



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
THURSDAY, SEPTEMBER 3, 2020 AT **7:30 PM**

BOARD OF EDUCATION  
**Scott L. Anderson, President**  
**Kevin Daly, Vice President**  
**John P. Vranas, Secretary**  
**Jeffrey S. Evens**  
**Myra A. Foutris**  
**Elaina Geraghty**  
**Rupal Shah Mandal**

ADMINISTRATION  
**Dr. Kimberly A. Nasshan, Superintendent of Schools**  
**Dr. David Russo, Assistant Superintendent for Curriculum and Instruction**  
**Courtney Whited, Business Manager/CSBO**

*Agenda of the Regular Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, to be held in the Lincoln Hall Auditorium  
6855 North Crawford  
Lincolnwood, IL 60712,  
on Thursday, September 3, 2020.*

**IN-PERSON PARTICIPATION:** Pursuant to an Executive Order issued by the Governor, no more than 50 people may gather at this location for the meeting. All 7 members of the Board of Education, plus several administrators, are expected to be physically present at the Lincoln Hall Auditorium. The public is welcome to attend up to the 50-person capacity of the room or join through ZOOM Video Conferencing. The Zoom Tech Check will be at 7:15 p.m.

Join the meeting via ZOOM app (video and audio): Meeting ID: # 899 8125 5286, password # 6kX5N6  
(Link: <https://us02web.zoom.us/j/89981255286?pwd=eEZUdzEwN3oyOG1oMEg2d2cxcy9BQT09>)  
or

Join the meeting via phone (audio only): Step #1: Dial 1-312-626-6799; Step #2: Enter Meeting ID: # 899 8125 5286, password# 446244, hit "#"

**1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - (7:30 p.m.)**

☐ Scott L. Anderson  
☐ Kevin Daly  
☐ Jeffrey S. Evens  
☐ Myra A. Foutris  
☐ Elaina Geraghty  
☐ Rupal Mandal  
☐ John P. Vranas

**ADMINISTRATIVE TEAM MEMBERS**

<input type="checkbox"/> Dr. Kimberly A. Nasshan	<input type="checkbox"/> Dr. Dominick Lupo
<input type="checkbox"/> Dr. David L. Russo	<input type="checkbox"/> Mark Atkinson
<input type="checkbox"/> Courtney Whited	<input type="checkbox"/> Chris Harmon
<input type="checkbox"/> Jennifer Ruttkay	<input type="checkbox"/> Erin Curry
<input type="checkbox"/> Christopher Edman	<input type="checkbox"/> Christina Audisho
<input type="checkbox"/> Renee Tolnai	

**2. AUDIENCE TO VISITORS**

**3. INFORMATION/ACTION: CONSENT AGENDA**

(Any member of the Board wishing to vote separately on a Consent Agenda item should request removal of that item from the Consent Agenda.)

**a. APPROVAL OF MINUTES**

- I. Regular Board Meeting Minutes - August 6, 2020
- II. Regular Board Meeting - Closed Session Minutes - August 6, 2020
- III. Special Board Meeting Minutes - August 10, 2020

b. EMPLOYMENT MATTERS

I. Personnel Report

II. New Employment

1. **Michelle Wieglosz**, Art Teacher 1-Year position, Todd Hall & Rutledge Hall, effective August 19, 2020, Class 4, Level 8 \$76,164
2. **Carly Racusen DeNoi**, Social Worker, Lincoln Hall, effective August 19, 2020, Class 4, Level 8 \$76,164
3. **Odisho Audisho**, FTE Substitute, District Wide, effective August 19, 2020, Class 1, Level 1 \$50,860
4. **Valerie Ripple**, Secretary to the Directors, Administration Building, effective August 17, 2020, \$17.71/hr
5. **Laura Pagliari**, 6th Grade Math Teacher-12-week position, Lincoln Hall, effective August 19, 2020, \$277.92/per day
6. **Adam Shalzi**, .5 Art Teacher, Rutledge Hall, effective August 19, 2020, \$138.96/Day
7. **Margaret Thoms**, 8th Grade Humanities-12-week position, effective August 19, 2020, \$277.92/per day
8. **Elizabeth Reese**, Paraprofessional, Rutledge Hall, effective August 24, 2020 \$15.45/hr

III. Resignation

1. **Meg Egan**, School Nurse, Todd Hall, effective August 10, 2020

IV. Retirement

1. **Phyllis Weinstein**, Paraprofessional, Todd Hall, effective August 12, 2020

V. FFCRA (Families First Coronavirus Response Act) Leave Request

1. **Lani Maldonado**, Library Media Specialist, Lincoln Hall, effective August 19, 2020 with an expected return September 18, 2020

VI. FMLA Request

1. **Monique Bonneville**, 6th Grade Math, Lincoln Hall, effective August 19, 2020, with an expected return of November 9, 2020

c. Policy

Consent Only - Policies Excluded from 1st Reading for Approval\*

\*These policies are excluded from 1st Reading because they only involve changes in citations or immediate compliance with the law or Illinois School Code.

I. Policy 5:10 Equal Employment Opportunity and Minority Recruitment

II. Policy 7:10 Equal Educational Opportunities

III. Policy 2:260 Uniform Grievance Procedure

IV. Policy 5:220 Substitute Teachers

V. Policy 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment

d. 2nd Reading/Adoption of Policy

I. 2:220 Board of Education Meeting Procedure

II. 7:190 Student Behavior

III. 4:180 Pandemic Preparedness; Management; and Recovery

e. 2019-20 Administrator and Teacher Salary and Benefit Report Pursuant to PA 97-256

Attached to this Executive Summary is the 2019-20 Administrator and Teacher Salary and Benefit Report with the required information to be compliant with PA 97-256.

f. 2019-20 IMRF Salary and Benefits Report

Attached to this Executive Summary is the 2019-20 IMRF Salary and Benefits Report to be compliant pursuant to PA 97-0609.

g. Subscription of Formative at Rutledge Hall for 2020-2021

The Finance Committee concurs to recommend to the Board of Education to accept the Formative license for Rutledge Hall for the amount of \$3,421 for the 2020-2021 school year.

h. Annual Renewal of Actively Learn Inc. License at Lincoln Hall

The Finance Committee concurs to recommend to the Board of Education to renew the Actively Learn Inc. license at Lincoln Hall for the amount of \$4,830 for the 2020-2021 school year.

i. Subscription of Seesaw for Schools for Todd Hall for 2020-2021

The Finance Committee concurs to recommend to the Board of Education to accept the Seesaw license for Seesaw for Schools for the amount of \$2,365 for the 2020-2021 school year.

j. Discovery Education, Inc. License for 2020-2021

The Finance Committee concurs to recommend to the Board of Education to renew the Discovery Education, Inc. License for the amount of \$5,328 for the 2020-21 school year.

Rationale: As part of the regular meeting, the Board of Education routinely approves minutes, personnel items, Board policies, and routine business matters.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approves those items on the Consent Agenda as appear above.**

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

4. UNFINISHED BUSINESS

5. NEW BUSINESS

6. COMMUNICATION FROM BOARD MEMBERS

- a. NTDE/District 807: **John P. Vranas/Kevin Daly**
- b. IASB (Illinois Association of School Boards): **Elaina Geraghty/Myra A. Foutris**
- c. Finance Committee: **Kevin Daly/John P. Vranas**
- d. Facilities Committee: **John P. Vranas/Elaina Geraghty**
- e. Policy Committee: **Rupal Mandal/Myra A. Foutris/Jeffrey S. Evens**

Policy

I. 1st Reading

- 1. Policy 7:345 Use of Educational Technologies; Student Data Privacy and Security
- 2. Policy 5:20 Workplace Harassment Prohibited
- 3. Policy 7:20 Harassment of Students Prohibited
- 4. Policy 5:100 Staff Development Program
- 5. Policy 7:185 Teen Dating Violence Prohibited

f. President's Report: **Scott L. Anderson**

7. COMMUNICATION TO THE BOARD OF EDUCATION

- a. PTA (Parent Teacher Association): **Courtney Tucker (President)**
- b. LTA (Lincolnwood Teacher Association): **Stephanie Shortell/Jamie Schremser (Co-Presidents)**
- c. LSSU (Lincolnwood Support Staff Union): **Tammer Gad (President)**

8. ADMINISTRATIVE REPORTS

a. Superintendent's Report: **Dr. Kimberly A. Nasshan**

I. INFORMATION/DISCUSSION: District Updates

b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. David L. Russo**

I. 2020-21 Lincolnwood School District 74 New Staff Introduction Video

c. Business and Operations, Business Manager/CSBO: **Courtney Whited**

I. INFORMATION/DISCUSSION: Finance Report - **June 2020**

II. INFORMATION/DISCUSSION/ACTION: Public Hearing and Approval of the Lincolnwood School District 74

Budget for Fiscal Year 2021

Rationale: The Board of Education must hold a public hearing for audience comments on the budget. The budget must be approved by the Board of Education by September 30th of each fiscal year.

