

**AGENDA FOR BOARD OF EDUCATION MEETING
COMMUNITY HIGH SCHOOL DISTRICT #154
HELD AT THE COMMUNITY HIGH SCHOOL DISTRICT #154 AT 7:00 PM
MONDAY, JANUARY 26, 2026**

- A. Call to Order
- B. Introduction of Guests
- C. Public Comments (3-5) minutes.
- D. Consent Agenda
 1. Read and approve the minutes of the regular and executive session of the December 15, 2025, meeting.
 2. Read and approve the financial obligations of the District and Treasurer's report
 3. Recommend acceptance of the John Swanson Trust, Kooi and Pingel Educational Loan Trust Summary Report, Union American Legion Scholarship, and Franks Family Fine Arts Fund of December 31, 2025.
 4. Recommend approval of the Quarterly Report of Pupils no longer enrolled in school.
 5. Recommend approval of the Economic Interest Filer List, consisting of the names of individuals subject to filing an economic interest statement electronically.
 6. Recommend appointment of Superintendent David Engelbrecht as the Privacy Officer for the Health Insurance Portability and Accountability Act of 1996 (HIPAA) responsible for ensuring that privacy policies and procedures are maintained and followed.
 7. Recommend approval of the Sick Bank Contribution Report from the MEA.
 8. Recommend approval of the RIF list for certified staff and seniority lists for certified and ESP staff.
 9. Recommend approval of the last day for senior attendance to be May 15, 2026, pending inclement weather days
 10. Recommend approval for an overnight field trip to Galva, Illinois, on February 5–6, 2026, for the Illinois FFA State Horse Judging Contest and Marengo FFA Overnight Trip on June 9–11, 2026.
- E. New Business
 1. Principal's Report (R)
Mr. Mullens will present academic information on IXL and an update on the Senior Flex Policy/Verification Form.
Link to presentation:
IXL BoE 1/26
 2. Update the Board on the award status of the FY2026 School Maintenance Project Grant.

3. Recommend approval of the 2026-2027 Parent Student Handbook as presented.
 4. Recommend approval of the personnel report as presented.
 - Resignations
 - Morgan Streu - Head Tennis Coach
 - Hires
 - Leaves
 - Employee #777 is requesting FMLA leave from January 23, 2026, to February 20, 2026.
 5. Recommend appointing the Board representative to the Hall of Fame Committee.
 6. Recommend that the Superintendent prepare the budget for the 2026-2027 fiscal year.
 7. Recommend accepting the base bid from Seal Tight Exteriors, Inc. for the amount of \$77,550 for the re-roofing of the Concession Stand.
 8. Recommend approval of the 2026-2027 school calendar.
 9. Recommend the update of the Head Cook job description
 10. Recommend approval of the proposed changes and additions to Board policies.
- F. Recommend moving to Executive Session to discuss Litigation. 5 ILCS 120/2(c)(11), Student disciplinary cases. 5 ILCS 120/2(c)(9), Personnel 5 ILCS 120/2(c)(1). The purchase or lease of real property. 5 ILCS 120/2(c)(5)The setting of the price for the sale or lease of property owned by a public body. 5 ILCS 120/2(c)(6). Safety and Security 5 ILCS 120/2(c)(8).
- G. Returned from Executive Session at
- H. Recommend possible action as a result of executive session.
- I. Superintendent Report
- | | | | | |
|-----------------|---------------------------------------|----|------|------|
| Communications: | None | at | this | time |
| Upcoming dates: | | | | |
| February 4 | Incoming Freshman Orientation | | | |
| February 11 | Early Dismissal 11:25 AM Half Day SIP | | | |
| February 16 | President's Day: NO SCHOOL | | | |
| February 25 | Early Dismissal 11:25 AM Half Day SIP | | | |
| March 11 | Early Dismissal 11:25 AM Half Day SIP | | | |
| March 20 | Teacher Institute Day NO SCHOOL | | | |
| March 23–27 | Spring Break NO SCHOOL | | | |
| March 30 | Students Return to School | | | |
- J. Adjournment

BOARD OF EDUCATION
MEETING
Monday, December 15, 2025 7:00
PM

Marengo Community High School District #154
110 Franks Road
Marengo, IL 60152

Jodie Kanaly: Present, Anthony Martin: Present, Farrah Ranzino: Absent, Candice Samuelson: Present, David Schultz: Present, Shane Spring: Absent, Todd Volkening: Present. Present: 5, Absent: 2.

A. Call to Order

B. Introduction of Guests

C. Public Comments (3-5) minutes.

D. Consent Agenda

Motion to approve the consent agenda items as presented. This motion, made by David Schultz and seconded by Jodie Kanaly, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, David Schultz: Yea, Todd Volkening: Yea
Yea: 5, Nay: 0, Absent: 2

D.1. Read and approve the minutes of the regular session of November 24, 2025, and the executive sessions of November 24, 2025, and December 2, 2025.

D.2. Read and approve the financial obligations of the District and the Treasurer's report.

D.3. Recommend acceptance of the John Swanson Trust, Kooi and Pingel Educational Loan Trust Summary Report, Union American Legion Scholarship, and Franks Family Fine Arts Fund of November 30, 2025.

D.4. Recommend approval of the Final Settlement Sheet for the FY2024 Tax Levy.

D.5. Recommend acceptance of a \$16,315.93 donation from the Marengo Area Schools Education Foundation

E. New Business

E.1. Recommend adjourning to a public hearing at _____ to convene the Truth in Taxation Public Hearing for the proposed Tax Year 2025 Property Tax Levy Increase for Marengo Community High School District #154.

Motion to adjourn to a public hearing at 7:07 pm to convene the Truth in Taxation Public Hearing for the proposed Tax Year 2025 Property Tax Levy Increase for Marengo Community High School District #154. This motion, made by Anthony Martin and seconded by David Schultz, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, David Schultz: Yea, Todd Volkening: Yea
Yea: 5, Nay: 0, Absent: 2

E.2. Truth in Taxation Public Hearing

Presentation Link:

https://docs.google.com/presentation/d/1s15BIqCL_rbFkjkM35ITrsxJNMekYI-eh9cbKmv-2hU/edit?usp=sharing

E.3. Recommend reconvening the regular Board of Education meeting at _____.

Motion to reconvene to the regular Board of Education meeting at 7:36pm. This motion, made by David Schultz and seconded by Jodie Kanaly, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, David Schultz: Yea, Todd Volkening: Yea
Yea: 5, Nay: 0, Absent: 2

E.4. Recommend approval of the Tax Year 2025 Property Tax Levy increase as presented for the amount of \$9,631,474.00, which represents a 6.49% (CPI=2.90%) over the previous tax year 2024.

Motion to approve the Tax Year 2025 Property Tax Levy increase as presented for the amount of \$9,631,474.00, which represents a 6.49% (CPI=2.90%) over the previous tax year 2024.

This motion, made by Anthony Martin and seconded by David Schultz, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, David Schultz: Yea, Todd Volkening: Yea
Yea: 5, Nay: 0, Absent: 2

E.5. Presentation by Division Chair Bob Fecarotta on Social Studies Textbooks.

E.6. Recommend placing Social Studies Textbooks on display for 30 days.

Motion to place Social Studies Textbooks on display for 30 days. This motion, made by Candice Samuelson and seconded by David Schultz, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, David Schultz: Yea, Todd Volkening: Yea
Yea: 5, Nay: 0, Absent: 2

E.7. Recommend approval of the personnel report as presented.

Motion to approve the Personnel Report as presented. This motion, made by Anthony Martin and seconded by Candice Samuelson, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, David Schultz: Yea, Todd Volkening: Yea
Yea: 5, Nay: 0, Absent: 2

E.8. Recommend a first reading of changes, additions, and deletions to Board Policy.

Motion for a first reading of changes, additions, and deletions to Board Policy. This motion, made by Anthony Martin and seconded by Jodie Kanaly, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, David Schultz: Yea, Todd Volkening: Yea
Yea: 5, Nay: 0, Absent: 2

E.9. Recommend approval of MCHS and Marengo Park District Fuel Agreement.

Motion to approve the MCHS and Marengo Park District Fuel Agreement. This motion, made by Anthony Martin and seconded by Jodie Kanaly, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, David Schultz: Nay, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, Todd Volkening: Yea

Yea: 4, Nay: 1, Absent: 2
David Schultz: Nay

F. Executive Session to discuss Litigation. 5 ILCS 120/2(c)(11), Student disciplinary cases. 5 ILCS 120/2(c)(9), Personnel 5 ILCS 120/2(c)(1). The purchase or lease of real property. 5 ILCS 120/2(c)(5)The setting of price for sale or lease of property owned by a public body. 5 ILCS 120/2(c)(6). Safety and Security 5 ILCS 120/2(c)(8).

Motion to go into Executive Session at 8:37 pm. This motion, made by Anthony Martin and seconded by David Schultz, Carried.

Farrah Ranzino: Absent, Shane Spring: Absent, Jodie Kanaly: Yea, Anthony Martin: Yea, Candice Samuelson: Yea, David Schultz: Yea, Todd Volkening: Yea

Yea: 5, Nay: 0, Absent: 2

G. Returned from Executive Session at 8:55 pm.

H. Recommend possible action as a result of executive session.

I. Superintendent Report

1. MASEF Donation
2. Upcoming Dates:
 - December 17-19 Semester Exams
 - December 20, 22, 23, 27 EC Nichols Holiday Tournament
 - December 19-January 2 Holiday Break — No School
 - January 5 Teacher Workday — No School
 - January 6 Students Return to School
 - January 14 Early Dismissal 11:25 am — Half Day School Improvement
 - January 19 Dr. Martin Luther King's Birthday — No School
 - January 26 School Board Meeting 7:00 pm
3. FOIA requests

With the MASEF donation, we would like to utilize funding to support our Positive Behavior Interventions and Support (PBIS) programs, including our People Recognizing Individuals Developing Excellence (PRIDE) program, which is an incentive program to recognize students that are acting in an appropriate manner in all areas of the building, as well as academic and student achievements. PRIDE focuses on encouraging students to be Respectful, Responsible and Engaged by recognizing any student that exhibits these behaviors.

J. Adjournment at 8:59 pm.

Signed:

Todd Volkening, President

Jodie Kanaly, Secretary

MARENGO COMMUNITY HIGH SCHOOL DISTRICT 154

26-Jan-26

MARENGO COMMUNITY HIGH SCHOOL DISTRICT 154 is hereby authorized to draw warrants against MARENGO COMMUNITY HIGH SCHOOL DISTRICT 154 funds for the sum of xxx,xxx.xx on account of obligations incurred for value received in services and for materials as shown below for the period of January 2026 to be paid on January 26, 2026 not including the second payroll for January

Todd Volkening President

Jodie Kanaly Board Secretary

MARENGO COMMUNITY HIGH SCHOOL - District 154

Jan-26

	District Bills	Payroll 1	Payroll 2 *	P-Cards	EFT/ ACH	Totals
Education Fund	\$ 222,398.33	\$ 420,208.21	\$ -	\$ 21,483.39	\$ 8,895.75	\$ 672,985.68
Building Fund	\$ 60,831.33	\$ 26,043.09	\$ -	\$ 3,677.17	\$ 13,453.67	104,005.26
Transportation Fund	\$ 37,042.28	\$ 9,703.02	\$ -	\$ 1,127.46	\$ -	47,872.76
Retirement Fund		\$ 8,591.19	\$ -	\$ -	\$ -	8,591.19
Sub Total	<u>\$320,271.94</u>	<u>\$464,545.51</u>	<u>\$ 0.00</u>	<u>\$26,288.02</u>	<u>\$22,349.42</u>	<u>\$833,454.89</u>
Tort Fund						-
Bond Fund						-
Capital Projects				-	-	-
Totals	<u>320,271.94</u>	<u>464,545.51</u>	<u>-</u>	<u>26,288.02</u>	<u>22,349.42</u>	<u>833,454.89</u>

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
A Parts Warehouse	PARWARE					
Check Group:						
Dust Pans		1 0		194294 9/20/2526	40.0000.2550.410.00.01	\$114.80
Bus Radio and Microphone		1 0		196209 12/17/2026	40.0000.2550.410.00.01	\$321.70
Washer Nozzle		1 0		196263 12/18/2026	40.0000.2550.410.00.01	\$46.65
Washer Nozzle		1 0		196374 1/15/2026	40.0000.2550.410.00.01	\$162.00
Safety Vent & Strobe		1 0		196492 1/6/2026	40.0000.2550.410.00.01	\$520.59
				Check #: 0		
					PO/InvoiceTotal:	<u>\$1,165.74</u>
					Vendor Total:	\$1,165.74
Alexander Leigh Center for Autism						
Check Group:						
December Tuition		1 0		5464 12/31/2025	10.0000.1912.670.00.01	\$7,906.65
January Tuition		1 0		5497 1/31/2026	10.0000.1912.670.00.01	\$9,487.98
				Check #: 0		
					PO/InvoiceTotal:	<u>\$17,394.63</u>
					Vendor Total:	\$17,394.63
Alpha Baking Co, Inc	ALPBAKI					
Check Group:						
Hamburger Buns		1 0		250038346010 12/12/2026	10.0000.2560.410.00.01	\$453.96
Hamburger Buns		1 0		260038009012 1/9/2026	10.0000.2560.410.00.01	\$125.20

Marengo Community High School District 154

Voucher Detail Listing

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01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Hamburger Buns		1	0	260038016013 1/16/2026	10.0000.2560.410.00.01	\$187.80
					Check #: 0	
						PO/InvoiceTotal: <u>\$766.96</u>
						Vendor Total: <u>\$766.96</u>
Alpha Controls	ALPCO					
Check Group:						
RTU 14 LON Controller Replacement		1	0	W52557 12/11/2025	20.0000.2540.320.00.01	\$1,730.97
Freezer Cooling Repair		1	0	W52577 12/11/2025	20.0000.2540.320.00.01	\$742.56
Gym Unit Service Call		1	0	W52760 12/31/2025	20.0000.2540.320.00.01	\$465.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$2,938.53</u>
						Vendor Total: <u>\$2,938.53</u>
AT&T	ATT					
Check Group:						
Service 12/16/25-01/15/26		1	0	12162026 1/15/2026	20.0000.2540.340.00.01	\$89.27
					Check #: 0	
						PO/InvoiceTotal: <u>\$89.27</u>
						Vendor Total: <u>\$89.27</u>
AT&T Mobility	ATTMOB					
Check Group:						
Hot Spot Service		1	0	01082026 12/31/2025	10.0000.2220.340.00.01	\$456.00
Hot Spot Service		1	0	12082025 11/30/2025	10.0000.2220.340.00.01	\$456.00

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
4 Lines Wireless Service		1	0	12272025 12/19/2025	20.0000.2540.340.00.01	\$179.64
					Check #: 0	
						PO/InvoiceTotal: \$1,091.64
						Vendor Total: \$1,091.64
Auburn High School	AUBHIGH					
Check Group:						
3/7/26 V G T?F Knight Invitational		1	0	3/7/26 V G T/F 1/16/2026	10.0000.1500.319.00.01	\$300.00
					Check #: 0	
						PO/InvoiceTotal: \$300.00
						Vendor Total: \$300.00
Blu Petroleum Inc						
Check Group:						
Winter Additive 1980.60		1	0	SI-33672 11/20/2025	40.0000.2550.332.00.01	\$138.64
Gasohol 1406.80 Gal		1	0	SI-33672 11/20/2025	40.0000.2550.332.00.01	\$3,658.89
Freight Adjustment		1	0	SI-33672 11/20/2025	40.0000.2550.332.00.01	\$9.95
On Road Diesel 1980.60 Gal		1	0	SI-33672 11/20/2025	40.0000.2550.332.00.01	\$6,651.62
Winter Additive 1378.40 Gal		1	0	SI-35820 12/12/2025	40.0000.2550.332.00.01	\$96.49
On Road Diesel 1378.40 Gal		1	0	SI-35820 12/12/2025	40.0000.2550.332.00.01	\$3,860.48
Freight Adjustment		1	0	SI-35820 12/12/2025	40.0000.2550.332.00.01	\$9.95
					Check #: 0	
						PO/InvoiceTotal: \$14,426.02

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Vendor Total: <u>\$14,426.02</u>
Botts Welding Service	BOTWEL					
Check Group:						
Inspect Bus N9 & N5		1 0		712470 1/15/2026	40.0000.2550.320.00.01	\$90.00
Inspect Bus N2		1 0		712537 12/4/2025	40.0000.2550.320.00.01	\$45.00
Inspect Bus N8 & N15		1 0		712597 12/8/2026	40.0000.2550.320.00.01	\$90.00
Check #: 0						
						PO/InvoiceTotal: <u>\$225.00</u>
						Vendor Total: <u>\$225.00</u>
BSN Sports	BSN					
Check Group:						
Mat Tape		1 0		932624213 1/15/2026	10.0000.1500.418.00.01	\$292.95
Check #: 0						
						PO/InvoiceTotal: <u>\$292.95</u>
						Vendor Total: <u>\$292.95</u>
Byron High School	BYRHI					
Check Group:						
3/14/26 V T/F Indoor Classic		1 0		3/14/26 V T/F 1/16/2026	10.0000.1500.319.00.01	\$500.00
Check #: 0						
						PO/InvoiceTotal: <u>\$500.00</u>
						Vendor Total: <u>\$500.00</u>
CDW Government Inc	CDWGOV					
Check Group:						
WIFI Module Credit		1 0		AG3KY5K 10/2/2025	10.0000.2221.410.00.01	(\$121.00)

Marengo Community High School District 154

Voucher Detail Listing

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01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: (\$121.00)
Check Group:						
Duo Subscription 12/13/25-12/12/26		1	260062	AH3KU9X 12/15/2025	10.0000.2221.470.00.01	\$7,200.00
Check #: 0						
						PO/InvoiceTotal: \$7,200.00
						Vendor Total: \$7,079.00
ConnectWise						
Check Group:						
December Service		1	0	INV01527645 1/15/2026	10.0000.2221.470.00.01	\$2,494.10
Check #: 0						
						PO/InvoiceTotal: \$2,494.10
						Vendor Total: \$2,494.10
Crescent Electric Supply	CREELEC					
Check Group:						
GE Lamp		1	0	S513787862.001 1/15/2026	20.0000.2540.410.00.01	\$520.46
Check #: 0						
						PO/InvoiceTotal: \$520.46
						Vendor Total: \$520.46
Direct Fitness Solutions LLC						
Check Group:						
DFS Preventative Maintenance		1	0	0603841-IN 1/5/2026	10.0000.1500.300.00.01	\$910.00
Check #: 0						
						PO/InvoiceTotal: \$910.00
						Vendor Total: \$910.00

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Empower Health Services						
Check Group:						
Individual Health Screening		1	0	EHS2025799 1/20/2026	10.0000.1100.222.00.01	\$2,248.00
						Check #: 0
						PO/InvoiceTotal: <u>\$2,248.00</u>
						Vendor Total: <u>\$2,248.00</u>
Frontline Technologies						
Check Group: FROTECH						
Applicant Tracking 2/15/26-3/17/26		1	0	INVUS235637 1/15/2026	10.0000.2221.470.00.01	\$1,848.34
						Check #: 0
						PO/InvoiceTotal: <u>\$1,848.34</u>
						Vendor Total: <u>\$1,848.34</u>
Gibran Young						
Check Group:						
Christmas Break 2025 HV		1	0	V196723 1/15/2026	40.0000.2550.331.00.12	\$2,638.64
Thanksgiving 2025 HV		1	0	V367428 1/15/2026	40.0000.2550.331.00.12	\$2,334.56
						Check #: 0
						PO/InvoiceTotal: <u>\$4,973.20</u>
						Vendor Total: <u>\$4,973.20</u>
Gordon Flesch Company						
Check Group:						
Copier Contract01/05/26-2/4/26		1	0	I01080564 12/17/2025	10.0000.2660.303.00.01	\$1,941.13
Copier Contract2/5/26-3/4/26		1	0	I01088980 1/17/2026	10.0000.2660.303.00.01	\$1,941.13

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Printer Charges 11/30/25-12/31/25		1	0	IN15452350 1/5/2026	10.0000.2660.303.00.01	\$890.85
Check #: 0						
PO/InvoiceTotal:						\$4,773.11
Vendor Total:						\$4,773.11
Gordon Food Service	GORFOOD					
Check Group:						
District Appetizers		1	0	2002991188 12/15/2026	10.0000.2410.411.00.01	(\$16.03)
District Appetizers		1	0	9030208296 12/15/2026	10.0000.2410.411.00.01	\$524.44
Student Food Purchase		1	0	9030208300 12/15/2026	10.0000.2560.410.00.01	\$506.42
District Taco Bar		1	0	9030303790 12/15/2026	10.0000.2410.411.00.01	\$546.83
Staff Lunch Jan 5		1	0	9030303794 12/15/2026	10.0000.2410.411.00.01	\$305.88
Foods Class		1	0	9030303796 12/17/2026	10.0000.1400.413.00.30	\$22.81
Table Covering		1	0	9030303797 12/17/2026	10.0000.2410.411.00.01	\$61.57
Student Food Purchases		1	0	9030811761 1/5/2026	10.0000.2560.410.00.01	\$4,213.89
Student Food Purchase		1	0	9030908012 1/7/2026	10.0000.2560.410.00.01	\$1,551.46
Voc Ed Foods Supplies		1	0	9030908025 1/7/2026	10.0000.1400.413.00.30	\$96.30
Foods Class Supplies		1	0	9030908029 1/7/2026	10.0000.1400.413.00.30	\$39.96
District Food Purchase		1	0	9031071573 1/7/2026	10.0000.2410.411.00.01	\$628.43

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217 01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Student Food Purchase		1	0	9031071581 1/12/2026	10.0000.2560.410.00.01	\$2,349.47
Student Food Purchase		1	0	9031167213 1/14/2026	10.0000.2560.410.00.01	\$4,892.98
					Check #: 0	
						PO/InvoiceTotal: <u>\$15,724.41</u>
						Vendor Total: <u>\$15,724.41</u>
Green Associates	GREASSO					
Check Group:						
2026 Concession Stand Construction Docs		1	0	INV308 12/31/2025	20.0000.2540.320.00.01	\$12,786.25
2026 10 YR HLS Remainder		1	0	INV309 12/31/2025	20.0000.2540.320.00.01	\$5,855.14
2025 MISC Consulting		1	0	INV310 12/31/2025	20.0000.2540.320.00.01	\$2,775.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$21,416.39</u>
						Vendor Total: <u>\$21,416.39</u>
HIMES, PETRARCA & FESTER						
Check Group:						
December Charges		1	0	57563 1/2/2026	10.0000.2310.318.00.01	\$725.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$725.00</u>
						Vendor Total: <u>\$725.00</u>
Huntley High School	HUNHIGH					
Check Group:						
FY26 1st Semester Tuition		1	0	FY26-S1 1/16/2026	10.0000.4220.670.00.50	\$6,995.06
					Check #: 0	

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$6,995.06
						Vendor Total: \$6,995.06
Hydrotex	HYDRO					
Check Group:						
Hydrosynthetic Engine Oil		1 0		563703 12/16/2025	40.0000.2550.410.00.01	\$2,109.39
					Check #: 0	
						PO/InvoiceTotal: \$2,109.39
						Vendor Total: \$2,109.39
IGS Energy						
Check Group:						
Electrical Services 11/12/25-12/12/25		1 0		202512 12/19/2025	20.0000.2540.466.00.01	\$13,879.20
					Check #: 0	
						PO/InvoiceTotal: \$13,879.20
						Vendor Total: \$13,879.20
Interstate Batteries	INTBAT					
Check Group:						
Battery		1 0		200392299 1/16/2026	40.0000.2550.410.00.01	\$139.45
Return		1 0		400454960 1/16/2026	40.0000.2550.410.00.01	(\$55.00)
					Check #: 0	
						PO/InvoiceTotal: \$84.45
						Vendor Total: \$84.45
IXL Learning						
Check Group:						
Additional Students to Site License (325)		1	260095	S566763 12/16/2026	10.0000.2221.470.00.01	\$3,445.00

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217 01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
2 Subject Upgrade (25)		1	260095	S566763 12/16/2026	10.0000.2221.470.00.01	\$110.00
					Check #: 0	
						PO/InvoiceTotal: \$3,555.00
						Vendor Total: \$3,555.00
Johnson Controls Fire Pro	JOHCONT					
Check Group:						
Greenhouse Fire Alarm Add On Deposit		1	260094	41873331 12/22/2025	20.0000.2540.320.00.01	\$6,203.67
					Check #: 0	
						PO/InvoiceTotal: \$6,203.67
						Vendor Total: \$6,203.67
LathamCenter						
Check Group:						
December Tuition		1	0	051689 12/31/2025	10.0000.1912.670.00.01	\$16,903.61
December RM & Board		1	0	051690 12/31/2025	10.0000.1200.314.00.52	\$14,924.64
					Check #: 0	
						PO/InvoiceTotal: \$31,828.25
						Vendor Total: \$31,828.25
Marengo Auto Group	MARAUGR					
Check Group:						
HS5 Oil Leak		1	0	94208 1/16/2026	40.0000.2550.320.00.01	\$1,585.74
					Check #: 0	
						PO/InvoiceTotal: \$1,585.74
						Vendor Total: \$1,585.74
Marengo CHSD #154						
Check Group:						

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
January 2025 Imprest Replenish		1	0	Imprest 0126 1/20/2026	10.0000.0111.000.00.01	\$4,852.00
January 2025 Imprest Replenish		1	0	Imprest 0126 1/20/2026	40.0000.0111.000.00.01	\$5,344.00
Check #: 0						
PO/InvoiceTotal:						\$10,196.00
Vendor Total:						\$10,196.00
Marengo Community HS	MCHS					
Check Group:						
G FVC/KRC Bowling Championship		1	0	1/30/26 1/16/2026	10.0000.1500.319.00.01	\$150.00
B FVC/KRC Bowling Championship		1	0	1/9/26 Bowl 1/16/2026	10.0000.1500.319.00.01	\$260.00
Fresh BBB Tourney Admission		1	0	V307329 1/16/2026	10.1999.0000.000.00.01	\$56.47
Fresh BBB Tourney Admission		1	0	V307330 1/16/2026	10.1999.0000.000.00.01	\$65.70
Reimburse Activity for Deposit Error		1	0	V904503 1/16/2026	10.1999.0000.000.00.01	\$3,743.48
Check #: 0						
PO/InvoiceTotal:						\$4,275.65
Vendor Total:						\$4,275.65
Marengo Floral Co Inc						
Check Group:						
Wrestling Senior Night Flowers		1	0	5001 12/10/2025	10.0000.1500.410.00.01	\$97.50
Veterans Day Flowers		1	0	5011 11/30/2025	10.0000.2410.410.00.01	\$750.00
Ginger Jars		1	0	5012 11/30/2025	10.0000.1400.410.00.27	\$40.00

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217 01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Floral Design Flowers		1	0	5012 11/30/2025	10.0000.1400.410.00.30	\$1,107.50
Womens Luncheon Flowers		1	0	5024 12/31/2025	10.0000.2310.410.00.01	\$500.00
Floral Design Final Flowers		1	0	5024 12/31/2025	10.0000.1400.410.00.30	\$1,500.00
					Check #: 0	
						PO/InvoiceTotal: \$3,995.00
						Vendor Total: \$3,995.00
McHenry County Regional Check Group:	MCHROE					
Tuition 12/01/25-12/16/25		1	0	FY26-5 1/6/2626	10.0000.1912.670.00.01	\$675.00
					Check #: 0	
						PO/InvoiceTotal: \$675.00
						Vendor Total: \$675.00
Midland Paper Check Group:	MIDPAP					
Color Paper		1	0	IN02599139 1/6/2026	10.0000.1100.418.00.01	\$956.68
					Check #: 0	
						PO/InvoiceTotal: \$956.68
						Vendor Total: \$956.68
Midwest Fiber Networks LLC Check Group:						
Dedicated Internet Access		1	0	LFF556 1/16/2026	10.0000.2221.310.00.01	\$890.00
					Check #: 0	
						PO/InvoiceTotal: \$890.00
						Vendor Total: \$890.00

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Morton Salt						
Check Group:						
Salt		1 0		5403957917 1/6/2026	20.0000.2540.410.00.01	\$1,691.07
				Check #: 0		
					PO/InvoiceTotal:	\$1,691.07
					Vendor Total:	\$1,691.07
Napa Auto Parts Div Of MP						
Check Group:	NAPAA					
Hydfluid		1 0		277225 12/1/2025	20.0000.2540.410.00.01	\$80.94
Valvoline Daily Protection		1 0		277359 12/3/2025	40.0000.2550.410.00.01	\$325.98
Fuses for Trucks		1 0		277751 12/8/2025	20.0000.2540.410.00.01	\$4.57
Bus Parts		1 0		278379 12/16/2025	40.0000.2550.410.00.01	\$8.00
Alarm		1 0		278765 12/22/2025	40.0000.2550.410.00.01	\$46.99
				Check #: 0		
					PO/InvoiceTotal:	\$466.48
					Vendor Total:	\$466.48
Naperville North High School						
Check Group:						
Bob F. Illinois Dr ED Teacher Endorsement Prgm		1 0		V639847 1/20/2026	10.0000.2210.312.00.01	\$40.00
				Check #: 0		
					PO/InvoiceTotal:	\$40.00
					Vendor Total:	\$40.00
NASSCO						

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Liners		1	0	6641993 12/16/2026	20.0000.2540.410.00.01	\$516.85
Liners		1	0	6654775 1/20/2026	20.0000.2540.410.00.01	\$772.80
Check #: 0						
PO/InvoiceTotal:						\$1,289.65
Vendor Total:						\$1,289.65
National Academic Quiz Tournament						
Check Group:						
Marengo/South Beloit Scholastic Bowl Meet		1	0	29X9K3 1/20/2026	10.0000.1500.319.00.01	\$420.00
Check #: 0						
PO/InvoiceTotal:						\$420.00
Vendor Total:						\$420.00
NCS Pearson Inc	NCSPEA					
Check Group:						
Pysch Testing Supplies		1	0	30476599 1/6/2026	10.0000.2140.410.00.01	\$9.80
Check #: 0						
PO/InvoiceTotal:						\$9.80
Vendor Total:						\$9.80
NuMotion						
Check Group:						
Activity Chair		1	260090	56649584 12/24/2025	10.0000.1200.700.00.01	\$2,584.00
Check #: 0						
PO/InvoiceTotal:						\$2,584.00
Vendor Total:						\$2,584.00

Ottosen Dinolfo Hasenbalg & Castaldo, L

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
December 2025 Services		1	0	19376 12/31/2025	10.0000.2310.318.00.01	\$245.00
Check #: 0						
PO/InvoiceTotal:						\$245.00
Vendor Total:						\$245.00
Paola Velazquez						
Check Group:						
Refund		1	0	V239112 1/20/2026	10.1811.0000.040.00.01	\$4.00
Check #: 0						
PO/InvoiceTotal:						\$4.00
Vendor Total:						\$4.00
Partnering for Prevention LLC						
Check Group:						
Jan 2026 Service		1	0	10126d154 1/1/2026	10.0000.2130.310.00.01	\$5,386.25
Check #: 0						
PO/InvoiceTotal:						\$5,386.25
Vendor Total:						\$5,386.25
Peerless Network, Inc						
Check Group:						
Monthly Phone 11/15/25-12/14/25		1	0	87931 12/15/2025	20.0000.2540.340.00.01	\$826.87
Monthly Phone 12/15/25-01/14/26		1	0	89589 1/15/2026	20.0000.2540.340.00.01	\$829.92
Check #: 0						
PO/InvoiceTotal:						\$1,656.79
Vendor Total:						\$1,656.79

PM Music Center

PMMUSIC

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Alto Sax Repair		1	0	2539593 12/8/2025	10.0000.1510.320.00.01	\$123.00
Clarinet Reeds		1	0	2547485 11/21/2025	10.0000.1510.410.00.01	\$81.97
Clarinet Reeds		1	0	2554799 12/9/2025	10.0000.1510.410.00.01	\$27.99
Clarinet Reeds		1	0	2555205 12/10/2025	10.0000.1510.410.00.01	\$221.97
Check #: 0						
PO/InvoiceTotal:						\$454.93
Vendor Total:						\$454.93
Rhonda Cetera						
Check Group:						
Refund		1	0	V99507 1/20/2026	10.1613.0000.000.00.01	\$15.95
Check #: 0						
PO/InvoiceTotal:						\$15.95
Vendor Total:						\$15.95
Romeoville High School Band Boosters						
Check Group:						
Annual Spartan Classic		1	0	1014 10/4/2025	10.0000.1510.319.00.01	\$225.00
Check #: 0						
PO/InvoiceTotal:						\$225.00
Vendor Total:						\$225.00
Rush Truck Center						
Check Group:						
Filters & Oil		1	0	3044107084 12/2/2025	40.0000.2550.410.00.01	\$166.31

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Filter		1	0	3044194931 12/3/2025	40.0000.2550.410.00.01	\$41.22
					Check #: 0	
						PO/InvoiceTotal: <u>\$207.53</u>
						Vendor Total: <u>\$207.53</u>
S.E.A.L. Of Illinois, Inc	SEAILLI					
Check Group:						
December 2025 Tuition		1	0	13856 12/22/2025	10.0000.1912.670.00.01	\$11,831.40
December 2025-Quest Intensive		1	0	13877 12/22/2025	10.0000.1912.670.00.01	\$34,704.93
					Check #: 0	
						PO/InvoiceTotal: <u>\$46,536.33</u>
						Vendor Total: <u>\$46,536.33</u>
Safer Stem						
Check Group:						
Quote Q25-100302 - 2 Participants In CHO Session		1	260079	26-01062 1/6/2026	10.0000.2210.312.00.01	\$998.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$998.00</u>
						Vendor Total: <u>\$998.00</u>
Schindler Elevator Corporation	SUBELEV					
Check Group:						
Elevator Service Call		1	0	4623206530 9/10/2025	20.0000.2540.320.00.01	\$1,266.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,266.00</u>
						Vendor Total: <u>\$1,266.00</u>
Schoolbells Transporation						
Check Group:						

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Student Transportation -DCFS		1	0	2055 1/1/2026	40.0000.2550.311.00.01	\$1,788.00
Student Transportation-Homeless		1	0	2055 1/1/2026	40.0000.2550.331.00.44	\$1,660.00
Student Transportation-Homeless/DCFS		1	0	2055 1/1/2026	40.0000.2550.311.00.01	\$2,220.00
Check #: 0						
PO/InvoiceTotal:						\$5,668.00
Vendor Total:						\$5,668.00
Schuring & Schuring, Inc	SCHUR					
Check Group:						
December 2025 Milk Deliveries		1	0	Dec 2025 1/20/2026	10.0000.2560.410.00.01	\$219.75
Check #: 0						
PO/InvoiceTotal:						\$219.75
Vendor Total:						\$219.75
Shaw Suburban Media	SHASUBU					
Check Group:						
Truth in Taxation Publication		1	0	2291538 1/20/2026	10.0000.2310.350.00.01	\$587.00
Check #: 0						
PO/InvoiceTotal:						\$587.00
Vendor Total:						\$587.00
Spanish Language Services						
Check Group:						
IEP Interpretation Services 1/16/26		1	0	MCHS011626 1/16/2026	10.0000.1200.314.00.50	\$100.00
Interpretation Services 12/9/25		1	0	MCHS120925 12/9/2025	10.0000.1800.300.00.24	\$144.00
Check #: 0						

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$244.00
						Vendor Total: \$244.00
Special Education Services						
Check Group:						
December 2025 Tuition-Woodstock		1 0		SESINV-054889 12/19/2025	10.0000.1912.670.00.01	\$19,315.55
December 2025 Tuition-Aurora		1 0		SESINV-055024 12/19/2025	10.0000.1912.670.00.01	\$2,069.10
					Check #: 0	
						PO/InvoiceTotal: \$21,384.65
						Vendor Total: \$21,384.65
Sprout Educational Services, P.C.						
Check Group:						
Dec 2025 OT Services-AM		1 0		835 1/2/2026	10.0000.2130.310.00.50	\$926.40
Dec 2025 PT Services-AH		1 0		835 1/2/2026	10.0000.2130.310.00.50	\$320.00
					Check #: 0	
						PO/InvoiceTotal: \$1,246.40
						Vendor Total: \$1,246.40
State Industrial Products	STAINDU					
Check Group:						
State Cube Program		1 0		904054530 1/8/2026	20.0000.2540.410.00.01	\$115.69
Fragrance Pak		1 0		904056008 1/9/2026	20.0000.2540.410.00.01	\$466.29
					Check #: 0	
						PO/InvoiceTotal: \$581.98
						Vendor Total: \$581.98

