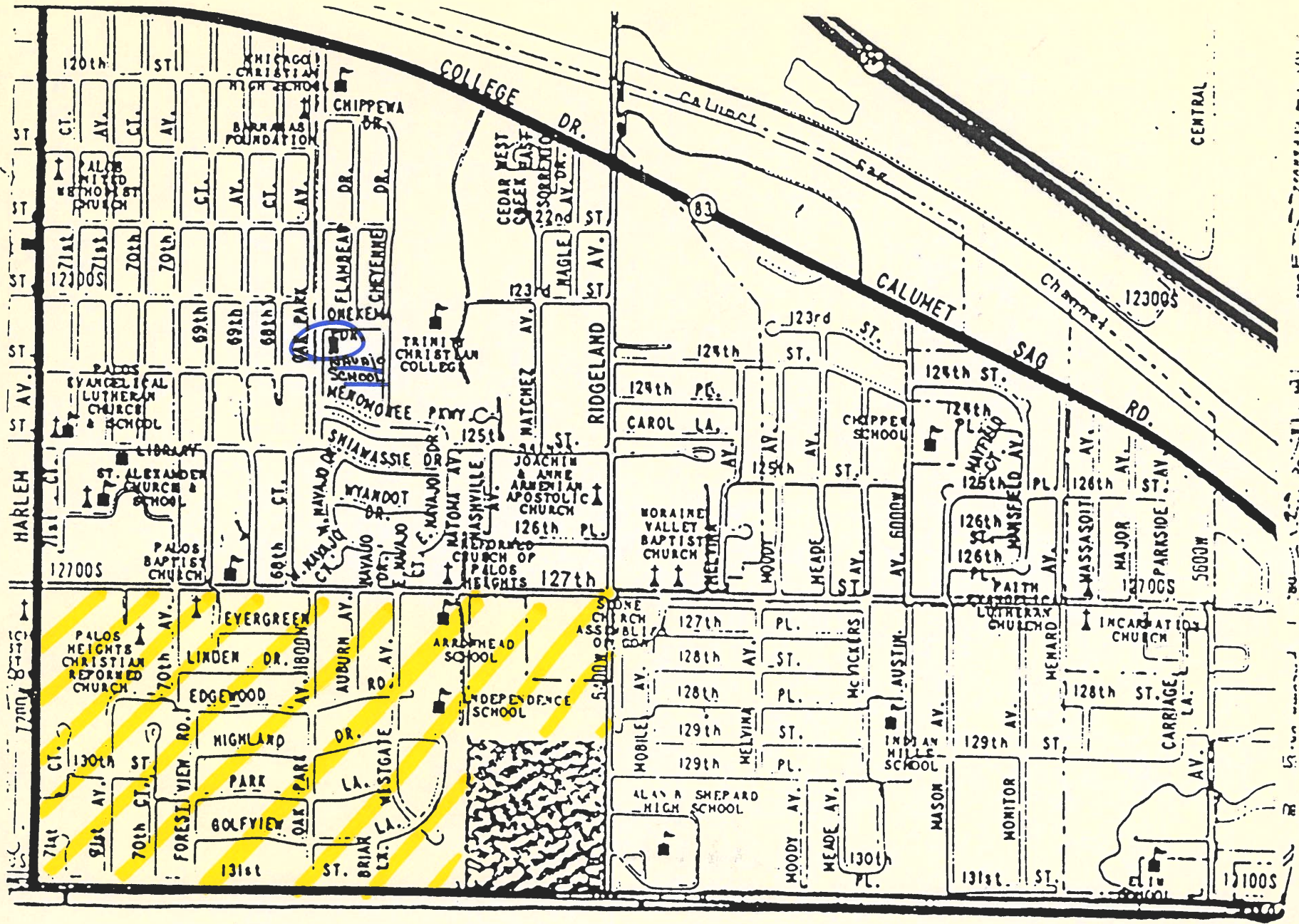
- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87  
Date

Robert C. Welton (JSM)  
Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Navajo Heights School  
128-87-21

A publication entitled "School Safety Busing and Instructions for Submitting Findings" is available from the Illinois Department of Transportation, 2300 Dwtson Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in that booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District <b>Palos Heights #128</b>		Address of Administrative Office <b>6610 W. Highland Drive Palos Heights, IL 60463</b>	
District Number <b>#128</b>	County, Illinois <b>Cook</b>	Zip Code <b>60463</b>	
Name of Contact Representative <b>Lee A. Stamberg</b>		Title <b>School Principal</b>	Phone No. (Area Code) <b>388-7260 312</b>
Name of School to which Children are Walking <b>Navajo Heights</b>		Annual Sequential Number (Use on Map and Attachments) <b>128 - 87 - 22</b>	

Type of Condition

1. Single Hazard  Type II

2. Combination Hazard  Type \_\_\_\_\_ and Type \_\_\_\_\_

Location

3. Along Ridgeland Avenue  
(Street or Road Name)

4. Type I from \_\_\_\_\_ to \_\_\_\_\_

5. Type II from 122nd & 123rd/126th Place to 125th/127th St. to 125th/Route 83 to Nagle

6. Type III at \_\_\_\_\_

7. Type IV at \_\_\_\_\_

Points (Complete only for Types listed on lines 1 or 2)

**Type I - Walking Along a Roadway**

8. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 1

9. Location of walkway (on shoulder \_\_\_\_\_ feet from roadway, or  
(behind curb or ditch \_\_\_\_\_ feet from roadway) \_\_\_\_\_ Points  
Table 2

10. Speed of traffic (\_\_\_\_\_ mph) \_\_\_\_\_ Points  
Table 3

11. Volume of traffic (\_\_\_\_\_ vehicles/hour) (4 lanes) \_\_\_\_\_ Points  
Table 4

12. Length of hazardous section (\_\_\_\_\_ miles) \_\_\_\_\_ Points  
Table 5

13. Board's judgment points (attach explanation) \_\_\_\_\_ Points

14. Total of lines 8 through 13 \_\_\_\_\_ Points

**Type II - Walking on a Roadway**

15. Highest qualifying grade level (through 2 grade) 5 Points  
Table 6

16. Reason for walking on roadway (no shoulder or walkway off pavement for + 350 feet, or  
(narrow bridge or underpass for \_\_\_\_\_ feet) 3 Points  
Table 7

17. Speed of traffic (\_\_\_\_\_ 40 mph) 2 Points  
Table 8

18. Volume of traffic ( +1500 vehicles/hour) (4 lanes) 4 Points  
Table 9

19. Length of hazardous section (\_\_\_\_\_ .2 miles) +2 Points  
Table 10

20. Board's judgment points (attach explanation) \_\_\_\_\_ Points

21. Total of lines 15 through 20 15 Points

(Cont'd)

- Type III - Crossing a Roadway (Name of roadway being crossed \_\_\_\_\_)
22. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 11
23. Control on roadway being crossed ( \_\_\_\_\_ ) \_\_\_\_\_ Points  
Table 12
24. Speed and volume of traffic ( \_\_\_\_\_ mph)  
( \_\_\_\_\_ vehicles/hour) \_\_\_\_\_ Points  
Table 13
25. Width of roadway ( \_\_\_\_\_ feet) \_\_\_\_\_ Points  
Table 14
26. Board's judgment points (attach explanation) \_\_\_\_\_ Points
27. Total of lines 22 through 26. \_\_\_\_\_ Points

Type IV - Crossing Railroad Tracks

28. Highest qualifying grade level (through \_\_\_\_\_ grade) \_\_\_\_\_ Points  
Table 15
29. Crossing protection and number of tracks  
( \_\_\_\_\_ protection; \_\_\_\_\_ tracks used) \_\_\_\_\_ Points  
Table 16
30. Speed and number of trains  
( \_\_\_\_\_ mph; \_\_\_\_\_ trains) \_\_\_\_\_ Points  
Table 17
31. Board's judgment points (attach explanation) \_\_\_\_\_ Points
32. Total of lines 28 through 31. \_\_\_\_\_ Points

Finding

33.  Single hazard qualifies since 15/16 points  
in a Type II situation equals or exceeds 12.
34.  Combination hazard qualifies since the total of \_\_\_\_\_ points  
in a Type \_\_\_\_\_ situation and \_\_\_\_\_ points in a Type \_\_\_\_\_  
situation equals or exceeds 20.

Certification

I hereby certify that the data in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of April 2, 1987, and the minutes of this meeting bear evidence of this approval.

Paul H. Steinbach  
Date Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received June 22 19 87

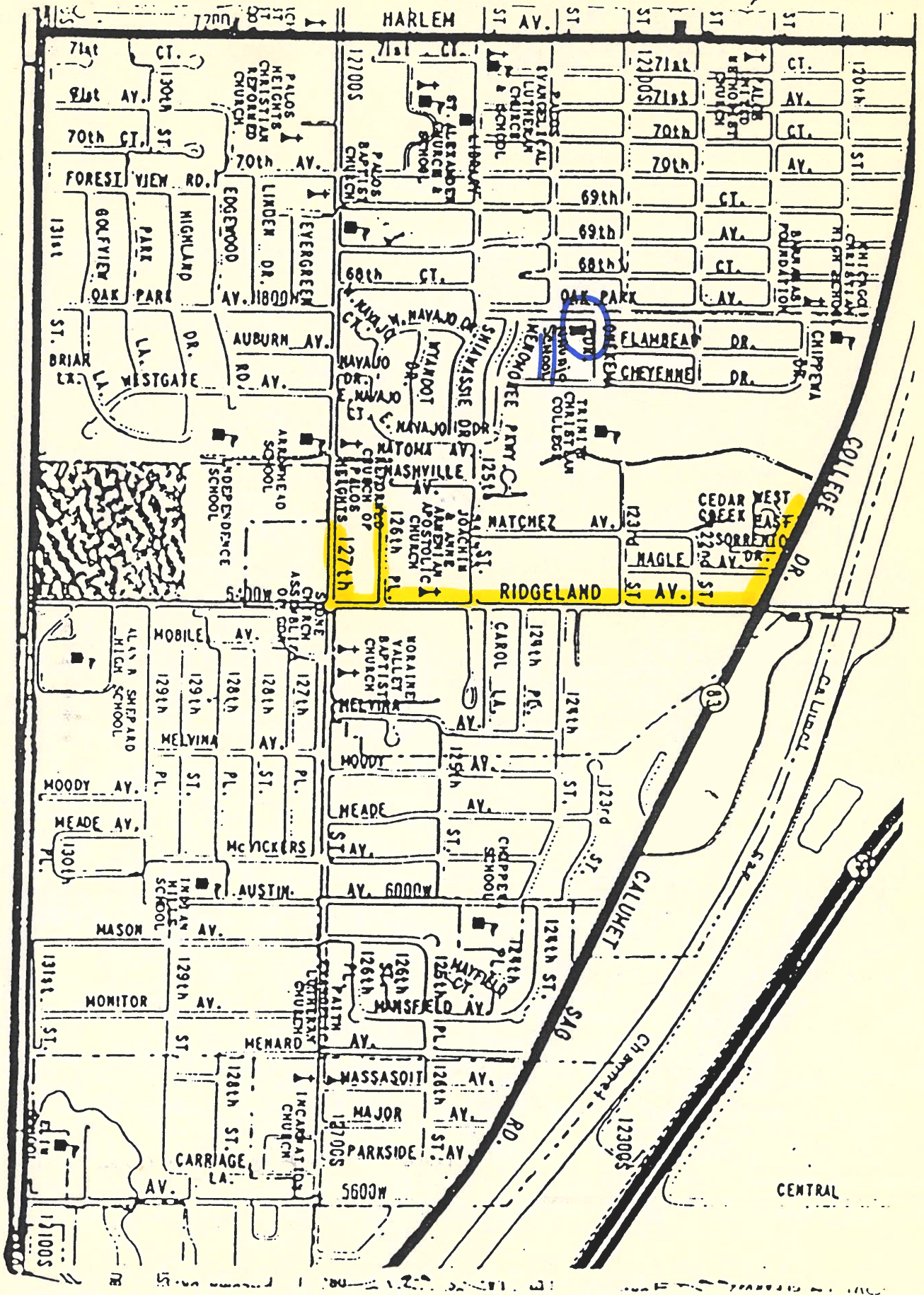
Serial No. 1-87-074

- Approved
- Disapproved for corrections, additions, or clarifications noted in transmittal letter.
- Disapproved for reason or reasons noted in transmittal letter.

6/29/87 Ralph C. Bohner  
Date Signature of IDOT District Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? \_\_\_\_\_ students.
2. What is the projected additional annual reimbursement that will result from this submittal? \$ \_\_\_\_\_



Navajo Heights School  
128-87-22



**RESOLUTION providing for the Certification of Serious Safety Hazard Conditions  
in Palos Heights School District 128 as required by the  
Illinois Revised Statute, Chapter 122, Paragraph 29-3.**

WHEREAS, pursuant to the certification of the serious safety hazard conditions that have been identified by the Palos Heights School District 128 Board of Education and approved by the Illinois Department of Transportation and subject to the conditions required by the Illinois Revised Statute, Chapter 122, Paragraph 29-3, The Palos Heights School District 128, Cook County, Illinois, requests to retain the “approved status” of hazard routes unchanged and that Palos Heights District 128 requests to reaffirm that the hazard conditions still exist for the 2022 - 2023 school year. Identifying the following sequence numbers:

128-86-01  
128-86-02  
128-86-03  
128-86-04  
128-86-05  
128-86-06  
128-86-07  
128-86-08  
128-86-09

128-87-10  
128-87-11  
128-87-12  
128-87-13  
128-87-14  
128-87-15  
128-87-16  
128-87-17  
128-87-18  
128-87-19  
128-87-20  
128-87-21  
128-87-22

IN WITNESS WHEREOF, said Palos Heights School District 128, Cook County, Illinois, by its Board of Education, has caused this resolution to be signed by the President And the Secretary of said Board of Education and to be filed with the South Cook Intermediate Service Center and the Illinois Department of Transportation, and the attached Applications identifying the serious safety hazard findings, this 8th day of June, 2022.

\_\_\_\_\_  
William Grady  
President - Board of Education

\_\_\_\_\_  
Kathy Lachowicz  
Secretary - Board of Education

STATE OF ILLINOIS    )  
  )        SS  
COUNTY OF COOK    )

## C E R T I F I C A T E

I, \_\_\_\_\_, a duly qualified and acting Secretary of the Board of Education, Pallos Heights School District 128, Cook County, Illinois, and keeper of the records thereof **DO HEREBY CERTIFY** that attached hereto is a true and correct copy of the resolution entitled:

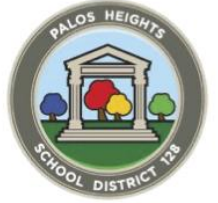
## R E S O L U T I O N

**Resolution providing for the re-certification of Serious Safety Hazard Conditions in Palos Heights School District 128 as required by the Illinois Revised Statute, Chapter 122, Paragraph 29-3**

Adopted at a Regular Meeting of the Board of Education  
of said School District held on the 8<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
**Kathy Lachowicz  
Secretary - Board of Education  
Palos Heights School District 128  
Cook County, Illinois**

# PALOS HEIGHTS SCHOOL DISTRICT 128



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# STUDENT PARENT HANDBOOK

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# Table of Contents

This handbook is intended to provide parents and students with a convenient reference of general information relevant to the operation of our schools. This handbook is also intended to be a summary of board policies governing the district and may be amended during the school year without notice. The complete Board Policy Manual is available to the public at the District Office. Parents are encouraged to contact their school office if additional information is required.

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# District 128 General Information

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## District 128 Schools

### Administration Center

**Hours:**

8:30 AM - 4:00 PM

**Address:**

12809 S. McVickers Avenue  
Palos Heights, IL 60463

**Phone:**

(708) 597-9040

**Website:**

[www.palos128.org](http://www.palos128.org)



**Team:**

**Dr. Merryl Brownlow**, Superintendent of Schools

**Mr. Jason Smit**, Director of Innovation and Communication

**Mrs. Kim Anoman**, Business Manager

**Mrs. Sarah Knezevic**, Executive Assistant

**Ms. Janet Davis**, Financial Secretary

### Indian Hill Early Learning Center

**Hours:**

**Preschool**

AM: 8:30 - 11:00 AM

PM: 12:00 - 2:30 PM

**Kindergarten**

8:30 AM - 2:30 PM

**Address:**

12800 S. Austin Avenue  
Palos Heights, IL 60463

**Phone:**

(708) 597-1285

### Preschool and Kindergarten



**Website:**

[www.palos128.org/o/indian-hill](http://www.palos128.org/o/indian-hill)

**Team:**

**Mrs. Cathy Leslie**, Director of Student Services and Pre-K Principal  
**Mrs. Mary Lynn Duffy**, Kindergarten Principal  
**Mrs. Cindy Drabeck**, Secretary

**Chippewa Elementary School**

**Grades 1 - 3**

**Hours:**

8:15 AM - 2:50 PM

**Address:**

12425 S. Austin Avenue  
Palos Heights, IL 60463

**Phone:**

(708) 388-7260

**Website:**

[www.palos128.org/o/chippewa](http://www.palos128.org/o/chippewa)



**Team:**

**Mrs. Mary Lynn Duffy**, Principal  
**Mrs. Kim Patla**, Secretary

**Navajo Heights School**

**Grades 4 & 5**

**Hours:**

8:00 AM - 2:35 PM

**Address:**

12401 S. Oak Park Avenue  
Palos Heights, IL 60463

**Phone:**

(708) 385 - 3269

**Website:**

[www.palos128.org/o/navajo](http://www.palos128.org/o/navajo)



**Team:**

**Ms. Kaitlin Curran**, Principal  
**Mrs. Pam Koutras**, Secretary

## Independence Junior High School

## Grades 6 - 8

**Hours:**

7:55 AM - 2:43 PM

**Address:**

6610 W. Highland Avenue  
Palos Heights, IL 60463

**Phone:**

(708) 448 - 0737

**Website:**

[www.palos128.org/o/ijhs](http://www.palos128.org/o/ijhs)



**Team:**

**Dr. Kevin Kirk**, Principal

**Mrs. Trudy Walta**, Secretary

### General School Information

This handbook is a summary of the school's rules and expectations, and is not a comprehensive statement of school procedures. The Board's comprehensive policy manual is available for public inspection through the District's website ([www.palos128.org](http://www.palos128.org)) or at the Board office, located at:

**12809 S. McVickers Ave.  
Palos Heights, IL 60463**

The School Board governs the school district, and is elected by the community. Current School Board members are:

- **William Grady**, President
- **Amy Lyons**, Vice-President
- **Kathy Lachowicz**, Secretary
- **Richard Facko**, Member
- **Patti Powell**, Member
- **Kristin Restivo**, Member
- **Gail Rubio**, Member

Regular school board meetings are held on the second Wednesday of the month. Meetings are held at the District Office (12809 S. McVickers Ave). You can send an email to the entire board at: [d128board@palos128.org](mailto:d128board@palos128.org)

## **Mission and Vision of District 128**

### **Mission Statement**

It is the mission of the Palos Heights School District 128 to educate all children as individuals, to foster a love of learning, and to prepare children for a responsible and successful future in a diversified world.