**Public Hearing for Budget Approval for Fiscal Year 2021**

OPEN PUBLIC HEARING

**I move that the Lincolnwood School District 74 Board of Education open the public hearing regarding the Budget for Lincolnwood School District 74 for the fiscal year July 1, 2020 to June 30, 2021.**

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

AUDIENCE COMMENTS

CLOSE PUBLIC HEARING

**I move that the Lincolnwood School District 74 Board of Education close the public hearing regarding the Budget for Lincolnwood School District 74 for the fiscal year July 1, 2020 to June 30, 2021.**

Motion by Member: \_\_\_\_\_ Seconded by Member: \_\_\_\_\_

BUDGET APPROVAL

**I move that the Lincolnwood School District 74 Board of Education approve the Budget for Fiscal Year 2021, as recommended by the Finance Committee, and as presented.**

Motion by Member: \_\_\_\_\_ Seconded by Member: \_\_\_\_\_

III. INFORMATION/ACTION: Bills Payable in the Amount of \$594,815.96

**Bills reviewed this month by:** John P. Vranas and Jeffrey S. Evens

Rationale: The Board of Education routinely reviews and approves invoices and bills.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$594,815.96.**

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

9. AUDIENCE TO VISITORS

10. **RECESS INTO CLOSED SESSION**

I move that the Lincolnwood School District 74 Board of Education recess into Closed Session for the purposes of: **5 ILCS 120/2(c)(1), amended by P.A. 101-459 - PERSONNEL** - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

11. **ADJOURNMENT**

Motion by Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**Dr. Kimberly A. Nasshan, Superintendent of Schools**

*Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.*



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
THURSDAY, AUGUST 6, 2020 AT **7:30 PM**

BOARD OF EDUCATION  
Scott L. Anderson, *President*  
Kevin Daly, *Vice President*  
John P. Vranas, *Secretary*  
Jeffrey S. Evens  
Myra A. Foutris  
Elaina Geraghty  
Rupal Mandal

ADMINISTRATION  
Dr. Kimberly A. Nasshan, *Superintendent of Schools*  
Dr. David Russo, *Assistant Superintendent for Curriculum and Instruction*  
Courtney Whited, *Business Manager/CSBO*

*Minutes of the Regular Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, was held in the Lincoln Hall Auditorium, 6855 North Crawford,  
Lincolnwood, IL 60712, on Thursday, August 6, 2020.*

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Anderson called the Regular Meeting to order at 7:34 p.m. Roll call was taken and the Pledge of Allegiance was recited:

MEMBERS PRESENT

Scott L. Anderson  
Kevin Daly  
Jeffrey S. Evens  
Myra A. Foutris  
Elaina Geraghty  
Rupal Mandal

MEMBERS ABSENT

John P. Vranas

ADMINISTRATORS/STAFF PRESENT

Dr. Kimberly A. Nasshan  
Dr. David Russo  
Courtney Whited  
Chris Harmon

Erin Curry  
Mark Atkinson  
Christopher Edman

Dr. Dominick Lupo  
Jennifer Ruttkay  
Renee Tolnai

OTHERS PRESENT

Brian R. Bare, District Attorney, Whitt Law LLC.

President Anderson named Member Geraghty Secretary Pro Tem.

**President Anderson moved Agenda item 8(a)i Superintendent's Report: Dr. Kimberly A. Nasshan and Agenda item 6(f)i President's Report: Scott L. Anderson to after Agenda Item 2.**

Superintendent Nasshan shared the Lincolnwood School District 74 Fall 2020 School Reopening Plan (as of August 6, 2020) asking the public to keep in mind any Reopening Plan must remain fluid as State issued guidance is consistently updated.

2. AUDIENCE TO VISITORS

Parent Rueben George asked if students start with one option are they able to switch. Will there be flexibility in an effort to reduce risk? President Anderson confirmed parents would have the opportunity to change if their family circumstances change.

President Anderson called on Co-President Stephanie Shortell to make a statement on behalf of the Lincolnwood Teacher Association. Stephanie Shortell read a statement. (See attached Exhibit A)

President Anderson thanked the Lincolnwood Teacher's Association for their letter.

**President Anderson moved to Agenda Item 8(a)i.**

- i. Approval of the Lincolnwood School District 74 Fall 2020 School Reopening Plan

It was moved by President Anderson, seconded by Vice President Daly that the Lincolnwood School District 74 Board of Education approve the Fall 2020 School Reopening Plan, as presented.

It was then moved by Member Geraghty, seconded by Member Mandal to amend the motion, as presented based on the advise of Lincolnwood School District 74's medical consultant, the scientific data shared with the Lincolnwood School District 74 Board of Education and taking into consideration the Lincolnwood Teacher's Association (LTA) statement. Member Geraghty's amended motion states that Lincoln Hall would continue with remote learning until Tuesday, September 8, 2020, and the Administration would make every effort to bring students with IEP (Individual Education Plans) into their respective building for in person instruction starting August 25, 2020.

It was moved by President Anderson, seconded by Vice President Daly to table the discussion of the amended motion until Monday, August 10, 2020 at 7:30 p.m. so the public can be made aware of the amended motion made by Member Geraghty. President Anderson asked for unanimous consent to wave Robert's Rules so that the Board of Education can allow time for public response.

Member Geraghty objected to unanimous Consent. President Anderson reiterated his belief that the public should be given notice of any potential changes before the Board of Education votes on an amended motion.

President Anderson submitted the motion to a vote to table the discussion of the amended motion until the Monday, August 10, 2020 Special Board meeting at 7:30 p.m. The following vote was recorded:

Ayes: Daly, Evens, Foutris, Mandal, Anderson

Nays: Geraghty

Absent: Vranas

Motion passed.

It was then moved by President Anderson, seconded by Vice President Daly to approve the Lincolnwood School District 74 Board of Education approve the Fall 2020 School Reopening Plan, as presented.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Mandal, Anderson

Abstain: Geraghty

Absent: Vranas

Motion passed.

**President Anderson moved to Agenda Item 6(f)i:**

- i. Approval of the Resolution 2020-21 re: Reopening and Requirements for Use of Personal Protective Equipment (Including Face Coverings) and Symptom Screening During the Covid-19 Pandemic.

It was moved by President Anderson, seconded by Member Mandal that the Lincolnwood School District 74 Board of Education approve Resolution 2020-21 re: Reopening and Requirements for Use of Personal Protective Equipment (Including Face Coverings) and Symptom Screening During the Covid-19 Pandemic, as presented.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson

Nays: None

Absent: Vranas

Motion passed.

3. INFORMATION/ACTION: CONSENT AGENDA

a. APPROVAL OF MINUTES

- i. Regular Board Meeting Minutes - June 25, 2020
- ii. Regular Board Meeting Minutes - Closed Session - June 25, 2020
- iii. Special Board Meeting Minutes - July 27, 2020
- iv. Special Board Meeting Minutes - Closed Session - July 27, 2020

b. EMPLOYMENT MATTERS

- i. Personnel Report
- ii. New Employment
  1. **Candace Forsell**, 6th Grade Social Studies Teacher, Lincoln Hall, effective August 24, 2020, Class 1, Level 3, \$53,675
  2. **Sarah Staffilino**, .4/2 Days per week Speech Language Pathologist, Lincoln Hall, effective August 24, 2020 Class 3, Level 10, \$29,854.80
  3. **Grace Han**, Full Time Substitute Teacher, District Wide, effective August 24, 2020, \$50,860
  4. **Shannon Donohue**, GATE Reading Teacher, Rutledge Hall, effective August 24, 2020, \$67,847
- iii. Resignation
  1. **Karen Fuentes**, Administrative Assistant to Directors, Administration Building, effective July 14, 2020
  2. **Shelby Soumar**, Paraprofessional, Rutledge Hall, effective July 27, 2020

c. Donation of Dresses to Lincolnwood School District 74

The Finance Committee concurs to recommend to the Board of Education to accept the donation of nine costume dresses from Diana's Bridal.

d. Administrator Employment Contract

The Lincolnwood School District 74 Board of Education approves all Administrator Employment contracts.

- i. Courtney Whited, Business Manager/CSBO

- e. Renewal of MidCo Systems' Mitel MiVoice Office250 Gold System and Support Plans

The Finance Committee concurs to recommend to the Board of Education to accept this Agreement from MidCo Systems for its Mitel MiVoice Office250 Gold System and Support Plans in the amount of \$7,732 from September 1, 2020 to August 31, 2021.

- f. Renewal of IXL for the 2020-2021 School Year

The Finance Committee concurs to recommend to the Board of Education to accept this agreement from IXL for Math and ELA practice for Grade 2-5 students and ELA practice for Lincoln Hall in the amount of \$9,900.00 from July 10, 2020 to July 10, 2021.

- g. Newsela Essentials Renewal for the 2020-21 School Year

The Finance Committee concurs to recommend to the Board of Education to approve this Customer Agreement from Newsela for Newsela Essentials in the amount of \$8,990 from August 5, 2020 to August 4, 2021.

- h. Policy

Consent Only - Policies Excluded from 1st Reading for Approval

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

- ii. 7:340 Student Records

- i. Rutledge Hall Small Group Instruction Classroom

The Facilities Committee concurs to recommend to the Board of Education to approve the contract from Orbis Construction Company, Inc. for the Rutledge Hall small group instruction classroom conversion in the amount of \$82,500.

It was moved by Vice President Daly, seconded by Member Evens that the Lincolnwood School District 74 Board of Education approves those items on the Consent Agenda as appear above.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson

Nays: None

Absent: Vranas

Motion passed.

#### 4. UNFINISHED BUSINESS

None

#### 5. NEW BUSINESS

None



## 6. COMMUNICATION FROM BOARD MEMBERS

### a. NTDSE/District 807: **John P. Vranas/Kevin Daly**

The Governing Board of NTDSE did not meet in July.

The Board is interviewing Construction Management firms to be involved in the planning and execution of the Molloy renovation project.

NTDSE informed parents of the *Return to Learn Plan* for the 2020-2021 School Year that was recently updated and can be found

at: [https://www.ntdse.org/UserFiles/Servers/Server\\_6755091/File/News/Return%20to%20Learn%20Plan.pdf](https://www.ntdse.org/UserFiles/Servers/Server_6755091/File/News/Return%20to%20Learn%20Plan.pdf)

The Plan provides for parental choice of either In-Person Instruction or Remote Learning. All NTDSE students will start the year on Tuesday, September 8th.

The next meeting of the NTDSE Governing Board will be on Thursday, August 13, 2020 at 7:00 p.m.

### b. IASB (Illinois Association of School Boards): **Elaina Geraghty/Myra A. Foutris**

No report. Member Geraghty asked the Board of Education members to participate in the IASB webinars as their schedule permits.

### c. Finance Committee: **Kevin Daly/John P. Vranas**

The Finance Committee last met on July 23, 2020.

