



Thornton Fractional  
HIGH SCHOOL DISTRICT 215  
BURNHAM • CALUMET CITY • LANSING • LYNWOOD

**August 27, 2024**  
**Regular Board of Education Meeting**

**6:00 PM**

**Thornton Fractional Center for Academics & Technology**  
**1605 Wentworth Ave.**  
**Calumet City, IL 60409**

1. **Call to Order/Roll call**
2. **Pledge**
3. **Communication/Informational**
  - A. Public Comments
  - B. Freedom of Information Report

DATE	REQUESTOR	REQUEST	DATE RESPONDED
7/30/24	Sheri Reid Data Acquisition Specialist SmartProcure	SmartProcure is submitting a commercial FOIA request to the Thornton Fractional Township High School District No. 215 for general purchasing records from 3/28/2024 to the current request date of 7/30/2024.	7/31/24

C. Future Meetings--September 11, 2024 Committee of the Whole; September 24, 2024 Regular meeting

D. Building Reports

E. Superintendent's Report

4. **Closed Session for the purposes of student discipline and to discuss appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s), specific independent contractors, specific volunteers, or District legal counsel and student discipline.**

5. **Consent**

A. Approve Minutes from the July 23, 2024 Open and Closed Sessions, the August 7, 2024 Special Meeting Open Session the August 14, 2024 Committee of the Whole meeting and the August 14, 2024 Special Meeting Open and Closed Sessions

B. Approve Personnel Report

C. **Approve/Accept the following Financial Items**

1. Accept July 2024 FTD Monthly Financial Statements
2. Approve July/August 2024 Payables, \$2,120,963.61
3. Approve July/August 2024 Activities Bills, \$12,839.61

**Student Activities - List of Bills - July 2024/August 2024**

Fund	Amount
TF North Activities	2,901.39
TF South Activities	9,702.40
Admin/TF Center Activities	235.82
<b>Total</b>	<b>\$ 12,839.61</b>

4. Approve July 2024 Payroll, \$876,930.79

**Payroll Report - July 2024**

Fund	Amount
Education	675,498.87
Operations and Maintenance	200,113.62
Transportation	1,318.30
<b>Total</b>	<b>\$ 876,930.79</b>

5. Approve July/August 2024 Imprest, \$2090.55

**Imprest - List of Bills - July 2024/August 2024**

<b>Fund</b>	<b>Amount</b>
Educational	2,090.55
Special Education	-
Operations and Maintenance	-
Debt Service	-
Transportation	-
Capital Projects	-
Tort Liability	-
<b>Total</b>	<b>\$ 2,090.55</b>

D. Approve vendor contract for Cameron Stephens for TF North Athletics social media

E. Approve MOUs with When Girls Get Together, Inc.

F. Approve Urban Male Network MOU

G. Approve Intergovernmental Cooperative Agreement with Lansing Public Library

**H. Conduct First Reading of Policies**

1. Review Monitoring Updates

2. Draft Update Policies

I. Approve 2024-25 Activities Handbook

J. Approve 2024-25 Athletic Handbook

K. Approve destruction of closed session recordings for February 28, 2023 in accordance with Policy 2:220

**6. Action**

A. Approve Intergovernmental Agreement for Legislative Extension of the Ridge Road TIF

B. Approve SRO Intergovernmental Agreement with the Village of Lansing

C. Approve ACT Academic Tutoring contract

D. Approve Curriculum Associates EL services contract

E. Approve Dual Credit MoUs with Joliet Junior College

F. Approve purchase of dual credit culinary textbooks

G. Approve Student 2023-24DD Alternative Placement

H. Approve Student 2023-24EE Alternative Placement

I. Approve Student 2023-24FF Alternative Placement

J. Approve Student 2023-24GG Alternative Placement

K. Approve Student 2023-24HH Alternative Placement

**7. Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s), specific independent contractors, specific volunteers, or District legal counsel.**

**8. Adjourn**

# THORNTON FRACTIONAL DISTRICT #215 MONTHLY REPORT

TFD: \_\_\_TF Center\_\_\_

Month: \_August 27, 2024\_

## ACTIVITIES COMPLETED THIS MONTH

- Future Teacher Summer Academy closing event on August 1, 2024
- VSA and JASI Orientation Meetings held August 5, 2024
- Hosted transportation meeting with Mrs. Bishop and First Student on August 7, 2024
- 129 APEX courses have been completed between VSA, VSA with Supports and Credit Recovery
- 6 seniors are out for immunization requirements
- Board Goodie Bag

ACTIVITIES IN PROGRESS	NEXT ACTION
<ul style="list-style-type: none"><li>• Interest Survey for Parents</li><li>• Intake Meetings for CAL3</li><li>• Planning for Parent-Teacher Conferences</li><li>• Planning for Hispanic Heritage Month activities</li></ul>	<ul style="list-style-type: none"><li>• In-take Meetings</li><li>• Updating some classrooms with new desks</li></ul>

## ACTIVITIES TO BE STARTED NEXT MONTH

- Homework Center
- Fall Parent-Teacher Conferences

## LONG TERM PROJECTS

- Center Community building
- Strategic Plan
- School Improvement Plan work for 2024-2025 school year

# THORNTON FRACTIONAL DISTRICT #215 MONTHLY REPORT

TFD: South Campus

Month: August 2024

## ACTIVITIES COMPLETED THIS MONTH

- 340 (400) freshmen attended Freshmen Orientation with over 50 parents attending the session set aside to meet with administrators.
- Senior parent Zakiya McKinney donation over 60 cases of Girl Scout Cookies for teachers and staff as a thank you for the hard work they do.
- Current enrollment at South sits at 1629, we project an enrollment around 1670.
- 13 students were nationally recognized by *College Board* for their composite score on the SAT
- Students, teacher, and Thornton Fractional South HS were recognized at a ceremony last night by *The National Equity Lab* for finishing in the top 5% in the nation last school year
- Currently, we have 18 POSSE scholar nominees who are prepping for their interviews this week

## ACTIVITIES IN PROGRESS

- New desks were delivered to swap out with old desks in three classrooms
- The red wolf mascot is has been ordered and we are working with the company on the final design.
- Final planning and preparation for the Infinite Scholars Fair will be held on Wednesday, September 25<sup>th</sup> at 930 a.m.  
IACAC Thornton Fractional District  
215 College, Career, & Transitions  
Fair at 5:00 p.m.

## NEXT ACTION

- Balancing student schedules.

## ACTIVITIES TO BE STARTED NEXT MONTH

- Work on SIP for 2024-25

## LONG TERM PROJECTS

- Creation of a three-to-five-year Strategic Plan for the South Campus.
- Implementing Discipline Action Plan.

# THORNTON FRACTIONAL DISTRICT #215 MONTHLY REPORT

TFD: North Campus

Month: August 2024

## ACTIVITIES COMPLETED THIS MONTH

- Our Guidance and Nurse's offices have been communicating and working hard to assist our families in getting their children fully registered, including verifying residency, online registration, and all health records on file. Currently, over 98% of all students are fully registered and attending school.
- District and Building Administrators, along with the newly appointed Teacher Mentors provided three meaningful days to our new teachers from August 6<sup>th</sup> through 8<sup>th</sup>.
- We welcomed our entire staff for two impactful Institute Days on August 12<sup>th</sup> and 13<sup>th</sup>
- On Wednesday, August 14<sup>th</sup>, we welcomed our Freshmen students and families for our first full day Freshmen Orientation. Admin had coffee and donuts with parents and families while students started in the auditorium and were able to get to know staff members, administration, and learn their way around the building.
- Our 8<sup>th</sup> grade Algebra and Spanish classes have officially begun, with students attending in the morning during our early bird period.
- We have partnered with National Equity Lab and Arizona State University again to offer a college credit bearing Sociology class.

## ACTIVITIES IN PROGRESS

- Registration is ongoing
- Schoology

## NEXT ACTION

- Our nurses and admin assistants are working to get students of families moving into the district fully registered as soon as possible.
- After a year of rolling out our Learning Management System, Schoology is now being fully implemented district wide. Supports are available to teachers throughout the day.

## ACTIVITIES TO BE STARTED NEXT MONTH

- Continuation and expansion of the Principal Advisory Team at the North Campus.
- Six nine football games are at home this year (Homecoming on October 4<sup>th</sup>, and Senior Night on October 25<sup>th</sup>).

## LONG TERM PROJECTS

- Creation of a three-to-five-year Strategic Plan for the North Campus.

**Regular Board of Education Meeting  
July 23, 2024  
Thornton Fractional Center for Academics & Technology  
1605 Wentworth Ave.  
Calumet City, IL 60409  
MINUTES**



**1. Call to Order/Roll call**

President Stepp called the meeting to order at 6:00 p.m. with the following roll call:

**Present:** Ballard, Jackson (left at 8:03 p.m.), Newman, Stepp, Terrazas, Townsend, Wilson **Absent:**

**2. Communication/Informational**

- A. Public Comments--none
- B. Freedom of Information Report--none
- C. Future Meetings--August 14, 2024 CoW Meeting; August 27, 2024 Regular Meeting
- D. Building Reports-- Reports were presented by Principals Ray Williams for T.F. Center, Lisa Boulter for T.F. South, Brian Rucinski, T.F. North.
- E. Superintendent's Report
  - 1) SRO—Superintendent Robinzine updated the Board that the Lansing PD is willing to provide a new well-trained school resource officer for TF South. They wish to do what is best for students and the district. This will require board approval as in the past. Discussion included utilizing Lynwood police which would have required rotation coverage, and it was uncertain if all of those on rotation would go through the SRO training. Board consensus is to go with Lansing who are also trained in restorative justice and conflict resolution. Having the SRO positive presence will help with culture of the school.
  - 2) TIF Agreement Status—Superintendent Robinzine shared administration is looking for consensus to proceed with the process, although not making an agreement to the TIF itself--was to work on drawing up agreement for distribution. District 215 doesn't want to be the one to say we are holding up progress and the district is getting something with the two-year agreement. Consensus is to move forward recognizing a couple of members have reluctance. Having a longer term would create a time issue.
  - 3) Special Education Support—Superintendent Robinzine referenced the job description and outline for support. He is asking for approval from the Board to move forward with posting the position. There is an approximate 10% increase in students requiring services and the regulations require more paperwork. The position would focus on instruction, strategies for individual students and implementation of IEPs. The consensus was to post the position.
  - 4) IBEW MOU—Superintendent Robinzine stated the value of keeping the program available and will be working on MOU for another three years. The district will pay 43% of salary and IBEW pick up rest. A legal review of the MOU will be done presenting for approval.
  - 5) Superintendent Robinzine showed the hats being purchased for students to purchase.
  - 6) Request is to show documents with discussion.

**3. Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, independent contractors, specific volunteers of the public body or legal counsel for the public body and litigation.**

I move to recess to closed session at 6:42 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, independent contractors, specific volunteers of the public body or legal counsel for the public body and litigation. This motion, made by Member Wilson and seconded by Member Townsend passed.

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Townsend, Wilson **Absent:**

*Member Newman moved, seconded by Member Townsend that the Board of Education adjourn to open session at 7:53 p.m. Upon voice vote, motion carried.*

#### **4. Consent**

*I move to approve the consent agenda as presented. This motion, made by Member Wilson and seconded by Member Terrazas, passed.*

- A. Approve Minutes from the June 25, 2024 Open and Closed Sessions, July 2, 2024 Special Meeting Open and Closed Sessions
- B. Approve Personnel Report
  - 1) It is recommended that the Board of Education accept the report of the resignation of Ericka Johnson-Jones, English Teacher at T.F. North, effective August 1, 2024.
  - 2) It is recommended that the Board of Education approve the resignation of Tonja Perry, Special Education Paraprofessional at T.F. South, effective June 4, 2024.
  - 3) It is recommended that the Board of Education accept the report of the resignation of Ryan Richardson, Deans' Assistant at T.F. South, effective June 4, 2024.
  - 4) It is recommended that the Board of Education approve the dismissal of Jacob Moore, Custodian at T.F. South, effective July 23, 2024.
  - 5) It is recommended that the Board of Education approve the dismissal of LaJuan Townsend, Custodian at T.F. North, effective July 23, 2024.
  - 6) It is recommended that the Board of Education rescind the employment of Lucas Gunby as a Barbering Teacher at T.F. North, effective for the 2024-2025 school term.
  - 7) It is recommended that the Board of Education rescind the employment of Naomi Lugo as a Special Education Paraprofessional at T.F. South, effective August 12, 2024.
  - 8) It is recommended that the Board of Education rescind the employment of Joseph Williams III as a Deans' Assistant at T.F. South, effective August 12, 2024.
  - 9) It is recommended that the Board of Education approve the employment of Lamar Blank as a Deans' Assistant at T.F. South, effective August 12, 2024.
  - 10) It is recommended that the Board of Education approve the employment of Stephanie Cheers as a Music Teacher at T.F. North, effective for the 2024-2025 school term.
  - 11) It is recommended that the Board of Education approve the employment of Helen Griffith as a Cafeteria Aide at T.F. South, effective August 12, 2024.
  - 12) It is recommended that the Board of Education approve the employment of Alejandro Hernandez as a Math Teacher at T.F. North, effective for the 2024-2025 school term.
  - 13) It is recommended that the Board of Education approve the employment of Mia Johnson as School Receptionist at T.F. North, effective July 25, 2024.
  - 14) It is recommended that the Board of Education approve the employment of Rosalva Nieto as a World Language (Spanish) Teacher at T.F. North, effective for the 2024-2025 school term.
  - 15) It is recommended that the Board of Education approve the employment of Kayenat Patil as Network & Security Engineer, effective August 6, 2024.
  - 16) It is recommended that the Board of Education approve the employment of Jonathan Perez as a Cafeteria Aide at T.F. South, effective August 12, 2024.
  - 17) It is recommended that the Board of Education approve the employment of Kimberly Richmond as a Cafeteria Aide at T.F. South, effective August 12, 2024.
  - 18) It is recommended that the Board of Education approve the employment of Christina Sisson as Attendance Support Clerk at T.F. North, effective for the 2024-2025 school term.
  - 19) It is recommended that the Board of Education approve the employment of Sherry Smith as a Custodian at T.F. North, effective August 5, 2024.
  - 20) It is recommended that the Board of Education approve the employment of Adrian Vargas-Ibarra as a Math Teacher at T.F. South, effective for the 2024-2025 school term.
  - 21) It is recommended that the Board of Education approve the re-employment of Kayla Vaughn as an English Teacher at T.F. North, effective for the 2024-2025 school term.
  - 22) It is recommended that the Board of Education approve a sixth assignment for Cynthia Krusza to teach Spanish at T.F. North for the 2024-2025 school term.

- 23) It is recommended that the Board of Education approve intermittent FMLA leave for Rebecca Adorno, Custodian at T.F. South, effective July 1, 2024 through June 30, 2025.
- 24) It is recommended that the Board of Education approve intermittent FMLA leave for Regina Houston, Cafeteria Aide at T.F. North, effective for the 2024-2025 school term.
- 25) It is recommended that the Board of Education approve intermittent FMLA leave for Stacie Hunt, Dean of Students at T.F. North, effective for the 2024-2025 school term.
- 26) It is recommended that the Board of Education approve intermittent FMLA leave for Brianna Rising, Registrar at T.F. North, effective July 1, 2024 through June 30, 2025.
- 27) It is recommended that the Board of Education approve FMLA leave for Dawn Sosa, CTE Teacher at T.F. Center, effective August 12, 2024 through November 8, 2024.
- 28) It is recommended that the Board of Education approve the following staff for 2024 Freshman Orientation:
- T.F. North  
*Facilitators* - Matthew Cervantes, Diane Miller-DeSoto, Joseph Faron, Jennifer Gillespie, Michelle Lencioni, Rindi Ortiz, Erik Perez, Ann Pittman, Shaunwell Posley, Elizabeth Stramaglia  
*Group Leaders* - Jennifer Biggs, Lisa Boersma, Jennifer Galvan, Bianca Gomez, Catherine Hood, Kimberly Isberg, Tareg Mansour, Samantha Rosell, Kerry Schuldes  
*Supervisors/Assistant Leaders* - Aaron Altenburg, Maria Chavez, Bobby Mattison, Maria Ramirez, Mary VanRoosendaal
- T.F. South  
*Facilitators* – Cynthia Benson, Holly Blair, Aaron Bugajski, Sarah McMahel, Gail Meyer, Joseph Napier, Jordan Oliva, Therese Pecora, Douglas Schlessler, Sahed Yousef  
*Group Leaders* – Hannah Berridge, Leo Bonin, Lauren Bruntjens, Dwight DeRamus, Jasmine Gardner, Shane Mosel, Deborah Murtaugh, Jesemin Onayo, Giena Palmer-Reed, Kimberly Praser, M. Suzette Sinde  
*Supervisors/Assistant Leaders* – Lourdes Angel, Dynecia Dixon, Carmencita Isby, Anthony Paulauski, Ronnie Petrey, Tammie Pitts, Danna Ready, Jill Ridgley, Lilliana Riordan, Gregory Rizzo, Christopher Roberts, Lauren Senter
- 29) It is recommended that the Board of Education approve the following New Educator Mentors for the District's 2024-2025 and 2025-2026 Educator Mentor Program: Samantha Rosell, Rebecca Watt.
- 30) It is recommended that the Board of Education approve the following Driver Education Behind-the-Wheel Teachers for the 2024-2025 school term:  
*T.F. South* – Chester Hanson IV, Matthew Johnson, Alejandro Lagunas, Robert Padjen, Dale Pietranczyk, Chris Pruitt, Jamey Wallace.
- 31) It is recommended that the Board of Education release the following 2024 Summer Camp staff:  
T.F. North--Football – Chance Peggs
- 32) It is recommended that the Board of Education approve the following extra-curricular releases, resignations, and appointments for the 2024-2025 school term:  
Releases:  
 Chance Peggs, *Football Volunteer Assistant Coach*, T.F. North  
Resignations:  
 Ryan Richardson, *Senior Ambassadors Sponsor*, T.F. South  
Appointments:  
 Stephanie Cheers, *Band Director*, T.F. North  
 Dion Crowder, *Wrestling Assistant Coach*, T.F. South  
 BreAnne Podgorski, *Girls' Volleyball Volunteer Assistant Coach*, T.F. South  
 Kurt Rigsby, *Wrestling Assistant Coach*, T.F. South  
 Michael Tisza, *Wrestling Head Coach*, T.F. South
- 33) It is recommended that the Board of Education approve the following Substitute Teachers for the 2024-2025 school term:  
 Yvette Anderson, Donald Brown, Mozella Brown, Ronald Chatmon, Monique Doyle, Patricia Ecton, Sarah Follenweider, Christel Franklin, Melanie Franks-Jones, JayIn Gales, Brandon

Gatewood, Marganice Gilbert, Lucas Gunby, Cherish Hall, Kyle Hallberg, Kenneth Karrson, Julie Kelly, Mary Kratochwill, Lydia Lopes, Justin Minor, Joaana Miranda, Michael Nieto, Robert Padjen, Jenette Pogvara, Kay Pyron-Harts, Berta Salazar, Angela Solomon-Echols, Tiffany Ward.

34) It is recommended that the Board of Education approve the following Student Workers for Future Teacher 2024 Summer Academy:

Chikanyima Anene, Kamsiyochi Anene, Favor Babatunde, Trent Biegel, Natalia Espinoza, Natalie Gonzalez, Imani Henderson, Jada Johnson, Jayda Johnson, Rayne Jones, Bianca Loera, Kenan Maxey, Enoch Okpubigho, Jakeline Perez, Mariyah Reed, Vivica Rivera, Raheemson Saadah, Jada Sampson, Taylor Stephenson, Godiv Tordjo.

35) It is recommended that the Board of Education approve the following Volunteers for the 2024-2025 school term: Tiffany Dickson, Raymond Russell, Leslie Williams.

C. Approve/Accept the following Financial Items

- 1) Accept June 2024 FTD Monthly Financial Statements
- 2) Approve June 2024/July 2024 Payables, \$3,082,386.58

**Accounts Payable - List of Bills - June 2024/July 2024**

<b>Fund</b>	<b>Amount</b>
Educational	1,765,355.47
Special Education	-
Operations and Maintenance	625,914.83
Debt Service	3,036.38
Transportation	452,950.82
Capital Projects	67,420.63
Tort Liability	167,708.45
<b>Total</b>	<b>\$ 3,082,386.58</b>

- 3) Approve June 2024/July 2024 Activities Bills, \$5,965.01

**Student Activities - List of Bills - June 2024/July 2024**

<b>Fund</b>	<b>Amount</b>
TF North Activities	5,348.90
TF South Activities	616.11
Admin/TF Center Activities	-
<b>Total</b>	<b>\$ 5,965.01</b>

- 4) Approve June 2024 Payroll, \$892,191.91

**Payroll Report - June 2024**

<b>Fund</b>	<b>Amount</b>
Education	691,868.46
Operations and Maintenance	199,079.76
Transportation	1,243.69
<b>Total</b>	<b>\$ 892,191.91</b>

- 5) Approve Imprest June 2024/July 2024, \$12,606.98

**Imprest - List of Bills - June 2024/July 2024**

<b>Fund</b>	<b>Amount</b>
Educational	1,500.00
Special Education	-
Operations and Maintenance	2,466.34
Debt Service	8,640.64

Transportation	-
Capital Projects	-
Tort Liability	-
<b>Total</b>	<b>\$ 12,606.98</b>

- D. Approve vendor contract for Socorro Evans to serve as TF North Family Liaison
- E. Approve vendor contract for Tonya Reed to serve as TF North Family Liaison
- F. Approve vendor contract for Darvel Stinson to serve as TF South Family Liaison
- G. Approve vendor contract for Teresa Stegall-Henri to serve as TF South Family Liaison
- H. Approve TF North Spanish Honor Society Club
- I. Approve Academic Tutoring Contract for Staff SAT Prep

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Townsend, Wilson **Absent:**

**6. Action**

- A. Approve Letter of Agreement with Local 683 regarding Subbing  
*I move to approve the Subbing LoA with Local 683 as presented. This motion, made by Member Newman and seconded by Member Wilson, passed.*

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Townsend, Wilson **Absent:**

- B. Settlement Agreement with former employee  
*I move to approve the settlement agreement and release of claims with Janine Collins as presented. This motion, made by Member Newman and seconded by Member Townsend, passed.*

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Townsend, Wilson **Absent:**

- C. **Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, independent contractors, specific volunteers of the public body or legal counsel for the public body.**  
*I move to recess to closed session at 7:54 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, independent contractors, specific volunteers of the public body or legal counsel for the public body. This motion, made by Member Townsend and seconded by Member Wilson, passed.*

**Upon Roll Call Vote:**

**Ayes:** Ballard, Newman, Stepp, Terrazas, Townsend, Wilson **Nays:** Jackson **Absent:**

*Member Newman moved, seconded by Member Wilson that the Board of Education adjourn to open session at 8:35 p.m. Upon voice vote, motion carried.*

**D. Adjourn**

*I move to adjourn the meeting at 8:36 p.m. This motion, made by Member Townsend and seconded by Member Wilson, passed upon voice vote.*

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President

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Secretary

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Recording Secretary

**Special Board of Education Meeting  
August 7, 2024  
Thornton Fractional Center for Academics & Technology  
1605 Wentworth Ave.  
Calumet City, IL 60409  
MINUTES**



**1. Call to Order/Roll call**

President Stepp called the meeting to order at 6:00 p.m.

**Present:** Ballard, Jackson, Newman, Stepp, Terrazas, Townsend, Wilson **Absent:**

**2. Public Comment—none**

**3. Closed Session—not convened**

**4. Approve Personnel Report**

*I move to approve the Personnel Report as presented. This motion, made by Member Newman and seconded by Member Ballard passed.*

- A. It is recommended that the Board of Education accept the report of the resignation of Da'Shun Brown, Lead IT Specialist at T.F. South, effective August 15, 2024.
- B. It is recommended that the Board of Education accept the report of the resignation of Diana Muhammad Hayden, Audio/Visual/Video Production Teacher at T.F. South, effective June 4, 2024.
- C. It is recommended that the Board of Education accept the report of the resignation of Malachi Peterson, Deans' Assistant at T.F. Center, effective June 4, 2024.
- D. It is recommended that the Board of Education rescind the employment of Samuel Joe, Jr. as a Deans' Assistant at T.F. Center, effective August 12, 2024.
- E. It is recommended that the Board of Education rescind the employment of Kayenat Patil as Network & Security Engineer, effective August 6, 2024.
- F. It is recommended that the Board of Education approve the employment of Kelton Auston as a Deans' Assistant at T.F. Center, effective August 12, 2024.
- G. It is recommended that the Board of Education approve the employment of Larry Bell as a Deans' Assistant at T.F. South, effective August 12, 2024.
- H. It is recommended that the Board of Education approve the employment of John'Te Crawford as a Deans' Assistant at T.F. South, effective August 12, 2024.
- I. It is recommended that the Board of Education approve the employment of Braquel Ford as a Deans' Assistant at T.F. Center, effective August 12, 2024.
- J. It is recommended that the Board of Education approve the employment of Bruce Hill as a Custodian at T.F. North, effective August 8, 2024.
- K. It is recommended that the Board of Education approve the employment of Robert Tucker as a Special Education Paraprofessional at T.F. South, effective August 12, 2024.
- L. It is recommended that the Board of Education approve the employment of Alexander Vrbanoff as an English Teacher for first semester and a High School Teacher at T.F. South for second semester of the 2024-2025 school term.
- M. It is recommended that the Board of Education approve the employment of Amir Wright as a Deans' Assistant at T.F. Center, effective August 12, 2024.
- N. It is recommended that the Board of Education approve the re-employment of Walter Thomas as a Custodian at T.F. South, effective August 8, 2024.
- O. It is recommended that the Board of Education approve FMLA leave for Rena Fonville, Cosmetology Teacher at T.F. North, effective August 12, 2024 through September 19, 2024.
- P. It is recommended that the Board of Education approve FMLA leave for Robin Kosarko, Custodian at T.F. Center, effective August 27, 2024 through September 23, 2024.
- Q. It is recommended that the Board of Education approve FMLA leave for Jorge Navarrete, Automotive Collision Repair Teacher at T.F. Center, effective August 12, 2024 through August 30, 2024.

- R. It is recommended that the Board of Education approve intermittent FMLA leave for Michele Owens, Art Teacher at T.F. South, effective for the 2024-2025 school term.
- S. It is recommended that the Board of Education approve intermittent FMLA leave for Elvis Slaughter, Special Education Paraprofessional at T.F. South, effective for the 2024-2025 school term.
- T. It is recommended that the Board of Education approve intermittent FMLA leave for Lana Zentz, Chef at T.F. South, effective July 1, 2024 through June 30, 2025.
- U. It is recommended that the Board of Education approve the following extra-curricular releases, resignations, and appointments for the 2024-2025 school term:
  - Resignations:
  - Kelli Herlitz, *Girls Track Assistant Coach*, T.F. South
  - Courtney Podgorski, *Girls Volleyball Assistant Coach*, T.F. South
  - Appointments:
  - Zachary Belin, *Football Volunteer Assistant Coach*, T.F. South
  - Hannah Berridge, *Dreamers Club Sponsor*, T.F. South
  - Lauren Bruntjens, *Art Club Sponsor*, T.F. South
  - Alejandra Garcia, *Latin Dance Crew Sponsor*, T.F. South
  - Tywania Griffin, *Senior Ambassadors Co-Sponsor*, T.F. South
  - Julie Kersaan-Potsic, *Contest Play Sponsor*, T.F. South
  - Julie Kersaan-Potsic, *Drama Assistant Sponsor*, T.F. South
  - BreAnne Podgorski, *Girls Volleyball Assistant Coach*, T.F. South
  - Kimberly Sands, *Senior Ambassadors Co-Sponsor*, T.F. South
  - Amir Wright, *Baseball Head Coach*, T.F. South
  - Sahed Yousef, *Anime Club Sponsor*, T.F. South
- V. It is recommended that the Board of Education approve the following Driver Education Behind-the-Wheel Teachers for the 2024-2025 school term:
  - T.F. North* – David Hamilton, Centrese McGee, Adam Polensky, Frederick Schuldes, Richard Watson.
- W. It is recommended that the Board of Education approve the following 2024 Summer Camp staff:
  - T.F. South
  - Boys' Basketball* – Corey Lockwood.
- X. It is recommended that the Board of Education approve the following Substitute Teachers for the 2024-2025 school term: Anthony Epah, Capri Howard, Lester Hampton.
- Y. It is recommended that the Board of Education approve the following Volunteers for the 2024-2025 school term: Janetta Goines.

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Townsend, Wilson **Nays:** **Absent:**

**5. Approve MOU with IBEW**

*I move to approve the MOU with IBEW as presented. This motion, made by Member Wilson and seconded by Member Terrazas, passed.*

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Townsend, Wilson **Nays:** **Absent:**

**6. Approve restorative justice contract with Wise Works, LLC**

*I move to approve the restorative justice contract with Wise Works, LLC in the amount of \$3,499 as presented. This motion, made by Member Wilson and seconded by Member Newman, passed.*

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Townsend, Wilson **Nays:** **Absent:**

**7. Adjourn**

*I move to adjourn the meeting at 6:02 p.m. This motion, made by Member Townsend and seconded by Member Wilson, passed on voice vote.*

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President

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Secretary

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Recording Secretary

**1. Call to Order/Roll Call**

President Stepp called the meeting to order at 6:00 p.m. with the following roll call:

**Present:** Ballard, Jackson, Newman, Stepp, Terrazas, Wilson **Absent:** Townsend

**2. Communication/Public Comment—none**

**3. Behavior Intervention/Parent-Teacher Advisory Committee--Member Newman**

A. Discipline Audit Discussion--via Zoom—Elizabeth Wagman and Kathleen Gibbons from Tressler, LLP shared their background and the services they can provide as part of a discipline audit. As restorative practices have become more prevalent, they meet with superintendents/designees to determine areas of concern and then review policies/procedures/data. Based on their data analysis, they provide recommendations and can provide assistance with updating policies and procedures. The process is customized to the needs of the district/buildings and the approach looks at exclusionary and inclusionary practices.

B. District Discipline Action Plan—Principals presented the plan for 2024-25 from their work during the summer. They focused on three main areas with strategies and activities for each focus area:

- Increase awareness of services and supports available to increase social-emotional competencies.
- Utilize discipline data to identify themes, align interventions, and adjust staffing placement.
- Develop and implement a positive behavior campaign.

Discussion included putting discipline data in the superintendent's weekly update and to make sure discipline teams use interventions in proactive ways when notice things with students. In the process of developing the plan they collaborated with deans throughout the conference and TFD 215 is not on the heavy end of exclusion. The major focuses are to work on consistency and to work with DAs/Deans on de-escalation, etc.

C. TF South Discipline Management Plan; Ms. Bouler shared her team's plan. The primary and immediate focus is to increase the visibility of the administration team and staff—being present, visible and accessible including being in the halls during every passing period. There are several strategies to change and improve school culture.

**4. Equity Committee--Member Terrazas**

A. English Learner Program Support—Dr. Whitten shared that her team, in focusing on data to analyze equity, looked at EL proficiency. Based on the data and input from other districts who use the program, teachers will have quick access to data to develop instructional strategies to support individual needs of students. It will be partially funded through Title 3. It is a three-year contract and the EL team has developed a three year implementation plan.

**5. Curriculum Committee--Member Ballard**

A. Summer School Update—Detailed data was provided, and no families were charged.

- B. ACT Student Strategy Boot Camp- Academic Tutoring Contract—This is a voluntary boot camp for 50 students per campus for ACT test preparation. The focus is on ACT strategies not content.

## **6. Buildings Grounds/Safety Committee--Member Townsend**

- A. Facility use requests—Mr. Robinzine and Mr. Stephan shared the policy regarding community use of facilities which states the district does give the option to use district facilities. Any request can be denied if it impedes school. No political events are allowed, and the district cannot discriminate with certain organizations.

- B. Construction Project Update—Mr. Stephan

- 1) South Pool Renovation—administration knew the rooftop units won't be in until November but the pool will be okay for the swim team.
- 2) North/South --Elevator Modernization—The vendor couldn't get a couple of the main parts in time to do the work during the summer but never conveyed that, so the work is put off to next summer. There is a concern about labor costs for next year but have worked with the vendor to reach a compromise.
- 3) North/South—Roofing—doing metal flashing—the odor work is done so no impact on the students.
- 4) North--Electrical Vault Relocation—This can be done during the school year and will be put out to bid in September.
- 5) Administrative Center Office Renovation—There is minimal work left to do and everyone is pleased with how it turned out.

Discussion included asking about the TFN football field. The hope is to put it out for bid later this calendar year. A lot was learned from the TFS work. The proposal will include the soccer field.

- C. Building Usage Report

## **7. Finance Committee--Member Jackson**

- A. Tentative Fiscal Year 2024-25 Annual Budget Presentation; Ms. Bishop presented the tentative budget and stated there has been a lot in the news about taxes in South Cook, reassessments and all entities are impacted. She reviewed the overall budget which has \$76,138,177 for total revenues and \$85,011,233 for total expenditures. She explained the difference between the two and shared fund balances to assure any deficit is covered by these balances. There is a large decrease in federal funds due to the covid ESSER funds being ended. The largest expenditure is salary/benefits at 61%. The district will levy for the property tax relief grant.

## **8. Policy Committee--Member Newman**

- A. PRESS 115 Policies—Member Newman stated that the policies have minimal changes and that the next set of policies may be more substantive with Title IX changes.

## **9. Adjourn**

*I move to adjourn the meeting at 7:49 p.m. This motion, made by Member Wilson and seconded by Member Terrazas, passed on voice vote.*

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President

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Secretary

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Recording Secretary

**Special Board of Education Meeting  
August 14, 2024  
Thornton Fractional Center for Academics & Technology  
1605 Wentworth Ave.  
Calumet City, IL 60409  
MINUTES**



**1. Call to Order/Roll call**

President Stepp called the meeting to order at 7:30 p.m.

**Present:** Ballard, Jackson, Newman, Stepp, Terrazas, Wilson **Absent:** Townsend

**2. Public Comment—none**

**3. Approve Tentative Fiscal Year 2024-25 Annual Budget for display and set Public Hearing Date**

*I move to approve the Tentative Fiscal Year 2024-25 Annual Budget for display and set the Public Hearing Date for September 24, 2024. This motion, made by Member Wilson and seconded by Member Terrazas, passed.*

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Wilson **Nays:** **Absent:** Townsend

**4. Closed Session to discuss appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s), specific independent contractors, specific volunteers, or District legal counsel**

*I move to recess to closed session at 7:31 p.m. to discuss appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s), specific independent contractors, specific volunteers, or District legal counsel. This motion, made by Member Terrazas and seconded by Member Wilson, passed.*

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Wilson **Nays:** **Absent:** Townsend

*Member Newman moved, seconded by Member Terrazas that the Board of Education adjourn to open session at 8:46 p.m. Upon roll call vote, the motion carried.*

**Upon Roll Call Vote:**

**Ayes:** Ballard, Jackson, Newman, Stepp, Terrazas, Wilson **Nays:** **Absent:** Townsend

**5. Adjourn**

*I move to adjourn the meeting at 8:48 p.m. This motion, made by Member Terrazas and seconded by Member Newman, passed on voice vote.*

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Recording Secretary

**PERSONNEL REPORT**  
**AUGUST 27, 2024**

1. It is recommended that the Board of Education accept the report of the **resignation** of **Justin Clark**, Special Education Paraprofessional at T.F. North, effective August 13, 2024.
2. It is recommended that the Board of Education **rescind** the **employment** of **Joi Bell** as a Special Education Paraprofessional at T.F. North, effective August 12, 2024.
3. It is recommended that the Board of Education approve the **employment** of **Lester Hampton** as a Barbering Teacher at T.F. North, effective September 3, 2024.
4. It is recommended that the Board of Education approve the **re-employment** of **Michael Orr** as Network & Security Engineer, effective September 3, 2024.
5. It is recommended that the Board of Education approve the **employment** of **Jovanni Rojas** as a Custodian at T.F. North, effective September 3, 2024.
6. It is recommended that the Board of Education approve an **addendum to the 2024-2025 employment contract** for **Eric Mastey**, Assistant Superintendent of Career Development.
7. It is recommended that the Board of Education approve **intermittent FMLA leave** for **Muhammad Abdur-Rahim**, Deans' Assistant at T.F. South, effective for the 2024-2025 school term.
8. It is recommended that the Board of Education approve **FMLA leave** for **Phylicia Burford**, Director of Food Services, effective August 16, 2024 through September 30, 2024.
9. It is recommended that the Board of Education approve **intermittent FMLA leave** for **Jennifer Gillespie**, Special Education Teacher at T.F. North, effective for the 2024-2025 school term.
10. It is recommended that the Board of Education approve **intermittent FMLA leave** for **Stephanie Kuchenbecker**, Deans' Assistant at T.F. North, effective for the 2024-2025 school term.
11. It is recommended that the Board of Education approve **intermittent FMLA leave** for **Pamela Leonard**, Math Teacher at T.F. South, effective for the 2024-2025 school term.
12. It is recommended that the Board of Education approve **intermittent FMLA leave** for **Anita Martinez**, Cafeteria Aide at T.F. North, effective for the 2024-2025 school term.
13. It is recommended that the Board of Education approve **intermittent FMLA leave** for **Dana Phillips**, Principal's Secretary at T.F. North, effective for the 2024-2025 school term.
14. It is recommended that the Board of Education approve **intermittent FMLA leave** for **Sandy Pohlman**, Building Control Secretary at T.F. South, effective for the 2024-2025 school term.
15. It is recommended that the Board of Education approve **FMLA leave** for **Dorothy Stojanovic**, Custodian at T.F. North, effective August 28, 2024 through October 28, 2024.
16. It is recommended that the Board of Education approve **FMLA leave** for **Matthew Tiffy**, Social Studies Teacher at T.F. South, effective November 12, 2024 through November 26, 2024.
17. It is recommended that the Board of Education approve **intermittent FMLA leave** for **Nancy Welker**, Physical Education Teacher at T.F. South, effective for the 2024-2025 school term.
18. It is recommended that the Board of Education approve the **temporary reassignment** of **Franklin Hogan** from IT Support Specialist to Lead Support Specialist at T.F. South, effective August 28, 2024.
19. It is recommended that the Board of Education approve the **reassignment** of **Antoine Jamison** from Groundskeeper to Custodian at T.F. North, effective August 28, 2024.
20. It is recommended that the Board of Education approve the following **Driver Education Behind-the-Wheel Teachers** at *T.F. South* for the 2024-2025 school term: **Michael Tisza**.

**PERSONNEL REPORT  
AUGUST 27, 2024**

21. It is recommended that the Board of Education approve the following **Group Leader** for **2024 Freshman Orientation** at *T.F. North*: **Sheri Murawski**.

22. It is recommended that the Board of Education approve the following **extra-curricular releases, resignations, and appointments** for the 2024-2025 school term:

Releases:

**Daniel Krumrie**, *Baseball Co-Assistant Coach*, T.F. South

Resignations:

**Timothy Sullivan**, *Assistant Athletic Director (Winter)*, T.F. South

**Timothy Sullivan**, *Boys' Track Assistant Coach*, T.F. South

**Timothy Sullivan**, *Pep Club Sponsor*, T.F. South

**Alainna Zachary**, *Junior Class Sponsor*, T.F. South

Appointments:

**Blanca Alcantar**, *Junior Class Sponsor*, T.F. South

**Tyrone Bearden**, *Basketball Assistant Coach*, T.F. South

**Wendy Bivins**, *Student Action Team Co-Sponsor*, T.F. North

**Justin Clark**, *Football Co-Assistant Coach*, T.F. North

**John'te Crawford**, *Boys' Track Assistant Coach*, T.F. South

**John'te Crawford**, *Football Co-Assistant Coach*, T.F. South

**Bryan Evancho**, *AM/PM Hall Supervisor*, T.F. North

**Christina Garcia**, *Family Support Specialist*, T.F. South

**Stacie Hunt**, *AM/PM Hall Supervisor*, T.F. North

**Antoine Jamison**, *Football Co-Assistant Coach*, T.F. North

**Shabaka Maclin**, *Boys' Basketball Volunteer Assistant Coach*, T.F. North

**Paul Massat**, *AM/PM Hall Supervisor*, T.F. South

**Jennifer Navarro**, *Co-Family Support Specialist*, T.F. North

**Shaunwell Posley**, *AM/PM Hall Supervisor*, T.F. North

**Alyssa Real**, *Girls' Volleyball Assistant Coach*, T.F. North

**Josefina Santos**, *Co-Family Support Specialist*, T.F. North

**Christopher Simich**, *AM/PM Hall Supervisor*, T.F. South

**Maria Vicki Torres**, *Family Support Specialist*, T.F. Center

**Monica Townes-Hudson**, *AM/PM Hall Supervisor*, T.F. South

23. It is recommended that the Board of Education **approve** the following **Homework Center Tutors**:

T.F. Center

Benjamin Faulkner, Twana Frelix-Lloyd, Kurt Jurgens

T.F. North

Joseph Faron, Jennifer Galvan, Catherine Hood, Gregory Longo, Tareg Mansour, Cynthia McCraw, Karla McDaniel, Diane Miller-Desoto, Sheri Murawski, Rindi Ortiz, Michelle Potter, Sheila Raja, Rebecca Watt

T.F. South

Jennifer Biggs, Margaret Blahunka, Tracy Burt-Lydon, Kelli McCullough, Sarah McMahel, Gail Meyer, Danna Ready, Gregory Rizzo, Lauren Senter, Nicole Streit, Alexander Vrbanoft.

PERSONNEL REPORT  
AUGUST 27, 2024

24. It is recommended that the Board of Education **approve** the following **Student Safety Monitors** for Fall 2024:

**T.F. North**

Taylor Galvin, Gregory Longo, Jessica Matlock, Centrese McGee, Frederick Schuldes, Megan Weber

**T.F. South**

Arielle Daniels, Dwight DeRamus, Jasmine Gardner, Gina Helbling, Therese Pecora, Gregory Rizzo, Elvis Slaughter, Nancy Welker.

25. It is recommended that the Board of Education approve the following **Substitute Teachers** for the 2024-2025 school term: **Khalyn Bradford, Justin Clark, David Klupchak, Kyle Ruckert.**

26. It is recommended that the Board of Education approve the following **Volunteers** for the 2024-2025 school term: **Nia Douglas, Alex Johnson.**



## MEMORANDUM

**Date:** August 27, 2024

**To:** Mr. John Robinzine, Superintendent and Board of Education

**From:** Teresa A. Bishop, Executive Director of Finance & Operations/CSBO

**Subject:** July 31, 2024 Fiscal-to-Date Revenue & Expenditure and Cash Balance reports

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### **Recommended Action**

It is recommended that the Board of Education approve the Finance reports as presented.

### **Background**

Attached you will find the above-mentioned reports. The budget for 2024/2025 is on display, but not yet approved. Highlights include the following:

- **Revenues & Expenditures report**
  - **Revenues exceed expenditures** in all funds except O&M and Tort, due to timing of expenditures and relatively low (but typical) revenues to date in FY 2024.
  - **Budget amounts for all revenues and expenditures are zero** due to the 2024/25 budget not yet being approved. It is slated for Board approval on September 24, 2024.
  
- **Cash Balances by Fund report**
  - All funds have positive cash balances.

**Funding source:** N/A

**Attachments:** Revenues & Expenditures report 7/31/24

Cash Balances by Fund report 7/31/24

**TFD 215**  
**BUDGET VS. ACTUAL**  
**AS OF JULY 31, 2024 - (Based on transactions posted as of 8/20/24)**

<b>Revenues vs. Expenditures - Actual</b>			
	Revenues	Expenditures	
	YTD	YTD	Excess/Deficit
Education	2,929,167.86	1,311,627.00	1,617,540.86
O&M	677,082.86	1,247,225.58	(570,142.72)
Debt Service	196,093.78	11,677.02	184,416.76
Transportation	271,905.84	79,533.27	192,372.57
IMRF/SS	177,719.06	67,192.77	110,526.29
Capital Projects	176,439.55	-	176,439.55
Working Cash	21,574.67	-	21,574.67
Tort Immunity	83,626.93	165,135.95	(81,509.02)
<b>Grand Totals</b>	<b>4,533,610.55</b>	<b>2,882,391.59</b>	<b>1,651,218.96</b>

<b>Revenues - Budget vs. Actual</b>				
	Budget	Actual	Over (under)	% of
	YTD	YTD	Budget	Budget
Education	-	2,929,167.86	2,929,167.86	#DIV/0!
O&M	-	677,082.86	677,082.86	#DIV/0!
Debt Service	-	196,093.78	196,093.78	#DIV/0!
Transportation	-	271,905.84	271,905.84	#DIV/0!
IMRF/SS	-	177,719.06	177,719.06	#DIV/0!
Capital Projects	-	176,439.55	176,439.55	#DIV/0!
Working Cash	-	21,574.67	21,574.67	#DIV/0!
Tort Immunity	-	83,626.93	83,626.93	#DIV/0!
<b>Grand Totals</b>	<b>-</b>	<b>4,533,610.55</b>	<b>4,533,610.55</b>	<b>#DIV/0!</b>

<b>Expenditures - Budget vs. Actual</b>				
	Budget	Actual	Over (under)	% of
	YTD	YTD	Budget	Budget
Education	-	1,311,627.00	1,311,627.00	#DIV/0!
O&M	-	1,247,225.58	1,247,225.58	#DIV/0!
Debt Service	-	11,677.02	11,677.02	#DIV/0!
Transportation	-	79,533.27	79,533.27	#DIV/0!
IMRF/SS	-	67,192.77	67,192.77	#DIV/0!
Capital Projects	-	-	-	#DIV/0!
Tort Immunity	-	165,135.95	165,135.95	#DIV/0!
<b>Grand Totals</b>	<b>-</b>	<b>2,882,391.59</b>	<b>2,882,391.59</b>	<b>#DIV/0!</b>

**THORNTON FRACTIONAL HSD 215**  
**CASH BALANCES BY FUND**  
**7/31/2024**

<b>Fund Type</b>	<b>Beg Bal 7/1/24</b>	<b>FTD Revenue</b>	<b>FTD Expenditure</b>	<b>Transfer</b>	<b>Cash Balance</b>
<b>Education</b>	28,308,387.27	2,929,167.86	1,311,627.00	-	29,925,928.13
<b>Operations &amp; Maintenance</b>	4,766,434.93	677,082.86	1,247,225.58	-	4,196,292.21
<b>Debt Service</b>	156,697.67	196,093.78	11,677.02	-	341,114.43
<b>Transportation</b>	1,732,186.79	271,905.84	79,533.27	-	1,924,559.36
<b>IMRF/SS</b>	461,957.53	177,719.06	67,192.77	-	572,483.82
<b>Capital Projects</b>	6,172,212.01	176,439.55	-	-	6,348,651.56
<b>Working Cash</b>	5,784,975.38	21,574.67	-	-	5,806,550.05
<b>Tort</b>	193,745.26	83,626.93	165,135.95	-	112,236.24
<b>Grand Totals</b>	<b>47,576,596.84</b>	<b>4,533,610.55</b>	<b>2,882,391.59</b>	-	<b>49,227,815.80</b>

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1076

08/16/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
INSPIRA FINANCIAL	1953					
Check Group:						
FY 2024/2025 DEPENDENT CARE/FSA		1	250083	100930 - 1994838 8/16/2024	10.5.2320.640.0000.40.086	\$361.00

Check #: 0

PO/InvoiceTotal:	\$361.00
Vendor Total:	\$361.00
Grand Total:	\$361.00

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1049

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>BMO HARRIS - P-CARD</b>						
Check Group:						
B. RUCINCKI P-CARD EXPENSES ON TFN ACTIVITY ACCOUNT		1	250395	7/5/2024 7/31/2024	10.5.4000.690.0000.40.086	\$74.88
					Check #: 0	
					PO/InvoiceTotal:	\$74.88
					Vendor Total:	\$74.88
<b>BMO P-CARD - ANITA HOWARD</b>						
Check Group:						
Mariano's		1	250358	7/5/2024 7/31/2024	10.5.2320.410.0000.40.086	\$288.07
IASB		1	250358	7/5/2024 7/31/2024	10.5.2320.440.0000.40.086	\$527.00
Tribune		1	250358	7/5/2024 7/31/2024	10.5.2320.440.0000.40.086	\$34.00
IASB		1	250358	7/5/2024 7/31/2024	10.5.2319.333.0000.60.087	\$10,918.00
					Check #: 0	
					PO/InvoiceTotal:	\$11,767.07
					Vendor Total:	\$11,767.07
<b>BMO P-CARD - JAKE GOURLEY</b>						
Check Group:						
WALMART - BOTTLED WATER FOR GRADUATION HOSPITALITY ROOM		1	250110	7/5/2024 7/31/2024	10.5.2410.410.0000.20.086	\$32.16
					Check #: 0	
					PO/InvoiceTotal:	\$32.16
					Vendor Total:	\$32.16
<b>BMO P-CARD - KURT RIGSBY</b>						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1049

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
southside controls condensate pump		1	250111	7/5/2024 7/31/2024	20.5.2549.410.0000.20.000	\$131.22
Check #: 0						
PO/InvoiceTotal:						\$131.22
Vendor Total:						\$131.22
<b>BMO P-CARD - MARC BREWE</b>						
Check Group:						
5.30.24 ONE DAY SHOOTOUTS- GIRLS BASKETBALL SHOOTOUTS		1	250131	7/5/2024 7/31/2024	10.5.1500.640.0000.20.059	\$260.00
5.30.24 ONE DAY SHOOTOUTS- GIRLS BASKETBALL SHOOTOUTS		1	250131	7/5/2024 7/31/2024	10.5.1500.640.0000.20.059	\$167.00
Check #: 0						
PO/InvoiceTotal:						\$427.00
Vendor Total:						\$427.00
<b>BMO P-CARD - RAYMOND WILLIAMS</b>						
Check Group:						
Dollar Tree - field day		1	250409	7/5/2024 7/31/2024	10.5.1130.490.0000.30.086	\$43.75
AA 3810 workshop R. Williams		1	250409	7/5/2024 7/31/2024	10.5.1400.332.0000.30.086	\$225.00
FH Dart Airport Shuttle National Skills USA Competition		1	250409	7/5/2024 7/31/2024	10.5.1400.410.0000.30.041	\$47.70
Delta Airlines - Skills USA National Competition		1	250409	7/5/2024 7/31/2024	10.5.1400.410.0000.30.041	\$641.80
Delta Airlines - Skills USA National Competition		1	250409	7/5/2024 7/31/2024	10.5.1400.410.0000.30.041	\$641.80
Check #: 0						
PO/InvoiceTotal:						\$1,600.05
Vendor Total:						\$1,600.05

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1049

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO P-CARD - TFHSD TERESA BISHOP						
Check Group:						
THE MASTER TEACHER - RETIREMENT GIFT FOR GAIL H. AND CYNTHIA H.		1	250240	7/5/2024  7/31/2024	10.5.2520.410.0000.40.095	\$213.90
					Check #: 0	
PO/InvoiceTotal:						\$213.90
Vendor Total:						\$213.90
Grand Total:						\$14,246.28

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1050

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO HARRIS - P-CARD						
Check Group:						
TFN ACTIVITIES - P-CARD EXPENSES FOR TFN ACTIVITIES		1	250394	7/5/2024- 7/31/2024	10.5.4000.690.0000.40.086	\$1,511.49
TFN ATHLETICS - P-CARD EXPENSES FOR TFN ACTIVITIES		1	250394	7/5/2024- 7/31/2024	10.5.4000.690.0000.40.086	\$593.28
TFS ACTIVITIES - P-CARD EXPENSES FOR TFS ACTIVITIES		1	250394	7/5/2024- 7/31/2024	10.5.4000.690.0000.40.086	(\$101.50)
TFS ATHLETICS - P-CARD EXPENSES FOR TFS ACTIVITIES		1	250394	7/5/2024- 7/31/2024	10.5.4000.690.0000.40.086	\$4,921.75
TFS HIGH SCHOOL - P-CARD EXPENSES FOR TFS ACTIVITIES		1	250394	7/5/2024- 7/31/2024	10.5.4000.690.0000.40.086	\$313.35
					Check #: 0	
					PO/InvoiceTotal:	\$7,238.37
					Vendor Total:	\$7,238.37
BMO HARRIS - TFD DISTRICT CARD 1						
Check Group:						
T&J MEAT MARKET 5/21/24		1	250243	7/5/2024 7/31/2024	10.5.2560.453.4185.60.000	\$3,301.21
VAN KALKER FARMS & GREENHOUSE		1	250243	7/5/2024 7/31/2024	10.5.2560.410.4299.60.000	\$225.86
BIG JOHNS FARM MARKET & GREENHOUSE		1	250243	7/5/2024 7/31/2024	10.5.2560.410.4299.60.000	\$68.85
THE HOME DEPOT		1	250243	7/5/2024 7/31/2024	10.5.2560.410.4299.60.000	\$357.01
					Check #: 0	
					PO/InvoiceTotal:	\$3,952.93
					Vendor Total:	\$3,952.93

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1050

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO HARRIS - TFD DISTRICT CARD 2						
Check Group:						
WINDY CITY PIZZA - FOOD FOR MENTORING PROGRAM		1	250241	7/5/2024 7/31/2024	10.5.2212.410.0000.60.084	\$207.29
WINDY CITY PIZZA - FOOD FOR MENTORING PROGRAM		1	250241	7/5/2024 7/31/2024	10.5.2212.410.0000.60.084	\$92.94
CASTAWAY BOWL - 2 GAMES		1	250241	7/5/2024 7/31/2024	10.5.2212.410.0000.60.084	\$72.75
WINDY CITY PIZZA -TIP/DRINK		1	250241	7/5/2024 7/31/2024	10.5.2212.410.0000.60.084	\$23.00
WINDY CITY PIZZA -FOUNTAIN DRINK		1	250241	7/5/2024 7/31/2024	10.5.2212.410.0000.60.084	\$5.50
Check #: 0						
PO/InvoiceTotal:						\$401.48
Vendor Total:						\$401.48
BMO P-CARD - CASSANDRA BRACKENRIDGE						
Check Group:						
Lynwood Skating		1	250305	7/5/2024 7/31/2024	10.5.2110.410.0000.20.088	\$535.00
Workshop/ Conference - The Emotionally Intelligent Principal		1	250305	7/5/2024 7/31/2024	10.5.1130.332.0000.20.086	\$10.00
Check #: 0						
PO/InvoiceTotal:						\$545.00
Vendor Total:						\$545.00
BMO P-CARD - LISA BOULER DANIELS						
Check Group:						
WALGREENS - STUDENT RECOGNITION OF THE MONTH AT TFN PHOTOS		1	250112	7/5/2024 7/31/2024	10.5.1130.490.0000.10.086	\$17.96
Check #: 0						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1050

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>                    </u>
						\$17.96
						Vendor Total: <u>                    </u>
						\$17.96
<b>BMO P-CARD - TF CENTER FOR ACADEM &amp; TECH</b>						
Check Group:						
Italian Fiesta-Cotta End of year deans & pps office luncheon		1	250343	7/5/2024 7/31/2024	10.5.2110.410.0000.30.088	\$165.03
AA1231 online conference R. Smith/AA3924 on line conference R. Smith		1	250343	7/5/2024 7/31/2024	10.5.1400.332.0000.30.086	\$598.00
						Check #: 0
						PO/InvoiceTotal: <u>                    </u>
						\$763.03
						Vendor Total: <u>                    </u>
						\$763.03
<b>BMO P-CARD - TF NORTH ATHLETICS</b>						
Check Group:						
Alamo Steakhouse		1	250317	7/5/2024 7/31/2024	10.5.1130.331.0000.10.086	\$135.00
Alamo Steakhouse		1	250317	7/5/2024 7/31/2024	10.5.1130.331.0000.10.086	\$20.00
Cracker Barrel		1	250317	7/5/2024 7/31/2024	10.5.1130.331.0000.10.086	\$66.95
Eastern IL University		1	250317	7/5/2024 7/31/2024	10.5.1130.331.0000.10.086	\$240.00
Steak N Shake		1	250317	7/5/2024 7/31/2024	10.5.1130.331.0000.10.086	\$30.27
						Check #: 0
						PO/InvoiceTotal: <u>                    </u>
						\$492.22
						Vendor Total: <u>                    </u>
						\$492.22
<b>BMO P-CARD - TF NORTH HIGH SCHOOL</b>						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1050

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
NASSP PRODUCTS AND MEMBERSHIP RENEWAL AT TFN		1	250244	7/5/2024 7/31/2024	10.5.1130.310.0000.10.086	\$385.00
PARTY CITY- RETIREMENT PARTY FOR RETIREES AT TFN- MANUS, ROBINSON & HOGAN		1	250244	7/5/2024 7/31/2024	10.5.2410.410.0000.10.086	\$60.29
MENARDS IN DOLTON, IL - SUPPLOIES FOR RETIREMENT PARY AT TFN		1	250244	7/5/2024 7/31/2024	10.5.2410.410.0000.10.086	\$29.76
AMERICAN BUTTON SUPPLIES FOR CLASSROOM PROJECT IN CTE - BIEGEL		1	250244	7/5/2024 7/31/2024	10.5.1130.410.0000.10.086	\$31.19
Check #: 0						
PO/InvoiceTotal:						\$506.24
Vendor Total:						\$506.24
BMO P-CARD - TF SOUTH HIGH SCHOOL						
Check Group:						
HOME SUITES CREDIT FROM OVERCHARGE LAST MONTH		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	(\$399.32)
HOME SUITES CREDIT FROM OVERCHARGE LAST MONTH		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	(\$399.32)
HOME SUITES CREDIT FROM OVERCHARGE LAST MONTH		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	(\$50.00)
ANGELOS PIZZA - FOOD FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$124.38
DENNYS FOOD FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$81.51
EASTERN ILLINOIS ADMISSION FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$25.10

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1050

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
STEAK-N-SHAKE FOOD FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$4.88
STEAK-N-SHAKE FOOD FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$73.88
HILTON GARDEN MATTOON LODGING FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$372.25
WENDYS FOOD FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$66.21
HILTON GARDEN MATTOON LODGING FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$359.37
EASTERN ILLINOIS ADMISSION FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.1130.331.0000.20.086	\$12.55
DOLLAR TREE DECOR FOR GRADUATION ROOM		1	250386	7/5/2024 7/31/2024	10.5.2410.410.0000.20.086	\$19.75
JEWEL OSCO DESSERT FOR GRADUATION ROOM		1	250386	7/5/2024 7/31/2024	10.5.2410.410.0000.20.086	\$46.93
HILTON GARDEN MATTOON LODGING FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.2410.410.0000.20.086	\$369.25
HILTON GARDEN MATTOON LODGING FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.2410.410.0000.20.086	\$367.25
HILTON GARDEN MATTOON LODGING FOR IHSA STATE BOYS TRACK		1	250386	7/5/2024 7/31/2024	10.5.2410.410.0000.20.086	\$356.37

Check #: 0

PO/InvoiceTotal:	\$1,431.04
Vendor Total:	\$1,431.04

BMO P-CARD - TFHSD BUSINESS OFFICE

Check Group:

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1050

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
COMCAST BUSINESS INVOICE NO. 200775477 MONTHLY BILL		1	250239	7/5/2024 7/31/2024	10.5.2220.310.0000.60.096	\$11,957.94
COMCAST BUSINESS INVOICE NO. 200775477 MONTHLY BILL		1	250239	7/5/2024 7/31/2024	20.5.2549.340.0000.60.000	\$1,328.66
SAM'S CLUB RENEWAL		1	250239	7/5/2024 7/31/2024	10.5.2320.640.0000.40.086	\$116.80
Check #: 0						
PO/InvoiceTotal:						\$13,403.40
Vendor Total:						\$13,403.40
 BMO P-CARD - TFHSD CAREER DEVELOPMENT						
Check Group:						
Sally Beauty Supply		1	250261	7/5/2024 7/31/2024	10.5.1130.410.4745.30.100	\$166.99
Check #: 0						
PO/InvoiceTotal:						\$166.99
Vendor Total:						\$166.99
 BMO P-CARD - TFHSD HUMAN RESOURCES						
Check Group:						
Vari Sales Corporation-Varidesk Cube Plus 40 (BK) for Regina Collins		1	250120	7/5/2024 7/31/2024	10.5.2640.410.0000.40.079	\$380.00
Strack & Van Til's employee May birthday snacks		1	250120	7/5/2024 7/31/2024	10.5.2640.410.0000.40.079	\$65.88
Mariano's employee June birthday snacks		1	250120	7/5/2024 7/31/2024	10.5.2640.410.0000.40.079	\$69.55
Check #: 0						
PO/InvoiceTotal:						\$515.43
Vendor Total:						\$515.43

BMO P-CARD - TFHSD SPECIAL SERVICES

Check Group:

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1050

07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ADOBE ACROPROS MAY SUBS.		1	250219	7/5/2024 7/31/2024	10.5.1200.410.0000.60.029	\$21.39
					Check #: 0	
					PO/InvoiceTotal:	\$21.39
					Vendor Total:	\$21.39
<b>BMO P-CARD - TFHSD TEACHING &amp; LEARNING</b>						
Check Group:						
STAPLES - 3 PX CERTIFICATE (X2)		1	250180	7/5/2024 7/31/2024	10.5.2212.410.0000.60.084	\$32.08
PORTILLOS CATERING - RETIREMENT LUNCHEON (23 ADULTS)		1	250180	7/5/2024 7/31/2024	10.5.2320.410.0000.40.086	\$804.82
					Check #: 0	
					PO/InvoiceTotal:	\$836.90
					Vendor Total:	\$836.90
<b>BMO P-CARD - TFHSD TECHNOLOGY</b>						
Check Group:						
BUFFALO WILD WINGS		1	250242	7/5/2024 7/31/2024	10.5.2220.410.0000.60.096	\$83.86
MR TORRENCE CORP INC		1	250242	7/5/2024 7/31/2024	10.5.2220.410.0000.60.096	\$106.26
CANVA - SUBSCRIPTION		1	250242	7/5/2024 7/31/2024	10.5.2220.411.0000.60.096	\$119.99
WAL MART		1	250242	7/5/2024 7/31/2024	10.5.2220.410.0000.60.096	\$15.07
TWILIO IN		1	250242	7/5/2024 7/31/2024	10.5.2220.410.0000.60.096	\$100.00
DOMINOS		1	250242	7/5/2024 7/31/2024	10.5.2220.410.0000.60.096	\$88.78
					Check #: 0	

**Thornton Fractional Township High School 215**

**Voucher Detail Listing**

Voucher Batch Number: 1050      07/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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PO/InvoiceTotal:	\$513.96
Vendor Total:	\$513.96
Grand Total:	\$30,806.34

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1025

07/16/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
INSPIRA FINANCIAL	1953					
Check Group:						
FY 2024/2025 DEPENDENT CARE/FSA		1	250083	100930-1980126 7/16/2024	10.5.2320.640.0000.40.086	\$361.00

Check #: 0

PO/InvoiceTotal:	\$361.00
Vendor Total:	\$361.00
Grand Total:	\$361.00

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1027

07/23/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
EDUCATIONAL BENEFIT COOPERATIVE						
Check Group:						
POLICY - THORNTON FRACTIONAL SD 215 - ENROLLED EMPLOYEES MEDICAL - BCBS PPO, BCBS HMO		1	250093	AUGUST 2024  7/23/2024	10.2.0489.072.0000.00.000	\$685,597.43
POLICY - THORNTON FRACTIONAL SD 215 - ENROLLED EMPLOYEES BASIC LIFE INSURANCE		1	250093	AUGUST 2024  7/23/2024	10.2.0489.072.0000.00.000	\$2,127.77
POLICY - THORNTON FRACTIONAL SD 215 - ENROLLED EMPLOYEES AD&D INSURANCE		1	250093	AUGUST 2024  7/23/2024	10.2.0489.072.0000.00.000	\$223.99

Check #: 0

PO/InvoiceTotal:	\$687,949.19
Vendor Total:	\$687,949.19
Grand Total:	\$687,949.19

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AASPA	11433					
Check Group:						
EDUCATION ADM-HUMAN RESOURCES DUES & FEES- April Jerger Membership Renewal to AASPA		1	250296	25929 MEM DUES 7/18/2024	10.5.2640.640.0000.40.079	\$275.00
					Check #: 0	
					PO/InvoiceTotal:	\$275.00
					Vendor Total:	\$275.00
AIR CLEANING SPECIALISTS	5910					
Check Group:						
PLEATED FILTER MERV 8 14 X 30 X 1		60	250100	22032 7/23/2024	20.5.2549.410.0000.20.000	\$405.00
PLEATED FILTER MERV 8 14 X 24 X1		84	250100	22032 7/23/2024	20.5.2549.410.0000.20.000	\$449.40
PLEATED FILTER MERV 8 15.5 X 77.5 X 1 - EXACT		12	250100	22032 7/23/2024	20.5.2549.410.0000.20.000	\$560.40
PLEATED FILTER MERV 8 15.5 X 41.5X1- EXACT		24	250100	22032 7/23/2024	20.5.2549.410.0000.20.000	\$426.00
DELIVERY		1	250100	22032 7/23/2024	20.5.2549.410.0000.20.000	\$35.00
					Check #: 0	
					PO/InvoiceTotal:	\$1,875.80
					Vendor Total:	\$1,875.80
AIRGAS USA, LLC	2025					
Check Group:						
Rental Invoice - welding tanks		1	250338	5508862899 7/24/2024	10.5.1400.410.0000.30.040	\$259.35
					Check #: 0	
					PO/InvoiceTotal:	\$259.35
					Vendor Total:	\$259.35

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AMAZON CAPITAL SERVICES						
Check Group:						
C&AHOME Cube Storage Organizer with Doors, 12-Cube Shelves, Closet Cabinet, DIY Plastic Modular Bookshelf Ideal for Bedroom, Living Room, 36.6"L x 12.4"W x 48.4"H Black USHS3012B-DOOR		1	250134	1H1K-RCDH-L3K 4 7/23/2024	10.5.2212.410.0000.60.084	\$42.99
GZHERVICES Multi-Layer Keyboard Display Stand, Mechanical Keyboard Acrylic Storage Box, Desktop Storage Rack for Home Store and Office Decor (Color : Clear, Size : 51x21x67cm)		4	250134	1H1K-RCDH-L3K 4 7/23/2024	10.5.2212.410.0000.60.084	\$725.00
Shipping and Handling		1	250134	1H1K-RCDH-L3K 4 7/23/2024	10.5.2212.410.0000.60.084	\$40.00
					Check #: 0	
					PO/InvoiceTotal:	\$807.99
Check Group:						
Post-it Super Sticky Easel Pad, 25 x... Office Product		1	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.005	\$116.15
Amazon Basics Woodcased #2 pencils, Pre-sharpened, HB Lead Bulk Box, 150 Count		7	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$117.74
Post-it Pop-up Notes, 3x3 in, 5 Pads		7	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$46.13
Mr. Pen Dry Erase Markers/Pens With		6	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$41.94
Amazon Basics Tank Style Highlighter		6	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$37.62
Amazon Basics Heavy Weight Ruled Lined		4	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$34.76

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Teacher Created Resources Pink and O		1	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$17.99
Amazon Basics Purple Washable School		1	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$13.78
Amazon Basics Masking Tape, Pack		2	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$16.70
SHARPIE Permanent Markers, Fine Poin... Office Product		3	250160	1RF6-GVQR-QJ1 R 7/23/2024	10.5.1130.410.0000.10.086	\$24.69
Check #: 0						
						PO/InvoiceTotal: <u>                    </u> \$467.50
Check Group:						
Crayola Broad Line Markers Classpack... Toy		1	250161	1V4F-FTWP-RML K 7/23/2024	10.5.1130.410.0000.10.086	\$61.99
Amazon Basics Woodcased #2 Pencils,		1	250161	1V4F-FTWP-RML K 7/23/2024	10.5.1130.410.0000.10.086	\$14.99
Availey 48 Pieces (3.2 x 1.2") - Col.		1	250161	1V4F-FTWP-RML K 7/23/2024	10.5.1130.410.0000.10.086	\$14.99
Scissors, Rkoqa 8" All Purpose Sciss..		1	250161	1V4F-FTWP-RML K 7/23/2024	10.5.1130.410.0000.10.086	\$8.99
BIC White-Out Brand EZ Correct Corre		1	250161	1V4F-FTWP-RML K 7/23/2024	10.5.1130.410.0000.10.086	\$5.87
Scotch Heavy Duty Shipping Packaging		1	250161	1V4F-FTWP-RML K 7/23/2024	10.5.1130.410.0000.10.086	\$3.57
ELMER'S Disappearing Purple School G..		1	250161	1V4F-FTWP-RML K 7/23/2024	10.5.1130.410.0000.10.086	\$7.64

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
EXPO Low Odor Dry Erase Markers, Chi		1	250161	1V4F-FTWP-RML K 7/23/2024	10.5.1130.410.0000.10.086	\$8.97
Check #: 0						
PO/InvoiceTotal:						\$127.01
Check Group:						
SHARPIE Permanent Markers, Fine Point, Assorted Colors, 12 Count		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$8.23
Compact Desktop Electric Pencil Sharpener, Black, Sold as 1 Each		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$16.52
Post-it Super Sticky Easel Pad, 25 in x 30 in, White, 30 Sheets/Pad, 2 Pad/Pack, Large White Premium Self Stick Flip Chart Paper, Super Sticking Power (559)		2	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$89.40
Yunsailing 30 Pack Class Set Headphones for Kids Students School Classroom Headphones Bulk Over The Ear Earphones Adjustable with 3.5 mm Jack for Library Children Adults Christmas Office Gifts, Black		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$33.99
BIC Gel-ocity Quick Dry (DRIES UP TO 3X FASTER) Bulk 24 Pack Of 12 Black And 12 Blue Ink Pens, Smear Free, Retractable Gel Pens, Medium Point 0.7mm, Pens For Taking Notes For Adults Women & Men.		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$26.84
(12 Pack) Pop-up Sticky Notes 3x3 in, Bright Colors Super Sticking Power Memo Pads, 6 Colors, Strong Adhesive		2	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$17.58
BESARME 60 Pack Highlighters Bulk Highlighters		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$14.99
Oxford Filler Paper, 8 x 10-1/2 Inch Wide Ruled Paper, 3 Hole Punch, Loose Leaf Notebook Paper for 3 Ring Binders, 500 sheets (62330), white		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$10.07

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Paper Mate Write Bros Ballpoint Stick Pen, Black Ink with Black Barrel, 1mm Medium Point - 8 Pack (2140570)		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$4.80
BIC Xtra-Precision Mechanical Pencil, Metallic Barrel, Fine Point (0.5mm), 24-Count, Doesn't Smudge and Erases Cleanly		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1130.410.0000.10.086	\$5.87
EXPO Low Odor Dry Erase Markers, Chisel Tip, Assorted, 36 Count		1	250162	1F3M-VQYH-RHL 6 7/23/2024	10.5.1200.410.0000.10.029	\$22.99
Check #: 0						
PO/InvoiceTotal:						\$251.28
Check Group:						
LINE LEADER AV CART FOR L. BOULER		1	250172	14TP-KTMP-PJ6V 7/23/2024	10.5.2410.410.0000.20.086	\$392.03
Check #: 0						
PO/InvoiceTotal:						\$392.03
Check Group:						
Elmer's Disappearing Purple School Glue Sticks, Washable, 7 Grams, 30 Count		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$7.64
BIC Cristal Xtra Bold Ballpoint Pens, Bold Point (1.6mm) For Vivid And Dramatic Lines, Assorted Colors, 24-Count Pack		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$5.19
Wausau Colored Paper 24 lb. 8-1/2-inch x11-inch 500 Sheets/RM Assorted (22226)		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$17.59
Post-it Super Sticky Easel Pad, 25 in x 30 in, White, 30 Sheets/Pad, 2 Pad/Pack, Large White Premium Self Stick Flip Chart Paper, Super Sticking Power (559)		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$47.78
Post-it Super Sticky Notes, 3x3 in, 24 Pads, 2x the Sticking Power, Supernova Neons, Bright Colors, Recyclable		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$17.33

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MJUNM 12 Rolls Clear Tape Refill - Tear by Hand, Transparent Tape Rolls for Dispenser, 3/4" x 1000 inch		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$9.38
KIDMEN Office Tape Dispenser,Transparent Acrylic Tape Dispenser-Rose Gold		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$7.99
Bic Mechanical Pencil #2 EXTRA SMOOTH, Variety Bulk Pack Of 40, 20 0.5mm With 20 0.7mm Led Pencils, Assorted Colored Barrels, for professional Office & School Use		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$13.90
Rarlan Highlighters, Chisel Tip, Assorted Fluorescent, 72 Count Bulk Pack		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$19.96
KICNIC Page Markers Colored Sticky Tabs 1600 Pcs, Translucent Arrow Flags for Page Marking, Fluorescent Index Tab Stickers for Notebooks, Small Sticky Notes flags [8 Colors, 8 Sets]		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$7.59
Fuutreo 240 Pcs Permanent Markers Bulk 12 Assorted Colors Markers		1	250173	1GMG-DHVM-TL VW 7/23/2024	10.5.1130.410.0000.10.086	\$43.99
Check #: 0						
PO/InvoiceTotal:						\$198.34
Check Group:						
Sympathy cards with envelopes and stickers, 30 unique designs with messages inside		1	250174	171T-DHKK-RKW P 7/23/2024	10.5.2640.410.0000.40.079	\$14.97
24 pack floral get well cards with self adhesive envelopes, 4x6 boxed pre-filled get well soon cards		1	250174	171T-DHKK-RKW P 7/23/2024	10.5.2640.410.0000.40.079	\$9.99
Check #: 0						
PO/InvoiceTotal:						\$24.96
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Corsair MP600 CORE Mini 1TB M.2 NVMe PCIe x4 Gen4 2 SSD – M.2 2230 – Up to 5,000MB/sec Sequential Read – High-Density QLC NAND – Great for Steam Deck, ASUS ROG Ally, Microsoft Surface Pro – Black		11	250175	1V4F-FTWP-QR4 G  7/10/2024	10.5.2220.410.0000.60.096	\$1,264.89
Apple 20W USB-C Power Adapter - iPhone Charger with Fast Charging Capability, Type C Wall Charger		12	250175	1V4F-FTWP-QR4 G  7/10/2024	10.5.2220.410.0000.60.096	\$179.76
Check #: 0						
PO/InvoiceTotal:						\$1,444.65
Check Group:						
Amazon Basics AAA Alkaline High-Performance Batteries, 1.5 Volt, 10-Year Shelf Life, 100 count		4	250221	171T-DHKK-V9TY  7/23/2024	10.5.2220.410.0000.60.096	\$112.08
Check #: 0						
PO/InvoiceTotal:						\$112.08
Check Group:						
ERGONOMIC MOUSE PAD WITH WRIST SUPPORT GEL		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.2410.410.0000.20.086	\$9.89
XYRON 9" X 60" TWO SIDED LAMINATE REFILL FOR EXLAMINATOR		2	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.2410.410.0000.20.086	\$44.28
RED RAFFLE TICKETS, 2000 QTY. SINGLE ROLL		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$7.89
WHITE RAFFLE TICKETS, 1000 QTY. DOUBLE ROLL		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$8.89
ORANGE HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$8.80
BLUE HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$8.99

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PINK HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$8.99
RED HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$8.99
GRAY HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$12.82
LIGHT GREEN HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$7.89
YELLOW HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$8.80
DARK GREEN HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$5.13
PURPLE HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$8.99
LIGHT BLUE HELLO MY NAME IS STICKER NAME TAG		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$10.65
RARLAN WOOD CASED #2 PENCILS, PRE-SHARPENED, 500 COUNT		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$37.96
1" X 2- 5/8" ADDRESS LABELS 900 KAVEKS STICKER PAPER FOR LASER/INK JET PRINTER		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$6.98
PERMANENT MARKERS, 60 PACKS, QUICK DRYING IN ONE SECOND, WATERPROOF, SMOOTH		1	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$14.99
BETTER OFFICE TWO POCKET FOLDER, 50 PACK, RED		8	250222	1F7V-CYT9-HRQ 7 7/23/2024	10.5.1130.490.0000.20.086	\$145.52

Check #: 0

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PO/InvoiceTotal:						\$366.45
Check Group:						
Astrobrights Mega Collection, Colore... Office Product		2	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1200.410.0000.10.029	\$41.98
Lztyee Cell Phone Holder Classroom... Tools & Home Improvement		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1200.410.0000.10.029	\$38.96
X-ACTO Pencil Sharpener, SchoolPro E... Office Product		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1200.410.0000.10.029	\$29.99
Madisi Wood-Cased #2 HB Pencils, Yel		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$29.98
Rarlan Highlighters, Chisel Tip, Ass		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1200.410.0000.10.029	\$19.96
Amazon Basics 2.4 Ghz		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$9.68
Bostitch Office Premium 3 Hole Punch		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$6.99
(12 Pack) Pop-up Sticky Notes 3x3 in		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$8.88
Ykimok 120 Pcs Colored Binder Clips,.		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$6.49
Paper Mate InkJoy Gel Pens, Medium P		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$11.19
Elmer's All Purpose School Glue Stick		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$20.66

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BIC Velocity Strong Lead Mechanical		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$11.15
BIC Wite-Out Brand EZ Correct Grip C..		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$5.87
Fainne 100 Pack A5 Composition Noteb		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1130.410.0000.10.086	\$82.99
Oleitodh 60 Pack Plastic Folders wit		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1200.410.0000.10.029	\$49.99
Post-it Super StickyWall Pad, 2 Pads/Pk		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1200.410.0000.10.029	\$33.31
BIC XTRA MECHANICAL PENCIL MED PT		2	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1200.410.0000.10.029	\$42.90
Discount		1	250234	1YVM-73WJ-VG WC 7/25/2024	10.5.1200.410.0000.10.029	(\$2.10)
Check #: 0						
						PO/InvoiceTotal: <u>                    </u> \$448.87
Check Group:						
8 Sheets Foam Dots Squares 3D Pop Foam Squares Dual-Adhesive Foam Mount for Halloween Christmas Scrapbook DIY Crafts Office Supplies, 2 Sizes		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$7.49
Greeting Card Storage & Organizer Box with 6 Adjustable Dividers for Holiday Birthday Photos, Crafts, Scrapbook, Paper, Stickers, Envelopes and More, Plastic Box of Card (New Version)		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$23.59
IRIS USA 6 Qt Clear Storage Box, BPA-Free Plastic Stackable Bin with Lid, Containers to Organize Shoes and Closet Shelves, Classroom Organization Teacher Tools, Game Storage, 20 Pack		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$28.99