### **Beliefs**

1. Teaching and learning are ongoing processes.
2. Each child can learn and should be encouraged to reach his/her full potential.
3. Each child should be encouraged to think critically and creatively.
4. Each child is entitled to a well-balanced, quality education that is relevant to today's society and which will enhance lifelong learning.
5. Each person should be valued as an individual and treated with dignity and respect.
6. Valuable learning results from both success and failure: therefore, each person should be encouraged to take educational risks regardless of the outcome.
7. Schools should provide the opportunity to develop self-confidence and positive interpersonal skills.
8. Schools should instill a sense of respect and responsibility for self, others and property.
9. Schools should provide a safe, caring and positive environment.
10. Home, school and community should work as a team in order to fully benefit each child.

## **Admission Information**

### **Residency**

A student must be a valid resident of the school district and provide required proof of residency before the student will be enrolled. Generally, residency is defined as the district wherein the person with legal custody resides. Different standards may apply to students who experience homelessness. Questions about residency and/or homelessness should be referred to the Superintendent.

### **Admission of Pupils**

A certified birth certificate is required for each child entering District 128 for the first time. This applies to grades Pre-K through 8. Transfer students will be expected to produce other pertinent records from their previous school. A child must be five years of age on or before September 1st of the year in which the child is to be enrolled in kindergarten.

## Homelessness

The McKinney-Vento Homeless Education Assistance Act ensures the educational rights and protections of homeless children and youth so that they may enroll in school, attend regularly, and be successful. The legislation requires the District 128 Homeless Education Liaison to assist children and unaccompanied youth in their efforts to attend school. The following apply to homeless children and youth:

- The right to immediate enrollment, even if lacking paperwork normally required;
- Immediate enrollment in the Free and Reduced Breakfast and Lunch Program;
- The right to attend school in his/her school of origin (if requested by the parent and is feasible) or in the school in the attendance area where the family or youth is currently residing;
- The right to receive transportation to his/her school of origin, if requested by the parent;
- The right to services comparable to those received by housed schoolmates, including transportation and supplemental educational services;
- The right to attend school along with children not experiencing homelessness;
- Segregation based on a student's status as homeless is strictly prohibited.
- Where appropriate, referrals to food bank and meal programs, local service organizations (Goodwill, Salvation Army, etc.), family shelters, medical services, and other support.

To obtain additional information regarding establishing homeless status and resources available, please contact Mrs. Leslie, Director of Student Services at (708) 597-1285.

## Attendance Information

Illinois law requires that whoever has custody or control of any child between six (by September 1) and seventeen years of age shall assure that the child attends school in the district in which he or she resides, during the entire time school is in session (unless the child has already graduated from high school). Illinois law also requires that whoever has custody or control of a child who is enrolled in the school, regardless of the child's age, shall assure that the child attends school during the entire time school is in session.

There are certain exceptions to the attendance requirement for children who: attend private school, are physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), are lawfully and necessarily employed, are between the ages of 12 and 14 while in confirmation classes, have a religious reason requiring absence, or are 16 or older and employed and enrolled in a graduation incentive program.

## Student Absences

There are two types of absences: excused and unexcused. Excused absences include: illness, observance of a religious holiday, death in the immediate family, family emergency, situations beyond the control of the student, circumstances that cause reasonable concern to the parent/guardian for the student's safety or health, or other reason as approved by the principal. All other absences are considered unexcused. Pre-arranged excused absences must be approved by the principal.

The school may require documentation explaining the reason for the student's absence.

In the event of any absence, the student's parent or guardian is required to call their school before 8:00 a.m. to explain the reason for the absence. If a call has not been made to the school by 9:00 a.m. on the day of a student's absence, a school official will call the home to inquire why the student is not at school. If the parent or guardian cannot be contacted, the student will be required to submit a signed note from the parent or guardian explaining the reason for the absence. Failure to do so shall result in an unexcused absence. Upon request of the parent or guardian, the reason for an absence will be kept confidential.

Cross-Reference: Board Policy 7:70, *Attendance and Truancy*

### **Release Time for Religious Instruction/Observance**

A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the building principal at least 5 calendar days before the student's anticipated absence(s).

Students excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement.

Cross-Reference: Board Policy 7:80, *Release Time for Religious Instruction/Observation*

### **Make-Up Work**

If a student's absence is excused, he/she will be permitted to make up any missed work, including homework and tests. The student will be permitted the same number of days as he/she was absent to turn in the make-up work. The student is responsible for obtaining assignments from his/her teachers.

Cross-Reference: Board Policy 7:70, *Attendance and Truancy*

### **Truancy**

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district.

Students who miss 5% or more of the prior 180 regular school days without valid cause (a recognized excuse) are considered chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue.

If chronic truancy persists after support services and other resources are made available, the school and district will take further action, including:

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- Referral to the truancy officer
- Reporting to officials under the Juvenile Court Act
- Referral to the State's Attorney
- Appropriate school discipline

A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law.

Cross-Reference: Board Policy 7:70, *Attendance and Truancy*

### **Visitors**

Under current state guidelines of Phase 4, visitor access to the schools will be restricted. Only visitors conducting essential business will be permitted to enter the schools and will be restricted to the office area during school hours. For non-essential business (dropping off items for students), schools will provide drop-off containers in the vestibules of the buildings.

Essential visitors are required to enter through the front door of the building and proceed immediately to the main office. Visitors should identify themselves and inform office personnel of their reason for being at school.

Visitors will not be permitted to enter classrooms or common areas while school is in session, unless authorized by the building administrator. Parents entering to pick up children who are ill will be directed to the appropriate location to meet the child to safely exit.

Visitors are expected to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself in a manner that is appropriate will be asked to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.

Cross-Reference: Board Policy 8:30, *Visitors to and Conduct on School Property*

## **School Volunteers**

All school volunteers must complete the “Volunteer Information Form” and be approved by the school principal prior to assisting at the school. Forms are available in the school office. Some teachers utilize parent volunteers in the classroom. The building principals make this decision. Volunteers responsible for direct supervision of students independent of certified staff members may be required to undergo a background check at the request and expense of the district. Teachers who desire parent volunteers will notify parents. For school-wide volunteer opportunities, please contact the building principal. Final approval for all volunteers is done by the building principal.

Volunteers are required to check in and out at the main office and receive a visitor badge before going to their destination.

Cross-Reference: Board Policy 6:250, *Community Resource Persons and Volunteers & Board Policy 4:175, Convicted Child Sex Offender; Screening; Notification*

## **Emergency School Closings**

In cases of bad weather and other local emergencies, school closing notifications will be sent directly to parents via email and/or phone. The district also posts emergency closing information on the district website ([www.palos128.org](http://www.palos128.org)) and all district social media pages. You can also visit the Emergency Closing Center website at [www.emergencyclosingcenter.com](http://www.emergencyclosingcenter.com) or check local radio and/or television stations to be advised of school closing or early dismissals. School closing for any reason will be announced as soon as possible. If bad weather or other emergencies occur during the school day, please check local media stations for possible early dismissal information.

For student safety, it is important that your child(ren) has an established emergency plan for where to go in case of an unplanned early dismissal.

If school is dismissed early for an emergency, all after-school events are automatically canceled.

Cross-Reference: *Board Policy 4:170, Safety*

## **Animals on School Property**

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principals in the case of an educational opportunity for

students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

### **Equal Opportunity and Sex Equity**

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, status as homeless, or actual or potential marital or parental status, including pregnancy.

No student shall, based on sex or sexual orientation, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student or parent/guardian with a sex equity or equal opportunity concern should contact the District Superintendent.

Cross-Reference: Board Policy 7:10, *Equal Educational Opportunities &*  
Board Policy 2:260, *Uniform Grievance Procedure*

### **Fines, Fees, and Charges; Waiver of Student Fees**

District 128 charges an annual standard school fee established for each grade to assist in the furnishing of instructional resources and other materials. The fee amount is established annually prior to the start of the school year. Fee information is available on the District 128 website or from the Superintendent's office upon request. No student will be denied access to any educational service due to the inability of their parent/guardian to pay fees or certain charges. Fees may be waived for parents/guardians unable to pay. A fee waiver does not exempt a student from charges for lost or damaged books, locks, materials, supplies, and/or equipment.

Applications for fee waivers may be submitted by a parent or guardian of a student who has been assessed a fee. A student is eligible for a fee waiver if the student currently lives in a household that meets the income guidelines, with the same limits based on the household size, that are used for the federal free meals program.

The Superintendent will give additional consideration where one or more of the following factors are present:

- An illness in the family

- Seasonal employment
- Emergency situations
- When one or more of the parents/guardians are involved in a work stoppage

Within 30 days, the Superintendent will notify the parent/guardian if the fee waiver request has been denied, along with the appropriate appeal process. If you have questions regarding the fee waiver process, you may contact the District Office at 708-597-9040.

Cross-Reference: Board Policy 4:110, *Transportation &*  
Board Policy 4:140, *Waiver of Student Fees*

### **Bus Transportation**

The district provides bus transportation to and from school for all students living 1.5 miles or more from the school or for students crossing a hazardous intersection. Parents must, at the beginning of the school year, select one bus stop at which a student is to be picked up, and one stop at which a student is to be dropped off. Students are not permitted to ride a bus other than the bus to which they are assigned. Exceptions must be approved in advance by the building principal.

An adult must be present at the bus stop with each child in Grades K-3. While students are on the bus, they are under the supervision of the bus driver. When there are discipline problems on the bus, the bus driver has the authority to address the issue for the safety of the students. In the case of a written disciplinary referral, student bus problems will be investigated and handled by the building principal.

Parents will be informed of any and all inappropriate student behavior on a bus. Parents are encouraged to discuss bus safety and appropriate behavior with their children before the beginning of the school year and regularly during the year.

In the interest of the student's safety and in compliance with State law, students are expected to observe the following rules:

- Students will be assigned a seat and must sit in it immediately upon entering the bus. Do not stand in the entrance or in the aisle.
- Do not move from one seat to another while on the bus.
- Keep all parts of the body and all objects inside the bus.
- Loud conversation, singing, boisterous conduct, unnecessary noise or profanity is not allowed.
- Enter and exit the bus only when the bus is fully stopped.
- All school rules apply while on the bus, at a bus stop, or waiting for the bus.
- Use emergency doors only in an emergency.

- In the event of an emergency, stay on the bus and await instructions from the bus driver.
- Good behavior and behavior that will not distract the bus driver from operating the bus safely is required. Crowding, pushing, scuffling, and other needless commotion are grounds for disciplinary action.
- Do not open windows.
- Keep the bus neat and clean.
- Athletic footwear equipped with cleats or spikes are not allowed on the bus.
- Inappropriate behavior will be reported to school authorities and failure to observe safety rules may result in suspension from bus services.
- Be waiting at your bus stop on time with an adult.
- Never tamper with, damage, or deface anything in or on the bus, or any of the bus or school equipment.
- Keep book bags, books, packages, coats, and other objects out of the aisles. Keep all body parts clear of the aisles when seated.
- Eating is not permitted on the bus.
- Parents will be liable for any defacing or damage students do to the bus.

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

Video and audio cameras may be active on buses to record student conduct and may be used for the purposes of investigation into misconduct or accidents on the bus. The recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the recording may be provided to law enforcement personnel.

For questions regarding school transportation issues, contact the Superintendent's Office at (708) 597-9040.

Cross-references: Board Policy 4:110, *Transportation* & Board Policy 7:220, *Bus Conduct*

## **Guidelines for Student Distribution of Non-School-Sponsored Publications**

A student or group of students seeking to distribute more than 10 copies of the same material on one or more days to students must comply with the following guidelines:

1. The student(s) must notify the building principal of the intent to distribute, in writing, at least 24 hours before distributing the material. No prior approval of the material is required.
2. The material may be distributed at times and locations selected by the building principal, such as, before the beginning or ending of classes at a central location inside the building.
3. The building principal may impose additional requirements whenever necessary to prevent disruption, congestion, or the perception that the material is school-endorsed.
4. Distribution must be done in an orderly and peaceful manner, and may not be coercive.
5. The distribution must be conducted in a manner that does not cause additional work for school personnel. Students who distribute material are responsible for cleaning up any materials left on school grounds.
6. Students must not distribute material that:
  - a. Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
  - b. Violates the rights of others, including but not limited to, material that is libelous, invades the privacy of others, or infringes on a copyright;
  - c. Is socially inappropriate or inappropriate due to the students' maturity level, including but not limited to, material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or sexting as defined by School Board policy and Student Handbook;
  - d. Is reasonably viewed as promoting illegal drug use; or
  - e. Is primarily prepared by non-students.
7. A student may use the School District's Uniform Grievance Procedure to resolve a complaint.
8. Whenever these guidelines require written notification, the appropriate administrator may assist the student in preparing such notification.

A student or group of students seeking to distribute 10 or fewer copies of the same publication on one or more days to students must distribute such material at times and places and in a manner that will not cause substantial disruption of the proper and orderly operation and discipline of the school or school activities and in compliance with paragraphs 4, 5, 6, and 7.

Students are prohibited from accessing and/or distributing at school any pictures, written material, or electronic material, including material from the Internet or from a blog, that:

1. Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language;
4. Is primarily intended for the immediate solicitation of funds; or
5. Is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students.

The distribution of non-school-sponsored written material must occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the school district.

Cross-Reference: PRESS 7:310, *Restrictions on Publications; Elementary Schools*



# Culture, Climate, and Student Conduct

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## **Behavioral Policy**

The goal of PHSD 128's policy on Student Behavior is to provide effective discipline practices that ensure the safety and dignity of students and staff and maintain a positive and safe learning environment. A fundamental principle of these guidelines is to provide all students, including those with disabilities, with a learning environment that is conducive to their academic, social and emotional growth. Research shows that positive behavioral interventions are the most effective way to develop and strengthen social and adaptive student behaviors. Implementation of the Positive Behavior and Supports (PBIS) and the Continuum of School-Wide System of Behavioral Supports ensures that research based practices across the district support the development of essential social and emotional skills to promote development of the whole child.

For more information and resources about PBIS and Systems of Tiered Support [click here](#).

## **Positive Behavioral Interventions and Supports (PBIS)**

PBIS is an implementation framework that uses evidence-based prevention and intervention practices along a multi-tiered continuum that supports the social, emotional, behavioral, and academic competence of students. Our goal is for all students to learn and develop social, emotional, and behavioral competence, supporting their academic engagement. Through the implementation of PBIS, school staff develop positive, predictable, and safe environments that promote strong interpersonal relationships with students through teaching, modeling, and encouragement. To learn more about PBIS, please visit [PBIS.org](http://PBIS.org).

To learn more about how PBIS is implemented in our schools, please click on the school below:

- [Indian Hill](#)
- [Chippewa](#)
- [Navajo Heights](#)
- [Independence Jr. High](#)

## Multi-tiered System of Social/Emotional and Behavioral Supports

**Primary Prevention: Tier 1:** Planned interventions that are implemented prior to the onset of problem behaviors and to prevent the behaviors from reoccurring.

Some examples of possible interventions:

- Responsive Classroom Strategies, such as Morning Meetings
  - [www.responsiveclassroom.org](http://www.responsiveclassroom.org)
- Social Emotional Learning (SEL) lessons aligned to the standards
  - <https://www.isbe.net/Documents/SEL-Standards.pdf>
- Mindfulness & Calm Classroom Techniques
  - <https://calmclassroom.com>
- Zones of Regulation
  - Links to definitions:  
[www.zonesofregulation.com/free-downloadable-handouts.html](http://www.zonesofregulation.com/free-downloadable-handouts.html)
  - [www.zonesofregulation.com](http://www.zonesofregulation.com)
- Social Thinking
  - [www.socialthinking.com](http://www.socialthinking.com)
- Develop positive teacher-student relationships
- Defined expectations across educational settings
- Positive Behavior Supports in the Classroom Setting for Tier 1
  - [www.pbisworld.com/tier-1](http://www.pbisworld.com/tier-1)
- Behavioral strategies including positive reinforcement for desired behaviors or progress toward desired behavior, praise, nonverbal and verbal cuing, neutral affect in response to inappropriate behavior
- Teaching social skills
- Environmental Accommodations such as preferential seating or flexible seating
- Check for understanding
- Crisis Prevention and Intervention (CPI) Verbal De-escalation techniques
- Restorative circles, affective statements

**Secondary Prevention: Tier 2:** Specialized systems for at-risk students

To learn more about Tier 2, please visit [www.pbisworld.com/tier-2](http://www.pbisworld.com/tier-2).