Stephanie Kuzelka

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Reimburse Fee		1 0		V25133 1/20/2026	10.1613.0000.000.00.01	\$2.25
					Check #: 0	
						PO/InvoiceTotal: \$2.25
						Vendor Total: \$2.25
Summit Financial Resource	SUMFIN					
Check Group:						
January Allotment Freight		1 0		S287457 1/20/2026	10.0000.2560.410.00.01	\$331.65
					Check #: 0	
						PO/InvoiceTotal: \$331.65
						Vendor Total: \$331.65
TriCounty Garage Door	TRIGARA					
Check Group:						
Bus Barn Door Repair		1 0		17138 1/9/2026	20.0000.2540.320.00.01	\$5,365.00
					Check #: 0	
						PO/InvoiceTotal: \$5,365.00
						Vendor Total: \$5,365.00
United Laboratories	UNILAB					
Check Group:						
Pink Marvel, Bathroom Supplies, Grease trap maintenance		1 0		INV450106 12/8/2025	20.0000.2540.410.00.01	\$1,736.34
					Check #: 0	
						PO/InvoiceTotal: \$1,736.34
						Vendor Total: \$1,736.34
Unity School Bus Parts	UNISCHO					
Check Group:						

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1217

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Crossing Arm, Rod Long Arm		1	0	0627393-IN 12/10/2025	40.0000.2550.410.00.01	\$902.24
					Check #: 0	
						PO/InvoiceTotal: <u>\$902.24</u>
						Vendor Total: <u>\$902.24</u>
USPS	USPOST					
Check Group:						
Postage Refill		1	0	V968735 1/20/2026	10.0000.2410.340.00.01	\$1,200.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,200.00</u>
						Vendor Total: <u>\$1,200.00</u>
Warehouse Direct	METRO					
Check Group:						
Mop		1	0	6054875-0 12/16/2025	20.0000.2540.410.00.01	\$220.20
Tissues, Towels, Disinfectant, Degreaser		1	0	6059393-0 12/17/2025	20.0000.2540.410.00.01	\$826.07
Mop		1	0	6060873-0 12/16/2025	20.0000.2540.410.00.01	\$11.37
Mop		1	0	6062987-0 12/23/2025	20.0000.2540.410.00.01	\$56.85
Handwash, Towel, Tissues, Sponges		1	0	6077455-0 1/19/2026	20.0000.2540.410.00.01	\$1,037.54
Mop Credit		1	0	C6054875-0 1/5/2026	20.0000.2540.410.00.01	(\$220.20)
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,931.83</u>
						Vendor Total: <u>\$1,931.83</u>
Welders Supply Company	WELDER					

Marengo Community High School District 154

Voucher Detail Listing

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01/27/2026

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Welding Gas & Supplies		1	0	3262933 12/31/2025	10.0000.1400.415.00.30	\$1,152.00
Check #: 0						
PO/InvoiceTotal:						\$1,152.00
Vendor Total:						\$1,152.00
Woodstock CUSD #20						
Check Group:						
2025 Tuition 11/1/25-12/19/25		1	0	1116 1/2/2026	10.0000.4220.670.00.01	\$25,120.23
Check #: 0						
PO/InvoiceTotal:						\$25,120.23
Vendor Total:						\$25,120.23
Grand Total:						\$320,301.94

End of Report

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1216 01/28/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Cecilia B Frank CBFREAD						
Check Group:						
Services 12/16/25-1/15/26		1	0	01/15/26 1/20/2026	10.0000.2210.312.00.44	\$513.35
Services 12/16/25-1/15/26 Students		1	0	01/15/26 1/20/2026	10.0000.1100.310.00.01	\$3,036.65
Check #: 0						
PO/InvoiceTotal:						\$3,550.00
Vendor Total:						\$3,550.00
Mansfield, Robert A						
Check Group:						
Reimburse Conf Meal		1	0	V554097 1/16/2026	10.0000.2221.312.00.01	\$6.00
Check #: 0						
PO/InvoiceTotal:						\$6.00
Vendor Total:						\$6.00
Price, Todd J						
Check Group:						
Reimburse Conf Hotel		1	0	V913753 1/20/2026	10.0000.2210.312.00.01	\$143.19
Check #: 0						
PO/InvoiceTotal:						\$143.19
Vendor Total:						\$143.19
Robinson, Jason A						
Check Group:						
Reimburse PE State Convention		1	0	V59904 1/20/2026	10.0000.2210.312.00.01	\$155.00
Reimburse PE Membership		1	0	V59904 1/20/2026	10.0000.2210.312.00.01	\$60.00
Check #: 0						

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1216

01/28/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u> </u>
						\$215.00
						Vendor Total: <u> </u>
						\$215.00
Robinson, Merrick						
Check Group:						
4 Credits-CI511		1 0		V983674 1/20/2026	10.0000.1200.230.00.01	\$1,076.00
						Check #: 0
						PO/InvoiceTotal: <u> </u>
						\$1,076.00
						Vendor Total: <u> </u>
						\$1,076.00
Swanson, Donald A						
Check Group:						
Reimburse Pan Parts		1 0		V712779 1/20/2026	20.0000.2540.410.00.01	\$23.99
						Check #: 0
						PO/InvoiceTotal: <u> </u>
						\$23.99
						Vendor Total: <u> </u>
						\$23.99
Watt, Samuel J						
Check Group:						
Tuition Reimburse-4 Credit PHYS 530		1 0		V725265 1/20/2026	10.0000.1200.230.00.01	\$2,133.28
						Check #: 0
						PO/InvoiceTotal: <u> </u>
						\$2,133.28
						Vendor Total: <u> </u>
						\$2,133.28
						Grand Total: <u> </u>
						\$7,147.46

End of Report

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1201

01/09/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Amazon	AMAZO					
Check Group:						
PBIS Gift Cards		1 0		Mullens 12.20.25 11/25/2025	10.0000.2410.413.00.01	\$60.00
P-Card Payee: Harris Bank P-Card						
PBIS Gift Cards		1 0		Mullens 12.20.25 11/25/2025	10.0000.2410.413.00.01	\$40.00
P-Card Payee: Harris Bank P-Card						
PBIS Gift Cards		1 0		Mullens 12.20.25 11/25/2025	10.0000.2410.413.00.01	\$75.00
P-Card Payee: Harris Bank P-Card						
PBIS Gift Cards		1 0		Mullens 12.20.25 11/25/2025	10.0000.2410.413.00.01	\$100.00
P-Card Payee: Harris Bank P-Card						
PBIS Gift Cards		1 0		Mullens 12.20.25 11/25/2025	10.0000.2410.413.00.01	\$85.00
P-Card Payee: Harris Bank P-Card						
PBIS Gift Cards		1 0		Mullens 12.20.25 11/25/2025	10.0000.2410.413.00.01	(\$20.00)
P-Card Payee: Harris Bank P-Card						
PBIS Gift Cards		1 0		Mullens 12.20.25 11/25/2025	10.0000.2410.413.00.01	\$20.00
P-Card Payee: Harris Bank P-Card						
				Check #: 0		
					PO/InvoiceTotal:	\$360.00
					Vendor Total:	\$360.00
Anderson Pest Control	ANDPES					
Check Group:						
Pest Management		1 0		BLD 12.20.25 1/13/2026	20.0000.2540.324.00.01	\$151.06
P-Card Payee: Harris Bank P-Card						
				Check #: 0		
					PO/InvoiceTotal:	\$151.06
					Vendor Total:	\$151.06
Apple Inc.	APPINC					
Check Group:						
Touch Chat Subscription		1 0		Kane 12.20.25 1/13/2026	10.0000.1200.410.00.50	\$85.00
P-Card Payee: Harris Bank P-Card						

Marengo Community High School District 154

Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Touch Chat Subscription P-Card Payee: Harris Bank P-Card		1 0		Kane 12.20.25 1/13/2026	10.0000.1200.410.00.34	\$239.74
				Check #: 0		
					PO/InvoiceTotal:	\$324.74
					Vendor Total:	\$324.74
BitWarden Check Group:						
Tech Subscription P-Card Payee: Harris Bank P-Card		1 0		Kane 12.20.25 1/13/2026	10.0000.2221.470.00.01	\$13.79
				Check #: 0		
					PO/InvoiceTotal:	\$13.79
					Vendor Total:	\$13.79
Bodi's Bake Shop Check Group:						
Staff Appreciation Donuts P-Card Payee: Harris Bank P-Card		1 0		Mullens 12.20.25 12/16/2025	10.0000.2410.411.00.01	\$187.20
				Check #: 0		
					PO/InvoiceTotal:	\$187.20
					Vendor Total:	\$187.20
CDW Government Inc Check Group:	CDWGOV					
Meraki License P-Card Payee: Harris Bank P-Card		1 0		Kane 12.20.25 1/13/2026	10.0000.2221.470.00.01	\$447.44
				Check #: 0		
					PO/InvoiceTotal:	\$447.44
					Vendor Total:	\$447.44
Checker's Check Group:						

Marengo Community High School District 154

Voucher Detail Listing

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01/09/2026

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Employee Holiday Party		1	0	Engelbrecht 12.20.25	10.0000.2320.410.00.01	\$1,312.40
P-Card Payee: Harris Bank P-Card				11/24/2025		
				Check #: 0		
					PO/InvoiceTotal:	\$1,312.40
					Vendor Total:	\$1,312.40
EdPuzzle						
Check Group:						
Science Subscription		1	0	BLD 12.20.25	10.0000.1100.413.00.01	\$13.50
P-Card Payee: Harris Bank P-Card				1/13/2026		
				Check #: 0		
					PO/InvoiceTotal:	\$13.50
					Vendor Total:	\$13.50
Farm And Fleet	FARFLEE					
Check Group:						
OM Supplies		1	0	Swanson 12.20.25	20.0000.2540.410.00.01	\$31.99
P-Card Payee: Harris Bank P-Card				1/13/2026		
				Check #: 0		
					PO/InvoiceTotal:	\$31.99
					Vendor Total:	\$31.99
Flatlander	FLATL					
Check Group:						
PBIS Lunch		1	0	Mullens 12.20.25	10.0000.2410.413.00.01	\$21.38
P-Card Payee: Harris Bank P-Card				11/25/2025		
				Check #: 0		
					PO/InvoiceTotal:	\$21.38
					Vendor Total:	\$21.38
Harris Bank P-Card	HARBANK					
Check Group:						

Marengo Community High School District 154

Voucher Detail Listing

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01/09/2026

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
American Heart Shop-CPR Books P-Card Payee: Harris Bank P-Card		1	0	ACT 1 12.20.25 1/13/2026	10.0000.1100.415.00.01	\$347.25
Cheercutz-Cheer Bows P-Card Payee: Harris Bank P-Card		1	0	Athletic 12.20.25 1/13/2026	10.0000.1500.410.00.01	\$449.50
Harrahs-Softball Conf Hotel P-Card Payee: Harris Bank P-Card		1	0	Athletic 12.20.25 1/13/2026	10.0000.2210.312.00.01	\$445.41
Harrahs Softball Conf Hotel P-Card Payee: Harris Bank P-Card		1	0	Athletic 12.20.25 1/13/2026	10.0000.2210.312.00.01	\$307.27
Harrahs Softball Conf Hotel P-Card Payee: Harris Bank P-Card		1	0	Athletic 12.20.25 1/13/2026	10.0000.2210.312.00.01	\$307.27
Granite City-Baseball Conf Lunch P-Card Payee: Harris Bank P-Card		1	0	Athletics 12.20.25 1/13/2026	10.0000.2210.312.00.01	\$82.21
Lou Malnati-Triple I Food P-Card Payee: Harris Bank P-Card		1	0	Engelbrect 12.20.25 11/21/2025	10.0000.2310.312.00.01	\$242.33
PGAEA Museum-SPED Trip P-Card Payee: Harris Bank P-Card		1	0	Garrard 12.20.25 11/24/2025	10.0000.1200.314.00.34	\$24.00
Parking-MSI Parking P-Card Payee: Harris Bank P-Card		1	0	Garrard 12.20.25 11/24/2025	10.0000.1200.314.00.34	\$22.71
Parking-MSI Parking P-Card Payee: Harris Bank P-Card		1	0	Garrard 12.20.25 11/24/2025	10.0000.1200.314.00.34	\$22.71
Onlogic-Tech Supplies P-Card Payee: Harris Bank P-Card		1	0	Kane 12.20.25 1/13/2026	10.0000.2221.700.00.01	\$6,842.48
Onlogic-Tech Supplies Credit P-Card Payee: Harris Bank P-Card		1	0	Kane 12.20.25 1/13/2026	10.0000.2221.700.00.01	(\$521.48)
Lanschack-Fiber to Concession Stand P-Card Payee: Harris Bank P-Card		1	0	Kane 12.20.25 1/13/2026	20.0000.2540.410.00.01	\$1,076.50
Web Reg-Website P-Card Payee: Harris Bank P-Card		1	0	Kane 12.20.25 1/13/2026	10.0000.2221.470.00.01	\$82.18
Web Reg-Website P-Card Payee: Harris Bank P-Card		1	0	Kane 12.20.25 1/13/2026	10.0000.2221.470.00.01	\$33.98

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1201

01/09/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Web Reg Website P-Card Payee: Harris Bank P-Card		1	0	Kane 12.20.25 1/13/2026	10.0000.2221.470.00.01	\$84.95
Web Reg Website P-Card Payee: Harris Bank P-Card		1	0	Kane 12.20.25 1/13/2026	10.0000.2221.470.00.01	(\$64.96)
Web Reg Website P-Card Payee: Harris Bank P-Card		1	0	Kane 12.20.25 1/13/2026	10.0000.2221.470.00.01	\$230.95
Eickmans-Repro Tracts P-Card Payee: Harris Bank P-Card		1	0	Obert 12.20.25 11/24/2025	10.0000.1400.410.00.30	\$120.00
Johnson Tractor-Kubota Parts P-Card Payee: Harris Bank P-Card		1	0	Swanson 12.20.25 1/13/2026	20.0000.2540.410.00.01	\$338.73
Parts Warehouse- Floor Scrubber Parts P-Card Payee: Harris Bank P-Card		1	0	Swanson 12.20.25 1/13/2026	20.0000.2540.410.00.01	\$419.57
SteenMa Lawn-Snow Plow Parts P-Card Payee: Harris Bank P-Card		1	0	Swanson 12.20.25 1/13/2026	20.0000.2540.410.00.01	\$386.43

Check #: 0

PO/InvoiceTotal: \$11,279.99
Vendor Total: \$11,279.99

Hobby Lobby HOBLOBB

Check Group:

Floral Design Supplies P-Card Payee: Harris Bank P-Card		1	0	Obert 12.20.25 11/24/2025	10.0000.1400.410.00.30	\$336.23
Floral Design Supplies P-Card Payee: Harris Bank P-Card		1	0	Obert 12.20.25 11/24/2025	10.0000.1400.410.00.30	\$698.20
Floral Design Supplies P-Card Payee: Harris Bank P-Card		1	0	Obert 12.20.25 11/24/2025	10.0000.1400.410.00.30	\$42.74

Check #: 0

PO/InvoiceTotal: \$1,077.17
Vendor Total: \$1,077.17

Hyatt Regency Chicago

HYATT

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1201

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Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Triple I Hotel		1	0	Engelbrect 12.20.25	10.0000.2310.312.00.01	\$670.30
P-Card Payee:	Harris Bank P-Card			11/21/2025		
				Check #: 0		
					PO/InvoiceTotal:	\$670.30
					Vendor Total:	\$670.30
IACTE						
Check Group:						
Martin, Willie, Rich CTE Conference Reg		1	0	Willie 12.20.25	10.0000.2210.312.00.01	\$1,260.00
P-Card Payee:	Harris Bank P-Card			12/16/2025		
				Check #: 0		
					PO/InvoiceTotal:	\$1,260.00
					Vendor Total:	\$1,260.00
IL TOLLWAY						
Check Group:						
Tolls		1	0	ACT 2 12.20.25	40.0000.2550.332.00.01	\$27.00
P-Card Payee:	Harris Bank P-Card			1/13/2026		
Tolls		1	0	Trans 12.20.25	40.0000.2550.332.00.01	\$500.00
P-Card Payee:	Harris Bank P-Card			1/13/2026		
				Check #: 0		
					PO/InvoiceTotal:	\$527.00
					Vendor Total:	\$527.00
ILMEA State Office						
Check Group:						
Band Events		1	0	Stellmach 12.20.25	10.0000.1510.319.00.01	\$75.00
P-Card Payee:	Harris Bank P-Card			12/11/2025		
				Check #: 0		
					PO/InvoiceTotal:	\$75.00
					Vendor Total:	\$75.00

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1201

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Intuit	INTUIT					
Check Group:						
Monthly Charge		1	0	Kane 12.20.25	10.0000.2510.410.00.01	\$115.00
P-Card Payee: Harris Bank P-Card				1/13/2026		
				Check #: 0		
					PO/InvoiceTotal:	\$115.00
					Vendor Total:	\$115.00
Jewel						
Check Group:						
SPED Supplies		1	0	Garrard 12.20.25	10.0000.1200.410.00.50	\$110.14
P-Card Payee: Harris Bank P-Card				1/13/2026		
SPED Supplies		1	0	Garrard 12.20.25	10.0000.1200.410.00.50	\$99.06
P-Card Payee: Harris Bank P-Card				1/13/2026		
				Check #: 0		
					PO/InvoiceTotal:	\$209.20
					Vendor Total:	\$209.20
JW Pepper & Son	PEPPER					
Check Group:						
Music		1	0	Stellmach 12.20.25	10.0000.1510.410.00.01	\$42.00
P-Card Payee: Harris Bank P-Card				12/16/2025		
Music-Pasta & Pops Night		1	0	Stellmach 12.20.25	10.0000.1510.410.00.01	\$149.90
P-Card Payee: Harris Bank P-Card				12/16/2025		
Music		1	0	Stellmach 12.20.25	10.0000.1510.410.00.01	\$42.00
P-Card Payee: Harris Bank P-Card				12/16/2025		
				Check #: 0		
					PO/InvoiceTotal:	\$233.90
					Vendor Total:	\$233.90
Marengo Floral Co Inc						
Check Group:						

Marengo Community High School District 154

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Senior Flower		1	0	Stellmach 12.20.25	10.0000.1510.410.00.01	\$7.03
P-Card Payee: Harris Bank P-Card				12/11/2025		
					Check #: 0	
					PO/InvoiceTotal:	\$7.03
					Vendor Total:	\$7.03
Menards	MENARD					
Check Group:						
OM Supplies		1	0	Swanson 12.20.25	20.0000.2540.410.00.01	\$60.30
P-Card Payee: Harris Bank P-Card				1/13/2026		
Kitchen Water		1	0	Swanson 12.20.25	10.0000.2560.410.00.01	\$251.16
P-Card Payee: Harris Bank P-Card				1/13/2026		
OM Supplies		1	0	Swanson 12.20.25	20.0000.2540.410.00.01	\$71.76
P-Card Payee: Harris Bank P-Card				1/13/2026		
OM Supplies		1	0	Swanson 12.20.25	20.0000.2540.410.00.01	\$279.99
P-Card Payee: Harris Bank P-Card				1/13/2026		
Kitchen Water		1	0	Swanson 12.20.25	10.0000.2560.410.00.01	\$251.16
P-Card Payee: Harris Bank P-Card				1/13/2026		
OM Supplies		1	0	Swanson 12.20.25	20.0000.2540.410.00.01	\$129.75
P-Card Payee: Harris Bank P-Card				1/13/2026		
Transportation Supplies		1	0	Swanson 12.20.25	40.0000.2550.410.00.01	\$47.96
P-Card Payee: Harris Bank P-Card				1/13/2026		
OM Supplies		1	0	Swanson 12.20.25	20.0000.2540.410.00.01	\$202.89
P-Card Payee: Harris Bank P-Card				1/13/2026		
OM Supplies		1	0	Swanson 12.20.25	20.0000.2540.410.00.01	\$160.12
P-Card Payee: Harris Bank P-Card				1/13/2026		

Marengo Community High School District 154

Voucher Detail Listing

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Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Kitchen Waters		1	0	Swanson 12.20.25 1/13/2026	10.0000.2560.410.00.01	\$251.16
P-Card Payee: Harris Bank P-Card						
					Check #: 0	
						PO/InvoiceTotal: \$1,706.25
						Vendor Total: \$1,706.25
Nicor	NICOR					
Check Group:						
Preschool Gas		1	0	BLD 12.20.25 1/13/2026	20.0000.2540.465.00.01	\$82.11
P-Card Payee: Harris Bank P-Card						
Bus Barn Gas		1	0	BLD 12.20.25 1/13/2026	20.0000.2540.465.00.01	\$172.50
P-Card Payee: Harris Bank P-Card						
					Check #: 0	
						PO/InvoiceTotal: \$254.61
						Vendor Total: \$254.61
S&S Automotive	SSAUTOM					
Check Group:						
Bus Barn Supplies		1	0	Long 12.20.25 1/13/2026	40.0000.2550.410.00.01	\$251.82
P-Card Payee: Harris Bank P-Card						
Bus Barn Supplies		1	0	Long 12.20.25 1/13/2026	40.0000.2550.410.00.01	\$291.58
P-Card Payee: Harris Bank P-Card						
					Check #: 0	
						PO/InvoiceTotal: \$543.40
						Vendor Total: \$543.40
School Psych AI						
Check Group:						
Psych AI Subscription		1	0	BLD 12.20.25 1/13/2026	10.0000.2140.410.00.01	\$14.99
P-Card Payee: Harris Bank P-Card						
					Check #: 0	
						PO/InvoiceTotal: \$14.99

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Voucher Detail Listing

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01/09/2026

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$65.61
						Vendor Total: \$65.61
Taco Bell-Marengo						
Check Group:						
Freshman Mentor Tacos		1 0		ACT 2 12.20.25 1/13/2026	10.0000.2120.412.00.01	\$124.43
P-Card Payee: Harris Bank P-Card						
						Check #: 0
						PO/InvoiceTotal: \$124.43
						Vendor Total: \$124.43
USPS	USPOST					
Check Group:						
Long Postage		1 0		ACT 2 12.20.25 1/13/2026	40.0000.2550.410.00.01	\$9.10
P-Card Payee: Harris Bank P-Card						
Athletic Postage		1 0		ACT 2 12.20.25 1/13/2026	10.0000.1500.410.00.01	\$10.48
P-Card Payee: Harris Bank P-Card						
FOIA Mailing		1 0		Engelbrecht 12.20.25 11/21/2026	10.0000.2310.300.00.01	\$13.69
P-Card Payee: Harris Bank P-Card						
District Office mailing		1 0		Fink 12.20.25 1/13/2026	10.0000.2410.340.00.01	\$10.48
P-Card Payee: Harris Bank P-Card						
						Check #: 0
						PO/InvoiceTotal: \$43.75
						Vendor Total: \$43.75
Walmart	WALMA					
Check Group:						
Pen Drive		1 0		Engelbrecht 12.20.25 11/21/2026	10.0000.2310.410.00.01	\$12.54
P-Card Payee: Harris Bank P-Card						
Foods 1		1 0		Engwall 12.20.25 1/13/2026	10.0000.1400.410.00.28	\$234.94
P-Card Payee: Harris Bank P-Card						

Marengo Community High School District 154

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Transition Food P-Card Payee: Harris Bank P-Card		1	0	Engwall 12.20.25 1/13/2026	10.0000.1200.410.00.34	\$34.26
Foods 1 Supplies P-Card Payee: Harris Bank P-Card		1	0	Engwall 12.20.25 1/13/2026	10.0000.1400.410.00.28	\$388.52
Foods 1 Supplies P-Card Payee: Harris Bank P-Card		1	0	Engwall 12.20.25 1/13/2026	10.0000.1400.410.00.28	\$255.94
Transition Supplies P-Card Payee: Harris Bank P-Card		1	0	Engwall 12.20.25 1/13/2026	10.0000.1200.410.00.34	\$11.51
Foods 1 Supplies P-Card Payee: Harris Bank P-Card		1	0	Engwall 12.20.25 1/13/2026	10.0000.1400.410.00.28	\$110.37
Transition Supplies P-Card Payee: Harris Bank P-Card		1	0	Engwall 12.20.25 1/13/2026	10.0000.1200.410.00.34	\$28.46
Murphy Gas-Don Reimburse P-Card Payee: Harris Bank P-Card		1	0	Swansons 12.20.25 1/13/2026	10.1999.0000.000.00.01	\$42.33
Part For CTE Room P-Card Payee: Harris Bank P-Card		1	0	Swansons 12.20.25 1/13/2026	20.0000.2540.410.00.01	\$14.48

Check #: 0

PO/InvoiceTotal: \$1,133.35

Vendor Total: \$1,133.35

ZORO.COM

Check Group:

Fan	1	0	Swanson 12.20.25 1/13/2026	20.0000.2540.410.00.01	\$98.99
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P-Card Payee: Harris Bank P-Card

Check #: 0

PO/InvoiceTotal: \$98.99

Vendor Total: \$98.99

Grand Total: \$26,288.02

End of Report

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1214

01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Amazon	AMAZO					
Check Group:						
Binder Dividers		1 0		113M-RY6K-M4L P 1/12/2026	10.0000.2560.411.00.01	\$52.45
Car Fuses		1 0		146J-77VK-JHWG 12/11/2025	20.0000.2540.410.00.01	\$12.29
Ticket Rolls		1 0		1776-CMMV-WG HC 1/14/2026	10.0000.2410.413.00.01	\$38.56
Technology Supply Credit		1 0		196G-W1L3-6C1 Q 1/20/2026	10.0000.2221.410.00.01	(\$169.87)
Teacher Supplies		1 0		19MR-DCN7-911 6 1/7/2026	10.0000.1100.410.00.01	\$85.69
Eye Wash Solutions		1 0		19MR-DCN7-91M X 1/7/2026	20.0000.2540.410.00.01	\$82.14
Binder Dividers		1 0		19VJ-VDPG-RCW D 1/14/2026	10.0000.1100.410.00.01	\$11.39
Teacher Supplies		1 0		1F7D-JN11-CJW R 1/12/2026	10.0000.1100.410.00.01	\$85.69
ACT Prep Books		1 0		1F7D-JN11-CYRK 1/12/2026	10.0000.2230.410.00.01	\$54.07
Storage Crates- Joustra		1 0		1H7T-HPDK-1VR K 12/30/2025	10.0000.2120.410.00.01	\$89.99
Cake Pop Stickst		1 0		1J4F-R3G1-Q3Q R 1/19/2026	10.0000.1400.413.00.30	\$19.94
Certificate Holders		1 0		1NPH-RWTQ-JP4 4 1/5/2026	10.0000.2120.410.00.01	\$107.98

Marengo Community High School District 154

Voucher Detail Listing

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01/27/2026

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ACT Prep		1	0	1QCL-PQM-Q-C1 QD 1/16/2026	10.0000.1100.410.00.01	\$31.96
Pocket Folders		1	0	1QDV-GW7X-DF WD 1/16/2026	10.0000.1200.410.00.50	\$10.62
OM Supplies		1	0	1T6D-H7XM-KR6 7 1/7/2026	20.0000.2540.410.00.01	\$87.96
Digital Illuminance Meter		1	0	1T6J-JQHW-FGD L 1/5/2026	20.0000.2540.410.00.01	\$27.05
Media Ink Cartridges		1	0	1VQC-F3YM-GF3 3 12/15/2025	10.0000.2220.410.00.01	\$619.56
Teacher Supplies		1	0	1WGN-HFQG-HP HH 12/11/2025	10.0000.1100.410.00.01	\$83.72
Tech Supplies		1	0	1XTP-MKJK-67L 1/6/2026	10.0000.2221.410.00.01	\$220.00
Specialty Paper		1	0	1YDD-4R9T-4XK X 12/29/2025	10.0000.2120.410.00.01	\$28.50
File Folders		1	0	1YGV-HDQW-JT GL 1/5/2026	10.0000.2120.410.00.01	\$142.27
Tech Supplies		1	0	1YM1-4Y6W-7VY J 12/15/2025	10.0000.2221.410.00.01	\$176.30
File Folders		1	0	1YX1-YXXY-HPD G 12/15/2025	10.0000.1100.410.00.01	\$19.99

Check #: 0

PO/Invoice Total: \$1,918.25

Vendor Total: \$1,918.25

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1214 01/27/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Grand Total:						\$1,918.25

End of Report

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1210

01/29/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Waste Management						
Check Group:						
Garbage Service 01/01/26-01/31/26		1 0		0525585-4076-2 1/13/2026	20.0000.2540.322.00.01	\$981.47

Check #: 0

PO/InvoiceTotal:	<u>\$981.47</u>
Vendor Total:	<u>\$981.47</u>
Grand Total:	<u>\$981.47</u>

End of Report

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1209

01/02/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Constellation NewEnergy - Gas	CONGAS					
Check Group:						
10/1/25-10/31/25 5,440 Therms		1	0	4456501 1/13/2026	20.0000.2540.465.00.01	\$2,997.39

Check #: 0

PO/InvoiceTotal:	\$2,997.39
Vendor Total:	\$2,997.39
Grand Total:	\$2,997.39

End of Report

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1208 01/12/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ComEd	COMED					
Check Group:						
Electrical Service 10/14/25-11/12/25		1	0	11/12/25 1/13/2026	20.0000.2540.466.00.01	\$9,241.38

Check #: 0

PO/InvoiceTotal:	<u>\$9,241.38</u>
Vendor Total:	<u>\$9,241.38</u>
Grand Total:	<u>\$9,241.38</u>

End of Report

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1215 01/20/2026

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
First National Bank	FNBHSA					
Check Group:						
January Analysis Charge		1	0	V254573 1/20/2026	10.0000.2510.300.00.01	\$63.47

Check #: 0

PO/InvoiceTotal:	<u>\$63.47</u>
Vendor Total:	<u>\$63.47</u>
Grand Total:	<u>\$63.47</u>

End of Report

Marengo Community High School District 154

Voucher Detail Listing

Voucher Batch Number: 1193

12/30/2025

Fiscal Year: 2025-2026

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ConnectWise						
Check Group:						
September Service		1 0		INV01468455 9/30/2025	10.0000.2221.470.00.01	\$2,494.10
October Service		1 0		INV01488429 12/29/2025	10.0000.2221.470.00.01	\$2,494.10

Check #: 0

PO/InvoiceTotal:	<u> </u>	\$4,988.20
Vendor Total:	<u> </u>	\$4,988.20
Grand Total:	<u> </u>	\$4,988.20

End of Report

MARENGO COMMUNITY HIGH SCHOOL TREASURER'S REPORT

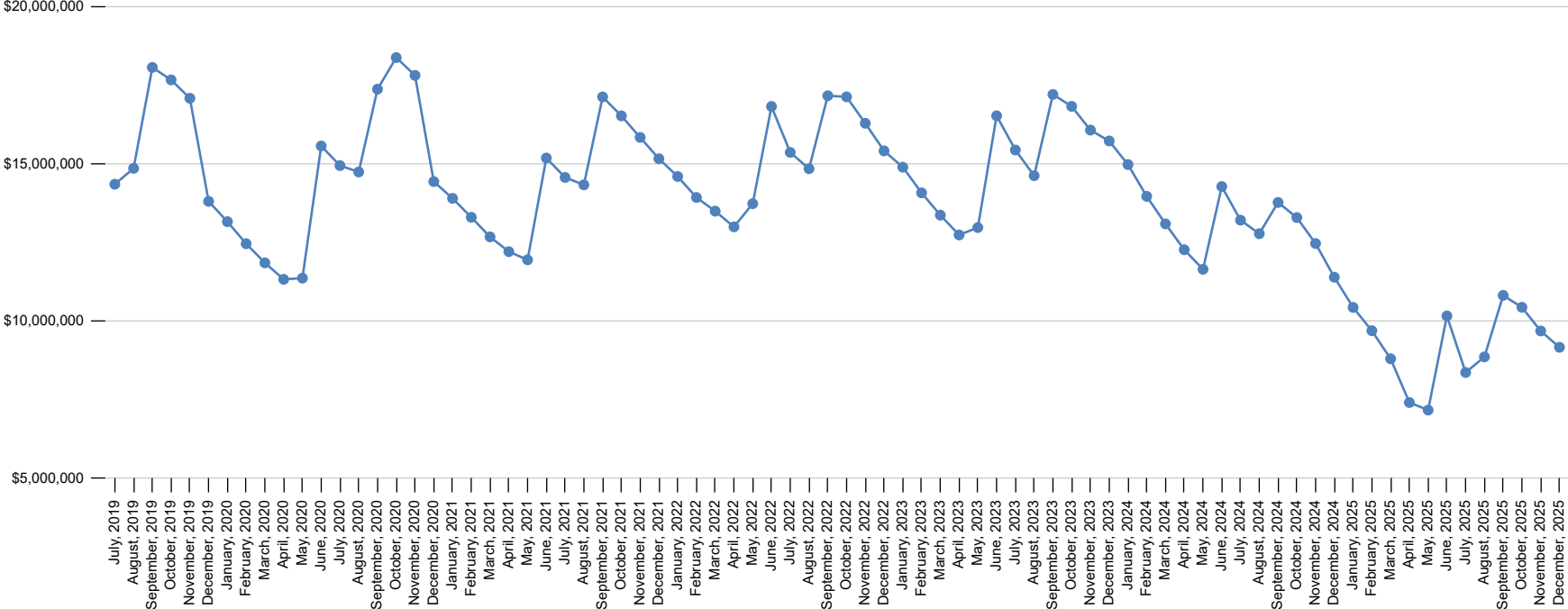
December 2025 NOW Account	TOTAL	EDUCATION	BUILDING	TRANSPORT	RETIREMENT	TORT	SITE
Beginning Balance	\$ 1,254,788.99	\$ 1,227,626.34	\$ 14,233.76	\$ 8,576.08	\$ 3,747.35	\$ 605.46	\$ -
Total Receipts + Interest	\$ (50,038.71)	\$ (183,588.33)	\$ 79,385.58	\$ 24,346.68	\$ 28,385.97	\$ 1,406.57	\$ 24.82
Total Available	\$ 1,204,750.28	\$ 1,044,038.01	\$ 93,619.34	\$ 32,922.76	\$ 32,133.32	\$ 2,012.03	\$ 24.82
Disbursements	\$ 1,107,752.89	\$ 957,843.75	\$ 92,440.85	\$ 26,864.46	\$ 28,603.83	\$ 2,000.00	\$ -
New CD purchase	\$ -						
Ending Balance	\$ 96,997.39	\$ 86,194.26	\$ 1,178.49	\$ 6,058.30	\$ 3,529.49	\$ 12.03	\$ 24.82

Interest earned in Sweep Account \$ 7,985.97

Fund	Acct #	Start Date	Mature Date	Amount	Rate
ED	MM80912397			\$ 5,299.53	1.73
ED	SWEEP20322773220			\$ 4,236,640.81	1.80
ED	PMA1393492-1	12/19/2025	2/18/2026	\$ 500,000.00	3.53
ED	PMA1393494-1/1393495-1	12/18/2025	3/26/2026	\$ 494,900.00	3.67
ED	PMA1381338	6/11/2025	6/11/2026	\$ 960,400.00	4.02
ED	PMA 111436461	7/16/2025	7/16/2026	\$ 950,000.00	4.07
Total Education Investments				\$ 7,147,240.34	
Fund	Acct #	Start	Mature	Amount	Rate
BLDG	SWEEP20322773220			\$ 602,339.29	1.80
Total Building Investments				\$ 602,339.29	
Fund	Acct #	Start	Mature	Amount	Rate
TRANS	SWEEP20322773220			\$ 695,676.52	1.80
Total Transportation Investments				\$ 695,676.52	
Fund	Acct #	Start	Mature	Amount	Rate
RETIREMENT	SWEEP20322773220			\$ 212,078.67	1.80
Fund	Acct #	Start	Mature	Amount	Rate
TORT	SWEEP20322773220			\$ 132,163.25	1.80
Fund	Acct #	Start	Mature	Amount	Rate
SITE	SWEEP20322773220			\$ 280,821.35	1.80
TOTAL INVESTMENTS				\$ 9,070,319.42	



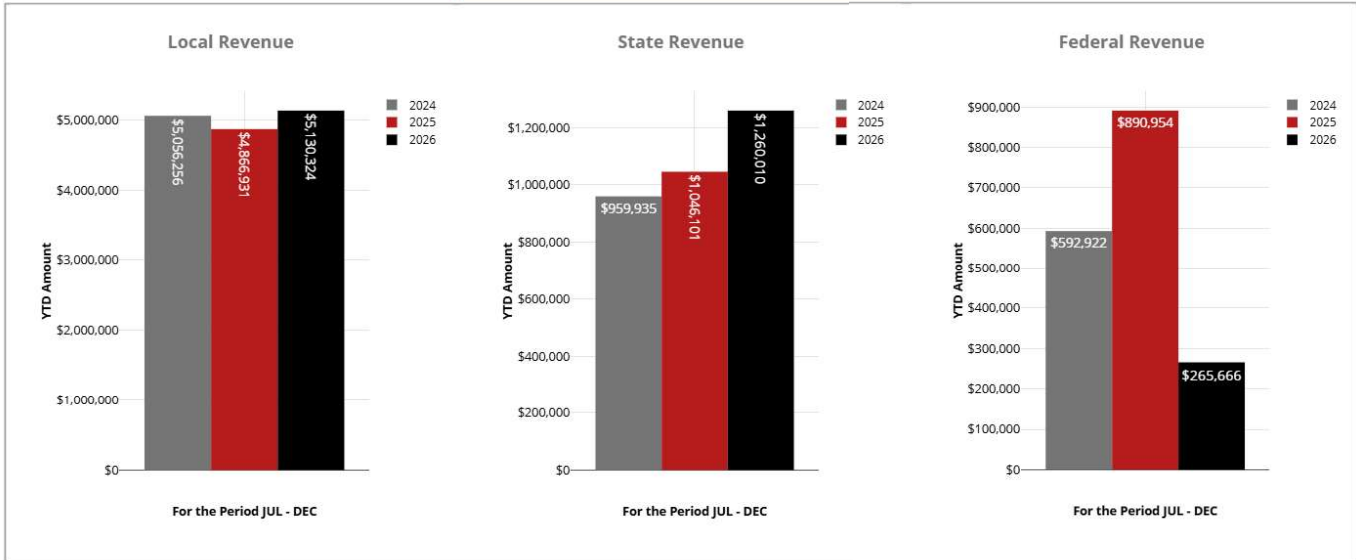
TOTAL FUND BALANCE



Marengo CHSD 154
Year to Date Revenue Overview - Operating Funds*
December 2025



<p>Local Revenue</p> <p>\$5,130,324</p> <p>45.86% of Budget</p>	<p>State Revenue</p> <p>\$1,260,010</p> <p>38.00% of Budget</p>	<p>Federal Revenue</p> <p>\$265,666</p> <p>41.85% of Budget</p>
--	--	--



	FY 2024 YTD Amount	FY 2025 YTD Amount	FY 2026 YTD Amount	FY 2026 Annual Budget	FY 2026 % YTD Budget
LOCAL REVENUE					
1100 Ad Valorem Taxes	\$4,092,009	\$3,953,411	\$4,258,583	\$9,337,786	45.61%
1200 Payments In Lieu of Taxes	\$533,497	\$336,122	\$317,566	\$669,595	47.43%
1500 Earnings on Investments	\$201,001	\$352,405	\$229,387	\$443,265	51.75%
1600 Food Service	\$111,567	\$108,326	\$99,881	\$215,700	46.31%
1900 Other Revenue from Local Sources	\$28,810	\$4,352	\$84,197	\$195,015	43.17%
ALL OTHER LOCAL REVENUE	\$89,372	\$112,314	\$140,711	\$324,419	43.37%
TOTAL LOCAL REVENUE	\$5,056,256	\$4,866,931	\$5,130,324	\$11,185,780	45.86%
STATE REVENUE					
3000 Unrestricted Grants-in-Aid	\$628,873	\$773,210	\$923,040	\$2,030,687	45.45%
3100 Special Education	\$184,815	\$156,647	\$219,403	\$865,469	25.35%
3300 Bilingual Education	\$12,021	\$10,090	\$11,962	\$25,000	47.85%
3500 State Transportation Reimbursement	\$118,226	\$84,241	\$77,730	\$324,301	23.97%
ALL OTHER STATE REVENUE	\$16,000	\$21,913	\$27,876	\$70,701	39.43%
TOTAL STATE REVENUE	\$959,935	\$1,046,101	\$1,260,010	\$3,316,158	38.00%
TOTAL FEDERAL REVENUE	\$592,922	\$890,954	\$265,666	\$634,766	41.85%
TOTAL REVENUE	\$6,609,113	\$6,803,986	\$6,656,000	\$15,136,704	43.97%
OTHER FINANCING SOURCES	\$3,580	\$1,025	\$0	\$2,000	0.00%
TOTAL REVENUE & OTHER FINANCING SOURCES	\$6,612,693	\$6,805,011	\$6,656,000	\$15,138,704	43.97%

Revenue Insight:

Operating Funds (excluding transfers) YTD revenues totaled \$6,656,000 through December 2025, which is -\$147,986 or -2.2% less than the amount received last year for this period. The YTD difference is driven by a decrease in 4000 Federal Sources of -\$625,289, an increase in 1000 Local Sources of \$263,393, and an increase in 3000 State Sources of \$213,910.