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SUNEE Certificate Holders(Black, 30 Packs), Diploma Covers Gold Foil Border, for Letter Size 8.5x11 Certificates, Cardstock, Document Papers		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$19.99
Better Office Products 100 Sheet Diploma Certificate Paper, Blue Border, Letter Size Blank Paper, Specialty Award, Laser and Inkjet Printer Friendly, 8.5 x 11 Inches, 100 Count		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$12.99
250 PCS 6x9 inches Security Catalog Envelopes Printable Self Seal Envelopes, Anti Tear brown Kraft Envelopes for Invitation Cards, Pictures, Photos, Documents		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.0000.60.029	\$24.99
Swingline Staples, Heavy Duty, 3/8" Length, 60 Sheet Capacity, 100/Strip, 5000/Box, 1 Pack (79398)		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.0000.60.029	\$9.75
A6 White Envelopes 4X6 100 Pack - Quick Self Seal,For 4x6 Cards  Perfect for Weddings, Invitations, Photos, Graduation, Baby Shower  6.5 x 4.75 Inches (A6)		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.0000.60.029	\$11.95
Cricut Light Grip Mat, 12"x12", 1 Mat		4	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$31.88
Cricut Ultimate Fine Point Pen Set, 0.4mm Fine (30 ct)		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$12.87
Cricut Single Scoring Wheel, Blade Tip Only, Metal		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$26.88
Cricut Fine Debossing Tip + QuickSwap Housing, Tip with Rolling Debossing Ball, Deboss Designs on Thick Foil, Cardstock & More, For Personalized Crafts, Compatible with Cricut Maker Cutting Machine		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$24.49
Cricut Foil Transfer Kit, Includes 12 Foil Transfer Sheets, 3 Cricut Tools in 1 with Interchangeable Tips (Fine, Medium & Bold), Tool Housing & Adhesive Tape, For Cricut Maker & Explore Machines		1	250235	1MQH-HD44-N7L M 7/23/2024	10.5.1200.410.4620.60.100	\$29.35



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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$1,479.00
Check Group:						
The Instructional Playbook: The Missing Link for Translating Research into Practice by Knight, Jim		20	250237	1W9P-3CNN-PG3 Y 7/18/2024	10.5.3000.410.4300.60.100	\$498.20
Check #: 0						PO/InvoiceTotal: \$498.20
Check Group:						
JLOffice Magnetic Whiteboard/White board Dry Erase Board 48x36		1	250238	13YG-WJ7M-G6T Y 7/23/2024	10.5.1400.410.0000.70.000	\$69.98
Credit memo for prior purchase order no. 243921		1	250238	1CRY-X9YH-LJC Q 7/30/2024	10.5.1400.410.0000.70.000	(\$11.99)
Credit memo for prior purchase order no. 243921		1	250238	1D9F-TYJV-LTYR 7/30/2024	10.5.1400.410.0000.70.000	(\$11.99)
Credit Memo for prior purchase order no 243921		1	250238	1G6H-HR9Q-LGR 9 7/30/2024	10.5.1400.410.0000.70.000	(\$11.99)
Credit memo for prior purchase order no 243921		1	250238	1HD7-N7HX-LJM V 7/30/2024	10.5.1400.410.0000.70.000	(\$11.99)
Check #: 0						PO/InvoiceTotal: \$22.02
Check Group:						
KYY PORTABLE MONITOR 15.6 INCH 1080P FHD USB-C, HDMI COMPUTER DISPLAY HDR IPS GAMING MONITOR W/PREMIUM SMART COVER AND SCREEN PROTECTOR, SPEAKERS, FOR LAPTOP PC MAC PHONE PS4 XBOX SWITCH		3	250297	1399-G7TK-LDG6 7/23/2024	10.5.2220.410.0000.60.096	\$269.97
Check #: 0						PO/InvoiceTotal: \$269.97
Check Group:						

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ienRon 6 Port 2.5G PoE Switch, 4 x 2.5G Base-T PoE Ports with 2 x 10G SFP, IEEE802.3af/at, 65W Unmanaged 2.5Gb Network Switch Compatible with 100/1000/2500Mbps for AP, PC/Metal/Fanless/Wall Mountable		2	250298	1N1V-XQ7R-T79 P  7/23/2024	10.5.2220.410.0000.60.096	\$102.36
Check #: 0						
PO/InvoiceTotal:						\$102.36
Check Group:						
10Gtek 10GBase-T SFP+ to RJ-45 Transceiver, 10Gbe SFP+ Copper Ethernet CAT6a Module, up to 30-Meter, for Cisco SFP-10G-T-S, Meraki, Ubiquiti UniFi UF-RJ45-10G, Fortinet, TP-Link TL-SM5310-T and More		4	250299	1RX1-1CYT-Y3HL  7/23/2024	10.5.2220.411.0000.60.096	\$205.64
Check #: 0						
PO/InvoiceTotal:						\$205.64
Check Group:						
Polar Aurora 4'x10'x2 Thick Folding Gymnastics Exercise Mat Aerobics Stretching Yoga Mats (Blue)		1	250308	1KXX-YDHM-CJ9 P 7/25/2024	10.5.1501.410.0000.10.070	\$25.73
Check #: 0						
PO/InvoiceTotal:						\$25.73
Check Group:						
6.6FT USB-C 3.2 Gen 2x2 Display Monitor Video Link Data Transfer cable for Lepow		8	250310	1PXT-Q3G4-NFT 4 7/25/2024	10.5.2220.410.0000.60.096	\$127.92
Check #: 0						
PO/InvoiceTotal:						\$127.92
Vendor Total:						\$7,798.32
AMERICAN LAWN						
Check Group:						

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### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
OPEN PURCHASE ORDER FOR MOWING SERVICE FROM 7/1/24 - 11/30/24 & 4/1/25 - 6/30/2025 AT 18601 TORRENCE AVENUE, LANSING, IL		1	250068	1854  7/10/2024	20.5.2543.323.0000.40.000	\$400.00
					Check #: 0	
					PO/InvoiceTotal:	\$400.00
					Vendor Total:	\$400.00
ANDREWS, NIKKIYA						
Check Group:						
REFUND PARENT - 23/24 INSTRUCTIONAL MATERIALS - LOST BOOK: HOLES ESSENTIALS OF HUMAN		1	250285	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1821.10.000	\$101.00
REFUND PARENT - 23/24 INSTRUCTIONAL MATERIALS - LOST BOOK: ENTRE CULTURES		1	250285	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1821.10.000	\$230.00
					Check #: 0	
					PO/InvoiceTotal:	\$331.00
					Vendor Total:	\$331.00
APPLE, INC.	5691					
Check Group:						
MAC MINI		1	250049	MA89167106 7/10/2024	10.5.2220.540.0000.60.096	\$1,289.00
					Check #: 0	
					PO/InvoiceTotal:	\$1,289.00
					Vendor Total:	\$1,289.00
AQUA PURE ENTERPRISES, INC.	7311					
Check Group:						
PROPOSAL # 0176272 INSTALL NEW AGEIS SHIELD		1	250001	0150171-IN 7/23/2024	20.5.2542.520.0000.20.000	\$2,595.62
PROPOSAL # 0175254 REMOVE AND REPLACE FILTER MEDIA - PADDOCK LATERAL		20	250001	0150355-IN 7/22/2024	20.5.2542.410.0000.20.000	\$2,880.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PROPOSAL # 0175254 REMOVE AND REPLACE FILTER MEDIA - PEA GRAVEL		18	250001	0150355-IN 7/22/2024	20.5.2542.410.0000.20.000	\$379.08
PROPOSAL # 0175254 REMOVE AND REPLACE FILTER MEDIA - POOL FILTER SAND		84	250001	0150355-IN 7/22/2024	20.5.2542.410.0000.20.000	\$1,114.68
PROPOSAL # 0175254 REMOVE AND REPLACE FILTER MEDIA - DUMPSTER RENTAL		1	250001	0150355-IN 7/22/2024	20.5.2542.323.0000.20.000	\$895.00
PROPOSAL # 0175254 REMOVE AND REPLACE FILTER MEDIA - SHIPPING		1	250001	0150355-IN 7/22/2024	20.5.2542.410.0000.20.000	\$540.00
PROPOSAL # 0175254 REMOVE AND REPLACE FILTER MEDIA - LABOR		1	250001	0150355-IN 7/22/2024	20.5.2542.323.0000.20.000	\$9,450.00
Check #: 0						
PO/InvoiceTotal:						\$17,854.38
Vendor Total:						\$17,854.38
ARCTIC ENGINEERING CO INC						
Check Group:						
INVOICE # 71527 SERVICE CALL FOR AAON UNITS NOT READING TEMPERATURES PROPERLY		1	250335	71527 7/23/2024	20.5.2542.323.0000.10.000	\$672.00
INVOICE # 71586 SERVICE CALL AND REPAIR TO CHILLER		1	250335	71586 7/23/2024	20.5.2542.323.0000.10.000	\$1,407.63
Check #: 0						
PO/InvoiceTotal:						\$2,079.63
Check Group:						
Invoice # 71660 SERVICE CALL AND REPAIR OF UNIVENT IN ROOM 015		1	250345	71660 7/24/2024	20.5.2542.323.0000.20.000	\$2,933.54
Check #: 0						
PO/InvoiceTotal:						\$2,933.54

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$5,013.17
AT & T _1182	1182					
Check Group: 1						
AT&T MONTHLY TELECOMMUNICATIONS SERVICE NEW ACCOUNT 831-001-3333 708 - 12/30/24 - 6/30/25		1	250090	7543802901 7/22/2024	20.5.2549.340.0000.60.000	\$884.14
Check #: 0						
Check Group:						
AT&T MONTHLY TELECOMMUNICATIONS SERVICE NEW ACCOUNT 831-001-3333 836 1/1/24 -6/30/25		1	250090	8333952906 7/22/2024	20.5.2549.340.0000.60.000	\$1,521.46
Check #: 0						
PO/InvoiceTotal:						\$2,405.60
Vendor Total:						\$2,405.60
ATTAINMENT COMPANY INC.						
Check Group:						
23/24 - EXPLORE GEOMETRY CURRICULUM FOR SPED		2	250229	379575A 7/23/2024	10.5.1200.410.4620.60.100	\$598.00
SHIPPING & HANDLING		1	250229	379575A 7/23/2024	10.5.1200.410.4620.60.100	\$29.90
Check #: 0						
PO/InvoiceTotal:						\$627.90
Vendor Total:						\$627.90
BREWE, MARC	3333					
Check Group:						
FOOD REIMBURSEMENT FOR WORKSHOP CONF. HELD ON 5/3- 5/5 - ALEXANDER'S RESTAURANT		1	250391	JULY 2024 REIM 7/30/2024	10.5.2410.333.0000.20.086	\$54.59
1ST SEMESTER TRAVEL 687.0 MILES @ .655		1	250391	JULY 2024 REIM 7/30/2024	10.5.2410.333.0000.20.086	\$451.70



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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$22,693.00
Check Group:						
PROPOSAL # 168323 REPAIR EXISTING 6" DIAMETER MODEL 806YD SERIAL # 136965 DOUBLE CHECK BACKFLOW PREVENTER THAT SERVICES THE DOMESTIC LOCATED IN NE TUNNEL WITH COMPLETE RUBBER KIT	1	250187	879647	20.5.2542.323.0000.10.000	7/22/2024	\$2,350.00
						Check #: 0
						PO/InvoiceTotal: \$2,350.00
Check Group:						
PROPOSAL # 168322 REPAIR EXISTING 6" DIAMETER WATTS MODEL 909 SERIAL # 258416 REDUCED PRESSURE BACKFLOW PREVENTER THAT SERVICES THE DOMESTIC LOCATED IN BOILER ROOM WITH COMPLETE RUBBER KIT	1	250188	879674	20.5.2542.323.0000.20.000	7/22/2024	\$2,285.00
						Check #: 0
						PO/InvoiceTotal: \$2,285.00
Check Group:						
PROPOSAL # 168333 REPAIR THE EXISTING 3/4" DIAMETER WATTS MODEL LF009M3QT SERIAL #184940 REDUCED PRESSURE BACKFLOW PREVENTER LOCATED OUTSIDE BETWEEN DOORS N2 & N3 WITH TOTAL REPAIR KIT	1	250189	879670	20.5.2542.323.0000.30.000	7/22/2024	\$690.00
						Check #: 0
						PO/InvoiceTotal: \$690.00
Check Group:						
PROPOSAL # 168332 OPEN DRYWALL IN APPROXIMATELY 18" SQUARE AREA SERVING THE WATER AND WASTE AT THE FIXTURE .CAP THE EXISTING HOT, COLD AND LAVATAORY WASTE BEHIND WALL USING SIMILIAR MATERIAL .REMOVE UP TO 2" OF WASTE PIPE EACH AT BOTH TOILET AND FLOOR DRAIN	1	250223	63665	20.5.2542.323.0000.10.000	7/23/2024	\$1,600.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$1,600.00
Check Group:						
INVOICE # 867057 10 BACKFLOW CERTIFICATIONS		1	250263	867057 7/17/2024	20.5.2542.323.0000.10.000	\$1,135.00
INVOICE # 867115 1 BACKFLOW CERTIFICATION		1	250263	867115 7/17/2024	20.5.2542.323.0000.30.000	\$163.00
INVOICE # 867120 B 4 ACKFLOW CERTIFICATION		1	250263	867120 7/17/2024	20.5.2542.323.0000.30.000	\$487.00
INVOICE # 867169 10 BACKFLOW CERTIFICATION		1	250263	867169 7/17/2024	20.5.2542.323.0000.20.000	\$1,135.00
INVOICE # 867415 1 BACKFLOW CERTIFICATION		1	250263	867415 7/17/2024	20.5.2542.323.0000.40.000	\$163.00
Check #: 0						
PO/InvoiceTotal:						\$3,083.00
Vendor Total:						\$36,080.00
CALUMET CITY WATER DEPARTMENT	829					
Check Group:						
TFN WATER (NEW GYM) ACCOUNT # 1500-01		1	250092	1500-01 AUG 2024 7/29/2024	20.5.2542.321.0000.10.082	\$854.48
TFN WATER ACCOUNT # 1600-01		1	250092	1600-01 AUG 2024 7/29/2024	20.5.2542.321.0000.10.082	\$1,262.30
TFN WATER METER ACCOUNT # 700-00		1	250092	1700-00 AUG 2024 7/29/2024	20.5.2542.321.0000.10.082	\$1,437.08
TFN CONCESSIONS WATER ACCOUNT # 800-00		1	250092	1800-00 AUG 2024 7/29/2024	20.5.2542.321.0000.10.082	\$1,942.00
CAT WATER ACCOUNT # 2950-00		1	250092	2950-00 AUG 2024 7/29/2024	20.5.2542.321.0000.30.082	\$398.11

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TFC WATER ACCOUNT # 5010-00		1	250092	5010-00 AUG 2024 7/29/2024	20.5.2542.321.0000.30.082	\$9.71
Check #: 0						
PO/InvoiceTotal:						\$5,903.68
Vendor Total:						\$5,903.68
CAPITAL DATA						
Check Group:						
VEEAM VCSP SUBSCRIPTION 12 @ \$690.00		1	250067	64617 7/23/2024	10.5.2220.411.0000.60.096	\$548.46
Check #: 0						
PO/InvoiceTotal:						\$548.46
Vendor Total:						\$548.46
CDW GOVERNMENT INC.	2882					
Check Group:						
ADOBE CREATIVE CLOUD FOR ENTERPRISE- ALL APPS- SUBSCRIPTION RENEWAL - 1 N		500	243894	SF60876 7/22/2024	10.5.2220.411.0000.60.096	\$3,325.00
Check #: 0						
PO/InvoiceTotal:						\$3,325.00
Check Group:						
Epson PixiePlus remote control		1	250190	SF83197 7/25/2024	10.5.2220.410.0000.60.096	\$246.00
Shipping and Handling		1	250190	SF83197 7/25/2024	10.5.2220.410.0000.60.096	\$16.16
Check #: 0						
PO/InvoiceTotal:						\$262.16
Check Group:						
SANUS FULL MOTION TV WALL MOUNT - OUTDOOR TV WALL MOUNT- FOR 40-85' TVS		1	250267	SM38206 7/30/2024	10.5.2220.410.0000.60.096	\$199.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SHIPPING AND HANDLING		1	250267	SM38206 7/30/2024	10.5.2220.410.0000.60.096	\$15.82
Check #: 0						
PO/InvoiceTotal:						\$214.82
Check Group:						
Tripp Lite 50' High Speed HDMI Cable Digital Audio Video Gold M M 50ft		40	250315	SN23071 7/30/2024	10.5.2220.410.0000.60.096	\$1,800.00
Shipping		1	250315	SN23071 7/30/2024	10.5.2220.410.0000.60.096	\$56.36
Check #: 0						
PO/InvoiceTotal:						\$1,856.36
Vendor Total:						\$5,658.34
CENTENNIAL PARK GOLF MANAGEMENT LLC						
Check Group:						
2023-2024 TF South Golf Team (Green fees and Driving Range)		1	250265	0321524 7/17/2024	10.5.1500.640.0000.20.059	\$2,750.00
Check #: 0						
PO/InvoiceTotal:						\$2,750.00
Vendor Total:						\$2,750.00
COMMUNICATIONS DIRECT INC.						
Check Group:						
MOTOROLA SLR5700 1-50 WATT REPEATER		1	244122	IN108588 7/23/2024	20.5.2544.540.0000.10.000	\$4,700.00
INSTALL		1	244122	IN108588 7/23/2024	20.5.2544.540.0000.10.000	\$300.00
Check #: 0						
PO/InvoiceTotal:						\$5,000.00
Vendor Total:						\$5,000.00
CONTINUUM PEDIATRIC NURSING SERVICES						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
JUNE 23/24 PRIVATE NURSING SERVICES 5.50 HRS-6/4 SERVICE PROVIDED BY LPN-L. NEWCOMB FOR TFN-ECHO STUDENT - E. H		1	250377	10774-07 7/29/2024	10.5.1200.310.0000.60.029	\$275.00
JUNE 23/24 PRIVATE NURSING SERVICES 5.75 HRS. 6/5 SERVICE PROVIDED BY LPN-L. NEWCOMB FOR TFN-ECHO STUDENT - E. H		1	250377	10774-07 7/29/2024	10.5.1200.310.0000.60.029	\$287.50
JUNE 23/24 PRIVATE NURSING SERVICES 6.00 HRS. 6/6 SERVICE PROVIDED BY LPN-L. NEWCOMB FOR TFN-ECHO STUDENT - E. H		1	250377	10774-07 7/29/2024	10.5.1200.310.0000.60.029	\$300.00
JUNE 23/24 PRIVATE NURSING SERVICES 5.50 HRS. 6/20 SERVICE PROVIDED BY LPN-L. NEWCOMB FOR TFN-ECHO STUDENT - E. H		1	250377	10774-07 7/29/2024	10.5.1200.310.0000.60.029	\$275.00
JUNE 23/24 PRIVATE NURSING SERVICES 5.25 HRS. 6/24 SERVICE PROVIDED BY LPN-L. NEWCOMB FOR TFN-ECHO STUDENT - E. H		1	250377	10774-07 7/29/2024	10.5.1200.310.0000.60.029	\$262.50
JUNE 23/24 PRIVATE NURSING SERVICES 5.25 HRS. 6/25 SERVICE PROVIDED BY LPN-L. NEWCOMB FOR TFN-ECHO STUDENT - E. H		1	250377	10774-07 7/29/2024	10.5.1200.310.0000.60.029	\$262.50
JUNE 23/24 PRIVATE NURSING SERVICES 5.25 HRS. 6/26 SERVICE PROVIDED BY LPN-L. NEWCOMB FOR TFN-ECHO STUDENT - E. H		1	250377	10774-07 7/29/2024	10.5.1200.310.0000.60.029	\$262.50
JUNE 23/24 PRIVATE NURSING SERVICES 5.25 HRS. 6/27 SERVICE PROVIDED BY LPN-L. NEWCOMB FOR TFN-ECHO STUDENT - E. H		1	250377	10774-07 7/29/2024	10.5.1200.310.0000.60.029	\$262.50

Check #: 0

PO/InvoiceTotal:	\$2,187.50
Vendor Total:	\$2,187.50

CORWIN PRESS INC.

6836

Check Group:

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
COLLECTIVE EQUITY		50	244203	004474KI 7/29/2024	10.5.1130.410.4300.60.100	\$1,997.50
30% Discount Applied - COLLECTIVE EQUITY		50	244203	004474KI 7/29/2024	10.5.1130.410.4300.60.100	(\$599.25)
Shipping and Handling		1	244203	004474KI 7/29/2024	10.5.1130.410.4300.60.100	\$54.95
Check #: 0						
PO/InvoiceTotal:						\$1,453.20
Vendor Total:						\$1,453.20
CROWDER, ELYCIA						
Check Group:						
REFUND PARENT - 23/24 GENERAL CURRICULUM FEE -K.C.		1	250275	REFUND FEE 23/24 7/17/2024	10.4.0000.000.1720.10.084	\$134.00
Check #: 0						
PO/InvoiceTotal:						\$134.00
Check Group:						
REFUND PARENT - 23/24 GENERAL CURRICULUM FEE - K.C.		1	250282	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1720.10.084	\$124.00
Check #: 0						
PO/InvoiceTotal:						\$124.00
Vendor Total:						\$258.00
CURRICULUM MANAGEMENT SOLUTIONS, INC.						
Check Group:						
BASE PAY INVOICE		1	250331	2268 7/22/2024	10.5.2210.310.4932.60.000	\$5,000.00
Check #: 0						
PO/InvoiceTotal:						\$5,000.00
Vendor Total:						\$5,000.00

DECKER EQUIPMENT/SCHOOLFIX 8916

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
CONE STYLE STOOL CAP BLACK		18	250249	582604A 7/22/2024	20.5.2549.410.0000.10.000	\$395.10
CONE STYLE STOOL CAP BLACK		18	250249	582604A 7/22/2024	20.5.2549.410.0000.20.000	\$395.10
FREIGHT		1	250249	582604A 7/22/2024	20.5.2549.410.0000.20.000	\$61.10
FRIGHT		1	250249	582604A 7/22/2024	20.5.2549.410.0000.10.000	\$61.10
Check #: 0						
PO/InvoiceTotal:						\$912.40
Vendor Total:						\$912.40
DELL INC.						
Check Group:						
OPTIPLEX MICRO FORM FACTOR ( PLUS 7020)		3	250194	10760281662 7/18/2024	10.5.2220.540.0000.60.096	\$3,310.17
DESK WALL / UNDER THE DEASK VESA MOUNT W/ PSU SLEEVE - MFF/TC/CFFIC		3	250194	10760281662 7/18/2024	10.5.2220.410.0000.60.096	\$110.97
Check #: 0						
PO/InvoiceTotal:						\$3,421.14
Vendor Total:						\$3,421.14
DUNLAP, ERICA						
Check Group:						
REFUND PARENT - 23/24 GENERAL CURRICULUM FEE -K.F.		1	250276	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1720.10.084	\$75.00
REFUND PARENT - 23/24 INSTRUCTIONAL MATERIALS - K.F.		1	250276	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1821.10.000	\$62.50
Check #: 0						
PO/InvoiceTotal:						\$137.50

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$137.50
EWERT, INC.	127					
Check Group:						
Master Combination Locks		100	250097	224899 7/18/2024	10.5.2110.410.0000.20.088	\$829.00
Check #: 0						
PO/InvoiceTotal:						\$829.00
Vendor Total:						\$829.00
FIRST STUDENT, INC	9116					
Check Group:						
TFS SOCCER - TF NORTH HS - 6/5/24		1	250293	455902 7/17/2024	40.5.2550.339.0000.20.048	\$187.16
TFS SOCCER - TF NORTH HS - 6/6/24		1	250293	455907 7/17/2024	40.5.2550.339.0000.20.048	\$192.61
TFN FIELD TRIP - GREAT AMERICA - 6/7/24		1	250293	456434 7/17/2024	40.5.2550.339.0000.10.000	\$862.32
TFS SOCCER - TF NORTH HS - 6/10/24		1	250293	457053 7/17/2024	40.5.2550.339.0000.20.048	\$192.61
TFS SOCCER - TF NORTH HS - 6/11/24		1	250293	457060 7/17/2024	40.5.2550.339.0000.20.048	\$192.61
TFS SOCCER - TF NORTH HS - 6/12/24		1	250293	457114 7/17/2024	40.5.2550.339.0000.20.048	\$198.74
TFS SOCCER - TF NORTH HS - 6/13/24		1	250293	457124 7/17/2024	40.5.2550.339.0000.20.048	\$209.62
TFN BAND - LINCOLN WAY NORTH HS - 6/14/24		1	250293	457126 7/17/2024	40.5.2550.339.0000.10.048	\$655.42
TFN BAND - LINCOLN WAY NORTH HS - 6/15/24		1	250293	457128 7/17/2024	40.5.2550.339.0000.10.048	\$611.18
TFC FIELD TRIP - IRON OAKS - 6/17/2024		1	250293	459532 7/17/2024	10.5.2120.310.3220.30.101	\$316.48

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TFS SOCCER - TF NORTH HS - 6/17/24		1	250293	459564 7/17/2024	40.5.2550.339.0000.20.048	\$188.53
TFS SOCCER - TF NORTH HS - 6/18/24		1	250293	459566 7/17/2024	40.5.2550.339.0000.20.048	\$192.61
TFS SOCCER - TF NORTH HS - 6/20/24		1	250293	459571 7/17/2024	40.5.2550.339.0000.20.048	\$192.61
TFS SOCCER - TF NORTH HS - 6/24/24		1	250293	459579 7/17/2024	40.5.2550.339.0000.20.048	\$195.33
TFS SOCCER - TF NORTH HS - 6/26/24		1	250293	459584 7/17/2024	40.5.2550.339.0000.20.048	\$192.61
TFS SOCCER - TF NORTH HS - 6/27/24		1	250293	459591 7/17/2024	40.5.2550.339.0000.20.048	\$195.33
Check #: 0						
						PO/InvoiceTotal: <u>\$4,775.77</u>
						Vendor Total: <u>\$4,775.77</u>
FOLLETT SCHOOL SOLUTIONS LLC						
Check Group:						
RENEWAL QUOTE FOR 3 LOCATIONS...DISTRICT MEMBER LM - HOSTED SERVICE RENEWAL DISTRICT MEMBER TM - HOSTED SERVICE RENEWAL		3	250198	1549095 7/18/2024	10.5.2220.411.0000.60.096	\$5,964.30
Check #: 0						
						PO/InvoiceTotal: <u>\$5,964.30</u>
						Vendor Total: <u>\$5,964.30</u>
GALLAGHER BASSETT SERVICES INC.						
Check Group:						
LEGAL BILL		1	250369	000330-006376-E P-01 7/29/2024	10.5.2369.310.0000.60.073	\$25,000.00
Check #: 0						
						PO/InvoiceTotal: <u>\$25,000.00</u>

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
LEGAL BILL		1	250370	000330-006538-E O-01 7/29/2024	10.5.2369.310.0000.60.073	\$5,954.00
Check #: 0						
PO/InvoiceTotal:						\$5,954.00
Vendor Total:						\$30,954.00
GLOBAL WATER TECHNOLOGY INC.						
Check Group:						
INVOICE # 121015 QUARTERLY BILLING FOR WATER TREATMENT AND SERVICE		1	250368	121015 7/29/2024	20.5.2542.323.0000.10.000	\$533.95
INVOICE # 121016 QUARTERLY BILLING FOR WATER TREATMENT AND SERVICE		1	250368	121016 7/29/2024	20.5.2542.323.0000.20.000	\$533.95
INVOICE # 121033 QUARTERLY BILLING FOR WATER TREATMENT AND SERVICE		1	250368	121033 7/29/2024	20.5.2542.323.0000.40.000	\$237.13
Check #: 0						
PO/InvoiceTotal:						\$1,305.03
Vendor Total:						\$1,305.03
GOLF TEAM PRODUCTS, INC.	4428					
Check Group:						
Structured Adjustable Cap - Team Gray Four/OSFM		10	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$120.00
Grind Polo Power Red/X-Large		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$23.50
Grind Polo Power Red/Large		2	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$47.00
Grind Polo Power Red/Medium		4	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$94.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Grind Polo Power Red/Small		2	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$47.00
Ultimate 365 8.5 Inch short Grey Three/34		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$48.75
Ultimate 365 8.5 Inch short Grey Three/32		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$48.75
Ultimate 365 textured polo Red/2X-Large		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$48.75
Ultimate 365 textured polo Red/XL		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$48.75
Ultimate 365 textured polo Red/L		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$48.75
Ultimate 365 textured polo Red/M		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$48.75
Embroidery		10	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$60.00
Embroidery		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$6.00
Embroidery		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$6.00
Embroidery		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$6.00
Embroidery		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$6.00
Embroidery		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$6.00
Embroidery		2	250277	17078 7/17/2024	10.5.1500.410.0000.20.059	\$12.00
Embroidery		4	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$24.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Embroidery		2	250277	17078 7/17/2024	10.5.1500.410.0000.20.054	\$12.00
Shipping		1	250277	17078 7/17/2024	10.5.1500.410.0000.20.059	\$7.00
Check #: 0						
PO/InvoiceTotal:						\$769.00
Vendor Total:						\$769.00
GORDON FOOD SERVICE	3593					
Check Group:						
SUPPLIES 5/9/24		1	250250	9009616024 7/17/2024	10.5.2560.410.0000.30.092	\$203.35
SUPPLIES 5/13/24		1	250250	9009731369 7/17/2024	10.5.2560.410.0000.30.092	\$45.49
Check #: 0						
PO/InvoiceTotal:						\$248.84
Check Group:						
BOARD MEETING/EVENTS 6/25/24		1	250255	766243374 7/17/2024	10.5.2560.451.0000.30.092	\$55.98
FOOD 6/27/24		1	250255	766243440 7/17/2024	10.5.2560.453.0000.30.092	\$138.21
FOOD 7/1/24		1	250255	766243520 7/17/2024	10.5.2560.453.0000.30.092	\$508.53
FOOD 6/10/24		1	250255	9010691806 7/17/2024	10.5.2560.453.0000.30.092	\$672.80
SUPPLIES 6/10/24		1	250255	9010691814 7/17/2024	10.5.2560.410.0000.30.092	\$49.01
FOOD 6/20/24		1	250255	9011054045 7/17/2024	10.5.2560.453.0000.30.092	\$1,207.11
SUPPLIES 6/20/24		1	250255	9011054058 7/17/2024	10.5.2560.410.0000.30.092	\$407.88

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>\$3,039.52</u>
						Vendor Total: <u>\$3,288.36</u>
GUARDIAN PEST CONTROL INC	1430					
Check Group:						
PEST CONTROL SERVICES FOR 2024-2025 SCHOOL YEAR		1	250051	450345 7/18/2024	20.5.2542.323.0000.10.000	\$544.50
Check #: 0						
						PO/InvoiceTotal: <u>\$544.50</u>
						Vendor Total: <u>\$544.50</u>
GUS BOCK'S ACE HARDWARE	45					
Check Group:						
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401284 7/10/2024	20.5.2549.410.0000.10.000	\$62.05
TFC - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401287 7/10/2024	20.5.2549.410.0000.30.000	\$48.55
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401332 7/18/2024	20.5.2549.410.0000.10.000	\$50.34
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401337 7/18/2024	20.5.2549.410.0000.20.000	\$20.65
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401338 7/18/2024	20.5.2549.410.0000.20.000	\$10.77
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401350 7/18/2024	20.5.2549.410.0000.10.000	\$42.25
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401400 7/18/2024	20.5.2549.410.0000.20.000	\$19.75

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401402 7/18/2024	20.5.2549.410.0000.20.000	\$49.09
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401412 7/18/2024	20.5.2549.410.0000.20.000	\$114.48
TFC - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401413 7/18/2024	20.5.2549.410.0000.30.000	\$73.75
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401417 7/18/2024	20.5.2549.410.0000.10.000	\$68.46
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401421 7/23/2024	20.5.2549.410.0000.20.000	\$128.24
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401426 7/18/2024	20.5.2549.410.0000.10.000	\$17.95
TFC - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401434 7/18/2024	20.5.2549.410.0000.30.000	\$42.24
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401540 7/24/2024	20.5.2549.410.0000.20.000	\$16.18
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401577 7/25/2024	20.5.2549.410.0000.20.000	\$65.28

Check #: 0

PO/InvoiceTotal:                      \$830.03

Vendor Total:                      \$830.03

HADNOTT JR., ISIAH

Check Group:

REFUND PARENT - 23/24 INSTRUCTIONAL MATERIALS - A.I.H.		1	250283	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1821.10.000	\$125.00
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Check #: 0

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$125.00
						Vendor Total: \$125.00
HIMES, PETRARCA & FESTER, CHTD.	4749					
Check Group:						
EDUCATION LGL/AUDIT SVC. PROF CONT. SVCS LEGAL SPED		1	250350	50112 7/25/2024	10.5.2369.310.0000.60.073	\$2,929.50
						Check #: 0
						PO/InvoiceTotal: \$2,929.50
						Vendor Total: \$2,929.50
HINCKLEY SPRINGS	4492					
Check Group:						
24/25 OPEN PURCHASE ORDER FOR MONTHLY WATER DELIVERY AND COOLER RENTAL 14126848		1	250084	14126848 071224 7/18/2024	10.5.2120.410.0000.20.090	\$50.96
24/25 OPEN PURCHASE ORDER FOR MONTHLY WATER DELIVERY AND COOLER RENTAL 16896406		1	250084	16896406 071324 7/18/2024	20.5.2542.321.0000.40.082	\$115.39
24/25 OPEN PURCHASE ORDER FOR MONTHLY WATER DELIVERY AND COOLER RENTAL 9034276		1	250084	9034276 071224 7/18/2024	10.5.2410.410.0000.20.086	\$63.45
						Check #: 0
						PO/InvoiceTotal: \$229.80
						Vendor Total: \$229.80
ILLINOIS CAREER AND TECHNICAL ADMIN						
Check Group:						
ICTA Spring Academy-Communicating and Lobbying with Legislators		1	250258	5/4/24 CONFERENCE 7/17/2024	10.5.2210.310.3220.30.100	\$150.00
						Check #: 0
						PO/InvoiceTotal: \$150.00
						Vendor Total: \$150.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ILLINOIS STATE POLICE	546					
Check Group:						
EDUCATION ADM-HUMAN RESOURCES- PROF CONT SVC-IL State Police Invoice for Fingerprinting		1	250339	20240603915 7/24/2024	10.5.2640.310.0000.40.079	\$452.00
						Check #: 0
						PO/InvoiceTotal: <u>\$452.00</u>
						Vendor Total: <u>\$452.00</u>
INCIDENT IQ						
Check Group:						
incident IQ Assets product (add-on), Subscription		1	250259	8307 7/18/2024	10.5.2220.411.0000.60.096	\$2,899.36
incident IQ Platform with iiQ Ticketing core product, Subscription		1	250259	8307 7/18/2024	10.5.2220.411.0000.60.096	\$7,248.39
						Check #: 0
						PO/InvoiceTotal: <u>\$10,147.75</u>
						Vendor Total: <u>\$10,147.75</u>
INDIANA GROCERY GROUP, LLC	3919					
Check Group:						
BOARD MEETING/EVENTS 6/25/24		1	250256	00351970 7/17/2024	10.5.2560.451.0000.30.092	\$237.52
						Check #: 0
						PO/InvoiceTotal: <u>\$237.52</u>
						Vendor Total: <u>\$237.52</u>
INTEGRATED REGISTER SYSTEMS, INC.						
Check Group:						
INVOICE NO 371906: CREDIT CARD TRANSACTION FEE		1	250280	371906 7/17/2024	10.5.2220.411.0000.60.096	\$620.00
						Check #: 0

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$620.00
Check Group:						
IT RECEIPTING HELP DESK HS ANNUAL SUPPORT FOR 2024-2025		2	250372	372254 7/30/2024	10.5.2220.411.0000.60.096	\$1,376.00
IT RECEIPTING HELP DESK SKILL CENTER FOR VOCATIONAL SKILL		1	250372	372254 7/30/2024	10.5.2220.411.0000.60.096	\$231.00
IT RECEIPTING HELP DESK ADMIN/BUSINESS OFFICE 2024-25		1	250372	372254 7/30/2024	10.5.2220.411.0000.60.096	\$688.00
IT G/L HELP DESK - SUPPORT FOR 2024-2025		1	250372	372254 7/30/2024	10.5.2220.411.0000.60.096	\$231.00
IT RECEIPTING LIBRARY I/F SUPPORT FOR 2024-2025		2	250372	372254 7/30/2024	10.5.2220.411.0000.60.096	\$232.00
						Check #: 0
						PO/InvoiceTotal: \$2,758.00
						Vendor Total: \$3,378.00
ITR SYSTEMS	2640					
Check Group:						
AVIGLION ALTA USB CREDENTIALIA READER		1	242776	107588-P 7/23/2024	10.5.2220.411.0000.60.096	\$305.00
SHIPPING		1	242776	107588-P 7/23/2024	10.5.2220.411.0000.60.096	\$20.00
						Check #: 0
						PO/InvoiceTotal: \$325.00
Check Group:						
Qty. 11 Avigilon Alta USB Credential Reader Desktop Bracket		1	250245	107614-D 7/23/2024	10.5.2220.410.0000.60.096	\$274.00
						Check #: 0
						PO/InvoiceTotal: \$274.00

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
INVOICE # 107600-S SERVICE CALL FOR ENTRY ACCESS DOOR CONTROLLERS		1	250334	107600-S 7/23/2024	20.5.2542.323.0000.20.000	\$958.50
					Check #: 0	
					PO/InvoiceTotal:	\$958.50
					Vendor Total:	\$1,557.50
ITSAVVY LLC						
Check Group:						
OptiPlex All-in-One 7420 65W		12	244227	01509437 7/23/2024	10.5.1400.540.3220.30.100	\$14,148.00
					Check #: 0	
					PO/InvoiceTotal:	\$14,148.00
					Vendor Total:	\$14,148.00
J.W. PEPPER & SON, INC.						
	7959					
Check Group:						
10602876E, Connected EPRINT-		25	250321	366367980 7/22/2024	10.5.1130.410.0000.10.007	\$85.00
					Check #: 0	
					PO/InvoiceTotal:	\$85.00
					Vendor Total:	\$85.00
JOHNSON CONTROLS FIRE PROTECTION LP						
Check Group:						
INVOICE # 52072009 SERVICE CALL FOR TROUBLE ALARM ON NAC 1		1	250336	52072009 7/23/2024	20.5.2542.323.0000.40.000	\$1,380.48
					Check #: 0	
					PO/InvoiceTotal:	\$1,380.48
					Vendor Total:	\$1,380.48
JOTFORM INC						
Check Group:						

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Jotform Enterprise Base Package (includes 5 Users)		1	250197	07112426 7/18/2024	10.5.2220.411.0000.60.096	\$7,128.00
30 % Nonprofit Discount		1	250197	07112426 7/18/2024	10.5.2220.411.0000.60.096	(\$2,138.40)
Check #: 0						
PO/InvoiceTotal:						\$4,989.60
Vendor Total:						\$4,989.60
<b>KNICKERBOCKER ROOFING &amp; PAVING CO.</b>						
Check Group:						
TFN ROOFING PROJECT - SUMMER 2024		1	242616	23-215-01 APP NO 1 7/29/2024	20.5.2542.540.3999.60.000	\$44,195.00
TFN ROOFING PROJECT - SUMMER 2024		1	242616	23-215-01 APP NO 1 7/29/2024	20.5.2535.520.0000.60.000	\$252,395.00
Check #: 0						
PO/InvoiceTotal:						\$296,590.00
Vendor Total:						\$296,590.00
<b>KRYSTAL DAIRY</b>	<b>7425</b>					
Check Group:						
MILK/ FOOD 6/13/24		1	250233	271625 7/10/2024	10.5.2560.453.0000.30.092	\$114.80
MILK/FOOD 6/20/24		1	250233	271698 7/10/2024	10.5.2560.453.0000.30.092	\$85.50
MILK/FOOD 6/27/24		1	250233	271742 7/10/2024	10.5.2560.453.0000.30.092	\$28.50
Check #: 0						
PO/InvoiceTotal:						\$228.80
Vendor Total:						\$228.80
<b>L. MARSHALL ROOFING &amp; SHEET METAL INC.</b>						
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TFS ROOFING PROJECT - SUMMER 2024		1	242617	23-215-01 APP NO 1 7/29/2024	20.5.2542.540.3999.60.000	\$44,195.00
TFN ROOFING PROJECT - SUMMER 2024		1	242617	23-215-01 APP NO 1 7/29/2024	20.5.2535.520.0000.60.000	\$246,955.00
Check #: 0						
PO/InvoiceTotal:						\$291,150.00
Vendor Total:						\$291,150.00
LANSING SPORT SHOP, INC.	134					
Check Group:						
Devon&Jones Graphite Button Down		2	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$104.00
Devon&Jones black button down		2	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$104.00
Devon&Jones Black full zip jacket		4	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$264.00
Devin&Jones Graphite full zip jacket		2	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$132.00
Devon&Jones Womens Graphite full zip jacket		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$66.00
Core 365 Royal Fleece Jacket		2	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$74.00
Core 365 Charcoal Fleece Jacket		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$37.00
Core 365 Charcoal Fleece Jacket		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$37.00
Core 365 Carbon Vest		4	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$200.00
Core 365 Carbon Softshell Jacket		3	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$186.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Core 365 Royal Carbon 1/4 zip		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$31.00
Core 365 Royal Carbon womens1/4 zip		3	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$93.00
core 365 carbon/black women 1/4 zip		2	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$62.00
core 365 carbon/black 1/4 zip		3	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$93.00
core 365 black long sleeve polo		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$27.00
Devon&Jones black cardigan		4	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$224.00
core 365 royal/carbon color block polo		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$25.00
Core 365 Royal/Carbon color block womens polo		3	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$75.00
core 365 womens electric blue/navy color block polo		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$25.00
core 365 royal polo		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$22.00
core 365 black polo		1	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$22.00
core 365 black polo		2	250306	169957 7/18/2024	10.5.2320.410.0000.40.086	\$44.00

Check #: 0

	PO/InvoiceTotal:	\$1,947.00
	Vendor Total:	\$1,947.00

LONG, LATANYA  
Check Group:

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PARENT REFUND 23/24 - STUDENT LOST CHROMEBOOK FOR T.L. (RETURNED)		1	250284	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1720.10.096	\$349.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$349.00</u>
						Vendor Total: <u>\$349.00</u>
MARIAN CATHOLIC HIGH SCHOOL	4045					
Check Group:						
9.14.24 GIRLS JV TENNIS INVITE		1	250010	9/14/24 TENNIS 7/17/2024	10.5.1500.640.0000.20.059	\$50.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$50.00</u>
						Vendor Total: <u>\$50.00</u>
Matlock, Jessica M						
Check Group:						
Tuition Reimbursement - Summer 2024 - University of St. Francis - EEND675 - "Foundations of Educational Technology"		1	250357	2024 TUITION REIMB. 7/25/2024	10.5.1130.230.0000.60.087	\$585.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$585.00</u>
						Vendor Total: <u>\$585.00</u>
MAXIM HEALTHCARE SERVICES INC	603					
Check Group:						
23/24 JUNE - 6 HRS. ON 6/3 RN NURSE FOR TFS STUDENT E.G.		1	250374	V23888969 7/29/2024	10.5.1200.310.0000.60.029	\$450.00
23/24 JUNE - 4.78 HRS. ON 6/4 LPN NURSE FOR TFS STUDENT E.G.		1	250374	V23888969 7/29/2024	10.5.1200.310.0000.60.029	\$358.50
					Check #: 0	
						PO/InvoiceTotal: <u>\$808.50</u>

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$808.50
MENARD CONSULTING, INC.						
Check Group:						
INVOICE FOR ACTUARIAL SERVICES FOR FISCAL YEAR 2024		1	250375	3062 7/29/2024	10.5.2367.310.0000.60.073	\$300.00
Check #: 0						
PO/InvoiceTotal:						\$300.00
Vendor Total:						\$300.00
MILESTONE THERAPY						
Check Group:						
JUNE 23/24 PT 1.25 HRS. OF P.T. WITH TFS STUDENT BY DEB SANCHEZ/IMARI GRIFFIN		1	250381	2024-0347 7/29/2024	10.5.1200.310.0000.60.029	\$110.00
JUNE 23/24 OT ASSISTANT 1.50 HRS. OF SERVICES PROVIDED BY JONATHAN KLEDZIK FOR TF NORTH & TF SOUTH STUDENT/STAFF		1	250381	2024-0347 7/29/2024	10.5.1200.310.0000.60.029	\$132.00
JUNE 23/24 SPEECH LANGUAGE PATHOLOGIST .50 HRS. OF SERVICES PROVIDED BY JODIE BRUGLER FOR TF NORTH STUDENT/STAFF		1	250381	2024-0347 7/29/2024	10.5.1200.310.0000.60.029	\$49.00
Check #: 0						
PO/InvoiceTotal:						\$291.00
Vendor Total:						\$291.00
N2Y						
Check Group:						
FY-24/25-L3 SKILLS (NEW) SUBSCRIPTION		1	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$164.99
FY-24/25-POSITIVITY RENEWAL SUBSCRIPTION 791952		1	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$474.99

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
FY-24/25-UNIQUE LEARNING SYSTEM-RENEWAL SUBSCRIPTION 15367-ULS 4 SUBSCRIPTIONS		4	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$3,019.96
FY-24/25-UNIQUE LEARNING SYSTEM CLASSICS-RENEWAL SUBSCRIPTION 655307-UCL 2 SUBSCRIPTIONS		2	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$469.98
FY-24/25-NEWS-2-YOU-RENEWAL SUBSCRIPTION 22801-NWS 2 SUBSCRIPTIONS		2	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$499.98
FY-24/25-NEWS-2-YOU-RENEWAL SUBSCRIPTION 37341		1	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$249.99
FY-24/25-SYMBOLSTIX PRIME/SYMBOLSTIX RENEWAL SUBSCRIPTION 124019		1	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$174.99
FY-24/25-SYMBOLSTIX PRIME/SYMBOLSTIX RENEWAL SUBSCRIPTION 127441		1	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$174.99
FY-24/25-UNIQUE LEARNING SYSTEM CLASSICS-RENEWAL SUBSCRIPTION 655307-UCL 2 SUBSCRIPTIONS		1	250228	INV-1080259 7/22/2024	10.5.1200.410.4620.60.100	\$234.99

Check #: 0

PO/InvoiceTotal: \$5,464.86

Vendor Total: \$5,464.86

#### NEW RESTORATION AND RECOVERY SERVICES

Check Group:

INVOICE # PSI-2020-162517 REPAIR TO LIFT STATION		1	250340	PSI-2020-162517 7/24/2024	20.5.2543.323.0000.10.000	\$634.68
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Check #: 0

PO/InvoiceTotal: \$634.68

Vendor Total: \$634.68

#### NORTH AMERICAN CORPORATION OF IL

Check Group:

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MAINTENANCE SUPPLIES FOR TF SOUTH		1	250055	D369505 7/23/2024	20.5.2542.410.0000.20.000	\$5,271.71
MAINTENANCE SUPPLIES FOR TF NORTH		1	250055	D374902 7/25/2024	20.5.2542.410.0000.10.000	\$1,622.25
MAINTENANCE SUPPLIES FOR TF NORTH		1	250055	D374903 7/25/2024	20.5.2542.410.0000.10.000	\$6,637.03
Check #: 0						
						PO/InvoiceTotal: <u>\$13,530.99</u>
						Vendor Total: <u>\$13,530.99</u>
OTIS ELEVATOR COMPANY	201					
Check Group:						
TFS-TFN-TFC-TF ADMIN BUILDINGS - SERVICE CONTRACT HYDRAULIC INDEPENDENT ELEVATOR MACHINES #ACH764. FROM 8/1/2024 to 7/31/2025		1	250333	100401621513 7/23/2024	20.5.2542.323.0000.20.000	\$3,520.95
TFS-TFN-TFC-TF ADMIN BUILDINGS - SERVICE CONTRACT HYDRAULIC INDEPENDENT ELEVATOR MACHINES #ACH764. FROM 8/1/2024 to 7/31/2025		1	250333	100401621513 7/23/2024	20.5.2542.323.0000.10.000	\$3,520.95
TFS-TFN-TFC-TF ADMIN BUILDINGS - SERVICE CONTRACT HYDRAULIC INDEPENDENT ELEVATOR MACHINES #ACH764. FROM 8/1/2024 to 7/31/2025		1	250333	100401621513 7/23/2024	20.5.2542.323.0000.30.000	\$3,520.95
TFS-TFN-TFC-TF ADMIN BUILDINGS - SERVICE CONTRACT HYDRAULIC INDEPENDENT ELEVATOR MACHINES #ACH764. FROM 8/1/2024 to 7/31/2025		1	250333	100401621513 7/23/2024	20.5.2542.323.0000.40.000	\$3,520.95
Check #: 0						
						PO/InvoiceTotal: <u>\$14,083.80</u>
						Vendor Total: <u>\$14,083.80</u>
PETRARCA, GLEASON, BOYLE & IZZO, LLC						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
EDUCATION LGL/AUDIT SVC. PROF CONT. SVCS LEGAL SCHOOL LAW		1	250354	36074 7/25/2024	10.5.2369.310.0000.60.073	\$9,092.50
EDUCATION LGL/AUDIT SVC. PROF CONT. SVCS LEGAL TAX APPEALS		1	250354	36075 7/25/2024	10.5.2369.310.0000.60.073	\$2,025.00
Check #: 0						
PO/InvoiceTotal:						\$11,117.50
Vendor Total:						\$11,117.50
PITNEY BOWES	8405					
Check Group:						
TF ADMIN - POSTAGE MACHINE LEASE		1	250077	1025499012 7/18/2024	10.5.2320.340.0000.40.086	\$143.20
TF NORTH - POSTAGE MACHINE LEASE		1	250077	1025499013 7/18/2024	10.5.1130.340.0000.10.086	\$665.27
TF SOUTH - POSTAGE MACHINE LEASE		1	250077	1025513120 7/18/2024	10.5.1130.340.0000.20.086	\$1,279.68
TF NORTH - POSTAGE MACHINE LEASE		1	250077	3106703112 7/18/2024	10.5.1130.340.0000.10.086	\$960.18
TF ADMIN - POSTAGE MACHINE LEASE		1	250077	3106732029 7/18/2024	10.5.2320.340.0000.40.086	\$895.14
Check #: 0						
PO/InvoiceTotal:						\$3,943.47
Vendor Total:						\$3,943.47
PROCARE THERAPY						
Check Group:						
23/24-TFN-ECHO STUDENT-6/21 19.50 HRS. @68.43 PROVIDED BY LPN HUBBARD, TEMPEST		1	250384	20995704 7/29/2024	10.5.1200.310.0000.60.029	\$1,334.39
23/24-TFN-ECHO STUDENT-6/28 26.00 HRS. @68.43 PROVIDED BY LPN HUBBARD, TEMPEST		1	250384	20995705 7/29/2024	10.5.1200.310.0000.60.029	\$1,779.18

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
23/24-TFN-ECHO STUDENT-7/5 19.50 HRS. @68.43 PROVIDED BY LPN HUBBARD, TEMPEST		1	250384	20998526 7/29/2024	10.5.1200.310.0000.60.029	\$1,334.39
Check #: 0						
PO/InvoiceTotal:						\$4,447.96
Vendor Total:						\$4,447.96
PROJECT WAYFINDER, INC						
Check Group:						
Comprehensive Curriculum Student License; Digital access to Core Curriculum, Activity Library, Collections. & Waypoints Summative + Formative		225	250257	3166E 7/17/2024	10.5.1400.410.0000.30.086	\$6,750.00
Annual School Support Package		1	250257	3166E 7/17/2024	10.5.1400.410.0000.30.086	\$2,200.00
Check #: 0						
PO/InvoiceTotal:						\$8,950.00
Vendor Total:						\$8,950.00
QUALITY MECHANICAL INCORPORATED						
Check Group:						
QUOTE TO REPLACE DOUBLE SHAFT BLOWER MOTOR IN THE UNIVENT IN ROOM 104 DEANS OFFICE		1	244175	43673 7/29/2024	20.5.2542.323.0000.20.000	\$2,067.00
Check #: 0						
PO/InvoiceTotal:						\$2,067.00
Vendor Total:						\$2,067.00
Ramirez, Maria D						
Check Group:						
MARIA RAMIREZ HOTEL ( 4 NIGHTS ) 7.8-7.12		1	250396	JULY 2024 REIM 7/30/2024	10.5.2210.310.4932.60.100	\$293.90
MARIA RAMIREZ MILEAGE -156 MILES (ROUNDTRIP 312 MILES)		312	250396	JULY 2024 REIM 7/30/2024	10.5.2210.310.4932.60.100	\$209.04

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
FOOD REIMBURSEMENT - BOCCA RESTAURANT		1	250396	JULY 2024 REIM 7/30/2024	10.5.2210.310.4932.60.100	\$58.86
FOOD REIMBURSEMENT - MCDONALDS		1	250396	JULY 2024 REIM 7/30/2024	10.5.2210.310.4932.60.100	\$6.64
FOOD REIMBURSEMENT - BOCCA RESTAURANT		1	250396	JULY 2024 REIM 7/30/2024	10.5.2210.310.4932.60.100	\$74.12
FOOD REIMBURSEMENT - ISUKA HIBACHI EXPRESS AND SUSHI		1	250396	JULY 2024 REIM 7/30/2024	10.5.2210.310.4932.60.100	\$40.33
FOOD REIMBURSEMENT - J'S LOBSTER		1	250396	JULY 2024 REIM 7/30/2024	10.5.2210.310.4932.60.100	\$28.89
FOOD REIMBURSEMENT - POKE GURU		1	250396	JULY 2024 REIM 7/30/2024	10.5.2210.310.4932.60.100	\$18.16
Check #: 0						
PO/InvoiceTotal:						\$729.94
Vendor Total:						\$729.94
ROLLING R GOLF CARS LLC						
Check Group:						
Tires for Golf Cart		4	250271	10993 7/17/2024	10.5.1500.410.0000.10.059	\$200.00
Check #: 0						
PO/InvoiceTotal:						\$200.00
Vendor Total:						\$200.00
RUBY ELLA SWEETS						
Check Group:						
Future Teacher Summer Academy Candy Gift Bags		20	250356	D215501 7/25/2024	10.5.2120.410.3220.30.101	\$500.00
Check #: 0						
PO/InvoiceTotal:						\$500.00
Vendor Total:						\$500.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
RUVALCABA, LORENA						
Check Group:						
REFUND PARENT - 23/24 INSTRUCTIONAL MATERIALS - O.R.		1	250272	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1821.10.000	\$93.00
REFUND PARENT - 23/24 GENERAL CURRICULUM FEE - O.R.		1	250272	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1720.10.084	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$243.00
Vendor Total:						\$243.00
SAFE FOOD HANDLERS CORP. 8474						
Check Group:						
SAFE FOOD HANDLERS CLASS FOR HOUSTON CANTRELL		1	250278	9680  7/17/2024	10.5.2560.390.0000.30.092	\$190.00
Check #: 0						
PO/InvoiceTotal:						\$190.00
Vendor Total:						\$190.00
SAFETY TRANSPORTATION, INC						
Check Group:						
23/24 JUNETRANSPORT TO MENTA FOR Y.KF.		1	250383	177 7/29/2024	40.5.2550.331.0000.60.029	\$5,950.00
23/24-JUNE SPEED TRANSPORT FOR E.D.		1	250383	177 7/29/2024	40.5.2550.331.0000.60.029	\$3,000.00
23/24-JUNE SPEED TRANSPORT FOR A.D.		1	250383	177 7/29/2024	40.5.2550.331.0000.60.029	\$3,000.00
23/24-JUNE MCKV TO TFN/TFC FOR A.W.		1	250383	177 7/29/2024	40.5.2550.331.0000.60.029	\$2,800.00
Check #: 0						
PO/InvoiceTotal:						\$14,750.00
Vendor Total:						\$14,750.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SCHOLASTIC, INC.	4116					
Check Group:						
24-25 Scholastic Classroom Magazines		30	244210	M7524001 7/23/2024	10.5.1250.410.4909.60.100	\$299.70
SHIPPING AND HANDLING		1	244210	M7524001 7/23/2024	10.5.1250.410.4909.60.100	\$29.97
					Check #: 0	
						PO/InvoiceTotal: <u>\$329.67</u>
Check Group:						
CHOICES - DIGITAL		90	250313	M7527569 7/18/2024	10.5.1130.410.4300.60.100	\$809.10
					Check #: 0	
						PO/InvoiceTotal: <u>\$809.10</u>
						Vendor Total: <u>\$1,138.77</u>
SCHOOL HEALTH CORPORATION	444					
Check Group:						
COLD PACK INSTANT COMPRESS		4	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$71.24
SH HOT KOLD PAK		4	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$76.56
BANDAGE COBAN 2 IN ELASTIC WRAP		3	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$9.24
MEDLINE MEDSPA AEROSOL DEO 5 OZ		3	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$12.12
BANDAGE COBAN 1 IN ELASTIC WRAP		3	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$5.19
BAND AID ANTISEPTIC SPRAY 8OZ		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$8.00
SH ALCOHOL STRI PREP PADS		7	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$17.38

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CASTILE SOAP TOWELETTE		3	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$11.94
GAUZE SPRING NOSTRIL NONADH		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$2.83
CUPS PLASTIC MEDICINE 1 OZ		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$1.27
MEDIKOFF COUGH DROPS 600 NLK		3	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$105.78
L VINYL EXAM GLOVE 100 CLEAR		5	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$31.11
VINYL EXAM GLOVES		5	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$31.11
STRIPS FABRIC FLEX		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$23.48
PAPER SMOOTH ECON EXAM 21 IN 12/CS		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$53.40
TOWELS PROFESSIONAL		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$22.96
SH ORGANIC PAD		6	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$69.37
STRIPS FABRIC 1X3		2	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$74.44
DISPOSABLE BRIEFS SM		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$17.68
DISPOSABLE BRIEFS LG		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$17.68
BAGS ZIPLOC SANDWICH		2	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$11.70
SH BANDAGE ELASTIC		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$9.79

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SH BANDAGE ELASTIC		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$14.34
SH BANDAGE ELASTIC		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$18.30
IBUPROFEN 200 MG TABLETS		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$7.61
SANI CLOTH PLUS L 160'S		3	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$26.31
BAGGIES QT SANDWICH SZ 150		4	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$15.40
CUP PAPER 3OZ FLAT BOTTOM		3	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$13.23
ELIMINATOR ODOR SPRAY MEDLINE FRESH		2	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$27.40
INTCO EARLOOP FACE MASK		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$4.50
TRANSPORE TAPE		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$19.32
SPARKLE FRESH ALCOHOL FREE MOUTHWASH		2	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$8.88
MEDI FIRST EYE WASH		2	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$6.70
RENU ADVANCED FORMULA BAUSCH & LOMB		2	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$10.60
BENADRYL CREAM ITCH STOP EX STRENGTH		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$6.79
WATER JEL BURN CARE GEL		1	250047	CINV000062914 7/30/2024	10.5.2130.410.0000.10.093	\$7.65

Check #: 0

PO/InvoiceTotal:                      \$871.30

Check Group:

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
38501 GATOROADE G SERIES PERFORMANCE KIT		1	250373	CINV000059154 7/29/2024	10.5.1500.410.0000.20.059	\$265.00
Check #: 0						
PO/InvoiceTotal:						\$265.00
Vendor Total:						\$1,136.30
SCHREINER, LLOYD E.						
Check Group:						
Corky Soccer Assignor fee 23-24		1	250344	2024 SOCCER ASSIGN 7/24/2024	10.5.1500.640.0000.10.059	\$59.04
Check #: 0						
PO/InvoiceTotal:						\$59.04
Vendor Total:						\$59.04
SHEPARD HIGH SCHOOL						
Check Group:						
9.13.24 GIRLS JV/V SWIM INVITE		1	250016	9/13-9/14/24 SWIM 7/17/2024	10.5.1500.640.0000.20.059	\$300.00
Check #: 0						
PO/InvoiceTotal:						\$300.00
Vendor Total:						\$300.00
SHERWIN-WILLIAMS						
769						
Check Group:						
TF CENTER - OPEN PURCHASE ORDER PAINT & SUPPLIES 2024/2025 - PURCHASE ORDER NOT TO EXCEED		1	250052	4080-4  7/22/2024	20.5.2549.410.0000.30.000	\$132.06
TF CENTER - OPEN PURCHASE ORDER PAINT & SUPPLIES 2024/2025 - PURCHASE ORDER NOT TO EXCEED		1	250052	4296-6  7/22/2024	20.5.2549.410.0000.30.000	\$42.31
Check #: 0						

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$174.37</u>
						Vendor Total: <u>\$174.37</u>
SPECIAL EDUCATION SYSTEMS, INC						
Check Group:						
JUNE 2024 TRANSPORTATION FOR S.S. OUTPLACED BY TFS		1	250281	SYSINV-015234 7/17/2024	40.5.2550.331.0000.20.000	\$627.84
JUNE 2024 TRANSPORTATION FOR A.N. OUTPLACED BY TFS		1	250281	SYSINV-015234 7/17/2024	40.5.2550.331.0000.20.000	\$662.56
Check #: 0						PO/InvoiceTotal: <u>\$1,290.40</u>
Check Group:						
OCTOBER 2023 TRANSPORTATION FOR S.S. - OUTPLACED STUDENT AT CC HILLS TECH & TRADE CENTER - 21 DAYS		1	250376	SYSINV-013214 7/29/2024	40.5.2550.331.0000.20.000	\$1,648.08
NOVEMBER 2023 TRANSPORTATION FOR S.S. - OUTPLACED STUDENT AT CC HILLS TECH & TRADE CENTER - 18 DAYS		1	250376	SYSINV-013538 7/29/2024	40.5.2550.331.0000.20.000	\$1,401.84
APRIL 2024 TRANSPORTATION FOR S.S. - OUTPLACED STUDENT AT CC HILLS TECH & TRADE CENTER		1	250376	SYSINV-014791 7/29/2024	40.5.2550.331.0000.20.000	\$1,641.78
Check #: 0						PO/InvoiceTotal: <u>\$4,691.70</u>
Vendor Total: <u>\$5,982.10</u>						
SPECIALTY FLOORS, INC. 9795						
Check Group:						
INVOICE # 5410 MACHINE CLEAN AND APPLY 1 COAT OMU FINISH TO THE NORTH HIGH PUPLE GYM		1	250279	5410 7/17/2024	20.5.2542.520.0000.10.000	\$4,250.00

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
INVOICE# 5411 SAND APPLY 2 COATS OMU SEALER ,PAINT PER QUOTED DATED 10/25/23 AND APPLY 2 OMU FINISH COATS TO THE GREY GYM		1	250279	5410 7/17/2024	20.5.2542.520.0000.20.000	\$32,995.00
INVOICE #5411 FILL IN MAPLE ON 2 AREAS 1 SQ FT EACH WHERE CUSTOMER IS USING FOAM WHERE OLD CURTAIN WAS REMOVED		1	250279	5410 7/17/2024	20.5.2542.520.0000.20.000	\$500.00
Check #: 0						
PO/InvoiceTotal:						\$37,745.00
Vendor Total:						\$37,745.00
ST COLETTA'S OF ILLINOIS, INC	2137					
Check Group:						
23/24 JUNE TUITION 19 DAYS TUITION FOR E.S		19	250380	31216 7/29/2024	10.5.1200.600.0000.60.029	\$3,104.41
23/24 JUNE TUITION 19 DAYS TUITION FOR J.J		19	250380	31216 7/29/2024	10.5.1200.600.0000.60.029	\$3,104.41
23/24 JUNE TUITION 19 DAYS TUITION FOR B.R		19	250380	31216 7/29/2024	10.5.1200.600.0000.60.029	\$3,104.41
23/24 JUNE TUITION 19 DAYS TUITION FOR S. P.		19	250380	31216 7/29/2024	10.5.1200.600.0000.60.029	\$3,104.41
Check #: 0						
PO/InvoiceTotal:						\$12,417.64
Vendor Total:						\$12,417.64
STAPLES						
Check Group:						
Sharpie Tank Highlighter, Chisel Tip, Assorted, 36/Pack (2133496)		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$16.15
Paper Mate Flair Felt Pen, Medium Point, Assorted Ink, Dozen (74423)		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$13.15

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Pilot Precise V5 Rollerball Pens, Extra Fine Point, Assorted Ink, 7/Pack (26015)		2	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$28.50
Paper Mate InkJoy Retractable Gel Pens, Medium Point, 0.7mm, Assorted Inks, 6/Pack (2173765)		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$14.39
Ticonderoga Pre-Sharpened Wooden Pencil, 2.2mm, #2 Soft Lead, 72/Pack (X13972)		2	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$36.98
Astrobrights Colored Paper, 24 lbs., 8.5" x 11", Tropical Colors, 500 Sheets/Ream (91665)		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$17.79
Astrobrights Bright 65 lb. Cardstock Paper, 8.5" x 11", Assorted Colors, 250 Sheets/Pack (99904)		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$23.29
Sharpie Permanent Markers, Fine Tip, Black, 5/Pack (30665) Item #: 303628   MFR Item #: 30665   CIN #: 303628		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$5.19
Sharpie Permanent Markers, Fine Tip, Assorted Metallic, 6/Pack (2029678)		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$11.28
Expo Dry Erase Markers, Chisel Tip, Assorted, 12/Pack (80699)		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$10.27
Expo Dry Erase Markers, Fine Tip, Black, 12/Pack (86001) Item #: 507256   MFR Item #: SAN86001   CIN #: 507256		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$11.43
Expo Dry Erase Markers, Fine Tip, Blue, 12/Pack (86003) Item #: 043787   MFR Item #: 86003   CIN #: 043787		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$19.89
Expo Dry Erase Markers, Fine Tip, Red, 12/Pack (86002) Item #: 854090   MFR Item #: 86002   CIN #: 854090		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$18.59
Expo Block Eraser (81505) Item #: 272153   MFR Item #: 81505   CIN #: 272153		4	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$7.00

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Paper Mate Pink Pearl Block Erasers, Pink, Dozen (70521) Item #: 877235   MFR Item #: 70521   CIN #: 877235		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$10.49
Astrobrights Punchy Pastels Colored Paper, 24 lbs., 8.5" x 11", Assorted Colors, 200 Sheets/Pack		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$13.99
Roaring Spring Paper Products Legal Pads, Recycled Paper in Assorted Colors, 8.5" x 11.75", 50 Sheets/Pad, 6 Pads/Pack (74221)		1	250149	6003620929 7/25/2024	10.5.1200.410.0000.10.029	\$33.99
Check #: 0						
PO/InvoiceTotal:						\$292.37
Check Group:						
Alliance Butcher Paper, 40 lb. Bleached White Kraft, 24" x 1000', 1 Roll Item #: 1641000   MFR Item #: 7802		1	250150	6003620926 7/25/2024	10.5.1130.410.0000.10.086	\$92.99
STAPLES ECONOMY RUBBER BANDS		4	250150	6003620931 7/23/2024	10.5.1130.410.0000.10.086	\$22.36
TRU RED™ Tank Permanent Markers, Chisel Tip, Black, 36/Pack (TR54544) Item #: 24376642   MFR Item #: TR54544CC		1	250150	6003620931 7/23/2024	10.5.1130.410.0000.10.086	\$19.07
ScotchBlue ORIGINAL Painter's Tape Value Pack, 0.94" x 60 yds., Blue, 6/Rolls (2090-24EVP) Item #: 2657104   MFR Item #: MMM209024EVP   CIN #: 2657104		1	250150	6003620931 7/23/2024	10.5.1130.410.0000.10.086	\$50.69
Check #: 0						
PO/InvoiceTotal:						\$185.11
Check Group:						
One-Hole Manual Pencil Sharpeners, Assorted, 24/Pk (15993) Item #: ACM15993   MFR Item #: ACM15993		6	250151	6003620934 7/23/2024	10.5.1130.410.0000.10.014	\$33.78
Staples 1-Subject Notebooks, 8" x 10.5", College Ruled, 70 Sheets, Assorted Colors, 6/Pack (TR58376) Item #: 24423014   MFR Item #: ST58376C   CIN #: 24423014		1	250151	6003620934 7/23/2024	10.5.1130.410.0000.10.014	\$8.03

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Swingline Desktop Stapler, 20-Sheet Capacity, Staples Included, Black (44401) Item #: 504308   MFR Item #: 44401   CIN #: 504308		1	250151	6003620934 7/23/2024	10.5.1130.410.0000.10.014	\$5.56
Staples Economy #64 Rubber Bands, 95/Pack (28611-CC) Item #: 143297   MFR Item #: ST28611/28611   CIN #: 143297		1	250151	6003620934 7/23/2024	10.5.1130.410.0000.10.014	\$1.58
Crayola® Colored Pencils, Assorted Colors, 12/Box (68-4012) Item #: 300525   MFR Item #: 684012   CIN #: 300525		12	250151	6003620934 7/23/2024	10.5.1130.410.0000.10.014	\$19.68
EXPO Low Odor Dry Erase Vibrant Color Markers, Chisel Tip, Assorted Colors, 16/set (1927526SAN) Item #: 2638679   MFR Item #: 1927526SAN		3	250151	6003620934 7/23/2024	10.5.1130.410.0000.10.014	\$54.45
BIC Xtra-Smooth Mechanical Pencil, 0.7mm, #2 Medium Lead, 40/Pack (MPP40MJ-BLK) Item #: 24276526   MFR Item #: MPP40MJBLK   CIN #: 24276526		1	250151	6003620934 7/23/2024	10.5.1130.410.0000.10.014	\$12.40
Staedtler Pre-Sharpened Wooden Pencil, 0.7mm, #2 Medium Lead, 144/Box (13247C144A02NA) Item #: 2728194   MFR Item #: 13247C144A02NA		1	250151	6003620934 7/23/2024	10.5.1130.410.0000.10.014	\$21.43

Check #: 0

PO/InvoiceTotal: \$156.91

Vendor Total: \$634.39

STEM\_STONE.LLC

Check Group:

Education Consultant for Summer Academy 155 @5.5 hrs and 145 @ 4 hrs		1	250300	7/16/2024 7/25/2024	10.5.2210.310.3220.30.101	\$1,472.50
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Check #: 0

PO/InvoiceTotal: \$1,472.50

Vendor Total: \$1,472.50

T.F. NORTH HIGH SCHOOL

6968

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
TFN board yearbooks		7	250351	2023 BOARD YEARBOOK 7/25/2024	10.5.2320.440.0000.40.086	\$210.00
Check #: 0						
PO/InvoiceTotal:						\$210.00
Vendor Total:						\$210.00
TAKE ACTION SERVICES LLC						
Check Group:						
6 BATHROOMS PREP AND PAINT WALLS IN 6 BATHROOMS AS SPECIFIED		1	250004	18601-72524 7/29/2024	20.5.2542.520.0000.10.000	\$9,585.00
4 STAIRCASES PREP AND PAINT ALL HANDRAILS AND STEEL INCLUDING RISERS AND UNDERNEATH STAIRS		1	250004	18601-72524 7/29/2024	20.5.2542.520.0000.10.000	\$7,780.00
2ND FLOOR PREP AND PAINT WALLS , CEILINGS, SOFFITS AND HALLWAY SIDE OF DOORS AND FRAMES THROUGHOUT 2ND FLOOR		1	250004	18601-72524 7/29/2024	20.5.2542.520.0000.10.000	\$28,638.00
Check #: 0						
PO/InvoiceTotal:						\$46,003.00
Vendor Total:						\$46,003.00
TEXTBOOK WAREHOUSE, LLC						
Check Group:						
The Glass Castle		20	244285	SI0993673 7/25/2024	10.5.1130.420.4300.60.100	\$202.60
Born A Crime		110	244285	SI0993673 7/25/2024	10.5.1130.420.4300.60.100	\$1,177.00
Born A Crime		10	244285	SI0993673 7/25/2024	10.5.1130.420.4300.60.100	\$180.00
Check #: 0						
PO/InvoiceTotal:						\$1,559.60

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
BRAVE NEW WORLD		75	250168	SI0996894 7/29/2024	10.5.1130.420.4300.60.100	\$757.50
THE INVENTION OF WINGS		130	250168	SI0996894 7/29/2024	10.5.1130.420.4300.60.100	\$1,391.00
RED AT THE BONE		50	250168	SI0996894 7/29/2024	10.5.1130.420.4300.60.100	\$488.00
MIDSUMMER NIGHTS DREAM		30	250168	SI0996894 7/29/2024	10.5.1130.420.4300.60.100	\$130.20
					Check #: 0	
						PO/InvoiceTotal: \$2,766.70
Check Group:						
FENCES		245	250192	SI0996893 7/29/2024	10.5.1130.420.4300.60.100	\$2,241.75
PATRON SAINTS OF NOTHING		100	250192	SI0996893 7/29/2024	10.5.1130.420.4300.60.100	\$779.00
HANDMAID'S TALE		70	250192	SI0996893 7/29/2024	10.5.1130.420.4300.60.100	\$725.90
PARABLE OF THE SOWER		25	250192	SI0996893 7/29/2024	10.5.1130.420.4300.60.100	\$309.75
					Check #: 0	
						PO/InvoiceTotal: \$4,056.40
Check Group:						
CULTISH: THE LANGUAGE OF FANATICISM		3	250270	SI0995841 7/30/2024	10.5.1130.420.4300.60.100	\$54.30
TO KILL A MOCKINGBIRD		135	250270	SI0995841 7/30/2024	10.5.1130.420.4300.60.100	\$1,051.65
					Check #: 0	
						PO/InvoiceTotal: \$1,105.95
						Vendor Total: \$9,488.65

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
THE HOME DEPOT PRO						
Check Group:						
BLINK PRO PLUS 34W 19 ROUND		32	243508	807398086 7/23/2024	20.5.2542.520.0000.10.000	\$3,120.00
Check #: 0						
PO/InvoiceTotal:						\$3,120.00
Check Group:						
JOBBOX STORAGE CHEST		1	244017	812565430 7/23/2024	10.5.2560.410.4299.60.000	\$879.00
Check #: 0						
PO/InvoiceTotal:						\$879.00
Vendor Total:						\$3,999.00
THE LINCOLN NATIONAL LIFE INSURANCE CO.						
Check Group:						
VOLUNTARY LIFE INSURANCE - THORNFRAC-BL-1783627 - 7/1/24 - 6/30/25		1	250082	4728221640 7/29/2024	10.2.0489.072.0000.00.000	\$647.33
Check #: 0						
PO/InvoiceTotal:						\$647.33
Check Group:						
HIGH DENTAL PLAN - THORNFRAC-BL-1580220 - 7/1/24 - 6/30/25		1	250088	4724393799 7/29/2024	10.2.0489.072.0000.00.000	\$14,940.12
LOW DENTAL PLAN - THORNFRAC-BL-1581218 - 7/1/24- 6/30/25		1	250088	4724394090 7/29/2024	10.2.0489.072.0000.00.000	\$9,710.12
Check #: 0						
PO/InvoiceTotal:						\$24,650.24
Vendor Total:						\$25,297.57
THE STEVENS GROUP LLC						
Check Group:						
	2097					

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
IMPREST FUND CHECKS (BLUE) #14800-15299		1	250290	0220231 7/17/2024	10.5.2520.360.0000.40.095	\$211.73
					Check #: 0	
						PO/InvoiceTotal: <u>\$211.73</u>
						Vendor Total: <u>\$211.73</u>
THEATRICAL RIGHTS WORLDWIDE						
Check Group:						
Based on 4 performance(s) at the Thornton Fractional North High School Theater May not charge admission or solicit donation Seating capacity limited to average 100 for each of 4 performance(s)		1	250326	SO-0081247 7/29/2024	10.5.1502.410.0000.10.024	\$1,450.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,450.00</u>
						Vendor Total: <u>\$1,450.00</u>
TOBIAS, JENNIFER						
Check Group:						
REFUND PARENT - 23/24 DRIVER EDUCATION - J.H.		1	250274	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1970.10.000	\$250.00
REFUND PARENT - 23/24 INSTRUCTIONAL MATERIALS - J.H.		1	250274	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1821.10.000	\$125.00
REFUND PARENT - 23/24 GENERAL CURRICULUM FEE - J.H.		1	250274	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1720.10.084	\$150.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$525.00</u>
						Vendor Total: <u>\$525.00</u>
TRADEMARK PERFORMANCE CORPORATION						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TF NORTH - STRENGTH AND CONDITIONING SPECIALIST FY 2024-2025		1	250146	130- 7/24/2024	10.5.1500.310.0000.10.059	\$1,521.39
Check #: 0						
PO/InvoiceTotal:						\$1,521.39
Check Group:						
TF NORTH - ATHLETIC TRAINING SERVICE FY 2024-2025		1	250147	178 7/22/2024	10.5.1500.310.0000.10.059	\$2,687.12
TF SOUTH - ATHLETIC TRAINING SERVICE FY 2024-2025		1	250147	178 7/22/2024	10.5.1500.310.0000.20.059	\$3,558.63
Check #: 0						
PO/InvoiceTotal:						\$6,245.75
Vendor Total:						\$7,767.14
TRUGREEN	5250					
Check Group:						
TFN NON SELECTIVE WEED CONTROL		1	250042	196495765 7/29/2024	20.5.2543.323.0000.10.000	\$936.99
Check #: 0						
PO/InvoiceTotal:						\$936.99
Vendor Total:						\$936.99
TSI COMMERCIAL FLOOR COVERING, INC.						
Check Group:						
FURNISH AND INSTALL VALUE CARPET TILE OVER EXISTING VCT FLOORING IN LRC		1	250002	17272 7/22/2024	20.5.2542.520.0000.10.000	\$14,912.50
Check #: 0						
PO/InvoiceTotal:						\$14,912.50
Vendor Total:						\$14,912.50
UCAN						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
JUNE 23/24 - 10 DAYS TUITION FOR J.M.F		1	250382	215-10FY24 7/29/2024	10.5.1200.600.0000.60.029	\$2,676.60
JUNE 23/24 - 10 DAYS TUITION FOR T.W.		1	250382	215-10FY24 7/29/2024	10.5.1200.600.0000.60.029	\$2,676.60
JUNE 23/24 - 5 DAYS TUITION FOR J.D.B.		1	250382	215-10FY24 7/29/2024	10.5.1200.600.0000.60.029	\$1,338.30
JUNE 23/24 - 10 DAYS TUITION FOR M.M.		1	250382	215-10FY24 7/29/2024	10.5.1200.600.0000.60.029	\$2,676.60
JUNE 23/24 - 10 DAYS TUITION FOR J.H.		1	250382	215-10FY24 7/29/2024	10.5.1200.600.0000.60.029	\$2,676.60

