

Regular Meeting of the Board of Education

Wednesday, September 17, 2025 6:00 PM

Independence Junior High School, 6610 W. Highland Dr., Palos Heights, IL
60463

1. Call to Order

1.A. Pledge to the Flag

1.B. Roll Call

2. Adjourn to Public Budget Hearing

2.A. FY26 Budget Update

2.B. Board Discussion Regarding Budget

2.C. Public Comment Regarding Budget

3. Motion to Adjourn to Regular Meeting

4. Call to Order

4.A. Roll Call

5. Superintendent's Report

5.A. Preschool Celebration of Gold Status
Recognition

- Dee Potempa
- Carrie Hoban
- Lori Pierce
- Libby Whitney
- Sharon Bussie
- Laura Bass
- Nancy Cook
- Christine Van Essen
- Jamie Volk
- Mirella Perez
- Melissa DeLaRosa
- Leslie Baudo

5.B. Enrollment Update

5.C. Telling Our Story - Institute Day August 2025

6. Approval of the Consent Agenda Items

6.A. Minutes of the Regular Meeting of August 13,
2025

6.B. Minutes of the Closed Meeting of August 13,
2025

6.C. Minutes of the Finance Meeting of August 25,
2025

6.D. Approval of Bills & Payroll

6.E. Review of Schools' Activity Accounts

6.F. Approval of Policy Updates Draft Updates

- 2:80 Board Member Oath and Conduct
- 2:120 E2 Board Member Development
- 2:130 Board-Superintendent Relationship
- 2:220 E4 Open Meeting Minutes Procedure
- 2:220 E7 Board of Education Meeting Procedure
- 7:140 Search and Seizure
- 7:300 Extracurricular Athletics
- 8:80 Gifts to the District

6.G. Draft Updates Rewritten

9. 2:120 E1 Board Member Development
10. 2:220 E9 Board of Education Meeting Procedures

6.H. Review and Monitor

11. 2:240 Board Policy Development
12. 2:240 E1 Board Policy Development
13. 2:240 E2 Board Policy Development
14. 1:10 School District Legal Status
15. 1:20 District Organization, Operations, and Cooperative Agreements
16. 1:30 School District Philosophy
17. 2:10 School District Governance
18. 3:30 Chain of Command (Org Chart)
19. 4:50 Payment Procedures
20. 4:90 Student Activity and Fiduciary Funds
21. 4:180 Pandemic Preparedness; Management; and Recovery
22. 5:20 E Resolution to Prohibit Sexual Harassment
23. 5:270 Employment At-Will, Compensation and Assignment
24. 7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students
25. 7:90 Release During School Hours
26. 7:130 Student Rights and Responsibilities
27. 7:325 Student Fundraising Activities
28. 8:110 Public Suggestions and Concerns

7. **Old Business**

7.A. Adoption of Final FY26 Budget

7.B. Independence Junior High Roof Replacement

8. **New Business**

8.A. Discussion of Transportation Contract Ending 2026

8.B. Finance Committee Discussion: Summary and Next Steps

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

- SmartProcure: received September 2, 2025, answered September 3, 2025
- The Data Branch: received September 5, 2025, answered September 11, 2025

11. Closed Session, If Needed

12. Return to Open Session

13. Adjournment

2025-2026 Final Budget

September 17, 2025

Tentative Budget

Revenue	14,271,000
Expenditures	17,192,000 (w/o capital projects)
Budget Deficit	1,321,000

Final Budget

Revenue	14,285,000
Expenditures	17,142,000 (w/o capital projects)
Budget Deficit	1,264,000

Difference **64,000**

Revenue Adjustments

CPPRT increased 2% -	\$6,000
Addition of EL Title III grant -	\$6,000
Increase Preschool Flow thru Grant -	\$2,000

Total \$14,000 increase

Expenditure Adjustment by Object

	Tentative Budget	Final Budget	Difference
Salaries	8,843,259	8,841,588	(2,000)
Benefits	2,257,990	2,244,700	(13,000)
Purchase Services	1,766,917	1,731,687	(35,000)
Supplies	701,776	701,776	-
Capital Outlay	1,403,369	1,403,369	-
Other Objects	2,137,603	2,137,603	-
Non-Cap Equipment	80,659	80,659	-
Total	17,192,000	17,142,000	(50,000) decrease

Order ID: 7849410

* Agency Commission not included

GROSS PRICE * : \$43.50

PACKAGE NAME: IL Govt Legal Daily Southtown

Product(s): SubTrib_Daily Southtown, Publicnotices.com

AdSize(s): 1 Column

Run Date(s): Wednesday, July 30, 2025

Zone: Full Run

Color Spec. B/W

Preview

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN by the Board of Education of School District Number 128, in the County of Cook, State of Illinois, that a tentative budget for said School District for the fiscal year beginning **July 1, 2025** and ending **June 30, 2026** will be on file and conveniently available to public inspection at 12809 McVicker Avenue, Palos Heights, Illinois, in the School District office on the 13th day of August 2025 and will be posted on the district website.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on said budget will be held at 6:00 p.m. on the 17th day of September, 2025 at Independence Jr High, 6610 W Highland Drive, Palos Heights, Illinois 60463.

Gail Rubio, Secretary
Board of Education
7/30/25 7849410

District Type:
 School District
 Joint Agreement

ILLINOIS STATE BOARD OF EDUCATION
 School Business Services Division

SCHOOL DISTRICT/JOINT AGREEMENT BUDGET FORM *
July 1, 2025 - June 30, 2026

Accounting Basis:
 Cash
 Accrual

Unbalanced budget; however, a Deficit Reduction Plan is not required at this time.

Is this an amended budget? No _____
Date of Amended Budget: _____
 (MM/DD/YY)

District Name: Palos Heights SD 128
District RCDT No: 07016128002

If your FY2025 AFR states that you need to do a deficit reduction plan and your FY2026 budget is balanced, please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)

Budget of Palos Heights SD 128, County of Cook, State of Illinois, for the Fiscal Year beginning July 1, 2025 and ending June 30, 2026.

WHEREAS the Board of Education of Palos Heights SD 128, County of Cook, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 17 day of September, 2025, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be it resolved by the Board of Education of said district as follows:

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be beginning July 1, 2025 and ending June 30, 2026.

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and expenditures from each be and the same is hereby adopted as the budget of this school district for said fiscal year.

ADOPTION OF BUDGET

The budget shall be approved and signed below by members of the School Board. Adopted this 17 day of September, 2025 by a roll call vote of _____ Yeas, and _____ Nays, to wit:

** MEMBERS VOTING YEA:	** MEMBERS VOTING NAY:
Dr. Richard Facko	
Joe Young	
Gail Rubio	
Tom Volk	
Dr. Patti Powell	
Kathy Lachowicz	
Adelicia Brienzo	

* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.
 ** Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.

- (1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).
- (2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 30, whichever comes first. Budgets are submitted through IWAS: <https://apps.isbe.net/iwas/asp/login.asp?is=true>
Please type the member signatures before submitting to ISBE. We do not accept PDF copies.

District Type:
 School District
 Joint Agreement

ILLINOIS STATE BOARD OF EDUCATION
 School Business Services Division

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If your FY2025 AFR states that you need to do a deficit reduction plan and your FY2026 budget is balanced, please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)

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Please type the member signatures before submitting to ISBE. We do not accept PDF copies.

	A	B	C	D	E	F	G	H	I	J	K	L
	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
1	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>											
2	ESTIMATED BEGINNING FUND BALANCE (without Student Activity Funds) ¹ as of July 1, 2025											
3			4,416,611	380,893	843,850	619,753	223,135	5,750,318	2,696,727	5,068	196	
4	RECEIPTS/REVENUES (without Student Activity Funds)											
5	LOCAL SOURCES	1000	8,616,733	892,500	1,293,000	494,500	440,297	6,700	227,000	144	8	
6	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0	0	0	0	0	0	0	0	0
7	STATE SOURCES	3000	1,546,525	100,000	0	178,000	0	0	0	0	0	0
8	FEDERAL SOURCES	4000	481,850	0	0	0	0	0	0	0	0	0
9	Total Direct Receipts/Revenues [*]		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8	
10	Receipts/Revenues for "On Behalf" Payments ²	3998										
11	Total Receipts/Revenues		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8	
12	DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)											
13	INSTRUCTION	1000	8,482,648				251,719				0	
14	SUPPORT SERVICES	2000	3,424,791	1,071,756		518,396	210,828	1,600,000			0	0
15	COMMUNITY SERVICES	3000	72,012	0		0	669				0	
16	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	0	0	0	0	0	0			0	0
17	DEBT SERVICES	5000	0	0	1,508,475	0	0				0	0
18	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0			0	0
19	Total Direct Disbursements/Expenditures ⁹		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000			0	0
20	Disbursements/Expenditures for "On Behalf" Payments ²	4180	0	0	0	0	0	0			0	0
21	Total Disbursements/Expenditures		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000			0	0
22	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		(1,334,343)	(79,256)	(215,475)	154,104	(22,919)	(1,593,300)	227,000	144	8	
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	PERMANENT TRANSFER FROM VARIOUS FUNDS											
26	Abolishment the Working Cash Fund ¹⁶	7110										
27	Abatement of the Working Cash Fund ¹⁶	7110										
28	Transfer of Working Cash Fund Interest	7120										
29	Transfer Among Funds	7130										
30	Transfer of Interest	7140										
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int ^{3a} Proceeds to Debt Service Fund	7170			0							
34	SALE OF BONDS (7200)											
35	Principal on Bonds Sold ⁴	7210										
36	Premium on Bonds Sold	7220										
37	Accrued Interest on Bonds Sold	7230										
38	Sale or Compensation for Fixed Assets ⁵	7300										
39	Transfer to Debt Service to Pay Principal on Leases	7400			0							
40	Transfer to Debt Service to Pay Interest on Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						0				
44	ISBE Loan Proceeds	7900										
45	Other Sources Not Classified Elsewhere	7990										
46	Total Other Sources of Funds ⁸		0	0	0	0	0	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K	L
1	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
47	OTHER USES OF FUNDS (8000)											
49	TRANSFER TO VARIOUS OTHER FUNDS (8100)											
50	Abolishment or Abatement of the Working Cash Fund ¹⁶	8110							0			
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130										
53	Transfer of Interest ⁶	8140										
54	Transfer from Capital Projects Fund to O&M Fund	8150										
55	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund	8160										
56	Transfer of Excess Accumulated Fire Prev & Safety Bond ^{3a} and Int Proceeds to Debt Service Fund	8170										
57	Taxes Pledged to Pay Principal on Leases	8410										
58	Grants/Reimbursements Pledged to Pay Principal on Leases	8420										
59	Other Revenues Pledged to Pay Principal on Leases	8430										
60	Fund Balance Transfers Pledged to Pay Principal on Leases	8440										
61	Taxes Pledged to Pay Interest on Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on Leases	8520										
63	Other Revenues Pledged to Pay Interest on Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990										
79	Total Other Uses of Funds ⁹		0	0	0	0	0	0	0	0	0	0
80	Total Other Sources/Uses of Fund		0	0	0	0	0	0	0	0	0	0
81	ESTIMATED ENDING FUND BALANCE (without Student Activity Funds) as of June 30, 2026		3,082,268	301,637	628,375	773,857	200,216	4,157,018	2,923,727	5,212	204	
82												
83	Student Activity (Fund 11) ESTIMATED BEGINNING FUND BALANCE as of July 1, 2025		5,269									
84	RECEIPTS/REVENUES (For Student Activity Funds)											
85	Total Student Activity Direct Receipts/Revenues (Local Sources)	1799	0									
86	DISBURSEMENTS/EXPENDITURES (For Student Activity Funds)											
87	Total Student Activity Direct Disbursements/Expenditures	1999	0									
88	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		0									
89	Student Activity ESTIMATED ENDING FUND BALANCE as of June 30, 2026		5,269									
90												

	A	B	C	D	E	F	G	H	I	J	K	L
	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>											
	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety		
1	Description: Enter Whole Numbers Only											
2	Total ESTIMATED BEGINNING FUND BALANCE (All Sources Including Student Activity Funds) as of July 1, 2025											
91		4,421,880	380,893	843,850	619,753	223,135	5,750,318	2,696,727	5,068	196		
92	RECEIPTS/REVENUES (All Sources with Student Activity Funds)											
93	1000	8,616,733	892,500	1,293,000	494,500	440,297	6,700	227,000	144	8		
94	2000											
95	3000	1,546,525	100,000	0	178,000	0	0	0	0	0		
96	4000	481,850	0	0	0	0	0	0	0	0		
97		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8		
98	3998	0	0	0	0	0	0	0	0	0		
99		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8		
100	DISBURSEMENTS/EXPENDITURES (All Sources with Student Activity Funds)											
101	1000	8,482,648				251,719			0			
102	2000	3,424,791	1,071,756		518,396	210,828	1,600,000		0	0		
103	3000	72,012	0		0	669			0	0		
104	4000	0	0	0	0	0	0		0	0		
105	5000	0	0	1,508,475	0	0			0	0		
106	6000	0	0	0	0	0			0	0		
107		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000		0	0		
108	4180	0	0	0	0	0	0		0	0		
109		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000		0	0		
110		(1,334,343)	(79,256)	(215,475)	154,104	(22,919)	(1,593,300)	227,000	144	8		
111	OTHER SOURCES/USES OF FUNDS											
112	OTHER SOURCES OF FUNDS (7000)											
113		0	0	0	0	0	0	0	0	0		
114	OTHER USES OF FUNDS (8000)											
116		0	0	0	0	0	0	0	0	0		
117		0	0	0	0	0	0	0	0	0		
118	ESTIMATED ENDING FUND BALANCE (All Sources with Student Activity Funds) as of June 30, 2026											
119												
120	SUMMARY OF EXPENDITURES Without Student Activity Funds (by Major Object)											
121	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total By Object
122	Object Name											
123	Salaries	100	8,375,306	436,758		27,524		0		0	0	8,839,588
124	Employee Benefits	200	1,690,545	89,979		2,872	463,216	0		0	0	2,246,612
125	Purchased Services	300	711,187	232,500	0	488,000		300,000		0	0	1,731,687
126	Supplies & Materials	400	465,276	236,500		0		0		0	0	701,776
127	Capital Outlay	500	34,500	68,869		0		1,300,000		0	0	1,403,369
128	Other Objects	600	628,978	150	1,508,475	0	0	0		0	0	2,137,603
129	Non-Capitalized Equipment	700	73,659	7,000		0		0		0	0	80,659
130	Termination Benefits	800	0	0		0		0		0	0	0
131			11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000		0	0	17,141,294
132	Total Expenditures											

	A	B	C	D	E	F	G	H	I	J	K
			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
1	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
2	BEGINNING CASH BALANCE ON HAND (without Student Activity Funds)7 as of July 1, 2025										
3			4,097,695	292,961	843,850	631,407	225,802	5,750,318	2,696,727	24,959	196
4	Total Direct Receipts & Other Sources⁸		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
5	OTHER RECEIPTS										
6	Interfund Loans Payable (Loans from Other Funds)	411									
7	Interfund Loans Receivable (Repayment of Loans)	141									
8	Notes and Warrants Payable	433									
9	Other Current Assets	199									
10	Total Other Receipts		0	0	0	0	0	0	0	0	0
11	Total Direct Receipts, Other Sources, & Other Receipts		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
12	Total Amount Available		14,742,803	1,285,461	2,136,850	1,303,907	666,099	5,757,018	2,923,727	25,103	204
13	Total Direct Disbursements & Other Uses⁹		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000	0	0	0
14	OTHER DISBURSEMENTS										
15	Interfund Loans Receivable (Loans to Other Funds) ¹⁰	141									
16	Interfund Loans Payable (Repayment of Loans)	411									
17	Notes and Warrants Payable	433									
18	Other Current Liabilities	499									
19	Total Other Disbursements		0	0	0	0	0	0	0	0	0
20	Total Direct Disbursements, Other Uses, & Other Disbursements		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000	0	0	0
21	ENDING CASH BALANCE ON HAND (without Student Activity Funds) as of June 30, 2026		2,763,352	213,705	628,375	785,511	202,883	4,157,018	2,923,727	25,103	204
22	Activity Funds BEGINNING CASH BALANCE ON HAND7 as of July 1, 2025										
23			5,269								
24	Total Direct Receipts & Other Sources⁸		0								
25	Total Amount Available		5,269								
26	Total Direct Disbursements & Other Uses⁹		0								
27	Activity funds ENDING CASH BALANCE ON HAND7 as of June 30, 2026		5,269								
28	Total BEGINNING CASH BALANCE ON HAND (with Student Activity Funds)7 as of July 1, 2025										
29			4,102,964	292,961	843,850	631,407	225,802	5,750,318	2,696,727	24,959	196
30	Total Direct Receipts & Other Sources⁸		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
31	Total Other Receipts		0	0	0	0	0	0	0	0	0
32	Total Direct Receipts, Other Sources, & Other Receipts		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
33	Total Amount Available		14,748,072	1,285,461	2,136,850	1,303,907	666,099	5,757,018	2,923,727	25,103	204
34	Total Direct Disbursements & Other Uses⁹		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000	0	0	0
35	Total Other Disbursements		0	0	0	0	0	0	0	0	0
36	Total Direct Disbursements, Other Uses, & Other Disbursements		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000	0	0	0
37	Total ENDING CASH BALANCE ON HAND (with Student Activity Funds)7 as of June 30, 2026		2,768,621	213,705	628,375	785,511	202,883	4,157,018	2,923,727	25,103	204

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
3	RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)										
4	AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY	1100									
5	Designated Purposes Levies ^{11 (1110-1120)}	-	7,694,000	874,000	1,262,000	463,000	194,400		145,000		
6	Leasing Purposes Levy ¹²	1130									
7	Special Education Purposes Levy	1140	324,000								
8	FICA and Medicare Only Levies	1150					237,600				
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies (Describe & Itemize)	1190	82,000								
12	Total Ad Valorem Taxes Levied by District		8,100,000	874,000	1,262,000	463,000	432,000	0	145,000	0	0
13	PAYMENTS IN LIEU OF TAXES	1200									
14	Mobile Home Privilege Tax	1210									
15	Payments from Local Housing Authority	1220									
16	Corporate Personal Property Replacement Taxes ¹³	1230	151,733				2,797				
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290									
18	Total Payments in Lieu of Taxes		151,733	0	0	0	2,797	0	0	0	0
19	TUITION	1300									
20	Regular Tuition from Pupils or Parents (In State)	1311									
21	Regular Tuition from Other Districts (In State)	1312									
22	Regular Tuition from Other Sources (In State)	1313									
23	Regular Tuition from Other Sources (Out of State)	1314									
24	Summer School Tuition from Pupils or Parents (In State)	1321									
25	Summer School Tuition from Other Districts (In State)	1322									
26	Summer School Tuition from Other Sources (In State)	1323									
27	Summer School Tuition from Other Sources (Out of State)	1324									
28	CTE Tuition from Pupils or Parents (In State)	1331									
29	CTE Tuition from Other Districts (In State)	1332									
30	CTE Tuition from Other Sources (In State)	1333									
31	CTE Tuition from Other Sources (Out of State)	1334									
32	Special Education Tuition from Pupils or Parents (In State)	1341									
33	Special Education Tuition from Other Districts (In State)	1342									
34	Special Education Tuition from Other Sources (In State)	1343									
35	Special Education Tuition from Other Sources (Out of State)	1344									
36	Adult Tuition from Pupils or Parents (In State)	1351									
37	Adult Tuition from Other Districts (In State)	1352									
38	Adult Tuition from Other Sources (In State)	1353									
39	Adult Tuition from Other Sources (Out of State)	1354									
40	Total Tuition		0								
41	TRANSPORTATION FEES	1400									
42	Regular Transportation Fees from Pupils or Parents (In State)	1411				2,500					
43	Regular Transportation Fees from Other Districts (In State)	1412									
44	Regular Transportation Fees from Other Sources (In State)	1413									
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415				11,000					
46	Regular Transportation Fees from Other Sources (Out of State)	1416									
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421									
48	Summer School Transportation Fees from Other Districts (In State)	1422									
49	Summer School Transportation Fees from Other Sources (In State)	1423									
50	Summer School Transportation Fees from Other Sources (Out of State)	1424									
51	CTE Transportation Fees from Pupils or Parents (In State)	1431									
52	CTE Transportation Fees from Other Districts (In State)	1432									
53	CTE Transportation Fees from Other Sources (In State)	1433									
54	CTE Transportation Fees from Other Sources (Out of State)	1434									
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441									
56	Special Education Transportation Fees from Other Districts (In State)	1442									
57	Special Education Transportation Fees from Other Sources (In State)	1443									
58	Special Education Transportation Fees from Other Sources (Out of State)	1444									
59	Adult Transportation Fees from Pupils or Parents (In State)	1451									
60	Adult Transportation Fees from Other Districts (In State)	1452									

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
61	Adult Transportation Fees from Other Sources (In State)	1453									
62	Adult Transportation Fees from Other Sources (Out of State)	1454									
63	Total Transportation Fees					13,500					
64	EARNINGS ON INVESTMENTS	1500									
65	Interest on Investments	1510	172,000	18,000	31,000	18,000	5,500	6,700	82,000	144	8
66	Gain or Loss on Sale of Investments	1520									
67	Unrealized Gain or Loss on Investments	1530									
68	Total Earnings on Investments		172,000	18,000	31,000	18,000	5,500	6,700	82,000	144	8
69	FOOD SERVICE	1600									
70	Sales to Pupils - Lunch	1611									
71	Sales to Pupils - Breakfast	1612									
72	Sales to Pupils - A la Carte	1613	5,000								
73	Sales to Pupils - Other (Describe & Itemize)	1614									
74	Sales to Adults	1620	41,000								
75	Other Food Service (Describe & Itemize)	1690									
76	Total Food Service		46,000								
77	DISTRICT/SCHOOL ACTIVITY INCOME	1700									
78	Admissions - Athletic	1711	14,000								
79	Admissions - Other	1719	85,500								
80	Fees	1720									
81	Book Store Sales	1730	35,000								
82	Other District/School Activity Revenue (Describe & Itemize)	1790									
83	Student Activity Fund Revenues	1799									
84	Total District/School Activity Income (without Student Activity Funds 1799)		134,500	0							
85	Total District/School Activity Income (with Student Activity Funds 1799)		134,500								
86	TEXTBOOK INCOME	1800									
87	Textbook Rentals - Regular Textbooks	1811									
88	Textbook Rentals - Summer School Textbooks	1812									
89	Textbook Rentals - Adult/Continuing Education Textbooks	1813									
90	Textbook Rentals - Other (Describe & Itemize)	1819									
91	Textbook Sales - Regular Textbooks	1821									
92	Textbook Sales - Summer School	1822									
93	Textbook Sales - Adult/Continuing Education	1823	2,500								
94	Textbook Sales - Other (Describe & Itemize)	1829									
95	Other Textbook Income (Describe & Itemize)	1890									
96	Total Textbooks		2,500								
97	OTHER REVENUE FROM LOCAL SOURCES	1900									
98	Rentals	1910		500							
99	Contributions and Donations from Private Sources	1920									
100	Impact Fees from Municipal or County Governments	1930									
101	Services Provided Other Districts	1940									
102	Refund of Prior Years' Expenditures	1950									
103	Payments of Surplus Moneys from TIF Districts	1960									
104	Drivers' Education Fees	1970									
105	Proceeds from Vendors' Contracts	1980									
106	School Facility Occupation Tax Proceeds	1983									
107	Payment from Other Districts	1991									
108	Sale of Vocational Projects	1992									
109	Other Local Fees (Describe & Itemize)	1993	0								
110	Other Local Revenues (Describe & Itemize)	1999	10,000								
111	Total Other Revenue from Local Sources		10,000	500	0	0	0	0	0	0	0
112	Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799)	1000	8,616,733	892,500	1,293,000	494,500	440,297	6,700	227,000	144	8
113	Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799)		8,616,733								
114	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)										
115	Flow-Through Revenue from State Sources	2100									

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
116	Flow-Through Revenue from Federal Sources	2200									
117	Other Flow-Through Revenue (Describe & Itemize)	2300									
118	Total Flow-Through Receipts/Revenues From One District to Another District	2000	0	0		0	0				
119	RECEIPTS/REVENUES FROM STATE SOURCES (3000)										
120	UNRESTRICTED GRANTS-IN-AID (3001-3099)										
121	Evidence Based Funding Formula (Section 18-8.15)	3001	520,000	100,000							
122	Reorganization Incentives (Accounts 3005-3021)	3005									
123	Other Unrestricted Grants-In-Aid From State Sources (Describe & Itemize)	3099									
124	Total Unrestricted Grants-In-Aid		520,000	100,000	0	0	0	0		0	0
125	RESTRICTED GRANTS-IN-AID (3100-3900)										
126	SPECIAL EDUCATION										
127	Special Education - Private/Public Facility Tuition	3100	177,000								
128	Special Education - Orphanage - Individual	3120	365,425								
129	Special Education - Orphanage - Summer Individual	3130	12,000								
130	Special Education - Other (Describe & Itemize)	3199									
131	Total Special Education		554,425	0		0					
132	CAREER AND TECHNICAL EDUCATION (CTE)										
133	CTE - Technical Education - Tech Prep	3200									
134	CTE - Secondary Program Improvement (CTEI)	3220	600								
135	CTE - WECEP	3225									
136	CTE - Agriculture Education	3235									
137	CTE - Instructor Practicum	3240									
138	CTE - Student Organizations	3270									
139	CTE - Other (Describe & Itemize)	3299									
140	Total Career and Technical Education		600	0		0					
141	State Free Lunch & Breakfast	3360									
142	School Breakfast Initiative	3365									
143	Driver Education	3370									
144	Adult Education (from ICCB)	3410									
145	Adult Education - Other (Describe & Itemize)	3499									
146	TRANSPORTATION										
147	Transportation - Regular and Vocational	3500				8,000					
148	Transportation - Special Education	3510				170,000					
149	Transportation - Other (Describe & Itemize)	3599									
150	Total Transportation		0	0		178,000	0				
151	Learning Improvement - Change Grants	3610									
152	Scientific Literacy	3660									
153	Truant Alternative/Optional Education	3695									
154	Early Childhood - Block Grant	3705	468,000								
155	Chicago General Education Block Grant	3766									
156	Chicago Educational Services Block Grant	3767									
157	School Safety & Educational Improvement Block Grant	3775									
158	Technology - Technology for Success	3780									
159	State Charter Schools	3815									
160	Extended Learning Opportunities - Summer Bridges	3825									
161	Infrastructure Improvements - Planning/Construction	3920									
162	School Infrastructure - Maintenance Projects	3925									
163	Other Restricted Revenue from State Sources (Describe & Itemize)	3999	3,500								
164	Total Restricted Grants-In-Aid		1,026,525	0	0	178,000	0	0	0	0	0
165	Total Receipts/Revenues from State Sources	3000	1,546,525	100,000	0	178,000	0	0	0	0	0
166	RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)										
167	UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT. (4001-4009)										
168	Federal Impact Aid	4001									
169	Other Unrestricted Grants-In-Aid Received from Fed. Govt. (Describe & Itemize)	4009	850								
170	Total Unrestricted Grants-In-Aid Received Directly from Fed Govt		850	0	0	0	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
171	RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT	(4045-									
172	4090)										
172	Head Start	4045									
173	Construction (Impact Aid)	4050									
174	MAGNET	4050									
175	Other Restricted Grants-In-Aid Received from Fed. Govt. <i>(Describe & Itemize)</i>	4090									
176	Total Restricted Grants-In-Aid Received Directly from Federal Govt.		0	0		0	0	0			0
177	RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL	GOVT.									
177	THRU THE STATE (4100-4999)										
178	TITLE V										
179	Title V - Flexibility and Accountability	4100									
180	Title V - SEA Projects	4105									
181	Title V - Rural Education Initiative (REI)	4107									
182	Title V - Other <i>(Describe & Itemize)</i>	4199									
183	Total Title V		0	0		0	0				
184	FOOD SERVICE										
185	Breakfast Start-Up Expansion	4200									
186	National School Lunch Program	4210									
187	Special Milk Program	4215	16,000								
188	School Breakfast Program	4220									
189	Summer Food Service Admin/Program	4225									
190	Child and Adult Care Food Program	4226									
191	Fresh Fruit and Vegetables	4240									
192	Food Service - Other <i>(Describe & Itemize)</i>	4299									
193	Total Food Service		16,000				0				
194	TITLE I										
195	Title I - Low Income	4300	87,000								
196	Title I - Low Income - Neglected, Private	4305									
197	Title I - Migrant Education	4340									
198	Title I - Other <i>(Describe & Itemize)</i>	4399									
199	Total Title I		87,000	0		0	0				
200	TITLE IV										
201	Title IV - Student Support & Academic Enrichment Grant	4400	10,000								
202	Title IV - Part A - Student Support & Academic Enrichment Grants Safe and Drug Free Schools	4415									
203	Title IV - 21st Century	4421									
204	Title IV - Other <i>(Describe & Itemize)</i>	4499									
205	Total Title IV		10,000	0		0	0				
206	FEDERAL - SPECIAL EDUCATION										
207	Federal Special Education - Preschool Flow-Through	4600	8,000								
208	Federal Special Education - Preschool Discretionary	4605									
209	Federal Special Education - IDEA Flow Through	4620	260,000								
210	Federal Special Education - IDEA Room & Board	4625									
211	Federal Special Education - IDEA Discretionary	4630									
212	Federal Special Education - IDEA - Other <i>(Describe & Itemize)</i>	4699									
213	Total Federal Special Education		268,000	0		0	0				
214	CTE - PERKINS										
215	CTE - Perkins-Title III E Tech Prep	4770									
216	CTE - Other <i>(Describe & Itemize)</i>	4799									
217	Total CTE - Perkins		0	0			0				
218	Federal - Adult Education	4810									
219	Qualified Zone Academy Bond Tax Credits	4866									
220	Qualified School Construction Bond Credits	4867									
221	Build America Bond Tax Credits	4868									
222	Build America Bond Interest Reimbursement	4869									
223	Total Stimulus Programs		0	0	0	0	0	0		0	0
224	Race to the Top Program	4901									
225	Race to the Top - Preschool Expansion Grant	4902									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
226	Title III - Instruction for English Learners & Immigrant Students	4905									
227	Title III - English Language Acquisition	4909									
228	McKinney Education for Homeless Children	4920									
229	Title II - Eisenhower - Professional Development Formula	4930									
230	Title II - Teacher Quality	4932	10,000								
231	Title II - Part A - Supporting Effective Instruction - State Grants	4935									
232	Federal Charter Schools	4960									
233	State Assessment Grants	4981									
234	Grant for State Assessments and Related Activities	4982									
235	Medicaid Matching Funds - Administrative Outreach	4991	30,000								
236	Medicaid Matching Funds - Fee-For-Service Program	4992	60,000								
237	Other Restricted Grants Received from Fed. Govt. thru State (Describe & Itemize)	4998									
238	Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State		481,000	0	0	0	0	0	0	0	0
239	TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES	4000	481,850	0	0	0	0	0	0	0	0
240	TOTAL DIRECT RECEIPTS/REVENUES (without Student Activity Funds 1799)		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
241	TOTAL DIRECT RECEIPTS/REVENUES (with Student Activity Funds 1799)		10,645,108								