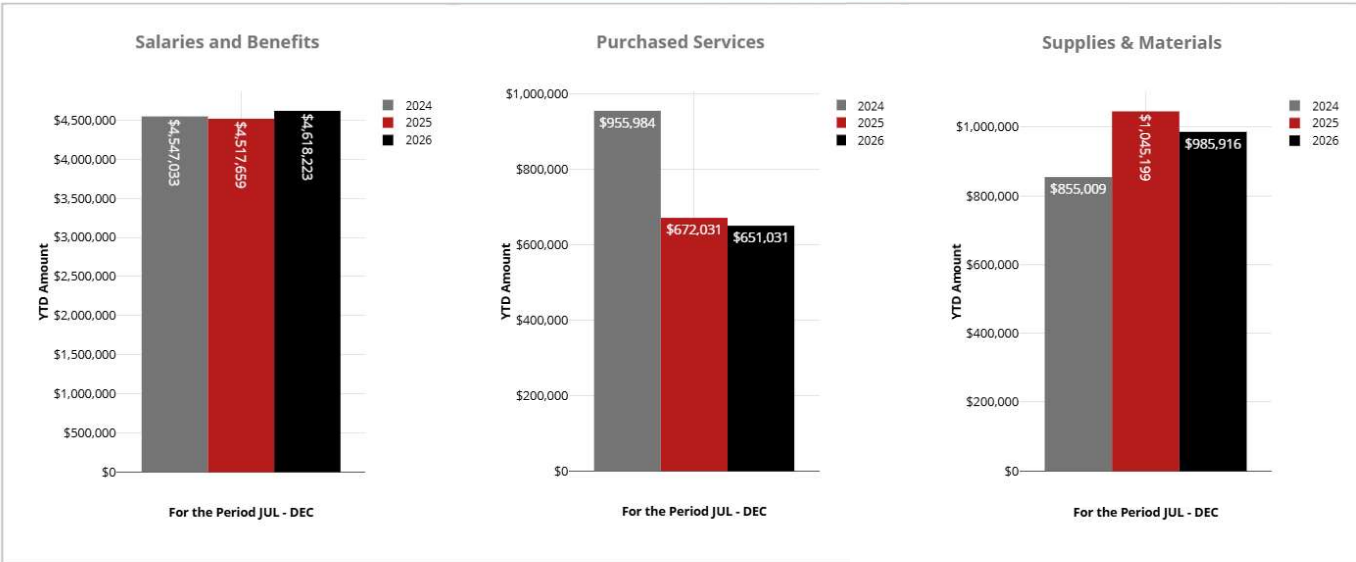
*Operating Funds = Educational, Operations & Maintenance, Transportation, Illinois Municipal Retirement & Social Security, Working Cash, Tort





Marengo CHSD 154
Year To Date Expense Overview - Operating Funds*
December 2025

<p>Salaries and Benefits</p> <p>\$4,618,223</p> <p>45.19% of Budget</p>	<p>Purchased Services</p> <p>\$651,031</p> <p>40.96% of Budget</p>	<p>Supplies & Materials</p> <p>\$985,916</p> <p>51.34% of Budget</p>
--	---	---



	FY 2024 YTD Amount	FY 2025 YTD Amount	FY 2026 YTD Amount	FY 2026 Annual Budget	FY 2026 % YTD Budget
SALARIES AND BENEFITS					
100 Salaries	\$3,712,963	\$3,541,383	\$3,604,963	\$7,962,825	45.27%
200 Benefits	\$834,070	\$976,276	\$1,013,260	\$2,255,775	44.92%
TOTAL SALARIES AND BENEFITS	\$4,547,033	\$4,517,659	\$4,618,223	\$10,218,600	45.19%
OTHER EXPENSES					
300 Purchased Services	\$955,984	\$672,031	\$651,031	\$1,589,366	40.96%
400 Supplies & Materials	\$855,009	\$1,045,199	\$985,916	\$1,920,268	51.34%
500 Capital Outlay	\$43,093	\$492,746	\$64,431	\$485,000	13.28%
600 Other Objects	\$720,928	\$804,272	\$645,864	\$1,948,066	33.15%
700 Non-Capitalized Equipment	\$98,262	\$131,062	\$81,239	\$175,640	46.25%
800 Termination Benefits	\$0	\$0	\$0	\$0	\$0
TOTAL OTHER EXPENSES	\$2,673,276	\$3,145,310	\$2,428,481	\$6,118,340	39.69%
TOTAL EXPENSES	\$7,220,309	\$7,662,969	\$7,046,704	\$16,336,940	43.13%
OTHER FINANCING USES	\$0	\$0	\$0	\$0	0.00%
TOTAL EXPENSES & OTHER FINANCING USES	\$7,220,309	\$7,662,969	\$7,046,704	\$16,336,940	43.13%

Expense Insights:

Operating Funds (excluding transfers) YTD expenses totaled \$7,046,704 through December 2025, which is -\$616,266 or -8.7% less than the amount spent last year for this period. The YTD difference is driven by a decrease in 500 Capital Outlay of -\$428,315, a decrease in 600 Other Objects of -\$158,408, and an increase in 100 Salaries of \$63,580.

*Operating Funds = Educational, Operations & Maintenance, Transportation, Illinois Municipal Retirement & Social Security, Working Cash, Tort



• *Change in the Value of Your Account*

	Dec 01, 2025 to Dec 31, 2025	Jan 01, 2025 to Dec 31, 2025
Beginning Market Value	\$1,661,121.43	\$1,663,697.52
Deposits		
Cash	162.79	1,723.70
Distributions		
Cash	-117,056.00	-237,935.00
Bank Fees	0.00	-20,221.61
Change in Portfolio Value		
Income	21,690.56	58,086.84
Market Change	45,869.96	146,437.29
Ending Market Value	\$1,611,788.74	\$1,611,788.74

• *Realized Gain and Loss Summary*

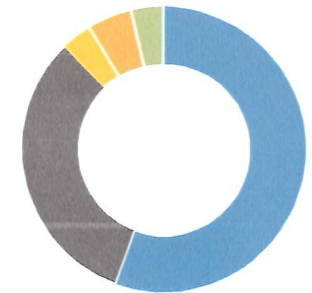
	Dec 01, 2025 to Dec 31, 2025	Jan 01, 2025 to Dec 31, 2025
Realized Capital Gain/Loss	\$25,358.89	\$46,672.40

• *Income Summary*

	Dec 01, 2025 to Dec 31, 2025	Jan 01, 2025 to Dec 31, 2025
Dividends	13,106.51	47,604.65
Mutual Fund Capital Gains Dividends	8,479.27	9,104.57
Interest	104.78	1,377.62
Total Income	\$21,690.56	\$58,086.84
Estimated Annual Income:	\$43,850.57	

• *Summary of Your Assets*

	Market Value on Dec 31, 2025	% of Your Account for Current Period
U.S. Equity Funds	684,980.21	42.50
International Developed	106,460.78	6.61
Emerging Markets	103,378.48	6.41
Total Equity	\$894,819.47	55.52 %
Taxable Funds	391,329.13	24.28
Extended Fixed Funds	127,638.64	7.92
Total Fixed Income	\$518,967.77	32.20 %
Long/Short Equity	24,559.50	1.52
Multi-Strategy	33,779.68	2.10
Total Hedge Funds	58,339.18	3.62 %
Miscellaneous	78,209.38	4.85
Unclassified	1,702.07	0.11
Total Other	79,911.45	4.96 %
Cash Equivalents	59,750.87	3.71
Total Cash	\$59,750.87	3.71 %
Your Total Assets	\$1,611,788.74	100.00 %



■ Total Equity
■ Total Fixed Income
■ Total Hedge Funds
■ Total Other
■ Total Cash

* may not add to 100% due to rounding





• *Change in the Value of Your Account*

	Dec 01, 2025 to Dec 31, 2025	Jan 01, 2025 to Dec 31, 2025
Beginning Market Value	\$137,506.08	\$144,413.01
Distributions		
Cash	-10,000.00	-20,100.00
Bank Fees	0.00	-1,992.75
Change in Portfolio Value		
Income	1,688.28	4,967.32
Market Change	8,814.51	10,721.29
Ending Market Value	\$138,008.87	\$138,008.87

• *Realized Gain and Loss Summary*

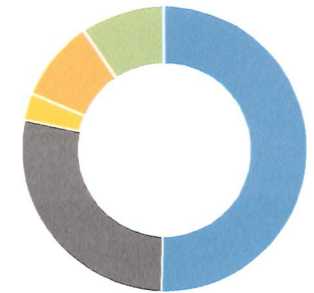
	Dec 01, 2025 to Dec 31, 2025	Jan 01, 2025 to Dec 31, 2025
Realized Capital Gain/Loss	\$1,082.93	\$2,607.22

• *Income Summary*

	Dec 01, 2025 to Dec 31, 2025	Jan 01, 2025 to Dec 31, 2025
Dividends	1,017.31	4,118.12
Mutual Fund Capital Gains Dividends	660.88	706.61
Interest	10.09	142.59
Total Income	\$1,688.28	\$4,967.32
Estimated Annual Income:	\$3,621.09	

• *Summary of Your Assets*

	Market Value on Dec 31, 2025	% of Your Account for Current Period
U.S. Equity Funds	53,287.87	38.61
International Developed	8,138.14	5.90
Emerging Markets	8,159.25	5.91
Total Equity	\$69,585.26	50.42 %
Taxable Funds	29,093.18	21.08
Extended Fixed Funds	9,368.56	6.79
Total Fixed Income	\$38,461.74	27.87 %
Long/Short Equity	1,802.62	1.31
Multi-Strategy	2,389.13	1.73
Total Hedge Funds	4,191.75	3.04 %
Miscellaneous	12,328.41	8.93
Unclassified	278.18	0.20
Total Other	12,606.59	9.13 %
Cash Equivalents	13,163.53	9.54
Total Cash	\$13,163.53	9.54 %
Your Total Assets	\$138,008.87	100.00 %



■ Total Equity
■ Total Fixed Income
■ Total Hedge Funds
■ Total Other
■ Total Cash

* may not add to 100% due to rounding



INVESTMENT REPORT
December 1, 2025 - December 31, 2025



Envelope # BSPJVRBBBDQPK

0054440 02 AB 0.641 02 TR 00421 FIER6B10 000000
MARENGO COMMUNITY HIGH SCHL #2



FRANKS FAMILY
110 FRANKS RD
MARENGO IL 60152-3425



BROKERAGE MARENGO COMMUNITY HIGH SCHOOL

► Account Number: 647-272396

Your Account Value: **\$178,182.59**

Change from Last Period: ▲ \$1,088.64

	This Period	Year-to-Date
Beginning Account Value	\$177,093.95	\$175,119.45
Subtractions	-	-22,366.53
Change in Investment Value *	1,088.64	25,429.67
Ending Account Value **	\$178,182.59	\$178,182.59
Accrued Interest (AI)	0.00	
Ending Account Value Incl. AI	\$178,182.59	

* Reflects appreciation or depreciation of your holdings due to price changes, transactions from Other Activity In or Out and Multi-currency transactions, plus any distribution and income earned during the statement period.
 ** Excludes unpriced securities.

Your Advisor/Agent

BRINKER CAPITAL INV LLC
1055 WESTLAKES DR STE 250
BERWYN PA 19312

Phone: (800) 333-4573

Advisor/Agent Message

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INVESTMENT REPORT
December 1, 2025 - December 31, 2025



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MARENGO COMMUNITY HIGH SCHOOL
110 FRANKS RD
MARENGO IL 60152-3425



Swanson Trust



BROKERAGE MARENGO COMMUNITY HIGH SCHOOL
▶ Account Number: 676-541856

Your Account Value: **\$101,866.49**

Change from Last Period: ▲ \$516.46

	This Period	Year-to-Date
Beginning Account Value	\$101,350.03	\$99,931.60
Subtractions	-	-10,543.92
Change in Investment Value *	516.46	12,478.81
Ending Account Value **	\$101,866.49	\$101,866.49
Accrued Interest (AI)	0.00	
Ending Account Value Incl. AI	\$101,866.49	

Your Advisor/Agent

BRINKER CAPITAL INV LLC
1055 WESTLAKES DR STE 250
BERWYN PA 19312

Phone: (800) 333-4573

Advisor/Agent Message

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- * Reflects appreciation or depreciation of your holdings due to price changes, transactions from Other Activity In or Out and Multi-currency transactions, plus any distribution and income earned during the statement period.
- ** Excludes unpriced securities.

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INVESTMENT REPORT
December 1, 2025 - December 31, 2025



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MARENGO COMMUNITY HIGH SCHOOL



SWANSON FAMILY
110 FRANKS RD
MARENGO IL 60152-3425



BROKERAGE MARENGO COMMUNITY HIGH SCHOOL
▶ **Account Number: 647-010570**

Your Account Value: \$99,428.98

Change from Last Period: ▲ \$523.78

	This Period	Year-to-Date
Beginning Account Value	\$98,905.20	\$86,588.70
Subtractions	-	-453.35
Change in Investment Value *	523.78	13,293.63
Ending Account Value **	\$99,428.98	\$99,428.98
Accrued Interest (AI)	0.00	
Ending Account Value Incl. AI	\$99,428.98	

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** Excludes unpriced securities.

Your Advisor/Agent

BRINKER CAPITAL INV LLC
1055 WESTLAKES DR STE 250
BERWYN PA 19312

Phone: (800) 333-4573

Advisor/Agent Message

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INVESTMENT REPORT
December 1, 2025 - December 31, 2025



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0054438 02 AB 0.641 02 TR 00421 FIER6B10 000000
MARENGO COMMUNITY HIGH SCHOOL
110 FRANKS RD
MARENGO IL 60152-3425



American Legion



BROKERAGE MARENGO COMMUNITY HIGH SCHOOL
▶ Account Number: 676-541852

Your Account Value: **\$92,815.55**

Change from Last Period: ▲ \$469.34

	This Period	Year-to-Date
Beginning Account Value	\$92,346.21	\$92,402.26
Subtractions	-	-10,454.61
Change in Investment Value *	469.34	10,867.90
Ending Account Value **	\$92,815.55	\$92,815.55
Accrued Interest (AI)	0.00	
Ending Account Value Incl. AI	\$92,815.55	

Your Advisor/Agent

BRINKER CAPITAL INV LLC
1055 WESTLAKES DR STE 250
BERWYN PA 19312

Phone: (800) 333-4573

Advisor/Agent Message

Advisory services offered through Orion portfolio solutions. Forms adv part 2a, crs, and privacy policy can be found at Orion.Com. Call 800.379.2513 For physical copies of these documents. Additional information is available at investment adviser public disclosure website at www.Adviserinfo.Sec.Gov by searching crd number 107975 or sec file number 801 57265. We have amended form adv effective March 31, 2025 which may affect your account. Visit Orion.Com for current form adv.

* Reflects appreciation or depreciation of your holdings due to price changes, transactions from Other Activity In or Out and Multi-currency transactions, plus any distribution and income earned during the statement period.
** Excludes unpriced securities.

Your Advisor is an independent organization and is not affiliated with Fidelity Investments. Brokerage services provided by **Fidelity Brokerage Services LLC (FBS)**, Member NYSE, SIPC (800) 544-6666. Brokerage accounts carried with National Financial Services LLC (NFS), Member NYSE, SIPC.



INVESTMENT REPORT
December 1, 2025 - December 31, 2025



Envelope # BSPJVRBBBBGMRF

0054441 02 AB 0.641 02 TR 00421 FIER6B10 000000
MARENGO COMMUNITY HIGH SCHOOL
110 FRANKS RD
MARENGO IL 60152-3425



American Legion



BROKERAGE MARENGO COMMUNITY HIGH SCHOOL
▶ Account Number: 648-028843

Your Account Value: **\$104,173.57**

Change from Last Period: ▲ \$636.14

	This Period	Year-to-Date
Beginning Account Value	\$103,537.43	\$91,156.60
Subtractions	-	-475.27
Change in Investment Value *	636.14	13,492.24
Ending Account Value **	\$104,173.57	\$104,173.57
Accrued Interest (AI)	0.00	
Ending Account Value Incl. AI	\$104,173.57	

* Reflects appreciation or depreciation of your holdings due to price changes, transactions from Other Activity In or Out and Multi-currency transactions, plus any distribution and income earned during the statement period.
 ** Excludes unpriced securities.

Your Advisor/Agent

BRINKER CAPITAL INV LLC
1055 WESTLAKES DR STE 250
BERWYN PA 19312

Phone: (800) 333-4573

Advisor/Agent Message

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TO: MCHS Administration and BOE
FROM: Heather Obert Belden
DATE: 1-20-26
RE: Marengo FFA Overnight Trip Request - State Horse Judging

STATE DAIRY CATTLE JUDGING

Date	Location	# of Students	Transportation
February 5-6	Galva, IL Black Hawk East College	Approximately 5	School Van
Rationale: The Illinois FFA State Horse Judging Contest allows students to analyze and select horses based on breed traits and industry standards. Students are competing in the Reasons Division and will present oral reasons before a panel of judges.			

TO: MCHS Administration and BOE
FROM: Heather Obert Belden
DATE: 1-20-26
RE: Marengo FFA Overnight Trip Request - State Convention

Date	Location	# of Students	Transportation
June 9-11	Springfield, IL	Approximately 14	Activity Bus
Rationale: State Convention gives students the opportunity to experience FFA at a state level. During their time at convention students are able to attend leadership sessions, a career fair, and are recognized on stage for personal and chapter accomplishments throughout the year.			

MCHS Senior Flex Policy/Verification Form

Academic Year: _____ | Semester: [] Fall / [] Spring

I. Student Information

Student Name: _____ ID#: _____

Counselor: _____ GPA: _____

II. Program Selection (Choose One)

[] Option 1: Academic Early Release / Late Arrival

- **Requirement:** 3.0+ GPA, on track for graduation, passing all classes.
- **Schedule Request:** [] Late Arrival (Start period: ____), [] Early Release (End period: ____), Both []

[] Option 2: Work-Based Release

- **Requirement:** Senior in good standing, passing all classes, employer letter attached.
 - **Employer Name:** _____
 - **Supervisor Name:** _____ **Phone:** _____
 - **Required Documentation:** [] **Letter Attached** (Must be on company letterhead and state that the student is scheduled to work during school hours).
-

III. Student & Parent Agreement, Initial each point below:

- ____ **Academic Standing:** I understand I must remain passing **all** classes. Failure to do so will result in the immediate revocation of this privilege.
- ____ **Campus Presence:** I understand I cannot "come and go" as I please. I will arrive/depart only at my scheduled time.
- ____ **Conduct:** I will exit the building immediately upon release and will not loiter in the hallways or parking lot.
- ____ **Renewal:** (Work-Based Only) I understand this is valid for one semester and must be renewed with a new employer letter for next semester.

____ **Liability:** The parent/guardian assumes full legal and financial responsibility for the student once they leave campus.

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____

IV. Administrative Use Only

3.0+ GPA (Option 1) Initial _____ On track to graduate? Initial _____ Currently passing? Initial _____

Employer letter (Opt 2) Initial _____

[] **Approved** / [] **Denied**

Counselor Signature (Schedule Updated): _____ Date: _____

Administrator Signature: _____ Date: _____

MCHS Senior Schedule Flexibility Policy

MCHS offers two options for seniors to adjust their schedules. These privileges are designed to support academic success and career readiness.

Option 1: Academic Early Release & Late Arrival

This option is intended for seniors who have maintained high academic standards and wish to have a shortened school day.

Eligibility Requirements:

- **Senior Status:** Must be a senior on track to graduate with all required credits.
- **Academic Standing:** Must maintain a minimum cumulative **3.0 GPA** and be passing all current classes.
- **Parental Permission:** A signed **Authorization Form** from a parent or guardian must be submitted to the front office.

Operational Rules:

- **Schedule:** Students may arrive at school late or leave school early based on their approved schedule.
- **No Open Campus:** Students **cannot come and go as they please**. This is not an "open campus" policy; once a student leaves for the day, they may not return until after-school activities begin.
- **Administrative Review:** If a student does not meet the 3.0 GPA or credit criteria, an administrative review may occur to determine if an exception is warranted based on specific circumstances.

Option 2: Work-Based Release

Seniors may arrange a shortened schedule specifically for the purpose of employment through the Work-Based Release program.

The Process & Requirements:

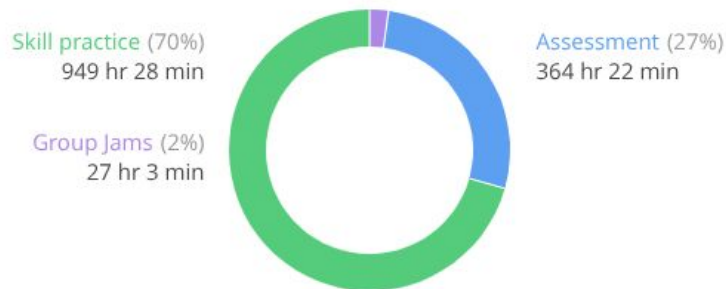
- **Student Status:** Must be a senior in good standing and passing all current classes.
- **Course Load:** The student must maintain the minimum course load required by the district to remain a full-time student.
- **Employment Verification:** Students must provide a formal letter **on company letterhead** from their employer. This letter must explicitly state that the student will be working during the hours of the school day.
- **Approval Process:** The administration must review and approve the shortened work schedule **prior** to any schedule changes being made by the School Counselor.
- **Duration:** Work release is valid for **one semester at a time**. Students must renew their application and provide updated employment verification for the second semester.

Note: For both options, MCHS reserves the right to revoke these privileges if a student's grades drop, attendance becomes an issue, or disciplinary actions occur.

IXL Math Support

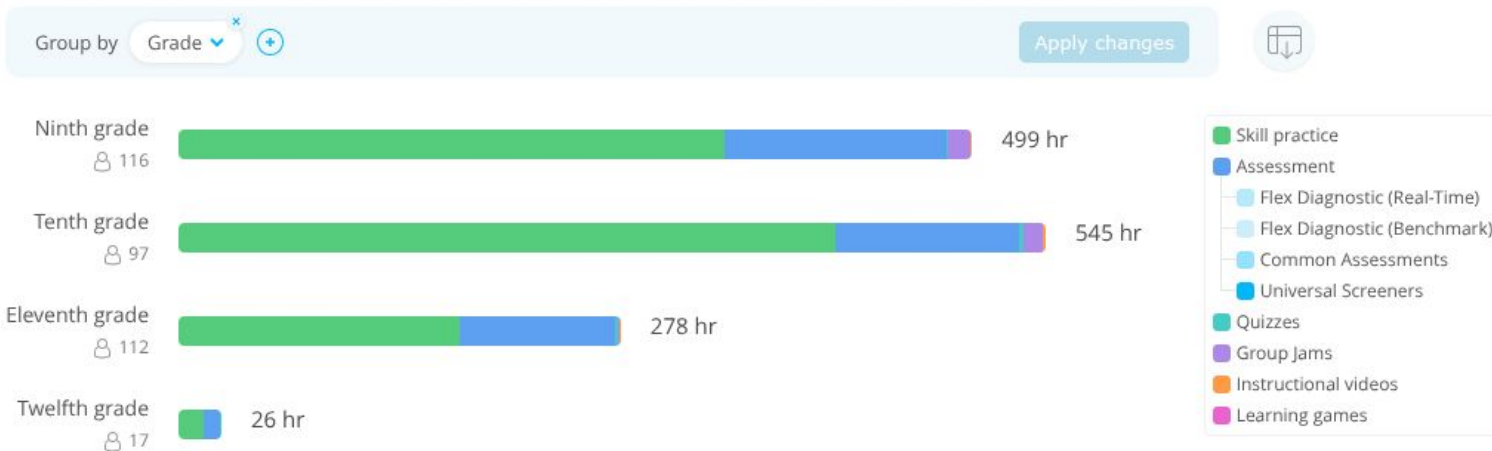
SEMESTER 2

Total time spent on IXL



Time spent on IXL

Help your students grow by having them spend more time on IXL!



Skill gains per student



- 11 skills practiced
- 7.5 skills proficient SmartScore 80+
- 5.2 skills mastered SmartScore 100

Skills proficient per student per week



Research suggests reaching proficiency in at least 2 skills per week in a subject to boost learning

Group by

Grade

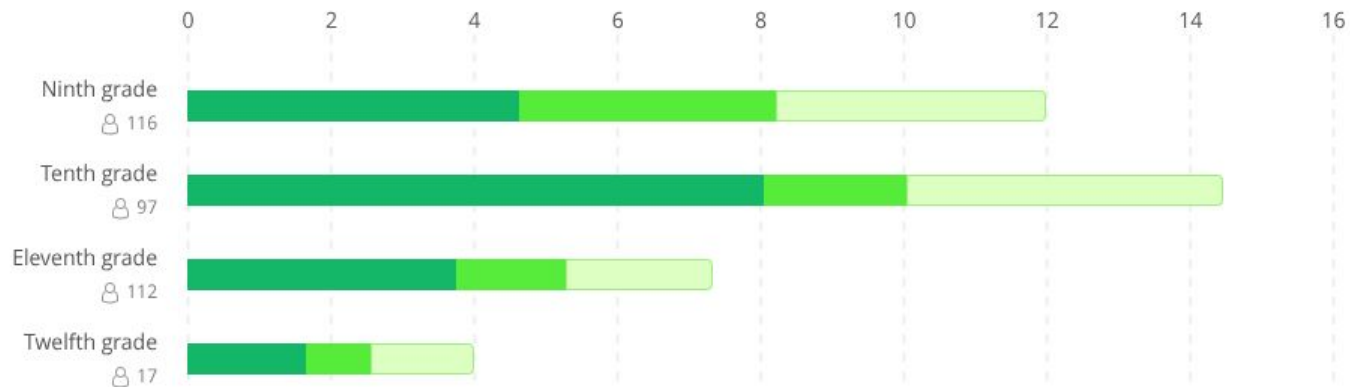


















Apply changes



Skill gains per student

Mastered Proficient Practiced

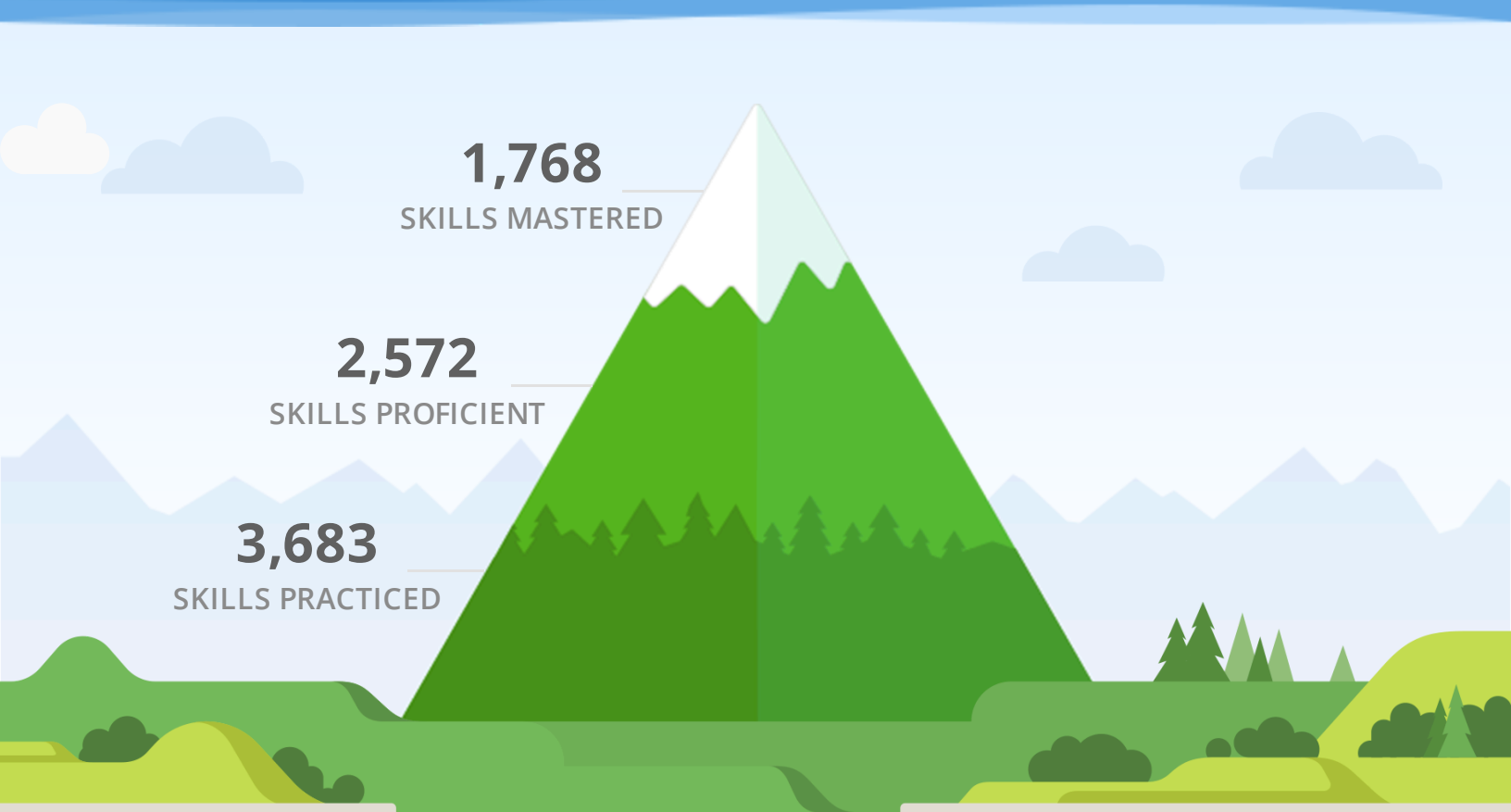





		SKILL PROGRESS				ASSESSMENT GROWTH		
		Total questions answered	Skills practiced	Skills proficient	Skills mastered	Students with current levels [?]	Current average level	Average monthly growth [?]
Grade 9  116		36,409	1,383	953	535	103	714	+17
		216	8	3	3	4	620	Gathering data
		No practice yet						
Grade 10  97		43,233	1,396	975	780	83	733	+10
		138	7	2	2	0	—	—
		No practice yet						
Grade 11  112		22,397	814	592	418	86	712	+12
		139	7	3	2	0	—	—
		No practice yet						
Grade 12  17		1,706	68	44	28	11	766	Gathering data
		No practice yet				0	—	—
		No practice yet						




Marengo Community High School District 154

School Achievement Summary | August 13, 2025 - January 22, 2026



 1,350 TOTAL HOURS	1,091 HOURS AT SCHOOL 
	259 HOURS AT HOME 

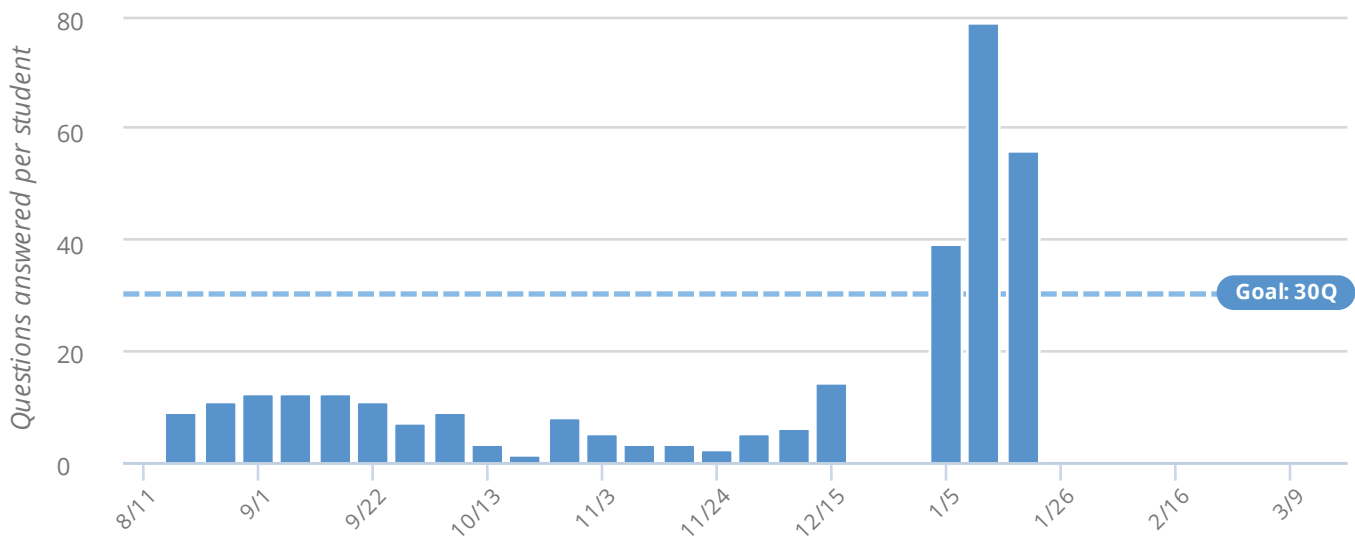
 104,234 QUESTIONS ANSWERED



Marengo Community High School District 154

School Achievement Summary | August 13, 2025 - January 22, 2026

THE IXL EFFECT



Schools across the United States are experiencing the IXL Effect, and you can, too. Research shows that answering at least 30 questions per week has a measurable impact on student outcomes.