Check #: 0

PO/InvoiceTotal: \$12,044.70

Vendor Total: \$12,044.70

VANGUARD ENERGY SERVICES, LLC 938

Check Group:

T F NORTH THERMS GAS - UTILITY ACCOUNT NUMBER: 7384561000, BILL ACCT #400673		1	250078	G400673070924 7/10/2024	20.5.2542.321.0000.10.081	\$769.40
T F SOUTH THERMS GAS UTILITY - #3977761000, BILL ACCT #400673		1	250078	G400673070924 7/10/2024	20.5.2542.321.0000.20.081	\$1,455.10
T F CENTER (CAL) THERMS GAS UTILITY - #0653641000, BILL ACCT #400673		1	250078	G400673070924 7/10/2024	20.5.2542.321.0000.30.081	\$2,766.26
AD CENTER (NEW BLD) THERMS GAS UTILITY - #5306352072 BILL ACCT #405922		1	250078	G400673070924 7/10/2024	20.5.2542.321.0000.40.081	\$36.70

Check #: 0

PO/InvoiceTotal: \$5,027.46

Vendor Total: \$5,027.46

VARI SALES CORPORATION

Check Group:

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
VARIDESK CUBE PLUS 40 (BLACK)		3	250246	91122399 7/29/2024	10.5.2520.410.0000.40.095	\$1,425.00
DISCOUNT		1	250246	91122399 7/29/2024	10.5.2520.410.0000.40.095	(\$150.00)
Check #: 0						
PO/InvoiceTotal:						\$1,275.00
Vendor Total:						\$1,275.00
VISTA LEARNING, NFP						
Check Group:						
EVALUWISE LICENSES - 7/1/2024-6/30/2025		266	250144	VL124-1041 7/22/2024	10.5.2210.310.4932.60.000	\$6,636.70
EVALUWISE LICENSES - 7/1/2025-6/30/2026		266	250144	VL124-1041 7/22/2024	10.5.2210.310.4932.60.000	\$6,636.70
EVALUWISE DISCOUNT 24-25		266	250144	VL124-1041 7/22/2024	10.5.2210.310.4932.60.000	(\$798.00)
EVALUWISE DISCOUNT 2025-2026		266	250144	VL124-1041 7/22/2024	10.5.2210.310.4932.60.000	(\$798.00)
Check #: 0						
PO/InvoiceTotal:						\$11,677.40
Vendor Total:						\$11,677.40
WATKINS, DAHNIELLA						
Check Group:						
REFUND PARENT - 23/24 GENERAL CURRICULUM FEE - Y.C.W		1	250273	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1720.10.084	\$75.00
REFUND PARENT - 23/24 INSTRUCTIONAL MATERIALS - Y.C.W		1	250273	REFUND FEE 2023/2024 7/17/2024	10.4.0000.000.1821.10.000	\$62.50
Check #: 0						
PO/InvoiceTotal:						\$137.50
Vendor Total:						\$137.50

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ZOOM ELITE TRANSPORTATION LLC						
Check Group:						
TRANSPORTATION FOR C.F TO TF SOUTH		4	250363	12 7/29/2024	40.5.2550.331.0000.20.000	\$360.00
Check #: 0						
						PO/InvoiceTotal: <u>\$360.00</u>
Check Group:						
23/24-JUNE TRANSPORT A.M. 2 DAYS TO TF NORTH FOR T.B.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$170.00
23/24-JUNE TRANSPORT P.M. 2 DAYS TO TF NORTH FOR T.B.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$170.00
23/24-JUNE TRANSPORT 2 DAYS TO TF NORTH FOR M.P.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$170.00
23/24-JUNE TRANSPORT 2 DAYS TO TF NORTH FOR M.P.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$170.00
23/24-JUNE TRANSPORT 2 DAYS TO TF NORTH FOR S.H.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$170.00
23/24-JUNE TRANSPORT 2 DAYS TO TF NORTH FOR S.H.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$170.00
23/24-JUNE MCKV TRANSPORT 13 DAYS TO ICANDREAM FOR N.L.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$1,950.00
23/24-JUNE MCKV TRANSPORT 13 DAYS TO ICANDREAM FOR N.L.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$1,950.00
23/24-JUNE TRANSPORT 2 DAYS TO OMBUDSMAN FOR D.D.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$250.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1048

07/29/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
23/24-JUNE TRANSPORT 2 DAYS TO OMBUDSMAN FOR D.D.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$250.00
23/24-JUNE TRANSPORT 2 DAYS TO TFN FOR C.R.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$170.00
23/24-JUNE TRANSPORT 2 DAYS TO TFN FOR C.R.		1	250379	11 7/29/2024	40.5.2550.331.0000.60.029	\$170.00

Check #: 0

PO/InvoiceTotal:	\$5,760.00
Vendor Total:	\$6,120.00
Grand Total:	\$1,079,491.57

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1072

08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO HARRIS - P-CARD						
Check Group:						
B. RUCINSKI P-CARD EXPENSES ON TFN ACTIVITY ACCOUNT	1	250591		8/5/2024 8/15/2024	10.5.4000.690.0000.40.086	\$228.40
					Check #: 0	
					PO/InvoiceTotal:	\$228.40
					Vendor Total:	\$228.40
BMO P-CARD - ANITA HOWARD						
Check Group:						
Beggars	1	250411		8/5/2024 8/15/2024	10.5.2320.410.0000.40.086	\$202.99
IASB	1	250411		8/5/2024 8/15/2024	10.5.2320.440.0000.40.086	\$112.00
Tribune	1	250411		8/5/2024 8/15/2024	10.5.2320.440.0000.40.086	\$34.00
					Check #: 0	
					PO/InvoiceTotal:	\$348.99
					Vendor Total:	\$348.99
BMO P-CARD - BRIAN RUCINSKI						
Check Group:						
PLANBOOK SUBSCRIPTION FOR TFN	1	250417		8/5/2024 8/15/2024	10.5.1130.640.0000.10.086	\$324.00
LICENSE FOR DRAMA FOR SPAKOWSKI AT TFN	1	250417		8/5/2024 8/15/2024	10.5.1130.310.0000.10.086	\$122.00
					Check #: 0	
					PO/InvoiceTotal:	\$446.00
					Vendor Total:	\$446.00
BMO P-CARD - DEVALE STUBBS						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1072

08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
IADA Fees		1	250418	8/5/2024 8/15/2024	10.5.1500.640.0000.10.059	\$135.20
					Check #: 0	
						PO/InvoiceTotal: \$135.20
						Vendor Total: \$135.20
BMO P-CARD - JAKE GOURLEY						
Check Group:						
SPOTHERO		1	250534	8/5/2024 8/15/2024	10.5.2520.640.0000.40.095	\$6.33
					Check #: 0	
						PO/InvoiceTotal: \$6.33
						Vendor Total: \$6.33
BMO P-CARD - JOHN ROBINZINE						
Check Group:						
EDUCATION A-ADMINISTRN ADMIN PROF TRAVEL		1	250413	8/5/2024 8/15/2024	10.5.2320.333.0000.40.086	\$194.25
					Check #: 0	
						PO/InvoiceTotal: \$194.25
						Vendor Total: \$194.25
BMO P-CARD - MARC BREWE						
Check Group:						
7.12.24 LOBSTER SPORTS- WHEELS FOR TENNIS BALL MACHINE		1	250387	8/5/2024 8/15/2024	10.5.1501.410.0000.20.064	\$157.20
					Check #: 0	
						PO/InvoiceTotal: \$157.20
						Vendor Total: \$157.20
BMO P-CARD - RAYMOND WILLIAMS						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1072

08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Mama Mia Pizza - SkillsUSA National Competition - Atlanta , GA - 1 student/1 teacher		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$27.20
Delta Airlines - checked bag - SkillsUSA National Competition		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$35.00
Hudson/FAO meal at airport - SkillsUSA Competition		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$42.06
Georgia World Conf Ctr - meal SkillsUSA Nat'l competition		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$31.04
Metro Cafe Diner - meal SkillsUSA Nat'l Comp		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$67.20
Metro Cafe Diner - meal SKillsUSA Nat'l Comp		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$67.20
George World Conf Ctr - meal SkillsUSA Nat'l Comp		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$34.30
Metro Cafe Diner - meal SkillsUSA Nat'l Comp		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$47.73
Georgia World Conf Ctr - meal SkillsUSA Nat'l competition		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$11.97
Georgia World Conf Ctr - meal SkillsUSA Nat'l competition		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$16.34
Subway - Meals SkillsUSA Nat'l Comp		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$37.09
Dart Airport Shuttle - from competition to airport		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$45.00
Delta Airlines - checked bag - SkillsUSA National Competition		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$35.00
Great Wraps - meal - SkillsUSA Nat'l Comp		1	250528	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$17.10

Check #: 0

**Thornton Fractional Township High School 215**

**Voucher Detail Listing**

Voucher Batch Number: 1072      08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$514.23</u>
						Vendor Total: <u>\$514.23</u>
						Grand Total: \$2,030.60

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1073

08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>BMO HARRIS - P-CARD</b>						
Check Group:						
TFN ATHLETICS - P-CARD EXPENSES FOR TFN ACTIVITIES		1	250592	8/5/2024- 8/15/2024	10.5.4000.690.0000.40.086	\$141.00
TFS ATHLETICS - P-CARD EXPENSES FOR TFS ACTIVITIES		1	250592	8/5/2024- 8/15/2024	10.5.4000.690.0000.40.086	\$856.04
Check #: 0						
PO/InvoiceTotal:						\$997.04
Vendor Total:						\$997.04
<b>BMO HARRIS - TFD DISTRICT CARD 1</b>						
Check Group:						
THE HOME DEPOT		1	250412	8/5/2024 8/15/2024	10.5.2560.410.4299.60.000	\$210.59
THE HOME DEPOT		1	250412	8/5/2024 8/15/2024	10.5.2560.410.4299.60.000	\$89.68
THE HOME DEPOT		1	250412	8/5/2024 8/15/2024	10.5.2560.410.4299.60.000	\$80.90
Check #: 0						
PO/InvoiceTotal:						\$381.17
Vendor Total:						\$381.17
<b>BMO P-CARD - TF NORTH HIGH SCHOOL</b>						
Check Group:						
UHAUL TOLLS AND CITATIONS FOR PHOENIX AZ DRAMA COMPETION IN APRIL 2024 - CHARGED 6/27/24		1	250589	8/5/2024 8/15/2024	10.5.1502.410.0000.10.024	\$3.90
TOLLS 6/27/24		1	250589	8/5/2024 8/15/2024	10.5.1502.410.0000.10.024	\$7.95
TOLLS 6/27/24		1	250589	8/5/2024 8/15/2024	10.5.1502.410.0000.10.024	\$7.95

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1073

08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TOLLS 6/27/95		1	250589	8/5/2024 8/15/2024	10.5.1502.410.0000.10.024	\$3.90
TOLLS 6/27/24		1	250589	8/5/2024 8/15/2024	10.5.1502.410.0000.10.024	\$3.90
TOLLS 6/27/24		1	250589	8/5/2024 8/15/2024	10.5.1502.410.0000.10.024	\$3.90
TOLLS 7/3/24		1	250589	8/5/2024 8/15/2024	10.5.1502.410.0000.10.024	\$7.95
Check #: 0						
PO/InvoiceTotal:						\$39.45
Vendor Total:						\$39.45
BMO P-CARD - TF SOUTH HIGH SCHOOL						
Check Group:						
JW PEPPER MUSIC SUPPLIES		1	250342	8/5/2024 8/15/2024	10.5.1130.410.0000.20.012	\$282.99
TRW DRAMA LICENSE FEE		1	250342	8/5/2024 8/15/2024	10.5.1502.325.0000.20.024	\$2,715.00
JW PEPPER MUSIC SUPPLIES		1	250342	8/5/2024 8/15/2024	10.5.1130.410.0000.20.012	\$10.00
Check #: 0						
PO/InvoiceTotal:						\$3,007.99
Vendor Total:						\$3,007.99
BMO P-CARD - TFHSD BUILDING & GROUNDS						
Check Group:						
ENTERPRISE RED LIGHT VIOLATION FEE		1	250397	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$25.00
RED LIGHT ENFORCEMENT VIOLATION		1	250397	8/5/2024 8/15/2024	10.5.1400.331.0000.30.086	\$103.50
FED EX . SHIPPING TO VIP FOR ID'S		1	250397	8/5/2024 8/15/2024	20.5.2549.410.0000.30.000	\$22.86

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1073

08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SPEEDWAY GIFT CARDS FOR EMPLOYEE TRAINING INCENTIVE		1	250397	8/5/2024 8/15/2024	20.5.2542.640.0000.20.000	\$350.00
Check #: 0						
PO/InvoiceTotal:						\$501.36
Vendor Total:						\$501.36
BMO P-CARD - TFHSD BUSINESS OFFICE						
Check Group:						
COMCAST BUSINESS INVOICE NO. 200775477 MONTHLY BILL		1	250349	8/5/2024 8/15/2024	10.5.2220.310.0000.60.096	\$11,957.94
COMCAST BUSINESS INVOICE NO. 200775477 MONTHLY BILL		1	250349	8/5/2024 8/15/2024	20.5.2549.340.0000.60.000	\$1,328.66
Check #: 0						
PO/InvoiceTotal:						\$13,286.60
Check Group:						
HOTEL FOR CHEFS AND DIRECTOR		4	250410	8/5/2024- 8/15/2024	10.5.2560.310.4299.60.000	\$632.44
Check #: 0						
PO/InvoiceTotal:						\$632.44
Vendor Total:						\$13,919.04
BMO P-CARD - TFHSD HUMAN RESOURCES						
Check Group:						
United Airlines - Baggage check fee for departing flight to AASPA annual conference 10/11/2024		1	250385	8/5/2024 8/15/2024	10.5.2640.332.0000.40.079	\$35.00
Return flight from AASPA annual conference 10/18/2024		1	250385	8/5/2024 8/15/2024	10.5.2640.332.0000.40.079	\$98.98
Departing flight to AASPA annual conference 10/11/2024		1	250385	8/5/2024 8/15/2024	10.5.2640.332.0000.40.079	\$314.48

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1073

08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Registration fee for 10/15/2024-10/18/2024 AASPA annual conference		1	250385	8/5/2024 8/15/2024	10.5.2640.640.0000.40.079	\$750.00
Check #: 0						
PO/InvoiceTotal:						\$1,198.46
Vendor Total:						\$1,198.46
<b>BMO P-CARD - TFHSD SPECIAL SERVICES</b>						
Check Group:						
ADOBE ACROPROS JUNE SUBS.		1	250389	8/5/2024 8/15/2024	10.5.1200.410.0000.60.029	\$21.39
SMORE MEMBERSHIP		1	250389	8/5/2024 8/15/2024	10.5.2210.410.4620.60.000	\$179.00
Check #: 0						
PO/InvoiceTotal:						\$200.39
Vendor Total:						\$200.39
<b>BMO P-CARD - TFHSD TEACHING &amp; LEARNING</b>						
Check Group:						
Tax Refund - PORTILLOS		1	250388	8/5/2024 8/15/2024	10.5.2320.410.0000.40.086	(\$67.64)
EB ACT AIM READING 2 DAY		1	250388	8/5/2024 8/15/2024	10.5.2210.310.4932.60.100	\$450.00
EB ACT AIM MATH 2 DAY		1	250388	8/5/2024 8/15/2024	10.5.2210.310.4932.60.100	\$1,350.00
EB ACT AIM MATH 2 DAY - REFUN		1	250388	8/5/2024 8/15/2024	10.5.2210.310.4932.60.100	(\$1,350.00)
EB ACT AIM READING 2 DAY- REFUND		1	250388	8/5/2024 8/15/2024	10.5.2210.310.4932.60.100	(\$450.00)
Check #: 0						
PO/InvoiceTotal:						(\$67.64)
Vendor Total:						(\$67.64)

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1073

08/05/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO P-CARD - TFHSD TECHNOLOGY						
Check Group:						
STRACK & VAN TIL		1	250422	8/5/2024 8/15/2024	10.5.2660.410.0000.60.096	\$28.04
(20 ppl) BOMBERS BBQ		1	250422	8/5/2024 8/15/2024	10.5.2660.410.0000.60.096	\$278.20
(12 ppl) JIMMY JOHNS		1	250422	8/5/2024 8/15/2024	10.5.2660.410.0000.60.096	\$151.91

Check #: 0

PO/InvoiceTotal:	\$458.15
Vendor Total:	\$458.15
Grand Total:	\$20,635.41

**End of Report**

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ACADEMIC TUTORING, LLC						
Check Group:						
IN-PERSON: ACT SUCCESS Teacher Professional Development (Overview of ACT; includes 50 booklets, travel and expenses)		1	250464	INV-5169 8/7/2024	10.5.2210.310.4932.60.000	\$1,995.00
ACT SUCCESS Bootcamp Booklet (Additional Booklets for Bootcamp) quantity - 205		1	250464	INV-5169 8/7/2024	10.5.2210.310.4932.60.000	\$7,164.75
Shipping and Handling		1	250464	INV-5169 8/7/2024	10.5.2210.310.4932.60.000	\$841.86
					Check #: 0	
					PO/InvoiceTotal:	\$10,001.61
					Vendor Total:	\$10,001.61
ACCESS411, INC. 3285						
Check Group:						
HDP5000 Color Ribbon (500 prints dual-sided)		12	250360	22035 8/7/2024	10.5.2220.410.0000.60.096	\$2,856.00
HDP5000 Retransfer Film (750 prints dual-sided)		8	250360	22035 8/7/2024	10.5.2220.410.0000.60.096	\$968.00
					Check #: 0	
					PO/InvoiceTotal:	\$3,824.00
					Vendor Total:	\$3,824.00
ALLIANCE LAUNDRY SYSTEMS 10191						
Check Group:						
INVOICE# 6001917943 SERVICE CALL FOR WASHING MACHINE.		1	250474	6001917943 8/7/2024	20.5.2542.323.0000.10.000	\$297.25
INVOICE # 6001917972 SERVICE FOR FOR DRYER		1	250474	6001917972 8/7/2024	20.5.2542.323.0000.20.000	\$677.47
					Check #: 0	
					PO/InvoiceTotal:	\$974.72

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$974.72
AMAZON CAPITAL SERVICES						
Check Group:						
gender binary is a big lie		2	242787	11FD-KW1X-R3L K 8/7/2024	10.5.2222.430.0000.10.001	\$39.98
Check #: 0						
PO/InvoiceTotal:						\$39.98
Check Group:						
24 PACK DRY ERASE BOARDS, 9" X 12" DOUBLE SIDED EASEL SMALL WHITEBOARDS WITH LINES		1	250332	1GDY-TGY6-67P 9 8/6/2024	10.5.1130.410.0000.10.015	\$48.98
Check #: 0						
PO/InvoiceTotal:						\$48.98
Check Group:						
Ollain 25 Pack Breakaway Lanyard with J-Hook Bulk Flat Lanyards for Name tag ID Badges (Purple, Breakaway 25 Pack)		15	250353	16TL-7QPT-LCPR  7/31/2024	10.5.1130.410.0000.10.086	\$224.85
Check #: 0						
PO/InvoiceTotal:						\$224.85
Check Group:						
ASUS CHROMEBOX5-SC017UNENT CL 7305/4/128/CHROME/VESA MOUN Desktop		5	250359	17XQ-RJMH-9KF 3 7/31/2024	10.5.2220.410.0000.60.096	\$2,239.80
Shipping and Handling		1	250359	17XQ-RJMH-9KF 3 7/31/2024	10.5.2220.410.0000.60.096	\$35.31
Check #: 0						
PO/InvoiceTotal:						\$2,275.11
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MT-ViKI HDMI Splitter 1 in 4 Out, 1x4 Power HDMI Splitter 4 Ports w/AC Adapter, 4Kx2K@30Hz 3D Full HD Distributor for PS4 Fire Stick HDTV		3	250371	1TQJ-KG7M-6G9 X  7/31/2024	10.5.2220.410.0000.60.096	\$48.57
promotion		1	250371	1TQJ-KG7M-6G9 X 7/31/2024	10.5.2220.410.0000.60.096	(\$1.95)
Check #: 0						
PO/InvoiceTotal:						\$46.62
Check Group:						
MOUNT PRO Dual Monitor Stand, Free-Standing Full Motion Monitor Desk Mount Fits 2 Screens up to 27 inches, 17.6lbs with Height Adjustable, Swivel, Tilt, Rotation, VESA 75x75 100x100, Black		2	250403	1PWJ-KD7M-6XM J  8/1/2024	10.5.2220.410.0000.60.096	\$63.22
Check #: 0						
PO/InvoiceTotal:						\$63.22
Vendor Total:						\$2,698.76
AMERICAN LAWN						
Check Group:						
OPEN PURCHASE ORDER FOR MOWING SERVICE FROM 7/1/24 - 11/30/24 & 4/1/25 - 6/30/2025 AT 18601 TORRENCE AVENUE, LANSING, IL		1	250068	2389  8/5/2024	20.5.2543.323.0000.40.000	\$400.00
Check #: 0						
PO/InvoiceTotal:						\$400.00
Vendor Total:						\$400.00
AMUNDSEN DAVIS, LLC						
Check Group:						
LMA510 Leadership & Management 2024 Certification Training Series (9/11, 9/25, 10/9, 10/23, 11/6/2024)		1	250435	LMA510  8/5/2024	10.5.2640.640.0000.40.079	\$550.00
Check #: 0						
PO/InvoiceTotal:						\$550.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$550.00
APPLE, INC.	5691					
Check Group:						
23/24-10.9-inch iPad Wi-Fi 256GB-Silver, Brenthaven 360 case, w/4-year AppleCare+for Schools		1	250220	MB00515165 8/5/2024	10.5.1200.540.4620.60.100	\$607.95
Check #: 0						
PO/InvoiceTotal:						\$607.95
Vendor Total:						\$607.95
ARCTIC ENGINEERING CO INC						
Check Group:						
QUOTE # 5-11155 LRC VALENT UNIT REMOVE AND DISPOSE OF THE DEFECTIVE CONDENSER FAN MOTOR 3		1	250231	71776 8/1/2024	20.5.2542.323.0000.20.000	\$2,000.00
Check #: 0						
PO/InvoiceTotal:						\$2,000.00
Check Group:						
INVOICE # 71461 SERVICE CALL FOR LRC VALENT UNIT .		1	250401	71461 7/31/2024	20.5.2542.323.0000.20.000	\$688.00
Check #: 0						
PO/InvoiceTotal:						\$688.00
Check Group:						
INVOICE # 71726 SERVICE CALL AND REPAIRS TO TFN GOLD GYM RTU		1	250420	71726 7/31/2024	20.5.2542.323.0000.10.000	\$3,214.79
INVOICE # 71767 SERVICE CALL AND REPAIRS TO TFN GUIDANCE OFFICE RTU		1	250420	71767 7/31/2024	20.5.2542.323.0000.10.000	\$2,408.00
Check #: 0						
PO/InvoiceTotal:						\$5,622.79
Vendor Total:						\$8,310.79

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AVINGER, EDWARD	5732					
Check Group:						
B Soccer official 7.18.24		1	250425	7-18-24 B SOCCER 8/1/2024	10.5.1501.310.0000.10.059	\$84.00
					Check #: 0	
						PO/InvoiceTotal: <u>          \$84.00</u>
						Vendor Total: <u>          \$84.00</u>
BLOOM TOWNSHIP HIGH SCHOOL #206	8671					
Check Group:						
12.26.24 BOS BASKETBALL TOURNAMENT		1	250451	12-26-24 BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$500.00
					Check #: 0	
						PO/InvoiceTotal: <u>          \$500.00</u>
						Vendor Total: <u>          \$500.00</u>
BREMEN HIGH SCHOOL	4033					
Check Group:						
1.11.25 BOYS WRESTLING JV INVITE		1	250448	1-11-25 B WRESTLING 8/6/2024	10.5.1500.640.0000.20.059	\$425.00
11.29.24 BOYS BASKETBALL JV TOURNAMENT		1	250448	11-29-24 BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$450.00
					Check #: 0	
						PO/InvoiceTotal: <u>          \$875.00</u>
						Vendor Total: <u>          \$875.00</u>
BSN SPORTS	7359					
Check Group:						
Basketball nets		12	250167	926232966 7/31/2024	10.5.1500.410.0000.10.059	\$95.00
					Check #: 0	

## Thornton Fractional Township High School 215

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Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>          </u>
Check Group:						\$95.00
Football uniforms		1	250469	926020940 8/7/2024	10.5.1500.410.0000.10.053	\$5,000.00
						Check #: 0
						PO/InvoiceTotal: <u>          </u>
						Vendor Total: <u>          </u>
BURFORD, PHYLCIA	11099					
Check Group:						
MILEAGE FOR TRAINING CONFERENCE		1	250475	AUG 2024 MILEAGE RE 8/7/2024	10.5.2560.333.0000.60.092	\$416.74
						Check #: 0
						PO/InvoiceTotal: <u>          </u>
						Vendor Total: <u>          </u>
CALUMET CITY PLUMBING CO., INC.	2467					
Check Group:						
QUOTE # 168236. SAW CUT BREAK OUT AND REMOVE SECTION OF PAVEMENT AROUND EXISTING STORM STRUCTURE.		1	250098	63804  8/5/2024	20.5.2543.323.0000.20.000	\$7,995.00
						Check #: 0
						PO/InvoiceTotal: <u>          </u>
Check Group:						
PROPOSAL # 168329 CLEAN OUTSIDE GREASE TRAP AND 1 INTERIOR GREASE TRAP.		1	250224	63888  8/5/2024	20.5.2542.323.0000.10.000	\$3,000.00
						Check #: 0
						PO/InvoiceTotal: <u>          </u>
Check Group:						\$3,000.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
INVOICE # 63657 SERVICE CALL FOR SINKHOLE .TELEVISED 15' PAST SINKHOLE INTO BUILDING . DID NOT SEE ANY CRACKS OR BROKEN JOINTS.		1	250467	63657  8/7/2024	20.5.2543.323.0000.20.000	\$495.00
				Check #: 0		
					PO/InvoiceTotal:	\$495.00
					Vendor Total:	\$11,490.00
Cantrell, Houston						
Check Group:						
Gas Mileage/EDUCATION PROF. TRAVEL CENTER-CAFETERIA		1	250486	AUG 2024 REIM  8/7/2024	10.5.2560.323.0000.30.092	\$25.13
Lunch		1	250486	AUG 2024 REIM  8/7/2024	10.5.2560.323.0000.30.092	\$16.52
				Check #: 0		
					PO/InvoiceTotal:	\$41.65
					Vendor Total:	\$41.65
CDW GOVERNMENT INC. 2882						
Check Group:						
Elmo Power Adapter		1	250227	SP52055  8/1/2024	10.5.2220.410.0000.60.096	\$31.00
Shipping and Handling		1	250227	SP52055  8/1/2024	10.5.2220.410.0000.60.096	\$0.78
Dymo LabelWriter Address - labels - 800 label(s) -		10	250227	SP69231  8/1/2024	10.5.2220.410.0000.60.096	\$600.00
Shipping and Handling		1	250227	SP69231  8/1/2024	10.5.2220.410.0000.60.096	\$18.26
				Check #: 0		
					PO/InvoiceTotal:	\$650.04
					Vendor Total:	\$650.04
CHICAGO BALFOUR						

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Diploma Covers		325	241803	FL-DC-111323A 7/31/2024	10.5.2120.410.0000.10.090	\$2,388.75
Shipping & Handling		1	241803	FL-DC-111323A 7/31/2024	10.5.2120.410.0000.10.090	\$243.75
Check #: 0						
PO/InvoiceTotal:						\$2,632.50
Check Group:						
Diplomas		317	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$1,242.64
Blank Diplomas		25	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$98.00
Biliteracy Stoles		8	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$160.00
Valedictorian Stoles		2	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$36.00
Salutatorian Stoles		2	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$36.00
Honor Stoles		10	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$180.00
Honor Medallions		10	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$110.00
Honor Cords		30	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$300.00
Honor Marshall Cap & Gown Sets		4	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$100.00
Master Souvenir Regelia Set		1	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$76.00
Shipping and Handling		1	250472	940TFN24A 8/7/2024	10.5.2120.410.0000.10.090	\$91.25
Check #: 0						

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$2,429.89</u>
						Vendor Total: <u>\$5,062.39</u>
COMMUNICATIONS DIRECT INC.						
Check Group:						
SL300 99 CHANNEL UHF PORTABLE RADIO UNIT WITH BATTERY, SINGLE UNIT RAPID CHARGER		1	250140	IN181006 7/31/2024	10.5.2410.410.0000.20.086	\$425.00
DELIVERY FEE		1	250140	IN181006 7/31/2024	10.5.2410.410.0000.20.086	\$23.48
						Check #: 0
						PO/InvoiceTotal: <u>\$448.48</u>
						Vendor Total: <u>\$448.48</u>
CONNECTED CONSULTING SERVICES LLC						
Check Group:						
E-Rate Consulting Services provided in connection with the preparation and filing of FY2024 Category 1 applications and invoices for Thornton Fractional High School District 215.		1	250402	12259 7/31/2024	10.5.2220.310.0000.60.096	\$4,000.00
						Check #: 0
						PO/InvoiceTotal: <u>\$4,000.00</u>
						Vendor Total: <u>\$4,000.00</u>
CONSTELLATION NEW ENERGY, INC.						
Check Group:						
TFS ENERGY ELECTRIC, BILL ACCT #201111681-3		1	250094	68794675701 7/30/2024	20.5.2542.321.0000.20.083	\$249.36
TFS ENERGY ELECTRIC, BILL ACCT #201111681-0		1	250094	68805371401 7/31/2024	20.5.2542.321.0000.20.083	\$9,283.53
TFN ENERGY ELECTRIC, BILL ACCT #201111681-4		1	250094	68814356201 7/30/2024	20.5.2542.321.0000.10.083	\$33,813.25

## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ALT CENTER(CAL) ENERGY ELECTRIC, BILL ACCT #201111681-1		1	250094	68814457401 7/30/2024	20.5.2542.321.0000.30.083	\$10,051.76
AD CENTER (NEW BLD) ELECTRIC, BILL ACCT #201111681-2		1	250094	68835582001 7/30/2024	20.5.2542.321.0000.40.083	\$1,612.15
Check #: 0						
PO/InvoiceTotal:						\$55,010.05
Vendor Total:						\$55,010.05
CRETE-MONEE HIGH SCHOOL	4030					
Check Group:						
12.7.24 GIRLS BASKETBALL VARSITY SHOOTOUT		1	250447	12-7-24 G BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$100.00
Check #: 0						
PO/InvoiceTotal:						\$100.00
Vendor Total:						\$100.00
DUNDEE-CROWN HIGH SD 300						
Check Group:						
1.4.25 GIRLS WRESTLING INVITE		1	250459	1-4-25 G WRESTLING 8/6/2024	10.5.1500.640.0000.20.059	\$300.00
Check #: 0						
PO/InvoiceTotal:						\$300.00
Vendor Total:						\$300.00
EISENHOWER HIGH SCHOOL						
Check Group:						
1.28.25 GIRLS BOWLING VAR INVITE		1	250452	1-28-25 BOWLING TFS 8/6/2024	10.5.1500.640.0000.20.059	\$200.00
Check #: 0						
PO/InvoiceTotal:						\$200.00

## Thornton Fractional Township High School 215

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Voucher Batch Number: 1069

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$200.00
EPIC SPORTS						
Check Group:						
Volleyball Flex Net International PVBN - 6		1	250252	7770311 8/5/2024	10.5.1501.410.0000.20.066	\$511.69
Champro Volleyball Antennas with Sleeve		1	250252	7770311 8/5/2024	10.5.1501.410.0000.20.066	\$30.89
Shipping		1	250252	7770311 8/5/2024	10.5.1501.410.0000.20.066	\$9.15
Check #: 0						
PO/InvoiceTotal:						\$551.73
Vendor Total:						\$551.73
FIDELITY SECURITY LIFE INSURANCE/EYEMED      6648						
Check Group:						
FY 24/25 MONTHLY VISION INSURANCE (EYEMED VISION CARE)		1	250086	166401668 7/30/2024	10.2.0489.072.0000.00.000	\$3,161.43
FY 24/25 MONTHLY VISION INSURANCE - COBRA PARTICIPANTS		1	250086	166410802 7/30/2024	10.2.0489.072.0000.00.000	\$94.68
Check #: 0						
PO/InvoiceTotal:						\$3,256.11
Vendor Total:						\$3,256.11
FREEBERG, TINA						
Check Group:						
PARENT REFUND FEE - TEXTBOOK FEES FOR J.F.		1	250434	AUG 2024 REFUND 8/1/2024	10.4.0000.000.1821.20.000	\$125.00
PARENT REFUND FEE - TECHNOLOGY FEE FOR J.F.		1	250434	AUG 2024 REFUND 8/1/2024	10.4.0000.000.1720.20.096	\$25.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PARENT REFUND FEE - GENERAL CURRICULUM FEES FOR J.F.		1	250434	AUG 2024 REFUND 8/1/2024	10.4.0000.000.1720.20.084	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$300.00
Vendor Total:						\$300.00
GIPPER MEDIA, INC						
Check Group:						
Gipper Basic subscription		1	250230	99F86D80-0003 8/5/2024	10.5.1500.410.0000.20.059	\$625.00
Check #: 0						
PO/InvoiceTotal:						\$625.00
Vendor Total:						\$625.00
GORDON FOOD SERVICE						
3593						
Check Group:						
FOOD 7/15/24		1	250424	766243841 8/1/2024	10.5.2560.453.0000.20.092	\$300.04
FOOD 7/16/24		1	250424	766243873 8/1/2024	10.5.2560.453.0000.20.092	\$196.74
FOOD 7/22/24		1	250424	9012078618 8/1/2024	10.5.2560.453.0000.20.092	\$1,234.55
SUPPLIES 7/22/24		1	250424	9012078624 8/1/2024	10.5.2560.410.0000.20.092	\$118.77
Check #: 0						
PO/InvoiceTotal:						\$1,850.10
Check Group:						
CREDIT/SUPPLIES 7/16/24		1	250478	2001440225 8/7/2024	10.5.2560.410.0000.30.092	(\$14.82)
FOOD 7/11/24		1	250478	766243771 8/7/2024	10.5.2560.453.0000.30.092	\$281.75

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### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
FOOD 7/23/24		1	250478	766244040 8/7/2024	10.5.2560.453.0000.30.092	\$208.39
FOOD 7/25/24		1	250478	766244066 8/7/2024	10.5.2560.453.0000.30.092	\$40.96
FOOD 7/15/24		1	250478	9011844230 8/7/2024	10.5.2560.453.0000.30.092	\$821.21
SUPPLIES 7/15/24		1	250478	9011844232 8/7/2024	10.5.2560.410.0000.30.092	\$295.08
FOOD 7/25/24		1	250478	9012201058 8/7/2024	10.5.2560.453.0000.30.092	\$920.14
Check #: 0						
PO/InvoiceTotal:						\$2,552.71
Check Group:						
GFS FOOD 7/30/24		1	250479	766244184 8/7/2024	10.5.2560.453.0000.10.092	\$107.95
GFS FOOD 7/31/24		1	250479	766244204 8/7/2024	10.5.2560.453.0000.10.092	\$37.90
GFS FOOD 7/22/24		1	250479	9012078665 8/7/2024	10.5.2560.453.0000.10.092	\$1,576.56
Check #: 0						
PO/InvoiceTotal:						\$1,722.41
Vendor Total:						\$6,125.22
GUARDIAN PEST CONTROL INC	1430					
Check Group:						
PEST CONTROL SERVICES FOR 2024-2025 SCHOOL YEAR		1	250051	450353 7/30/2024	20.5.2542.323.0000.20.000	\$544.50
PEST CONTROL SERVICES FOR 2024-2025 SCHOOL YEAR		1	250051	475796 7/30/2024	20.5.2542.323.0000.30.000	\$324.50
Check #: 0						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$869.00</u>
						Vendor Total: <u>\$869.00</u>
GUS BOCK'S ACE HARDWARE	45					
Check Group:						
TFC - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401594 7/30/2024	20.5.2549.410.0000.30.000	\$22.49
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401596 7/30/2024	20.5.2549.410.0000.20.000	\$61.42
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401597 7/30/2024	20.5.2549.410.0000.20.000	\$31.62
TFC - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401652 7/30/2024	20.5.2549.410.0000.30.000	\$5.02
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401675 7/31/2024	20.5.2549.410.0000.10.000	\$57.97
TFC - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401689 7/31/2024	20.5.2549.410.0000.30.000	\$49.46
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401696 8/1/2024	20.5.2549.410.0000.10.000	\$44.77
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401703 8/1/2024	20.5.2549.410.0000.20.000	\$76.99
TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401762 8/5/2024	20.5.2549.410.0000.20.000	\$669.90
TFC - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401765 8/5/2024	20.5.2549.410.0000.30.000	\$58.46
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401802 8/6/2024	20.5.2549.410.0000.10.000	\$66.70

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TFS - MISC SUPPLIES 2024/2025 OPEN PURCHASE ORDER		1	250061	401814 8/7/2024	20.5.2549.410.0000.20.000	\$30.91
TFN - MISC. SUPPLIES FOR 2024/2025 OPEN PURCHASE ORDER		1	250061	401817 8/7/2024	20.5.2549.410.0000.10.000	\$53.86
Check #: 0						
PO/InvoiceTotal:						\$1,229.57
Vendor Total:						\$1,229.57
HAROLD L RICHARDS HIGH SCHOOL						
Check Group:						
1.22.25 GIRLS BOWLING JV ANN HOHN TOURNAMENT		1	250443	1-22-25 G BOWLING 8/6/2024	10.5.1500.640.0000.20.059	\$200.00
12.14.24 BOYS WRESTLING FR/SO INVITE		1	250443	12-14-24 B WRESTLING 8/6/2024	10.5.1500.640.0000.20.059	\$350.00
Check #: 0						
PO/InvoiceTotal:						\$550.00
Vendor Total:						\$550.00
HILLCREST HIGH SCHOOL DIST. 228						
Check Group:						
12.26.24 GIRLS BASKETBALL VARSITY TOURNAMENT	107					
		1	250455	12-26-24 BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$400.00
Check #: 0						
PO/InvoiceTotal:						\$400.00
Vendor Total:						\$400.00
HINCKLEY SPRINGS						
Check Group:						
24/25 OPEN PURCHASE ORDER FOR MONTHLY WATER DELIVERY AND COOLER RENTAL 12382470	4492					
		1	250084	12382470 072724 7/30/2024	10.5.2110.410.0000.20.088	\$38.47



## Thornton Fractional Township High School 215

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TF SOUTH - MONTHLY REFUSE DISPOSAL SERVICE 7/1/24 - 6/30/25		1	250059	8974579 8/5/2024	20.5.2542.410.0000.20.000	\$10.00
Check #: 0						
PO/InvoiceTotal:						\$3,398.48
Vendor Total:						\$3,398.48
HOMEWOOD-FLOSSMOOR HIGH SCHOOL	8737					
Check Group:						
12.7.24 BOYS WRESTLING JV MEGA DUAL		1	250457	12-7-24 B WRESTLING 8/6/2024	10.5.1500.640.0000.20.059	\$225.00
Check #: 0						
PO/InvoiceTotal:						\$225.00
Vendor Total:						\$225.00
HUDL						
Check Group:						
FOCUS EXCHANGE NETWORK 8/31-8/30/2025		1	250485	H00091163 8/7/2024	10.5.1130.640.0000.10.086	\$2,300.00
Hudl Basketball Assist Unlimited Game 24 hr		2	250485	H00091163 8/7/2024	10.5.1500.640.0000.10.059	\$3,650.00
Hudl Focus Indoor 1 08/31/2024-08/30/2025		1	250485	H00091163 8/7/2024	10.5.1500.410.0000.10.053	\$1,300.00
Hudl Focus Outdoor 1 08/31/2024-08/30/2025		1	250485	H00091163 8/7/2024	10.5.1501.410.0000.10.061	\$500.00
Hudl Football Assist Unlimited Game Only 24 hr 1 08/31/2024-08/30/2025		1	250485	H00091163 8/7/2024	10.5.1500.410.0000.10.051	\$500.00
Hudl Gold (Competitive) 1 08/31/2024-08/30/2025		1	250485	H00091163 8/7/2024	10.5.3000.410.0000.10.086	\$700.00
Hudl Sideline Premium 1 08/31/2024-08/30/2025		1	250485	H00091163 8/7/2024	10.5.1502.410.0000.10.020	\$450.00
Check #: 0						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$9,400.00
						Vendor Total: \$9,400.00
IACTE						
Check Group:						
IACTE Membership Dues		1	250423	AUG 2024 DUES 7/31/2024	10.5.2330.640.0000.70.000	\$220.00
						Check #: 0
						PO/InvoiceTotal: \$220.00
						Vendor Total: \$220.00
IASA						
311						
Check Group:						
Supt. 2024-25 membership		1	250438	FY24/25 MEMBERSHIP 8/6/2024	10.5.2320.640.0000.40.086	\$1,576.92
						Check #: 0
						PO/InvoiceTotal: \$1,576.92
						Vendor Total: \$1,576.92
ILLINOIS ASSOCIATION OF SCHOOL BOARDS						
3783						
Check Group:						
Membership		1	250439	436392 8/6/2024	10.5.2320.310.0000.40.086	\$8,467.00
PRESS Subscription		1	250439	437246 8/6/2024	10.5.2320.310.0000.40.086	\$7,500.00
						Check #: 0
						PO/InvoiceTotal: \$15,967.00
						Vendor Total: \$15,967.00
ILLINOIS MUSIC EDUCATION ASSOCIATION						
Check Group:						
Jermel Beeler		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$8.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Sophia Maxey		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$8.00
Kayla McCullough		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$8.00
Diamnond McClain		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$8.00
Terrell Melton		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$8.00
Malik Hill		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$8.00
Elizabeth Oluwole		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$8.00
Kierha Lloyd		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$30.00
Elizabeth Oluwole		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$30.00
Kayla McCullough		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$30.00
Terrell Melton		1	250523	AUG 2024 FEES 8/8/2024	10.5.1130.640.0000.10.012	\$30.00

Check #: 0

PO/InvoiceTotal:	\$176.00
Vendor Total:	\$176.00

IMPACT APPLICATIONS, INC.

Check Group:

1 year subscription - Package 2 - Access via internet - 40 baseline tests + 40 Post-Injury Tests + ImPACT Quick Test + Technical Support + Software Updates	1	250524	20246631	20246631 8/8/2024	10.5.1500.410.0000.20.059	\$765.00
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Check #: 0

PO/InvoiceTotal:	\$765.00
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## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$765.00
INDIAN CREEK HIGH SCHOOL						
Check Group:						
2.15.25 BOYS BASKETBALL VARSITY INVITE		1	250454	2-15-25 B BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$75.00
Check #: 0						
PO/InvoiceTotal:						\$75.00
Vendor Total:						\$75.00
ITR SYSTEMS						
Check Group:						
INVOICE # 107653-S SERVICE CALL TO CORRECT CALL BUTTONS DISPLAYING WROING ROOM NUMBERS		1	250476	107653-S  8/7/2024	20.5.2542.323.0000.30.000	\$378.50
INVOICE # 107654-S SERVICE CALL FOR VARIOUS CALL BUTTON ISSUES.		1	250476	107654-S  8/7/2024	20.5.2542.323.0000.10.000	\$883.50
INVOICE # 107655-S SERVICE CALL FOR VARIOUS ROOMS PA SYTEM ISSUES		1	250476	107655-S  8/7/2024	20.5.2542.323.0000.20.000	\$570.00
Check #: 0						
PO/InvoiceTotal:						\$1,832.00
Vendor Total:						\$1,832.00
ITSAVVY LLC						
Check Group:						
DELL DUAL CHARGE HD22Q- DOCKING STATION		50	250361	01512628 8/5/2024	10.5.2220.410.0000.60.096	\$4,875.00
Check #: 0						
PO/InvoiceTotal:						\$4,875.00
Vendor Total:						\$4,875.00
J.W. PEPPER & SON, INC.						
7959						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
INVOICE # 366486061 DISCO INFERNO		1	250490	366486061 8/7/2024	10.5.1130.410.0000.10.012	\$65.00
BLAME IT ON THE BOOGIE		1	250490	366486061 8/7/2024	10.5.1130.410.0000.10.012	\$55.00
SHIPPING		1	250490	366486061 8/7/2024	10.5.1130.410.0000.10.012	\$17.99
INVOICE # 366511924 WHAT IS HIP		1	250490	366511924 8/7/2024	10.5.1130.410.0000.10.012	\$60.00
INVOICE # 366519285 SHAKE		1	250490	366519285 8/7/2024	10.5.1130.410.0000.10.012	\$55.00
				Check #: 0		
					PO/InvoiceTotal:	\$252.99
					Vendor Total:	\$252.99
JOHNSON CONTROLS, INC.	99					
Check Group:						
INVOICE # 1-133771134417 SERVICE CALL FOR ANNUNCIATOR PANEL # 5		1	250483	1-133771134417 8/7/2024	20.5.2542.323.0000.10.000	\$204.30
				Check #: 0		
					PO/InvoiceTotal:	\$204.30
					Vendor Total:	\$204.30
JOLIET CENTRAL HIGH SCHOOL	4220					
Check Group:						
12.27.24 BOYS BASKETBALL SOPH HOLIDAY TOURNAMENT		1	250450	12-27-24 BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$365.00
				Check #: 0		
					PO/InvoiceTotal:	\$365.00
					Vendor Total:	\$365.00
KRYSTAL DAIRY	7425					

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
MILK 7/10/24		1	250426	271906 8/1/2024	10.5.2560.453.0000.20.092	\$61.00
MILK 7/25/24		1	250426	271946 8/1/2024	10.5.2560.453.0000.20.092	\$22.28
Check #: 0						PO/InvoiceTotal: \$83.28
Check Group:						
MILK/FOOD 7/10/24		1	250481	271904 8/7/2024	10.5.2560.453.0000.30.092	\$107.15
MILK/FOOD 7/18/24		1	250481	271952 8/7/2024	10.5.2560.453.0000.30.092	\$153.30
Check #: 0						PO/InvoiceTotal: \$260.45
Check Group:						
Bridge Program milk		1	250482	271898 8/7/2024	10.5.2560.453.0000.10.092	\$61.00
Check #: 0						PO/InvoiceTotal: \$61.00
						Vendor Total: \$404.73
LANSING FLORAL SHOP, INC.	333					
Check Group:						
146553 8/10/2024 E.R. 1 Fresh Flowers In The Vase		1	250477	020885 8/7/2024	10.5.2410.410.0000.10.086	\$50.00
DELIVERY		1	250477	020885 8/7/2024	10.5.2410.410.0000.10.086	\$15.00
Check #: 0						PO/InvoiceTotal: \$65.00
						Vendor Total: \$65.00

LEAF

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
CONTRACT: 100-5110629-002 NEW COPIER LEASE MONTHLY PAYMENT FY24/25		1	250066	16866009 7/30/2024	30.5.5400.325.0000.00.000	\$3,036.38
					Check #: 0	
					PO/InvoiceTotal:	\$3,036.38
					Vendor Total:	\$3,036.38
LIMINEX, INC.						
Check Group:						
GOGUARDIAN ADMIN WITH FLEET, DNS, AND ADDEFLECT 8/1/2024 - 7/31/2027		3350	250145	INV-121395 8/5/2024	10.5.2220.411.0000.60.096	\$9,849.00
					Check #: 0	
					PO/InvoiceTotal:	\$9,849.00
					Vendor Total:	\$9,849.00
LINCOLN WAY WEST HIGH SCHOOL						
	6855					
Check Group:						
2.1.25 BOYS BASKETBALL VARSITY TOURNAMENT		1	250468	2-1-25 B BASKETBALL 8/7/2024	10.5.1500.640.0000.20.059	\$150.00
					Check #: 0	
					PO/InvoiceTotal:	\$150.00
					Vendor Total:	\$150.00
MARATHON SPORTSWEAR						
Check Group:						
CHARCOAL GILDAN HEAVY COTTON T-SHIRT SMALL, MED, LARGE, XL		340	250158	89497 7/30/2024	10.5.2410.410.0000.10.086	\$2,890.00
T-SHIRTS SIZE 2XL		5	250158	89497 7/30/2024	10.5.2410.410.0000.10.086	\$50.75
T-SHIRTS 3XL		3	250158	89497 7/30/2024	10.5.2410.410.0000.10.086	\$34.50

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>\$2,975.25</u>
						Vendor Total: <u>\$2,975.25</u>
MARIAN CATHOLIC HIGH SCHOOL	4045					
Check Group:						
11.25.24 BOYS BASKETBALL VAR CONTEST		1	250449	11-25-24 BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$285.00
Check #: 0						
						PO/InvoiceTotal: <u>\$285.00</u>
						Vendor Total: <u>\$285.00</u>
MIDWEST OFFICE INTERIORS						
Check Group:						
10500 SERIES PED DESK/ STANDARD LAMINATES		1	250196	265699 8/7/2024	10.5.2410.540.0000.20.086	\$722.92
FIELD INSTALL DWR/DOOR KITS LINEAR BLK- 3 PACK		1	250196	265699 8/7/2024	10.5.2410.540.0000.20.086	\$42.03
Check #: 0						
						PO/InvoiceTotal: <u>\$764.95</u>
						Vendor Total: <u>\$764.95</u>
NASSP	4242					
Check Group:						
NASSP NHS 2024-2025 MEMBERSHIP		1	250522	9001779278 8/8/2024	10.5.1130.640.0000.20.086	\$385.00
Check #: 0						
						PO/InvoiceTotal: <u>\$385.00</u>
						Vendor Total: <u>\$385.00</u>
NCS PEARSON, INC.						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
GMetrix and Exam Site Licenses-K12		1	250415	25769046 8/8/2024	10.5.2230.310.3220.30.000	\$5,510.00
Check #: 0						
PO/InvoiceTotal:						\$5,510.00
Check Group:						
Adobe Pro-Certificating and CertPrep Practice Test License Bundle		1	250462	25769050 8/8/2024	10.5.2230.310.3220.30.000	\$1,820.00
Adobe Pro-Certificating and CertPrep Practice Test License Bundle		1	250462	25769050 8/8/2024	10.5.2230.310.4745.30.000	\$1,820.00
Check #: 0						
PO/InvoiceTotal:						\$3,640.00
Check Group:						
GMetrix and Exam Sit Licenses-K12		1	250463	25769051 8/8/2024	10.5.2230.310.4745.30.000	\$5,510.00
Check #: 0						
PO/InvoiceTotal:						\$5,510.00
Vendor Total:						\$14,660.00
NEW TRIER TOWNSHIP HIGH SCHOOL						
Check Group:						
Grow the Game tournament 1.3.25		1	250471	1-3-25 BB SHOOTOUT 8/7/2024	10.5.1500.640.0000.10.059	\$100.00
Grow the Game tournament 1.4.25		1	250471	1-4-25 BB SHOOTOUT 8/7/2024	10.5.1500.640.0000.10.059	\$100.00
Check #: 0						
PO/InvoiceTotal:						\$200.00
Vendor Total:						\$200.00
NICOR GAS	5128					
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
24-94-56-1000-4 TF NORTH		1	250085	2833178 AUG 2024 8/5/2024	20.5.2542.321.0000.10.081	\$374.41
Check #: 0						
PO/InvoiceTotal:						\$374.41
Vendor Total:						\$374.41
NORTH AMERICAN CORPORATION OF IL						
Check Group:						
MAINTENANCE SUPPLIES FOR TF SOUTH		1	250055	D394821 7/31/2024	20.5.2542.410.0000.20.000	\$448.28
MAINTENANCE SUPPLIES FOR TF NORTH		1	250055	D394822 7/31/2024	20.5.2542.410.0000.10.000	\$292.45
MAINTENANCE SUPPLIES FOR TF NORTH		1	250055	D395189 7/31/2024	20.5.2542.410.0000.10.000	\$2,791.00
MAINTENANCE SUPPLIES FOR TF SOUTH		1	250055	D399328 8/5/2024	20.5.2542.410.0000.20.000	\$248.50
MAINTENANCE SUPPLIES FOR TF SOUTH		1	250055	D401396 8/5/2024	20.5.2542.410.0000.20.000	\$723.14
MAINTENANCE SUPPLIES FOR TF SOUTH		1	250055	D404700 8/7/2024	20.5.2542.410.0000.20.000	\$553.69
Check #: 0						
PO/InvoiceTotal:						\$5,057.06
Vendor Total:						\$5,057.06
OAK FOREST HIGH SCHOOL	8614					
Check Group:						
B/G Mad Dash Invite 10.12.24		1	250470	10-12-24 B/G INVITE 8/7/2024	10.5.1500.640.0000.10.059	\$325.00
Check #: 0						
PO/InvoiceTotal:						\$325.00
Vendor Total:						\$325.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
OOSTMAN, PATRICIA	2389					
Check Group:						
PAYMENT FOR TF SOUTH BOOK PICK-UP. JULY 29 AND JULY 30, 2024		2	250466	BOOK PICK-UP PAYMENT 8/7/2024	10.5.2130.310.0000.20.093	\$300.00
					Check #: 0	
					PO/InvoiceTotal:	\$300.00
					Vendor Total:	\$300.00
PLAINFIELD NORTH HIGH SCHOOL	4098					
Check Group:						
12.14.24 GIRLS BOWLING VAR STRIKEFEST		1	250441	12-14-24 G BOWLING 8/6/2024	10.5.1500.640.0000.20.059	\$325.00
					Check #: 0	
					PO/InvoiceTotal:	\$325.00
					Vendor Total:	\$325.00
PLANERA ARCHITECTS INC.	11381					
Check Group:						
INVOICE NO. 2321507-1 OFFICE RENOVATIONS SD215 ADMINISTRATION OFFICES PROJECT NO. 23-215-07		1	250416	2321507-1  7/31/2024	60.5.2537.520.0000.60.000	\$4,410.00
					Check #: 0	
					PO/InvoiceTotal:	\$4,410.00
					Vendor Total:	\$4,410.00
PLUMBING AND ELECTRIC SUPPLY CO.	705					
Check Group:						
TFN - MISC. SUPPLIES OPEN PURCHASE ORDER SCHOOL YEAR 2024-2025		1	250063	138572  8/6/2024	20.5.2549.410.0000.10.000	\$82.40
TFN - MISC. SUPPLIES OPEN PURCHASE ORDER SCHOOL YEAR 2024-2025		1	250063	138626  8/6/2024	20.5.2549.410.0000.10.000	\$197.59

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TFN - MISC. SUPPLIES OPEN PURCHASE ORDER SCHOOL YEAR 2024-2025		1	250063	138638 8/6/2024	20.5.2549.410.0000.10.000	\$38.50
					Check #: 0	
					PO/InvoiceTotal:	\$318.49
					Vendor Total:	\$318.49
QUALITY MECHANICAL INCORPORATED						
Check Group:						
INVOICE # 43590 SEASON FOUR UNIT NOT COOLING.		1	250400	43590 7/31/2024	20.5.2542.323.0000.30.000	\$666.00
					Check #: 0	
					PO/InvoiceTotal:	\$666.00
Check Group:						
INVOICE # 43796 SERVICE CALL FOR ROOMS ON FIRST FLOOR 63 ADDITION THAT ARE TO HUMID		1	250484	43796 8/7/2024	20.5.2542.323.0000.10.000	\$2,668.00
					Check #: 0	
					PO/InvoiceTotal:	\$2,668.00
					Vendor Total:	\$3,334.00
QUINLAN & FABISH MUSIC COMPANY	847					
Check Group:						
MELLOPHONE MOUTHPIECE MP 14F4		2	250491	15695691 8/7/2024	10.5.1130.410.0000.10.012	\$93.98
					Check #: 0	
					PO/InvoiceTotal:	\$93.98
					Vendor Total:	\$93.98
REAVIS HIGH SCHOOL DIST. 220	4012					
Check Group:						
12.27.24 GIRLS BOWLING VAR INVITE		1	250446	12-27-24 BOWLING TFS 8/6/2024	10.5.1500.640.0000.20.059	\$325.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$325.00
Vendor Total:						\$325.00
RICH TOWNSHIP HIGH SCHOOL DISTRICT 227						
Check Group:						
12.26.24 BOYS BASKETBALL VARSITY TOURNAMENT		1	250444	12-26-24 BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$400.00
12.7.24 GIRLS BOWLING JV & VAR RAPTOR INVITE		1	250444	12-7-24 BOWLING TFS 8/6/2024	10.5.1500.640.0000.20.059	\$325.00
Check #: 0						
PO/InvoiceTotal:						\$725.00
Vendor Total:						\$725.00
RIED'S FIRE & SAFETY EQUIPMENT						
Check Group:						
SERVICE FIRE SUPPRESION SYSTEMS		2	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$150.00
SERVICE PORTABLE FIRE EXTINGUISHER HALATRON		7	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$34.65
SERVICE PORTABLE FIRE EXTINGUISHER K-CLASS		3	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$14.85
SERVICE PORTABLE FIRE EXTINGUISHER 10#ABC		92	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$455.40
SERVICE PORTABLE FIRE EXTINGUISHER 5# ABC		8	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$39.60
SERVICE PORTABLE FIRE EXTINGUISHER 5# CO2		6	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$29.70
SERVICEPORTABLE FIRE EXTINGUISHER 15# CO2		2	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$9.90
RECHARGE PORTABLE FIRE EXTINGUISHER 10# ABC		12	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$605.40

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
RECHARGE PORTABLE FIRE EXTINGUISHER 5# ABC		6	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$205.20
SERVICE VEHICLE		1	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$50.00
HOOD REPORTS		2	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$100.00
ANNUAL PORTABLE FIRE EXTINGUISHERS INSPECTION		1	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$75.00
PULL PINS		4	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$23.00
FUSIBLE LINKS		10	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$169.50
RUBBER CAPS		8	250428	71841 8/1/2024	20.5.2542.323.0000.10.000	\$66.72
Check #: 0						
PO/InvoiceTotal:						\$2,028.92
Check Group:						
INVOICE # 71885 SERVICE FIRE SUPPRESION SYSTEM		1	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$75.00
ANNUAL PORTABLE FIRE EXTINGUISHER INSPECTION		1	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$75.00
HOOD REPORT		1	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$50.00
SERVICE PORTABLE FIRE EXTINGUISHER K- CLASS		2	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$9.90
SERVICE PORTABLE FIRE EXTINGUISHER HALATRON		10	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$49.50
SERVICE PORTABLE FIRE EXTINGUISHER 10# ABC		58	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$287.10

## Thornton Fractional Township High School 215

### Voucher Detail Listing

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SERVICE PORTABLE FIRE EXTINGUISHER 5# ABC		10	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$49.50
SERVICE PORTABLE FIRE EXTINGUISHER 5#CO2		8	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$39.60
RECHARGE PORTABLE FIRE EXTINGUISHER 10# ABC		22	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$1,109.90
RECHARGE PORTABLE FIRE EXTINGUISHER 5# ABC		5	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$171.00
NEW PORTABLE FIRE EXTINGUISHER 10# ABC		2	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$344.40
NEW PORTABLE FRIE EXTINGUISHER 5# ABC		2	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$243.60
SERVICE VEHICLE		1	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$50.00
VERIFICATION COLLORS		27	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$81.00
RUBBER CAPS		4	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$33.36
PULL PINS		4	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$25.40
ORINGS		6	250492	71885 8/7/2024	20.5.2542.323.0000.20.000	\$41.10
					Check #: 0	
					PO/InvoiceTotal:	\$2,735.36
					Vendor Total:	\$4,764.28
SAGE PUBLICATIONS INC						
Check Group:						
23/24-AUTHOR CONSULTING - ONSITE - 7/30/2024: NICOLE LAW - \$7500.00		1	242219	016428KI 8/8/2024	10.5.2210.310.4932.60.100	\$7,500.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
23/24-AUTHOR CONSULTING - ONSITE - 7/31/2024: NICOLE LAW - \$7500.00		1	242219	016428KI 8/8/2024	10.5.2210.310.4932.60.100	\$7,500.00
23/24-AUTHOR CONSULTING - ONSITE - 8/1/2024: NICOLE LAW - \$7500.00		1	242219	016428KI 8/8/2024	10.5.2210.310.4932.60.100	\$7,500.00
Check #: 0						
PO/InvoiceTotal:						\$22,500.00
Vendor Total:						\$22,500.00
SCREENCASIFY, LLC						
Check Group:						
PRO SITEWIDE - ANNUAL		1	250253	SC-809339 8/7/2024	10.5.1130.421.0000.60.084	\$4,042.55
Check #: 0						
PO/InvoiceTotal:						\$4,042.55
Vendor Total:						\$4,042.55
SHERWIN-WILLIAMS						
769						
Check Group:						
TF CENTER - OPEN PURCHASE ORDER PAINT & SUPPLIES 2024/2025 - PURCHASE ORDER NOT TO EXCEED		1	250052	4702-3 8/1/2024	20.5.2549.410.0000.30.000	\$63.04
TF SOUTH - OPEN PURCHASE ORDER PAINT & SUPPLIES 2024/2025 - PURCHASE ORDER NOT TO EXCEED		1	250052	4752-8 8/1/2024	20.5.2549.410.0000.20.000	\$167.95
Check #: 0						
PO/InvoiceTotal:						\$230.99
Vendor Total:						\$230.99
STAPLES						
Check Group:						

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Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Ashley Productions Non-Magnetic Mini Whiteboard Erasers, Emotions Icons, 10 Per Pack, 3 Packs (ASH78005-3)		1	250135	6008173210 8/7/2024	10.5.1200.410.0000.10.029	\$47.67
Expo Whiteboard Care Dry Erase Cleaner, Blue (81803) Item #: 120741   MFR Item #: 81803   CIN #: 120741		1	250135	6008173211 8/7/2024	10.5.1200.410.0000.10.029	\$2.18
Astrobrights Colored Paper, 24 lbs., 8.5" x 11", Radiant Assortment, 300 Sheets/Ream (91642)		1	250135	6008173211 8/7/2024	10.5.1200.410.0000.10.029	\$13.55
Crayola Classpack Kids' Colored Pencils, Assorted Colors, 462 Pencils/Box, (68-8462)		1	250135	6008173211 8/7/2024	10.5.1200.410.0000.10.029	\$78.89
Elmer's Disappearing Purple Washable Removable Glue Sticks, 0.24 oz., Purple, 60/Pack (E503)		1	250135	6008173211 8/7/2024	10.5.1200.410.0000.10.029	\$17.00
Hammermill Fore MP Colors Multipurpose Paper, 20 lbs., 8.5" x 14", Green, 500 Sheets/Ream (103374)		1	250135	6008173211 8/7/2024	10.5.1200.410.0000.10.029	\$13.98
Hammermill Colors Multipurpose Paper, 20 lbs., 8.5" x 11", Goldenrod, 500 Sheets/Ream (10316-8)		1	250135	6008173211 8/7/2024	10.5.1200.410.0000.10.029	\$11.09
Cosco Two-Color Felt Stamp Pads, Red/Blue Ink (090429) Item #: 520826   MFR Item #: 090429		1	250135	6008173212 8/7/2024	10.5.1200.410.0000.10.029	\$8.81
					Check #: 0	
						PO/InvoiceTotal: <u>                    </u> \$193.17
Check Group:						
Learning Resources Super Strong Magnetic Hooks, 1.5" Diameter, 4 Per Pack (LER2694) Item #: 24496105   MFR Item #: LER2694		2	250163	6008173209 8/7/2024	10.5.1130.410.0000.10.086	\$38.76
Duracell Coppertop AA Alkaline Battery, 36/Pack (mn15p36) Item #: 464050   MFR Item #: mn15p36   CIN #: 464050		4	250163	6008173214 8/7/2024	10.5.1130.410.0000.10.086	\$111.72

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Avery Large Embossed Tent Cards, 3.5" x 11", Matte White, Inkjet/Laser, 50/Pack (05309) Item #: 466045   MFR Item #: 05309		1	250163	6008173214 8/7/2024	10.5.1130.410.0000.10.086	\$35.99
BIC Intensity Advanced Tank Dry Erase Markers, Chisel Tip, Assorted, 12/Pack (GELITP121AST) Item #: 1646409   MFR Item #: GELITP121AST   CIN #: 1646409		1	250163	6008173214 8/7/2024	10.5.1130.410.0000.10.086	\$29.59
Check #: 0						
PO/InvoiceTotal:						\$216.06
Check Group:						
PENDAFLEX ELASTIC CATALOG ENVELOPES		1	250294	6008173213 8/7/2024	10.5.2520.410.0000.40.095	\$11.73
DISCOUNT		1	250294	6008173213 8/7/2024	10.5.2520.410.0000.40.095	(\$0.35)
8.5" X 11" COPY PAPER, 20 LBS, WHITE, 5000 SHEETS/CARTON		5	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$199.95
POST- IT SUPER STICKY NOTES		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$9.33
POST- IT SUPER STICKY NOTES		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$12.51
POST- IT SUPER STICKY POP-UP NOTES		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$30.77
POST- IT POP- UP NOTES DISPENSER		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$12.89
STAPLES BINDER CLIPS, ASSORTED, BLACK, 60/PACK		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$4.02
SMEAD REINFORCED FILE JACKET, 1" EXPANSION, LETTER SIZE, MANUKA, 50/BOX		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$53.01
PILOT G2 RECTRACTABLE GEL PENS, ULTRA FINE POINT, BLANK INK, DOZEN		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$21.84

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
2000 PLUS 12-IN-1 SELF INKING DATE AND MESSAGE STAMP, BLANK INK		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$17.80
SWINGLINE S.F. 4 PREMIUM 1/4" LENGTH STANDARD STAPLES		2	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$4.16
STAPLES PASTEL 30% RECYCLED COLOR COPY PAPER		5	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$32.50
AVERY OFFICE ESSENTIALS TABLE N TABS A-Z TAB PAPER DIVIDERS		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	\$7.20
DISCOUNT		1	250294	6008173215 8/7/2024	10.5.2520.410.0000.40.095	(\$12.19)
Check #: 0						
PO/InvoiceTotal:						\$405.17
Check Group:						
Staples Heavyweight File Folders, 1/3-Cut Tab, Letter Size, Assorted Colors, 50/Box (ST18363-CC)		2	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$24.30
Expo Block Eraser (81505) Item #: 272153   MFR Item #: 81505   CIN #: 272153		3	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$5.25
Expo Whiteboard Care Cleaner, Blue (1752229) Item #: 807747   MFR Item #: 1752229   CIN #: 807747		1	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$16.79
Springhill Digital 90 lb. Paper, 8.5" x 11", White, 250Sheets/Pack (015101) Item #: 194960   MFR Item #: 015101		1	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$12.22
Xerox Vitality 30% Recycled Multipurpose Paper, 20 lbs., 8.5"x 11", Goldenrod, 500 Sheets/Ream (3R11055) Item #: 910471   MFR Item #: 3R11055		1	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$12.94

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Staples Pastel 30% Recycled Color Copy Paper, 20 lbs., 8.5" x11", Green, 500/Ream (14781) Item #: 490936   MFR Item #: 14781/4137   CIN #: 490936		1	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$6.19
Staples Pastel 30% Recycled Color Copy Paper, 20 lbs., 8.5" x11", Lilac, 500/Ream (14782) Item #: 678826   MFR Item #: 14782   CIN #: 678826		1	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$5.50
Staples Pastel 30% Recycled Color Copy Paper, 20 lbs., 8.5" x11", Blue, 500/Ream (14786) Item #: 490947   MFR Item #: 14786/4132   CIN #: 490947		1	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$6.19
Staples Pastel 30% Recycled Color Copy Paper, 20 lbs., 8.5" x11", Pink, 500/Ream (14779) Item #: 490935   MFR Item #: 14779/4139   CIN #: 490935		1	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$6.50
Paper Mate Flair Felt Pen, Medium Point, Assorted Ink, Dozen(74423) Item #: 615725   MFR Item #: 74423   CIN #: 615725		1	250311	6008173221 8/7/2024	10.5.1130.410.0000.10.015	\$13.15
Check #: 0						
PO/InvoiceTotal:						\$109.03
Check Group:						
SHARPIE STICK HIGHLIGHTER CHISEL TIP ASST DZ		13	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$109.07
Expo Dry Erase Markers, Chisel Tip, Assorted, 4/Pack (80174) Item #: 379465   MFR Item #: 80174   CIN #: 379465		14	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$48.16
Staples® 30% Recycled File Folders, 1/3-Cut Tab, Letter Size, Manilla, 100/Box (ST56675) Item #: 116657   MFR Item #: ST56675   CIN #: 116657		2	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$19.68
Staples Masking Tape, 0.94" x 60 yds., Natural, 4/Pack (468413-CC) Item #: 468413   MFR Item #: 468413CC   CIN #: 468413		6	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$25.86

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Staples Smooth Paper Clips, Silver, 100/Box, 10 Boxes/Pack (A7026607/72377) Item #: 472480   MFR Item #: A7026607/72377   CIN #: 472480		2	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$4.52
Staples Smooth Paper Clips, Jumbo, 100/Box (A7026600A) Item #: 525923   MFR Item #: A7026600A   CIN #: 52592		7	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$3.08
Staedtler Pre-Sharpended Wooden Pencil, 0.7mm, #2 Medium Lead, 144/Box (13247C144A02NA) Item #: 2728194   MFR Item #: 13247C144A02NA		19	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$387.79
Scotch Magic Invisible Tape Refill, 3/4" x 27.77 yds., 12/Pack (810K12) Item #: 376423   MFR Item #: 810K12   CIN #: 376423		20	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$435.40
Staples 3" x 5" Index Cards, Narrow Ruled, White, 100/Pack (TR50993) Item #: 296608   MFR Item #: ST50993CC   CIN #: 296608		13	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$9.23
Staples™ 4" x 6" Index Cards, Lined, White, 100/Pack (TR50985) Item #: 2622142   MFR Item #: ST50985CC   CIN #: 2622142		1	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$1.59
Staples® Index Cards, 3" x 5", White, 100 Cards/Pack (ST51008-CC) Item #: 517524   MFR Item #: ST51008CC   CIN #: 517524		10	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$8.20
Sharpie Permanent Markers, Fine Tip, Black, 12/Pack (1812419) Item #: 371792   MFR Item #: 1812419		6	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$54.12
BIC Xtra Comfort Round Stic Grip Ballpoint Pens, Medium Point, Black Ink, Dozen (13726/GSMG11) Item #: 382241   MFR Item #: 13726/GSMG11BK   CIN #: 382241		11	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$16.61
Post-it Notes, 3" x 3", Canary Collection, 100 Sheet/Pad, 12 Pads/Pack (654-12YW) Item #: 130005   MFR Item #: 65412YW   CIN #: 130005		7	250312	6008173225 8/7/2024	10.5.1130.410.0000.10.086	\$72.45



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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Sharpie Tank Highlighter, Chisel Tip, Assorted, 6/Pack (25786PP/25076) Item #: 224303   MFR Item #: 25786PP/25076   CIN #: 224303		2	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$7.22
Expo Dry Erase Markers, Chisel Tip, Assorted, 4/Pack (80174) Item #: 379465   MFR Item #: 80174   CIN #: 379465		3	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$10.32
Staples 30% Recycled File Folder, 1/5 Cut Tab, Letter Size, Manila, 100/Box (ST22937-CC) Item #: 116699   MFR Item #: ST22937CC   CIN #: 116699		1	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$22.69
Staples Masking Tape, 0.94" x 60 yds., Natural, 4/Pack (468413-CC) Item #: 468413   MFR Item #: 468413CC   CIN #: 468413		1	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$4.31
Staples Smooth Paper Clips, Jumbo, 100/Box (A7026600A) Item #: 525923   MFR Item #: A7026600A   CIN #: 525923		1	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$0.44
TRU RED™ Wooden Pencil, 2.2mm, #2 Medium Lead, Dozen (TR58555) Item #: 24424021   MFR Item #: TR58555   CIN #: 24424021		2	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$2.22
Ticonderoga The World's Best Pencil Wooden Pencil, 2.2mm, #2 Soft Lead, 96/Pack (13872/13882) Item #: 824797   MFR Item #: X13872X   CIN #: 824797		1	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$16.46
Scotch Permanent Double Sided Tape with Dispenser, 1/2" x 250", 3/Pack (3136) Item #: 649280   MFR Item #: 3136   CIN #: 649280		1	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$3.85
Staples Push Pins, Clear, 100/Pack (10540-CC) Item #: 224139   MFR Item #: ST10540/10540   CIN #: 224139		1	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$1.95

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Staples 3" x 5" Index Cards, Narrow Ruled, White, 100/Pack (TR50993) Item #: 296608   MFR Item #: ST50993CC   CIN #: 296608		1	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$0.71
BIC Round Stic Xtra-Life Ballpoint Pen, Medium Point, Black Ink, 60/Pack (GSM609-BLK) Item #: 442901   MFR Item #: GSM609BLK   CIN #: 442901		1	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$4.28
Post-it Notes, 1 3/8" x 1 7/8", Canary Collection, 100 Sheet/Pad, 24 Pads/Pack (65324VADB) Item #: 650745   MFR Item #: 65324VADB   CIN #: 650745		3	250319	6008173219 8/7/2024	10.5.1130.410.0000.10.086	\$26.58
Officemate Gem Paper Clips, #1, Silver, 100/Box (99911) Item #: 670720   MFR Item #: OIC99911		1	250319	6008173224 8/7/2024	10.5.1130.410.0000.10.086	\$1.53
Staples Premium Staples, 1/4" Leg Length, 5000/Box (TR58088) Item #: 24418180   MFR Item #: ST58088/TR58088		1	250319	6008173224 8/7/2024	10.5.1130.410.0000.10.086	\$4.09
Check #: 0						
PO/InvoiceTotal:						\$106.65
Check Group:						
Oxford Unruled Index Cards, 5 x 8, White, 100/Pack Item #: OXF50   MFR Item #: OXF50		2	250322	6008173207 8/7/2024	10.5.1130.410.0000.10.086	\$8.80
Post-it Notes, 1 3/8" x 1 7/8", Canary Collection, 100 Sheet/Pad, 24 Pads/Pack (65324VADB)		3	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$26.58
Sharpie Permanent Marker, Fine Tip, Black, Dozen (30001) Item #: 125328   MFR Item #: 30001   CIN #: 125328		2	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$16.56
BIC Round Stic Xtra-Life Ballpoint Pen, Medium Point, Black Ink, 60/Pack (GSM609-BLK) Item #: 442901   MFR Item #: GSM609BLK   CIN #: 442901		1	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$4.28

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Scotch Magic Invisible Tape with Dispenser, 3/4" x 8.33 yds. (105) Item #: 314989   MFR Item #: 105   CIN #: 314989		1	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$2.89
TRU RED™ Wooden Pencil, 2.2mm, #2 Medium Lead, Dozen (TR58555) Item #: 24424021   MFR Item #: TR58555   CIN #: 24424021		5	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$5.55
ACCO Economy #1 Paper Clips, Silver, 100/Box (A7072380) Item #: 075973   MFR Item #: 72380		2	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$3.78
Staples Smooth Paper Clips, Jumbo, 100/Box (A7026600A) Item #: 525923   MFR Item #: A7026600A   CIN #: 525923		2	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$0.88
Staples Masking Tape, 0.94" x 60 yds., Natural, 4/Pack (468413-CC) Item #: 468413   MFR Item #: 468413CC   CIN #: 468413		1	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$4.31
Expo Dry Erase Markers, Chisel Tip, Assorted, 4/Pack (80174) Item #: 379465   MFR Item #: 80174   CIN #: 379465		1	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$3.44
Sharpie Tank Highlighter, Chisel Tip, Assorted, 6/Pack (25786PP/25076) Item #: 224303   MFR Item #: 25786PP/25076   CIN #: 224303		1	250322	6008173218 8/7/2024	10.5.1130.410.0000.10.086	\$3.61
Staples Premium Staples, 1/4" Leg Length, 5000/Box (TR58088) Item #: 24418180   MFR Item #: ST58088/TR58088		1	250322	6008173223 8/7/2024	10.5.1130.410.0000.10.086	\$4.09
Check #: 0						
PO/InvoiceTotal:						\$84.77
Check Group:						
CREDIT MEMO FOR PRIOR PURCHASE ORDER NO 243711		1	250362	3565537613 8/7/2024	10.5.1130.410.0000.20.086	(\$13.94)

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
EXCLUSIVE SAVINGS		1	250362	6008173222 8/7/2024	10.5.1130.410.0000.20.086	(\$6.96)
STAPLES STANDARD, 1/4" LEG LENGTH, 5000/BOX		100	250362	6008173222 8/7/2024	10.5.1130.410.0000.20.086	\$232.00
STAPLES 0.75" BINDER CLIPS, SMALL, BLACK		10	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$17.60
SCOTCH DESKTOP TAPE DISPENSER, BLACK		5	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$11.90
TRU RED PRE-SHARPENED WOODEN PENCIL, #2 MEDIUM		10	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$57.30
EXPO DRY ERASE MARKERS, CHISEL TIP, ASSORTED, 4/PACK		100	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$344.00
BIC ROUND STIC XTRA-LIFE BALLPOINT PEN, BLACK INK		100	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$99.00
BIC ROUND STIC XTRA-LIFE BALLPOINT PEN, BLUE		100	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$132.00
STAPLES SMOOTH PAPER CLIPS, SILVER, 100/BOX		50	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$113.00
BANKERS BOX STORAGE/FILE MEDIUM DUTY FILE STORAGE BOXES, STRING & BUTTON		1	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$78.60
STAPLES SMOOTH 2-POCKET PAPER FOLDER WITH FASTERNERS, RED, 25/BX		4	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$96.60
STAPLES 2" 3-RING BINDER, WHITE, 12/ PACK		2	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$155.94
STAPLES 1" 3-RING NON-VIEW BINDER, RED		2	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$12.08
EXPO BLOCK ERASER		100	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	\$175.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
EXCLUSIVE SAVINGS		1	250362	6008173227 8/7/2024	10.5.1130.410.0000.20.086	(\$38.80)
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,465.32</u>
						Vendor Total: <u>\$3,866.66</u>
STERLING HIGH SCHOOL						
Check Group:						
1.20.25 BOYS BASKETBALL VAR MLK CLASSIC		1	250453	1-20-25 B BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$100.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$100.00</u>
						Vendor Total: <u>\$100.00</u>
T-MOBILE						
Check Group:						
HOTSPOTS - MONTHLY BILL		1	250079	140868 JULY 2024 8/6/2024	10.5.2220.340.0000.60.096	\$220.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$220.00</u>
Check Group: 1						
Cell phone charges for the 24/25 school year		1	250080	135593 JULY 2024 8/6/2024	20.5.2549.340.0000.60.000	\$5,531.29
					Check #: 0	
						PO/InvoiceTotal: <u>\$5,531.29</u>
						Vendor Total: <u>\$5,751.29</u>
T.F. NORTH HIGH SCHOOL	6968					
Check Group:						
11.21.24 GIRLS BASKETBALL FRESH TOURNAMENT		1	250442	11-21-24 BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$250.00

