

# Regular Meeting of the Board of Education

Wednesday, September 20, 2023 6:00 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. Adjourn to Budget Hearing

2.A. FY 24 Budget Update

2.B. Board FY24 Budget Discussion

2.C. Public Comment Regarding the FY24 Budget

## 3. Motion to Adjourn to Regular Meeting

## 4. Call to Order

4.A. Roll Call

## 5. Superintendent's Report

## 6. Approval of the Consent Agenda Items

6.A. Minutes of the Regular Meeting of August 16, 2023

6.B. Approval of Bills & Payroll

6.C. Review of Schools' Activity Accounts

6.D. Employment of Personnel

6.E. Approval of FMLA Requests

6.F. Approval of Policy Updates

6.G. Approval of Library Media Center Purchases

## 7. Old Business

7.A. Adoption of Final FY 24 Budget - Action Item

7.B. Approval of Resolution for Intent to Issue Bonds

*Resolution declaring the intention to issue \$2,000,000 Working Cash Fund Bonds for the purpose of increasing the Working Cash Fund of the District and directing that notice of such intention be published in the manner provided by law.*

**8. New Business**

8.A. Approval of Special Education Out of District Placement Contracts 2023-2024

8.B. September 2023 Policy Revision - First Read

Revisions Recommended to Reflect Current Practices

1. 6:190 Extracurricular and Co-Curricular Activities

8.C. Transportation Committee Feedback & Next Steps

8.D. Phone System Replacement Discussion

**9. Audience Participation**

*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 ordinarily provides up to 3 minutes per speaker.*

**10. Information Items**

10.A. YTD Financial Summary

10.B. Freedom of Information Act Items

10.C. Additional Information Items, If Any

10.D. Resignation

**11. Closed Session**

**12. Return to Open Session**

**13. Adjournment**



# PALOS HEIGHTS SCHOOL DISTRICT #128

## FINANCIAL SUMMARY AND PROJECTIONS - ALL FUNDS

								UNAUDITED	TENT BUDGET	FINAL BUDGET
	FYE Jun-16	FYE Jun-17	FYE Jun-18	FYE Jun-19	FYE Jun-20	FYE Jun-21	FYE Jun-22	FYE Jun-23	FYE Jun-24	FYE Jun-24
BEGINNING FUND BALANCE	9,174,000	14,237,000	14,342,000	13,642,000	11,433,000	11,213,000	9,886,000	12,202,000	9,045,000	9,045,000
REVENUES:										
Real Estate Taxes	8,598,000	8,648,000	8,501,000	8,732,000	8,986,000	9,204,000	9,347,000	9,870,000	10,858,000	10,858,000
Other Local Revenues	719,000	661,000	855,000	950,000	771,000	496,000	735,000	914,000	823,000	836,000
Evidenced-Based Funding	281,000	292,000	539,000	584,000	602,000	601,000	604,000	617,000	620,000	617,000
CARES/ESSER Grant	0	0	0	0	0	88,000	527,000	401,000	390,000	390,000
State & Federal Special Education	616,000	423,000	610,000	403,000	366,000	293,000	315,000	371,000	416,000	416,000
Other State and Federal Revenues	285,000	276,000	325,000	254,000	220,000	283,000	324,000	340,000	330,000	330,000
<b>Total Revenues</b>	<b>10,499,000</b>	<b>10,300,000</b>	<b>10,830,000</b>	<b>10,923,000</b>	<b>10,945,000</b>	<b>10,965,000</b>	<b>11,852,000</b>	<b>12,513,000</b>	<b>13,437,000</b>	<b>13,447,000</b>
EXPENSES:										
Salaries	5,099,000	5,369,000	5,368,000	5,636,000	5,782,000	6,405,000	6,860,000	7,026,000	7,521,000	7,458,000
Employee Benefits	1,338,000	1,409,000	1,419,000	1,498,000	1,467,000	1,606,000	1,698,000	1,776,000	1,916,000	1,923,000
Purchased Services	889,000	949,000	966,000	964,000	1,047,000	1,089,000	1,214,000	1,849,000	1,496,000	1,550,000
Supplies & Materials	526,000	699,000	647,000	434,000	422,000	572,000	846,000	623,000	661,000	661,000
<b>Capital &amp; Equipment (Ed Fund)</b>	166,000	112,000	277,000	111,000	280,000	54,000	178,000	77,000	91,000	91,000
Out of District Tuition and Other	646,000	527,000	524,000	400,000	187,000	196,000	287,000	565,000	599,000	599,000
Debt Payments	916,000	1,022,000	880,000	894,000	883,000	886,000	939,000	1,154,000	1,175,000	1,175,000
<b>Total Expenses</b>	<b>9,580,000</b>	<b>10,087,000</b>	<b>10,081,000</b>	<b>9,937,000</b>	<b>10,068,000</b>	<b>10,808,000</b>	<b>12,022,000</b>	<b>13,070,000</b>	<b>13,459,000</b>	<b>13,457,000</b>
REVENUES VS. EXPENSES	919,000	213,000	749,000	986,000	877,000	157,000	(170,000)	(557,000)	(22,000)	(10,000)
Bond & Other Proceeds	4,230,000						5,004,000			2,000,000
<b>Other Capital Expenses</b>	86,000	108,000	1,449,000	3,195,000	1,097,000	1,484,000	2,518,000	2,600,000	1,471,000	1,471,000
ENDING FUND BALANCE	14,237,000	14,342,000	13,642,000	11,433,000	11,213,000	9,886,000	12,202,000	9,045,000	7,552,000	9,564,000



# **PALOS HEIGHTS SCHOOL DISTRICT 128**

## **PRESENTATION OF FINAL BUDGET**

**SEPTEMBER 2023**



# Major Factors Affecting FY2024 Budget

## Revenues:

- The 5% CPI increase, and timing of distributions will result in real estate tax revenues increasing by an estimated \$988,000 versus FY23 receipts.
- Due to a prior year error by the Illinois Dept of Revenue, corporate property taxes are projected to decrease by \$100,000.
- Grants received from prior year expenses (mostly ESSER) will be offset by a decrease in other federal grant revenues.
- The District is budgeting \$2 million in working cash bond proceeds to pay for various capital projects

## Expenses:

- The District will be losing a s/e teacher, adding one EL teacher, one 5<sup>th</sup> grade teacher and a half of speech teacher. Including the contract extension to the Teachers' Association, total salary are projected to increase 7%.
- Increased staff size and premium increases will result in projected benefits increasing by 7.8%.
- The District is budgeting \$1.4 million in capital expenses to be paid with bond proceeds.
- Most ESSER expenses incurred in FY23 will be removed from the FY24 budget.
- Other expenses are projected to increase modestly versus the previous year.

# Budgeted Revenues – All Funds

Comparison of Budget Verses Prior Years

Source	FY 2020	FY 2021	FY 2022	UNAUDITED FY 2023	BUDGET FY 2024	Change vs. FY23
Real Estate Taxes	\$8,986,000	\$9,204,000	\$9,347,000	\$9,870,000	\$10,858,000	988,000
Other Local Revenues	771,000	496,000	735,000	914,000	836,000	(78,000)
Evidenced-Based Funding	602,000	601,000	604,000	617,000	617,000	0
State and Federal Grants	586,000	664,000	1,166,000	1,112,000	1,136,000	24,000
Total Revenues	\$10,945,000	\$10,965,000	\$11,852,000	\$12,513,000	\$13,447,000	934,000

# Budgeted Expenditures – All Funds

Comparison of Budget Verses Prior Years

Object	FY 2020	FY 2021	FY 2022	UNAUDITED FY 2023	BUDGET FY 2024	Change vs. FY23
Salaries	\$5,782,000	\$6,405,000	\$6,860,000	\$7,026,000	\$7,458,000	432,000
Employee Benefits	1,467,000	1,606,000	1,698,000	1,776,000	1,923,000	147,000
Purchased Services	1,047,000	1,089,000	1,214,000	1,849,000	1,550,000	(299,000)
Supplies and Materials	422,000	572,000	846,000	623,000	661,000	38,000
Capital Outlay	1,377,000	1,538,000	2,696,000	2,677,000	1,562,000	(1,115,000)
Debt Payments	883,000	886,000	939,000	1,154,000	1,175,000	21,000
Tuition and Other	187,000	196,000	287,000	565,000	599,000	34,000
<b>Total Expenditures</b>	<b>\$11,165,000</b>	<b>\$12,291,000</b>	<b>\$14,540,000</b>	<b>\$15,670,000</b>	<b>\$14,928,000</b>	<b>(742,000)</b>

# Breakdown of FY24 Budget by Fund

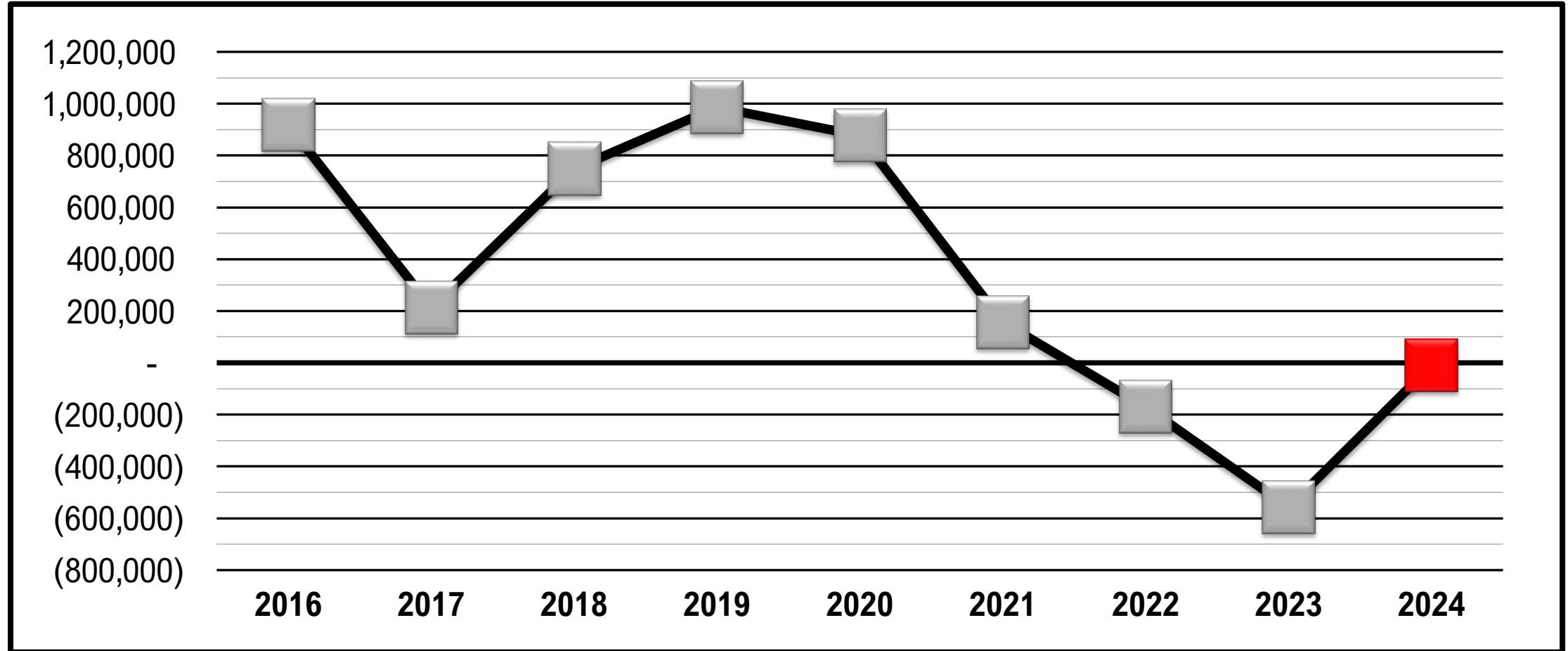
<b>Fund</b>	<b>Beginning Balance</b>	<b>Revenues</b>	<b>Expenses</b>	<b>Bond Proceeds</b>	<b>Ending Balance</b>
Education	\$4,661,000	\$10,334,000	\$10,394,000		\$4,601,000
Building	714,000	939,000	917,000		736,000
Bond & Int.	871,000	1,245,000	1,175,000		941,000
Transportation	381,000	457,000	611,000		228,000
IMRF/SS	197,000	378,000	399,000		176,000
Capital Projects	2,011,000	50,000	1,432,000		629,000
Working Cash	196,000	41,000	0	2,000,000	2,237,000
Tort	5,000	0	0		5,000
Life Safety	9,000	2,000	0		11,000
<b>Total</b>	<b>\$9,045,000</b>	<b>\$13,447,000</b>	<b>\$14,928,000</b>		<b>\$9,564,000</b>