The Committee sent five items to the Consent Agenda:

1. Tentative Budget for Fiscal Year 2021
2. Donation of Dresses to Lincolnwood School District 74
3. Renewal of MidCo Systems' Mitel MiVoice Office250 Gold System and Support Plans
4. Renewal of IXL for the 2020-2021 School Year
5. Newsela Essentials Renewal for the 2020-21 School Year

The next Finance Committee meeting is scheduled for Thursday, August 20, 2020 at 6:30 p.m. The public is welcome.

### d. Facilities Committee: **John P. Vranas/Elaina Geraghty**

The Facilities Committee last met on July 23, 2020.

The Committee sent one item to the Consent Agenda:

1. Approval of the Rutledge Hall Small Group Instruction Classroom bid by Orbis Construction Company, Inc.

Campus Field Drainage: Holiday Sewer & Water's Proposal Request with an itemized list of proposed changes to the project base price in the amount of \$7,171 which would be covered within the \$25,000 contingency on the project.

The Lincoln Hall roof work has been started. Todd Hall roof work will commence after Lincoln Hall work is finalized.

The Todd Hall playground equipment was delivered on Tuesday, July 28, 2020. The pour-in-place surface will be applied after Holiday Sewer & Water prepares the foundation.

StudioGC received two vendor quotes for the Todd Hall Plaza Lighting. The specifics of the work and quotes are being reworked. An update will be provided at the next Facilities Committee meeting.

Grade 4 Furniture was delivered on Tuesday, July 28, 2020. Assembly and classroom set up are complete.

Acitelli completed all HVAC work obligations for the Lincoln Hall renovation project.

The maintenance staff will install locks on the water fountains per CDC guidelines. Water bottle fillers will still be available.

Divine Signs will be complete wrapping the Rutledge Hall Signage in the darker charcoal gray color as previously approved.

Countertops for the Staff Lounges at Todd Hall and Rutledge Hall have been ordered consistent with those installed in Lincoln Hall with installation planned on arrival.

Rutledge Hall floor tile replacement is complete in the staff lounge.

The Committee was updated on both the Water Transmission Main Project and the North Shore Outfall Sewer Project.

The next Facilities Committee meeting will be held Thursday, August 20, 2020 at 3:30 p.m. The public is welcome.

e. Policy Committee: ***Rupal Mandal/Myra A. Foutris/Jeffrey S. Evens***

Policy

i. 1st Reading

1. 2:220 Board of Education Meeting Procedure
2. 7:190 Student Behavior
3. 4:180 Pandemic Preparedness; Management; and Recovery

The Policy Committee last met on July 24, 2020.

The Committee sent two policies to the Consent Agenda and three policies to 1<sup>st</sup> Reading.

The Committee asked for Legal Review of one policy, one Administrative Procedure and one Exhibit.

The next Policy Committee meeting will be held on Friday, August 21, 2020 at 8:30 a.m. The public is welcome.

f. President's Report: ***Scott L. Anderson***

i. **THIS WAS CONSIDERED AFTER AGENDA ITEM 2**

ii. Bi-Annual Review of Closed Meeting Minutes

It was moved by President Anderson, seconded by Member Geraghty that the Lincolnwood School District 74 Board of Education authorize the release of certain closed session minutes, as listed in the attachment between July 9, 2007 to April 2, 2020, which were reviewed by the Board of Education and recommended by the Secretary of the Board of Education, as no longer needing confidential treatment.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson

Nays: None

Absent: Vranas

Motion passed.

iii. Destruction of Closed Meeting Audio Recordings

It was moved by President Anderson, seconded by Member Geraghty that the Lincolnwood School District 74 Board of Education authorize the destruction of certain closed session audio recordings, as listed on the attachment, which were held prior to January 1, 2019, and for which approved minutes already exist, as reviewed by the Board of Education and recommended by the Secretary of the Board of Education.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson

Nays: None

Absent: Vranas

Motion passed.

iv. Eric Biljetina, Finance Committee Member Retirement

President Anderson thanked community member Eric Biljetina for his time and efforts on behalf of the Lincolnwood School District 74 Learning Community.

President Anderson thanked the Board members, Administrative team, Back to School Committee members, staff and community members who continue to work together during these unprecedented times.

7. COMMUNICATION TO THE BOARD OF EDUCATION

a. PTA (Parent Teacher Association): ***Courtney Tucker (President)***

No Report.

b. LTA (Lincolnwood Teacher Association): ***Stephanie Shortell/Jamie Schremser (Co-Presidents)***

Stephanie Shortell spoke during Audience to Visitors.

c. LSSU (Lincolnwood Support Staff Union): ***Tammer Gad (President)***

No Report.

8. ADMINISTRATIVE REPORTS

a. Superintendent's Report: ***Dr. Kimberly A. Nasshan***

i. **THIS WAS CONSIDERED AFTER AGENDA ITEM 2**

ii. District Updates

Superintendent Nasshan read a ZOOM online Audience to Visitors question from Sue Ginsburg inquiring about Covid-19 testing and its impact on reopening plans.

b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. David L. Russo**

i. Curriculum Department Update

No report.

ii. Approval of the Amended 2020-21 Lincolnwood School District 74 District Calendar

It was moved by Vice President Daly, seconded by Member Mandal that the Lincolnwood School District 74 Board of Education approve the Amended District Calendar for the 2020-21 year, as presented.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson

Nays: None

Absent: Vranas

Motion passed.

c. Business and Operations, Business Manager/CSBO: **Courtney Whited**

i. Finance Report - **MAY 2020**

Business Manager/CSBO Whited presented the May 2020 Finance Report.

ii. Tentative Budget for Fiscal Year 2021

Business Manager/CSBO Whited presented the Tentative Budget for Fiscal Year 2021 which will be sent to the September 3, 2020 Lincolnwood School District 74 Board of Education meeting Agenda for final approval. No public in person or electronic budget inquiries were received by the District.

iii. Bills Payable in the Amount of \$757,647.93

**Bills reviewed this month by: Kevin Daly and Myra A. Foutris**

It was moved by Vice President Daly, seconded by Member Foutris that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$757,647.93.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson

Nays: None

Absent: Vranas

Motion passed.

9. AUDIENCE TO VISITORS

None

## 10. RECESS INTO CLOSED SESSION

It was moved by President Anderson, seconded by Vice President Daly that the Lincolnwood School District 74 Board of Education recess into Closed Session for the purposes of: **5 ILCS 120/2(c)(1)**, amended by P.A. 101-459 - **PERSONNEL** - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act and for **5 ILCS 120/2(c)(8)** - **SECURITY/SAFETY** - Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property and **5 ILCS 120/2(c)(2)** - **COLLECTIVE NEGOTIATING** - Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson

Nays: None

Absent: Vranas

Motion passed.

## RECESS INTO CLOSED SESSION AT 8:48 p.m.

**President Anderson stated the Board of Education would take action after Closed Session.**

## 11. EMPLOYMENT MATTERS

### a. Leave Requests

- i. **Jill Litwin**, Gifted Education Teacher, Rutledge Hall, effective August 24, 2020 with an expected return for the 2021-2022 school year.
- ii. **Wendy Komerofsky**, Kindergarten Teacher, Todd Hall, effective August 24, 2020, expected return for the 2021-22 school year
- iii. **Monique Bonneville**, 6th Grade Math Teacher, effective August 24, 2020 with an expected return for the 2021-2022 school year.

### b. FFCRA (Families First Coronavirus Response Act) Leave Requests

- i. **Lauren Wallenberg**, 8th Grade Humanities Teacher, Lincoln Hall, effective August 24, 2020, expected return November 16, 2020. Pending Lincolnwood School District 74 Board of Education approval of the amended 2020-21 District calendar.
- ii. **Kelly Rapasadi**, Special Education Teacher, Todd Hall, effective September 8, 2020
- iii. **Colleen Miczek**, Art Teacher, Rutledge Hall, effective August 24, 2020 with an expected return date of November 9, 2020
- iv. **Maria Ricotta**, Food Science Teacher, Lincoln Hall, effective September 8, 2020 with and expected return October 6, 2020

- v. **Rebecca Kritzman**, Speech Language Pathologist, Todd Hall, effective August 19, 2020, expected return January 4, 2021
- c. Medical Leave Requests
  - i. **Bennett Nelson**, 6th Grade Science Teacher, effective August 24, 2020 with an expected return October 5, 2020. Pending Lincolnwood School District 74 Board of Education approval of the amended 2020-21 District calendar.
  - ii. **Maria Ricotta**, Food Science Teacher, Lincoln Hall, effective August 24, 2020 with an expected end date of FMLA on September 4, 2020. Pending Lincolnwood School District 74 Board of Education approval of the amended 2020-21 District calendar.
- d. Parental Leave Request
  - i. **Brian McInerney**, PE Teacher, Lincoln Hall, effective on or about September 2, 2020 with an expected return October 2, 2020

It was moved by President Anderson, seconded by Vice President Daly that the Lincolnwood School District 74 Board of Education deny the leave requests for the reasons discussed in Closed Session for the following:

- ii. **Monique Bonneville**
- iii. **Rebecca Kritzman**

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson  
Nays: None  
Absent: Vranas

Motion passed.

It was moved by President Anderson, seconded by Vice President Daly that the Lincolnwood School District 74 Board of Education accept all other leave requests, as presented.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Daly, Evens, Foutris, Geraghty, Mandal, Anderson  
Nays: None  
Absent: Vranas

Motion passed.

## 12. ADJOURNMENT

It was moved by Vice President Daly and seconded by Member Mandal to adjourn the regular meeting of the Lincolnwood School District 74 Board of Education.

President Anderson submitted the motion to a voice vote and the motion passed at 9:52 p.m.