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2	10 - EDUCATIONAL FUND (ED)										
3	INSTRUCTION (ED)	1000									
4	Regular Programs	1100	3,872,706	721,250	85,240	166,813	9,000	3,000	3,000		4,861,009
5	Tuition Payment to Charter Schools	1115									0
6	Pre-K Programs	1125	477,271	133,615	2,600	34,509			13,659		661,654
7	Special Education Programs (Functions 1200 - 1220)	1200	1,518,558	250,894	32,000	32,712	2,000	500	3,000		1,839,664
8	Special Education Programs Pre-K	1225									0
9	Remedial and Supplemental Programs K-12	1250	79,436	8,754		350					88,540
10	Remedial and Supplemental Programs Pre-K	1275									0
11	Adult/Continuing Education Programs	1300									0
12	CTE Programs	1400									0
13	Interscholastic Programs	1500	140,414	1,756	1,200	11,374		6,373			161,117
14	Summer School Programs	1600									0
15	Gifted Programs	1650	55,859								55,859
16	Driver's Education Programs	1700									0
17	Bilingual Programs	1800	161,092	43,993	7,720	2,000					214,805
18	Truant Alternative & Optional Programs	1900									0
19	Pre-K Programs - Private Tuition	1910									0
20	Regular K-12 Programs Private Tuition	1911									0
21	Special Education Programs K-12 Private Tuition	1912						600,000			600,000
22	Special Education Programs Pre-K Tuition	1913									0
23	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
24	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
25	Adult/Continuing Education Programs Private Tuition	1916									0
26	CTE Programs Private Tuition	1917									0
27	Interscholastic Programs Private Tuition	1918									0
28	Summer School Programs Private Tuition	1919									0
29	Gifted Programs Private Tuition	1920									0
30	Bilingual Programs Private Tuition	1921									0
31	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
32	Student Activity Fund Expenditures	1999									0
33	Total Instruction³⁴ (Without Student Activity Funds 1999)	1000	6,305,336	1,160,262	128,760	247,758	11,000	609,873	19,659	0	8,482,648
34	Total Instruction (With Student Activity Funds 1999)	1000	6,305,336	1,160,262	128,760	247,758	11,000	609,873	19,659	0	8,482,648
35	SUPPORT SERVICES (ED)	2000									
36	Support Services - Pupil	2100									
37	Attendance & Social Work Services	2110	206,232	32,530							238,762
38	Guidance Services	2120									0
39	Health Services	2130	232,223	42,629	2,500	530					277,882
40	Psychological Services	2140	85,339	30,647							115,986
41	Speech Pathology & Audiology Services	2150	179,976	19,482	14,000	1,030					214,488
42	Other Support Services - Pupils (Describe & Itemize)	2190									0
43	Total Support Services - Pupil	2100	703,770	125,288	16,500	1,560	0	0	0	0	847,118
44	Support Services - Instructional Staff	2200									
45	Improvement of Instruction Services	2210	900		57,594	2,200					60,694
46	Educational Media Services	2220	59,212	13,594		8,880					81,686
47	Assessment & Testing	2230			15,000	5,500					20,500
48	Total Support Services - Instructional Staff	2200	60,112	13,594	72,594	16,580	0	0	0	0	162,880
49	Support Services - General Administration	2300									
50	Board of Education Services	2310	12,546		205,500	7,725		13,000			238,771
51	Executive Administration Services	2320	233,129	63,341	9,000	8,000		3,605			317,075
52	Special Area Administration Services	2330	88,196	20,728	1,000						109,924
53	Tort Immunity Services	2361, 2365									0
54	Total Support Services - General Administration	2300	333,871	84,069	215,500	15,725	0	16,605	0	0	665,770
55	Support Services - School Administration	2400									
56	Office of the Principal Services	2410	559,020	197,432	4,000	12,772	3,500	2,000	4,000		782,724
57	Other Support Services - School Administration (Describe & Itemize)	2490									0
58	Total Support Services - School Administration	2400	559,020	197,432	4,000	12,772	3,500	2,000	4,000	0	782,724
59	Support Services - Business	2500									
60	Direction of Business Support Services	2510	106,593	36,902	2,500						145,995
61	Fiscal Services	2520	60,284	9,221	51,000						120,505
62											

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
1											
2											0
63	Operation & Maintenance of Plant Services	2540									0
64	Pupil Transportation Services	2550									0
65	Food Services	2560			13,000	123,731					136,731
66	Internal Services	2570									0
67	Total Support Services - Business	2500	166,877	46,123	66,500	123,731	0	0	0	0	403,231
68	Support Services - Central	2600									0
69	Direction of Central Support Services	2610									0
70	Planning, Research, Development & Evaluation Services	2620									0
71	Information Services	2630									0
72	Staff Services	2640									0
73	Data Processing Services	2660	200,195	63,223	184,000	44,000	20,000	500	50,000		561,918
74	Total Support Services - Central	2600	200,195	63,223	184,000	44,000	20,000	500	50,000	0	561,918
75	Other Support Services - Misc. (Describe & Itemize)	2900				1,150					1,150
76	Total Support Services	2000	2,023,845	529,729	559,094	215,518	23,500	19,105	54,000	0	3,424,791
77	COMMUNITY SERVICES (ED)	3000	46,125	554	23,333	2,000					72,012
78	PAYMENTS TO OTHER DIST & GOVT UNITS (ED)	4000									
79	Payments to Other Dist & Govt Units (In-State)	4100									0
80	Payments for Regular Programs	4110									0
81	Payments for Special Education Programs	4120									0
82	Payments for Adult/Continuing Education Programs	4130									0
83	Payments for CTE Programs	4140									0
84	Payments for Community College Programs	4170									0
85	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
86	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
87	Payments for Regular Programs - Tuition	4210									0
88	Payments for Special Education Programs - Tuition	4220									0
89	Payments for Adult/Continuing Education Programs - Tuition	4230									0
90	Payments for CTE Programs - Tuition	4240									0
91	Payments for Community College Programs - Tuition	4270									0
92	Payments for Other Programs - Tuition	4280									0
93	Other Payments to In-State Govt Units - Tuition (Describe & Itemize)	4290									0
94	Total Payments to Other Dist & Govt Units - Tuition (In State)	4200						0			0
95	Payments for Regular Programs - Transfers	4310									0
96	Payments for Special Education Programs - Transfers	4320									0
97	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
98	Payments for CTE Programs - Transfers	4340									0
99	Payments for Community College Program - Transfers	4370									0
100	Payments for Other Programs - Transfers	4380									0
101	Other Payments to In-State Govt Units - Transfers (Describe & Itemize)	4390									0
102	Total Payments to Other Dist & Govt Units-Transfers (In State)	4300			0			0			0
103	Payments to Other Dist & Govt Units (Out of State)	4400									0
104	Total Payments to Other Dist & Govt Units	4000			0			0			0
105	DEBT SERVICE (ED)	5000									
106	Debt Service - Interest on Short-Term Debt	5100									0
107	Tax Anticipation Warrants	5110									0
108	Tax Anticipation Notes	5120									0
109	Corporate Personal Property Repl Tax Anticipated Notes	5130									0
110	State Aid Anticipation Certificates	5140									0
111	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
112	Total Debt Service - Interest on Short-Term Debt	5100						0			0
113	Debt Service - Interest on Long-Term Debt	5200									0
114	Total Debt Service	5000						0			0
115	PROVISION FOR CONTINGENCIES (ED)	6000									
116	Total Direct Disbursements/Expenditures (without Student Activity Funds (1999))		8,375,306	1,690,545	711,187	465,276	34,500	628,978	73,659	0	11,979,451
117	Total Direct Disbursements/Expenditures (with Student Activity Funds (1999))		8,375,306	1,690,545	711,187	465,276	34,500	628,978	73,659	0	11,979,451
118	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (without Student Activity Funds 1999)										(1,334,343)
119	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (with Student Activity Funds 1999)										(1,334,343)

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
120	20 - OPERATIONS AND MAINTENANCE FUND (O&M)										
121	SUPPORT SERVICES (O&M)	2000									
122	Support Services - Pupil	2100									0
123	Other Support Services - Pupils <i>(Describe & Itemize)</i>	2190									0
124	Support Services - Business	2500									0
125	Direction of Business Support Services	2510									0
126	Facilities Acquisition & Construction Services	2530			41,000		58,869				99,869
127	Operation & Maintenance of Plant Services	2540	436,758	89,979	191,500	236,500	10,000	150	7,000		971,887
128	Pupil Transportation Services	2550									0
129	Food Services	2560									0
130	Total Support Services - Business	2500	436,758	89,979	232,500	236,500	68,869	150	7,000	0	1,071,756
131	Other Support Services - Misc. (Describe & Itemize)	2900									0
132	Total Support Services	2000	436,758	89,979	232,500	236,500	68,869	150	7,000	0	1,071,756
133	COMMUNITY SERVICES (O&M)	3000									0
134	PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)	4000									0
135	Payments to Other Dist & Govt Units (In-State)	4100									0
136	Payments for Regular Programs	4110									0
137	Payments for Special Education Programs	4120									0
138	Payments for CTE Program	4140									0
139	Other Payments to In-State Govt Units - Programs <i>(Describe & Itemize)</i>	4190									0
140	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
141	Payments to Other Dist & Govt Units (Out of State) ¹⁴	4400									0
142	Total Payments to Other Dist & Govt Unit	4000			0			0			0
143	DEBT SERVICE (O&M)	5000									0
144	Debt Service - Interest on Short-Term Debt	5100									0
145	Tax Anticipation Warrants	5110									0
146	Tax Anticipation Notes	5120									0
147	Corporate Personal Prop Repl Tax Anticipated Notes	5130									0
148	State Aid Anticipation Certificates	5140									0
149	Other Interest on Short-Term Debt <i>(Describe & Itemize)</i>	5150									0
150	Total Debt Service - Interest on Short-Term Debt	5100						0			0
151	Debt Service - Interest on Long-Term Debt	5200									0
152	Total Debt Service	5000						0			0
153	PROVISION FOR CONTINGENCIES (O&M)	6000									0
154	Total Direct Disbursements/Expenditures		436,758	89,979	232,500	236,500	68,869	150	7,000	0	1,071,756
155	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(79,256)
156	30 - DEBT SERVICE FUND (DS)										
157	PAYMENTS TO OTHER DIST & GOVT UNITS (DS)	4000									0
158	Payments to Other Dist & Govt Units (In-State)	4100									0
159	Payments for Regular Programs	4110									0
160	Payments for Special Education Programs	4120									0
161	Other Payments to In-State Govt Units - Programs <i>(Describe & Itemize)</i>	4190									0
162	Total Payments to Other Dist & Govt Units (In-State)	4000						0			0
163	DEBT SERVICE (DS)	5000									0
164	Debt Service - Interest on Short-Term Debt	5100									0
165	Tax Anticipation Warrants	5110									0
166	Tax Anticipation Notes	5120									0
167	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
168	State Aid Anticipation Certificates	5140									0
169	Other Interest on Short-Term Debt <i>(Describe & Itemize)</i>	5150									0
170	Total Debt Service - Interest On Short-Term Debt	5100						0			0
171	Debt Service - Interest on Long-Term Debt	5200						413,475			413,475
172	Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize)	5300						1,095,000			1,095,000
173	Debt Service - Other (Describe & Itemize)	5400									0
174	Total Debt Service	5000			0			1,508,475			1,508,475
175	PROVISION FOR CONTINGENCIES (DS)	6000									0

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
178	Total Direct Disbursements/Expenditures				0			1,508,475			1,508,475
179	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(215,475)
180	40 - TRANSPORTATION FUND (TR)										
181	SUPPORT SERVICES (TR)	2000									
182	Support Services - Pupils	2100									0
183	Other Support Services - Pupils (Describe & Itemize)	2190									0
184	Support Services - Business										518,396
185	Pupil Transportation Services	2550	27,524	2,872	488,000						0
186	Other Support Services - Business (Describe & Itemize)	2900									0
187	Total Support Services	2000	27,524	2,872	488,000	0	0	0	0	0	518,396
188	COMMUNITY SERVICES (TR)	3000									0
189	PAYMENTS TO OTHER DIST & GOVT UNITS (TR)	4000									0
190	Payments to Other Dist & Govt Units (In-State)	4100									0
191	Payments for Regular Program	4110									0
192	Payments for Special Education Programs	4120									0
193	Payments for Adult/Continuing Education Programs	4130									0
194	Payments for CTE Programs	4140									0
195	Payments for Community College Programs	4170									0
196	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
197	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
198	Payments to Other Dist & Govt Units (Out-of-State) (Describe & Itemize)	4400									0
199	Total Payments to Other Dist & Govt Units	4000			0			0			0
200	DEBT SERVICE (TR)	5000									0
201	Debt Service - Interest on Short-Term Debt	5100									0
202	Tax Anticipation Warrants	5110									0
203	Tax Anticipation Notes	5120									0
204	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
205	State Aid Anticipation Certificates	5140									0
206	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
207	Total Debt Service - Interest On Short-Term Debt	5100						0			0
208	Debt Service - Interest on Long-Term Debt	5200									0
209	Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize)	5300									0
210	Debt Service - Other (Describe & Itemize)	5400									0
211	Total Debt Service	5000						0			0
212	PROVISION FOR CONTINGENCIES (TR)	6000									0
213	Total Direct Disbursements/Expenditures		27,524	2,872	488,000	0	0	0	0	0	518,396
214	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										154,104
215	50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS)										
216	INSTRUCTION (MR/SS)	1000									75,454
217	Regular Program	1100		75,454							35,614
218	Pre-K Programs	1125		35,614							133,118
219	Special Education Programs (Functions 1200-1220)	1200		133,118							0
220	Special Education Programs Pre-K	1225									1,152
221	Remedial and Supplemental Programs K-12	1250		1,152							0
222	Remedial and Supplemental Programs Pre-K	1275									0
223	Adult/Continuing Education Programs	1300									0
224	CTE Programs	1400									0
225	Interscholastic Programs	1500		3,236							3,236
226	Summer School Programs	1600									0
227	Gifted Programs	1650		809							809
228	Driver's Education Programs	1700									0
229	Bilingual Programs	1800		2,336							2,336
230	Truant Alternative & Optional Programs	1900									0
231	Total Instruction	1000		251,719							251,719
232	SUPPORT SERVICES (MR/SS)	2000									0
233	Support Services - Pupil	2100									0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
236	Attendance & Social Work Services	2110		2,991							2,991
237	Guidance Services	2120									0
238	Health Services	2130		30,125							30,125
239	Psychological Services	2140		1,239							1,239
240	Speech Pathology & Audiology Services	2150		3,066							3,066
241	Other Support Services - Pupils (Describe & Itemize)	2190									0
242	Total Support Services - Pupil	2100		37,421							37,421
243	Support Services - Instructional Staff	2200									
244	Improvement of Instruction Services	2210		859							859
245	Educational Media Services	2220									0
246	Assessment & Testing	2230									0
247	Total Support Services - Instructional Staff	2200		859							859
248	Support Services - General Administration	2300									
249	Board of Education Services	2310		2,130							2,130
250	Executive Administration Services	2320		10,224							10,224
251	Special Area Administrative Services	2330		2,966							2,966
252	Claims Paid from Self Insurance Fund	2361									0
253	Risk Management and Claims Services Payments	2365									0
254	Total Support Services - General Administration	2300		15,320							15,320
255	Support Services - School Administration	2400									
256	Office of the Prindpal Services	2410		32,235							32,235
257	Other Support Services - School Administration (Describe & Itemize)	2490		0							0
258	Total Support Services - School Administration	2400		32,235							32,235
259	Support Services - Business	2500									
260	Direction of Business Support Services	2510		22,883							22,883
261	Fiscal Services	2520		10,231							10,231
262	Facilities Acquisition & Construction Services	2530									0
263	Operation & Maintenance of Plant Service	2540		75,511							75,511
264	Pupil Transportation Services	2550		1,795							1,795
265	Food Services	2560									0
266	Internal Services	2570									0
267	Total Support Services - Business	2500		110,420							110,420
268	Support Services - Central	2600									
269	Direction of Central Support Services	2610									0
270	Planning, Research, Development & Evaluation Services	2620									0
271	Information Services	2630									0
272	Staff Services	2640									0
273	Data Processing Services	2660		14,573							14,573
274	Total Support Services - Central	2600		14,573							14,573
275	Other Support Services - Misc. (Describe & Itemize)	2900									0
276	Total Support Services	2000		210,828							210,828
277	COMMUNITY SERVICES (MR/SS)	3000		669							669
278	PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)	4000									0
279	Payments for Regular Programs	4110									0
280	Payments for Special Education Programs	4120									0
281	Payments for CTE Programs	4140									0
282	Total Payments to Other Dist & Govt Units	4000		0							0
283	DEBT SERVICE (MR/SS)	5000									
284	Debt Service - Interest on Short-Term Debt	5100									0
285	Tax Anticipation Warrants	5110									0
286	Tax Anticipation Notes	5120									0
287	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
288	State Aid Anticipation Certificates	5140									0
289	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
290	Total Debt Service	5000						0			0
291	PROVISION FOR CONTINGENCIES (MR/SS)	6000									0
292	Total Direct Disbursements/Expenditures			463,216				0			463,216
293	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(22,919)
294											
295	60 - CAPITAL PROJECTS (CP)										

1	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
296	SUPPORT SERVICES (CP)	2000									
297	Support Services - Business										
298	Facilities Acquisition & Construction Services	2530			300,000		1,300,000				1,600,000
299	Other Support Services - Business (Describe & Itemize)	2900									0
300	Total Support Services	2000	0	0	300,000	0	1,300,000	0	0		1,600,000
301	PAYMENTS TO OTHER DIST & GOVT UNITS (CP)	4000									
302	Payments to Other Dist & Govt Units (In-State)	4100									
303	Payments to Regular Programs	4110									0
304	Payment for Special Education Programs	4120									0
305	Payment for CTE Programs	4140									0
306	Payments to Other Govt Units - Programs (In-State) (Describe & Itemize)	4190									0
307	Total Payments to Other Districts & Govt Units	4000			0			0			0
308	PROVISION FOR CONTINGENCIES (CP)	6000									0
309	Total Direct Disbursements/Expenditures		0	0	300,000	0	1,300,000	0	0		1,600,000
310	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(1,593,300)
311											
312	70 WORKING CASH FUND (WC)										
313											
314	80 - TORT FUND (TF)										
315	INSTRUCTION (TF)	1000									0
316	Regular Programs	1100									0
317	Tuition Payment to Charter Schools	1115									0
318	Pre-K Programs	1125									0
319	Special Education Programs (Functions 1200 - 1220)	1200									0
320	Special Education Programs Pre-K	1225									0
321	Remedial and Supplemental Programs K-12	1250									0
322	Remedial and Supplemental Programs Pre-K	1275									0
323	Adult/Continuing Education Programs	1300									0
324	CTE Programs	1400									0
325	Interscholastic Programs	1500									0
326	Summer School Programs	1600									0
327	Gifted Programs	1650									0
328	Driver's Education Programs	1700									0
329	Bilingual Programs	1800									0
330	Truant Alternative & Optional Programs	1900									0
331	Pre-K Programs - Private Tuition	1910									0
332	Regular K-12 Programs Private Tuition	1911									0
333	Special Education Programs K-12 Private Tuition	1912									0
334	Special Education Programs Pre-K Tuition	1913									0
335	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
336	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
337	Adult/Continuing Education Programs Private Tuition	1916									0
338	CTE Programs Private Tuition	1917									0
339	Interscholastic Programs Private Tuition	1918									0
340	Summer School Programs Private Tuition	1919									0
341	Gifted Programs Private Tuition	1920									0
342	Bilingual Programs Private Tuition	1921									0
343	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
344	Total Instruction¹⁴	1000	0	0	0	0	0	0	0	0	0
345	SUPPORT SERVICES (TF)	2000									
346	Support Services - Pupil	2100									0
347	Attendance & Social Work Services	2110									0
348	Guidance Services	2120									0
349	Health Services	2130									0
350	Psychological Services	2140									0
351	Speech Pathology & Audiology Services	2150									0
352	Other Support Services - Pupils (Describe & Itemize)	2190									0
353	Total Support Services - Pupil	2100	0	0	0	0	0	0	0	0	0
354	Support Services - Instructional Staff	2200									0
355	Improvement of Instruction Services	2210									0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
356	Educational Media Services	2220									0
357	Assessment & Testing	2230									0
358	Total Support Services - Instructional Staff	2200	0	0	0	0	0	0	0	0	0
359	Support Services - General Administration	2300									0
360	Board of Education Services	2310									0
361	Executive Administration Services	2320									0
362	Special Area Administration Services	2330									0
363	Claims Paid from Self Insurance Fund	2361									0
364	Risk Management and Claims Services Payments	2365									0
365	Total Support Services - General Administration	2300	0	0	0	0	0	0	0	0	0
366	Support Services - School Administration	2400									0
367	Office of the Principal Services	2410									0
368	Other Support Services - School Administration (Describe & Itemize)	2490									0
369	Total Support Services - School Administration	2400	0	0	0	0	0	0	0	0	0
370	Support Services - Business	2500									0
371	Direction of Business Support Services	2510									0
372	Fiscal Services	2520									0
373	Facilities Acquisition & Construction Services	2530									0
374	Operation & Maintenance of Plant Services	2540									0
375	Pupil Transportation Services	2550									0
376	Food Services	2560									0
377	Internal Services	2570									0
378	Total Support Services - Business	2500	0	0	0	0	0	0	0	0	0
379	Support Services - Central	2600									0
380	Direction of Central Support Services	2610									0
381	Planning, Research, Development & Evaluation Services	2620									0
382	Information Services	2630									0
383	Staff Services	2640									0
384	Data Processing Services	2660									0
385	Total Support Services - Central	2600	0	0	0	0	0	0	0	0	0
386	Other Support Services - Misc. (Describe & Itemize)	2900									0
387	Total Support Services	2000	0	0	0	0	0	0	0	0	0
388	COMMUNITY SERVICES (TF)	3000									0
389	PAYMENTS TO OTHER DIST & GOVT UNITS (TF)	4000									0
390	Payments to Other Dist & Govt Units (In-State)	4100									0
391	Payments for Regular Programs	4110									0
392	Payments for Special Education Programs	4120									0
393	Payments for Adult/Continuing Education Programs	4130									0
394	Payments for CTE Programs	4140									0
395	Payments for Community College Programs	4170									0
396	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
397	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
398	Payments for Regular Programs - Tuition	4210									0
399	Payments for Special Education Programs - Tuition	4220									0
400	Payments for Adult/Continuing Education Programs - Tuition	4230									0
401	Payments for CTE Programs - Tuition	4240									0
402	Payments for Community College Programs - Tuition	4270									0
403	Payments for Other Programs - Tuition	4280									0
404	Other Payments to In-State Govt Units - Tuition (Describe & Itemize)	4290									0
405	Total Payments to Other Dist & Govt Units - Tuition (In State)	4200						0			0
406	Payments for Regular Programs - Transfers	4310									0
407	Payments for Special Education Programs - Transfers	4320									0
408	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
409	Payments for CTE Programs - Transfers	4340									0
410	Payments for Community College Program - Transfers	4370									0
411	Payments for Other Programs - Transfers	4380									0
412	Other Payments to In-State Govt Units - Transfers (Describe & Itemize)	4390									0
413	Total Payments to Other Dist & Govt Units-Transfers (In State)	4300			0			0			0
414	Payments to Other Dist & Govt Units (Out of State)	4400									0
415	Total Payments to Other Dist & Govt Units	4000			0			0			0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
416	DEBT SERVICE (TF)	5000									
417	Debt Service - Interest on Short-Term Debt										0
418	Tax Anticipation Warrants	5110									0
419	Tax Anticipation Notes	5120									0
420	Corporate Personal Property Replacement Tax Anticipation Notes	5130									0
421	State Aid Anticipation Certificates	5140									0
422	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
423	Debt Service - Interest on Long-Term Debt										
424	Debt Service - Payments of Principal on Long-Term Debt¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize)	5300									0
425	Debt Service - Other (Describe & Itemize)	5400									0
426	Total Debt Service	5000			0			0			0
427	PROVISION FOR CONTINGENCIES (TF)	6000									0
428	Total Direct Disbursements/Expenditures		0	0	0	0	0	0	0	0	0
429	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										144
430											
431	90 - FIRE PREVENTION & SAFETY FUND (FP&S)										
432	SUPPORT SERVICES (FP&S)	2000									
433	Support Services - Business	2500									0
434	Facilities Acquisition & Construction Services	2530									0
435	Operation & Maintenance of Plant Service	2540									0
436	Total Support Services - Business	2500	0	0	0	0	0	0	0		0
437	Other Support Services - Misc. (Describe & Itemize)	2900									0
438	Total Support Services	2000	0	0	0	0	0	0	0		0
439	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (FP&S)	4000									0
440	Payments to Regular Programs	4110									0
441	Payments to Special Education Programs	4120									0
442	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
443	Total Payments to Other Districts & Govt Units (FPS)	4000						0			0
444	DEBT SERVICE (FP&S)	5000									
445	Debt Service - Interest on Short-Term Debt	5100									0
446	Tax Anticipation Warrants	5110									0
447	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
448	Total Debt Service - Interest on Short-Term Debt	5100						0			0
449	Debt Service - Interest on Long-Term Debt	5200									
450	Debt Service - Payments of Principal on Long-Term Debt¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize)	5300									0
451	Total Debt Service	5000						0			0
452	PROVISIONS FOR CONTINGENCIES (FP&S)	6000									0
453	Total Direct Disbursements/Expenditures		0	0	0	0	0	0	0		0
454	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										8

DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only (School Districts Only)

Description	EDUCATIONAL FUND (10)	OPERATIONS & MAINTENANCE FUND (20)	TRANSPORTATION FUND (40)	WORKING CASH FUND (70)	TOTAL
Direct Revenues	10,645,108	992,500	672,500	227,000	12,537,108
Direct Expenditures	11,979,451	1,071,756	518,396		13,569,603
Difference	(1,334,343)	(79,256)	154,104	227,000	(1,032,495)
Estimated Fund Balance - June 30, 2026	3,082,268	301,637	773,857	2,923,727	7,081,489

Unbalanced budget; however, a Deficit Reduction Plan is not required at this time.

A deficit reduction plan is required if the local board of education adopts (or amends) the 2025-2026 school district budget in which the "operating funds" listed above result in direct revenues (line 9, BudgetSum 2-4) being less than direct expenditures (line 19, BudgetSum 2-4) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 81, BudgetSum 2-4).

Note: The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.

Per School Code (105 ILCS 5/17-1) - If the Deficit AFR Summary Information tab from the 2024-2025 Annual Financial Report (AFR) reflects a deficit as defined above, then the school district shall adopt and submit a deficit reduction plan (found here on page 23-27) to ISBE within 30 days after acceptance of the AFR.

The deficit reduction plan, if required, is developed using ISBE guidelines and format.

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS (School Districts Only)

(For Local Use Only)

This is an estimated Limitation of Administrative Costs Worksheet only and will not be accepted for Official Submission of the Limitation of Administrative Costs Worksheet.

The worksheet is intended for use during the budgeting process to estimate the district's percent increase of FY2026 budgeted expenditures over actual FY2025 expenditures. Budget information is copied to this page. Insert the prior year estimated actual expenditures to compute the estimated percentage increase (decrease).