**Excluding \$1,432,000 in capital expenses charged to the capital fund and bond proceeds, total expenses are projected to exceed total revenues by \$49,000.**



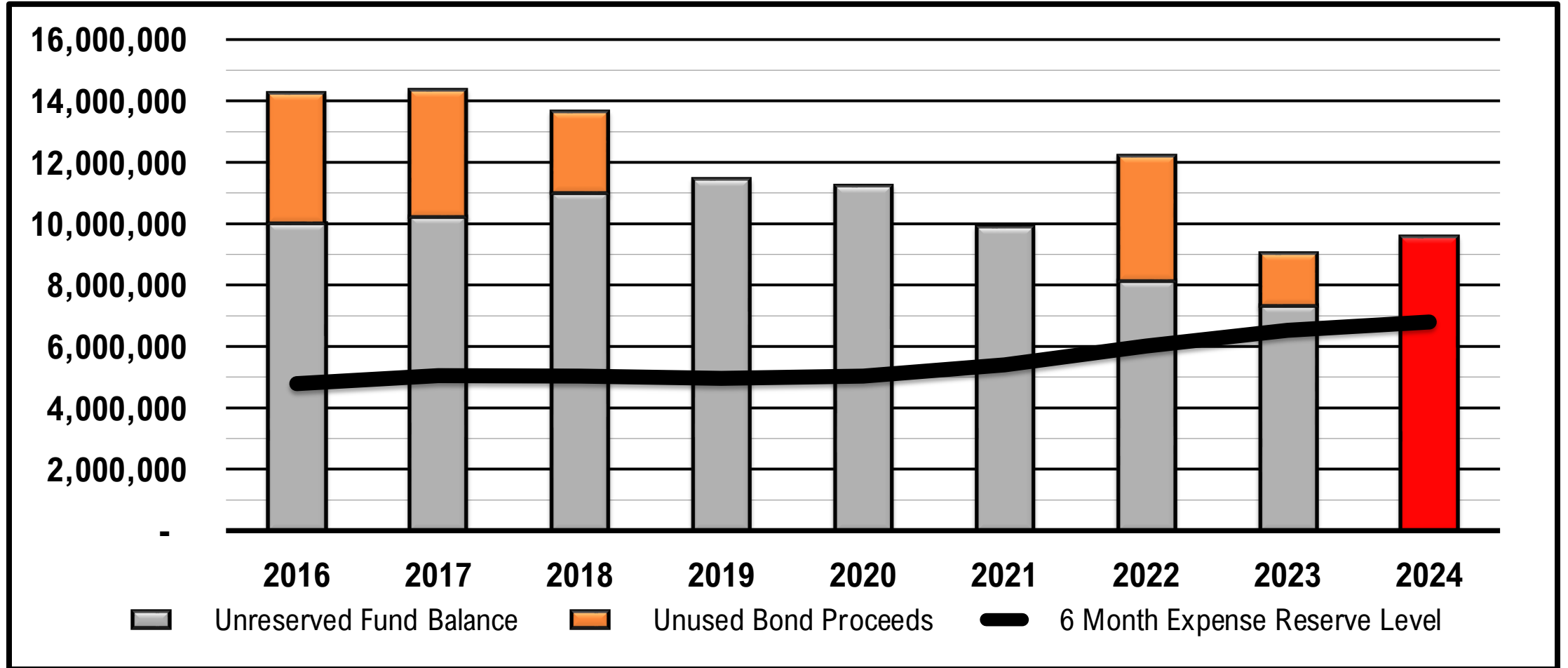
# Revenues vs. Expenses (Non-Capital Surplus/Deficit)

Excluding Capital Expenses Charged to Building Fund and Capital Fund



**Budgeted improvement in the District's non-capital surplus/deficit is primarily due to an increase in expected real estate tax revenues.**

# Historical and Budgeted Fund Balances – All Funds



**Budgeted improvement to fund balance reserves are primarily due to bond proceeds, which will be used to offset prior and current investments in major capital projects.**



# **PALOS HEIGHTS SCHOOL DISTRICT 128**

END OF PRESENTATION



**PALOS SCHOOL DISTRICT 128**  
**ENROLLMENT UPDATE**  
as of September 14, 2023

<b>Grade Level</b>	<b>Enrollment as of 09/14/2023</b>	<b>Enrollment as of 08/11/2023</b>
Preschool	89	89
Kindergarten	82	88
Indian Hill Total	171	177
1st Grade	69	65
2nd Grade	85	83
3rd Grade	91	93
Chippewa Total	245	241
4th Grade	78	76
5th Grade	89	89
Navajo Total	167	165
6th Grade	69	69
7th Grade	73	72
8th Grade	61	59
Independence Jr High Total	203	200
<b>TOTAL ENROLMENT</b>	<b>786</b>	<b>783</b>

PALOS HEIGHTS SCHOOL DISTRICT 128

SEPTEMBER 2023

<u>GROSS PAYROLL</u>		
<u>AUGUST 1 THROUGH AUGUST 31, 2023</u>		351,102.53
<u>TRS</u>		23,347.27
<u>BOARD TRS SURCHARGE</u>		1,483.18
<u>THIS</u>		4,014.10
<u>IMRF, FICA, MEDICARE</u>		20,788.94
<u>TOTAL AUGUST PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE</u>		400,736.02
<u>EDUCATION FUND</u>	<u>10</u>	162,902.74
<u>BUILDING FUND</u>	<u>20</u>	69,539.69
<u>TRANSPORTATION</u>	<u>40</u>	35,429.96
<u>CAPITAL PROJECTS</u>	<u>60</u>	229,323.33
<u>SPECIAL CHECKS</u>		88,828.81
 <u>TOTAL SEPTEMBER 2023 BILLS PAYABLE</u>		 586,024.53
 <u>TOTAL SEPTEMBER 2023 BILLS PAYABLE GROSS AND</u>		
<u>AUGUST 2023 PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE</u>		986,760.55

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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: 1052

Voucher Date: 09/20/2023

Prepared By: 

Printed: 09/13/2023 12:02:59 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 \$497,195.72 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

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



PALOS HEIGHTS SCHOOL DISTRICT 128

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Fund		Amount
10	EDUCATIONAL	\$162,902.74
20	OPERATIONS AND MAINTENANCE	\$69,539.69
40	TRANSPORTATION	\$35,429.96
60	CAPITAL PROJECTS	\$229,323.33
		<hr/> <b>\$497,195.72</b>

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$10,994.16
ELIM CHRISTIAN SERVICES	4659	10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$4,967.76
		10.5.2560.490.0000.00.00.00 Check #: 0	FREE AND REDUCED LUNCHES	\$48.00
		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$1,188.00
			Vendor Total:	\$6,203.76
ENGIE		20.5.2540.466.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-ELECTRICITY	\$12,136.05
			Vendor Total:	\$12,136.05
ESGI	25574	10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$1,638.00
			Vendor Total:	\$1,638.00
ETA HAND2MIND	1134	10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$1,007.90
			Vendor Total:	\$1,007.90
FOLLETT SCHOOL SOLUTIONS, INC.		10.5.2220.411.0000.04.00.00 Check #: 0	EDUCATION MEDIA - SUPPLIES INDIAN HILL	\$4.08
			Vendor Total:	\$4.08
FOREST ALARM SERVICE INC	7714	20.5.2540.342.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-ALARMS	\$360.00
			Vendor Total:	\$360.00
GLI SERVICES		60.5.2530.530.0000.00.00.00 Check #: 0	SITE AND BUILDING IMPROVEMENTS	\$206,278.02

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
4IMPRINT, INC.		10.5.1100.411.0000.00.00.00 Check #: 0	K-12 – SUPPLIES	\$2,509.10
			Vendor Total:	\$2,509.10
ACCURATE BIOMETRICS		10.5.2310.314.0000.00.00.00 Check #: 0	BOARD OF EDUCATION –PROFESS SERVS/CONSULTANTS	\$400.00
			Vendor Total:	\$400.00
ACUTRANS		10.5.1800.300.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS – TRANSLATIONS	\$707.10
			Vendor Total:	\$707.10
AFFILIATED CUSTOMER SERVICE INC	8023	20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE–MTCE	\$1,680.00
			Vendor Total:	\$1,680.00
ALBOUM TRANSLATION SERVICES		10.5.1800.300.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS – TRANSLATIONS	\$103.44
			Vendor Total:	\$103.44
ALLENGREEN GROUP		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$6,000.00
			Vendor Total:	\$6,000.00
ALPHA SCHOOL BUS	2011	40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$19,280.40
			Vendor Total:	\$19,280.40
ALTERNATIVE ACADEMIC ACHIEVEMENT ACADEMY	16900	10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$6,220.55



**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$1,400.00
			Vendor Total:	\$7,620.55
AMAZON CAPITAL SERVICES		10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$228.88
		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$334.41
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$902.45
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$631.64
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$379.18
		10.5.1205.411.0000.00.00.00 Check #: 0	SPEC ED K-12- SUPPLIES	\$86.96
		10.5.2410.411.0000.03.00.00 Check #: 0	OFFICE OF PRINCIPAL - SUPPLIES - NAVAJO HEIGHTS	\$157.27
			Vendor Total:	\$2,720.79
ANDERSON LOCK		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$4,140.60
		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$96.17
			Vendor Total:	\$4,236.77
APPLE COMPUTER INC	8012	10.5.3700.410.4400.05.00.00 Check #: 0	PAROCHIAL SUPPLIES TITLE IV GRANT	\$348.00
			Vendor Total:	\$348.00
B ALLEN GRAPHICS	23182	10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$165.00

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$165.00
BATTERIES PLUS	22602	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$325.26
			Vendor Total:	\$325.26
BRAINPOP		10.5.2660.314.0000.00.63.00 Check #: 0	DATA PROCESSING- CURRICULUM CONTRACT RENEWALS	\$3,810.41
			Vendor Total:	\$3,810.41
BUSINESSOLVER		10.5.1100.222.0000.00.00.00 Check #: 0	K-12 -MEDICAL INS	\$55.50
			Vendor Total:	\$55.50
CAROLINA BIOLOGICAL	758	10.5.2660.314.0000.00.63.00 Check #: 0	DATA PROCESSING- CURRICULUM CONTRACT RENEWALS	\$5,040.00
			Vendor Total:	\$5,040.00
CDW GOVERNMENT, INC._11767	11767	10.5.2660.314.0000.00.62.00 Check #: 0	DATA PROCESSING- TECHNOLOGY CONTRACT RENEWALS	\$3,540.50
			Vendor Total:	\$3,540.50
CHICAGO HOLLOW METAL		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$1,500.00
			Vendor Total:	\$1,500.00
CHICAGO TRIBUNE MEDIA GROUP	23803	10.5.2310.351.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PRINT PUBLICATIONS	\$39.00
			Vendor Total:	\$39.00
CITY OF PALOS HEIGHTS	23899			