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Scott L. Anderson, President

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~~John P. Vranas, Secretary~~  
Elaina Geraghty, Secretary Pro Tem

## EXHIBIT A

(LTA Letter to Board of Education 8/6/20)

Good evening,

*I would like to take a moment on behalf of the Lincolnwood teaching faculty to share some of our concerns in regards to starting the 2020-2021 school year. To begin with we want to start by saying that we have deep concerns for the safety of our students, our families, and ourselves. We are privileged to be allowed to teach in Lincolnwood District 74. We are a unique district with our schools located on one campus which allows us to connect with each other and pool our resources. Our diverse student population, strong family connections, and abundant resources allow us to go above and beyond to help our students excel socially, emotionally, and academically.*

*Recently we surveyed our teachers regarding our current state and the challenges we all face for the 2020-21 school year. About 70% of certified teaching staff responded to the survey. [Please see attached.] Based on the results, the following trend was noted. The majority of teachers do not feel comfortable beginning the school year with a full in- person teaching model and would prefer to begin the year with students starting in hybrid or remote models. If we constantly feel worried about the safety of our students and ourselves, we are not at our best to provide our students with the support they will need emotionally, socially, and academically during this pandemic.*

*Our teaching staff understands the importance of bringing our students back in-person and we know that it is what is best for students. We know there are many families that are struggling with balancing work with childcare issues. About 25% of our own teaching staff are facing the same issue this fall as their own children's schools have decided to start remotely. In addition, even prior to this pandemic, we have struggled to find competent substitute teachers. This shortage will also negatively impact our students. Substitute teachers need to be trained to adhere to new safety protocols and knowing that substitutes teach in many different settings, we have further concern regarding wider exposure to COVID-19 for our students and the staff.*

*We know going back to school this year is going to be very different in order to keep everybody safe. Temperature checks, wearing masks, washing/sanitizing hands, and social distancing are going to become the new norm. However, these safety precautions are new and need to be taught correctly and followed through consistently to make sure our students and staff stay safe.*

*I often play the "what if" game with my students to help them explore choices of their behavior. As this school year is beginning with so much uncertainty, I find myself asking:*

***"What if ...***

- by all coming together we experience an outbreak of COVID-19?"*
- a student or faculty member becomes extremely ill and has to be hospitalized or even passes away?"*
- we slow down our start by bringing students back slowly?"*
- we just focus on becoming really good remote teachers and learners?"*

*Despite the public perception of the success of the Back to School Committee, many members of this committee have concerns and questions about student safety that have still not been addressed by administration. We want our students back in-person, but we also need to know that they will be safe. We want time to slowly bring students into the building. Right now, we do not know enough about the safety procedures that the district plans to follow. We are extremely concerned about students eating lunch at school where they will of course need to remove their masks. When eating in an enclosed space, which may or may*



*not mean individuals are truly 6 feet apart, particles will be in the air. This puts students and staff at risk for exposure.*

*At this time, parents are being given the option of in-person or remote learning and this choice is fluid. This presents several concerns for teaching our students. We would like to bring several issues for your further consideration: attendance, planning, and contact tracing. Teachers will need to figure out if a child is actually absent or just has not joined the "zoom room". It will be difficult for teachers to plan effective lessons when they will not know who will actually be in the classroom or at home. A variety of differentiation will be needed for these two distinct groups to successfully access curriculum which is not possible to set up on a day-to-day basis. This open choice for families adds another layer of difficulty when we then need to provide information regarding contact tracing. As teachers we want our students to feel welcome back at school, but we also believe that we need to set entry points as we begin the school year to provide for the safety of our student population and planning purposes of our staff.*

*With all of the plans being suggested, none of us truly knows the impact for our school community. Please consider having our students return slowly for the first month utilizing a combination of remote learning and/or half the students hybrid model to make sure that those plans do in fact provide for the safety of all of us.*

*On behalf of the Lincolnwood Teachers Association (LTA) thank you for your consideration,*

*Stephanie Shortell (LTA Co-President)*



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
SPECIAL BOARD MEETING MINUTES  
MONDAY, AUGUST 10, 2020 AT **7:30 PM**

BOARD OF EDUCATION  
Scott L. Anderson, *President*  
Kevin Daly, *Vice President*  
John P. Vranas, *Secretary*  
Jeffrey S. Evens  
Myra A. Foutris  
Elaina Geraghty  
Rupal Mandal

ADMINISTRATION  
Dr. Kimberly A. Nasshan, *Superintendent of Schools*  
Dr. David Russo, *Assistant Superintendent for Curriculum and Instruction*  
Courtney Whited, *Business Manager/CSBO*

*Minutes of the Special Board Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, was held in the Todd Hall Library, 3925 W. Lunt Ave.,  
Lincolnwood, IL 60712, on Monday, August 10, 2020.*

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

President Anderson called the Regular Meeting to order at 7:35 p.m. Roll call was taken and the Pledge of Allegiance was recited:

MEMBERS PRESENT

Scott L. Anderson  
Kevin Daly  
Jeffrey S. Evens  
Myra A. Foutris  
Elaina Geraghty  
Rupal Mandal  
John P. Vranas (via ZOOM teleconference)

MEMBERS ABSENT

None

ADMINISTRATORS/STAFF PRESENT

Dr. Kimberly A. Nasshan  
Dr. David Russo  
Courtney Whited  
Chris Harmon

Mark Atkinson  
Christopher Edman

Dr. Dominick Lupo  
Jennifer Ruttkay  
Renee Tolnai

Due to a storm power outage the venue was moved to the from the Lincoln Hall Auditorium to the Todd Hall Library. Notice was provided via email and posted on Lincoln Hall doors.

President Anderson gave an overview of the District survey results and the reason for calling the Special Board meeting.

2. AUDIENCE TO VISITORS

Lincolnwood School District 74 volunteer pandemic medical consultant, Dr. David Weiss, shared his views on the how the District should proceed given the current guidance and medical data available.

Erin Oleniczak shared her concerns about the death rates due to the pandemic, as well as the its effect on student's anxiety, depression, suicide, and feelings of isolation.

Bill Foutris, shared his concerns regarding students mental health, educational progress.

Emily McCall, shared data from recent studies.

Stephanie Shortell, Lincolnwood Teacher's Association (LTA) Co-President, made an opening statement and introduced School District 74 staff members who wished to asked questions:

Name	Question
Mari Garvonado	Is the District using a positivity rate to determine when it is unsafe for students to come to school?
Christina Economou	How is the District's plan for students to eat lunch in their classrooms affect their social-emotional well-being each day?
Jenny Savage	Is it safe for students to remove masks and eat lunch indoors, when they are not six feet apart?
Laura Barringer	What is the protocol if a student in my class spikes a fever mid-day?
Leanne Ellis	What will happen if the district can't fill all the positions that are currently posted? Might the community be better served by retaining its teachers and teaching remotely?
Rebecca Kritzman	What is being done to limit students' exposure to people outside of their homerooms?
Mari Garvonado	Shared information from a recent study that expressed a great concern that this particular age group may have been initially overlooked in previous studies.
Nancy Nasby	How can we help young students at Todd Hall that require a lot of assistance the first few weeks of school while maintaining distance and keeping everyone physically and emotionally safe?
Allison Van Pelt	What are the protocols regarding potential outbreaks or cases in the building?
Monique Bonneville	Is there a safer location option for lunch available?
Annie Roeder	There are some classroom windows at Lincoln that do not open, posing a ventilation issue.
Lani Maldonado	Are all buildings equipped with HEPA capabilities which are supposed to trap the virus in its filters?
Emily Saltz	What is the protocol if a student gets highly anxious or overwhelmed due to wearing the mask during learning?
Kristin Kennedy	What criteria will be used to determine if a roll back of full-time in-person learning is necessary?
Robin Altschul	Will mask wearing for 6+hours, social distancing, limited recess, staying in the same classroom throughout the day, and limited physical interaction with peers and teachers along with the potential exposure to COVID-19 while eating lunch with masks off and less than 6 ft apart be the safest and beneficial learning environment for our students? Is there a hybrid model being considered?
Debbie Rudnick	What are the step by step protocols regarding cleaning and disinfecting between groups of students?
Alex Lee	Reconciling our district's stated values and the decision to teach in-person.

President Anderson addressed these questions and committed to have the COVID-19 task force meet weekly to make adjustments as needed.

Atour Sargon shared her difference of opinion, asked the Board of Education to consider District wide remote learning.

Peter Sargon stated there are too many unknowns, asked the Board of Education to consider remote learning.

Dr. Mark Adler (Pediatrics) asked the Board of Education to consider in person learning.

Norma Barhoumeh shared her concerns of a split classroom and how this model would affect learning.

Michael Bartholomew asked if an abbreviated day with no lunch was considered. Would parents have a chance to their choice based upon their family's needs?

Brunella Carlberg asked the Board of Education to consider remote learning.

Rueben George asked the District to share its data during the upcoming Town Hall meetings.

Nancy Wu asked if remote learning would be offered throughout the entire 2020-21 school year?

Marc McCall stated what is best for community and individual families. Appreciated the opportunity to make a choice that works best for their family.

Dr. Matt Weiss (Internal Medicine Resident at Rush) shared his concerns that the rates of infection are increasing.

Dr. Mark Adler responded to Dr. Matt Weiss' statement.

Dr. Matt Weiss responded to Dr. Mark Adler's statement.

**President Anderson CALLED A RECESS AT 9:21 p.m.**

**BOARD RECONVENED AT 9:36 p.m.**

Silva Kosir sent an email to President Anderson supporting which ever choice the BOE decided on.

Kate Rettell asked the Board of Education to consider in person learning.

Mateo Farzaneh asked the Board of Education to consider remote learning.

Teresa Goll asked the Board of Education to consider in person learning.

Raimond Pavely asked the Board of Education to consider in person learning.

Jay Oleniczak asked the Board of Education to consider in person learning.

Dr. Kathy Osborne asked the Board of Education to consider in person learning.

Nadine Ibrahim asked the Board of Education to consider in person learning; however, shared her concerns for current student classroom transitions.

Kristin Bell asked the Board of Education to consider in person learning.

Monika Gabal thanked the District for providing a choice of learning that best suits their family needs, and asked the Board of Education to consider District wide in person learning.

Stephanie Santander asked the Board of Education to consider in person learning.

Anonymous shared her concerns for the classroom transitions. Believes additional data is needed in order for families to make an informed decision.

Dr. David Weiss concluded his opinion is to push the opening for in person learning of Lincoln Hall to September 8, 2020.