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
11.23.24 BOYS BOWLING JV & VARSITY INVITE		1	250442	11-23-24 B BOWLING 8/6/2024	10.5.1500.640.0000.20.059	\$350.00
Check #: 0						
PO/InvoiceTotal:						\$600.00
Vendor Total:						\$600.00
TEXTBOOK WAREHOUSE, LLC						
Check Group:						
CULTISH: THE LANGUAGE OF FANATICISM		52	250270	SI0998201 8/7/2024	10.5.1130.420.4300.60.100	\$941.20
Check #: 0						
PO/InvoiceTotal:						\$941.20
Vendor Total:						\$941.20
THOMSON REUTERS						
Check Group:						
ONLINE/SOFTWARE SUBSCRIPTION CHARGES JULY- JUNE		1	250089	850611863 8/5/2024	10.5.2369.310.0000.60.073	\$1,033.32
Check #: 0						
PO/InvoiceTotal:						\$1,033.32
Vendor Total:						\$1,033.32
THORNTON TOWNSHIP HIGH SCHOOL						
Check Group:						
11.18.24 GIRLS BASKETBALL JV TOURNAMENT	2695					
		1	250445	11-18-24 BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$300.00
Check #: 0						
PO/InvoiceTotal:						\$300.00
Vendor Total:						\$300.00
TINLEY PARK HIGH SCHOOL DIST. #228						
Check Group:						
	4027					

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
12.14.24 BOYS BOWLING JV & VARSITY HOLIDAY INVITE		1	250440	12-14-24 BOWLING TFS 8/6/2024	10.5.1500.640.0000.20.059	\$450.00
12.21.24 BOYS WRESLTING JV INVITE		1	250440	12-21-24 B WRESTLING 8/6/2024	10.5.1500.640.0000.20.059	\$450.00
2.8.25 BOYS BASKETBALL FRESH INVITE		1	250440	2-8-25 B BASKETBALL 8/6/2024	10.5.1500.640.0000.20.059	\$425.00
Check #: 0						
PO/InvoiceTotal:						\$1,325.00
Vendor Total:						\$1,325.00
TRADEMARK PERFORMANCE CORPORATION						
Check Group:						
TF SOUTH - ATHLETIC TRAINING SERVICE FY 2024-2025		1	250147	179  7/31/2024	10.5.1500.310.0000.20.059	\$1,960.88
TF NORTH - ATHLETIC TRAINING SERVICE FY 2024-2025		1	250147	179  7/31/2024	10.5.1500.310.0000.10.059	\$2,075.00
Check #: 0						
PO/InvoiceTotal:						\$4,035.88
Vendor Total:						\$4,035.88
TRUGREEN	5250					
Check Group:						
TFS NON SELECTIVE WEED CONTROL		1	250043	196939814 7/30/2024	20.5.2543.323.0000.20.000	\$936.99
Check #: 0						
PO/InvoiceTotal:						\$936.99
Vendor Total:						\$936.99
TURNITIN, LLC						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
TURNITIN FEEDBACK STUDIO: ORIGINALITY CHECKING AND FEEDBACK - START DATE: 7/31/2024 - END DATE: 7/30/2025		1	250142	IN-TII-44106  8/5/2024	10.5.1130.310.4300.60.000	\$11,034.14
				Check #: 0		
					PO/InvoiceTotal:	\$11,034.14
					Vendor Total:	\$11,034.14
VANDERWEIDE'S GLASS & MIRROR	46					
Check Group:						
INVOICE # 7412 REMOVE A THIRD DAMAGED OR BROKEN PLATE GLASS FROM A METAL SASH WINDOW.THREE MEN NEEDED FOR REMOVAL AND INSTALLATION		1	250488	7412  8/7/2024	20.5.2542.323.0000.10.000	\$1,675.00
				Check #: 0		
					PO/InvoiceTotal:	\$1,675.00
					Vendor Total:	\$1,675.00
VILLAGE OF LANSING	55					
Check Group:						
INVOICE # ELEV-24-43 ELEVATOR INSPECTION PASS		1	250480	ELEV-24-43 8/7/2024	20.5.2542.323.0000.40.000	\$60.00
INVOICE # ELEV-24-44 ELEVATOR PRESSURE TEST PASS		1	250480	ELEV-24-44 8/7/2024	20.5.2542.323.0000.40.000	\$200.00
				Check #: 0		
					PO/InvoiceTotal:	\$260.00
					Vendor Total:	\$260.00
WEX BANK						
Check Group:						
TFN ATHLETICS TRAVEL GAS PURCHASES ATHLETICS 7/1/24 - 6/30/25		1	250087	98830895 8/6/2024	10.5.1130.331.0000.10.086	\$180.59

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CREDIT - REBATE		1	250087	98830895 8/6/2024	10.5.1130.331.0000.10.086	(\$6.52)
CREDIT - REBATE		1	250087	98830895 8/6/2024	10.5.1130.331.0000.20.086	(\$6.52)
TFS ATHLETICS TRAVEL GAS PURCHASES ATHLETICS 7/1/24 - 6/30/25		1	250087	98830895 8/6/2024	10.5.1130.331.0000.20.086	\$263.48
TFN DRIVERS ED - TFS GAS PURCHASES 7/1/24 - 6/30/25		1	250087	98830895 8/6/2024	10.5.1700.410.0000.10.021	\$96.57
CREDIT - REBATE		1	250087	98830895 8/6/2024	10.5.1700.410.0000.10.021	(\$6.52)
CREDIT - REBATE		1	250087	98830895 8/6/2024	10.5.1700.410.0000.20.021	(\$6.52)
TFS DRIVERS ED - TFS GAS PURCHASES 7/1/24 - 6/30/25		1	250087	98830895 8/6/2024	10.5.1700.410.0000.20.021	\$541.16
TFN MAINTENANCE GAS PURCHASES 7/1/24 - 6/30/25		1	250087	98830895 8/6/2024	20.5.2545.410.0000.10.000	\$284.63
CREDIT - REBATE		1	250087	98830895 8/6/2024	20.5.2545.410.0000.10.000	(\$6.53)
CREDIT - REBATE		1	250087	98830895 8/6/2024	20.5.2545.410.0000.20.000	(\$6.53)
TFS MAINTENANCE GAS PURCHASES 7/1/24 - 6/30/25		1	250087	98830895 8/6/2024	20.5.2545.410.0000.20.000	\$99.28
CAT MAINTENANCE GAS PURCHASES 7/1/24 - 6/30/25		1	250087	98830895 8/6/2024	20.5.2545.410.0000.30.000	\$94.72
CREDIT - REBATE		1	250087	98830895 8/6/2024	20.5.2545.410.0000.30.000	(\$6.53)

Check #: 0

PO/Invoice Total: \$1,514.76

Vendor Total: \$1,514.76

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1069

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
WHEATON WARRENVILLE SOUTH HIGH SCHOOL	6825					
Check Group:						
12.28.24 BOYS WRESTLING VAR INVITE		1	250456	12-28-24 B WRESTLING 8/6/2024	10.5.1500.640.0000.20.059	\$450.00
					Check #: 0	
					PO/InvoiceTotal:	\$450.00
					Vendor Total:	\$450.00
WITHAM SALES & SERVICE INC.	805					
Check Group:						
INVOICE # 527045052 DYED DIESEL #2 ULS		130.5	250427	527045052 8/1/2024	20.5.2543.410.0000.20.000	\$386.93
UST ENVIRONMENTAL FEE- DYED DIESEL		130.5	250427	527045052 8/1/2024	20.5.2543.410.0000.20.000	\$1.44
ILLINOIS STATE TAX DYED DSL-COOK COUNTY		130.5	250427	527045052 8/1/2024	20.5.2543.410.0000.20.000	\$7.83
					Check #: 0	
					PO/InvoiceTotal:	\$396.20
					Vendor Total:	\$396.20
XEROX FINANCIAL SERVICES						
Check Group:						
1ST YEAR OF LEASE FOR COPIERS (2024-2025)		1	250095	6067399 8/6/2024	30.5.5400.325.0000.00.000	\$5,541.74
UCC FILING FEE		1	250095	6067399 8/6/2024	30.5.5400.325.0000.00.000	\$75.00
ONE-TIME DOCUMENTATION FEE		1	250095	6067399 8/6/2024	30.5.5400.325.0000.00.000	\$125.00
					Check #: 0	
					PO/InvoiceTotal:	\$5,741.74
					Vendor Total:	\$5,741.74

**Thornton Fractional Township High School 215**

**Voucher Detail Listing**

Voucher Batch Number: 1069      08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Grand Total:						\$285,082.22

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1029

07/24/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>BMO P-CARD - BRIAN RUCINSKI</b>						
Check Group:						
bears mini helmet for incentive prizes at TFN		1	250109	BMO 6/20/2024 7/24/2024	01.5.1999.600.0000.11.375	\$74.88
<b>P-Card Payee:</b> THORNTON FRACTIONAL DISTRICT #215						
					Check #: 0	
					PO/InvoiceTotal:	\$74.88
					Vendor Total:	\$74.88
<b>BMO P-CARD - TF NORTH ACTIVITIES</b>						
Check Group:						
Marcus Orland Park		1	250341	BMO 6/20/2024 7/24/2024	01.5.1999.600.0000.11.331	\$602.55
<b>P-Card Payee:</b> THORNTON FRACTIONAL DISTRICT #215						
Speech Club		1	250341	BMO 6/20/2024 7/24/2024	01.5.1999.600.0000.11.386	\$801.83
<b>P-Card Payee:</b> THORNTON FRACTIONAL DISTRICT #215						
Music-Choir		1	250341	BMO 6/20/2024 7/24/2024	01.5.1999.600.0000.11.363	\$107.11
<b>P-Card Payee:</b> THORNTON FRACTIONAL DISTRICT #215						
					Check #: 0	
					PO/InvoiceTotal:	\$1,511.49
					Vendor Total:	\$1,511.49
<b>BMO P-CARD - TF NORTH ATHLETICS</b>						
Check Group:						
Lansing Chamber of Commerce		1	250148	BMO 6/20/2024 7/24/2024	01.5.1999.600.0000.11.306	\$520.30
<b>P-Card Payee:</b> THORNTON FRACTIONAL DISTRICT #215						
Dick's Sporting Goods		1	250148	BMO 6/20/2024 7/24/2024	01.5.1999.600.0000.11.306	\$72.98
<b>P-Card Payee:</b> THORNTON FRACTIONAL DISTRICT #215						
					Check #: 0	
					PO/InvoiceTotal:	\$593.28
					Vendor Total:	\$593.28
<b>HOMEWOOD-FLOSSMOOR PARK DISTRICT</b>						
Check Group:						

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1029

07/24/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
IOAC TEAM DEVELOPMENT GROUND COURSE NR-4 HOURS AT IRON OAKS ADVENTURE CENTER , FLOSSMOOR IL		1	250291	24587681  7/24/2024	01.5.1999.600.0000.11.423	\$325.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$325.00</u>
						Vendor Total: <u>\$325.00</u>
THE STEVENS GROUP LLC	2097					
Check Group:						
PURPLE T.F. NORTH ACTIVITY CHECK #4251-4750		1	250320	0220231- 7/24/2024	01.5.1999.600.0000.11.351	\$211.74
					Check #: 0	
						PO/InvoiceTotal: <u>\$211.74</u>
						Vendor Total: <u>\$211.74</u>
						Grand Total: <u>\$2,716.39</u>

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1054

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BESSE SHIRT LETTERING	5953					
Check Group:						
Crewneck Sweatshirt		5	250489	50758 8/7/2024	01.5.1999.600.0000.11.341	\$185.00
					Check #: 0	
					PO/InvoiceTotal:	\$185.00
					Vendor Total:	\$185.00
					Grand Total:	\$185.00

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1043

07/24/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
<b>BMO P-CARD - TF SOUTH ACTIVITIES</b>						
Check Group:						
6/11/24 SP BACKPACKS USA- CREDIT FOR DEFECTIVE BACKBACK PURCHASED IN NOVEMBER 2023		1	250179	BMO 6/20/2024	01.5.1999.600.0000.21.419	(\$101.50)
<b>P-Card Payee:</b>	THORNTON FRACTIONAL DISTRICT #215			7/24/2024		
				Check #: 0		
					PO/InvoiceTotal:	(\$101.50)
					Vendor Total:	(\$101.50)
<b>BMO P-CARD - TF SOUTH ATHLETICS</b>						
Check Group:						
5.28.24 ROSATIS PIZZA- ART CLUB END OF YEAR PARTY- 15 ATTENDEES		1	250132	BMO 6/20/2024	01.5.1999.600.0000.21.305	\$134.25
<b>P-Card Payee:</b>	THORNTON FRACTIONAL DISTRICT #215			7/24/2024		
5.28.24 SAM'S CLUB- FINAL EXAMS SUCCESS CARTS- 1600 STUDENTS		1	250132	BMO 6/20/2024	01.5.1999.600.0000.21.301	\$287.50
<b>P-Card Payee:</b>	THORNTON FRACTIONAL DISTRICT #215			7/24/2024		
6.5.24 THE ODYSSEY- PROM VENUE DEPOSIT		1	250132	BMO 6/20/2024	01.5.1999.600.0000.21.332	\$4,500.00
<b>P-Card Payee:</b>	THORNTON FRACTIONAL DISTRICT #215			7/24/2024		
				Check #: 0		
					PO/InvoiceTotal:	\$4,921.75
					Vendor Total:	\$4,921.75
<b>BMO P-CARD - TF SOUTH HIGH SCHOOL</b>						
Check Group:						
2ND SEMESTER DONUTS FOR STUDENTS OF THE MONTH		1	250218	BMO 6/20/2024	01.5.1999.600.0000.21.375	\$288.35
<b>P-Card Payee:</b>	THORNTON FRACTIONAL DISTRICT #215			7/24/2024		
FRESHMAN ORIENTATION T-SHIRT WINNER		1	250218	BMO 6/20/2024	01.5.1999.600.0000.21.385	\$25.00
<b>P-Card Payee:</b>	THORNTON FRACTIONAL DISTRICT #215			7/24/2024		
				Check #: 0		
					PO/InvoiceTotal:	\$313.35
					Vendor Total:	\$313.35

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1043

07/24/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BSN SPORTS	7359					
Check Group:						
Camp T-Shirts		1	250232	925853401 7/24/2024	01.5.1999.600.0000.21.316	\$886.00
				Check #: 0		
					PO/InvoiceTotal:	\$886.00
					Vendor Total:	\$886.00
LANSING SPORT SHOP, INC.	134					
Check Group:						
Football Camp Shirts and supplies		1	250262	2024 SUMMER CAMP 7/24/2024	01.5.1999.600.0000.21.346	\$1,250.00
				Check #: 0		
					PO/InvoiceTotal:	\$1,250.00
					Vendor Total:	\$1,250.00
SPIRIT PRODUCTS						
Check Group:						
Drama Camp Shirts		1	250266	39204 7/24/2024	01.5.1999.600.0000.21.341	\$286.65
				Check #: 0		
					PO/InvoiceTotal:	\$286.65
					Vendor Total:	\$286.65
THE STEVENS GROUP LLC	2097					
Check Group:						
RED. T.F. SOUTH ACTIVITY CHECKS #3496-3995		1	250295	0220231* 7/24/2024	01.5.1999.600.0000.21.351	\$211.73
				Check #: 0		
					PO/InvoiceTotal:	\$211.73
					Vendor Total:	\$211.73

**Thornton Fractional Township High School 215**

**Voucher Detail Listing**

Voucher Batch Number: 1043      07/24/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Grand Total:						\$7,767.98

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1055

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
LANSING SPORT SHOP, INC.	134					
Check Group:						
Wrestling Camp Shirts		1	250487	170435 8/7/2024	01.5.1999.600.0000.21.396	\$159.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$159.00</u>
						Vendor Total: <u>\$159.00</u>
TROPHYS ARE US, INC.	780					
Check Group:						
Rich Dust Invite Awards		1	250352	29407 8/7/2024	01.5.1999.600.0000.21.306	\$1,510.08
Crosstown Classic Awards		1	250352	29583 8/7/2024	01.5.1999.600.0000.21.306	\$265.34
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,775.42</u>
						Vendor Total: <u>\$1,775.42</u>
						Grand Total: <u>\$1,934.42</u>

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1028

07/24/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
HINCKLEY SPRINGS	4492					
Check Group:						
Monthly Invoice #13331621 062724		1	250264	13331621 062724 7/24/2024	01.5.1999.600.0000.31.303	\$158.38

Check #: 0

PO/InvoiceTotal:	\$158.38
Vendor Total:	\$158.38
Grand Total:	\$158.38

End of Report

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1056

08/08/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
HINCKLEY SPRINGS	4492					
Check Group:						
INV 13331621 072524 - July invoice		1	250430	13331621 072524 8/7/2024	01.5.1999.600.0000.31.303	\$77.44

Check #: 0

PO/InvoiceTotal:	\$77.44
Vendor Total:	\$77.44
Grand Total:	\$77.44

End of Report

**THORNTON FRACTIONAL TOWNSHIP  
HIGH SCHOOL DISTRICT 215  
CALUMET CITY, ILLINOIS**



**REPORT OF  
T.F. NORTH/T.F. CENTER ACTIVITY**

**JULY 31, 2024**

# Thornton Fractional Township High School 215

## Bank Reconciliation Report

Fiscal Year: 2024-2025

Bank Account: TF North Activities at AC  
Jacks 27164

Ending Date: 7/31/2024

Cash Account: ??1.0110.000.0000.11.000

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<b>Beginning Balance Per Bank:</b>	<b>\$182,823.31</b>
Less Checks Cleared This Period:	-\$7,803.55
Less Other Disbursements Cleared This Period:	\$0.00
Plus Deposits Cleared This Period:	\$4,536.86
Plus Other Receipts Cleared This Period:	\$0.00
Adjustments This Period:	\$0.00
<b>Computed Ending Bank Statement Balance:</b>	<b>\$179,556.62</b>
Less Outstanding Checks:	\$695.12
Less Outstanding Other Disbursements:	\$0.00
Plus Outstanding Deposits	\$0.00
Plus Outstanding Other Receipts	\$0.00
<b>Reconciled Bank Balance:</b>	<b>\$178,861.50</b>
<b>Beginning General Ledger Balance:</b>	<b>\$177,199.41</b>
Transactions Through Ending Date:	\$1,662.09
<b>Ending Balance Per General Ledger:</b>	<b>\$178,861.50</b>
<b>Variance:</b>	<b>\$0.00</b>

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End of Report

**Thornton Fractional Township High School 215**

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**Bank Statement Edit Listing**

Fiscal Year: 2024-2025

Bank Account: TF North Activities at AC  
                  Jacks 27164

Ending Date: 7/31/2024

Cash Account: ??1.0110.000.0000.11.000

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**Check Transactions:**

Check Number	Check Date	Payee	Check Amount	Cleared Amount	Variance	Clear Date
4147	06/12/2024	JUNIOR RAPTORS	\$275.00	\$275.00	\$0.00	07/31/2024
4150	06/26/2024	VARSITY YEARBOOK	\$5,348.90	\$5,348.90	\$0.00	07/31/2024
4154	07/24/2024	THORNTON FRACTIONAL DISTRICT #215	\$2,179.65	\$2,179.65	\$0.00	07/31/2024
<b>Total Checks:</b>			3	\$7,803.55	\$7,803.55	\$0.00

---

**Deposit Transactions:**

Deposit Number	Deposit Date	Memo	Deposit Amount	Cleared Amount	Variance	Clear Date
1595	07/29/2024	TFN ACTIVITY DEPOSIT - 7/29/2024	\$4,536.86	\$4,536.86	\$0.00	07/31/2024
<b>Total Deposits:</b>			1	\$4,536.86	\$4,536.86	\$0.00

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**Other Receipts:**

Transaction Date	Description	Amount
<b>Total</b>		0
		\$0.00

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**Adjustment Transactions:**

Adjustment Date	Description	Adjustment Amount
<b>Total</b>		0
		\$0.00

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**Other Disbursement Transactions:**

Transaction Date	Description	Amount
<b>Total</b>		0
		\$0.00

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**Thornton Fractional Township High School 215**

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**Bank Statement Edit Listing**

Fiscal Year: 2024-2025

**Bank Account:** TF North Activities at AC  
Jacks 27164

**Ending Date:** 7/31/2024

**Cash Account:** ?? .1.0110.000.0000.11.000

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**Bank Statement Summary**

<b>Beginning Balance Per Bank:</b>	<b>\$182,823.31</b>
Less Checks:	-\$7,803.55
Less Other Disbursements:	\$0.00
Plus Deposits:	\$4,536.86
Plus Other Receipts:	\$0.00
Total Adjustments:	\$0.00
<b>Ending Balance Per Statement:</b>	<b>\$179,556.62</b>
<b>Ending Balance Per Bank:</b>	<b>\$179,556.62</b>
<b>Variance:</b>	<b>\$0.00</b>

End of Report

# Thornton Fractional Township High School 215

## Outstanding Check Listing

Fiscal Year: 2024-2025

**Criteria:**

**Bank Account:** TF North Activities at AC Jacks 27164

**From Date:**

**To Date:** 7/31/2024

**From Check:**

**To Check:**

**From Voucher:**

**To Voucher:**

**Bank:** TF North Activities at AC Jacks

**Account:** 27164

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
4151	07/24/2024	HINCKLEY SPRINGS	\$158.38	1028	Printed	Expense	<input type="checkbox"/>		
4152	07/24/2024	HOMEWOOD-FLOSSMOOR PARK DISTRICT	\$325.00	1029	Printed	Expense	<input type="checkbox"/>		
4153	07/24/2024	THE STEVENS GROUP LLC	\$211.74	1029	Printed	Expense	<input type="checkbox"/>		
Total Checks for Bank:		3	Total Amount:			\$695.12			

**End of Report**

# Thornton Fractional Township High School 215

## Bank Reconciliation Report

Fiscal Year: 2024-2025

Bank Account: TF NORTH ACTIVITIES AC  
JAACKS SAVINGS 2716

Ending Date: 7/31/2024

Cash Account: ??1.0110.000.0000.12.000

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<b>Beginning Balance Per Bank:</b>	<b>\$20.00</b>
Less Checks Cleared This Period:	\$0.00
Less Other Disbursements Cleared This Period:	\$0.00
Plus Deposits Cleared This Period:	\$0.00
Plus Other Receipts Cleared This Period:	\$0.00
Adjustments This Period:	\$0.00
<b>Computed Ending Bank Statement Balance:</b>	<b>\$20.00</b>
Less Outstanding Checks:	\$0.00
Less Outstanding Other Disbursements:	\$0.00
Plus Outstanding Deposits	\$0.00
Plus Outstanding Other Receipts	\$0.00
<b>Reconciled Bank Balance:</b>	<b>\$20.00</b>
<b>Beginning General Ledger Balance:</b>	<b>\$20.00</b>
Transactions Through Ending Date:	\$0.00
<b>Ending Balance Per General Ledger:</b>	<b>\$20.00</b>
<b>Variance:</b>	<b>\$0.00</b>

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End of Report

# Thornton Fractional Township High School 215

## TF North - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.3.0000.000.0000.11.301	Activity Office	\$0.00	\$0.00	(\$2,170.01)	\$2,170.01	\$0.00	\$2,170.01	0.00%
	PROGRAM: Activity Office - 301	\$0.00	\$0.00	(\$2,170.01)	\$2,170.01	\$0.00	\$2,170.01	0.00%
01.3.0000.000.0000.11.303	Pop Machine Acct	\$0.00	\$0.00	(\$1,322.43)	\$1,322.43	\$0.00	\$1,322.43	0.00%
	PROGRAM: Admin Center Pop - 303	\$0.00	\$0.00	(\$1,322.43)	\$1,322.43	\$0.00	\$1,322.43	0.00%
01.3.0000.000.0000.11.306	Athletics	\$0.00	\$0.00	(\$21,245.09)	\$21,245.09	\$0.00	\$21,245.09	0.00%
01.4.0000.000.1799.11.306	Athletics	\$0.00	(\$250.00)	(\$250.00)	\$250.00	\$0.00	\$250.00	0.00%
01.5.1999.600.0000.11.306	Athletics	\$0.00	\$593.28	\$593.28	(\$593.28)	\$0.00	(\$593.28)	0.00%
	PROGRAM: Athletics Invitational - 306	\$0.00	\$343.28	(\$20,901.81)	\$20,901.81	\$0.00	\$20,901.81	0.00%
01.3.0000.000.0000.11.309	Band	\$0.00	\$0.00	(\$263.80)	\$263.80	\$0.00	\$263.80	0.00%
	PROGRAM: Band - 309	\$0.00	\$0.00	(\$263.80)	\$263.80	\$0.00	\$263.80	0.00%
01.4.0000.000.1799.11.313	Band Camp - Marching	\$0.00	(\$693.91)	(\$693.91)	\$693.91	\$0.00	\$693.91	0.00%
	PROGRAM: Band Camp - Marching - 313	\$0.00	(\$693.91)	(\$693.91)	\$693.91	\$0.00	\$693.91	0.00%
01.4.0000.000.1799.11.314	Baseball Camp	\$0.00	(\$104.09)	(\$104.09)	\$104.09	\$0.00	\$104.09	0.00%
01.5.1999.600.0000.11.314	Baseball Camp	\$0.00	\$0.00	\$0.00	\$0.00	\$115.00	(\$115.00)	0.00%
	PROGRAM: Baseball Camp - 314	\$0.00	(\$104.09)	(\$104.09)	\$104.09	\$115.00	(\$10.91)	0.00%
01.4.0000.000.1799.11.316	Basketball Camp - Boys	\$0.00	(\$346.95)	(\$346.95)	\$346.95	\$0.00	\$346.95	0.00%
	PROGRAM: Basketball Camp - Boys - 316	\$0.00	(\$346.95)	(\$346.95)	\$346.95	\$0.00	\$346.95	0.00%
01.4.0000.000.1799.11.317	Basketball Camp - Girls	\$0.00	(\$146.48)	(\$146.48)	\$146.48	\$0.00	\$146.48	0.00%
01.5.1999.600.0000.11.317	Basketball Camp - Girls	\$0.00	\$0.00	\$0.00	\$0.00	\$141.00	(\$141.00)	0.00%
	PROGRAM: Basketball Camp - Girls - 317	\$0.00	(\$146.48)	(\$146.48)	\$146.48	\$141.00	\$5.48	0.00%
01.4.0000.000.1799.11.325	Cheerleading Camp	\$0.00	(\$57.83)	(\$57.83)	\$57.83	\$0.00	\$57.83	0.00%
01.5.1999.600.0000.11.325	Cheerleading Camp	\$0.00	\$0.00	\$0.00	\$0.00	\$64.25	(\$64.25)	0.00%
	PROGRAM: Cheerleading Camp - 325	\$0.00	(\$57.83)	(\$57.83)	\$57.83	\$64.25	(\$6.42)	0.00%
01.3.0000.000.0000.11.326	Chess	\$0.00	\$0.00	(\$871.57)	\$871.57	\$0.00	\$871.57	0.00%
	PROGRAM: Chess Club - 326	\$0.00	\$0.00	(\$871.57)	\$871.57	\$0.00	\$871.57	0.00%
01.3.0000.000.0000.11.327	Chronoscope	\$0.00	\$0.00	(\$6,120.66)	\$6,120.66	\$0.00	\$6,120.66	0.00%
	PROGRAM: Chronoscope/Postscript - 327	\$0.00	\$0.00	(\$6,120.66)	\$6,120.66	\$0.00	\$6,120.66	0.00%
01.3.0000.000.0000.11.331	Class of 2024	\$0.00	\$0.00	(\$2,645.08)	\$2,645.08	\$0.00	\$2,645.08	0.00%
01.5.1999.600.0000.11.331	Class of 2024	\$0.00	\$602.55	\$602.55	(\$602.55)	\$0.00	(\$602.55)	0.00%
	PROGRAM: Class of 2024 - 331	\$0.00	\$602.55	(\$2,042.53)	\$2,042.53	\$0.00	\$2,042.53	0.00%
01.3.0000.000.0000.11.332	Class of 2025	\$0.00	\$0.00	(\$5,144.35)	\$5,144.35	\$0.00	\$5,144.35	0.00%
	PROGRAM: Class of 2025 - 332	\$0.00	\$0.00	(\$5,144.35)	\$5,144.35	\$0.00	\$5,144.35	0.00%
01.3.0000.000.0000.11.333	Class of 2026	\$0.00	\$0.00	(\$538.54)	\$538.54	\$0.00	\$538.54	0.00%
	PROGRAM: Class of 2026 - 333	\$0.00	\$0.00	(\$538.54)	\$538.54	\$0.00	\$538.54	0.00%
01.3.0000.000.0000.11.338	Cultural Diversity Club	\$0.00	\$0.00	(\$140.00)	\$140.00	\$0.00	\$140.00	0.00%
	PROGRAM: Cultural Diversity Exploration - 338	\$0.00	\$0.00	(\$140.00)	\$140.00	\$0.00	\$140.00	0.00%
01.3.0000.000.0000.11.339	Distributive Ed	\$0.00	\$0.00	(\$250.38)	\$250.38	\$0.00	\$250.38	0.00%

# Thornton Fractional Township High School 215

## TF North - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	PROGRAM: Distributive Ed - 339	\$0.00	\$0.00	(\$250.38)	\$250.38	\$0.00	\$250.38	0.00%
01.3.0000.000.0000.11.340	Drama	\$0.00	\$0.00	(\$483.62)	\$483.62	\$0.00	\$483.62	0.00%
01.5.1999.600.0000.11.340	Drama	\$0.00	\$0.00	\$0.00	\$0.00	\$175.72	(\$175.72)	0.00%
	PROGRAM: Drama - 340	\$0.00	\$0.00	(\$483.62)	\$483.62	\$175.72	\$307.90	0.00%
01.4.0000.000.1799.11.341	Drama Camp	\$0.00	(\$185.05)	(\$185.05)	\$185.05	\$0.00	\$185.05	0.00%
	PROGRAM: Drama Camp - 341	\$0.00	(\$185.05)	(\$185.05)	\$185.05	\$0.00	\$185.05	0.00%
01.3.0000.000.0000.11.342	Diversified Occupations	\$0.00	\$0.00	(\$212.26)	\$212.26	\$0.00	\$212.26	0.00%
	PROGRAM: Dvrsfd Occupations - 342	\$0.00	\$0.00	(\$212.26)	\$212.26	\$0.00	\$212.26	0.00%
01.3.0000.000.0000.11.343	Environmental Club	\$0.00	\$0.00	(\$390.70)	\$390.70	\$0.00	\$390.70	0.00%
	PROGRAM: Environmental Club - 343	\$0.00	\$0.00	(\$390.70)	\$390.70	\$0.00	\$390.70	0.00%
01.3.0000.000.0000.11.345	Flower Fund	\$0.00	\$0.00	(\$36.14)	\$36.14	\$0.00	\$36.14	0.00%
	PROGRAM: Flower Fund - 345	\$0.00	\$0.00	(\$36.14)	\$36.14	\$0.00	\$36.14	0.00%
01.4.0000.000.1799.11.346	Football Camp	\$0.00	(\$851.87)	(\$851.87)	\$851.87	\$0.00	\$851.87	0.00%
	PROGRAM: Football Camp - 346	\$0.00	(\$851.87)	(\$851.87)	\$851.87	\$0.00	\$851.87	0.00%
01.3.0000.000.0000.11.349	History Club	\$0.00	\$0.00	(\$705.97)	\$705.97	\$0.00	\$705.97	0.00%
	PROGRAM: History Club - 349	\$0.00	\$0.00	(\$705.97)	\$705.97	\$0.00	\$705.97	0.00%
01.3.0000.000.0000.11.351	Interest	\$0.00	\$0.00	(\$8,104.55)	\$8,104.55	\$0.00	\$8,104.55	0.00%
01.5.1999.600.0000.11.351	Interest	\$0.00	\$211.74	\$211.74	(\$211.74)	\$0.00	(\$211.74)	0.00%
	PROGRAM: Interest Account - 351	\$0.00	\$211.74	(\$7,892.81)	\$7,892.81	\$0.00	\$7,892.81	0.00%
01.3.0000.000.0000.11.357	Literary Magazine	\$0.00	\$0.00	(\$365.06)	\$365.06	\$0.00	\$365.06	0.00%
	PROGRAM: Literary Magazine - 357	\$0.00	\$0.00	(\$365.06)	\$365.06	\$0.00	\$365.06	0.00%
01.3.0000.000.0000.11.359	Mathletes	\$0.00	\$0.00	(\$374.37)	\$374.37	\$0.00	\$374.37	0.00%
	PROGRAM: Mathletes - 359	\$0.00	\$0.00	(\$374.37)	\$374.37	\$0.00	\$374.37	0.00%
01.3.0000.000.0000.11.360	Meteor Broadcasting	\$0.00	\$0.00	(\$885.04)	\$885.04	\$0.00	\$885.04	0.00%
	PROGRAM: Meteor Brdcstng - 360	\$0.00	\$0.00	(\$885.04)	\$885.04	\$0.00	\$885.04	0.00%
01.3.0000.000.0000.11.362	Monogram Club	\$0.00	\$0.00	(\$4,551.24)	\$4,551.24	\$0.00	\$4,551.24	0.00%
	PROGRAM: Monogram Club - 362	\$0.00	\$0.00	(\$4,551.24)	\$4,551.24	\$0.00	\$4,551.24	0.00%
01.3.0000.000.0000.11.363	Music-Choir	\$0.00	\$0.00	(\$3,072.14)	\$3,072.14	\$0.00	\$3,072.14	0.00%
01.4.0000.000.1799.11.363	Music-Choir	\$0.00	(\$15.00)	(\$15.00)	\$15.00	\$0.00	\$15.00	0.00%
01.5.1999.600.0000.11.363	Music-Choir	\$0.00	\$107.11	\$107.11	(\$107.11)	\$0.00	(\$107.11)	0.00%
	PROGRAM: Music-Choir - 363	\$0.00	\$92.11	(\$2,980.03)	\$2,980.03	\$0.00	\$2,980.03	0.00%
01.3.0000.000.0000.11.364	National Honor Society	\$0.00	\$0.00	(\$2,568.71)	\$2,568.71	\$0.00	\$2,568.71	0.00%
	PROGRAM: Natl Honor Society - 364	\$0.00	\$0.00	(\$2,568.71)	\$2,568.71	\$0.00	\$2,568.71	0.00%
01.3.0000.000.0000.11.365	Needy Student	\$0.00	\$0.00	(\$1,840.15)	\$1,840.15	\$0.00	\$1,840.15	0.00%
	PROGRAM: Needy Student Fund - 365	\$0.00	\$0.00	(\$1,840.15)	\$1,840.15	\$0.00	\$1,840.15	0.00%
01.3.0000.000.0000.11.371	Physical Ed Rental	\$0.00	\$0.00	(\$675.96)	\$675.96	\$0.00	\$675.96	0.00%

# Thornton Fractional Township High School 215

## TF North - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	PROGRAM: PE Rental - 371	\$0.00	\$0.00	(\$675.96)	\$675.96	\$0.00	\$675.96	0.00%
01.3.0000.000.0000.11.373	Pom Pom	\$0.00	\$0.00	(\$775.00)	\$775.00	\$0.00	\$775.00	0.00%
	PROGRAM: Pom Pom - 373	\$0.00	\$0.00	(\$775.00)	\$775.00	\$0.00	\$775.00	0.00%
01.3.0000.000.0000.11.374	Powerlifting Club	\$0.00	\$0.00	(\$603.00)	\$603.00	\$0.00	\$603.00	0.00%
	PROGRAM: Powerlifting Club - 374	\$0.00	\$0.00	(\$603.00)	\$603.00	\$0.00	\$603.00	0.00%
01.3.0000.000.0000.11.375	Principal Leadership	\$0.00	\$0.00	(\$8,779.30)	\$8,779.30	\$0.00	\$8,779.30	0.00%
01.5.1999.600.0000.11.375	Principal Leadership	\$0.00	\$74.88	\$74.88	(\$74.88)	\$0.00	(\$74.88)	0.00%
	PROGRAM: Principal Leadership - 375	\$0.00	\$74.88	(\$8,704.42)	\$8,704.42	\$0.00	\$8,704.42	0.00%
01.3.0000.000.0000.11.379	Scholastic Bowl	\$0.00	\$0.00	(\$378.12)	\$378.12	\$0.00	\$378.12	0.00%
	PROGRAM: Scholastic Bowl - 379	\$0.00	\$0.00	(\$378.12)	\$378.12	\$0.00	\$378.12	0.00%
01.4.0000.000.1799.11.381	Soccer Camp - Boys	\$0.00	(\$578.26)	(\$578.26)	\$578.26	\$0.00	\$578.26	0.00%
	PROGRAM: Soccer Camp - 381	\$0.00	(\$578.26)	(\$578.26)	\$578.26	\$0.00	\$578.26	0.00%
01.4.0000.000.1799.11.382	Soccer Camp - Girls	\$0.00	(\$242.87)	(\$242.87)	\$242.87	\$0.00	\$242.87	0.00%
	PROGRAM: Social Studies Act - 382	\$0.00	(\$242.87)	(\$242.87)	\$242.87	\$0.00	\$242.87	0.00%
01.3.0000.000.0000.11.384	Special Ed	\$0.00	\$0.00	(\$88.95)	\$88.95	\$0.00	\$88.95	0.00%
	PROGRAM: Spec Ed - 384	\$0.00	\$0.00	(\$88.95)	\$88.95	\$0.00	\$88.95	0.00%
01.3.0000.000.0000.11.386	Speech Club	\$0.00	\$0.00	(\$2,952.01)	\$2,952.01	\$0.00	\$2,952.01	0.00%
01.5.1999.600.0000.11.386	Speech Club	\$0.00	\$801.83	\$801.83	(\$801.83)	\$0.00	(\$801.83)	0.00%
	PROGRAM: Speech Club - 386	\$0.00	\$801.83	(\$2,150.18)	\$2,150.18	\$0.00	\$2,150.18	0.00%
01.3.0000.000.0000.11.387	Student Council	\$0.00	\$0.00	(\$7,990.58)	\$7,990.58	\$0.00	\$7,990.58	0.00%
	PROGRAM: Student Council Senate - 387	\$0.00	\$0.00	(\$7,990.58)	\$7,990.58	\$0.00	\$7,990.58	0.00%
01.4.0000.000.1799.11.388	Tennis Camp	\$0.00	(\$46.27)	(\$46.27)	\$46.27	\$0.00	\$46.27	0.00%
	PROGRAM: Tennis Camp - 388	\$0.00	(\$46.27)	(\$46.27)	\$46.27	\$0.00	\$46.27	0.00%
01.3.0000.000.0000.11.392	Visual Arts Club	\$0.00	\$0.00	(\$1,145.31)	\$1,145.31	\$0.00	\$1,145.31	0.00%
	PROGRAM: Visual Arts Club - 392	\$0.00	\$0.00	(\$1,145.31)	\$1,145.31	\$0.00	\$1,145.31	0.00%
01.4.0000.000.1799.11.393	Volleyball Camp	\$0.00	(\$601.39)	(\$601.39)	\$601.39	\$0.00	\$601.39	0.00%
01.5.1999.600.0000.11.393	Volleyball Camp	\$0.00	\$0.00	\$0.00	\$0.00	\$264.72	(\$264.72)	0.00%
	PROGRAM: Volleyball Camp - 393	\$0.00	(\$601.39)	(\$601.39)	\$601.39	\$264.72	\$336.67	0.00%
01.3.0000.000.0000.11.397	Scholarship-Mem Fund-M Jurek	\$0.00	\$0.00	(\$389.98)	\$389.98	\$0.00	\$389.98	0.00%
	PROGRAM: Scholarship-Mem Fund-M Jurek - 397	\$0.00	\$0.00	(\$389.98)	\$389.98	\$0.00	\$389.98	0.00%
01.4.0000.000.1799.11.404	TRACK/FIELD CAMP	\$0.00	(\$196.61)	(\$196.61)	\$196.61	\$0.00	\$196.61	0.00%
01.5.1999.600.0000.11.404	TRACK/FIELD CAMP	\$0.00	\$0.00	\$0.00	\$0.00	\$218.40	(\$218.40)	0.00%
	PROGRAM: Track & Field Camp - 404	\$0.00	(\$196.61)	(\$196.61)	\$196.61	\$218.40	(\$21.79)	0.00%
01.3.0000.000.0000.11.408	Student Action Team	\$0.00	\$0.00	(\$789.73)	\$789.73	\$0.00	\$789.73	0.00%
	PROGRAM: Student Action Team - 408	\$0.00	\$0.00	(\$789.73)	\$789.73	\$0.00	\$789.73	0.00%
01.3.0000.000.0000.11.409	STARS Girls Club	\$0.00	\$0.00	(\$31.37)	\$31.37	\$0.00	\$31.37	0.00%

# Thornton Fractional Township High School 215

## TF North - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
	PROGRAM: STARS Girls Club - 409	\$0.00	\$0.00	(\$31.37)	\$31.37	\$0.00	\$31.37	0.00%
01.3.0000.000.0000.11.412	Connections	\$0.00	\$0.00	(\$1,730.82)	\$1,730.82	\$0.00	\$1,730.82	0.00%
	PROGRAM: French Immersion Club-S/Connections-N - 412	\$0.00	\$0.00	(\$1,730.82)	\$1,730.82	\$0.00	\$1,730.82	0.00%
01.3.0000.000.0000.11.413	Brother to Brother	\$0.00	\$0.00	(\$184.75)	\$184.75	\$0.00	\$184.75	0.00%
	PROGRAM: Latin Dance Crew-S/Brother to Brother-N - 413	\$0.00	\$0.00	(\$184.75)	\$184.75	\$0.00	\$184.75	0.00%
01.3.0000.000.0000.11.414	Dreamers Club	\$0.00	\$0.00	(\$3,837.76)	\$3,837.76	\$0.00	\$3,837.76	0.00%
	PROGRAM: Dreamers Club - 414	\$0.00	\$0.00	(\$3,837.76)	\$3,837.76	\$0.00	\$3,837.76	0.00%
01.3.0000.000.0000.11.416	Equity & Leadership Club	\$0.00	\$0.00	(\$82.00)	\$82.00	\$0.00	\$82.00	0.00%
	PROGRAM: Equity & Leadership Club - 416	\$0.00	\$0.00	(\$82.00)	\$82.00	\$0.00	\$82.00	0.00%
01.3.0000.000.0000.11.418	Endurance 24 Scholarship	\$0.00	\$0.00	(\$19,895.92)	\$19,895.92	\$0.00	\$19,895.92	0.00%
	PROGRAM: Endurance 24 Scholarship - 418	\$0.00	\$0.00	(\$19,895.92)	\$19,895.92	\$0.00	\$19,895.92	0.00%
01.3.0000.000.0000.11.419	Senior Signing Day Fund Balanc	\$0.00	\$0.00	(\$209.73)	\$209.73	\$0.00	\$209.73	0.00%
	PROGRAM: Undesignated - 419	\$0.00	\$0.00	(\$209.73)	\$209.73	\$0.00	\$209.73	0.00%
01.3.0000.000.0000.11.421	E-Sports	\$0.00	\$0.00	(\$1,216.84)	\$1,216.84	\$0.00	\$1,216.84	0.00%
	PROGRAM: E-Sports - 421	\$0.00	\$0.00	(\$1,216.84)	\$1,216.84	\$0.00	\$1,216.84	0.00%
01.3.0000.000.0000.11.422	P.R.I.D.E	\$0.00	\$0.00	(\$335.75)	\$335.75	\$0.00	\$335.75	0.00%
	PROGRAM: P.R.I.D.E - 422	\$0.00	\$0.00	(\$335.75)	\$335.75	\$0.00	\$335.75	0.00%
01.3.0000.000.0000.11.423	Heroes in the Classroom	\$0.00	\$0.00	(\$18,644.66)	\$18,644.66	\$0.00	\$18,644.66	0.00%
01.5.1999.600.0000.11.423	Heroes in the Classroom	\$0.00	\$325.00	\$325.00	(\$325.00)	\$0.00	(\$325.00)	0.00%
	PROGRAM: Heroes in the Classroom - 423	\$0.00	\$325.00	(\$18,319.66)	\$18,319.66	\$0.00	\$18,319.66	0.00%
01.3.0000.000.0000.11.427	Culture and Climate	\$0.00	\$0.00	(\$950.00)	\$950.00	\$0.00	\$950.00	0.00%
	PROGRAM: Culture and Climate - 427	\$0.00	\$0.00	(\$950.00)	\$950.00	\$0.00	\$950.00	0.00%
<b>Grand Total:</b>		\$0.00	(\$1,600.19)	(\$137,589.59)	\$137,589.59	\$979.09	\$136,610.50	0.00%

**End of Report**

# Thornton Fractional Township High School 215

## TF Center - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.3.0000.000.0000.31.303	Pop Machine Acct	\$0.00	\$0.00	(\$261.59)	\$261.59	\$0.00	\$261.59	0.00%
01.4.0000.000.1799.31.303	Pop Machine Acct	\$0.00	(\$54.68)	(\$54.68)	\$54.68	\$0.00	\$54.68	0.00%
01.5.1999.600.0000.31.303	Pop Machine Acct	\$0.00	\$158.38	\$158.38	(\$158.38)	\$0.00	(\$158.38)	0.00%
	PROGRAM: Admin Center Pop - 303	\$0.00	\$103.70	(\$157.89)	\$157.89	\$0.00	\$157.89	0.00%
01.3.0000.000.0000.31.365	Needy Student	\$0.00	\$0.00	(\$1,915.43)	\$1,915.43	\$0.00	\$1,915.43	0.00%
01.4.0000.000.1799.31.365	Needy Student Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01.5.1999.600.0000.31.365	Needy Student	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	PROGRAM: Needy Student Fund - 365	\$0.00	\$0.00	(\$1,915.43)	\$1,915.43	\$0.00	\$1,915.43	0.00%
01.3.0000.000.0000.31.375	Principal Award	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01.4.0000.000.1799.31.375	Principal Award - CAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01.5.1999.600.0000.31.375	Principal Award - CAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	PROGRAM: Principal Leadership - 375	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01.3.0000.000.0000.31.400	T.F. Center Collision Tech.	\$0.00	\$0.00	(\$13,233.11)	\$13,233.11	\$0.00	\$13,233.11	0.00%
01.4.0000.000.1799.31.400	T.F. Center Collision Tech.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01.5.1999.600.0000.31.400	T.F. Center Collision Tech.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	PROGRAM: T.F. Center Collision Tech. - 400	\$0.00	\$0.00	(\$13,233.11)	\$13,233.11	\$0.00	\$13,233.11	0.00%
01.3.0000.000.0000.31.401	T.F. Center-Auto Mech	\$0.00	\$0.00	(\$875.98)	\$875.98	\$0.00	\$875.98	0.00%
01.4.0000.000.1799.31.401	T.F. Center-Auto Mech	\$0.00	(\$165.60)	(\$165.60)	\$165.60	\$0.00	\$165.60	0.00%
01.5.1999.600.0000.31.401	T.F. Center-Auto Mech	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	PROGRAM: T.F. Center-Auto Mech - 401	\$0.00	(\$165.60)	(\$1,041.58)	\$1,041.58	\$0.00	\$1,041.58	0.00%
01.3.0000.000.0000.31.426	Parent Engagement	\$0.00	\$0.00	(\$2,105.38)	\$2,105.38	\$0.00	\$2,105.38	0.00%
01.4.0000.000.1799.31.426	Parent Engagement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
01.5.1999.600.0000.31.426	Parent Engagement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	PROGRAM: Parent Engagement - 426	\$0.00	\$0.00	(\$2,105.38)	\$2,105.38	\$0.00	\$2,105.38	0.00%
<b>Grand Total:</b>		\$0.00	(\$61.90)	(\$18,453.39)	\$18,453.39	\$0.00	\$18,453.39	0.00%

**End of Report**

**THORNTON FRACTIONAL TOWNSHIP**

**HIGH SCHOOL DISTRICT 215**

**LANSING, ILLINOIS**



**REPORT OF**

**T.F. SOUTH ACTIVITY FUNDS**

**JULY 31, 2024**

# Thornton Fractional Township High School 215

## Bank Reconciliation Report

Fiscal Year: 2024-2025

Bank Account: TF South Activities at Chase      Ending Date: 7/31/2024  
Checking 851697003

Cash Account: ??1.0110.000.0000.21.000

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<b>Beginning Balance Per Bank:</b>	<b>\$149,402.32</b>
Less Checks Cleared This Period:	-\$7,786.36
Less Other Disbursements Cleared This Period:	\$0.00
Plus Deposits Cleared This Period:	\$7,728.55
Plus Other Receipts Cleared This Period:	\$0.00
Adjustments This Period:	\$0.00
<b>Computed Ending Bank Statement Balance:</b>	<b>\$149,344.51</b>
Less Outstanding Checks:	\$1,229.78
Less Outstanding Other Disbursements:	\$0.00
Plus Outstanding Deposits	\$0.00
Plus Outstanding Other Receipts	\$0.00
<b>Reconciled Bank Balance:</b>	<b>\$148,114.73</b>
<b>Beginning General Ledger Balance:</b>	<b>\$148,770.27</b>
Transactions Through Ending Date:	-\$655.54
<b>Ending Balance Per General Ledger:</b>	<b>\$148,114.73</b>
<b>Variance:</b>	<b>\$0.00</b>

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End of Report

## Thornton Fractional Township High School 215

### Bank Statement Edit Listing

Fiscal Year: 2024-2025

Bank Account: TF South Activities at Chase    Ending Date: 7/31/2024  
 Checking 851697003

Cash Account: ??1.0110.000.0000.21.000

#### Check Transactions:

Check Number	Check Date	Payee	Check Amount	Cleared Amount	Variance	Clear Date
3117	05/30/2024	WIECK, SOPHIA	\$500.00	\$500.00	\$0.00	07/31/2024
3120	07/09/2024	LANSING SPORT SHOP, INC.	\$140.00	\$140.00	\$0.00	07/31/2024
3121	07/09/2024	SPIRIT PRODUCTS	\$476.11	\$476.11	\$0.00	07/31/2024
3123	07/24/2024	LANSING SPORT SHOP, INC.	\$1,250.00	\$1,250.00	\$0.00	07/31/2024
3124	07/24/2024	SPIRIT PRODUCTS	\$286.65	\$286.65	\$0.00	07/31/2024
3126	07/24/2024	THORNTON FRACTIONAL DISTRICT #215	\$5,133.60	\$5,133.60	\$0.00	07/31/2024
<b>Total Checks:</b>			6	\$7,786.36	\$7,786.36	\$0.00

#### Deposit Transactions:

Deposit Number	Deposit Date	Memo	Deposit Amount	Cleared Amount	Variance	Clear Date
1886	07/09/2024	TFS ACTIVITY DEPOSIT - 7/9/2024	\$2,442.61	\$2,442.61	\$0.00	07/31/2024
1887	07/25/2024	TFS ACTIVITY DEPOSIT - 7/25/2024	\$3,644.53	\$3,644.53	\$0.00	07/31/2024
1888	07/29/2024	TFS ACTIVITY DEPOSIT - 7/29/2024	\$1,641.41	\$1,641.41	\$0.00	07/31/2024
<b>Total Deposits:</b>			3	\$7,728.55	\$7,728.55	\$0.00

#### Other Receipts:

Transaction Date	Description	Amount
<b>Total</b>		0
		\$0.00

#### Adjustment Transactions:

Adjustment Date	Description	Adjustment Amount
<b>Total</b>		0
		\$0.00

#### Other Disbursement Transactions:

Transaction Date	Description	Amount
<b>Total</b>		0
		\$0.00

**Thornton Fractional Township High School 215**

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**Bank Statement Edit Listing**

Fiscal Year: 2024-2025

**Bank Account:** TF South Activities at Chase      **Ending Date:** 7/31/2024  
Checking 851697003

**Cash Account:** ?? .1.0110.000.0000.21.000

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**Bank Statement Summary**

<b>Beginning Balance Per Bank:</b>	<b>\$149,402.32</b>
Less Checks:	-\$7,786.36
Less Other Disbursements:	\$0.00
Plus Deposits:	\$7,728.55
Plus Other Receipts:	\$0.00
Total Adjustments:	\$0.00
<b>Ending Balance Per Statement:</b>	<b>\$149,344.51</b>
<b>Ending Balance Per Bank:</b>	<b>\$149,344.51</b>
<b>Variance:</b>	<b>\$0.00</b>

End of Report

## Thornton Fractional Township High School 215

### Outstanding Check Listing

Fiscal Year: 2024-2025

**Criteria:**

**Bank Account:** TF South Activities at Chase Checking  
851697003

**From Date:**

**To Date:** 7/31/2024

**From Check:**

**To Check:**

**From Voucher:**

**To Voucher:**

**Bank:** TF South Activities at Chase Checking

**Account:** 851697003

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
3023	03/30/2023	ORTIZ, RINDI M	\$132.05	1476	Printed	Expense	<input type="checkbox"/>		
3122	07/24/2024	BSN SPORTS	\$886.00	1043	Printed	Expense	<input type="checkbox"/>		
3125	07/24/2024	THE STEVENS GROUP LLC	\$211.73	1043	Printed	Expense	<input type="checkbox"/>		
Total Checks for Bank:		3	Total Amount:		\$1,229.78				

**End of Report**

# Thornton Fractional Township High School 215

## Bank Reconciliation Report

Fiscal Year: 2024-2025

**Bank Account:** TF South Activities First  
Savings Bank - Hegewisch  
0420124579

**Ending Date:** 7/31/2024

**Cash Account:** ??1.0110.000.0000.24.000

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<b>Beginning Balance Per Bank:</b>	<b>\$74,526.65</b>
Less Checks Cleared This Period:	\$0.00
Less Other Disbursements Cleared This Period:	\$0.00
Plus Deposits Cleared This Period:	\$0.00
Plus Other Receipts Cleared This Period:	\$0.00
Adjustments This Period:	\$0.00
<b>Computed Ending Bank Statement Balance:</b>	<b>\$74,526.65</b>
Less Outstanding Checks:	\$0.00
Less Outstanding Other Disbursements:	\$0.00
Plus Outstanding Deposits	\$0.00
Plus Outstanding Other Receipts	\$0.00
<b>Reconciled Bank Balance:</b>	<b>\$74,526.65</b>
<b>Beginning General Ledger Balance:</b>	<b>\$74,526.65</b>
Transactions Through Ending Date:	\$0.00
<b>Ending Balance Per General Ledger:</b>	<b>\$74,526.65</b>
<b>Variance:</b>	<b>\$0.00</b>

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End of Report

# Thornton Fractional Township High School 215

## TF South - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.3.0000.000.0000.21.301	Activity Office	\$0.00	\$0.00	(\$42,902.88)	\$42,902.88	\$0.00	\$42,902.88	0.00%
01.4.0000.000.1799.21.301	Activity Office	\$0.00	(\$3,452.88)	(\$3,452.88)	\$3,452.88	\$0.00	\$3,452.88	0.00%
01.5.1999.600.0000.21.301	Activity Office	\$0.00	\$287.50	\$287.50	(\$287.50)	\$0.00	(\$287.50)	0.00%
	PROGRAM: Activity Office - 301	\$0.00	(\$3,165.38)	(\$46,068.26)	\$46,068.26	\$0.00	\$46,068.26	0.00%
01.3.0000.000.0000.21.302	Activity Executive Board	\$0.00	\$0.00	(\$584.52)	\$584.52	\$0.00	\$584.52	0.00%
	PROGRAM: Activity Executive Board - 302	\$0.00	\$0.00	(\$584.52)	\$584.52	\$0.00	\$584.52	0.00%
01.3.0000.000.0000.21.305	Art Club	\$0.00	\$0.00	(\$731.06)	\$731.06	\$0.00	\$731.06	0.00%
01.5.1999.600.0000.21.305	Art Club	\$0.00	\$134.25	\$134.25	(\$134.25)	\$0.00	(\$134.25)	0.00%
	PROGRAM: Art Club - 305	\$0.00	\$134.25	(\$596.81)	\$596.81	\$0.00	\$596.81	0.00%
01.3.0000.000.0000.21.306	Athletic Invitational	\$0.00	\$0.00	(\$3,902.39)	\$3,902.39	\$0.00	\$3,902.39	0.00%
01.4.0000.000.1799.21.306	Athletic Invitational	\$0.00	(\$2,984.26)	(\$2,984.26)	\$2,984.26	\$0.00	\$2,984.26	0.00%
01.5.1999.600.0000.21.306	Athletic Invitational	\$0.00	\$0.00	\$0.00	\$0.00	\$1,775.42	(\$1,775.42)	0.00%
	PROGRAM: Athletics Invitational - 306	\$0.00	(\$2,984.26)	(\$6,886.65)	\$6,886.65	\$1,775.42	\$5,111.23	0.00%
01.4.0000.000.1799.21.308	Badminton Camp	\$0.00	(\$69.42)	(\$69.42)	\$69.42	\$0.00	\$69.42	0.00%
	PROGRAM: Badminton Camp - 308	\$0.00	(\$69.42)	(\$69.42)	\$69.42	\$0.00	\$69.42	0.00%
01.3.0000.000.0000.21.309	Band	\$0.00	\$0.00	(\$32.66)	\$32.66	\$0.00	\$32.66	0.00%
	PROGRAM: Band - 309	\$0.00	\$0.00	(\$32.66)	\$32.66	\$0.00	\$32.66	0.00%
01.4.0000.000.1799.21.313	Band Camp	\$0.00	(\$138.84)	(\$138.84)	\$138.84	\$0.00	\$138.84	0.00%
	PROGRAM: Band Camp - Marching - 313	\$0.00	(\$138.84)	(\$138.84)	\$138.84	\$0.00	\$138.84	0.00%
01.4.0000.000.1799.21.314	Baseball Camp	\$0.00	(\$53.98)	(\$53.98)	\$53.98	\$0.00	\$53.98	0.00%
	PROGRAM: Baseball Camp - 314	\$0.00	(\$53.98)	(\$53.98)	\$53.98	\$0.00	\$53.98	0.00%
01.4.0000.000.1799.21.316	Basketball Camp - Boys	\$0.00	(\$265.55)	(\$265.55)	\$265.55	\$0.00	\$265.55	0.00%
01.5.1999.600.0000.21.316	Basketball Camp - Boys	\$0.00	\$886.00	\$886.00	(\$886.00)	\$0.00	(\$886.00)	0.00%
	PROGRAM: Basketball Camp - Boys - 316	\$0.00	\$620.45	\$620.45	(\$620.45)	\$0.00	(\$620.45)	0.00%
01.4.0000.000.1799.21.317	Basketball Camp - Girls	\$0.00	(\$208.26)	(\$208.26)	\$208.26	\$0.00	\$208.26	0.00%
01.5.1999.600.0000.21.317	Basketball Camp - Girls	\$0.00	\$476.11	\$476.11	(\$476.11)	\$0.00	(\$476.11)	0.00%
	PROGRAM: Basketball Camp - Girls - 317	\$0.00	\$267.85	\$267.85	(\$267.85)	\$0.00	(\$267.85)	0.00%
01.3.0000.000.0000.21.318	Best Buddies	\$0.00	\$0.00	(\$1,254.79)	\$1,254.79	\$0.00	\$1,254.79	0.00%
	PROGRAM: Best Buddies - 318	\$0.00	\$0.00	(\$1,254.79)	\$1,254.79	\$0.00	\$1,254.79	0.00%
01.3.0000.000.0000.21.323	Cap & Gown	\$0.00	\$0.00	(\$38.23)	\$38.23	\$0.00	\$38.23	0.00%
	PROGRAM: Cap & Gown - 323	\$0.00	\$0.00	(\$38.23)	\$38.23	\$0.00	\$38.23	0.00%
01.3.0000.000.0000.21.326	Chess	\$0.00	\$0.00	(\$493.32)	\$493.32	\$0.00	\$493.32	0.00%
	PROGRAM: Chess Club - 326	\$0.00	\$0.00	(\$493.32)	\$493.32	\$0.00	\$493.32	0.00%
01.3.0000.000.0000.21.329	Class of 2027	\$0.00	\$0.00	(\$1,790.98)	\$1,790.98	\$0.00	\$1,790.98	0.00%
	PROGRAM: Class of 2027 - 329	\$0.00	\$0.00	(\$1,790.98)	\$1,790.98	\$0.00	\$1,790.98	0.00%
01.3.0000.000.0000.21.331	Class of 2024	\$0.00	\$0.00	(\$6,727.16)	\$6,727.16	\$0.00	\$6,727.16	0.00%
	PROGRAM: Class of 2024 - 331	\$0.00	\$0.00	(\$6,727.16)	\$6,727.16	\$0.00	\$6,727.16	0.00%

# Thornton Fractional Township High School 215

## TF South - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.3.0000.000.0000.21.332	Class of 2025	\$0.00	\$0.00	(\$13,392.12)	\$13,392.12	\$0.00	\$13,392.12	0.00%
01.5.1999.600.0000.21.332	Class of 2025	\$0.00	\$4,500.00	\$4,500.00	(\$4,500.00)	\$0.00	(\$4,500.00)	0.00%
	PROGRAM: Class of 2025 - 332	\$0.00	\$4,500.00	(\$8,892.12)	\$8,892.12	\$0.00	\$8,892.12	0.00%
01.3.0000.000.0000.21.333	Class of 2026	\$0.00	\$0.00	(\$1,854.75)	\$1,854.75	\$0.00	\$1,854.75	0.00%
	PROGRAM: Class of 2026 - 333	\$0.00	\$0.00	(\$1,854.75)	\$1,854.75	\$0.00	\$1,854.75	0.00%
01.3.0000.000.0000.21.336	Concessions	\$0.00	\$0.00	(\$5,655.36)	\$5,655.36	\$0.00	\$5,655.36	0.00%
	PROGRAM: Concessions - 336	\$0.00	\$0.00	(\$5,655.36)	\$5,655.36	\$0.00	\$5,655.36	0.00%
01.3.0000.000.0000.21.338	Cultural Exploration Club	\$0.00	\$0.00	(\$3,326.86)	\$3,326.86	\$0.00	\$3,326.86	0.00%
	PROGRAM: Cultural Diversity Exploration - 338	\$0.00	\$0.00	(\$3,326.86)	\$3,326.86	\$0.00	\$3,326.86	0.00%
01.3.0000.000.0000.21.340	Drama	\$0.00	\$0.00	(\$4,467.67)	\$4,467.67	\$0.00	\$4,467.67	0.00%
	PROGRAM: Drama - 340	\$0.00	\$0.00	(\$4,467.67)	\$4,467.67	\$0.00	\$4,467.67	0.00%
01.4.0000.000.1799.21.341	Drama Camp	\$0.00	(\$80.99)	(\$80.99)	\$80.99	\$0.00	\$80.99	0.00%
01.5.1999.600.0000.21.341	Drama Camp	\$0.00	\$286.65	\$286.65	(\$286.65)	\$0.00	(\$286.65)	0.00%
	PROGRAM: Drama Camp - 341	\$0.00	\$205.66	\$205.66	(\$205.66)	\$0.00	(\$205.66)	0.00%
01.3.0000.000.0000.21.343	Environmental Club	\$0.00	\$0.00	(\$562.96)	\$562.96	\$0.00	\$562.96	0.00%
	PROGRAM: Environmental Club - 343	\$0.00	\$0.00	(\$562.96)	\$562.96	\$0.00	\$562.96	0.00%
01.3.0000.000.0000.21.344	Teacher's Lounge Coke Machine	\$0.00	\$0.00	(\$11,638.09)	\$11,638.09	\$0.00	\$11,638.09	0.00%
	PROGRAM: Teachers Lounge - 344	\$0.00	\$0.00	(\$11,638.09)	\$11,638.09	\$0.00	\$11,638.09	0.00%
01.4.0000.000.1799.21.346	Football Camp	\$0.00	(\$242.97)	(\$242.97)	\$242.97	\$0.00	\$242.97	0.00%
01.5.1999.600.0000.21.346	Football Camp	\$0.00	\$1,250.00	\$1,250.00	(\$1,250.00)	\$0.00	(\$1,250.00)	0.00%
	PROGRAM: Football Camp - 346	\$0.00	\$1,007.03	\$1,007.03	(\$1,007.03)	\$0.00	(\$1,007.03)	0.00%
01.3.0000.000.0000.21.347	Senior Ambassadors	\$0.00	\$0.00	(\$432.17)	\$432.17	\$0.00	\$432.17	0.00%
	PROGRAM: Senior Ambassadors - 347	\$0.00	\$0.00	(\$432.17)	\$432.17	\$0.00	\$432.17	0.00%
01.3.0000.000.0000.21.349	History Club	\$0.00	\$0.00	(\$5,398.68)	\$5,398.68	\$0.00	\$5,398.68	0.00%
	PROGRAM: History Club - 349	\$0.00	\$0.00	(\$5,398.68)	\$5,398.68	\$0.00	\$5,398.68	0.00%
01.3.0000.000.0000.21.351	Interest	\$0.00	\$0.00	(\$21,583.82)	\$21,583.82	\$0.00	\$21,583.82	0.00%
01.5.1999.600.0000.21.351	Interest	\$0.00	\$211.73	\$211.73	(\$211.73)	\$0.00	(\$211.73)	0.00%
	PROGRAM: Interest Account - 351	\$0.00	\$211.73	(\$21,372.09)	\$21,372.09	\$0.00	\$21,372.09	0.00%
01.3.0000.000.0000.21.355	GSA	\$0.00	\$0.00	(\$980.80)	\$980.80	\$0.00	\$980.80	0.00%
	PROGRAM: GSA - 355	\$0.00	\$0.00	(\$980.80)	\$980.80	\$0.00	\$980.80	0.00%
01.3.0000.000.0000.21.356	Learning Resource Center	\$0.00	\$0.00	(\$1,516.91)	\$1,516.91	\$0.00	\$1,516.91	0.00%
	PROGRAM: Learning Resource Center - 356	\$0.00	\$0.00	(\$1,516.91)	\$1,516.91	\$0.00	\$1,516.91	0.00%
01.3.0000.000.0000.21.357	Red Wolf Ana/Literary Magazine	\$0.00	\$0.00	(\$399.41)	\$399.41	\$0.00	\$399.41	0.00%
	PROGRAM: Literary Magazine - 357	\$0.00	\$0.00	(\$399.41)	\$399.41	\$0.00	\$399.41	0.00%
01.3.0000.000.0000.21.359	Mathletes	\$0.00	\$0.00	(\$65.21)	\$65.21	\$0.00	\$65.21	0.00%
	PROGRAM: Mathletes - 359	\$0.00	\$0.00	(\$65.21)	\$65.21	\$0.00	\$65.21	0.00%

# Thornton Fractional Township High School 215

## TF South - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.3.0000.000.0000.21.363	Choral B PROGRAM: Music-Choir - 363	\$0.00 \$0.00	\$0.00 \$0.00	(\$3,929.51) (\$3,929.51)	\$3,929.51 \$3,929.51	\$0.00 \$0.00	\$3,929.51 \$3,929.51	0.00% 0.00%
01.3.0000.000.0000.21.364	National Honor Society PROGRAM: Natl Honor Society - 364	\$0.00 \$0.00	\$0.00 \$0.00	(\$979.72) (\$979.72)	\$979.72 \$979.72	\$0.00 \$0.00	\$979.72 \$979.72	0.00% 0.00%
01.3.0000.000.0000.21.365	Needy Student PROGRAM: Needy Student Fund - 365	\$0.00 \$0.00	\$0.00 \$0.00	(\$1,627.14) (\$1,627.14)	\$1,627.14 \$1,627.14	\$0.00 \$0.00	\$1,627.14 \$1,627.14	0.00% 0.00%
01.3.0000.000.0000.21.368	Peer Mediators/Teen Staff PROGRAM: Peer Mediators - 368	\$0.00 \$0.00	\$0.00 \$0.00	(\$540.24) (\$540.24)	\$540.24 \$540.24	\$0.00 \$0.00	\$540.24 \$540.24	0.00% 0.00%
01.3.0000.000.0000.21.369	Pep Club PROGRAM: Pep Club - 369	\$0.00 \$0.00	\$0.00 \$0.00	(\$1,309.76) (\$1,309.76)	\$1,309.76 \$1,309.76	\$0.00 \$0.00	\$1,309.76 \$1,309.76	0.00% 0.00%
01.3.0000.000.0000.21.370	GIRLS CLUB PROGRAM: Philan Club/Girl's Club - 370	\$0.00 \$0.00	\$0.00 \$0.00	(\$1,340.39) (\$1,340.39)	\$1,340.39 \$1,340.39	\$0.00 \$0.00	\$1,340.39 \$1,340.39	0.00% 0.00%
01.3.0000.000.0000.21.375	Principal Award	\$0.00	\$0.00	(\$27,624.27)	\$27,624.27	\$0.00	\$27,624.27	0.00%
01.5.1999.600.0000.21.375	Principal Award PROGRAM: Principal Leadership - 375	\$0.00 \$0.00	\$288.35 \$288.35	\$288.35 (\$27,335.92)	(\$288.35) \$27,335.92	\$0.00 \$0.00	(\$288.35) \$27,335.92	0.00% 0.00%
01.3.0000.000.0000.21.376	Red Wolf Recognition PROGRAM: Red Wolf Recognition - 376	\$0.00 \$0.00	\$0.00 \$0.00	(\$1,994.89) (\$1,994.89)	\$1,994.89 \$1,994.89	\$0.00 \$0.00	\$1,994.89 \$1,994.89	0.00% 0.00%
01.3.0000.000.0000.21.377	Red Wolf Spirit Committee PROGRAM: Red Wolf Spirit Committee - 377	\$0.00 \$0.00	\$0.00 \$0.00	(\$335.37) (\$335.37)	\$335.37 \$335.37	\$0.00 \$0.00	\$335.37 \$335.37	0.00% 0.00%
01.3.0000.000.0000.21.378	SADD PROGRAM: SADD - 378	\$0.00 \$0.00	\$0.00 \$0.00	(\$2,148.29) (\$2,148.29)	\$2,148.29 \$2,148.29	\$0.00 \$0.00	\$2,148.29 \$2,148.29	0.00% 0.00%
01.3.0000.000.0000.21.379	Scholastic Bowl PROGRAM: Scholastic Bowl - 379	\$0.00 \$0.00	\$0.00 \$0.00	(\$666.94) (\$666.94)	\$666.94 \$666.94	\$0.00 \$0.00	\$666.94 \$666.94	0.00% 0.00%
01.3.0000.000.0000.21.380	SICA Newspaper PROGRAM: SICA Newspaper - 380	\$0.00 \$0.00	\$0.00 \$0.00	(\$2,675.77) (\$2,675.77)	\$2,675.77 \$2,675.77	\$0.00 \$0.00	\$2,675.77 \$2,675.77	0.00% 0.00%
01.3.0000.000.0000.21.385	Special Programs	\$0.00	\$0.00	(\$50.00)	\$50.00	\$0.00	\$50.00	0.00%
01.5.1999.600.0000.21.385	Special Programs PROGRAM: Spec Progs - 385	\$0.00 \$0.00	\$25.00 \$25.00	\$25.00 (\$25.00)	(\$25.00) \$25.00	\$0.00 \$0.00	(\$25.00) \$25.00	0.00% 0.00%
01.3.0000.000.0000.21.386	Speech Club PROGRAM: Speech Club - 386	\$0.00 \$0.00	\$0.00 \$0.00	(\$470.79) (\$470.79)	\$470.79 \$470.79	\$0.00 \$0.00	\$470.79 \$470.79	0.00% 0.00%
01.3.0000.000.0000.21.387	Student Council PROGRAM: Student Council Senate - 387	\$0.00 \$0.00	\$0.00 \$0.00	(\$17,378.47) (\$17,378.47)	\$17,378.47 \$17,378.47	\$0.00 \$0.00	\$17,378.47 \$17,378.47	0.00% 0.00%
01.4.0000.000.1799.21.388	Tennis Camp PROGRAM: Tennis Camp - 388	\$0.00 \$0.00	(\$92.56) (\$92.56)	(\$92.56) (\$92.56)	\$92.56 \$92.56	\$0.00 \$0.00	\$92.56 \$92.56	0.00% 0.00%
01.3.0000.000.0000.21.390	Red Wolf Rouser PROGRAM: School Newspaper - 390	\$0.00 \$0.00	\$0.00 \$0.00	(\$3,654.72) (\$3,654.72)	\$3,654.72 \$3,654.72	\$0.00 \$0.00	\$3,654.72 \$3,654.72	0.00% 0.00%

# Thornton Fractional Township High School 215

## TF South - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.3.0000.000.0000.21.391	TV Production Club PROGRAM: TV Production Club - 391	\$0.00 \$0.00	\$0.00 \$0.00	(\$833.12) (\$833.12)	\$833.12 \$833.12	\$0.00 \$0.00	\$833.12 \$833.12	0.00% 0.00%
01.4.0000.000.1799.21.393	Volleyball Camp	\$0.00	(\$115.70)	(\$115.70)	\$115.70	\$0.00	\$115.70	0.00%
01.5.1999.600.0000.21.393	Volleyball Camp PROGRAM: Volleyball Camp - 393	\$0.00 \$0.00	\$0.00 (\$115.70)	\$0.00 (\$115.70)	\$0.00 \$115.70	\$856.04 \$856.04	(\$856.04) (\$740.34)	0.00% 0.00%
01.3.0000.000.0000.21.395	Weight Room Improvements PROGRAM: Weight Room Improve - 395	\$0.00 \$0.00	\$0.00 \$0.00	(\$2,584.90) (\$2,584.90)	\$2,584.90 \$2,584.90	\$0.00 \$0.00	\$2,584.90 \$2,584.90	0.00% 0.00%
01.4.0000.000.1799.21.396	Wrestling Camp PROGRAM: Wrestling Camp - 396	\$0.00 \$0.00	(\$23.14) (\$23.14)	(\$23.14) (\$23.14)	\$23.14 \$23.14	\$0.00 \$0.00	\$23.14 \$23.14	0.00% 0.00%
01.3.0000.000.0000.21.398	Scholarship-J. Misiaveg Mem. D PROGRAM: Scholarship-J. Misiaveg Mem. Drama Fund - 398	\$0.00 \$0.00	\$0.00 \$0.00	(\$1,109.86) (\$1,109.86)	\$1,109.86 \$1,109.86	\$0.00 \$0.00	\$1,109.86 \$1,109.86	0.00% 0.00%
01.3.0000.000.0000.21.399	Scholarship-Patti Leach Mem PROGRAM: Scholarship-Patti Leach/Rob Paradise Mem - 399	\$0.00 \$0.00	\$0.00 \$0.00	(\$5,515.00) (\$5,515.00)	\$5,515.00 \$5,515.00	\$0.00 \$0.00	\$5,515.00 \$5,515.00	0.00% 0.00%
01.3.0000.000.0000.21.402	Science Club PROGRAM: Science Club - 402	\$0.00 \$0.00	\$0.00 \$0.00	(\$871.53) (\$871.53)	\$871.53 \$871.53	\$0.00 \$0.00	\$871.53 \$871.53	0.00% 0.00%
01.3.0000.000.0000.21.406	Spanish Immersion PROGRAM: Spanish Immersion - 406	\$0.00 \$0.00	\$0.00 \$0.00	(\$944.52) (\$944.52)	\$944.52 \$944.52	\$0.00 \$0.00	\$944.52 \$944.52	0.00% 0.00%
01.3.0000.000.0000.21.407	Baseball Trip	\$0.00	\$0.00	(\$8,299.36)	\$8,299.36	\$0.00	\$8,299.36	0.00%
01.5.1999.600.0000.21.407	Baseball Trip PROGRAM: Baseball Trip - 407	\$0.00 \$0.00	\$140.00 \$140.00	\$140.00 (\$8,159.36)	(\$140.00) \$8,159.36	\$0.00 \$0.00	(\$140.00) \$8,159.36	0.00% 0.00%
01.3.0000.000.0000.21.413	Latin Dance Crew PROGRAM: Latin Dance Crew-S/Brother to Brother-N - 413	\$0.00 \$0.00	\$0.00 \$0.00	(\$2,050.98) (\$2,050.98)	\$2,050.98 \$2,050.98	\$0.00 \$0.00	\$2,050.98 \$2,050.98	0.00% 0.00%
01.3.0000.000.0000.21.414	Dreamers Club PROGRAM: Dreamers Club - 414	\$0.00 \$0.00	\$0.00 \$0.00	(\$2,407.45) (\$2,407.45)	\$2,407.45 \$2,407.45	\$0.00 \$0.00	\$2,407.45 \$2,407.45	0.00% 0.00%
01.3.0000.000.0000.21.415	Future Teachers Club PROGRAM: Future Teachers Club - 415	\$0.00 \$0.00	\$0.00 \$0.00	(\$408.00) (\$408.00)	\$408.00 \$408.00	\$0.00 \$0.00	\$408.00 \$408.00	0.00% 0.00%
01.3.0000.000.0000.21.416	Equity & Leadership Club PROGRAM: Equity & Leadership Club - 416	\$0.00 \$0.00	\$0.00 \$0.00	(\$1,632.79) (\$1,632.79)	\$1,632.79 \$1,632.79	\$0.00 \$0.00	\$1,632.79 \$1,632.79	0.00% 0.00%
01.3.0000.000.0000.21.417	Lori Potacki Memorial PROGRAM: Lori Potacki Memorial Fund - 417	\$0.00 \$0.00	\$0.00 \$0.00	(\$100.00) (\$100.00)	\$100.00 \$100.00	\$0.00 \$0.00	\$100.00 \$100.00	0.00% 0.00%
01.3.0000.000.0000.21.418	Endurance 24 Scholarship Fund PROGRAM: Endurance 24 Scholarship - 418	\$0.00 \$0.00	\$0.00 \$0.00	(\$256.46) (\$256.46)	\$256.46 \$256.46	\$0.00 \$0.00	\$256.46 \$256.46	0.00% 0.00%
01.3.0000.000.0000.21.419	Senior Signing Day Fund Balanc	\$0.00	\$0.00	(\$529.23)	\$529.23	\$0.00	\$529.23	0.00%
01.5.1999.600.0000.21.419	Senior Signing Day PROGRAM: Undesignated - 419	\$0.00 \$0.00	(\$101.50) (\$101.50)	(\$101.50) (\$630.73)	\$101.50 \$630.73	\$0.00 \$0.00	\$101.50 \$630.73	0.00% 0.00%

# Thornton Fractional Township High School 215

## TF South - Student Activities Report

From Date: 7/1/2024

To Date: 7/31/2024

Fiscal Year: 2024-2025

- Subtotal by Collapse Mask   
  Include pre encumbrance   
  Print accounts with zero balance   
  Filter Encumbrance Detail by Date Range  
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
01.3.0000.000.0000.21.420	SOAR Fund Balance	\$0.00	\$0.00	(\$2,273.61)	\$2,273.61	\$0.00	\$2,273.61	0.00%
	PROGRAM: SOAR - 420	\$0.00	\$0.00	(\$2,273.61)	\$2,273.61	\$0.00	\$2,273.61	0.00%
01.3.0000.000.0000.21.421	E-Sports	\$0.00	\$0.00	(\$665.15)	\$665.15	\$0.00	\$665.15	0.00%
	PROGRAM: E-Sports - 421	\$0.00	\$0.00	(\$665.15)	\$665.15	\$0.00	\$665.15	0.00%
01.3.0000.000.0000.21.424	Spanish Honor Society	\$0.00	\$0.00	(\$1,006.17)	\$1,006.17	\$0.00	\$1,006.17	0.00%
	PROGRAM: Spanish Honor Society - 424	\$0.00	\$0.00	(\$1,006.17)	\$1,006.17	\$0.00	\$1,006.17	0.00%
01.3.0000.000.0000.21.425	Anime Club	\$0.00	\$0.00	(\$454.63)	\$454.63	\$0.00	\$454.63	0.00%
	PROGRAM: Anime Club - 425	\$0.00	\$0.00	(\$454.63)	\$454.63	\$0.00	\$454.63	0.00%
<b>Grand Total:</b>		\$0.00	\$655.54	(\$227,746.29)	\$227,746.29	\$2,631.46	\$225,114.83	0.00%

**End of Report**

## Thornton Fractional Township High School 215

### Voucher Detail Listing

Voucher Batch Number: 1026

07/22/2024

Fiscal Year: 2024-2025

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
WADAYANEED, LLC						
Check Group:						
KNIT BEANIES WITH TF CENTER		50	250292	187942 7/18/2024	10.5.2570.490.0000.30.091	\$425.00
KNIT BEANIE TF SOUTH		100	250292	187942 7/18/2024	10.5.2570.490.0000.20.091	\$800.00
KNIT BEANIES WITH TF NORTH		100	250292	187942 7/18/2024	10.5.2570.490.0000.10.091	\$800.00
SHIPPING		0.333333 333	250292	187942 7/18/2024	10.5.2570.490.0000.10.091	\$21.85
SHIPPING		0.333333 333	250292	187942 7/18/2024	10.5.2570.490.0000.20.091	\$21.85
SHIPPING		0.333333 334	250292	187942 7/18/2024	10.5.2570.490.0000.30.091	\$21.85

Check #: 0

PO/InvoiceTotal:	\$2,090.55
Vendor Total:	\$2,090.55
Grand Total:	\$2,090.55

End of Report

**Consultants/Vendors must not provide goods or services without an approved purchase order.**

**AUTHORIZATION FOR CONSULTANT / VENDOR SERVICES**  
 Superintendent / Board approval required for services **\$1,000 or over.**  
 Principal / Director of Finance approval required for one time services **under \$1,000.**

<b>Requested by:</b> Kara McGrath	<b>Title/Department:</b> Athletics
<b>Requisition Number:</b> 0	<b>Campus:</b> TF North
<b>Vendor Name:</b> Cameron Stephens  <b>Address:</b> 1305 Balmoral Ave  <b>Phone:</b> 773-708-8572  <b>Email:</b> stepenscameron@gmail.com	<b>Name, phone and email of person(s) performing the service, if different than vendor:</b>
<b>Service to be performed:</b> select events during the fall/winter season. Payment will be rendered at the conclusion of the fall season.	
<b>Agreed length of service / estimated hours/rate of pay:</b> Fall season, 65 expected hours to be worked.	
<b>Total contract amount (not to exceed):</b> 1150.00	
IF APPLICABLE, ATTACH CONTRACT FOR BOARD / SUPERINTENDENT APPROVAL (OVER \$1,000)	
<b>WILL VENDOR BE IN DIRECT CONTACT WITH STUDENTS? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></b> IF YES, THEN THE VENDOR MUST BE FINGERPRINTED BY HUMAN RESOURCES PRIOR TO THE START DATE. HAVE THE VENDOR CONTACT HR AT 708-585-2310. ALL CONSULTANTS MUST HAVE A COMPLETED W-9 ATTACHED TO THE REQUISITION BEFORE SUBMITTING THIS FORM.	
<b><u>REQUIRED SIGNATURES:</u></b>	
<b>ARE YOU EMPLOYED IN A TRS POSITION AT ANOTHER DISTRICT? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></b>	
Signed by: Cameron Stephens <small>CONSULTANT / VENDOR SIGNATURE</small>	08-06-2024 <small>DATE</small>
DocuSigned by: Kara McGrath <small>REQUESTER SIGNATURE</small>	08-06-2024 <small>DATE</small>
DocuSigned by: Brian Kucinski <small>PRINCIPAL SIGNATURE</small>	08-06-2024 <small>DATE</small>
Signed by: April Jernig <small>HR SIGNATURE</small>	08-07-2024 <small>DATE</small>
DocuSigned by: Teresa Bishop <small>BUSINESS OFFICE SIGNATURE</small>	08-08-2024 <small>DATE</small>
Signature on File: John Robinson <small>SUPERINTENDENT APPROVAL</small>	08-08-2024 <small>DATE</small>
Signature on File <small>BOARD OF EDUCATION APPROVAL</small>	. <small>DATE</small>

Your request has been approved

08-08-2024

## Request for Taxpayer Identification Number and Certification Thornton Fractional High School District 215 Vendor Request Form

Prior to processing a payment for goods and/or services a New Vendor Request form must be completed and submitted to the Business Services department. Completed forms provide the necessary information for use internally by District personnel, as well as for federal and state reporting purposes.