Already meeting that goal? Aiming for 60 or 90 questions per week has been shown to have an even bigger impact on student success.

[Learn more](#) about the IXL Effect.

Want to increase your school's IXL usage? Try some of these strategies:

- **Work with your teachers to develop usage goals.** By setting goals tied to our proven best practices, you can help your teachers to be more intentional and effective with their IXL implementation.
- **Get students excited about the IXL app.** With IXL's [mobile apps for phone and tablet](#), students will have even more opportunities to learn and grow.
- **Build IXL into your school's routines.** Help your teachers identify opportunities to blend IXL into their daily instruction. For ideas and support, visit www.ixl.com/resources/admin-resource-center, or contact our Professional Learning team at pd@ixl.com.

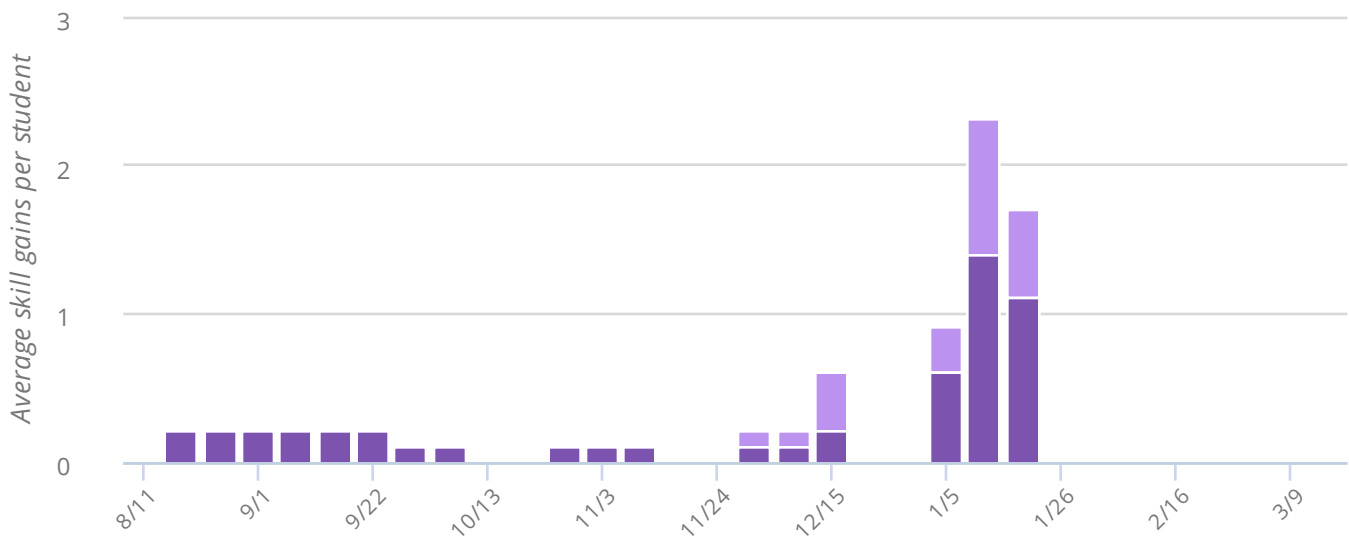


Marengo Community High School District 154

School Achievement Summary | August 13, 2025 - January 22, 2026

BUILDING MASTERY

Mastered Proficient



IXL's SmartScore is based on a proprietary algorithm that combines accuracy, consistency, and question difficulty to authentically gauge student mastery of a topic.

Research shows that striving toward mastery (a SmartScore of 100) is the most effective way to drive student growth on state assessments. Mastery isn't the only goal that impacts learning, however. Achieving proficiency (a SmartScore of 80+) has also been proven to lead to improved student outcomes.

Take IXL to the next level

Striving for proficiency (a SmartScore of 80+) and mastery (a SmartScore of 100) leads to a deeper understanding of concepts and accelerated growth on assessments. Looking for tips on encouraging purposeful practice?

- Set a SmartScore goal of 80 and encourage students to work toward mastery for extra credit
- Set dynamic goals that increase as the lesson or unit progresses
- Use IXL Analytics to ensure students are reaching proficiency

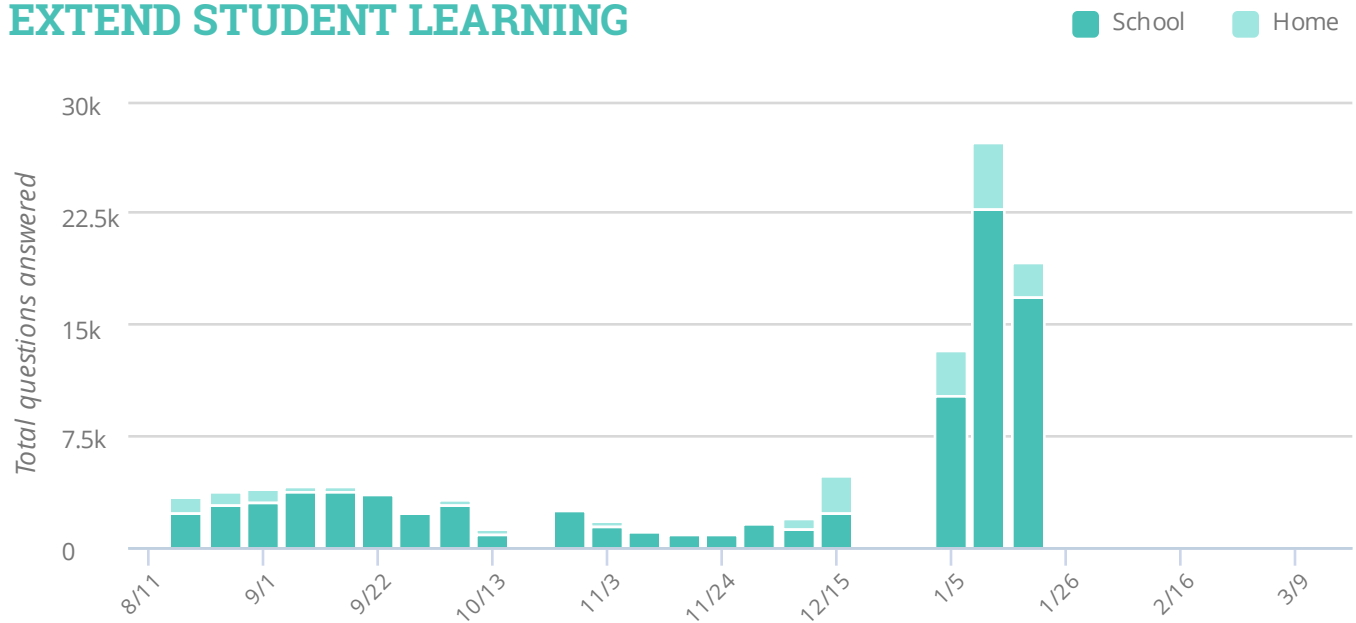
Help students to be successful with SmartScore using the tips and tricks in our [SmartScore Guide](#).



Marengo Community High School District 154

School Achievement Summary | August 13, 2025 - January 22, 2026

EXTEND STUDENT LEARNING



IXL is built for anywhere, anytime learning. We recommend using IXL from both school and home to ensure your students get the most out of their IXL experience.

Collectively this school year, your students have extended their learning time by answering over 18,000 questions from home.

IXL at school

Your students and teachers are enhancing learning with IXL during their school days. Keep it up, or take your implementation to the next level with something special, like:

- Hosting usage contests that celebrate classroom usage milestones
- Setting weekly school-wide question goals
- Celebrating **IXL Rockstar** classrooms or individuals

IXL at home

At-home usage amplifies the IXL Effect for students and ensures parents are empowered to support the learning process. Boost at-home IXL exploration by:

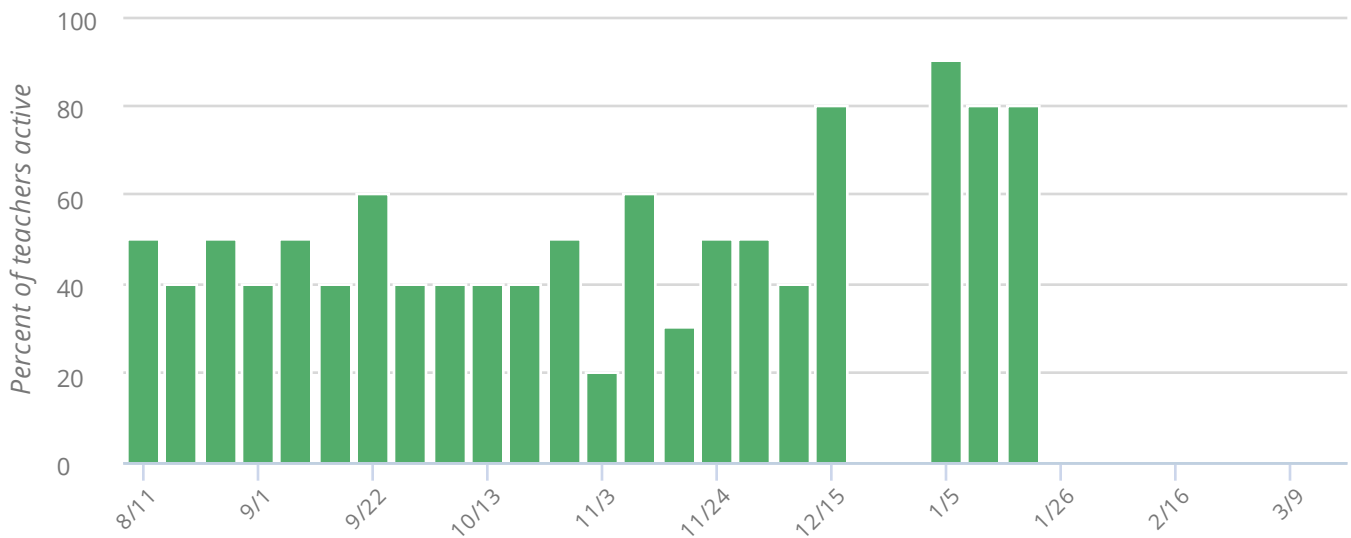
- Sending a **letter home to parents**
- Implementing IXL in after school programs
- Encouraging student learning on **IXL's phone and tablet apps**



Marengo Community High School District 154

School Achievement Summary | August 13, 2025 - January 22, 2026

ELEVATE TEACHER ENGAGEMENT



IXL is not just for students; it's a powerful tool that can make your teachers more efficient and effective. Monitoring **Teacher Engagement** helps you see which teachers are maximizing the benefits of IXL in their classrooms.

If teachers are using IXL regularly, you can feel confident that student learning outcomes will grow and accelerate throughout the school year.

Help your teachers make timely, data-driven decisions with IXL Analytics

One of IXL's most powerful tools for teachers is IXL Analytics, which makes data-driven instruction simple. Did you know that with IXL Analytics your teachers can:

- Take a live look at student progress using the Live Classroom?
- Access individualized action plans, complete with skill recommendations tailored to each student's needs?
- Monitor readiness for state assessments with standards-aligned reports?

To help more teachers get all that they can out of IXL, our **professional learning sessions** are full of actionable strategies that blend seamlessly into any instructional model.

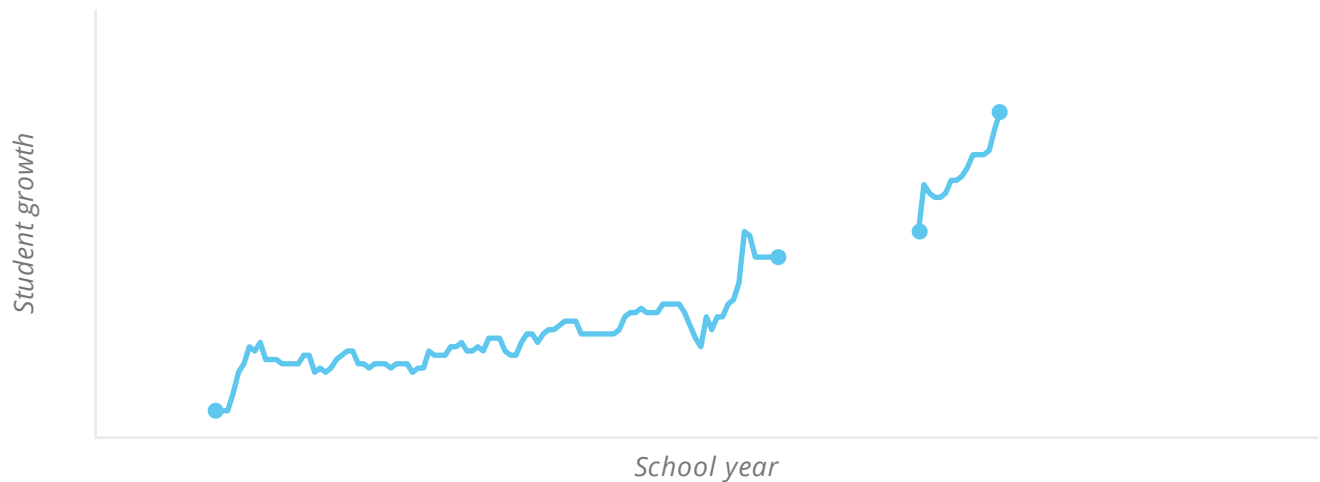


Marengo Community High School District 154

School Achievement Summary | August 13, 2025 - January 22, 2026

OVERALL GROWTH

Math Language arts



Your students are learning and growing on IXL every day, and you need reliable information on how their progress tracks with your school's goals for the year. With the IXL Flex Diagnostic in Real-Time mode, you can stay current on student growth as it happens, all year long!

To understand your school's progress and gains at a deeper level, see IXL's portrait of [Progress and Growth](#) at your school.

Watch your students grow

Traditional assessments become outdated within days, but the IXL Flex Diagnostic in Real-Time mode can give you up-to-the-minute information on your students' knowledge every day.

Dive into the IXL Flex Diagnostic:

- Students who are new to the IXL Flex Diagnostic can get pinpointed scores by answering 55-70 questions in math or 40-55 questions in ELA.
- Using insights from the assessments arena, IXL will create personalized action plans for each student. From there, students can click directly on a skill to start closing gaps and making progress right away.
- Students can answer just 10-15 diagnostic questions per week to keep their levels up to date and ensure they always know exactly which skills to tackle next!



MARENGO COMMUNITY HIGH SCHOOL

District #154

110 Franks Road Marengo, Illinois 60152

Phone 815-568-6511

www.mchs154.org

Fax 815-568-6510

David N. Engelbrecht, Ed.S.
Superintendent

Mr. Jay Mullens, Ed.S.
Principal

January 26, 2026

Board of Education District #154,

I am pleased to inform you that Superintendent Engelbrecht and I were notified in late December that we have been awarded the FY 2026 School Maintenance Project Grant (SMPG). As a reminder, the SMPG is a dollar-for-dollar state matching grant program that will provide us with up to \$50,000 for the maintenance and upkeep of the high school building, focusing on some of our needed improvement projects. Below is a summary of the projects I shared with you at the September BOE meeting that will be our focus for this year's grant:

1. Urgent items identified within our Health Life Safety 10-year review that are either structural, egress, fire protection, or fire detection violations that present an immediate hazard to safety and must be addressed within one year, with an estimated cost of \$46,000.
2. Repair or complete replacement of the main backflow preventer for the school, as we have been having issues with leaking, and the current infrastructure is original to the building, with an estimated cost of \$2,000-\$15,000.
3. Replacement of the entryway cabinet heaters with recessed heaters, with an estimated cost of \$34,125.
4. Replacement of lighting fixtures in and around the campus with a transition to LED and replacement of ballasts with an estimated cost of approximately \$10,000-\$15,000.
5. Add additional Verkada security cameras (and software licensing) in identified areas of need, such as parking lots, entrances to the building where we have identified blind spots, as well as license plate recognition cameras with an estimated cost of \$10,000-\$12,000.

Sincerely,

Dr. Angela M. Fink
Assistant Superintendent

MARENGO COMMUNITY HIGH SCHOOL

2025-2026

PARENT/STUDENT HANDBOOK

110 FRANKS RD
MARENGO, IL 60152

815-568-6511
WWW.MCHS154.ORG



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**MARENGO COMMUNITY HIGH SCHOOL
DISTRICT #154
BOARD OF EDUCATION
BELIEFS, VISION, MISSION AND GOALS**

We believe ...**Students and Learning**

- ... all students can learn.
- ... students need a sense of belonging in a safe, secure, learning environment.
- ... education should prepare all students for college or careers
- ... all students should have equitable opportunities and be challenged, recognizing their different learning styles.
- ... students learn through participation in activities.

Faculty, Staff and Teaching

- ... staff focus on and be accountable for student learning.
- ... staff have school pride and commitment.
- ... staff are a positive influence, have integrity and be trustworthy.
- ... staff make learning relevant and develop positive relationships with students.
- ... staff are committed to lifelong learning.

Schools and Community

- ... schools should be fiscally responsible.
- ... the community will provide resources needed for quality education.
- ... schools and communities that have a positive collaborative partnership will lead to successful students.
- ... school will be the center of the community and reflect community values.

The Vision of Marengo CHSD 154 is:

- ... to become a model learning community.
- ... for all taxing bodies to work together to meet the needs of the community.
- ... to be recognized for financial, academic, and extracurricular excellence.
- ... to be recognized for having outstanding teaching and support staff.
- ... for all students to
 - be able to think critically and solve real-world problems
 - be drug-free and gang-free
 - be technologically literate
 - exhibit strong literacy skills
 - exceed college entrance expectations
 - be confident, motivated and successful
 - have the knowledge and skills to be productive members of the society
 - see relevancy in their learning

The Mission of Marengo CHSD 154:

Where learning is valued and excellence is the standard.

School District Goals:

Goal 1: Increase student achievement for ALL students.

Performance indicators:

- National standardized tests
- State standardized tests
- Local standardized tests
- Locally developed tests
- Area or state competitions

Goal 2: Continue to provide a comprehensive high school program.

Goal 3: Remain fiscally responsible while achieving our goals.

Goal 4: Continue and enhance the positive relationships with the communities of District 154.

PREAMBLE

This handbook is provided to the students and their families to acquaint them with the rules, regulations, procedures and other relevant information necessary for the orderly functioning of the school. It has been structured to promote student progress as well as model appropriate school government. In addition, this handbook provides for the psychological and physical safety of the students through appropriate rules and regulations.

When breaches of school behavior rules and regulations occur, it is the responsibility of involved teachers and administrators to work with the student, his/her parents, and other support personnel to help the student correct his/her behavior. All behavioral actions shall be directed toward protecting the welfare of the school community as well as helping the student develop self-discipline. When determining the response for a specific breach of behavior, school personnel will consider the nature of the act, the student's previous history, his/her age and maturation, any mitigating circumstances, and the effect of his/her actions on the welfare of the school community. Not all situations and events can be foreseen, therefore, administrative responses and decisions may include, but are not limited to the details described in this handbook.

All students and their parents are responsible for reading and understanding the contents of this handbook. Your receipt of this handbook acknowledges your understanding and willingness to comply with the policies and procedures contained in this handbook. This handbook is a summary of District 154 Board policies. A more detailed version of district policies is available to the public at the district office or on the district website at www.mchs154.org.

HANDBOOK STATEMENTS

Please be aware that the handbook may be amended during the school year without notice. Amendments due to governmental requirements and recommendations may be implemented without notice. (ex: pandemic procedures). The procedures, policies and rules set forth in the Parent-Student Handbook will be in effect in the following areas: school, including the internet, school events both home and away, in route to and from school, or any time or place when the school day or the learning process is affected.

SCHOOL SONG

On Marengo, on Marengo
 Hold your colors high.
 On to loyalty's our motto,
 Victory's our cry.
 You rah, rah
 On Marengo, on Marengo
 Marching on to fame,
 Fight Fellows,
 Fight, fight, fight to win this game.
 You rah, rah, rah, Indians, Indians.
 You rah, rah, rah, Indians, Indians.
 You rah, rah, rah, Indians, Indians.
 Yah, Indians!

STUDENT AND PARENT COMPACT

As a student I will:

- Believe that I can learn and will learn.
- Read for at least 30 minutes, five days a week.
- Come to class on time, ready to learn and with assignments completed.
- Set aside time every day to complete my homework.
- Know and follow the school and class rules.
- Regularly talk to my parents and my teachers about my progress in school.
- Respect my school, classmates, staff, and family.
- Ask for help when I need it.

As a parent/guardian or family member I will:

- Talk to my child regularly about the value of education.
- Communicate with the school when I have a concern.
- Monitor TV viewing, and make sure that my child reads every day.
- Make sure that my child attends school every day, on time, and with homework completed.
- Support the school's Behavior and dress code.
- Monitor my child's progress in school.
- Make every effort to attend school events, such as parent-teacher conferences.
- Ensure that my child gets adequate sleep, regular medical attention, and proper nutrition.
- Participate in school, home, and community-sponsored activities.
- Participate in shared decision making with school staff and other families for the benefit of students.
- Respect the school, staff, students, and families.

MCHS ASSISTANCE DIRECTORY

Attendance	Administration Office
Announcements for bulletin	Media Center
Auto registration	Main Office
Change of address and phone number	Student Services Office
College catalogs and information	Media Center
Behavior	Administration Office
Dropping School	School Counselor
Employment	District Office
Health Issues	Nurse
Locker Problem	Administration Office
Lost and Found	Main Office
Poster Approval	Principal/Asst. Principal
Schedule changes	Student Services Office
Scholarships	Student Services Office
School Insurance	Main Office
Special Education	Student Services Office
Tardiness	Main Office/Administration Office
Theft, Vandalism, etc	Administration Office
Transferring Schools	Student Services Office
Transcripts	Student Services Office
Work Permits	Main Office

BOARD OF EDUCATION #154:

Todd Volkening (President). David Schultz (Vice President), Jodie Kanaly (Secretary), Farrah Ranzino, Anthony Martin, Shane Spring, and Candace Samuelson.

ADMINISTRATIVE STAFF:

Superintendent	Mr. David Engelbrecht	ext. 1511
Assistant Superintendent	Dr. Angela Fink	ext. 1341
Principal	Jay Mullens	ext. 1312
Director of Student Services	Julie Amendt	ext. 1333
Asst. Principal	Pete Byrne	ext. 1322

Building & Grounds	Don Swanson	ext. 1656
Chief Technology Officer & IT	Dan Kane	ext. 1405
Athletic & Activities Director	Dwain Nance	ext. 1612
Business Manager	Danielle Rudsinski	ext. 1531
Administrative/Attendance Secretary	Dawn Seemann	ext. 1302
Main Office Secretary	Nora Stauber	ext. 1301
Student Services Secretary & Registrar	Jenesis Hernandez	ext. 1303
Principal's Secretary	Marian Zarinana	ext. 1362
District Office Secretary	Susan McGuire	ext. 1501
District Office Secretary	Jennifer Kasch	ext. 1501
Athletic & Activities Secretary	Lisa Ackley	ext. 1602
Homeless Liaison	Julie Amendt	ext 1333
Transportation Director	Lori Thorson	(815) 568-0778

Student Services:

A-G	Maureen Olson	ext. 1343
H-O	Nick Rode	ext. 1363
P-Z	Sean Walker	ext: 1353
School Nurse	Ashley Kieser	ext. 1102
Social Worker	Kathleene Joyce	ext. 1373
Social Worker	Claire Zierer	ext. 1313
Psychologist	Erika Kane	ext. 1383
Amber Mueller	Speech/Language Therapist	ext. 1351
Dawn Schoen	Substance Abuse Counselor	ext. 1351
Interventionist	Sarah Joustra	ext. 1401
Interventionist	Darcy Carberry	ext. 1324
Reading Specialist	Cecilia Frank	ext. 1314
Dean	Michael Fauth	ext. 2402
Dean's Assistant	Mary Brown	ext. 1332
Cafeteria	Cecilia Clark	ext. 1606

DISTRICT POLICIES**ASBESTOS MANAGEMENT PLAN**

The asbestos management plans of the federal Asbestos Hazard Emergency Response Act are available in the Administration Office or the District Office for public review.

EMERGENCY MEDICAL TREATMENT

Under district policy the principal or designated representative of your child's school is authorized to secure medical care and automobile or ambulance transport to Northwestern Medicine Hospital Woodstock, or the nearest hospital facility when you cannot be immediately reached at the time of emergency. You will be responsible for the associated emergency medical charges.

COMMUNITY NOTIFICATION LAW

State law requires schools to notify parent(s)/guardian(s) during school registration or parent-teacher conferences that information about sex offenders and violent offenders against youth is available to the public on the Illinois Department of State Police (ISP) website. The ISP website contains the following:

Illinois Sex Offender Registry, <https://isp.illinois.gov/Sor/Disclaimer>

Illinois Murderer and Violent Offender Against Youth Registry, <https://isp.illinois.gov/MVOAY/Disclaimer>

Frequently Asked Questions Concerning Sex Offenders, <https://isp.illinois.gov/Sor/FAQs>

EQUAL EDUCATION OPPORTUNITIES

Equal educational opportunities shall be available for all students without regard to race, color, national origin, ancestry, sex, ethnicity, language barrier, religious beliefs, physical and mental handicap/disability, economic and social conditions, or actual/potential marital/parental status.

Any student may file a discrimination grievance by using the Uniform Grievance Procedure.

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

Any student may file a sex equity complaint by using the Uniform Grievance Procedure. A student may appeal the Board of Education's resolution of the complaint to the Regional Superintendent of Schools (pursuant to 105 ILCS 5/3-10 of The School Code) and, therefore, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8 of The School Code).

GRIEVANCE PROCEDURE

Students or their parent(s)/guardian(s), employees, or community members may file a complaint in accordance with this grievance procedure, if they believe that the board of education, its employees, or agents have violated their rights guaranteed by the state or federal constitution, state or federal statute, or board policy including:

1. Title II of the Americans with Disabilities Act;
2. Title IX of the Education Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Claims of sexual harassment under the Illinois Human Rights Act, Title VI (students) and Title VII (employees), Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972.

The complaint manager will endeavor to respond and resolve complaints without resorting to this grievance procedure and, if a complaint is filed, to address the complaint promptly and equitably. The right of a person to prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies.

1. FILING A COMPLAINT

A person (hereinafter complainant) who wishes to avail himself or herself of this grievance procedure may do so by filing a complaint with any district complaint manager. The complainant shall not be required to file a complaint with a particular complaint manager and may request a complaint manager of the same sex. The complaint manager may request the complainant to provide a written statement regarding the nature of the complaint or require a meeting with the parent(s)/guardian(s) of a student. The complaint manager may assist the complainant in filing a grievance.

2. INVESTIGATION

The complaint manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The complaint or identity of the complainant will not be disclosed except (1) as required by law or this policy, or (2) as necessary to fully investigate the complaint, or (3) as authorized by the complainant. The complaint manager shall file a written report of his or her findings with the Superintendent; the written report shall be filed with the Board of Education that shall render a decision in accordance with Section 3 of this Policy. The Superintendent will keep the board informed of all complaints.

3. DECISION AND APPEAL

After receipt of the complaint manager's report, the Superintendent shall render a written decision, which shall be provided to the complainant. In the event the complainant is not satisfied with the decision, the complainant may appeal the decision to the board of education by making a written request to the complaint manager. The complaint manager shall be responsible for promptly forwarding all materials relative to the complaint and appeal to the board of education. Thereafter, the board of education shall render a written decision, which shall be provided to the complainant. This grievance procedure shall not be construed to create an independent right to a board of education hearing.

The district has adopted sexual harassment policies for students and staff. If you have a concern in this area you may contact any one of the following district

employees:

Complaint Manager	Pete Byrne	MCHS Assistant Principal
Complaint Manager	Julie Amendt	MCHS Director of Student Services
Title IX:	Julie Amendt	MCHS Director of Student Services
Section 504:	Julie Amendt	MCHS Director of Student Services
Title II and Title VII:	Jay Mullens	Principal
Title III	Julie Amendt	MCHS Director of Student Services
Employment Practices:	Mr. David Engelbrecht	Superintendent

LEGAL RESIDENCE

In order for the students to legally attend Marengo Community High School, they must be residents of District #154. Upon entrance into the district, a student's parent or guardian must properly register their student and submit two proofs of residency in order for that student to be considered fully enrolled. If a question arises concerning a student's legal residence, school authorities will require proof of residency in District #154. Students who do not legally reside within the boundaries of District #154 and attend Marengo Community High School under false pretenses will be liable for tuition payment accumulated during their attendance at MCHS and will be required to transfer to the appropriate school. It is a criminal offense reportable to the State's Attorney's Office when false information is provided to the school district.

NOTICE OF NON-DISCRIMINATION

It is the policy of Community High School District 154, Marengo, Illinois to maintain and promote non-discrimination on the basis of sex, religion, race, color and national origin in the employment opportunities, education programs, handicaps, activities and all regulations in accordance with applicable state and federal requirements. This will apply to Title IX, Section 504, Title II, and Title VII of the Office of Civil Rights.

NOTIFICATION OF DELETION AND DESTRUCTION OF SCHOOL RECORDS

The principal or his/her designee(s) will review the temporary records of twelfth grade regular education students after May 15 of each school year. The purpose of this process is to remove any information that is no longer pertinent to a student's continued education. Parents/guardians have the opportunity to receive a copy of any student's records and any information that is to be deleted or destroyed at the end of each year.

PHOTO RELEASE

From time to time the district allows media coverage of activities and events. Your child's picture/video and/or name (including the school the student attends) may be included in informational news coverage and for educational purposes, including being shown on the district's web site.

PHYSICAL EDUCATION EXEMPTIONS

Physical Education exemptions are available to students who qualify. Please refer to district policy (7:260) for district guidelines for obtaining an exemption for Physical Education.

RECIPROCAL REPORTING SYSTEM

The school district participates in a reciprocal reporting system with local law enforcement agencies regarding criminal offenses committed by students. This system includes automatic notification to the appropriate police department(s) and other appropriate agencies when students may have been involved in criminal activities. Likewise, the school district can provide information to and receive such information from those agencies.

RECORDS - (STUDENT)

Marengo Community High School, District #154, keeps records of its students in two files, a Permanent Record File and a Temporary Record File. Records are kept in compliance with the Family Educational Rights and Privacy Act of 1974 and the Illinois School Student Records Act of 1975. Procedures are outlined in the Rules and Regulations to Govern School Student Records are as follows:

STUDENT PERMANENT RECORD – The Student's Permanent Record shall consist of the following:

- a. Basic identifying information, including students and parents names and address, birth date and place;
- b. Academic transcript, including grades, graduation date, grade level achieved;
- c. Attendance record;
- d. Accident reports and health record;
- e. Scores received on standardized state tests.
- f. Record of release of permanent record information.
- g. Honors and awards received; and
- h. Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations.

STUDENT TEMPORARY RECORD – The Student's Temporary Record consists of all information not required to be in the student Permanent Record and may include the following:

- a. Family background information;
- b. Intelligence test scores, group and individual;
- c. Aptitude test scores;
- d. Reports of psychological evaluations;
- e. Achievement level test results, including the SAT;
- f. Participation in extracurricular activities including any offices held in school sponsored clubs or organizations;
- g. Honors and awards received;
- h. Teacher and anecdotal records;
- i. Special education files;
- j. Disciplinary information, including information regarding an expulsion, suspension, or other punishment for misconduct involving drugs, weapons, or bodily harm to another;
- k. Any verified reports or information from non-educational persons, agencies, or organizations;
- l. Other verified information of clear relevance to the education of the student; and
- m. Record of release of Temporary Record Information.

INSPECTION OF STUDENT RECORDS

1. Parents have the right to inspect, challenge and copy their child's records until one of the following events occurs:
 - a. The student attains 21 years of age; or
 - b. The student attains 18 years of age and declares financial independence.
2. All students have the right to inspect, copy and release their Permanent Record. Students will not have access to their Temporary Records without parent permission until they:
 - a. Attain 18 years of age;
 - b. Graduate; or
 - c. Assume financial independence.
3. Student records will be made available to parents or eligible students within ten (10) school days from the time a written request is received.
4. When parents or students inspect the records, a qualified staff member will be present to interpret the information contained in these records.
5. Copies of student records will be provided to eligible parents and students upon request. The school may charge a cost not to exceed \$0.35 per page.
6. Noncustodial parents have the same rights as custodial parents unless specifically denied by a court order.
7. No person may condition the granting or withholding of any right, privilege or benefits, or make as a condition of employment, credit or insurance, the securing by any individual of any information from a student's Temporary Record, which such individual may obtain through the exercise of any right secured under the School Student Record Act.

RIGHT TO CONTROL ACCESS OF STUDENT RECORDS – District #154 will release student records to an official records custodian of another school in which the student has enrolled or intends to enroll. The official or student must make a written request to release the records. Parents will receive prior written notice of the nature and substance of the information to be transferred. They may, upon written request, inspect, copy and challenge such information. If parents do not respond, within ten (10) days' notice of their right to inspect, copy and challenge information to be transferred to another school, the records will be forwarded to the requesting school.

ACCESS TO RECORDS WITHOUT PARENTAL CONSENT –

1. District 154 staff members who have a current and legitimate educational interest in the Student records will have access to a student's Permanent and Temporary Records.
2. School officials will release student records without parent permission pursuant to a valid court order or subpoena presented by local, state or federal officials or juvenile authorities. However, school officials will notify parents in writing regarding the judicial order and the information released.
3. Student records may be made available to researchers for statistical purposes provided that:
 - a. Permission has been received from the State Superintendent of Education;
 - b. No student or parent will be personally identified from the information released.
4. Information may be released to the appropriate person if such information is necessary to protect the health or safety of the student or other persons.
5. Student records may be released to the Special Education District of McHenry County (SEDOM). This could include psychological, social, and medical information of a highly confidential nature.
6. School "directory information" may be released at the district's discretion unless parent requests in writing that any or all such information should not be released. Directory information includes:
 - a. Student's name, address, grade level, birth date, and place, and parent's names and addresses;

- b. Academic awards or honors;
- c. Information in relation to school sponsored activities, organizations and athletics; and
- d. Period of attendance in the school.

CHALLENGE PROCEDURES

1. Parents have the right to challenge the accuracy, relevance or propriety of any entry in their child's records, exclusive of grades or references to expulsions or out-of-school suspensions.
2. A request to challenge the contents of a student's record must be made in writing to the school's principal and must state in specific terms what entries in the child's record are being challenged.
3. The principal will conduct an informal conference with the parents within fifteen (15) school days of the receipt of the written challenge.

If the challenge is not resolved by the informal conference, formal procedures may be initiated in accordance with Rules and Regulations to Govern School Student Records, article IX, and sections 9.03 and 9.04.

RIGHT TO REQUEST CLASSROOM TEACHERS' QUALIFICATIONS

MCHS qualifies to receive funds under Title I of the Elementary and Secondary Education Act giving parents the right to request the professional qualifications of the teachers and paraprofessionals working with their children. The information available on request is as follows:

- Whether the teacher has met State certification requirements
- Whether the teacher is teaching under an emergency permit or other provisional status by which State licensing criteria have been waived
- The teacher's college major
- Whether the teacher has any advanced degrees and, if so, the subject of the degrees

Whether any instructional aides or paraprofessionals provide services to your child and, if so, their qualifications.

RIGHT TO REVIEW CURRICULUM, INSTRUCTIONAL MATERIALS, AND PROGRAMS

Parents or guardians have the right to inspect all instructional materials used as a part of their child's education. If you believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy, you may file a complaint under the District's uniform grievance policy.