Erin Oleniczak asked the Board of Education to allow parents to make the choice that works best for their family.

3. Superintendent's Report: **Dr. Kimberly A. Nasshan**

- a. Consideration to Amend the Reopening Plan for the 2020-21 School Year for Lincoln Hall Students and Authorize the Administration to Create an Adjusted in Person Reentry Plan for Students with Specific Learning Needs.

It was moved by Member Geraghty, seconded by Member Mandal to take the amended motion from the table for discussion. This amended motion states that Lincoln Hall would continue with remote learning until Tuesday, September 8, 2020, and the Administration would make every effort to bring students with IEP (Individual Education Plans) into their respective building for in person instruction starting August 25, 2020.

President Anderson submitted the motion to a voice vote and the motion passed.

Member Geraghty provided an overview as to why she made an amendment to the original Lincolnwood School District 74 2020-21 Reopening Plan motion.

Member Foutris provided an overview of the timeline of decisions that the Lincolnwood School District 74 Board of Education made with regards to the 2020-21 Reopening Plan and provided an argument as to why she opposes the motion to amend.

Member Evens made a statement and provided a foundation as to why he is in favor of the motion to amend.

- b. Approval of the Amended Lincolnwood School District 74 Fall 2020 School Reopening Plan

It was moved by Member Geraghty, seconded by Member Mandal that the Lincolnwood School District 74 Board of Education approve the Amended Fall 2020 School Reopening Plan, as presented.

President Anderson submitted the motion to a vote and the following vote was recorded:

Ayes: Geraghty, Evens, Mandal, Vranas

Nays: Daly, Foutris, Anderson

Absent: None

Motion passed.

4. ADJOURNMENT

It was moved by Vice President Daly and seconded by Member Evens to adjourn the Special Meeting of the Lincolnwood School District 74 Board of Education.

President Anderson submitted the motion to a vote and the following vote was recorded at 10:29 pm:

Ayes: Daly, Foutris, Geraghty, Evens, Mandal, Vranas, Anderson

Nays: None  
Absent: None

Motion passed.

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Scott L. Anderson, President

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John P. Vranas, Secretary

## Document Status: Draft Update

### General Personnel

#### 5:10 Equal Employment Opportunity and Minority Recruitment

The School District shall provide equal employment opportunities to all persons regardless of their race, color, religion, creed, national origin, sex, sexual orientation, age, ancestry, marital status, arrest record, military status, order of protection status, unfavorable military discharge, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic violence, sexual violence, or gender violence; genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation; pregnancy, childbirth, or related medical conditions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, [410 ILCS 130/](#).

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

#### Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [PRESSPlus1](#)

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.

#### **Nondiscrimination Coordinator:**

Dr. David L. Russo, Asst. Superintendent  
District Office  
6950 N. East Prairie Rd., Lincolnwood, IL 60712  
[drusso@sd74.org](mailto:drusso@sd74.org)  
847-675-8234

#### **Complaint Managers:**

Dr. David L. Russo, Asst. Superintendent	Erin Curry, Principal
District Office	Rutledge Hall
6950 N. East Prairie Rd., Lincolnwood, IL 60712	6850 N. East Prairie Road , Lincolnwood, IL 60712
<a href="mailto:drusso@sd74.org">drusso@sd74.org</a>	<a href="mailto:ecurry@sd74.org">ecurry@sd74.org</a>
847-675-8234	847-675-8236

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as by posting required notices and including this policy in the appropriate handbooks.

#### Minority Recruitment

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising 23 openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant

minority enrollments. This policy, however, does not require or permit the District to give preferential treatment or special rights based on a protected status without evidence of past discrimination.

LEGAL REF.:

[8 U.S.C. §1324a](#) *et seq.*, Immigration Reform and Control Act.

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Education Amendments of 1972; implemented by [34 C.F.R. Part 106](#).

[29 U.S.C. §206](#)(d), Equal Pay Act.

[29 U.S.C. §621](#) *et seq.*, Age Discrimination in Employment Act.

[29 U.S.C. §701](#) *et seq.*, Rehabilitation Act of 1973.

[38 U.S.C. §4301](#) *et seq.*, Uniformed Services Employment and Reemployment Rights Act (1994).

[42 U.S.C. §1981](#) *et seq.*, Civil Rights Act of 1991.

[42 U.S.C. §2000e](#) *et seq.*, Title VII of the Civil Rights Act of 1964; implemented by [29 C.F.R. Part 1601](#).

[42 U.S.C. §2000ff](#) *et seq.*, Genetic Information Nondiscrimination Act of 2008.

[42 U.S.C. §2000d](#) *et seq.*, Title VI of the Civil Rights Act of 1964.

[42 U.S.C. §2000e](#)(k), Pregnancy Discrimination Act.

[42 U.S.C. §12111](#) *et seq.*, Americans with Disabilities Act, Title I.

[Ill. Constitution, Art. I](#), §§17, 18, and 19.

[105 ILCS 5/10-20.7](#), [5/20.7a](#), [5/21.1](#), [5/22.4](#), [5/23.5](#), [5/22-19](#), [5/24-4](#), [5/24-4.1](#), and [5/24-7](#).

[410 ILCS 130/40](#), Compassionate Use of Medical Cannabis Program Act.

[410 ILCS 513/25](#), Genetic Information Privacy Act.

[740 ILCS 174/](#), Ill. Whistleblower Act.

[775 ILCS 5/1-103](#), [5/2-102](#), [103](#), and [5/6-101](#), Ill. Human Rights Act.

[775 ILCS 35/5](#), Religious Freedom Restoration Act.

[820 ILCS 55/10](#), Right to Privacy in the Workplace Act.

[820 ILCS 70/](#), Employee Credit Privacy Act.

[820 ILCS 75/](#), Job Opportunities for Qualified Applicants Act.

[820 ILCS 112/](#), Ill. Equal Pay Act of 2003.

[820 ILCS 180/30](#), Victims' Economic Security and Safety Act.

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

CROSS REF.: 2:260 (Uniform Grievance Procedure), [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and Assignment), 5:300 (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED: September 10, 2002

REVISED: December 5, 2019

REVIEWED: December 5, 2019



## **PRESSPlus Comments**

PRESSPlus 1. Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number.

The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, see the **PRESS Plus** Question 1 in policy 2:260. **Issue 105, August 2020**

## Document Status: Draft Update

### Students

#### 7:10 Equal Educational Opportunities

Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, Q1 status of being homeless, immigration status, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under Board Policy 8:20, *Community Use of School Facilities*. Any student may file a discrimination grievance by using the Uniform Grievance Procedure.

#### Sex Equity

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

Any student 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 North Cook Intermediate Service Center (pursuant to 105 ILCS 5/3-10 of the School Code) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8 of the School Code).

#### Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator, who also serves as the District's Title IX Coordinator. PRESSPlus1 The Superintendent and Building Principal shall use reasonable measures to inform staff members and students of this policy and related grievance procedures. PRESSPlus2

#### LEGAL REF.:

20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972; ~~implemented by~~ 34 C.F.R. Part 106.

29 U.S.C. §791 et seq., Rehabilitation Act of 1973.

42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.

Good News Club v. Milford Central Sch., 533 U.S. 98 (2001).

Ill. Constitution, Art. I, §18.

105 ILCS 5/3.25b, 5/3.25d(b), 5/10-20.12, 5/10-20.60 (P.A.s 100-29 and 100-163, final citations pending), 5/10-22.5, and 5/27-1.

775 ILCS 5/1-101 et seq., Illinois Human Rights Act.

775 ILCS 35/5, Religious Freedom Restoration Act.

23 Ill.Admin.Code §1.240 and Part 200.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:130 (Student Rights and Responsibilities), 7:160 (Student Appearance), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:250 (Student Support Services), 7:330 (Student Use of Buildings - Equal Access), 7:340 (Student Records), 8:20 (Community Use of School Facilities)

ADOPTED: September 10, 2002

REVISED: March 1, 2018

REVIEWED: September 1, 2016

## Questions and Answers:

\*\*\*Required Question 1. Executive Order (EO) 2019-11, titled “Strengthening Our Commitment to Affirming and Inclusive Schools” established the Affirming and Inclusive Schools Task Force (Task Force) to identify strategies and best practices for ensuring welcoming, safe, supportive, and inclusive school environments for transgender, nonbinary, and gender nonconforming students. The Task Force delivered a report that served as the basis for two non-regulatory guidance documents entitled *Supporting Transgender, Nonbinary and Gender Nonconforming Students* and *Sample District Policy and Administrative Procedures* at [www.isbe.net/supportallstudents](http://www.isbe.net/supportallstudents). The Ill. State Board of Education (ISBE) hosts these documents on its website.

Does the Board want to incorporate ISBE’s *Sample District Policy and Administrative Procedures* policy recommendation into this policy?