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.370.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-WATER/SEWER SERVICE	\$453.23
			Vendor Total:	\$453.23
COSME LANDSCAPE & MAINTENANCE, INC.		20.5.2530.530.0000.00.00.00 Check #: 0	FACILITIES ACQ & CONS - BLDGS & BLDG IMPRVMTS	\$14,100.00
			Vendor Total:	\$14,100.00
COUNTY TREE SERVICE, INC.		20.5.2530.540.0000.00.00.00 Check #: 0	FACILITIES ACQ & CONST-SITE IMPRV & INFRA	\$700.00
			Vendor Total:	\$700.00
CPI		10.5.2210.314.4620.05.00.00 Check #: 0	PROFESSIONAL DEV IDEA GRANT	\$2,000.00
			Vendor Total:	\$2,000.00
CYNTHIA DRABECK	6471	10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$13.48
			Vendor Total:	\$13.48
DIANE MULLER	20666	10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$35.00
			Vendor Total:	\$35.00
DONS WORLD OF SPORTS INC	2613	10.5.2410.411.0000.02.00.00 Check #: 0	OFFICE OF PRINCIPAL-SUPPLIES-INDEPENDENCE	\$1,021.90
			Vendor Total:	\$1,021.90
EASTERSEALS		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$10,994.16

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
NEWSELA INC.		10.5.2660.314.0000.00.63.00 Check #: 0	DATA PROCESSING- CURRICULUM CONTRACT RENEWALS	\$3,327.51
			Vendor Total:	\$3,327.51
NICOR GAS		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-NATURAL GAS	\$750.10
			Vendor Total:	\$750.10
NUMOTION		10.5.1205.310.0000.00.00.00 Check #: 0	SPEC ED K-12- ASSISTIVE TECH	\$7,419.60
			Vendor Total:	\$7,419.60
PALOS ACE HARDWARE	17607	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$105.53
			Vendor Total:	\$105.53
PATRIOT DESIGN LLC		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$1,600.00
			Vendor Total:	\$1,600.00
PAVEMENT SYSTEMS	7937	20.5.2530.540.0000.00.00.00 Check #: 0	FACILITIES ACQ & CONST-SITE IMPRV & INFRA	\$3,625.00
			Vendor Total:	\$3,625.00
PEERLESS NETWORK		20.5.2540.340.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-COMM/AT&T	\$1,508.17
			Vendor Total:	\$1,508.17
PETRARCA, GLEASON, BOYLE & IZZO, LLC		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -LEGAL SERVICES	\$250.00

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$250.00
PRECISION CONTROL SYSTEMS		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$3,573.50
			Vendor Total:	\$3,573.50
PROSHRED		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$58.30
			Vendor Total:	\$58.30
PROVEN IT		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$144.00
		10.5.2660.360.0000.00.00.00 Check #: 0	DATA PROCESSING CAPITAL LEASE	\$60.00
			Vendor Total:	\$204.00
REALLY GOOD STUFF	24407	10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$448.27
			Vendor Total:	\$448.27
RELIABLE FIRE EQUIPMENT CO.	532	20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$2,363.45
		20.5.2540.541.0000.00.00.00 Check #: 0	OPERATIONS/MAINTENANCE REPL ACMENT EQUIP	\$3,000.00
			Vendor Total:	\$5,363.45
REPUBLIC SERVICES		20.5.2540.321.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-SANITATION SERVICES	\$733.56
			Vendor Total:	\$733.56
RIVERSIDE INSIGHTS				

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$206,278.02
GRAINGER	20681	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$71.76
			Vendor Total:	\$71.76
ILLINOIS LIBRARY ASSOCIATION	111	10.5.1100.640.0000.00.00.00 Check #: 0	K-12 DUES AND FEES	\$85.00
			Vendor Total:	\$85.00
ILLINOIS SCHOOL BUS	242	40.5.2550.331.0000.00.00.00 Check #: 0	PUPIL TRANSPORTATION-PUPIL TRANSPORTATION	\$7,369.92
		40.5.2550.334.0000.02.00.00 Check #: 0	Athletic & Academic Conf. Buses	\$191.64
			Vendor Total:	\$7,561.56
ILLUMINATE, INC.		10.5.2310.314.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PROFESS SERVS/CONSULTANTS	\$12,500.00
			Vendor Total:	\$12,500.00
IXL LEARNING		10.5.2660.314.0000.00.63.00 Check #: 0	DATA PROCESSING- CURRICULUM CONTRACT RENEWALS	\$8,244.00
			Vendor Total:	\$8,244.00
JAMF		10.5.2660.314.0000.00.62.00 Check #: 0	DATA PROCESSING- TECHNOLOGY CONTRACT RENEWALS	\$6,480.40
			Vendor Total:	\$6,480.40
JASCULCA TERMAN STRATEGIC COMM.		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$100.54
			Vendor Total:	\$100.54

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
MIDLAND PAPER COMPANY	8627	10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$927.25
		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$4,141.20
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$1,854.60
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$4,125.85
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$1,762.60
			Vendor Total:	\$12,811.50
MIDWEST PAPER RETRIEVER		20.5.2540.321.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-SANITATION SERVICES	\$156.98
			Vendor Total:	\$156.98
MILESTONE THERAPY, LLC.		10.5.2130.314.0000.00.00.00 Check #: 0	HEALTH SERVICES PHYSICAL THERAPY	\$1,232.50
			Vendor Total:	\$1,232.50
MOBILE MODULAR PORTABLE STORAGE		10.5.1100.314.0000.00.00.00 Check #: 0	K-12 PROF SERVICES	\$205.44
			Vendor Total:	\$205.44
N2Y,LLC		10.5.1205.319.4620.05.00.00 Check #: 0	SP ED OTHER PROF SERVICES IDEA GRANT	\$4,219.92
			Vendor Total:	\$4,219.92
NASCO_512	512	10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$423.05
			Vendor Total:	\$423.05

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
KRIHA BOUCEK LLC		10.5.2210.310.4932.05.00.00 Check #: 0	PROF DEV ALL STAFF TITLE II	\$1,357.00
		10.5.2210.314.0000.00.00.00 Check #: 0	IMPROV OF INSTRUCT PROF SERV	\$1,643.00
		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -LEGAL SERVICES	\$399.00
			Vendor Total:	\$3,399.00
LAMINATOR.COM, INC.		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$142.46
			Vendor Total:	\$142.46
LEAF		10.5.2660.360.0000.00.00.00 Check #: 0	DATA PROCESSING CAPITAL LEASE	\$2,367.00
			Vendor Total:	\$2,367.00
MARY KATE MORONEY		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$22.50
			Vendor Total:	\$22.50
MATH LEARNING CENTER		10.5.1100.410.0000.01.00.00 Check #: 0	CONSUMABLES - CHIPPEWA	\$46.00
			Vendor Total:	\$46.00
MENARDS INC	1008	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$886.44
			Vendor Total:	\$886.44
MERRYL BROWNLOW		20.5.2540.340.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-COMM/AT&T	\$227.17
			Vendor Total:	\$227.17



**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2230.411.0000.00.00.00 Check #: 0	ASSESSMENT AND TESTING- SUPPLIES	\$509.58
ROCHESTER 100 INC.	18208		Vendor Total:	\$509.58
		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$560.25
RSM US LLP			Vendor Total:	\$560.25
		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -LEGAL SERVICES	\$5,000.00
RUSH DAY SCHOOL			Vendor Total:	\$5,000.00
		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$6,933.15
SCHOLASTIC NEWS			Vendor Total:	\$6,933.15
		10.5.1100.410.0000.01.00.00 Check #: 0	CONSUMABLES - CHIPPEWA	\$1,739.52
		10.5.1100.410.0000.03.00.00 Check #: 0	CONSUMABLES - NAVAJO	\$4,108.39
SCHOOL SPECIALTY_26419	26419		Vendor Total:	\$5,847.91
		10.5.1100.410.0000.01.00.00 Check #: 0	CONSUMABLES - CHIPPEWA	\$340.52
		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$321.91
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$968.50
SCHROEDER MATERIAL INC	962		Vendor Total:	\$1,630.93
		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$120.98

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$120.98
SMITHEREEN EXTERMINATING COMPANY	4755	20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$772.00
			Vendor Total:	\$772.00
SOMETHING FISHY INC.		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$170.00
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$43.00
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$120.00
			Vendor Total:	\$333.00
SOUTH COOK ISC4	8028	10.5.2210.306.4998.00.03.00 Check #: 0	PROF DEV ELA ESSER 3	\$5,600.00
		10.5.2210.310.4932.05.00.00 Check #: 0	PROF DEV ALL STAFF TITLE II	\$8,800.00
			Vendor Total:	\$14,400.00
SOUTH TOWN REFRIGERATION		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$5,340.00
			Vendor Total:	\$5,340.00
STAPLES ADVANTAGE_12999	12999	10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$200.49
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$1,485.03
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$343.02
			Vendor Total:	\$2,028.54
STUDIO GC ARCHITECTURE				

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		60.5.2530.310.0000.00.00.00 Check #: 0	SITE AND BLD IMRPV ARCHITECT SERVICES	\$23,045.31
			Vendor Total:	\$23,045.31
SUPT. ROUNDTABLE OF N. IL		10.5.2320.640.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN -DUES & FEES PROF. ORGANIZATIONS	\$225.00
			Vendor Total:	\$225.00
SYMMETRY ENERGY SOLUTIONS		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-NATURAL GAS	\$43.61
			Vendor Total:	\$43.61
TCI	23967	10.5.1100.410.0000.01.00.00 Check #: 0	CONSUMABLES - CHIPPEWA	\$3,970.00
		10.5.2660.314.0000.00.62.00 Check #: 0	DATA PROCESSING- TECHNOLOGY CONTRACT RENEWALS	\$7,552.00
			Vendor Total:	\$11,522.00
TEACHER CREATED RESOURCES		10.5.1100.410.0000.01.00.00 Check #: 0	CONSUMABLES - CHIPPEWA	\$148.34
			Vendor Total:	\$148.34
TIMBERLINE BILLING SERVICE		10.5.1205.311.0000.00.00.00 Check #: 0	SPEC ED PURCH SERVICES	\$171.28
			Vendor Total:	\$171.28
TRUGREEN		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$615.24
			Vendor Total:	\$615.24
UNIQUE PRODUCTS				

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1052

09/20/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$7,911.59
			Vendor Total:	\$7,911.59
VEREGY		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$525.00
			Vendor Total:	\$525.00
WAREHOUSE DIRECT	11524	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$60.00
			Vendor Total:	\$60.00
XELLO		10.5.2660.314.0000.00.63.00 Check #: 0	DATA PROCESSING- CURRICULUM CONTRACT RENEWALS	\$1,400.00
			Vendor Total:	\$1,400.00
ZANER BLOSER	2152	10.5.1100.410.0000.01.00.00 Check #: 0	CONSUMABLES - CHIPPEWA	\$499.40
			Vendor Total:	\$499.40
ZELLER AND ASSOCIATES, LLC		10.5.2310.314.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PROFESS SERVS/CONSULTANTS	\$375.00
			Vendor Total:	\$375.00
			Grand Total:	\$497,195.72

End of Report


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# PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

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Voucher No: 1031

Voucher Date: 08/15/2023

Prepared By: 

Printed: 09/13/2023 12:08:29 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 \$47,745.32 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

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



PALOS HEIGHTS SCHOOL DISTRICT 128

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Fund		Amount
10	EDUCATIONAL	\$3,196.19
20	OPERATIONS AND MAINTENANCE	\$560.73
60	CAPITAL PROJECTS	\$43,988.40
		<hr/> <hr/>
		<b>\$47,745.32</b>