Some examples of possible interventions:

- Structured Breaks
- Small group social skills instruction
- Token economy
- Positive peer/staff role model or advocate

- Check-in / Check-out systems
- Visual support systems (schedules, routines, behavioral expectation cue cards)
- Response cost -loss of privileges
- Crisis Prevention and Intervention (CPI) Nonviolent Physical Crisis Intervention techniques
- Behavioral contract with teacher
- Staff Consultation with support staff

**Tertiary Prevention: Tier 3:** Individualized specialized systems for high-risk students

Some examples of possible interventions:

- Functional behavior assessment and behavior intervention plans
- Safe room or isolation and threat assessment procedures if a student is imminent danger to self or others
- Time-out procedures if student behavior is a substantial disruption to the learning environment.
- Crisis Prevention and Intervention (CPI) Nonviolent Physical Crisis Intervention
- Manifestation Determination Meeting
- IEP meeting
- Suspension

While positive interventions are the most effective and humane manner of increasing alternative or incompatible behaviors while reducing undesirable behavior, these interventions may not always succeed in controlling extremely inappropriate behavior. In some cases, more restrictive procedures are utilized on a temporary basis to ensure the safety of all individuals within the educational environment. When more restrictive procedures are utilized, increased assessment, planning, supervision, documentation, and protective measures are implemented.

## Levels of Behavioral Interventions

### 1. Nonrestrictive Interventions

These are preferred because of the low risk of negative side effects and the high priority placed on replacing inappropriate behaviors with positive behavior change. These interventions may be used without the development of a written behavioral management plan.

- Student excusal from specific tasks/classes
- Differential instruction
- Environmental modification
- Guided problem solving
- Instructional assignment
- Modeling
- Positive/Negative Reinforcement
- Prompting hierarchy
- Proximity control
- Redirection (verbal, non-verbal, visual)
- Self-monitoring
- Shaping
- Token system

## **2. Restrictive Interventions**

These may be used only during emergency situations or when “non restrictive” interventions were attempted and failed. These interventions should be used only after a functional assessment of behavior has been completed and documented, a behavior intervention plan written, and appropriate modifications of the student’s IEP completed. Restrictive interventions shall be used for the minimum amount of time necessary to control the individual’s behavior and shall be replaced by less restrictive procedures as quickly as possible. Positive reinforcement to strengthen social appropriate, incompatible behaviors should always be used in conjunction with restrictive interventions.

The restrictive interventions of time out, isolated time out and physical restraint are defined by state regulations. Time out, in Illinois’ regulatory language, means “a behavior management technique for the purpose of calming or de-escalation that involves the involuntary monitored separation of a student from classmates with a trained adult for part of the school day, only for a brief time, in a non-locked setting”.

These restrictive interventions will be implemented in accordance with State rules, and will be evaluated and documented accordingly.

- Exclusion from extracurricular activities
- Response-cost (loss of privileges)
- Time-out (exclusionary)
- Physical restraint (trained, certified staff only)
- Suspension

### **3. Highly Restrictive Interventions**

On rare occasions the district may evaluate the need for an educational placement in a therapeutic setting.

### **4. Prohibited Interventions**

These interventions are unlawful and will not be used under any circumstances.

- Corporal punishment
- Expulsion with cessation of services
- Physical manipulation or procedure that causes pain and/or tissue damage when used as an aversive procedure

### **Examples of Disciplinary Measures**

- Warning and corrective action by the teacher, as related to the specific offense.
- Parent or guardian notification
- Implementation of restorative practices
- Disciplinary conference
- Lunch and Recess Restorative Conference
- Withholding of privileges.
- Temporary removal from the classroom.
- Return of property or restitution for lost, stolen, or damaged property.
- In-school detention for a period not to exceed 5 school days.
- After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used.
- Seizure of contraband.
- Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.
- Suspension of bus riding privileges.
- Expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years. An expelled student is prohibited from being on school grounds.
- Notifying juvenile authorities or other law enforcement whenever the conduct involves illegal drugs (controlled substances), "look-alikes," alcohol, or weapons.
- Other disciplinary action deemed appropriate by the Administration.

## **Expectations Of Student Conduct**

It is the expectation that District 128 students refrain from engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to:

- be a threat or an attempted intimidation of a staff member; or
- endanger the health or safety of students, staff, or school property.

## **School Dress Code / Student Appearance**

Students are expected to wear clothing in a neat, clean, and well fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment.

- Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.
- Hats, coats, bandannas, sweat bands, and sunglasses may not be worn in the building during the school day.
- *Students are not permitted to wear hoods on their heads during the instructional school day.*
- Hair styles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education.
- Clothing with holes, rips, tears, and clothing that is otherwise poorly fitting, showing skin and/or undergarments may not be worn at school.
- The length of shorts or skirts must be appropriate for the school environment.
- Appropriate footwear must be worn at all times.
- If there is any doubt about dress and appearance, the building principal will make the final decision.

Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject to discipline.

Cross Reference: Board Policy 7:160, *Student Appearance*

## Bus Transportation

The district provides bus transportation to and from school for all students living 1.5 miles or more from the school or for students crossing a hazardous intersection. Parents must, at the beginning of the school year, select one bus stop at which a student is to be picked up, and one stop at which a student is to be dropped off. Students are not permitted to ride a bus other than the bus to which they are assigned. Exceptions must be approved in advance by the building principal.

An adult must be present at the bus stop with each child Grades K-3. While students are on the bus, they are under the supervision of the bus driver. When there are discipline problems on the bus, the bus driver has the authority to address the issue for the safety of the students. In the case of a written disciplinary referral, student bus problems will be investigated and handled by the building principal.

Parents will be informed of any and all inappropriate student behavior on a bus. Parents are encouraged to discuss bus safety and appropriate behavior with their children before the beginning of the school year and regularly during the year.

In the interest of the student's safety and in compliance with State law, students are expected to observe the following rules:

- Students will be assigned a seat and must sit in it immediately upon entering the bus. Do not stand in the entrance or in the aisle.
- Remain in the same seat for the duration of the bus ride.
- Keep all parts of the body and all objects inside the bus.
- Loud conversation, singing, boisterous conduct, unnecessary noise or profanity is not allowed.
- Enter and exit the bus only when the bus is fully stopped.
- All school rules apply while on the bus, at a bus stop, or waiting for the bus.
- Use emergency doors only in an emergency.
- In the event of an emergency, stay on the bus and await instructions from the bus driver.
- Good behavior and behavior that will not distract the bus driver from operating the bus safely is required. Crowding, pushing, scuffling, and other needless commotion are grounds for disciplinary action.
- Only the bus driver is permitted to open windows.
- Keep the bus neat and clean.
- Athletic footwear equipped with cleats or spikes are not allowed on the bus.
- Inappropriate behavior will be reported to school authorities and failure to observe safety rules may result in suspension from bus services.
- Be waiting at your bus stop on time with an adult.

- Never tamper with, damage, or deface anything in or on the bus, or any of the bus or school equipment.
- Keep book bags, books, packages, coats, and other objects out of the aisles. Keep all body parts clear of the aisles when seated.
- Consuming food or beverages is not permitted on the bus.
- Parents will be liable for any defacing or damage to the bus caused by a student.

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

Video and audio cameras may be active on buses to record student conduct and may be used for the purposes of investigation into misconduct or accidents on the bus.

For questions regarding school transportation issues, contact the Superintendent's Office at (708) 597-9040.

Cross-references: Board Policy 4:110, Transportation & Board Policy 7:220, Bus Conduct

## Cafeteria Expectations

To learn more about how PBIS is implemented in our schools, please click on the school below:

- [Indian Hill](#)
- [Chippewa](#)
- [Navajo Heights](#)
- [Independence Jr. High](#)
- Students shall allow any student to access a seat that is open at an assigned table.
- Students shall walk to lunch and shall be orderly and quiet during lunch.
- Trays shall be stacked neatly after placing silverware in its proper container. Food must remain in the cafeteria.
- Students are expected to use appropriate voice levels when talking with others.
- Students shall handle food items and containers in an appropriate and respectful manner.
- Students shall not trade food.
- Students shall follow the instructions of the lunchroom aides and show proper respect toward all cafeteria personnel.

- Students shall remain seated while in the cafeteria except to throw away their garbage.
- Students shall immediately become silent when staff or presenters make announcements in the cafeteria.
- Students shall report spills and broken containers to cafeteria staff immediately.
- Students shall be dismissed from the cafeteria by the lunchroom supervisor.

Misbehavior will result in disciplinary action according to the school's disciplinary procedures.

## **Prohibited Student Conduct**

### **School Expectations**

Disciplinary action may be imposed for engaging in behaviors including, but not limited to:

- **Use of Tobacco or Electronic Cigarettes**
  - Using, possessing, distributing, purchasing, or selling tobacco materials, including electronic cigarettes or e-cigarettes.
- **Use of Alcohol, Illegal Drugs or controlled substances**
  - Using, possessing, distributing, purchasing, or selling alcoholic beverages.
  - Using, possessing, distributing, purchasing, or selling:
    - a. Any illegal drug, controlled substance, or cannabis (including marijuana, medical marijuana and hashish).
    - b. Any anabolic steroid or performance-enhancing substance not administered under a physician's care and supervision.
    - c. Any prescription drug when not prescribed for the student by a licensed health care provider or when not used in the manner prescribed.
    - d. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system.
    - e. Any substance inhaled, injected, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
    - f. "Look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that

the student expressly or impliedly represented to be an illegal drug or controlled substance.

- g. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

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

- **Use of Weapons or Firearms**

- Using, possessing, controlling or transferring a firearm or “look alike,” knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm.

- **Involvement in a Gang or Gang Activity**

- Being involved in a gang or engaging in gang-like activities, including displaying gang symbols or paraphernalia.
- “Gang” is defined as any group, club or organization of two or more persons whose purposes include the commission of illegal acts. No student on or about school property or at any school activity or whenever the student’s conduct is reasonably related to a school activity, shall:
  - Wear, possess, use, distribute, display, or sell any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; commit any act or omission, or use either verbal or non-verbal gestures, or handshakes showing membership or affiliation in a gang
  - Use any speech or commit any act or omission in furtherance of the interest of any gang or gang activity, including, but not limited to, soliciting others for membership in any gangs
  - Request any person to pay protection or otherwise intimidate, harass or threaten any person
  - Commit any other illegal act or other violation of district policies
  - Incite other students to act with physical violence upon any other person

- **Misuse of Personal Electronic Devices or Laser Pointers**

- Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others. All cell phones, smartphones and similar electronic devices must be kept powered-off and out-of-sight during the regular school day unless:
  - The supervising teacher grants permission

- Use of the device is provided in a student’s individualized education program (IEP)
  - It is needed in an emergency that threatens the safety of students, staff, or other individuals.
- Using or possessing a laser pointer unless under a staff member’s direct supervision and in the context of instruction.
- **Engaging in Disobedience**
  - Disobeying rules of student conduct or directives from staff members or school officials.
- **Engaging in Sexually Explicit Behavior**
  - Sending, receiving or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as “sexting.” Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, smartphone or cellular phone.
- **Engaging in Academic Dishonesty**
  - Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
- **Engaging in Bullying or Hazing**
  - Bullying, hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other students to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment, or other comparable conduct.
- **Violating personal or school property**
  - Causing or attempting to cause damage to, stealing, or attempting to steal, school property or another person’s personal property.
- **Truancy**
  - Being absent without a recognized excuse.
- **Involvement in Public School Fraternity, Sorority, or Secret Society**
  - Being involved with any public school fraternity, sorority, or secret society.

- **Violation of Criminal Law**
  - Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.
- **Engaging Threatening Behavior or Endangering Others**
  - Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to:
    - Be a threat or an attempted intimidation of a staff member
    - Endanger the health or safety of students, staff, or school property.
- **Posting Threats on the Internet or any Social Media Platform**
  - Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
- **Operation of Drone or Unmanned Aircraft System**
- **Unlawful Entry to a School Facility**

For purposes of these rules, the term “possession” includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is:

- On the student’s person
- Contained in another item belonging to, or under the control of, the student, such as in the student’s clothing, backpack, or automobile
- In a school’s student locker, desk, or other school property
- At any location on school property or at a school-sponsored event
- In the case of drugs and alcohol, substances ingested by the person.

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

The grounds for disciplinary action also apply whenever the student’s conduct is reasonably related to school or school activities, including but not limited to:

- On, or within sight of, school grounds before, during, or after school hours or at any time;
- Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
- Traveling to or from school or a school activity, function, or event; or
- Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Parents or guardians are notified when disciplinary action is imposed on their own child(ren) to address unexpected behavior in violation of school district policies or behavior expectations.

**Note:** Due to privacy laws, the district is not permitted to disclose consequences imposed on a student other than your own child(ren).

### **Disciplinary Measures**

Disciplinary measures may include:

1. Disciplinary conference with student and/or parents
2. Withholding of privileges.
3. Temporary removal from the classroom.
4. Return of property or restitution for lost, stolen, or damaged property.
5. In-school detention for a period not to exceed 5 school days.
6. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used.
7. Seizure of contraband.
8. Suspension from school and all school activities for up to 10 days. A suspended student is prohibited from being on school grounds.
9. Suspension of bus riding privileges.
10. Expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years. An expelled student is prohibited from being on school grounds.
11. Notifying juvenile authorities or other law enforcement whenever the conduct involves illegal drugs (controlled substances), "look-alikes," alcohol, or weapons.

### Corporal Punishment

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

Cross-references: Board Policy 7:190, *Student Behavior*

## Prevention Of and Response To Bullying, Intimidation, And Harassment

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

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

### **Bullying Prevention and Response Plan**

The District's goal is to provide all students with a safe learning environment free of bullying and harassment.

The District uses the definition of *bullying* as provided in this policy. For the purposes of this policy, the term bullying includes harassment, intimidation, teen dating violence, retaliation and school violence. Bullying may take various forms, including without limitation: threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.

Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.

Students are encouraged to immediately report bullying, harassment, sexual harassment, or any prohibited conduct. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted.

**Nondiscrimination Coordinator**

Name: **Merryl Brownlow, Superintendent**

Address: **12809 S. McVickers Ave.  
Palos Heights, IL 60463**

Telephone: **708-597-9040**

**Complaint Managers**

**Merryl Brownlow, Superintendent**

**Kevin Kirk, Principal**

**Definitions from Section 27-23.7 of the School Code ([105 ILCS 5/27-23.7](#))**

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

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

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

that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

*Restorative measures* means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

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

### **Field Trips**

Field trips are encouraged when the experiences are a part of the school curriculum and/or contribute to the District's educational objectives. All field trips must have the Superintendent or designee prior approval. The Superintendent or designee shall analyze the following factors to determine whether to approve a field trip: educational value, student safety, parent concerns, heightened security alerts, and liability concerns. On all field trips, a bus fee set by the Superintendent or designee may be charged to help defray the transportation costs. Parents/guardians of students: (1) shall be given the opportunity to consent to their child's participation in any field trip; and (2) are responsible for all entrance fees, food, lodging, or other costs, except that the District will pay such costs for students who qualify for a fee waiver under Board policy 4:140, Waiver of Student Fees. All non-participating students shall be provided an alternative experience. Any field trip may be canceled without notice due to an unforeseen event or condition. Privately arranged trips, including those led by District staff members, shall not be represented as or construed to be sponsored by the District or school. The District does not provide liability protection for privately arranged trips and is not responsible for any damages arising from them.

All students who wish to attend a field trip must receive written permission from a parent or guardian with authority to give permission.

In order to attend a field trip, students must do the following:

- Bring a signed field trip form with parent/guardian permission
- Complete appropriate coursework before attending
- Abide by all school policies during transportation and during field-trip activities
- Treat all field trip locations as though they are school grounds

- Failure to abide by school rules and/or location rules during a field trip may subject the student to discipline.

Students may be prohibited from attending field trips for any of the following reasons:

- Behavioral or safety concerns;
- Denial of permission from administration;
- Other reasons as determined by the school.

Cross-references: Board Policy 6:240, *Field Trips*

### **Recreational Class Trips**

Recreational class trips are permissible provided they do not interfere with the District's educational goals. The provisions in this policy concerning field trips are also applicable to recreational class trips, except those regarding educational value.

Cross-references: Board Policy 6:240 *Field Trips and Recreational Class Trips*



## **Standards Based Grading and Promotion**

Reporting student progress is an essential part of the communication and partnership between home and school. The report card is designed to provide information about grade level standards and communicate individual student progress toward independently meeting those expectations.

“School report cards are issued to students on a trimester basis for grades Preschool-8. For questions regarding grades, please contact the classroom teacher.”

“The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other district achievement measures. A student will not be promoted based upon age or any other social reason not related to academic performance.”

Cross Reference: Board Policy 6:280, *Grading and Promotion*

Standards based grading separates academic from behavioral grades (work habits, participation, etc.) to best communicate a student’s academic performance. Student grades will reflect the child’s learning progression by weighing the most recent assessments more heavily. A student’s report card will illustrate his/her learning for each identified learning target providing the family and teacher with a clearer picture of individual strengths and opportunities for growth instead of combining for one overall grade in that subject area. A standards-based report card identifies the specific learning goals within the curriculum so that appropriate rigor can be ensured. Additionally, it communicates more detailed information about higher levels of success.

To learn more about Standards Based Grading, [click here](#).

## **Homework**

Homework is used as a way for students to practice what they have learned in the classroom. The time requirements and the frequency of homework will vary depending on a student’s teacher, ability, and grade level.

## **Standardized Testing**

Students and parents/guardians should be aware that students in grades 3-8 will take standardized tests provided by the Illinois State Board of Education. Parents are encouraged to cooperate in preparing

students for the standardized testing, because the quality of the education the school can provide is partially dependent upon the school's ability to continue to prove its success in the state's standardized tests. Parents can assist their students achieve their best performance by doing the following:

- Encourage students to work hard and study throughout the year;
- Ensure students get a good night's sleep the night before exams;
- Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein;
- Remind and emphasize for students the importance of good performance on standardized testing;
- Ensure students are on time and prepared for tests, with appropriate materials, including number 2 pencils;
- Teach students the importance of honesty and ethics during the performance of these and other tests;
- Encourage students to relax on testing day.