SCHOOL CLOSING

~~In the event of severely inclement weather or mechanical breakdown, school may be closed or starting time delayed. E-Learning may be implemented in lieu of school cancellation. The same conditions may also necessitate early dismissal. School closings, delayed starting, or early dismissal will be announced over STAR (105.5 FM) Crystal Lake, WMCW (1600) Harvard, WGN (720) Chicago, WBBM (780) and WROK (1440) and WZOK (97), and TV Chicago 2-5-7-9-32 and Rockford 17. In addition, an automated phone call will be made to households through Infinite Campus. Reports will be made between 6:00 and 7:30 AM. If no report is heard, it can be assumed that school will be in session. Please do not call the school. Telephone lines must be kept open for emergencies.~~

In the event of severely inclement weather or mechanical breakdown, school may be closed or starting time delayed. E-Learning may be implemented in lieu of school cancellation. The same conditions may also necessitate early dismissal. School closings, delayed starting, or early dismissal will be announced via phone, text, email or Infinite Campus messaging. If no report is communicated, it can be assumed that school will be in session. Please do not call the school. Telephone lines must be kept open for emergencies.

STANDARD RESPONSE PROTOCOL (SRP)

In the event of an emergency, the district has adopted the Standard Response Protocol (SRP) from loveguys.com. The following terms will be used to communicate with the community regarding the nature of the emergency:

HOLD is often followed by the directive: "In your room or area". The school day will continue as usual inside the classrooms, but students will not change classes during this period on HOLD. Hallways must remain clear during HOLD. Students and staff will remain in their classrooms until the "all clear" is given.

SECURE is often followed by the directive: "Get Inside. Lock Outside Doors." This alert is triggered typically when a possible threat has been identified in the area. All exterior doors will be locked and secured at this time. All staff and students who are outside the building, must come into the building and find a secure locked location immediately.

LOCKDOWN is often followed by "Locks, lights, out of sight." This alert is triggered when a possible threat is inside the building. Staff should collect any students in the immediate vicinity of their classroom while locking their doors, turning out their classroom lights, pulling down the window screen, and gathering the class in a location in the room that is out of the line of sight of the classroom window. LOCKDOWN does not end until the "all clear" has been given by administration.

EVACUATE may be followed by a location, and is used to move people from one location to a different location in or out of the building.

SHELTER may be followed by a description of the hazard and a safety strategy for group and self protection. A tornado watch/warning may result in a SHELTER alert. Students will follow teacher instructions to determine their nearest shelter location.

STUDENT AWARD/HONOR INFORMATION

The district from time to time announces the names of students receiving awards and honors. In the normal course of these events, your child's name may be released

for the purpose of identifying students who excel.

SPECIAL EDUCATION

The district shall provide a free appropriate public education and necessary related services to all children with disabilities residing within the district, required under the Individuals With Disabilities Education Act ("IDEA") and implementing provisions of The Illinois School Code, Section 504 of the Rehabilitation Act of 1973, and the American with Disabilities Act. The term "children with disabilities," as used in this policy, means children between the ages of 3 and 21 for whom it is determined, through definitions and procedures described in the *Illinois Rules and Regulations to Govern the Organizations and Administration of Special Education, that special education services are needed.*

It is the intent of the district to ensure the students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated and provided with appropriate educational services. Students may be disabled within the meaning of section 504 of the Rehabilitation Act even though they do not require services pursuant to the IDEA.

For students eligible for services under IDEA, the district shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in the Illinois State Board of Education's Rules and Regulations to Govern the Administration of Special Education. For those students who are not eligible for services under IDEA, but, because of disability as defined by section 504 of the Rehabilitation Act of 1973, need or are believed to need special instructions or related services, the district shall establish and implement a system of procedural safeguards. The safeguards shall cover students' identification, evaluation, and educational placement. This system shall include notice, an opportunity for the student's parent(s) guardian(s) to examine relevant records, an impartial hearing with opportunity for participation by the student's parent(s) and representation by counsel, and a review procedure.

The district may maintain membership in one or more cooperative associations of school districts, which shall assist the school district in fulfilling its obligations to the district's disabled students.

If necessary, students may also be placed in private education facilities.

HOMEBOUND TUTORING

When a student is unable to attend the regular school program because of extended illness, injury or other incapacity, a program of homebound tutoring may be instituted. For homebound tutoring to occur, the student must be medically excused by a Doctor to be out of school for more than 10 consecutive school days. Parents may request this service by contacting the Student Services Office or the Director for Special Education. After an appropriate period of time the need for homebound tutoring services will be revisited by the school district.

SURVEYS

Anonymous surveys of students (i.e., students are not asked to put their names on the survey forms) are sometimes given to analyze students' opinions, attitude or behavior (e.g., opinions about school programs and services, drug/alcohol use, etc.)

TEXTBOOKS

Once a student is issued a textbook, the student becomes solely responsible for that book. If a textbook is lost, stolen or damaged, the student issued the textbook must pay for repairs or replacement.

SCHOOL POLICIES

FILTERING- By signing this agreement you agree to accept the computer knowing that any connectivity to the internet at school will be filtered but is not currently filtered at home. You shall be responsible for your inappropriate activity.

COMMUNICATION- The school takes efforts to review communications with school-provided accounts during school hours. Resources may be available for parents to monitor communications during non school hours. To make this possible, parent contact information may be used to verify guardianship of students.

COMPLIANCE-By accepting the computer, pre-installed software and peripherals, the student and parents/guardians understand and agree to:

- Adhere to Marengo Community High School District #154 rules and regulations governing the use of Marengo Community High School District #154 computers and network and will comply with all applicable copyright and other regulations including the District Acceptable Use Policy (AUP) and Student/Parent computer Handbook;
- Not sell, lease or otherwise grant anyone rights to the computer and installed software;
- Provide reasonable care and maintenance of the computer; and
- Not remove any factory or school label from the computer.

DAMAGE- If the computer is damaged in any way, the student and/or parents/guardians will be held responsible for the repairs. Any needed repairs will be addressed on a first come-first served basis at the Technology Office. The Technology Office will provide:

- If needed a Loaner computer will be provided while the inoperable unit is being repaired. The student is responsible for appropriate care and use of the loaner computer and is financially responsible for any damage to it.
- Replacement computers for lost or stolen computers will be provided after paying the balance of the \$320 total cost

NEGLIGENCE-If a student exhibits a pattern of negligence, the administration reserves the right to report the student to the administration for discipline in accordance with the AUP and make the student and/or parents/guardians responsible for the full price to replace the computer. In case of theft, the student is responsible for promptly contacting the local authorities and filing the appropriate police report. Should the theft take place on the Marengo Community High School District #154 campus, the student should immediately contact the school's Administration Office and file a theft report.

If the student is no longer enrolled in Marengo Community High School, the student will return the computer in good working order or pay the remaining balance. If the student returns the computer, any payments made towards its purchase will not be refunded.

INAPPROPRIATE USE- The student's right of possession and use is limited to and conditioned upon his or her full compliance with this Agreement. If the student and/or student's family does not comply with all the terms of this Agreement in a timely manner, the District shall be entitled to declare the student in default and take possession of the computer. The District Administrator or designee shall make all decisions regarding whether or not a student has violated these policies and may revoke or suspend the computer Agreement and/or access to the District Network at any time. His or her decision is final.

WITHDRAWAL FROM SCHOOL- Should the student leave Marengo Community High School District #154 for any reason other than graduation the student will have the option to purchase the computer by paying the remaining balance or return the computer in full working condition with normal wear and tear. All payments made will be credited towards the purchase of the computer. No payments will be refunded for any reason.

INDEMNIFICATION/HOLD HARMLESS- In no event shall the student or parents/guardians hold Marengo Community High School District #154 liable for any claim of damage, negligence, or any breach of duty resulting from any act or omission related to the unauthorized use of the computers.

Acceptable Use Policy

I. PURPOSE

This policy, also referred to as the "Acceptable Use for Electronic Network Related Technologies and Access Policy" ("AUP") sets forth the standards governing Marengo Community High School District 154 use of the Marengo Community High School District 154 Electronic Network Related Technologies and Access system. This policy also sets forth the rules under which authorized users may continue their access to and use of these resources. This policy promotes the ethical, legal, and school-related use of the Marengo Community High School District 154 Network and ensures Marengo Community High School District 154 compliance with the Children's Internet Protection Act. Personal electronic devices will be governed under this policy when such devices are attached to the Marengo Community High School District 154 network, when used at school facilities, when used during instructional time, or when any District resources are used.

Authorized use of information resources must be consistent with the educational purposes for which these resources have been provided. Use of the Marengo Community High School District 154 Network is a privilege that is provided to help authorized users complete and deliver educational obligations. The Marengo Community High School District 154 Network provides authorized users with the means for communicating effectively with schools, teachers, administrators, the public, other government entities, and educational experts. These resources should be used in a manner that both enhances students' educational experiences and complies with this policy and regulations established from time to time by the Marengo Community High School District 154 Board of Education ("Board"). Marengo Community High School District 154 students, through their use of the Marengo Community High School District 154 Network, will gain skills and expertise that prepare them for an increasingly technology-oriented society.

II. DEFINITIONS

- A. **Marengo Community High School District 154 Public Schools' Electronic Network Related Technologies and Access ("Marengo Community High School District 154 Network")** is the system of computers, peripherals, terminals, servers, databases, routers, hubs, switches and distance learning equipment connected to the Marengo Community High School District 154 Network. These components may function in conjunction with established hardware or wireless LAN running over outside lines, including, but not limited to T -1, BRI, PRI, VPN, Dialup, Distance Learning Equipment, owned or leased by Marengo Community High School District 154.
- B. **Cyberbullying** involves the use of information and communication technologies to support deliberate, repeated, and hostile behavior by an individual or group that is intended to harm others.
- C. **Cyber-stalking** is knowingly harassing another person or persons through the use of electronic communication.
- D. **Damage** means any impairment to the integrity or availability of data, a program, a system, or information.
- E. **Distance Learning Equipment** is a means for providing meetings, educational or professional courseware and workshops utilizing video and/or audio conferencing equipment, and/or media management systems to distribute video to individual classrooms and offices in schools.
- F. **Electronic Mail (e-mail)** consists of all electronically transmitted information including any combination of text, graphics, audio, pictorial, or other information created or received by a computer application system and includes the transmission data, message text, and all attachments.
- G. **Electronic Social Networking** includes the use of any electronic form of communication including but not limited to chat rooms, email, forums, article forwarding, instant messaging, text messaging, twittering, blogs, wikis, message boards, document forwarding from home, libraries, or other outside sources

- and other uses of electronic communication for non-educational purposes.
- H. **Hacking** is any illegal or unlawful entry into an electronic system to gain unauthorized information or to damage or impair equipment or the functioning of the Network.
 - I. **Harass** means to engage in a knowing and willful course of conduct directed at a specific person or persons that alarms, torments, or terrorizes that person or persons.
 - J. **Loss** means any reasonable cost to any victim, including the cost of responding to an offense, conducting a damage assessment, and restoring the data, program, system, or information to its condition prior to the offense, and any revenue lost, cost incurred, or other consequential damages incurred because of interruption of service.
 - K. **Internet** a collection of worldwide networks and organizations that contain millions of pages of information.
 - L. **Network** is any hardware, infrastructure or interconnected device used to transfer voice or data of any type of electronic communication.
 - M. **Other Electronic Devices** include, but are not limited to, cellular telecommunication devices such as cellular phones, pagers, text communication pagers, two-way text pagers, and personal digital assistants that may or may not be physically connected to the network infrastructure.
 - N. **Password** is a secret word or series of letters, numbers and/or other characters that must be used to gain access to a network, a service or the Internet, and/or to modify certain software (such as parental controls).
 - O. **Authorized User** is anyone who has signed the current network acceptable use policy and has had it accepted by the Marengo Community High School District 154 school district superintendent or his/her designee.
 - P. **Unauthorized access** entails approaching, trespassing within, communicating with, storing data in, retrieving data from, or otherwise intercepting and/or changing computer resources or data of any type without authorization.
 - Q. **Website** is a page and/or a collection of "pages" or files on a network that are linked together
 - R. **Storage device** is any electronic item capable of containing electronic data including but not limited to usb drives, flash media devices, compact discs (CDs), digital video disc (DVD), magnetic media drives, solid state drives.

III. GENERAL PROVISIONS

A. AUTHORIZED USERS

All authorized users shall adhere to the provisions of this policy as a condition for continued use of the Marengo Community High School District 154 Network. It is a general policy of Marengo Community High School District 154 to promote the use of technology in a manner that is responsible, ethical, legal and appropriate.

B. DISCLAIMER

Pursuant to the Children's Internet Protection Act, Marengo Community High School District 154 uses filtering software to screen Internet sites for offensive material. Users are cautioned that many internet sites contain offensive, sexually explicit, and inappropriate material, including, but not limited to the following categories: Adult Content; Nudity; Sex; Gambling; Violence; Weapons; Hacking; Personals /Dating; Lingerie/Swimsuit; Racism/Hate; Tasteless; and Illegal/Questionable. In general it is difficult to avoid at least some contact with this material while using the Internet. Even innocuous search requests may lead to sites with highly offensive content. Additionally, having an email address on the Internet may lead to receipt of unsolicited e-mail containing offensive content. Authorized users accessing the Internet do so at their own risk. No filtering software is one hundred percent effective and it is possible that the software could fail. In the event that the filtering software is unsuccessful and children and staff gain access to inappropriate and/or harmful material, the Board will not be liable. To minimize these risks, use of the Marengo Community High School District 154 Network is governed by this policy.

IV. TERMS AND CONDITIONS FOR STUDENT USE OF THE MARENGO COMMUNITY HIGH SCHOOL DISTRICT 154 NETWORK

A. ACCEPTABLE USES

Marengo Community High School District 154 authorized users may use the various resources provided by the Marengo Community High School District 154 Network to pursue educationally-related activities. Teachers and other staff are to help guide students in their use of the Marengo Community High School District 154 Network, equipment and resources so that students will learn how network resources can provide valuable educational information.

In addition to using the Marengo Community High School District 154 Network strictly for educational pursuits, authorized users will be expected to follow generally accepted Rules of Network Etiquette. These include, but are not limited to, the following:

1. Be polite. Do not become abusive in your messages to others.
2. Use appropriate language. Do not swear or use vulgarities or any other inappropriate language.
3. Keep personal information, including logins, passwords, addresses, and telephone numbers of students or colleagues confidential.
4. Use these resources so as not to disrupt service to other authorized users.
5. Do not upload post, email, transmit, or otherwise make available any content that is unlawful, dangerous or may cause a security risk.
6. Respect limited network resources by removing unused files and keeping files organized.

7. Do not forward or receive messages or materials that are not educationally related.
8. Do not use the District resources for personal advantage or gain.
9. Any devices borrowed from the IT department or from classrooms is to be treated with respect and courteously
10. Storage devices may be used for the transfer of data for class related activities.

B. UNACCEPTABLE USES

Improper use of the Marengo Community High School District 154 Network is prohibited. Actions that constitute unacceptable uses of the Marengo Community High School District 154 Network and are not specifically addressed elsewhere in this policy or in the student handbook include, but are not limited to:

1. Use of the Marengo Community High School District 154 Network for, or in support of, any illegal, unethical, or unlawful purposes.
2. Use of the Marengo Community High School District 154 Network for, or in support of, any salacious, obscene or pornographic purposes including, but not limited to, the retrieving or viewing of any sexually explicit material. If an authorized user inadvertently accesses such information, he or she must immediately disclose the inadvertent access to a teacher or to the school principal. If reported to the teacher, the teacher must immediately report to the principal. Other authorized users must report incidents to the network administrator. This will protect the user against allegations of intentionally violating this policy.
3. Use of the Marengo Community High School District 154 Network for soliciting or distributing information with the intent or effect of inciting violence, causing personal harm or bodily injury, or to harass or "stalk" (cyberstalking) another individual.
4. Use of the network or resources to bully any individual.
5. Unauthorized and/or non-educational uses of the Marengo Community High School District 154 Network including, but not limited to games, wagering, gambling, junk mail, chain letters, jokes, private business activities, raffles, fundraisers, religious activities or political lobbying.
6. Student use of network tools for personal rather than educational purposes.
7. Use of profanity, obscenity or language that is generally considered offensive or threatening to persons of a particular race, gender, religion, sexual orientation, or to persons with disabilities.
8. Plagiarizing any information gained on or through the use of the MARENGO COMMUNITY HIGH SCHOOL DISTRICT 154 Network or any other network access provider.
9. Use of copyrighted materials, including commercial software, without permission of the copyright holder, and in violation of state, federal or international copyright laws.
10. Violation of any provision of the Illinois School Student Records Act (105 ILCS 10/1 et seq.), which governs students' rights to privacy and the confidential maintenance of certain information including, but not limited to, a student's grades and test scores.
11. Use of the Marengo Community High School District 154 Network for financial gain or for the transaction of any business or commercial activities.
12. Use of the Marengo Community High School District 154 Network in a way that such use results in damage to the network.
13. Any form of unauthorized access, as stated above or otherwise.
14. Unauthorized wireless transmissions.
15. Use of personal networking devices excluding those issued by MCHS.
16. Storage devices may not be used to transfer data other than that which is directly related to classroom or school activities.

C. SECURITY

All student authorized users are to report promptly any violations of this policy to their teacher or school principal. Staff will report such violations to the Chief Technology Officer or designee of Marengo Community High School District 154 in order to ensure network security.

In order to maintain the security of the Marengo Community High School District 154 System, authorized users are prohibited from engaging in the following actions:

1. Use of any unauthorized personal equipment attached, connected, and/or installed to the district network.
2. Use of a personal storage device that contains files other than those directly needed for a class. Examples of files not allowed are: .com, .exe, .bat, .mp3 (unless needed for an academic project). Drives which appear to have hacker related software will be turned over to the Marengo Community Police Department.
3. Intentionally disrupting the use of the Marengo Community High School District 154 Network for other users, including, but not limited to, disruptive use of any processes or programs, sharing logins and passwords or utilizing tools for ascertaining passwords, spreading computer viruses, engaging in "hacking" of any kind, use of proxy or filter avoidance software or devices, and/or engaging in computer tampering of any kind.
4. Disclosing the contents or existence of Marengo Community High School District 154 computer files, confidential documents, e-mail correspondence, or other information to anyone other than authorized recipients. Authorized users must not share logins or password(s) and unauthorized information regarding other users' passwords or security systems.
5. Downloading and/or installing and/or using unauthorized software, games, programs, files, electronic media, and/or stand-alone applications.
6. Network security is a high priority. If you can identify a security problem on the network, you must notify a system administrator. Do not demonstrate the problem to other users. Keep your account and password confidential. Do not use another individual's account. Attempts to log on to the network as a system administrator will result in cancellation of user privileges. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network.

V. ONLINE ACTIVITIES

1. Educational Purposes

Authorized users may create web pages as a part of a class activity. Material presented on a class website must meet the educational objectives of the class activity. Marengo Community High School District 154 has the right to exercise control over the content and/or style of the student webpages.

Only those students whose parent(s) or guardian(s) have completed the attached Consent Form and Release (Attachment A) may post their work or picture on student or school websites. Students whose work, likeness (as captured by photograph, video or other media) or voices are presented on a student website shall be identified by first name only for confidentiality and safety purposes.

2. Online Content

Students creating online content for classroom related web pages should go to <http://www.mchs154.org> for the directions and procedures they need to follow in developing their online material. All created online material must abide by the Multi Media Fair Use Guidelines.

3. Electronic Social Networking

While home-based web sites, message boards, blogs, forums, and other uses of home-based computers may be regarded as a benefit to a student's computer literacy, the student needs to be aware of the following:

Using a non district computer such that the use results in material and/or substantial disruption to the school or pose demonstrable threat of disruption will constitute grounds to investigate whether the action is the basis for behavior consequences. The school will implement appropriate consequences as defined in the acceptable use policy and the student Behavior code.

VI. MONITORING

The Marengo Community High School District 154 Network is routinely monitored to maintain the efficiency of the system. Authorized users should be aware that the use of the Marengo Community High School District 154 Network, including their use of email, is subject to monitoring by Marengo Community High School District 154 staff that abides by the requirements of all applicable state and federal laws. Any activities related to or in support of violations of this policy and/or the Marengo Community High School District 154 District Handbook may be reported and will subject the user to disciplinary action specified either in the Marengo Community High School District 154 Handbook or in this policy. The district reserves the right to access and disclose the contents of any account or electronic data stored on its system, without prior notice or permission from the user.

VII. ASSUMPTION OF RISK

Marengo Community High School District 154 will make a good faith effort to keep the Marengo Community High School District 154 Network system and its available information accurate. However, authorized users acknowledge that there is no warranty of any kind, either express or implied, regarding the

accuracy, quality, or validity of any of the data or information available. For example, and without limitation, Marengo Community High School District 154 does not warrant that the Marengo Community High School District 154 Network will be error free or free of computer viruses. In making use of these resources, authorized users agree to release the Board and Marengo Community High School District 154 from all claims of any kind, including claims for direct or indirect, incidental, or consequential damages of any nature, arising from any use or inability to use the network, and from any claim for negligence in connection with the operation of the Marengo Community High School District 154 Network. Authorized users further acknowledge that the information available through interconnecting networks may be inaccurate. Marengo Community High School District 154 has no ability to maintain such information and has no authority over these materials. Marengo Community High School District 154 makes no warranty of any kind, either express or implied, regarding the accuracy, quality, or validity of the data and/or information residing on or passing through the Marengo Community High School District 154 Network from outside networks. Use of the Marengo Community High School District 154 Network is at the risk of the authorized user.

VIII. INDEMNIFICATION

The authorized user indemnifies and holds the Board and District Marengo Community High School District 154 harmless from any claims, including attorney's fees, resulting from the user's activities while utilizing the Marengo Community High School District 154 Network that cause direct or indirect damage to the user, Marengo Community High School District 154, or third parties.

LEGAL REF.: Children's Internet Protection Act, 47 U.S.C. §254, P.L. 106-554.

20 U.S.C §6801 et seq.

47 U.S.C. §254(h) and (l).

720 ILCS 135/0.01.

By completing online registration, reading this handbook, and registering your student in District #154, parents grant permission to the school to approve and install educational software on district supplied devices deemed necessary for your child's learning, understanding that parents or guardians can contact the school with any questions or concerns

ANNOUNCEMENTS

Announcements are read daily during the advisory period and are available on the Advisory classroom page. They are posted throughout the school, and on the monitors in the cafeteria, as well as on the MCHS website. Special announcements, when the need arises, will be read over the speaker system. Anyone wishing to have an announcement made should have either the principal or designee approve material the day before it is to be read.

ASSEMBLIES

During school presentations and assemblies, courtesy demands that the student body be respectful and appreciative. Talking, whispering, whistling, use of cell phones, stamping of the feet and booing are discourteous actions. Attendance is required for all students at all assemblies, as it is a part of the regular school day.

AUTOMOBILES – REGISTRATION – REGULATIONS

In the interest of safety and in order to make best use of the limited parking facilities available, Marengo Community High School requires that all vehicles parked on school property must be registered with the high school and display the proper parking tag. Driving to school and parking at MCHS is a privilege, not a right. Any vehicle that is parked in the parking lot of MCHS must have a displayed parking hang tag. Tags can be purchased for \$50.00 for each student in the Main Office. Students driving to school are expected to drive responsibly and obey all traffic laws.

- Students should drive no faster than 10 mph while on campus.
- Students driving to school must park in assigned student lots. Parking for faculty/staff only occurs in the North and South lots and on the West side of the building. Vehicles must be locked at all times.
- Each student who drives to school must register their vehicle, purchase a hanging tag and display it behind their rear view mirror. Student vehicle registration permits can be obtained from the Main Office.
- Students are not allowed to go to their car during the school day, without permission and by going through the Main Office office.
- All vehicles must be parked between the lines. Vehicles not parked properly or parking in "visitor" or "staff" parking spaces will face disciplinary action, including, but not limited to, detentions and loss of driving privileges.
- Parking privileges may be revoked at any time as a disciplinary consequence.
- Students who obtain a permit may not transfer ownership of the permit to another student. Transferring a hanging tag will result in both parties losing their driving privileges.

- **Students who obtain a parking tag at the start of second semester may receive a prorated cost upon approval by administration.**
- To ensure the safety of all students, families, and staff: During designated student drop-off and pick-up periods, the use of cell phones is strictly prohibited while operating a vehicle in the designated drop-off and pick-up zones.

PARKING LOT VIOLATION PROCEDURE

The following is the procedure to be followed with students who violate the rules for parking at Marengo Community High School:

1. A violation sticker will be placed on a side window of the vehicle. Students are expected to resolve whatever issue caused the violation prior to parking on school grounds again. If students are unsure as to the nature of the violation they should ask in the administration office.
2. First violation - the car will be stickered and a warning will be given to the student along with possible school consequences. Parents will be informed. The parent and student will be given written or verbal notification that future violations may result in loss of privileges.
3. Second violation - the car will be stickered, parents will be notified, and school consequences may be issued.
4. Future violations - the car will be stickered, parking privileges may be revoked, school consequences will be issued, and/or the car may be towed off school grounds,

RECIPROCAL REPORTING AGREEMENT

MCHS reserves the right to call the Marengo Police Department for any driving violations that occur on school property, or legal issues involving participants in extracurricular activities.

SEARCH OF VEHICLES

Upon entering school grounds, the person driving any vehicle is deemed to consent to a complete search of the automobile, by school officials or police. If any person other than the driver is the current custodian of the vehicle, consent to search is deemed given by the custodian also. The area of search will include the entire passenger compartment, engine compartment, trunk and all containers therein, locked or unlocked, and the undercarriage. Any individual who uses MCHS #154 property to park his/her vehicle is responsible for the contents of that vehicle.

BACKPACKS

For safety purposes, students will not be allowed to carry backpacks to class without the approval of the administration. Students are expected to put their backpacks in their lockers and carry their books to class.

BICYCLES

Bikes should be parked in the bike rack located on the west side of the building near the path to the football field. All bikes should be locked up.

BUILDING USE

Students are not to be in the building unless they are under the direct supervision of a teacher/coach. This pertains to all school days and non-school days throughout the school year and summer. If a student stays after school, he/she must have the permission of a teacher and that teacher is responsible for the student. Student groups, committees, etc. must not plan work sessions, rehearsals, practice sessions or meetings unless they have permission of the faculty sponsor and that the sponsor will be present.

BUS PROCEDURES

The privilege of riding the bus is dependent upon good behavior and observance of the rules and regulations. The purpose of these rules is to provide a safe and enjoyable bus ride for all. Bus drivers are required to report any student who violates rules and regulations to the director of transportation. Bus misconduct notices indicating either "warning" or "suspension from the bus" are issued to students by a designated building administrator. Students who are suspended from riding the bus must be present in school on the suspension days. Students may be issued a warning notice for the first incident of misbehavior on a school bus unless the misbehavior warrants a suspension. A student who receives a second misconduct notice may be suspended from riding all Marengo High School buses for a minimum of two weeks until otherwise indicated. A third misconduct notice may result in a bus suspension for the remainder of the semester. A fourth misconduct issued during the same school year, or any notice issued for a single act of gross disobedience or misconduct may lead to suspension of a student's bus riding privileges for the remainder of the school year at the discretion of the board of education.

For answers to questions regarding Marengo Community High School's bus operation and procedures, first contact the Transportation Director. If unable to contact the Transportation Director, contact the Superintendent.

BUS SAFETY RULES

All students who ride Marengo Community High School District 154 buses are expected to know and obey the bus safety rules including but not limited to the following.

1. Students should always be on time at their assigned bus stops, but they should arrive no earlier than 10 minutes before the bus is due. In order to maintain a

dependable time schedule, bus drivers have been directed not to wait for tardy students.

2. When students must cross a road before boarding or after exiting a bus, they must wait to do so until the driver signals them permission to cross. They should cross the road far enough in front of the bus (about 10 feet) so that the driver can see the child and the child can see the driver's signal.
3. The aisle and emergency exits are to be kept clear of any objects that would hinder their use. If there are no empty seats available to store items such as musical instruments, sports equipment, backpacks and lunch boxes, students must hold these items on their laps.
4. There is to be no noise of any kind when a bus stops at a railroad crossing.
5. Students are required to board and get off buses at their assigned bus stops. Before a student may be permitted to get off the bus at a different stop or ride a bus other than the one assigned, the student must present a permission note signed by a parent or guardian to a designated school official and obtain the school official's signature to present to the bus driver. If a student wishes to get off the bus at another student's stop or home, both students must first present parental permission notes to the designated school official and obtain the school official's signature to present to the bus driver.
6. No student shall be permitted to bring any animal or pet on the bus without prior permission from the school and the director of transportation.
7. Students must observe the same rules during regular bus routes or trips under school sponsorship.
8. All rules and other safety regulations found in the student handbook apply while riding school transportation.

SCHOOL BUS CONDUCT

All students must follow the District's School Bus Safety Guidelines. The Superintendent, or any designee as permitted in The School Code, is authorized to suspend a student from riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to the following:

1. Prohibited student conduct as defined in School Board policy, 7:190, *Student Behavior*.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the Superintendent or designee deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the School Board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons. The District's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

BUS TRIP INFORMATION

All students (cheerleader, players, extra class activity participants) riding a school bus to an activity are required to return to the high school on the same school bus unless they have written approval from their parent or guardian. The principal, assistant principal, or other administrative personnel prior to the event must countersign this written approval. Bus drivers and teachers shall not accept notes unless countersigned, or the parent or guardian presents a note in person to the bus driver or teacher in charge releasing the student to a parent and/or guardian. Students who plan to ride home with another player's parents must have a signed note from their parent or guardian. Students are not allowed to ride home with other players' siblings, friends etc. Students are not allowed to drive to scheduled events without permission from the administration.

ELECTRONIC RECORDINGS ON SCHOOL BUSES

Electronic visual and audio recordings may be used on school buses to monitor conduct and to promote and maintain a safe environment for students and employees when transportation is provided for any school related activity. Notice of electronic recordings shall be displayed on the exterior of the vehicle's entrance door and front bulkhead in compliance with State law and the rules of the Illinois Department of Transportation, Division of Traffic Safety.

Students are prohibited from tampering with electronic recording devices. Students who violate this policy shall have consequences in accordance with the Board's Behavior policy and shall reimburse the School District for any necessary repairs or replacement.

The content of the electronic recordings are student records; such recordings are exempt from the Eavesdropping Act. Only those people with a legitimate educational or administrative purpose may view and/or listen to the electronic video and/or audio recordings. If the content of an electronic recording becomes the subject of a student disciplinary hearing, it will be treated like other evidence in the proceeding.

BUSSING

The district shall provide free transportation for all students in the district: (1) residing at a distance of one and one-half miles or more from their assigned schools, or (2) residing within one and one-half miles from their assigned schools where walking to school or to a pick-up point or bus stop would constitute a serious hazard due to vehicular traffic or rail crossing, and adequate public transportation is not available. A student's parent(s) /guardian(s) may file a petition with the Board of Education requesting transportation due to the existence of a serious safety hazard. Free transportation services and vehicle adaptation for special education students shall be provided if included in the student's individualized educational programs. Nonpublic school students shall be transported in accordance with state law.

Bus schedules: The transportation director or designees shall determine routes and shall be altered only with the transportation director or designee approval and direction. In fixing the routes, the pickup and discharge points should be as safe and convenient for students as possible.

No school employee may transport students in school or private vehicles unless authorized by the administration.

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with state law and the Illinois Department of

Transportation regulations.

CLOSED CAMPUS

Marengo Community High School operates a closed campus for students not meeting eligibility criteria for off-campus privileges. Students are not allowed to leave the building unless they are doing so with their class supervised by a teacher, or they have been identified by the administration as having earned this privilege through PRIDE incentives. This policy is in effect from the time a student arrives at school until the time they leave at the end of the school day. Students must remain on campus unless they receive permission of school officials to leave. Students who have earned an off campus privilege who return late from lunch, will lose the privilege as well as be subjected to applicable disciplinary consequences. A violation of this rule will result in a detention and possible loss of parking privilege (for the first offense). Repeat offenders will be subject to increased disciplinary consequences.

A violation of this provision will constitute reasonable suspicion of substance use and the student and vehicle may be searched upon returning. Students participating in zero hour PE shall be allowed to leave and return if there is enough time for them to return to the building on time. Zero hour students who cannot be on time for the first period will receive consequences.

DANCE REGULATIONS

The following dance regulations are intended for all school-sponsored dances:

1. All dances must be approved by the principal and scheduled on the monthly calendar.
2. Tickets will be sold for only 1 hour after the dance is scheduled to start, unless announcements are made prior to indicate tickets will not be sold at the door. No one will be admitted after this time without prior permission of an administrator.
3. Students must meet the attendance, behavioral and academic expectations of the administration in order to be allowed into a dance.
4. Once students leave the dance, they will not be readmitted.
5. Guests are allowed ONLY if they fill out the required paperwork. No students below the ninth grade or over the age of 20 are permitted to attend dances or prom.
6. All guests must be approved by the administration. Each student bringing a guest must fill out the guest form available in Main Office.
7. Administration has the right to remove any student for inappropriate dress or any type of sexually aggressive dancing.
8. All school rules apply to dances and other extracurricular activities.
9. All students are subject to a search and/or breathalyzer test, or a test by the school's Alcoblow device.

DISTRIBUTION OF MATERIALS

No written or printed materials can be hung or distributed in the school without permission from the administration. Posters and other materials must be approved in the Administration Office.

ENVIRONMENTAL SENSORS

Marengo Community High School utilizes environmental sensors. These sensors are installed in bathrooms and locker rooms. The sensors detect chemicals used in vaping, as well as noise and motion. The environmental sensors send alert notifications to designated administrative staff. Any student found to be in an area when an environmental sensor sends an alert will be searched under reasonable suspicion.

HOMEWORK HAVEN: SUPPORTING YOUR ACADEMIC SUCCESS

Homework Haven is a program designed to help students stay on top of their schoolwork and catch up on any missed assignments.

How it Works:

- **Identification:** Every Friday, counselors will identify students with **10 or more missing assignments**.
- **Notification:** Students identified will be notified by their counselor the following week (On Friday) that they are required to attend Homework Haven.
- **Catching Up:** Identified students will have until **Monday afternoon** to complete all your missing assignments.
- **Verification:** If students complete their missing assignments, they must have all the teachers they owe work to **sign off** to verify completion.
- **Avoiding Homework Haven:** If students complete and get verification for all missing assignments by Monday afternoon, they will not be required to attend Homework Haven.
- **Homework Haven Sessions:** Homework Haven is held after school on **Tuesdays and Thursdays from dismissal until 4:00 pm**. During these sessions, students will have the opportunity to work on any remaining missing assignments with support from staff members.
- **Consequences for Non-Attendance:** If students are assigned to Homework Haven and do not attend, they will be assigned a **half-day in-school suspension**. During this suspension, students will still be expected to work on your missing assignments under staff supervision.

Unavoidable Absences:

We understand that unforeseen circumstances may arise that prevent students from attending Homework Haven. If this happens, students must communicate with the administration as soon as possible to explain the reason for the absence. We will then work with the student to schedule a time to complete their missing assignments and avoid further consequences.

Getting Help:

We encourage you to seek help from your teachers, tutors, or counselors if you are struggling to complete assignments.

Benefits of Homework Haven:

- Get caught up on missing assignments.
- Receive support and guidance from staff members.
- Develop stronger study habits.

Our goal is to help students succeed! By taking advantage of Homework Haven and communicating with teachers and counselors, students can stay on top of their studies and achieve their academic goals.

PRIDE

~~(People Recognizing Individuals for Developing Excellence) This is a recognition program based on student achievement in grades, attendance, punctuality, and disciplinary areas. PRIDE card guidelines are based on semester grades and attendance.~~

~~A. Grades: 65 points A – Average or above~~

~~(General scale)~~

~~45 points B – Average~~

~~(General scale)~~

~~25 points C – C's or better~~

~~Disqualified Grades below C-~~

~~B. Attendance 45 points 0 – 14 periods absent~~

~~20 points 15 – 21 periods absent~~

~~10 points 22-28 periods absent~~

~~Disqualified 29+ periods absent~~

~~Extenuating circumstances may be presented to the faculty Pride committee by any student within two weeks of receiving the Pride cards. The attendance disqualification may be waived, depending on the committee's decision.~~

~~C. Promptness 45 points 0-2 tardies~~

~~20 points 3-4 tardies~~

~~10 points 5-6 tardies~~

~~Disqualified 7+ tardies~~

~~PRIDE CARD CATEGORIES~~

~~135 or more points Gold Card~~

~~105 – 134 points Maroon Card~~

~~75 – 104 points White Card~~

~~Disqualified for written Behavior referral, detention issued by the Dean or Assistant Principal, Saturday Detention, ISS or OSS.~~

~~Disqualified if you are disqualified in A, B, or C.~~

Students will be recognized with incentives for not only demonstrating excellence in Academics, Punctuality, Attendance, and Disciplinary areas, but also for the school-wide Indian Pride expectations of being Respectful, Responsible, and Engaged.