**SPECIAL CHECKS DRAWN IN AUGUST**

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1031

08/15/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
<b>AMAZON CAPITAL SERVICES</b>				
		10.5.1100.411.0000.00.00.00 Check #: 42153	K-12 – SUPPLIES	\$507.93
		10.5.2320.411.0000.00.00.00 Check #: 42153	EXECUTIVE ADMIN – SUPPLIES	\$25.34
			Vendor Total:	\$533.27
<b>BMO FINANCIAL GROUP</b>				
		10.5.1100.411.0000.02.00.00 Check #: 42154	K-12 – SUPPLIES INDEPENDENCE	\$659.12
		10.5.2310.341.0000.00.00.00 Check #: 42154	BOARD OF EDUCATION –POSTAGE	\$11.30
		10.5.2310.411.0000.00.00.00 Check #: 42154	BOARD OF EDUCATION – SUPPLIES	\$231.97
		10.5.2320.411.0000.00.00.00 Check #: 42154	EXECUTIVE ADMIN – SUPPLIES	\$172.29
		10.5.2410.411.0000.01.00.00 Check #: 42154	OFFICE OF PRINCIPAL – SUPPLIES CHIPPEWA	\$51.76
		10.5.2410.411.0000.03.00.00 Check #: 42154	OFFICE OF PRINCIPAL – SUPPLIES – NAVAJO HEIGHTS	\$396.85
		10.5.2410.411.0000.04.00.00 Check #: 42154	OFFICE OF PRINCIPAL – SUPPLIES INDIAN HILL	\$495.00
		10.5.2660.314.0000.00.62.00 Check #: 42154	DATA PROCESSING– TECHNOLOGY CONTRACT RENEWALS	\$169.00
		10.5.2660.411.0000.00.00.00 Check #: 42154	DATA PROCESSING SERVICES– SUPPLIES	\$38.99
		10.5.2660.470.0000.00.00.00 Check #: 42154	DATA PROCESSING – SOFTWARE	\$60.00
		20.5.2540.411.0000.00.00.00 Check #: 42154	OPERATION/MAINTENANCE– SUPPLIES	\$552.47
			Vendor Total:	\$2,838.75
<b>CRYER &amp; OLSEN MECHANICAL, INC.</b>				
		60.5.2530.530.0000.00.00.00 Check #: 42155	SITE AND BUILDING IMPROVEMENTS	\$43,988.40

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1031

08/15/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$43,988.40
LESLIE BAUDO	26055	20.5.2540.411.0000.00.00.00 Check #: 42156	OPERATION/MAINTENANCE- SUPPLIES	\$8.26
			Vendor Total:	\$8.26
SSA		10.5.2320.640.0000.00.00.00 Check #: 42157	EXECUTIVE ADMIN -DUES & FEES PROF. ORGANIZATIONS	\$200.00
			Vendor Total:	\$200.00
STAPLES ADVANTAGE_12999	12999	10.5.1100.411.0000.00.00.00 Check #: 42158	K-12 - SUPPLIES	\$176.64
			Vendor Total:	\$176.64
			Grand Total:	\$47,745.32

End of Report


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# PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

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Voucher No: 1039

Voucher Date: 08/31/2023

Prepared By: 

Printed: 09/13/2023 12:07:40 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 \$41,083.49 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

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



PALOS HEIGHTS SCHOOL DISTRICT 128

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Fund		Amount
10	EDUCATIONAL	\$25,210.07
20	OPERATIONS AND MAINTENANCE	\$436.92
60	CAPITAL PROJECTS	\$15,436.50
		<hr/> <hr/>
		<b>\$41,083.49</b>



**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1039

08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
AMAZON CAPITAL SERVICES				
		10.5.1100.410.0000.03.00.00 Check #: 42243	CONSUMABLES – NAVAJO	\$617.51
		10.5.1100.410.0000.04.00.00 Check #: 42243	CONSUMABLES – INDIAN HILL	\$213.13
		10.5.1100.411.0000.00.00.00 Check #: 42243	K-12 – SUPPLIES	\$750.10
		10.5.1100.411.0000.01.00.00 Check #: 42243	K-12 – SUPPLIES CHIPPEWA	\$310.21
		10.5.1100.411.0000.02.00.00 Check #: 42243	K-12 – SUPPLIES INDEPENDENCE	\$596.18
		10.5.1100.411.0000.03.00.00 Check #: 42243	K-12 –SUPPLIES – NAVAJO HEIGHTS	\$377.20
		10.5.1100.411.0000.04.00.00 Check #: 42243	K-12 – SUPPLIES – INDIAN HILL	\$1,025.07
		10.5.1100.541.0000.00.00.00 Check #: 42243	K-12 Replacement Equipment	\$1,507.19
		10.5.2320.411.0000.00.00.00 Check #: 42243	EXECUTIVE ADMIN – SUPPLIES	\$105.69
		10.5.2410.411.0000.03.00.00 Check #: 42243	OFFICE OF PRINCIPAL – SUPPLIES – NAVAJO HEIGHTS	\$201.39
		10.5.2660.411.0000.00.00.00 Check #: 42243	DATA PROCESSING SERVICES– SUPPLIES	\$686.02
		10.5.3700.410.4400.05.00.00 Check #: 42243	PAROCHIAL SUPPLIES TITLE IV GRANT	\$42.87
			Vendor Total:	\$6,432.56
BMO FINANCIAL GROUP				
		10.5.1100.411.0000.00.00.00 Check #: 42244	K-12 – SUPPLIES	\$280.77
		10.5.1205.319.4620.05.00.00 Check #: 42244	SP ED OTHER PROF SERVICES IDEA GRANT	\$150.00
		10.5.1205.640.0000.00.00.00 Check #: 42244	SPEC ED DUES AND FEES	\$445.00

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1039

08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1250.411.4300.05.00.00 Check #: 42244	REMEDIAL SUPPLIES- TITLE I - LITERACY 4-5	\$129.48
		10.5.2210.411.0000.00.21.00 Check #: 42244	IMPROVE OF INST-MENTORING	\$636.43
		10.5.2310.332.0000.00.00.00 Check #: 42244	BOARD OF EDUCATION -TRAVEL/CONF	\$741.60
		10.5.2310.341.0000.00.00.00 Check #: 42244	BOARD OF EDUCATION -POSTAGE	\$63.27
		10.5.2310.411.0000.00.00.00 Check #: 42244	BOARD OF EDUCATION - SUPPLIES	\$48.47
		10.5.2320.332.0000.00.00.00 Check #: 42244	EXECUTIVE ADMIN -TRAVEL/CONF	\$380.07
		10.5.2320.411.0000.00.00.00 Check #: 42244	EXECUTIVE ADMIN - SUPPLIES	\$118.37
		10.5.2410.332.0000.00.00.00 Check #: 42244	OFFICE OF PRINCIPAL -TRAVEL/CONF	\$359.00
		10.5.2410.411.0000.01.00.00 Check #: 42244	OFFICE OF PRINCIPAL - SUPPLIES CHIPPEWA	\$160.32
		10.5.2410.411.0000.03.00.00 Check #: 42244	OFFICE OF PRINCIPAL - SUPPLIES - NAVAJO HEIGHTS	\$160.33
		10.5.2660.314.0000.00.62.00 Check #: 42244	DATA PROCESSING- TECHNOLOGY CONTRACT RENEWALS	\$899.40
		10.5.2660.411.0000.00.00.00 Check #: 42244	DATA PROCESSING SERVICES- SUPPLIES	\$1,615.00
		20.5.2540.411.0000.00.00.00 Check #: 42244	OPERATION/MAINTENANCE- SUPPLIES	\$436.92
			Vendor Total:	\$6,624.43
IAGC	13149	10.5.2210.314.0000.02.00.00 Check #: 42245	PROF SERV TRAINING/ASSEMBLY-INDEPENDENCE	\$590.00
			Vendor Total:	\$590.00

ILLUMINATE, INC.

**Palos Heights School District 128**

**Voucher Supplement Account Summary**

Voucher Batch Number: 1039

08/31/2023

Fiscal Year: 2023-2024

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2310.314.0000.00.00.00 Check #: 42246	BOARD OF EDUCATION –PROFESS SERVS/CONSULTANTS	\$12,000.00
			Vendor Total:	\$12,000.00
Interiors for Business, Inc		60.5.2530.530.0000.00.00.00 Check #: 42247	SITE AND BUILDING IMPROVEMENTS	\$15,436.50
			Vendor Total:	\$15,436.50
			Grand Total:	\$41,083.49

End of Report

## Palos Heights School District 128

### Fund Balances

Fiscal Year: 2023-2024

Month: August

Year: 2023

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	\$4,689,304.88	\$630,568.79	(\$711,724.03)	\$0.00	\$4,608,149.64
11	STUDENT ACTIVITY FUND	\$18,955.00	\$0.00	\$0.00	\$0.00	\$18,955.00
20	OPERATIONS AND MAINTENANCE	\$708,248.00	\$12,252.69	(\$130,064.69)	\$0.00	\$590,436.00
30	DEBT SERVICE	\$862,425.32	\$18,311.14	\$0.00	\$0.00	\$880,736.46
40	TRANSPORTATION	\$376,865.96	\$37,304.65	(\$24,219.26)	\$0.00	\$389,951.35
50	MUNICIPAL RETIREMENT	\$98,081.92	\$2,686.25	(\$16,313.35)	\$0.00	\$84,454.82
55	SOCIAL SECURITY	\$90,933.43	\$2,695.33	(\$17,350.16)	\$0.00	\$76,278.60
60	CAPITAL PROJECTS	\$2,010,804.92	\$0.00	(\$733,311.06)	\$0.00	\$1,277,493.86
70	WORKING CASH	\$196,199.14	\$14.59	\$0.00	\$0.00	\$196,213.73
80	TORT IMMUNITY	\$4,782.59	\$0.00	\$0.00	\$0.00	\$4,782.59
90	LIFE SAFETY	\$9,211.53	\$4.08	\$0.00	\$0.00	\$9,215.61
Grand Total:		\$9,065,812.69	\$703,837.52	(\$1,632,982.55)	\$0.00	\$8,136,667.66

End of Report

District 128, Cook County  
Palos Heights, Illinois

Board Meeting September 20, 2023

Activity Fund Receipts and Expenses AUGUST 2023

	Balance 07/31/23	AUGUST Receipts	AUGUST Expenses	Balance 08/31/23
Indian Hill	2439.75	\$245.00	\$1,779.60	\$905.15
Chippewa	\$449.13	\$0.00	\$0.00	\$449.13
Navajo	\$1,169.32	\$0.00	\$0.00	\$1,169.32
Independence				
IJHS	\$530.12	\$665.20	\$0.00	\$1,195.32
Cheerleaders	\$418.37	\$0.00	\$0.00	\$418.37
Drama	\$360.96	\$0.00	\$0.00	\$360.96
Lunch	\$0.00	\$0.00	\$0.00	\$0.00
Poms	\$106.55	\$0.00	\$0.00	\$106.55
Student Council	\$113.01	\$0.00	\$0.00	\$113.01
<b>TOTAL</b>	<u><u>\$3,147.46</u></u>	<u><u>\$910.20</u></u>	<u><u>\$1,779.60</u></u>	<u><u>\$2,278.06</u></u>

# Document Status: Draft Update

## BOARD OF EDUCATION

### **2:170 Procurement of Architectural, Engineering, and Land Surveying Services**

The Board of Education selects architects, engineers, and land surveyors to provide professional services to the District on the basis of demonstrated competence and qualifications, and in accordance with State law.

LEGAL REF.:

40 U.S.C. §1101 et seq<sup>541</sup>. [PRESSPlus1](#)

[50 ILCS 510/](#), Local Government Professional Services Selection Act.