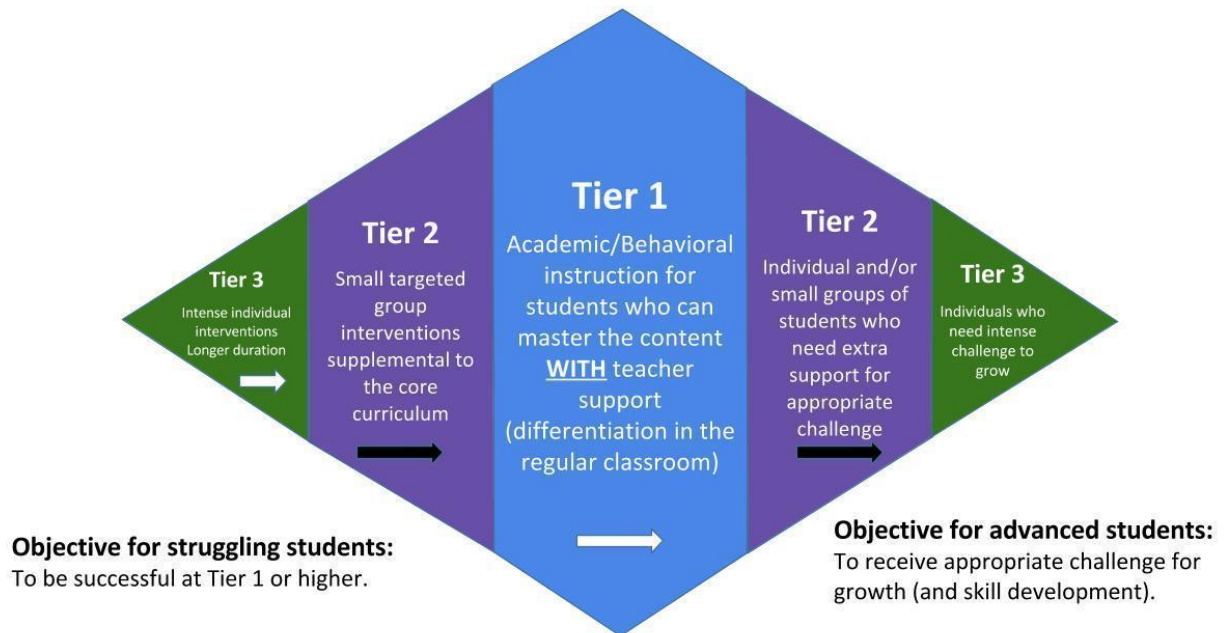
Cross-Reference: Board Policy 6:340, *Student Testing and Assessment Programs*

### **General Education Supports**

Multi Tiered Support Services or MTSS is the practice of providing high quality instruction and interventions matched to student need, monitoring progress frequently to make decisions about changes in instruction or goals, and applying student response data to important educational decisions. MTSS should be applied to decisions in general, remedial and special education creating a well-integrated system of instruction/intervention guided by student outcome data.

As part of our efforts to provide the right level of support to each student, the MTSS team will analyze data from standardized assessments, classroom assessments and classroom assignments on an ongoing basis. Researched based interventions and strategies are used within all stages of MTSS. The level of intensity of instruction and interventions a student receives is determined by how he or she responds to the instruction and/or intervention. The MTSS model utilizes three tiers. Tier one is the rigorous core curriculum. Tier two are students that are determined to be at risk and will be provided additional support within the classroom. Tier three are students that have been identified as a struggling learner. The support offered at tier three is the highest in intensity and may take place outside of the classroom in a small group or one to one setting depending on needs.

## What is the MTSS Process?



## Education of Children with Disabilities

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act are identified, evaluated and provided with appropriate educational services.

The School provides a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term “children with disabilities” means children between ages 3 and the day before their 22<sup>nd</sup> birthday for whom it is determined that special education services are needed. It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services.

A copy of the publication “Explanation of Procedural Safeguards Available to Parents of Students with Disabilities” may be obtained from the school district office.

Cross Reference: Board Policy 6:120, *Education of Children with Disabilities*

## 504 Plans

Section 504 is a federal civil rights law that protects students from disability discrimination by public schools. Students of all ages who have a physical or mental disability that substantially limits a major life activity can be covered by a 504 plan. A 504 plan ensures that students with disabilities have access to the same education as their non-disabled peers by providing accommodations enabling them to succeed in the general education classroom. To request a 504 evaluation, parents may contact the Director of Student Services or School Principal. Often, parents are able to provide medical diagnosis and evaluations from their pediatrician or other medical professionals. The district will consider all evidence presented by the family as well as grades, test scores, and teacher input. The team, including the parents, will determine eligibility. If eligible, the 504 plan will delineate the appropriate accommodations and sometimes services to support the student in school. Students may be eligible for a 504 plan due to a wide variety of disabilities. Most commonly in the school setting, eligibility is based on diagnosis of health issues (eg. allergies/asthma) or issues with learning related to attention deficit disorders. The 504 plan includes accommodations to support student success in the general education setting. Some examples of accommodations include extended time, preferential seating, access to assistive technology, or behavioral support. The 504 plan does not modify instruction altering the general education curriculum or provide specialized instruction.

Cross Reference: Board Policy 8:70, *Accommodating Individuals with Disabilities*

## Special Education Supports

Per Board of Education Policies, District 128 affords all students with disabilities full opportunity to participate in all school sponsored educational services, programs, or activities. District 128 is committed to ensuring that it meets the requirements of the Individuals with Disabilities Education Act of 1997 and its associated regulations, as well as, Section 504 of the Rehabilitation Act of 1973. Placement in the Least Restrictive Environment will be implemented to the maximum extent possible for District students with special needs. Special classes, separate schooling, or other placements by which students with disabilities are removed from the regular education environment will only occur if the students IEP team determines that the nature and severity of the disability is such that education in a general education setting, even with the use of supplementary aids and services cannot be satisfactorily achieved. District 128 provides a continuum of placements to address the needs of students with disabilities to ensure that those students receive special education and related services appropriate to their needs. District 128 ensures full educational opportunity to children with disabilities ages birth through two in collaboration with our local Child and Family Connections agency. If CFC12 is unable to meet the needs of a child with disabilities for screening, assessment, or services, District 128 works with the family to obtain such necessary services or assessments. School District 128 annually collects and reports required data regarding children with disabilities residing within District boundaries.

## **English Language Learners**

The school offers opportunities for English Learners to develop high levels of academic attainment in English and to meet the same academic content and student academic achievement standards that all children are expected to attain.

Parents/guardians of English Learners will be:

- Given an opportunity to provide input to the program
- Provided notification regarding their child's placement in, and information about, the District's English Learners programs.

When there are 19 or fewer students who qualify for the EL program who speak the same language in one attendance center, Palos Heights 128 implements a Transitional Program of Instruction in English using the collaboration model in accordance with ISBE regulations. Core academic subjects are taught in English and services are provided using specific strategies for ELs in a co-teaching or pull-out model. This program helps students succeed in the core academic areas in the mainstream classroom.

For questions related to this program or to express input in the school's English Learners program, contact Desiree Willner, District EL coordinator at 708- 388-7260.

Cross Reference:Board Policy 6:160, *English Learners*

## **Guidance & Counseling**

The school provides a guidance and counseling program for students. The school's Social Workers are available to those students who require additional assistance. School Social Workers are available, as needed, for all students. School Social Workers work to take away barriers to learning and provide mental health support in the academic setting. If the student's challenges are outside of the school setting, social workers can also offer outside referrals. A list of outside referrals are provided [here](#).

To contact your student's School Social Worker contact your school's main office.

Cross-reference: Board Policy 6:270, *Guidance and Counseling Program*



## Student Medications

Taking medication during school hours or during school-related activities is prohibited unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing a "Student Medical Authorization Form."

No school or district employee is allowed to administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student is allowed to possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this procedure.

A student may possess and self-administer an epinephrine auto-injector, e.g., EpiPen®, and/or an asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization (SMA) Form, and a qualifying Emergency Action plan has been developed.

A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed an SMA Form. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan.

Cross-References: Board Policy 7:270, *Administering Medicines to Students*

### **Students with Food Allergies**

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules.

If your student has a life-threatening allergy or life-threatening chronic illness, please notify the building principal (See Building Contact information at front of Handbook). Student needs may be able to be met with accommodations typically available to all students.

Cross Reference: Board Policy 7:285, *Food Allergy Management Program*

### **Immunization, Health, Eye, and Dental Examinations**

#### **Required Health Examinations and Immunizations**

All students are required to present Illinois State required proof that the student received a health examination and the immunizations against, and screenings for, preventable communicable diseases within one year prior to:

- Entering Kindergarten or the first grade;
- Entering the sixth and ninth grades; and
- Enrolling in an Illinois school for the first time, regardless of the student's grade.

The required health examinations must include a diabetes screening (diabetes testing is not required) and a statement from a physician assuring "risk-assessed" or screened for lead poisoning.

Failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. New students who register mid-term shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by an appropriate medical professional.

## **Eye Examination**

All students entering Kindergarten or the school for the first time must present proof before October 15 of the current school year of an eye examination performed within one year prior to entry of Kindergarten or the school. Failure to present proof by October 15, allows the school to hold the student's report card until the student presents: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15.

## **Dental Examination**

All children entering Kindergarten and the second and sixth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year. Failure to present proof allows the school to hold the child's report card until the student presents: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15.

## **Exemptions**

A student will be exempted from the above requirements for:

- Religious or medical grounds if the student's parent/guardian presents to the building principal a signed statement explaining the objection;
- Health examination or immunization requirements on medical grounds if a physician provides written verification;
- Eye examination requirement if the student's parent/guardian shows an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
- Dental examination requirement if the student's parent/guardian shows an undue burden or a lack of access to a dentist.

Cross Reference: Board Policy 7:100, *Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students*

## **Treats & Snacks**

The Palos Heights School District Wellness committee presented recommendations to the Board of Education based on prevention and management of life-threatening allergic responses in children and also to combat the national epidemic of obesity in our nation. These recommendations were accepted by

the Board of Education and were based on the District's Wellness Philosophy and also to ensure compliance with legislation mandating a wellness plan in all Illinois schools.

Parents should be aware that the following regulations are in effect:

- Edible birthday treats will not be permitted at any school
- PFA sponsored parties will not be providing any food treats
- No food may brought into the school for groups of children during the school day
- Parents may bring special lunches only for their own children
- Exceptions to these rulings may only be made by the superintendent or his/her designee

Cross-Reference: Board Policy 6:50, *School Wellness*

### **Safety Drill Procedures and Conduct**

Safety drills will occur at times established by the school district. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement drill, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. Drills will not be preceded by a warning to the students.

Cross-References: Board Policy 4:170, *Safety*

### **Guidance & Counseling**

The school provides a guidance and counseling program for students. The school's Social Workers are available to those students who require additional assistance. School Social Workers are available, as needed, for all students. School Social Workers work to take away barriers to learning and provide mental health support in the academic setting. If the student's challenges are outside of the school setting, social workers can also offer outside referrals. Click for a list of outside referrals provided [here](#).

To contact your student's School Social Worker contact your school's main office or email them directly. The following mental health professionals are available:

Cross-reference: Board Policy 6:270, *Guidance and Counseling Program*

## **Suicide and Depression Awareness and Prevention**

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate.

The school district maintains student and parent resources on suicide and depression awareness and prevention. Much of this information is posted on the school district's website. Information can also be obtained from the school office. For information about mental health click [here](#) to learn more about how to support your student and to learn more about how students are supported within the school setting.

Seek immediate assistance if you think your child is in danger of harming themselves or others. You can call a crisis line or the National Suicide Prevention Line at 1-800-273- TALK (8255). You may also use the Crisis Text Line. This is a free line with 24/7 support for those in crisis. Text 741741 from anywhere in the US to text with a trained Crisis Counselor. Crisis Text Line trains volunteers to support people in crisis. For more information on safety crisis resources, click [here](#).

Cross-references: Board Policy 7:290, *Suicide & Depression Awareness and Prevention*

## **Care of Students with Diabetes**

If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the school principal. Parents/guardians are responsible for and must:

- Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child.
- Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
- Sign the Diabetes Care Plan.
- Grant consent for and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Care Plan.

For further information, please contact the Building Principal.

## **Home and Hospital Instruction**

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates his or her absence from school, because of a medical condition may be eligible for instruction in the student's home or hospital.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction before (1) the birth of the child when the student's physician indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to 3 months after the child's birth or a miscarriage.

For information on home or hospital instruction, contact the District Office at 708-597-9040.

Cross Reference: Board Policy 6:150, *Home and Hospital Instruction*

### **Communicable Diseases**

The school will observe recommendations of the Illinois Department of Public Health regarding communicable diseases.

- Parents are required to notify the school nurse if they suspect their child has a communicable disease.
- In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian.
- The school will provide written instructions to the parent and guardian regarding appropriate treatment for the communicable disease.
- A student excluded because of a communicable disease will be permitted to return to school only when the parent or guardian brings to the school a letter from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease.

Cross-references: Board Policy 7:280, *Communicable and Chronic Infectious Disease*

### **School Procedure when Head Lice are Discovered at School**

- Parent or guardian will be notified of the suspected infestation by phone.
- Information about the biology of head lice and methods to eliminate infestation will be provided.
- The student will be allowed to stay at school until the end of the day and ride the bus home if applicable.
- The child is excluded from school until proof of treatment is presented to the school in the form of a store receipt, a box label from the medicated shampoo, or a note from your physician will also be adequate.
- Upon return to school, the child's head will be checked for lice.
- Students will not be excluded from school if nits are still present in the hair after proper treatment is proved.

- Parents should continue to re-inspect their student for 7 days, after treatment, for evidence of active infestation.
- The privacy of the students identified as having head lice will be protected.



# Technology and Internet Use

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## Internet Acceptable Use

All use of electronic network use must be consistent with the school's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. **The failure of any user to follow these rules will result in the loss of privileges, disciplinary action, and/or appropriate legal action.**

### Acceptable Use

Access to the electronic network must be for the purpose of education or research, and be consistent with the District's educational objectives.

### Privileges

The use of the electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The Technology Director, or his designee, or Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. Their decision is final.

### Unacceptable Use

The user is responsible for his or her actions and activities involving the network. Some examples of unacceptable uses are:

- Using the network for any illegal activity, including violation of copyright or other contracts, or transmitting any material in violation of any State or federal law;
- Unauthorized downloading of software, regardless of whether it is copyrighted or de-virused;
- Downloading of copyrighted material for other than personal use;
- Using the network for private financial or commercial gain;
- Wastefully using resources, such as file space;
- Hacking or gaining unauthorized access to files, resources, or entities;
- Invading the privacy of individuals, that includes the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature including a photograph;
- Using another user's account or password;

- Posting material authored or created by another without his/her consent;
- Posting anonymous messages;
- Using the network for commercial or private advertising;
- Accessing, submitting, posting, publishing, or displaying any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, harassing, or illegal material; and
- Using the network while access privileges are suspended or revoked.

### **Network Etiquette**

The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following:

- Be polite. Do not become abusive in messages to others.
- Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language.
- Do not reveal personal information, including the addresses or telephone numbers, of students or colleagues.
- Recognize that email is not private. People who operate the system have access to all email. Messages relating to or in support of illegal activities may be reported to the authorities.
- Do not use the network in any way that would disrupt its use by other users.
- Consider all communications and information accessible via the network to be private property.

### **No Warranties**

The District makes no warranties of any kind, whether expressed or implied, for the service it is providing. The District will not be responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The District specifically denies any responsibility for the accuracy or quality of information obtained through its services.

### **Identification**

The user agrees to indemnify the School District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

## **Security**

Network security is a high priority. Keep your account and password confidential. Do not use another individual's account. Attempts to log-on to the Internet as a system administrator will result in cancellation of user privileges and disciplinary action will be taken. Any user identified as a security risk may be denied access to the network.

## **Vandalism**

Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of computer viruses.

## **Copyright Web Publishing Rules**

Copyright law and District policy prohibit the re-publishing of text or graphics found on the web or on District websites or file servers without explicit written permission.

- For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source.
- Students engaged in producing web pages must provide library media specialists with email or hard copy permissions before the web pages are published. Printed evidence of the status of "public domain" documents must be provided.
- The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission.

## **Use of Email**

The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the School District. The School District provides email to aid students as an education tool.

- The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited.
- Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum.

- Electronic messages transmitted via the School District’s Internet gateway carry with them an identification of the user’s Internet *domain*. This domain is a registered name and identifies the author as being with the School District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the School District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients.
- Any message received from an unknown sender via the Internet should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message’s authenticity and the nature of the file so transmitted.
- Use of the School District’s email system constitutes consent to these regulations.

*Cross Reference: PRESS 6:235, Access to Electronic Networks*

### **Access to Social Networking**

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

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

*Cross-references: Board Policy 7:15, Student and Family Privacy Rights*



# Student Activities & Athletics

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## Rules & Code of Conduct for Athletics & Extracurricular Activities

The Athletic Code applies to all students who want to participate in athletics. Athletics includes competitive sports, **extracurricular activities**, cheerleading and pom-poms. This code applies in addition to other rules and regulations concerning student conduct and imposes additional requirements on student athletes and cheerleaders.

Participation in athletics and extracurricular activities is a privilege. Those who participate have a responsibility to favorably represent the school and community. Students participating in athletics and extracurricular activities are expected to conduct themselves both in and out of school in a manner appropriate to their responsibilities as representatives of the school and district. If a student fails to comply with the terms of this code, the privilege to participate in athletics or extracurricular activities may be lost in accordance with the terms of this Athletic Code.

### **Extracurricular Activities**

All district schools offer extracurricular activities/clubs for students in order to provide them a well-rounded education. These activities provide students the opportunity to reinforce lessons learned in the classroom and as a social outlet within the school setting. Club and activities may differ from building to building and can change from year to year dependent upon student interest and staff availability. Students participating in these activities are expected to adhere to the same requirements listed below.