### Vendor Information

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**\*\*Type of Vendor:**  Individual  Business  Small Business  Certified Small Business  Government Agency  
 Other Not-for-Profit Organization

Vendor Name: Cameron Stephens

Phone Number: 773-708-8572 Fax Number: \_\_\_\_\_

E-Mail (Used for PO Submissions): Stepenscameron@gmail.com

**\*\*Business Classification (if applicable) \*:**  Minority Owned  Women-Owned  Owned by Persons with Disabilities  
 Veteran-Owned  N/A

\* In accordance with Illinois School Code (30 ILCS 575/2), schools are required to publish an annual report identifying the total number of contracts awarded to minority, female, veteran, small business, or disabled contractors/vendors, as certified by a certifying agency (e.g. Cook County, State of Illinois, U.S. Small Business Association) in accordance with the definitions provided in 30 ILCS 575/2.

### Mailing Address

Street Address: 1305 Balmoral Avenue

City: Calumet City State: Illinois Zip Code: 60409

### Remittance Mailing Address (if different than above)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Tax Payer Identification

---

#### Tax Classification:

Individual/Sole Proprietor or single-member LLC  C - Corporation  S - Corporation  P - Partnership  
 Trust/Estate  Limited Liability Company (Insert Type): \_\_\_\_\_  Other: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_ or Social Security Number: 332-02-9067

### Certification

---

Under penalties of perjury, I certify that the information provided on this form is complete and accurate. I understand that this information will be utilized for local, federal, and state reporting purposes. I further certify that I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

Printed Name of Vendor/U.S. person: Cameron Stephens

Signature of Vendor/U.S. person: Cameron Stephens Date: 7/31/2024

# INVOICE

# INV-000004



Balance Due  
**\$1,150.00**

## CGShoots Photography

Illinois  
U.S.A  
stepenscameron@gmail.com

Bill To  
**Thornton Fractional North High School**  
755 Pulaski Rd  
Calumet City  
60409 Illinois  
U.S.A

Invoice Date : 05 Aug 2024  
Terms : Custom  
Due Date : 28 Oct 2024

Subject :  
Fall Sports Social Media Content Package

#	Item & Description	Qty	Rate	Amount
1	Football	1.00	1,150.00	1,150.00
	9 Week Regular Season Coverage + Playoffs (if applicable)			
	- 9 Game day Posters			
	- 9 Final score Posters			
	- 9 Game photo coverage			
	- 1 Preseason Hype Video			
	- 1 Postseason Recap Video			
	Tennis			
	- Media Day			
	- Home Opener Match			
	- Senior Night Match (VS TF South)			
	- 1 Match of coaches choosing			
			Sub Total	1,150.00
			<b>Total</b>	<b>\$1,150.00</b>
			<b>Balance Due</b>	<b>\$1,150.00</b>

Crafted with ease using Zoho Invoice

Visit [zoho.com/invoice](https://zoho.com/invoice) to create truly professional invoices

## Notes

Payment Methods Accepted:

Zelle - (773)-708-8572  
Cashapp - \$Cam0ThaG  
Paypal - camothag  
Check (if applicable)

Thanks for your business!

## Terms & Conditions

Payment Due When Product Is Rendered\*

## Thornton Fractional Township High School District 215

### Recommendation for Consultant/Vendor for Social Media Content Creator- Athletic Department

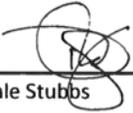
T.F. North Principal Brian Rucinski and T.F. North Athletic Director recommend the following individual as a consultant/vendor to provide social media content creation for the T.F. North Athletic Department.

Cameron Stephens will provide social media content creation for the T.F. North Athletic Department. Mr. Stephens will be working directly with Fall sports coaches and athletes.

Services will begin upon Board Approval in August of 2024 and conclude in November of 2024. The contract amount is \$1,150 and the approximate number of hours expected to be worked is 65.

Mr. Stephens background is in photography, graphic design, and social media content creation. He has performed similar services for the Kane County Cougars, Windy City Bulls, & Jeremiah Paprocki.

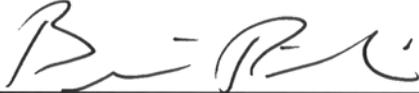
Mr. Stubbs will ensure the service is performed in a manner satisfactory to the District.



---

DeVale Stubbs

Signature



---

Brian Rucinski Signature

Signature



## MEMORANDUM

**Date:** August 27, 2024  
**To:** Mr. John Robinzine, Superintendent/Board of Education  
**From:** Dr. Rena Whitten, Assistant Superintendent of Student Services & Equity  
**Subject:** MOU-When Girls Get Together (WGGT)

---

### **Recommended Action**

Approve Memorandum of Understanding with When Girls Get Together (WGGT).

### **Background**

As referenced during the review of the principals' action plan at the August COW meeting.

**Funding source if applicable:** SJJC grant partnership once awarded.

**Attachment:** MOUs

# MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the "MOU" or "Memorandum"), is entered into on October 15, 2024 (the "Effective Date"), by and between When Girls Get Together, Inc. located at 14801 Lincoln Ave, Dolton, Illinois 60419 (the "First Party"), and Thornton Fractional North High School District 215 located at 755 Pulaski Road Calumet City, IL 60409 (the "Second Party"). First Party and Second Party may be referred to individually as the "Party", or collectively, the "Parties".

## **1. MISSION**

The partnership on which the Parties are intending to collaborate, has the following intended mission in mind:

WGGT's mission is to encourage, influence and inspire girls to grow both emotionally and socially.

## **2. PURPOSE AND SCOPE**

The Parties intend for this Memorandum to provide the cornerstone and structure for any and all future contracts being considered by the Parties and which may be related to the partnership.

## **3. OBJECTIVES**

The Parties shall endeavor to work together to develop and establish policies and procedures that will promote and sustain a market for When Girls Get Together (WGGT) is a girls mentoring organization committed to building positive relationships with girls middle and high school. WGGT will offer a selection of several activities aimed at helping participants develop social skills as well as interpersonal relationships with their peers and mentors. and intend to maintain a product and/or service that meets or exceeds all business and industry standards.

## **4. RESPONSIBILITIES AND OBLIGATIONS OF THE PARTIES**

Any Party may decide not to proceed with the partnership contemplated herein for any reason or no reason. A binding commitment with respect to the partnership described herein will result only from execution of definitive agreements, subject to the conditions contained therein. Notwithstanding the two preceding sentences of this paragraph, the provisions under the headings Governing Law and Confidentiality are agreed to be fully binding on, and enforceable, against the Parties.

The following are the individual services that the Parties are contemplating providing for the partnership.

When Girls Get Together, Inc. shall render and provide the following services that include, but are not limited to:

WGGT will offer Art, Dance, Music, African American History and Financial Literacy classes. These activities offered through WGGT will be a factor in the girls development as it relates to self-regulation (thinking before acting) and self-understanding (knowing who you are and having confidence in being yourself).

Thornton Fraction District 215 shall render and provide the following services that include, but are not limited to:

Thornton Fractional District 215 (TFD215) will provide space where the selected activities will be held. In addition, TFD 215 will provide a space for storage i.e., art supplies, music equipment. The activities will be held on Monday, Tuesday and Thursday from 3:30pm to 5:00pm. Each site will choose their day. The program will run from October 15, 2024 through May 1st, 2025. The only exception to this scheduled time will be due to scheduled days out of school. TFD 215 will provide a calendar of scheduled days out. The cost to participate in the program is \$25.00 per girl. Maximum of 50 girls in the program per location.

## **5. TERMS OF UNDERSTANDING**

The term of this Memorandum shall be for a period of May 1, 2025 from the Effective Date and maybe extended upon written mutual agreement of both Parties.

## **6. CONFIDENTIALITY**

The Parties will treat the terms of this MOU, and the documents submitted herewith, in the strictest of confidence, and that such terms will not be disclosed other than to those officers, representatives, advisors, directors and employees of any Party who need to know for the purpose of evaluating this MOU and who agree to keep such material confidential.

**7. LEGAL COMPLIANCE**

The Parties acknowledge and understand that they must be able to fulfill their responsibilities under this Memorandum in accordance with the provisions of the law and regulations that govern their activities. Nothing in the Memorandum is intended to negate or otherwise render ineffective any such provisions or operating procedures. The Parties assume full responsibility for their performance under the terms of this Memorandum.

If at any time either Party is unable to perform their duties or responsibilities under this Memorandum consistent with such Party's statutory and regulatory mandates, the affected Party shall immediately provide written notice to the other Party to establish a date for resolution of the matter.

**8. LIMITATION OF LIABILITY**

No rights or limitation of rights shall arise or be assumed between the Parties as a result of the terms of this Memorandum.

**9. NOTICE**

Any notice or communication required or permitted under this Memorandum shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such address as one may have furnished to the other in writing.

**10. GOVERNING LAW**

This Memorandum shall be governed by and construed in accordance with the laws of the State of Illinois.

**11. AUTHORIZATION AND EXECUTION**

The signing of this Memorandum does not constitute a formal undertaking, and as such it simply intends that the signatories shall strive to reach, to the best of their abilities, the goals and objectives stated in this MOU.

This Agreement shall be signed by When Girls Get Together, Inc. and Thornton Fractional District 215 and shall be effective as of the date first written above.

---

(First Party Signature)  
When Girls Get Together, Inc.  
14801 Lincoln Ave  
Dolton, Illinois  
60419

---

(Date)

---

(Second Party Signature)  
Thornton Fractional North High School District 215  
755 Pulaski Road  
Calumet City, Illinois  
60409

---

(Date)

# MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the "MOU" or "Memorandum"), is entered into on October 15, 2024 (the "Effective Date"), by and between When Girls Get Together, Inc. located at 14801 Lincoln Ave, Dolton, Illinois 60419 (the "First Party"), and Thornton Fractional South District 215 located at 18500 Burnham Ave. Lansing, IL 60438 (the "Second Party"). First Party and Second Party may be referred to individually as the "Party", or collectively, the "Parties".

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Thornton Fraction District 215 shall render and provide the following services that include, but are not limited to:

Thornton Fractional District 215 (TFD215) will provide space where the selected activities will be held. In addition, TFD 215 will provide a space for storage i.e., art supplies, music equipment. The activities will be held on Monday, Tuesday and Thursday from 3:30pm to 5:00pm. Each site will choose their day. The program will run from October 15, 2024 through May 1st, 2025. The only exception to this scheduled time will be due to scheduled days out of school. TFD 215 will provide a calendar of scheduled days out. The cost to participate in the program is \$25.00 per girl. Maximum of 50 girls in the program per location.

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This Agreement shall be signed by When Girls Get Together, Inc. and Thornton Fractional District 215 and shall be effective as of the date first written above.

\_\_\_\_\_  
(First Party Signature)

When Girls Get Together, Inc.  
14801 Lincoln Ave  
Dolton, Illinois  
60419

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Second Party Signature)

Thornton Fractional North High School District 215  
755 Pulaski Road  
Calumet City, Illinois  
60409

\_\_\_\_\_  
(Date)

# MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (the "MOU" or "Memorandum"), is entered into on October 15, 2024 (the "Effective Date"), by and between When Girls Get Together, Inc. located at 14801 Lincoln Ave, Dolton, Illinois 60419 (the "First Party"), and Thornton Fractional Center for Academics and Technology District 215 located at 1605 Wentworth Ave. Calumet City, IL 60409 (the "Second Party"). First Party and Second Party may be referred to individually as the "Party", or collectively, the "Parties".

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\_\_\_\_\_  
(First Party Signature)

When Girls Get Together, Inc.  
14801 Lincoln Ave  
Dolton, Illinois  
60419

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Second Party Signature)

Thornton Fractional North High School District 215  
755 Pulaski Road  
Calumet City, Illinois  
60409

\_\_\_\_\_  
(Date)



## MEMORANDUM

**Date:** August 27, 2024  
**To:** Mr. John Robinzine, Superintendent  
**From:** Dr. Rena Whitten, Assistant Superintendent of Student Services & Equity  
**Subject:** MOU-The Urban Male Network (UMN)

---

### **Recommended Action**

Approve Memorandum of Understanding with The Urban Male Network (UMN).

### **Background**

As referenced during the review of the principals' action plan at the August COW meeting.

**Funding source:** Local funding, however anticipated coverage in TAOEP grant once awarded.

**Attachment:** Memorandum of Understanding.



# THE URBAN MALE NETWORK

## Urban Male Network Mentoring Programs

Website: [www.urbanmalenetwork.org](http://www.urbanmalenetwork.org)



### **Brief Program Description:**

Urban Male Network (UMN) is a mentoring program for minority men who live in the Chicagoland area. Through community service, personal and professional development, and mentorship programs, Urban Male Network (UMN) focus on eliminating barriers to success for young minority men and provide positive male role models who have achieved personal, professional, and academic success. During the school year, UMN offer three mentoring models: **informal mentoring** (i.e., natural relationships formed through social outings, networking events, and service opportunities), **formal mentoring** (i.e., the formal mentoring relationship between the youth and the mentor is fostered through a structured program), and **group/peer mentoring** (i.e., group/peer mentoring takes place in a group setting where individuals share their experiences, challenges, and opportunities for the purpose of solving problems) (Blount, 2011; Harper, 2006; White 2013).

### **UMN Staff Experience:**

Urban Male Network includes staff with over a decade of experience in youth development ranging from early childhood to post-secondary education. UMN mentors/staff have facilitated workshops for in school seminars, afterschool programs, residential and youth involved in the juvenile justice system. Furthermore, UMN staff has received classroom management training, group counseling facilitation training, restorative justice training, first aid training, mandated reporter certification, youth psychology certification, and crisis prevention intervention training.

### UMN Scope of Work:

Urban Male Network will service young men with a summer enrichment program and group mentoring sessions on a weekly basis. We will have enrichment facilitators and mentoring coordinators there for each enrichment/group session. The proposed days are two days a week, where UMN can offer the following sessions based on availability of a facilitator: Gaming, Boxing, Music Production, Basketball, Culinary, and Art Therapy paired w/ mentorship.



**Gaming**



**Music Production**



**Paired w/ Mentorship**



**Boxing**



**Art Therapy**



**Basketball**

The proposed evidence-based intervention come from best-practices and curriculum techniques that have worked well in the past with our staff and mentors working with our young men. The theoretical framework related to the evidence-based intervention is the incorporation of Maslow's Hierarchy of Needs in our curriculum. The 8-10-week curriculum teach young men of color social emotional skills along with proper relationship building and communication techniques. Moreover, young men in our program learn how to effectively manage a budget, understand the basics of credit, stock, and how to establish their own business. In teaching our young men how to establish and run a business, we teach them the importance of self-care through exercise, a proper diet, hygiene, and a good mental health.

Urban Male Network (UMN) uses Maslow's Hierarchy of Needs to explain the environmental obstacles faced in an urban landscape. More specifically, there are seven building blocks that we use to measure our success:

1. **Group/Peer mentoring sessions** (Interaction w/ positive minority men in different professional fields)  
Young men will participate in group/peer mentoring sessions that will occur in a school or community setting. It will be an opportunity for young men to build two-way relationship: mentor – to - youth and youth-to-youth. The mentoring sessions will be structured and supervised with a lead facilitator.

**The goals for "Group/Peer Mentoring" are as follows:**

- Introduce UMN mentor (Class Lead) that will teach young boys how to incorporate professional and personal development into their everyday life.

- Mentor will lead theme-based interactive discussions for 1-hour sessions with mentees.
- Discussion sessions will vary on the days they take place.

## **2. Health Wellness**

Young men will learn about fitness, hygiene, nutrition, the benefits of certain fruits and vegetables as well as different mental health techniques. These techniques include deep breathing, mindfulness techniques that include progressive muscle relaxation.

### **The goals for Health Wellness are as follows:**

- Promote an open space to have discussions about going through mental, emotional, and physical changes.
- Educate and inform young men about the importance of taking care of their mental health.
- Conduct sessions on the importance of eating healthy and exercising to create positive coping mechanisms to deal with stress.

## **3. Managing Emotions (Social Emotional Learning - SEL)**

Young men will focus on social emotional learning. SEL is the process through which all young people and adults acquire and apply the knowledge, skills, and attitudes to develop healthy identities, manage emotions and achieve personal and collective goals, feel, and show empathy for others, establish and maintain supportive relationships, and make responsible and caring decisions.

### **The goals for Managing Emotions are as follows:**

- Conduct emotional intelligence modules/workshops that will teach young men about building relationships and making safe environment decision in high-risk neighborhoods.
- Discuss their feelings about issues taking place in their homes and local community.
- Relate local and community issues to real world topics (big picture).

## **4. Establish & Maintain Personal Relationships**

Young men will focus on social awareness and relationship skills. Social awareness is understanding social norms of behavior and being able to adopt the perspectives of and empathize with others. Relationship skills is the ability to be a good listener, cooperate with others, and resist negative social pressure. During this lesson, young men learn communication tactics through role playing and video education. Young men learn about conflict resolution, proper email/text communication, workplace conduct, and real-life scenarios that is engaging and fun.

### **The goals for “Establish & Maintain Personal Relationships” are as follows:**

- Create social groups/activities with a positive identity theme towards personal development, attainment of educational and career goals.
- Incorporating household structure and communal accommodations to potential barriers and pathways to success.

## **5. Personal/Professional Development**

Young men will learn about creating a business. This includes introduction to young black and brown entrepreneurs, and teaching them to make a living based on their individual passion. The young will be educated on the shark tank tv show and begin working on their own shark tank proposal.

### **The goals for Personal/Professional Development are as follows:**

- Bridge the generational gap to help break down barriers for progression academically, socially, and professionally.

- Introduce young men to UMN exclusive networking events for young men of color.

**6. Reflection & Self-Motivation/Academic Support**

This lesson is centered around self-awareness, and includes exploring personal identities as well as establishing a creed and personality test.

**The goals for “Reflection & Self-Motivation/Academic Support” are as follows:**

- Explore ideas and theories behind their motivation.
- Connect the motivation to their academic and personal success.

**7. Social Interaction**

- Create a safe space for the young men to have fun with each other.

**Assessment**

Assessment takes place by journal entries that include activities, quiz, and pre/post surveys that will be given to students.

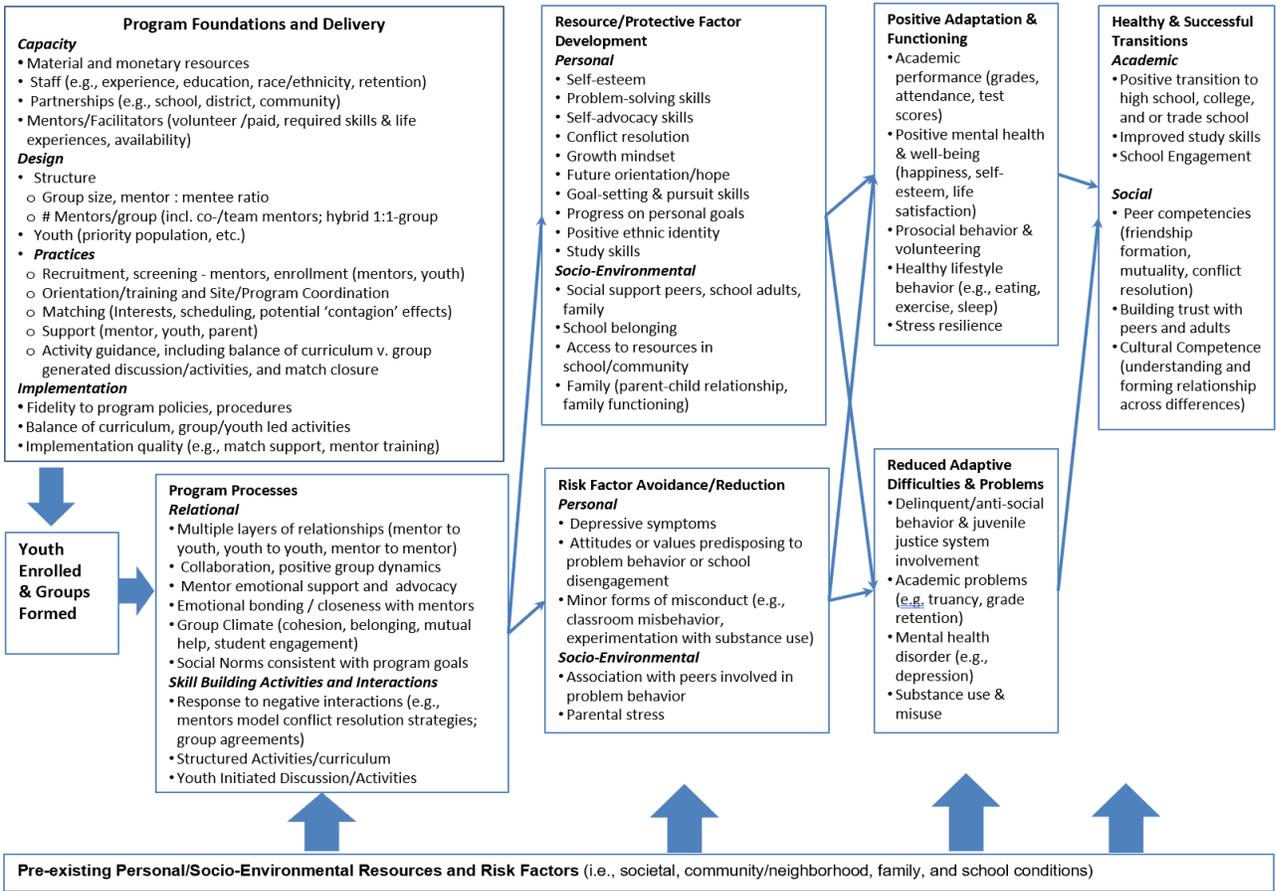
Surveys include questions from learning outcomes and objectives.

**Below are examples of previous session topics:**

Topic 1: The effects of media and popular culture on urban youth development ( <b>Critical Thinking</b> )	Topic 4: The Evolution of Hip Hop ( <b>Professional Development/Personal Appearance</b> )
Topic 7: Everyone Wants to Be Like Lebron ( <b>Reflection &amp; Self-Motivation</b> )	Topic 8: Family Feud: Urban Male 2.0 ( <b>Establishing &amp; Maintaining Positive Relationships</b> )



## Urban Male Network (UMN) Theory of Change for 5<sup>th</sup> – 8<sup>th</sup> Grade & High School Mentoring



### Urban Male Network (UMN) Proposed Budget

	Cost for 1 day	Cost for 1 week (Mentoring Session – school-based + enrichment session)	Cost for 8 weeks (1 <sup>st</sup> semester)	Cost for 8 weeks (2 <sup>nd</sup> semester)	Total Cost for 1 <sup>st</sup> & 2 <sup>nd</sup> Semester
(1) Session Facilitator (e.g., boxing, music production, art therapy, etc.)	\$350 an enrichment session				
(1) UMN Mentor Coordinator to facilitate mentoring	\$350 a mentoring session				

group session at Thornton Fractional					
Mentoring session + Afterschool Enrichment Activities (i.e., young men will meet twice a week)		\$700	\$5600	\$5600	
<b>Total</b>					<b>\$11,200</b>

**The cost of transporting the young men from the school to the community center in Dolton for participation in Boxing, Music Production, Basketball, and/or gaming will be covered by the school party.**

**Contact Information:**

Dr. Marlon Haywood  
 CEO/Founder,  
 Urban Male Network  
 Phone: (C) 773-412-9479  
 Website: [www.urbanmalenetwork.org](http://www.urbanmalenetwork.org)  
 Email: [marlon@urbanmalenetwork.org](mailto:marlon@urbanmalenetwork.org)

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## **Memorandum of Understanding**

---

### **Memorandum of Understanding**

Between

**Urban Male Network**

and

**Thornton Fractional Center for Academics & Technology**

This Memorandum of Understanding (MOU) sets for the terms and understanding between **Urban Male Network** and **Thornton Fractional Center for Academics & Technology** to provide a school-base male mentoring and afterschool enrichment program at **1605 Wentworth Avenue, Calumet City, IL 60409**.

#### **Background**

Thornton Fractional Center for Academics & Technology is a high school affiliated with District 215 located at 1605 Wentworth Avenue, Calumet City, IL 60409.

The Urban Male Network (UMN) is a mentoring program for young minority men who live in an urban area. Through community service, personal and professional development, and mentorship programs, UMN seeks to eliminate barriers to success for young people and provide positive role models that have achieved personal, professional, and academic success.

#### **Purpose**

Provide a school based male mentoring program and afterschool enrichment program that will be accomplished by undertaking the following activities:

#### **Thornton Fractional Center for Academics & Technology:**

- Provide an appropriate space to accommodate a school-based male mentoring program.
- Assist in recruiting and referring students to the school-based mentoring and afterschool program.
- Participate on the Advisory Team for evaluation and recommendations for the school-based mentoring and afterschool program.
- Assist w/ providing transportation for the young men in the school-based mentoring program to attend the afterschool enrichment activities.

#### **Urban Male Network (UMN):**

- Develop and implement a sustainable plan school-based mentoring and afterschool enrichment activities.
- Provide a school-based mentoring program and afterschool enrichment activities for 8 – 10 weeks during the Fall 2024 and Spring 2025 semesters.

- Provide and facilitate weekly school-based mentoring (i.e., one day a week) and after-school enrichment activities (i.e., one day a week). Meet with students twice a week.
- Establish a collaborative relationship with the school's staff.
- Communicate and collaborate with school/community partners about curriculum and instruction.
- Provide access to assessment and other available data for the purposes of program evaluation.

**Duration**

This MOU is at-will and may be modified by mutual consent of authorized officials from **UMN and Thornton Fractional Center for Academics & Technology**. This MOU shall become effective upon signature by the authorized officials from **UMN and Thornton Fractional Center for Academics & Technology**, and will remain in effect until modified or terminated by any one of the partners by mutual consent.

**Contact Information**

Urban Male Network, NFP  
Dr. Marlon Haywood  
President/CEO  
Telephone: (773) 412 – 9479  
Email: [marlon@urbanmalenetwork.org](mailto:marlon@urbanmalenetwork.org)

Thornton Fractional Center for Academics & Technology  
Dr. Rena Whitten  
Assistant Superintendent of Student Services & Equity at Thornton Fractional School Dist. 215  
Email: [rwhitten@tfd215.org](mailto:rwhitten@tfd215.org)



Date: 8/9/2024

(UMN representative signature)  
(Dr. Marlon Haywood, UMN, President/CEO)



Date:

(Thornton Fractional Center for Academics & Technology representative signature)  
(Dr. Rena Whitten, Assistant Superintendent of Services & Equity, Thornton Fractional School District 215)



## MEMORANDUM

**Date:** August 27, 2024

**To:** John Robinzine, Superintendent/Board of Education

**From:** Anita Howard, Chief of Staff

**Subject:** Lansing Public Library Intergovernmental Agreement

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### **Recommended Action**

Approve the Intergovernmental Agreement with the Lansing Public Library.

### **Background**

This agreement is an annual action item to support District 215 teachers in their work on behalf of the district.

### **Funding source if applicable:**

**Attachment:** Intergovernmental agreement

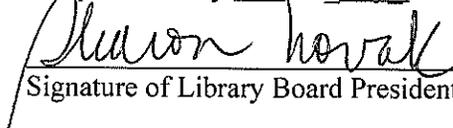
**INTERGOVERNMENTAL COOPERATIVE AGREEMENT**

WHEREAS, the Board of Library Trustees of the Lansing Public Library, Cook County, Illinois, has the authority to enter into an intergovernmental agreement pursuant to the Illinois Connection, Article VII, Section 10, and the Illinois Intergovernmental Cooperation Act, Illinois Compiled Statutes, Chapter 127, Para. 741, et seq,

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Lansing Public Library, Cook County, Illinois as follows:

1. A copy of the library's lending policy is attached hereto, and is therefore Incorporated in this agreement as though fully set forth therein, and is hereby approved and adopted by this Board.
2. The President and Secretary of each Board are hereby authorized to execute said intergovernmental agreement on behalf of each Board.
3. The Board of School District No. 215 will hereby assume responsibility for the use of Lansing Public Library materials by teachers in the performance of their work for the District.
4. The Board of School District No. 215 will supply reasonable identification on letterhead stationery for employees who are eligible to become registered for circulation or who will pick up materials for the District.
5. Upon presentation of itemized billing by the Lansing Public Library, School District No. 215 will promptly pay any charges as outlined in the library's policy.
6. The terms of this agreement shall become effective September 1, 2024.
7. This agreement shall be in full force and effect and after its adoption in the Manner approved by law.

Adopted this day 18th of July, 2024.

  
\_\_\_\_\_  
Signature of Library Board President

ATTEST:   
\_\_\_\_\_  
Signature of Library Board Secretary

Adopted this 18th day of July, 2024.

\_\_\_\_\_  
Signature of School District No. 215 Board President

ATTEST: \_\_\_\_\_  
Signature of School District No. 215 Board Secretary

Hello,

Enclosed in the envelope is the annual School Card Memorandum of Understanding. Please sign it and return a copy to the Lansing Public Library. Feel free to either mail it to the library at:

2750 Indiana Ave  
Lansing, IL 60430

You can also return it digitally to:  
[lisak@lansingpl.org](mailto:lisak@lansingpl.org)

We look forward to working with your teachers again this year.

Respectfully,  
Lisa Korajczyk  
Lansing Public Library Director



# Thornton Fractional

HIGH SCHOOL DISTRICT 215

BURNHAM • CALUMET CITY • LANSING • LYNWOOD

## MEMORANDUM

**Date:** August 27, 2024

**To:** Mr. John Robinzine, Superintendent/Board of Education

**From:** Anita Howard, Chief of Staff to Superintendent/Board of Education

**Subject:** IASB Updated PRESS 115 Policies

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### **Recommended Action**

The Board of Education is being presented with the first reading of PRESS 115 updated policies. Cabinet members have reviewed the policies. This issue has very few changes. We have also received the PRESS 116 issue and have been advised by our legal counsel to hold off on action as he wishes to review it due to several districts being named in Title IX litigation.

### **Background**

To make the review process more efficient, the policies are grouped into the following categories for review:

- **Draft Update**
  - 2:70 Vacancies on the School Board
  - 2:125 Board Member Compensation
  - 4:70 Resource Conservation
  - 4:80 Accounting and Audits
  - 5:130 Responsibilities Concerning Internal Information
  - 5:200 Terms and Conditions of Employment and Dismissal
  - 6:140 Education of Homeless Children
  
- **Review/Monitoring**
  - 2:160 Board Attorney
  - 4:15 Identity Protection
  - 5:180 Temporary Illness or Temporary Incapacity
  - 6:110 Programs for Students At Risk of Academic Failure
  - 6:150 Home and Hospital Instruction
  - 7:170 Vandalism

The proposed marked-up District 215 policies are attached for your review. Final adoption would be in September. Please let us know if there are any questions.

**Funding source if applicable:** N/A

**Attachment:** policies

## *Document Status: Review and Monitoring*

### **2:160 Board Attorney**

The Board of Education may retain legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents the Board of Education in its capacity as the governing body for the School District. The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The Board Attorney will provide services as described in the agreement for legal services or as memorialized by an engagement letter. The District will only pay for legal services that are provided in accordance with the agreement for legal services, as memorialized by an engagement letter, or that are otherwise authorized by this policy or a majority of the Board. [PRESSPlus1](#)

The Superintendent, his or her designee, and Board President, are each authorized to confer with and/or seek the legal advice of the Board Attorney. The Board may also authorize a specific Board member to confer with the Board Attorney on its behalf.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to be informed of and/or consider the matter.

The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

#### LEGAL REF.:

[Rule 1.7](#) (Conflict of Interest: Current Clients) and [Rule 1.13](#) (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

~~ADOPTED: February 23, 2021~~

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### **PRESSPlus Comments**

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

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

## *Document Status: Review and Monitoring*

### **4:15 Identity Protection**

The collection, storage, use, and disclosure of social security numbers by the School District shall be consistent with State and federal laws. The goals for managing the District's collection, storage, use, and disclosure of social security numbers are to: [PRESSPlus1](#)

1. Limit all activities involving social security numbers to those circumstances that are authorized by State or federal law.
2. Protect each social security number collected or maintained by the District from unauthorized disclosure.

The Superintendent is responsible for ensuring that the District complies with the Identity Protection Act, [5 ILCS 179/](#). Compliance measures shall include each of the following:

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which the District is collecting and using the social security number shall be provided. The stated reason for collection of the social security number must be relevant to the documented purpose.
5. All employees must be advised of this policy's existence, and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request.
6. If this policy is amended, employees will be advised of the existence of the amended policy and a copy of the amended policy will be made available to each employee.

No District employee shall collect, store, use, or disclose an individual's social security number unless specifically authorized by the Superintendent. This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. The District will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise afforded by law.

### Treatment of Personally Identifiable Information Under Grant Awards

The Superintendent ensures that the District takes reasonable measures to safeguard: (1) *protected personally identifiable information*, (2) other information that a federal awarding agency, pass-through agency or State awarding agency designates as sensitive, such as *personally identifiable information* (PII) and (3) information that the District considers to be sensitive consistent with

applicable laws regarding privacy and confidentiality (collectively, *sensitive information*), when administering federal grant awards and State grant awards governed by the Grant Accountability and Transparency Act ([30 ILCS 708/](#)).

The Superintendent shall establish procedures for the identification, handling, storage, access, disposal and overall confidentiality of sensitive information. The Superintendent shall ensure that employees and contractors responsible for the administration of a federal or State award for the District receive regular training in the safeguarding of sensitive information. Employees mishandling sensitive information are subject to discipline, up to and including dismissal.

LEGAL REF.:

[2 C.F.R. §200.303\(e\)](#).

[5 ILCS 179/](#), Identity Protection Act.

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

[50 ILCS 205/3](#), Local Records Act.

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

CROSS REF: 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records)

~~ADOPTED: February 23, 2021~~

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## **PRESSPlus Comments**

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

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

**Issue 115, June 2024**

## *Document Status: Review and Monitoring*

### **5:180 Temporary Illness or Temporary Incapacity**

A temporary illness or temporary incapacity is an illness or other capacity of ill-being that renders an employee physically or mentally unable to perform assigned duties. During such a period, the employee can use accumulated sick leave benefits. However, income received from other sources (worker's compensation, District-paid insurance programs, etc.) will be deducted from the District's compensation liability to the employee. [PRESSPlus1](#)

Those insurance plans privately purchased by the employee and to which the District does not contribute, are not applicable to this policy.

Any employee may be required to have an examination, at the District's expense, by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse, or a licensed physician assistant if the examination is job-related and consistent with business necessity.

#### **LEGAL REF.:**

[42 U.S.C. §12101](#) et seq., Americans with Disabilities Act.

[105 ILCS 5/10-22.4](#), [5/24-12](#), and [5/24-13](#).

*Elder v. School Dist. No.127 1/2*, 60 Ill.App.2d 56 (1st Dist. 1965).

*School District No. 151 v. ISBE*, 154 Ill.App.3d 375 (1st Dist. 1987).

CROSS REF.: 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:185 (Family and Medical Leave), 5:250 (Leaves of Absence), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

**ADOPTED:** February 23, 2021

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#### **PRESSPlus Comments**

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

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re-adopted

**Issue 115, June 2024**

## *Document Status: Review and Monitoring*

### **INSTRUCTION**

#### **6:110 Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program**

The Superintendent or designee shall develop, maintain, and supervise a program for students at risk of academic failure or dropping out of school. The program shall include education and support services addressing individual learning styles, career development, and social needs, and may include without limitation one or more of the following: PRESSPlus1

- Parent-teacher conferences
- Counseling services by social workers and/or guidance counselors
- Counseling services by psychologists
- Psychological testing
- Truants' alternative and optional education program
- Alternative school placement
- Community agency services
- Alternative learning opportunities program, in conformity with the Alternative Learning Opportunities Law, as it may be amended from time to time
- Graduation incentives program
- Remediation program

Any student who is below the age of 20 years is eligible to enroll in a graduation incentives program if he or she:

1. Is considered a dropout according to State law;
2. Has been suspended or expelled;
3. Is pregnant or is a parent;
4. Has been assessed as chemically dependent; or
5. Is enrolled in a bilingual education or English Language Learners program.

#### **LEGAL REF.:**

105 ILCS 5/2-3.41, 5/2-3.66, 5/10-20.9a, 5/13B, 5/26-2a, 5/26-13, 5/26-14, and 5/26-16.

**CROSS REF.:** 6:280 (Grading and Promotion), 6:300 (Graduation Requirements), 7:70 (Attendance and Truancy)

ADOPTED: February 23, 2021

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#### **PRESSPlus Comments**

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

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- Update the policy language due to changes in local conditions
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**Issue 115, June 2024**

## *Document Status: Review and Monitoring*

### **6:150 Home and Hospital Instruction**

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services. Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program. [PRESSPlus1](#)

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage.

Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

#### LEGAL REF.:

[105 ILCS 5/10-19.05\(e\)](#), [5/10-22.6a](#), [5/14-13.01](#), and [5/18-4.5](#).

[23 Ill.Admin.Code §§1.520](#), [1.610](#), and [226.300](#).

CROSS REF.: 6:120 (Education of Children with Disabilities), 7:10 (Equal Educational Opportunity), 7:280 (Communicable and Chronic Infectious Disease)

ADOPTED: February 23, 2021

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### **PRESSPlus Comments**

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

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- 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 115, June 2024**

## *Document Status: Review and Monitoring*

### **7:170 Vandalism**

The Board of Education will seek restitution from students and their parents/guardians for vandalism or other student acts that cause damage to school property. [PRESSPlus1](#)

LEGAL REF.:

[740 LCS 115/](#).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior)

~~ADOPTED: February 23, 2021~~

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### **PRESSPlus Comments**

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

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

**Issue 115, June 2024**

## *Document Status: Draft Update*

### **2:70 Vacancies on the Board of Education - Filling Vacancies**

#### Vacancy

Elective office of a Board of Education member becomes vacant before the term's expiration when any of the following occurs:

1. Death of the incumbent,
2. Resignation in writing filed with the Secretary of the Board,
3. Legal disability,
4. Conviction of a felony, bribery, perjury, or other infamous crime or of any offense involving a violation of official oath or of a violent crime against a child,
5. Removal from office,
6. The decision of a competent tribunal declaring his or her election void,
7. Ceasing to be an inhabitant of the District or a particular area from which he or she was elected, if the residential requirements contained in the School Code are violated,
8. An illegal conflict of interest, or
9. Acceptance of a second public office that is incompatible with Board membership.

#### Filling Vacancies

Whenever a vacancy occurs, the remaining members shall notify the appropriate Intermediate Service Center Executive Director [PRESSPlus1](#) of that vacancy within five days after its occurrence and shall fill the vacancy until the next regular board election, at which election a successor shall be elected to serve the remainder of the unexpired term. However, if the vacancy occurs with less than 868 days remaining in the term or less than 88 days before the next regularly scheduled election, the person so appointed shall serve the remainder of the unexpired term, and no election to fill the vacancy shall be held. Members appointed by the remaining members of the Board to fill vacancies shall meet any residential requirements as specified in the School Code. The Board shall fill the vacancy within 60 days after it occurred by a public vote at a meeting of the Board.

Immediately following a vacancy on the Board, the Board will publicize it and accept résumés from District residents who are interested in filling the vacancy. After reviewing the applications, the Board may invite the prospective candidates for personal interviews to be conducted during duly scheduled closed meetings.

LEGAL REF.:

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

CROSS REF.: 2:40 (Board Member Qualifications), 2:60 (Board Member Removal from Office), 2:120 (Board Member Development)

ADOPTED: February 23, 2021

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## *Document Status: Draft Update*

### **2:125 Board Member Compensation; Expenses**

#### Board Member Compensation Prohibited

Board of Education members provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

#### Roll Call Vote

All Board member expense requests for travel, meals, and/or lodging must be approved by roll call vote at an open meeting of the Board.

#### Regulation of School District Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the District by resolution. No later than approval of the annual budget and when necessary, the Superintendent will recommend a maximum allowable reimbursement amount for expenses to be included in the resolution. The recommended amount should be based upon the District's budget and other financial considerations.

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.

#### Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved by it when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

#### Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:

1. Meetings sponsored by the Illinois State Board of Education or by the appropriate Intermediate Service Center Executive Director; [PRESSPlus1](#)
2. County or regional meetings and the annual meeting sponsored by any Board of Education association complying with [Article 23 of the School Code](#); and
3. Meetings sponsored by a national organization in the field of public school education.

Expense advancement requests must be submitted to the Superintendent or designee on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense reimbursement form and submit to the Superintendent: (a) the itemized, signed advancement voucher that was issued, and (b) the amount of actual expenses by attaching receipts. A Board member must return to the District any portion of an expense advancement not used. If an expense advancement is not requested, expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the mandatory trainings described in policy 2:120, *Board Member Development* and other professional development opportunities that are encouraged by the School Code (see the **Reimbursements and Purchase Orders** subhead, below). Expense advancements and vouchers shall be presented to the Board in its regular bill process.

### Reimbursements and Purchase Orders

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's standardized expense reimbursement form. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

### Credit and Procurement Cards

Credit and procurement cards shall not be issued to Board members.

### Standardized Expense Form(s) Required

All requests for expense advancement, reimbursement, and/or purchase orders in the District must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

### Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the District in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:
  - a. Air travel at the coach or economy class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Fees for the first checked bag will be reimbursed. Copies of airline tickets and baggage receipts must be attached to the expense form.

- b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
  - c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
  - d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
  - e. Taxis, airport limousines, ride sharing or other local transportation costs.
3. Meals. Meals charged to the School District should represent mid-fare selections for the hotel/meeting facility or general area, consistent with the maximum allowable reimbursement amount set by the Board. Tips are included with meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.
  4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.
  5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

#### Additional Requirements for Travel Expenses Charged to Federal and State Grants

All Board member expenses for travel charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act ([30 ILCS 708/](#)) must comply with Board policy 5:60, Expenses, and its implementing procedures. Travel expenses include costs for transportation, lodging, meals, and related items.

#### LEGAL REF.:

[105 ILCS 5/10-20](#) and [5/10-22.32](#).

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

[50 ILCS 150/](#), Local Government Travel Expense Control Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:120 (Board Member Development), 2:240 (Board Policy Development), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 5:60 (Expenses)

~~ADOPTED: February 23, 2021~~

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#### **PRESSPlus Comments**

PRESSPlus 1. Updated for clarity. **Issue 115, June 2024**

## *Document Status: Draft Update*

### **4:70 Resource Conservation**

The Superintendent or designee shall manage a program of energy and resource conservation for the District that includes:

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible.
2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in the School Code, if economically and practically feasible.
3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall: (a) require recycling the District's waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; (b) include investigation of the feasibility of potential markets for other recyclable materials that are present in the District's waste stream; and (c) establish a goal for the~~be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District, when it is economically and practically feasible to do so.~~ [PRESSPlus1](#)
4. ~~Adherence to e~~Energy conservation measures.

LEGAL REF.:

[105 ILCS 5/10-20.19c](#) and [5/19b](#).

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs)

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### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to a five-year review. **Issue 115, June 2024**

## *Document Status: Draft Update*

### **4:80 Accounting and Audits**

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

#### Annual Audit

At the close of each fiscal year, the Superintendent shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent. The Superintendent shall annually, on or before October 15, submit an original and one copy of the audit to the appropriate Intermediate Service Center Executive Director. [PRESSPlus1](#)

#### Annual Financial Report

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

#### Inventories

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

#### Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$2,000 and have an estimated useful life greater than one year.

#### Disposition of District Property

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition: (1) District personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school site, building, or other real estate that is

unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Superintendent or designee may unilaterally dispose of personal property of a diminutive value. The Superintendent shall establish procedures for the disposition of property acquired by the District under grant awards that comply with federal and State law.

### Taxable Fringe Benefits

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

### Controls for Revolving Funds and Petty Cash

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

### Control Requirements for Checks

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

### Internal Controls

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

1. All financial transactions must be properly authorized and documented.
2. Financial records and data must be accurate and complete.
3. Accounts payable must be accurate and punctual.
4. District assets must be protected from loss or misuse.
5. Incompatible duties should be segregated, if possible.
6. Accounting records must be periodically reconciled.
7. Equipment and supplies must be safeguarded.
8. Staff members with financial or business responsibilities must be properly trained and supervised, and must perform their responsibilities with utmost care and competence.

9. Any unnecessary weaknesses or financial risks must be promptly corrected.

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

LEGAL REF.:

[2 C.F.R. §200](#) *et seq.*

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

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

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

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

~~ADOPTED: February 23, 2021~~

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## **PRESSPlus Comments**

PRESSPlus 1. Updated for clarity. **Issue 115, June 2024**

## *Document Status: Draft Update*

### **5:130 Responsibilities Concerning Internal Information**

District employees are responsible for maintaining: (1) the integrity and security of all internal information, and (2) the privacy of confidential records, including but not limited to: student school records, personnel records, and the minutes of, and material disclosed in, a closed Board of Education meeting. Internal information is any information, oral or recorded in electronic or paper format, maintained by the District or used by the District or its employees. The Superintendent or designee shall manage procedures for safeguarding the integrity, security, and, as appropriate, confidentiality of internal information.

#### **LEGAL REF.:**

~~Family Educational and Privacy Rights Act~~, 20 U.S.C. §1232g, Family Educational and Privacy Rights Act.

~~Uses and Disclosures of Protected Health Information; General Rules~~, 45 C.F.R. §164.502., Uses and Disclosures of Protected Health Information; General Rules.

~~Ill. Freedom of Information Act~~, 5 ILCS 140/, Ill. Freedom of Information Act.

~~Local Records Act~~, 50 ILCS 205/, Local Records Act.

105 ILCS 10/, Ill. School Student Records Act.

105 ILCS 85. Student Online Personal Protection Act, [PRESSPlus1](#)

~~Personnel Record Review Act~~, 820 ILCS 40/, Personnel Record Review Act.

CROSS REF.: 2:140 (Communications To and From the Board), 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

~~ADOPTED: February 23, 2021~~

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#### **PRESSPlus Comments**

PRESSPlus 1. The Legal References are updated. **Issue 115, June 2024**

## *Document Status: Draft Update*

### **5:200 Terms and Conditions of Employment and Dismissal**

The Board of Education delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable individual employment contract or collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

#### School Year and Day, Duty-Free Lunch, Salary, Assignments and Transfers

**Please refer to the applicable collective bargaining agreement(s).**

The District accommodates employees who are nursing mothers according to provisions in State and federal law.

#### School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in [105 ILCS 5/14-1.09a](#).

#### Dismissal

The District will follow State law when dismissing a teacher.

#### Evaluation

The District's teacher evaluation system will be conducted under the plan developed pursuant to State law.

On an annual basis, the Superintendent will provide the Board with a written report which outlines the results of the District's teacher evaluation system.

#### LEGAL REF.:

[29 U.S.C. §218\(d\)](#), [Pub. L. 117-328](#), Pump for Nursing Mothers Act.

[42 U.S.C. §2000gg et seq.](#), [Pub. L. 117-328](#), Pregnant Workers Fairness Act.

[105 ILCS 5/10-19](#), [5/10-19.05](#), [5/10-20.65](#), [5/14-1.09a](#), [5/22-96.5](#), [PRESSPlus1](#), [5/22.4](#), [5/24-16.5](#), [5/24-2](#), [5/24-8](#), [5/24-9](#), [5/24-11](#), [5/24-12](#), [5/24-21](#), [5/24A-1 through 24A-20](#).

[820 ILCS 260/](#), Nursing Mothers in the Workplace Act.

[23 Ill.Admin.Code Parts 50](#) (Evaluation of Educator Licensed Employees) and [51](#) (Dismissal of Tenured Teachers).

[Cleveland Bd. of Educ. v. Loudermill](#), 470 U.S. 532(1985).

CROSS REF.: 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

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### **PRESSPlus Comments**

PRESSPlus 1. 105 ILCS 5/22-96, added by P.A. 103-46 and amended by P.A. 103-564, requires school districts, when hiring or assigning educators for physical education, music, or visual arts, to prioritize the hiring or assigning of educators who hold an educator license and endorsement in those areas. The law also requires educators in these areas to obtain short-term approval if they are not licensed in the content area, or, if no short-term approval is available, they must meet criteria specified by the Ill. State Board of Education (ISBE). Educators must obtain an endorsement in the area being taught prior to the end of the short-term approval period to continue to maintain the educator's employment for subsequent school years. In the alternative, educators do not need to be licensed, obtain short-term approval, or meet other ISBE requirements if they meet the requirements of Title 23 of the Illinois Administrative Code except for Section 1.710. **Issue 115, June 2024**

## *Document Status: Draft Update*

### **6:140 Education of Homeless Children**

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths. A *homeless child* is defined as provided in the McKinney-Vento Homeless Assistance Act and the Education for Homeless Children Act. The Superintendent or designee shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation.

A homeless child may attend the District school that the child attended when permanently housed or in which the child was last enrolled. A homeless child living in any District school's attendance area may attend that school.

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Transportation shall be provided in accordance with the McKinney-Vento Homeless Assistance Act and State law. The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school. If a child is denied enrollment or transportation under this policy, the Liaison for Homeless Children shall immediately refer the child or his or her parent/guardian to the ombudsperson appointed by the Intermediate Service Center Executive Director and provide the child or his or her parent/guardian with a written explanation for the denial. Whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing, the Liaison for Homeless Children shall, after the passage of 18 months and annually thereafter, conduct a review as to whether such hardship continues to exist in accordance with State law.

#### **LEGAL REF.:**

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

[105 ILCS 45/](#), Education for Homeless Children Act.

[23 Ill.Admin.Code §1.241](#). [PRESSPlus1](#)

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), [4:140 \(Waiver of Student Fees\)](#), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

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#### **PRESSPlus Comments**

PRESSPlus 1. The Legal References are updated. **Issue 115, June 2024**



## MEMORANDUM

**Date:** August 27, 2024  
**To:** John Robinzine, Superintendent/Board of Education  
**From:** Anita Howard, Chief of Staff  
**Subject:** Activities and Athletics Handbooks

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### **Recommended Action**

Approve the 2024-25 Activities and Athletics Handbooks.

### **Background**

This agreement is an annual action item. It was anticipated to combine the two handbooks and based on summer scheduling and other factors, that was not accomplished. Administration does plan on completing this process by April/May 2025 in order to have it approved prior to summer and to be parallel with the approval of the general student handbook.

There only significant changes are updates to the referenced policies and the removal of references to the North swimming pool.

**Funding source if applicable:**

**Attachment:**



Thornton Fractional  
HIGH SCHOOL DISTRICT 215  
BURNHAM • CALUMET CITY • LANSING • LYNWOOD

# ACTIVITIES HANDBOOK

# 2024-25

## TF DISTRICT 215 ACTIVITIES HANDBOOK 2024-25

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## **WELCOME BACK SPONSORS!**

We welcome each of you to a new school year! We hope you had a wonderful and restful summer. This year will bring many opportunities for you to teach and instill valuable leadership skills. We cannot allow these opportunities to bypass us. Please accept this challenge and let's make our students the leaders of tomorrow. It will be our #1 priority to assist you in whatever way we can. We want to make sure that you have everything you need to succeed in your activity. Through constant communication with you and your students, we will make every effort to improve the Activity Office. Below are some of the goals we want you to think about. If we work together to accomplish these goals, the school year will be very enjoyable.

- To instill leadership skills in students
- To keep accurate records of club activities
- To encourage more students to get involved in activities
- To make sure both you and your students enjoy the activity

### **Important Numbers:**

North:

Activities Director Mike Kawa: 708-585-1028  
Athletic Director DeVale Stubbs: 708-275-8242

South:

Activities Director Susan Lessner: 708-585- 2062  
Athletic Director Marc Brewes: 708-932-8607

## **EXTRA-CURRICULAR ACTIVITIES**

Extra-curricular activities are divided into two classifications: athletic and other. All athletic activities will be under the supervision of the Athletic Director, assisted by the Assistant Athletic Director. All other student activities will be under the supervision of the Student Activities Director.

## **DUTIES OF ACTIVITIES DIRECTOR**

1. The Student Activities Director is assigned the responsibility for coordinating and supervising all activities sponsored by student organizations.
2. No sales of tickets, fundraising projects, dances, etc., may be undertaken without prior consultation and approval of the Student Activities Director.
3. No student organization (clubs) may sponsor a raffle or any game of chance as a fundraising project.
4. All funds received by a student organization must be deposited in the Activities Office daily and all expenditures of organization funds must be processed through the Student Activities Director and building Principal.
5. Tag days are held only with the prior written approval of the Student Activities Director. If the activity director approves, permission to conduct a tag day must be obtained from the city.

### **DUTIES OF ACTIVITIES DIRECTOR CONT.**

6. Solicitation, if approved by the cities, may take place upon private properties (such as banks, stores, restaurants, etc.). Permission must also be sought and granted by the owners of the businesses. Any deviation from the above may result in the club's exclusion from further tag day fund raising.
7. No solicitation will take place on a public thoroughfare within the respective cities.
8. These regulations will also encompass the Booster Club and the Parent Teacher Student Association (PTSA), only if our students are utilized in the fundraising.
9. The total number of fundraisers will be determined by the Activities Director and the Principal of each respective school for each academic school year.

### **DUTIES OF CLUB SPONSORS**

1. Meetings and activities may be held only when the Activity Sponsor is present.
2. The Activity Sponsor will not leave the building until all students under his/her or her responsibility have left the building.
3. Students are not to roam the building. They must be with their Activity Sponsor until dismissed.
4. No activity should extend beyond 10:00 P.M. on school nights and 11:00 P.M. on weekends/holidays. Should a time extension be necessary, approval for such extension must be obtained in writing from the administration.
5. The sponsor shall be present at all club activities for the duration of the activity and assist students to plan, organize, and promote the activities of the organization.
6. At the close of the school year, sponsors must submit a summary report of the activities of the organization, together with an accounting of the funds received and disbursed during the year to the Student Activities Director
7. The club sponsor shall make certain that:
  - a. A current copy of the club's constitution is on file in the Student Activities Office.
  - b. A list of the club's current officers is turned in to the Activities Director.
  - c. A tentative calendar of club activities is submitted to the Student Activities Director.

These regulations shall be complied with by October 1st of each school year. Failure to comply will place the club on inactive status and the club will forfeit the right to all activity until the regulations are fulfilled.

8. Extra-curricular sponsors/coaches absent from their District 215 employment duties because of personal illness shall not conduct practice or competition on the day(s) of such illness
9. All activities are responsible for the removal of signs, posters, tape, etc., following designated activity.

## **NEW PROGRAMS**

New clubs or organizations are to be developed according to the District 215 Board of Education approved guidelines (Policy 6:190) and must be approved by the principal and superintendent. Student interest and the total program activity will determine the need for more activities. No more than thirty-six paid activities will function at each campus at one time. Additional non-paid clubs/activities may be permitted by the activity director and the principal on an individual basis. To make application for the establishment of an organization or club, a request form must be filled out and submitted to the principal. The “New Activity Request Form” can be found in the forms section of this document.

## **ACTIVITIES CALENDAR**

The official activities calendar for the building is maintained in the office of the Principal or designee. All activities that are placed on the calendar must have the approval of the sponsor and administration. The appropriate forms for use of facilities after school hours must be completed and approved. These forms are available in the Main Office.

## **ATHLETIC/ACTIVITY CONFLICT RESOLUTION**

1. The following steps are guidelines to be followed to resolve conflicts between/among athletics and activities.
2. Scheduled games, matches, contests, and/or performances take precedence over practices. All activities, contests or performances must be school sponsored and approved.
3. When activities and athletics have conflicting scheduled contests/performances, the coaches/sponsors/directors should resolve the conflict amongst themselves.
4. Conflicts in practice schedules must be worked out in advance of the conflict(s). These practice schedules should be shared between the activity sponsors, coaches and/or director to determine potential conflicts.
5. Unresolved conflicts should be referred to the building principals or their designee.
6. No student should be penalized from participating in a contest or performance.

**OVERVIEW OF APPROVED ACTIVITIES:** The student programs are divided into four areas:

Campus	Category I – Performance
N S	Scholastic Bowl # ●
N S	Chess # ●
N S	Drama
N S	Group Interpretation # ●
N S	Mathletes ●
N S	Speech # ●
N S	Band # ●
N S	Choir # ●
N S	Contest Play # ●
N S	E-Sports Team# ●
Campus	Category II – Co-Curricular
N S	Newspaper # ●
N S	Yearbook # ●
C	CWT @ S
C	Auto Mechanics @ N
C	Auto Collision @ N
Campus	Category III - Special Interest
N	Freshman Class
S	Freshman / Sophomore Class
N	Sophomore Class
N S	Junior Class
N S	Senior Class
S	Art Club ●
N	Brother to Brother
N S	Drama Club
N S	Dreamers Club
N S	Creative Arts / Literary Magazine ●
S	Science ●
N	Environmental / Science ●
N S	E-Sports Club
N S	TV Production ●
N	Monogram
N S	Student Council ●
N S	NHS ●
S	Pep Club
S	Cultural Exploration Club
S	Latin Dance Crew
N S	Best Buddies
N S	History Club
N S	GSA Genders & Sexualities Alliance
S	Peer Mediators
S	Senior Ambassadors
N	Visual Arts ●
S	Girls Club
N	Student Action Team
N	Connections
N	STARS Girls Club
N S	Future Teachers of America
N S	Student Equity Leadership Club
N	Powerlifting
S	Anime Club
Campus	Category IV - Non Paid -2 Year Probation
S	Spanish Honor Society—year 2
N	Spanish Honor Society—year 1

- SSC Conference Required
- # IHSA Competition
- @ N or S Bookkeeper

REVISED 8/20/24

## CERTIFICATION

Certification will be granted annually to those organizations that meet the district expectations.

Organizations will be monitored semi-annually. Those organizations that do not meet expectations will be put on a "watch list" for the next semester and given the opportunity to make adjustments. If adjustments are not made the group will be dissolved or new leadership sought.

**Activities Director informs club sponsor in writing of expectations that weren't met. Report is given to the Athletic Director. If the problem continues, Athletic Director is informed for further action.**

Certification is divided into four categories:

Category I: Certification for interscholastic competitions and performance activities

Category II: Certification for Co-Curricular clubs

Category III: Certification for special interest activities

Category IV: Certification for Non-Paid/Grant funded activities

## CATEGORY REQUIREMENTS

### Category I

CERTIFICATION FOR INTERSCHOLASTIC COMPETITIONS AND PERFORMANCE ACTIVITIES.

- 1) Timely submission of all forms/paperwork (vouchers, building requests, pledges, membership lists, and activity requests.)
- 2) The organization will report on a monthly basis all performances and/or competition results to the activities' director. A financial report must also be included reflecting all expenditures, fundraisers/income, and a current balance of the activity account and/or budget account. An updated roster highlighting any changes should also be submitted.
- 3) The activity sponsor will engage in an active recruitment program each year. (This may include representation at registration, updated trifolds, open house, and freshmen orientation as examples.) Membership levels should be maintained throughout the year.
- 4) All participants will follow the District 215 Activity/Athletic Code of Conduct.
- 5) Each team/activity will participate in at least one service project each year.
- 6) Each team/activity will participate in at least 1 fundraising event per year. All events must have a fundraising form submitted to the Activity Director.
- 7) All District 215 school administrative procedures will be understood and implemented.
- 8) All IHSA rules/regulations will be strictly followed.
- 9) Follow District guidelines for eligibility.

- 10) Activity Sponsors must attend all meetings related to activities and the club must participate in conference events.

*If a particular club or team cannot comply with the published criteria, the activity director should be consulted and, if appropriate, alternate criteria may be substituted.*

### **STATE TOURNAMENT ATTENDANCE FOR CATEGORY I**

The following will serve as guidelines in determining the attendance of staff and students at state tournaments:

1. The varsity head coach/sponsor and one assistant coach, if any, in a given sport/activity may be excused from their duties. The coaches will be provided funds to attend the state tournaments if the team or individual students qualify for the tournament.
2. Other coaches in a given sport/activity who wish to attend a state tournament will not be excused from their duties and will not be provided expense funds. This also applies to the varsity head coach when there are no participants from the school in the state tournament.
3. Students who are participants in a state tournament will be excused from classes and are to attend the state tournament under the supervision of their coaches.
4. No funds will be provided for students to attend a state tournament as non-participants. This includes both admission and expenses.
5. The school will provide tickets of admission for varsity team members and coaches of a given sport/activity for attendance at regional and sectional contests. Team members must attend the contest under the supervision of the coaches.

### **Category II**

#### **CERTIFICATION FOR CO-CURRICULAR CLUBS**

- 1) Timely submission of all forms/paperwork (vouchers, fundraising forms, building requests, pledges, membership lists, and activity requests.)
- 2) The secretary or designee will submit a monthly report to the activity director. This should include a summary of meetings outside of class (at least 2 per month), festivals, competitions, and/or conferences, etc. A financial report must also be included reflecting all expenditures, fundraisers/income, and a current balance of the activity account. Attach an updated roster highlighting any changes.
- 3) Monthly building activities will be planned and implemented by the club officers for increased group development. Groups must meet two times each month outside of classroom hours.
- 4) The club will actively develop and participate in a recruitment program to encourage and/or train new members. (This may include representation at registration, open house, and freshmen orientation as examples.) Membership levels should be maintained throughout the year.
- 5) The District 215 Athletic/Activity code of conduct will be followed and monitored by the group.

- 6) At least one community service component will be planned each semester.
- 7) Each club/activity will participate in at least 1 fundraising event per year. All events must have a fundraising form submitted to the Activity Director.
- 8) All District 215 school administrative procedures will be understood and implemented.
- 9) Follow District guidelines for eligibility.
- 10) Activity Sponsors must attend all meetings related to activities and the club must participate in conference events.
- 11) All IHSA rules/regulations will be strictly followed.

*If a particular club or team cannot comply with the published criteria, the activity director should be consulted and, if appropriate, alternate criteria may be substituted.*

### **Category III**

#### CERTIFICATION FOR SPECIAL INTEREST ACTIVITIES

1. Timely submission of all forms/**paperwork** (vouchers, fundraising forms, building requests, pledges, membership lists, and activity requests.)
2. The student secretary or designee will submit monthly minutes to the activity director. A **signed** roster of students in attendance must be included in the minutes. A financial report must also be included reflecting all expenditures, fundraisers/income, and a current balance of the activity account. An updated roster highlighting any changes should be submitted.
3. Monthly building activities will be planned and implemented by the club officers for increased group development. Groups must meet two times each month.
4. The club will actively develop and participate in a recruitment program to encourage and/or train new members. (This may include representation at registration, open house, and freshmen orientation as examples.) Membership levels must be maintained throughout the year.
5. The District 215 Athletic/Activity code of conduct will be followed and monitored by the group.
6. One community service component per semester should be planned and implemented.
7. Each club/activity will participate in at least 1 fundraising event per year. All events must have a fundraising form submitted to the Activity Director.
8. All District 215 procedures will be understood and used by the club members on a regular basis.
9. Follow District guidelines for eligibility.
10. Activity Sponsors must attend all meetings related to activities and the club must participate in conference events.

*If a particular club or team cannot comply with the published criteria, the activity director should*

*be consulted and, if appropriate, alternate criteria may be substituted.*

#### **Category IV:**

##### CERTIFICATION FOR NON-PAID/GRANT FUNDED CLUBS

1. Any group wishing to become a category IV club must meet with the Activity Director who will then make a recommendation to the Principal based on need. A proposal to start a new club form must accompany the request.
2. Once the club is approved, it should adhere to the following requirements:
  - If the club is performance, category I requirements should be followed.
  - If the club is co-curricular, follow category II requirements.
  - If the club is special interest, follow category III requirements.

#### **LANE CHANGES**

As agreed to by the Union representatives and the Administration, the following guidelines will be used for lane changes. Since it is important that lane changes be processed as rapidly as possible, the dates indicated at each level should be considered as a maximum. Every effort should be made to expedite the process.

1. Club and Non-Athletic Extra-Curricular lane changes will be considered on a yearly basis using the following process:
2. Activity sponsor will submit lane change requests with written support, to the activities director by January 15.
3. District 215 sponsors for the activity in question must provide a joint rationale with justification to support the lane change.
4. The activities director will submit the prospective lane change requests to the building principal by February 1.
5. The building principal will submit prospective lane changes to the appropriate district administrator by February 15.
6. The superintendent and union president will agree to make a mutual decision concerning lane changes by April 1.
7. Lane changes will be recommended for approval at the regularly scheduled April Board of Education meeting.

## **ACTIVITIES & ATHLETICS SOCIAL MEDIA ACCOUNT GUIDELINES**

**Social Media Use for Athletics and Activities** – This document provides guidelines for staff who wish to use social media platforms as a way of promoting their school-sponsored activity or sport. Employees administering a social media account on behalf of a district team, club, or group are to adhere to the following guidelines:

1. Accounts must be limited to YouTube, Instagram, Facebook, and X (Twitter). No other social media platforms are not to be used.
2. Social media accounts for District 215 activities and athletics are the property of District 215 and must be connected to a staff member’s district issued email address. Accounts currently connected to a staff member’s personal email, personal Facebook account, Instagram, Twitter, or YouTube are in violation of this handbook and must be converted immediately. (For assistance, contact public relations officer at 708-585-2309)
3. The athletic director or activities director should be immediately notified of all existing and newly opened social media accounts, pages, groups, etc. that are for the purpose of promoting District 215 athletics or activities. Please note that school-related activity/athletic accounts, pages, or groups are considered district-owned accounts and will be transferred to another district staff member if/when the staff member administering a social media account/page is no longer sponsoring/coaching the activity or sport connected to the account.
4. ***All new and existing school-related athletics and activities social media pages, groups, accounts, etc. must have the school digital media coordinator added as a secondary administrator to the account.***
5. Volunteers and students are not to be administrators of any school-related social media accounts.
6. Volunteers and students should not post to District 215 social media accounts. The coach or sponsor is responsible for all posts to the District 215 social media account, even if another individual was given access to post. As such, great care should be exercised in determining IF any other individuals are allowed to post to the account.
7. Post only content that directly relates to the team, club, group, or to share important school or district information. *Note: Posts that take a political or religious stance are not to be included unless they relate directly to the purpose of the club (For example, equity student leaders, LGBT clubs, Dreamers are inherently “political.” Posts that share opinion rather than fact should also be avoided.)*
8. Verify that a guardian has signed approval for media release prior to posting student pictures and be sure to check with students before posting their picture to an account.
9. Monitor comments posted to social media pages on a regular basis and contact the public relations officer immediately (708-585-2309) if any questionable or controversial content or threads begin to unfold in the comments on the page you manage.
10. Post information that is factually accurate and free of grammatical or spelling errors and be sure to check and update the page regularly. Accounts that aren’t well maintained may be disabled.
11. Take responsibility for anything “liked” or shared via social media when representing the district, as this can be construed as an endorsement. Do not share a link without fully reading it first and verifying the credibility of the source and content.

In addition, employees will be expected to refrain from posting information:

- That violates student, family, or staff privacy. If unsure whether something may be a privacy violation, do not post.
- That is sensitive or personal in nature or is proprietary to District 215, or which is not public information (examples: tentative or future team schedules, student athlete injuries and eligibility status, travel).
- Deemed unsportsmanlike, derogatory, demeaning, or threatening toward any other individual or entity (examples: derogatory comments regarding another school; taunting comments aimed at a student-athlete, coach, or team at another school or derogatory comments against race and/or gender).

***In summary:*** *It is expected that District 215 employees treat professional social media space and communication like a classroom and/or a professional workplace and adhere to all District 215 Board of Education policies and applicable laws in management of district related social media accounts. Specific attention should be given to Board Policy 5:125 “Personal Technology and Social Media: Usage and Conduct.” The same standards expected in District 215 professional settings are expected on District 215 related social media sites. If a particular type of behavior is inappropriate in the classroom or a professional workplace, then that behavior is also inappropriate on the professional social media site. Failure to adhere to District 215 policies or applicable laws may result in discipline.*



**Student Activity & Athletic Funds  
Finance and Accounting  
Procedures Handbook**

## MISSION

The mission of Thornton Fractional High School District 215 is to provide diverse learning opportunities that inspire all students to become life-long learners who contribute to their community. In keeping with this mission, the Board of Education believes that providing extra-curricular activities and clubs and student organizations benefits the students and adds to their educational experience.

There is a large amount of money that is received and disbursed through the student activity & athletic funds. Because of this, the District must have accounting procedures in place that ensure the funds are being managed properly and within the guidelines provided by the Illinois State Board of Education in the “Illinois Program Accounting (IPAM) Manual for Local Education Agencies.” The District and each school will establish internal control procedures to ensure that the activity & athletic funds are properly accounted for.

## OVERVIEW

### Fundraising Activities

Fundraising projects for any student activity shall contribute to the educational experience of students and shall not conflict with, but add to, the instructional program. All fundraising projects or programs for Activities must be approved by the Activity Director and Athletic Director. Fundraising for sports must be approved by the Athletic Director.

### Student Activity & Athletic Fund Disbursements

Student activity funds are those funds which are owned, operated, and managed by organizations, clubs, or associations (groups) within the student body under the guidance and direction of one or more faculty or staff members for educational, recreational, or cultural purposes. **The activity & athletic funds should never be used for purchase of building or district budget expenditures. All expenses must directly benefit students.**

#### *Examples of appropriate disbursements for student activity funds*

- Admission Fees
- Class Trips
- Class Projects
- Yearbook
- Student Clubs/Student Council
- Choral and Band Groups
- Athletics (funds raised by students, not the District budget)
- Donations (if the money was raised by the students for that purpose)
- Entertainment (for the benefit of students)
- School-wide Assemblies
- Group Food/Lodging/Travel Expenses/Transportation
- Good behavior programs that benefit the entire student body

Some questions that can help determine if money can be allocated for the activity fund:

- Was the money raised by the students?
- Is the money being used for the purpose it was being raised?
- ***Is the money being used for the direct benefit of students?***

If the answers to the questions is yes, the money can be allocated for the activity fund.

Student activity & athletic funds are assets held by the District for the students that **cannot** be used to support the District’s own programs. The money in the activity & athletic funds should be expended for the purpose in which it was raised and should benefit all students belonging to that organization or all students in the school.

Equipment and supplies for curricular, classroom or administrative purposes are the responsibility of the District and should not be paid for with student activity & athletic funds. Student activity & athletic funds may not be expended for the following:

- Equipment or supplies for curricular or classroom use or to support District programs
- Repair and maintenance of District equipment
- Salaries for services that are the responsibility of the District
- Expenses for the benefit of employees
- Parties or refreshments for employees

Personal checks can never be cashed by the activity funds and postdated checks should not be accepted. The Activities Director and Athletic Director, respectively, are responsible for overseeing student activities and athletic activities, as well as procedures for disbursement of funds in their building. The Bookstore Manager is responsible for verifying and depositing activity fund deposits. The Business Manager will reconcile the Activity Fund Accounts on a monthly basis. The Activity and Athletic Directors have access in IVISION to review and print reports for verification. The Business Manager will provide the Board of Education with a monthly report of the activity fund's activity, including cash balance, receipts and disbursements.