The official Limitation of Administrative Costs Worksheet is attached to the end of the Annual Financial Report (ISBE Form 50-35) and must be submitted in conjunction with that report. An official Limitation of Administrative Costs Worksheet can also be found on the ISBE website at: [Limitation of Administrative Costs](#)

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET
(Section 17-1.5 of the School Code)

School District Name: **Palos Heights SD 128**
RCDT Number: **07016128002**

		Estimated Actual Expenditures, Fiscal Year 2025				Budgeted Expenditures, Fiscal Year 2026			
		(10)	(20)	(80)		(10)	(20)	(80)	
Description	Funct. No.	Educational Fund	Operations & Maintenance Fund	Tort Fund	Total	Educational Fund	Operations & Maintenance Fund	Tort Fund	Total
1. Executive Administration Services	2320	303,825		0	303,825	317,075		0	317,075
2. Special Area Administration Services	2330	163,215			163,215	109,924		0	109,924
3. Other Support Services - School Administration	2490	0			0	0		0	0
4. Direction of Business Support Services	2510	139,079			139,079	145,995	0	0	145,995
5. Internal Services	2570				0	0		0	0
6. Direction of Central Support Services	2610				0	0		0	0
7. Deduct - Early Retirement or other pension obligations required by state law and included above.					0				0
8. Totals		606,119	0	0	606,119	572,994	0	0	572,994
9. Estimated Percent Increase (Decrease) for FY2026 (Budgeted) over (Actual) FY 2025									-5%

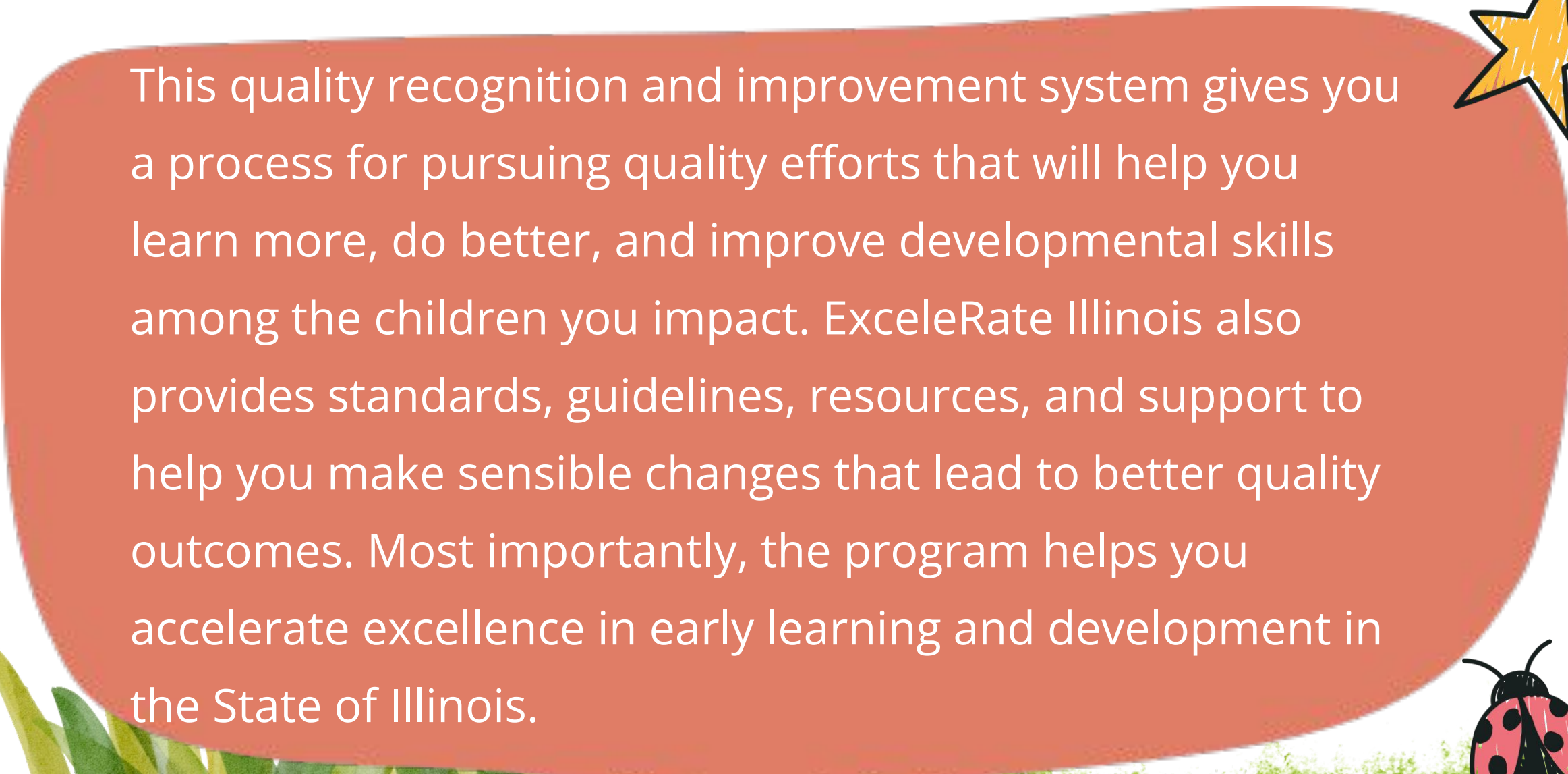
CONGRATULATIONS

INDIAN HILL PRESCHOOL TEAM

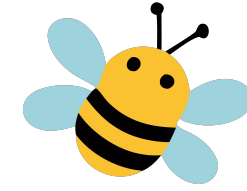
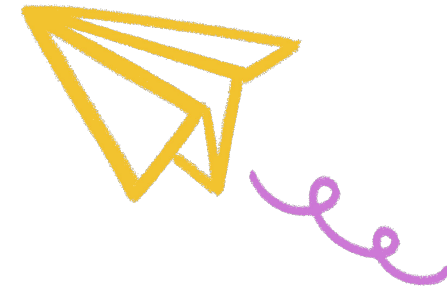




What is What is ExceleRate Illinois?



This quality recognition and improvement system gives you a process for pursuing quality efforts that will help you learn more, do better, and improve developmental skills among the children you impact. ExceleRate Illinois also provides standards, guidelines, resources, and support to help you make sensible changes that lead to better quality outcomes. Most importantly, the program helps you accelerate excellence in early learning and development in the State of Illinois.



ExceleRate Circles of Quality



Licensed

The Licensed Circle of Quality is the foundational circle of quality and recognizes compliance with the licensing standards of the Illinois Department of Children and Family Services.



Bronze

The Bronze Circle of Quality recognizes qualifications and professional development, with the completion of a robust series of trainings to prepare programs for success.



Silver

The Silver Circle of Quality recognizes the completion of a rigorous self-assessment and implementation of a continuous quality improvement process, as verified by an independent assessor. Silver Circle programs meet or exceed specific quality benchmarks on learning environment and instructional quality, along with selected administrative standards; qualifications; and professional development.



Gold

The Gold Circle of Quality recognizes programs which have demonstrated quality on all standards, as verified by an independent assessor. Gold Circle programs meet or exceed specific quality benchmarks on learning environment, instructional quality, administrative standards; group size and ratios; qualifications; and professional development.



1 2 3



**THANK
YOU!**

 **Laura Bass** 

 **Leslie Baudo** 

 **Sharon Bussie** 

 **Nancy Cook** 

 **Melissa DeLaRosa** 

 **Carrie Hoban** 

 **Mirella Perez** 

 **Lori Pierce** 

 **Dee Potempa** 

 **Chanika Sheehan** 

 **Christine Van Essen** 

 **Jamie Volk** 

 **Libby Whitney** 

Telling our Story in D128



District 128 Painting our Portrait of Pride

PALOS HEIGHTS SCHOOL DISTRICT 128

SEPTEMBER 2025

<u>GROSS PAYROLL</u>			
<u>AUGUST 1 THROUGH AUGUST 31, 2025</u>			413,272.30
<u>TRS</u>			26,059.69
<u>BOARD TRS SURCHARGE</u>			1,652.37
<u>THIS</u>			4,472.43
<u>IMRF, FICA, MEDICARE</u>			25,464.33
<u>TOTAL AUGUST PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE</u>			470,921.12
<u>EDUCATION FUND</u>	<u>10</u>		193,594.43
<u>BUILDING FUND</u>	<u>20</u>		87,437.44
<u>TRANSPORTATION FUND</u>	<u>40</u>		10,266.36
<u>SPECIAL CHECKS</u>			29,316.01
<u>CAPITAL PROJECTS</u>	<u>60</u>		292,650.99
<u>MUNICIPAL RETIREMENT</u>			
<u>TOTAL SEPTEMBER 2025 BILLS PAYABLE</u>			613,265.23
<u>TOTAL SEPTEMBER 2025 BILLS PAYABLE GROSS</u>			
<u>AUGUST 2025 PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE</u>			1,084,186.35

PRESIDENT

SECRETARY

PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

Voucher No: 1039

Voucher Date: 09/10/2025

Prepared By:



Printed: 09/10/2025 01:49:28 PM

PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$583,949.22 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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

Fund		Amount
10	EDUCATIONAL	\$193,594.43
20	OPERATIONS AND MAINTENANCE	\$87,437.44
40	TRANSPORTATION	\$10,266.36
60	CAPITAL PROJECTS	\$292,650.99
		<hr/> \$583,949.22

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
4IMPRINT, INC.		10.5.2310.411.0000.00.00.00 Check #: 0	BOARD OF EDUCATION – SUPPLIES	\$659.35
			Vendor Total:	\$659.35
ACCURATE BIOMETRICS		10.5.2310.314.0000.00.00.00 Check #: 0	BOARD OF EDUCATION –PROFESS SERVS/CONSULTANTS	\$207.00
			Vendor Total:	\$207.00
AFFILIATED CUSTOMER SERVICE INC	8023	20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE–OTHER PROF/TECH SERVICES	\$484.00
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE–MTCE	\$623.48
			Vendor Total:	\$1,107.48
ALLENGREEN GROUP		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$2,250.00
			Vendor Total:	\$2,250.00
AMAZON CAPITAL SERVICES		10.5.1100.410.0000.03.00.00 Check #: 0	CONSUMABLES – NAVAJO	\$131.12
		10.5.1100.411.0000.00.00.00 Check #: 0	K–12 – SUPPLIES	\$507.57
		10.5.1100.411.0000.02.00.00 Check #: 0	K–12 – SUPPLIES INDEPENDENCE	\$973.92
		10.5.1100.411.0000.03.00.00 Check #: 0	K–12 –SUPPLIES – NAVAJO HEIGHTS	\$966.65
		10.5.1100.411.0000.04.00.00 Check #: 0	K–12 – SUPPLIES – INDIAN HILL	\$547.65
		10.5.1125.411.3705.00.00.00 Check #: 0	PRE K SUPPLIES PFA GRANT	\$382.12

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1205.411.4620.05.00.00 Check #: 0	SPEC ED SUPPLIES IDEA GRANT	\$2,487.96
		10.5.1500.411.0000.02.00.00 Check #: 0	PHYS ED SUPPLIES - INDEPENDENCE	\$313.50
		10.5.2310.411.0000.00.00.00 Check #: 0	BOARD OF EDUCATION - SUPPLIES	\$99.93
		10.5.2320.411.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN - SUPPLIES	\$29.99
		10.5.2410.411.0000.02.00.00 Check #: 0	OFFICE OF PRINCIPAL-SUPPLIES-INDEPENDENCE	\$59.02
		10.5.2660.411.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES- SUPPLIES	\$1,082.53
			Vendor Total:	\$7,581.96
AMPLIFY		10.5.1100.410.0000.02.00.00 Check #: 0	CONSUMABLES - INDEPENDENCE	\$1,179.36
			Vendor Total:	\$1,179.36
BLICK ART MATERIALS.	12599	10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$220.13
			Vendor Total:	\$220.13
BRYAN NEUBACHER		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$124.83
			Vendor Total:	\$124.83
BUSINESSOLVER		10.5.1100.222.0000.00.00.00 Check #: 0	K-12 -MEDICAL INS	\$63.75
			Vendor Total:	\$63.75
BYE-MO'R INC	312	10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$2,581.50

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$2,581.50
CDW GOVERNMENT, INC._11767	11767	10.5.2660.314.0000.00.62.00 Check #: 0	DATA PROCESSING- TECHNOLOGY & OPERATIONS	\$3,285.00
		10.5.2660.470.0000.00.00.00 Check #: 0	DATA PROCESSING - SOFTWARE	\$1,331.88
		10.5.2660.700.0000.00.00.00 Check #: 0	DATA PROCESSING NON CAP EQUIPMENT	\$2,033.82
			Vendor Total:	\$6,650.70
CITY OF PALOS HEIGHTS	23899	20.5.2540.370.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-WATER/SEWER SERVICE	\$562.86
			Vendor Total:	\$562.86
COLLEEN MURPHY		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$52.36
			Vendor Total:	\$52.36
COMMUNITY PLAYTHINGS		10.5.1125.411.3705.00.00.00 Check #: 0	PRE K SUPPLIES PFA GRANT	\$6,032.00
			Vendor Total:	\$6,032.00
CORRECT MONITORING SERVICES		20.5.2540.342.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-ALARMS	\$360.00
			Vendor Total:	\$360.00
DISCOUNT SCHOOL SUPPLY_11471	11471	10.5.1125.411.3705.00.00.00 Check #: 0	PRE K SUPPLIES PFA GRANT	\$1,681.18
			Vendor Total:	\$1,681.18
DONS WORLD OF SPORTS INC	2613			

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.418.0000.02.00.00 Check #: 0	GYM SUITS INDEPENDENCE	\$2,907.00
			Vendor Total:	\$2,907.00
ELIM CHRISTIAN SERVICES	4659	10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$2,919.45
		10.5.2560.490.0000.00.00.00 Check #: 0	FREE AND REDUCED LUNCHES	\$45.00
		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$495.00
			Vendor Total:	\$3,459.45
ENGIE		20.5.2540.466.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-ELECTRICITY	\$16,801.81
			Vendor Total:	\$16,801.81
ESGI	25574	10.5.2230.411.0000.00.00.00 Check #: 0	ASSESSMENT AND TESTING- SUPPLIES	\$2,331.00
			Vendor Total:	\$2,331.00
EVERWAY LLC		10.5.1205.319.4620.05.00.00 Check #: 0	SP ED OTHER PROF SERVICES IDEA GRANT	\$4,934.92
			Vendor Total:	\$4,934.92
FILTERBUY		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$871.86
			Vendor Total:	\$871.86
FRESH AIR SCREEN REPAIR		20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-OTHER PROF/TECH SERVICES	\$325.00
			Vendor Total:	\$325.00
GRAINGER	20681			

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$580.09
			Vendor Total:	\$580.09
ILLINOIS ASSOC. OF SCHOOL ADMIN.	12616	10.5.2320.332.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN -TRAVEL/CONF	\$369.00
			Vendor Total:	\$369.00
ILLINOIS ASSOCIATION OF SCHOOL ADMINISTR	24117	10.5.2320.332.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN -TRAVEL/CONF	\$200.00
		10.5.2320.640.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN -DUES & FEES PROF. ORGANIZATIONS	\$50.00
			Vendor Total:	\$250.00
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	\$7,521.36
			Vendor Total:	\$7,521.36
INDIAN HILL SCHOOL	25566	10.5.2410.411.0000.04.00.00 Check #: 0	OFFICE OF PRINCIPAL - SUPPLIES INDIAN HILL	\$345.25
			Vendor Total:	\$345.25
INDICOM ELECTRIC		20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-OTHER PROF/TECH SERVICES	\$634.00
			Vendor Total:	\$634.00
IXL LEARNING				

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.314.0000.00.63.00 Check #: 0	K-12 INSTRUCTION TECHNOLOGY	\$17,625.00
			Vendor Total:	\$17,625.00
JOURNEYED		10.5.2660.314.0000.00.62.00 Check #: 0	DATA PROCESSING- TECHNOLOGY & OPERATIONS	\$1,952.00
			Vendor Total:	\$1,952.00
JUST RIGHT READER		10.5.1100.410.0000.00.00.00 Check #: 0	CURRICULUM NEW ADOPTIONS	\$10,920.50
		10.5.1205.411.3999.00.25.00 Check #: 0	AT RISK LITERACY GRANT SUPPLIES	\$3,150.00
			Vendor Total:	\$14,070.50
KAPLAN EARLY LEARNING COMPANY		10.5.1125.411.3705.00.00.00 Check #: 0	PRE K SUPPLIES PFA GRANT	\$998.76
			Vendor Total:	\$998.76
KENNEDY PLUMBING		20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-OTHER PROF/TECH SERVICES	\$1,915.00
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$3,115.00
		20.5.2540.700.0000.00.00.00 Check #: 0	OPERATIONS/MAINT NEW/REPL EQUIP	\$1,200.00
			Vendor Total:	\$6,230.00
KI		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$3,298.83
			Vendor Total:	\$3,298.83
KRIHA BOUCEK LLC		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -LEGAL SERVICES	\$825.00

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$825.00
LAKESHORE LEARNING MATERIALS	577	10.5.1125.411.3705.00.00.00 Check #: 0	PRE K SUPPLIES PFA GRANT	\$2,466.01
		10.5.1205.411.4620.05.00.00 Check #: 0	SPEC ED SUPPLIES IDEA GRANT	\$209.94
			Vendor Total:	\$2,675.95
LAMINATOR.COM, INC.		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$430.75
			Vendor Total:	\$430.75
LARSON COMPANY		20.5.2540.410.0000.00.00.00 Check #: 0	BUILDING PROJECT SUPPLIES	\$12,915.00
		20.5.2540.700.0000.00.00.00 Check #: 0	OPERATIONS/MAINT NEW/REPL EQUIP	\$5,000.00
			Vendor Total:	\$17,915.00
LAST TOP-COATS LLC		20.5.2530.310.0000.00.00.00 Check #: 0	FAC & ACQ & CONST - ARCHITECTURAL/PRF SERVICE	\$12,240.00
			Vendor Total:	\$12,240.00
LEAF		10.5.2660.360.0000.00.00.00 Check #: 0	DATA PROCESSING CAPITAL LEASE	\$2,914.00
			Vendor Total:	\$2,914.00
MADER SOLUTIONS LLC		10.5.2660.319.0000.00.00.00 Check #: 0	DATA PROCESS SERVICES OTHER PROF SERV	\$2,500.00
		10.5.2660.411.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES- SUPPLIES	\$565.47
			Vendor Total:	\$3,065.47

MARY KATE MORONEY

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.333.0000.00.00.00 Check #: 0	K-12 TEACHER MILEAGE REIMBURSEMENT	\$68.60
			Vendor Total:	\$68.60
MATH LEARNING CENTER		10.5.1205.411.4620.05.00.00 Check #: 0	SPEC ED SUPPLIES IDEA GRANT	\$3,445.20
			Vendor Total:	\$3,445.20
MEMBEAN, INC.		10.5.1100.314.0000.00.63.00 Check #: 0	K-12 INSTRUCTION TECHNOLOGY	\$3,378.75
			Vendor Total:	\$3,378.75
MENARDS INC	1008	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$217.92
			Vendor Total:	\$217.92
MIDLAND PAPER COMPANY	8627	10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$540.00
		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$2,548.90
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$2,324.00
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$2,872.40
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$2,107.00
			Vendor Total:	\$10,392.30
MIDWEST PAPER RETRIEVER		20.5.2540.321.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-SANITATION SERVICES	\$201.60
			Vendor Total:	\$201.60
NCS PEARSON_25380	25380			

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.314.0000.00.63.00 Check #: 0	K-12 INSTRUCTION TECHNOLOGY	\$4,312.50
		10.5.2230.411.4620.05.00.00 Check #: 0	ASSESSMENT IDEA GRANT	\$333.50
			Vendor Total:	\$4,646.00
NEWSELA INC.		10.5.1100.314.0000.00.63.00 Check #: 0	K-12 INSTRUCTION TECHNOLOGY	\$3,850.00
			Vendor Total:	\$3,850.00
NICOR GAS		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-NATURAL GAS	\$651.57
			Vendor Total:	\$651.57
ORLAND PARK ROTARY CLUB DIST. 6450		10.5.2310.640.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -DUES AND FEES	\$150.00
			Vendor Total:	\$150.00
PALOS ACE HARDWARE	17607	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$17.99
			Vendor Total:	\$17.99
PALOS HEIGHTS PARKS & RECREATION		20.5.2530.540.0000.00.00.00 Check #: 0	FACILITIES ACQ & CONST-SITE IMPRV & INFRA	\$2,126.50
			Vendor Total:	\$2,126.50
PETRARCA, GLEASON, BOYLE & IZZO, LLC		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -LEGAL SERVICES	\$159.00
			Vendor Total:	\$159.00
PROVEN IT		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$68.00

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$68.00
PUBLIC CONSULTING GROUP	22516	10.5.2660.310.4620.05.00.00 Check #: 0	DATA PROCESSING IDEA GRANT	\$9,097.99
			Vendor Total:	\$9,097.99
RELIABLE FIRE EQUIPMENT CO.	532	20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$3,147.05
			Vendor Total:	\$3,147.05
REPUBLIC SERVICES		20.5.2540.321.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-SANITATION SERVICES	\$836.00
			Vendor Total:	\$836.00
ROCHESTER 100 INC.	18208	10.5.1205.411.4620.05.00.00 Check #: 0	SPEC ED SUPPLIES IDEA GRANT	\$320.00
			Vendor Total:	\$320.00
RUSH DAY SCHOOL		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$20,446.56
			Vendor Total:	\$20,446.56
SCHOLASTIC NEWS		10.5.1100.410.0000.01.00.00 Check #: 0	CONSUMABLES - CHIPPEWA	\$1,890.68
		10.5.1100.410.0000.03.00.00 Check #: 0	CONSUMABLES - NAVAJO	\$4,370.76
		10.5.1100.410.0000.04.00.00 Check #: 0	CONSUMABLES - INDIAN HILL	\$1,602.77
			Vendor Total:	\$7,864.21
SCHOOL HEALTH CORP.	3983	10.5.1500.412.0000.00.00.00 Check #: 0	INTERSCH PRG - UNIFORMS	\$3,375.00

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
			Vendor Total:	\$3,375.00
SCHOOL OUTLET		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$4,628.56
			Vendor Total:	\$4,628.56
SCHOOL SPECIALTY_26419	26419	10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$175.20
			Vendor Total:	\$175.20
SERTOMA SPEECH & HEARING CENTER	5222	10.5.2150.310.4620.05.00.00 Check #: 0	AUDIOLOGY SERVICES IDEA GRANT	\$1,350.00
			Vendor Total:	\$1,350.00
SHERWIN-WILLIAMS		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$433.74
			Vendor Total:	\$433.74
SHOREWOOD HOME & AUTO INC.		20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-OTHER PROF/TECH SERVICES	\$773.03
			Vendor Total:	\$773.03
SID'S LANDSCAPING	20233	20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-OTHER PROF/TECH SERVICES	\$3,000.00
			Vendor Total:	\$3,000.00
SMITHEREEN EXTERMINATING COMPANY	4755	20.5.2540.320.0000.00.00.00 Check #: 0	OPER & MAINT PROP SERVICES	\$446.00
			Vendor Total:	\$446.00
SOLID STATE BUSINESS SYSTEMS INC.				

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2660.314.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES-PROFESS SERVS/INSTRUCT	\$32,500.00
			Vendor Total:	\$32,500.00
STAPLES ADVANTAGE_12999	12999	10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$1,693.12
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$494.54
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$217.31
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$132.52
		10.5.1205.411.4620.05.00.00 Check #: 0	SPEC ED SUPPLIES IDEA GRANT	\$37.52
			Vendor Total:	\$2,575.01
SUBURBAN SUPT. ROUNDTABLE		10.5.2320.332.0000.00.00.00 Check #: 0	EXECUTIVE ADMIN -TRAVEL/CONF	\$500.00
			Vendor Total:	\$500.00
SWEETWATER		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$170.90
			Vendor Total:	\$170.90
TIMBERLINE BILLING SERVICE		10.5.1205.311.0000.00.00.00 Check #: 0	SPEC ED PURCH SERVICES	\$291.17
			Vendor Total:	\$291.17
TRUGREEN		20.5.2540.320.0000.00.00.00 Check #: 0	OPER & MAINT PROP SERVICES	\$662.20
			Vendor Total:	\$662.20
UCP SEGUIN/INFINITEC OF CHICAGO				

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1039

09/10/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1205.310.4620.05.00.00 Check #: 0	K-12 ASSISTIVE TECH IDEA FT GRANT	\$1,395.00
			Vendor Total:	\$1,395.00
ULINE	17779	10.5.1125.411.3705.00.00.00 Check #: 0	PRE K SUPPLIES PFA GRANT	\$1,327.50
			Vendor Total:	\$1,327.50
UNIQUE PRODUCTS		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$6,493.52
			Vendor Total:	\$6,493.52
VEREGY		60.5.2530.530.0000.00.00.00 Check #: 0	SITE AND BUILDING IMPROVEMENTS	\$292,650.99
			Vendor Total:	\$292,650.99
VETERANS FLOORS, INC.		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$2,750.00
			Vendor Total:	\$2,750.00
VICTOR TECHNOLOGY LLC		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$394.70
			Vendor Total:	\$394.70
			Grand Total:	\$583,949.22

End of Report

PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

Voucher No: 1015

Voucher Date: 08/01/2025

Prepared By: 

Printed: 09/10/2025 01:58:24 PM

PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$29,316.01 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2025 to June 30, 2026 (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

Fund		Amount
10	EDUCATIONAL	\$29,279.11
20	OPERATIONS AND MAINTENANCE	\$36.90
		<hr/> <hr/>
		\$29,316.01

SPECIAL CHECKS DRAWN IN AUGUST

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1015

08/01/2025

Fiscal Year: 2025-2026

Vendor Remit Name	Vendor #	Account	Description	Amount
APPLE COMPUTER INC	8012	10.5.2660.700.0000.00.00.00 Check #: 45032	DATA PROCESSING NON CAP EQUIPMENT	\$26,370.00
			Vendor Total:	\$26,370.00
BMO FINANCIAL GROUP		10.5.1100.411.0000.02.00.00 Check #: 45033	K-12 - SUPPLIES INDEPENDENCE	\$395.00
		10.5.1100.411.0000.03.00.00 Check #: 45033	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$142.97
		10.5.2310.332.0000.00.00.00 Check #: 45033	BOARD OF EDUCATION -TRAVEL/CONF	\$199.00
		10.5.2310.411.0000.00.00.00 Check #: 45033	BOARD OF EDUCATION - SUPPLIES	\$181.94
		10.5.2320.411.0000.00.00.00 Check #: 45033	EXECUTIVE ADMIN - SUPPLIES	\$140.93
		10.5.2410.332.0000.00.00.00 Check #: 45033	OFFICE OF PRINCIPAL -TRAVEL/CONF	\$449.00
		10.5.2410.411.0000.01.00.00 Check #: 45033	OFFICE OF PRINCIPAL - SUPPLIES CHIPPEWA	\$289.27
		10.5.2660.314.0000.00.62.00 Check #: 45033	DATA PROCESSING- TECHNOLOGY & OPERATIONS	\$195.00
		10.5.2660.411.0000.00.00.00 Check #: 45033	DATA PROCESSING SERVICES- SUPPLIES	\$896.00
		10.5.2660.470.0000.00.00.00 Check #: 45033	DATA PROCESSING - SOFTWARE	\$20.00
		20.5.2540.411.0000.00.00.00 Check #: 45033	OPERATION/MAINTENANCE- SUPPLIES	\$36.90
			Vendor Total:	\$2,946.01
			Grand Total:	\$29,316.01

End of Report

Palos Heights School District 128

Fund Balances

Fiscal Year: 2025-2026

Month: August

Year: 2025

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	\$0.00	\$370,559.85	(\$974,320.07)	\$0.00	(\$603,760.22)
11	STUDENT ACTIVITY FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	OPERATIONS AND MAINTENANCE	\$0.00	\$0.00	(\$239,497.13)	\$0.00	(\$239,497.13)
30	DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40	TRANSPORTATION	\$0.00	\$1,625.00	(\$50,331.56)	\$0.00	(\$48,706.56)
50	MUNICIPAL RETIREMENT	\$0.00	\$0.00	(\$19,144.95)	\$0.00	(\$19,144.95)
55	SOCIAL SECURITY	\$0.00	\$0.00	(\$21,127.45)	\$0.00	(\$21,127.45)
60	CAPITAL PROJECTS	\$0.00	\$0.00	(\$366,950.13)	\$0.00	(\$366,950.13)
70	WORKING CASH	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
80	TORT IMMUNITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
90	LIFE SAFETY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$0.00	\$372,184.85	(\$1,671,371.29)	\$0.00	(\$1,299,186.44)

End of Report

**District 128, Cook County
Palos Heights, Illinois**

BOARD MEETING September 17, 2025

Activity Fund Receipts and Expenses August 2025

	Balance 07/31/25	AUGUST Receipts	AUGUST Expenses	Balance 08/31/25
Indian Hill	500	\$0.00	\$0.00	\$500.00
Chippewa	\$607.80	\$0.00	\$0.00	\$607.80
Navajo	\$57.38	\$822.74	\$755.00	\$125.12
Independence				
IJHS	\$2,208.79	\$976.51	\$1,042.26	\$2,143.04
Cheerleaders	\$3,410.86	\$0.00	\$3,410.00	\$0.86
Drama	\$975.11	\$1,738.00	\$0.00	\$2,713.11
Lunch	\$0.00	\$0.00	\$0.00	\$0.00
Poms	\$146.55	\$0.00	\$0.00	\$146.55
Student Council	\$513.29	\$0.00	\$0.00	\$513.29
	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>	<u><u> </u></u>
TOTAL	<u><u>\$7,919.78</u></u>	<u><u>\$3,537.25</u></u>	<u><u>\$5,207.26</u></u>	<u><u>\$6,249.77</u></u>

See the Question and Answer section below the policy. Review the sentence highlighted in yellow for consideration to be added to policy. If we want to add, answer to question is "yes" if not, we will answer "no". Will edit recommendation here once we review.

Document Status: Draft Update

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:

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 (Code)*. [PRESSPlus1](#) A copy of the *Code* shall be displayed in the regular Board meeting room. [Q1](#)

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), [2:60 \(Board Member Removal from Office\)](#), 2:100 (Board Member Conflict of Interest), 2:105 (Ethics and Gift Ban), 2:210 (Organizational Board of Education Meeting)

Adopted: September 20, 2023


Questions and Answers:

***Required Question 1. The School Code does not specifically address what happens when board members violate their oath of office, nor does it create an opportunity to take legal action for such violations. *Collins v. Bd. of Educ. of North Chicago Comm. Unit Sch. Dist. 187*, 792 F.Supp.2d 992 (N.D.Ill. 2011). **Consult the board attorney for guidance when considering any type of disciplinary action or sanction against a board member.**

Depending on the situation, a board self-evaluation or private one-on-one meetings with a board member may be appropriate to address an issue relating to board member behavior (for a list of IASB workshops, see www.iasb.com/conference-training-and-events/training/workshops/). When a board member's violation of the oath of office also constitutes a willful failure to perform his or her official duties, the board may request the regional superintendent to remove the member from office. See sample policy 2:60, *Board Member Removal from Office*, available at PRESS Online by logging in at www.iasb.com, at footnote 2, for further discussion. A board member whose conduct violates conflict of interest laws may also be subject to criminal liability and removal from office. See sample policy 2:100, *Board Member Conflict of Interest*, and its footnotes, for additional information. In consultation with the board attorney, a board may also consider other actions to address a member's violation of the oath of office, such as publicly censuring a member. *Houston Comm. College System v. Wilson*, 595 U.S. 468 (2022) (holding that a college board of trustees did not violate a trustee's First Amendment rights when it adopted a resolution censuring him for "reprehensible" conduct). Other sanctions may be also warranted, depending on the facts. For example, in *Earnest v. Jasper Cty. Comm. Unit Sch. Dist. No. 1*, 371 F.Supp.3d 459 (S.D.Ill 2019), a court held a board member was not deprived of his liberty interest under the 14th Amendment when the board limited his access to confidential board packet information after it found the board member shared confidential personnel and student information with members of the public.

To encourage appropriate conduct, boards may wish to have their policy express potential consequences for violating the oath of office or the *Code of Conduct for Members of School Boards*. Such boards may add the following sentence to the end of this policy:

"A board member who fails to abide by the oath of office or the *Code* may be subject to action by the Board, including, but not limited to, formal censure and/or referral to the Regional Superintendent for



removal from office under Board policy 2:60, *Board Member Removal from Office.*"

Has the Board adopted this policy to include the optional sentence shown above?