### **Behavioral Conduct**

Misconduct by students participating in athletics or extracurricular activities will not be tolerated. Misconduct shall include but shall not be limited to:

- Insubordination; or
- Any behavior or action which is negligently or intentionally injurious to a person or property or which places a person or property at risk of injury or damage; or
- Any behavior which disrupts the appropriate conduct of a school program or activity; or
- Hazing, bullying, or harassment of any kind; or
- Use of profanity; or
- Exhibition of bad sportsmanship; or
- Violation of any school rules or regulations or law.

Coaches, club sponsors and school officials will impose disciplinary measures appropriate to the offenses committed. The discipline imposed for any particular offense shall be at the sole and exclusive discretion of the coaching staff, club sponsors and school officials.

### **Drugs, Alcohol and Tobacco**

Except with respect to prescription drugs used by the person for whom such drugs were prescribed in the manner intended by the prescribing medical doctor, the possession, use, distribution, purchase or sale of any alcoholic beverage, drug, drug paraphernalia, controlled substance, look alike, tobacco or tobacco product or any other substance which, when taken into the human body is intended to enhance performance or alter mood or mental state, including any item or substance which is represented by a student to be, or is believed by a student to be any of the foregoing, regardless of the true nature or appearance of the substance, is prohibited in school buildings, on school buses and on all other school property or school related events at any time. This prohibition shall include all school sponsored or school related activities, whether held before or after school, evenings or weekends and shall additionally include a prohibition of use by a student athlete in any instance where the school can demonstrate a reasonable connection to the school program or school athletic program. For purposes of this procedure, students who are under the influence of prohibited substances shall be treated in the same manner as though they had prohibited substances in their possession.

### **Rules in Effect**

The rules set forth in this Athletic Code are in effect throughout the calendar year and twenty-four hours a day, whether or not school is in session and including vacation periods, and holidays. The rules apply on and off campus and whether or not the misconduct occurs at school or a school-sponsored activity or in some other locale. For athletes, rules apply from the beginning of the athlete's first tryout or practice in the first sport which the athlete attempts until the completion of the athlete's athletic eligibility in all sports. For extracurricular club members, rules apply from the first day of participation in a club and for all subsequent club participation throughout the school year.

### **Absence from School on Day of Activity**

A student who is absent from school after noon on the day of an activity is ineligible for any activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the coach or extracurricular club sponsor in these specific situations: 1) for a medical absence pre-arranged with the coach or extracurricular club sponsor or 2) for a death in the athlete's or extracurricular participant's family. An athlete or extracurricular participant who

has one or more truancies or who has been suspended from school may be suspended from participation in athletic or extracurricular activities by administration.

A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday activities at the sole discretion of the coach or extracurricular club sponsor.

## **Travel**

Student participants shall travel to club/athletic events and return home from those events with the team on which the athlete competes or with the extracurricular club participants by use of school approved means of transportation. A written waiver of this rule may be issued by a coach, extracurricular club sponsor or administrator upon advance written request of a participant's parent or guardian and provided the parent or guardian appears and accepts custody of the student participant. In no case shall a waiver be issued unless the alternate means of transportation anticipated by the waiver will be provided by the parent. Oral requests shall not be honored and oral permissions shall not be valid.

Any student athlete or extracurricular participant found to be in violation of this policy shall be subject to discipline in accordance with the school district's athletic/extracurricular discipline policies, rules and regulations as provided herein.

*Cross-References: Board Policy 6:190, Extracurricular and Co-Curricular Activities & Board Policy 7:240, Conduct Code for Participants in Extracurricular Activities*

## **IESA Athletic Requirements**

Eligibility for most athletics is also governed by the rules of the Illinois Elementary School Association and, if applicable, these rules will apply in addition to this Athletic Code. In a case of a conflict between IESA and this Athletic Code, the most stringent rule will be enforced.

### **Eligibility**

To retain athletic eligibility, an athlete must comply with all academic requirements of the District.

### **Athletic Requirements for Participation**

An athlete must have the following fully executed documents on file at the school office before the athlete's first participation in any activity:

- A current physical examination report completed by a physician licensed in Illinois to practice medicine in all its branches which finds the athlete is physically able to participate; and

- A permission slip to participate in the specific sport in which the athlete intends to participate signed by the athlete's parent or guardian; and
- Proof the athlete is covered by medical insurance.

### **Student Athlete Concussions and Head Injuries**

A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game will be removed from participation or competition at that time. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.

*Cross Reference: Board Policy 7:305, Student Athlete Concussions and Head Injuries*

### **Equal Opportunity and Sex Equity**

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, status as homeless, or actual or potential marital or parental status, including pregnancy.

No student shall, based on sex or sexual orientation, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student or parent/guardian with a sex equity or equal opportunity concern should contact the District Superintendent.

*Cross-Reference: Board Policy 7:10, Equal Educational Opportunities & Board Policy 2:260, Uniform Grievance Procedure*

### **Accommodating Individuals with Disabilities**

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, and activities. 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.

*Cross Reference: Board Policy 8:70, Accommodating Individuals with Disabilities*



# Parental Right Notifications

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## **Sex Education Instruction**

Students will not be required to take or participate in any class or course in comprehensive sex education if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology.

Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

*Cross-References: Board Policy 6:60-AP, Comprehensive Health Education Program*

## **Awareness and Prevention of Child Sexual Abuse**

Child sexual abuse and grooming behaviors are harmful to students, families and school communities, while diminishing a child's ability to learn. All District 128 students receive education in awareness and prevention of child sexual abuse and grooming behaviors. Erin's Law instruction is provided by our educational partner, Childhood Victories, utilizing the [Be Seen and Heard](#) program structure with our students. When visiting the website, please note that Preview Videos #1-#4 are specific to the Be Seen and Heard Program delivered in our schools. Parents have the right to opt students out of this unit of instruction. For more information on how to recognize grooming behaviors and signs of sexual abuse please visit the parent information page of our educational partner, Childhood Victories at <https://programs.victorpacini.com/save-our-survivors>. Please note: The website contains information beyond Erin's Law and the specific program we deliver for parent and guardian reference only.

*Cross-References: Board Policy 4:165, Awareness & Prevention of Child Sexual Abuse & Grooming Behaviors*

## **School Visitation Rights**

The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences. Letters verifying participation in this program are available from the school office upon request.

*Cross-References: 820 ILCS 147/, School Visitation Rights Act*

## **Search and Seizure**

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

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

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

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

### **Students**

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

### **Seizure of Property**

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

*Cross-reference: Board Policy 7:140, Search and Seizure*

### **Video & Audio Monitoring Systems**

A video and/or audio monitoring system may be in use on school buses and a video monitoring system may be in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

*Cross-Reference: Board Policy 4:110, Transportation*

### **Mandated Reporters**

Every District employee is required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

*Cross Reference: Board Policy 5:90, Abused and Neglected Child Reporting*

## **Student Privacy Protections**

### **Surveys by Third Parties**

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Parents who object to disclosure of information concerning their child to a third party may do so in writing to the building principal.

### **Surveys Requesting Personal Information**

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items:

- Political affiliations or beliefs of the student or the student's parent/guardian.
- Mental or psychological problems of the student or the student's family.
- Sexual behaviors or attitudes.
- Illegal, anti-social, self-incriminating, or demeaning behavior.
- Critical appraisals of other individuals with whom students have close family relationships.
- Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
- Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
- Income other than that required by law to determine program eligibility.

The student's parent/guardian may inspect the survey or evaluation upon, and refuse to allow their child to participate in the survey. The school will not penalize any student whose parent/guardian exercised this option.

## **Instructional Material**

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

*Cross-References: Board Policy 7:15, Student and Family Privacy Rights*

## **Annual Notice to Parents and Eligible Students Advising of Rights Under the Family Educational Rights and Privacy Act**

The District and any of the third parties with which it contracts are required to comply with a number of state and federal laws to protect the privacy of student educational records, information and data. The following are the most important of these laws:

### **FERPA and ISSRA**

The Federal Education Rights and Privacy Act (FERPA), which is a federal law that protects the privacy of personally identifiable information (PII) in student "education records," and the Illinois School Student Records Act (ISSRA), which is a state law that protects the privacy of "school student records," both apply to all students in the District's schools, regardless of age. These laws generally require parental consent before a school district can disclose PII from student education records to third parties. FERPA establishes the right of parents to inspect and review the student's educational records; provides guidelines for the correction of inaccurate or misleading data through informal or formal hearings; grants parents the right to file complaints with the U.S. Department of Education's Family Policy Compliance office concerning alleged failures of the District to comply with FERPA; and makes provisions for notice to parents concerning their rights. The Family Policy Compliance Office: U.S. Department of Education; 400 Maryland Avenue, SW; Washington DC 20202-4605

### **Exceptions to FERPA and ISSRA**

FERPA allows the District to disclose education records of students to a third-party provider without parental consent if the provider performs a service/ function for the District that it would otherwise perform through its own employees, as long as the provider is under sufficient control by the District regarding the use/maintenance of the records and the provider does not use or redisclose the shared data for any purpose other than by the District and as permitted by FERPA. One such exception permits a school district to disclose PII from education records to designated authorized representatives including other local education agencies, in connection with the audit or evaluation of State or federally supported education programs. As allowed by this provision of FERPA, the District will on occasion disclose personally identifiable information from student

education records to local education agencies or other authorized entities for the purpose of evaluating school educational programs to assess and improve their effectiveness. Agencies or entities, which receive such PII, may not disclose it or make it public. The District is required to keep records of such disclosures, and parents have a right to review the record of disclosures of PII from the student's education records. ISSRA contains a similar exception to the FERPA school official exception. 27

### **PPRA and CPPEA**

The Protection of Pupil Rights Amendment (PPRA) also includes limitations on using personal information (PII) collected from students of all ages for marketing purposes and requires parents to be given notice and the opportunity to opt out of certain activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others. The Illinois Children's Privacy Protection and Parental Empowerment Act, (CPPEA) 325 ILCS 17/, also generally prohibits the sale of personal information concerning a child under the age of 16 unless the parent(s)/guardian(s) have consented.

### **Exceptions to PPRA and CPPEA**

PPRA includes an exception to the requirement for consent for the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions. This includes, but is not limited to, tests and assessments used by elementary school and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and the public release of the aggregate data from such tests and assessments. Moreover, CPPEA only applies to the sale of such information.

### **COPPA**

The Children's Online Privacy and Protection Act (COPPA) regulates commercial websites and online services directed to children under the age of 13 and requires that websites have consent from the child's parent before knowingly collecting personal information from children.

### **Exceptions to COPPA**

COPPA allows the District to consent on behalf of parents when they contract with third-party website operators that offer online programs solely for the benefit of the District, and not for any other commercial purpose, and that comply with certain notice and access requirements with respect to the District. COPPA also does not apply to students who are over age 13. Although there is some ambiguity in recent Federal Trade Commission ("FTC") guidance regarding whether the

District has to obtain actual parental consent before granting consent to a provider, communications with the FTC, and review of the relevant law and guidance, indicate that schools may in good faith assume they are not required to obtain parental consent for providers that are covered by the school consent exception.

*Cross-References: Board Policy 7:15, Student and Family Privacy Rights*

## **Student Records**

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings that are created in part for law enforcement, security, or safety reasons or purposes; and electronic recordings made on school buses.

The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians and students over 18 years of age ("eligible students") certain rights with respect to the student's school records. They are:

1. The right to inspect and copy the student's education records within 15 school days of the day the District receives a request for access.

The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. The principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. The District charges \$0.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost.

These rights are denied to any person against whom an order of protection has been entered concerning the student.

2. The right to request the amendment of the student's education records that the parent/ guardian or eligible student believes are inaccurate, irrelevant, or improper.

A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought.

If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing.

3. The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or Illinois School Student Records Act authorizes disclosure without consent.

Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records.

Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring.

Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student.

4. The right to a copy of any school student record proposed to be destroyed or deleted.

The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student's change in attendance centers, whichever occurs first.

5. The right to prohibit the release of directory information.

Throughout the school year, the District may release directory information regarding students, limited to:

- Name
- Address
- Gender
- Grade level
- Birth date and place
- Parent/guardian names, addresses, electronic mail addresses, and telephone numbers
- Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs
- Academic awards, degrees, and honors
- Information in relation to school-sponsored activities, organizations, and athletics
- Major field of study
- Period of attendance in school

*Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal within 30 days of the date of this notice.*

6. The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law.
7. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.

The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington DC 20202-4605

### **Parental Involvement (Title 1)**

Throughout the school year, there are many opportunities available for parents to meet with District personnel.

The topics of these meetings may include discussions on parental involvement, and opportunities for Parents/Guardians to get involved in the education of their children. Parents/Guardians are encouraged to attend these meetings and participate in the discussions that occur. Parents/Guardians should use the meetings as an opportunity to ask questions, make suggestions, and learn about all of the opportunities and programming available for Parents/Guardians to be fully involved in the educational process.

The school and its teachers provide meetings, including parent/teacher conferences, at flexible times to accommodate a variety of parent schedules. Parents/Guardians will be given notice of meeting availability at the beginning of each year, and at least two weeks before conferences or other regularly scheduled meetings, to provide sufficient opportunity to schedule and attend meetings with teachers. Additionally, teachers are available regularly to meet with parents/guardians to discuss the success of their child. Parents/Guardians are encouraged to inquire about available meeting times, and to work with teachers. Parents/Guardians will be involved in an organized and timely way when any programs are created, considered, or altered, and will be continually involved in the ongoing development of programming, curriculum, and policy.

The school provides Parents/Guardians with access to:

- school performance profiles required by Federal law and their child's individual student assessment results, including an interpretation of such results;
- a description and explanation of the curriculum in use at the school, the forms of assessment used to measure student progress, and the proficiency levels students are expected to meet;
- opportunities for regular meetings to formulate suggestions, share experiences with other Parents/Guardians, and participate as appropriate in decisions relating to the education of their children if such Parents/Guardians so desire; and
- timely responses to suggestions.

Everyone is responsible for the success of the students of the school. While the school provides the best education we can, it is critical to the success of students that parents assist us in meeting the goals of education set forth by the state, the federal government and ourselves.

In order to better assist in educating the students, we need the help of all parents and guardians. We ask that you help us educate children by monitoring attendance, homework completion, and television watching; by volunteering in your child's classroom; and participating, as appropriate, in decisions relating to the education of children and positive use of extracurricular time.

The school endeavors to do its best to provide all information in the language best understood by parents and guardians. Questions about language alternatives should be directed to the District's ELL coordinator.

Parents/Guardians of participating children have a right to appeal the contents of this policy. The district will submit any parent comments when this plan is submitted to the State. Any questions or concerns should be directed to the buildings principals.

The state's resources on parental involvement can be located at this link:

[https://www.isbe.net/Documents/Parent\\_Family\\_Engagement.pdf](https://www.isbe.net/Documents/Parent_Family_Engagement.pdf). The state's website on parental involvement provides information, training, and support for parents and schools on various websites which may be useful or interesting to parents and students, and provides advice and information about how to get involved and participate in the educational process. Resources are provided by search, by county, and by categorical query.

### **Homeless Child's Right to Education**

When a child loses permanent housing and becomes a homeless person as defined at law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either:

- continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
- enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

*Cross-References: Board Policy 6:140, Education of Homeless Children*

### **Teacher Qualifications**

Parents/guardians may request information about the qualifications of their child's teachers and paraprofessionals, including:

- Whether the teacher has met State certification requirements;
- Whether the teacher is teaching under an emergency permit or other provisional status by which State licensing criteria have been waived;
- The teacher's college major;
- Whether the teacher has any advanced degrees and, if so, the subject of the degrees; and
- Whether any instructional aides or paraprofessionals provide services to your child and, if so, their qualifications.

If you would like to receive any of this information, please contact the school office.

*Cross-References: Board Policy 5:190, Teacher Qualifications*

### **Sex and Violent Offender Notification**

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except for in the following circumstances as they relate to the individual's child(ren):

- To attend a conference at the school with school personnel to discuss the progress of their child.
- To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
- To attend conferences to discuss issues concerning their child such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board.

Anytime that a convicted child sex offender is present on school property – including the three reasons above - he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children. A violation of this law is a Class 4 felony.

Information regarding registered sex offenders can be accessed by visiting:

- Illinois State Police Website: [www.isp.state.il.us/sor/](http://www.isp.state.il.us/sor/)
- National Sex Offender Public Website: [www.nsopw.gov/core/conditions.aspx](http://www.nsopw.gov/core/conditions.aspx)
- Illinois Statewide Child Murderer and Violent Offender Against Youth Registration is at <http://www.isp.state.il.us/cmvo>

*Cross Reference: Board Policy 4:175, Convicted Child Sex Offender; Screening; Notification*

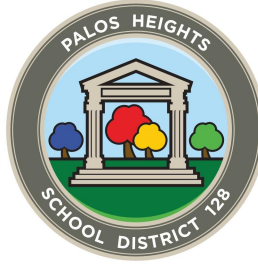
### **Pesticide Application Notice**

The district maintains a registry of parents/guardians of students who have registered to receive written or telephone notification prior to the application of pesticides to school grounds. To be added to the list, please contact:

District Business Manager  
708-597-9040

Notification will be given before application of the pesticide. Prior notice is not required if there is imminent threat to health or property.

*Cross-Reference: Board Policy 4:160, Environmental Quality of Buildings and Grounds*



## **2022-2023 HANDBOOK SUMMARY OF CHANGES**

### **Committee Recommended Revisions to the 2022-2023 Handbook**

The committee discussed and affirmed revisions regarding the following:

- Removal of pandemic references
- Updates to the Erin's Law sexual abuse notification requirements

### **Awareness and Prevention of Child Sexual Abuse**

Child sexual abuse and grooming behaviors are harmful to students, families and school communities, while diminishing a child's ability to learn. All District 128 students receive education in awareness and prevention of child sexual abuse and grooming behaviors. Erin's Law instruction is provided by our educational partner, Childhood Victories, utilizing the [Be Seen and Heard](#) program structure with our students. When visiting the website, please note that Preview Videos #1-#4 are specific to the Be Seen and Heard Program delivered in our schools. Parents have the right to opt students out of this unit of instruction. For more information on how to recognize grooming behaviors and signs of sexual abuse please visit the parent information page of our educational partner, Childhood Victories at <https://programs.victorpacini.com/save-our-survivors>. Please note: The website contains information beyond Erin's Law and the specific program we deliver for parent and guardian reference only.