### **Convenience Funds**

Schools may also have certain convenience accounts. Convenience accounts are those funds maintained by the school at the request of and for the convenience of faculty, staff, or other similar non-student groups. ***In most cases, the money comes from district employees.*** Each school shall designate a manager for its convenience account. Examples of convenience fund accounts include:

- Flower fund
- Employee coffee/soda fund
- Needy Student Fund
- Principal Leadership/Principal Awards
- Student Action Club
- Scholarship and/or Memorial funds

### **Booster Clubs**

Booster club money **cannot** be in the activity nor athletic funds account. The booster clubs must have their own separate checking account. The booster club can donate money to activity fund accounts upon board approval. If the booster club specifies the purpose for this money, then it can only be used for that purpose. If no purpose is stated, then the funds may be spent as deemed necessary.

### **Does My Club or Organization Get Money Budgeted from the School?**

Only clubs or organizations that engage in interscholastic competition are funded by the District. All other clubs and activities are self-supporting.

## **FINANCE AND ACCOUNTING PROCEDURES FOR STUDENT ACTIVITY & ATHLETIC ACCOUNTS**

### ***General Information***

1. No activity should maintain cash on hand without prior permission. Organizations may not maintain their own accounts at a local bank.
2. No payment for expenses of the activity should be made directly from the cash or receipts of the activity. Expenses must be paid by check from the school district with proper detailed substantiation.
3. All clubs and organizations must be financially self-supporting and will only draw money from their accounts when there is a sufficient balance.
4. A financial record of all transactions is maintained for each activity by the Business Office and is generated in August, December, and May. Activity Sponsors are encouraged to maintain their own records to double-check for accuracy against the Financial Statement generated by the Business Office. The Activities & Athletic Directors can print/distribute an activity report in IVISIONS at any point to view account balances. It is their responsibility to review the report and verify that their account is correct. Any errors should be communicated to the Business Manager for reconciliation.

### ***Fundraising Activities***

1. The Athletics Director and Activity Director exercise general control over all fundraising activities and must approve all activities that affect the student body.
2. Once a group decides to fundraise, it is the advisor's responsibility to complete a Fundraising Proposal Form and to obtain prior approval for the fundraising activity from the Director of Student Activities and/or the Athletic Director. This form outlines your group's plan and budget for the funds to be raised and spent. GoFundMe or other crowd funding sources cannot be used.
3. Fundraising may be conducted in school before and after school hours and during lunch periods only. No fundraising may be conducted during class time. In order to be in compliance with the National School Lunch Program, ready to consume food items (candy bars, etc.) cannot be sold until 30 minutes after the school day is over. They cannot be sold in the morning before school starts.
4. Students must be notified of the purpose of the fundraiser, and the proposed use of funds being raised.
5. No fundraising may be conducted by non-school sponsored groups except those which are of a school-wide nature in which participation can be a positive experience for students and when the proceeds contribute to a recognized humanitarian purpose.
6. All fundraisers should be reconciled. The Director of Student Activities will assist with this process.
7. Student fundraising is to be on a voluntary basis only. No student is to be pressured to do any type of fundraising, whether by staff or students. Any violation may be subject to disciplinary action.

### ***Cash Handling and Collection***

1. The Activity Sponsor is responsible for the collection and safe handling of funds received on behalf of their group. They are also responsible for the supervision of students having contact with cash or checks.
2. All checks collected shall be made payable to Thornton Fractional HSD 215, TF North Activities, or TF South Activities.

3. Prior to the collection of funds (ie. sporting event), a cash box is to be picked up from the Activity Secretary, Bookstore Manager, or Administrator as applicable.
4. Funds collected must be counted by the Club Sponsor and the Bookstore Manager and may be submitted 8:00 a.m. – 3:00 p.m. daily. Club Sponsors cannot simply drop off the cash to the Bookstore Manager and leave. The cash count form (see excel document in appendix) or Activity Deposit form is to be filled out, including the total amount of the deposit, and signed, by both parties counting the money. Once the form is complete, a copy should be made and given as a “receipt” to the person submitting the money for deposit. An additional copy of the receipt should be given to the Athletics or Activities Secretary.
5. The Bookstore Manager will log in your deposit, place your funds in a locked safe and will arrange for transport to the bank. Cash deposits of \$1,000 or more require delivery to the bank by the Bookstore Manager and another TFD employee.
6. Bookstore Managers will deposit all cash and checks as soon as possible, but no less than twice weekly, or as soon as \$1,000 or more in cash is received. Money that is collected during evening and weekend activities will be locked up at the school in a safe and will not be removed from the school building. Money must **NOT** be taken home, left in drawers or out in the open.
7. Securing Monies when Bookstore is Closed: If the Bookstore is closed, all monies must be turned into the Activities Office. If the Activities Office is closed, all monies must be turned in to the General Office with the Principal’s Secretary. No money should be held by the Sponsor.

The following procedure should be followed:

- Count your money, complete and enclose the cash count or activity deposit form, and write the amount on the front of the envelope with your name and the name of the club.
- Give the envelope to the Secretary in the Activities Office (or General Office if Activities office is closed). Do not ask students to deliver the envelope.
- The next school day, the envelope will be taken from the vault, money counted and deposited in the activity account, and a receipt will be emailed to the sponsor/coach

***Cash Disbursements (Paying a bill, getting a reimbursement, requesting cash advance)***

1. **Purchase Orders-** In most situations, a Sponsor should submit their request to the activity office. The Activity Secretary will check if there are funds available in the account and then enter a requisition on-line through the District's accounting software to purchase goods and services. Once the Business Office approves a requisition, a copy of the purchase order is returned to the requestor. This purchase order allows us to place the order while paying for the goods at a later date. The Activity Office generally will fax/email the purchase order to the vendor unless prior arrangements have been made with the Sponsor. Most vendors will accept a purchase order from the school district. This is the preferable method to order goods and services. Notify the Activity Secretary to set up new vendors not in the system. Include the name, address, phone number, purchase order email address, and fax number of the vendor.
2. After the ordered goods have been received the Activity Secretary should be notified. The Activity Secretary then receives the items in IVISIONS. No payments will be made unless all supporting documentation is attached. If applicable, a list of attendees for an event is required. Original invoices and receipts must be attached. Please keep copies for your records.
3. **Reimbursement requests** -please complete an Activity Request for Payment Form. This form should

be completely filled out and forwarded to the Director of Student Activities or the Athletic Director for proper approval. The Activity Secretary will check to see if there are funds available in the account, and will then enter a requisition in IVISIONS for reimbursement. The requisition will then electronically go through the approval process. Once the Business Office approves the requisition, a purchase order will be created. No payments will be made unless all supporting documentation is attached. Credit card receipts must be detailed, showing what was purchased. Taxes will not be reimbursed.

4. **Cash Advance requests** - please complete an Advance Check Request Form. This form should be completely filled out and forwarded to the Director of Student Activities for initial approval. The Activity Secretary will check if there are funds available in the account and then enter a requisition in IVISIONS. The requisition will then go through an electronic process requiring Principal approval. Once the Business Office approves the requisition a purchase order will be created, and payment will be made. The check will be sent back to the building with a Cash Advance Memo. After the purchases are complete the receipts are to be returned to the Activity Secretary and attached to the requisition. Receipts must be detailed showing what was purchased. Taxes will not be reimbursed. Original receipts need to be attached to the Cash Advance Memo and sent to the Business Office. Please keep copies for your records.
5. Disbursement requests may be submitted at any time; however, the Business Manager will write checks once every other week. Student Activity Funds should, whenever possible, be spent for the benefit of those students currently in school who have contributed to the accumulation of such funds.
6. Allow sufficient time for requests for payments to be reviewed and processed. We understand that emergencies may occasionally occur and one may need a check processed immediately. Try to avoid "last minute" transactions as much as possible. However, if an emergency does occur or a check is required by a certain date, please email your request to the Business Manager.

### **TICKET SALES PROCEDURE**

The following procedures should be adhered to in the distribution and accounting of tickets for any school event where admission is charged.

1. The Activities Director shall be responsible for ordering all tickets for any and all events that require tickets.
2. All activities related to ticket sales shall originate and be supervised by the Activities Director. Requests by club sponsors shall be placed through the activities office.
3. When tickets are needed for an approved event, the Activities Director and the Bookstore Manager will record the first and last tickets sold.
4. The Activities Director shall be accountable for all tickets ordered and sold.
5. Numbered tickets are to be used at all times.
6. Upon completion of an event, the Bookstore Manager shall reconcile deposits from the Activities Director with sold tickets.
7. For activities involving special tickets, orders shall be placed by the Activities Director only.
8. The distribution procedure will be the same.

# FORMS

## INFORMATION ABOUT FORMS USED BY EXTRA-CURRICULAR ADVISORS

*Most forms are also available on the intranet. Use the "staff resources" link at [tfd215.org](http://tfd215.org) to access the intranet.*

- 1. Athletic / Activity Extra Curricular Pledge:** This form MUST be COMPLETED AND TURNED INTO the Activity Office by every student involved in activities. Additional forms are available in the Activity Office. Sponsors, please ensure that each student receives and completes the form. **All forms must be turned into the Activity Office by the end of the third official meeting.**
- 2. New Club Form-**Fill out form and submit to Activity Director. Form must be signed by principal and forwarded to district office for superintendent & board approval. Reference Board policy 6:190.
- 3. Event Request Form:** This form must be completed for each event a club wants to schedule. Please allow as much time as possible for approval of the event. All events must be scheduled on the calendar. Please avoid dates close to the end of the grading period.
- 4. Event Check Request Form-**Activity Director & Principal signatures needed. Allow two weeks for processing at district office.
- 5. Event Advance Cash Form-** Activity Director & Principal signatures needed. Allow one week for processing at district office.
- 6. North & South Building Use Form:** This form, available via DocuSign, must be completed for every approved event to ensure that the facilities are available. You must submit the form at least (7) seven days in advance. The form originates with the secretary for Activities. They will circulate it.
- 7. Event Evaluation Form:** Complete and turn in to the Activity Office at the end of the event.
- 8. Transfer Fund Form:** This form is used to transfer money from one activity account to another. It must be signed by the Activity Director, Activity Advisor, club officer, and the Principal. It will be forwarded to the Administration Center for processing.
- 9. Club Meeting Minutes/Report Form-** This form should be used for recording all meetings. Whatever form is used, it is imperative that a signed attendance roster be included for every meeting. See specific form for club category (I, II, III, IV). A financial report must be included in this.
- 10. Monthly Sponsor Report-** Turn in to activity office monthly.
- 11. End of 1<sup>st</sup> Semester Report-**This report will be distributed sometime in November. It must be submitted to the Activity Office at the end of the 1<sup>st</sup> semester. Usually, the sponsor will complete the report before winter break. The sponsor will then be given their 1<sup>st</sup> semester check.
- 12. End of 1<sup>st</sup> Semester Treasurer Report / End of Year Treasurer Report:** These reports must be submitted by the sponsor and student treasurer at the end of each semester.
- 13. End of Year Sponsor Report:** **It must be submitted to the Activity Office at the end of May.**
- 14. Fundraising report:** This form should be used for making a report at the conclusion of fundraising. Remember that all monies collected should have a receipt issued. All inventory/monies are accounted for.
- 15. Deposit form:** This electronic form is used when depositing monies and can be found in the Activities folder on the intranet. Please make sure that a copy of all checks are submitted with the form.
- 16. Consultant /Vendor Form:** This form must be used when an outside vendor is providing services at the school for an event (i.e. D. J., bands, photographers, assembly speakers, hall rental). This form must be completed and approved by the District office before the event has taken place.

## T.F. High School District 215: Athletic /Activity Co-Curricular Pledge 2024-25

POLICY SHALL BE APPLICABLE DURING THE ENTIRE SCHOOL YEAR,  
INCLUDING THOSE TIMES THE STUDENT IS NOT PARTICIPATING.

- 1. General Habits and Conduct:** I understand that by taking part in the athletic /co-curricular activity program I must meet the ideals for good sportsmanship, good conduct, and citizenship when in school events and in the community. I understand that it is a privilege to participate in athletics/co-curricular activities and that I should be committed to being a model student athlete/participant. I understand that athletics/co-curricular activities are designed to develop me physically, mentally, and socially. I understand that physical development is easy to understand and easy to see, but mental and social development are just as important and the hardest to develop.
- 2. Academic Eligibility:** \*I understand that to be eligible for athletics/activities for semester 1, I must pass five-classes the previous semester. To be eligible for semester 2, I must pass five classes the previous semester. If not, I will be ineligible for the entire next semester. Also, I must maintain passing grades in five classes on a weekly basis. In addition, I must maintain a GPA of 2.0 at the end of the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> nine week grading periods and at the conclusion of the 1<sup>st</sup> and 2<sup>nd</sup> semester in order to participate on an athletic team or extra-curricular club/organization. Failure to comply with this will cause me to become ineligible to participate in athletics/activities (i.e., athletic events-games, state band competition, club meetings, etc.). Failure to achieve a 2.0 GPA at the end of the 1st and 3rd quarter will result in me being ineligible until I have raised my cumulative GPA for the current semester to a 2.0 GPA or higher. I will be ineligible for a minimum of 1 week and must attend homework center. Failure to achieve a 2.0 GPA at the end of a semester will result in me being ineligible for a minimum of 3 weeks. If after the three-week period, I am achieving a cumulative GPA for the current semester of 2.0 or higher, I will regain my eligibility. During the week(s) I am ineligible, I must attend a mandatory study hall established to help with academics. I will be required to attend the homework session that has been established for Monday, Tuesday and Thursday from 3:30-4:30 p.m. Any missed study sessions must be made up before I can once again become eligible.
- 3. Physical Examination:** I understand that I must have a physical examination by a licensed physician before I can start practice or tryouts. I further understand that by participating in an athletic/co-curricular activity, I allow my physician(s) to release any information about my health condition and/or treatment to the school.
- 4. School Attendance:** I understand that I must be in attendance for at least half of the school day (two and one-half clock hours of instruction) in order to participate in practice or in a contest or activity. School-sponsored field trips and activities do not count as absences.
- 5. School Infraction:** Any school infraction which results in suspension from school will require that I be suspended from all athletics/co-curricular activities at least until I am properly reinstated in a timely fashion in school.
- 6. Alcohol & Tobacco Products:** I understand that if I use, possess, or sell any alcohol or tobacco product, I will be suspended from athletics/co-curricular activities for ten consecutive days. A repetition of such an incident will result in my suspension from all athletics/co-curricular activities for the remainder of the school year.
- 7. Possession, Sale or Use of Drugs:** I understand that if I am in possession of controlled substances, illegal drugs or drug paraphernalia or involved in the sale, purchase, or use of drugs (other than a valid prescription written for me and exclusively used by me), I will be suspended from any athletic/co-curricular activities for the remainder of the school year.
- 8. Stealing:** I understand that if I am involved in stealing of any nature, I will be suspended from athletics/co-curricular activities for the first incident for a minimum of ten consecutive days and will make restitution for anything stolen. A repetition of a similar incident will result in my suspension from all athletics/co-curricular activities for the remainder of the school year as well as being required to make restitution for anything stolen.
- 9. Destruction or Damage of Property:** I understand that any destruction or damage of property associated with a school activity or an athletic/co-curricular activity will result in my suspension for a minimum of ten

consecutive days as well as payment of damages. A second such incident, or first if aggravated, will result in my suspension from all athletics/co-curricular activities for the remainder of the school year as well as requiring me to pay for damages and restitution.

**10. Team/Activity Rules:** I understand that if I violate specific approved and distributed athletic/co-curricular activity rules other than those stated in this pledge, it will be handled by the coach/sponsor in charge of the athletic/co-curricular activity.

**11. Appeal of Suspension:** I understand that I have a right to appeal all suspensions. I must first appeal suspensions to the Athletic / Activity Director. Further appeal may be made to the Principal who may have the matter considered by a co-curricular review board designated by the Principal.

**12. Awards:** I understand that awards for athletics/co-curricular activities may be withheld, refused or cancelled, if I do not follow all the rules and regulations for a particular athletic/co-curricular activity, including these rules.

**13. Participating in One Athletic/Co-curricular Activity:** I understand that I should show loyalty to my athletic/co-curricular activity and coach/sponsor and fellow students by completing the season. If I quit an athletic/co-curricular activity during the season, without reasonable and approved cause, I cannot participate in another athletic/co-curricular activity unless the Athletic/Activity Director gives written permission.

**14. Medical Excuse:** I understand that if I am excused from physical education classes because of medical reasons, I may not compete in practice or interscholastic athletic competition until released by my physician.

**15. Service Learning:** I will demonstrate my commitment to the community by contributing no less than three hours of work to an approved activity. Service learning activities may include collection of food for the needy, meals or entertainment for the elderly, public property cleanup for the community, fund-raising for a charitable cause, or another worthy community project. All service learning must be approved by the Athletic/Activity Director.

**16. Uniform Modification:** I understand that I can modify my athletic/team uniform for the purpose of modesty in clothing or attire that is in accordance with the requirements of my religion, cultural values or modesty preferences. The modification of the uniform may include, but is not limited to, the wearing of a hijab, an undershirt or leggings. If I make alterations to the uniform, I understand that I am responsible for all costs associated with the modification and/or replacement of a school issued uniform.

**17.** This athletic/co-curricular activity pledge will affect my participation in a particular athletic/co-curricular activity for the entire school year.

**18.** I may not participate in any athletic/co-curricular activity until signed copies of this pledge and any athletic/co-curricular activity rules governing my conduct are on file with the Athletic/Activity Director.

---

I, \_\_\_\_\_, as a THORNTON FRACTIONAL student, agree to abide by the preceding Athletic/Co-curricular Activity Pledge during the calendar year in which I am participating in an athletic/co-curricular activity.  
We, as his/her guardians, agree to encourage and help our child to abide by these rules while participating in the school athletic /co-curricular activity program.

\_\_\_\_\_  
Student Date

\_\_\_\_\_  
Name of Sport or Activity

\_\_\_\_\_  
Parent / Guardian Date

\_\_\_\_\_  
Coach Date

**REQUEST TO ESTABLISH A NEW CLUB OR ORGANIZATION**

T.F. North

T.F. South

Academic Center

1. The tentative name of the club or organization is:
2. Number of meetings to be held during the nine month school year:
3. Where (room or area in the school) would you prefer to hold meetings:
4. What time of day will meetings be held? (After school is suggested):
5. How many students have indicated they are willing to join your club or organization:
6. Will there be annual dues?  How much:
7. What officers will the group elect?
8. During what month will you hold annual elections?
9. Do you intend to raise money?  For what purpose?
- Through what means:
10. What teacher(s) has/have agreed to serve as sponsor(s) of the club or organization?

I agree to serve as sponsor for the above group without pay for two years, believe that such activity group is a definite necessity, and will serve a useful educational purpose. After two years, the application will be reviewed for possible change of pay status.

\_\_\_\_\_  
Sponsor Signature (Date)

Approval Signature Required	Date
_____ Activity Director	
_____ Principal	
_____ Superintendent	

REVISED BY SUPERINTENDENT'S CABINET: March 2007



THORNTON FRACTIONAL DISTRICT 215

NORTH \_\_\_\_

SOUTH \_\_\_\_

CENTER \_\_\_\_

**EVENT CHECK REQUEST**

NOTE: You must allow two (2) weeks for receipt of all club expense checks!!!

**DATE:**

**FUND:**

**PAYEE NAME:**

**PAYEE ADDRESS:**

**PURPOSE:**

**TOTAL EXPENSE: \$ \_\_\_\_\_**

**Sponsor:** \_\_\_\_\_  
(Signature)

**Officer:** \_\_\_\_\_  
(Signature)

**Can this be paid electronically?** Yes \_\_\_\_\_ No \_\_\_\_\_

**APPROVED SIGNATURES:**

**Activity Director:** \_\_\_\_\_

**Principal:** \_\_\_\_\_

**DATE PAID:** \_\_\_\_\_ **CHECK #** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ATTACH ORIGINAL RECEIPTS OR QUOTES**

THORNTON FRACTIONAL

North

South

Center

HIGH SCHOOL DISTRICT 215  
EVENT ADVANCE CASH

Note: You must allow at least one week for processing!

DATE:

FUND:

PAYEE NAME:

PAYEE ADDRESS:

PURPOSE:

TOTAL EXPENSE: \$

Sponsor: \_\_\_\_\_  
(Signature)

Officer: \_\_\_\_\_  
(Signature)

ACTIVITY DIRECTOR APPROVAL: \_\_\_\_\_  
(Signature)

PRINCIPAL APPROVAL: \_\_\_\_\_  
(Signature)

DATE PAID: \_\_\_\_\_

CHECK # \_\_\_\_\_

DATE: \_\_\_\_\_

**Remember: All original receipts must be forwarded to the Business Office! Extra money should be re-deposited through school procedures. If excess is spent, fill out an event check request form for reimbursement.**

**EVENT EVALUATION FORM**  
**Return to Activities Director**

**Today's Date:**

**Date of Activity:**

**Sponsored by :**

**Synopsis of Activity:**

**Pros:**

**Areas for growth and improvement:**

**Sponsor Signature:** \_\_\_\_\_

**Student Officer Signature:** \_\_\_\_\_

PDF Form: 7.2015

6/5/2013 – jv

THORNTON FRACTIONAL

North

South

Center

HIGH SCHOOL DISTRICT 215  
**ACTIVITY OFFICE TRANSFER FUND**

DATE:

AMOUNT:

FROM WHAT CLUB:

TO WHAT CLUB:

PURPOSE:

TOTAL EXPENSE: \$

Sponsor:

Officer:

APPROVED:

\_\_\_\_\_  
Activity Director

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Principal

\_\_\_\_\_  
(Date)

DATE OF TRANSFER:

## Club Meeting Minutes Report for Special Interest Clubs

Name of Club:

Date of Meeting:

Time Started:

Meeting Location:

Number of members present:

Number of members absent:

(ATTACH A SIGNED ATTENDANCE LIST)

*\*DON'T FORGET TO INCLUDE ANY CHANGES IN ROSTER!*

Treasurer's Report:

(\*Should include income, expenses, and current balance.)

Old Business:

New Business:

Any motions, votes, or decisions for action:

Submitted by:

*\*A different form of minutes may be used, but it must have the same content.*

6/22/2015 - jv

## Activity Office Monthly Report for Co-Curricular Activities & Performance Clubs

Sponsor:

Club:

Month

1. Please provide a COMPLETE roster of active students. Please include officers. Sign-in sheets must be turned in monthly.

President:	<input type="text"/>
Vice-President:	<input type="text"/>
Secretary:	<input type="text"/>
Treasurer:	<input type="text"/>
Other:	<input type="text"/>
Other:	<input type="text"/>

2. Provide a summary of your clubs events during the past month.

3. How many meetings were held? Give dates and place.

Date	Venue	Date	Venue	Date	Venue
Ex 8/26	Room 232				

4. If your group had a fundraiser please provide a summary.

**END OF 1<sup>ST</sup> SEMESTER**

**CO-CURRICULAR SPONSOR REPORT**

This report must be turned into the Activity Office before leave for Winter Break

**Club:**  **Sponsor:**

**Officers**

<b>PRESIDENT</b>	
<b>VICE PRESIDENT</b>	
<b>SECRETARY</b>	
<b>TREASURER</b>	

**List the activities or contests with results, which you have participated in this semester.**

**List all meeting dates that you have had during the 1<sup>st</sup> semester with your club or activity.**

**END OF 1<sup>st</sup> SEMESTER TREASURER’S REPORT:**

**REPORT PERIOD**

From:

To:

<b>Opening Balance</b>	
<b>INCOME DESCRIPTION</b>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Income</b>	\$

<b>EXPENSE DESCRIPTION</b>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Expenses</b>	\$
<b>Closing Balance</b>	\$

**END OF YEAR TREASURER'S REPORT:**

**ACTIVITY:** \_\_\_\_\_

**REPORT PERIOD**

**FROM:** \_\_\_\_\_

**TO:** \_\_\_\_\_

<b>Opening Balance:</b>	
<b>INCOME DESCRIPTION</b>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Income</b>	\$

<b>EXPENSES DESCRIPTION</b>	
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Expenses</b>	\$
<b>Closing Balance</b>	\$

**END OF YEAR EXTRA-CURRICULAR SPONSOR REPORT:**

This report must be turned into the Activity Office before your final check will be released.

**CLUB \_\_\_\_\_**

**SPONSOR\_\_\_\_\_**

**CURRENT OFFICERS/Captains/Leadership Roles, etc.:**

**Please list the activities you have sponsored this year or festivals and competitions attended.**

- |    |    |
|----|----|
| 1. | 5. |
| 2. | 6. |
| 3. | 7. |
| 4. | 8. |

**List community service for the semester:**

*\*Performance clubs only need to do one per year. Please indicate if yours was completed first semester.*

**What events, competitions, festivals does your club plan to participate in/sponsor for the next school year?**

**September**

**November**

**December**

**January**

**February**

**March**

**April**

**NEWLY ELECTED OFFICERS/LEADERS, etc.:**

**MEMBERSHIP ROSTER**

**COMMUNITY SERVICE PROJECT: Please give details of your project.**

**FUNDRAISING: Please summarize your fundraising activity. What are your plans for the money?**

**FUNDRAISING REPORT FORM**

FOR AN ACTIVITY THAT INCLUDES CLUB MEMBERS IN OR OUTSIDE OF SCHOOL.

<b>GROUP:</b>	<b>SPONSOR:</b>
<b>ACTIVITY PLANNED:</b>	
<b>PROPOSED DATE:</b>	<b>ALTERNATE DATE:</b>
<b>FACILITIES NEEDED:</b>	
<b>BUILDING USE FORM:</b>	
<b>TICKET ADMISSION PRICE:</b>	<b>PURPOSE:</b>
<b>NUMBER OF PEOPLE TO BE IN ATTENDANCE:</b>	
<b>EQUIPMENT NEEDED:</b>	

**REQUESTED BY:**  **APPROVED**   
(Sponsor) (Activity Director)

**COST OF MATERIALS AND/OR SERVICES FOR ACTIVITY**

Quantity	Description	Vendor	Unit (1)	Total

**COMPLETE THIS SECTION AFTER THE FUNRAISER AND RESUBMIT TO ACTIVITY DIRECTOR**

**REVENUES:**

<u>Date</u>	<u>Amount</u>
<b>Total Revenues</b>	

**TOTAL EXPENSE EVALUATION:**

Total Revenues:	
Expenses:	
Profit:	

*Example Cash Count Form*

## Athletic Office Cash Count Girl's Basketball Regional Tournament

Attach any receipts or supporting documents

To use, fill in the cells that are **boxed & shaded**, the rest is automatic!

**Coach/Sponsor:** DeVale Stubbs

**Date of event:**

**Fund:** 306

<b>Section A</b>		<b>Cash on Hand</b>	
		<b>Count</b>	<b>Dollar Amount</b>
<b>Bills:</b>			
\$1	107		\$107
\$5	40		200.00
\$10	4		40.00
\$20	85		1,700.00
\$50	2		100.00
			<b>2,147.00</b>
<b>Coins:</b>			
\$0.01	1		0.01
\$0.05	38		1.90
\$0.10	29		2.90
\$0.25	114		28.50
\$1.00	0		0.00
			<b>33.31</b>

<b>Section B</b>	
<b>Summary:</b>	
Cash on Hand:	
Bills	2,147.00
Coins	33.31
Total cash on hand	<b>2,180.31</b>
Check Remitter: <span style="background-color: #cccccc; display: inline-block; width: 200px; height: 15px;"></span>	
Check Amount:	<b>20.00</b>
Beginning Bank Total:	0.00
First Adult Ticket # Sold :	
Last Adult Ticket # Sold:	
Total Adult Tickets Sold	0
First Student Ticket # Sold:	
Last Student Ticket # Sold:	
Total Student Tickets Sold	0
Total Deposit:	<b>2,200.31</b>

\_\_\_\_\_  
Coach/Sponsor Signature Date

\_\_\_\_\_  
Bookstore Manager Signature Date

**Consultants/Vendors must not provide goods or services without an approved purchase order.**

**AUTHORIZATION FOR CONSULTANT / VENDOR SERVICES**  
 Superintendent / Board approval required for services **\$1,000 or over.**  
 Principal / Director of Finance approval required for one time services **under \$1,000.**

<b>Requested by:</b>	<b>Title/Department:</b>
<b>Requisition Number:</b>	<b>Campus:</b>
<i>Vendor Name:</i>  <i>Address:</i>  <i>Phone:</i>  <i>Email:</i>	<i>Name, phone and email of person(s) performing the service, if different than vendor:</i>
<b><u>Service to be performed:</u></b>	
<b><u>Agreed length of service / estimated hours/rate of pay:</u></b>	
<b><u>Total contract amount (not to exceed):</u></b>	
IF APPLICABLE, ATTACH CONTRACT FOR BOARD / SUPERINTENDENT APPROVAL (OVER \$1,000)	
<b>WILL VENDOR BE IN DIRECT CONTACT WITH STUDENTS? Yes <input type="checkbox"/> No <input type="checkbox"/></b> <b>IF YES, THEN THE VENDOR MUST BE FINGERPRINTED BY HUMAN RESOURCES PRIOR TO THE START DATE. HAVE THE VENDOR CONTACT HR AT 708-585-2310.</b> <b>ALL CONSULTANTS MUST HAVE A COMPLETED W-9 ATTACHED TO THE REQUISITION BEFORE SUBMITTING THIS FORM.</b>	
<b><u>REQUIRED SIGNATURES:</u></b>	
<b>ARE YOU EMPLOYED IN A TRS POSITION AT ANOTHER DISTRICT? Yes <input type="checkbox"/> No <input type="checkbox"/></b>	
_____ <i>CONSULTANT/VENDOR</i>	_____ <i>CONSULTANT/VENDOR SIGNATURE</i>
_____ <i>DATE</i>	_____ <i>DATE</i>
_____ <i>REQUESTER SIGNATURE</i>	_____ <i>HR SIGNATURE</i>
_____ <i>DATE</i>	_____ <i>DATE</i>
_____ <i>PRINCIPAL SIGNATURE</i>	_____ <i>BUSINESS OFFICE SIGNATURE</i>
_____ <i>DATE</i>	_____ <i>DATE</i>
_____ <i>SUPERINTENDENT APPROVAL</i>	_____ <i>BOARD OF EDUCATION APPROVAL</i>
_____ <i>DATE</i>	_____ <i>DATE</i>

CONSULTANT / VENDOR FORM : Rev 12-2-2019

**Request for Taxpayer Identification Number and Certification**  
**Thornton Fractional High School District 215 Vendor Request Form**

Prior to processing a payment for goods and/or services a New Vendor Request form must be completed and submitted to the Business Services department. Completed forms provide the necessary information for use internally by District personnel, as well as for federal and state reporting purposes.

**Vendor Information**

---

**\*\*Type of Vendor:**  Individual  Business  Small Business  Certified Small Business  Government Agency  
 Other Not-for-Profit Organization

Vendor Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-Mail (Used for PO Submissions): \_\_\_\_\_

**\*\*Business Classification (if applicable) \*:**  Minority Owned  Women-Owned  Owned by Persons with Disabilities  
 Veteran-Owned  N/A

\* In accordance with Illinois School Code (30 ILCS 575/2), schools are required to publish an annual report identifying the total number of contracts awarded to minority, female, veteran, small business, or disabled contractors/vendors, as certified by a certifying agency (e.g. Cook County, State of Illinois, U.S. Small Business Association) in accordance with the definitions provided in 30 ILCS 575/2.

**Mailing Address**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Remittance Mailing Address (if different than above)**

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Tax Payer Identification**

---

**Tax Classification:**

Individual/Sole Proprietor or single-member LLC  C - Corporation  S - Corporation  P - Partnership

Trust/Estate  Limited Liability Company (Insert Type): \_\_\_\_\_  Other: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_ or Social Security Number: \_\_\_\_\_

**Certification**

---

Under penalties of perjury, I certify that the information provided on this form is complete and accurate. I understand that this information will be utilized for local, federal, and state reporting purposes. I further certify that I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

Printed Name of Vendor/U.S. person: \_\_\_\_\_

Signature of Vendor/U.S. person: \_\_\_\_\_ Date: \_\_\_\_\_

updated 1/5/2024

## **Request for Taxpayer Identification Number and Certification** **Thornton Fractional High School District 215 Vendor Request Form**

### **\*\*Type of Vendor:**

- \*Business:** Any business that has annual revenues > \$16.5 million
- \*Small Business:** Any business that has annual revenues < \$16.5 million
- \*Certified Small Business:** certified by the SBA (Small Business Administration)
- \*Government Agency:** Permanent or Semi-permanent organization within a national or state government
- \*Other Not-for-Profit organization:** Any not-for-profit organization

### **\*\*Business Classification:**

- \*Minority Owned:** At least 51% of business is owned, managed, and controlled by one or more minority persons.
- \*Women-Owned:** At least 51% of business is owned, managed, and controlled by a woman or women.
- \*Owned by Persons with disabilities:** At least 51% of business is owned, managed, and controlled by one or more persons with disabilities.
- \*Veteran owned:** At least 51% of business is owned, managed, and controlled by one or more US veterans.
- \*N/A:** Not Applicable

### **Definition of a U.S. Person**

**For federal tax purposes, you are considered a U.S. person if you are:**

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

# Dissolution of Activity Form

T.F. North

T.F. South

TF Center

1. Name of the club or organization is:
2. Name of sponsor(s)
3. Rationale for dissolving:
4. Date the sponsor(s) was informed in writing of intent to dissolve:

## **Required Signatures:**

Activity Director: \_\_\_\_\_ Date \_\_\_\_\_

Principal: \_\_\_\_\_ Date \_\_\_\_\_

Superintendent \_\_\_\_\_ Date \_\_\_\_\_

## INSTRUCTION

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

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

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

Non-school sponsored student groups are governed by School Board policy, 7:330, *Student Use of Buildings - Equal Access*.

#### Academic Criteria for Participation

Selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Participation in co-curricular activities is dependent upon course selection and successful progress in those courses. Students must take and pass a minimum of five courses during the time they participate in an athletic/extracurricular activity. Failure to pass five classes at the end of semester will make students ineligible for the whole next semester. Failure to comply with this rule during a semester will cause students to become ineligible to participate in any athletic/extracurricular activity program until they demonstrate that they are passing the five courses. In addition, students must maintain a GPA of 2.0 at the end of the 1st, 2nd, 3rd, and 4th nine week grading period and at the conclusion of the 1st and 2nd semester in order to participate on an athletic team or extra-curricular club/organization. Failure to achieve a 2.0 GPA at the end of the 1st and 3rd quarter will result in the student being ineligible until he/she has raised the cumulative GPA for the current semester to a 2.0 GPA or higher. The student will be ineligible for a minimum of 1 week and must attend homework center. Failure to achieve a 2.0 GPA at the end of a semester will result in the student being ineligible for a minimum of 3 weeks. If after the three week period, the student is achieving a cumulative GPA for the current semester of 2.0 or higher, the student will regain their eligibility.

LEGAL REF.:

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

CROSS REF.: 4:170 (Safety), 7:10 (Equal Educational Opportunities), 7:40 (Nonpublic School Students, Including Parochial and Home-Schooled Students), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:300 (Extracurricular Athletics), 7:330 (Student Use of Buildings - Equal Access), 8:20 (Community Use of School Facilities)

Adopted: August 22, 2023

**Thornton Fractional THSD 215**

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## 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:

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.
3. Participation in fundraising efforts must be voluntary.
4. Student safety must be paramount.
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 placard, 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)

ADOPTED: February 23, 2021

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**Thornton Fractional THSD 21**





Thornton Fractional  
HIGH SCHOOL DISTRICT 215  
BURNHAM • CALUMET CITY • LANSING • LYNWOOD

# ATHLETIC HANDBOOK

## 2024-25

**THORNTON FRACTIONAL HIGH SCHOOL DISTRICT 215**  
**ATHLETIC COACHES HANDBOOK 2024-25**

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**2024-25**  
**THORNTON FRACTIONAL HIGH SCHOOL DISTRICT 215**  
**ATHLETIC COACHES HANDBOOK**

**INTRODUCTION**

The importance of leadership can never be overemphasized. Simply stated, a coach must be a positive role model since he/she has a tremendous impact on all involved in a sport within the school and community. A coach is first and foremost a teacher. The right kind of teacher/coach is the most powerful influence in the lives of student athletes. Athletes must be taught that values such as sportsmanship, honesty, teamwork, integrity, self-discipline and courage, must and should be emphasized in every athletic practice and game as well as in life.

The success of a program is not measured solely by the win-loss record . . . the total growth of the participants is the major consideration.

Academic training pointed toward earning a high school diploma must be the primary focus of any offering by a high school. Participation in an interscholastic program is a privilege for which reasonable standards should be established, maintained and enforced for the educational personal welfare of the students who participated.

The athletes must be taught that rules are the same for all participants, that rules are not to be circumvented, and that each athlete must respect his/her own integrity.

The purpose of this handbook is to aid the coach in his/her administrative functions by listing the duties, responsibilities, practices and procedures that have been developed over the years. Materials in this handbook have been garnered from a variety of sources . . . the Illinois High School Association (IHSA), American Sport Education Program (ASEP), National Interscholastic Athletic Administrators Association (NIAAA) and District 215 policies and procedures.

## ORIENTATION PROGRAM FOR COACHING STAFF

The Athletic Director shall conduct/hold a pre-season meeting at the start of each sport season (fall, winter and spring) for all coaches. This meeting will address matters related to the upcoming season.

- A. Discussion on instructing student athletes in safety procedures appropriate for each sport.
- B. Provide outside coaches with Staff Handbook, highlighting Athletic procedures section.
- C. Procedures to be followed when processing athletic, department, building and district forms.
- D. Clarifying head coaches, assistant coaches and trainers responsibilities dealing with student supervision, parents, equipment, and administrators.
- E. Review IHSA eligibility, team rules, and District Athletic/Activity Handbooks.
- F. Review of the upcoming schedule for practices and contest dates.
- G. Procedures to be followed for emergencies and/or injuries to student athletes.
- H. Procedures for the end of season.

### **DUTIES OF THE ASSISTANT ATHLETIC DIRECTOR**

- A. The Assistant Athletic Director shall be responsible for the administration of the athletic program under the direction of the Athletic Director.
- B. Shall advise in the recruiting, selection, and the assignment of athletic coaches in the athletic program.
- C. Assumes general responsibility for the proper supervision and conduct of athletic home contests.
- D. Aids in verifying the physical examinations of all athletes prior to the beginning of each season.
- E. Aids in verifying the academic eligibility for participation in each sport.
- F. Helps to prepare and administer the athletic budget under the direction of the Athletic Director.
- G. Helps to prepare requisitions in cooperation with appropriate staff members for supplies, uniforms and equipment for the athletic program.
- H. Arranges all details for visiting team's needs.
- I. Maintains a record file of all award winners, stating the date and type of the award.
- J. Assigns athletic lockers to specific teams.
- K. Other duties as designated by the principal or athletic director.

## DUTIES AND RESPONSIBILITIES OF ATHLETIC TRAINER

- A. Works cooperatively with the coaches in setting up and carrying a program of conditioning for athletes.
- B. Administers first aid to injured athletes on the field, in the gymnasium, or in the training room.
- C. Applies protective or injury-preventative devices, i.e. strapping, bandaging, or braces.
- D. Works cooperatively with and under the direction of the physician in respect to:
  - 1. Rehabilitation procedures
  - 2. Operation of therapeutic devices and equipment
  - 3. Fitting of braces, guards, and other devices
  - 4. Referrals to the physician, health services or hospital
- E. Works cooperatively with the coaches and the physician in selecting protective athletic equipment and gear and checking it for safety.
- F. Supervises the training room, which includes the requisitioning and storage of supplies and equipment, keeping adequate records, and maintaining an annual budget.
- G. Supervises and, when necessary, instructs other staff members under his/her jurisdiction.
- H. Counsels and advises athletes and coaches on matters pertaining to conditioning and training, such as diet, rest, and reconditioning.
- I. Conducts themselves at all times as a responsible, professional person.
- J. Provides athletic trainer coverage for:
  - 1. All varsity football contests
  - 2. Other athletic contests and practices as determined by the Athletic Director
  - 3. Consultation prior to team practices
- K. The athletic trainer will not make specific physician and/or medical service referrals for injuries of athletes. The choice of a physician will be the responsibility of the parents of the athlete.
- L. The athletic trainer has the authority and responsibility on the field and at practices to keep injured athletes out of the game and or practices, if in the judgment of the athletic trainer continued participation would be harmful to the athlete.
- M. Completes paperwork on all disabling athletic injuries on proper forms and submits to athletic office within 24 hours if necessary.

**2024-25 APPROVED COACHING POSITIONS**

	<b>T.F. S HEACH COACH</b>	<b>T.F. S. ASST. COACHES</b>	<b>T.F.N. HEAD COACH</b>	<b>T.F.N. ASST. COACH</b>
<b><u>FALL SPORTS</u></b>				
Football	1	8	1	8
Girls' Volleyball	1	3	1	3
Girls' Tennis	1	1	1	1
Boys' Golf	1	1	1	0
Girls' Swim *	1	.5	1	.5
Girls' Cross Country	1	0	1	0
Boys' Cross Country	1	0	1	0
Boys' Soccer *	1	0	1	2
Cheerleader	1	1	1	1
Competitive Dance	1	0	1	0
<b><u>WINTER SPORTS</u></b>				
Boys' Bowling	1	1	1	1
Girls' Bowling	1	1	1	1
Boys' Swim *	1	.5	1	.5
Boys' Basketball	1	3	1	3
Girls' Basketball	1	3	1	3
Wrestling	1	3	1	2
<b><u>SPRING SPORTS</u></b>				
Girls' Track	1	2	1	2
Boys' Track	1	2	1	2
Baseball	1	3	1	3
Softball	1	3	1	3
Badminton	1	2	1	1
Boys' Volleyball *	1	0	1	1
Boys' Tennis *	1	0	1	0
Girls' Soccer *	1	0	1	2
<b>TOTALS</b>	<b>24</b>	<b>37</b>	<b>24</b>	<b>40</b>

**\*COOPERATIVE PROGRAMS**

*Note: The Board of Education Title IX Ad Hoc Committee met during the 2012-13 school year to review the equality of the athletic programs. The above chart reflects revisions based upon the committee recommendations, number of student participants, and compliance with the federal Title IX law.*

**PROCEDURE FOR RECOMMENDING PERSONNEL FOR COACHING POSITIONS**

- A. The Athletic Director will meet with coach/coaches within 30 days of the IHSA season to discuss the season and performance of coaching staff.
- B. The Athletic Director will meet with the Principal to make recommendations regarding the renewal/non-renewal of coaching position (s) according to the following time schedule:

Fall Sports	on/about	December 1
Winter Sports	on/about	April 1
Spring Sports	on/about	July 1

Designation, appointment and retention of all athletic coaches and activity sponsors shall be made at the discretion of the Board. For purposes of implementing the required notice of employment status to coaches and activity sponsors, the required notice shall be provided as follows:

<b>Season or Activity Scheduled in the:</b>	<b>Board Action by:</b>
<b>Fall</b>	<b>December Board meeting</b>
<b>Winter</b>	<b>April Board meeting</b>
<b>Spring</b>	<b>July Board meeting</b>

The coach/sponsor will be notified by at least 14 calendar days after Board action.

- A. Coaching openings must be posted by the Personnel Office and applications submitted to same. Coaching openings will be posted as soon as they have been identified. A listing of all coaching openings will be posted at each school. The Athletic Directors will announce these vacancies at their monthly SSC Athletic Directors’ meetings, in the local newspapers, and, if needed, with the Illinois Coaches Associations and Midwest Job Bulletin.
- B. Recommendations for head coaching positions will originate with the Athletic Director and submitted to the Principal. The Principal will recommend coaches to the Superintendent and Board of Education. District 215 employees will be given preference over non-employees when applicants possess comparable qualifications.
- C. Recommendations for assistant coaches will originate with the head coach and Athletic Director and will be submitted to the principal. Principals will recommend assistant coaches to the Superintendent and Board of Education.

**PROCEDURES FOR EVALUATION**  
**HEAD COACH AND ASSISTANT COACH POSITIONS**

1. The evaluation of a coach will begin with the first day of the season of the sport coached. The evaluation will be conducted by the Athletic Director, or, if necessary the Principal/designee.
2. Information included in the written evaluation must reflect direct credible observations. Any observation(s) that will enter into the evaluation report must be shared with the coach both verbally and in writing within five (5) working days of the observation(s).
3. A written copy of the evaluation report shall be submitted to the coach within five (5) working days after the end of the season. The coaches shall have the opportunity to review this evaluation report with the evaluator.
4. If multiple major weaknesses are identified which result in an overall rating of unsatisfactory, the coach will be informed that unsatisfactory performance may result in termination at the end of the season. With an Excellent or Satisfactory rating, the coach will continue in his/ her position unless the coach offers a resignation to the Board of Education.
5. If a coach writes a written response to the evaluation within thirty (30) working days, it shall be attached to same and a copy retained by the coach.
6. After all evaluation procedures have been followed, written evaluation reports shall become a part of the coach's personnel file maintained at the District office.

## HEAD COACH JOB DESCRIPTION

**Revised 7/2021**

Qualifications: Experience as a coach in the activity sponsored  
Reports to: Principal and/or designee  
Function: To help students achieve maximum benefits from the extra-curricular and athletic opportunities offered to them in the schools.

### Duties:

1. Is responsible for his/her total program and the understanding of NFHS, IHSA, and SSC rules and regulations.
2. Understands the proper administrative line of command and refers all request or grievances through proper channels.
3. Establishes the fundamental philosophy, skills, and techniques to be taught by staff. Design conferences and staff meetings to insure staff awareness of overall program.
4. Encourages professional growth by encouraging clinic attendance according to district policy.
5. Delegates specific duties and supervises implementation of same.
6. Assigns, regulates, and supervises all scouting activities.
7. Attends required IHSA, SSC, departmental or other meetings.
8. Provides input to the Athletic Director with regard to scheduling, transportation and requirements for tournament and special sport events.
9. Assists in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times. Coordinates program with maintenance staff.
10. Provides documentation to fulfill state and system requirements concerning physical examinations, parent consent/insurance and eligibility in a timely manner.
11. Submits other necessary documents (rosters, game reports, injury reports, etc.,) to the Athletic Director expediently. Completes paperwork on all disabling athletic injuries, on proper forms, and submits to athletic office within 24 hours if necessary.
12. Advises the Athletic Director and recommends policy, method or procedural changes.
13. Participates in the budgeting function with the Athletic Director by establishing requirements or the next season. Recommends equipment guidelines as to type, style, color or technical specifications. Responsible for operating within budget appropriations.

**HEAD COACH JOB DESCRIPTION CONT.**

14. Is accountable for all equipment and collects the cost of any equipment lost or not returned. Arranges for the issuing, collection and storing of equipment and submits annual inventory with the end-of-season report. Arranges with the Athletic Director any reconditioning or repair of equipment.
15. Provides for proper supervision of athletes at all practices, games and while traveling. Travels with team on district provided transportation.
16. Provides team rules, training rules and any other unique regulations of the sport to each athlete.
17. Determines discipline, delineates procedures concerning due process when the enforcement of discipline is necessary and makes the Athletic Director aware of the matter.
18. Provides constant attention to a student athletes grades and conduct.
19. Assists athletes in their college or advanced educational selection.
20. Organizes coaches, players and guests for pre-season meetings.
21. Promotes the sport within the school through recruiting athletes that are not in another sport program and promotes the sport outside the school through news media or in any other IHSA approved manner.
22. Responsible for maintaining good public relations with news media, booster club, parents, officials, volunteers and fans.
23. Presents information to news media through the Athletic Office concerning schedules, tournaments and results in a timely matter.
24. Sets a positive example in appearance, behavior and language, exercising professional good conduct and self-control.
25. Completes online concussion awareness training, first aid training, CPR training, and Automated External Defibrillator training by the end of the first week of the season. Completes bi-annual training on anaphylactic reactions and asthma management. (Board Policy 5:100, 5:280)

TERMS OF EMPLOYMENT:           Season of the athletic events.  
  Salary as provided by the negotiated agreement.

EVALUATION:   At the end of each athletic season based upon criteria as defined in the  
  Negotiated Agreement and the Certified Staff Evaluation Procedures.

## HEAD COACH EVALUATION

**Name:**

**Sport:**

**Ratings: 1. Excellent 2. Satisfactory 3. Unsatisfactory**

responsible for his/her program and the understanding of NFHS, IHSA, and SSC rules and regulations.

2. Understands the proper administrative line of command and refers all requests or grievances through proper channels.
3. Establishes the fundamental philosophy, skills and techniques to be taught by staff. Designs conferences and staff meetings to insure staff awareness of overall program.
4. Encourages professional growth by encouraging clinic attendance according to district policy.
5. Delegates specific duties and supervises implementation of same.
6. Assigns, regulates, and supervises all scouting activities.
7. Attends required IHSA, SSC, departmental or other meetings.
8. Provides input to the Athletic Director with regard to scheduling, transportation and requirements for tournament and special sport events.
9. Assists in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times. Coordinates program with maintenance staff.
10. Provides documentation to fulfill state and system requirements concerning physical examinations, parental consent/insurance and eligibility in a timely manner.
11. Submits other necessary documents (rosters, game reports, injury reports, etc.) to the Athletic Director expediently. Completes paperwork on all disabling athletic injuries, on proper forms, and submits to athletic office within 24 hours if necessary.
12. Participates in the budgeting function with the Athletic Director by establishing requirements for the next season. Recommends equipment guidelines as to type, style, color or technical specifications. Is responsible for operating within budget appropriations.

## **HEAD COACH EVALUATION CONT.**

13. Advises the Athletic Director and recommends policy, method, or other procedural changes.
14. Is accountable for all equipment and collects the cost of any equipment lost or not returned. Arranges for the issuing, collection and storing of equipment and submits annual inventory with the end-of-season report. Arranges with the Athletic Director any reconditioning or repair of equipment.
15. Provides for proper supervision of athletes at all practices, games and while traveling. Travels with team on district provided transportation.
16. Provides team rules, training rules and any other unique regulations of the sport to each athlete.
17. Determines discipline, delineates procedures concerning due process when the enforcement of discipline is necessary and makes the Athletic Director aware of the matter.
18. Provides constant attention to student athletes' grades and conduct.
19. Assists athletes in their college or advanced educational selection.
20. Organizes coaches, players and guests for pre-season meetings.
21. Promotes the sport within the school through recruiting athletes that are not in another sport program and promotes the sport outside the school through news media or in any other IHSA approved manner.
22. Responsible for maintaining good public relations with news media, booster club, parents, officials, volunteers and fans.
23. Presents information to news media through the Athletic Office concerning schedules, tournaments and results in a timely matter.
24. Sets a positive example in appearance, behavior and language; exercising professional good conduct and self-control.
25. Has completed all trainings required by Illinois law and District 215 Board policy.

**HEAD COACH EVALUATION SUMMARY**

**Comments:**

**Overall Performance:**

**RATING:            Excellent            Satisfactory            Unsatisfactory**

<b>Title</b>	<b>Signature</b>	<b>Date</b>
Coach		
Athletic Director		
Principal		

**Signing of this instrument acknowledges participation in, but not necessarily concurrence with the evaluation. Coaches may attach a statement concerning the evaluation report.**

## ASSISTANT COACH JOB DESCRIPTION

Qualifications: Experience as a coach in the activity sponsored

Reports to: Principal and/or designee

Function: To help students achieve maximum benefits from the extra-curricular and athletic opportunities offered to them in the schools.

### Duties:

1. Understands the proper administrative line of command and refers all student and parent requests or grievances through proper channels. Is aware of all meetings that require attendance.
2. Assists the Head Coach in scheduling and providing transportation to contests, tournaments and other athletic events.
3. Assists the Head Coach in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times. Coordinates program with maintenance and other school employees that may be involved.
4. Assists the Head Coach in the distribution and collection of documentation to fulfill state and school district requirements concerning physical examination, parental consent, insurance requirements and any other matters dealing with athletic eligibility.
5. Assists the Head Coach in distributing team rules, training rules and any other unique regulations of the sport to each athlete who is considered a participant.
6. Provides for proper supervision of athletes at all practices, games and while traveling.
7. Directs student managers and statisticians on respective teams.
8. Completes paperwork, if necessary, on athletic injuries utilizing district approved forms and submits them to the athletic office on the next school day of attendance.
9. Is accountable to the Head Coach for all equipment issued to his/her team. Aids in the distribution, collection and storage of equipment. Assists the Head Coach in the collection of the cost of any equipment lost or not returned. Submits to the Head Coach an annual end-of-season inventory as part of his/her final report.
10. Recommends to the Head Coach budgetary items for the next season in his/her area of the program.
11. Permits athletes to only be in authorized areas of the building at the appropriate times.
12. Examines locker rooms before and after practices and games, checking the condition of the facility. Reports problematic conditions to the Head Coach and/or the Athletic Director in writing.



## ASSISTANT COACH EVALUATION

**Name:**

**Sport:**

**Ratings:**   **1. Excellent**   **2. Satisfactory**   **3. Unsatisfactory**

1. Understands the proper administrative line of command and refers all student and parent requests or grievances through proper channels. Is aware of all meetings that require attendance.
2. Assists the Head Coach in scheduling and providing transportation to contests, tournaments and other athletic events.
3. Assists the Head Coach in the necessary preparation to hold scheduled sport events or practices and adheres to scheduled facility times. Coordinates program with maintenance and other school employees that may be involved.
4. Assists the Head Coach in the distribution and collection of documentation to fulfill state and school district requirements concerning physical examination, parental consent, insurance requirements and any other matters dealing with athletic eligibility.
5. Assists the Head Coach in distributing team rules, training rules and any other unique regulations of the sport to each athlete who is considered a participant.
6. Provides for proper supervision of athletes at all practices, games and while traveling.
7. Directs student managers and statisticians on respective teams.
8. Completes paperwork, if necessary, on athletic injuries utilizing district approved forms and submits them to the athletic office on the next school day of attendance.
9. Is accountable to the Head Coach for all equipment issued to his/her team. Aids in the distribution, collection and storage of equipment. Assists the Head Coach in the collection of the cost of any equipment lost or not returned. Submits to the Head Coach an annual end-of-season inventory as part of his/her final report.
10. Recommends to the Head Coach budgetary items for the next season in his/her area of the program.
11. Permits athletes to only be in authorized areas of the building at the appropriate times.
12. Examines locker rooms before and after practices and games, checking the condition of the facility. Reports problematic conditions to the Head Coach and/or the Athletic Director in writing.

### **ASSISTANT COACH EVALUATION CONT.**

13. Assists the Head Coach in carrying out his/her responsibilities.
14. Instructs team members as to NFHS, IHSA and SSC rules and regulations of the sport and teaches fundamentals as outlined by the Head Coach.
15. Maintains a record for team statistics and requirements for end-of-season awards for both Head Coach and Athletic Director for his/her team.
16. Works within the basic framework and philosophy of the Head Coach of that sport.
17. Attends all staff meetings and carries out scouting assignments as outlined by the Head Coach.
18. Arrives early enough before practice, contests, and meetings to adequately prepare and remains long enough afterwards to help players with problems or to become involved in staff discussions.
19. Helps in the planning and implementation of both in-season and out-of-season conditioning and weightlifting programs.
20. Never criticizes, admonishes or argues with head coach or any staff member in the presence of players or parents.
21. Has completed all trainings required by Illinois law and District 215 Board policy.

**ASSISTANT COACH EVALUATION SUMMARY**

**Comments:**

**Overall Performance:**

RATING:            **Excellent**                      **Satisfactory**                      **Unsatisfactory**

Title	Signature	Date
Coach		
Athletic Director		
Principal		

**Signing of this instrument acknowledges participation in, but not necessarily concurrence with the evaluation. Coaches may attach a statement concerning the evaluation report.**

## **ATHLETIC/ACTIVITY CONFLICT RESOLUTION**

1. The following steps are guidelines to be followed to resolve conflicts between/among athletics and activities.
2. Scheduled games, matches, contests, and/or performances take precedence over practices. All activities, contests or performances must be school sponsored and approved.
3. When activities and athletics have conflicting scheduled contests/performances, the coaches/sponsors/directors should resolve the conflict amongst themselves.
4. Conflicts in practice schedules must be worked out in advance of the conflict(s). These practice schedules should be shared between the activity sponsors, coaches and/or director to determine potential conflicts.
5. Unresolved conflicts should be referred to the building principals or their designee.
6. No student should be penalized from participating in a contest or performance.

## **COACH ABSENCE OR ILLNESS**

Extra-curricular sponsors/coaches absent from their District 215 employment duties because of personal illness shall not conduct practice or competition on the day(s) of such illness.

## **STATE TOURNAMENT ATTENDANCE**

The following will serve as guidelines in determining the attendance of staff and students at state tournaments:

1. The varsity head coach/sponsor and one assistant coach, if any, in a given sport/activity may be excused from their duties. The coaches will be provided funds to attend the state tournaments if the team or individual students qualify for the tournament.
2. Other coaches in a given sport/activity who wish to attend a state tournament will not be excused from their duties and will not be provided expense funds. This also applies to the varsity head coach when there are no participants from the school in the state tournament.
3. Students who are participants in a state tournament will be excused from classes and are to attend the state tournament under the supervision of their coaches.
4. No funds will be provided for students to attend a state tournament as non-participants. This includes both admission and expenses.
5. The school will provide tickets of admission for varsity team members and coaches of a given sport/activity for attendance at regional and sectional contests. Team members must attend the contest under the supervision of the coaches.

## **ATHLETIC ELIGIBILITY AND SAFETY**

1. The Athletic Director is assigned the responsibility for determining a student's eligibility to participate in the interscholastic athletic program. The rules governing athletic eligibility as prescribed in **Policy 6:190** and by the Illinois High School Association and South Suburban Conference (SSC) shall be followed in all cases.
2. The Athletic Director will report in writing to the Principal the names of students who have been declared ineligible to participate in the interscholastic athletic program on a weekly basis.
3. The Athletic Director is assigned the responsibility to have coaches instruct team members in procedures of athletic safety.

## **ACTIVITIES & ATHLETICS SOCIAL MEDIA ACCOUNT GUIDELINES**

**Social Media Use for Athletics and Activities** – This document provides guidelines for staff who wish to use social media platforms as a way of promoting their school-sponsored activity or sport. Employees administering a social media account on behalf of a district team, club, or group are to adhere to the following guidelines:

1. Accounts must be limited to YouTube, Instagram, Facebook, and X (Twitter). No other social media platforms are not to be used.
2. Social media accounts for District 215 activities and athletics are the property of District 215 and must be connected to a staff member's district issued email address. Accounts currently connected to a staff member's personal email, personal Facebook account, Instagram, Twitter, or YouTube are in violation of this handbook and must be converted immediately. (For assistance, contact public relations officer at 708-585-2309)
3. The athletic director or activities director should be immediately notified of all existing and newly opened social media accounts, pages, groups, etc. that are for the purpose of promoting District 215 athletics or activities. Please note that school-related activity/athletic accounts, pages, or groups are considered district-owned accounts and will be transferred to another district staff member if/when the staff member administering a social media account/page is no longer sponsoring/coaching the activity or sport connected to the account.
4. ***All new and existing school-related athletics and activities social media pages, groups, accounts, etc. must have the school digital media coordinator added as a secondary administrator to the account.***
5. Volunteers and students are not to be administrators of any school-related social media accounts.
6. Volunteers and students should not post to District 215 social media accounts. The coach or sponsor is responsible for all posts to the District 215 social media account, even if another individual was given access to post. As such, great care should be exercised in determining IF any other individuals are allowed to post to the account.
7. Post only content that directly relates to the team, club, group, or to share important school or district information. *Note: Posts that take a political or religious stance are not to be included unless they relate directly to the purpose of the club (For example, equity student leaders, LGBT clubs, Dreamers are inherently "political." Posts that share opinion rather than fact should also be avoided.)*
8. Verify that a guardian has signed approval for media release prior to posting student pictures and be sure to check with students before posting their picture to an account.
9. Monitor comments posted to social media pages on a regular basis and contact the public relations officer immediately (708-585-2309) if any questionable or controversial content or threads begin to unfold in the comments on the page you manage.
10. Post information that is factually accurate and free of grammatical or spelling errors and be sure to check and update the page regularly. Accounts that aren't well maintained may be disabled.
11. Take responsibility for anything "liked" or shared via social media when representing the district, as this can be construed as an endorsement. Do not share a link without fully reading it first and verifying the credibility of the source and content.

In addition, employees will be expected to refrain from posting information:

- That violates student, family, or staff privacy. If unsure whether something may be a privacy violation, do not post.
- That is sensitive or personal in nature or is proprietary to District 215, or which is not public information (examples: tentative or future team schedules, student athlete injuries and eligibility status, travel).
- Deemed unsportsmanlike, derogatory, demeaning, or threatening toward any other individual or entity (examples: derogatory comments regarding another school; taunting comments aimed at a student-athlete, coach, or team at another school or derogatory comments against race and/or gender).

***In summary:*** *It is expected that District 215 employees treat professional social media space and communication like a classroom and/or a professional workplace and adhere to all District 215 Board of Education policies and applicable laws in management of district related social media accounts. Specific attention should be given to Board Policy 5:125 "Personal Technology and Social Media: Usage and Conduct." The same standards expected in District 215 professional settings are expected on District 215 related social media sites. If a particular type of behavior is inappropriate in the classroom or a professional workplace, then that behavior is also inappropriate on the professional social media site. Failure to adhere to District 215 policies or applicable laws may result in discipline.*



## **Student Activity & Athletic Funds**

### **Finance and Accounting**

### **Procedures Handbook**

## **MISSION**

The mission of Thornton Fractional High School District 215 is to provide diverse learning opportunities that inspire all students to become life-long learners who contribute to their community. In keeping with this mission, the Board of Education believes that providing extra-curricular activities and clubs and student organizations benefits the students and adds to their educational experience.

There is a large amount of money that is received and disbursed through the student activity & athletic funds. Because of this, the District must have accounting procedures in place that ensure the funds are being managed properly and within the guidelines provided by the Illinois State Board of Education in the “Illinois Program Accounting (IPAM) Manual for Local Education Agencies.” The District and each school will establish internal control procedures to ensure that the activity & athletic funds are properly accounted for.

## OVERVIEW

### Fundraising Activities

Fundraising projects for any student activity shall contribute to the educational experience of students and shall not conflict with, but add to, the instructional program. All fundraising projects or programs for Athletics must be approved by the Activity Director and Athletic Director. Fundraising for sports must be approved by the Athletic Director.

### Student Activity & Athletic Fund Disbursements

Student activity funds are those funds which are owned, operated, and managed by organizations, clubs, or associations (groups) within the student body under the guidance and direction of one or more faculty or staff members for educational, recreational, or cultural purposes. **The activity & athletic funds should never be used for purchase of building or district budget expenditures. All expenses must directly benefit students.**

#### *Examples of appropriate disbursements for student activity funds*

- Admission Fees
- Class Trips
- Class Projects
- Yearbook
- Student Clubs/Student Council
- Choral and Band Groups
- Athletics (funds raised by students, not the District budget)
- Donations (if the money was raised by the students for that purpose)
- Entertainment (for the benefit of students)
- School-wide Assemblies
- Group Food/Lodging/Travel Expenses/Transportation
- Good behavior programs that benefit the entire student body

Some questions that can help determine if money can be allocated for the activity fund:

- Was the money raised by the students?
- Is the money being used for the purpose it was being raised?
- ***Is the money being used for the direct benefit of students?***

If the answer to the questions is yes, the money can be allocated for the activity fund.

Student activity & athletic funds are assets held by the District for the students that **cannot** be used to support the District's own programs. The money in the activity & athletic funds should be expended for the purpose in which it was raised and should benefit all students belonging to that organization or all students in the school.

Equipment and supplies for curricular, classroom or administrative purposes are the responsibility of the District and should not be paid for with student activity & athletic funds. Student activity & athletic funds may not be expended for the following:

- Equipment or supplies for curricular or classroom use or to support District programs
- Repair and maintenance of District equipment
- Salaries for services that are the responsibility of the District
- Expenses for the benefit of employees
- Parties or refreshments for employees

Personal checks can never be cashed by the activity funds and postdated checks should not be accepted.

The Activities Director and Athletic Director, respectively, are responsible for overseeing student activities and athletic activities, as well as procedures for disbursement of funds in their building. The Bookstore Manager is responsible for verifying and depositing activity fund deposits. The Business Manager will reconcile the Activity Fund Accounts on a monthly basis. The Activity and Athletic Directors have access in IVISION to review and print reports for verification. The Business Manager will provide the Board of Education with a monthly report of the activity fund's activity, including cash balance, receipts and disbursements.

### **Convenience Funds**

Schools may also have certain convenience accounts. Convenience accounts are those funds maintained by the school at the request of and for the convenience of faculty, staff, or other similar non-student groups. *In most cases, the money comes from district employees.* Each school shall designate a manager for its convenience account. Examples of convenience fund accounts include:

- Flower fund
- Employee coffee/soda fund
- Needy Student Fund
- Principal Leadership/Principal Awards
- Student Action Club
- Scholarship and/or Memorial funds

### **Booster Clubs**

Booster club money **cannot** be in the activity nor athletic funds account. The booster clubs must have their own separate checking account. The booster club can donate money to activity fund accounts upon board approval. If the booster club specifies the purpose for this money, then it can only be used for that purpose. If no purpose is stated, then the funds may be spent as deemed necessary.

### **Does My Club or Organization Get Money Budgeted from the School?**

Only clubs or organizations that engage in interscholastic competition are funded by the District. All other clubs and activities are self-supporting.

## **FINANCE AND ACCOUNTING PROCEDURES FOR STUDENT ACTIVITY & ATHLETIC ACCOUNTS**

### ***General Information***

1. No activity should maintain cash on hand without prior permission. Organizations may not maintain their own accounts at a local bank.
2. No payment for expenses of the activity should be made directly from the cash or receipts of the activity. Expenses must be paid by check from the school district with proper detailed substantiation.
3. All clubs and organizations must be financially self-supporting and will only draw money from their accounts when there is a sufficient balance.
4. A financial record of all transactions is maintained for each activity by the Business Office and is generated in August, December, and May. Activity Sponsors are encouraged to maintain their own records to double-check for accuracy against the Financial Statement generated by the Business Office. The Activities & Athletic Directors can print/distribute an activity report in IVISIONS at any point to view account balances. It is their responsibility to review the report and verify that their account is correct. Any errors should be communicated to the Business Manager for reconciliation.

### ***Fundraising Activities***

1. The Athletics Director and Activity Director exercise general control over all fundraising activities and must approve all activities that affect the student body.
2. Once a group decides to fundraise, it is the advisor's responsibility to complete a Fundraising Proposal Form and to obtain prior approval for the fundraising activity from the Director of Student Activities and/or the Athletic Director. This form outlines your group's plan and budget for the funds to be raised and spent. GoFundMe or other crowd funding sources cannot be used.
3. Fundraising may be conducted in school before and after school hours and during lunch periods only. No fundraising may be conducted during class time. In order to be in compliance with the National School Lunch Program, ready to consume food items (candy bars, etc.) cannot be sold until 30 minutes after the school day is over. They cannot be sold in the morning before school starts.
4. Students must be notified of the purpose of the fundraiser, and the proposed use of funds being raised.
5. No fundraising may be conducted by non-school sponsored groups except those which are of a school-wide nature in which participation can be a positive experience for students and when the proceeds contribute to a recognized humanitarian purpose.
6. All fundraisers should be reconciled. The Director of Student Activities will assist with this process.

7. Student fundraising is to be on a voluntary basis only. No student is to be pressured to do any type of fundraising, whether by staff or students. Any violation may be subject to disciplinary action.

### ***Cash Handling and Collection***

1. The Activity Sponsor is responsible for the collection and safe handling of funds received on behalf of their group. They are also responsible for the supervision of students having contact with cash or checks.
2. All checks collected shall be made payable to Thornton Fractional HSD 215, TF North Activities, or TF South Activities.
3. Prior to the collection of funds (ie. sporting event), a cash box is to be picked up from the Activity Secretary, Bookstore Manager, or Administrator as applicable.
4. Funds collected must be counted by the Club Sponsor and the Bookstore Manager and may be submitted 8:00 a.m. – 3:00 p.m. daily. Club Sponsors cannot simply drop off the cash to the Bookstore Manager and leave. The cash count form (see excel document in appendix) or Activity Deposit form is to be filled out, including the total amount of the deposit, and signed, by both parties counting the money. Once the form is complete, a copy should be made and given as a “receipt” to the person submitting the money for deposit. An additional copy of the receipt should be given to the Athletics or Activities Secretary.
5. The Bookstore Manager will log in your deposit, place your funds in a locked safe and will arrange for transport to the bank. Cash deposits of \$1,000 or more require delivery to the bank by the Bookstore Manager and another TFD employee.
6. Bookstore Managers will deposit all cash and checks as soon as possible, but no less than twice weekly, or as soon as \$1,000 or more in cash is received. Money that is collected during evening and weekend activities will be locked up at the school in a safe and will not be removed from the school building. Money must **NOT** be taken home, left in drawers or out in the open.
7. Securing Monies when Bookstore is Closed: If the Bookstore is closed, all monies must be turned into the Activities Office. If the Activities Office is closed, all monies must be turned in to the General Office with the Principal’s Secretary. No money should be held by the Sponsor.

The following procedure should be followed:

- Count your money, complete and enclose the cash count or activity deposit form, and write the amount on the front of the envelope with your name and the name of the club.
- Give the envelope to the Secretary in the Activities Office (or General Office if Activities office is closed). Do not ask students to deliver the envelope.
- The next school day, the envelope will be taken from the vault, money counted and deposited in the activity account, and a receipt will be emailed to the sponsor/coach

### ***Cash Disbursements (Paying a bill, getting a reimbursement, requesting cash advance)***

1. **Purchase Orders-** In most situations, a Sponsor should submit their request to the activity office. The Activity Secretary will check if there are funds available in the account and then enter a requisition on-line through the District's accounting software to purchase goods and services. Once the Business Office approves a requisition, a copy of the purchase order is returned to the requestor. This purchase order allows us to place the order while paying for the goods at a later date. The Activity Office generally will fax/email the purchase order to the vendor unless prior arrangements have been made with the Sponsor. Most vendors will accept a purchase order from the school district. This is the preferable method to order goods and services. Notify the Activity Secretary to set up new vendors not in the system. Include the name, address, phone number, purchase order email address, and fax number of the vendor.
2. After the ordered goods have been received the Activity Secretary should be notified. The Activity Secretary then receives the items in IVISIONS. No payments will be made unless all supporting documentation is attached. If applicable, a list of attendees for an event is required. Original invoices and receipts must be attached. Please keep copies for your records.
3. **Reimbursement requests** -please complete an Activity Request for Payment Form. This form should be completely filled out and forwarded to the Director of Student Activities or the Athletic Director for proper approval. The Activity Secretary will check to see if there are funds available in the account, and will then enter a requisition in IVISIONS for reimbursement. The requisition will then electronically go through the approval process. Once the Business Office approves the requisition, a purchase order will be created. No payments will be made unless all supporting documentation is attached. Credit card receipts must be detailed, showing what was purchased. Taxes will not be reimbursed.
4. **Cash Advance requests** - please complete an Advance Check Request Form. This form should be completely filled out and forwarded to the Director of Student Activities for initial approval. The Activity Secretary will check if there are funds available in the account and then enter a requisition in IVISIONS. The requisition will then go through an electronic process requiring Principal approval. Once the Business Office approves the requisition a purchase order will be created, and payment will be made. The check will be sent back to the building with a Cash Advance Memo. After the purchases are complete the receipts are to be returned to the Activity Secretary and attached to the requisition. Receipts must be detailed showing what was purchased. Taxes will not be reimbursed. Original receipts need to be attached to the Cash Advance Memo and sent to the Business Office. Please keep copies for your records.
5. Disbursement requests may be submitted at any time; however, the Business Manager will write checks once every other week. Student Activity Funds should, whenever possible, be spent for the benefit of those students currently in school who have contributed to the accumulation of such funds.
6. Allow sufficient time for requests for payments to be reviewed and processed. We understand that emergencies may occasionally occur and one may need a check processed immediately. Try to avoid "last minute" transactions as much as possible. However, if an emergency does occur or a check is required by a certain date, please email your request to the Business Manager.



*Example Deposit Slip*

THORNTON FRACTIONAL  
HIGH SCHOOL DISTRICT 215  
DEPOSIT SLIP

Date:

Event:

Club:

Sponsor:

Currency

Denomination	Quantity	Total
\$100		
\$50		
\$20		
\$10		
\$5		
\$2		
\$1		

Coin

Denomination	Quantity	Total
\$1.00		
.50		
.25		
.10		
.05		
.01		

Checks	Quantity	Total
Check Number		

Currency Total:

Check Total:

Coin Total:

Total Deposit =

## COLLEGE RECRUITMENT FOR HIGH SCHOOL ATHLETES

1. All recruiters should report to the main office and sign in with the secretary.
2. The Athletic Director or the Athletic Director's secretary should be notified of the recruiter's presence.
3. Head coach will notify Athletic Director of any scheduled meetings with recruiters.
4. Recruiters will have access to any / all athletes in that sport.
5. All recruiting is done under NCAA recruiting guidelines; copies of which are given to the head coach of each sport.
6. Head coaches are to provide this information to athletes and parents if requested.
7. A room / office will be provided for the recruiter and athletes to speak with each other and discuss college athletics and academic programs.
8. If an athlete accepts a scholarship, and the head coach is informed, the head coach is to inform the Athletic Director.

**NCAA RECRUITING RULES**  
**(<https://www.ncaa.org/student-athletes/future/recruiting>)**

## **Recruiting**

The NCAA supports student-athlete well-being by promoting a fair recruiting environment that limits intrusions into the lives of student-athletes and their families.

Recruiting happens when a college employee or representative invites a high school student-athlete to play sports for their college. Recruiting can occur in many ways, such as face-to-face contact, phone calls or text messaging, through mailed or emailed material or through social media.

[View a list of recruiting calendars for individual sports.](#)

[View a list of recruiting terms and related FAQs](#)

## **Recruiting terms**

A **contact** happens any time a college coach says more than hello during a face-to-face meeting with a college-bound student-athlete or his or her parents off the college's campus.

An **evaluation** happens when a college coach observes a student-athlete practicing or competing.

A **verbal commitment** happens when a college-bound student-athlete verbally agrees to play sports for a college before he or she signs or is eligible to sign a National Letter of Intent. The commitment is not binding on the student-athlete or the school and can be made at any time.

When a student-athlete **officially commits** to attend a Division I or II college, he or she signs a **National Letter of Intent**, agreeing to attend that school for one academic year.

## **Campus visits**

Any visit to a college campus by a college-bound student-athlete or his or her parents paid for by the college is an official visit. Visits paid for by student-athletes or their parents are considered unofficial visits.

During an official visit the college can pay for transportation to and from the college for the student-athlete, lodging and three meals per day for the student-athlete and his or her parents or guardians, as well as reasonable entertainment expenses including three tickets to a home sports event.

The only expenses a college-bound student-athlete may receive from a college during an unofficial visit are three tickets to a home sports event.

## **National Letter of Intent**

A National Letter of Intent is signed by a college-bound student-athlete agreeing to attend a Division I or II college for one academic year. Participating colleges agree to provide financial aid for one academic year to the student-athlete as long as the student-athlete is admitted to the school and is eligible for financial aid under NCAA rules. Other forms of financial aid do not guarantee the student-athlete financial aid.

The National Letter of Intent is voluntary and not required for a student-athlete to receive financial aid or participate in sports. Signing a National Letter of Intent ends the recruiting process because participating schools are prohibited from recruiting student-athletes who have already signed letters with other participating schools.

A student-athlete who signs a National Letter of Intent but decides to attend another college may request a release from his or her contract with the school. If a student-athlete signs a National Letter of Intent with one school but attends a different school, he or she loses one full year of eligibility and must complete a full academic year at the new school before being eligible to compete.

[Learn more about the National Letter of Intent](#)

### **Division III Celebratory Signing Form**

Division III institutions are permitted to use a standard, NCAA provided, non-binding celebratory signing form. A college-bound student-athlete is permitted to sign the celebratory signing form at any point, including high school signing events, after the student-athlete has been accepted to the institution. Institutions should keep in mind, however, that they are not permitted to publicize a student-athlete's commitment to the institution until the student-athlete has submitted a financial deposit (Bylaw 13.10.7).

To access the Division III celebratory signing form, Division III coaches and administrators can use the "My Apps" link on [ncaa.org](http://ncaa.org) to navigate to LSDBi. Log in to LSDBi by clicking the "login" tab at the top of the screen and entering your single source sign on information. Once logged in, select the "resources" tab. Once on the "resources" tab, the celebratory signing form can be found under the "compliance" heading.

### **Recruiting calendars**

NCAA member schools limit recruiting to certain periods during the year. Recruiting calendars promote the well-being of college-bound student-athletes and ensure fairness among schools by defining certain periods during the year in which recruiting may or may not occur in a particular sport.

During a **contact period**, a college coach may have face-to-face contact with college-bound student-athletes or their parents, watch student-athletes compete or visit their high schools and write or telephone student-athletes or their parents.

During an **evaluation period**, a college coach may watch college-bound student-athletes compete, visit their high schools and write or telephone student-athletes or their parents. However, a college coach may not have face-to-face contact with college-bound student-athletes or their parents off the college's campus during an evaluation period.

During a **quiet period**, a college coach may not have face-to-face contact with college-bound student-athletes or their parents and may not watch student-athletes compete or visit their high schools. Coaches may write or telephone college-bound student-athletes or their parents during this time.