☐ No (default)

☐ Yes (IASB will replace "gender identity" with "gender, gender identity (whether or not traditionally associated with the student’s sex assigned at birth), gender expression," add "or gender expression" to the first sentence under the Sex Equity subhead, and add the following sentence to that subhead: "Students shall be supported in a manner consistent with their gender identity. This will include, but not be limited to, use of restrooms, locker rooms, and other facilities that correspond with the student’s gender identity." In addition, the list of protected classifications in policy 7:20 will be amended to replace "gender identity" with "gender; gender identity (whether or not traditionally associated with the student’s sex assigned at birth);")

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## PRESSPlus Comments

PRESSPlus 1. The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, see the **PRESS Plus** Question in policy 2:260. **Issue 105, August 2020**

PRESSPlus 2. The Illinois Principals Association maintains a handbook service that coordinates with **PRESS** material, *Online Model Student Handbook (MSH)*, at: [www.ilprincipals.org/resources/model-student-handbook](http://www.ilprincipals.org/resources/model-student-handbook). **Issue 105, August 2020**

## Document Status: Draft Update

### Board of Education

#### 2:260 Uniform Grievance Procedure

Students, parents/guardians, employees, or community members should notify any District Complaint Manager if they believe that the Board of Education, its employees, or its agents have violated their rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy, or have a complaint regarding any one of the following: [PRESSPlus1](#)

1. Title II of the Americans with Disabilities Act, [42 U.S.C. §12101 et seq.](#)
2. Title IX of the Education Amendments of 1972, [20 U.S.C. §1681 et seq.](#), excluding Title IX sexual harassment complaints governed by policy 2:265, [Title IX Sexual Harassment Grievance Procedure](#)
3. Section 504 of the Rehabilitation Act of 1973, [29 U.S.C. §791 et seq.](#)
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d [et seq.](#)
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e [et seq.](#)
6. Sexual harassment [prohibited by the](#) (State Officials and Employees Ethics Act, [5 ILCS 430/70-5\(a\)](#); Illinois Human Rights Act, [775 ILCS 5/](#); and Title VII of the Civil Rights Act of 1964, [42 U.S.C. §2000e et seq.](#) ~~and Title IX of the Education Amendments of 1972~~) [\(Title IX sexual harassment complaints are addressed under policy 2:265, Title IX Sexual Harassment Grievance Procedure\)](#)
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60
8. Bullying, 105 ILCS 5/27-23.7
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children
10. Curriculum, instructional materials, and/or programs
11. Victims' Economic Security and Safety Act, 820 ILCS 180/
12. Illinois Equal Pay Act of 2003, 820 ILCS 112/
13. Provision of services to homeless students
14. Illinois Whistleblower Act, 740 ILCS 174/
15. Misuse of genetic information [prohibited by the](#) (Illinois Genetic Information Privacy Act (~~GIPA~~), 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act (~~GINA~~), 42 U.S.C. §2000ff [et seq.](#)
16. Employee Credit Privacy Act, [820 ILCS 70/](#).

The Complaint Manager will first attempt to resolve complaints without resorting to this grievance procedure. If a formal complaint is filed under this policy, the Complaint Manager will address the complaint promptly and equitably. A student and/or parent/guardian filing a complaint under this policy may forego any informal suggestions and/or attempts to resolve it and may proceed directly to this grievance procedure. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

#### Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable resolution of a complaint filed under this policy shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. 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. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

#### Deadlines

All deadlines under this policy may be extended by the Complaint Manager as he or she deems appropriate. As used in this policy, *school business days* means days on which the District's main office is open.

#### Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him 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 shall assist the Complainant as needed.

For any complaint alleging bullying and/or cyberbullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this 2policy ~~2:260, Uniform Grievance Procedure~~.

### Investigation Process

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student, under 18 years of age, the Complaint Manager will notify his or her parent(s)/guardian(s) that they may attend any investigatory meetings in which their child is involved. The complaint and identity of the Complainant will not be disclosed except: (1) as required by law or this policy, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

The identity of any student witnesses will not be disclosed except: (1) as required by law or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years or age or older.

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this policy about the status of the investigation. Within 30 school business days ~~of~~ after the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time.

The Superintendent will keep the Board informed of all complaints.

If a complaint contains allegations involving the Superintendent or Board member(s), the written report shall be filed directly with the Board, which will make a decision in accordance with paragraph four of the following section of this policy.

### Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused by first class U.S. mail as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.

Within 10 school business days after receiving the Superintendent's decision, the Complainant or the accused may appeal the decision to the School Board by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the School Board.

Within 30 school business days, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information. Within five school business days ~~of~~ after the Board's decision, the Superintendent shall inform the Complainant and the accused of the Board's action.

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by first class U.S. mail as well as to the Complaint Manager.

This policy shall not be construed to create an independent right to a hearing before the Superintendent or Board. The failure to strictly follow the timelines in this grievance procedure shall not prejudice any party.

### Appointing a Nondiscrimination Coordinator and Complaint Managers

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. <sup>Q1</sup>

The Superintendent shall appoint at least one Complaint Manager to administer ~~the complaint process in~~ this policy. If possible, the Superintendent will appoint two Complaint Managers, one of each gender. The District's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

The Superintendent shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers.

### **Nondiscrimination Coordinator:**

and Instruction  
District Office  
6950 N. East Prairie Rd., Lincolnwood, IL 60712  
[drusso@sd74.org](mailto:drusso@sd74.org)  
847-675-8234

### Complaint Managers

David Russo, Assistant Superintendent Curriculum  
and Instruction  
District Office  
6950 N. East Prairie Rd., Lincolnwood, IL 60712  
[drusso@sd74.org](mailto:drusso@sd74.org)  
847-675-8234

Erin Curry, Principal  
Rutledge Hall  
6850 North East Prairie Road  
[ecurry@sd74.org](mailto:ecurry@sd74.org)  
847-675-8236

### LEGAL REF.:

Age Discrimination in Employment Act, [29 U.S.C. §621](#) *et seq.*  
Americans With Disabilities Act, [42 U.S.C. §12101](#) *et seq.*  
Equal Employment Opportunities Act (Title VII of the Civil Rights Act), [42 U.S.C. §2000e](#) *et seq.*  
Equal Pay Act, [29 U.S.C. §206](#)(d).  
Genetic Information Nondiscrimination Act, [42 U.S.C. §2000ff](#) *et seq.*  
Immigration Reform and Control Act, [8 U.S.C. §1324a](#) *et seq.*  
McKinney-Vento Homeless Assistance Act, [42 U.S.C. §11431](#) *et seq.*  
Rehabilitation Act of 1973, [29 U.S.C. §791](#) *et seq.*  
Title VI of the Civil Rights Act, [42 U.S.C. §2000d](#) *et seq.*  
Title IX of the Education Amendments, [20 U.S.C. §1681](#) *et seq.*; [34 C.F.R. Part 106](#)  
State Officials and Employees Ethics Act, [5 ILCS 430/70-5](#)(a).  
[105 ILCS 5/2-3.8](#), [5/3-10](#), [5/10-20.7a](#), [5/10-20.60](#), [5/10-22.5](#), [5/22-19](#), [5/24-4](#), [5/27-1](#), [5/27-23.7](#), and [45/1-15](#).  
Illinois Genetic Information Privacy Act, [410 ILCS 513/](#).  
Illinois Whistleblower Act, [740 ILCS 174/](#).  
Illinois Human Rights Act, [775 ILCS 5/](#).  
Victims' Economic Security and Safety Act, [820 ILCS 180/](#), [56 Ill.Admin.Code Part 280](#).  
Equal Pay Act of 2003, [820 ILCS 112/](#).  
Employee Credit Privacy Act, [820 ILCS 70/](#).  
[23 Ill.Admin.Code §§1.240](#) and [200.40](#).

CROSS REF.: 2:105 (Ethics and Gift Ban), [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), [5:90 \(Abused and Neglected Child Reporting\)](#), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), [7:185 \(Teen Dating Violence Prohibited\)](#), 7:310 (Restrictions on Publications; Elementary Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

ADOPTED: October 3, 2006

REVISED: December 5, 2019

REVIEWED: December 5, 2019

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### Questions and Answers:

\*\*\*Required Question 1. A district must prominently display its Title IX non-discrimination policies (this policy 2:260, *Uniform Grievance Procedure*, and policy 2:265, *Title IX Sexual Harassment Grievance Procedure*) and contact information for its Title IX coordinator(s) on its website, if any, and in each handbook made available to students, applicants for employment, parents/guardians, employees, and collective bargaining units. 34 C.F.R. §106.8(a) and (b). Notifications must state that nondiscrimination extends to employment, and that inquiries about the application of Title IX and its regulations may be referred to the district's Title IX coordinator, to the U.S. Dept. of Education's Assistant Secretary of Education, or both. 34 C.F.R. §106.8(b). See sample exhibit 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com).

Title IX regulations require districts to designate and authorize at least one employee to coordinate efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX coordinator by name, office address, email address, and telephone number.

The Nondiscrimination and Title IX Coordinator(s) need not be the same person. Does the District's Nondiscrimination Coordinator also serve as the Title IX Coordinator?

- ☐ The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. (default)
  - ☐ The Nondiscrimination Coordinator does not serve as the District's Title IX Coordinator. (IASB will list the District's Title IX Coordinator separately in policies 2:260, 5:10, 5:20, 7:20, and 7:180 and make any other necessary changes to these policies.) The District's Title IX Coordinator's name, office address, email address, and telephone number are:
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### PRESSPlus Comments

PRESSPlus 1. The items listed are updated for continuous improvement and to explicitly direct any sexual harassment complaints involving Title IX to **NEW** policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. **Issue 105, August 2020**



## *Document Status: Draft Update*

### Professional Personnel

#### **5:220 Substitute Teachers**

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license and may teach in the place of a licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.

The Illinois Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2021, [PRESSPlus1](#) a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The School Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

#### Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Intermediate Service Center within five business days after the employment of a substitute teacher in an emergency situation.

#### LEGAL REF.:

[105 ILCS 5/10-20.68](#), [5/21B-20\(2\)](#), [5/21B-20\(3\)](#), and [5/21B-20\(4\)](#).

[23 Ill.Admin.Code §1.790](#) (Substitute Teacher) and [§25.520](#) (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

ADOPTED: February 5, 2015

REVISED: December 5, 2019

REVIEWED: December 5, 2019

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#### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 40 ILCS 5/16-118, amended by P.A. 101-645, extending until June 30, 2021, the limit of 120 paid days or 600 paid hours that a TRS annuitant can work as substitute teacher in a school year. **Issue 105, August 2020**



## Document Status: Draft Update

### Students

#### 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment

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

Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** 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 a school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This item (4) applies only in cases in which a school administrator or teacher receives a report that bullying through this means has occurred and it does not require a district or school to staff or 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.

*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, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

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

#### Bullying Prevention and Response Plan

33

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 following requirements:

1. Using the definition of *bullying* as provided in this policy, the Superintendent or designee shall emphasize to the school community that: (1) the District prohibits bullying, and (2) all students should conduct themselves with a proper regard for the rights and welfare of other students. This may include a process for commending or acknowledging students for demonstrating appropriate behavior.
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.