- Duplicate use of personal technology from the discipline section to the technology section will also be incorporated
- Clarifying language regarding disciplinary practices
  - Statement on Page 32 regarding parent notification for disciplinary consequences:

Parents or guardians are notified when disciplinary action is imposed on their own child(ren) to address unexpected behavior in violation of school district policies or behavior expectations.

**Note:** Due to privacy laws, the district is not permitted to disclose consequences imposed on a student other than your own child(ren).



# memo

To: District 128 Board of Education  
From: Meryll Brownlow, Ed.D., Superintendent  
CC: Kim Anoman, Business Manager  
Date: June 3, 2022  
Re: Life Safety Funds

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Attached are the life safety fund allocations by school for current projects to be executed in the FY 23 School Year.

Per 105 ILCS 5/17-2.11(a)(1), a school district may only levy a Health/Life Safety Tax when there are not sufficient funds available in the operations and maintenance fund of the school district, the school facility occupation tax fund of the district, or the fire prevention and safety fund of the district. If the school district does not have available funds for any of the required entries below, please enter 0.00 in the associated entry box.

---

Local District information has been updated.

---

**Add / Edit District Data**

Facility Name:	<input type="text" value="INDIAN HILL PRESCHOOL"/>
Total Estimated Costs:	<input type="text" value="\$ 10600.00"/>
Available Fire Prevention and Safety Funds: [00.00]	<input type="text" value="\$ 10600.00"/>
Available Operations and Maintenance Funds: [00.00]	<input type="text" value="\$ 0.00"/>
Available School Facility Occupation Tax Funds: [00.00] (55 ILCS 5/5-1006.7)	<input type="text" value="\$ 0.00"/>
Available Other Funds: [00.00] (Insurance, FEMA, grants related to project, etc.)	<input type="text" value="\$ 0.00"/>
Other Fund Type:	<input type="text"/>
Total Funds to Raise:	<input type="text" value="\$ 0.00"/>
Requires Public Hearing?: (Paving, Sidewalks, Playgrounds etc. -105 ILCS 5/17-2.11(e))	<input type="checkbox"/>
Notice Publish Date (if applicable): [MM/DD/YYYY]	<input type="text"/>
Public Hearing Date (if applicable): [MM/DD/YYYY]	<input type="text"/>

Per 105 ILCS 5/17-2.11(a)(1), a school district may only levy a Health/Life Safety Tax when there are not sufficient funds available in the operations and maintenance fund of the school district, the school facility occupation tax fund of the district, or the fire prevention and safety fund of the district. If the school district does not have available funds for any of the required entries below, please enter 0.00 in the associated entry box.

---

Local District information has been updated.

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**Add / Edit District Data**

Facility Name:	<input type="text" value="NAVAJO HEIGHTS ELEM SCHOOL"/>
Total Estimated Costs:	<input type="text" value="\$ 1800.00"/>
Available Fire Prevention and Safety Funds: [00.00]	<input type="text" value="\$ 1800.00"/>
Available Operations and Maintenance Funds: [00.00]	<input type="text" value="\$ 0.00"/>
Available School Facility Occupation Tax Funds: [00.00] (55 ILCS 5/5-1006.7)	<input type="text" value="\$ 0.00"/>
Available Other Funds: [00.00] (Insurance, FEMA, grants related to project, etc.)	<input type="text" value="\$ 0.00"/>
Other Fund Type:	<input type="text"/>
Total Funds to Raise:	<input type="text" value="\$ 0.00"/>
Requires Public Hearing?: (Paving, Sidewalks, Playgrounds etc. -105 ILCS 5/17-2.11(e))	<input type="checkbox"/>
Notice Publish Date (if applicable): [MM/DD/YYYY]	<input type="text"/>
Public Hearing Date (if applicable): [MM/DD/YYYY]	<input type="text"/>

Per 105 ILCS 5/17-2.11(a)(1), a school district may only levy a Health/Life Safety Tax when there are not sufficient funds available in the operations and maintenance fund of the school district, the school facility occupation tax fund of the district, or the fire prevention and safety fund of the district. If the school district does not have available funds for any of the required entries below, please enter 0.00 in the associated entry box.

---

Local District information has been updated.

---

**Add / Edit District Data**

Facility Name:	<input type="text" value="CHIPPEWA ELEM SCHOOL"/>
Total Estimated Costs:	<input type="text" value="\$ 3000.00"/>
Available Fire Prevention and Safety Funds: [00.00]	<input type="text" value="\$ 3000.00"/>
Available Operations and Maintenance Funds: [00.00]	<input type="text" value="\$ 0.00"/>
Available School Facility Occupation Tax Funds: [00.00] (55 ILCS 5/5-1006.7)	<input type="text" value="\$ 0.00"/>
Available Other Funds: [00.00] (Insurance, FEMA, grants related to project, etc.)	<input type="text" value="\$ 0.00"/>
Other Fund Type:	<input type="text"/>
Total Funds to Raise:	<input type="text" value="\$ 0.00"/>
Requires Public Hearing?: (Paving, Sidewalks, Playgrounds etc. -105 ILCS 5/17-2.11(e))	<input type="checkbox"/>
Notice Publish Date (if applicable): [MM/DD/YYYY]	<input type="text"/>
Public Hearing Date (if applicable): [MM/DD/YYYY]	<input type="text"/>

Per 105 ILCS 5/17-2.11(a)(1), a school district may only levy a Health/Life Safety Tax when there are not sufficient funds available in the operations and maintenance fund of the school district, the school facility occupation tax fund of the district, or the fire prevention and safety fund of the district.

If the school district does not have available funds for any of the required entries below, please enter 0.00 in the associated entry box.

---

Local District information has been updated.

---

**Add / Edit District Data**

Facility Name:	<input type="text" value="INDEPENDENCE JR HIGH SCHOOL"/>
Total Estimated Costs:	<input type="text" value="\$ 33800.00"/>
Available Fire Prevention and Safety Funds: [00.00]	<input type="text" value="\$ 33800.00"/>
Available Operations and Maintenance Funds: [00.00]	<input type="text" value="\$ 0.00"/>
Available School Facility Occupation Tax Funds: [00.00] (55 ILCS 5/5-1006.7)	<input type="text" value="\$ 0.00"/>
Available Other Funds: [00.00] (Insurance, FEMA, grants related to project, etc.)	<input type="text" value="\$ 0.00"/>
Other Fund Type:	<input type="text"/>
Total Funds to Raise:	<input type="text" value="\$ 0.00"/>
Requires Public Hearing?: (Paving, Sidewalks, Playgrounds etc. -105 ILCS 5/17-2.11(e))	<input type="checkbox"/>
Notice Publish Date (if applicable): [MM/DD/YYYY]	<input type="text"/>
Public Hearing Date (if applicable): [MM/DD/YYYY]	<input type="text"/>

## STUDENTS

### **7:60 Residence**

#### Resident Students

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

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

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

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

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

#### Admission of Nonresident Students Pursuant to an Agreement or Order

Nonresident students may attend District schools tuition-free pursuant to whenever any State or federal law or a court order mandates the acceptance of a non-resident student.

#### Homeless Children

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

#### Challenging a Student's Residence Status

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

LEGAL REF.:

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

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

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

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

[23 Ill.Admin.Code §1.240](#).

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

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

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

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

Adopted: March 9, 2022

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**Palos Heights SD 128**

Case precedent has changed recommendations related to public comment. I would recommend a maximum (see Q1), since that is what has been past practice.

## Document Status: Draft Update

### BOARD OF EDUCATION

#### **2:230 Public Participation at Board of Education Meetings and Petitions to the Board**

~~For an overall minimum of 30 minutes of~~ During each regular and special open meeting of the Board, PRESSPlus1 any person may comment to or ask questions of the Board (*public participation*), subject to the reasonable constraints established and recorded in this policy's guidelines below. Q1 The Board listens to comments or questions during public participation; responses to comments to or questions of the Board are most often managed through policy 3:30, Chain of Command. PRESSPlus2 ~~During public participation, there will be a 15-minute minimum total length of time for any one subject. When public participation takes less time than these minimums, it shall end.~~

To preserve sufficient time for the Board to conduct its business, any person appearing before the Board is expected to follow these guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President. This includes following the directives of the Board President. PRESSPlus3 to maintain order and decorum for all.
2. Use a sign-in sheet, if requested. PRESSPlus4
3. Identify oneself and be brief. Ordinarily, the time for any one person to address the Board during public participation shall be limited to three minutes. In unusual circumstances, and when an individual has made a request to speak for a longer period of time, the Board President may allow a person ~~may be allowed~~ to speak for more than three minutes. If multiple individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.
4. Observe, when necessary and appropriate, the Board President's authority to:
  - a. ~~Shortening of~~ the time for each person to address the Board during public participation to conserve time and give the maximum number of people an opportunity to speak; and/or
  - b. ~~Expansion of the overall 30 minutes for public participation and/or the 15-minute total length of time for any one subject; and/or~~
  - c. ~~Determination of~~ procedural matters regarding public participation not otherwise covered in Board policy.
5. Conduct oneself with respect and civility toward others and otherwise abide by Board policy 8:30, *Visitors to and Conduct on School Property*.

Petitions or written correspondence to the Board shall be presented to the Board in the next regular Board packet.

LEGAL REF.:

105 ILCS 5/10-6 and 5/10-16.

5 ILCS 120/2.06, Open Meetings Act.

~~105 ILCS 5/10-6 and 5/10-16.~~

CROSS REF.: 2:220 (Board of Education Meeting Procedure), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

Adopted: September 18, 2019

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## Questions and Answers:

### \*\*\*Required Question 1. **Consult with the board attorney for guidance before adopting a maximum time limit for public participation; public comment rules are frequently challenged.**

The Ill. Public Access Counselor (PAC) has issued only unpublished, non-binding opinions approving of 30- and 60-minute overall time limits for public comment under OMA. The PAC has issued a binding opinion finding that a public body violated OMA when, pursuant to an unrecorded rule, it limited public comment on a controversial topic to 15 minutes. Public Access Opinion (PAO) 19-2. The PAC noted that while the lack of an adopted policy on the time period for public comment did not “necessarily mean that public comment must be allowed to continue indefinitely,” the public body presented “no evidence that limiting comments was necessary to maintain decorum or that extending the comment period would have unduly interfered with the orderly transaction of public business.”

If the Board would like to establish a maximum time limit for public participation, IASB will revise the first sentence of the paragraph as follows:

For a maximum of 60 minutes ~~During~~ each regular and special open meeting of the Board, any person may comment to or ask questions of the School Board (*public participation*), subject to the reasonable constraints established and recorded in this policy’s guidelines below. The time limit for public participation at a meeting may be extended upon the majority vote of the Board members at the regular or special meeting.

If a board wants to establish a time limit other than 60 minutes, substitute with the time limit desired. Note that any extension of a public comment period cannot be based on the viewpoint of a speaker(s).

Would the Board like to establish a maximum time limit for public participation?

No (default)

Yes, the Board would like to establish a maximum time limit of 60 minutes.

Yes, the Board would like to establish a time limit other than 60 minutes. What time limit has the board established? (Enter the number of minutes.):

---

## PRESSPlus Comments

PRESSPlus 1. Updated in response to subscriber feedback regarding time minimums and maximums for public participation during school board meetings and for continuous improvement. Customize this policy to ensure it is responsive to the community’s public participation needs.

While it does not apply directly to school boards, the Empowering Public Participation Act, 5 ILCS 850/, added by P.A. 102-348, prohibits law enforcement agencies or officers employed by them from intentionally conducting background checks of individuals based solely on the fact that they are speaking at an open meeting of a public body. Consult the board attorney for a discussion related to the appropriateness of board members and school officials using search engines and/or other social media platforms to search for information about individuals speaking during public

participation. **Issue 109, May 2022**

PRESSPlus 2. The law does not require board members to respond during public participation, and best practices for meetings instruct board members to refrain from engaging in commentary with members of the public during public participation. **Issue 109, May 2022**

PRESSPlus 3. Policy 2:110, *Qualifications, Term, and Duties of Board Officers*, governs the board president's duties, one of which is to preside at all meetings, including presiding over public participation and enforcing this policy. Enforcing this policy is key to the board conducting a successful meeting. The board president should speak with the board attorney to: (1) craft opening statements for the public participation portion of the meeting related to enforcement of this policy and consequences for violating it or any other related board policies, and (2) discuss whether the presence of security and/or law enforcement is advisable, especially when public participation is expected to be long or contentious. For a resource on best practices for managing challenging public comment periods, including a sample opening statement, see: [www.iasb.com/policy-services-and-school-law/guidance-and-resources/managing-challenging-public-comment-periods/](http://www.iasb.com/policy-services-and-school-law/guidance-and-resources/managing-challenging-public-comment-periods/) and other learning opportunities through IASB's Online Learning Center, at: [www.iasb.com/conference-training-and-events/training/online-learning/online-courses/](http://www.iasb.com/conference-training-and-events/training/online-learning/online-courses/). **Issue 109, May 2022**

PRESSPlus 4. Optional. A public commenter cannot be excluded for refusing to provide his or her home address. PAO 14-9. Generally, a board should consult with its attorney regarding the practice of excluding public commenters for reasons relating to the sign-in sheet. **Issue 109, May 2022**

## *Document Status: Draft Update*

### OPERATIONAL SERVICES

#### **4:70 Resource Conservation**

The Superintendent or designee shall manage a program of energy and resource conservation for the District that includes:

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible.
2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in the School Code, if economically and practically feasible.
3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall: (a) require recycling the District's waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; (b) include investigation of the feasibility of potential markets for other recyclable materials that are present in the District's waste stream; and (c) be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District.
4. Adherence to energy conservation measures.

#### LEGAL REF.:

105 ILCS 5/10-20.19c and 5/19b. [PRESSPlus1](#)

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs)

**ADOPTED: April 9, 2014**

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#### **PRESSPlus Comments**

PRESSPlus 1. The Legal References are updated. **Issue 109, May 2022**

Recommended as presented in response to legal updates. Practice is to apply to all employees, not just licensed as law implies. Questions are marked accordingly.

# Document Status: Draft Update

## General Personnel

### 5:80 Court Duty

Please refer to the following current agreement:

**"Palos Heights School District 128, PHEA Teacher Contract."**

For employees not covered by this agreement:

~~The District will pay full salary during the time an employee is absent due to court duty or, pursuant to a subpoena, serves as a witness or has a deposition taken in any school-related matter pending in court.~~ [PRESSPlus1](#)

The District will deduct any fees that an employee receives for ~~such duties~~ [court duty](#), less mileage and meal expenses, from the employee's compensation, or make arrangements for the employee to endorse the fee check to the District.

An employee should give at least five days' prior notice of pending court duty to the District.

#### Witness Duty

~~The District will pay full salary during the time a licensed employee is absent due to a subpoena to serve as a witness in a trial or have a deposition taken in any school-related matter pending in court.~~ [Q1](#)

#### Jury Duty

~~The District will pay full salary during the time a licensed employee is absent due to jury duty.~~ [Q2](#)

LEGAL REF.:

105 ILCS 5/10-20.7.

[705 ILCS 305/4.1, Jury Act.](#)

~~ADOPTED: April 9, 2014~~

### Questions and Answers:

\*\*\*Required Question 1. The School Code mandates this provision for certificated [licensed] employees serving witness duty. 105 ILCS 5/10-20.7. Despite the statute's limitation to licensed employees, many boards apply this language to educational support personnel.

Would the Board like to apply this language to both licensed and educational support personnel?

No (default)

Yes (IASB will strike "licensed" from the text and correct the grammar.)

\*\*\*Required Question 2. The School Code mandates this provision for certificated [licensed] employees serving jury duty. 105 ILCS 5/10-20.7. In contrast, the Jury Act requires that employers give any employee time off from employment for jury duty, but it does not require that employers pay the employee while on jury duty. 705 ILCS 305/4.1. Despite the statute's limitation to licensed employees, many boards apply this language to educational support personnel.

Would the Board like to apply this language to both licensed and educational support personnel?

No (default)

Yes (IASB will strike licensed from the text and correct the grammar.)

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### **PRESSPlus Comments**

PRESSPlus 1. In response to a 5-year review, this text is relocated under new Witness Duty and Jury Duty subheadings, below. **Issue 109, May 2022**

## Document Status: Draft Update

Recommend as presented;  
legal and cross reference  
updates.

### INSTRUCTION

#### 6:140 Education of Homeless Children

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths, including a public pre-school education. A *homeless child* is defined as provided in the McKinney Homeless Assistance Act and the ~~III.~~ Education for Homeless Children Act. The Superintendent or designee shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation.

A homeless child may attend the District school that the child attended when permanently housed or in which the child was last enrolled. A homeless child living in any District school's attendance area may attend that school.

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Transportation shall be provided in accordance with the McKinney Homeless Assistance Act and State law. The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school. If a child is denied enrollment or transportation under this policy, the Liaison for Homeless Children shall immediately refer the child or his or her parent/guardian to the ombudsperson appointed by the ~~appropriate~~ Intermediate Service Center ~~Executive Director~~. [PRESSPlus1](#) and provide the child or his or her parent/guardian with a written explanation for the denial. Whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing, the Liaison for Homeless Children shall, after the passage of 18 months and annually thereafter, conduct a review as to whether such hardship continues to exist in accordance with State law.