[105 ILCS 5/10-20.21](#).

Shively v. Belleville Twp. High Sch. Dist. 201, 329 Ill.App.3d 1156 (5th Dist. 2002), *appeal denied*.

Adopted: June 13, 2018

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**

# Document Status: Draft Update

## OPERATIONAL SERVICES

### 4:100 Insurance Management

The Superintendent shall recommend and maintain all insurance programs that provide the broadest and most complete coverage available at the most economical cost, consistent with sound insurance principles.

The insurance program shall include each of the following:

1. Liability coverage to insure against any loss or liability of the School District and the listed individuals against civil rights damage claims and suits, constitutional rights damage claims and suits, and death and bodily injury and property damage claims and suits, including defense costs, when damages are sought for negligent or wrongful acts allegedly committed in the scope of employment or under the Board's direction or related to any mentoring services provided to the District's ~~certified licensed~~ PRESSPlus1 staff members; Board of Education members; employees; volunteer personnel authorized by 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b; mentors of ~~certified licensed~~ staff members authorized in 105 ILCS 5/21A-5 et seq. (new teacher), 105 ILCS 5/2-3.53a (new principal), and 2-3.53b (new superintendents); and student teachers.
2. Comprehensive property insurance covering a broad range of causes of loss involving building and personal property. The coverage amount shall normally be for the replacement cost or the insurable value.
3. Workers' Compensation to protect individual employees against financial loss in case of a work-related injury, certain types of disease, or death incurred in an employee-related situation.

### Student Insurance

The Board shall annually designate a company to offer student accident insurance coverage. The Board does not endorse the plan nor recommend that parents/guardians secure the coverage, and any contract is between the parent(s)/guardian(s) and the company.

### LEGAL REF.:

Consolidated Omnibus Budget Reconciliation Act, Pub. L. 99-272, §10001, ~~100 Stat. 222,~~ 26 U.S.C. §4980B(f) of the I.R.S. Code, 42 U.S.C. §300bb-1 et seq.

105 ILCS 5/2-3.53a, 5/2-3.53b, 5/10-20.20, 5/10-22.3, 5/10-22.3a, 5/10-22.3b, 5/10-22.3f, 5/10-22.34, 5/10-22.34a, ~~and 5/10-22.34b,~~ and 5/21A-5 et seq., and 5/22-15.

215 ILCS 5/, Ill. Insurance Code.

750 ILCS 75/, Ill. Religious Freedom Protection and Civil Union Act.

820 ILCS 305/, Workers' Compensation Act.

CROSS REF.: 7:300 (Extracurricular Athletics)

Adopted: April 10, 2019

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## **PRESSPlus Comments**

PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**



# Document Status: Draft Update

## Professional Personnel

### 5:230 Maintaining Student Discipline

Maintaining an orderly learning environment is an essential part of each teacher's instructional responsibilities. A teacher's ability to foster appropriate student behavior is an important factor in the teacher's educational effectiveness. The Superintendent shall ensure that all teachers, other certificated [licensed] educational employees (except for individuals employed as paraprofessional educators), [PRESSPlus1](#) and persons providing a student's related service(s): (1) maintain discipline in the schools as required in the School Code, and (2) follow the Board of Education policies and administrative procedures on student conduct, behavior, and discipline.

When a student's behavior is unacceptable, the teacher should first discuss the matter with the student, if appropriate. If the unacceptable behavior continues, the teacher should consult with the Building Principal and/or discuss the problem with the parent(s)/guardian(s). A teacher may remove any student from the learning setting whose behavior interferes with the lessons or participation of fellow students. A student's removal must be in accordance with Board policy and administrative procedures.

Teachers shall not use disciplinary methods that may be damaging to students, such as ridicule, sarcasm, or excessive temper displays. Corporal punishment (including slapping, paddling, or prolonged maintenance of a student in physically painful positions, and intentional infliction of bodily harm) may not be used. Teachers may use reasonable force as needed to keep students, school personnel, and others safe, or for self-defense or defense of property.

**Please refer to the following current agreement:**

**"Palos Heights School District 128, PHEA Teacher Contract."**

LEGAL REF.:

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

[23 Ill.Admin.Code §1.280.](#)

CROSS REF.: 2:150 (Committees), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

ADOPTED: January 10, 2018

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**

# Document Status: Draft Update

## STUDENTS

### 7:305 Student Athlete Concussions and Head Injuries

The Superintendent or designee shall develop and implement a program to manage concussions and head injuries suffered by students. The program shall:

1. Fully implement the Youth Sports Concussion Safety Act (YSCSA), PRESSPlus1 that provides, without limitation, each of the following:
  - a. The Board must appoint or approve member(s) of a Concussion Oversight Team for the District.
  - b. The Concussion Oversight Team shall establish each of the following based on peer-reviewed scientific evidence consistent with guidelines from the Centers for Disease Control and Prevention:
    - i. A return-to-play protocol governing a student's return to interscholastic athletics practice or competition following a force of impact believed to have caused a concussion. The Superintendent or designee shall supervise an athletic trainer or other person responsible for compliance with the return-to-play protocol.
    - ii. A return-to-learn protocol governing a student's return to the classroom following a force of impact believed to have caused a concussion. The Superintendent or designee shall supervise the person responsible for compliance with the return-to-learn protocol.
  - c. Each student and the student's parent/guardian shall be required to sign a concussion information receipt form each school year before participating in an interscholastic athletic activity.
  - d. A student shall be removed from an interscholastic athletic practice or competition immediately if any of the following individuals believes that the student sustained a concussion during the practice and/or competition: a coach, a physician, a game official, an athletic trainer, the student's parent/guardian, the student, or any other person deemed appropriate under the return-to-play protocol.
  - e. A student who was removed from interscholastic athletic practice or competition shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the return-to-play and return-to-learn protocols developed by the Concussion Oversight Team. An athletic team coach or assistant coach may not authorize a student's return-to-play or return-to-learn.
  - f. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act YSCSA: all coaches or assistant coaches (whether volunteer or a district employee) of interscholastic athletic activities; nurses, licensed healthcare professionals or non-licensed healthcare professionals who serve on the Concussion Oversight Team (whether or not they serve on a volunteer basis); athletic trainers; game officials of interscholastic athletic activities; and physicians who serve on the Concussion Oversight Team.

- g. The Board shall approve school-specific emergency action plans for interscholastic athletic activities to address the serious injuries and acute medical conditions in which a student's condition may deteriorate rapidly.
2. Comply with the concussion protocols, policies, and by-laws of the Illinois High School Association (IHSA), including its *Protocol for Implementation of NFHS Sports Playing Rules for Concussions*, which includes its *Return to Play (RTP) Policy*. These specifically require that:
    - a. A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game shall be removed from participation or competition at that time.
    - b. 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.
    - c. 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, advanced practice registered nurse, physician assistant or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.
  3. Require all student athletes to view the IHSA video about concussions.
  4. Inform student athletes and their parents/guardians about this policy in the *Agreement to Participate* or other written instrument that a student athlete and his or her parent/guardian must sign before the student is allowed to participate in a practice or interscholastic competition.
  5. Provide coaches and student athletes and their parents/guardians with educational materials from the IHSA regarding the nature and risk of concussions and head injuries, including the risks inherent in continuing to play after a concussion or head injury.
  6. Include a requirement for staff members to notify the parent/guardian of a student who exhibits symptoms consistent with that of a concussion.
  7. Include a requirement for staff members to distribute the Ill. Dept. of Public Health concussion brochure to any student or the parent/guardian of a student who may have sustained a concussion, regardless of whether or not the concussion occurred while the student was participating in an interscholastic athletic activity, if available.

LEGAL REF.:

[105 ILCS 5/22-80](#)

105 ILCS 25/1.15, Interscholastic Athletic Organization Act.

20 ILCS 2310/2310-307, Civil Administrative Code of Illinois.

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development Program), 7:300 (Extracurricular Athletics)

Adopted: January 9, 2019

**PRESSPlus Comments**

PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**

# Document Status: Review and Monitoring

## BOARD OF EDUCATION

### 2:80 Board Member Oath and Conduct

Each Board of Education member, before taking his or her seat on the Board, shall take the following oath of office: [PRESSPlus1](#)

I, (*name*), **do solemnly swear** (or affirm) that I will faithfully discharge the duties of the office of member of the Board of Education (or Board of School Directors, as the case may be) of Palos Heights District 128, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

**I further swear** (or affirm) that:

**I shall respect** taxpayer interests by serving as a faithful protector of the School District's assets;

**I shall encourage** and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;

**I shall recognize** that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting; and meeting;

**I shall abide** by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels;

**As part of the Board of Education**, I shall accept the responsibility for my role in the equitable and quality education of every student in the School District;

**I shall foster** with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for Palos Heights District 128;

**I shall assist** in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;

**I shall strive** to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

**I shall serve** as education's key advocate on behalf of students and our community's school (or schools) to advance the vision for Palos Heights District 128; and

**I shall strive** to work together with the District Superintendent to lead the School District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development.

The Board President will administer the oath in an open Board meeting; in the absence of the President, the Vice President will administer the oath. If neither is available, the Board member with the longest service on the Board will administer the oath.

The Board adopts the Illinois Association of School Boards' *Code of Conduct for Members of School Boards*. A copy of the *Code* shall be displayed in the regular Board meeting room.

LEGAL REF.:

[105 ILCS 5/10-16.5.](#)

CROSS REF.: 1:30 (School District Philosophy), 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:50 (Board Member Term of Office), 2:100 (Board Member Conflict of Interest), 2:105 (Ethics and Gift Ban), 2:210 (Organizational Board of Education Meeting)

Adopted: January 9, 2019

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## **PRESSPlus Comments**

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

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

**Issue 112, June 2023**

# Document Status: Review and Monitoring

## Board Member Oath and Conduct

### 2:80-E Exhibit - Board Member Code of Conduct

As a member of my local Board of Education, I will do my utmost to represent the public interest in education by adhering to the following standards and principles: [PRESSPlus1](#)

1. I will represent all School District constituents honestly and equally and refuse to surrender my responsibilities to special interest or partisan political groups.
2. I will avoid any conflict of interest or the appearance of impropriety which could result from my position, and will not use my Board membership for personal gain or publicity.
3. I will recognize that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a Board meeting.
4. I will take no private action that might compromise the Board or administration and will respect the confidentiality of privileged information.
5. I will abide by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels.
6. I will encourage and respect the free expression of opinion by my fellow Board members and will participate in Board discussions in an open, honest and respectful manner, honoring differences of opinion or perspective.
7. I will prepare for, attend and actively participate in Board of Education meetings.
8. I will be sufficiently informed about and prepared to act on the specific issues before the Board, and remain reasonably knowledgeable about local, State, national, and global education issues.
9. I will respectfully listen to those who communicate with the Board, seeking to understand their views, while recognizing my responsibility to represent the interests of the entire community.
10. I will strive for a positive working relationship with the Superintendent, respecting the Superintendent's authority to advise the Board, implement Board policy, and administer the District.
11. I will model continuous learning and work to ensure good governance by taking advantage of Board member development opportunities, such as those sponsored by my State and national School Board associations, and encourage my fellow Board members to do the same.
12. I will strive to keep my Board focused on its primary work of clarifying the District purpose, direction and goals, and monitoring District performance.

DATED : January 9, 2019

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### **PRESSPlus Comments**

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

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**Issue 112, June 2023**

# Document Status: Review and Monitoring

## OPERATIONAL SERVICES

### 4:45 Insufficient Fund Checks and Debt Recovery

#### Insufficient Fund Checks [PRESSPlus1](#)

The Superintendent or designee is responsible for collecting up to the maximum fee authorized by State law for returned checks written to the District that are not honored upon presentation to the respective bank or other depository institution for any reason. The Superintendent is authorized to contact the Board Attorney whenever necessary to collect the returned check amount, fee, collection costs and expenses, and interest.