**Nondiscrimination Coordinator:** [PRESSPlus1](#)

Dr. David L. Russo, Asst. Superintendent  
District Office  
6950 N. East Prairie Rd., Lincolnwood, IL 60712  
[drusso@sd74.org](mailto:drusso@sd74.org)  
847-675-8234

**Complaint Managers:**

Dr. David L. Russo, Asst. Superintendent

Erin Curry, Principal

District Office

Rutledge Hall

6950 N. East Prairie Rd., Lincolnwood, IL 60712

6850 North East Prairie Road, Lincolnwood IL 60712

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847-675-8236

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform parent(s)/guardian(s) of all students involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
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 the incident of bullying was received and taking into consideration additional relevant information received during the course of the investigation about the reported incident of bullying.
  - 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 report of the 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 and guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the 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 act 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, which 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**. A student's act of reprisal or retaliation will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
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, knowingly making a false accusation or providing knowingly false information will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan must be 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 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. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. 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. The Superintendent or designee must post the information developed as a result of the policy 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.

12. The District's bullying prevention plan must be consistent with other Board policies.
13. The Superintendent or designee shall fully inform staff members of the District's goal to prevent students from engaging in bullying and the measures being used to accomplish it. This includes each of the following:
  - a. Communicating the District's expectation and State law requirement that teachers and other certificated or licensed employees maintain discipline.
  - b. Establishing the expectation that staff members: (1) intervene immediately to stop a bullying incident that they witness or immediately contact building security and/or law enforcement if the incident involves a weapon or other illegal activity, (2) report bullying, whether they witness it or not, to an administrator, and (3) inform the administration of locations on school grounds where additional supervision or monitoring may be needed to prevent bullying.
  - c. Where appropriate in the staff development program, providing strategies to staff members to effectively prevent bullying and intervene when it occurs.
  - d. Establishing a process for staff members to fulfill their obligation to report alleged acts of bullying.

#### LEGAL REF.:

[405 ILCS 49/](#), Children's Mental Health Act.

[105 ILCS 5/10-20.14](#), [5/24-24](#), and [5/27-23.7](#).

[23 Ill.Admin.Code §§1.240](#) and [§1.280](#).

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:295 (Student Personal Body Safety Program), 7:310 (Restrictions on Publications; Elementary Schools)

ADOPTED: November 6, 2014

REVISED: December 6, 2018

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#### PRESSPlus Comments

PRESSPlus 1. Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to

comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number.

The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, see the **PRESS Plus** Question 1 in policy 2:260. **Issue 105, August 2020**

# Press Plus Issue #104 (June 2020) to 7/24/20 Policy Committee PC sent this to 1st Reading on the 8/6/20 BOE Agenda

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 2 - Board of Education \

## *Document Status: Draft Update*

### Board of Education

#### **2:220 Board of Education Meeting Procedure**

##### Agenda

The Board President is responsible for focusing the Board meetings' agendas on appropriate content. The Superintendent shall prepare agendas in consultation with the Board President. The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require extensive discussion before Board of Education action. Upon the request of any Board member, an item will be withdrawn from the consent agenda and placed on the regular agenda for independent consideration.

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting. Items submitted by Board members to the Superintendent or the President shall be placed on the agenda for an upcoming meeting. District residents may suggest inclusions for the agenda. The Board will take final action only on items contained in the posted agenda; items not on the agenda may still be discussed.

The Superintendent shall provide a final draft of the Administrative agenda as approved by the Board of Education President, with adequate data and background information, to each Board of Education member at least 6 (six) days before each meeting, except a meeting held in the event of an emergency. The meeting agenda shall be posted in accordance with policy 2:200, *Types of Board of Education Meetings*. The public posting must occur 48 hours before each meeting.

The Board President shall determine the order of business at regular Board of Education meetings. Upon consent of a majority of members present, the order of business at any meeting may be changed.

##### Voting Method

Unless otherwise provided by law, when a vote is taken upon any measure before the Board of Education, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of "abstain" or "present," or a vote other than "yea" or "nay," or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of "abstain" or "present," or a vote other than "yea" or "nay," or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes shall be rotated.

On all questions involving the expenditure of money and on all questions involving the closing of a meeting to the public, a roll call vote shall be taken and entered in the Board's minutes. An individual Board member may request that a roll call vote be taken on any other matter; the President or other presiding officer may approve or deny the request but a denial is subject to being overturned by a majority vote of the members present.

##### Minutes

The Board Secretary shall keep written minutes of all Board of Education meetings (whether open or closed), which shall be signed by the President and the Secretary. The minutes include:

1. The meeting's date, time, and place;
2. Board of Education members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. On all matters requiring a roll call vote, a record of who voted "yea" and "nay";
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act ([OMA](#)) authorizing the closed meeting;
7. A record of all motions, the members making the motion and the second; and
8. Upon request by a Board member, a record of how he or she voted on a particular motion; and
9. The type of meeting, including any notices and, if a reconvened meeting, the original meeting's date.

The minutes shall be submitted to the Board of Education for approval or modification at its next regularly scheduled open meeting. Minutes for open meetings must be approved within 30 days after the meeting or at the second subsequent regular meeting, whichever is later.

37

At least semi-annually in an open meeting, the Board: (1) reviews minutes from closed meetings that are currently unavailable for public release, and (2) decides which, if any, no longer require confidential treatment and are available for public inspection. The Board of Education may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release.

The official minutes are in the custody of the Board Secretary. Open meetings minutes are available for inspection during regular office hours within 10 days after the Board's approval, in the office of the Superintendent or designee, in the presence of the Secretary, the Superintendent or designee, or any Board of Education member.

Minutes from closed meetings are likewise available, but only if the Board has released them for public inspection, except that Board members may access closed session minutes not yet released for public inspection (1) in the District's administrative offices or their official storage location, and (2) in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. The minutes, whether reviewed by members of the public or the Board, shall not be removed from the District's administrative offices or their official storage location except by vote of the Board or by court order.

The Board's open meeting minutes shall be posted on the District website within 10 days after the Board approves them; the minutes will remain posted for at least 60 days.

#### Verbatim Record of Closed Meetings

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings. If neither is present, the Board President or presiding officer shall assume this responsibility. After the closed meeting, the person making the audio recording shall label the recording with the date and store it in a secure location. The Superintendent shall ensure that: (1) an audio recording device and all necessary accompanying items are available to the Board for every closed meeting, and (2) a secure location for storing closed meeting audio recordings is maintained close to the Board's regular meeting location.

After 18 months have passed since being made, the audio recording of a closed meeting is destroyed provided the Board approved: (1) its destruction, and (2) minutes of the particular closed meeting. This will be reviewed and approved by the Board semi-annually.

Individual Board members may access verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's official storage location. Requests shall be made to the Superintendent or Board President. While a Board member is listening to a verbatim recording, it shall not be re-recorded or removed from the District's main office or official storage location, except by vote of the Board or by court order.

Before making such requests, Board members should consider whether such requests are germane to their responsibilities, service to District, and/or Oath of Office in policy 2:80, *Board Member Oath and Conduct*. In the interest of encouraging free and open expression by Board members during closed meetings, the recordings of closed meetings should not be used by Board members to confirm or dispute the accuracy of recollections.

#### Quorum and Participation by Audio or Video Means

A quorum of the Board must be physically present at all Board meetings. A majority of the full membership of the School Board constitutes a quorum.

Provided a quorum is physically present, a Board member may attend a meeting by video or audio conference if he or she is prevented from physically attending because of: (1) personal illness or disability, (2) employment or District business, or (3) a family or other emergency. If a member wishes to attend a meeting by video or audio means, he or she must notify the recording secretary or Superintendent at least 24 hours before the meeting unless advance notice is impractical. The recording secretary or Superintendent will inform the Board President and make appropriate arrangements. A Board member who attends a meeting by audio or video means, as provided in this policy, may participate in all aspects of the Board meeting including voting on any item.

#### No Physical Presence of Quorum and Participation by Audio or Video: Disaster Declaration [PRESSPlus1](#)

The ability of the Board to meet in person with a quorum physically present at its meeting location may be affected by the Governor or the Director of the Ill. Dept. of Public Health issuing a disaster declaration related to a public health emergency. [PRESSPlus2](#) The Board President or, if the office is vacant or the President is absent or unable to perform the office's duties, the Vice President determines that an in-person meeting or a meeting conducted under the **Quorum and Participation by Audio or Video Means** subhead above, is not practical or prudent because of the disaster declaration. If neither the President nor Vice President are present or able to perform this determination, the Superintendent shall serve as the duly authorized designee for purposes of making this determination. [PRESSPlus3](#)

The individual who makes this determination for the Board shall put it in writing, include it on the Board's published notice and agenda for the audio or video meeting and in the meeting minutes, [PRESSPlus4](#) and ensure that the Board meets every OMA



requirement for the Board to meet by video or audio conference without the physical presence of a quorum. [PRESSPlus5](#)

### Rules of Order

Unless State law or Board-adopted rules apply, the Board President, as the presiding officer, will use *Robert's Rules of Order, Newly Revised*, as a guide when a question arises concerning procedure.

### Broadcasting and Recording Board Meetings

Any person may record or broadcast an open Board meeting. Special requests to facilitate recording or broadcasting an open Board meeting, such as seating, writing surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public. The Board President may designate a location for recording equipment, may restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.:

5 ILCS 120/2a, 120/2.02, 120/2.05, ~~and 120/2.06~~, and 120/7.

[105 ILCS 5/10-6](#), [5/10-7](#), [5/10-12](#), and [5/10-16](#).