During a **dead period**, a college coach may not have face-to-face contact with college-bound student-athletes or their parents and may not watch student-athletes compete or visit their high schools. Coaches may write and telephone student-athletes or their parents during

**THORNTON FRACTIONAL HIGH SCHOOL DISTRICT 215**  
**ATHLETIC/ACTIVITY CO-CURRICULAR PLEDGE 2024-25**

*This policy shall be applicable during the entire school year, including those times the student is not participating.*

- 1. General Habits and Conduct:** I understand that by taking part in the athletic /co-curricular activity program I must meet the ideals for good sportsmanship, good conduct, and citizenship when in school events and in the community. I understand that it is a privilege to participate in athletics/co-curricular activities and that I should be committed to being a model student athlete/participant. I understand that athletics/co-curricular activities are designed to develop me physically, mentally, and socially. I understand that physical development is easy to understand and easy to see, but mental and social development are just as important and the hardest to develop.
- 2. Academic Eligibility:** \*I understand that to be eligible for athletics/activities for semester 1, I must pass five classes the previous semester.\* To be eligible for semester 2, I must pass five classes the previous semester. If not, I will be ineligible for the entire next semester. Also, I must maintain passing grades in five classes on a weekly basis. In addition, I must maintain a GPA of 2.0 at the end of the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> nine week grading periods and at the conclusion of the 1<sup>st</sup> and 2<sup>nd</sup> semester in order to participate on an athletic team or extra-curricular club/organization. Failure to comply with this will cause me to become ineligible to participate in athletics/activities (i.e., athletic events-games, state band competition, club meetings, etc.). Failure to achieve a 2.0 GPA at the end of the 1st and 3rd quarter will result in me being ineligible until I have raised my cumulative GPA for the current semester to a 2.0 GPA or higher. I will be ineligible for a minimum of 1 week and must attend homework center. Failure to achieve a 2.0 GPA at the end of a semester will result in me being ineligible for a minimum of 3 weeks. If after the three-week period, I am achieving a cumulative GPA for the current semester of 2.0 or higher, I will regain my eligibility. During the week(s) I am ineligible, I must attend a mandatory study hall established to help with academics. I will be required to attend the homework session that has been established for Monday, Tuesday and Thursday from 3:30-4:30 p.m. Any missed study sessions must be made up before I can once again become eligible.
- 3. Physical Examination:** I understand that I must have a physical examination by a licensed physician before I can start practice or tryouts. I further understand that by participating in an athletic/co-curricular activity, I allow my physician(s) to release any information about my health condition and/or treatment to the school.
- 4. School Attendance:** I understand that I must be in attendance for at least half of the school day (two and one-half clock hours of instruction) in order to participate in practice or in a contest or activity. School-sponsored field trips and activities do not count as absences.
- 5. School Infraction:** Any school infraction which results in suspension from school will require that I be suspended from all athletics/co-curricular activities at least until I am properly reinstated in a timely fashion in school.
- 6. Alcohol & Tobacco Products:** I understand that if I use, possess, or sell any alcohol or tobacco product, I will be suspended from athletics/co-curricular activities for ten consecutive days. A repetition of such an incident will result in my suspension from all athletics/co-curricular activities for the remainder of the school year.
- 7. Possession, Sale or Use of Drugs:** I understand that if I am in possession of controlled substances, illegal drugs or drug paraphernalia or involved in the sale, purchase, or use of drugs (other than a valid prescription written for me and exclusively used by me), I will be suspended from any athletic/co-curricular activities for the remainder of the school year.
- 8. Stealing:** I understand that if I am involved in stealing of any nature, I will be suspended from athletics/co-curricular activities for the first incident for a minimum of ten consecutive days and will make restitution for anything stolen. A repetition of a similar incident will result in my suspension from all athletics/co-curricular activities for the remainder of the school year as well as being required to make restitution for anything stolen.
- 9. Destruction or Damage of Property:** I understand that any destruction or damage of property associated with a school activity or an athletic/co-curricular activity will result in my suspension for a minimum of ten consecutive days as well as payment of damages. A second such incident, or first if aggravated, will result in

my suspension from all athletics/co-curricular activities for the remainder of the school year as well as requiring me to pay for damages and restitution.

- 10. Team/Activity Rules:** I understand that if I violate specific approved and distributed athletic/co-curricular activity rules other than those stated in this pledge, it will be handled by the coach/sponsor in charge of the athletic/co-curricular activity.
  - 11. Appeal of Suspension:** I understand that I have a right to appeal all suspensions. I must first appeal suspensions to the Athletic / Activity Director. Further appeal may be made to the Principal who may have the matter considered by an co-curricular review board designated by the Principal.
  - 12. Awards:** I understand that awards for athletics/co-curricular activities may be withheld, refused or cancelled, if I do not follow all the rules and regulations for a particular athletic/co-curricular activity, including these rules.
  - 13. Participating in One Athletic/Co-curricular Activity:** I understand that I should show loyalty to my athletic/co-curricular activity and coach/sponsor and fellow students by completing the season. If I quit an athletic/co-curricular activity during the season, without reasonable and approved cause, I cannot participate in another athletic/co-curricular activity unless the Athletic/Activity Director gives written permission.
  - 14. Medical Excuse:** I understand that if I am excused from physical education classes because of medical reasons, I may not compete in practice or interscholastic athletic competition until released by my physician.
  - 15. Service Learning:** I will demonstrate my commitment to the community by contributing no less than three hours of work to an approved activity. Service learning activities may include collection of food for the needy, meals or entertainment for the elderly, public property cleanup for the community, fund-raising for a charitable cause, or another worthy community project. All service learning must be approved by the Athletic/Activity Director.
  - 16. Uniform Modification:** I understand that I can modify my athletic/team uniform for the purpose of modesty in clothing or attire that is in accordance with the requirements of my religion, cultural values or modesty preferences. The modification of the uniform may include, but is not limited to, the wearing of a hijab, an undershirt or leggings. If I make alterations to the uniform, I understand that I am responsible for all costs associated with the modification and/or replacement of a school issued uniform.
  - 17.** This athletic/co-curricular activity pledge will affect my participation in a particular athletic/co-curricular activity for the entire school year.
  - 18.** I may not participate in any athletic/co-curricular activity until signed copies of this pledge and any athletic/co-curricular activity rules governing my conduct are on file with the Athletic/Activity Director.
- 

I, \_\_\_\_\_, as a Thornton Fractional student, agree to abide by the preceding Athletic/Co-curricular Activity Pledge during the calendar year in which I am participating in an athletic/co-curricular activity. We, as his/her guardians, agree to encourage and help our child to abide by these rules while participating in the school athletic /co-curricular activity program.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name of Sport or Activity

\_\_\_\_\_  
Parent / Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Coach

\_\_\_\_\_  
Date

**EMERGENCY ACTION PLAN**  
**Thornton Fractional South High School**  
**18500 Burnham Ave. Lansing, IL**

**Purpose of Emergency Action Plan:**

To provide TF South High School Athletics with an emergency action plan (EAP) in case of a serious or life-threatening condition that arises during practice or competitions. Certified Athletic Trainers (ATC), coaches, and others involved in athletics must constantly be on guard for potential injuries, and although the occurrence of limb-threatening or life-threatening emergencies is not common, the potential exists. Therefore, prepared emergency responders must have planned in advance for the action to be taken in the event of such an emergency.

**Emergency Contacts:**

The following is a list of important phone numbers needed in case of emergency:

Brittany Mitacek, ATC.....	630-291-4296
Gina Helbling, ATC.....	773-343-5873
Athletic Director (Marc Brewe).....	708-932-8607
Ambulance, Fire, Police.....	911
Principal (Lisa Bouler).....	708-828-8182

Information to be provided over the phone in case of emergency:

1. Name and phone number you are calling from
2. Exact location of emergency and directions (street names, buildings, landmarks, entry into building, specific areas, etc.)
3. Type of injury or illness
4. Condition of patient(s) and type of aid being provided
5. Number of people injured
6. Other information as requested and be the last one to hang up

ATC will make the decision to call EMS and will personally make the call or they may assign a responsible person to call. Local EMS should also have a map of campus to aid in the response of an emergency. A map is located at the end of this document.

**Chain of Command:**

ATC is in charge of emergency until EMS arrives. Coaches and student AT's are also available to assist ATC but only if asked. The only exceptions are the visiting ATC, who is responsible for their team, and when ATC is not at games or practices the head coach is in charge until ATC or EMS arrive.

**Responsibilities of Emergency Team Members:**

During home games, the home team ATC and the visiting ATC are responsible for their own teams but may assist the other ATC if needed. Since there is only one ATC on campus, all coaches are responsible for emergencies during practice and games until ATC or EMS arrives on scene. Since insurance coverage varies among athletes, parents may decide how their athlete is cared for and where they are cared for. Parents are the primary person to accompany student to hospital. If parents are not around, assistant coach will accompany athlete to hospital.

**Environmental Conditions:**

In case of lightning, referee or athletic director is responsible for the decision to stop the game. However, ATC can inform referee and/or athletic director of possible hazard. Heat issues are not usually a problem in this area except during summer pre-season practice, especially during football. Cold conditions are also a possibility in this area. ATC should be current on both heat and cold injuries signs and symptoms and be able to treat ill or injured athlete(s) accordingly.

## EMERGENCY ACTION PLAN TFS CONTINUED

If the situation does arise where weather conditions might affect athletes, ATC will keep track of weather conditions by use of internet websites such as weather.com or local news website. ATC should also follow the NATA Position Statement: Exertional Heat Illnesses as a reference for determining attire, extent of practices, signs and symptoms, prevention, and treatment of heat injuries and illnesses.

### Emergency Care:

Apply basic emergency care as situation requires. Care might include:

1. Check life threatening conditions
  - a. Level of consciousness – if unconscious call 911 immediately
  - b. Airway – is airway blocked
  - c. Breathing – is person breathing
  - d. Circulation – does person have pulse
  - e. Bleeding – is person bleeding severely
2. Call 911 now if necessary
3. Emergency equipment
  - a. AED, spine board, first aid kit
4. Apply basic first aid as situation requires
  - a. Adult CPR: 30 compressions then every 2 breaths
  - b. Bleeding: direct pressure over injury; elevate injury over heart if possible; apply sterile dressing over injury
  - c. Splint fractures
  - d. Spine Boarding – use if suspected head, neck or spine injury; prevent any movement of spine while attaching to spine board
  - e. Treat for Shock – if necessary
5. Other things to consider during emergency situation:
  - a. Reassure and calm athlete
  - b. Don't move severely injured athlete unless he/she is in danger
  - c. Don't reduce fractures or dislocations
  - d. Sufficient lines of vision between the medical staff and all available emergency personnel should be established and maintained
  - e. Once the medical staff begins to work on an injured player, they should be allowed to perform services without interruption or interference
  - f. Keep players, coaches, spectators away and prevent them from helping injured athlete

### Documentation:

All actions and treatments pertaining to the emergency situation should be recorded on a standardized form. This is important for future reference for the EAP personnel. They need to be able to look back at the situation and response and improve or revise the EAP as they see fit.

All medical records should be kept at the school and copies made to be brought along when traveling. Records left at school are kept in AD office and keys are held by custodians and AD.

## EMERGENCY ACTION PLAN TFS CONTINUED

### Procedures for Various Sport Locations at TF South High School:

**Football Field/Track:** In case of emergency, a cell phone will be used by ATC or coach to call EMS. ATC will give directions for EMS to the field and will instruct a coach to let them in the gate to get onto the field.

**Baseball Field:** In case of emergency, a cell phone will be used by ATC or coach to call EMS. ATC will give directions for EMS to the field and will instruct a coach to lead them onto the field area.

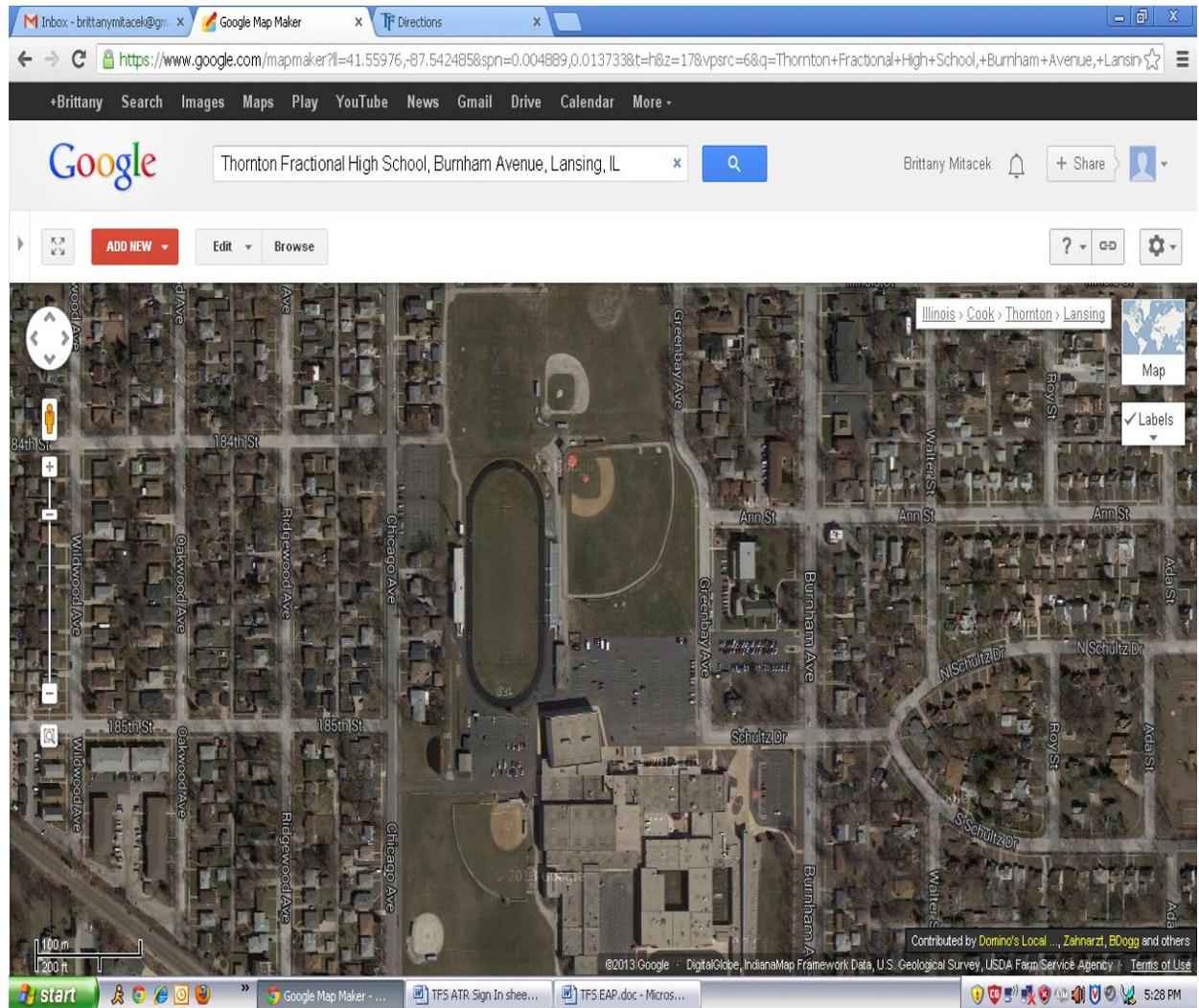
**Softball Field:** In case of emergency, a cell phone will be used by ATC or coach to call EMS. ATC will give directions for EMS to the field and a coach will direct them onto the field area.

#### **Main Gym (RED) – Basketball, Volleyball, Badminton**

In case of emergency a cell phone at the court will be used by ATC. ATC will give directions for EMS to the main gym at TF South High School if necessary. Someone will be assigned to meet EMS at the west entrance (W2) by the softball field. The main gym doors are located immediately inside those doors.

#### **Gray Gym – Volleyball, Basketball, Wrestling, Badminton**

In case of emergency a cell phone will be used by ATC to call EMS. ATC will give directions for EMS to Gray gym at TF South High School if necessary. Someone will be assigned to meet EMS at the east entrance (N11). They will guide EMS to the gray gym which is accessible though the lobby by the concession stand.



**EMERGENCY ACTION PLAN**  
**Thornton Fractional North High School**  
**755 Pulaski Rd. Calumet City, IL**

**Purpose of Emergency Action Plan:**

To provide TF North High School Athletics with an emergency action plan (EAP) in case of a serious or life-threatening condition that arises during practice or competitions. Certified Athletic Trainers (ATC), coaches, and others involved in athletics must constantly be on guard for potential injuries, and although the occurrence of limb-threatening or life-threatening emergencies is not common, the potential exists. Therefore, prepared emergency responders must have planned in advance for the action to be taken in the event of such an emergency.

**Emergency Contacts:**

The following is a list of important phone numbers needed in case of emergency:

Athletic Director (DeVale Stubbs)..... 708-275-8242  
Ambulance, Fire, Police. .... 911  
Principal (Brian Rucinski) ..... 708-955-7072

Information to be provided over the phone in case of emergency:

1. Name and phone number you are calling from
2. Exact location of emergency and directions (street names, buildings, landmarks, entry into building, specific areas, etc.)
3. Type of injury or illness
4. Condition of patient(s) and type of aid being provided
5. Number of people injured
6. Other information as requested and be the last one to hang up

ATC will make the decision to call EMS and will personally make the call or they may assign a responsible person to call. Local EMS should also have a map of campus to aid in the response of an emergency. A map is located at the end of this document.

**Chain of Command:**

ATC is in charge of emergency until EMS arrives. Coaches and student AT's are also available to assist ATC but only if asked. The only exceptions are the visiting ATC, who is responsible for their team, and when ATC is not at games or practices the head coach is in charge until ATC or EMS arrive.

**Responsibilities of Emergency Team Members:**

During home games, the home team ATC and the visiting ATC are responsible for their own teams but may assist the other ATC if needed. Since there is only one ATC on campus, all coaches are responsible for emergencies during practice and games until ATC or EMS arrives on scene. Since insurance coverage varies among athletes, parents may decide how their athlete is cared for and where they are cared for. Parents are the primary person to accompany student to hospital. If parents are not around, assistant coach will accompany athlete to hospital. Per EMS guidelines, the student will be transported to the nearest hospital. For home events/practices, the nearest hospital is Franciscan Health Hammond, located at 5454 Hohman Ave, Hammond, IN 46320. In non-emergency situations, the ATC will discuss with the parents on how and where their athlete is cared for.

## EMERGENCY ACTION PLAN TEN CONTINUED

### Environmental Conditions:

In case of lightning, referee or athletic director is responsible for the decision to stop the game. However, ATC can inform referee and/or athletic director of possible hazard. Heat issues are not usually a problem in this area except during summer pre-season practice, especially during football. Cold conditions are also a possibility in this area. ATC should be current on both heat and cold injuries signs and symptoms and be able to treat ill or injured athlete(s) accordingly. If the situation does arise where weather conditions might affect athletes, ATC will keep track of weather conditions by use of internet websites such as weather.com or local news website. ATC should also follow the NATA Position Statement: Exertional Heat Illnesses as a reference for determining attire, extent of practices, signs and symptoms, prevention, and treatment of heat injuries and illnesses.

### Emergency Care:

Apply basic emergency care as situation requires. Care might include:

6. Check life threatening conditions
  - a. Level of consciousness – if unconscious call 911 immediately
  - b. Airway – is airway blocked
  - c. Breathing – is person breathing
  - d. Circulation – does person have pulse
  - e. Bleeding – is person bleeding severely
7. Call 911 now if necessary
8. Emergency equipment
  - a. AED, spine board, first aid kit
9. Apply basic first aid as situation requires
  - a. Adult CPR: 30 compressions then every 2 breaths
  - b. Bleeding: direct pressure over injury; elevate injury over heart if possible; apply sterile dressing over injury
  - c. Splint fractures
  - d. Spine Boarding – use if suspected head, neck or spine injury; prevent any movement of spine while attaching to spine board
  - e. Treat for Shock – if necessary
10. Other things to consider during emergency situation:
  - a. Reassure and calm athlete
  - b. Don't move severely injured athlete unless he/she is in danger
  - c. Don't reduce fractures or dislocations
  - d. Sufficient lines of vision between the medical staff and all available emergency personnel should be established and maintained
  - e. Once the medical staff begins to work on an injured player, they should be allowed to perform services without interruption or interference
  - f. Keep players, coaches, spectators away and prevent them from helping injured athlete

### Documentation:

All actions and treatments pertaining to the emergency situation should be recorded on a standardized form. This is important for future reference for the EAP personnel. They need to be able to look back at the situation and response and improve or revise the EAP as they see fit.

All medical records should be kept at the school and copies made to be brought along when traveling. Records left at school are kept in AD office and keys are held by custodians and AD.

**EMERGENCY ACTION PLAN TFN CONTINUED**

**Procedures for Various Sport Locations at TF North High School:**

**Football Field/Track:** In case of emergency, a cell phone will be used by ATC or coach to call EMS. ATC will give directions for EMS to the field and will instruct a coach to let them in the gate to get onto the field.

**Baseball Field:** In case of emergency, a cell phone will be used by ATC or coach to call EMS. ATC will give directions for EMS to the field and will instruct a coach to lead them onto the field area.

**Softball Field:** In case of emergency, a cell phone will be used by ATC or coach to call EMS. ATC will give directions for EMS to the field and a coach will direct them onto the field area.

**Main Gym (Purple) – Basketball, Volleyball, Badminton**

In case of emergency a cell phone at the court will be used by ATC. ATC will give directions for EMS to the main gym at TF North High School if necessary. Someone will be assigned to meet EMS at the south entrance (11-S) on 155<sup>th</sup> street. The main gym doors are located immediately inside those doors.

**Gold Gym – Volleyball, Basketball, Wrestling, Badminton**

In case of emergency a cell phone will be used by ATC to call EMS. ATC will give directions for EMS to Gold gym at TF North High School if necessary. Someone will be assigned to meet EMS at the auditorium entrance via the east side of the main parking lot (1-E). They will guide EMS to the gold gym which is accessible through the lobby by the concession stand.



## SWIMMING POOL NORMAL OPERATING PROCEDURES

### 1. **Deck Level Pool**

- Dimensions: South: 75ft. x 32.5ft.
- Depths: 3ft shallow end to 9ft deep end
- Four lanes are marked by a solid black painted line

### 2 **Bather Load**

The maximum bather load for the pool:  
South - 131 : 4 lanes

#### **Procedures for Opening and Securing the Building**

- Prior to a swimming lesson/training session, check that the changing room entrance doors are open.
- Once the Coach/Teacher and Poolside Supervisor are on poolside, the changing room doors to the pool will be opened.
- When the lesson/training session has finished, the Coach/Teacher will ensure all pupils have left the pool and lock the changing room and pool office to prevent unauthorized access to the pool.
- Prior to leaving the swimming pool, the Coach/Teacher will make the following checks:
  - That all pupils have left the pool through a head count and roster verification.
  - That the following doors are locked: changing rooms to pool, pool office to pool and all hallway doors leading to pool.

#### **Emergency alarm and rescue equipment**

Please refer to site plan for detailed location of emergency equipment.

#### **Fire Alarms: (Diagram)**

#### **Access and Exit Routes: (Diagram)**

#### **Emergency Exits: (Diagram)**

### 8 **First Aid Equipment**

The first aid box is located on the pool deck.

#### **Emergency Telephone**

The emergency telephone is located on the pool deck.

## 10. **Teachers Duties and Responsibilities**

Teachers and other staff involved in swimming activities must read and understand all relevant pool instructions and be familiar with the location of prior to working with students in and around the pool area:

- First aid equipment
- Rescue equipment
- Emergency telephone
- Fire alarm points

## 11. **Teachers to Pupil Ratios - these are a maximum as per Water Safety Instructor (WSI) recommendations:**

- Non-swimmers and beginners: A ratio of 15:1 for those unable to swim 20m unaided.
- Improving swimmers 13 years and over: A ratio of 20:1 providing all children can swim at least 20m competently on their back and front.
- Swim team practice/training sessions. Training with swimmers who can initially swim 100 yards continuously demonstrating breath control and rhythmic breathing. Training with swimmers who can swim 200 yards continuously demonstrating breath control and rhythmic breathing, after two weeks of practices. Candidates may swim using the freestyle, breaststroke or a combination of both but swimming on the back or side is not allowed. Swim goggles may be used. Junior Varsity 15:1 Varsity 20:1
- Minimum qualification for teaching staff is current WSI or LGI qualification.
- During curriculum swimming lessons, there must be at least two staff members on duty while there is a group of pupils in the pool area. One of the two staff members must hold the minimum qualification for teaching staff and will take charge of the lesson.
- During swim team practice/training, there must be one staff member on duty on poolside who will be the Lead Coach, subject to the swimmer to staff ratios stated above. In addition, a second adult/responsible person must be in attendance on poolside.
- All swim team members must be instructed in the procedures required to assist the member of staff in the event of an incident or accident. This instruction should be given and recorded at the start of each term.

A “programmed swimming session” is defined as:

- With formal structure
  - Disciplined
  - Supervised or controlled
  - Continuously monitored from the poolside
- In a recreational situation, the maximum ratio is 1 lifeguard to 15 swimmers with a minimum of two staff members on duty. One of whom must be the qualified lifeguard. Lifeguards must hold a current WSI or American Red Cross qualification which is applicable to water depth of at least 2 meters.

12. **Swimming Pool Equipment**

- All poolside equipment should be checked by a staff member prior to use. This might include:
  - Starting blocks, ensuring they are secure and in good condition.
  - Lane ropes, ensuring they are properly tensioned and the cables are not damaged.
  - Training aids, such as kick boards, pull buoys, floats etc. ensuring they are in good condition. These must be allowed to dry before being stored away.
  - Faulty or damaged equipment should not be used and instead, reported to the Assistant Principal of Instruction or Athletic Director.

13. **Lease of Pool to Outside Organizations:**

**Checklist of points for inclusion in contract and operating rules:**

- Information on numbers and age of those participating and their swimming abilities.
- Name of lessee's representative who will be in charge of the group.
- Numbers and qualifications of swimming teachers/lifeguards to be present during swimming sessions.
- Lessee to be given copies of Normal Operating Procedures and Emergency Action Plan and to sign to the effect that these have been read and understood.
- Rules of behavior to be enforced during the session.
- Safety guidelines to be given to each group of participants.

Details of responsibility in the event of an emergency:

See Emergency Action Plan

14. **Review**

- The policy will be reviewed annually in August and January.

## SWIMMING POOL: EMERGENCY ACTION PLAN

### **Introduction**

The following procedures are set so that all staff and facility renters are able to react to an emergency situation with confidence and efficiency. The object of these procedures is to ensure that all staff and facility renters are familiar with their role and the role of other members of staff if an emergency evacuation of the pool is required.

The evacuation procedure is used in situations such as fire, gas escape and bomb scare. Other situations that may arise requiring evacuation may include power/lighting failure, structural failure, etc. This decision will be made by the supervising staff or coach.

All staff who are involved in providing curriculum swimming lessons and club, squad, training sessions and lessees must ensure that they have read and understand the Normal Operating Procedures and Emergency Action Plan before using the swimming pool facility, and must sign to that effect.

#### **1. Disorderly Behavior**

- All swimmers must behave in an orderly manner and obey instructions given by their swimming teacher. Any pupil who fails to adhere to these instructions will be sent out of the pool area and disciplined accordingly.

#### **2. Lack of Water Clarity**

- Swimming will not commence if the clarity of the water is poor. Teaching staff must be able to clearly see the bottom of the deep end of the pool.

#### **3. Swimmers in Serious Difficulty**

The swimming teacher will immediately initiate an emergency action plan by blowing the whistle 3 consecutive times while the second staff member will quickly clear the pool.

- Identify someone to dial 8-911 for an ambulance as necessary.
- If a spinal injury is suspected, the rescuing lifeguard provides in-line stabilization using the head splint technique and swims with the victim toward the side of the pool. The assisting responder on deck brings the backboard to the edge of the water and removes the head immobilizer, placing it within reaching distance, rescuing lifeguard will backboard victim using straps and head immobilizer. Working together, the lifeguard and responder pull and push the backboard onto the deck, then begin to assess the victim's condition and provide the appropriate care.
- An internal incident report must be completed as soon as possible after the event.

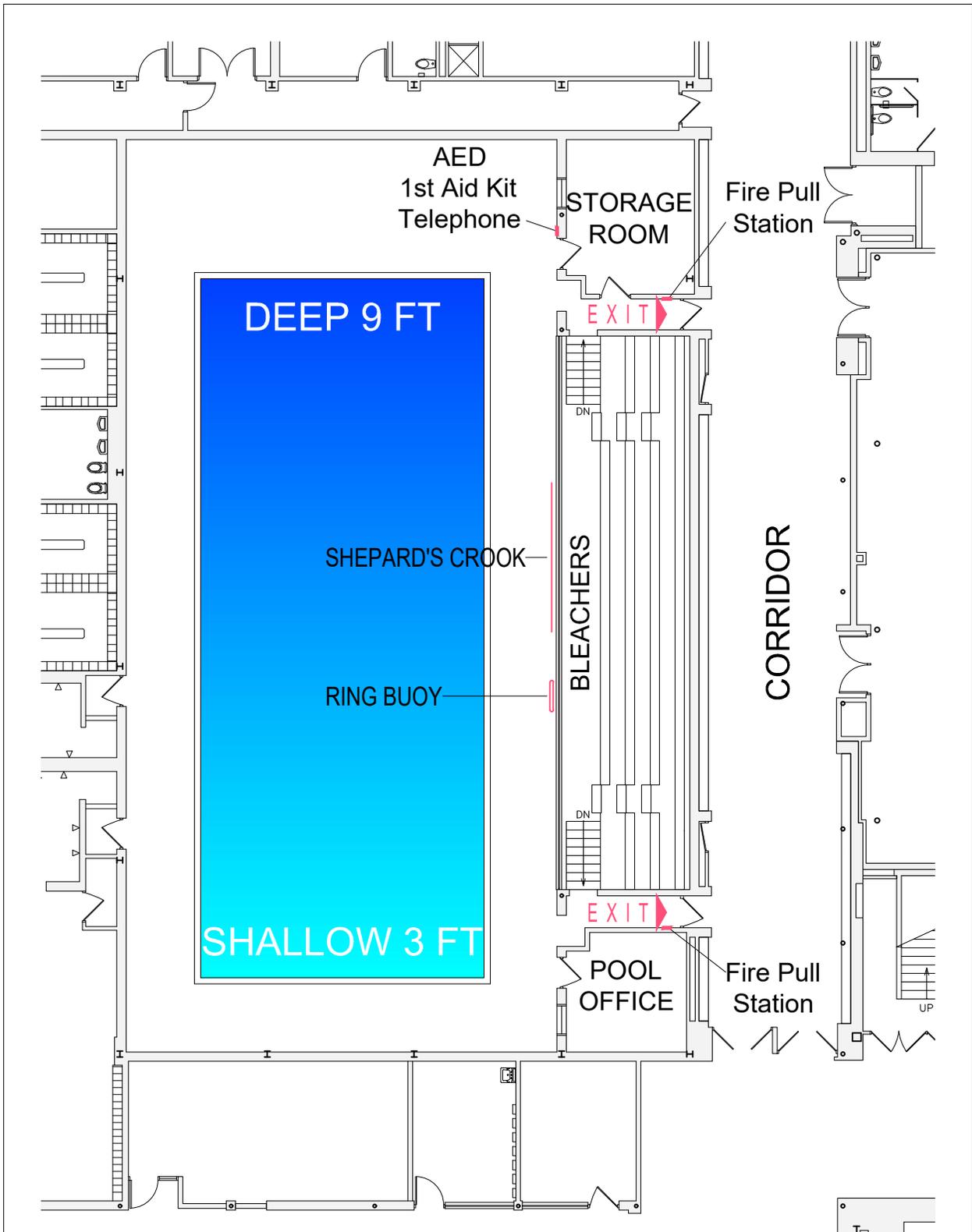
#### **4. Discovery of an Unconscious Swimmer in the Water**

- Immediately initiate a rescue while the second staff member clears the pool.
- Identify someone to dial 8-911 for the ambulance service.

#### **5. Reporting Procedure in the event of an accident /incident**

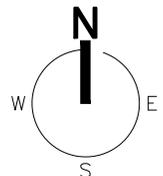
##### Statutory obligation

- In accordance with Illinois Department of Public Health (IDPH) all drownings and injuries/illnesses that require hospitalization require a report to be filed with IDPH.

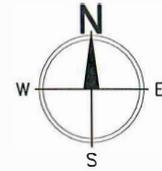


MAXIMUM BATHER LOAD **131**

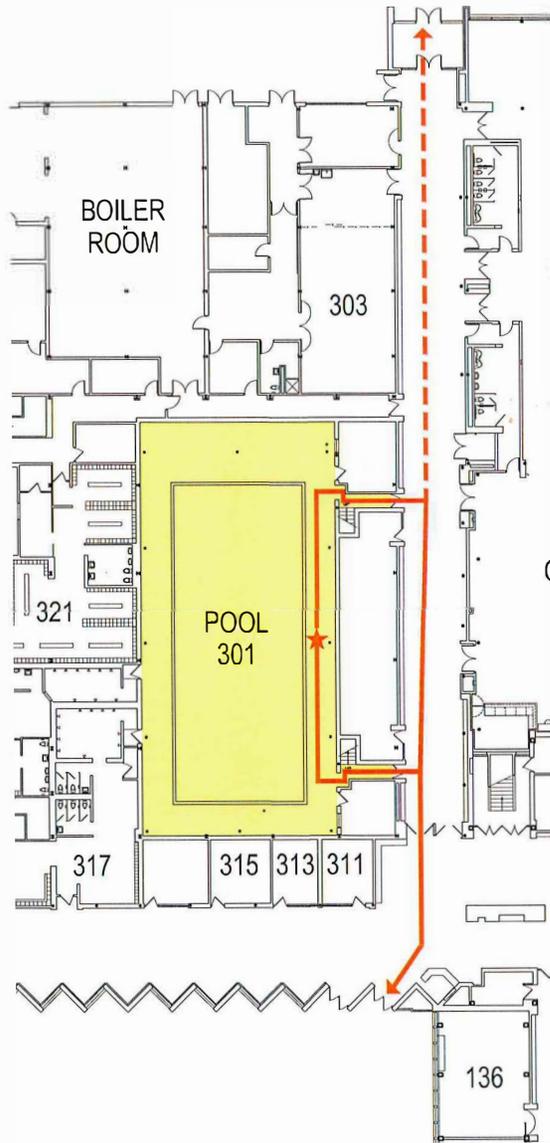
# THORNTON FRACTIONAL SOUTH POOL DIAGRAM



# THORNTON FRACTIONAL SOUTH FIRST FLOOR PLAN



-  YOU ARE HERE
-  PRIMARY EXIT ROUTE
-  SECONDARY EXIT ROUTE





# Thornton Fractional

SCHOOL DISTRICT 215

## **Thornton Fractional Township High School District 215**

### **Concussion Protocol and Guidelines 2024-25**

## INTRODUCTION

This document represents the High School District 215 policy and procedure manual for concussion management with TFD 215 students. It has been derived from consultation with agencies such as the Illinois High School Association, the federal Centers for Disease Control and Prevention, local Athletic Trainers association, national neuropsychology experts, TFD 215 specialty-trained staff, and community medical professionals. This document is also an update of the current policies and procedures that reflects recent Illinois state law requirements for schools to implement Return to Learn as well as Return to Play guidelines that are designed to support the student with concussion and maximize full recovery and quality of life (Youth Sports concussion Act 2015, Public Act 099-0245).

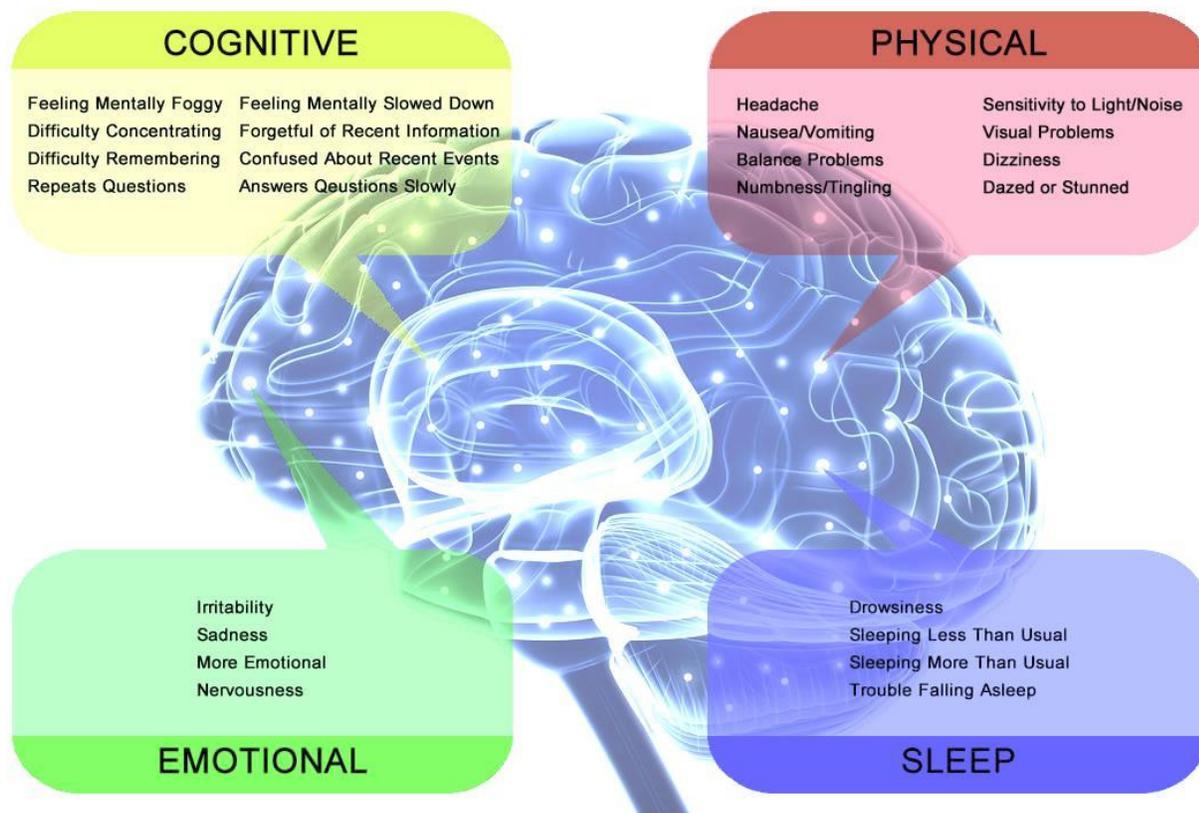
The purpose of this document is to:

- 1) Create a central place where TFD 215 policies and procedures are codified.
- 2) Explain the role and make-up of the TFD 215 Concussion Management Team (CMT).
- 3) Define key terms associated with concussion and its management.
- 4) Describe the procedures for reporting a concussion and follow-up.
- 5) Provide forms and information that can be duplicated and distributed to concerned parties.
- 6) Describe the general features of good concussion management.
- 7) Provide resources and forms for the CMT, including students, parents, and professionals.
- 8) Provide information for TFD 215 staff development and training regarding procedures following a concussion.

### **Definition of Concussion**

A concussion is an injury to the brain that results in a temporary loss in brain function. A concussion can be caused by either a direct blow to the head, neck, face or somewhere else on the body that causes force to be transmitted to the head. It is also characterized by the rapid onset of cognitive impairment. In some cases, symptoms and signs may evolve hours after the initial injury. A concussion may result in neuropathological changes, but abnormality is often not seen on standard imaging studies. The effect of a concussion can vary from student to student with a graded set of symptoms that may or may not involve a loss of consciousness. Recovery time can vary greatly from case to case, but typically lasts from 1-4 weeks if the process of treatment and recovery is managed well.

After sustaining a concussion a student may experience different kinds of symptoms. Figure 1 summarizes these symptoms and classifies them into four main types: cognitive, physical, emotional, and sleep. Every student is unique and their symptoms of a concussion will also be unique, including some or even all of the symptoms in the figure below. It is the job of the Concussion Management Team (comprised of TFD 215 staff, local medical professionals, and the family) to work with the student to identify and manage the symptoms so that the concussion will resolve quickly and comfortably.



**Figure 1: Symptoms associated with concussion**

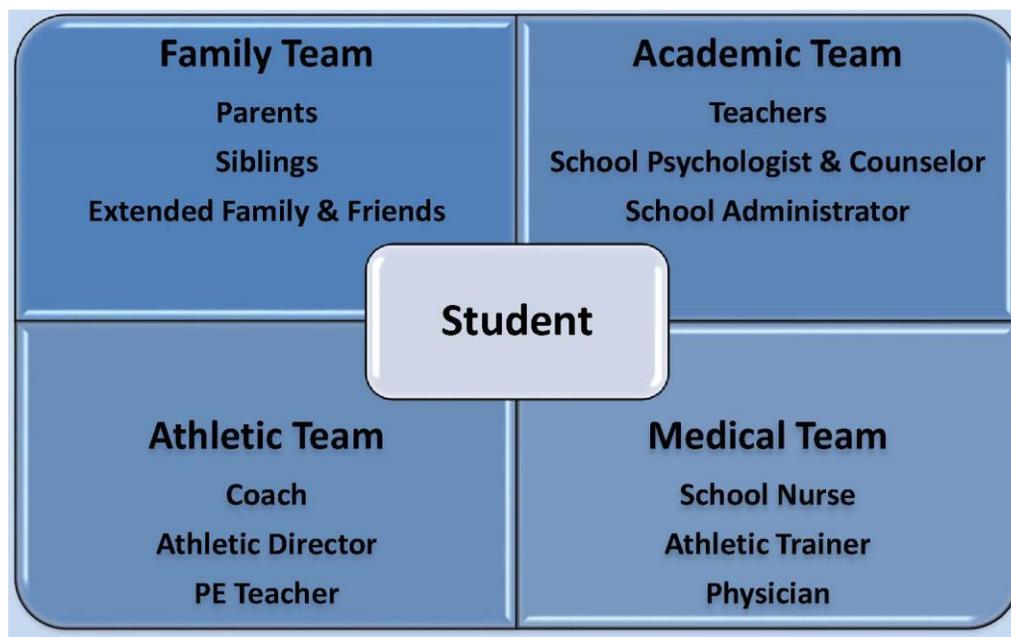
Image retrieved from Advanced Vision Therapy website: <http://www.advancedvisiontherapycenter.com>

Information provided by Centers for Disease Control and Prevention Signs and Symptoms Fact Sheet ([www.cdc.gov](http://www.cdc.gov))

With the Concussion Management Team working together, the student will be surrounded and supported by individuals who understand the symptoms of concussion and know how to teach him or her how to balance periods of rest with periods of activity--good recovery requires both-- and also requires that the student recognizes what to do when symptoms get worse or return after exertion.

## THE CONCUSSION MANAGEMENT TEAM

The Concussion Management Team (CMT) is really comprised of four mini-teams that surround the student who has sustained a concussion. These teams interact and work together so that the student can be one of the approximately 80% of children/adolescents who obtain complete recovery in the 1-4 weeks post injury. Successful recovery from a concussion requires that the student is surrounded by family and professionals who communicate frequently, who are knowledgeable about what to do in the early days, are calm and supportive, assist the student in managing exertion and rest balance, and who are all working together to empower the student to take charge of his or her own successful recovery.



**Figure 2. Concussion Management Team (CMT)**

Adapted from Lurie Children's Hospital of Chicago  
Return to Learn after a Concussion: A Guide for Teachers and School Professionals

In general, when the concussion first occurs, the medical team works very closely with the family team to make sure that the student is medically stable and that he or she and their family know what to do at home right away. In the first few days the family and medical team usually inform and work with the academic team to manage expectations about how long the student will be out of school and when and how the return to school could be managed. If the student is an athlete, then the athletic team will also be involved with informing the family and other staff, and about how to anticipate or manage return to play.

### **Further Considerations for Students and Student-Athletes**

The CMT will assist students in receiving support through the appropriate resources at their respective schools. Recommendations regarding altering and/or limiting schoolwork, allowing breaks throughout the day, and excused absences will be made by the CMT and District 215 staff on a case-by-case basis. Student-athletes that have been diagnosed with a concussion are to be removed from any and all physical activity and activities that exacerbate symptoms, including but not limited to: show choir, band, and PE class. Students will be allowed to visit the school nurse to rest when symptoms are activate during the school day. Ongoing monitoring and reassessment of activities will be made based on present symptoms and individual progress.

## KEY CONCUSSION CONCEPTS AND TERMS

Before describing the procedures associated with concussion management it is important to describe what is meant by various key terms that will be used frequently during care.

<b>Key Concepts</b>	
<b>Return to School</b>	A general concept that means that the student is <i>free from all symptoms</i> during academic and sports activities and normal routines are reestablished
<b>Return to Learn</b>	Goal of <i>full academic activities</i> with no symptoms
<b>Return to Play</b>	Goal of <i>full academic and physical/sports</i> activities with no symptoms
<b>Cognitive Activity</b>	Any activity that involves <i>mental stimulation</i> ; includes social interactions, reading, video games, television, writing, music
<b>Cognitive Rest</b>	Limiting cognitive activities to <i>prevent</i> symptoms from surfacing
<b>Tolerance of Activities</b>	Tolerating certain activities post-concussion means participating without <i>exacerbating</i> symptoms

### **Returning to School**

Returning to School is a concept that goes beyond the student just attending school, or going back to school after a day of rest. A full return to school means that the student is symptom free for at least 12-24 hours from any symptoms caused by academic, cognitive, emotional or physical activity. There are two main components for a full Return to School: Return to Learn and Return to Play.

**Return to Learn (RTL)** is the gradual process of recovery and reentry to academic studies following concussion, while **Return to Play (RTP)** is the process of returning to athletic activities post-concussion. Although the concept of RTP may be more widely known, Illinois law (Public Act 099-0245) states that a protocol for RTP *and* RTL needs to be established within all schools. Furthermore, a student cannot return to the classroom until the RTL protocol has been met and cannot return to interscholastic athletics unless *both* protocols have been met (regardless if the concussion took place within the school setting or during interscholastic athletic activities). These protocols are meant to protect students and if strictly followed, have been successful for preventing future injury and excessive time spent out of school and sports. In fact, if these protocols are followed successfully, research (Master, Gioia, Leddy, & Grady, 2012) has shown that it shortens time away from school and sports. RTL and RTP provide a safe and methodical way for students to return to normal, pre-injury activities as quickly as possible.

## GUIDELINES FOR RETURN TO LEARN

Below is a table outlining stages of recovery that help a student with a concussion balance rest and tolerance of activities. The student and CMT work together through all stages of Return to Learn.

**Table 1. Guidelines for Return to Learn**

Stage	Activity	Next Steps
1. No school/limited cognitive activity	Cognitive rest and good sleep	Able to tolerate activities without symptoms for 12-24 hours?  <b>Yes-</b> Continue to stage 2 <b>No- Continue rest and monitoring</b>
2. Gradual reintroduction of daily activities; “not too much, not too little”	Slowly lift previous restrictions on activities and add them back for short periods of time (5-15 minutes at a time)	Able to tolerate activities without symptoms for 12-24 hours?  <b>Yes –</b> Continue to stage 3 <b>No – Return to stage 1</b>
3. Cognitive tasks at home	Assignments, Reading, screen time, on devices in longer increments (20-30 minutes at a time) at home	Able to tolerate activities without symptoms for 12- 24 hours?  <b>Yes -</b> Continue to stage 4 <b>No – Return to stage 2</b>
4. Modified (if applicable) school return	Flexible school schedule with accommodations after tolerating 1-2 cumulative hour (20-30 minute increments) of homework at home	Able to tolerate activities without symptoms for 12-24 hours?  <b>Yes –</b> Continue to stage 5 <b>No – Return to stage 3</b>
5. Full reintegration into school	Increase to full day of school (without physical education) and include accommodations.	Able to tolerate activities without symptoms for 12-24 hours?  <b>Yes –</b> Continue to stage 6 <b>No – Return to stage 4</b>
6. Resume pre-injury school schedule and activities	*Resume full academic/cognitive workload without adjustments (or return to normal, pre-injury scheduling)	Able to tolerate activities without symptoms for 12-24 hours?  <b>Yes –</b> Continue with stage 6 and begin <i>Return to Play</i> guidelines if returning to athletic/physical education activities <b>No – Return to stage 5</b>

\*Excludes physical education. Plans to return to physical education will be made by the CMT on a case-by-case basis.

Source: Adapted from Master, C.H., Gioia, G.A., Leddy, J.J., & Grady, M.F. (2012). Importance of “return to learn” in pediatric and adolescent concussion. *Pediatric Annals*, 41(9), 1-6.

## MANAGING THE RETURN TO SCHOOL PROCESS

Following a concussion, there should be an ongoing process of assessing, intervening, and monitoring between school personnel and healthcare providers. Although school adjustments need to be made on a case-by-case basis, the general process of returning to school involves a delicate balance of rest and tolerance of activities. It is important to get plenty of sleep and rest while recovering from concussion. However, it is also important to gradually incorporate daily activities while managing exertion levels. If symptoms surface, such as headaches and/or fatigue, the student must limit the current activity. For example, a student may only be able to attend a few classes per day instead of an entire school day, depending on presenting symptoms. As symptoms decrease, the student can continue to gradually return to school activities, although school accommodations may still be necessary. With support from members of the CMT, the student should learn about monitoring symptoms and working to tolerable limits. The concept of “not too little, not too much” in regards to activity levels has been shown to speed the recovery process and prevent further injury.

### **Acute Concussion Evaluation Care Plan (Appendix 1)**

How does the CMT manage the Return to School process? The Acute Concussion Evaluation (ACE) Care Plan is the central document that the CMT follows. The ACE is a document designed to help with the recovery process and provide information about a student’s progress toward recovery. The CMT can refer to the ACE as an informational guide and progress monitoring tool after a student has received a concussion. The form provides data regarding the student’s present symptoms and will assist in treatment planning and accommodations for school and home.

## ACADEMIC ACCOMMODATIONS FOR POST-CONCUSSION

For students returning to school post-concussion, academic accommodations may help in reducing the cognitive load and facilitating Return to Learn. Adjustments made to the school schedule, work assignments, and how information is presented will help optimize recovery time and minimize post-concussion symptoms. Below are various school accommodations that may benefit students during recovery.

### **Attendance**

No school for \_\_\_\_\_ school day(s)  
Part time attendance for \_\_\_\_\_ school day(s) as tolerated  
Full school days as tolerated  
Tutoring homebound/in school as tolerated  
No school until symptom free or significant decrease in symptoms

### **Breaks**

Allow student to go to the nurse's office if symptoms increase  
Allow student to go home if symptoms do not subside

### **Visual Stimulus**

Allow student to wear sunglasses in school  
Pre-printed notes for class material or note taker  
No smart boards, projectors, computers, TV screens, or other bright screen  
Enlarged font when possible

### **Auditory Stimulus**

Allow student to leave class 5 minutes early to avoid noisy hallway  
Lunch in a quiet place  
Audible learning (discussions, reading out loud, text to speech programs)

### **Workload/Multi-tasking**

Reduce overall amount of make-up work, class work, and homework when possible  
No homework  
Limit homework to \_\_\_\_\_ minutes a night  
Prorate workload when possible

### **Testing**

No testing  
Extra time to complete tests  
No more than one test a day  
Oral testing  
Open book testing

### **Physical exertion**

No physical exertion/athletics/gym  
Begin Return to Play guidelines prior to returning to gym or athletics

Source: Adapted from Ann & Robert H. Lurie Children's Hospital of Chicago – Return to Learn after a Concussion: A guide for Teachers and School Professionals

## STUDENT ATHLETES AND RETURN TO PLAY

Once students can tolerate all pre-injury academic activities and schedules, they may then consider returning to athletic activities. The RTP protocol in Table 2 outlines special considerations for students and student-athletes returning to physical activities and sports activities and further explains the concept of Return to Play. The athletic and medical teams are primarily responsible for monitoring the Return to Play protocol and also return to PE or other organized physical activities.

**Table 2. Guidelines for Return to Play**

Stage	Activity	Next Steps
1. Complete Guidelines for Return to Learn	Resume full academic/cognitive workload without adjustments (or return to normal, pre-injury scheduling)	Able to tolerate activities without symptoms for 12-24 hours? <b>Yes</b> – continue to stage 2 <b>No</b> – Return to Stage 5 of <i>Return to Learn</i>
2. Light aerobic exercise	Walking, swimming, stationary cycling (Heart rate: <70% for 15 mins)	Able to tolerate activities without symptoms for 12-24 hours? <b>Yes</b> – Continue to stage 3 <b>No</b> – Return to stage 1 with physical rest and monitoring
3. Sport specific Exercise	Skating drills, running drills, cycling (Heart rate: <80% - 45 mins) *NO head impact activities	Able to tolerate activities without symptoms for 12-24 hours? <b>Yes</b> – <b>Continue to stage 4</b> <b>No</b> – <b>Return to stage 2 and monitoring</b>
4. Non-Contact training drills	Progress to complex training drills, resistance training, increased exercise, coordination, and attention (Heart rate: <90% - 60 mins)	Able to tolerate activities without symptoms for 12-24 hours? <b>Yes</b> – Continue to stage 5 <b>No</b> – <b>Return to stage 3 and monitoring</b>
5. Full Contact Practice with Caution	With medical clearance, return to normal training activities	Able to tolerate activities without symptoms for 12-24 hours? <b>Yes</b> – Continue to stage 6 <b>No</b> – <b>Return to stage 4</b>
6. Resume pre-injury athletic activities	Normal game play with monitoring and increased awareness of further injury	Able to tolerate activities without symptoms for 12-24 hours? <b>Yes</b> – Continue stage 6 and normal scheduling/activities <b>No</b> – <b>Return to stage 5</b>

Source: Adapted from Consensus Statement on Concussion in Sport 3<sup>rd</sup> International Conference in Sport held in Zurich, November 2008.

### **Clearance to Play and Required Forms**

The Illinois High School Association (IHSA) **Post-Concussion Consent Form (Appendix 3)** needs to be completed by a physician, parent/guardian, and the student as part of clearance to Return to Play. Final clearance and Return to Play will be the decision of the team Physician of the respective school and/or the Athletic Trainer of that school. Furthermore, TFD 215 Athletic Trainers and administration reserve the right to exclude any student-athlete from participation in sport *in any capacity* and recommend specific academic accommodations until the student-athlete has completed all requirements of the TFD 215 Concussion Protocol.

## COGNITIVE AND STABILITY TESTING FOR RETURN TO PLAY

The Sport Concussion Assessment Tool (SCAT5) is a standardized tool for evaluating injured athletes for concussion and can be used in athletes 13 years and older. It is a screening evaluation tool designed for use only by qualified first responders or medical professionals. It will be administered at the time of injury to all athletes suspected of sustaining a concussion, and administered again once the athlete reports he/she is symptom free in order to assess symptoms and neurocognitive abilities.

The SCAT3 incorporates the Balance Error Scoring System (BESS), a portable, cost-effective, and objective method of assessing static postural stability. Information obtained from this clinical balance tool can be used to assist clinicians in making return to play decisions following mild head injury.

### **ImPACT Testing**

1. ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing) is a research-based software tool utilized to evaluate recovery after concussion. ImPACT evaluates multiple aspects of neurocognitive function, including memory, attention, brain processing speed, reaction time, and post-concussion symptoms.
2. Neuropsychological testing is utilized to help determine recovery after concussion.
3. Athletes in collision and contact sports are required to take a baseline test prior to participation their freshman year and every two years from the initial test.

Athletes must have a test score within normal limits to their baseline before progressing in the return to play process.

### **Concussion Identification and Intervention Procedures**

1. A concussion will be identified when an athlete displays one or more of the following clinical domains:
  - a. Physical sign (loss of consciousness, amnesia, etc.)
  - b. Emotional/Behavioral changes
  - c. Cognitive impairment
  - d. Sleep disturbances
2. The student-athlete will be evaluated by the athletic trainer or a licensed health care professional, using the SCAT5.
3. The patient should be monitored for deterioration and given proper education on what should happen if the condition deteriorates. In the event that the athlete shows signs of deterioration, immediate referral to an appropriate emergency treatment facility is warranted with any of the following findings:
  - Deterioration of neurological signs such as motor, sensory and cranial nerve deficits subsequent to initial on-field assessment
  - Deteriorating level of consciousness or loss of consciousness
  - Persistent vomiting
  - Post-concussion symptoms that worsen
4. Following identification by the athletic trainer, the athletic trainer will notify the parents of the student-athlete of their child's condition.

## COGNITIVE AND STABILITY TESTING CONTINUED

5. A member of the CMT, most likely the athletic trainer or the school nurse, will notify the school's athletic director and the other CMT members that the student-athlete has been identified with a concussion.
6. Information regarding physicians who specialize in concussion management in the area of each respective school will be given to the athlete and the athlete's parents following diagnosis.
7. The student-athlete will then enter the care of a physician, preferably one that specializes in concussion management. The athlete should be monitored by a licensed health care professional and the CMT as he/she begins the Guidelines for Return to Learn (RTL) and Return to Play (RTP). See appendix for *Acute Concussion Evaluation (ACE) Care Plan*.
8. Each stage of the Guidelines for RTL and RTP is separated with 12-24 hours of no signs or symptoms in between. As the student-athlete progresses through the stages, he/she must not have a return of any symptoms in order to continue to the next stage. If symptoms surface, current activities should be reassessed and/or modified by the CMT and the student-athlete should only begin the next stage once he/she has been symptom free for at least 12-24 hours.

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CONCUSSION RESOURCES APPENDIX:

APPENDIX 1: ACUTE CONCUSSION EVALUATION (ACE) CARE PLAN

APPENDIX 2: IHSA CONCUSSION INFORMATION

APPENDIX 3: IHSA POST-CONCUSSION CONSENT FORM

APPENDIX 4: SPORTS CONCUSSION ASSESSMENT TOOL (SCAT 5)

APPENDIX 5: DISTRICT 215 POLICIES



# ACUTE CONCUSSION EVALUATION (ACE)

## CARE PLAN

Gerard Gioia, PhD<sup>1</sup> & Micky Collins, PhD<sup>2</sup>  
<sup>1</sup>Children's National Medical Center  
<sup>2</sup>University of Pittsburgh Medical Center

Patient Name: \_\_\_\_\_  
 DOB: \_\_\_\_\_ Age: \_\_\_\_\_  
 Date: \_\_\_\_\_ ID/MR# \_\_\_\_\_  
 Date of Injury: \_\_\_\_\_

You have been diagnosed with a concussion (also known as a mild traumatic brain injury). This personal plan is based on your symptoms and is designed to help speed your recovery. Your careful attention to it can also prevent further injury.

You should not participate in any high risk activities (e.g., sports, physical education (PE), riding a bike, etc.) if you still have any of the symptoms below. It is important to limit activities that require a lot of thinking or concentration (homework, job-related activities), as this can also make your symptoms worse. If you no longer have any symptoms and believe that your concentration and thinking are back to normal, you can slowly and carefully return to your daily activities. Children and teenagers will need help from their parents, teachers, coaches, or athletic trainers to help monitor their recovery and return to activities.

Today the following symptoms are present (circle or check).

\_\_\_\_\_ No reported symptoms

Physical		Thinking	Emotional	Sleep
Headaches	Sensitivity to light	Feeling mentally foggy	Irritability	Drowsiness
Nausea	Sensitivity to noise	Problems concentrating	Sadness	Sleeping more than usual
Fatigue	Numbness/Tingling	Problems remembering	Feeling more emotional	Sleeping less than usual
Visual problems	Vomiting	Feeling more slowed down	Nervousness	Trouble falling asleep
Balance Problems	Dizziness			

**RED FLAGS: Call your doctor or go to your emergency department if you suddenly experience any of the following**

Headaches that <u>worsen</u>	Look <u>very</u> drowsy, can't be awakened	Can't <u>recognize</u> people or places	Unusual behavior change
Seizures	<u>Repeated</u> vomiting	Increasing confusion	Increasing irritability
Neck pain	Slurred speech	Weakness or numbness in arms or legs	Loss of consciousness

### Returning to Daily Activities

- Get lots of rest. Be sure to get enough sleep at night- no late nights. Keep the same bedtime weekdays and weekends.
- Take daytime naps or rest breaks when you feel tired or fatigued.
- Limit physical activity as well as activities that require a lot of thinking or concentration. These activities can make symptoms worse.**
  - Physical activity includes PE, sports practices, weight-training, running, exercising, heavy lifting, etc.
  - Thinking and concentration activities (e.g., homework, classwork load, job-related activity).
- Drink lots of fluids and eat carbohydrates or protein to maintain appropriate blood sugar levels.
- As symptoms decrease, you may begin to gradually return to your daily activities. If symptoms worsen or return, lessen your activities, then try again to increase your activities gradually.**
- During recovery, it is normal to feel frustrated and sad when you do not feel right and you can't be as active as usual.
- Repeated evaluation of your symptoms is recommended to help guide recovery.

### Returning to School

- If you (or your child) are still having symptoms of concussion you may need extra help to perform school-related activities. As your (or your child's) symptoms decrease during recovery, the extra help or supports can be removed gradually.
- Inform the teacher(s), school nurse, school psychologist or counselor, and administrator(s) about your (or your child's) injury and symptoms. School personnel should be instructed to watch for:
  - Increased problems paying attention or concentrating
  - Increased problems remembering or learning new information
  - Longer time needed to complete tasks or assignments
  - Greater irritability, less able to cope with stress
  - Symptoms worsen (e.g., headache, tiredness) when doing schoolwork

~Continued on back page~

### Returning to School (Continued)

**Until you (or your child) have fully recovered, the following supports are recommended:** *(check all that apply)*

- No return to school. Return on (date) \_\_\_\_\_
- Return to school with following supports. Review on (date) \_\_\_\_\_
- Shortened day. Recommend \_\_\_ hours per day until (date) \_\_\_\_\_
- Shortened classes (i.e., rest breaks during classes). Maximum class length: \_\_\_\_\_ minutes.
- Allow extra time to complete coursework/assignments and tests.
- Lessen homework load by \_\_\_\_\_%. Maximum length of nightly homework: \_\_\_\_\_ minutes.
- No significant classroom or standardized testing at this time.
- Check for the return of symptoms (use symptom table on front page of this form) when doing activities that require a lot of attention or concentration.
- Take rest breaks during the day as needed.
- Request meeting of 504 or School Management Team to discuss this plan and needed supports.

### Returning to Sports

1. **You should NEVER return to play if you still have ANY symptoms** – (Be sure that you do not have any symptoms at rest and while doing any physical activity and/or activities that require a lot of thinking or concentration.)
2. Be sure that the PE teacher, coach, and/or athletic trainer are aware of your injury and symptoms.
3. It is normal to feel frustrated, sad and even angry because you cannot return to sports right away. With any injury, a full recovery will reduce the chances of getting hurt again. It is better to miss one or two games than the whole season.

**The following are recommended at the present time:**

- Do not return to PE class at this time
- Return to PE class
- Do not return to sports practices/games at this time

**Gradual** return to sports practices under the supervision of an appropriate health care provider.

- Return to play should occur in gradual steps beginning with aerobic exercise only to increase your heart rate (e.g., stationary cycle); moving to increasing your heart rate with movement (e.g., running); then adding controlled contact if appropriate; and finally return to sports competition.
- Pay careful attention to your symptoms and your thinking and concentration skills at each stage of activity. Move to the next level of activity only if you do not experience any symptoms at the each level. If your symptoms return, stop these activities and let your health care professional know. Once you have not experienced symptoms for a minimum of 24 hours and you receive permission from your health care professional, you should start again at the previous step of the return to play plan.

### Gradual Return to Play Plan

1. No physical activity
2. Low levels of physical activity (i.e., ). This includes walking, light jogging, light stationary biking, light weightlifting (lower weight, higher reps, no bench, no squat).
3. Moderate levels of physical activity with body/head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, moderate-intensity weightlifting (reduced time and/or reduced weight from your typical routine).
4. Heavy non-contact physical activity. This includes sprinting/running, high-intensity stationary biking, regular weightlifting routine, non-contact sport-specific drills (in 3 planes of movement).
5. Full contact in controlled practice.
6. Full contact in game play.

\*Neuropsychological testing can provide valuable information to assist physicians with treatment planning, such as return to play decisions.

**This referral plan is based on today's evaluation:**

- Return to this office. Date/Time \_\_\_\_\_
- Refer to: Neurosurgery \_\_\_\_\_ Neurology \_\_\_\_\_ Sports Medicine \_\_\_\_\_ Psychiatrist \_\_\_\_\_ Other \_\_\_\_\_
- Refer for neuropsychological testing
- Other \_\_\_\_\_

**ACE Care Plan Completed by:** \_\_\_\_\_ **MD RN NP PhD ATC**

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## Concussion Information Sheet

A concussion is a brain injury and all brain injuries are serious. They are caused by a bump, blow, or jolt to the head, or by a blow to another part of the body with the force transmitted to the head. They can range from mild to severe and can disrupt the way the brain normally works. Even though most concussions are mild, **all concussions are potentially serious and may result in complications including prolonged brain damage and death if not recognized and managed properly.** In other words, even a “ding” or a bump on the head can be serious. You can’t see a concussion and most sports concussions occur without loss of consciousness. Signs and symptoms of concussion may show up right after the injury or can take hours or days to fully appear. If your child reports any symptoms of concussion, or if you notice the symptoms or signs of concussion yourself, seek medical attention right away.

**Symptoms may include one or more of the following:**

<ul style="list-style-type: none"> <li>• Headaches</li> <li>• “Pressure in head”</li> <li>• Nausea or vomiting</li> <li>• Neck pain</li> <li>• Balance problems or dizziness</li> <li>• Blurred, double, or fuzzy vision</li> <li>• Sensitivity to light or noise</li> <li>• Feeling sluggish or slowed down</li> <li>• Feeling foggy or groggy</li> <li>• Drowsiness</li> <li>• Change in sleep patterns</li> </ul>	<ul style="list-style-type: none"> <li>• Amnesia</li> <li>• “Don’t feel right”</li> <li>• Fatigue or low energy</li> <li>• Sadness</li> <li>• Nervousness or anxiety</li> <li>• Irritability</li> <li>• More emotional</li> <li>• Confusion</li> <li>• Concentration or memory problems (forgetting game plays)</li> <li>• Repeating the same question/comment</li> </ul>
--	---

**Signs observed by teammates, parents and coaches include:**

<ul style="list-style-type: none"> <li>• Appears dazed</li> <li>• Vacant facial expression</li> <li>• Confused about assignment</li> <li>• Forgets plays</li> <li>• Is unsure of game, score, or opponent</li> <li>• Moves clumsily or displays incoordination</li> <li>• Answers questions slowly</li> <li>• Slurred speech</li> <li>• Shows behavior or personality changes</li> <li>• Can’t recall events prior to hit</li> <li>• Can’t recall events after hit</li> <li>• Seizures or convulsions</li> <li>• Any change in typical behavior or personality</li> <li>• Loses consciousness</li> </ul>
--



## **Concussion Information Sheet (Cont.)**

### **What can happen if my child keeps on playing with a concussion or returns too soon?**

Athletes with the signs and symptoms of concussion should be removed from play immediately. Continuing to play with the signs and symptoms of a concussion leaves the young athlete especially vulnerable to greater injury. There is an increased risk of significant damage from a concussion for a period of time after that concussion occurs, particularly if the athlete suffers another concussion before completely recovering from the first one. This can lead to prolonged recovery, or even to severe brain swelling (second impact syndrome) with devastating and even fatal consequences. It is well known that adolescent or teenage athletes will often fail to report symptoms of injuries. Concussions are no different. As a result, education of administrators, coaches, parents and students is the key to student-athlete's safety.

### **If you think your child has suffered a concussion**

Any athlete even suspected of suffering a concussion should be removed from the game or practice immediately. No athlete may return to activity after an apparent head injury or concussion, regardless of how mild it seems or how quickly symptoms clear, without medical clearance. Close observation of the athlete should continue for several hours. The Youth Sports Concussion Safety Act requires athletes to complete the Return to Play (RTP) protocols for their school prior to returning to play or practice following a concussion or after being removed from an interscholastic contest due to a possible head injury or concussion and not cleared to return to that same contest.

You should also inform your child's coach if you think that your child may have a concussion. Remember it's better to miss one game than miss the whole season. And when in doubt, the athlete sits out.

For current and up-to-date information on concussions you can go to:  
<http://www.cdc.gov/ConcussionInYouthSports/>

Adapted from the CDC and the 3<sup>rd</sup> International Conference on Concussion in Sport  
Document created 7/1/2011 Reviewed 4/24/2013, 7/16/2015, July 2017



Post-concussion Consent Form  
(RTP/RTL)



Date \_\_\_\_\_

Student's Name \_\_\_\_\_ Year in School 9 10 11 12

By signing below, I acknowledge the following:

1. I have been informed concerning and consent to my student's participating in returning to play in accordance with the return-to-play and return-to-learn protocols established by Illinois State law;
2. I understand the risks associated with my student returning to play and returning to learn and will comply with any ongoing requirements in the return-to-play and return-to-learn protocols established by Illinois State law;
3. And I consent to the disclosure to appropriate persons, consistent with the federal Health Insurance Portability and Accountability Act of 1996 (Public Law 104-191), the written statement of the treating physician, athletic trainer, advanced practice nurse (APN), or physician assistant (PA) and, if any, the return-to-play and return-to-learn recommendations of the treating physician, athletic trainer, advanced practice nurse (APN), or physician assistant (PA), as the case may be.

Student's Signature \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Parent/Guardian/s Signature \_\_\_\_\_

**For School Use only**

Written statement is included with this consent from treating physician, advanced practice nurse (APN), physician assistant (PA) or athletic trainer working under the supervision of a physician that indicates, in the individual's professional judgement, it is safe for the student to return-to-play and return-to-learn.

**Cleared for RTL**

**Cleared for RTP**

Date \_\_\_\_\_

Date \_\_\_\_\_

**SCAT5**®**SPORT CONCUSSION ASSESSMENT TOOL – 5TH EDITION**DEVELOPED BY THE CONCUSSION IN SPORT GROUP  
FOR USE BY MEDICAL PROFESSIONALS ONLY

supported by

**FIFA**®**FEI****Patient details**

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Address: \_\_\_\_\_

ID number: \_\_\_\_\_

Examiner: \_\_\_\_\_

Date of Injury: \_\_\_\_\_ Time: \_\_\_\_\_

**WHAT IS THE SCAT5?**

**The SCAT5 is a standardized tool for evaluating concussions designed for use by physicians and licensed healthcare professionals<sup>1</sup>. The SCAT5 cannot be performed correctly in less than 10 minutes.**

If you are not a physician or licensed healthcare professional, please use the Concussion Recognition Tool 5 (CRT5). The SCAT5 is to be used for evaluating athletes aged 13 years and older. For children aged 12 years or younger, please use the Child SCAT5.

Preseason SCAT5 baseline testing can be useful for interpreting post-injury test scores, but is not required for that purpose. Detailed instructions for use of the SCAT5 are provided on page 7. Please read through these instructions carefully before testing the athlete. Brief verbal instructions for each test are given in italics. The only equipment required for the tester is a watch or timer.

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**Recognise and Remove**

A head impact by either a direct blow or indirect transmission of force can be associated with a serious and potentially fatal brain injury. If there are significant concerns, including any of the red flags listed in Box 1, then activation of emergency procedures and urgent transport to the nearest hospital should be arranged.

**Key points**

- Any athlete with suspected concussion should be **REMOVED FROM PLAY**, medically assessed and monitored for deterioration. No athlete diagnosed with concussion should be returned to play on the day of injury.
- If an athlete is suspected of having a concussion and medical personnel are not immediately available, the athlete should be referred to a medical facility for urgent assessment.
- Athletes with suspected concussion should not drink alcohol, use recreational drugs and should not drive a motor vehicle until cleared to do so by a medical professional.
- Concussion signs and symptoms evolve over time and it is important to consider repeat evaluation in the assessment of concussion.
- The diagnosis of a concussion is a clinical judgment, made by a medical professional. The SCAT5 should **NOT** be used by itself to make, or exclude, the diagnosis of concussion. An athlete may have a concussion even if their SCAT5 is "normal".

**Remember:**

- The basic principles of first aid (danger, response, airway, breathing, circulation) should be followed.
- Do not attempt to move the athlete (other than that required for airway management) unless trained to do so.
- Assessment for a spinal cord injury is a critical part of the initial on-field assessment.
- Do not remove a helmet or any other equipment unless trained to do so safely.

## IMMEDIATE OR ON-FIELD ASSESSMENT

The following elements should be assessed for all athletes who are suspected of having a concussion prior to proceeding to the neurocognitive assessment and ideally should be done on-field after the first first aid / emergency care priorities are completed.

If any of the "Red Flags" or observable signs are noted after a direct or indirect blow to the head, the athlete should be immediately and safely removed from participation and evaluated by a physician or licensed healthcare professional.

Consideration of transportation to a medical facility should be at the discretion of the physician or licensed healthcare professional.

The GCS is important as a standard measure for all patients and can be done serially if necessary in the event of deterioration in conscious state. The Maddocks questions and cervical spine exam are critical steps of the immediate assessment; however, these do not need to be done serially.

### STEP 1: RED FLAGS

#### RED FLAGS:

- Neck pain or tenderness
- Double vision
- Weakness or tingling/burning in arms or legs
- Severe or increasing headache
- Seizure or convulsion
- Loss of consciousness
- Deteriorating conscious state
- Vomiting
- Increasingly restless, agitated or combative

### STEP 2: OBSERVABLE SIGNS

Witnessed  Observed on Video

	Y	N
Lying motionless on the playing surface	Y	N
Balance / gait difficulties / motor incoordination: stumbling, slow / laboured movements	Y	N
Disorientation or confusion, or an inability to respond appropriately to questions	Y	N
Blank or vacant look	Y	N
Facial injury after head trauma	Y	N

### STEP 3: MEMORY ASSESSMENT MADDOCKS QUESTIONS<sup>2</sup>

"I am going to ask you a few questions, please listen carefully and give your best effort. First, tell me what happened?"

---



---

Mark Y for correct answer / N for incorrect

	Y	N
What venue are we at today?	Y	N
Which half is it now?	Y	N
Who scored last in this match?	Y	N
What team did you play last week / game?	Y	N
Did your team win the last game?	Y	N

Note: Appropriate sport-specific questions may be substituted.

Name: \_\_\_\_\_  
 DOB: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 ID number: \_\_\_\_\_  
 Examiner: \_\_\_\_\_  
 Date: \_\_\_\_\_

### STEP 4: EXAMINATION

#### GLASGOW COMA SCALE (GCS)<sup>3</sup>

Time of assessment			
Date of assessment			
<b>Best eye response (E)</b>			
No eye opening	1	1	1
Eye opening in response to pain	2	2	2
Eye opening to speech	3	3	3
Eyes opening spontaneously	4	4	4
<b>Best verbal response (V)</b>			
No verbal response	1	1	1
Incomprehensible sounds	2	2	2
Inappropriate words	3	3	3
Confused	4	4	4
Oriented	5	5	5
<b>Best motor response (M)</b>			
No motor response	1	1	1
Extension to pain	2	2	2
Abnormal flexion to pain	3	3	3
Flexion / Withdrawal to pain	4	4	4
Localizes to pain	5	5	5
Obeys commands	6	6	6
<b>Glasgow Coma score (E + V + M)</b>			

### CERVICAL SPINE ASSESSMENT

Does the athlete report that their neck is pain free at rest?	Y	N
If there is <b>NO neck pain at rest</b> , does the athlete have a full range of ACTIVE pain free movement?	Y	N
Is the limb strength and sensation normal?	Y	N

**In a patient who is not lucid or fully conscious, a cervical spine injury should be assumed until proven otherwise.**

## OFFICE OR OFF-FIELD ASSESSMENT

Please note that the neurocognitive assessment should be done in a distraction-free environment with the athlete in a resting state.

### STEP 1: ATHLETE BACKGROUND

Sport / team / school: \_\_\_\_\_

Date / time of injury: \_\_\_\_\_

Years of education completed: \_\_\_\_\_

Age: \_\_\_\_\_

Gender: M / F / Other

Dominant hand: left / neither / right

How many diagnosed concussions has the athlete had in the past?: \_\_\_\_\_

When was the most recent concussion?: \_\_\_\_\_

How long was the recovery (time to being cleared to play) from the most recent concussion?: \_\_\_\_\_ (days)

#### Has the athlete ever been:

	Yes	No
Hospitalized for a head injury?		
Diagnosed / treated for headache disorder or migraines?		
Diagnosed with a learning disability / dyslexia?		
Diagnosed with ADD / ADHD?		
Diagnosed with depression, anxiety or other psychiatric disorder?		

Current medications? If yes, please list:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Address: \_\_\_\_\_

ID number: \_\_\_\_\_

Examiner: \_\_\_\_\_

Date: \_\_\_\_\_

2

### STEP 2: SYMPTOM EVALUATION

The athlete should be given the symptom form and asked to read this instruction paragraph out loud then complete the symptom scale. For the baseline assessment, the athlete should rate his/her symptoms based on how he/she typically feels and for the post injury assessment the athlete should rate their symptoms at this point in time.

Please Check:  Baseline  Post-Injury

Please hand the form to the athlete

	none	mild	moderate	severe			
Headache	0	1	2	3	4	5	6
"Pressure in head"	0	1	2	3	4	5	6
Neck Pain	0	1	2	3	4	5	6
Nausea or vomiting	0	1	2	3	4	5	6
Dizziness	0	1	2	3	4	5	6
Blurred vision	0	1	2	3	4	5	6
Balance problems	0	1	2	3	4	5	6
Sensitivity to light	0	1	2	3	4	5	6
Sensitivity to noise	0	1	2	3	4	5	6
Feeling slowed down	0	1	2	3	4	5	6
Feeling like "in a fog"	0	1	2	3	4	5	6
"Don't feel right"	0	1	2	3	4	5	6
Difficulty concentrating	0	1	2	3	4	5	6
Difficulty remembering	0	1	2	3	4	5	6
Fatigue or low energy	0	1	2	3	4	5	6
Confusion	0	1	2	3	4	5	6
Drowsiness	0	1	2	3	4	5	6
More emotional	0	1	2	3	4	5	6
Irritability	0	1	2	3	4	5	6
Sadness	0	1	2	3	4	5	6
Nervous or Anxious	0	1	2	3	4	5	6
Trouble falling asleep (if applicable)	0	1	2	3	4	5	6

Total number of symptoms: \_\_\_\_\_ of 22

Symptom severity score: \_\_\_\_\_ of 132

Do your symptoms get worse with physical activity? Y N

Do your symptoms get worse with mental activity? Y N

If 100% is feeling perfectly normal, what percent of normal do you feel?

If not 100%, why?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please hand form back to examiner

### STEP 3: COGNITIVE SCREENING

#### Standardised Assessment of Concussion (SAC)<sup>4</sup>

#### ORIENTATION

What month is it?	0	1
What is the date today?	0	1
What is the day of the week?	0	1
What year is it?	0	1
What time is it right now? (within 1 hour)	0	1
<b>Orientation score</b>	<b>of 5</b>	

#### IMMEDIATE MEMORY

The Immediate Memory component can be completed using the traditional 5-word per trial list or optionally using 10-words per trial to minimise any ceiling effect. All 3 trials must be administered irrespective of the number correct on the first trial. Administer at the rate of one word per second.