#### Delinquent Debt Recovery

The Superintendent is authorized to seek collection of delinquent debt owed the District to the fullest extent of the law.

To participate in the Local Debt Recovery Program through the Illinois Office of the Comptroller (IOC), an intergovernmental agreement (IGA) between the District and the IOC must be in existence. [PRESSPlus2](#) The IGA establishes the terms under which the District may refer delinquent debt owed it over to the IOC for an offset (deduction). The IOC may execute an offset of the amount of the delinquent debt owed to the District from a future payment that the State makes to an individual or entity responsible for paying the delinquent debt.

The Superintendent or designee shall execute the requirements of the IGA. While executing the requirements of the IGA, the Superintendent or designee is responsible, without limitation, for each of the following:

1. Providing a District-wide, uniform, method of notice and due process to the individual or entity against whom a claim for delinquent debt payment (*claim*) is made. Written notice and an opportunity to be heard must be given to the individual or entity responsible for paying a delinquent debt before the claim is certified to the IOC for offset. The notice must state the claim's amount, the reason for the amount due, the claim's date or time period, and a description of the process to challenge the claim.
2. An individual or entity challenging a claim shall be provided an informal proceeding to refute the claim's existence, amount, or current collectability; the decision following this proceeding shall be reviewable.
  - a. If a waiver of student fees is requested as a challenge to paying the claim, and the waiver of student fees is denied, an appeal of the denial of a fee waiver request shall be handled according to 4:140, *Waiver of Student Fees*. If no waiver of student fees is requested, reviews regarding payment of the claim shall be handled according to this policy before certification to the IOC for offset.
  - b. If application for meal benefits pursuant to policy 4:130, *Free and Reduced-Price Food Services*, is requested as a challenge to paying the claim, and the request is denied, an appeal of the denial of the request shall be handled according to 4:130, *Free and Reduced-Price Food Services*. If no request for meal benefits is received, review of the



claim's payment shall be handled according to this policy before certification to the IOC for offset.

3. Certifying to the IOC that the debt is past due and legally enforceable, and notifying the IOC of any change in the status of an offset claim for delinquent debt.
4. Responding to requests for information from the IOC to facilitate the prompt resolution of any administrative review requests received by the IOC.

#### LEGAL REF.:

15 ILCS 405/10.05 and 10.05d, State Comptroller Act.

105 ILCS 123/, Hunger-Free Students' Bill of Rights Act.

810 ILCS 5/3-806, Uniform Commercial Code.

Adopted: January 9, 2019

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### **PRESSPlus Comments**

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com)), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
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### **Issue 112, June 2023**

PRESSPlus 2. The Ill. Office of the Comptroller (IOC) operates an Offset System for collecting debt owed to the State, political subdivisions of the State, and school districts by persons receiving payments from the State. Seeking debt recovery through an offset of a future payment the State makes to a debtor is optional. The requirements in this policy for obtaining an offset are either in statute or the IOC's intergovernmental agreement (IGA). 15 ILCS 405/10.05 and 10.05d. The first step to participate is to contact a LDRP manager with the IOC to request an IGA with the IOC's office. Program managers work one-on-one with districts and matters are handled on a case-by-case basis. The LDRP's number for local governments is 312-814-3090. Contact the board attorney for advice and assistance. Note that historically, the IOC has been reluctant to pursue school lunch debts under the LDRP. **Issue 112, June 2023**

# Document Status: Review and Monitoring

## INSTRUCTION

### 6:10 Educational Philosophy and Objectives

The District's educational program will seek to provide an opportunity for each student to develop to his or her maximum potential. The objectives for the educational program are to: [PRESSPlus1](#)

1. Foster students' self-discovery, self-awareness, and self-discipline.
2. Develop students' awareness of and appreciation for cultural diversity.
3. Stimulate students' intellectual curiosity and growth.
4. Provide students with fundamental career concepts and skills.
5. Help students develop sensitivity to the needs and values of others and a respect for individual and group differences.
6. Help each student strive for excellence and instill a desire to reach the limit of his or her potential.
7. Encourage students to become life long learners.
8. Provide an educational climate and culture free of bias concerning the protected classifications identified in policy 7:10, *Equal Educational Opportunities*.

In order for the Board to monitor whether the educational program is attaining these objectives and to be knowledgeable of current and future resource needs, the Superintendent shall prepare an annual report that includes:

1. A review and evaluation of the present curriculum.
2. A projection of curriculum and resource needs.
3. An evaluation of, and plan to eliminate, any bias in the curriculum or instructional materials and methods concerning the classifications referred to in item 8, above.
4. Any plan for new or revised instructional program implementation.
5. A review of present and future facility needs.

CROSS REF: 1:30 (School District Philosophy), 3:10 (Goals and Objectives), 6:15 (School Accountability), 7:10 (Equal Educational Opportunities)

Adopted: June 13, 2018

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### **PRESSPlus Comments**

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

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**Issue 112, June 2023**

# Document Status: Review and Monitoring

## INSTRUCTION

### 6:190 Extracurricular and Co-Curricular Activities

Extracurricular or co-curricular activities are school-sponsored programs for which some or all of the activities are outside the instructional day. They do not include field trips, homework, or occasional work required outside the school day for a scheduled class. *Co-curricular activity* refers to an activity associated with the curriculum in a regular classroom and is generally required for class credit. *Extracurricular activity* refers to an activity that is not part of the curriculum, is not graded, does not offer credit, and does not take place during classroom time; it includes competitive interscholastic activities and clubs. [PRESSPlus1](#)

The Superintendent must approve an activity in order for it to be considered a District-sponsored extracurricular or co-curricular activity, using the following criteria:

1. The activity will contribute to the leadership abilities, social well-being, self-realization, good citizenship, or general growth of student-participants.
2. Fees assessed students are reasonable and do not exceed the actual cost of operation.
3. The District has sufficient financial resources for the activity.
4. Requests from students.
5. The activity will be supervised by a school-approved sponsor.

#### Academic Criteria for Participation

For students in kindergarten through 8th grade, selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Students must satisfy all academic standards and must comply with the activity's rules and the student conduct code.

#### LEGAL REF.:

[105 ILCS 5/10-20.30](#) and [5/24-24](#).

CROSS REF.: 4:170 (Safety), 7:10 (Equal Educational Opportunities), 7:40 (Nonpublic School Students, Including Parochial and Home-Schooled Students), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:300 (Extracurricular Athletics), 8:20 (Community Use of School Facilities)

Adopted: June 13, 2018

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#### **PRESSPlus Comments**

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

review, the Board may choose to:

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

**Issue 112, June 2023**

# Document Status: Review and Monitoring

## INSTRUCTION

### 6:240 Field Trips and Recreational Class Trips

Field trips are encouraged when the experiences are a part of the school curriculum and/or contribute to the District's educational objectives. [PRESSPlus1](#)

All field trips must have the Superintendent or designee's 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 cancelled 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.

#### 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.

#### LEGAL REF.:

[105 ILCS 5/29-3.1.](#)

CROSS REF.: 4:140 (Waiver of Student Fees), 6:10 (Educational Philosophy and Objectives), 7:10 (Equal Educational Opportunities), 7:270 (Administering Medicines to Students)

Adopted: June 13, 2018

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#### **PRESSPlus Comments**

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by

logging in at [www.iasb.com](http://www.iasb.com)), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary

- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

**Issue 112, June 2023**

# Document Status: Review and Monitoring

## STUDENTS

### 7:275 Orders to Forgo Life-Sustaining Treatment

Written orders from parent(s)/guardian(s) to forgo life-sustaining treatment for their student must be signed by the student's physician and given to the Superintendent. This policy shall be interpreted in accordance with the Illinois Health Care Surrogate Act. [755 ILCS 40/](#)[PRESSPlus1](#)

Whenever an order to forgo life-sustaining treatment is received, the Superintendent shall convene a multi-disciplinary team that includes:

1. The student, when appropriate;
2. The student's parent(s)/guardian(s);
3. Other medical professionals, e.g., licensed physician, physician's assistant, or nurse practitioner;
4. Local first responders for the building in which the student is assigned to attend school;
5. The school nurse;
6. Clergy, if requested by the student or his or her parent(s)/guardians(s);
7. Other individuals to provide support to the student or his or her parent(s)/guardian(s); and
8. School personnel designated by the Superintendent.

The team shall determine guidelines to be used by school staff members in the event the student suffers a life-threatening episode at school or a school event. The Superintendent or designee will ensure minutes are taken that summarize the decisions and guidelines made during multi-disciplinary meetings and obtain signatures of the child's parent(s)/guardian(s) on the minutes of each multi-disciplinary meeting. The Superintendent or designee will monitor the effectiveness of the guidelines established during the multi-disciplinary meetings at times the multi-disciplinary team determines are necessary.

The District personnel shall convey orders to forgo life-sustaining treatment to the appropriate emergency or healthcare provider.

#### LEGAL REF.:

Health Care Surrogate Act, [755 ILCS 40/](#).

[Cruzan v. Director, Missouri Dept. of Health](#), 497 U.S. 261 (1990).

[In re C.A., a minor](#), 236 Ill.App.3d 594 (1st Dist. 1992).

~~ADOPTED: January 10, 2018~~

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#### PRESSPlus Comments



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**Issue 112, June 2023**

# Document Status: Review and Monitoring

## COMMUNITY RELATIONS

### 8:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

No material or literature shall be posted in schools or distributed to students by non-school related organizations or individuals. [PRESSPlus1](#)

#### LEGAL REF.:

Lamb's Chapel v. Center Moriches Union Free Sch. Dist., 508 U.S. 384 (1993).

Berger v. Rensselaer Central Sch. Corp., 982 F.2d 1160 (7th Cir. 1993), *cert. denied*, 113 S.Ct. 2344 (1993).

Sherman v. Community Consolidated Sch. Dist. 21, 8 F.3d 1160 (7th Cir. 1993), *cert. denied*, 8 F.3d 1160 (1994).

Hedges v. Wauconda Community Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

Victory Through Jesus Sports Ministry v. Lee's Summit R-7 Sch. Dist., 640 F.3d 329 (8th Cir. 2011), *cert. denied*, 565 U.S. 1036 (2011).

DiLoreto v. Downey Unified Sch. Dist., 196 F.3d 958 (9th Cir. 1999).

CROSS REF.: 7:325 (Student Fundraising Activities)

Adopted: June 13, 2018

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### **PRESSPlus Comments**

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**Issue 112, June 2023**



# Document Status: Review and Monitoring

## COMMUNITY RELATIONS

### 8:95 Parental Involvement

In order to assure collaborative relationships between students' families and the District, and to enable parents/guardians to become active partners in their children's education, the Superintendent shall:

1. Keep parents/guardians thoroughly informed about their child's school and education. [PRESSPlus1](#)
2. Encourage parents/guardians to be involved in their child's school and education.
3. Establish effective two-way communication between parents/guardians and the District.
4. Seek input from parents/guardians on significant school-related issues.
5. Inform parents/guardians on how they can assist their children's learning.

The Superintendent shall periodically report to the Board of Education on the implementation of this policy.