#### LEGAL REF.:

~~McKinney-Vento Homeless Assistance Act~~, 42 U.S.C. §11431 ~~et seq.~~, ~~McKinney-Vento Homeless Assistance Act~~. [PRESSPlus2](#)

~~III. Education for Homeless Children Act~~, 105 ILCS 45/, ~~Education for Homeless Children Act~~.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

~~ADOPTED: March 09, 2016~~

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#### PRESSPlus Comments

PRESSPlus 1. Updated in response to a 5-year review. **Issue 109, May 2022**

PRESSPlus 2. The Legal Reference style is updated. **Issue 109, May 2022**

## Document Status: Draft Update

### INSTRUCTION

Recommend as presented. Updated as part of review.

#### 6:290 Homework

Homework is part of the District's instructional program and has the overarching goal of increasing student achievement. Homework is assigned to further a student's educational development and is an application or adaptation of a classroom experience. The Superintendent shall provide guidance to ensure that homework:

1. Is used to reinforce and apply previously covered concepts, principles, and skills;
2. Is not assigned for disciplinary purposes;
3. Serves as a communication link between the school and parents/guardians;
4. Encourages independent thought, self-direction, and self-discipline; and
5. Is of appropriate frequency and length, and does not become excessive, according to the teacher's best professional judgment.

#### Missed Homework [PRESSPlus1](#)

Students absent for a valid cause may make up missed homework in a reasonable timeframe per policy 7:70, Attendance and Truancy.

CROSS REF.: 7:70 (Attendance and Truancy)

ADOPTED: April 9, 2014

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#### **PRESSPlus Comments**

PRESSPlus 1. Optional. Updated in response to a 5-year review to align with sample policy 7:70, *Attendance and Truancy*. **Issue 109, May 2022**

## Document Status: Draft Update

### INSTRUCTION

#### 6:80 Teaching About Controversial Issues

Recommend as presented;  
Legal reference update.

The Superintendent shall ensure that all school-sponsored presentations and discussions of controversial or sensitive topics in the instructional program, including those made by guest speakers, are:

- Age-appropriate. Proper decorum, considering the students' ages, should be followed.
- Consistent with the curriculum and serve an educational purpose.
- Informative and present a balanced view.
- Respectful of the rights and opinions of everyone. Emotional criticisms and hurtful sarcasm should be avoided.
- Not tolerant of profanity or slander.

The District specifically reserves its right to stop any school-sponsored activity that it determines violates this policy, is harmful to the District or the students, or violates State or federal law.

LEGAL REF.: [PRESSPlus1](#)

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

Mayer v. Monroe Cnty. Cmty. Sch. Corp., 474 F.3d 477 (7th Cir. 2007).

CROSS REF.: 6:40 (Curriculum Development), 6:255 (Assemblies and Ceremonies)

~~ADOPTED: January 10, 2018~~

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#### **PRESSPlus Comments**

PRESSPlus 1. Legal References are added. **Issue 109, May 2022**

# *Document Status: Draft Update*

## STUDENTS

Recommend as presented. Legal reference updates, cross references definitions of privacy.

### **7:15 Student and Family Privacy Rights**

#### Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives as identified in Board of Education policy 6:10, *Educational Philosophy and Objectives*, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified or and regardless of who created the survey.

#### Surveys Created by a Third Party

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent(s)/guardian(s) may inspect the survey or evaluation, upon their request and within a reasonable time of their request.

This section applies to every survey: (1) that is created by a person or entity other than a District official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

#### Survey Requesting Personal Information

School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the District) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent(s)/guardian(s) may:

1. Inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or
2. Refuse to allow their child to participate in the activity described above. The school shall not penalize any student whose parent(s)/guardian(s) exercised this option.

#### Instructional Material

A student's parent(s)/guardian(s) may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request.

The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

### Physical Exams or Screenings

No school official or staff member shall subject a student to a non-emergency, invasive physical examination or screening as a condition of school attendance. The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

The above paragraph does not apply to any physical examination or screening that:

1. Is permitted or required by an applicable State law, including physical examinations or screenings that are permitted without parental notification.
2. Is administered to a student in accordance with the Individuals with Disabilities Education Act ([20 U.S.C. §1400 et seq.](#)).
3. Is otherwise authorized by Board policy.

### Prohibition on Selling or Marketing Students' Personal Information ~~Is Prohibited~~ [PRESSPlus1](#)

No school official or staff member shall market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term "personal information" means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

Unless otherwise prohibited by law, ~~the~~ The above paragraph does not apply: (1) if the student's parent(s)/guardian(s) have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's "personal information" to a business organization or financial institution that issues credit or debit cards.

## Notification of Rights and Procedures

The Superintendent or designee shall notify students' parents/guardians of:

1. This policy as well as its availability upon request from the general administration office.
2. How to opt their child out of participation in activities as provided in this policy.
3. The approximate dates during the school year when a survey requesting personal information, as described above, is scheduled or expected to be scheduled.
4. How to request access to any survey or other material described in this policy.

This notification shall be given to parents/guardians at least annually, at the beginning of the school year, and within a reasonable period after any substantive change in this policy.

## Transfer of Rights

The rights provided to parents/guardians in this policy transfer to the student when the student turns 18 years old, or is an emancipated minor.

LEGAL REF.:

Protection of Pupil Rights Act, [20 U.S.C. §1232h](#).

[105 ILCS 5/10-20.38.](#)

325 ILCS 17/, Children's Privacy Protection and Parental Empowerment Act.

~~105 ILCS 5/10-20.38.~~

CROSS REF.: 2:260 (Uniform Grievance Procedure), 6:210 (Instructional Materials), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:130 (Student Rights and Responsibilities)

~~ADOPTED: January 10, 2018~~

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## **PRESSPlus Comments**

PRESSPlus 1. Compare *personal information* under the Protection of Pupil Rights Act (PPRA) and the Children's Privacy Protection and Parental Empowerment Act (CPPPEA) with *covered information* under the Student Online Personal Protection Act (SOPPA) (105 ILCS 85/), which districts are always prohibited from selling, renting, leasing, or trading. 105 ILCS 85/26. *Covered information* is broadly defined as personally identifiable information of students (or linked to students) that is shared with an *operator* of a website, online service, or application that is used primarily for K-12 purposes and is designed and marketed for K-12 purposes. Therefore, in cases where the *covered information* is collected, disclosed, or used that also meets the definition of *personal information* under this policy, the PPRA and CPPPEA exceptions to the prohibition on selling students' personal information may not be available. Consult the board attorney for further guidance in these situations, and see sample policy 7:345, *Use of Educational Technologies; Student Data Privacy and Security*, for more information about SOPPA requirements. **Issue 109, May 2022**

Recommended as presented.  
Legal references and requirement  
for updated anaphylaxis policy  
(see 7:285 renamed).

## *Document Status: Draft Update*

### STUDENTS

#### **7:270 Administering Medicines to Students**

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

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

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

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

#### Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed an *SMA Form*. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student.

A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed an *SMA Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan.

#### Administration of Medical Cannabis

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

1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a *medical cannabis infused product* to a child who is a student on the premises of his or her school or on his or her school bus if:
  - a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
  - b. Copies of the registry identification cards are provided to the District;
  - c. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form - Medical Cannabis*; and
  - d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus.
2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus.
3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

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

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

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

#### Void Policy

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

#### LEGAL REF.:

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

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

[410 ILCS 130/](#), Compassionate Use of Medical Cannabis Program Act, ~~and scheduled to be repealed on July 1, 2020.~~

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

[23 Ill.Admin.Code §1.540.](#)

CROSS REF.: 7:285 (~~Food Allergy~~ **Anaphylaxis Prevention, Response, and Management Program**) [PRESSPlus1](#)

Adopted: February 12, 2020

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## **PRESSPlus Comments**

PRESSPlus 1. Boards must adopt a policy that addresses the prevention of anaphylaxis and a district's response to medical emergencies resulting from anaphylaxis. See policy 7:285, *Anaphylaxis Prevention, Response, and Management Program*. Due to the structure of the School Code and the IASB Policy Reference Manual, policy 7:285, *Anaphylaxis Prevention, Response, and Management Program*, does not address the administration of epinephrine and instead refers to this policy 7:270, *Administering Medicine to Students*. The accompanying administrative procedure for policy 7:285, 7:285-AP, *Anaphylaxis Prevention, Response, and Management Program*, is available at **PRESS Online** by logging in at [www.iasb.com](http://www.iasb.com). **Issue 109, May 2022**

## Document Status: Draft Update - Rewritten

### STUDENTS

#### 7:285 Anaphylaxis Prevention, Response, and Management Program

*Title has been updated. Original Title: Food Allergy Management Program*

School attendance may increase a student's risk of exposure to allergens that could trigger anaphylaxis. [PRESSPlus1](#) Students at risk for anaphylaxis benefit from a Board of Education policy that coordinates a planned response in the event of an anaphylactic emergency. [PRESSPlus2](#) Anaphylaxis is a severe systemic allergic reaction from exposure to allergens that is rapid in onset and can cause death. Common allergens include animal dander, fish, latex, milk, shellfish, tree nuts, eggs, insect venom, medications, peanuts, soy, and wheat. A severe allergic reaction usually occurs quickly; death has been reported to occur within minutes. An anaphylactic reaction can also occur up to one to two hours after exposure to the allergen.

While it is not possible for the District to completely eliminate the risks of an anaphylactic emergency when a student is at school, an Anaphylaxis Prevention, Response, and Management Program using a cooperative effort among students' families, staff members, students, health care providers, emergency medical services, and the community helps the District reduce these risks and provide accommodations and proper treatment for anaphylactic reactions. [PRESSPlus3](#)

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

1. Fully implements the Ill. State Board of Education (ISBE)'s model policy required by the School Code that: (a) relates to the care and response to a person having an anaphylaxis reaction, (b) addresses the use of epinephrine in a school setting, (c) provides a full food allergy and prevention of allergen exposure plan, and (d) aligns with 105 ILCS 5/22-30 and 23 Ill.Admin.Code §1.540. [PRESSPlus4](#)
2. Ensures staff members receive appropriate training, including: (a) an in-service training program for staff who work with students that is conducted by a person with expertise in anaphylactic reactions and management, and (b) training required by law for those staff members acting as *trained personnel*, as provided in 105 ILCS 5/22-30 and 23 Ill.Admin.Code §1.540. [PRESSPlus5](#)
3. Implements and maintains a supply of undesignated epinephrine in the name of the District, in accordance with policy 7:270, *Administering Medicines to Students*. [Q1](#)
4. Follows and references the applicable best practices specific to the District's needs in the Centers for Disease Control and Prevention's *Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs* and the *National Association of School Nurses Allergies and Anaphylaxis Resources/Checklists*. [PRESSPlus6](#)
5. Provides annual notice to the parents/guardians of all students to make them aware of this policy. [PRESSPlus7](#)
6. Complies with State and federal law and is in alignment with Board policies.

Monitoring [PRESSPlus8](#)

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board monitors this policy at least once every three years by conducting a review and reevaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its reevaluation and assessment of this policy's outcomes and effectiveness. Any updates will reflect any necessary and appropriate revisions.

LEGAL REF.:

105 ILCS 5/2-3.182, 5/10-22.39(e), and 5/22-30.

23 Ill.Admin.Code §1.540.

*Anaphylaxis Response Policy for Illinois Schools*, published by ISBE.

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

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**Questions and Answers:**

\*\*\*Required Question 1. Has the Board adopted the School District Supply of Undesignated Epinephrine Injectors subhead in policy 7:270, *Administering Medicine to Students*?

**Note:** Be sure that the Board's adoption of the subhead regarding Undesignated Epinephrine Injectors in policy 7:270 is in alignment with the District's implementation of 105 ILCS 5/22-30, amended by P.A. 102-413. If the district maintains a supply of undesignated epinephrine injectors, but has not adopted the subhead in policy 7:270, see the **PRESS** sample, available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com), at f/n 12.

- Yes (default)  
 No (IASB will delete #3 in alignment with policy 7:270.)

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**PRESSPlus Comments**

PRESSPlus 1. This policy is updated in response to 105 ILCS 5/2-3.182, added by P.A. 102-413, requiring districts to adopt or update by 8-17-22 an anaphylaxis policy addressing prevention of and response to anaphylaxis in accordance with the model policy developed by the Ill. State Board of Education (ISBE), *Anaphylaxis Response Policy for Illinois Schools, (ISBE Model)*, available at: [www.isbe.net/Documents/Anaphylactic-policy.pdf](http://www.isbe.net/Documents/Anaphylactic-policy.pdf).

It is presented as rewritten for PRESS Plus subscribers, however, a redlined version showing the changes made is available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com).

The law requires the *ISBE Model*, and in turn a board's policy based on the *ISBE Model*, to include: (a) a procedure and treatment plan, including emergency protocols and responsibilities for school nurses and other appropriate school personnel, for responding to anaphylaxis, (b) requirements for a training course for appropriate school personnel on prevention and responding to anaphylaxis, (c) a

procedure and appropriate guidelines for the development of an individualized emergency health care plan for children with a food or other allergy that could result in anaphylaxis, (d) a communication plan for intake and dissemination of information provided by Illinois regarding children with a food or other allergy that could result in anaphylaxis, including a discussion of methods, treatments, and therapies to reduce the risk of allergic reactions, including anaphylaxis, (e) strategies for reducing the risk of exposure to anaphylactic causative agents, including food and other allergens, and (f) a communication plan for discussion with children who have developed adequate verbal communication and comprehension skills and with the parents or guardians of all children about foods that are safe and unsafe and about strategies to avoid exposure to unsafe food. 105 ILCS 5/2-3.182(b).

The *ISBE Model* is primarily focused on item (a). Little to no guidance for schools regarding items (b)-(f) exists in it other than to generally cite to voluminous resources made available by the Centers for Disease Control and Prevention (CDC) and National Association of School Nurses (NASN). This policy and its implementing procedures (available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com)) are designed to supplement the *ISBE Model* and further lead school officials to resources regarding items (b)-(f). 105 ILCS 5/2-3.182(b)(1-6).

### **Issue 109, May 2022**

PRESSPlus 2. The *ISBE Model* does not provide a specific definition for *anaphylactic emergency*, but it appears to use that term and *anaphylaxis* interchangeably. **Issue 109, May 2022**

PRESSPlus 3. The *ISBE Model* provides that students at risk for anaphylaxis benefit from a policy that coordinates a planned response in the event of an anaphylactic emergency, and it emphasizes that an emergency plan should include all stakeholders. The clause “using a cooperative effort among students’ families, staff members, students, health care providers and emergency medical services, and the community” is optional and can be removed. The purpose of the clause is to share responsibility for management among all stakeholders. **Issue 109, May 2022**

PRESSPlus 4. Number one outlines the goals that the legislature directed ISBE to include in the topics covered by the *ISBE Model*. 105 ILCS 5/2-3.149(a)-(c). The *ISBE Model* is based on the *Virginia Dept. of Education Anaphylaxis Policy*, available at: [www.doe.virginia.gov/support/health\\_medical/anaphylaxis\\_epinephrine/](http://www.doe.virginia.gov/support/health_medical/anaphylaxis_epinephrine/), and it incorporates NASN recommendations for a comprehensive anaphylaxis school policy. See the *NASN Sample Anaphylaxis Policy*, at: [www.nasn.org/nasn-resources/resources-by-topic/allergies-anaphylaxis](http://www.nasn.org/nasn-resources/resources-by-topic/allergies-anaphylaxis). Boards may add further expectations and include additional goals that reflect those expectations here. Ensure that any additional expectations or goals align with policy 7:270, *Administering Medicines to Students*. **Issue 109, May 2022**

PRESSPlus 5. Number two includes the biennial in-service training program required by 105 ILCS 5/10-22.39(e) and training required by 105 ILCS 5/22-30(g) for those staff members who will be *trained personnel*, authorized by 105 ILCS 5/22-30(b-10), to provide or administer undesignated epinephrine in specific situations. The law authorizes *school nurses* and *trained personnel* to administer undesignated epinephrine. See policy 5:100, *Staff Development Program* (or, if the board has not adopted the list of all training in the policy, see f/n 5 of the sample policy at **PRESS** Online, available by logging in at [www.iasb.com](http://www.iasb.com)), and 7:270-AP2, *Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon* (available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com)).

105 ILCS 5/22-30(b-5) does not specifically state that staff members authorized to administer (student-specific) epinephrine under a student's specific individual plan must also complete the more rigorous training required for *trained personnel*. However, the *ISBE Model* is clear that “[o]nly trained personnel should administer epinephrine to a student believed to be having an anaphylactic reaction,” and it requires each building-level administrator to identify at least two employees, in addition to the school nurse (if any), to be *trained personnel*. The more in-depth training for staff members who may administer epinephrine (whether student-specific or undesignated) is also a best practice emphasized in the *CDC Guidelines*, which is referenced in the *ISBE Model*. **Issue 109, May 2022**

PRESSPlus 6. Number four refers to the CDC's *Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs*, at: [www.cdc.gov/healthyschools/foodallergies/pdf/20\\_316712-A\\_FA\\_guide\\_508tag.pdf](http://www.cdc.gov/healthyschools/foodallergies/pdf/20_316712-A_FA_guide_508tag.pdf) (*CDC Guidelines*), which is cited in the *ISBE Model* as a resource for a “full food allergy and prevention of allergen exposure plan.” Adopting the entire, voluminous *CDC Guidelines* document as policy is not practical. The *CDC Guidelines* also state that not every recommendation will be appropriate or feasible for every district's needs. The *National Association of School Nurses Allergies and Anaphylaxis Resources/Checklists*, at: <http://www.nasn.org/nasn-resources/resources-by-topic/allergies-anaphylaxis>, are also linked as a resource in the *ISBE Model*. The *ISBE Model* acknowledges that not all schools have access to school nurses or other health staff on a regular basis, and it encourages districts to take this into consideration when developing building-level plans. **Issue 109, May 2022**

PRESSPlus 7. Number five is required by 105 ILCS 5/2-3.182(c), added by P.A. 102-413. The notification must include contact information for parents/guardians to engage further with the district to learn more about individualized aspects of the policy. For ease of administration, districts may want to include this notification in student handbook(s). The Ill. Principal's Association (IPA) maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: [www.ilprincipals.org/resources/model-student-handbook](http://www.ilprincipals.org/resources/model-student-handbook). **Issue 109, May 2022**

PRESSPlus 8. 105 ILCS 5/2-3.182(e) provides that ISBE shall review and update its model policy at least once every three years. Although this section does not expressly state that boards must also conduct a review within this time frame, that is the logical conclusion based on a board's duty in 105 ILCS 5/10-16.7 to direct the superintendent through policy. **Issue 109, May 2022**

## *Document Status: District Use Only*

### STUDENTS

#### **7:270 Administering Medicines to Students**

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

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

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

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

#### Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed an *SMA Form*. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student.