No. (Default)

Yes. (For districts in suburban Cook County, IASB will replace "Regional Superintendent" with "appropriate Intermediate Service Center Executive Director.")

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 119, June 2025**

Recommend as presented. 5-year review Minor language change. We track electronically, but the exhibit is good to keep so the public knows there is accountability for tracking.

Document Status: Draft Update

Board Member Development

2:120-E2 Exhibit - Website Listing of Development and Training Completed by Board Members

District website administrator master: [PRESSPlus1](#) Post this template (including the explanatory paragraphs) on the District's website and update the table as information is provided.

Each Illinois school board member who is elected or appointed to fill a vacancy of at least one year's duration must complete State-mandated *professional development and leadership training* (PDLT) and *Open Meetings Act* (OMA) training. State-mandated training is also required for board members who want to vote upon a dismissal based upon the *Performance Evaluation Reform Act*. For additional information, see Board policy 2:120, *Board Member Development*.

The following table contains State-mandated training requirements and other professional development activities that were completed by each Board member. When the Illinois Association of School Boards (IASB) provided the training, the acronym "IASB" follows the listed activity.

Name	Development and Training Activity and Provider	Date Completed

IASB is a voluntary organization of local boards of education dedicated to strengthening the Illinois public schools through local citizen control. Although not a part of State government, IASB is organized by member school boards Board of Educations as a private not-for-profit corporation under authority granted by Article 23 of the School Code. The vision of IASB is excellence in local school board

governance in support of quality public education.

For more information regarding IASB and its programs visit www.iasb.com.

DATED : September 15, 2021

PRESSPlus Comments

PRESSPlus 1. Updated throughout in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

Document Status: Draft Update

BOARD OF EDUCATION

2:130 Board-Superintendent Relationship

The Board of Education directs, through policy, the Superintendent in his or her charge of the administration of the District by delegating its authority to operate the District and provide leadership to staff. The Board employs and evaluates the Superintendent and holds him or her responsible for the operation of the District in accordance with Board policies and State and federal law.

The Board-Superintendent relationship is based on mutual respect for their complementary roles. The relationship requires clear communication of expectations regarding the duties and responsibilities of both the Board and Superintendent.

The Board considers the recommendations of the Superintendent as the District's Chief Executive Officer. The Board adopts policies necessary to provide general [PRESSPlus1](#) direction for the District and to encourage achievement of District goals. The Superintendent develops plans, programs, and procedures needed to implement the policies and directs the District's operations.

LEGAL REF.:

[105 ILCS 5/10-16.7](#) and [5/10-21.4](#).

CROSS REF.: 3:40 (Superintendent)

Adopted: September 15, 2021

PRESSPlus Comments

PRESSPlus 1. Updated in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

Document Status: Draft Update

Recommend as presented.
Footnotes and minor language
updated in 5-year review.

Board of Education Meeting Procedure

2:220-E4 Exhibit - Open Meeting Minutes

[PRESSPlus1](#)

Meeting Minutes Protocol

1. Meeting minutes are the permanent record of the proceedings during a Board of Education meeting. All Board action must be recorded in the minutes; thus, the minutes focus on Board action.
2. The minutes only include information provided at the meeting. Information may not be corrected or updated in the minutes unless it was discussed at the meeting.
3. Minutes include a summary of the Board's discussion on an agenda topic; the minutes do not state what is said verbatim. The minutes do not repeat the same point made by different individuals. If appropriate, the minutes include a brief background and an explanation of the circumstances surrounding an issue discussed. The minutes do not include the names of **Board** members making specific points during discussion. Requests from individual Board members to include their vote or an opinion **in the minutes** [PRESSPlus2](#) are handled according to Board policy 2:220, *Board of Education Meeting Procedure*.
4. The minutes include the topic of reports that are made to the Board including reports from the Superintendent or a Board committee. Written reports are filed with the minutes but do not become part of the minutes.
5. The minutes note when a member is not present for the entire meeting due to late arrival and/or early departure.
6. Although items may be considered by the Board in a different order than appeared on the agenda, items in the minutes are generally recorded in the same order as they appeared on the agenda. When a meeting is reconvened on a different date, the minutes must describe what happened on each meeting date.
7. The minutes should be recorded in an objective **but positive/constructive** tone. Answers and explanations, rather than questions, are recorded. Writing style, including choice of words and sentence structure, is at the discretion of the individual recording the minutes.
8. The minutes include individuals' names who speak during the meeting's public participation segment as well as the topics they address. All written documents presented at a Board meeting are filed with the minutes but do not become part of the minutes.
9. The following template generally governs meeting minutes.

Open Meeting Minutes

Date:	Time:
Location:	

Type of meeting: Regular Special Reconvened or rescheduled Emergency

Name of person taking the minutes:

Name of person presiding:

Members in attendance:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

Members absent:

- 1.
- 2.
- 3.

Members in attendance remotely (by audio or video conference

- 1.
- 2.
- 3.

Approval of Agenda

List any items removed from the consent agenda:

Motion made by:

Motion: To approve

To add items as follows: *(No action may be taken on new agenda items.)*

Motion seconded by: _____

Action: Passed Failed

Approval of Previous Meeting Minutes *(Needed only if this item is not on the consent agenda.)*

Minutes from the Board meeting held on:

Motion made by:

Motion: To approve

To approve subject to incorporation of the following amendment(s):

Motion seconded by: _____

Action: Passed Failed

Approval of Items on Consent Agenda *(This may include expense advancements, reimbursements, and/or purchase orders regulated by the Local Government Travel Expense Control Act (see Board policies 2:125, Board Member Compensation; Expenses, and 5:60, Expenses))*

Summary of discussion:

Motion to approve the consent agenda made by:

Motion seconded by: _____

Roll Call: *(Needed when consent agenda contains an item involving the expenditure of money.)*

"Yeas"

"Nays"

Action: Passed Failed

Public Comments *(Reproduce this section for each individual making a comment.)*

The following individual appeared and commented on the topic noted below: *(Include the title of any documents presented to the Board.)*

Name:

Topic:

Remaining Agenda Items *(Reproduce this section for each agenda item.)*

Agenda item:

Summary of discussion:

Motion made by:

Motion to:

Motion seconded by: _____

Action: Passed Failed

(If a roll call vote occurred, record the vote of individual Board members.)

"Yeas"

"Nays"

If Applicable, Approval of Motion to Adjourn to Closed Meeting *(Insert exhibit 2:220-E2, Motion to Adjourn to Closed Meeting.)*

Approval of Motion to Adjourn

Motion to adjourn made by:

Motion seconded by: _____

Action: Passed Failed

Time of adjournment:

Post-Meeting Action

Date minutes approved:

Date minutes were available for public inspection:

Date minutes were posted on District website:

DATED : September 15, 2021

PRESSPlus Comments

PRESSPlus 1. The footnote information previously included above within a popup note has been deleted. Footnotes are not intended to be included in an adopted policy and/or implemented board exhibit. Up-to-date footnote information can be found by viewing the Policy Reference Manual samples available at PRESS Online by logging in at www.iasb.com. **Issue 119, June 2025**

PRESSPlus 2. Updated throughout in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

Document Status: Draft Update

Recommend as presented.
Minor language
updated in 5-year review.

Board of Education Meeting Procedure

2:220-E7 Exhibit - Access to Closed Meeting Minutes and Verbatim Recordings

The Board must allow its duly elected officials or appointed officials filling a vacancy of an elected office access to closed session minutes and verbatim recordings. [5 ILCS 120/2.06\(e\)](#). The following subheads implement the logistics of granting this access.

Access to Closed Meeting Minutes

Duplicate this section for each grant of access to closed meeting minutes.

Date:		Time:		Storage Location:
Name of person(s) responsible for storing the closed meeting minutes:				
<input type="checkbox"/> Access granted				
Date access occurred:		Start time:		
Requesting Board member's name <i>(Please print)</i>				
In the presence of: <i>(Check appropriate box and insert name on line.)</i> PRESSPlus1				
<input type="checkbox"/> Records Secretary				
<input type="checkbox"/> Administrative official of the public body				
<input type="checkbox"/> Any elected official of the public body				

For requesting Board member: *(Read the following and sign below.)*

While the Open Meetings Act does not provide a cause of action against me or the Board for disclosing closed session discussions (*Swanson v. Bd. of Police Commissioners*, 197 Ill.App.3d 592 (2nd Dist. 1990)), I acknowledge and understand that any disclosures by me of information in the closed session minutes not yet released to the public could subject me to a possible civil action

alleging that I created harm to another, i.e., an intentional tort(s).

Requesting Board Member Signature _____ Date _____

Verbatim Recording Access

Duplicate this section for each grant of access to verbatim recordings.

Date:		Time:		Storage Location:	
Name of person(s) responsible for storing the verbatim recording:					
<input type="checkbox"/> Access granted					
Date access occurred:		Start time:		End time:	
Requesting Board member's name <i>(Please print)</i>					
In the presence of: <i>(Check appropriate box and insert name on line.)</i>					
<input type="checkbox"/> Records Secretary					
<input type="checkbox"/> Administrative official of the public body					
<input type="checkbox"/> Any elected official of the public body					
<input type="checkbox"/> Access denied <input type="checkbox"/> Access unavailable. Verbatim recording requested is older than 18 months and was destroyed pursuant to 5 ILCS 120/2.06(c) .					

For requesting Board member: *(Read the following and sign below.)*

While the Open Meetings Act does not provide a cause of action against me or the Board for disclosing closed session discussions (*Swanson v. Bd. of Police Commissioners*, 197 Ill.App.3d 592 (2nd Dist. 1990)), I acknowledge and understand that any disclosures by me of information in the closed session verbatim recordings could subject me to a possible civil action alleging that I created harm to another, i.e., an intentional tort(s).

Requesting Board Member Signature _____ Date _____

DATED : September 15, 2021

PRESSPlus Comments

PRESSPlus 1. Updated throughout in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

Document Status: Draft Update

STUDENTS

7:140 Search and Seizure

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

School Property and Equipment as well as Personal Effects Left ~~There~~ On School Property by Students [PRESSPlus1](#)

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

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

Students

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

When feasible, the search should be conducted as follows:

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

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

Seizure of Property

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

Notification Regarding Student Accounts or Profiles on Social Networking Websites

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

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

LEGAL REF.:

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

[Vernonia Sch. Dist. 47J v. Acton, 515 U.S. 646 \(1995\).](#)

[Safford Unified Sch. Dist. No. 1 v. Redding, 557 U.S. 364 \(2009\).](#)

105 ILCS 5/10-20.14, 5/10-22.6, and 5/10-22.10a.

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

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

[People v. Dilworth, 169 Ill.2d 195 \(1996\), cert. denied, 116 S.Ct. 1692 517 U.S. 1197 \(1996\).](#)

[People v. Pruitt, 278 Ill.App.3d 194 \(1st Dist. 1996\), app. denied, 167 Ill.2d 564 667 N.E. 2d 1064 \(Ill.App.1, 1996\).](#)

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

[Vernonia School Dist. 47J v. Acton, 515 U.S. 646 \(1995\).](#)

[Safford Unified School Dist. No. 1 v. Redding, 557 U.S. 364 \(2009\).](#)

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

Adopted: January 20, 2021

PRESSPlus Comments

PRESSPlus 1. Updated throughout in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

Document Status: Draft Update

STUDENTS

7:300 Extracurricular Athletics

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

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

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

LEGAL REF.:

105 ILCS 5/10-20.30, ~~5/10-20.54~~, [PRESSPlus1](#) 5/22-80, and 25/2.

[23 Ill.Admin.Code §1.530\(b\)](#).

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

Adopted: January 20, 2021

PRESSPlus Comments

PRESSPlus 1. Updated in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

Document Status: Draft Update

COMMUNITY RELATIONS

8:80 Gifts to the District

The Board of Education appreciates gifts from any education foundation, other entities, or individuals. All gifts must adhere to each of the following:

1. Be accepted by the Board or, if less than \$500.00 in value, the Superintendent or designee. Individuals should obtain a pre-acceptance commitment before identifying the District, any school, or school program or activity as a beneficiary in any fundraising attempt, including without limitation, any Internet fundraising attempt.
2. Be given without a stated purpose or with a purpose deemed by the party with authority to accept the gift to be compatible with the Board's educational objectives and policies.
3. Be consistent with the District's mandate to provide equal educational and extracurricular opportunities to all students in the District as provided in Board policy 7:10, *Equal Educational Opportunities*. State and federal laws require the District to provide equal treatment for members of both sexes to educational programming, extracurricular activities, and athletics. This includes the distribution of athletic benefits and opportunities.
4. Permit the District to maintain resource equity among its learning centers.
5. Be viewpoint neutral when the gift involves the incorporation of any messages. [PRESSPlus1](#) The Superintendent or designee shall manage a process for the review and approval of donations involving the incorporation of messages into or placing messages upon school property.
6. Comply with all laws applicable to the District including, without limitation, the Americans with Disabilities Act, the Prevailing Wage Act, the Health/Life Safety Code for Public Schools, and all applicable procurement and bidding requirements.

The District will provide equal treatment to all individuals and entities seeking to donate money or a gift. Upon acceptance, all gifts become the District's property. The acceptance of a gift is not an endorsement by the Board, District, or school of any product, service, activity, or program. The method of recognition is determined by the party accepting the gift.

LEGAL REF.:

[20 U.S.C. §1681](#) et seq., Title IX of the Education Amendments; ~~implemented by~~ [34 C.F.R. Part 106.](#)

[105 ILCS 5/16-1.](#)

[23 Ill.Admin.Code §200.40.](#)

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs), 6:10 (Educational Philosophy and Objectives), 6:210 (Instructional Materials), 7:10 (Equal Educational Opportunities)

Adopted: June 10, 2020

PRESSPlus Comments

PRESSPlus 1. Updated throughout in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

Document Status: Draft Update - Rewritten

Board Member Development

2:120-E1 Exhibit - Guidelines for Serving as a Mentor to a New Board of Education Member

On District letterhead [PRESSPlus1](#)

Recommend as presented.

See redlined version of exhibit following this update.. The assigning of a mentor by policy is an option and not required. We have not typically assigned a formal mentor, but we can if deemed necessary!

Date

Dear Board of Education Member:

Thank you for agreeing to serve as a mentor to a new Board member. The goal of the mentoring program is to orient a new Board member to the Board and District and to help the new Board member be comfortable and become an effective member of our governance team. Follow these guidelines to maximize your mentoring effectiveness:

1. During your first contact with the new Board member, introduce yourself and explain that you will serve as the new Board member's mentor and are looking forward to sharing information about the Board and District. If possible, meet with the individual to become acquainted. Be available as needed to provide assistance, advice, and support. The Superintendent's office will have already provided the new Board member with a web link or paper copy of the Board's policies, as well as other helpful material.
2. Share your knowledge and experiences with the new Board member. Take a personal interest in helping the new Board member succeed.
3. Try to develop an informal, collegial relationship with the new Board member – explain that you are there to help. Listen respectfully to all concerns and answer questions honestly.
4. Be prepared to introduce the new Board member at upcoming Board events until the new Board member becomes a familiar face.
5. Be available and maintain a helpful attitude.

Being a mentor can bring rewards to you, the new Board member, and the District. You will assist the new Board member in becoming an effective member of the Board and ensuring skilled and knowledgeable future leadership for the District. Thank you for your assistance and commitment.

Sincerely,

Board of Education President

PRESSPlus Comments

PRESSPlus 1. Rewritten for PRESS Plus in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. A redlined version showing the changes made is available at PRESS Online by logging in at www.iasb.com. **Issue 119, June 2025**

School Board

Exhibit - Guidelines for Serving as a Mentor to a New School Board Member

On District letterhead

Date

Dear School Board Member:

Thank you for agreeing to serve as a mentor to a new Board member. The goal of the mentoring program is to orient a new Board member to the Board and District and to help the new Board member be comfortable, ~~develop self confidence,~~ and become an effective ~~leader~~ member of our governance team. Follow these guidelines to maximize your mentoring effectiveness:-

1. During your first contact with the new Board member, introduce yourself and explain that you will serve as the new Board member's mentor and are looking forward to sharing information about the Board and District. If possible, meet with the individual to become acquainted. Be available as needed to provide assistance, advice, and support. The Superintendent's office will have already provided the new Board member with a web link or paper copy of the Board's policies, as well as other helpful material.
- ~~1.2. Be a good mentor by s~~Share your knowledge and experiences with ~~others~~the new Board member. Take a personal interest in helping ~~others~~the new Board member succeed.
- ~~2.3. Try to develop an informal, collegial relationship with the new Board member – explain that you are there to help. Listen respectfully to all concerns and answer questions honestly.~~
- ~~3. During your first contact with the new Board member, introduce yourself and explain that you will serve as the new Board member's mentor and are looking forward to sharing information about the Board and District. If possible, meet with the individual to become acquainted. Be available as needed to provide assistance, advice, and support. The Superintendent's office will have already provided the new Board member with a web link or paper copy of the Board's policies as well as other helpful material.~~
4. Be prepared to introduce the new Board member at upcoming Board events until the new Board member becomes a familiar face.
5. Be available and maintain a helpful attitude. ~~You will assist the new Board member in becoming an effective member of the Board and ensuring skilled and knowledgeable future leadership for the District.~~

Being a mentor can bring rewards to you, the new Board member, and the District. You will assist the new Board member in becoming an effective member of the Board and ensuring skilled and knowledgeable future leadership for the District. Thank you for your assistance and commitment.

Sincerely,

School Board President

Document Status: Draft Update - Rewritten

Board of Education Meeting Procedure

2:220-E9 Exhibit - Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration

Use this exhibit to document the Board's and/or its committee(s)'s (5 ILCS 120/1.02) processes to comply with the requirements of the Open Meetings Act (OMA) when a board and/or its committee(s) must meet during a disaster declaration related to a public health emergency/concern, and the meeting will have no physical presence of a quorum and participation by audio or video. [PRESSPlus1](#)

Note: If a Board committee uses this exhibit, replace Board President, Vice President, and Superintendent with the appropriate committee leaders.

Consult the Board Attorney for guidance.

Documentation of OMA Requirements for Board Members to Participate in a Meeting with No Physical Presence of Quorum

The Governor or the Director of the Ill. Dept. of Public Health has issued a disaster declaration related to a public health emergency because of a disaster as defined in 20 ILCS 3305/4, and all or part of the jurisdiction of the Board is covered by the disaster area. 5 ILCS 120/7(e)(1). **Note:** OMA uses "public health concerns," but the Ill. Emergency Management Agency Act (IEMA) uses "public health emergency;" this exhibit matches the IEMA term because it governs disaster declarations.

Insert Disaster Declaration or Executive Order number [] or attach to this document.

The Board President or, if the office is vacant or the President is absent or unable to perform the office's duties, the Vice President, or if neither the President nor Vice President are present or able to perform this determination, the Superintendent (5 ILCS 120/7(e)(2) and 140/2(e)) signs below that the following three **Steps** were executed by:

Step 1. Determining whether the meeting is a bona fide emergency (5 ILCS 120/7(e)(7)) (*check Yes or No, below*):

Yes; it is an emergency meeting, and I:

- a. Notified the Board members and the public, including any news medium which has filed an annual request for notice of meetings as soon as practicable, but in any event prior to the holding of such meeting pursuant to 5 ILCS 120/2.02(a) and 120/7(e)(7)(A);
- b. Stated the nature of the emergency at the beginning of the meeting; and
- c. Provided the Superintendent or Board Secretary the resources necessary during the meeting to keep a verbatim record of the meeting, **for both open and closed**, and managed it the same way that the Board complies with the verbatim recording requirements for closed meetings (see exhibit 2:220-E1, *Board Treatment of Closed Meeting Verbatim Recordings and Minutes*).

Note: In this situation, a verbatim recording is not limited to closed meetings only.

d. Move to Step 2, below.

No; it is a regular or special meeting, and I:

- a. Ensured that the Board provided 48 hours' notice of the meeting to all Board members, to any news medium on file in the District that have requested notice of meetings pursuant to 5 ILCS 120/2.02(a), and to members of the public by posting it on the District's website. 5 ILCS 120/7(e)(7). **Note:** 5 ILCS 120/7(e) does not have the "if any" exception for school boards that do not have websites. Consult the Board Attorney regarding alternate ways to communicate notice of a meeting when the District does not have a website and a Disaster Declaration or Executive Order has been issued.

Insert meeting date and time, and a link to the meeting notice or attach a copy of the notice to this document.

b. Move to Step 2, below.

Step 2. Determining whether it is practical, prudent, or feasible for any in-person attendance at the regular meeting location (5 ILCS 120/7(e)(2)). (*check Yes or No, below*):

Yes; in-person attendance is practical, prudent, or feasible, and I:

- a. Ensured that at least one Board member, the Board Attorney, or the Superintendent was physically present at the regular meeting location (5 ILCS 120/7(e)(5)), and
- b. Verified that members of the public who were present could hear all discussion and testimony and all votes of the members of the Board. 5 ILCS 120/7(e)(4).
- c. Move to Step 3, below.

No; in-person attendance is not practical, prudent, or feasible, and I:

- a. Made a written determination referring to the specific Executive Order or Disaster Declaration citing the public health concern/emergency that applies to the Board and the meeting. 5 ILCS 120/7(e)(1) and (2).
- b. Included the written determination made in letter a., above, on the Board's published notice and agenda for the alternative arrangements for the meeting. 5 ILCS 120/7(e)(7)(A).
- c. Offered the alternative arrangements to the public by offering a telephone number or a web-based link. 5 ILCS 120/7(e)(4).

Insert a link to the meeting notice or attach a copy of the notice or refer to above if already attached to this document (see above).

Include this written determination on the Board/committee's published notice and agenda for the audio or video meeting, and in the meeting minutes.

d. Move to Step 3, below.

Step 3. During the meeting, I:

Directed the Recording Secretary to, in addition to the requirements for open meetings under OMA, also keep verbatim record of the open meeting by recording it and making it open and available to the public under all provisions of OMA. 5 ILCS 120/7(e)(9). *Sample text follows below in the*

subhead Report to the Public Following the Board's Meeting with No Physical Presence of Quorum.

Read my written determination referring to the specific Executive Order or Disaster Declaration citing the public health concern/emergency that applies to the Board and the meeting and directed the Recording Secretary to include it in the meeting minutes.

Ensured that any interested member of the public has access to contemporaneously hear all discussion, testimony, and roll call votes. 5 ILCS 120/7(e)(4).

Requested the Recording Secretary to enter into the appropriate minutes of the Board that each Board member participating in the meeting, wherever their physical locations:

1. Announced themselves present (5 ILCS 120/7(e)(3)), and
2. Verified that they could hear one another and all discussion and testimony. Id.

See exhibits 2:220-E3, *Closed Meeting Minutes* and/or 2:220-E4, *Open Meeting Minutes*.

Attach to this document copies or information about where these minutes may be found.

Announced and considered each Board member participating in the meeting present at the meeting for purposes of determining a quorum and participating in all proceedings (5 ILCS 120/7(e)(8)) and directed the Recording Secretary to reflect it in the minutes (best practice for transparency).

Conducted all votes by roll call, so each Board member's vote on each issue could be identified and recorded (5 ILCS 120/7(e)(6)), and ensured that the Recording Secretary entered all votes as **Roll Call Votes** (Use exhibit 2:220-E4, *Open Meeting Minutes*, but ensure all votes are recorded as roll call votes pursuant to the example below):

"Yeas"	"Nays"
--------	--------

Motion: Carried Failed

Executed or directed execution of the subhead below **Report to the Public Following the Board's Meeting with No Physical Presence of Quorum.**

Report to the Public Following the Board's Meeting with No Physical Presence of Quorum

The text below may be used for the actual report.

The Board of Education met on *[insert date]* with no physical presence of quorum to conduct its business.

The verbatim *[circle one]* audio | video recording of this meeting is available to the public under all provisions of OMA and will be destroyed pursuant to 5 ILCS 120/2.06(c)(no less than 18 months after the completion of the meeting recorded but only after: (1) the Board approves the destruction of the particular recording; and (2) the Board approves minutes of the meeting that meet the written minutes requirements of OMA). 5 ILCS 120/7(e)(9).

Insert links to the verbatim recording of meeting here or attach to this document.

Note: Consult the Board Attorney for guidance on the destruction of a verbatim recording of an open meeting without the physical presence of a quorum. While 5 ILCS 120/2.06(c) refers to the process for

destroying closed session verbatim recordings, 5 ILCS 120/7(e)(9), applies that process for destroying closed session verbatim recordings to the destruction of the verbatim open session recordings that are required when a board determines it is necessary for it to meet without the physical presence of a quorum due to a public health emergency.

Completed By: _____

Title: _____

PRESSPlus Comments

PRESSPlus 1. Rewritten for PRESS Plus in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. A redlined version showing the changes made is available at PRESS Online by logging in at www.iasb.com. **Issue 119, June 2025**

Document Status: Review and Monitoring

BOARD OF EDUCATION

2:240 Board Policy Development

The Board of Education governs using written policies. Written policies ensure legal compliance, establish Board processes, articulate District ends, delegate authority, and define operating limits. Board policies also provide the basis for monitoring progress toward District ends. [PRESSPlus1](#)

Policy Development

Anyone may propose new policies, changes to existing policies, or deletion of existing policies. Staff suggestions should be processed through the Superintendent. Suggestions from all others should be made to the Board President or the Superintendent.

The Superintendent is responsible for: (1) providing relevant policy information and data to the Board, (2) notifying those who will implement or be affected by or required to implement a proposed policy and obtaining their advice and suggestions, and (3) having policy recommendations drafted into written form for Board deliberation. The Superintendent shall seek the counsel of the Board Attorney when appropriate.

Policy Adoption and Dissemination

Policies or policy revisions will not be adopted at the Board meeting at which they are first introduced, except when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant. Further Board consideration may be given at a subsequent meeting(s) and after opportunity for community input. The adoption of a policy will serve to supersede all previously adopted policies on the same topic.

The Board policies are available for public inspection in the District's main office during regular office hours. Copy requests should be made pursuant to Board policy 2:250, *Access to District Public Records*.

Board Policy Review and Monitoring

The Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required. The Board may use an annual policy review and monitoring calendar.

Words Importing Gender

Throughout this policy manual, words importing the masculine and/or feminine gender include all gender neutral/inclusive pronouns.

Superintendent Implementation

The Board will support any reasonable interpretation of Board policy made by the Superintendent. If reasonable minds differ, the Board will review the applicable policy and consider the need for further

clarification.

In the absence of Board policy, the Superintendent is authorized to take appropriate action.

Suspension of Policies

The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy except those provisions that are controlled by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.:

[105 ILCS 5/10-20.5.](#)

CROSS REF.: 2:150 (Committees), 2:250 (Access to District Public Records), 3:40 (Superintendent)

Adopted: September 15, 2021

PRESSPlus Comments

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

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

Issue 119, June 2025

Document Status: Draft Update - Rewritten

Board Policy Development

2:240-E1 Exhibit - PRESS Issue Updates

This exhibit is for **PRESS** subscribers. For subscribers to **PRESS Plus**, IASB’s full-maintenance policy update service, the **PRESS Plus** Online User Guide and video tutorials, available at www.iasb.com/policy-services-and-school-law/policy-services/press-plus/, provide further guidance. [PRESSPlus1](#)

Actor	Action
Superintendent	<p>Manages the process for the Board to receive PRESS updates to policies.</p> <p>Requests review of recommended revisions by the Board Attorney, as appropriate.</p> <p>Manages the Board’s compliance with the Open Meetings Act. Ensures that, as appropriate, the agendas for the Board Policy Committee and full Board include discussion and list action to consider, adopt, implement, or revise Board policies and Board exhibits.</p> <p>Manages the process for approving new or revised administrative procedures, administrative procedure exhibits, and changes to employee and student handbooks.</p> <p>Communicates all policy and administrative procedure revisions or adoptions, as appropriate, to staff members, parents, students, and community members.</p>
Superintendent or Superintendent’s Secretary	<p>Updates the District’s <i>Roster</i> as follows:</p> <ol style="list-style-type: none"> 1. Go to www.iasb.com and click on the Member Login button. 2. Log in using your email address and password. If you do not know your password, use the “forgot your password?” link. 3. At the bottom of your Profile page, click on Districts You Manage and then the District name. 4. Review and verify or change the District’s existing records. Ensure that all current board members, administrators, and anyone else on staff who needs access to PRESS Online are listed with their current email addresses. For detailed roster management instructions, see www.iasb.com/IASB/media/Documents/rostermanagementinstructions.pdf.
	<p>Logs in to PRESS Online as follows:</p> <ol style="list-style-type: none"> 1. Go to www.iasb.com and click on the Member Login button. 2. Log in using your email address and password. If you do not know your password, use the “forgot your password?” link. 3. Under “Quick Links,” click “PRESS Login.”

<p>Designated support staff</p>	<p>To each member of the Policy Committee, full Board, and/or other interested school official, emails or otherwise distributes the following:</p> <ol style="list-style-type: none"> 1. PRESS Update Memo; 2. PRESS video tutorial link at: www.iasb.com/policy-services-and-school-law/policy-services/press-policy-reference-education-subscription-serv/; 3. Committee worksheets (showing tracked changes in redline); and 4. Current District policy in relevant areas. <p>As appropriate, includes new and revised policies in the Board meeting packets.</p> <p>After a policy is adopted or revised, updates the District's policy manual master electronic file and adds or updates adoption dates.</p> <p>Archives previous version of revised policy.</p> <p>Follows District process for updating paper and online manuals.</p> <p>Considers distributing the PRESS Update Memo to Building Principals.</p>
<p>Policy Committee (or Full Board)</p>	<p>Considers each PRESS update. Reviews all footnote changes.</p> <p>Decides which changes require Board discussion and which are appropriate as consent agenda items. Policies or policy revisions may be appropriate for a consent agenda when providing for legal compliance; updating legal references; correcting substantive grammar, spelling, or punctuation; or clarifying pre-existing policy language.</p> <p>Presents recommendations regarding PRESS updates to the Board at a regularly scheduled meeting.</p>
<p>Full Board</p>	<p>Conducts a first reading of the policies that are recommended for adoption or revision. Policies may be adopted after a first reading when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant.</p> <p>During the next regular meeting, conducts a second reading.</p> <p style="padding-left: 40px;">A second reading allows the Board to hear feedback from interested parties, including staff, parents, students, and community members; however, State law does not require two readings.</p> <p>After the second reading, consider and take action to approve the policies at a duly convened open meeting.</p>
<p>Assistant Superintendents, Directors, Building Principals, and supervisory employees</p>	<p>Reads the PRESS Update Memo (if applicable) and adopted policies, follows the Superintendent's process for updating administrative procedures, and makes necessary changes to employee and student handbooks within their assigned building(s).</p>

Anyone

For further clarification, view the online tutorial for **PRESS**, available at www.iasb.com/policy-services-and-school-law/policy-services/press-policy-reference-education-subscription-serv/.