CROSS REF.: 6:170 (Title I Programs), 6:250 (Community Resource Persons and Volunteers), 8:10 (Connection with the Community), 8:90 (Parent Organizations and Booster Clubs)

Adopted: April 10, 2019

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### **PRESSPlus Comments**

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- Update the policy language due to changes in local conditions
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**Issue 112, June 2023**





## Palos Heights School District 128

12809 S. McVicker Ave • Palos Heights, IL 60463  
Phone: (708) 597-9040 • Fax: (708) 597 9089 • [www.palos128.org](http://www.palos128.org)

**Merryl B. Brownlow, Ed.D.**  
Superintendent

To: District 128 Board of Education  
From: Merryl Brownlow, Ed.D., Superintendent  
Re: Library Book Purchases for IJHS  
Date: September 20, 2023

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Below is a list of media center purchases for the purpose of updating the collection at Independence Jr. High to support curriculum and instruction.

Book Title and Author	Genre
Wings of Fire: The Hidden Kingdom (Book 3)	Graphic Novel
Big Apple Diaries by Alyssa Bermudez	Graphic Novel
Uncovering the culture of Ancient India by Alix Wood	Nonfiction
The Alchemist	Fantasy - Novel

**INDIAN HILL**  
12800 S. Austin Ave  
(708) 597-1285

**CHIPPEWA**  
12425 S. Austin Ave  
(708) 388-7260

**NAVAJO HEIGHTS**  
12401 S. Oak Park Ave  
(708) 385-3269

**INDPENDENCE JR. HIGH**  
6610 W. Highland Dr  
(708) 448-0737



# PALOS HEIGHTS SCHOOL DISTRICT #128

## FINANCIAL SUMMARY AND PROJECTIONS - ALL FUNDS

								UNAUDITED	TENT BUDGET	FINAL BUDGET
	FYE Jun-16	FYE Jun-17	FYE Jun-18	FYE Jun-19	FYE Jun-20	FYE Jun-21	FYE Jun-22	FYE Jun-23	FYE Jun-24	FYE Jun-24
BEGINNING FUND BALANCE	9,174,000	14,237,000	14,342,000	13,642,000	11,433,000	11,213,000	9,886,000	12,202,000	9,045,000	9,045,000
REVENUES:										
Real Estate Taxes	8,598,000	8,648,000	8,501,000	8,732,000	8,986,000	9,204,000	9,347,000	9,870,000	10,858,000	10,858,000
Other Local Revenues	719,000	661,000	855,000	950,000	771,000	496,000	735,000	914,000	823,000	836,000
Evidenced-Based Funding	281,000	292,000	539,000	584,000	602,000	601,000	604,000	617,000	620,000	617,000
CARES/ESSER Grant	0	0	0	0	0	88,000	527,000	401,000	390,000	390,000
State & Federal Special Education	616,000	423,000	610,000	403,000	366,000	293,000	315,000	371,000	416,000	416,000
Other State and Federal Revenues	285,000	276,000	325,000	254,000	220,000	283,000	324,000	340,000	330,000	330,000
<b>Total Revenues</b>	<b>10,499,000</b>	<b>10,300,000</b>	<b>10,830,000</b>	<b>10,923,000</b>	<b>10,945,000</b>	<b>10,965,000</b>	<b>11,852,000</b>	<b>12,513,000</b>	<b>13,437,000</b>	<b>13,447,000</b>
EXPENSES:										
Salaries	5,099,000	5,369,000	5,368,000	5,636,000	5,782,000	6,405,000	6,860,000	7,026,000	7,521,000	7,458,000
Employee Benefits	1,338,000	1,409,000	1,419,000	1,498,000	1,467,000	1,606,000	1,698,000	1,776,000	1,916,000	1,923,000
Purchased Services	889,000	949,000	966,000	964,000	1,047,000	1,089,000	1,214,000	1,849,000	1,496,000	1,550,000
Supplies & Materials	526,000	699,000	647,000	434,000	422,000	572,000	846,000	623,000	661,000	661,000
<b>Capital &amp; Equipment (Ed Fund)</b>	166,000	112,000	277,000	111,000	280,000	54,000	178,000	77,000	91,000	91,000
Out of District Tuition and Other	646,000	527,000	524,000	400,000	187,000	196,000	287,000	565,000	599,000	599,000
Debt Payments	916,000	1,022,000	880,000	894,000	883,000	886,000	939,000	1,154,000	1,175,000	1,175,000
<b>Total Expenses</b>	<b>9,580,000</b>	<b>10,087,000</b>	<b>10,081,000</b>	<b>9,937,000</b>	<b>10,068,000</b>	<b>10,808,000</b>	<b>12,022,000</b>	<b>13,070,000</b>	<b>13,459,000</b>	<b>13,457,000</b>
REVENUES VS. EXPENSES	919,000	213,000	749,000	986,000	877,000	157,000	(170,000)	(557,000)	(22,000)	(10,000)
Bond & Other Proceeds	4,230,000						5,004,000			2,000,000
<b>Other Capital Expenses</b>	86,000	108,000	1,449,000	3,195,000	1,097,000	1,484,000	2,518,000	2,600,000	1,471,000	1,471,000
ENDING FUND BALANCE	14,237,000	14,342,000	13,642,000	11,433,000	11,213,000	9,886,000	12,202,000	9,045,000	7,552,000	9,564,000

ORDER calling a public hearing concerning the intent of the Board of Education of School District Number 128, Cook County, Illinois, to sell \$2,000,000 Working Cash Fund Bonds.

\* \* \*

WHEREAS, School District Number 128, Cook County, Illinois (the “*District*”), is a duly organized and existing school district created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the School Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, including the Local Government Debt Reform Act of the State of Illinois, as amended; and

WHEREAS, the Board of Education of the District (the “*Board*”) intends to sell bonds in the amount of \$2,000,000 for the purpose of increasing the working cash fund of the District (the “*Bonds*”); and

WHEREAS, the Bond Issue Notification Act of the State of Illinois, as amended, requires the Board to hold a public hearing concerning the Board’s intent to sell the Bonds before adopting a resolution providing for the sale of the Bonds:

NOW, THEREFORE, Be It and It Is Hereby Ordered by the undersigned President of the Board of Education of School District Number 128, Cook County, Illinois, as follows:

1. I hereby call a public hearing to be held at 6:00 o’clock P.M. on the 18th day of October, 2023, at the District Office, 12809 South McVickers Avenue, Palos Heights, Illinois, in the District, concerning the Board’s intent to sell the Bonds and to receive public comments regarding the proposal to sell the Bonds (the “*Hearing*”).



2. I hereby direct that the Secretary of the Board (the “*Secretary*”) shall (i) publish notice of the Hearing at least once in the *Daily Southtown*, the same being a newspaper of general circulation in the District, not less than 7 nor more than 30 days before the date of the Hearing and (ii) post at least 48 hours before the Hearing a copy of said notice at the principal office of the Board, which notice will be continuously available for public review during the entire 48-hour period preceding the Hearing.

3. Notice of the Hearing shall appear above the name of the Secretary and shall be in substantially the following form:

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF  
THE BOARD OF EDUCATION OF  
SCHOOL DISTRICT NUMBER 128,  
COOK COUNTY, ILLINOIS  
TO SELL \$2,000,000 WORKING CASH FUND BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that School District Number 128, Cook County, Illinois (the "*District*"), will hold a public hearing on the 18th day of October, 2023, at 6:00 o'clock P.M. The hearing will be held at the District Office, 12809 South McVickers Avenue, Palos Heights, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$2,000,000 for the purpose of increasing the working cash fund of the District.

By order of the President of the Board of Education of School District Number 128, Cook County, Illinois.

DATED the 20th day of September, 2023.

Kathy Lachowicz  
Secretary, Board of Education,  
School District Number 128,  
Cook County, Illinois

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Note to Publisher: Please be certain that this notice appears above the name of the Secretary of the Board.

4. At the Hearing, the Board shall explain the reasons for the proposed bond issue and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt a resolution selling the Bonds for a period of seven (7) days after the final adjournment of the Hearing.

Ordered this 20th day of September, 2023.

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President, Board of Education,  
School District Number 128,  
Cook County, Illinois

**[TO BE POSTED AT THE PRINCIPAL OFFICE OF THE BOARD OF EDUCATION]**

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF  
THE BOARD OF EDUCATION OF  
SCHOOL DISTRICT NUMBER 128,  
COOK COUNTY, ILLINOIS  
TO SELL \$2,000,000 WORKING CASH FUND BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that School District Number 128, Cook County, Illinois (the "*District*"), will hold a public hearing on the 18th day of October, 2023, at 6:00 o'clock P.M. The hearing will be held at the District Office, 12809 South McVickers Avenue, Palos Heights, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds of the District in the amount of \$2,000,000 for the purpose of increasing the working cash fund of the District.

By order of the President of the Board of Education of School District Number 128, Cook County, Illinois.

DATED the 20th day of September, 2023.

Kathy Lachowicz  
Secretary, Board of Education,  
School District Number 128,  
Cook County, Illinois

RESOLUTION declaring the intention to issue \$2,000,000 Working Cash Fund Bonds of School District Number 128, Cook County, Illinois, for the purpose of increasing the Working Cash Fund of said School District, and directing that notice of such intention be published in the manner provided by law.

\* \* \*

WHEREAS, pursuant to the provisions of Article 20 of the School Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the "*Code*"), a fund to be known as a Working Cash Fund (the "*Fund*") may be created and maintained in and for School District Number 128, Cook County, Illinois (the "*District*"), in the manner prescribed in the Code, for the purpose of enabling the District to have in its treasury at all time sufficient money to meet demands thereon for expenditures for corporate purposes; and

WHEREAS, the District has heretofore created and maintained such Fund in the manner prescribed by the Code; and

WHEREAS, under the provisions of the Code, the Board of Education of the District (the "*Board*") is authorized to incur an indebtedness and issue bonds as evidence thereof (the "*Bonds*") for the purpose of increasing the Fund; and

WHEREAS, the Board has determined and does hereby determine that it is advisable, necessary and in the best interests of the District that the Fund be increased and that the District incur an indebtedness and issue Bonds as evidence thereof in the amount of \$2,000,000 for said purpose; and

WHEREAS, before such Bonds may be issued for said purpose, the Board must adopt a resolution declaring its intention to issue such Bonds for said purpose and direct that notice of such intention be published as provided by law:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Education of School District Number 128, Cook County, Illinois, as follows:

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

*Section 2. Declaration of Intent.* The Board hereby declares its intention to avail of the provisions of the Code, and to issue Bonds in the amount of \$2,000,000 for the purpose of increasing the Fund and enabling the District to have in its treasury at all time sufficient money to meet demands thereon for expenditures for corporate purposes.

*Section 3. Notice of Intent.* In accordance with the provisions of Section 5 of the Local Government Debt Reform Act of the State of Illinois, as amended, notice of said intention to avail of the provisions of Article 20 of the Code and to issue Bonds for the purpose of increasing the Fund shall be given by publication of such notice at least once in the *Daily Southtown*, the same being a newspaper of general circulation in the District.

*Section 4. Form of Notice.* The notice of intention to issue the Bonds shall be in substantially the following form:

**NOTICE OF INTENTION OF  
SCHOOL DISTRICT NUMBER 128,  
COOK COUNTY, ILLINOIS  
TO ISSUE \$2,000,000  
WORKING CASH FUND BONDS**

PUBLIC NOTICE is hereby given that on the 20th day of September, 2023, the Board of Education (the “*Board*”) of School District Number 128, Cook County, Illinois (the “*District*”), adopted a resolution declaring its intention and determination to issue bonds in the aggregate amount of \$2,000,000 for the purpose of increasing the Working Cash Fund of the District, and it is the intention of the Board to avail of the provisions of Article 20 of the School Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and to issue said bonds for the purpose of increasing said Working Cash Fund. Said Working Cash Fund is to be maintained in accordance with the provisions of said Article and shall be used for the purpose of enabling the District to have in its treasury at all time sufficient money to meet demands thereon for expenditures for corporate purposes.