A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed an *SMA Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an Ill. Food Allergy Emergency Action Plan and Treatment Authorization Form, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan.

#### School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as

necessary according to State law. *Undesignated epinephrine injector* means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

#### Administration of Undesignated Medication

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

#### Administration of Medical Cannabis

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

1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a *medical cannabis infused product* to a child who is a student on the premises of his or her school or on his or her school bus if:
  - a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
  - b. Copies of the registry identification cards are provided to the District;
  - c. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form - Medical Cannabis*; and
  - d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus.
2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus.
3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

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

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

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

hours.

### Void Policy

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

### LEGAL REF.:

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

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

[410 ILCS 130/](#), Compassionate Use of Medical Cannabis Program Act, ~~and scheduled to be repealed on July 1, 2020.~~

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

[23 Ill.Admin.Code §1.540](#).

CROSS REF.: 7:285 (~~Food Allergy~~ [Anaphylaxis Prevention, Response, and Management Program](#)) [PRESSPlus1](#)

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### **PRESSPlus Comments**

PRESSPlus 1. Boards must adopt a policy that addresses the prevention of anaphylaxis and a district's response to medical emergencies resulting from anaphylaxis. See policy 7:285, *Anaphylaxis Prevention, Response, and Management Program*. Due to the structure of the School Code and the IASB Policy Reference Manual, policy 7:285, *Anaphylaxis Prevention, Response, and Management Program*, does not address the administration of epinephrine and instead refers to this policy 7:270, *Administering Medicine to Students*. The accompanying administrative procedure for policy 7:285, 7:285-AP, *Anaphylaxis Prevention, Response, and Management Program*, is available at **PRESS Online** by logging in at [www.iasb.com](http://www.iasb.com). **Issue 109, May 2022**

## *Document Status: 5-Year-Review - Needs Review*

### **GENERAL SCHOOL ADMINISTRATION**

#### **3:70 Succession of Authority**

If the Superintendent, Building Principal, or other administrator is temporarily unavailable, the succession of authority and responsibility of the respective office shall follow a succession plan, developed by the Superintendent and submitted to the Board of Education.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 3:30 (Chain of Command)

**ADOPTED: January 10, 2018**

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Recommend as presented.  
Unchanged

Palos Heights School District 128 \ SECTION 5 - PERSONNEL \ General Personnel \

## *Document Status: 5-Year-Review - Needs Review*

### General Personnel

#### **5:110 Recognition for Service**

The Board of Education will periodically recognize those District employees who contribute significantly to the educational programs and welfare of the students.

ADOPTED: April 9, 2014

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Recommend as presented.  
Unchanged

Palos Heights School District 128 \ SECTION 5 - PERSONNEL \ General Personnel \

## *Document Status: 5-Year-Review - Needs Review*

### General Personnel

#### **5:140 Solicitations By or From Staff**

District employees shall not solicit donations or sales, nor shall they be solicited for donations or sales, on school grounds without prior approval from the Superintendent.

CROSS REF.: 8:90 (Parent Organizations and Booster Clubs)

ADOPTED: April 9, 2014

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## *Document Status: 5-Year-Review - Needs Review*

### Professional Personnel

#### **5:240 Suspension**

##### Suspension Without Pay

The Board of Education may suspend without pay: (1) a professional employee pending a dismissal hearing, or (2) a teacher as a disciplinary measure for up to 30 employment days for misconduct that is detrimental to the School District. Administrative staff members may not be suspended without pay as a disciplinary measure.

Misconduct that is detrimental to the School District includes:

- Insubordination, including any failure to follow an oral or written directive from a supervisor;
- Violation of Board policy or Administrative Procedure;
- Conduct that disrupts or may disrupt the educational program or process;
- Conduct that violates any State or federal law that relates to the employee's duties; and
- Other sufficient causes.

The Superintendent or designee is authorized to issue a pre-suspension notification to a professional employee. This notification shall include the length and reason for the suspension as well as the deadline for the employee to exercise his or her right to appeal the suspension to the Board or Board-appointed hearing examiner before it is imposed. At the request of the professional employee made within five calendar days of receipt of a pre-suspension notification, the Board or Board-appointed hearing examiner will conduct a pre-suspension hearing. The Board or its designee shall notify the professional employee of the date and time of the hearing. At the pre-suspension hearing, the professional employee or his/her representative may present evidence. If the employee does not appeal the pre-suspension notification, the Superintendent or designee shall report the action to the Board at its next regularly scheduled meeting.

##### Suspension With Pay

The Board or Superintendent or designee may suspend a professional employee with pay: (1) during an investigation into allegations of disobedience or misconduct whenever the employee's continued presence in his or her position would not be in the School District's best interests, (2) as a disciplinary measure for misconduct that is detrimental to the School District as defined above, or (3) pending a Board hearing to suspend a teacher without pay.

The Superintendent shall meet with the employee to present the allegations and give the employee an opportunity to refute the charges. The employee will be told the dates and times the suspension will begin and end.

##### Employees Under Investigation by Illinois Dept. of Children and Family Services (DCFS)

Upon receipt of a DCFS recommendation that the District remove an employee from his or her position when he or she is the subject of a pending DCFS investigation that relates to his or her employment with the District, the Board or Superintendent or designee, in consultation with the Board

Attorney, will determine whether to:

1. Let the employee remain in his or her position pending the outcome of the investigation; or
2. Remove the employee as recommended by DCFS, proceeding with:
  - a. A suspension with pay; or
  - b. A suspension without pay.

#### Repayment of Compensation and Benefits

If a professional employee is suspended with pay, either voluntarily or involuntarily, pending the outcome of a criminal investigation or prosecution, and the employee is later dismissed as a result of his or her criminal conviction, the employee must repay to the District all compensation and the value of all benefits received by him or her during the suspension. The Superintendent will notify the employee of this requirement when the employee is suspended.

LEGAL REF.:

[5 ILCS 430/5-60\(b\)](#).

[105 ILCS 5/24-12](#).

[325 ILCS 5/7.4\(c-10\)](#).

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

*Barszcz v. Community College District No. 504*, 400 F.Supp. 675 (N.D. Ill., 1975).

*Massie v. East St. Louis Sch. District No. 189*, 203 Ill.App.3d 965 (5th Dist. 1990).

CROSS REF.: 5:290 (~~Educational Support Personnel~~—Employment Termination and Suspensions)

~~ADOPTED: January 10, 2018~~

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## *Document Status: 5-Year-Review - Needs Review*

### General Personnel

#### **5:70 Religious Holidays**

The Superintendent shall grant an employee's request for time off to observe a religious holiday if the employee gives at least five days' prior notice and the absence does not cause an undue hardship.

Employees may use earned vacation time, or personal leave to make up the absence, provided such time is consistent with the District's operational needs. A per diem deduction may also be requested by the employee.

#### LEGAL REF.:

Religious Freedom Restoration Act, [775 ILCS 35/15](#).

Illinois Human Rights Act, [775 ILCS 5/2-101](#) and [5/2-102](#).

**ADOPTED: April 9, 2014**

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## *Document Status: 5-Year-Review - Needs Review*

### INSTRUCTION

#### **6:330 Achievement and Awards**

##### Awards and Honors

The Superintendent shall maintain a uniform process for presenting awards and honors for outstanding scholarship, achievement, and/or distinguished service in school activities in such a way as to minimize bias and promote fairness. The Superintendent shall supervise the selection of the recipient(s).

All donations for awards, honors, and scholarships must receive the Board of Education's prior approval.

~~ADOPTED: April 9, 2014~~

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## *Document Status: 5-Year-Review - Needs Review*

### **INSTRUCTION**

#### **6:70 Teaching About Religions**

The School District's curriculum may include the study of religions as they relate to geography, history, culture, and the development of various ethnic groups. The study of religions shall give neither preferential nor derogatory treatment to any single religion, religious belief, or to religion in general. The study of religions shall be treated as an academic subject with no emphasis on the advancement or practice of religion.

LEGAL REF.:

[\*School Dist. of Abington Twp v. Schempp\*](#), 374 U.S. 203 (1963).

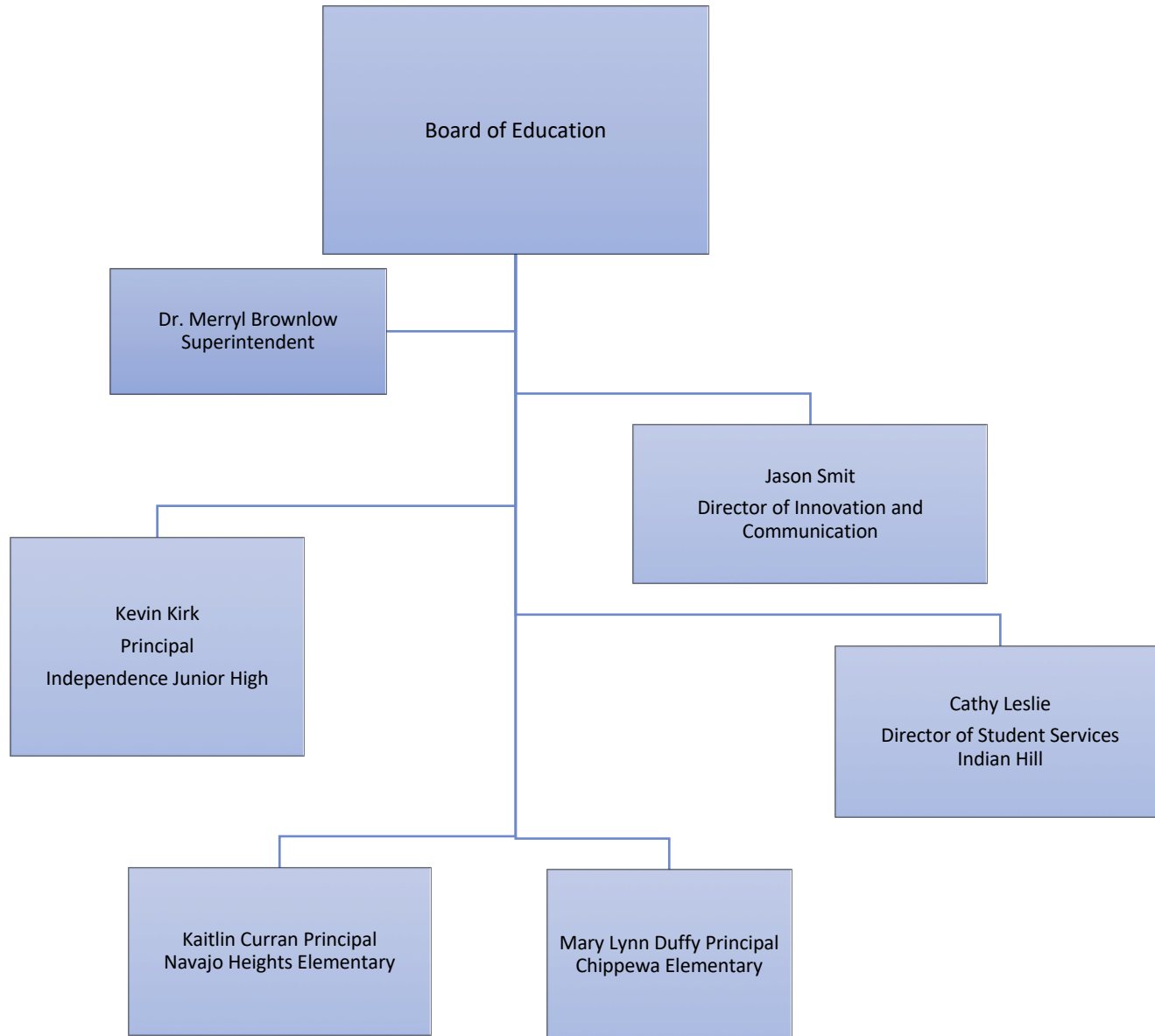
[\*Allegheny County v. ACLU Pittsburgh Chapter\*](#), 492 U.S. 573 (1989).

CROSS REF.: 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:255 (Assemblies and Ceremonies)

**ADOPTED: January 10, 2018**

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**Palos Heights School District 128  
Administrative Succession Plan (Policy 3:70)**



**School District 128**  
**Financial Summary Report - All Funds**  
**MAY 2022**

	Current YTD	Current Budget	(Over)/Under Budget	% of Budget	Prior YTD May-21	Prior Budget	(Over)/Under Budget	% of Budget	Prior YTD vs. Current YTD
<b>BEGINNING BALANCE</b>	<b>\$9,883,213.00</b>				<b>\$11,212,496.83</b>				
<b>REVENUES</b>									
Real Estate Taxes 1100	\$9,281,407.33	\$9,394,346.00	\$112,938.67	99%	\$9,198,883.30	\$8,753,804.00	(\$445,079.30)	105%	\$82,524.03
Other Local Sources 1000	\$583,018.38	\$457,100.00	(\$125,918.38)	128%	\$346,123.71	\$541,618.79	\$195,495.08	64%	\$236,894.67
General St Aid 3001	\$548,879.76	\$601,701.00	\$52,821.24	91%	\$546,860.34	\$601,011.42	\$54,151.08	91%	\$2,019.42
Other State 3000	\$213,061.72	\$176,394.00	(\$36,667.72)	121%	\$189,200.65	\$232,317.27	\$43,116.62	81%	\$23,861.07
Federal 4000	\$414,491.13	\$367,034.00	(\$47,457.13)	113%	\$468,603.86	\$342,205.00	(\$126,398.86)	137%	(\$54,112.73)
ESSER Grants	\$526,697.00	\$777,397.00	\$250,700.00	68%	\$0.00	\$0.00	\$0.00	n/a	\$526,697.00
<b>TOTAL REVENUES</b>	<b>\$11,567,555.32</b>	<b>\$11,773,972.00</b>	<b>\$206,416.68</b>	<b>98%</b>	<b>\$10,749,671.86</b>	<b>\$10,470,956.48</b>	<b>(\$278,715.38)</b>	<b>103%</b>	<b>\$817,883.46</b>
<b>EXPENDITURES</b>									
Salaries 100	\$5,756,836.62	\$6,769,002.00	\$1,012,165.38	85%	\$5,415,886.78	\$5,726,296.71	\$310,409.93	95%	\$340,949.84
Benefits 200	\$1,444,643.33	\$1,761,578.00	\$316,934.67	82%	\$1,391,612.76	\$1,419,813.56	\$28,200.80	98%	\$53,030.57
Purchased Services 300	\$1,243,286.03	\$1,358,583.00	\$115,296.97	92%	\$1,193,619.29	\$1,064,279.00	(\$129,340.29)	112%	\$49,666.74
Supp/Materials 400	\$665,626.67	\$732,846.00	\$67,219.33	91%	\$487,872.09	\$470,785.00	(\$17,087.09)	104%	\$177,754.58
Capital Outlay 500	\$1,738,135.38	\$1,983,649.00	\$245,513.62	88%	\$362,332.72	\$1,052,500.00	\$690,167.28	34%	\$1,375,802.66
Out of Dist Tuition 670	\$247,379.16	\$350,000.00	\$102,620.84	71%	\$153,883.56	\$451,976.00	\$298,092.44	34%	\$93,495.60
Other 600	\$895,582.17	\$918,875.00	\$23,292.83	97%	\$894,856.17	\$910,500.00	\$15,643.83	98%	\$726.00
Non-Capitalized Equip 700	\$90,695.00	\$142,666.00	\$51,971.00	64%	\$6,771.00	\$41,000.00	\$34,229.00	17%	\$83,924.00
Termination Benefits 800	\$0.00	\$0.00	\$0.00	n/a	\$0.00	\$0.00	\$0.00	n/a	\$0.00
<b>TOTAL EXPENDITURES</b>	<b>\$12,082,184.36</b>	<b>\$14,017,199.00</b>	<b>\$1,935,014.64</b>	<b>86%</b>	<b>\$9,906,834.37</b>	<b>\$11,137,150.27</b>	<b>\$1,230,315.90</b>	<b>89%</b>	<b>\$2,175,349.99</b>
<b>LIABILITES</b>	<b>(\$276,201.42)</b>				<b>(\$232,069.38)</b>				
<b>TOTAL FUND BALANCE</b>	<b>\$9,368,583.96</b>				<b>\$12,055,334.32</b>				
<b>TOTAL LIAB &amp; FUND BALANCE</b>	<b>\$9,092,382.54</b>				<b>11,823,264.94</b>				
CAPITAL PROJECTS	\$1,882,947.17				575,184.81				
<b>EXCLUDING CAPITAL PROJECTS</b>	<b>7,485,636.79</b>				<b>11,480,149.51</b>				
<b>TOTAL LIAB &amp; FUND BALANCE EXCLUDING CAPITAL</b>	<b>7,209,435.37</b>				<b>11,248,080.13</b>				



**Palos Heights School District 128**

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Merryl B. Brownlow, Ed.D.  
Superintendent

**2022-2023 School Year  
Board of Education Meeting Dates**

**Second Wednesday of the Month (\*unless otherwise noted)**

**Meetings take place at 6:00pm at the Palos Heights School District #128 Administrative Center located at 12809 S. McVicker Ave., Palos Heights, IL 60463.**

**No July 2022 Meeting**

**August 10, 2022**

**September 14, 2022**

**October 12, 2022**

**November 9, 2022**

**December 14, 2022**

**January 25, 2023 (\*4th Wednesday)**

**No February 2023 Meeting**

**March 8, 2023**

**April 12, 2023**

**May 10, 2023**

**June 7, 2023 (\*1st Wednesday)**