PRESSPlus Comments

PRESSPlus 1. Rewritten for PRESS Plus in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. A redlined version showing the changes made is available at PRESS Online by logging in at www.iasb.com. **Issue 119, June 2025**

School Board

Exhibit - PRESS Issue Updates

This ~~exhibit~~ procedure is for **PRESS** subscribers. For subscribers to **PRESS Plus**, IASB’s full-maintenance policy update service, the **PRESS Plus** Online User Guide and video tutorials, available at www.iasb.com/policy-services-and-school-law/policy-services/press-plus/www.iasb.com/policy, provides further guidance.

Actor	Action
Superintendent	<p>Manages the process for the Board to receive PRESS updates to policies.</p> <p><u>Requests review of recommended revisions by the Board Attorney, as appropriate.</u></p> <p>Manages the Board’s compliance with the Open Meetings Act. Ensures that, as appropriate, the agendas for the Board Policy Committee and Schoolfull Board include discussion and list action to consider, adopt, <u>implement</u>, or revise Board policies and Board exhibits.</p> <p>Manages the process for approving new or revised administrative procedures, administrative procedure exhibits, and changes to employee and student handbooks.</p> <p>Communicates all policy and administrative procedure revisions or adoptions, as appropriate, to staff members, parents, students, and community members.</p>
Superintendent or Superintendent’s Secretary	<p>Updates the District’s <i>Roster</i> as follows:</p> <ol style="list-style-type: none"> 1. Go to www.iasb.com and click on the Member Login button. 2. Log in using your email address and password. If you do not know your password, use the “forgot your password?” link. 3. At the bottom of your Profile page, click on Districts You Manage and then the District name. 4. Review and verify or change the District’s existing records. Ensure that all current board members, administrators, and anyone else on staff who <u>needs</u> <u>accesses to PRESS Online</u> are listed with their current email addresses. <u>For detailed roster management instructions, see www.iasb.com/IASB/media/Documents/rostermanagementinstructions.pdf.</u>
Designated support staff	<p>Logs in to PRESS Online as follows:</p> <ol style="list-style-type: none"> 1. Go to www.iasb.com and click on the Member Login button. 2. Log in using your email address and password. If you do not know your password, use the “forgot your password?” link.

Actor	Action
	<p>3. Under “My AccountQuick Links,” click “PRESS Login.”</p> <p>To each member of the Policy Committee, full Board, <u>and</u>/or other interested school official, emails or otherwise distributes the following:</p> <ol style="list-style-type: none"> 1. PRESS Update Memo; 2. PRESS video tutorial link at: www.iasb.com/policy-services-and-school-law/policy-services/press-policy-reference-education-subscription-serv/www.iasb.com/policy; 3. Committee worksheets (showing tracked changes in redline); and 4. Current District policy in relevant areas. <p>As appropriate, includes new and revised policies in the Board meeting packets.</p> <p>After a policy is adopted or revised, updates the District’s policy manual master electronic file and adds or updates adoption dates.</p> <p>Archives previous version of revised policy.</p> <p>Follows District process for updating paper and online manuals.</p> <p>Considers distributing <u>the</u> PRESS Update Memo to Building Principals.</p>
Policy Committee (or Full Board)	<p>Considers each PRESS update. Reviews all footnote changes.</p> <p>Decides which changes require School Board discussion and which are appropriate as consent agenda items. <u>Policies or policy revisions may be appropriate for a consent agenda when providing for legal compliance; updating legal references; correcting substantive grammar, spelling, or punctuation; or clarifying pre-existing policy language.</u></p> <p>Requests review of recommended revisions by the Board Attorney, as appropriate.</p> <p>Presents recommendations regarding PRESS updates to the Board at a regularly scheduled meeting.</p>
Full Board	<p>Conducts a first reading of the policies that are recommended for adoption or revision. <u>Policies may be adopted after a first reading when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant.</u></p> <p>During the next regular meeting, conducts a second reading.</p> <p>A second reading allows the Board to hear feedback from interested parties, including staff, parents, students, and community members; however, State law does not require two readings.</p>

Actor	Action
	After the second reading, consider and take action to approve the policies at a duly convened open meeting.
Assistant Superintendents, Directors, Building Principals, and supervisory employees	Reads <u>the</u> PRESS Update Memo (if applicable) and adopted policies, follows the Superintendent's process for updating administrative procedures, and makes necessary changes to employee and student handbooks within their assigned building(s).
Anyone	For further clarification, view the online tutorial for PRESS , available at www.iasb.com/policy-services-and-school-law/policy-services/press-policy-reference-education-subscription-serv/www.iasb.com/policy .

DRAFT

Document Status: Draft Update - Rewritten

Board Policy Development

2:240-E2 Exhibit - Developing Local Policy

Actor PRESSPlus1	Action
Anyone (Superintendent, Board of Education member, staff, parent, student, community member, or Board Attorney)	Brings a concern that may necessitate a new policy or a current policy's revision to the attention of the Board of Education.
Superintendent	<p>Confers with the Board Attorney as appropriate.</p> <p>Manages the Board's compliance with the Open Meetings Act. Ensures that, as appropriate, the agendas for the Board Policy Committee and full Board include discussion and list actions to consider, adopt, implement, or revise Board policies and Board exhibits.</p> <p>Manages the process for approving new or revised administrative procedures, administrative procedure exhibits, and changes to employee and student handbooks.</p> <p>Communicates all policy and administrative procedure revisions or adoptions as appropriate to staff members, parents, students, and community members.</p>
Policy Committee (or Full Board)	<p>First, answers these questions to decide whether new policy language is needed:</p> <ol style="list-style-type: none"> 1. Does the IASB Policy Reference Manual provide guidance? 2. Is the request something that should be covered in policy (i.e., Board work), or is it something that should be covered in an administrative procedure (i.e., staff work)? 3. Is it already covered in Board policy? Checks for policies that cover similar or connected topics. Tools such as search engines, Tables of Contents, cross references, and indexes at PRESS Online can be used to identify relevant policy numbers to check for in the Board's policy manual. <p>Second, uses a 3-step process to draft new policy language:</p> <ol style="list-style-type: none"> 1. Frames the question and discusses the topic. 2. Requests the Superintendent to provide research, including appropriate data, and input from others, such as those who may be affected by the policy and those who will implement the policy.

	<p>3. Drafts or requests the Superintendent or Board Attorney to draft language addressing the concern that aligns with the Board’s mission, vision, goals, and objectives.</p> <p>Third, decides whether the new language should be included in an existing policy or added as a new policy. Assigns any new policy an appropriate location and number.</p> <p>The PRESS coding system reserves policy numbers ending in a ‘0’ and ‘5’ for PRESS material. Locally developed Board policies should use policy numbers ending in 2, 4, 6, or 8.</p>
Full Board	<p>Conducts a first reading of the policy that is recommended for adoption or revision. Policies may be adopted after a first reading when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant.</p> <p>During the next regular meeting, conducts a second reading.</p> <p>A second reading allows the Board to hear feedback from interested parties, including staff, parents, students, and community members; however, State law does not require two readings.</p> <p>After the second reading, consider and take action to approve the policy at a duly convened open meeting.</p>
Designated support staff	<p>After a policy is adopted or revised, updates the District’s policy manual master electronic file and adds or updates adoption dates.</p> <p>Archives previous version of revised policy.</p> <p>Follows District process for updating paper and online manuals.</p>
Assistant Superintendents, Directors, Building Principals, and supervisory employees	<p>Reads adopted policies, follows the Superintendent’s process for updating administrative procedures, and makes necessary changes to employee and student handbooks within their assigned building(s).</p>

PRESSPlus Comments

PRESSPlus 1. Rewritten for PRESS Plus in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. A redlined version showing the changes made is available at PRESS Online by logging in at www.iasb.com. **Issue 119, June 2025**

School Board

Exhibit - Developing Local Policy

Actor	Action
Anyone (Superintendent, School Board member, staff, parent, student, community member, or Board Attorney)	Brings a concern that may necessitate a new policy or a current policy's revision to the attention of the School Board.
Superintendent	<p>Confers with the Board Attorney as appropriate.</p> <p>Manages the Board's compliance with the Open Meetings Act. Ensures that, as appropriate, the agendas for the Board Policy Committee and full School Board include discussion and list actions to consider, adopt, <u>implement</u>, or revise Board policies and Board exhibits.</p> <p>Manages the process for approving new or revised administrative procedures, administrative procedure exhibits, and changes to employee and student handbooks.</p> <p>Communicates all policy and administrative procedure revisions or adoptions as appropriate to staff members, parents, students, and community members.</p>
Policy Committee (or Full Board)	<p>First, answers these questions to decide whether new policy language is needed:</p> <ol style="list-style-type: none"> 1. Does the IASB Policy Reference Manual provide guidance? 2. Is the request something that should be covered in policy (i.e., Board work), or is it something that should be handled by the staff <u>covered in an administrative procedure</u> (i.e., staff work)? 3. Is it already covered in <u>Board</u> policy? Checks for policies that cover similar or connected topics, using Tools such as search engines, Tables of Contents, cross references, and indexes <u>at PRESS Online can be used to identify relevant policy numbers to check for in the Board's policy manual.</u> <p>Second, uses a 3-step process to draft new policy language:</p> <ol style="list-style-type: none"> 1. Frames the question and discusses the topic. 2. Requests the Superintendent to provide research, including appropriate data, and input from others, such as, those who may be affected by the policy and those who will implement the policy. 3. Drafts or requests the Superintendent or Board Attorney to draft language addressing the concern that aligns with the Board's mission, vision, goals, and objectives.

Actor	Action
	<p>Third, decides whether the new language should be included in an existing policy or added as a new policy. Assigns any new policy an appropriate location and number.</p> <p>The PRESS coding system reserves policy numbers ending in a ‘0’ and ‘5’ for PRESS material. Locally developed <u>Board</u>District policies should use policy numbers ending in 2, 4, 6, or 8.</p>
Full Board	<p>Conducts a first reading of the policy that is recommended for adoption or revision. <u>Policies may be adopted after a first reading when: (1) appropriate for a consent agenda because no Board discussion is required, or (2) necessary or prudent in order to meet emergency or special conditions or to be legally compliant.</u></p> <p>During the next regular meeting, conducts a second reading.</p> <p>A second reading allows the Board to hear feedback from interested parties, including staff, parents, students, and community members; however, State law does not require two readings.</p> <p>After the second reading, consider and take action to approve the policyies at a duly convened open meeting.</p>
Designated support staff	<p>After a policy is adopted or revised, updates the District’s policy manual master electronic file and adds or updates adoption dates.</p> <p>Archives previous version of revised policy.</p> <p>Follows <u>D</u>istrict process for updating paper and online manuals.</p>
Assistant Superintendents, Directors, Building Principals, and supervisory employees	<p>Reads PRESS Update Memo (if applicable) and adopted policies, follows the Superintendent’s process for updating administrative procedures, and makes necessary changes to employee and student handbooks within their assigned building(s).</p>

Document Status: Review and Monitoring

SCHOOL DISTRICT ORGANIZATION

1:10 School District Legal Status

The [Illinois Constitution](#) requires the State to provide for an efficient system of high-quality public educational institutions and services in order to achieve the educational development of all persons to the limits of their capabilities. [PRESSPlus1](#)

The General Assembly has implemented this mandate through the creation of school districts. The District is governed by the laws for school districts serving a resident population of not fewer than 1,000 and not more than 500,000.

The Board of Education constitutes a body corporate that possesses all the usual powers of a corporation for public purposes, and in that name may sue and be sued, purchase, hold and sell personal property and real estate, and enter into such obligations as are authorized by law.

LEGAL REF.:

[Ill. Constitution, Art. X](#), Sec. 1.

[105 ILCS 5/10-1](#) *et seq.*

CROSS REF.: 2:10 (School District Governance), 2:20 (Powers and Duties of the Board of Education; Indemnification)

Adopted: September 15, 2021

PRESSPlus Comments

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

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

Issue 119, June 2025

Document Status: Review and Monitoring

SCHOOL DISTRICT ORGANIZATION

1:20 District Organization, Operations, and Cooperative Agreements

The District is organized and operates as an Elementary District serving the educational needs of children in grades Pre-K through 8 and others as required by the School Code. [PRESSPlus1](#)

The District enters into and participates in joint programs and intergovernmental agreements with units of local government and other school districts in order to jointly provide services and activities in a manner that will increase flexibility, scope of service opportunities, cost reductions, and/or otherwise benefit the District and the community. The Superintendent shall manage these activities to the extent the program or agreement requires the District's participation, and shall provide periodic implementation or operational data and/or reports to the Board of Education concerning these programs and agreements.

LEGAL REF.:

[Ill. Constitution, Art. VII](#), Sec. 10.

[5 ILCS 220/](#), Intergovernmental Cooperation Act.

Adopted: September 15, 2021

PRESSPlus Comments

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

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Issue 119, June 2025

Document Status: Review and Monitoring

SCHOOL DISTRICT ORGANIZATION

1:30 School District Philosophy

The School District, in an active partnership with parents and community, will promote excellence in a caring environment in which all students learn and grow. This partnership aims to educate all children as individuals, to foster a love of learning and to prepare children for a responsible and successful future in a diversified world. The School District is committed to developing and using a visionary and innovative curriculum, a knowledgeable and dedicated staff, and sound fiscal and management practices. [PRESSPlus1](#)

CROSS REF: 2:10 (School District Governance), 3:10 (Goals and Objectives), 6:10 (Educational Philosophy and Objectives)

Adopted: September 15, 2021

PRESSPlus Comments

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
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Issue 119, June 2025

Document Status: Review and Monitoring

BOARD OF EDUCATION

2:10 School District Governance

The District is governed by a Board of Education consisting of seven members. The Board's powers and duties include the authority to adopt, enforce, and monitor all policies for the management and governance of the District's schools. [PRESSPlus1](#)

Official action by the Board may only occur at a duly called and legally conducted meeting. Except as otherwise provided by the Open Meetings Act, a quorum must be physically present at the meeting.

As stated in the Board member oath of office prescribed by the School Code, a Board member has no legal authority as an individual.

LEGAL REF.:

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

[105 ILCS 5/10-1](#), [5/10-10](#), [5/10-12](#), [5/10-16.5](#), [5/10-16.7](#), and [5/10-20.5](#).

CROSS REF.: 1:10 (School District Legal Status), 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:80 (Board Member Oath and Conduct), 2:120 (Board Member Development), 2:200 (Types of Board of Education Meetings), 2:220 (Board of Education Meeting Procedure)

Adopted: September 15, 2021

PRESSPlus Comments

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
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Issue 119, June 2025

Document Status: Review and Monitoring

GENERAL SCHOOL ADMINISTRATION

3:30 Chain of Command

The Superintendent shall develop an organizational chart indicating the channels of authority and reporting relationships for school personnel. These channels should be followed, and no level should be bypassed except in unusual situations. [PRESSPlus1](#)

All personnel should refer matters requiring administrative action to the responsible administrator, and may appeal a decision to a higher administrative officer. Whenever possible, each employee should be responsible to only one immediate supervisor. When this is not possible, the division of responsibility must be clear.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:140 (Communications To and From the Board), 3:70 (Succession of Authority), 8:110 (Public Suggestions and Concerns)

Adopted: September 15, 2021

PRESSPlus Comments

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
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Issue 119, June 2025

Document Status: Review and Monitoring

OPERATIONAL SERVICES

4:50 Payment Procedures

The Treasurer shall prepare a list of all due and payable bills, indicating vendor name and amount, and shall present it to the Board of Education in advance of the Board's first regular monthly meeting or, if necessary, a special meeting. These bills are reviewed by the Board, after which they may be approved for payment by Board order. Approval of all bills shall be given by a roll call vote and the votes shall be recorded in the minutes. The Treasurer shall pay the bills after receiving a Board order or pertinent portions of the Board minutes, even if the minutes are unapproved, provided the order or minutes are signed by the Board President and Secretary, or a majority of the Board. [PRESSPlus1](#)

The Treasurer is authorized, without further Board approval, to pay Social Security taxes, wages, pension contributions, utility bills, and other recurring bills. These disbursements shall be included in the listing of bills presented to the Board.

The Board authorizes the Superintendent or designee to establish revolving funds and a petty cash fund system for school cafeterias, lunchrooms, athletics, or similar purposes, provided such funds are maintained in accordance with Board policy 4:80, *Accounting and Audits*, and remain in the custody of an employee who is properly bonded according to State law.

LEGAL REF.:

[105 ILCS 5/8-16](#), [5/10-7](#), and [5/10-20.19](#).

[23 Ill.Admin.Code §100.70](#).

CROSS REF.: 4:55 (Use of Credit and Procurement Cards), 4:60 (Purchases and Contracts), 4:80 (Accounting and Audits)

Adopted: June 10, 2020

PRESSPlus Comments

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

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

Document Status: Review and Monitoring

OPERATIONAL SERVICES

4:90 Student Activity and Fiduciary Funds

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

Student Activity Funds

The Superintendent or designee shall be responsible for supervising student activity funds in accordance with Board policy, 4:80, *Accounting and Audits*; State law; and the Ill. State Board of Education (ISBE) rules for student activity funds. The Board will appoint a treasurer for each fund to serve as the fund's custodian and be bonded in accordance with the School Code. The treasurer shall have all of the authority and responsibilities specific to the treasurer listed in ISBE rules for school activity funds, except that the treasurer is not authorized to make loans between activity funds.

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

Fiduciary Funds

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

LEGAL REF.:

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

[23 Ill.Admin.Code §§100.20](#), [100.80](#), and [100.85](#).

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

Adopted: January 20, 2021

PRESSPlus Comments

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

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
- Update the policy language due to changes in local conditions
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Issue 119, June 2025

Document Status: Review and Monitoring

OPERATIONAL SERVICES

4:180 Pandemic Preparedness; Management; and Recovery

The School Board recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety during a pandemic. [PRESSPlus1](#)

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably.

To prepare the School District community for a pandemic, the Superintendent or designee shall: (1) learn and understand how the roles that the federal, State, and local government function; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic school action plan; and (3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

In the case of a pandemic, the Governor may declare a disaster due to a public health emergency that may affect any decision for an emergency school closing. Decisions for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the Governor, Ill. Dept. of Public Health, District's local health department, emergency management agencies, and/or Intermediate Service Center.

During an emergency school closing, the Board Policy Committee may, to the extent the emergency situation allows, examine existing Board policies pursuant to Policy 2:240, *Board Policy Development*, and recommend to the Board for consideration any needed amendments or suspensions to address mandates that the District may not be able to accomplish or implement due to a pandemic.

Board Meeting Procedure; No Physical Presence of Quorum and Participation by Audio or Video

A disaster declaration related to a public health emergency may affect the Board's ability to meet in person and generate a quorum of members who are physically present at the location of a meeting. Policy 2:220, *School Board Meeting Procedure*, governs Board meetings by video or audio conference without the physical presence of a quorum.

Payment of Employee Salaries During Emergency School Closures

The Superintendent shall consult with the Board to determine the extent to which continued payment of salaries and benefits will be made to the District's employees, pursuant to Board policies 3:40, *Superintendent*, 3:50, *Administrative Personnel Other Than the Superintendent*, 5:35, *Compliance with the Fair Labor Standards Act*, 5:200, *Terms and Conditions of Employment and Dismissal*, and 5:270, *Employment At-Will, Compensation, and Assignment*, and consistent with: (1) applicable laws, regulations, federal or State or local emergency declarations, executive orders, and agency

directives; (2) collective bargaining agreements and any bargaining obligations; and (3) the terms of any grant under which an employee is being paid.

Suspension of In-Person Instruction; Remote and/or Blended Remote Learning Day Plan(s)

When the Governor declares a disaster due to a public health emergency pursuant to [20 ILCS 3305/7](#), and the State Superintendent of Education declares a requirement for the District to use *Remote Learning Days* or *Blended Remote Learning Days*, the Superintendent shall approve and present to the Board for adoption a Remote and/or Blended Remote Learning Day Plan (Plan) that:

1. Recommends to the Board for consideration any suspensions or amendments to curriculum-related policies to reduce any Board-required graduation or other instructional requirements in excess of minimum curricular requirements specified in School Code that the District may not be able to provide due to the pandemic;
2. Implements the requirements of [105 ILCS 5/10-30](#) by adapting into a Plan the District's e-learning program implemented pursuant to [105 ILCS 5/10-20.56](#); and
3. Ensures a plan for periodic review of and/or amendments to the Plan when needed and/or required by statute, regulation, or State guidance.

LEGAL REF.:

[105 ILCS 5/10-16.7](#), [5/10-20.5](#), [5/10-20.56](#), and [5/10-30](#).

[5 ILCS 120/2.01](#) and [120/7](#)(e), Open Meetings Act.

[20 ILCS 2305/2](#)(b), Ill. Dept. of Public Health Act (Part 1).

[20 ILCS 3305/](#), Ill. Emergency Management Agency Act.

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

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the School Board; Indemnification), 2:220 (School Board Meeting Procedure), 2:240 (Board Policy Development), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:70 (Succession of Authority), 4:170 (Safety), 5:35 (Compliance with the Fair Labor Standards Act), 5:200 (Terms and Conditions of Employment and Dismissal), 5:270 (Employment At-Will, Compensation, and Assignment), 6:20 (School Year Calendar and Day), 6:60 (Curriculum Content), 6:300 (Graduation Requirements), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

Adopted: August 12, 2020

PRESSPlus Comments

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to

determine whether local changes are necessary

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

Issue 119, June 2025

Document Status: Review and Monitoring

Workplace Harassment Prohibited

5:20-E Resolution to Prohibit Sexual Harassment

WHEREAS, Section 10-20 of the School Code ([105 ILCS 5/10-20](#)) grants school boards other powers that are not inconsistent with their duties; [PRESSPlus1](#)

WHEREAS, Section 1-5 of the State Officials and Employees Ethics Act ([5 ILCS 430/1-5](#)) includes school districts within the definition of a *governmental entity*;

WHEREAS, Section 5-65 of the State Officials and Employees Ethics Act ([5 ILCS 430/5-65](#)) provides that all persons have a right to work in an environment free from sexual harassment;

WHEREAS, Section 70-5 of the State Officials and Employees Ethics Act ([5 ILCS 430/70-5](#)) requires governmental entities to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment which, at a minimum, includes: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the Act, the Whistleblower Act ([740 ILCS 174/](#)), and the Ill. Human Rights Act ([775 ILCS 5/](#)); (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report; and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against a Board member by a fellow Board member or other elected official;

THEREFORE, BE IT RESOLVED, by the Board of Education of Palos Heights District 128, Cook County, Illinois, as follows:

Section 1: The Board adopts Board policies 2:105, *Ethics and Gift Ban*, and 5:20, *Workplace Harassment Prohibited*, attached as Exhibit A, which collectively contain the following: (1) a prohibition on sexual harassment; (2) detail regarding how an individual can report an allegation of sexual harassment, including options for making a confidential report to an immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, a Complaint Manager, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations and a statement regarding the availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act, and the Ill. Human Rights Act; and (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report, and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against a Board member by a fellow Board member or other elected official.

Section 2: Any prior versions of Board policies 2:105, *Ethics and Gift Ban*, and 5:20, *Workplace Harassment Prohibited*, adopted by the Board are superseded by this Resolution.

Section 2: Any prior versions of Board policy 5:20, *Workplace Harassment Prohibited*, adopted by the Board are superseded by this Resolution.

Adopted this 12th day of February, 2020.

Attested by: _____ Board President

Attested by: _____ Board Secretary

PRESSPlus Comments

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

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

Issue 119, June 2025

Document Status: Review and Monitoring

Educational Support Personnel

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

Employment At-Will [PRESSPlus1](#)

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

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

Compensation

The Board will determine salary and wages for educational support personnel. Increments are dependent on evidence of continuing satisfactory performance. An employee covered by the overtime provisions in State or federal law shall not work overtime without the prior authorization from the employee's immediate supervisor. Educational support personnel are paid twice a month.

Assignment

The Superintendent is authorized to make assignments and transfers of educational support personnel.

LEGAL REF.:

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

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

Adopted: January 20, 2021

PRESSPlus Comments

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

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

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Issue 119, June 2025

Document Status: Review and Monitoring

STUDENTS

7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students

Part-Time Attendance [PRESSPlus1](#)

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the Building Principal. All requests for attendance in the following school year must be submitted before May 1.

A student accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. He or she may participate in any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for partial enrollment must pay all fees, pro-rated on the basis of a percentage of full-time fees. Transportation to and/or from school is provided on regular bus routes to or from a point on the route nearest or most easily accessible to the nonpublic school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes is the responsibility of the parent(s)/guardian(s).

Students with a Disability

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent/guardian. Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's individualized educational program on the basis of the child's disabling condition or as the special education program location may require.

Extracurricular Activities, Including Interscholastic Competition

A nonpublic school student living within the district is eligible to participate in: (1) interscholastic competition, provided his or her participation adheres to the regulations established by any association in which the School District maintains a membership, and (2) non-athletic extracurricular activities, provided the student's participation adheres to the guidelines for the activity. A parent or guardian is responsible for providing transportation for the participant to and from the school activity. A nonpublic student who participates in an extracurricular activity is subject to all policies, regulations and rules that are applicable to other participants in the activity.

Assignment When Enrolling Full-Time in a District School

Grade placement by, and academic credits earned at, a nonpublic school will be accepted if the school has a Certificate of Nonpublic School Recognition from the Illinois State Board of Education, or, if outside Illinois, if the school is accredited by the state agency governing education.

A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, (2) chronological age, and/or (3) have academic credits recognized by the District if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank.

Notwithstanding the above, recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to Board of Education policy 7:30, *Student Assignment*, as well as administrative procedures implementing this policy.

LEGAL REF.:

[105 ILCS 5/10-20.24](#) and [5/14-6.01](#).

CROSS REF.: 4:110 (Transportation), 6:170 (Title I Programs), 6:190 (Extracurricular and Co-Curricular Activities), 6:320 (High School Credit for Proficiency), 7:30 (Student Assignment), 7:300 (Extracurricular Athletics)

Adopted: October 12, 2022

PRESSPlus Comments

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
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Issue 119, June 2025

Document Status: Review and Monitoring

STUDENTS

7:90 Release During School Hours

For safety and security reasons, a prior written or oral consent of a student's custodial parent/guardian is required before a student is released during school hours: (1) at any time before the regular dismissal time or at any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian.

Early Dismissal Announcement

The Superintendent or designee shall make reasonable efforts to issue an announcement whenever it is necessary to close school early due to inclement weather or other reason.

CROSS REF.: 4:170 (Safety)

ADOPTED: April 9, 2014

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 119, June 2025

Document Status: Review and Monitoring

STUDENTS

7:130 Student Rights and Responsibilities

All students are entitled to enjoy the rights protected by the [U.S.](#) and [Illinois Constitutions](#) and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures. [PRESSPlus1](#)

Students may, during the school day, during noninstructional time, voluntarily engage in individually or collectively initiated, non-disruptive prayer or religious-based meetings that, consistent with the Free Exercise and Establishment Clauses of the U.S. and Illinois Constitutions, are not sponsored, promoted, or endorsed in any manner by the school or any school employee. *Noninstructional time* means time set aside by a school before actual classroom instruction begins or after actual classroom instruction ends.

LEGAL REF.:

[20 U.S.C. §7904.](#)

[105 ILCS 20/5.](#)

[Tinker v. Des Moines Independent School District](#), 89 S.Ct. 733 (1969).

CROSS REF.: 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:190 (Student Behavior)

Adopted: June 10, 2020

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 119, June 2025

Document Status: Review and Monitoring

STUDENTS

7:325 Student Fundraising Activities

No individual or organization is allowed to ask students to participate in fundraising activities while the students are on school grounds during school hours or during any school activity. Exceptions are: [PRESSPlus1](#)

1. School-sponsored student organizations; and
2. Parent organizations and booster clubs that are recognized pursuant to policy 8:90, *Parent Organizations and Booster Clubs*.

The Superintendent or designee shall manage student fundraising activities in alignment with the following directives:

1. Fundraising efforts shall not conflict with instructional activities or programs.
2. ~~For any school that participates in the School Breakfast Program or the National School Lunch Program,~~ fundraising activities involving the sale of food and beverage items to students during the school day while on the school campus must comply with the Ill. State Board of Education rules concerning the sale of competitive food and beverage items. *and school wellness guidelines.*
3. Participation in fundraising efforts must be voluntary.
4. Student safety must be paramount, and door-to-door solicitations are discouraged.
5. For school-sponsored student organizations, a school staff member must supervise the fundraising activities and the student activity funds treasurer must safeguard the financial accounts.
6. The fundraising efforts must be to support the organization's purposes and/or activities, the general welfare, a charitable cause, or the educational experiences of students generally.
7. The funds shall be used to the maximum extent possible for the designated purpose.
8. Any fundraising efforts that solicit donor messages for incorporation into school property, e.g., tiles or bricks, or placement upon school property, e.g., posters or placards, must:
 - a. Develop viewpoint neutral guidelines for the creation of messages;
 - b. Inform potential donors that all messages are subject to review and approval, and that messages that do not meet the established guidelines must be resubmitted or the donation will be returned; and
 - c. Place a disclaimer on all fundraising information and near the completed donor messages that all messages are "solely the expression of the individual donors and not an endorsement by the District of any message's content."

LEGAL REF.:

[105 ILCS 5/10-20.19\(3\)](#).

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

CROSS REF.: 4:90 (Student Activity and Fiduciary Funds), 4:120 (Food Services), 8:80 (Gifts to the District), 8:90 (Parent Organizations and Booster Clubs) 6:50 (School Wellness)

Adopted: June 10, 2020

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 119, June 2025

Document Status: Review and Monitoring

COMMUNITY RELATIONS

8:110 Public Suggestions and Concerns

The Board of Education is interested in receiving suggestions and concerns from members of the community. Any individual may make a suggestion or express a concern by contacting any District or School office. Community members who e-mail the District or any District employee or board member are expected to abide by the standards in Board policy 6:235, *Access to Electronic Networks*, and should, to the extent possible, limit their communications to relevant individuals. All suggestions and/or concerns will be referred to the appropriate level staff member or District administrator who is most able to respond in a timely manner. Each concern or suggestion shall be considered on its merit. [PRESSPlus1](#)

An individual who is not satisfied may file a grievance under Board policy 2:260, *Uniform Grievance Procedure*. The Board encourages, but does not require, individuals to follow the channels of authority prior to filing a grievance. Neither this policy nor the *Uniform Grievance Procedure* create an independent right to a hearing before the Board.