EXPECTATIONS FOR EXCELLENCE (INDIAN PRIDE)

The district's Response to Interventions Committee is responsible for addressing the mandated Multi-tiered Systems of Support required by the State of Illinois. As part of the process to guide students in appropriate behavior at Marengo Community High School, this committee established a general set of guidelines to be followed

throughout the building by everyone at the school. On the following page is a grid outlining the expectations of the students at the school in various parts of the building. Students must maintain a Respectful, Responsible and Engaged approach at MCHS.\

Marengo High School “Modeling the Mayhem”

	In Learning Environments	On School Grounds	Using Chromebooks	All Locations
RESPECTFUL	<p>Listen to others</p> <p>Allow others to learn</p> <p>Ask questions at appropriate times</p>	<p>Treat equipment and facilities with care</p> <p>Follow natural flow of traffic in the halls</p> <p>Keep areas clean</p>	<p>Use proper email etiquette</p> <p>Obtain consent before posting or sharing</p> <p>Use for school related purposes</p>	<p>Encourage and support others</p> <p>Value different opinions</p> <p>Report any unsafe situations</p> <p>Use appropriate language, tone, and volume</p>
RESPONSIBLE	<p>Follow directions</p> <p>Be prepared</p> <p>Be on time</p> <p>Strive for excellence</p> <p>Come to class ready to learn</p>	<p>Walk in the halls</p> <p>Have a pass visible</p> <p>Model good sportsmanship</p>	<p>Report cyberbullying</p> <p>Follow the acceptable use agreement</p> <p>Maintain physical condition</p> <p>Seek out repairs as needed</p>	<p>Be aware of others’ space and your surroundings</p> <p>Help peers make good decisions</p> <p>Use equipment/supplies appropriately</p> <p>Use good manners</p> <p>Follow staff instructions</p>
ENGAGED	<p>Participate in class activities</p> <p>Contribute constructively</p> <p>Use time wisely</p>	<p>Pick up after self and others</p> <p>Participate in school events</p>	<p>Report suspicious behavior</p> <p>Use chromebooks appropriately when instructed</p>	<p>Demonstrate school spirit</p> <p>Model positive leadership</p> <p>Take on new challenges to improve yourself and the school</p>

FUND RAISING

The Activities/Athletic Director must approve all fundraising projects. Projects which involve selling merchandise to residents of our community are not allowed without special permission. Tickets or articles of any kind, other than those associated with school-sponsored activities, are not to be sold on school property by students or outside organizations without administrative approval. The number of days the state allows the school to sell food to students during the school day is limited to 9.

LOCKERS

Each student at MCHS will be assigned a locker. Students are expected to use only their assigned locker. Sharing lockers or storing books in another locker is not allowed. Students are responsible for the upkeep of their locker. Writing on the inside or the outside of any locker is prohibited no matter the type of writing utensil used. Any damage to one's locker may result in restitution. Tape cannot be used on the lockers; magnets are available in the Main Office.

Each locker is equipped with a built-in lock. Extra locks are not necessary and not allowed unless a physical limitation requires an alternative lock. Students should not give out their combination to other students. MCHS is not responsible for any items stolen from lockers. School officials reserve the right to search a student's locker if they deem the search necessary to maintain the integrity of the school environment and/or to protect other students. (See Search and Seizure section.)

PE lockers and locks will be assigned by the PE Department.

LOITERING

No loitering on school grounds is allowed. Students cannot sit in their cars while on school property either before or after school. Students waiting for rides should do so in the commons area. Students are not allowed in the academic section of the building before and after school hours unless they are under the supervision of a teacher.

LOST AND FOUND

Articles found in and about the building should be brought to the Main Office. Students are reminded that the school cannot be responsible for personal property lost or stolen.

LUNCH

MCHS will run multiple lunch hours. **Breakfast and lunch are served every school day, except certain days that include late arrival or early dismissal.**

Students are expected to display eating habits and table manners appropriate to young men and women. There shall be no throwing of food or other items, horseplay, or congregation in the restrooms during the student's lunch period. Students will be subjected to the appropriate disciplinary action should these actions take place. Students are expected to follow these guidelines:

1. Deposit lunch litter in wastebaskets.
2. Leave the table and floor around your place in a clean condition for others.
3. Not taking food or drinks from the cafeteria.
4. Remain seated at the tables during lunch.

MCHS uses online payment for lunches. Students will scan their student ID to have their account pay for their meals. Students will have the cost of his or her lunch withdrawn from their lunch account. Funds can be deposited in a student's lunch account online. Students may also make deposits prior to 9am in the Main Office. No cash or change will be exchanged in the lunch lines.

MEDIA CENTER – LIBRARY

Students wishing to use the library on their own may do so before or after school. Students may also use the Media Center during study hall if they have a pass from one of their teachers and have a valid assignment that must be completed in the media center. An atmosphere of study throughout the library is essential to its function. Abuse of the privileges may result in the loss of these privileges.

METAL DETECTOR WAND

To maintain a safe and disciplined learning environment, the district reserves the right under reasonable suspicion to utilize metal detector searches on school grounds and at school-sponsored activities.

PASSES

Students should be prepared and take all materials needed for each class. Teachers may issue a limited number of passes from their classes for emergencies. Students leaving their classroom will be monitored in the hall by a staff member.

PROCEDURES FOR APPEALING BUS SUSPENSIONS

If the student's parents or guardians do not believe the bus suspension is warranted or that the student is innocent of the charges, they may request an informal hearing with a school administrator to appeal the bus suspension. At the request of the student's parents or guardians, a hearing will be conducted by the Board of Education or a hearing officer appointed by it to review the bus suspension. After the hearing, or upon receipt of the hearing officer's report, the Board may take such action as it finds appropriate.

POSTERS

All posters, announcements, signs, etc., to be displayed anywhere in the building must have the approval of the Principal/Assistant Principal. Attach only to surfaces that will not be marred by masking tape. Do not use paste, cellophane tape or thumbtacks and do not attach to painted walls or varnished surfaces. It is understood that all signs posted will be taken down after a reasonable length of time.

REST ROOMS

Students may use the restrooms before and after school, between class periods and during the lunch period. Students are expected to keep them clean. If a student is feeling ill, he/she should report to the office or nurse; students should not remain in the restroom and may have behavioral consequences for doing so. At no point in time should multiple students be within the same restroom stall. Students will be subjected to the appropriate disciplinary action should this take place.

STOLEN ITEMS

MCHS #154 is not responsible for any stolen or lost items. Stolen Item Reports can be filled out in the Administration Office. All incidents should be reported as quickly as possible.

TARGETED SCHOOL VIOLENCE PREVENTION PROGRAM

Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate. Providing students and staff with access to a safe and secure environment is an important goal of the School and District. While it is not possible to completely eliminate threats, the School and District maintain a Targeted School Violence Prevention Program and a Threat Assessment Team to reduce these risks to its environment.

Parents/guardians and students are encouraged to report any expressed threats or behaviors that may represent a threat to the community, School, or self. Reports can be made to any school administrator, law enforcement authorities, or the Safe2Help Illinois helpline (www.safe2helpil.com/).

Students and parents are urged to participate in behavioral threat assessment and intervention programs if the Behavioral Threat Assessment Team believes that intervention is necessary to prevent a student from harming themselves or others. However, if for some reason there is a reluctance to participate in the process by the threat maker(s) or parent/guardian(s), the threat assessment process will continue in order to ensure a safe and caring learning environment for all.

TELEPHONE

All calls coming into the school for students will be referred to the Main Office. Only in the event of an emergency will students be called from class.

TRESPASSING

Suspended students and visitors are not to be on school grounds without specific permission from the administration. Failure to obtain this permission may result in arrest for trespassing. This is also true for any student who has dropped out or been expelled. All former students must have a valid visitor's pass.

VALUABLES

Students are cautioned not to bring large amounts of money, iPods, cameras, MP3 players, tablets or other valuables to school. The school cannot be held responsible for personal items that are lost or stolen. If valuables must be brought to school, they may be stored in the office.

VIDEOTAPING

Videotaping on any device, including cell phones, is strictly prohibited without prior consent of administration.

VISITORS

All visitors must register and receive a pass from the Main Office. An ID may be required for a visitor to enter school and a personal item may be kept until a visitor checks out. Non-student teenagers and former students are not allowed to visit with students or teachers during the school day.

WORK PERMITS

A student desiring a work permit will need to bring a birth certificate or proof of birth, a letter from the parent(s) giving permission for their child to work for the company, a copy of the student's social security card, a copy of the student's current physical, and a letter from his/her employer indicating the nature of the occupation and the hours worked. Applications for work permits will be handled in the Main Office.

STUDENT SERVICES**FAITH'S LAW/ ERIN'S LAW**

Faith's Law primarily addresses **educator sexual misconduct** in K-12 schools.

Erin's Law focuses on **child sexual abuse prevention education** for students.

In accordance with 105 ILCS 5/2-3.188, ISBE's resource guide for students, parents/guardians, and teachers regarding sexual abuse response and prevention resources available in our community can be found [here](#).

From time to time, MCHS may offer education on either of these laws to inform students of warning signs and options for reporting specific situations. If you do not wish your student to participate in these discussions please fill out the following form: [FAITH'S LAW/ ERIN'S LAW OPT OUT FORM](#).

CLASS RANK

Class rank is arrived at by using weighted GPA to the tenth decimal place. Class rank is updated at the end of each semester. The final class rank for graduating seniors is determined at the end of 8 semesters. Students who opt to graduate early will not be eligible to be considered for the Valedictorian, Salutatorian, or Top 10% Honors.

COMMENCEMENT CEREMONIES

Only those students who were enrolled during the current school year and have met all graduation requirements as established by the Board of Education and the State of Illinois by the date of the graduation ceremony will receive a diploma and be permitted to participate in commencement ceremonies. Students who finish their requirements after that date will receive their diploma after completing all requirements. **No student with outstanding fees will participate in the graduation ceremony at MCHS.**

COMMUNITY COLLEGE CLASSES

Students may enroll in college level courses at local community colleges with the approval of the principal or his/her designee. The MCC program is Running Start. Registration forms are available online at the MCC website. The course may be taken for college credit only or for dual credit (high school credit also). If students want high school credit granted for the class, the course must be a 3 credit hour class, have regular attendance required and be an elective course. A 3 credit hour course at a community college will be the equivalent of .5 credits at MCHS. Grades from dual credit classes will be computed into the student's GPA at the general scale. No required courses may be taken via dual credit. Students who choose this option are responsible for the community college fees. A maximum of 2 high school credits may be earned towards graduation requirements.

CORRESPONDENCE AND ONLINE COURSES

All correspondence and online courses must be pre-approved by the Student Services. Students may take a maximum of 2 elective credits through approved correspondence schools or online schools. If this option is selected, the student and family are responsible for all costs, fees and textbooks. Students may take a course under the following circumstances:

- The student wants to take a course that MCHS does not offer (AP course* or elective).
- A class that a student wants will not fit into the schedule
- The student needs to make up a class they failed previously.

DRIVER EDUCATION**A. State requirement**

1. All students must pass 8 courses in the prior 2 semesters before they can qualify to enroll in this course.
2. All students must complete 30 hours of classroom instruction. Due to the safety material that is presented in class, a student may not miss more than 10% of class during the semester, whether excused or unexcused. Students that do miss more than 10% will be removed from the class.
3. All students must complete 6 hours of behind the wheel instruction.
 - a. If a student is unable to complete the required hours within the semester of behind the wheel instruction they will be removed from the class.
 - b. School-sponsored activities will be worked around.

B. Classroom Driver Education

1. Students are enrolled through their freshman physical education classes. Students are enrolled by birth date (oldest first).
2. Student Services will check for upperclassmen that may need the class.
3. Reasons for not being scheduled to classroom;
 - a. The student has not passed the required 8 classes.
 - b. Students attend private Driver Education instruction.
4. Students will receive their driving permit after being scheduled for the classroom portion.

C. Behind the Wheel (BTW) Instruction

1. Students will be scheduled out of Physical Education and study hall first, by birth dates. The oldest students will be scheduled first.
2. The second level of scheduling will be Assisted Study Hall and Resource Study Hall.
 - a. Under no circumstances will we schedule out of Resource without the Director of Special Education approval.

D. Any student dismissed from the classroom or BTW due to absences will not be scheduled for that class until the next school year, unless approved by the principal.

E. Driver Education is the Board approved safety course for graduation. The Principal must waive this if other courses are needed for graduation.

F. MCHS will not request permits for private school driving.

G. MCHS is not responsible for processing permit applications for students who do not complete BTW with an MCHS instructor.

H. MCHS reserves the right to suspend any permits that were processed with the MCHS State-Issued School Code if the student enrolls in driver education from an entity other than MCHS.

EXAMINATIONS

Teachers may administer tests in their classes at their discretion during the school year. At the end of each semester a Semester Assessment of Knowledge and Skills will be given by each Course Learning Team that will count no more than 20% of the semester grade. If no final exam is being given the last two days of the semester exams, then students will still be in attendance during the final exam time to complete their academic learning experience for the class.

FREE APPLICATION FOR FEDERAL STUDENT AID (FAFSA)

The school offers a variety of services aimed at helping senior students complete FAFSA paperwork, including the opportunity to receive help during the school day in completing the student's portion of the FAFSA application.

FEE WAIVERS

Applications for fee waivers may be obtained from the main office and may be submitted by a parent or guardian of a student who has been assessed a fee. As student is eligible for a fee waiver if at least one of the following prerequisites is met:

- The student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the federal free meals programs;
- The student's parent is a veteran or active-duty military personnel with income at or below 200% of the federal poverty line;
- The student is homeless, as defined by the Mc-Kinney-Vento Homeless Assistance Act.

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

- An illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Unemployment;
- Emergency situations; or
- When one or more of the parents/guardians are involved in a work stoppage.

FINAL EXAM MAKEUP POLICY

Final exams are a significant component of your final course grade. This policy outlines the procedures for scheduling a makeup exam if you miss a scheduled final exam. Students who miss a final exam due to a documented illness, family emergency, or other extenuating circumstances may be eligible to take a makeup exam.

Documentation Required:

In order to be eligible for a makeup exam, you must provide written documentation to the school administration within 10 school days of the missed exam.

Acceptable documentation may include:

- A doctor's note for illness
- Documentation from a legal or social service agency for a family emergency
- Principal approval for other extenuating circumstances

Scheduling a Makeup Exam:

Upon receiving your documentation, the administration will work with you and your teacher to schedule a mutually agreeable time to take the makeup exam.

Every effort will be made to accommodate your schedule, but the final exam date may be adjusted based on teacher availability.

Unexcused Absences:

Students who miss a final exam and do not provide valid documentation within 10 school days will receive a zero for the exam.

Important Notes:

The format of the makeup exam may differ from the original exam at the teacher's discretion.

This policy is intended for unforeseen circumstances. Chronic absenteeism or lack of preparation will not be considered valid reasons for missing a final exam.

We encourage you to communicate with your teachers and counselors if you anticipate any difficulties taking your final exams. By planning ahead and providing proper documentation, you can ensure a fair opportunity to demonstrate your understanding of the course material.

GRADE EQUIVALENTS

A	Excellent
B	Above Average
C	Average
D	Below Average
F	Failing
I	Incomplete
WF	Withdraw/Failing

Work must be satisfactorily completed to graduate.

QUALITY POINTS

Letter Grade	General	Honors	AP
A	4.0	4.5	5.0
A-	3.7	4.2	4.7
B+	3.3	3.8	4.3
B	3.0	3.5	4.0
B-	2.7	3.2	3.7
C+	2.3	2.8	3.3
C	2.0	2.5	3.0
C-	1.7	2.2	2.7
D+	1.3	1.3	1.3
D	1.0	1.0	1.0
D-	0.7	0.7	0.7
F	0	0	0

GRADE LEVEL DETERMINATION

Grade level is determined by credits earned. Each student's grade level will be re-calculated at the end of each semester. Students who do not meet the minimum credits by grade level will be retained and not be promoted to the next grade level in sequence.

Sophomore	5+ Credits
Junior	10+ Credits
Senior	14+ Credits

GRADUATION REQUIREMENTS

Students who enter the 9th grade in August 2006 and thereafter, except students whose course of study is determined by an individualized education program, must successfully complete the following courses as a prerequisite to receiving a high school diploma from the local school district.

Criteria required and passed to be taken to graduate from Marengo Community High School:

- 1 A total of 22 credits are required for graduation.
2. Subjects required to be passed include:
 - 4 credits of English (Humanities or Eng. I, II, III and 1 credit English electives)
 - 3 credits of Mathematics: at least one year of Algebra I and one year of a course that includes geometry content and one of which may be an Advanced Placement computer science course if the pupil successfully completes Algebra II or an integrated mathematics course with Algebra II content.

3 credits of Science including Biology

2 ½ credits of Social Studies including Global Studies U.S. History and American Govt/Civics.

8 semesters of Physical, Driver Education, and Health unless exempted. The curriculum may contain certain topics/activities that the parent may find objectionable and the pupil shall not be required to take that portion of the course if the parent submits a written objection.

A. Recognizing and avoiding sexual abuse.

B. Certain activities/courses based on religious beliefs (swimming, co-ed physical education, etc.)

C. Sex education/family life courses.

1 credit of Music, Art, World Language or Vocational courses

½ credit Consumer Education

3. 7 semesters of attendance in high school
4. Participation in the State Mandated Assessment or accepted alternative.
5. Completion and filing of the Free Application for Federal Student Aid (FAFSA) or waiver.
6. No student may graduate with an incomplete grade in any class.

Failure to meet these requirements makes a student ineligible for graduation.

HOMEWORK

Home study is a necessary part of the student's education. Each student will be expected to spend time in addition to scheduled class instruction to achieve satisfactory work. Some assignments are long range in nature and require planned study time for their completion. Planned study eliminates the necessity of spending too much time in completing an assignment the day before it is due.

HONORS COURSES

Honors English I, II, III, English Literature AP, English Language AP, College Writing, & Humanities (AP Senior Year)

Honors Geometry, Algebra II, Pre-Calculus, Calculus AP, Statistics AP

Physics, Accelerated Chemistry, AP Chemistry, Accelerated Biology, Adv. Biology, AP Biology, AP Environmental Science

Spanish III & IV

Accounting II

U.S. History AP, Macroeconomics AP

2D Studio Art AP, Art History AP

HONOR ROLL

The Honor Roll will be determined by the GPA on a 4 point scale that the student compiles each quarter. Courses not included in the honor roll or the GPA evaluation **include** Color Guard, which is taken Pass/Fail. Two honor rolls will exist: High Honor Roll will include those students with a quality point value between 3.7 and 4.0. Honor Roll will include those students with a quality point value between 3.3 and 3.6.

ONLINE DIGITAL LEARNING

Students may take coursework through online platforms. In order to take a course, students should begin by contacting their counselor. All courses must be approved by the principal. Once approved, students may take courses for MCHS credit. Students may take an ~~AP~~ online course under the following circumstances:

- The student wants to take a course that MCHS does not offer.
- The student needs to make up a class they failed previously.
- A class that a student wants will not fit into the schedule.

For any online AP course, students will be responsible for 1/3 of the tuition prior to enrollment with the district picking up the remaining 2/3 of the cost. All fees and textbook costs will be the responsibility of the student. The current cost is \$250 per credit.

Students enrolled in online AP courses will be required to take the May AP exam. The cost to take the AP Exam is the responsibility of the student/family and is due at registration. The cost of all other elective courses will be the responsibility of the student.

CREDIT/GPA

Students are allowed to earn up to 2 credits of correspondence or online classes which can be counted towards their graduation requirements. All transfer courses from other schools, correspondence, online, community college, etc. that are accepted by MCHS are calculated into the student's GPA.

INCOMPLETE GRADE

No credit, minimum requirements are not being met. *Work must be satisfactorily completed in order to graduate.*

NATIONAL HONOR SOCIETY SELECTION PROCESS

1. Junior and senior students holding a B+ cumulative GPA are identified by the Student Services Department. Junior and senior candidates are notified and presented with an information form. They are invited to complete the information form to give the NHS Faculty Council pertinent personal information about leadership, service, and character areas.
2. All faculty members are invited to complete a faculty recommendation sheet listing all of the potential candidates. This information is also used by the NHS Faculty Council to assist in the selection process.
3. The NHS Faculty Council is made up of approximately 5 teachers/staff. They are the voting members for the year. The five members review all of the candidate information sheets and the faculty recommendations. The members give a score of 1-4 in the areas of leadership, service, and character for each candidate. The members use a score of 9 (75% of a possible high score of 12) as a guideline of a "yes" vote. According to the national guidelines, a score cannot determine membership; a majority of 3 of the 5-voting members determines selection to the NHS.
4. The students selected by the Faculty Council are notified and initiated into the Marengo Community High School National Honor Society Chapter.

NAIA COLLEGE FRESHMEN ELIGIBILITY

Beginning in the fall of 2010, students who wish to participate in athletics at a member institution will need to be certified by the NAIA Eligibility Center to qualify academically and be cleared as an eligible student-athlete for competition beginning in 2011. For more information, log on to www.playnaia.org.

NCAA COLLEGE FRESHMEN ELIGIBILITY

The NCAA has established minimum academic requirements for all college freshmen that wish to participate in athletics at a Division I or Division II School. These requirements include successfully completing a core curriculum of at least 16 academic courses in the following areas:

1. Four years in English (four years in English in a Division I school beginning in the fall of 1996);
2. Three years in Math (one year of algebra and one year of geometry in a Division I school beginning in the fall of 1996);
3. Two years in Social Studies.
4. Two years in Natural or Physical Science (one year must be a laboratory science)
5. One year (additional) in English, Math or Natural or Physical Science.
6. 4 years of additional courses (from any area above or foreign language, comparative religion/philosophy)

Special education, remedial/credit recovery, vocational and developmental courses do not meet these requirements. A student must pass every course used to meet the core curriculum requirements.

In addition, a student must earn minimum GPA and SAT or ACT score requirements.

The NCAA does have a website, www.eligibilitycenter.org for on-line applications and information.

PLACEMENT OF STUDENTS WITH DISABILITIES

An Individualized Education Plan (IEP) is developed for each student who is eligible for special education or related services. This plan is reviewed annually. The local district is not required to pay for the cost of education, including special education and related services, of a student with a disability at a private school or facility if the district made a free, appropriate public education available to the student and the parents instead elected to place the student in the private school or facility. (A copy of "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" is available upon request.)

SEAL OF BILITERACY

Marengo Community High School has adopted the Seal of Biliteracy to recognize students that attain a 4 or greater on the Advanced Placement Spanish Language and Culture exam. Students who attain a 3 on the same assessment will be awarded the Commendation Toward Biliteracy. These distinctions to multilingualism and multiculturalism competence offer a visual to potential employers and provide universities with a method of identifying and giving credit to applicants with high levels of proficiency in a second language. *The High School Seal* will be stamped or printed on the high school diploma and transcript.

Eligible Students: This is a program to recognize high school graduates who have attained a high level of proficiency in one or more languages in addition to English

1. For students enrolled in a Spanish class: Attainment of a score of 4 on the Advanced Placement Spanish Language and Culture Exam.

AND

2. For English Learners: The state outlines specific criteria for students whose primary language is not English. Passing the four domains of reading, writing, speaking and listening on the ACCESS test or on the SAT.

If a student is working toward the seal or commendation, they will be responsible for the cost of assessments.

*As implementation proceeds, the requirements/criteria, or assessment will be subject to modification and revision to ensure that this policy remains current and inclusive.

For more information contact Mr. David Engelbrecht, School Superintendent, at engelbrecht@mchs154.org Julie Amendt, Director of Student Services at amendtj@mchs154.org.

SCHEDULE CHANGES

A copy of the student's registration confirmation for the upcoming school year is sent home in the spring for the student/parent review. After this date limited schedule changes will be as outlined in the curriculum guide. Teachers may request schedule changes for students who they feel may have been misplaced.

SCHOLARSHIPS

Many scholarships are available to students interested in obtaining financial assistance. Information on individual scholarship amounts and necessary qualifications is posted in the Student Services Office and on the MCHS website.

SCHOOL COUNSELING AND GUIDANCE

The school provides a guidance and counseling program for students. The school's counselors are available to those students who require additional assistance. Under Illinois law, any student 12 years of age or older may receive counseling services without consent of the student's parent/guardian. However, until the consent of the student's parent/guardian has been obtained, counseling services provided to a student under the age of 17 are generally limited to not more than eight 90-minute sessions.

STUDENTS WHO ARE PARENTS, EXPECTANT PARENTS, OR VICTIMS OF DOMESTIC OR SEXUAL VIOLENCE

Domestic and sexual violence affect a student's ability to learn. Students who are parents or expectant parents have unique needs. Providing support services that enable students who are parents, expectant parents, or victims of domestic or sexual violence (Article 26A Students) to succeed in school are important school and district goals and are required by law.

Requesting Support Services

To facilitate the full participation of Article 26A Students, the school district provides in-school support services and information regarding non-school-based support services. Article 26A Students are also able to make up work missed on account of circumstances related to their status as a parent, expectant parent, or victim of domestic or sexual violence.

In-school support services include, but are not limited to, enabling a student to meet with counselors or other service providers, excusing the student from class as necessary for circumstances consistent with their Article 26A status, and assisting students with the development of a student success plan.

An Article 26A Student and/or their parent/guardian may request a complete copy of the District's policies related to Article 26A Students and information on support services by contacting the Article 26A Resource Person listed below.

Filing a Complaint

An Article 26A Student and/or their parent/guardian may file a complaint for violations of this procedure with the Nondiscrimination Coordinator, Title IX Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the person is comfortable speaking.

Retaliation Prohibited

Retaliation against an Article 26A Student or their parent/guardian for exercising or attempting to exercise their rights under this procedure is prohibited. Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

SUICIDE PREVENTION AND CRISIS LIFELINE

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness are an important Board goal. See Board Policy 7:290 for more information regarding District 154's suicide and depression awareness and prevention policy.

Suicide Prevention & Crisis Lifeline: Call or text 988

Crisis Text Line: Text HELLO to 74141

Safe2Help Illinois Helpline: 844-4-SAFEIL (723345) 24/7, Free and Confidential

TRANSCRIPT RELEASE POLICY

Transcripts will be sent electronically via Parchment. There is no fee. Requests are made on the Parchment website, www.parchment.com.

NURSE

Please keep your student home if they are experiencing one of the following: a temperature greater than 100.4 degrees Fahrenheit/38 degrees Celsius or have one or more unexplained symptoms, such as fever, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, new onset of moderate to severe headache, sore throat, new loss of taste or smell, vomiting, or diarrhea. If your student is ill, please contact Mrs. Seemann at 815-568-6511 x1302 to report their absence and the specific symptom(s) which they are experiencing. The school nurse will follow up with you to provide guidance. Students who feel ill after the start of the school day must check out in the Nurse's Office otherwise the absence will not be excused.

ACCIDENTS/ACCIDENT INSURANCE

When an accident occurs, it must be reported at once to the teacher in charge, who will then report to the nurse's office and any other necessary authorities. Proper medical referrals will be made when necessary. Note: If an injury requires medical attention and if you are covered by student accident insurance, your claim must be filed within 30 days of the occurrence.

DISTRIBUTION OF MEDICATION

If a student must take any medication, pain relievers, cough remedy, etc., during school, the following conditions must be met:

- A. A medication release form must be filled out by the parent and on file in the nurse's office. A doctor's note is also required.
- B. The prescription drug must be in the original pharmacy container with the patient's name on it and medicine directions noted, accompanied by a doctor's note.
- C. The pain medication or other drug must be in its store container and clearly marked with the student's name.

No medication or other drug (including Tylenol) will be given in school unless these conditions are met. Medication release forms may be obtained in the Main Office or Nurse's Office.

FOOD ALLERGIES

To ensure the safety and support of students with life-threatening allergies or chronic illnesses, the school provides accommodations in accordance with Section 504 and other federal and state laws. Parents must notify the school of these conditions to help develop an appropriate care plan for their student.

GENERAL EPIPEN USE FOR STUDENTS

MCHS District 154 maintains a supply of Unidentified Epinephrine Auto injectors (UEA) for use at the school. The physician providing the protocol and prescription for the supply is protected from liability in the use of the UEA except in cases of willful or wanton conduct. This is regardless of whether authorization was given by the student, parent/guardian, or student's physician. The district is protected from liability when the school nurse or trained personnel administer a UEA to any student when these individuals believe that in good faith the student is having an anaphylactic reaction.

HEALTH PROBLEMS

Students with special health problems are to report to the school nurse at the beginning of the school term or when such problems arise. Special problems may include vision, hearing, diabetes, epilepsy, rheumatic fever, recent surgery, medication or anything that will limit the student's activity at school.

ILLNESS

Students who become ill during the school day are asked to report to the school nurse. In the event the nurse is not available, they should report to Main Office. Students must not leave the building because of illness without authorization from the nurse. If a student is ill, he/she should remain at home. When he/she becomes ill or injured in school and is unable to attend classes, he/she will be returned home or transported to the nearest health facility. This will be done after the parent has been notified.

In the event that a teacher or staff member becomes ill or injured during the day and in an emergency, students are directed to use the classroom phone to dial extension 1301 and inform the Main Office of the situation.

PE

Students unable to participate in physical education due to illness or accident beyond three consecutive school days, yet still able to attend school must have a written doctor's statement on file with our nurse indicating the period of time for which the student is to be excused. Parents may write a note excusing their child from PE for up to three days.

Students who are excused from PE for more than 3 days by a doctor's note must report to the Nurse's Office. The school nurse will inform the student and PE Teacher of the next steps.

PHYSICALS

Parents can assure their child's effectiveness in school by providing good nutrition, adequate rest, cleanliness, medical and dental care. Although a physical examination for each student is not required before entering school each year, it is desirable. It is also imperative that your child's immunizations be kept up to date as recommended by your family physician. A ninth grade physical examination is required. All students participating in athletics are to have a yearly physical on record. The IHSA athletic physical will not suffice for ninth grade students.

SCHOOL NURSE

The school nurse provides emergency care for the ill and injured students, conducts hearing and vision screening programs, assists students with health problems, and counsels health problems. If a student is ill, she/he should remain at home. When she/he becomes ill or injured in school and is unable to attend classes, he/she will be returned home or transported to the nearest health facility. This will be done only after the parents have been informed.

ATTENDANCE

The MCHS faculty and BOE #154 believe academic success and improvement is directly related to attendance. Consistent attendance is also a characteristic that will aid our students throughout their lives. Parents can help assist MCHS in this endeavor by encouraging consistent attendance from their students.

According to Section 26.2A of the Illinois School Code, the only legal reasons why a child may be excused for being absent from school are:

1. Illness
2. Funeral
3. Observance of a religious holiday
4. Family emergency
5. Circumstances which cause reasonable concern to the parent or guardian for the mental, emotional, or physical health or safety of the student.
6. Other situations beyond the control of the student, as approved by the superintendent, principal or designee.

The Illinois School Code does NOT grant parents the authority to excuse their child from attending a class or the entire school day. The school is responsible for determining whether or not an absence is excused or unexcused.

All attendance statistics will be calculated (or recorded) on a semester basis.

ABSENCE PROCEDURE

Parents are responsible to call their students out absent if they are not attending school. Parents can call their students out 24 hours a day by leaving a message in our attendance voice mailbox at extension 1302. Messages may be left in Spanish at extension number 1331. The procedure is as follows:

1. On the message, please leave the name of the student, the name of the person making the call and the reason for the absence. (Simply saying the student is "absent" or "not coming" will not be excused, as only those listed by the Illinois School Code will be excused.)
2. The call must be made by 10:30 am of that day for the student to be marked excused.
3. If no phone call is made by 10:30 am, the student will be marked unexcused.
4. Students and parents will have until 8 am the next day to make a phone call or bring in a note. If the reason is valid, the absence will be marked excused.
5. If no call or note has been received within 48 hours of the absence,, the absence will remain as an unexcused absence. Only the Assistant Principal or the Attendance Secretary will be able to change an absence after that time.

All Court dates, Doctor/Dentist appointments, College Visits, Job Shadowing, etc., will be considered UNEXCUSED until documentation is received confirming the student's attendance at their appointment. All absences for illness more than three (3) consecutive days will require a doctor's note to be considered excused. Students are allowed ten (10) days of excused absences, which include Mental Health Days, College Visits, Job Shadowing, Vacation Days, and illness. Contact Mr. Byrne, Assistant Principal, with questions at 815-568-6511 ext. 1322.

SEMESTER EXAM EXEMPTIONS: INDIAN PRIDE**REQUIREMENTS**

Students must meet all the criteria in academics, attendance, and behavior to receive an exam exemption. It is the student's and parent/guardians responsibility to ensure the accuracy of the student's academic, attendance, and disciplinary record. Parents/guardians are required to call in regarding a student's absence within 48 hours. The administration will not be reviewing student or parent/guardian requests to correct any attendance/discipline once students have been determined ineligible to receive this incentive.

- Students must have an overall grade of 85% or greater in classes where exemption is requested and approved by the classroom teacher..
- Students cannot have incomplete work for the class in which they are exempting.
- Students cannot have unserved discipline.
- No more than 4 tardies total per semester.
- No more than 2 lunch detentions per semester.
- No more than 1 after school detention per semester.
- No Saturday Detention, ISS, or OSS for the semester.
- Deadlines must be met by students applying for exemptions including getting teacher signatures. Teachers have the option to not grant exemptions in their class even if criteria is met by the student.

- Administration reserves the right to remove any/all exemptions, even after they have been issued.

*Freshmen may be allowed one exemption

**Sophomores may be allowed up to two exemptions

***Juniors and Seniors may be able to use as many exemptions as they qualify for

Any questions regarding Exam Exemptions should be directed to Administration as soon as possible in order to meet exemption deadlines.

ACT SCORE - ONE BONUS EXAM EXEMPTION SENIOR YEAR:

Regardless of academic, behavioral, and attendance criteria above, seniors can earn one bonus exam exemption that a teacher approves based upon the student's ACT score in the spring of their junior year, which will be applied to second semester senior year:

- Student must score a minimum of 18 in English and 22 in Math on the ACT (College and Career Readiness Benchmark)

ATTENDANCE ON DAY OF EXAMS

If a student is exempting the exam in a class, they are not required to be in attendance for that class period. Students are not required to be in attendance for study hall periods unless the study hall is an academic intervention including but not limited to numeracy, resource study hall, or assisted study hall.

ABSENCE LIMITATION POLICY

Because MCHS considers attendance to be crucial to the success of our students, an absence limitation policy has been adopted. Students may not miss more than 10 school days, whether excused or unexcused. Illinois law defines "chronic absentee" as a student who misses 10 percent of school days within an academic year with or without a valid excuse. That's 18 days of an average 180-day school year. Beyond those days students will be marked as Truant and may be consequence accordingly by the school and Marengo Police Department. Students may be required to submit a doctor's note for class absences if the number of absences becomes excessive. Excessive is defined as missing 10 periods of the same class. If this request is made, any absence that is not accompanied by a doctor's note will be considered unexcused and could lead to truancy consequences. All medical-related absences will be marked excused provided that a leave-school pass is issued and documentation of the appointment is provided.

MAKE-UP WORK

It is the responsibility of the student to seek out their teachers to acquire missed work for an absence. Parents may request homework for their students from the administration office if they are gone for 3 or more consecutive days.

EXCUSED ABSENCE

Students have the number of days they were absent +1 day in cases of excused absences to make up missed work.

PREARRANGED ABSENCE

Students are responsible for getting a pre-arranged form from the Administration Office, having their teachers fill it out, and returning it to the Administration Office. The work is due upon their return to school.

SUSPENSION

Students will be required to make up work while suspended. For suspensions of 2 days or fewer, students will receive their missed work upon their return to school. They will have the number of days of their suspension to make up for missed work. For suspensions of 3 days or more, homework will be required to be completed upon the return of the student or no credit will be earned. Parents/guardians will be expected to make arrangements to pick up the homework. Students are responsible for taking ownership of their education by communicating via email with their teachers while serving a suspension.

UNEXCUSED ABSENCE

Students who have an unexcused absence will be allowed to make up work for no less than a maximum of 50% credit at the teacher's discretion. Any work due on the day of the absence is due upon the student's return. Any work missed on the day of the absence must be made up by the day following the student's return to school (no extra days will be given). If a test or quiz is missed on the day of the unexcused absence, students must take the quiz or test on the day they return. No additional days will be given. Disciplinary actions apply to all unexcused absences.

TYPES OF ABSENCES

EXCUSED

1. Any absence that fits into one of the 6 categories given by the Illinois School Code.
2. Out of school and in school suspensions.
3. All medical-related absences will be marked excused provided that a leave-school pass is issued and documentation of the appointment is provided prior to leaving or within 48 hours of the student's return to school. The leave-school pass must be secured preferably before 8 am.
4. College Visits. Juniors and seniors are allowed college visits during the school year. These will be marked excused if a pre-arranged absence form is filled out and turned in. College visits must be done prior to May 1st. Rare circumstances can be submitted by a parent/guardian in writing, and may be approved by the

principal. Documentation of the visit is required upon return.