A petition may be filed with the Secretary of the Board (the “*Secretary*”) within thirty (30) days after the date of publication of this notice, signed by not less than 785 voters of the District, said number of voters being equal to ten percent (10%) of the registered voters of the District, requesting that the proposition to issue said bonds as authorized by the provisions of said Article 20 be submitted to the voters of the District. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice, an election on the proposition to issue said bonds shall be held on the 19th day of March, 2024. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code of the State of Illinois, as amended. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue said bonds for the purpose hereinabove provided.

By order of the Board of Education of School District Number 128, Cook County,  
Illinois.

DATED this 20th day of September, 2023.

Kathy Lachowicz  
Secretary, Board of Education,  
School District Number 128,  
Cook County, Illinois

William Grady  
President, Board of Education,  
School District Number 128,  
Cook County, Illinois

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Note to Publisher: Please be certain that this notice appears over the names of the President and Secretary of the Board.



*Section 5. Further Proceedings.* If no petition signed by the requisite number of voters is filed with the Secretary of the Board within thirty (30) days after the date of the publication of such notice of intention to issue the Bonds, the Board shall, by appropriate proceedings to be hereafter taken, fix the details concerning the issue of the Bonds and provide for the levy of a direct annual tax to pay the principal and interest on the same.

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

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

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

Adopted September 20, 2023.

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President, Board of Education

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Secretary, Board of Education

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

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

Upon the roll being called, the following members voted AYE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following members voted NAY: \_\_\_\_\_

Whereupon the President declared the motion carried and said resolution adopted, and in open meeting approved and signed said resolution and directed the Secretary to record the same in full in the records of the Board of Education of School District Number 128, Cook County, Illinois, which was done.

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

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

\_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS        )  
                                      ) SS  
COUNTY OF COOK         )

**CERTIFICATION OF MINUTES AND RESOLUTION**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of School District Number 128, Cook County, Illinois (the “Board”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 20th day of September, 2023, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION declaring the intention to issue \$2,000,000 Working Cash Fund Bonds of School District Number 128, Cook County, Illinois, for the purpose of increasing the Working Cash Fund of said School District, and directing that notice of such intention be published in the manner provided by law.

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

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 48-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, I hereunto affix my official signature, this 20th day of September, 2023.

---

Secretary, Board of Education

STATE OF ILLINOIS     )  
   ) SS  
 COUNTY OF COOK        )

**PETITION**

We, the undersigned, do hereby certify that we are voters of School District Number 128, Cook County, Illinois, and as such voters, we do hereby request that the following proposition be submitted to the voters of said School District: “Shall the Board of Education of Palos Heights School District Number 128, Cook County, Illinois, be authorized to issue \$2,000,000 bonds for a working cash fund as provided for by Article 20 of the School Code?”; and we do hereby further request that the Secretary of said Board of Education of said School District certify said proposition to the County Clerk of The County of Cook, Illinois, for submission to said voters at the election to be held on the 19th day of March, 2024:

SIGNATURE	PRINTED NAME	STREET ADDRESS OR RURAL ROUTE NUMBER	CITY, VILLAGE OR TOWN	COUNTY
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois
_____	_____	_____	_____	Cook County, Illinois

The undersigned, being first duly sworn, deposes and certifies that he or she is at least 18 years of age, his or her residence address is \_\_\_\_\_ (Street Address), \_\_\_\_\_ (City, Village or Town), \_\_\_\_\_ County, \_\_\_\_\_ (State), that he or she is a citizen of the United States of America, that the signatures on the foregoing petition were signed in his or her presence and are genuine, that to the best of his or her knowledge and belief the persons so signing were at the time of signing said petition registered voters of said School District and that their respective residences are correctly stated therein.

\_\_\_\_\_  
 Signed and sworn to before me this  
 \_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
 Illinois Notary Public  
 My commission expires \_\_\_\_\_

(NOTARY SEAL)

## INSTRUCTION

Revisions  
recommended to reflect  
current practice.

### **6:190 Extracurricular and Co-Curricular Activities**

Extracurricular or co-curricular activities are school-sponsored programs for which some or all of the activities are outside the instructional day. They do not include ~~field trips~~, homework, or ~~occasional work~~ required outside the school day for a scheduled class. *Co-curricular activity* refers to an activity associated with the curriculum in a regular classroom and is generally required for class credit. *Extracurricular activity* refers to an activity that is not part of the curriculum, is not graded, does not offer credit, and does not take place during classroom time; it includes competitive interscholastic activities and clubs.

The Superintendent must approve an activity in order for it to be considered a District-sponsored extracurricular or co-curricular activity, using the following criteria:

1. The activity will contribute to the leadership abilities, social well-being, self-realization, good citizenship, or general growth of student-participants.
2. Fees assessed students are reasonable and do not exceed the actual cost of operation.
3. The District has sufficient financial resources for the activity.
4. Requests from students.
5. The activity will be supervised by a school-approved sponsor.

#### Academic Criteria for Participation

For students in kindergarten through 8th grade, selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Students must satisfy all academic standards and must comply with the activity's rules and the student conduct code.

LEGAL REF.:

[105 ILCS 5/10-20.30](#) and [5/24-24](#).

CROSS REF.: 4:170 (Safety), 7:10 (Equal Educational Opportunities), 7:40 (Nonpublic School Students, Including Parochial and Home-Schooled Students), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:300 (Extracurricular Athletics), 8:20 (Community Use of School Facilities)

Adopted: June 13, 2018

**Palos Heights SD 128**

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# Cloud VoIP Phone Services

District 128 Phone System Upgrade



# Current System - Peerless Network

**Service:** Received termination letter from Peerless Network stating they will no longer support our ShoreTel product.

**On Premise Server:** Parts no longer available

**Phones:** Effective September 1st, 2015, ShoreTel stopped manufacturing our current phones - ShoreTel 230

**Licenses:** Limited in our number and costly to add additional

**Cost:** \$1,535 a month (\$18,420 a year)

# Current System

If we stay with current type of system, we would have to complete the following:

- Upgrade our on-premise PBX server (cost is roughly \$100,000)
- Purchase additional licenses and voicemails for increase number of staff
- Start a service agreement with a telecommunications company
- Upgrade our phones

# Recommendation

**Move District 128 Phone Service to Zoom Phone**

# Zoom Phone - What is it?

Zoom Phone is a full-featured cloud phone system built on the Zoom platform. Whether it's from a traditional desk phone, mobile device, or desktop computer, Zoom Phone is reliable and easy to use.



Zoom Phone

# Benefits of Zoom Phone

- Simplify management of voice communications with a centralized admin portal
- Maintain business continuity with features like direct lines, hard and soft phones, transfer calls to mobile devices, and Auto-Attendant and Virtual Receptionist.
- Enhance on-premises safety and security with Nomadic E911, internal safety team alerts when calling 911, and dashboard metrics for emergency location tracking
- Single Sign-on with Google for staff

# Zoom Phone - Hard vs. Soft Phones

- **Hard Phone:** A physical, hold-it-in-your-hand phone that is hard-wired into the wall. For some, this technology represents the only voice communication available to them for decades.
- **Soft Phone:** A softphone is a software program that can be downloaded and installed on various devices to be used just like a phone.



# Potential Hard Phone Options

- **Option:** Grandstream GRP2602P
  - Teachers/Staff, Admin, Common Spaces
  - \$50.00 each
- **Option:** Grandstream GRP2650
  - School and District Offices
  - \$300.00 each
- **Future Option:**
  - Conference Room





# Purchase vs. Lease

- **Purchase:** Rough estimate
  - \$7,500.00
- **Lease:** There is an option to lease from Zoom
  - Cost quoted:
    - Monthly = \$534.00
    - Annual = \$6,408

# Zoom Phone - Pricing

## Zoom Phone Current Promotion:

- Sign a 3 year contract, receive one year free
- Sign a 5 year contract, receive two years free

**Must sign by October 31, 2023**

# Zoom Phone - Pricing (3 & 5 Year)

## 3 Year Contract

Current Monthly Cost = \$1,535

Current Annual Cost = \$18,420

Zoom Monthly Cost = \$989.01

Zoom Annual Cost = \$11,868.32

Yearly Savings = \$6,551.00

## 5 Year Contract

Current Monthly Cost = \$1,535

Current Annual Cost = \$18,420

Zoom Monthly Cost = \$825.58

Zoom Annual Cost = \$9,910.51

Yearly Savings = \$8,509.49

# Zoom Phone - Pricing (3 Year)

Year	Peerless	Zoom
1	\$18,420	\$0.00
2	\$18,420	\$11,868.32
3	\$18,420	\$11,868.32
4	\$18,420	\$11,868.32
<b>Total</b>	<b>\$73,680</b>	<b>\$35,605</b>

Year 1 at \$0.00 if contract signed by October 31, 2023

Telecommunications Upgrade

# Zoom Phone Pricing (3 Year)

Year	Peerless	Zoom
1	\$18,420	\$0.00
2	\$18,420	\$0.00
3	\$18,420	\$9,910.51
4	\$18,420	\$9,910.51
5	\$18,420	\$9,910.51
6	\$18,420	\$9,910.51
7	\$18,420	\$9,910.51
<b>Total</b>	<b>\$128,940</b>	<b>\$49,552.55</b>

Monthly Payments: 15 Year Term

Zoom Costs

Zoom Phone US/ CA Unlimited

Zoom Phone DID

Zoom Phone Common Area

SSO SignOn

Estimated Taxes / FUSF

Total Zoom Costs:

Quantity Per License

101 \$7.28

10 \$2.97

\$2.66

Monthly

\$736.00

\$29.75

\$53.30

\$83.29

\$765.75

\$59.83

\$825.58

Annual

\$8,835.48

\$357.00

\$999.50

\$9,192.48

\$718.03

\$9,910.51

Sub-total

Total

Current Monthly Cost = \$1,535

Zoom Monthly Cost = \$825.58

Yearly Savings = \$8,509.49

Telecommunications Upgrade

Year 1 and 2 at \$0.00 if contract signed by October 31, 2023

# Additional Expenses with Zoom Phone

- **Professional Services - Optional**
  - Zoom Quote is \$8,975
  - CDW Quote is TBD
- **Connected existing paging system to Zoom Phone**
  - Cost would be T&M at \$165/hr labor/travel plus a \$65 trip charge through ITR Systems

## Recommendation

**Sign a 5 year contract with Zoom Phone to maximize two years free.**







September 12, 2023

Janine Asmus  
541 81st Street  
Burr Ridge, IL 60527  
[libraryfoia@gmail.com](mailto:libraryfoia@gmail.com)

**Re: Freedom of Information Act Request**

Dear Ms. Asmus,

I am writing in response to the FOIA received as outlined below.

**Received September 11, 2023**

Please identify (by employee name and work email address) each and every District employee who is certified as a school librarian (meaning they have the school library licensure and/or endorsement in library media) and who is *currently* working in that capacity in your District's library/libraries/media centers this academic school year.

Please note that a "certified school librarian" may also be called a "District Librarian," "certified media specialist," or an "information specialist." *This request is NOT seeking parent volunteers or support staff members who are non-certified and working in a school library.*

The purpose of the request is to identify the number of certified school librarians working in Illinois Public School Districts.

**Response**

The District does not have records responsive to your request, as we do not have any certified staff with the library or library media endorsement.

To the extent that your requests have been denied in whole or in part, you may seek review of the District's response by the Illinois Attorney General – Public Access Bureau, 500 S. 2nd Street, Springfield, Illinois 62706, 217-558-0486 [[publicaccess@atg.state.il.us](mailto:publicaccess@atg.state.il.us)]. You may also appeal this decision by filing suit for injunctive relief in the circuit court for Cook County, Illinois.

Sincerely,

A handwritten signature in cursive script that reads "Merryl B. Brownlow".

Merryl B. Brownlow, Ed.D.  
FOIA Officer