LEGAL REF.:

[115 ILCS 5/14](#)(c-5), Ill. Educational Labor Relations Act.

CROSS REF.: 2:140 (Communications To and From the Board), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board), 2:260 (Uniform Grievance Procedure), 3:30 (Chain of Command), 6:235 (Access to Electronic Networks), 6:260 (Complaints About Curriculum, Instructional Materials and Programs), 8:10 (Connection with the Community)

Adopted: June 10, 2020

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 119, June 2025

District Type:
 School District
 Joint Agreement

ILLINOIS STATE BOARD OF EDUCATION
 School Business Services Division

SCHOOL DISTRICT/JOINT AGREEMENT BUDGET FORM *
July 1, 2025 - June 30, 2026

Unbalanced budget; however, a Deficit Reduction Plan is not required at this time.

Accounting Basis:
 Cash
 Accrual

Is this an amended budget? No _____
Date of Amended Budget: _____
 (MM/DD/YY)

District Name: Palos Heights SD 128
District RCDT No: 07016128002

If your FY2025 AFR states that you need to do a deficit reduction plan and your FY2026 budget is balanced, please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)

Budget of Palos Heights SD 128, County of Cook, State of Illinois, for the Fiscal Year beginning July 1, 2025 and ending June 30, 2026.

WHEREAS the Board of Education of Palos Heights SD 128, County of Cook, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 17 day of September, 20 25, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be it resolved by the Board of Education of said district as follows:

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be beginning July 1, 2025 and ending June 30, 2026.

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and expenditures from each be and the same is hereby adopted as the budget of this school district for said fiscal year.

ADOPTION OF BUDGET

The budget shall be approved and signed below by members of the School Board. Adopted this 17 day of September, 20 25 by a roll call vote of _____ Yeas, and _____ Nays, to wit:

** MEMBERS VOTING YEA:	** MEMBERS VOTING NAY:
Dr. Richard Facko	
Joe Young	
Gail Rubio	
Tom Volk	
Dr. Patti Powell	
Kathy Lachowicz	
Adelicia Brienzo	

* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.
 ** Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.

- (1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).
- (2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 30, whichever comes first. Budgets are submitted through IWAS: <https://apps.isbe.net/iwas/asp/login.asp?is=true>
 Please type the member signatures before submitting to ISBE. We do not accept PDF copies.

	A	B	C	D	E	F	G	H	I	J	K	L
	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
1	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>											
2	ESTIMATED BEGINNING FUND BALANCE (without Student Activity Funds) ¹ as of July 1, 2025											
3			4,416,611	380,893	843,850	619,753	223,135	5,750,318	2,696,727	5,068	196	
4	RECEIPTS/REVENUES (without Student Activity Funds)											
5	LOCAL SOURCES	1000	8,616,733	892,500	1,293,000	494,500	440,297	6,700	227,000	144	8	
6	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0	0	0	0	0	0	0	0	
7	STATE SOURCES	3000	1,546,525	100,000	0	178,000	0	0	0	0	0	
8	FEDERAL SOURCES	4000	481,850	0	0	0	0	0	0	0	0	
9	Total Direct Receipts/Revenues [*]		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8	
10	Receipts/Revenues for "On Behalf" Payments ²	3998										
11	Total Receipts/Revenues		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8	
12	DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)											
13	INSTRUCTION	1000	8,482,648				251,719				0	
14	SUPPORT SERVICES	2000	3,424,791	1,071,756		518,396	210,828	1,600,000			0	0
15	COMMUNITY SERVICES	3000	72,012	0		0	669				0	
16	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	0	0	0	0	0	0			0	0
17	DEBT SERVICES	5000	0	0	1,508,475	0	0				0	0
18	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0			0	0
19	Total Direct Disbursements/Expenditures ⁹		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000			0	0
20	Disbursements/Expenditures for "On Behalf" Payments ²	4180	0	0	0	0	0	0			0	0
21	Total Disbursements/Expenditures		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000			0	0
22	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		(1,334,343)	(79,256)	(215,475)	154,104	(22,919)	(1,593,300)	227,000	144	8	
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	PERMANENT TRANSFER FROM VARIOUS FUNDS											
26	Abolishment the Working Cash Fund ¹⁶	7110										
27	Abatement of the Working Cash Fund ¹⁶	7110										
28	Transfer of Working Cash Fund Interest	7120										
29	Transfer Among Funds	7130										
30	Transfer of Interest	7140										
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int ^{3a} Proceeds to Debt Service Fund	7170			0							
34	SALE OF BONDS (7200)											
35	Principal on Bonds Sold ⁴	7210										
36	Premium on Bonds Sold	7220										
37	Accrued Interest on Bonds Sold	7230										
38	Sale or Compensation for Fixed Assets ⁵	7300										
39	Transfer to Debt Service to Pay Principal on Leases	7400			0							
40	Transfer to Debt Service to Pay Interest on Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						0				
44	ISBE Loan Proceeds	7900										
45	Other Sources Not Classified Elsewhere	7990										
46	Total Other Sources of Funds ⁸		0	0	0	0	0	0	0	0	0	

	A	B	C	D	E	F	G	H	I	J	K	L
1	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
47	OTHER USES OF FUNDS (8000)											
49	TRANSFER TO VARIOUS OTHER FUNDS (8100)											
50	Abolishment or Abatement of the Working Cash Fund ¹⁶	8110							0			
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130										
53	Transfer of Interest ⁶	8140										
54	Transfer from Capital Projects Fund to O&M Fund	8150										
55	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund	8160										
56	Transfer of Excess Accumulated Fire Prev & Safety Bond ^{3a} and Int Proceeds to Debt Service Fund	8170										
57	Taxes Pledged to Pay Principal on Leases	8410										
58	Grants/Reimbursements Pledged to Pay Principal on Leases	8420										
59	Other Revenues Pledged to Pay Principal on Leases	8430										
60	Fund Balance Transfers Pledged to Pay Principal on Leases	8440										
61	Taxes Pledged to Pay Interest on Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on Leases	8520										
63	Other Revenues Pledged to Pay Interest on Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990										
79	Total Other Uses of Funds ⁹		0	0	0	0	0	0	0	0	0	0
80	Total Other Sources/Uses of Fund		0	0	0	0	0	0	0	0	0	0
81	ESTIMATED ENDING FUND BALANCE (without Student Activity Funds) as of June 30, 2026		3,082,268	301,637	628,375	773,857	200,216	4,157,018	2,923,727	5,212	204	
82												
83	Student Activity (Fund 11) ESTIMATED BEGINNING FUND BALANCE as of July 1, 2025		5,269									
84	RECEIPTS/REVENUES (For Student Activity Funds)											
85	Total Student Activity Direct Receipts/Revenues (Local Sources)	1799	0									
86	DISBURSEMENTS/EXPENDITURES (For Student Activity Funds)											
87	Total Student Activity Direct Disbursements/Expenditures	1999	0									
88	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		0									
89	Student Activity ESTIMATED ENDING FUND BALANCE as of June 30, 2026		5,269									
90												

	A	B	C	D	E	F	G	H	I	J	K	L
	<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>											
	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety		
	Description: Enter Whole Numbers Only											
1	Total ESTIMATED BEGINNING FUND BALANCE (All Sources Including Student Activity Funds) as of July 1, 2025											
91		4,421,880	380,893	843,850	619,753	223,135	5,750,318	2,696,727	5,068	196		
92	RECEIPTS/REVENUES (All Sources with Student Activity Funds)											
93	1000	8,616,733	892,500	1,293,000	494,500	440,297	6,700	227,000	144	8		
94	2000											
95	3000	1,546,525	100,000	0	178,000	0	0	0	0	0		
96	4000	481,850	0	0	0	0	0	0	0	0		
97		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8		
98	3998	0	0	0	0	0	0	0	0	0		
99		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8		
100	DISBURSEMENTS/EXPENDITURES (All Sources with Student Activity Funds)											
101	1000	8,482,648				251,719				0		
102	2000	3,424,791	1,071,756		518,396	210,828	1,600,000			0		0
103	3000	72,012	0		0	669				0		0
104	4000	0	0	0	0	0	0			0		0
105	5000	0	0	1,508,475	0	0				0		0
106	6000	0	0	0	0	0				0		0
107		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000			0		0
108	4180	0	0	0	0	0	0			0		0
109		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000			0		0
110		(1,334,343)	(79,256)	(215,475)	154,104	(22,919)	(1,593,300)	227,000	144	8		
111	OTHER SOURCES/USES OF FUNDS											
112	OTHER SOURCES OF FUNDS (7000)											
113		0	0	0	0	0	0	0	0	0		0
114	OTHER USES OF FUNDS (8000)											
115		0	0	0	0	0	0	0	0	0		0
116		0	0	0	0	0	0	0	0	0		0
117		0	0	0	0	0	0	0	0	0		0
118	ESTIMATED ENDING FUND BALANCE (All Sources with Student Activity Funds) as of June 30, 2026											
119		3,087,537	301,637	628,375	773,857	200,216	4,157,018	2,923,727	5,212	204		
120	SUMMARY OF EXPENDITURES Without Student Activity Funds (by Major Object)											
121	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total By Object
122	Object Name											
123	Salaries	100	8,375,306	436,758		27,524		0		0	0	8,839,588
124	Employee Benefits	200	1,690,545	89,979		2,872	463,216	0		0	0	2,246,612
125	Purchased Services	300	711,187	232,500	0	488,000		300,000		0	0	1,731,687
126	Supplies & Materials	400	465,276	236,500		0		0		0	0	701,776
127	Capital Outlay	500	34,500	68,869		0		1,300,000		0	0	1,403,369
128	Other Objects	600	628,978	150	1,508,475	0	0	0		0	0	2,137,603
129	Non-Capitalized Equipment	700	73,659	7,000		0		0		0	0	80,659
130	Termination Benefits	800	0	0		0		0		0	0	0
131			11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000		0	0	17,141,294
132	Total Expenditures											

	A	B	C	D	E	F	G	H	I	J	K
			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
1	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
2	BEGINNING CASH BALANCE ON HAND (without Student Activity Funds)7 as of July 1, 2025										
3			4,097,695	292,961	843,850	631,407	225,802	5,750,318	2,696,727	24,959	196
4	Total Direct Receipts & Other Sources⁸		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
5	OTHER RECEIPTS										
6	Interfund Loans Payable (Loans from Other Funds)	411									
7	Interfund Loans Receivable (Repayment of Loans)	141									
8	Notes and Warrants Payable	433									
9	Other Current Assets	199									
10	Total Other Receipts		0	0	0	0	0	0	0	0	0
11	Total Direct Receipts, Other Sources, & Other Receipts		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
12	Total Amount Available		14,742,803	1,285,461	2,136,850	1,303,907	666,099	5,757,018	2,923,727	25,103	204
13	Total Direct Disbursements & Other Uses⁹		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000	0	0	0
14	OTHER DISBURSEMENTS										
15	Interfund Loans Receivable (Loans to Other Funds) ¹⁰	141									
16	Interfund Loans Payable (Repayment of Loans)	411									
17	Notes and Warrants Payable	433									
18	Other Current Liabilities	499									
19	Total Other Disbursements		0	0	0	0	0	0	0	0	0
20	Total Direct Disbursements, Other Uses, & Other Disbursements		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000	0	0	0
21	ENDING CASH BALANCE ON HAND (without Student Activity Funds) as of June 30, 2026										
22			2,763,352	213,705	628,375	785,511	202,883	4,157,018	2,923,727	25,103	204
23	Activity Funds BEGINNING CASH BALANCE ON HAND7 as of July 1, 2025										
24			5,269								
25	Total Direct Receipts & Other Sources⁸		0								
26	Total Amount Available		5,269								
27	Total Direct Disbursements & Other Uses⁹		0								
28	Activity funds ENDING CASH BALANCE ON HAND7 as of June 30, 2026										
29			5,269								
29	Total BEGINNING CASH BALANCE ON HAND (with Student Activity Funds)7 as of July 1, 2025										
30			4,102,964	292,961	843,850	631,407	225,802	5,750,318	2,696,727	24,959	196
31	Total Direct Receipts & Other Sources⁸		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
32	Total Other Receipts		0	0	0	0	0	0	0	0	0
33	Total Direct Receipts, Other Sources, & Other Receipts		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
34	Total Amount Available		14,748,072	1,285,461	2,136,850	1,303,907	666,099	5,757,018	2,923,727	25,103	204
35	Total Direct Disbursements & Other Uses⁹		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000	0	0	0
36	Total Other Disbursements		0	0	0	0	0	0	0	0	0
37	Total Direct Disbursements, Other Uses, & Other Disbursements		11,979,451	1,071,756	1,508,475	518,396	463,216	1,600,000	0	0	0
37	Total ENDING CASH BALANCE ON HAND (with Student Activity Funds)7 as of June 30, 2026										
			2,768,621	213,705	628,375	785,511	202,883	4,157,018	2,923,727	25,103	204

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
3	RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)										
4	AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY	1100									
5	Designated Purposes Levies ^{11 (1110-1120)}	-	7,694,000	874,000	1,262,000	463,000	194,400		145,000		
6	Leasing Purposes Levy ¹²	1130									
7	Special Education Purposes Levy	1140	324,000								
8	FICA and Medicare Only Levies	1150					237,600				
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies (Describe & Itemize)	1190	82,000								
12	Total Ad Valorem Taxes Levied by District		8,100,000	874,000	1,262,000	463,000	432,000	0	145,000	0	0
13	PAYMENTS IN LIEU OF TAXES	1200									
14	Mobile Home Privilege Tax	1210									
15	Payments from Local Housing Authority	1220									
16	Corporate Personal Property Replacement Taxes ¹³	1230	151,733				2,797				
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290									
18	Total Payments in Lieu of Taxes		151,733	0	0	0	2,797	0	0	0	0
19	TUITION	1300									
20	Regular Tuition from Pupils or Parents (In State)	1311									
21	Regular Tuition from Other Districts (In State)	1312									
22	Regular Tuition from Other Sources (In State)	1313									
23	Regular Tuition from Other Sources (Out of State)	1314									
24	Summer School Tuition from Pupils or Parents (In State)	1321									
25	Summer School Tuition from Other Districts (In State)	1322									
26	Summer School Tuition from Other Sources (In State)	1323									
27	Summer School Tuition from Other Sources (Out of State)	1324									
28	CTE Tuition from Pupils or Parents (In State)	1331									
29	CTE Tuition from Other Districts (In State)	1332									
30	CTE Tuition from Other Sources (In State)	1333									
31	CTE Tuition from Other Sources (Out of State)	1334									
32	Special Education Tuition from Pupils or Parents (In State)	1341									
33	Special Education Tuition from Other Districts (In State)	1342									
34	Special Education Tuition from Other Sources (In State)	1343									
35	Special Education Tuition from Other Sources (Out of State)	1344									
36	Adult Tuition from Pupils or Parents (In State)	1351									
37	Adult Tuition from Other Districts (In State)	1352									
38	Adult Tuition from Other Sources (In State)	1353									
39	Adult Tuition from Other Sources (Out of State)	1354									
40	Total Tuition		0								
41	TRANSPORTATION FEES	1400									
42	Regular Transportation Fees from Pupils or Parents (In State)	1411				2,500					
43	Regular Transportation Fees from Other Districts (In State)	1412									
44	Regular Transportation Fees from Other Sources (In State)	1413									
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415				11,000					
46	Regular Transportation Fees from Other Sources (Out of State)	1416									
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421									
48	Summer School Transportation Fees from Other Districts (In State)	1422									
49	Summer School Transportation Fees from Other Sources (In State)	1423									
50	Summer School Transportation Fees from Other Sources (Out of State)	1424									
51	CTE Transportation Fees from Pupils or Parents (In State)	1431									
52	CTE Transportation Fees from Other Districts (In State)	1432									
53	CTE Transportation Fees from Other Sources (In State)	1433									
54	CTE Transportation Fees from Other Sources (Out of State)	1434									
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441									
56	Special Education Transportation Fees from Other Districts (In State)	1442									
57	Special Education Transportation Fees from Other Sources (In State)	1443									
58	Special Education Transportation Fees from Other Sources (Out of State)	1444									
59	Adult Transportation Fees from Pupils or Parents (In State)	1451									
60	Adult Transportation Fees from Other Districts (In State)	1452									

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
1											
2											
61	Adult Transportation Fees from Other Sources (In State)	1453									
62	Adult Transportation Fees from Other Sources (Out of State)	1454									
63	Total Transportation Fees					13,500					
64	EARNINGS ON INVESTMENTS	1500									
65	Interest on Investments	1510	172,000	18,000	31,000	18,000	5,500	6,700	82,000	144	8
66	Gain or Loss on Sale of Investments	1520									
67	Unrealized Gain or Loss on Investments	1530									
68	Total Earnings on Investments		172,000	18,000	31,000	18,000	5,500	6,700	82,000	144	8
69	FOOD SERVICE	1600									
70	Sales to Pupils - Lunch	1611									
71	Sales to Pupils - Breakfast	1612									
72	Sales to Pupils - A la Carte	1613	5,000								
73	Sales to Pupils - Other (Describe & Itemize)	1614									
74	Sales to Adults	1620	41,000								
75	Other Food Service (Describe & Itemize)	1690									
76	Total Food Service		46,000								
77	DISTRICT/SCHOOL ACTIVITY INCOME	1700									
78	Admissions - Athletic	1711	14,000								
79	Admissions - Other	1719	85,500								
80	Fees	1720									
81	Book Store Sales	1730	35,000								
82	Other District/School Activity Revenue (Describe & Itemize)	1790									
83	Student Activity Fund Revenues	1799									
84	Total District/School Activity Income (without Student Activity Funds 1799)		134,500	0							
85	Total District/School Activity Income (with Student Activity Funds 1799)		134,500								
86	TEXTBOOK INCOME	1800									
87	Textbook Rentals - Regular Textbooks	1811									
88	Textbook Rentals - Summer School Textbooks	1812									
89	Textbook Rentals - Adult/Continuing Education Textbooks	1813									
90	Textbook Rentals - Other (Describe & Itemize)	1819									
91	Textbook Sales - Regular Textbooks	1821									
92	Textbook Sales - Summer School	1822									
93	Textbook Sales - Adult/Continuing Education	1823	2,500								
94	Textbook Sales - Other (Describe & Itemize)	1829									
95	Other Textbook Income (Describe & Itemize)	1890									
96	Total Textbooks		2,500								
97	OTHER REVENUE FROM LOCAL SOURCES	1900									
98	Rentals	1910		500							
99	Contributions and Donations from Private Sources	1920									
100	Impact Fees from Municipal or County Governments	1930									
101	Services Provided Other Districts	1940									
102	Refund of Prior Years' Expenditures	1950									
103	Payments of Surplus Moneys from TIF Districts	1960									
104	Drivers' Education Fees	1970									
105	Proceeds from Vendors' Contracts	1980									
106	School Facility Occupation Tax Proceeds	1983									
107	Payment from Other Districts	1991									
108	Sale of Vocational Projects	1992									
109	Other Local Fees (Describe & Itemize)	1993	0								
110	Other Local Revenues (Describe & Itemize)	1999	10,000								
111	Total Other Revenue from Local Sources		10,000	500	0	0	0	0	0	0	0
112	Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799)	1000	8,616,733	892,500	1,293,000	494,500	440,297	6,700	227,000	144	8
113	Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799)		8,616,733								
114	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)										
115	Flow-Through Revenue from State Sources	2100									

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
116	Flow-Through Revenue from Federal Sources	2200									
117	Other Flow-Through Revenue (Describe & Itemize)	2300									
118	Total Flow-Through Receipts/Revenues From One District to Another District	2000	0	0		0	0				
119	RECEIPTS/REVENUES FROM STATE SOURCES (3000)										
120	UNRESTRICTED GRANTS-IN-AID (3001-3099)										
121	Evidence Based Funding Formula (Section 18-8.15)	3001	520,000	100,000							
122	Reorganization Incentives (Accounts 3005-3021)	3005									
123	Other Unrestricted Grants-In-Aid From State Sources (Describe & Itemize)	3099									
124	Total Unrestricted Grants-In-Aid		520,000	100,000	0	0	0	0		0	0
125	RESTRICTED GRANTS-IN-AID (3100-3900)										
126	SPECIAL EDUCATION										
127	Special Education - Private/Public Facility Tuition	3100	177,000								
128	Special Education - Orphanage - Individual	3120	365,425								
129	Special Education - Orphanage - Summer Individual	3130	12,000								
130	Special Education - Other (Describe & Itemize)	3199									
131	Total Special Education		554,425	0		0					
132	CAREER AND TECHNICAL EDUCATION (CTE)										
133	CTE - Technical Education - Tech Prep	3200									
134	CTE - Secondary Program Improvement (CTEI)	3220	600								
135	CTE - WECEP	3225									
136	CTE - Agriculture Education	3235									
137	CTE - Instructor Practicum	3240									
138	CTE - Student Organizations	3270									
139	CTE - Other (Describe & Itemize)	3299									
140	Total Career and Technical Education		600	0			0				
141	State Free Lunch & Breakfast	3360									
142	School Breakfast Initiative	3365									
143	Driver Education	3370									
144	Adult Education (from ICCB)	3410									
145	Adult Education - Other (Describe & Itemize)	3499									
146	TRANSPORTATION										
147	Transportation - Regular and Vocational	3500				8,000					
148	Transportation - Special Education	3510				170,000					
149	Transportation - Other (Describe & Itemize)	3599									
150	Total Transportation		0	0		178,000	0				
151	Learning Improvement - Change Grants	3610									
152	Scientific Literacy	3660									
153	Truant Alternative/Optional Education	3695									
154	Early Childhood - Block Grant	3705	468,000								
155	Chicago General Education Block Grant	3766									
156	Chicago Educational Services Block Grant	3767									
157	School Safety & Educational Improvement Block Grant	3775									
158	Technology - Technology for Success	3780									
159	State Charter Schools	3815									
160	Extended Learning Opportunities - Summer Bridges	3825									
161	Infrastructure Improvements - Planning/Construction	3920									
162	School Infrastructure - Maintenance Projects	3925									
163	Other Restricted Revenue from State Sources (Describe & Itemize)	3999	3,500								
164	Total Restricted Grants-In-Aid		1,026,525	0	0	178,000	0	0	0	0	0
165	Total Receipts/Revenues from State Sources	3000	1,546,525	100,000	0	178,000	0	0	0	0	0
166	RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)										
167	UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT. (4001-4009)										
168	Federal Impact Aid	4001									
169	Other Unrestricted Grants-In-Aid Received from Fed. Govt. (Describe & Itemize)	4009	850								
170	Total Unrestricted Grants-In-Aid Received Directly from Fed Govt		850	0	0	0	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
171	RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT	(4045-									
172	4090)										
172	Head Start	4045									
173	Construction (Impact Aid)	4050									
174	MAGNET	4050									
175	Other Restricted Grants-In-Aid Received from Fed. Govt. <i>(Describe & Itemize)</i>	4090									
176	Total Restricted Grants-In-Aid Received Directly from Federal Govt.		0	0		0	0	0			0
177	RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL	GOVT.									
177	THRU THE STATE (4100-4999)										
178	TITLE V										
179	Title V - Flexibility and Accountability	4100									
180	Title V - SEA Projects	4105									
181	Title V - Rural Education Initiative (REI)	4107									
182	Title V - Other <i>(Describe & Itemize)</i>	4199									
183	Total Title V		0	0		0	0				
184	FOOD SERVICE										
185	Breakfast Start-Up Expansion	4200									
186	National School Lunch Program	4210									
187	Special Milk Program	4215	16,000								
188	School Breakfast Program	4220									
189	Summer Food Service Admin/Program	4225									
190	Child and Adult Care Food Program	4226									
191	Fresh Fruit and Vegetables	4240									
192	Food Service - Other <i>(Describe & Itemize)</i>	4299									
193	Total Food Service		16,000				0				
194	TITLE I										
195	Title I - Low Income	4300	87,000								
196	Title I - Low Income - Neglected, Private	4305									
197	Title I - Migrant Education	4340									
198	Title I - Other <i>(Describe & Itemize)</i>	4399									
199	Total Title I		87,000	0		0	0				
200	TITLE IV										
201	Title IV - Student Support & Academic Enrichment Grant	4400	10,000								
202	Title IV - Part A - Student Support & Academic Enrichment Grants Safe and Drug Free Schools	4415									
203	Title IV - 21st Century	4421									
204	Title IV - Other <i>(Describe & Itemize)</i>	4499									
205	Total Title IV		10,000	0		0	0				
206	FEDERAL - SPECIAL EDUCATION										
207	Federal Special Education - Preschool Flow-Through	4600	8,000								
208	Federal Special Education - Preschool Discretionary	4605									
209	Federal Special Education - IDEA Flow Through	4620	260,000								
210	Federal Special Education - IDEA Room & Board	4625									
211	Federal Special Education - IDEA Discretionary	4630									
212	Federal Special Education - IDEA - Other <i>(Describe & Itemize)</i>	4699									
213	Total Federal Special Education		268,000	0		0	0				
214	CTE - PERKINS										
215	CTE - Perkins-Title III E Tech Prep	4770									
216	CTE - Other <i>(Describe & Itemize)</i>	4799									
217	Total CTE - Perkins		0	0			0				
218	Federal - Adult Education	4810									
219	Qualified Zone Academy Bond Tax Credits	4866									
220	Qualified School Construction Bond Credits	4867									
221	Build America Bond Tax Credits	4868									
222	Build America Bond Interest Reimbursement	4869									
223	Total Stimulus Programs		0	0	0	0	0	0		0	0
224	Race to the Top Program	4901									
225	Race to the Top - Preschool Expansion Grant	4902									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
226	Title III - Instruction for English Learners & Immigrant Students	4905									
227	Title III - English Language Acquisition	4909									
228	McKinney Education for Homeless Children	4920									
229	Title II - Eisenhower - Professional Development Formula	4930									
230	Title II - Teacher Quality	4932	10,000								
231	Title II - Part A - Supporting Effective Instruction - State Grants	4935									
232	Federal Charter Schools	4960									
233	State Assessment Grants	4981									
234	Grant for State Assessments and Related Activities	4982									
235	Medicaid Matching Funds - Administrative Outreach	4991	30,000								
236	Medicaid Matching Funds - Fee-For-Service Program	4992	60,000								
237	Other Restricted Grants Received from Fed. Govt. thru State (Describe & Itemize)	4998									
238	Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State		481,000	0	0	0	0	0	0	0	0
239	TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES	4000	481,850	0	0	0	0	0	0	0	0
240	TOTAL DIRECT RECEIPTS/REVENUES (without Student Activity Funds 1799)		10,645,108	992,500	1,293,000	672,500	440,297	6,700	227,000	144	8
241	TOTAL DIRECT RECEIPTS/REVENUES (with Student Activity Funds 1799)		10,645,108								

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2	10 - EDUCATIONAL FUND (ED)										
3	INSTRUCTION (ED)	1000									
4	Regular Programs	1100	3,872,706	721,250	85,240	166,813	9,000	3,000	3,000		4,861,009
5	Tuition Payment to Charter Schools	1115									0
6	Pre-K Programs	1125	477,271	133,615	2,600	34,509			13,659		661,654
7	Special Education Programs (Functions 1200 - 1220)	1200	1,518,558	250,894	32,000	32,712	2,000	500	3,000		1,839,664
8	Special Education Programs Pre-K	1225									0
9	Remedial and Supplemental Programs K-12	1250	79,436	8,754		350					88,540
10	Remedial and Supplemental Programs Pre-K	1275									0
11	Adult/Continuing Education Programs	1300									0
12	CTE Programs	1400									0
13	Interscholastic Programs	1500	140,414	1,756	1,200	11,374		6,373			161,117
14	Summer School Programs	1600									0
15	Gifted Programs	1650	55,859								55,859
16	Driver's Education Programs	1700									0
17	Bilingual Programs	1800	161,092	43,993	7,720	2,000					214,805
18	Truant Alternative & Optional Programs	1900									0
19	Pre-K Programs - Private Tuition	1910									0
20	Regular K-12 Programs Private Tuition	1911									0
21	Special Education Programs K-12 Private Tuition	1912						600,000			600,000
22	Special Education Programs Pre-K Tuition	1913									0
23	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
24	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
25	Adult/Continuing Education Programs Private Tuition	1916									0
26	CTE Programs Private Tuition	1917									0
27	Interscholastic Programs Private Tuition	1918									0
28	Summer School Programs Private Tuition	1919									0
29	Gifted Programs Private Tuition	1920									0
30	Bilingual Programs Private Tuition	1921									0
31	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
32	Student Activity Fund Expenditures	1999									0
33	Total Instruction³⁴ (Without Student Activity Funds 1999)	1000	6,305,336	1,160,262	128,760	247,758	11,000	609,873	19,659	0	8,482,648
34	Total Instruction (With Student Activity Funds 1999)	1000	6,305,336	1,160,262	128,760	247,758	11,000	609,873	19,659	0	8,482,648
35	SUPPORT SERVICES (ED)	2000									
36	Support Services - Pupil	2100									
37	Attendance & Social Work Services	2110	206,232	32,530							238,762
38	Guidance Services	2120									0
39	Health Services	2130	232,223	42,629	2,500	530					277,882
40	Psychological Services	2140	85,339	30,647							115,986
41	Speech Pathology & Audiology Services	2150	179,976	19,482	14,000	1,030					214,488
42	Other Support Services - Pupils (Describe & Itemize)	2190									0
43	Total Support Services - Pupil	2100	703,770	125,288	16,500	1,560	0	0	0	0	847,118
44	Support Services - Instructional Staff	2200									
45	Improvement of Instruction Services	2210	900		57,594	2,200					60,694
46	Educational Media Services	2220	59,212	13,594		8,880					81,686
47	Assessment & Testing	2230			15,000	5,500					20,500
48	Total Support Services - Instructional Staff	2200	60,112	13,594	72,594	16,580	0	0	0	0	162,880
49	Support Services - General Administration	2300									
50	Board of Education Services	2310	12,546		205,500	7,725		13,000			238,771
51	Executive Administration Services	2320	233,129	63,341	9,000	8,000		3,605			317,075
52	Special Area Administration Services	2330	88,196	20,728	1,000						109,924
53	Tort Immunity Services	2361, 2365									0
54	Total Support Services - General Administration	2300	333,871	84,069	215,500	15,725	0	16,605	0	0	665,770
55	Support Services - School Administration	2400									
56	Office of the Principal Services	2410	559,020	197,432	4,000	12,772	3,500	2,000	4,000		782,724
57	Other Support Services - School Administration (Describe & Itemize)	2490									0
58	Total Support Services - School Administration	2400	559,020	197,432	4,000	12,772	3,500	2,000	4,000	0	782,724
59	Support Services - Business	2500									
60	Direction of Business Support Services	2510	106,593	36,902	2,500						145,995
61	Fiscal Services	2520	60,284	9,221	51,000						120,505
62											