5. Vacations. The administration may approve vacation days for excused absences provided the student does not exceed the maximum 10 days allotted for any pre-arranged absence. Pre-Arranged absence forms must be filled out and approved prior to the student leaving. No vacation days will be approved after May 1st.
6. Any child who is physically or mentally unable to attend school, such as a disability being certified to the county or district truant officer by a competent physician licensed in Illinois to practice medicine, a chiropractic physician licensed under the Medical Practice Act of 1987, a licensed advanced practice registered nurse, a licensed physician assistant, or a Christian Science practitioner residing in this State and listed in the Christian Science Journal; or who is excused temporary absence for cause, with the absence for cause by illness being required to include the mental or behavioral health of the child for up to 5 days for which the child does not need to provide a medical note.

PREARRANGED (EXCUSED)

Prearranged absence forms are available in the Main Office and the Administration Office. Regardless if the pre-arranged absence is excused, a student must not be absent for more than 10 days in any combination thereof. Forms must be filled out and turned in no later than the day before the student is to be gone. If the absence requires a student to leave during the day, the student must also get a leave-school pass prior to 7:55 am. Teachers may, but are not required to, provide work for the student prior to the absence. Pre-arranged absence forms should be filled out for these reasons:

1. Vacation
2. College visitation (Documentation required)
3. Job shadowing (Documentation required)
4. Medical (Documentation required)

LEAVE SCHOOL PASS ABSENCE (EXCUSED)

Any student leaving school during the school day must first obtain a leave school pass from the Main Office. Examples would be if a student has seen the nurse and is going home sick, a doctor's appointment, a court date or a dentist appointment. Leave School Passes must be obtained before 7:55am. Documentation will be required for an absence to be marked excused.

UNEXCUSED

1. Unexcused absences can be, but are not limited to, car trouble, shopping, over-sleeping, getting a driver's license, babysitting, car repairs, work, a parent calling a student in for their birthday, etc. Only those reasons listed in the Illinois School Code will be excused absences.
2. Students going home ill must do so through the nurse's office. Any student calling home without first seeing the nurse will be marked unexcused.
3. No phone call or note by 8 am the following day will result in an unexcused absence. Any discussion about excusing an absence beyond the deadline above will have to take place with a Dean of Students or Assistant Principal.
4. More than 10 minutes late to school or 5 minutes late to a class will be an unexcused absence.
5. Disciplinary actions apply to all unexcused absences.

TRUANCY

A chronic truant is a student who has excessive absences without a valid cause. This student must be subject to compulsory school attendance and one who is absent from school for 5% or more of the previous 180 regular attendance days. MCHS will refer truants to the Marengo Police Department, and/or the McHenry County Truancy Officer, for truancy ordinance violations unexcused.

TRUANCY ORDINANCE VIOLATION

In conjunction with Marengo Police Department and the City Council of Marengo, a Truancy Ordinance has been implemented. Students who do not attend school and have no valid reason for their absence are subjected to this ordinance. A ticket and court date will be given to the student and parent.

UNEXCUSED ABSENCE CONSEQUENCES

ANY UNEXCUSED ABSENCES MAY RESULT IN A(N) LUNCH/AFTER SCHOOL DETENTION, IN-SCHOOL SUSPENSION or SATURDAY DETENTION. MORE THAN 3 IN-SCHOOL SUSPENSIONS RESULTS IN A LOSS OF PRIVILEGES.

More than 3 full days or 21 periods of unexcused absences will result in Truancy Ordinance Violation in addition to school disciplinary action.

More than five full days or 35 periods of unexcused absences may result in parent/guardian meetings in addition to Truancy Ordinance Violation and school disciplinary action.

More than ten full days or 70 periods of unexcused absences will result in referral to SST (Student Support Team) and possible referral for alternative placement or drop in addition to Truancy Ordinance Violation and school disciplinary action.

BEHAVIOR

Students at MCHS are held to a high standard both academically and behaviorally. We hope our students will become productive citizens who act accordingly. Additionally, we value the learning process. In order to provide our students with the best possible learning environment, we have rules and procedures to guide our students. Violations of these rules are divided into 4 levels. Each level has an increased consequence for the action. A listing of the levels of misconduct is at the end of this section.

The following grounds for behavioral consequences apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

1. On, or within sight of, school grounds before, during or after school hours or at any other time when the school is being used by a school group.
2. Off school grounds at a school-sponsored activity or event or any activity or event which bears a reasonable relationship to the school.
3. Traveling to or from school or a school activity, function or event.
4. Anywhere, if the conduct may reasonably be considered to be a threat or an attempted intimidation of a staff member or an interference with school purposes or an educational function.
5. Any interaction that occurs outside of school but that either presents a safety issue or causes a disruption during the school day and/or school related activities.

TYPES OF CONSEQUENCES

The following is a list of consequences that may be used but are not limited to as a deterrent for misconduct.

DENIAL OF PRIVILEGES

When considered necessary, students may be denied certain privileges for a period of time. Privileges may include but are not limited to parking in the parking lot, sitting with friends at lunch, home release and late start privileges, hanging out in the hallways or commons before school, attending extracurricular activities, etc.

1. Pass Privileges
2. Lunch room privileges
3. Parking
4. Cell Phone/Electronic Music Device Usage (Cell Phone Jail)
5. Computer privileges
6. Behind-the-Wheel/Summer Driver's Education opportunity
7. Field Trips
8. Attendance at all extracurricular activities including Homecoming and Prom
9. Teacher Aide/Office Runner Privilege
10. Participation in graduation (seniors only)
11. Late Start/Early Release privileges (seniors only)
12. Exam Exemptions or other Pride incentive criteria
13. The criteria to be eligible for the homecoming, winter formal and prom dances are determined by the Administration and will be given directly to the students.
14. Open campus lunch privileges (for those eligible)

IN-SCHOOL SUSPENSION (ISS)

An ISS may be assigned for unexcused absences, some level 2 offenses, and level 3 offenses. ISS is an excused absence. During ISS, students are to work on assigned work. ISS assignments will be given to students who do not have work to complete. Any student who does not complete work in ISS may receive a zero on those assignments. Any student who is removed from ISS may be assigned an OSS and will not receive credit for work missed. Students assigned more than three ISS consequences may also be denied privileges.

OFFICE DETENTION

An office detention may be issued for a level one or two offense. Office detentions are to be served after school in the detention room. After school detentions begin ten minutes after school and are fifty minutes in length. Detentions will not be rescheduled. The only exception would be if a student is excused from the absence following an assigned detention. The only excused reason for missing an Office Detention will be an excused absence. If a student is to receive a detention but already has 4 scheduled, an ISS may be issued.

OUT-OF-SCHOOL SUSPENSION (OSS)

An OSS may be assigned for some level 3 offenses and all level 4 offenses. OSS counts as an excused absence. During an OSS, students are not allowed on campus for any reason unless they have permission from the administration. Students are allowed to make-up for missed work. If the suspension is 2 days or less, students will receive their work upon their return to school. They will have the number of days of the suspension to make up for the missed work. After that time, no points will be assigned for the missing work. For suspensions of 3 or more days, teachers will turn in work that can be picked up by a parent/guardian at school. The work will be

due upon the student's return to school. If the work is not completed upon their return, it may be recorded as a zero. Students receiving one or more OSS consequences may also be denied privileges.

RESTITUTION

In the event that there is property damage or other expense incurred related to student behavior, payment for restitution may be required.

SATURDAY DETENTION (SCAP)

Student-Classroom Adjustment Program. A Saturday Detention is a 3-hour detention to be served on Saturday mornings. Saturday Detention begins at 8:30 and ends at 11:30. An automated phone call will be made home to inform parents of their child's Saturday Detention. Reasons for any detention may be found in the Infinite Campus system. The only excused reason for missing a Saturday Detention will be an excused absence called in by a parent/guardian. Failure to serve a Saturday Detention may result in an In-School Suspension, reassignment of the Saturday Detention and a denial of privileges.

LUNCH DETENTION

Lunch detentions will be assigned for infractions that occur in the cafeteria or for other infractions for which this type of consequence is deemed appropriate. It is designed to make sure students do not socialize during lunch.

Lunch detentions will be monitored by a staff member. Students may purchase the lunch provided by the cafeteria or can bring their lunch from home. Lunch detention will allow no electronic devices and will be a quiet atmosphere.

Skipping lunch detention is insubordination and will be handled accordingly. Being late or skipping lunch detention counts as a missed day and will bring an appropriate consequence for insubordination/not following rules. Students are required to clean up their area the same as the cafeteria. Refusing to clean up your area will increase the days of lunch detention. Misbehavior in lunch detention will be considered the same as a miss and the number of lunch detentions will be increased.

TEACHER DETENTION

Teacher Detentions are assigned by the teacher. Students are expected to serve them at the assigned area and time. Students who fail to serve teacher detentions will be referred to the Assistant Principal. The only excused reason for missing a Teacher Detention will be an excused absence.

TEMPORARY REMOVAL FROM CLASS

Students may be removed from a specific class for disruptive behavior. Failure to complete work in an alternative setting will result in a zero. Excessive removals or removal for safety reasons may result in a permanent removal from class and loss of credit.

ALTERNATIVE CONSEQUENCES

These may be used in place of or in addition to assigned consequences. They will be used only with the consent of the student and parent. The use of alternative discipline is at the complete discretion of the administration. Types of alternative punishment may include but are not limited to:

- School Detail
- Community Service
- Parent and Student Life Skills Sessions
- Formal Assessment (Drugs and Alcohol)
- Volunteer Program
- Student Services Group or Individual Sessions
- Peer Mediation
- Peace Circles
- Participation in various curriculums
- Loss of privileges/incentives

BOARD OF EDUCATION POLICY ON BULLYING 7:180

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals.

Bullying on the basis of actual or perceived race, color, religion, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge from military service, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations:

1. — During any school-sponsored education program or activity.

2. — While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.

3.— Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.

4.— Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any nonschool-related activity, function, or program.

Definitions from 105 ILCS 5/27-23.7

Bullying includes cyberbullying and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1.— Placing the student or students in reasonable fear of harm to the student's or students' person or property;

2.— Causing a substantially detrimental effect on the student's or students' physical or mental health;

3.— Substantially interfering with the student's or students' academic performance; or

4.— Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. Cyberbullying includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying. Cyberbullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying.

Restorative measures means a continuum of school based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Ill. Human Rights Act.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important district and school goals.

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge from military service, sex, sexual orientation, gender orientation, gender-related identity or expression, ancestry, age, religion, physical or mental disability, physical appearance, socioeconomic status, academic status, order of protection status, homelessness, actual or marital status, parenting status, pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations:

1. During any school-sponsored education program or activity.

2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.

3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.

4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school.

Bullying includes cyber-bullying and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. Cyberbullying includes: (1) the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of bullying; (2) the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of bullying; and (3) the posting or distribution of an unauthorized digital replica by electronic means if the posting or distribution creates any of the effects enumerated in the definition of bullying.²

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, posting or distributing sexually explicit images, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Students are encouraged to immediately report bullying. A report may be made orally or in writing to the building principal, nondiscrimination coordinator, district complaint manager or any staff member with whom the student is comfortable speaking. All school staff members are available for help with a bully or to make a report about bullying. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the district complaint manager or any staff member. Anonymous reports are also accepted by phone call or in writing.

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below.

1. The District uses the definition of bullying as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.
4. Consistent with federal and State laws and rules governing student privacy rights, the parents/guardians of all students involved in an alleged incident of bullying will be notified of such, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is made aware of the student's involvement in the incident. As appropriate, the school's administration shall also discuss the availability of social work services, counseling, school psychological services, other interventions, and restorative measures. The school shall make diligent efforts to notify a parent or legal guardian, utilizing all contact information the school has available or that can be reasonably obtained within the 24-hour period.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
 - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
 - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
 - c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.

d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.

7. A reprisal or retaliation against any person who reports an act of bullying is prohibited. Any person's act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion with regard to students.

8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided false information will be treated as either: (a) bullying, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.

9. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.

10. The Superintendent or designee shall post this policy on the District's publicly accessible website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.

11. Pursuant to State law and Board policy 2:240, Board Policy Development, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation:

- a. The frequency of victimization;
- b. Student, staff, and family observations of safety at a school;
- c. Identification of areas of a school where bullying occurs;
- d. The types of bullying utilized; and
- e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

- i. An updated version of the policy with the amendment/modification date included in the reference portion of the policy;
- ii. If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary; or
- iii. A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:

- a. 2:260, Uniform Grievance Procedure. A student may use this policy to complain about bullying.
- b. 2:265, Title IX Grievance Procedure. Any person may use this policy to complain about sex discrimination in violation of Title IX of the Education Amendments of 1972.
- c. 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited. Any person may use this policy to complain about discrimination or harassment on the basis of race, color, or national origin in violation of Title VI of the Civil Rights Act of 1964 and/or the Illinois Human Rights Act.

- d. 6:60, Curriculum Content. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- e. 6:65, Student Social and Emotional Development. Student social and emotional development is incorporated into the District's educational program as required by State law.
- f. 6:235, Access to Electronic Networks. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- g. 7:20, Harassment of Students Prohibited. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
- h. 7:185, Teen Dating Violence Prohibited. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
- i. 7:190, Student Behavior. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- j. 7:310, Restrictions on Publications; Elementary Schools, and 7:315, Restrictions on Publications; High Schools. These policies prohibit students from and provide consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

13. This policy requires all individual instances of bullying, as well as all threats, suggestions, or instances of self-harm determined to be the result of bullying, to be reported to the parents or legal guardians of those involved under the guidelines provided in paragraph (4) of this definition.

HARASSMENT/BULLYING

Students at MCHS should be able to attend school and participate in the learning process without worrying about being harassed or bullied. Additionally, students should not be victims of cyberbullying. The process for students participating in harassment or bullying is listed below. However, more extreme cases may be handled with more extreme consequences.

Parents and students should be aware of our resources here at MCHS. We have provided a list of people to talk to and resources available if you are encountering any of these problems.

Administrators will make diligent efforts to notify parents/guardians of any bullying cases that are reported to them within 24 hours, but further investigation may be necessary to come to a resolution.

RESOURCES AVAILABLE:

School Counselor

Social Worker

School Psychologist

Teachers

Administration

Peer Mediation

Student Services Group Sessions

School Resource Officer

HARASSMENT/BULLYING PROCESS

1. Form Filed – Harassment Agreement
 - Conference with Assistant Principal or Social Worker
 - Possible referral to counseling services
 - Detention or Saturday Detention possible
2. ISS or OSS
 - Meeting with parents, students and Assistant Principal and/or Social Worker may be requested.
3. Referral to Admin Committee/Possible referral for alternative placement or expulsion.
4. Steps can be skipped based on type of harassment. Any harassment or bullying based on sex, race, or ethnicity may be subject to OSS immediately. Police may

be notified at any step if deemed necessary by the administration.

CELL PHONE POLICY

Cell phones are a privilege for students in school and are not an unconditional right. Talking on cell phones is not permitted at school after the morning warning bell and until after the school day has ended. A telephone is available for students to use in the Main Office if phone calls home are necessary. In addition, the school is equipped with many clocks, so students do not need to use their phones to check the time. Cell phones may be used to text or access data before and after school, during lunch, and in the halls between classes. These are considered **Green Zones**.

Cell phones are not permitted in any instructional areas at any time. These are considered **Red Zones** and include, but are not limited to: classrooms, standardized testing, study hall, assemblies, restrooms, or locker rooms. If a student receives a cell phone referral, the following consequences will be issued:

1st Offense: Teacher Warning/ Teacher Referral - Administrative Warning

2nd Offense: Cell Phone Jail (1 week/5 days)

3rd Offense: Cell Phone Jail (2 weeks/10 days)

4th Offense: Cell Phone Jail (length TBD by administration), total loss of cell phone privileges, detention, or In School Suspension.

Cell phone referrals do not reset at the start of the second semester.

CELL PHONE JAIL

Once a student has exhausted warnings from a teacher, had a disciplinary referral written for their behavior, and been issued a warning from administration, they may lose cell phone privileges in school for a period of time. Students will be required to report to the Administration Office every morning before school and turn in their phone. A series of numbered pockets will be available for students to place their phone. Students should sign their phone in and designate which pocket their phone will be residing for the day. Cell phone jail is only accessible by students with staff permission, and is safe and secure during the school day. Students may pick up their phones at the end of the school day. In case of an emergency, students will be allowed to use their phone to make a call or send a message while present in the Administration Office.

ACADEMIC INTEGRITY/CHEATING/PLAGIARISM

Students participating in cheating and plagiarism will receive a zero on the work in question. Plagiarism is defined by The Cambridge dictionary as submitting as one's own work, irrespective of intent to deceive, that which derives in part or in its entirety from the work of others without due acknowledgement. Depending on the seriousness of the offense, students may be subjected to the following consequences: suspension, withholding of credit, failure for the course, referral for expulsion hearing. Improper use of Artificial Intelligence (AI) software is also considered a lack of academic integrity. If students are found to be submitting work that was generated through the use of any type of AI software, the student will be deemed in violation of this policy. Students may be asked to answer questions about their assignment in order for school personnel to ascertain whether or not the assignment was plagiarized.

DRESS CODE

Students are expected to wear clothing in a neat, clean, and well fitting manner while on school property and/or in attendance at school sponsored activities. The school does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment.

- Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, weapons, or other inappropriate images.
- Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.
- Coats, sweat bands, and sunglasses may not be worn in the building during the school day.
- Head coverings of any kind (hats, durags, etc..) are prohibited at all times.
- Hair styles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education.
- Clothing with revealing holes, rips, tears, and clothing that is otherwise poorly fitting, showing excessive skin and/or undergarments may not be worn at school.
- The length of shorts or skirts must be appropriate for the school environment.
- Appropriate footwear must be worn at all times.
- Halloween style facepaint is not permitted.
- Clothing and accessories that impersonate non-human characters or include costume-like attachments are considered a distraction to the learning environment and may not be worn on campus.
- If there is any doubt about dress and appearance, the building principal will make the final decision.
- Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject to discipline.

DISRESPECT TO STAFF OR ANYONE ASSOCIATED WITH MCHS**DISRESPECT TO MCHS STAFF**

Students who are disrespectful to staff members are subject to consequences. Disrespect to staff is a level three offense. Disrespecting a teacher or staff member may result in an ISS of multiple days.

DRUGS AND ALCOHOL

Using, possessing, distributing, purchasing or selling alcoholic beverages, drugs, controlled substances, drugs prescribed to another, abusing over-the-counter drugs, look-alike drugs and drug paraphernalia, or having the odor of a controlled substance is strictly prohibited. MCHS has a zero tolerance policy on these items. MCHS may use a passive alcohol sensor to help determine if students are under the influence. Students under the influence of any of these items either at school or at school functions will be treated as though they are in possession. The consequence for any of the above infractions may be an OSS. The police will be notified in all cases. Suspensions for drug and alcohol violations may be reduced based on a drug/alcohol assessment and completion of the advised program from the place of assessment. Participation in a drug/alcohol program may reduce consequences and is strongly recommended.

ELECTRONIC DEVICES

Using or possessing electronic signaling devices, 2-way radios, or laser-pointers is not allowed at MCHS. An ISS may be assigned and the device will be confiscated.

FAILURE TO SERVE CONSEQUENCES

A repeated refusal to serve disciplinary consequences will be considered insubordination and may result in an In-school suspension. Students do not have the option to not serve their assigned disciplinary consequences. Failure to serve school consequences may also result in loss of privileges (attending dances or extra curricular activities)

**There will be no more than 4 Detentions assigned at one time. If more infractions occur, it may be an ISS.*

***There will be no more than 3 Saturday Detention assigned at one time. If another infraction occurs, an OSS of 1-10 days may be assigned.*

FIGHTING OR SAFETY RELATED EVENTS

The safety of our students at MCHS is a top priority. School related threats, fighting, using violence or suggesting violent acts, force, language, coercion, individual threats, intimidation, fear or bullying will not be tolerated. Students perpetuating or encouraging others to participate in these activities are also subject to punishment. This may include any fights off school grounds that were a result of school activities or any fight that is directly related to school. Fighting is a level 3 or level 4 offense, depending on the severity. Students may receive an OSS of 1-10 days for fighting and the police will be contacted.

HAZING

The participation of joining or being involved with any form of hazing is not allowed and will be considered a level 4 offense.

GAMBLING

No form of gambling is allowed at school or school functions. Gambling will result in disciplinary action.

GANGS

~~For the safety of our students at MCHS, gang activity, gang paraphernalia, gang symbols or gang affiliation are prohibited. In all cases, the police will be notified. An OSS of 1-10 days may also be given.~~

"Gang" is defined as any group, club or organization of two or more persons whose purposes include the commission of illegal acts. No student on or about school property or at any school activity or whenever the student's conduct is reasonably related to a school activity, shall: (1) wear, possess, use, distribute, display, or sell any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; commit any act or omission, or use either verbal or non-verbal gestures, or handshakes showing membership or affiliation in a gang; or (2) use any speech or commit any act or omission in furtherance of the interest of any gang or gang activity, including, but not limited to, soliciting others for membership in any gangs; (3) request any person to pay protection or otherwise intimidate, harass or threaten any person; (4) commit any other illegal act or other violation of district policies, (5) or incite other students to act with physical violence upon any other person.

HARASSMENT: CYBER, VERBAL, PHYSICAL, SOCIAL, CELL PHONE, SEXUAL, OR OTHER

~~Harassment diminishes a student's ability to learn and a school's ability to educate. Harassment is considered any act that offends someone or any act that embarrasses, humiliates, or makes someone feel threatened or unsafe. Students who are involved in the harassment of another student or a staff member will be subject to consequences. Examples of prohibited conduct include name calling, using derogatory slurs, causing psychological harm, threatening or causing physical harm, or wearing or possessing items depicting or implying hatred or prejudice of another group. Depending on the severity and/or frequency, harassment incidents will be a level 3 or 4 offense. Using derogatory slurs (racial, religious, ethnic, sexual) is a Level 4 offense and may result in a 1-10 day OSS.~~

No person, including a school district employee, agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identity; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; physical appearance; socioeconomic status; academic status; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above. Depending on the severity and/or frequency, harassment incidents will be a level 3 or 4 offense. Using derogatory slurs (racial, religious, ethnic, sexual) is a Level 4 offense and may result in a 1-10-day OSS.

INSUBORDINATION

Students at MCHS have an obligation to follow directives from staff members. Students are also required to identify themselves when staff members request it. Students' refusal to serve their disciplinary consequence will be considered insubordination and additional consequences may be assigned. Willful and deliberate refusal to do so is insubordination will result in an ISS or OSS.

NON-SCHOOL SPONSORED PUBLICATIONS ACCESSED OR DISTRIBUTED ON CAMPUS

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by the School District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or sexting as defined by School Board policy and the Student Handbook;
4. Is reasonably viewed as promoting illegal drug use;
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. However, material from outside sources or the citation to such sources may be allowed, as long as the material to be distributed or accessed is primarily prepared by students¹; or
6. Encourages or incites students to violate any Board policies.

Accessing or distributing on-campus includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

PUBLIC DISPLAY OF AFFECTION

(PDA) MCHS is not an appropriate place for public displays of affection. We ask that students refrain from kissing and participating in excessive hugging, touching etc. PDA is a level one offense.

PURSES

Purses must be left in lockers or placed on the floor or back of a chair in classrooms. Purses are not allowed on desks.

SEARCH AND SEIZURE

In order to maintain safety and security in our school, school officials may conduct searches of students and their personal effects with reasonable suspicion of a major rule violation. Additionally, lockers, desks etc. are property of the school and may be searched accordingly. Police dogs may be used to search lockers, cars in our parking lot and other school areas. Students who refuse to allow a school administrator to search them will be issued an out of school suspension and may be considered for alternative placement or expulsion.

STEALING

Stealing items from the school or persons in it is an illegal act. It may be punishable by an OSS of 1-10 days and the police will be notified.

TOBACCO

Using, possessing, distributing, purchasing or selling tobacco or tobacco paraphernalia on school grounds is strictly prohibited. Students in violation may be subject to an OSS of 1-10 days. For under-age students, the police will be notified. Electronic cigarettes or vapor pens of any type will be treated in the same manner as regular tobacco cigarettes or other tobacco products.

TARDY POLICY

Teachers will monitor students' punctuality. The tardy policy starts over every semester and is cumulative for all classes. A tardy is a level one offense. However, the Assistant Principal or Principal may move students to a level two or three offense if the problem continues. Tardy is defined as NOT IN SEAT when the bell rings.

Any student who is more than 5 minutes late to class will be marked unexcused.

Tardies #1-8	One or more of the following: Teacher Warning/Teacher- Student Conferences/Teacher - Parent Contact, Teacher Detention
9th Tardy	Lunch Detention
10th Tardy +	Student will be issued a Lunch Detention but consequences may escalate to: After School Detention, In School Suspension, Loss of Privileges, or SCAP.

VANDALISM

All acts of vandalism will be considered a level 2, 3, or 4 offense. The police may be notified and a suspension of 1-10 days may be levied. **The school district will seek restitution from students and their parents/guardians for vandalism or other students acts that cause damage to school property.**

VIDEOTAPING

Videotaping on any device, including cell phones, is strictly prohibited unless permission has been granted by administration. Students in violation may be subject to ISS or OSS consequences.

VIDEO SURVEILLANCE

MCHS will use video surveillance to monitor parking lots and hallways and other public spaces. This monitoring and recording will take place 24 hours a day, 7 days a week.

WEAPONS

Using, possessing, controlling, or transferring a weapon is not allowed.

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of not less than one year but not more than 2 calendar years:

(1) A firearm, meaning any gun, rifle, shotgun, weapon as defined by Section 921 of Title 18 of the United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act, or firearm as defined in Section 24-1 of the Criminal Code of 1961. The expulsion period may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

(2) A knife, brass knuckles or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including "look alikes" of any firearm as defined above.

The expulsion requirement may be modified by the superintendent, and the superintendent's determination may be modified by the board on a case-by-case basis.

BEHAVIOR OFFENSE LEVELS**LEVEL I**

Level I offenses are minor infractions that conflict with the learning process or the school day itself. In most cases, a teacher will deal with the infraction. However, some cases may require the assistance of the administration. Level I offenses include but are not limited to the following:

1. Swearing
2. Classroom disruption
3. Dress code violation
4. Littering
5. Public display of affection
6. Inappropriate behavior
7. Unprepared for class
8. Not working in class

9. Sleeping in class
10. Tardy to class
11. Running in the hallways
12. Food/Drink in unauthorized areas
13. Cell Phone/Electronic Device use
14. Other

Possible consequences for a Level I infraction:

- Teacher detention
- Parent Contact
- Warning
- Office detention
- Lunch detention
- Denial of privileges

LEVEL II

Level II offenses are a more serious disruption to the learning process or regular school day. These would be violations that are level I but are repetitive or acts that are disruptive but not as serious as a level 3 or 4. Level II violations include but are not limited to the following:

1. Cell phone/Electronic Device use
2. Forging of notes or passes/Failure to have valid pass
3. Cheating/plagiarism
4. Gambling
5. Unexcused absences
6. Lunch misconduct
7. Loitering
8. Presence in an unauthorized area
9. Violation of parking policy
10. Computer network/internet user policy violation
11. Possession of banned items. (Laser pointers, cards etc)
12. Bus misbehavior
13. Minor vandalism
14. Leaving class or school without permission
15. Failure to serve teacher detentions
16. Failure to serve office detentions
17. Lying/Dishonesty to staff
18. Inappropriate language used by a student
19. Disrespect toward another student
20. Other

Possible consequences for Level II offenses:

- Teacher detention
- Office detention
- Lunch detention
- Saturday Detention
- Temporary removal from class
- Denial of privileges
- In-school Suspension (ISS)

LEVEL III

Level III offenses involve issues of property and acts towards individuals that do not cause bodily harm. Level III violations include but are not limited to the following:

1. Use or possession of tobacco/paraphernalia/incendiary device/e-cigarette/vapor pen
2. Threats of physical nature and other
3. Misconduct involving things not appropriate for school
4. Disrespect to Staff and anyone associated with MCHS
5. Trespassing
6. Vandalism
7. Inappropriate use of technology that transmits images
8. Insubordination
9. Possession of pornographic material
10. Harassment
11. Major misconduct involving school computers
12. Failure to serve Saturday Detention.
13. Unauthorized videotaping
14. Inappropriate language directed toward a staff member.
15. Sexually inappropriate language.
16. Other

Possible consequences for Level III offenses:

- Saturday Detention
- OSS
- Denial of privileges
- Permanent removal from class
- Police notification
- In-school suspension (ISS)

LEVEL IV

Level IV offenses are very serious acts. Many of these actions will involve the police. Level IV violations include but are not limited to the following:

1. Threats to another student or staff member
2. Fighting
3. Use, delivery or possession of alcohol, or having the odor of alcohol
4. Use, delivery or possession of drugs or look-alike drugs, drug paraphernalia, or having the odor of drugs
5. Possession of a weapon
6. Threats involving the safety of students or staff (Bomb threats etc.)
7. Setting off false fire alarm
8. Activating a 911 call button falsely
9. Assault or Battery to staff member or student
10. Stealing school property (including tests etc)
11. Gang-related items (clothing, signs, signals, etc.); Participation in or connection to a gang or other similar group.
12. Discrimination of any kind (sexual, ethnic, racial, religious), including derogatory slurs.
13. Hazing
14. Lewd and lascivious behavior
15. Theft
16. Gross Insubordination/Disrespect to Staff
17. Gross Disobedience.Misconduct
18. Sexting (Transmission, possession or displaying inappropriate pictures via an electronic device)

19. Other

Possible consequences for Level IV offenses may include but are not limited to:

- OSS
- ISS
- Saturday Detention
- Denial of privileges
- Alternative placement
- Recommend for expulsion
- Police notification

DUE PROCESS

OUT OF SCHOOL SUSPENSION (OSS)

Suspension is defined as exclusion of a student from school for a specific period of time, terminating at the end of the specified period or upon fulfillment of specified conditions. The authority of the board of education to suspend or expel a student guilty of gross disobedience or misconduct is granted in The Illinois School Code. The superintendent or designee is authorized to make reasonable rules and regulations to exclude pupils guilty of gross disobedience or misconduct for a period of not more than ten (10) school days, and that no action shall lie against them for such a decision.

1. The principal or assistant principal shall confer with any student who is under consideration for suspension prior to taking such disciplinary action.
2. The student shall be advised of the reasons for the proposed suspension and questioned as to his/her version of the action and/or incident that is the basis of the proposed suspension.
3. If the student denies gross disobedience or misconduct, the student shall be advised of the evidence upon which the suspension may be predicated and the student shall be given an opportunity to respond to the evidence.
4. If the pre-suspension conference does not result in the charges being dropped, the suspension procedure set forth below shall be followed.
5. The principal or assistant principal, after following the pre-suspension procedures as set forth above, may immediately suspend the student.
6. The person(s) conferring with the student shall make a written anecdotal record of the conference.
7. In all cases of suspension, the suspending school official will:
 - A. Notify the student of the nature and seriousness of his/her actions and the dates and duration of the suspension from school, school activities, and school grounds.
 - B. Notify the parents /guardians of the student of the reasons for the suspension and the dates and duration of the suspension from school, school activities, and school grounds by written notice sent by regular, certified or restricted mail.
 - C. Notify the student and parents of their rights regarding suspension from Marengo Community High School.
 - D. Send a copy of the parental notice of suspension to the superintendent and the president of the Board of Education.
8. The following stipulations apply to review of a decision to suspend,
 - a. The school reserves the right to suspend students and this action, in and of itself, is not a basis for review (Illinois School Code 10-22.6).
 - b. A review of the suspension will be granted only on the grounds that the circumstances precipitating the suspension are invalid.
 - c. The parents or guardians may request an informal hearing to review the suspension with the principal, either verbally or in writing.
 - d. The parents or guardians have the right to be represented at the suspension review by legal counsel.
 - e. The parents or guardians may choose to take no further action with respect to the suspension. This implies that the matter of the suspension has been satisfactorily resolved between the assistant principal and the parents/guardians of the suspended student.
9. The following stipulations apply to formal appeal of a decision to suspend.
 - a. If the parents or guardians wish to appeal the suspension, they must request, verbally or in writing, a formal hearing of the suspension with the Superintendent, the hearing officer for the Board of Education, at 568-6511.
 - b. The request for a formal hearing must be made within five (5) school days after receipt of the notice of suspension and explanation of the procedures in such a formal hearing shall be deemed waived.
 - c. The request must state: the reason(s) for requesting the hearing, the desired outcome expected as a result of the hearing, and the names of persons to be

present.

- d. The parents/ guardians may make an immediate written request to the principal requesting a stay of the suspension pending the findings of the formal hearing officer.
 - e. The parents or guardians have the right to be represented at the hearing by legal counsel.
 - f. The Board of Education will notify the student and his parents in writing of the time and place at least one (1) week prior to the hearing date.
10. When, in the opinion of the building administrator, a student poses an immediate threat to school personnel, students, or school property or threatens to disrupt the educational process, the student may be summarily removed from school without holding a pre-suspension conference as set forth above. In such an event, written notice sent by certified mail, return receipt requested, must be given to the student and his parents within two (2) school days of the date of summary suspension. The notice shall request the student to attend a pre-suspension conference within 48 hours after the notice is received or a waiver of such conference shall be deemed to have occurred. Regardless of their attendance at such a pre-suspension conference, the parents must be given written notice of any subsequent decision resulting from the conference.

EXPULSION

Expulsion is defined as the permanent exclusion of a student from school, normally for the balance of the school term but up to two years for certain offenses. Only the board of education may expel students and such action shall be taken in accordance with The Illinois School Code. Recommendations for expulsion of a student from school shall be made by the superintendent to the board of education in accordance with The Illinois School Code. The school will try to assist the student under an extended suspension or expulsion to find alternate means to continue an educational program. Such opportunities may include the GED program, evening or summer courses, correspondence courses, special transfer, or transfer to another school. In all cases of expulsion, parents will be sent a letter of notification detailing the expulsion process.

SEARCH AND SEIZURE, BOE POLICY 7:140

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

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, when there is reasonable suspicion for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the District's student rules of conduct. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. This paragraph applies to student vehicles parked on school property. In addition, the building principal shall require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of his or her vehicle, and personal effects therein, without notice and without suspicion of wrongdoing. The superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

STUDENT SEARCHES

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

When feasible, the search should be conducted as follows: outside the view of others, including students; in the presence of a school administrator or adult witness; and by a certified employee or liaison police officer of the same sex as the student. Immediately following a search, a written report shall be made by the school authority that conducted the search, and given to the Superintendent. The student's parent(s)/guardian(s) shall be notified of the search as soon as possible.

SEIZURE OF PROPERTY

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

BUS CONDUCT, BOE POLICY 7:220

Gross disobedience or misconduct providing grounds for suspension from riding the school bus include:

1. Prohibited student conduct as defined in the Student Behavior policy.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of the bus driver's or other supervisor's directives.
6. Such other behavior as the administration deems to threaten the safe operation of the bus and/or its occupants.

USE OF VIDEO CAMERAS ON SCHOOL BUSES

Video cameras may be used on school buses as necessary in order to monitor conduct and maintain a safe environment for students and employees.

The content of the videotapes are student records and are subject to district policy and procedure concerning school student records. Only those people with a legitimate educational or administrative purpose may view the videotapes. In most instances, individuals with a legitimate educational or administrative purpose will be the superintendent, building principal, assistant principal, transportation director, bus driver, and sponsor, coach, or other supervisor. If the content of a videotape becomes the subject of a student disciplinary hearing, it will be treated like other evidence in the proceeding.

BEHAVIOR PROCEDURE

The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

EXTRACURRICULAR CODE OF CONDUCT

Marengo Community High School District 154 is committed to providing all students with a variety of opportunities to learn the skills necessary for them to reach their potential as citizens in a global society. The extracurricular program expands the learning opportunities available to students and enhances the academic program.

District 154 offers extensive and diverse extracurricular programs to provide expanded learning opportunities to students who wish to develop special skills and talents to a higher level. While involvement in these activities is voluntary, it is also a privilege and students choosing to participate take on expanded responsibilities as special representatives of their school and community. These responsibilities hold the student to a higher standard of conduct as a condition of participation.

The Extracurricular Code of Conduct outlines the expectations for those who choose to be involved in Marengo Community High School (MCHS) extra-curricular programs. These guidelines also define the rights of our students that will accompany such responsibilities. These rights include a due process procedure that is designed to be consistent and fair to all concerned. The policy will be in effect 365 days a year, 24 hours a day, 7 days a week. This includes all athletics and activities sponsored by MCHS. The following is a list including but not limited to extra-curricular activities to which this code of conduct applies:

The school expects that all students who choose to participate in extracurricular programs of their choice will honor these guidelines. We consider participation in these programs to be a privilege, not a right. The school must clearly communicate the expectations of this handbook to all students and respond to all violations in a fair and expedient manner, within the guidelines defined in this guide.