**Please choose EITHER the 5 or 10 word list groups and circle the specific word list chosen for this test.**

*I am going to test your memory. I will read you a list of words and when I am done, repeat back as many words as you can remember, in any order. For Trials 2 & 3: I am going to repeat the same list again. Repeat back as many words as you can remember in any order, even if you said the word before.*

List	Alternate 5 word lists					Score (of 5)		
						Trial 1	Trial 2	Trial 3
A	Finger	Penny	Blanket	Lemon	Insect			
B	Candle	Paper	Sugar	Sandwich	Wagon			
C	Baby	Monkey	Perfume	Sunset	Iron			
D	Elbow	Apple	Carpet	Saddle	Bubble			
E	Jacket	Arrow	Pepper	Cotton	Movie			
F	Dollar	Honey	Mirror	Saddle	Anchor			
<b>Immediate Memory Score</b>						<b>of 15</b>		
<b>Time that last trial was completed</b>								

List	Alternate 10 word lists					Score (of 10)		
						Trial 1	Trial 2	Trial 3
G	Finger	Penny	Blanket	Lemon	Insect			
	Candle	Paper	Sugar	Sandwich	Wagon			
H	Baby	Monkey	Perfume	Sunset	Iron			
	Elbow	Apple	Carpet	Saddle	Bubble			
I	Jacket	Arrow	Pepper	Cotton	Movie			
	Dollar	Honey	Mirror	Saddle	Anchor			
<b>Immediate Memory Score</b>						<b>of 30</b>		
<b>Time that last trial was completed</b>								

Name: \_\_\_\_\_  
 DOB: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 ID number: \_\_\_\_\_  
 Examiner: \_\_\_\_\_  
 Date: \_\_\_\_\_

#### CONCENTRATION

#### DIGITS BACKWARDS

Please circle the Digit list chosen (A, B, C, D, E, F). Administer at the rate of one digit per second reading DOWN the selected column.

*I am going to read a string of numbers and when I am done, you repeat them back to me in reverse order of how I read them to you. For example, if I say 7-1-9, you would say 9-1-7.*

Concentration Number Lists (circle one)					
List A	List B	List C			
4-9-3	5-2-6	1-4-2	Y	N	0
6-2-9	4-1-5	6-5-8	Y	N	1
3-8-1-4	1-7-9-5	6-8-3-1	Y	N	0
3-2-7-9	4-9-6-8	3-4-8-1	Y	N	1
6-2-9-7-1	4-8-5-2-7	4-9-1-5-3	Y	N	0
1-5-2-8-6	6-1-8-4-3	6-8-2-5-1	Y	N	1
7-1-8-4-6-2	8-3-1-9-6-4	3-7-6-5-1-9	Y	N	0
5-3-9-1-4-8	7-2-4-8-5-6	9-2-6-5-1-4	Y	N	1
List D	List E	List F			
7-8-2	3-8-2	2-7-1	Y	N	0
9-2-6	5-1-8	4-7-9	Y	N	1
4-1-8-3	2-7-9-3	1-6-8-3	Y	N	0
9-7-2-3	2-1-6-9	3-9-2-4	Y	N	1
1-7-9-2-6	4-1-8-6-9	2-4-7-5-8	Y	N	0
4-1-7-5-2	9-4-1-7-5	8-3-9-6-4	Y	N	1
2-6-4-8-1-7	6-9-7-3-8-2	5-8-6-2-4-9	Y	N	0
8-4-1-9-3-5	4-2-7-9-3-8	3-1-7-8-2-6	Y	N	1
<b>Digits Score:</b>					<b>of 4</b>

#### MONTHS IN REVERSE ORDER

*Now tell me the months of the year in reverse order. Start with the last month and go backward. So you'll say December, November. Go ahead.*

Dec - Nov - Oct - Sept - Aug - Jul - Jun - May - Apr - Mar - Feb - Jan	0	1
<b>Months Score</b>	<b>of 1</b>	
<b>Concentration Total Score (Digits + Months)</b>	<b>of 5</b>	

4

### STEP 4: NEUROLOGICAL SCREEN

See the instruction sheet (page 7) for details of test administration and scoring of the tests.

Can the patient read aloud (e.g. symptom check-list) and follow instructions without difficulty?	Y	N
Does the patient have a full range of pain-free PASSIVE cervical spine movement?	Y	N
Without moving their head or neck, can the patient look side-to-side and up-and-down without double vision?	Y	N
Can the patient perform the finger nose coordination test normally?	Y	N
Can the patient perform tandem gait normally?	Y	N

### BALANCE EXAMINATION

#### Modified Balance Error Scoring System (mBESS) testing<sup>5</sup>

Which foot was tested (i.e. which is the non-dominant foot)  Left  Right

Testing surface (hard floor, field, etc.) \_\_\_\_\_

Footwear (shoes, barefoot, braces, tape, etc.) \_\_\_\_\_

Condition	Errors
<b>Double leg stance</b>	_____ of 10
<b>Single leg stance (non-dominant foot)</b>	_____ of 10
<b>Tandem stance (non-dominant foot at the back)</b>	_____ of 10
<b>Total Errors</b>	_____ of 30

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Address: \_\_\_\_\_

ID number: \_\_\_\_\_

Examiner: \_\_\_\_\_

Date: \_\_\_\_\_

5

### STEP 5: DELAYED RECALL:

The delayed recall should be performed after 5 minutes have elapsed since the end of the Immediate Recall section. Score 1 pt. for each correct response.

*Do you remember that list of words I read a few times earlier? Tell me as many words from the list as you can remember in any order.*

Time Started  

Please record each word correctly recalled. Total score equals number of words recalled.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total number of words recalled accurately:   of 5 or   of 10

6

### STEP 6: DECISION

Domain	Date & time of assessment:		
Symptom number (of 22)			
Symptom severity score (of 132)			
Orientation (of 5)			
Immediate memory	_____ of 15 _____ of 30	_____ of 15 _____ of 30	_____ of 15 _____ of 30
Concentration (of 5)			
Neuro exam	Normal Abnormal	Normal Abnormal	Normal Abnormal
Balance errors (of 30)			
Delayed Recall	_____ of 5 _____ of 10	_____ of 5 _____ of 10	_____ of 5 _____ of 10

Date and time of injury: \_\_\_\_\_

If the athlete is known to you prior to their injury, are they different from their usual self?

Yes  No  Unsure  Not Applicable

(If different, describe why in the clinical notes section)

Concussion Diagnosed?

Yes  No  Unsure  Not Applicable

If re-testing, has the athlete improved?

Yes  No  Unsure  Not Applicable

**I am a physician or licensed healthcare professional and I have personally administered or supervised the administration of this SCAT5.**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Registration number (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

**SCORING ON THE SCAT5 SHOULD NOT BE USED AS A STAND-ALONE METHOD TO DIAGNOSE CONCUSSION, MEASURE RECOVERY OR MAKE DECISIONS ABOUT AN ATHLETE'S READINESS TO RETURN TO COMPETITION AFTER CONCUSSION.**

### CLINICAL NOTES:

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Name: \_\_\_\_\_  
 DOB: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 ID number: \_\_\_\_\_  
 Examiner: \_\_\_\_\_  
 Date: \_\_\_\_\_



### CONCUSSION INJURY ADVICE

(To be given to the person monitoring the concussed athlete)

This patient has received an injury to the head. A careful medical examination has been carried out and no sign of any serious complications has been found. Recovery time is variable across individuals and the patient will need monitoring for a further period by a responsible adult. Your treating physician will provide guidance as to this timeframe.

**If you notice any change in behaviour, vomiting, worsening headache, double vision or excessive drowsiness, please telephone your doctor or the nearest hospital emergency department immediately.**

Other important points:

**Initial rest: Limit physical activity to routine daily activities (avoid exercise, training, sports) and limit activities such as school, work, and screen time to a level that does not worsen symptoms.**

- 1) Avoid alcohol
- 2) Avoid prescription or non-prescription drugs without medical supervision. Specifically:
  - a) Avoid sleeping tablets
  - b) Do not use aspirin, anti-inflammatory medication or stronger pain medications such as narcotics
- 3) Do not drive until cleared by a healthcare professional.
- 4) Return to play/sport requires clearance by a healthcare professional.

Clinic phone number: \_\_\_\_\_  
 Patient's name: \_\_\_\_\_  
 Date / time of injury: \_\_\_\_\_  
 Date / time of medical review: \_\_\_\_\_  
 Healthcare Provider: \_\_\_\_\_

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Contact details or stamp

## INSTRUCTIONS

Words in *Italics* throughout the SCAT5 are the instructions given to the athlete by the clinician

### Symptom Scale

The time frame for symptoms should be based on the type of test being administered. At baseline it is advantageous to assess how an athlete "typically" feels whereas during the acute/post-acute stage it is best to ask how the athlete feels at the time of testing.

The symptom scale should be completed by the athlete, not by the examiner. In situations where the symptom scale is being completed after exercise, it should be done in a resting state, generally by approximating his/her resting heart rate.

For total number of symptoms, maximum possible is 22 except immediately post injury, if sleep item is omitted, which then creates a maximum of 21.

For Symptom severity score, add all scores in table, maximum possible is 22 x 6 = 132, except immediately post injury if sleep item is omitted, which then creates a maximum of 21x6=126.

### Immediate Memory

The Immediate Memory component can be completed using the traditional 5-word per trial list or, optionally, using 10-words per trial. The literature suggests that the Immediate Memory has a notable ceiling effect when a 5-word list is used. In settings where this ceiling is prominent, the examiner may wish to make the task more difficult by incorporating two 5-word groups for a total of 10 words per trial. In this case, the maximum score per trial is 10 with a total trial maximum of 30.

Choose one of the word lists (either 5 or 10). Then perform 3 trials of immediate memory using this list.

Complete all 3 trials regardless of score on previous trials.

*"I am going to test your memory. I will read you a list of words and when I am done, repeat back as many words as you can remember, in any order."* The words must be read at a rate of one word per second.

Trials 2 & 3 MUST be completed regardless of score on trial 1 & 2.

Trials 2 & 3:

*"I am going to repeat the same list again. Repeat back as many words as you can remember in any order, even if you said the word before."*

Score 1 pt. for each correct response. Total score equals sum across all 3 trials. Do NOT inform the athlete that delayed recall will be tested.

### Concentration

#### Digits backward

Choose one column of digits from lists A, B, C, D, E or F and administer those digits as follows:

Say: *"I am going to read a string of numbers and when I am done, you repeat them back to me in reverse order of how I read them to you. For example, if I say 7-1-9, you would say 9-1-7."*

Begin with first 3 digit string.

If correct, circle "Y" for correct and go to next string length. If incorrect, circle "N" for the first string length and read trial 2 in the same string length. One point possible for each string length. Stop after incorrect on both trials (2 N's) in a string length. The digits should be read at the rate of one per second.

#### Months in reverse order

*"Now tell me the months of the year in reverse order. Start with the last month and go backward. So you'll say December, November ... Go ahead"*

1 pt. for entire sequence correct

#### Delayed Recall

The delayed recall should be performed after 5 minutes have elapsed since the end of the Immediate Recall section.

*"Do you remember that list of words I read a few times earlier? Tell me as many words from the list as you can remember in any order."*

Score 1 pt. for each correct response

### Modified Balance Error Scoring System (mBESS)<sup>5</sup> testing

This balance testing is based on a modified version of the Balance Error Scoring System (BESS)<sup>5</sup>. A timing device is required for this testing.

Each of 20-second trial/stance is scored by counting the number of errors. The examiner will begin counting errors only after the athlete has assumed the proper start position. The modified BESS is calculated by adding one error point for each error during the three 20-second tests. The maximum number of errors for any single condition is 10. If the athlete commits multiple errors simultaneously, only

one error is recorded but the athlete should quickly return to the testing position, and counting should resume once the athlete is set. Athletes that are unable to maintain the testing procedure for a minimum of five seconds at the start are assigned the highest possible score, ten, for that testing condition.

OPTION: For further assessment, the same 3 stances can be performed on a surface of medium density foam (e.g., approximately 50cm x 40cm x 6cm).

#### Balance testing – types of errors

- |                                 |   |   |
|---------------------------------|---|---|
| 1. Hands lifted off iliac crest | 3. Step, stumble, or fall                 | 5. Lifting forefoot or heel               |
| 2. Opening eyes                 | 4. Moving hip into > 30 degrees abduction | 6. Remaining out of test position > 5 sec |

*"I am now going to test your balance. Please take your shoes off (if applicable), roll up your pant legs above ankle (if applicable), and remove any ankle taping (if applicable). This test will consist of three twenty second tests with different stances."*

(a) Double leg stance:

*"The first stance is standing with your feet together with your hands on your hips and with your eyes closed. You should try to maintain stability in that position for 20 seconds. I will be counting the number of times you move out of this position. I will start timing when you are set and have closed your eyes."*

(b) Single leg stance:

*"If you were to kick a ball, which foot would you use? [This will be the dominant foot] Now stand on your non-dominant foot. The dominant leg should be held in approximately 30 degrees of hip flexion and 45 degrees of knee flexion. Again, you should try to maintain stability for 20 seconds with your hands on your hips and your eyes closed. I will be counting the number of times you move out of this position. If you stumble out of this position, open your eyes and return to the start position and continue balancing. I will start timing when you are set and have closed your eyes."*

(c) Tandem stance:

*"Now stand heel-to-toe with your non-dominant foot in back. Your weight should be evenly distributed across both feet. Again, you should try to maintain stability for 20 seconds with your hands on your hips and your eyes closed. I will be counting the number of times you move out of this position. If you stumble out of this position, open your eyes and return to the start position and continue balancing. I will start timing when you are set and have closed your eyes."*

#### Tandem Gait

Participants are instructed to stand with their feet together behind a starting line (the test is best done with footwear removed). Then, they walk in a forward direction as quickly and as accurately as possible along a 38mm wide (sports tape), 3 metre line with an alternate foot heel-to-toe gait ensuring that they approximate their heel and toe on each step. Once they cross the end of the 3m line, they turn 180 degrees and return to the starting point using the same gait. Athletes fail the test if they step off the line, have a separation between their heel and toe, or if they touch or grab the examiner or an object.

#### Finger to Nose

*"I am going to test your coordination now. Please sit comfortably on the chair with your eyes open and your arm (either right or left) outstretched (shoulder flexed to 90 degrees and elbow and fingers extended), pointing in front of you. When I give a start signal, I would like you to perform five successive finger to nose repetitions using your index finger to touch the tip of the nose, and then return to the starting position, as quickly and as accurately as possible."*

#### References

1. McCrory et al. Consensus Statement On Concussion In Sport – The 5th International Conference On Concussion In Sport Held In Berlin, October 2016. British Journal of Sports Medicine 2017 (available at [www.bjsm.bmj.com](http://www.bjsm.bmj.com))
2. Maddocks, DL; Dicker, GD; Saling, MM. The assessment of orientation following concussion in athletes. Clinical Journal of Sport Medicine 1995; 5: 32-33
3. Jennett, B., Bond, M. Assessment of outcome after severe brain damage: a practical scale. Lancet 1975; i: 480-484
4. McCrea M. Standardized mental status testing of acute concussion. Clinical Journal of Sport Medicine. 2001; 11: 176-181
5. Guskiewicz KM. Assessment of postural stability following sport-related concussion. Current Sports Medicine Reports. 2003; 2: 24-30

## CONCUSSION INFORMATION

**Any athlete suspected of having a concussion should be removed from play and seek medical evaluation.**

### Signs to watch for

Problems could arise over the first 24-48 hours. The athlete should not be left alone and must go to a hospital at once if they experience:

- Worsening headache
- Drowsiness or inability to be awakened
- Inability to recognize people or places
- Repeated vomiting
- Unusual behaviour or confusion or irritable
- Seizures (arms and legs jerk uncontrollably)
- Weakness or numbness in arms or legs
- Unsteadiness on their feet.
- Slurred speech

**Consult your physician or licensed healthcare professional after a suspected concussion. Remember, it is better to be safe.**

### Rest & Rehabilitation

After a concussion, the athlete should have physical rest and relative cognitive rest for a few days to allow their symptoms to improve. In most cases, after no more than a few days of rest, the athlete should gradually increase their daily activity level as long as their symptoms do not worsen. Once the athlete is able to complete their usual daily activities without concussion-related symptoms, the second step of the return to play/sport progression can be started. The athlete should not return to play/sport until their concussion-related symptoms have resolved and the athlete has successfully returned to full school/learning activities.

When returning to play/sport, the athlete should follow a stepwise, **medically managed exercise progression, with increasing amounts of exercise.** For example:

### Graduated Return to Sport Strategy

Exercise step	Functional exercise at each step	Goal of each step
1. Symptom-limited activity	Daily activities that do not provoke symptoms.	Gradual reintroduction of work/school activities.
2. Light aerobic exercise	Walking or stationary cycling at slow to medium pace. No resistance training.	Increase heart rate.
3. Sport-specific exercise	Running or skating drills. No head impact activities.	Add movement.
4. Non-contact training drills	Harder training drills, e.g., passing drills. May start progressive resistance training.	Exercise, coordination, and increased thinking.
5. Full contact practice	Following medical clearance, participate in normal training activities.	Restore confidence and assess functional skills by coaching staff.
6. Return to play/sport	Normal game play.	

In this example, it would be typical to have 24 hours (or longer) for each step of the progression. If any symptoms worsen while exercising, the athlete should go back to the previous step. Resistance training should be added only in the later stages (Stage 3 or 4 at the earliest).

**Written clearance should be provided by a healthcare professional before return to play/sport as directed by local laws and regulations.**

### Graduated Return to School Strategy

Concussion may affect the ability to learn at school. The athlete may need to miss a few days of school after a concussion. When going back to school, some athletes may need to go back gradually and may need to have some changes made to their schedule so that concussion symptoms do not get worse. If a particular activity makes symptoms worse, then the athlete should stop that activity and rest until symptoms get better. To make sure that the athlete can get back to school without problems, it is important that the healthcare provider, parents, caregivers and teachers talk to each other so that everyone knows what the plan is for the athlete to go back to school.

**Note: If mental activity does not cause any symptoms, the athlete may be able to skip step 2 and return to school part-time before doing school activities at home first.**

Mental Activity	Activity at each step	Goal of each step
1. Daily activities that do not give the athlete symptoms	Typical activities that the athlete does during the day as long as they do not increase symptoms (e.g. reading, texting, screen time). Start with 5-15 minutes at a time and gradually build up.	Gradual return to typical activities.
2. School activities	Homework, reading or other cognitive activities outside of the classroom.	Increase tolerance to cognitive work.
3. Return to school part-time	Gradual introduction of school-work. May need to start with a partial school day or with increased breaks during the day.	Increase academic activities.
4. Return to school full-time	Gradually progress school activities until a full day can be tolerated.	Return to full academic activities and catch up on missed work.

If the athlete continues to have symptoms with mental activity, some other accommodations that can help with return to school may include:

- Starting school later, only going for half days, or going only to certain classes
- More time to finish assignments/tests
- Quiet room to finish assignments/tests
- Not going to noisy areas like the cafeteria, assembly halls, sporting events, music class, shop class, etc.
- Taking lots of breaks during class, homework, tests
- No more than one exam/day
- Shorter assignments
- Repetition/memory cues
- Use of a student helper/tutor
- Reassurance from teachers that the child will be supported while getting better

**The athlete should not go back to sports until they are back to school/learning, without symptoms getting significantly worse and no longer needing any changes to their schedule.**

## General Personnel

### **5:100 Staff Development Program**

**Please refer to the applicable collective bargaining agreement(s).**

**For employees not covered by a current applicable bargaining agreement:**

The Superintendent or designee shall implement a staff development program. The goal of the program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for licensed staff members shall be designed to effectuate any School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

#### Abused and Neglected Child Reporting Act (ANCRA) and *Erin's Law* Training

The staff development program shall include the Abused and Neglected Child Reporting Act (ANCRA) mandated reporter training and training on the awareness and prevention of child sexual abuse and grooming behaviors (*Erin's Law*) as follows (see Board policies 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*, and 5:90, *Abused and Neglected Child Reporting*):

1. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years.
2. By January 31 of every year, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors (including *sexual misconduct* as defined in *Faith's Law*), and boundary violations.

#### In-Service Training Requirements

The staff development program shall provide, at a minimum, within six months of employment and renewed at least once every five years thereafter (unless required more frequently by other State or federal law), the in-service training of all District staff who work with pupils on:

1. Health conditions of students, including but not limited to training on:
  - a. Chronic health conditions of students;
  - b. Anaphylactic reactions and management, conducted by a person with expertise on anaphylactic reactions and management;
  - c. Management of asthma, prevention of asthma symptoms, and emergency response in the school setting;
  - d. The basics of seizure recognition and first aid and emergency protocols, consistent with best practice guidelines issued by the Centers for Disease Control and Prevention;
  - e. The basics of diabetes care, how to identify when a diabetic student needs immediate or emergency medical attention, and whom to contact in case of emergency;
  - f. Current best practices regarding identification and treatment of attention deficit hyperactivity disorder; and
  - g. How to respond to an incident involving life-threatening bleeding, including use of a school's trauma bleeding control kit, if applicable.
2. Social-emotional learning. Training may include providing education to all school personnel about the content of the Illinois Social and Emotional Learning Standards, how they apply to

everyday school interactions, and examples of how social emotional learning can be integrated into instructional practices across all grades and subjects.

3. Developing cultural competency, including but not limited to understanding and reducing implicit bias, including *implicit racial bias* as defined in [105 ILCS 5/10-20.61](#) (implicit bias training).
4. Identifying warning signs of mental illness, trauma, and suicidal behavior in youth, along with appropriate intervention and referral techniques, including resources and guidelines as outlined in [105 ILCS 5/2-3.166](#) (*Ann Marie's Law*).
5. Domestic and sexual violence and the needs of expectant and parenting youth, conducted by persons with expertise in domestic and sexual violence and the needs of expectant and parenting youth. Training shall include, but is not limited to:
  - a. Communicating with and listening to youth victims of domestic or sexual violence and expectant and parenting youth;
  - b. Connecting youth victims of domestic or sexual violence and expectant and parenting youth to appropriate in-school services and other agencies, programs, and services as needed;
  - c. Implementing the District's policies and procedures regarding such youth, including confidentiality; and
  - d. Procedures for responding to incidents of teen dating violence that take place at school, on school grounds, at school-sponsored activities, or in vehicles used for school-provided transportation as outlined in [105 ILCS 110/3.10](#) (see Board policy 7:185, *Teen Dating Violence Prohibited*).
6. Protections and accommodations for students, including but not limited to training on:
  - a. The federal Americans with Disabilities Act as it pertains to the school environment; and
  - b. Homelessness.
7. Educator ethics and responding to child sexual abuse and grooming behavior (see Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*); including but not limited to training on:
  - a. Teacher-student conduct;
  - b. School employee-student conduct; and
  - c. Evidence-informed training on preventing, recognizing, reporting, and responding to child sexual abuse and grooming as outlined in [105 ILCS 5/10-23.13](#) (*Erin's Law*).
8. Effective instruction in violence prevention and conflict resolution, conducted in accordance with the requirements of [105 ILCS 5/27-23.4](#) (violence prevention and conflict resolution education).

### Additional Training Requirements

In addition, the staff development program shall include each of the following:

1. Ongoing professional development for teachers, administrators, school resource officers, and staff regarding the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.
2. Annual continuing education and/or training opportunities (professional standards) for school nutrition program directors, managers, and staff. Each school food authority's director shall document compliance with this requirement by the end of each school year and maintain documentation for a three-year period.
3. All high school coaching personnel, including the head and assistant coaches, and athletic

directors must obtain online concussion certification by completing online concussion awareness training in accordance with [105 ILCS 25/1.15](#). Coaching personnel and athletic directors hired on or after 8-19-14 must be certified before their position's start date.

4. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act: coaches and assistant coaches (whether volunteer or employee) of an interscholastic athletic activity; nurses, licensed and/or non-licensed healthcare professionals serving on the Concussion Oversight Team; athletic trainers; game officials of an interscholastic athletic activity; and physicians serving on the Concussion Oversight Team.
5. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials.
6. For delegated care aides performing services in connection with a student's seizure action plan, training in accordance with [105 ILCS 150/](#), the Seizure Smart School Act.
7. For delegated care aides performing services in connection with a student's diabetes care plan, training in accordance with [105 ILCS 145/](#), the Care of Students with Diabetes Act.
8. For all District staff, annual sexual harassment prevention training.
9. Title IX requirements for training as follows (see Board policy 2:265, *Title IX Grievance Procedure*):
  - a. For all District staff, training on the definition of sexual harassment, the scope of the District's education program or activity, all relevant District policies and procedures, and the necessity to promptly forward all reports of sexual harassment to the Title IX Coordinator.
  - b. For school personnel designated as Title IX coordinators, investigators, decision-makers, or informal resolution facilitators, training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
  - c. For school personnel designated as Title IX investigators, training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
  - d. For school personnel designated as Title IX decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant.
10. Training for all District employees on the prevention of discrimination and harassment based on race, color, and national origin in school as part of new employee training and at least once every two years.
11. Training for at least one designated employee at each school about the Prioritization of Urgency of Need for Services (PUNS) database and steps required to register students for it.

The Superintendent shall develop protocols for administering youth suicide awareness and prevention education to staff consistent with Board policy 7:290, *Suicide and Depression Awareness and Prevention*.

#### LEGAL REF.:

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Educational Amendments of 1972; [34 C.F.R. Part 106](#).

[42 U.S.C. §1758b](#), [Pub. L. 111-296](#), Healthy, Hunger-Free Kids Act of 2010; [7 C.F.R. Parts 210](#) and [235](#).

[105 ILCS 5/2-3.62](#), [5/2-3.166](#), [5/3-11](#), [5/10-20.17a](#), [5/10-20.61](#), [5/10-22.6\(c-5\)](#), [5/10-22.39](#), [5/10-](#)

[23.12](#), [5/10-23.13](#), [5/22-80\(h\)](#), [5/22-95](#), and [5/24-5](#).

[105 ILCS 25/1.15](#), Interscholastic Athletic Organization Act.

[105 ILCS 145/25](#), Care of Students with Diabetes Act

[105 ILCS 150/25](#), Seizure Smart School Act.

[105 ILCS 110/3](#), Critical Health Problems and Comprehensive Health Education Act.

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

[745 ILCS 49/](#), Good Samaritan Act.

[775 ILCS 5/2-109](#) and [5/5A-103](#), Ill. Human Rights Act.

[23 Ill.Admin.Code §§ 22.20](#), [226.800](#), and [Part 525](#).

[77 Ill.Admin.Code §527.800](#).

CROSS REF.: 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)

Adopted: May 28, 2024

## **Thornton Fractional THSD 215**

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## Educational Support Personnel

### **5:280 Duties and Qualifications**

All support staff: (1) must meet qualifications specified in job descriptions, (2) must be able to perform the essential tasks listed and/or assigned, and (3) are subject to Board of Education policies as they may be changed from time to time at the Board's sole discretion.

#### Paraprofessionals

Paraprofessionals provide supervised instructional support. Service as a paraprofessional requires an educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized by the Ill. State Board of Education (ISBE).

Individuals with only non-instructional duties (e.g., providing technical support for computers, providing personal care services, or performing clerical duties) are not paraprofessionals, and the requirements in this section do not apply. In addition, individuals completing their clinical experiences and/or student teaching do not need to comply with this section, provided their service otherwise complies with ISBE rules.

#### Nonlicensed Personnel Working with Students and Performing Non-Instructional Duties

Nonlicensed personnel performing non-instructional duties may be used:

1. For supervising study halls, long-distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
2. As supervisors, chaperones, or sponsors for non-academic school activities or for school activities connected to the academic program during any time in which the Governor has declared a disaster due to a public health emergency, in accordance with ISBE rule; or
3. For non-teaching duties not requiring instructional judgment or student evaluation.

Nothing in this policy prevents a nonlicensed person from serving as a guest lecturer or resource person under a certificated teacher's direction and with the administration's approval.

#### Coaches and Athletic Trainers

Athletic coaches and trainers shall have the qualifications required by any association in which the School District maintains a membership. Regardless of whether the athletic activity is governed by an association, the Superintendent or designee shall ensure that each athletic coach: (1) is knowledgeable regarding coaching principles, (2) has first aid and CPR training, and (3) is a trained Automated External Defibrillator user according to rules adopted by the Illinois Department of Public Health. Anyone performing athletic training services shall be licensed under the Illinois Athletic Trainers Practice Act, be an athletic trainer aide performing care activities under the on-site supervision of a licensed athletic trainer, or otherwise be qualified to perform athletic trainer activities under State law.

LEGAL REF.:

[34 C.F.R. §200.58.](#)

[105 ILCS 5/10-22.34](#), [5/10-22.34a](#), and [5/10-22.34b](#).

[625 ILCS 5/6-104](#) and [5/6-106.1](#), Ill. Vehicle Code.

[23 Ill.Admin.Code §§1.280, 1.630](#), and [25.510](#).

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 5:30 (Hiring Process and Criteria), 5:35 (Compliance with the Fair Labor Standards Act), 6:250 (Community Resource Persons and Volunteers)

Adopted: February 28, 2023

### **Thornton Fractional THSD 215**

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## STUDENTS

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

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

1. Fully implement the Youth Sports Concussion Safety Act (YSCSA), that provides, without limitation, each of the following:
  - a. The Board must appoint or approve member(s) of a Concussion Oversight Team for the District.
  - b. The Concussion Oversight Team shall establish each of the following based on peer-reviewed scientific evidence consistent with guidelines from the Centers for Disease Control and Prevention:
    - i. A return-to-play protocol governing a student's return to interscholastic athletics practice or competition following a force of impact believed to have caused a concussion. The Superintendent or designee shall supervise an athletic trainer or other person responsible for compliance with the return-to-play protocol.
    - ii. A return-to-learn protocol governing a student's return to the classroom following a force of impact believed to have caused a concussion. The Superintendent or designee shall supervise the person responsible for compliance with the return-to-learn protocol.
  - c. Each student and the student's parent/guardian shall be required to sign a concussion information receipt form each school year before participating in an interscholastic athletic activity.
  - d. A student shall be removed from an interscholastic athletic practice or competition immediately if any of the following individuals believes that the student sustained a concussion during the practice and/or competition: a coach, a physician, a game official, an athletic trainer, the student's parent/guardian, the student, or any other person deemed appropriate under the return-to-play protocol.
  - e. A student who was removed from interscholastic athletic practice or competition shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the return-to-play and return-to-learn protocols developed by the Concussion Oversight Team. An athletic team coach or assistant coach may not authorize a student's return-to-play or return-to-learn.
  - f. The following individuals must complete concussion training as specified in the YSCSA: all coaches or assistant coaches (whether volunteer or a district employee) of interscholastic athletic activities; nurses, licensed healthcare professionals or non-licensed healthcare professionals who serve on the Concussion Oversight Team (whether or not they serve on a volunteer basis); athletic trainers; game officials of interscholastic athletic activities; and physicians who serve on the Concussion Oversight Team.
  - g. The Board shall approve school-specific emergency action plans for interscholastic athletic activities to address the serious injuries and acute medical conditions in which a student's condition may deteriorate rapidly.
2. Comply with the concussion protocols, policies, and by-laws of the Illinois High School Association (IHSA), including its *Protocol for Implementation of NFHS Sports Playing Rules for Concussions*, which includes its *Return to Play (RTP) Policy*. These specifically require that:

- a. A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game shall be removed from participation or competition at that time.
  - b. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer.
  - c. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois, advanced practice registered nurse, physician assistant or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.
3. Require that all high school coaching personnel, including the head and assistant coaches, and athletic directors obtain online concussion certification by completing online concussion awareness training in accordance with [105 ILCS 25/1.15](#).
  4. Require all student athletes to view the IHSA video about concussions.
  5. Inform student athletes and their parent(s)/guardian(s) about this policy in the *Agreement to Participate* or other written instrument that a student athlete and his or her parent/guardian must sign before the student is allowed to participate in a practice or interscholastic competition.
  6. Provide coaches and student athletes and their parent(s)/guardian(s) with educational materials from the IHSA regarding the nature and risk of concussions and head injuries, including the risks inherent in continuing to play after a concussion or head injury.
  7. Include a requirement for staff members to notify the parent/guardian of a student who exhibits symptoms consistent with that of a concussion.
  8. Include a requirement for staff members to distribute the Ill. Dept. of Public Health concussion brochure to any student or the parent/guardian of a student who may have sustained a concussion, regardless of whether or not the concussion occurred while the student was participating in an interscholastic athletic activity, if available.
  9. Include a requirement for certified athletic trainers to complete and submit a monthly report to the IHSA on student-athletes who have sustained a concussion during: 1) a school-sponsored activity overseen by the athletic trainer; or 2) a school-sponsored event of which the athletic director is made aware.

LEGAL REF.:

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

[105 ILCS 25/1.15](#), Interscholastic Athletic Organization Act.

[20 ILCS 2310/2310-307](#), Civil Administrative Code of Illinois.

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

Adopted: August 22, 2023

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**Thornton Fractional THSD 215**



## MEMORANDUM

**Date:** August 27, 2024

**To:** Mr. John Robinzine, Superintendent & Board of Education

**From:** Teresa A. Bishop, Executive Director of Finance & Operations/CSBO

**Subject:** Intergovernmental Agreement –Legislative Extension of Ridge Road TIF

---

### **Recommended Action**

It is recommended that the Board of Education approve the Intergovernmental Agreement for Legislative Extension of the Ridge Road TIF.

### **Background**

The Board has discussed this topic during multiple Board meetings. The attached agreement was drawn up by District 215 attorneys and allows for Extension of the Ridge Road TIF for 12 additional years, in exchange for a distribution of two years of tax revenues to the District from the TIF.

The IGA was unanimously approved by the District 158 Board of Education at its August 21 meeting.

**Funding source if applicable:** N/A

**Attachment:** Intergovernmental Agreement

**VILLAGE OF LANSING, LANSING SCHOOL DISTRICT 158, AND THORNTON  
FRACTIONAL TOWNSHIP HIGH SCHOOL DISTRICT 215**

**INTERGOVERNMENTAL AGREEMENT –  
APPROVAL FOR LEGISLATIVE EXTENSION OF RIDGE ROAD TIF**

This Intergovernmental Agreement (“IGA”) between and among the Village of Lansing, Illinois (“Village”), the Board of Education of Lansing School District Number 158, Cook County, Illinois (District 158”), and the Board of Education of Thornton Fractional Township High School District Number 215, Cook County, Illinois (“District 215”), (collectively, the “Parties”) is effective upon the approval and execution by all Parties, which execution may be made by duplicate counterparts.

**WHEREAS**, on or about 1988, the Village created, under the terms of the Tax Increment Allocation Redevelopment Act (65 ILCS 5/11-74.4-1 *et seq.*) (“TIF Act”), a redevelopment project area designated as “Ridge Road TIF” (“TIF”), which includes territory within the boundaries of both District 158 and District 215; and

**WHEREAS**, the present maximum term for the TIF permissible under the provisions of the TIF Act is due to expire soon, but that permissible term may be extended by a legislative amendment to the TIF Act; and

**WHEREAS**, the Village proposes to seek a legislative extension of the TIF term for 12 additional years in order to incentivize additional economic development and wishes to have the approval for such legislation from both District 158 and District 215, as well as other taxing bodies which would be affected by such extension; and

**WHEREAS**, the District 158 and District 215 are willing to provide the approval sought by the Village under the conditions set forth in this IGA;

**NOW, THEREFORE**, the Parties agree as follows:

**Section 1.** The Village shall take all actions necessary to declare as surplus and return to the Cook County Treasurer, pursuant to Section 11-74.4-7 of the TIF Act, amounts of incremental tax revenues distributed to the TIF’s Special Tax Allocation Fund (“TIF Fund”) equal to 100% of TIF Fund revenues received from the tax extensions for tax years 2024 and 2025.

**Section 2.** In reliance upon the Village’s promise and action to declare the surpluses the amounts of incremental tax revenues as provided in Section 1 above and in reliance upon District 215’s promise to provide its consent in Section 3 below, District 158 agrees to provide its express written consent to a proposed legislative extension of the initial term of TIF for 12 additional years.

**Section 3.** In reliance upon the Village’s promise and action to declare the surpluses the amounts of incremental tax revenues as provided in Section 1 above and in reliance upon District 158’s promise to provide its consent in Section 2 above, District 215 agrees to provide its express written consent to a proposed legislative extension of the initial term of TIF for 12 additional years.

**Section 4.** Each party agrees to promptly provide such information and additional assistance to the each other party upon request as to facilitate the requesting party’s performance of its obligations under this Agreement.

**PRESIDENT AND BOARD OF TRUSTEES,  
VILLAGE OF LANSING, ILLINOIS**

By: \_\_\_\_\_  
Village President

Date: \_\_\_\_\_, 2024

Attest: \_\_\_\_\_  
Village Clerk

Date: \_\_\_\_\_, 2024

**BOARD OF EDUCATION,  
LANSING SCHOOL DISTRICT NUMBER 158,  
COOK COUNTY, ILLINOIS**

By: \_\_\_\_\_  
Board President

Date: \_\_\_\_\_, 2024

Attest: \_\_\_\_\_  
Board Secretary

Date: \_\_\_\_\_, 2024

**BOARD OF EDUCATION,  
THORNTON FRACTIONAL TOWNSHIP HIGH SCHOOL DISTRICT NUMBER 215,  
COOK COUNTY, ILLINOIS**

By: \_\_\_\_\_  
Board President

Date: August 27, 2024

Attest: \_\_\_\_\_  
Board Secretary

Date: August 27, 2024



## MEMORANDUM

**Date:** August 27, 2024  
**To:** Board of Education  
**From:** John Robinzine, Superintendent  
**Subject:** Lansing SRO Intergovernmental Agreement

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### **Recommended Action**

Approve the SRO Intergovernmental Agreement with the Village of Lansing Police Department.

### **Background**

This agreement has been reviewed by our legal counsel as well as that of the police department. Having a consistent officer in the building will support the cultural change that is being achieved already.

**Funding source if applicable:** local

**Attachment:** Intergovernmental agreement

## INTERGOVERNMENTAL AGREEMENT

This Agreement (“Agreement”) is made by and between the Village of Lansing, Illinois (“The Village”), an Illinois municipality located in Cook County, Illinois and the Board of Education of Thornton Fractional High School District 215 (“District 215”), Cook County, Illinois (collectively, the “Parties”).

**WHEREAS**, Article VII, Section 10, of the Constitution of the State of Illinois 1970 provides that units of local government may contract or otherwise associate themselves to obtain or share services and to exercise, combine, or transfer any power or function in any manner not prohibited by law or by ordinance and may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

**WHEREAS**, the Village is a “unit of government” and District 215 is a “school district” as those terms are defined under Article VII, Section 10 of the 1970 Illinois Constitution, and the parties are “public agencies” as defined under Section 2 of the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq*; and

**WHEREAS**, the Parties are authorized under the 1970 Illinois Constitution and the Intergovernmental Cooperation Act to enter into intergovernmental agreements; and

**WHEREAS**, the Village agrees to provide a police officer to District 215 to function as a School Resource Officer in the manner described within this agreement; and

**WHEREAS**, District 215 desires to assist the Village in its provision of police services relating to the School Resource position by reimbursing the Village for a portion of its costs incurred in providing said police officer and services, for the benefit of its students under the terms set forth in this Agreement.

**NOW, THEREFORE**, the Parties agree as follows:

- 1. Incorporation of Recitals.** The foregoing recitals are incorporated into and made a part of this agreement.
- 2. Provision of Police Officer and Services.** The Village agrees to provide a police officer to District 215 each school day from 7:45 am to 3:45 pm for the purposes set forth in the recitals to this Agreement. These times can be modified by the agreement of both parties or as necessary to respond to emergency situations. The Village will continue to be responsible for the payment of all compensation, benefit costs, and other costs associated with the provision of said police officer and his/her services subject to its right to receive reimbursement for a portion of said costs from District 215 pursuant to this agreement.

The conduct of the dedicated police officer providing the police services shall be supervised by the Village's Police Department. District 215 acknowledges that the dedicated police officer shall remain responsive to the command of the Village's Police Department. The dedicated police officer is employed and retained by the Village, and in no event shall the dedicated police officer be considered an employee of the District regardless of the funding source.

- 3. Reimbursement of Costs.** District 215 shall pay to the Village an hourly rate of \$47.11 for the services of the School Resource officer. Reimbursement from District 215 for the School Resource Officer's services will not exceed 8 hours per school day, unless circumstances require the School Resource officer to be present for additional time. The Village will invoice District 215 quarterly for these services.
- 4. Insurance and Indemnity.** The Village and District 215 shall each maintain general liability insurance covering their participation in this Agreement. Neither party shall modify or terminate said insurance coverage without providing the other party at least 30 days' prior written notice of such modification or termination. To the fullest extent permitted by law, the Village and District 215 shall save, indemnify, and hold each other harmless from all claims, losses, and injuries of any kind that are attributable to the indemnifying party, and which arise out of the subject matter of this Agreement.
- 5. Term.** The term of this Agreement shall be from August 1, 2024 to June 30, 2025. The District and the Village's Police Department shall evaluate the effectiveness of the police services provided pursuant to this Agreement and determine whether to renew this Agreement beyond June 30, 2025 prior to June 1, 2025. Wage increase considerations shall be discussed between the Village and District 215 prior to renewing this agreement. Any such increases shall be based on the current rate of hourly pay extended to the School Resource Officer by the current collective bargaining agreement between Village of Lansing and the Fraternal Order of Police Lodge 218. If the Agreement is renewed beyond June 30, 2025 it shall remain in effect until terminated in accordance with Paragraph 6 below.
- 6. Termination.** This Agreement may be terminated

  - a. At any time by mutual written agreement of the parties;
  - b. Upon the other party's failure to comply fully with any provision of this Agreement if the party that has failed to so comply shall not have cured such failure within thirty (30) days after it has been notified thereof in writing;
  - c. By either party for convenience and without cause on at least sixty (60) days' prior written notice.

In any event, District 215 shall remain responsible for all reimbursement payments which are or become due prior to the effective date of the termination.

7. **Waiver.** The waiver by either party of any breach, default, or noncompliance by the other party under any provision of this Agreement shall not be deemed to constitute a waiver of such provision for any subsequent breach, default, or noncompliance by the other party of the same or any other provision.
  
8. **Notices.** All notices required or permitted to be given under this Agreement shall be deemed given when such notice is either hand delivered or sent by certified mail, return receipt requested, and deposited with the United States Postal Service, with postage thereon prepaid, addressed to the other party at the following addresses:

**If to the Village:**

Village of Lansing  
3141 Ridge Road  
Lansing, IL 60438  
Attn: Office of the Chief of Police

**If to District 215:**

Thornton Fractional High School District 215  
Administration Building  
18601 Torrence Avenue  
Lansing, IL 60438  
Attn: Superintendent of Schools

The parties may designate, in writing, any further or different addresses to which subsequent notices shall be sent.

9. **Amendments.** This Agreement represents the entire, integrated Agreement between the Parties hereto with respect to its subject matter. This Agreement may only be amended or modified by a written instrument executed by both Parties.
  
10. **Applicable Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois and venue for any claims shall be in Cook County, Illinois.
  
11. **Counterparts.** This Agreement may be signed in multiple counterparts with the same effect as if the signatures to each were upon the same Agreement.

**12. Additional Documents.** The Parties agree to execute such additional documents as may be required from time to time to further carry out the purposes and intent of this Agreement.

**13. Severability.** If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, such provision shall be deemed severed from this Agreement to the extent of such invalidity or unenforceability, and the remainder hereof will not be affected thereby, each of the provisions hereof being severable in any such instance.

**14. Effective Date.** This Agreement shall be deemed effective when the last of the duly authorized representatives of the Parties sign and date this Agreement as set forth below.

**IN WITNESS WHEREOF,** the Parties have entered into this Agreement, on the day and year above written.

**Village of Lansing, Illinois:**

By: \_\_\_\_\_  
Chief Alfred Phillips

By: \_\_\_\_\_  
Village Administrator Dan Podgorski

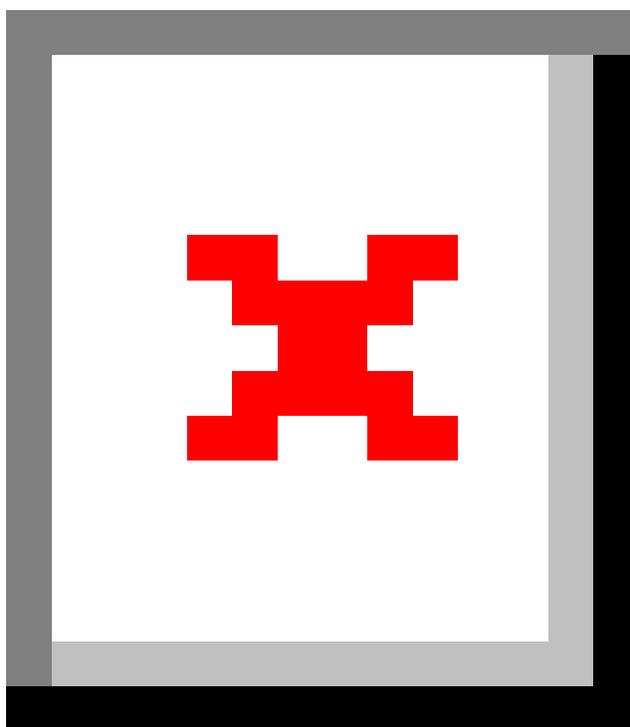
**Board of Education of Thornton Fractional HSD  
District 215, Cook County, Illinois:**

By: \_\_\_\_\_  
Duly Authorized Representative

Attest:

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

Dated: \_\_\_\_\_



**Thornton Fractional High School District  
215 - ACT Bootcamp for TFN & TFS (In-  
Person)**

**Thornton Fractional High School District 215**  
1601 Wentworth Avenue  
IL 60438

**Becky Szuba**  
Assistant Superintendent of Teaching and Learning  
bszuba@tfd215.org  
708-585-2388

Reference: 20240801-112455690  
Quote created: August 1, 2024  
Quote expires: September 30, 2024

**Academic Tutoring & Test Prep**  
120 Main St  
Suite 202  
Park Ridge, IL 60068

**Prepared by: Yuval Trachtenberg**  
"Vice President of School Partnerships"  
yuval@academictutoringcenters.com  
+18472040502  
Total \$9,990.00

<b>Products &amp; Services</b>	<b>Quantity</b>	<b>Price</b>
IN-PERSON: ACT SUCCESS Student Bootcamp (Includes presenter, travel, expenses, material for students)	2	\$9,990.00
Total		\$9,990.00

### **Comments**

TFN Scheduled for 2/5/25 from 8:30 am to 12:30 pm (central)  
TFS Scheduled for 1/29/25 form 8:30 am to 12:30 pm (central)  
Up to 50 students per workshop

### **Purchase terms**

CONFIDENTIAL: The information presented in this quote, including materials and pricing information, is confidential and CANNOT be shared with any other program and/or Company/Vendor. This quote is a good faith estimate. Quote is valid for 30 days of issue date. Prices, shipping, and handling are subject to change. A purchase order or payment (check/credit card) are required to process the quote. If paying by Credit Card or Purchase Card, a 3% processing fee will be added. Partners have 24 months from the purchase date to utilize the materials & services.

**Please make check payable to: Academic Tutoring, LLC**

You need to enable JavaScript to run this app.

Download There was a problem downloading the quote. Please try again.

# Curriculum Associates, LLC Price Quote - Q-46446

Version: 1

Quote Date: 7/30/2024

Quote Expiration Date: 8/31/2024

This price quote from Curriculum Associates, LLC having an address at 153 Rangeway Road, North Billerica, MA 01862 ("Company") has been prepared for the Customer Name identified as "Customer" below. Customer's use of Ellevation subscriptions shall be subject to the Ellevation Terms and Conditions of Use, which can be found at <https://ellevationeducation.com/platform-legal-notice>.

Company: Curriculum Associates, LLC	Customer: Thornton Fractional District 215, IL
Representative: Adam Altobelli	Contact Name: Rena Whitten
Email: adam.altobelli@ellevationeducation.com	Email: rwhitten@tfd215.org
Phone: 617-307-5755	Phone: (708) 585-2300
Address: 153 Rangeway Road, North Billerica, MA 01862	Address: 18601 Torrence Ave, Lansing, IL 60438
Start Date: 9/1/2024	End Date: 8/31/2027

## Subscription Fees

Product	Quantity	Unit Price	Term (Yrs)	Total Fees
2024 - Ellevation	320	Minimum	3	\$20,160.00
Strategies	320	Minimum	3	\$18,720.00
Subscription Savings:				\$1,620.00
Subscription Total:				\$38,880.00

## Services Fees

Product	Quantity	Unit Price	Total Fees
Ellevation Data/Implementation	1	\$1,008.00	\$1,008.00
Strategies Data/Implementation	1	\$936.00	\$936.00
In-Person Training	1	\$5,000.00	\$5,000.00
Online Training Hour	3	\$1,250.00	\$3,750.00
Services Total:			\$10,694.00

To place an order - Please submit this quote with your purchase order to your Ellevation Sales Rep at: adam.altobelli@ellevationeducation.com

# Total Investment - Q-46446

Savings Total:	\$1,620.00
Grand Total:	\$49,574.00

Invoicing Schedule: Up Front, In Full

Payment Term: Net 30

Contract Term: 36

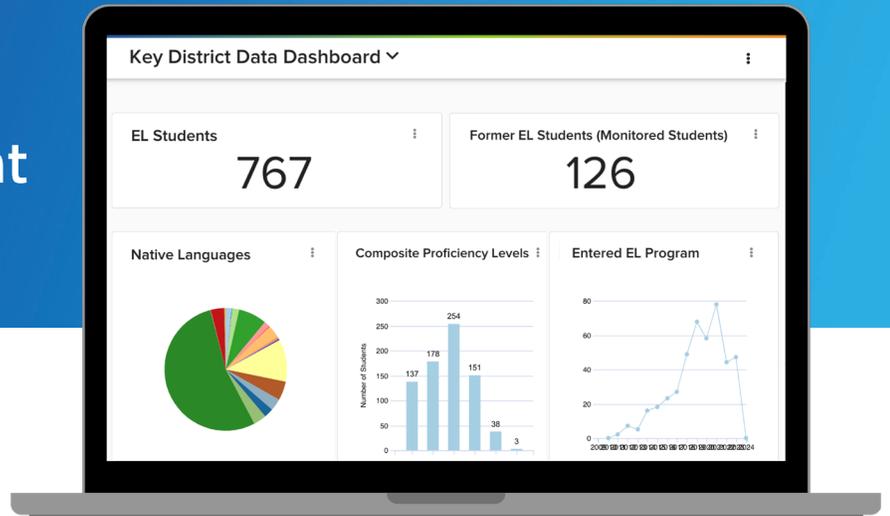
- Account Number: 4418064408 | Account Name: Curriculum Associates, LLC
- Bank Name: Wells Fargo Bank - San Francisco, CA
- ABA Routing: 121000248
- Tax ID: 26-3954988

To the extent your purchase is subject to sales tax, tax will be applied at final invoicing. If tax exempt, please submit valid exemption certificate with PO and quote in order to avoid processing delays. Exemption certificates can also be submitted to [exempt@cainc.com](mailto:exempt@cainc.com).

To place an order - Please submit this quote with your purchase order to your Ellevation Sales Rep at: [adam.altobelli@ellevationeducation.com](mailto:adam.altobelli@ellevationeducation.com)

## EL program management made simple

Transform instructional planning with elevated EL program management.



Ellevation puts the right tools in your hands to lead a best-in-class EL program. Serving 50% of the nation's English learners (ELs), Ellevation brings data and instructional planning tasks together to help your team best support student growth.



### Ensure high-quality language programming

Use Ellevation's data and instructional planning tools to ensure all educators can support ELs on their journey toward language proficiency.



### Unify EL data for instructional impact

Access your EL student information on one platform. Customizable data dashboards help educators and administrators spot trends and take informed action.



### Simplify analysis

Keep a pulse on student performance with quick reports and visualizations. Dashboards deliver intuitive charts to effectively monitor student progress.



### Work with a trusted partner

We serve more than half of ELs across 49 states and 4 territories. Leverage our deep regional knowledge to meet your district's unique needs.

"In just three months, Ellevation has allowed our ML teachers to manage student data efficiently and create goals that make an impact on the success of our students."

-Multilingual Learner Specialist, Issaquah School District, WA

# The nation's leading EL program management tool

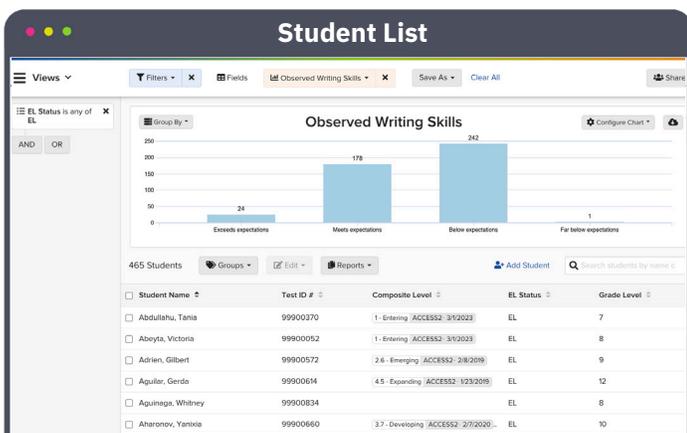
The screenshot shows the 'Digital Forms' interface for 'EL Progress Monitoring'. It features a list of students on the left and a form on the right. The form includes sections for 'Observed Writing Skills' and 'Contributing Factors'. The 'Observed Writing Skills' section has radio buttons for 'Far exceeds expectations', 'Exceeds expectations' (selected), 'Meets expectations', 'Below expectations', 'Far below expectations', and 'Not applicable'. The 'Contributing Factors' section has checkboxes for 'Language learning needs', 'Content learning needs', 'Social or emotional needs' (checked), 'Classroom engagement', and 'In-class work or assignments'. A 'Submit' button is visible at the top right.

## Live Data Dashboards

Configure Dashboards to guide educators in visualizing EL data, helping them make instructional decisions that drive student outcomes.

## Digital Forms

Use Forms to collect feedback and document EL placement decisions. Rich data tools enable EL teams to take action in just a few clicks.



## Reports and Parent Letters

Generate state-compliant parent notification letters auto-filled with student data and professionally translated into 40+ languages.

## Data integrations

Ellevation Platform integrates with top Student Information System providers and test vendors like PowerSchool, Aeries, Infinite Campus, and i-Ready.

“There was no life before Ellevation. I was drowning in paper. Ellevation brought clarity to the work and the ability to look at data and share as needed.”

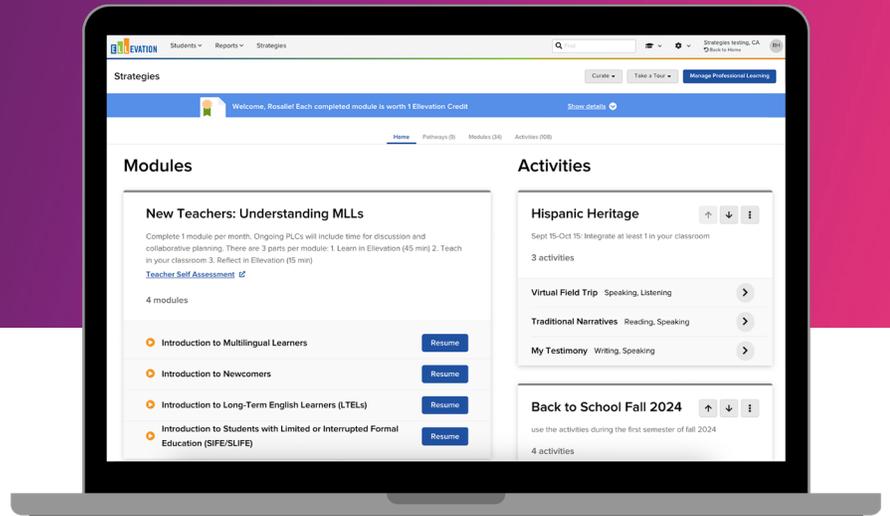
-ESOL Director, Little Rock School District, AR



Contact our team to learn more.

## Elevate teacher practice with tailored PD that drives EL student growth

Ellevation Strategies is a professional learning (PL) solution designed to deepen teacher EL knowledge and fulfill your district's instructional goals.



Configured for your needs, our curated on-demand PD modules and activities help English learner (EL) teams to effectively implement research-based strategies. Only Ellevation connects real-time student data to professional learning, helping teachers build the language skills their students need to access grade-level content.



### Curate your EL PD in one place

Easily tailor modules and activities aligned to district goals. Group by cohorts, standards, or EL needs for easy access.



### Provide research-based, job-embedded PD

Designed to meet all ESSA PD criteria, Ellevation helps you build teacher capacity with PL centered on supporting multilingual students.



### Use student data to differentiate instruction

View real-time student data alongside PD modules and activities to easily differentiate instruction for ELs.



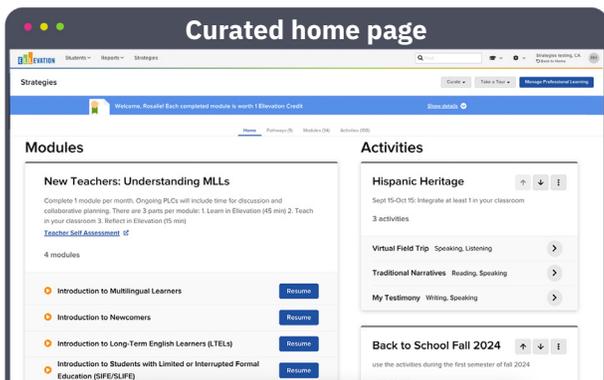
### Work with a trusted partner

Ellevation Strategies works alongside your team to develop teacher practice. Together, we can help you accomplish your top instructional priorities.

"Ellevation Strategies supports teachers with the how and equips them with the tools they need to bring all EL levels into a lesson. Ellevation has allowed our department to have a huge impact on teachers and students across the district."

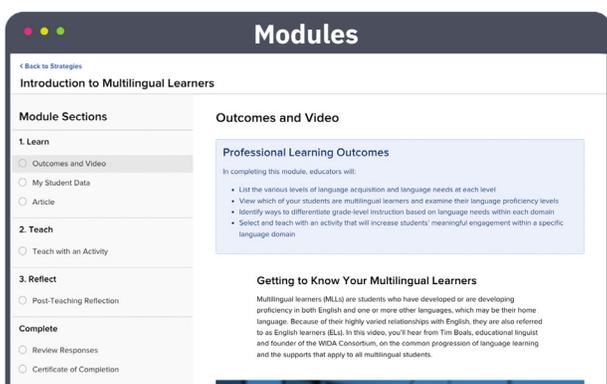
- Martha Cepida-Medina, Educator, Moreno Valley USD, CA

# Tailored PD crafted to achieve your district goals



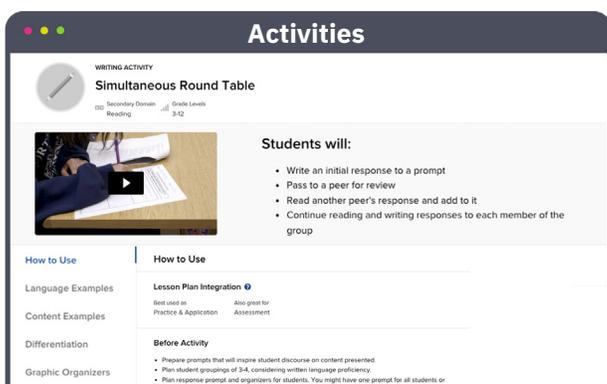
## Curated home page

Ellevation's pre-designed PD module pathways and activity lists streamline teacher engagement so EL teams can collaborate throughout the learning, teaching, and reflection phases.



## Job-embedded professional learning modules

Equip educators with a curated selection of on-demand modules focused on EL needs. Our modules encourage teachers to engage in reflective learning, fostering an inclusive and effective teaching environment.



## Research-based instructional activities

Improve educators' ability to make content accessible to ELs while engaging all students. Activities include demo videos, downloadable resources, and differentiated support suggestions based on student ELP data.

## Gain visibility into PD

Review and verify each educator's progress, understanding of key concepts, and successful application within the classroom.



Empower educators, elevate ELs



## MEMORANDUM

**Date:** August 27, 2024

**To:** Mr. John Robinzine, Superintendent/Board of Education

**From:** Eric Mastey, Assistant Superintendent of Career Development

**Subject:** Joliet Junior College Memorandum of Understanding

---

### **Recommended Action**

The Department of Career Development is seeking approval of the Memorandum of Understanding with Joliet Junior College concerning a dual credit partnership in the field of Culinary Arts for our North and Center Campuses.

### **Background**

This MOU outlines a collaboration between our institution and JJC to offer dual credit courses in Culinary Arts. This partnership aims to provide high school students with the opportunity to earn college credits while still in secondary education, thereby enhancing their skills and preparedness for future careers in the culinary field.

### **Key Benefits:**

1. **Enhanced Educational Opportunities:** Students will benefit from advanced coursework and hands-on training in a professional culinary environment.
2. **Cost-Effective College Credits:** Students can earn college credits at a reduced cost, providing significant financial savings and reducing their future college debt.
3. **Career Preparation:** The program will offer valuable practical experience and industry connections, facilitating a smoother transition into the workforce or further education.

### **Request for Action:**

We kindly request that the MOU be reviewed and accepted. Your approval will enable us to proceed with the necessary arrangements to launch this partnership, benefiting our students and strengthening our educational offerings in the Culinary Arts.

Please find the attached draft of the MOU for your review. We are available to discuss any questions or modifications you may have and look forward to your favorable response.

**Funding source if applicable:** N/A

**Attachment** MoU



## MEMORANDUM OF UNDERSTANDING Joliet Junior College Dual Credit

This Memorandum of Understanding, herein referred to as "MOU," is entered into by and between Joliet Junior College and the **Board of Education of Thornton Fractional Township High School District 215 (the "Board")** (herein collectively "educational institutions") who elect to accept its terms pursuant to Section-9 herein.

### PREAMBLE

Dual Credit is a partnership between Joliet Junior College and the board where high school students attending **Thornton Fractional Center for Academics & Technology** will be able to enroll in a college-level course taught by approved instructors. Students will be able to earn both high school and college level credit upon successful completion of the course. Approved courses will be offered during the day as a part of the regular schedule and taught by the approved high school instructor. The purpose of the agreement is to clearly delineate the responsibilities of both parties related to Dual Credit offerings, as well as to identify and mitigate gaps in curriculum, should they exist, to ensure course outcomes are being met at **Thornton Fractional Center for Academics & Technology**.

Based upon mutual concerns for the needs of students pursuing Dual Credit through Joliet Junior College and in an effort to enhance curriculum and eliminate unnecessary duplication of instruction for students after the completion of high school, the educational institutions agree to the following terms of this Memorandum of Understanding (MOU):

### I. Responsibilities

#### A. Joliet Junior College Responsibilities:

1. Joliet Junior College Deans and Department Chairs will be responsible for approving all Dual Credit instructors and verifying credentials in alignment with accreditation requirements. Joliet Junior College follows credentialing requirements in accordance with ICCB, HLC, IBHE and programmatic accreditation when applicable. All dual credit instructors must be fully credentialed prior to the first day of instruction.
2. Joliet Junior College Deans and Department Chairs will be responsible for providing the Dual Credit course curriculum.
3. Joliet Junior College will provide staff development opportunities for Dual Credit instructors/facilitators.

4. Joliet Junior College designated faculty/staff will conduct site visits throughout the academic year. The high school administration shall be notified of the dates and times of the visits.
5. Joliet Junior College will provide new teacher training to Dual Credit instructors.
6. Joliet Junior College will provide the course syllabus to high schools and career centers that must be followed during the entirety of the course in accordance with ICCB, HLC and IAI guidelines.
7. All dual credit courses have a tuition rate of \$12 per credit hour. Students and parents will be sent payment instructions at the email and/or phone number provided. Joliet Junior College will waive tuition for students who qualify for the National Free and Reduced Lunch Program.
8. Joliet Junior College will coordinate the student registration processes, enrollment reporting, mid-term enrollment report, final grading, etc. through the Office of Dual Credit.
9. Joliet Junior College will provide each dual credit instructor a liaison providing the necessary guidance and support to successfully deliver JJC courses.

**B. Participating High School or Career Center Responsibilities:**

1. The participating high school or career center and their intended Dual Credit instructor will provide Joliet Junior College with credentials including a résumé, official transcripts and any certification requirements. All instructors must apply via the dual credit instructor application by June 30 for the following academic year. All dual credit instructors must be approved by the designated Joliet Junior College personnel prior to the beginning of instruction.
2. The participating high school or career center will follow the Joliet Junior College approved curriculum and textbook for each dual credit course. High schools will receive a list of approved/updated textbooks no later than December 1 for the following academic year. Schools unable to purchase textbooks in accordance with updates will receive a one-year grace period to make necessary changes. Schools will ensure all students have a copy of the required textbook for the duration of the course.
3. The participating high school or career center will follow Joliet Junior College policies, procedures, and deadlines related to application, registration, course withdrawal, midterm verification, protecting the privacy of student information, and final grade reporting.
4. It is the responsibility of the participating high school or career center to complete the Dual Enroll application and registration in a timely manner. Failure to do so may impact a student's ability to register for a course. The Dual Enroll designee at the high school or career center is responsible for approving free and reduced lunch, approving course registrations, and reviewing course rosters to verify accuracy.
5. The approved Dual Credit instructor of record must be the individual delivering the course curriculum to the students. If there is a change in personnel or extended leave of absence during the school year, the high school or career center must notify Joliet Junior College immediately.
6. Requests for new Dual Credit courses must be made no later than February 1 for

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7. The participating high school or career center must comply with Joliet Junior College's requirements for course delivery, including, but not limited to, meeting with the assigned liaison, department chair or designee for curriculum, course requirements, assessment or other course-related criteria. Failure to meet Joliet Junior College's expectations may result in the instructor being asked to not return to teaching dual credit courses for future terms.
8. The participating high school or career center will provide students with appropriate accommodations under Section 504 and 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and the ADA Amendments. The student shall have access to the supplementary aids and accommodations included in the student's individualized education program under Article 14 of the School Code or Section 504 plan under the Federal Rehabilitation Act of 1973 while the student is accessing a dual credit course on a high school campus, in accordance with established practices at the high school for providing these services. A student who accesses a dual credit course on a community college campus shall have access to supplementary aids and accommodations provided in the partnership agreement, including access to the community college's disability services.

#### **C. Student Responsibilities:**

1. A student requesting Dual Credit must meet all Joliet Junior College admissions requirements and be a registered student in good standing with Joliet Junior College.
2. A student requesting to enroll in a Dual Credit course must meet all Joliet Junior College prerequisites listed for that course. It is advised the student review prerequisites one semester prior to the course to ensure all prerequisites are completed before the intended dual credit enrollment.
3. Students who choose to enroll in a Dual Credit course are responsible for paying the tuition rate of \$12 per credit hour. Students who qualify for the National Free and Reduced Lunch Program are not responsible for paying tuition.
4. Students are responsible for paying their JJC tuition statement through their JJC portal upon registration. If a student does not pay their bill, they will be able to complete the course(s) for which they are currently enrolled, but will not be able to register for subsequent dual credit courses.

#### **D. Shared Institutional Responsibilities:**

1. Participating instructors at secondary and postsecondary levels will follow the JJC syllabus when delivering instruction. All instructors must post their syllabus on JJC's Simple Syllabus site prior to the start of class.
2. All Dual Credit instructors will participate in discipline specific professional development to review learning objectives, syllabus, and evaluation criteria for the course. All curriculum updates will be addressed at annual discipline specific professional development events.
3. Dual credit instructors and designated representatives from **Thornton Fractional Center for Academics & Technology** are required to attend annual Dual Credit

administrative training to review policy and procedure updates.

4. Designated representatives from Joliet Junior College will participate in an observation of the instructor(s) for this agreement.
5. Dual Credit instructors must attend a mandatory discipline specific training and administrative training prior to teaching a dual credit course.
6. This agreement will be reviewed annually by the Joliet Junior College Senior Director of Academic Excellence and Support, Manager of Dual Credit and P-20 Partnerships, and an administrator of the participating high school or career center. Recommendations will be brought forward to the parties for review and implementation in the following academic year.
7. The MOU addendum including the courses to be taught and the assigned instructors, will be signed by both Joliet Junior College and **Thornton Fractional Center for Academics & Technology** annually.
8. Joliet Junior College provides the course syllabus and the high school or career center must agree to deliver the approved curriculum.
9. Joliet Junior College reserves the right to terminate this agreement at any time during the academic year.

## **II. Indemnification**

Each educational institution participating in this MOU agrees to defend, indemnify, and hold each other educational institution participating in this MOU, and its officers, employees, and agents harmless from and against any liability, loss, expense (including attorney fees), or claims of injury or damages arising out of the performance of the terms of this MOU, but only in proportion to and to the extent such liability, loss, expense, attorney fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying educational institution, and/or its officers, employees, or agents.

## **III. Entire Agreement**

This document states the entire agreement between the educational institutions with respect to its subject matter and supersedes any previous and contemporaneous or oral representations, statements, negotiations, or agreements.

## **IV. Execution**

Each of the persons signing this MOU on behalf of a party or entity other than a natural person represents that he or she has authority to sign on behalf and to bind such party.

## **V. Assignment**

None of the signatories to this MOU may assign their rights, duties, or obligations under this MOU, either in whole or in part, without the prior written consent of the other signatories to this MOU.

## **VI. Severability**

If any provision of this MOU is held to be illegal, invalid, or unenforceable under present or future laws effective during the term of this MOU, such provision shall be fully severable. This MOU shall remain in full force and effect unaffected by such severance, provided that the severed provision(s) are not material to the overall purpose and operation of this MOU.

## **VII. Waiver**

Waiver by any signatory to this MOU of any breach of any provision of this MOU or warranty of representation set forth herein shall not be construed as a waiver of any subsequent breach of the same or any other provision. The failure to exercise any right under this MOU shall not operate as a waiver of such right. All rights and remedies provided for in this MOU are cumulative.

## **VIII. Modification and Amendments**

This MOU may be amended or modified at any time by written mutual agreement of the authorized representatives of the signatories to this MOU. The educational institutions further agree to amend this MOU to the extent amendments are required by an applicable law or policy issued by an appropriate regulatory authority if the amendment does not materially affect the provisions of this MOU. However, if new laws, policies, or regulations applicable to the educational institutions are implemented which materially affect the intent of the provision of this MOU, the authorized representatives of the signatories to this MOU shall meet within a reasonable period of time, e.g. 30 business days from the date of notice of such change of law, policy, or regulations, to confer regarding how and/or if those laws, policies, or regulations will be applied or excepted.

## **IX. Term of this Memorandum of Understanding**

This Memorandum of Understanding shall be in effect for the period commencing from the effective date established pursuant to Section 9. Any participant (s) listed as a party to this

MOU may terminate its participation by delivering written notice of its intent to terminate said participation to the other party.

**Agreement of Parties**

Joliet Junior College and **Thornton Fractional Center for Academics & Technology** hereby agree to enter into the Memorandum of Understanding dated below and be bound by all of its terms and conditions. This agreement is effective:

**Beginning Date: July 1, 2024**

**Ending Date: June 30, 2025**

Each of the persons signing this the Memorandum of Understanding on behalf of a party or entity other than a natural person represents that he or she has authority to sign on behalf and to bind such party.

**The Board of Education of Thornton  
Fractional Township High School  
District 215**

Joliet Junior College

\_\_\_\_\_  
Board President                      Date

\_\_\_\_\_  
President                                      Date

\_\_\_\_\_  
Vice President                                      Date  
Academic Affairs



## MEMORANDUM OF UNDERSTANDING Joliet Junior College Dual Credit

This Memorandum of Understanding, herein referred to as "MOU," is entered into by and between Joliet Junior College and the **Board of Education of Thornton Fractional Township High School District 215 (the "Board")** (herein collectively "educational institutions") who elect to accept its terms pursuant to Section-9 herein.

### PREAMBLE

Dual Credit is a partnership between Joliet Junior College and the board where high school students attending **Thornton Fractional North High School** will be able to enroll in a college-level course taught by approved instructors. Students will be able to earn both high school and college level credit upon successful completion of the course. Approved courses will be offered during the day as a part of the regular schedule and taught by the approved high school instructor. The purpose of the agreement is to clearly delineate the responsibilities of both parties related to Dual Credit offerings, as well as to identify and mitigate gaps in curriculum, should they exist, to ensure course outcomes are being met at **Thornton Fractional North High School**.

Based upon mutual concerns for the needs of students pursuing Dual Credit through Joliet Junior College and in an effort to enhance curriculum and eliminate unnecessary duplication of instruction for students after the completion of high school, the educational institutions agree to the following terms of this Memorandum of Understanding (MOU):

### I. Responsibilities

#### A. Joliet Junior College Responsibilities:

1. Joliet Junior College Deans and Department Chairs will be responsible for approving all Dual Credit instructors and verifying credentials in alignment with accreditation requirements. Joliet Junior College follows credentialing requirements in accordance with ICCB, HLC, IBHE and programmatic accreditation when applicable. All dual credit instructors must be fully credentialed prior to the first day of instruction.
2. Joliet Junior College Deans and Department Chairs will be responsible for providing the Dual Credit course curriculum.
3. Joliet Junior College will provide staff development opportunities for Dual Credit instructors/facilitators.

4. Joliet Junior College designated faculty/staff will conduct site visits throughout the academic year. The high school administration shall be notified of the dates and times of the visits.
5. Joliet Junior College will provide new teacher training to Dual Credit instructors.
6. Joliet Junior College will provide the course syllabus to high schools and career centers that must be followed during the entirety of the course in accordance with ICCB, HLC and IAI guidelines.
7. All dual credit courses have a tuition rate of \$12 per credit hour. Students and parents will be sent payment instructions at the email and/or phone number provided. Joliet Junior College will waive tuition for students who qualify for the National Free and Reduced Lunch Program.
8. Joliet Junior College will coordinate the student registration processes, enrollment reporting, mid-term enrollment report, final grading, etc. through the Office of Dual Credit.
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**The Board of Education of Thornton  
Fractional Township High School  
District 215**

Joliet Junior College

\_\_\_\_\_  
Board President                      Date

\_\_\_\_\_  
President                                      Date

\_\_\_\_\_  
Vice President                                      Date  
Academic Affairs



Thornton Fractional

HIGH SCHOOL DISTRICT 215

BURNHAM • CALUMET CITY • LANSING • LYNWOOD

## MEMORANDUM

**Date:** August 27, 2024  
**To:** Mr. John Robinzine, Superintendent/Board of Education  
**From:** Mr. Eric Mastey, Asst. Superintendent of Career Development  
**Subject:** Dual Credit Culinary Textbooks

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### **Recommended Action**

Approve the purchase of Culinary Arts Principles and Applications classroom set of textbooks to support the Culinary Arts dual credit courses in collaboration with Joliet Junior College. These are required textbooks which must be bought as a classroom set for North and Center.

### **Culinary Arts Principles and Applications**

**Subtitle:** Third Edition

**ISBN:** 978-0-8269-4257-9

**Authors:** Michael J. McGreal

**Publisher:** American Technical Publishers Publication

**Date:** 2018

### **Background**

As a requirement for collegiate credit our high school students enrolled in Culinary Arts must use and reference the matching Joliet Junior College textbook. Therefore, the request to acquire the matching textbook is being made. This purchase allows the articulated college credit agreement to be executed in its entirety so that upon receiving a C average in all year long Culinary coursework TFD 215 students will earn collegiate credit.

**Funding source if applicable:** Local Funding

### **Attachment**

Quotes for both sites



The ATP Group, Inc.

Quote

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THORNTON FRACTIONAL HSD #215  
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18601 TORRENCE AVE  
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THORNTON FRACTIONAL HSD #215  
1605 WENTWORTH AVE  
CALUMET CITY, IL 60409  
UNITED STATES

Order created by: mml

ACCOUNT #	PURCHASE ORDER #	DATE	ORDER SOURCE				PAGE
20024388	QUOTE	8/6/2024	CAROL B				1
ISBN	ITEM	QTY	LIST	DISC	NET	EXT NET	
4260IR	IR/CULINARY ARTS PRINCIPLES 3RD ED ONLINE INSTRUCTOR RESOURCES	1	375.00	100%	0.00	0.00	
978-0-8269-4257-9	CULINARY ARTS PRINCIPLES 3RD ED	30	146.00	25%	109.50	3,285.00	
978-0-8269-4258-6	SG/CULINARY ARTS PRINCIPLES 3RD ED	1	50.00	25%	37.50	37.50	
<b>MERCHANDISE</b>						<b>3,322.50</b>	
<b>SHIPPING</b>						<b>112.14</b>	

Complimentary Online Instructor Resources with order of 20 or more textbooks.

INVOICE #	WEIGHT	TOTAL QTY	SHIPPING METHOD	TOTAL
Q810865	213.00	32	UPS Ground	US\$ 3,434.64

(US Dollars)

Detach and remit lower portion with payment

Make check payable to:

The ATP Group, Inc.

INVOICE #	CHECK #	AMT DUE
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10100 Orland Parkway  
Suite 200  
Orland Park, IL 60467-5756

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THORNTON FRACTIONAL HSD #215  
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18601 TORRENCE AVE  
LANSING, IL 60438  
UNITED STATES



AMERICAN  
TECHNICAL  
PUBLISHERS

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Phone 708-957-1100

800-323-3471

Fax 708-957-1101

www.atplearning.com



The ATP Group, Inc.

Quote

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755 PULASKI RD  
CALUMET CITY, IL 60409  
UNITED STATES

Order created by: mml

ACCOUNT #	PURCHASE ORDER #	DATE	ORDER SOURCE				PAGE
20024388	QUOTE	8/6/2024	CAROL B	EMAIL			1
ISBN	ITEM	QTY	LIST	DISC	NET	EXT NET	
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Make check payable to:

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10100 Orland Parkway  
Suite 200  
Orland Park, IL 60467-5756

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20024388  
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UNITED STATES



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Fax 708•957•1101

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