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
1											
2											0
63	Operation & Maintenance of Plant Services	2540									0
64	Pupil Transportation Services	2550									0
65	Food Services	2560			13,000	123,731					136,731
66	Internal Services	2570									0
67	Total Support Services - Business	2500	166,877	46,123	66,500	123,731	0	0	0	0	403,231
68	Support Services - Central	2600									0
69	Direction of Central Support Services	2610									0
70	Planning, Research, Development & Evaluation Services	2620									0
71	Information Services	2630									0
72	Staff Services	2640									0
73	Data Processing Services	2660	200,195	63,223	184,000	44,000	20,000	500	50,000		561,918
74	Total Support Services - Central	2600	200,195	63,223	184,000	44,000	20,000	500	50,000	0	561,918
75	Other Support Services - Misc. (Describe & Itemize)	2900				1,150					1,150
76	Total Support Services	2000	2,023,845	529,729	559,094	215,518	23,500	19,105	54,000	0	3,424,791
77	COMMUNITY SERVICES (ED)	3000	46,125	554	23,333	2,000					72,012
78	PAYMENTS TO OTHER DIST & GOVT UNITS (ED)	4000									
79	Payments to Other Dist & Govt Units (In-State)	4100									0
80	Payments for Regular Programs	4110									0
81	Payments for Special Education Programs	4120									0
82	Payments for Adult/Continuing Education Programs	4130									0
83	Payments for CTE Programs	4140									0
84	Payments for Community College Programs	4170									0
85	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
86	Total Payments to Other Dist & Govt Units (In-State)	4100				0		0			0
87	Payments for Regular Programs - Tuition	4210									0
88	Payments for Special Education Programs - Tuition	4220									0
89	Payments for Adult/Continuing Education Programs - Tuition	4230									0
90	Payments for CTE Programs - Tuition	4240									0
91	Payments for Community College Programs - Tuition	4270									0
92	Payments for Other Programs - Tuition	4280									0
93	Other Payments to In-State Govt Units - Tuition (Describe & Itemize)	4290									0
94	Total Payments to Other Dist & Govt Units - Tuition (In State)	4200						0			0
95	Payments for Regular Programs - Transfers	4310									0
96	Payments for Special Education Programs - Transfers	4320									0
97	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
98	Payments for CTE Programs - Transfers	4340									0
99	Payments for Community College Program - Transfers	4370									0
100	Payments for Other Programs - Transfers	4380									0
101	Other Payments to In-State Govt Units - Transfers (Describe & Itemize)	4390									0
102	Total Payments to Other Dist & Govt Units-Transfers (In State)	4300				0		0			0
103	Payments to Other Dist & Govt Units (Out of State)	4400									0
104	Total Payments to Other Dist & Govt Units	4000				0		0			0
105	DEBT SERVICE (ED)	5000									
106	Debt Service - Interest on Short-Term Debt	5100									0
107	Tax Anticipation Warrants	5110									0
108	Tax Anticipation Notes	5120									0
109	Corporate Personal Property Repl Tax Anticipated Notes	5130									0
110	State Aid Anticipation Certificates	5140									0
111	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
112	Total Debt Service - Interest on Short-Term Debt	5100						0			0
113	Debt Service - Interest on Long-Term Debt	5200									0
114	Total Debt Service	5000						0			0
115	PROVISION FOR CONTINGENCIES (ED)	6000									
116	Total Direct Disbursements/Expenditures (without Student Activity Funds (1999))		8,375,306	1,690,545	711,187	465,276	34,500	628,978	73,659	0	11,979,451
117	Total Direct Disbursements/Expenditures (with Student Activity Funds (1999))		8,375,306	1,690,545	711,187	465,276	34,500	628,978	73,659	0	11,979,451
118	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (without Student Activity Funds 1999)										(1,334,343)
119	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (with Student Activity Funds 1999)										(1,334,343)

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
120	20 - OPERATIONS AND MAINTENANCE FUND (O&M)										
121	SUPPORT SERVICES (O&M)	2000									
122	Support Services - Pupil	2100									0
123	Other Support Services - Pupils (Describe & Itemize)	2190									0
124	Support Services - Business	2500									0
125	Direction of Business Support Services	2510									0
126	Facilities Acquisition & Construction Services	2530			41,000		58,869				99,869
127	Operation & Maintenance of Plant Services	2540	436,758	89,979	191,500	236,500	10,000	150	7,000		971,887
128	Pupil Transportation Services	2550									0
129	Food Services	2560									0
130	Total Support Services - Business	2500	436,758	89,979	232,500	236,500	68,869	150	7,000	0	1,071,756
131	Other Support Services - Misc. (Describe & Itemize)	2900									0
132	Total Support Services	2000	436,758	89,979	232,500	236,500	68,869	150	7,000	0	1,071,756
133	COMMUNITY SERVICES (O&M)	3000									0
134	PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)	4000									0
135	Payments to Other Dist & Govt Units (In-State)	4100									0
136	Payments for Regular Programs	4110									0
137	Payments for Special Education Programs	4120									0
138	Payments for CTE Program	4140									0
139	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
140	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
141	Payments to Other Dist & Govt Units (Out of State) ¹⁴	4400									0
142	Total Payments to Other Dist & Govt Unit	4000			0			0			0
143	DEBT SERVICE (O&M)	5000									0
144	Debt Service - Interest on Short-Term Debt	5100									0
145	Tax Anticipation Warrants	5110									0
146	Tax Anticipation Notes	5120									0
147	Corporate Personal Prop Repl Tax Anticipated Notes	5130									0
148	State Aid Anticipation Certificates	5140									0
149	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
150	Total Debt Service - Interest on Short-Term Debt	5100						0			0
151	Debt Service - Interest on Long-Term Debt	5200									0
152	Total Debt Service	5000						0			0
153	PROVISION FOR CONTINGENCIES (O&M)	6000									0
154	Total Direct Disbursements/Expenditures		436,758	89,979	232,500	236,500	68,869	150	7,000	0	1,071,756
155	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(79,256)
156	30 - DEBT SERVICE FUND (DS)										
157	PAYMENTS TO OTHER DIST & GOVT UNITS (DS)	4000									0
158	Payments to Other Dist & Govt Units (In-State)	4100									0
159	Payments for Regular Programs	4110									0
160	Payments for Special Education Programs	4120									0
161	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
162	Total Payments to Other Dist & Govt Units (In-State)	4000						0			0
163	DEBT SERVICE (DS)	5000									0
164	Debt Service - Interest on Short-Term Debt	5100									0
165	Tax Anticipation Warrants	5110									0
166	Tax Anticipation Notes	5120									0
167	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
168	State Aid Anticipation Certificates	5140									0
169	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
170	Total Debt Service - Interest On Short-Term Debt	5100						0			0
171	Debt Service - Interest on Long-Term Debt	5200						413,475			413,475
172	Debt Service - Payments of Principal on Long-Term Debt ¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize)	5300						1,095,000			1,095,000
173	Debt Service - Other (Describe & Itemize)	5400									0
174	Total Debt Service	5000			0			1,508,475			1,508,475
175	PROVISION FOR CONTINGENCIES (DS)	6000									0

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
178	Total Direct Disbursements/Expenditures				0			1,508,475			1,508,475
179	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(215,475)
180	40 - TRANSPORTATION FUND (TR)										
181	SUPPORT SERVICES (TR)	2000									
182	Support Services - Pupils	2100									0
183	Other Support Services - Pupils (Describe & Itemize)	2190									0
184	Support Services - Business										518,396
185	Pupil Transportation Services	2550	27,524	2,872	488,000						0
186	Other Support Services - Business (Describe & Itemize)	2900									0
187	Total Support Services	2000	27,524	2,872	488,000	0	0	0	0	0	518,396
188	COMMUNITY SERVICES (TR)	3000									0
189	PAYMENTS TO OTHER DIST & GOVT UNITS (TR)	4000									0
190	Payments to Other Dist & Govt Units (In-State)	4100									0
191	Payments for Regular Program	4110									0
192	Payments for Special Education Programs	4120									0
193	Payments for Adult/Continuing Education Programs	4130									0
194	Payments for CTE Programs	4140									0
195	Payments for Community College Programs	4170									0
196	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
197	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
198	Payments to Other Dist & Govt Units (Out-of-State) (Describe & Itemize)	4400									0
199	Total Payments to Other Dist & Govt Units	4000			0			0			0
200	DEBT SERVICE (TR)	5000									0
201	Debt Service - Interest on Short-Term Debt	5100									0
202	Tax Anticipation Warrants	5110									0
203	Tax Anticipation Notes	5120									0
204	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
205	State Aid Anticipation Certificates	5140									0
206	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
207	Total Debt Service - Interest On Short-Term Debt	5100						0			0
208	Debt Service - Interest on Long-Term Debt	5200									0
209	Debt Service - Payments of Principal on Long-Term Debt¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize)	5300									0
210	Debt Service - Other (Describe & Itemize)	5400									0
211	Total Debt Service	5000						0			0
212	PROVISION FOR CONTINGENCIES (TR)	6000									0
213	Total Direct Disbursements/Expenditures		27,524	2,872	488,000	0	0	0	0	0	518,396
214	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										154,104
215	50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS)										
216	INSTRUCTION (MR/SS)	1000									75,454
217	Regular Program	1100		75,454							35,614
218	Pre-K Programs	1125		35,614							133,118
219	Special Education Programs (Functions 1200-1220)	1200		133,118							0
220	Special Education Programs Pre-K	1225									1,152
221	Remedial and Supplemental Programs K-12	1250		1,152							0
222	Remedial and Supplemental Programs Pre-K	1275									0
223	Adult/Continuing Education Programs	1300									0
224	CTE Programs	1400									0
225	Interscholastic Programs	1500		3,236							3,236
226	Summer School Programs	1600									0
227	Gifted Programs	1650		809							809
228	Driver's Education Programs	1700									0
229	Bilingual Programs	1800		2,336							2,336
230	Truant Alternative & Optional Programs	1900									0
231	Total Instruction	1000		251,719							251,719
232	SUPPORT SERVICES (MR/SS)	2000									0
233	Support Services - Pupil	2100									0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
236	Attendance & Social Work Services	2110		2,991							2,991
237	Guidance Services	2120									0
238	Health Services	2130		30,125							30,125
239	Psychological Services	2140		1,239							1,239
240	Speech Pathology & Audiology Services	2150		3,066							3,066
241	Other Support Services - Pupils (Describe & Itemize)	2190									0
242	Total Support Services - Pupil	2100		37,421							37,421
243	Support Services - Instructional Staff	2200									
244	Improvement of Instruction Services	2210		859							859
245	Educational Media Services	2220									0
246	Assessment & Testing	2230									0
247	Total Support Services - Instructional Staff	2200		859							859
248	Support Services - General Administration	2300									
249	Board of Education Services	2310		2,130							2,130
250	Executive Administration Services	2320		10,224							10,224
251	Special Area Administrative Services	2330		2,966							2,966
252	Claims Paid from Self Insurance Fund	2361									0
253	Risk Management and Claims Services Payments	2365									0
254	Total Support Services - General Administration	2300		15,320							15,320
255	Support Services - School Administration	2400									
256	Office of the Prindpal Services	2410		32,235							32,235
257	Other Support Services - School Administration (Describe & Itemize)	2490		0							0
258	Total Support Services - School Administration	2400		32,235							32,235
259	Support Services - Business	2500									
260	Direction of Business Support Services	2510		22,883							22,883
261	Fiscal Services	2520		10,231							10,231
262	Facilities Acquisition & Construction Services	2530									0
263	Operation & Maintenance of Plant Service	2540		75,511							75,511
264	Pupil Transportation Services	2550		1,795							1,795
265	Food Services	2560									0
266	Internal Services	2570									0
267	Total Support Services - Business	2500		110,420							110,420
268	Support Services - Central	2600									
269	Direction of Central Support Services	2610									0
270	Planning, Research, Development & Evaluation Services	2620									0
271	Information Services	2630									0
272	Staff Services	2640									0
273	Data Processing Services	2660		14,573							14,573
274	Total Support Services - Central	2600		14,573							14,573
275	Other Support Services - Misc. (Describe & Itemize)	2900									0
276	Total Support Services	2000		210,828							210,828
277	COMMUNITY SERVICES (MR/SS)	3000		669							669
278	PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)	4000									0
279	Payments for Regular Programs	4110									0
280	Payments for Special Education Programs	4120									0
281	Payments for CTE Programs	4140									0
282	Total Payments to Other Dist & Govt Units	4000		0							0
283	DEBT SERVICE (MR/SS)	5000									
284	Debt Service - Interest on Short-Term Debt	5100									0
285	Tax Anticipation Warrants	5110									0
286	Tax Anticipation Notes	5120									0
287	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
288	State Aid Anticipation Certificates	5140									0
289	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
290	Total Debt Service	5000						0			0
291	PROVISION FOR CONTINGENCIES (MR/SS)	6000									0
292	Total Direct Disbursements/Expenditures			463,216				0			463,216
293	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(22,919)
294											
295	60 - CAPITAL PROJECTS (CP)										

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
296	SUPPORT SERVICES (CP)	2000									
297	Support Services - Business										
298	Facilities Acquisition & Construction Services	2530			300,000		1,300,000				1,600,000
299	Other Support Services - Business (Describe & Itemize)	2900									0
300	Total Support Services	2000	0	0	300,000	0	1,300,000	0	0		1,600,000
301	PAYMENTS TO OTHER DIST & GOVT UNITS (CP)	4000									
302	Payments to Other Dist & Govt Units (In-State)	4100									0
303	Payments to Regular Programs	4110									0
304	Payment for Special Education Programs	4120									0
305	Payment for CTE Programs	4140									0
306	Payments to Other Govt Units - Programs (In-State) (Describe & Itemize)	4190									0
307	Total Payments to Other Districts & Govt Units	4000			0			0			0
308	PROVISION FOR CONTINGENCIES (CP)	6000									0
309	Total Direct Disbursements/Expenditures		0	0	300,000	0	1,300,000	0	0		1,600,000
310	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(1,593,300)
311											
312	70 WORKING CASH FUND (WC)										
313											
314	80 - TORT FUND (TF)										
315	INSTRUCTION (TF)	1000									0
316	Regular Programs	1100									0
317	Tuition Payment to Charter Schools	1115									0
318	Pre-K Programs	1125									0
319	Special Education Programs (Functions 1200 - 1220)	1200									0
320	Special Education Programs Pre-K	1225									0
321	Remedial and Supplemental Programs K-12	1250									0
322	Remedial and Supplemental Programs Pre-K	1275									0
323	Adult/Continuing Education Programs	1300									0
324	CTE Programs	1400									0
325	Interscholastic Programs	1500									0
326	Summer School Programs	1600									0
327	Gifted Programs	1650									0
328	Driver's Education Programs	1700									0
329	Bilingual Programs	1800									0
330	Truant Alternative & Optional Programs	1900									0
331	Pre-K Programs - Private Tuition	1910									0
332	Regular K-12 Programs Private Tuition	1911									0
333	Special Education Programs K-12 Private Tuition	1912									0
334	Special Education Programs Pre-K Tuition	1913									0
335	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
336	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
337	Adult/Continuing Education Programs Private Tuition	1916									0
338	CTE Programs Private Tuition	1917									0
339	Interscholastic Programs Private Tuition	1918									0
340	Summer School Programs Private Tuition	1919									0
341	Gifted Programs Private Tuition	1920									0
342	Bilingual Programs Private Tuition	1921									0
343	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
344	Total Instruction¹⁴	1000	0	0	0	0	0	0	0	0	0
345	SUPPORT SERVICES (TF)	2000									
346	Support Services - Pupil	2100									0
347	Attendance & Social Work Services	2110									0
348	Guidance Services	2120									0
349	Health Services	2130									0
350	Psychological Services	2140									0
351	Speech Pathology & Audiology Services	2150									0
352	Other Support Services - Pupils (Describe & Itemize)	2190									0
353	Total Support Services - Pupil	2100	0	0	0	0	0	0	0	0	0
354	Support Services - Instructional Staff	2200									0
355	Improvement of Instruction Services	2210									0

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
356	Educational Media Services	2220									0
357	Assessment & Testing	2230									0
358	Total Support Services - Instructional Staff	2200	0	0	0	0	0	0	0	0	0
359	Support Services - General Administration	2300									0
360	Board of Education Services	2310									0
361	Executive Administration Services	2320									0
362	Special Area Administration Services	2330									0
363	Claims Paid from Self Insurance Fund	2361									0
364	Risk Management and Claims Services Payments	2365									0
365	Total Support Services - General Administration	2300	0	0	0	0	0	0	0	0	0
366	Support Services - School Administration	2400									0
367	Office of the Principal Services	2410									0
368	Other Support Services - School Administration <i>(Describe & Itemize)</i>	2490									0
369	Total Support Services - School Administration	2400	0	0	0	0	0	0	0	0	0
370	Support Services - Business	2500									0
371	Direction of Business Support Services	2510									0
372	Fiscal Services	2520									0
373	Facilities Acquisition & Construction Services	2530									0
374	Operation & Maintenance of Plant Services	2540									0
375	Pupil Transportation Services	2550									0
376	Food Services	2560									0
377	Internal Services	2570									0
378	Total Support Services - Business	2500	0	0	0	0	0	0	0	0	0
379	Support Services - Central	2600									0
380	Direction of Central Support Services	2610									0
381	Planning, Research, Development & Evaluation Services	2620									0
382	Information Services	2630									0
383	Staff Services	2640									0
384	Data Processing Services	2660									0
385	Total Support Services - Central	2600	0	0	0	0	0	0	0	0	0
386	Other Support Services - Misc. <i>(Describe & Itemize)</i>	2900									0
387	Total Support Services	2000	0	0	0	0	0	0	0	0	0
388	COMMUNITY SERVICES (TF)	3000									0
389	PAYMENTS TO OTHER DIST & GOVT UNITS (TF)	4000									0
390	Payments to Other Dist & Govt Units (In-State)	4100									0
391	Payments for Regular Programs	4110									0
392	Payments for Special Education Programs	4120									0
393	Payments for Adult/Continuing Education Programs	4130									0
394	Payments for CTE Programs	4140									0
395	Payments for Community College Programs	4170									0
396	Other Payments to In-State Govt Units - Programs <i>(Describe & Itemize)</i>	4190									0
397	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
398	Payments for Regular Programs - Tuition	4210									0
399	Payments for Special Education Programs - Tuition	4220									0
400	Payments for Adult/Continuing Education Programs - Tuition	4230									0
401	Payments for CTE Programs - Tuition	4240									0
402	Payments for Community College Programs - Tuition	4270									0
403	Payments for Other Programs - Tuition	4280									0
404	Other Payments to In-State Govt Units - Tuition <i>(Describe & Itemize)</i>	4290									0
405	Total Payments to Other Dist & Govt Units - Tuition (In State)	4200						0			0
406	Payments for Regular Programs - Transfers	4310									0
407	Payments for Special Education Programs - Transfers	4320									0
408	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
409	Payments for CTE Programs - Transfers	4340									0
410	Payments for Community College Program - Transfers	4370									0
411	Payments for Other Programs - Transfers	4380									0
412	Other Payments to In-State Govt Units - Transfers <i>(Describe & Itemize)</i>	4390									0
413	Total Payments to Other Dist & Govt Units-Transfers (In State)	4300			0			0			0
414	Payments to Other Dist & Govt Units (Out of State)	4400									0
415	Total Payments to Other Dist & Govt Units	4000			0			0			0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
416	DEBT SERVICE (TF)	5000									
417	Debt Service - Interest on Short-Term Debt										0
418	Tax Anticipation Warrants	5110									0
419	Tax Anticipation Notes	5120									0
420	Corporate Personal Property Replacement Tax Anticipation Notes	5130									0
421	State Aid Anticipation Certificates	5140									0
422	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
423	Debt Service - Interest on Long-Term Debt	5200									
424	Debt Service - Payments of Principal on Long-Term Debt¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize)	5300									0
425	Debt Service - Other (Describe & Itemize)	5400									0
426	Total Debt Service	5000			0			0			0
427	PROVISION FOR CONTINGENCIES (TF)	6000									0
428	Total Direct Disbursements/Expenditures		0	0	0	0	0	0	0	0	0
429	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										144
430											
431	90 - FIRE PREVENTION & SAFETY FUND (FP&S)										
432	SUPPORT SERVICES (FP&S)	2000									
433	Support Services - Business	2500									0
434	Facilities Acquisition & Construction Services	2530									0
435	Operation & Maintenance of Plant Service	2540									0
436	Total Support Services - Business	2500	0	0	0	0	0	0	0		0
437	Other Support Services - Misc. (Describe & Itemize)	2900									0
438	Total Support Services	2000	0	0	0	0	0	0	0		0
439	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (FP&S)	4000									0
440	Payments to Regular Programs	4110									0
441	Payments to Special Education Programs	4120									0
442	Other Payments to In-State Govt Units - Programs (Describe & Itemize)	4190									0
443	Total Payments to Other Districts & Govt Units (FPS)	4000						0			0
444	DEBT SERVICE (FP&S)	5000									
445	Debt Service - Interest on Short-Term Debt	5100									0
446	Tax Anticipation Warrants	5110									0
447	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
448	Total Debt Service - Interest on Short-Term Debt	5100						0			0
449	Debt Service - Interest on Long-Term Debt	5200									
450	Debt Service - Payments of Principal on Long-Term Debt¹⁵ (Lease/Purchase Principal Retired) (Describe & Itemize)	5300									0
451	Total Debt Service	5000						0			0
452	PROVISIONS FOR CONTINGENCIES (FP&S)	6000									0
453	Total Direct Disbursements/Expenditures		0	0	0	0	0	0	0		0
454	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										8

DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only (School Districts Only)

Description	EDUCATIONAL FUND (10)	OPERATIONS & MAINTENANCE FUND (20)	TRANSPORTATION FUND (40)	WORKING CASH FUND (70)	TOTAL
Direct Revenues	10,645,108	992,500	672,500	227,000	12,537,108
Direct Expenditures	11,979,451	1,071,756	518,396		13,569,603
Difference	(1,334,343)	(79,256)	154,104	227,000	(1,032,495)
Estimated Fund Balance - June 30, 2026	3,082,268	301,637	773,857	2,923,727	7,081,489

Unbalanced budget; however, a Deficit Reduction Plan is not required at this time.

A deficit reduction plan is required if the local board of education adopts (or amends) the 2025-2026 school district budget in which the "operating funds" listed above result in direct revenues (line 9, BudgetSum 2-4) being less than direct expenditures (line 19, BudgetSum 2-4) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 81, BudgetSum 2-4).

Note: The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.

Per School Code (105 ILCS 5/17-1) - If the Deficit AFR Summary Information tab from the 2024-2025 Annual Financial Report (AFR) reflects a deficit as defined above, then the school district shall adopt and submit a deficit reduction plan (found here on page 23-27) to ISBE within 30 days after acceptance of the AFR.

The deficit reduction plan, if required, is developed using ISBE guidelines and format.

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS (School Districts Only)

(For Local Use Only)

This is an estimated Limitation of Administrative Costs Worksheet only and will not be accepted for Official Submission of the Limitation of Administrative Costs Worksheet.

The worksheet is intended for use during the budgeting process to estimate the district's percent increase of FY2026 budgeted expenditures over actual FY2025 expenditures. Budget information is copied to this page. Insert the prior year estimated actual expenditures to compute the estimated percentage increase (decrease).

The official Limitation of Administrative Costs Worksheet is attached to the end of the Annual Financial Report (ISBE Form 50-35) and must be submitted in conjunction with that report. An official Limitation of Administrative Costs Worksheet can also be found on the ISBE website at: [Limitation of Administrative Costs](#)

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET
(Section 17-1.5 of the School Code)

School District Name: **Palos Heights SD 128**
RCDT Number: **07016128002**

		Estimated Actual Expenditures, Fiscal Year 2025				Budgeted Expenditures, Fiscal Year 2026			
		(10)	(20)	(80)		(10)	(20)	(80)	
Description	Funct. No.	Educational Fund	Operations & Maintenance Fund	Tort Fund	Total	Educational Fund	Operations & Maintenance Fund	Tort Fund	Total
1. Executive Administration Services	2320	303,825		0	303,825	317,075		0	317,075
2. Special Area Administration Services	2330	163,215			163,215	109,924		0	109,924
3. Other Support Services - School Administration	2490	0			0	0		0	0
4. Direction of Business Support Services	2510	139,079			139,079	145,995	0	0	145,995
5. Internal Services	2570				0	0		0	0
6. Direction of Central Support Services	2610				0	0		0	0
7. Deduct - Early Retirement or other pension obligations required by state law and included above.					0				0
8. Totals		606,119	0	0	606,119	572,994	0	0	572,994
9. Estimated Percent Increase (Decrease) for FY2026 (Budgeted) over (Actual) FY 2025									-5%

Project Memorandum

Date: September 10, 2025
To: Jason Smit, Imbert International
From: Patrick Callahan, Senior Principal, Studio GC
Re: Reroof Project: Independence Junior High School

Please accept the following to summarize our discussion last week regarding the suggested option Veregy mentioned at the Board Meeting. I believe you mentioned they suggested an option with a silicone membrane over the metal roof.

We have helped clients with numerous creative solutions to reduce the costs of reroofing. Standing Seam Metal Roofs are unique. In fact, the one currently on the buildings is a reroof. It was a structural standing seam metal roof called SteelLox. It was framed and placed over the original built-up roof, which is still in place below it. As we approach reroofing projects, several hurdles must be overcome before we can recommend a final solution. Code Requirements, Existing Conditions/Application, and current and future Warranty are the first we deal with.

Code Requirements

Starting with Code, on January 1, 2025, ISBE adopted the 2024 International Building Code via Part 180. There are specific requirements for Roof Recovery, as per Section 1511.3.1.1. Exceptions - Subparagraph 3 prevents us from simply adding an additional roof covering since two already exist, with the existing built-up roof and the second Original SteelLox Structural Standing Seam Metal Roof System. The silicone membrane would be the third. Please see the IBC code citation below:

1511.3.1 Roof recover.

The installation of a new roof covering over an existing roof covering shall be permitted where any of the following conditions occur:

1. Where the new roof covering is installed in accordance with the roof covering manufacturer's instructions.
2. Complete and separate roofing systems, such as standing-seam metal roof panel systems, that are designed to transmit the roof loads directly to the building's structural system and that do not rely on existing roofs and roof coverings for support, shall not require the removal of existing roof coverings.
3. Metal panel, metal shingle, and concrete and clay tile roof coverings shall be permitted to be installed over existing wood shake roofs when applied in accordance with Section 1511.4.
4. The application of a new protective coating over an existing spray polyurethane foam roofing system shall be permitted without the tear-off of existing roof coverings.

1511.3.1.1 Exceptions.

A roof recover shall not be permitted where any of the following conditions occur:

1. Where the existing roof or roof covering is water-soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
2. Where the existing roof covering is slate, clay, cement or asbestos-cement tile.
3. **Where the existing roof has two or more applications of any type of roof covering.**

This is a condition that Veregy may not have been aware of.

Existing Conditions/Application

The existing SteelLox roof is a metal standing seam roof. In several areas, the length of the material from ridge to eave exceeds 25 feet. This material is mechanically hemmed from panel to panel to prevent water from breaching the joints. The metal flashings are similar. The reason for this is to allow for the metal to naturally expand and contract as temperatures change. This can result in approximately 1/2 inch of total expansion or contraction of 1/4 inch either direction. The movement, in our experience, can cut or shear the coating material, causing tears that allow for the transmission of water. The proposed standing seam metal roof system has a water barrier placed directly below the standing seam to eliminate the cut plane and provide an additional waterproofing layer, hence the 30- and 40-year warranties, for the respective areas. This, in conjunction with advancements in detailing and thermal expansion, meets the intent of the long-range plan to allow boards and administration for years to come to not have to perform reroofing.

Warranty

The existing SteelLox had a 20-year warranty. The roofing is no longer covered since it is nearly 25 years old. I understand that the silicone membrane can secure a 20-year warranty. We have executed similar solutions for other roof applications with 20-year warranties that apply to the material, not installation. These types of systems are very sensitive to weather and workmanship. Claims have been challenging. The roof we are proposing has a 30-year water-tightness warranty for the areas over the old roofs and a 40-year water-tightness warranty for all the addition areas. That means if there is any issue. The manufacturer sends a contractor to correct the area or leak for the full term of the warranty at their cost. The District does not have to institute a warranty claim and wait for a review. The deficiency is shared with the manufacturer, and the corrective work is scheduled and performed with no cost to the District.

Schedule for Bidding

Independence Junior High School Roof Replacement
Proposed Schedule for Bidding to ensure material order and delivery before the end of the school year in late spring 2026:

Out to Bid	Tuesday, September 23, 2025
Pre-Bid	Tuesday, September 30 or Wednesday, October 1, 2025
Receipt of Bids	Tuesday, October 7, 2025
Board Packet	Friday, October 10, 2025
Board Meeting	Wednesday, October 15, 2025

I know this is a lot, and I am happy to discuss it in detail. Feel free to call anytime.

AGREEMENT FOR TRANSPORTATION SERVICES

THIS AGREEMENT is made this _____ day of _____, 20__, between Illinois School Bus and Alpha School Bus, having a principal places of business at 13939 S. Cicero, Crestwood, IL and 4702 W. Midlothian Turnpike, Crestwood, IL and (hereinafter referred to as the "Contractor"), and the Palos Heights School District 128 of Palos Heights, Cook County, Illinois (hereinafter referred to as "District"), as follows:

1. Term

This contract shall be for a period beginning August 2024 and ending August 1, 2026, under the terms and conditions herein set forth. Notwithstanding the foregoing, it is agreed and understood that the Contractor shall begin transporting students hereunder at the beginning of the fall, 2024 school term. Pricing for FY25 and FY26 is attached.