We believe these rights and responsibilities for students and the school will help make participation in our extracurricular programs a strong and enduring learning experience. We hope that the experience will be meaningful and enjoyable for all involved and will increase learning opportunities for all students.

MISCELLANEOUS

1. Each team or activity will have a set of specific expectations for its participants.
2. The student must show proof of accident insurance coverage either by a policy purchased through the district-approved insurance plan or a parent(s)/guardian(s) written statement that the student is covered under a family insurance plan.
3. Student athletes are also subject to IHSA, conference, and district athletic eligibility requirements.

SPORTSMANSHIP

Students, participants and spectators are expected to practice the ethics of competition and principles of good sportsmanship whether at home events, events at other schools or in the community. Any person found to be in violation of these ethics and principles may be barred from interscholastic contests either as a participant or as a spectator. The faculty, coaches and administration of MCHS consider good sportsmanship to be one of the important ingredients of healthy competition and athletic success. Nothing less is expected of the fans who attend our contests, the athletes who participate, and the coaches who provide guidance and leadership. We encourage all participants to cheer for our Indians, but in addition, recognize the performance of others, respect the opponent and the efforts of the officials, and enjoy watching the contest. Thank you for demonstrating good sportsmanship the Marengo way!

DUE PROCESS

The following due process procedure shall be used in cases of suspension or dismissal in all athletic/cheerleading programs.

1. The Athletic Director (AD) or Asst. Principal will meet with the student to inform him/her of the allegations. Parents will be informed of the allegations by the AD or Asst. Principal. If no disciplinary action is to be taken, due process ends.
2. The AD or Asst. Principal will request a conference with the parent/guardian and participant to discuss the allegations and disciplinary action.
3. The AD or Asst. Principal will determine the consequence as stated in this document and inform the participant, as well as the parent/guardian.

APPEAL PROCESS - (CODE OF CONDUCT AND/OR DISCIPLINARY RELATED VIOLATIONS)

Suspensions for Code of Conduct or other disciplinary related Violations can be appealed by families that wish to do so. An appeal form should be requested from the Administration Office and completed in a timely manner. The appeal will be heard by the school principal or another administrator. Students/families will be notified of the results of the appeal as soon as possible.

EXPECTATION OF PARTICIPANTS**ATTENDANCE**

Students and activity participants must be in school prior to 11:00 am to participate in practices, games or activities. The Principal, Assistant Principal, or Athletic & Activity Director may or may not approve other situations that pertain to attendance.

ELIGIBILITY

Participants must have passed five core subjects in the previous semester to participate in any extracurricular activity the next semester, and they must be enrolled in and passing five full-credit courses during the time of participation. Participants' teachers will notify the Student Services Office if the participant is failing.

A student will be suspended indefinitely from participating if he/she is charged with a felony offense, until such time as the case is resolved. If found guilty, he/she will be dismissed from the team.

EQUIPMENT

The school will issue specific equipment, which the participant must care for or replace at cost.

All uniforms and issued equipment shall be returned to the faculty member in charge within one week (7 school days) following the end of the last contest. Participants who fail to return the uniform or pay for the equipment issued prior to the start of any sport season shall not participate in the next season until the debt is removed. Participants may appeal only to the athletic director who may confer with the principal.

FINANCIAL RESPONSIBILITY

Participants will be financially responsible for equipment lost, stolen or damaged outside of regular use.

SAFETY/DESIGNATED AREA

There should be no horseplay in areas of participation. Any inappropriate language or actions, as well as careless use of facilities will be dealt with severely.

MAJOR RULES INFRACTIONS

All students attending MCHS are potential participants of extra-curricular activities. Therefore, the code of conduct applies to students when they begin school at MCHS. *The behavior code is in effect twelve months of the year, seven days a week, twenty-four hours a day, in and out of season, and on and off school grounds until the end of the spring sport playoff season of a student's senior year.*

The violations and infractions for each of these codes will be as indicated in this document. An individual participating in an extracurricular activity will face disciplinary consequences for violating each code.

MAJOR RULES INFRACTIONS:

- Possession, consumption or sale of alcohol
- Possession, consumption or sale of harmful or illegal drugs, or look alike drugs
- Possession, consumption or sale of anabolic-androgenic steroids
- Use or possession of any form of tobacco
- Major unsportsmanlike conduct
- Attendance at activities involving the illegal consumption and /or possession of alcohol or any illegal substance. Arrest or ticketing by police, a report by a staff member, a report by the parent or admission by the student shall constitute notice for this infraction. Students are responsible for being aware of their surroundings and if illegal consumption and/or possession is taking place they must take immediate steps to leave the activity safely (or if hosting an activity, take immediate steps to have the offending individual(s) leave safely).
- Commission of a criminal act defined as a Felony.
- Any Level IV (as listed in the Behavior section) misconduct or activities that results in police notification.
- Any commission of a criminal activity/arrest may result in a suspension upon review by the Principal, Athletic Director, Assistant Principal, Dean of Students and Coach.

Athletics and clubs/activities are both subject to disciplinary action via the code of conduct.

DISCIPLINARY ACTIONS FOR MAJOR RULES INFRACTIONS

When evidence of a violation of the behavior code occurs, disciplinary action will be taken in consecutive order for each offense throughout the individual's high school career by the athletic director, principal or his designee. However, the administrative team reserves the right to evaluate the nature of the offense. If the infraction is deemed egregious in nature, administration may dispense disciplinary action that does not follow the progressive behavior actions outlined in the handbook. Written parent contact will be made. If the individual and/or parent wishes to appeal the decision, that appeal can be made in writing to the high school principal within five school days of written notification.

FIRST OFFENSE: Suspension for 50% of the regular season dates scheduled for that activity. If the number of suspended dates is a fraction, that number will be rounded to the next whole number. The participant is expected to attend all practices, follow all of the coach's rules, and attend but not dress for all of the competitions. In the case of a student not fulfilling the 50% of the season's dates because of the season coming to an end, the remaining percentage will be used in the next activity they participate in. (Example: a student has a major rule infraction just before the last football game. With just one game remaining, only 11% of the required 50%

suspension is served. The remaining 39% would have to carry over to the next activity. If the activity was basketball, this student would then miss 39% of the basketball schedule.)

SECOND OFFENSE: 1-year suspension from all activities covered by the behavior code for one calendar year from the date of the offense. No award will be earned. Violations during school, at school functions or on school grounds follow present school handbook consequences.

*Students who are found to be in violation of the distribution of illegal substances will automatically skip to the student's second offense.

THIRD OFFENSE: Career suspension from all extracurriculars from the date of the offense through graduation. No award will be earned.

*A student may be eligible to participate after his/her third offense after 2 years of no infractions. The 2 years would be 2 calendar years after the third infraction.

**If a student is in violation of a major rules infraction but does not participate in any activities, he/she would be eligible to participate one calendar year after the infraction.

GENERAL INFORMATION REGARDING EXTRA-CURRICULAR SUSPENSIONS

If a student is involved in simultaneous activities, the suspension will be served concurrently in all of the activities. However, students will not be allowed to join extra-curricular activities already under way in order to avoid an athletic suspension.

Athletes are not allowed to participate in a sport for the purpose of serving a suspension in that sport rather than one where the student has a record of consistent participation. Penalties for violations are to be enforced in conjunction with the athlete's record of participation. It is recognized that freshmen and sophomores may not have established a consistent record of participation.

Example: A third year football player who has been suspended for 22% of the season may not join any other activity that he has not participated in during the past in order to avoid the suspension.

If the participant finishes the season in good standing, the individual will be eligible for an award. If the suspension is carried over to the next activity in which the individual participates, an award may be given after the suspension is completed.

In order for the suspension to be considered served, the participant needs to successfully complete the season. Violations during school, at school functions or on school grounds follow present school handbook consequences.

ACTIONS TO REDUCE CONSEQUENCES OF MAJOR RULES INFRACTIONS

(Only one of the two options is allowed for drug and/or alcohol offenses)

OPTION 1 – The consequence of the first violation of an activity regulation which is first reported by the student or the parents of the extracurricular participant shall reduce by 33% the actual participation dates or performances but not less than one date or performance. Exception: If a student has been arrested or is named in a police report the school is automatically notified by police through the reciprocal reporting agreement, therefore Option 1 is not available.

(Or)

OPTION 2 – The consequence of a first violation of an activity rule may be reduced by any extracurricular participant who, at his/her own expense, participates in and completes a program approved by the administration for substance abuse. The consequence of the first violation may be reduced to 50% of the actual participation dates or performances but not less than one date or performance.

(NON-RELATED DRUG AND ALCOHOL OFFENSES)

OPTION – For non-drug or alcohol offenses, the administration reserves the right to review each incident on a case by case basis. Administration may offer community service (or other opportunities as deemed appropriate) for reduction of suspension.

MINOR RULE INFRACTIONS

These rules will be distributed at the first extracurricular meeting by the individual coach or sponsor and will only affect that sport or activity. Disciplinary action will be left up to the individual in charge of that activity. If the individual and/or parent wish to appeal the decision, that appeal can be made within 48 hours to the high school athletic director or principal/assistant principal.

REQUIREMENTS FOR PARTICIPATION

Marengo Community High School believes that each potential participant should make an informed decision to participate in extracurricular programs. Students shall comply with Board of Education Policy 7:300 regarding participation in extracurricular activities.

Student participation in Board of Education-approved extra-curricular activities is contingent upon the following:

The student must attain the academic standards set forth in the Student Handbook.

The Extracurricular Code of Conduct will not replace the District 154 Disciplinary Guidelines, but will be enforced in conjunction with/or in addition to those disciplinary guidelines. This code in no way restrains the authority of the administration or Board to impose suspensions or expulsions upon a student under its policies.

SCHEDULING CONFLICTS

The scheduling of activities often results in conflicts that cannot be resolved. They are beyond the control of the local school. A general guideline is that students will be required to participate in activities as listed in the descending order listed below. The decision is not up to the student, coach or sponsor as to which activity the student will participate in when conflicts occur. The student has a responsibility and commitment to his/her respective organizations and teams.

State team

State individual

Conference tournaments

Conference team

Conference individual events

Previously scheduled events

Rescheduled events.

If two events of equal priority are scheduled at the same time, then and only then, will it be the student's choice to determine the event that he/she will be participating in.

THEFT/VANDALISM/DESTRUCTION OF SCHOOL PROPERTY

Participants are expected to respect the property and possessions at our school and other schools. In situations involving theft, vandalism, etc., the policy as set forth in the Parent-Student Handbook will be invoked.

WARNING OF RISK

Students and parents are to be aware that athletic and activity participation has inherent dangers and risks. Even though participation and practice is within the rules of the activity and students follow the instructions of the coach or sponsor, students may suffer a catastrophic injury. Their injuries may include, but are not limited to, death, serious head, neck or spinal injuries that may result in complete or partial paralysis or brain damage. Serious injury to any of the internal organs, bones, ligaments, muscles, tendons or other aspects of the musculoskeletal system are possible. The injuries that may occur may affect the student's future ability to participate in athletics and activities, earn a living, or engage in other business and social activities. To attempt to avoid the possibility of injury, students should follow the coaches' or sponsors' instructions regarding techniques, training and team rules at all times, and participate within the rules of the sport or activity.



20 January 2026

Mr. David Engelbrecht
Superintendent
Marengo Community High School District 154
110 Franks Road
Marengo, Illinois 60152

Via E-mail Only: engelbrechtd@mchs154.org

RE: 2026 Concession Stand Roof Replacement
Marengo Community High School
Project Number: 0722-2025051

Dear Mr. Engelbrecht:

On 13 January 2026, the School District received and opened bids for the above referenced project. A total of eight bids were received and are summarized on the attached Bidder's Tabulation List. The following review information and recommendation is presented for your consideration.

Base Bid scope of work includes the complete tear-off of the existing asphalt shingles and provide new asphalt 3D architectural shingles with new full-coverage self-adhering ice & water shield throughout the entire roof surface; repairs to plywood sheathing underlayment; and partial replacement and repairs to the existing metal soffit panels above concessions window.

Enlightened Design.
Practical Solutions.

As part of the bidding documents, two alternate bids were requested for this contract. A summary of the alternates is below:

Alternate 01 - Additional cost remove and provide new perimeter gutter and downspouts. The existing gutters are fastened to the fascia boards and do not incorporate added support brackets typically found in commercial construction. These brackets provide added support against ice buildup and other abuses.

1437 Harmony Court
Itasca, Illinois 60143
847-317-0852

Alternate 02 - Additional cost to remove and provide new standing seam metal roof panels in lieu of asphalt shingles. This alternate includes the complete replacement of perimeter gutter and downspouts.

954 West Washington Blvd
Suite 605
Chicago, Illinois 60607
847-317-0852

Note: If Alternate 01 is awarded, Alternate 02 is not applicable to the project.
Base Bid + Alternate 01 = Contract Value.

1320 South Second Street
Springfield, Illinois 62704
217-522-3355

If Alternate 02 is awarded, Alternate 01 is not applicable to the project.
Base Bid + Alternate 02 = Contract Value.

greenassociates.com

The apparent low Base Bid was submitted by Blue Line Roofing And Exteriors located in Peoria, Illinois. During the scope review, Blue Line Roofing And Exteriors explained they predominately perform residential roofing and not familiar with working in the public school market. They are wanting to bring in more commercial applications to the company by acting as a General Contractor and sub out 100% of the work to a Wisconsin roofing and sheet metal company called Davis Enterprises located in Tomahawk, Wisconsin. During the scope review Blue Line Roofing and Exteriors acknowledged they do not have experience in public schools market and realized they need to withdraw their bid. Blue Line Roofing and Exteriors has submitted a formal request to withdraw their bid. Their letter is attached hereto. We recommend allowing the withdrawal of their bid.

Stephen M. Chassee
William H.R. Taylor, AIA
Todd R. Hannah, AIA
George T. Prosiliakos, AIA
Andrew C. Jose
Aaron C. Woessner, AIA



The second apparent low base bid was submitted by Seal Tight Exteriors located in Steger, Illinois. Their bid form and supporting documents and the Contractor's Qualification Statement submitted have been reviewed and found to be complete. The school references had positive comments about their past performance and projects. In addition, we conducted a bid review with the project manager, Nicholas Frassinone. Based on our conversation, we believe the contractor has a thorough understanding of the intent of the construction documents, the scope of work involved, manpower, specified products, and schedule.

In closing, we see no reason not to award a contract to Seal Tight Exteriors, Inc. for the Base Bid of **\$77,550.00**; or award the Base Bid with one of the following ADD alternates:

- Base Bid + *Alternate 01*: \$77,550.00 + \$28,000.00 = **\$105,550.00**

OR

- Base Bid + *Alternate 02*: \$77,550.00 + \$146,322.00 = **\$223,872.00**

If you have any questions concerning this information or would like to discuss it further, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Alan Crovetti', is written over the typed name and title.

Alan Crovetti, AIA, NCARB
Project Manager

encl Bid Tab
Contractor Letter

ec: A. Fink, SD 154
D. Swanson, SD 154

BIDDERS TABULATION LIST

GreenAssociates, Inc.

1437 Harmony Court
 Itasca, Illinois 60143
 Telephone 847-317-0852

Client: Marengo Community High School District 154
 Project: 2026 Concessions Stand Roofing Replacement
 Project Number: 0722-2025051
 Date/Time: 13 January 2026 @ 1:00 p.m.

	Bidder	City / State	Bid Bond	Addendum 01	Base Bid	(ADD/DEDUCT)	(ADD/DEDUCT)
						Alternate 01	Alternate 02
						Gutter & Downspout Replacement	Standing Seam Metal Roofing
1	Blue Line Roofing and Exteriors	Peoria, IL	✓	✓	\$77,865.00	\$8,750.00	\$75,985.00
2	Carmichael Construction, Inc.	Marengo, IL	✓	✓	\$89,780.00	\$32,980.00	\$163,400.00
3	Filotto Construction, Inc.	Crest Hill, IL	✓	✓	\$87,480.00	\$37,300.00	n/a
4	G.E. Riddiford Roofing Company	Arlington Heights, IL	✓	✓	\$95,200.00	\$40,850.00	\$162,600.00
5	L. Marshall, Inc.	Glenview, IL	✓	✓	\$146,000.00	\$42,000.00	\$109,000.00
6	Robert's Restorations	Antioch, IL	✓	✓	\$99,245.00	\$7,360.00	\$149,350.00
7	Seal Tight Exteriors, Inc.	Steger, IL	✓	✓	\$77,550.00	\$28,000.00	\$146,322.00
8	Weatherguard Roofing	Elgin, IL	✓	✓	\$107,900.00	\$27,600.00	\$155,000.00

From: Corey Campbell <corey@bluelineroof.net>
Sent: Monday, January 19, 2026 10:28:13 AM
To: Alan Crovetto <acrovetti@greenassociates.com>
Subject: Contract Withdrawal

You don't often get email from corey@bluelineroof.net. [Learn why this is important](#)

Dear Marengo Community High School District #154,

I am writing to formally notify you that Blue Line Roofing and Exteriors must withdraw from the proposed contract bid 1/13/2026 for the 2026 Concessions Stand Roofing Replacement. After careful review, we have determined that we are unable to proceed with this project under the current circumstances. This decision was not made lightly, and we appreciate the opportunity to have been considered for this work. Please advise if there are any required steps on our end to ensure an orderly and professional closeout. Thank you for your time and consideration. We wish you success with the remainder of the project.

Sincerely,
Corey Campbell
Commercial Sales



Jul-26				
MON	TUES	WED	THURS	FRI
		1	2	3 HOL
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

Aug-26				
MON	TUES	WED	THURS	FRI
3	4	5	6	7
10	11	12	13	14
17 TI	18 TI	X	X	X
24	25	26 SIP	27	28
X	X			
31				
X				

Sep-26				
MON	TUES	WED	THURS	FRI
	1	2	3	4
	X	X	X	X
7 HOL	8	9 SIP	10	11
14	15	16	17	18
X	X	X	X	X
21	22	23 SIP	24	25
X	X			
28	29	30		
X	X	X		

MCHS 2026-2027 CALENDAR

SCHOOL HOLIDAYS	
Labor Day	09/07/26
Columbus Day	10/12/26
Thanksgiving Day	11/26/26
Christmas Day	12/25/26
New Year's Day	01/01/27
M.L. King's Birthday	01/18/27
President's Day	02/15/27
Non-Attendance Day	03/26/27
Memorial Day	05/31/27

Oct-26				
MON	TUES	WED	THURS	FRI
			1	2
			X	X
5	6	7 SIP	8	9
X	X		X	X
12 HOL	13	14	15	16
X	X	X	X	X
19	20	21 SIP	22 FPT	23 TI
X	X			
26	27	28	29	30
X	X	X	X	X

Nov-26				
MON	TUES	WED	THURS	FRI
2	3	4	5	6
X	X	X	X	X
9	10	11 SIP	12	13
X	X		X	X
16	17	18	19	20
X	X	X	X	X
23	24	25 NIA	26 HOL	27 NIA
X	X			
30				
X				

Dec-26				
MON	TUES	WED	THURS	FRI
	1	2	3	4
	X	X	X	X
7	8	9 SIP	10	11
X	X		X	X
14	15	16	17	18 SIP
X	X	X	X	
21	22	23	24	25
NIA	NIA	NIA	NIA	HOL
28	29	30	31	
NIA	NIA	NIA	NIA	

CALENDAR LEGEND	
Regular School Begins	08/19/26
Regular School Ends	05/27/27
Pupil Attendance Days	176
School Improvement Days	16
Teacher Institutes	4
Emergency Days	5
Full Day P/T Conferences	1

Jan-27				
MON	TUES	WED	THURS	FRI
				1 HOL
				X
4 TW	5	6	7	8
X	X	X	X	X
11	12	13 SIP	14	15
X	X		X	X
18 HOL	19	20	21	22
X	X	X	X	X
25	26	27	28	29
X	X	X	X	X

Feb-27				
MON	TUES	WED	THURS	FRI
1	2	3	4	5
X	X	X	X	X
8	9	10 SIP	11	12
X	X		X	X
15 HOL	16	17	18	19
X	X	X	X	X
22	23	24 SIP	25	26
X	X		X	X

Mar-27				
MON	TUES	WED	THURS	FRI
1	2	3	4	5
X	X	X	X	X
8	9	10 SIP	11	12
X	X		X	X
15	16	17	18	19
X	X	X	X	X
22	23	24	25 TI	26 NIA
X	X	X		
29	30	31		
NIA	NIA	NIA		

*Pupil/Attendance Days are marked with an "X"
 *Proposed Emergency Days are marked with an "XED"
 *Full Day P/T Conferences are marked with an FPT
 *Inservice days are marked with an "XHI" unless it is a half day P/T conference and then that is marked with an "XHPT"
 *Not in attendance days are marked with an "NIA"
 *Institute days are marked with a "TI"
 *Teacher Workdays are marked with a "TW"
 *Total days must equal 185 days

Semester 1	82 Days
Semester 2	94 Days
	176 Days

Graduation TBD

Apr-27				
MON	TUES	WED	THURS	FRI
			1 NIA	2 NIA
			X	X
5	6	7 SIP	8	9
X	X		X	X
12	13	14	15	16
X	X	X	X	X
19	20	21 SIP	22	23
X	X		X	X
26	27	28	29	30
X	X	X	X	X

May-27				
MON	TUES	WED	THURS	FRI
3	4	5	6	7
X	X	X	X	X
10	11	12 SIP	13	14
X	X		X	X
17	18	19	20	21
X	X	X	X	X
24	25	26	27 SIP	28 XED
X	X	X		
31 HOL				

Jun-27				
MON	TUES	WED	THURS	FRI
	1	2	3	4
	XED	XED	XED	XED
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

HEAD COOK FOOD SERVICE MANAGER

Primary Duties: To oversee all daily kitchen and cafeteria operations to ensure ~~serve~~ students and ~~staff employees~~ are served nutritious, appealing ~~attractive and nutritious~~ meals in a clean, safe, and welcoming environment. ~~an atmosphere of efficiency, cleanliness, and warmth.~~ This position supervises kitchen staff, plans menus, ensures compliance with USDA National School Lunch Program (NSLP), School Breakfast Program (SBP), and all federal/state/local regulations; maintains sanitation standards, manages inventory, and performs all required administrative and reporting duties.

Supervises: Assistant Cooks, Dishwasher, and School Kitchen Workers

Reports to: ~~Principal &~~ Assistant Superintendent & Superintendent

Essential Duties and Responsibilities:

1. Plans and supervises the preparation and serving of all ~~menus~~ menus in accordance with USDA guidelines.
2. Determines ~~the daily~~ quantities of each food to be prepared daily ~~item and~~ establish appropriate portion sizes based on age and nutritional requirements
3. ~~Determines the size of serving to meet the necessary age requirement.~~ Works with school staff, parents, and physicians to plan menus for children with special dietary needs, allergies, or cultural/religious requirements.
4. Prepares food and baked goods according to a planned menu and tested, uniform recipes, and determines if the finished product is of the best quality for taste, ~~both in flavor and appearance, before it is served.~~ and temperature before service.
5. ~~Serves students and staff from the cafeteria counter.~~ Establishes procedures to ensure that food is prepared and served in a sanitary and safe environment that adheres to all local, state and federal guidelines and standards.
6. ~~Performs related duties as required, including duties at special meal functions.~~ Plans for and coordinates catered events such as meetings, activities, and parties to improve school and community relations.
7. Removes ~~used dishes~~ trays, pans, cooking sheets, serving utensils, etc., utilized in food preparation, and assists in the cleaning of counters, tables, and furnishings in the dining area.
8. Maintains the trash and garbage collection area in a neat and sanitary fashion.
9. Supervises the daily cleaning of all kitchen equipment and the washing and sterilizing of all dishes, silverware, and utensils to ensure all sanitation and operation regulations and requirements are met.
10. Cleans the kitchen and service areas daily.
11. Performs major cleaning of refrigerators and storerooms at regularly scheduled intervals.
12. ~~Assumes responsibility for storage and disposal of unused foods.~~ Ensures proper food

- storage, rotation, and disposal, including strict uses of the “First In, First Out (FIFO) method.
13. Supervises and instructs kitchen personnel in the safe, proper, and efficient use of all kitchen equipment, **and sets the standard for food safety culture in the entire school nutrition program.**
 - ~~14. Maintains the highest standards of safety and cleanliness in the kitchen.~~
 15. Checks food shipments into the school, signing invoices only after each order has been verified.
 16. Reports to the ~~Administrative Assistant~~ **Superintendent** any faulty or inferior quality food that is received, **and arranges for returns/replacements.**
 17. ~~Makes application for government surplus food for school cafeteria.~~ **Manages USDA commodity foods according to district and federal guidelines.**
 18. Helps develop cafeteria accounting procedures in cooperation with the ~~Administrative Assistant~~ **Superintendent.**
 19. Prepares and maintains reports as required.
 20. Records all food requisitions from the storeroom and records all meals served.
 21. Reviews, evaluates, and recommends for the purchase of new and replacement equipment.
 22. Oversees the locking of the storeroom and the maintenance of a correct periodic inventory.
 23. Orders necessary supplies at the lowest possible cost **and develops cost-effective menus that maintain nutritional value and quality, while also meeting all local, state, and federal guidelines.**
 24. Reports immediately to the ~~Administrative Assistant~~ **Superintendent** any problem or accident occurring in the kitchen or the cafeteria premises.
 25. Confers with the ~~Administrative Assistant~~ **Superintendent** regarding any personnel problems, **staffing needs, and performance concerns.**
 26. Attends workshops and seminars to develop performance skills.
 27. Performs related duties as required ~~including duties at special meal functions.~~
 - ~~28. Performs such other tasks as may from time to time be assigned by the Administration.~~

Necessary Knowledge, Skills, and Attributes:

1. Applicable district, state, and federal laws, rules, and regulations related to food service.
2. Foster a positive and welcoming atmosphere in the serving area, interacting professionally with students, faculty, and administrators.
3. Address and resolve customer service issues related to food service promptly and courteously.
4. Basic understanding of the Hazard Analysis and Critical Control Points (HACCP) Principles to identify and control food safety hazards.
5. Must maintain accurate daily production records, meal counts, inventory logs, and temperature logs required for federal, state, and local audits.
6. Must manage the proper handling and storage of food, including the implementation of the "First In, First Out" (FIFO) Principle.

Required Qualifications and Experiences

1. Must possess a high school diploma or GED
2. Must possess a valid Driver's Licence
3. Minimum of 3-5 years of experience in high-volume food service, preferably in a school or institutional kitchen setting, with at least 1 year in a supervisory or lead cook role preferred.
4. Current ServSafe Food Manager Certification or equivalent required. The employee must also complete mandatory training requirements annually.
5. Knowledge of the U.S. Department of Agriculture (USDA) meal pattern requirements and NSLP/SBP regulations.
6. Must demonstrate proficiency with the skills, knowledge, and attributes required of the job, including basic reading and writing skills, active listening, communication skills, and basic computer applications for ordering, inventory, and record-keeping.

Working Conditions and Physical Effort

1. Individuals appointed to these assignments must have adequate physical strength, physical agility, and visual and auditory acuity to perform the duties of this assignment and be able to maintain these skill sets.
2. Successful candidates must submit a post-offer, pre-employment physical examination and medical history check.
3. Considerable physical activity. Job requires heavy physical work; heavy lifting, pushing, or pulling required of objects up to 50 pounds, such as lifting boxes of supplies or materials, loading them onto a cart, and pushing or pulling the cart to storage areas, and lifting from floor to waist height, and occasionally lifting to shoulder level for storage
4. Ability to walk, stand, or sit more than 75% of a standard shift and on hard, often slick surfaces for the entire duration of the shift.
5. Frequent bending, stooping, kneeling, reaching, crouching, pushing, and pulling (e.g., retrieving items from low storage, loading/unloading carts, stirring large pots).
6. Constant use of hands, wrists, and fingers for repetitive tasks such as chopping, stirring, scooping, and plating.
7. Requires fine motor skills and hand-eye coordination for precision cutting and measuring.
8. Ability to taste and smell food to ensure quality, proper seasoning, and freshness.
9. Close vision, depth perception, and peripheral vision for safety while operating equipment and maneuvering in crowded areas.
10. The work environment involves following basic safety precautions, which include maintaining a strict standard of personal cleanliness and health to prevent food contamination, and wearing the appropriate personal protective equipment (PPE) such as gloves, nonslip shoes, and hair restraints to maintain a safe working environment.

Evaluation: Performance of this job will be evaluated in accordance with Board Policy.
Revised ~~11/1/99~~ 01/26/2026

POLICY #	REFERENCE	ACTION	TITLE 12/15/25	READING	APPROVED
2:20-E	October, 2025	Update	Exhibit-Waiver and Modification Request Resource Guide	12/15/2025	1/26/2026
2:120	October, 2025	Update	Board Member Development	12/15/2025	1/26/2026
2:150	October, 2025	Update	Committees	12/15/2025	1/26/2026
2:150-AP	October, 2025	Update	AP-Superintendent Committees	12/15/2025	1/26/2026
2:250-E2	October, 2025	Update	Exhibit-Immediately Available District Public Records and Web-Posted Reports and Records	12/15/2025	1/26/2026
2:270	October, 2025	Update	Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited	12/15/2025	1/26/2026
2:270-AP	October, 2025	Update	AP-Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin	12/15/2025	1/26/2026
3:60-E	October, 2025	Update	Exhibit-Event Reporting and Notice Requirements for Building Principals Concerning School Safety and Security	12/15/2025	1/26/2026
4:10	October, 2025	Update	Fiscal and Business Management	12/15/2025	1/26/2026
4:30	October, 2025	Update	Revenue and Investments	12/15/2025	1/26/2026
4:60-AP2	October, 2025	Update	AP-Third Party Non-Instructional Contracts	12/15/2025	1/26/2026
4:60-AP2, E	October, 2025	NEW	Exhibit-Checklist for Third Party Non-Instructional Emergency Contracts	12/15/2025	1/26/2026
4:70-AP	October, 2025	Update	AP-Resource Conservation	12/15/2025	1/26/2026
4:80	October, 2025	Update	Accounting and Audits	12/15/2025	1/26/2026
4:110-AP3	October, 2025	Update	AP-School Bus Safety Rules	12/15/2025	1/26/2026
4:140	October, 2025	Update	Waiver of Student Fees	12/15/2025	1/26/2026
4:140-AP	October, 2025	Update	AP-Fines, Fees and Charges - Waiver of Student Fees	12/15/2025	1/26/2026
4:170-AP1	October, 2025	Update	AP-Comprehensive Safety and Security Plan	12/15/2025	1/26/2026
4:170-AP2,E3	October, 2025	Update	Exhibit-Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers	12/15/2025	1/26/2026
4:175-AP1	October, 2025	Update	AP-Criminal Offender Notification Laws; Screening	12/15/2025	1/26/2026
4:190	October, 2025	Update	Targeted School Violence Prevention Program	12/15/2025	1/26/2026
4:190-AP1	October, 2025	Update	AP-Targeted School Violence Prevention Program	12/15/2025	1/26/2026
4:190-AP2	October, 2025	Update	AP-Threat Assessment Team (TAT)	12/15/2025	1/26/2026
5:10	October, 2025	Update	Equal Employment Opportunity and Minority Recruitment	12/15/2025	1/26/2026
5:10-AP	October, 2025	Update	AP-Workplace Accommodations for Nursing Mothers	12/15/2025	1/26/2026
5:90	October, 2025	Update	Abused and Neglected Child Reporting	12/15/2025	1/26/2026
5:100	October, 2025	Update	Staff Development Program	12/15/2025	1/26/2026
5:120-AP2	October, 2025	Update	AP-Employee Conduct Standards	12/15/2025	1/26/2026
5:200	October, 2025	Update	Terms and Conditions of Employment and Dismissal	12/15/2025	1/26/2026
5:220	October, 2025	Update	Substitute Teachers	12/15/2025	1/26/2026
5:220-AP	October, 2025	Update	AP-Substitute Teachers	12/15/2025	1/26/2026
5:280	October, 2025	Update	Duties and Qualifications	12/15/2025	1/26/2026
5:300	October, 2025	Update	Schedules and Employment Year	12/15/2025	1/26/2026
6:20	October, 2025	Update	School Year Calendar and Day	12/15/2025	1/26/2026
6:40	October, 2025	Update	Curriculum Development	12/15/2025	1/26/2026
6:60	October, 2025	Update	Curriculum Content	12/15/2025	1/26/2026
6:60-AP1	October, 2025	Update	AP-Comprehensive Health Education Program	12/15/2025	1/26/2026
6:60-AP1,E1	October, 2025	Update	Exhibit-Requests to Examine Materials and Statutory Opt-outs	12/15/2025	1/26/2026
6:60-AP2	October, 2025	Update	AP-Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))	12/15/2025	1/26/2026
6:60-AP3	October, 2025	Update	AP-Developmentally Appropriate Consent Education	12/15/2025	1/26/2026

POLICY #	REFERENCE	ACTION	TITLE 12/15/25	READING	APPROVED
6:130	October, 2025	Update	Program for the Gifted	12/15/2025	1/26/2026
6:160	October, 2025	Update	English Learners	12/15/2025	1/26/2026
6:260	October, 2025	Update	Complaints About Curriculum, Instructional Materials, and Programs	12/15/2025	1/26/2026
6:260-AP	October, 2025	Update	AP-Responding to Complaints About Curriculum, Instructional Materials, and Programs	12/15/2025	1/26/2026
6:100	October, 2025	Update	Graduation Requirements	12/15/2025	1/26/2026
6:300-E2	October, 2025	Update	Exhibit-State Law Graduation Requirements	12/15/2025	1/26/2026
6:300-E3	October, 2025	Update	Exhibit-Form for Exemption from Financial Aid Completion	12/15/2025	1/26/2026
6:310	October, 2025	Update	High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students	12/15/2025	1/26/2026
6:315	October, 2025	Update	High School Credit for Student in Grades 7 or 8	12/15/2025	1/26/2026
6:320	October, 2025	Update	High School Credit for Proficiency	12/15/2025	1/26/2026
7:10	October, 2025	Update	Equal Educational Opportunities	12/15/2025	1/26/2026
7:70	October, 2025	Update	Attendance and Truancy	12/15/2025	1/26/2026
7:130	October, 2025	Update	Student Rights and Responsibilities	12/15/2025	1/26/2026
7:140	October, 2025	Update	Search and Seizure	12/15/2025	1/26/2026
7:150	October, 2025	Update	Agency and Law Enforcement Requests	12/15/2025	1/26/2026
7:150-AP	October, 2025	Update	AP-Managing Agency and Law Enforcement Requests	12/15/2025	1/26/2026
7:150-AP,E	October, 2025	NEW	Exhibit-Record of Agency and Law Enforcement Requests	12/15/2025	1/26/2026
7:180	October, 2025	Update	Prevention of and Response to Bullying, Intimidation, and Harassment	12/15/2025	1/26/2026
7:190	October, 2025	Update	Student Behavior	12/15/2025	1/26/2026
7:190-E3	October, 2025	Update	Exhibit-Memorandum of Understanding	12/15/2025	1/26/2026
7:190-AP3	October, 2025	Update	AP-Guidelines for Reciprocal Reporting of Offenses Committed by Students	12/15/2025	1/26/2026
7:190-AP6	October, 2025	Update	AP-Guidelines for Investigating Sexting Allegations	12/15/2025	1/26/2026
7:190-AP7	October, 2025	Update	AP-Student Discipline Guidelines	12/15/2025	1/26/2026
7:255-AP1	October, 2025	Update	AP-Supporting Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence	12/15/2025	1/26/2026
7:290	October, 2025	Update	Suicide and Depression Awareness and Prevention	12/15/2025	1/26/2026
7:290-AP	October, 2025	Update	AP-Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program	12/15/2025	1/26/2026
7:315	October, 2025	Update	Restrictions on Publications; High Schools	12/15/2025	1/26/2026
7:340	October, 2025	Update	Student Records	12/15/2025	1/26/2026
7:340-AP1	October, 2025	Update	AP-School Student Records	12/15/2025	1/26/2026
7:340-AP1,E1	October, 2025	Update	Exhibit- Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records	12/15/2025	1/26/2026
8:30	October, 2025	Update	Visitors and Conduct on School Property	12/15/2025	1/26/2026
8:30-AP	October, 2025	Update	AP-Definition of Child Sex Offender	12/15/2025	1/26/2026
8:95-AP	October, 2025	Update	AP-Parental Involvement	12/15/2025	1/26/2026
8:100	October, 2025	Update	Relations with Other Organizations and Agencies	12/15/2025	1/26/2026