This contract may be renegotiated or renewed for the periods of time allowed by Section 29-6.1 of the Illinois School Code, 105 ILCS 5/29-6.1, unless rebidding is required by law.

2. Status as Independent Contractor

Contractor and District are independent of one another and neither has the authority to bind the other to any third person or otherwise to act in any way as the representative of the other unless otherwise expressly agreed to in writing signed by both parties hereto. Contractor shall be responsible for payment of all taxes imposed in connection with its performance of services and receipt of fees under this Agreement.

3. Applicable Law

The laws of the State of Illinois shall govern this Agreement.

4. Notice

Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail, registered or certified mail, postage prepaid.

5. Binding Effect of Agreement

This Agreement shall inure to the benefit of the District, its agents, representatives, officers, directors, assigns and successors and shall bind Contractors, its agents, representatives, successors and assigns.

6. Assignment

Contractor agrees not to assign or sell any rights to this Agreement to a third party or parties without the prior agreement of District. Such action without approval shall authorize District to immediately terminate this Agreement.

7. Complete Understanding

This Agreement, the Instructions to Bidders & Agreement & Bid Form for Regular Education Student Transportation Services, Completed Bid Forms all dated February 27, 2019, and Bid from Contractor, all contract extension letters, which are hereby incorporated herein and made

a part hereof, set forth of all the promises, agreements, conditions and understandings between the parties relative to the subject matter hereof, and there are no promises, agreements, or undertakings, either oral or written, expressed or implied, between them other than as herein set forth.

8. Amendments

Except as otherwise provided, no subsequent alteration, amendment, change or addition to this Agreement shall be binding upon the parties hereto unless reduced to writing and duly authorized and signed by each of them.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and do hereby warrant and represent that their respective signatories whose signatures appear below have been and are on the date of this Agreement duly authorized by all necessary and appropriate corporate action to execute this Agreement.

PALOS HEIGHTS SCHOOL DISTRICT 128
BOARD OF EDUCATION

ILLINOIS SCHOOL BUS CO., INC.
ALPHA SCHOOL BUS CO., INC.

President, Board of Education

Thomas M. O'Sullivan
Signature

Printed Name

Thomas M. O'Sullivan,
Vice President, Contracts & Bids
Printed Name and Title

Secretary, Board of Education

Printed Name

Illinois School Bus Company
 Regular Education Transportation Proposal for 2024/2025 & 2025/2026
 for Palos Heights School District 128

	<u>2023/2024</u>	<u>2024/2025</u>	<u>2025/2026</u>
Cost of one-way trip from home to school for a 71 Passenger bus	<u>\$76.77</u>	<u>\$83.68</u>	<u>\$89.54</u>
Cost of one-way trip from school to home for a 71 Passenger bus	<u>\$76.77</u>	<u>\$83.68</u>	<u>\$89.54</u>
[This includes early dismissal bus]			
Cost of one-way trip from home to school for a 90 Passenger bus	<u>\$ N/A</u>	<u>\$ N/A</u>	<u>\$N/A</u>
Cost of one-way trip from school to home for a 90 Passenger bus	<u>\$ N/A</u>	<u>\$ N/A</u>	<u>\$N/A</u>
[This includes early dismissal bus]			
* Cost of athletic trips [minimum 3 hours] and field trips [minimum 3 hours] for the first 3 hours	<u>\$191.64</u>	<u>\$208.92</u>	<u>\$223.44</u>
* Cost of athletic trips/field trips – after 3 hours per ¼ hour	<u>\$15.97</u>	<u>\$17.41</u>	<u>\$18.62</u>
* Cancellation Fee for athletic trips/field trips that are cancelled less than 24 hours prior to the start of the trip	<u>\$75.00</u>	<u>\$80.00</u>	<u>\$85.00</u>

FIELD TRIPS 2024/2025: \$208.92 minimum charge for three hours plus \$17.41 per 1/4 hour thereafter or \$3.19 per mile, whichever is greater, plus parking and tolls, if applicable. Charter trips that are cancelled less than 24 hours prior to the start of the trip are subject to a \$80.00 cancellation fee. Trips that involve bus work between 2:00 - 3:30pm on weekdays, which prevent them from being available for school routes, will be subject to a \$70.50 per bus surcharge. Trips to Chicago airports now require a \$54.00 Chicago Airport Tax.

FIELD TRIPS 2025/2026: \$223.44 minimum charge for three hours plus \$18.62 per 1/4 hour thereafter or \$3.42 per mile, whichever is greater, plus parking and tolls, if applicable. Charter trips that are cancelled less than 24 hours prior to the start of the trip are subject to a \$85.00 cancellation fee. Trips that involve bus work between 2:00 - 3:30pm on weekdays, which prevent them from being available for school routes, will be subject to a \$75.45 per bus surcharge. Trips to Chicago airports now require a \$54.00 Chicago Airport Tax.

**ALPHA SCHOOL BUS COMPANY
 TRANSPORTATION PROPOSAL (2024/2025 & 2025/2026) FOR
 PALOS HEIGHTS SCHOOL DISTRICT 128**

	<u>Cost/One way Trip</u>		
	<u>2023/24</u>	<u>2024/25</u>	<u>2025/26</u>
Special Education (AM & PM)	\$202.04	\$220.22	\$235.64

FIELD TRIPS 2024/2025

\$203.28 minimum charge for three (3) hours plus \$16.94 per ¼ hour thereafter or \$3.38 per mile, whichever is greater, plus parking and tolls, if applicable. Charter trips that are cancelled less than 24 hours prior to the start of the trip are subject to an Eighty Dollars (\$80.00) cancellation fee. Trips that involve bus work between 2:00pm and 3:30pm on weekdays, which prevent them from being available for school routes, will be subject to a Seventy-Five Dollars (\$75.00) per bus surcharge. Trips to Chicago Airports now require a \$54.00 Chicago Airport Tax.

FIELD TRIPS 2025/2026

\$217.44 minimum charge for three (3) hours plus \$18.12 per ¼ hour thereafter or \$3.62 per mile, whichever is greater, plus parking and tolls, if applicable. Charter trips that are cancelled less than 24 hours prior to the start of the trip are subject to an Eighty-Five Dollars (\$85.00) cancellation fee. Trips that involve bus work between 2:00pm and 3:30pm on weekdays, which prevent them from being available for school routes, will be subject to a Eighty Dollars (\$80.00) per bus surcharge. Trips to Chicago Airports now require a \$54.00 Chicago Airport Tax.



September 5, 2025

Dr. Merryl B. Brownlow
Superintendent
Palos Heights School District #128
12809 S. McVickers Avenue
Palos Heights, IL 60463

**Palos Heights School District #128
Public Engagement and Public Opinion Research Services Agreement**

Dear Dr. Brownlow:

Beyond Your Base ("BYB"), a consulting group of Wight & Company, is pleased to submit this Public Engagement and Public Opinion Research Services Agreement ("Agreement") to Palos Heights School District #128 ("District").

The Agreement is presented in five parts:

- UNDERSTANDING
- SCOPE OF SERVICES
- SCHEDULE
- COMPENSATION
- OTHER TERMS

UNDERSTANDING

BYB understands that the District is considering seeking additional local funding in 2026. As part of its planning efforts, the District seeks to engage BYB to provide guidance on public engagement timing, vet possible funding proposals, help share information with district residents regarding a potential funding proposal, and assist in seeking community input specific to a possible funding proposal. BYB understands that no final decisions would be made by the District regarding a funding proposal until after a comprehensive public engagement effort is completed.

SCOPE OF SERVICES

BYB will provide the following Public Engagement and Public Opinion Research Services:

- **Preliminary Proposals.** Provide input on one or more potential funding proposals to be shared and tested districtwide.
- **Timeline.** Develop a public engagement timeline.
- **Frequently-Asked-Questions Document.** Prepare an FAQ document to be posted on the District’s website to help inform district residents about the potential funding proposal.
- **Informational Mailer.** Work closely with the District in developing an informational mailer (newsletter) to inform registered voters within the district about the planning efforts completed to date, funding needs, and proposed solutions. Services include issue framing, messaging, copywriting, graphic design, and print and mail oversight.
- **Text Message.** Develop and oversee the execution of a text message to promote participation in public information meetings.
- **Mail/Online Survey.** Develop a mail/online survey to gather public input from all registered voter households within the district on the potential funding proposal. Services include preparing survey questions and a fact sheet, graphic design, print and mail oversight, developing and implementing text message outreach, data entry oversight, analyzing results, and presenting findings to the Board of Education virtually.
- **Final Proposal.** Provide input on the timing and composition of the final proposal, including identifying opportunities to refine the ballot question.

SCHEDULE

BYB is prepared to start work on this engagement as soon as September 22, 2025.

COMPENSATION

BYB proposes to conduct the above scope of services at a fixed cost of Forty-Eight Thousand Dollars (\$48,000), with said fee billed in three invoices of Sixteen Thousand Dollars (\$16,000) each. Invoices would align with the completion of services and deliverables. The invoices would be billed on/about October 31, 2025, December 31, 2025, and February 27, 2026, with said invoices to be paid within 30 days of receipt.

Reimbursable Expenses

The District would be responsible for all expenses related to the Public Engagement and Public Opinion Research Services, including printing, mailing, and postage costs associated with the informational mailer; printing, mailing, and postage costs associated with the mail survey and

reply envelopes; survey crosstabs; data needed for mailing lists and public opinion research; and text messages.

Travel Expenses

If the District seeks an in-person presentation of the survey results, the District would cover travel-related expenses for BYB (either Paul Hanley or Skylar White), including coach airfare, parking, local transportation, and lodging.

OTHER TERMS

No Advocacy-Related Services. The parties expressly understand and agree that this Agreement is not intended to and does not encompass or include any advocacy-related services in connection with any future campaigns. Accordingly, as part of the Public Engagement and Public Opinion Research Services, BYB will not provide any such advocacy services to, or for the benefit of, the District under or pursuant to this Agreement.

No Limitation of Services. It is expressly understood and agreed that BYB will not unreasonably limit its work to the steps outlined herein but will extend its services as necessary to ensure that all appropriate services for, or related to, the community engagement efforts are provided to or on behalf of the District in a professional and satisfactory manner. If District requests are deemed to be excessive or fall outside the scope of outlined services, BYB will notify the District before providing such services that may require additional compensation.

Related Professional Services. This Agreement is separate and apart from any other professional services the District may deem necessary. The District retains flexibility in working with other planning/design firms, engineering firms, construction contractors/professionals, financial advisors, or other professional consultants.

Termination. The District, at its sole discretion, may terminate this Agreement at any time by providing a written notice of termination. At the termination of this Agreement, the District shall provide earned compensation and reimburse BYB such reasonable costs and expenses incurred to the date of such termination, which payment shall be in full satisfaction of all claims against the District under this Agreement.

Thank you for the opportunity to assist Palos Heights School District #128 with this important initiative. Upon signature of this Agreement, please return one original signed copy to Wight & Company, c/o John Flodin, 2500 North Frontage Road, Darien, IL 60561.

(This section of the agreement is purposely left blank.)

Respectfully submitted,

**BEYOND YOUR BASE
A CONSULTING GROUP OF
WIGHT & COMPANY**



Paul Hanley
Managing Director
Beyond Your Base

On behalf of Palos Heights School District #128:

Accepted/Signature

Printed Name

Title

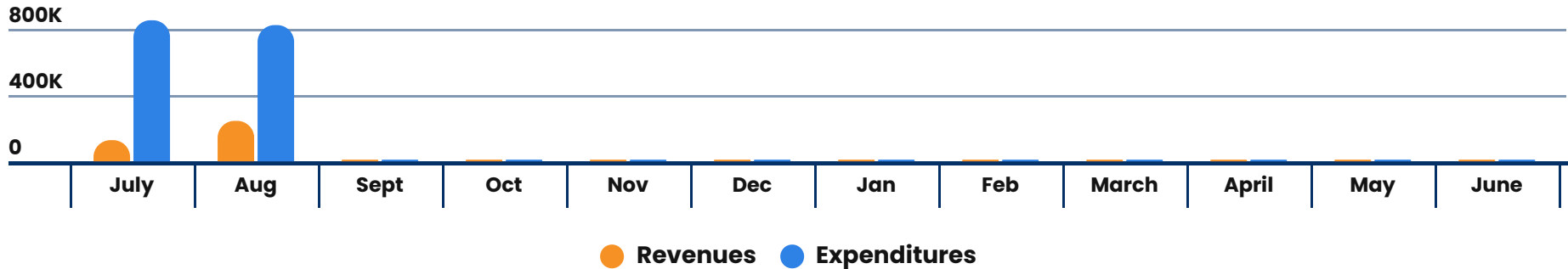
Date

Monthly Financial Report – August 2025

Palos Heights School District 128



Monthly Revenues and Expenditures for FY26



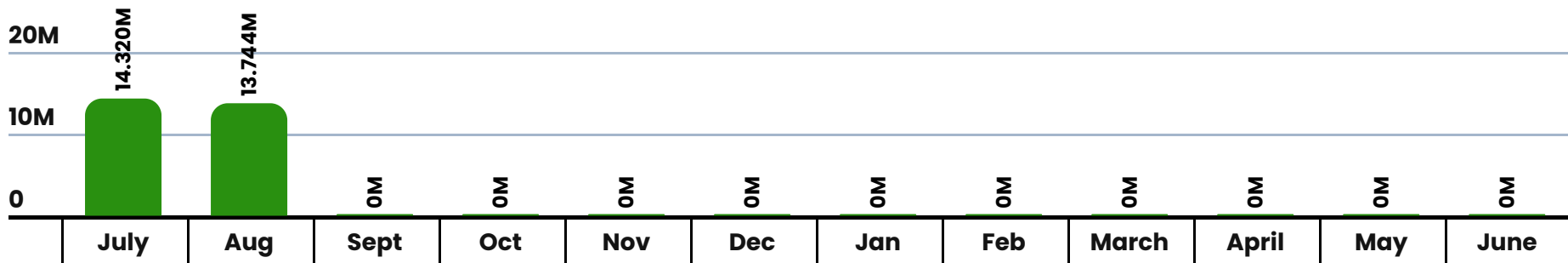
Revenues Received During Month

Source	Month	YTD
Real Estate Taxes	0	0
Other Local Sources	33,000	70,000
Evidenced-Based Funding	57,000	57,000
Other State Sources	0	35,000
Federal Sources	154,000	210,000
Total All Funds	\$244,000	\$372,000

Expenses Paid During Month

Object	Month	YTD
Salaries	402,000	561,000
Benefits	111,000	162,000
Purchased Services	131,000	325,000
Supplies & Materials	16,000	53,000
Capital Outlays	27,000	401,000
Tuition and Other	134,000	169,000
Debt Payments	0	0
Total All Funds	\$821,000	\$1,671,000

Monthly Fund Balance – All Funds



Budget Tracking Report



FY26 Actual YTD

Beginning Balance	YTD Revenues	YTD Expenditures	Bond Proceeds - YTD	Ending Balance
\$15,043,000	\$372,000	\$1,671,000		\$13,744,000

FY26 Total Budget

Beginning Balance	Budgeted Revenues	Budgeted Expenditures	Budgeted Bond Proceeds	Budgeted Ending Balance
\$15,043,000	\$14,278,000	\$17,142,000		\$12,179,000

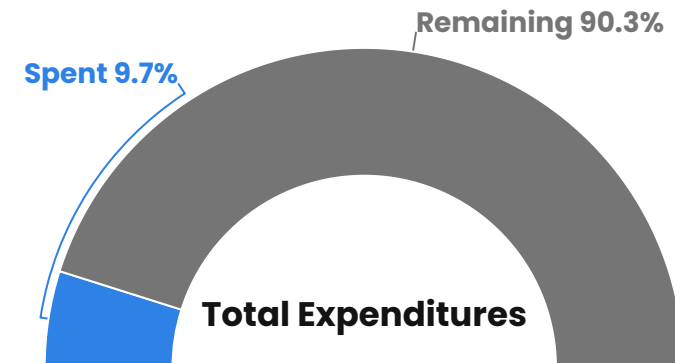
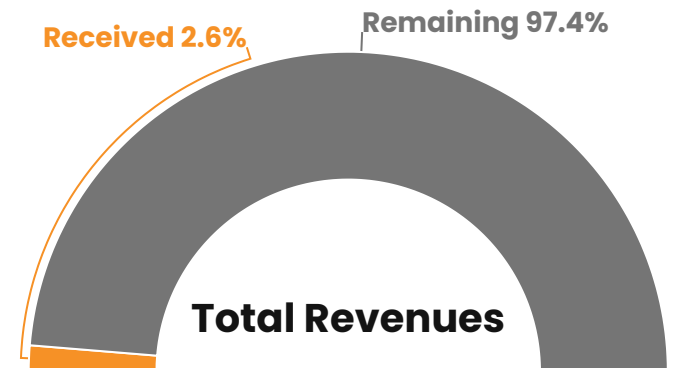
Revenues Received - Actual YTD vs. Total FY Budget

Source	YTD	Budget	% of Budget	Budget Remaining
Real Estate Taxes	0	11,276,000	0.00%	11,276,000
Other Local Sources	70,000	695,000	10.07%	625,000
Evidenced-Based Funding	57,000	620,000	9.19%	563,000
Other State Sources	35,000	1,205,000	2.90%	1,170,000
Federal Sources	210,000	482,000	43.57%	272,000
Total All Funds	\$372,000	\$14,278,000	2.61%	\$13,906,000

Expenses Paid - Actual YTD vs. Total FY Budget

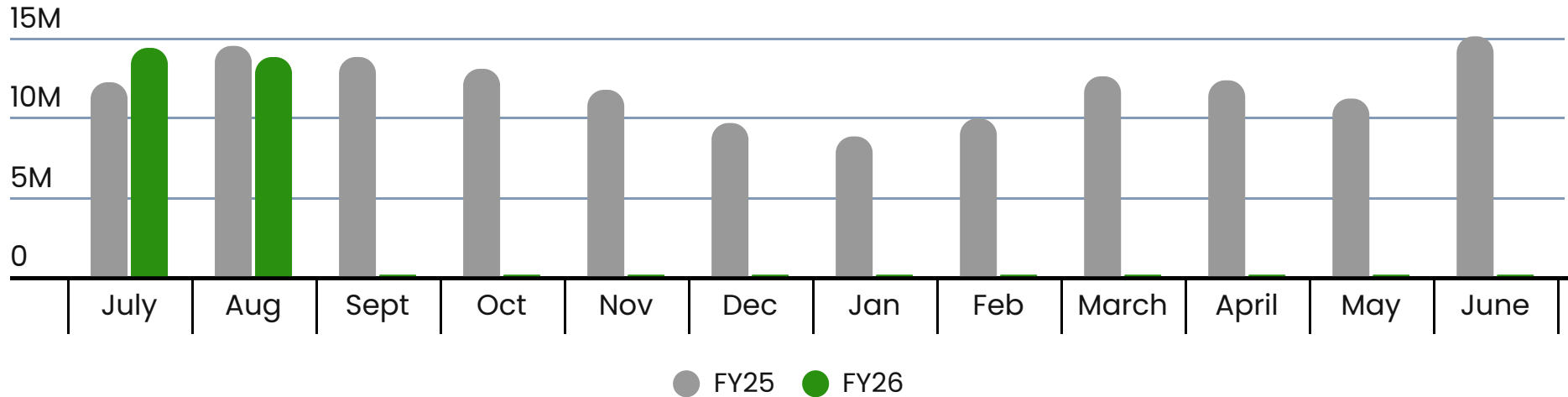
Source	YTD	Budget	% of Budget	Budget Remaining
Salaries	561,000	8,842,000	6.34%	8,281,000
Benefits	162,000	2,245,000	7.22%	2,083,000
Purchased Services	325,000	1,732,000	18.76%	1,407,000
Supplies	53,000	702,000	7.55%	649,000
Capital Outlays	401,000	1,484,000	27.02%	1,083,000
Tuition and Other	169,000	629,000	26.87%	460,000
Debt Service	0	1,508,000	0.00%	1,508,000
Total All Funds	\$1,671,000	\$17,142,000	9.75%	\$15,471,000

% Actual vs. Budget



Current Year vs. Prior Year Tracking Report

Monthly Fund Balance Comparison



YTD Revenues FY26 vs. FY25

Source	Current YTD	FY25 YTD	FY26 v. FY25
Real Estate Taxes	0	5,032,000	(5,032,000)
Other Local Sources	70,000	92,000	(22,000)
Evidenced-Based Funding	57,000	56,000	1,000
Other State Sources	35,000	20,000	15,000
Federal Sources	210,000	340,000	(130,000)
Total All Funds	\$372,000	\$5,540,000	\$(5,168,000)

YTD Expenditures FY26 vs. FY25

Object	Current YTD	FY25 YTD	FY26 v. FY25
Salaries	561,000	503,000	58,000
Benefits	162,000	150,000	12,000
Purchased Services	325,000	133,000	192,000
Supplies	53,000	40,000	13,000
Capital Outlays	401,000	63,000	338,000
Tuition and Other	169,000	55,000	114,000
Debt Payments	0	0	0
Total All Funds	\$1,671,000	\$944,000	\$727,000

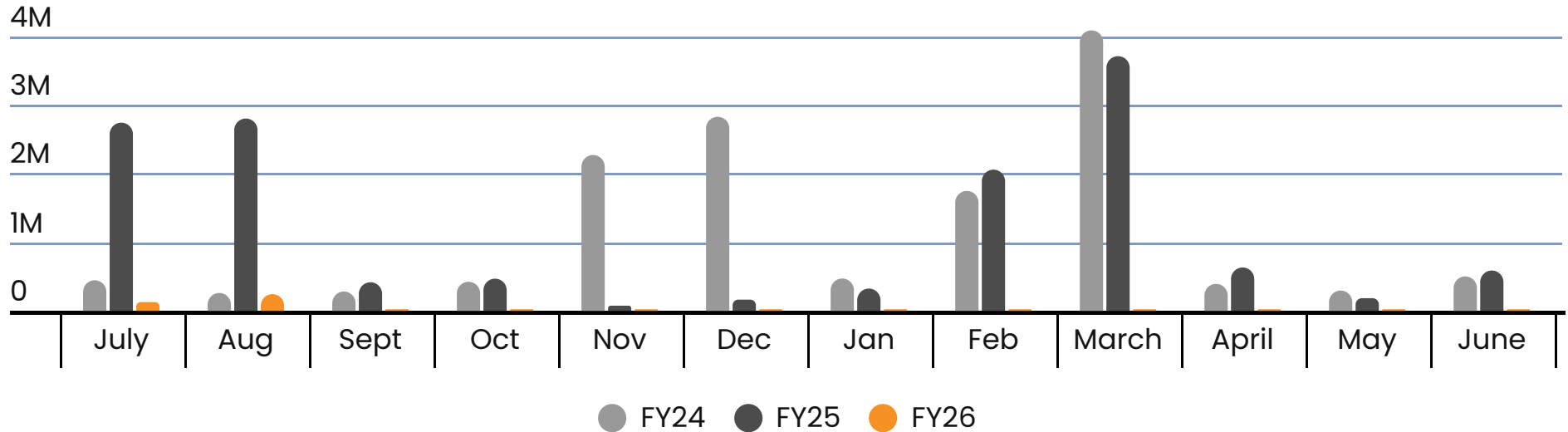
Current YTD Revenues vs. Expenditures
\$(1,299,000)

Prior YTD Revenues vs. Expenditures
\$4,596,000

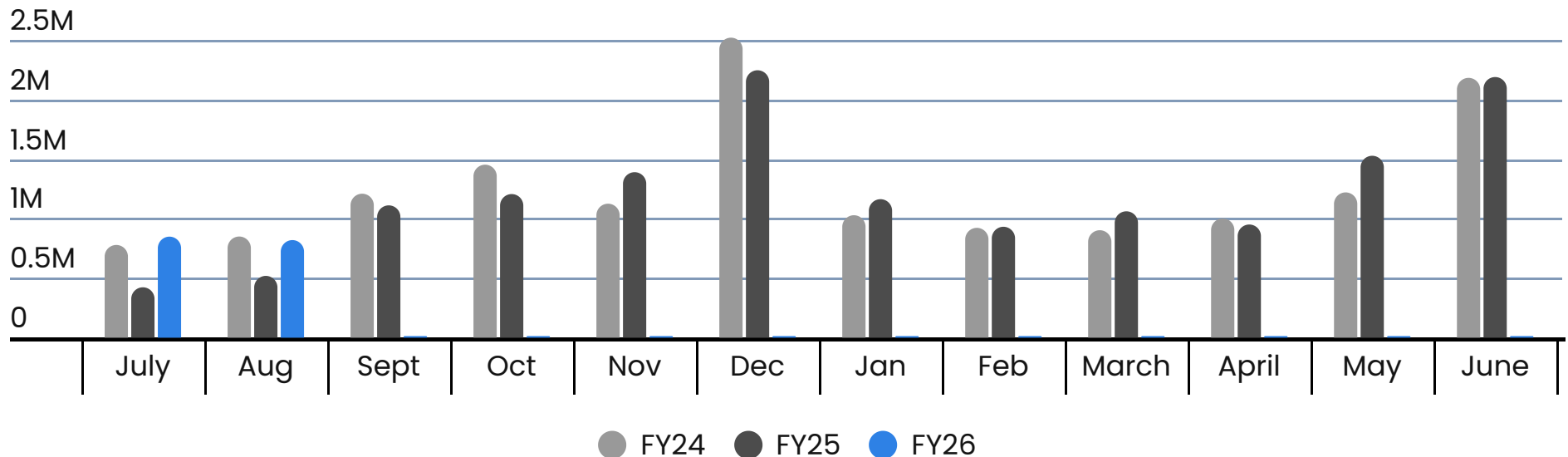
Cash Flow Report



Revenues Received by Month vs. Prior Years



Expenditures Paid by Month vs. Prior Years



Fund Balance Report



Fund	Beginning Balance	Revenues YTD	Expenses YTD	Transfers - Other	Ending Balance
Education	4,417,000	370,000	975,000		3,812,000
Operations and Maintenance	380,000	0	239,000		141,000
Transportation	620,000	2,000	50,000		572,000
Working Cash	2,803,000	0	0		2,803,000
Total - Operating Funds	\$8,220,000	\$372,000	\$1,264,000		\$7,328,000
Bond and Interest	844,000	0	0		844,000
IMRF/Social Security	223,000	0	40,000		183,000
Capital Projects	5,751,000	0	367,000		5,384,000
Tort Immunity	5,000	0	0		5,000
Health/Life Safety	0	0	0		0
Total - Other Funds	\$6,823,000	\$-	\$407,000		\$6,416,000
Total - All Funds	\$15,043,000	\$372,000	\$1,671,000		\$13,744,000



FOIA request

1 message

Kim Anoman <kanoman@palos128.org>
To: Sheri Reid <sreid@smartprocure.com>
Cc: Laura Kriha <lkriha@palos128.org>

Wed, Sep 3, 2025 at 12:44 PM

Sheri,

Per the FOIA request below, I have attached the files to the link that you provided. Let me know if you need any further information.

Kim Anoman
Business Manager

----- Forwarded message -----

From: **Sheri Reid** <sreid@smartprocure.com>
Date: Tue, Sep 2, 2025 at 8:00 AM
Subject: SmartProcure FOIA Request to Palos Heights School District #128 For PO/Vendor Information
To: mbrownlow@palos128.org <mbrownlow@palos128.org>

Dear Merry! Brownlow or Custodian of Public Records,

SmartProcure is submitting a commercial FOIA request to the Palos Heights School District #128 for any and all purchasing records from 5/30/2025 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

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

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

<https://upload.smartprocure.com/?id=c2RqPWEyYlZQMDAwMDAwZmxlMFIBSSZzdD1JTCZvcmc9UGFsb3NlZWlnaHRzU2Nob29sRGlzdHJpY3QxMjgmb3JnaWQ9MTAxMDA4>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Sheri Reid
Data Acquisition Specialist
SmartProcure
Direct: (561) 609-6759

Kim Anoman
Business Manager
Palos Heights School District #128
708-597-9040



FOIA Request completed - Purchase Order Data

1 message

Kim Anoman <kanoman@palos128.org>
To: edending@thedatabranch.com
Cc: Laura Kriha <lkriha@palos128.org>

Mr. Ding,

Attached you will find the records per your FOIA request for Purchase Order Data, there are two sets of reports as the information that you are requesting does not come on one report.

Please let me know if you have any questions.

Kim Anoman
Business Manager

From: <edending@thedatabranch.com>
Date: Fri, Sep 5, 2025 at 6:47 PM
Subject: Records Request - Purchase Order Data - Palos Heights SD 128
To: <mbrownlow@palos128.org>

Dear Public Records Officer,

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140)

The Data Branch is hereby submitting a public records request for purchasing data. Specifically, we request a spreadsheet or equivalent file containing all purchase orders issued between March 1, 2025, and the present.

Scope of Request:

We are seeking all purchase orders issued by any and all departments, schools, divisions, or offices under your school district, including (but not limited to) general administration, curriculum and instruction, facilities and opera

If a centralized report is not available, we are happy to accept:

- School-level, department-level, or segmented purchasing data
- Any readily available reports
- Or records grouped by school or department, if that is how they are stored
-

Requested Details (if readily accessible):

- Purchase order number (or equivalent)
- Purchase date
- Vendor ID or name
- Department or issuing entity (if available)
- Line item description
- Quantity
- Unit price
- Total price

Preferred Format & Delivery:

We understand systems vary and that a spreadsheet export from your ERP system is often the most accessible. However, we are happy to accept:





- Spreadsheet (preferred)
- PDF or Word documents
- Existing ERP reports
- Any general or summary-level purchasing records you already have on hand, even if they don't include all requested fields

Commercial Nature & Flexibility:

This is a commercial request for research purposes. We are happy to comply with all relevant policies and to work with your office to narrow, clarify, or adjust the request in any way that makes it easier to fulfill.

Kim Anoman
Business Manager
Palos Heights School District #128
708-597-9040

4 attachments

-  **Purchase History Mar 1, 2025 to Jun 30, 2025.xlsx**
101K
-  **Purchase History July 1, 2025 to Sept 5, 2025.xlsx**
42K
-  **Disbursement Detail July 1, 2025 to Sep 5, 2025.xlsx**
53K
-  **Disbursement Detail Mar 1, 2025 to Jun 30, 2025.xlsx**
243K