CROSS REF.: 2:80 (Board Member Oath and Conduct), [2:150 \(Committees\)](#), 2:200 (Types of School Board Meetings), ~~2:150 (Committees)~~, 2:210 (Organizational Board of Education Meeting), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board)

ADOPTED: September 10, 2002

REVISED: December 5, 2019

REVIEWED: December 5, 2019

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### **PRESSPlus Comments**

PRESSPlus 1. 5 ILCS 120/2.01 and 120/7(e)(1)-(10), amended by P.A. 101-640. See also 105 ILCS 5/10-6 and 5/10-12. During the 2020 COVID-19 pandemic, Ill. Gov. Pritzker issued Executive Order (EO) 2020-07 pursuant to 20 ILCS 3305/7 (disaster proclamation due to public health emergency) that temporarily suspended OMA's physical quorum requirement. The Governor extended this OMA relief through subsequent Executive Orders as the crisis continued. See EOs 2020-18, 2020-33, and 2020-39. During the period covered by EO 2020-39, 5 ILCS 120/7(e), amended by P.A. 101-640 was enacted, immediately requiring public bodies to meet a number of conditions before suspending the physical quorum requirement.

Boards must remember that public comment is still required when a quorum is not physically present at the meeting location. See Public Comment section of the Ill. Atty. Gen.'s guidance entitled *Guidance to Public Bodies on the Open Meetings Act and the Freedom of Information Act During the COVID-19 Pandemic* on p. 5 at:

[www.foia.ilattorneygeneral.net/pdf/OMA\\_FOIA\\_Guide.pdf](http://www.foia.ilattorneygeneral.net/pdf/OMA_FOIA_Guide.pdf). **Issue 104, June 2020**

PRESSPlus 2. The phrase "due to public health emergency" aligns with Ill. Emergency Act (IEMA), 20 ILCS 3305/4 and 7, which provides the governor with the power to declare a disaster. 5 ILCS 120/7(e)(1), amended by P.A. 101-640, uses the phrase "related to public health concerns because [the governor has declared] a disaster" and while not aligning with IEMA text, means "public health emergency." For ease of understanding and alignment with IEMA, this policy uses "public health emergency."

To avoid confusion, note that the triggers under 5 ILCS 120/7(e), amended by P.A. 101-640, for when a school board may conduct its meetings by audio or video conference without the physical presence of a quorum are a bit more broad than the School Code's triggers to implement remote and/or blended remote learning days (RLD/BRLDs). OMA states (1) the "governor **or the director of IDPH** has issued a disaster declaration of a disaster as defined in 20 ILCS 3305/ ... ." This means that it is possible for the board to meet remotely if the director of IDPH declares a disaster under OMA, but that may not mean a district must implement RLD/BRLDs because the School Code states that the governor must declare the disaster. **Issue 104, June 2020**

PRESSPlus 3. 5 ILCS 120/7(e)(2), amended by P.A. 101-640 states "the head of the public body as defined in [the Freedom of Information Act (FOIA), 5 ILCS 140/2(e), FOIA]." FOIA defines *head of the public body* to mean the *president* or "such person's duly authorized designee." 5 ILCS 140/2(e). Policy 2:110, *Qualifications, Term, and Duties of Board Officers*, designates the vice president to perform the duties of the president if that office is vacant or he or she is absent or unable to perform the office's

duties.

For practical purposes if a disaster is declared due to a public health concern, this policy designates the superintendent as “[the president or vice president’s] duly authorized designee” pursuant to the authority of 5 ILCS 140/2(e) for the board to move forward with the required determination to meet by audio or video with no physical presence of a quorum. **Issue 104, June 2020**

PRESSPlus 4. While this phrase of the sentence is not required in OMA, many attorneys agree that transparency best practices in this situation include the individual making the determination to: (1) put it in writing referring to the specific disaster declaration applicable to the board’s jurisdiction and the public health concern/public health emergency that applies to not having an in-person meeting; and (2) include that written determination (a) on the board’s published notice and agenda for the audio or video meeting, and (b) in the meeting minutes. **Issue 104, June 2020**

PRESSPlus 5. See 2:220-E9, *Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration*. Find this sample Board exhibit at your PRESS Plus dashboard under the Status **Draft Update - New. Issue 104, June 2020**



## *Document Status: Draft Update*

### Students

#### **7:190 Student Behavior**

The goals and objectives of this policy are to provide effective discipline practices that: (1) ensure the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and drug-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

#### When and Where Conduct Rules Apply

A student is subject to disciplinary action for engaging in *prohibited student conduct*, as described in the section with that name below, 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 time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including, but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

#### Prohibited Student Conduct

The school administration is authorized to discipline students for gross disobedience or misconduct, including but not limited to:

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling, or offering for sale:
  - a. Any illegal drug or controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*).
  - b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
  - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.

- d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*.
- e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
- f. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
- g. *Look-alike* or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.
- h. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

4. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the Weapons section of this policy, or violating the Weapons section of this policy.
5. Using or possessing an electronic paging device. **TAKE THIS OUT PER PC, ADD to #6**
6. Using a cellular telephone, video recording device, personal digital assistant (PDA), **electronic paging device** or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
7. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
8. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.

9. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
10. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying (as described in Board Policy 7:180, *Prevention Of and Response To Bullying, Intimidation, and Harassment*), bullying using a school computer or a school computer network, or other comparable conduct.
11. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive: (a) expression of gender or sexual orientation or preference, or (b) display of affection during non-instructional time.
12. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
13. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
14. Entering school property or a school facility without proper authorization.
15. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
16. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
17. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
18. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
19. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
20. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
21. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
22. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term *possession* includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in<sup>43</sup> the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other

school property; or (d) at any location on school property or at a school-sponsored event.

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent/guardian to administer or consent to the administration of psychotropic or psychostimulant medication to the student.

### Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised.
7. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure may be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*. A student who has been suspended may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled also shall be restricted from being on school grounds and at school activities.
13. Transfer to an alternative program upon written agreement with the student's parent(s) or following a Board of Education hearing.
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), *look-alikes*, alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement

between the District and local law enforcement agencies.

The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

#### Isolated Time Out, Time Out, and Physical Restraint<sup>Q1</sup>

Neither isolated time out, time out, nor physical restraint shall be used to discipline or punish a student. These methods are only authorized for use as permitted in 105 ILCS 5/10-20.33, State Board of Education rules (23 Ill.Admin.Code §§ 1.280, 1.285), and the District's procedure(s).

#### Weapons

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 at least one calendar year but not more than 2 calendar years:

1. A firearm, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code ([18 U.S.C. § 921](#)), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act ([430 ILCS 65/](#)), or firearm as defined in Section 24-1 of the Criminal Code of 1961 ([720 ILCS 5/24-1](#)).
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 under either paragraph 1 or 2 above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

This policy's prohibitions concerning weapons apply regardless of whether: (1) a student is licensed to carry a concealed firearm, or (2) the Board permits visitors, who are licensed to carry a concealed firearm, to store a firearm in a locked vehicle in a school parking area.

#### Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall be to support the student's ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

#### Required Notices

A school staff member shall immediately notify law enforcement and the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member. Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, Ill. Dept. of State Police (ISP), and any involved student's parent/guardian. *School grounds* includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

### Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment, or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated [licensed] educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, Assistant Building Principal, or Dean of Students is authorized to impose the same disciplinary measures as teachers. In addition, provided the appropriate procedures are followed, the Superintendent, Building Principal, Assistant Principal, or Dean of Students may issue in-school suspensions; may issue out-of-school to students guilty of gross disobedience or misconduct (including all school functions) for up to 10 consecutive school days; and may suspend students from riding the school bus for up to 10 consecutive school days. The Board may suspend a student from riding the bus in excess of 10 school days for safety reasons.

### Student Handbook

The Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District disciplinary policies and rules, shall be distributed to the students' parents/guardians within 15 days of the beginning of the school year or a student's enrollment. Students and their parents/guardians must acknowledge receipt of the student handbook in some form upon receipt of the handbook.

### Incorporated

by Reference: 7:190-AP4 (Use of Isolated Time Out, Time Out, and Physical Restraint)

### LEGAL REF.:

[20 U.S.C. §6081](#), Pro-Children Act of 1994.

[20 U.S.C. §7961](#) *et seq.*, Gun Free Schools Act.

[105 ILCS 5/10-20.5b](#), [5/10-20.14](#), [5/10-20.28](#), [5/10-20.36](#), [5/10-21.7](#), [5/10-21.10](#), [5/10-22.6](#), [5/10-27.1A](#), [5/10-27.1B](#), [5/22-33](#), [5/24-24](#), [5/26-12](#), [5/27-23.7](#), [5/31-3](#), and [110/3.10](#).

[410 ILCS 130/](#), Compassionate Use of Medical Cannabis Pilot Program.



[410 ILCS 647/](#), Powdered Caffeine Control and Education Act.

[430 ILCS 66/](#), Firearm Concealed Carry Act.

23 Ill.Admin.Code §§ 1.280, [1.285](#).

CROSS REF.: 2:150 (Committees), 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment ), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:310 (Restrictions on Publications; Elementary Schools), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: June 30, 2016

REVISED: January 10, 2019

REVIEWED: January 10, 2019

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## Questions and Answers:

\*\*\*Required Question 1. In late November 2019 and early 2020, in response to investigative journalism articles, ISBE issued emergency rules and subsequent amendments to those emergency rules that significantly limited the use of isolated time out and physical restraint. ISBE adopted permanent rules governing the use of isolated time out, time out, and physical restraint (permitted under limited circumstances and only until July 1, 2021), effective April 9, 2020.

Isolated time out, time out, or physical restraint may be used by staff members **only if** their use is authorized by policy and administrative procedure. 105 ILCS 5/2-3.130, 5/10-20.33, and 5/24-24; 23 Ill.Admin.Code §§1.280(c) and 1.285. See 7:190-AP4, *Use of Isolated Time Out, Time Out, and Physical Restraint*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **By default, this policy allows the use of isolated time out, time out, and physical restraint pursuant only to the conditions allowed in the School Code and ISBE rules.** State statute and ISBE rules contain complex restrictions on the use of isolated time out, time out, and physical restraint. 105 ILCS 5/2-3.130, 5/10-20.33, and 5/24-24; 23 Ill.Admin.Code §§1.280(c) and 1.285. According to the ISBE rule, isolated time out, time out, and physical restraints are allowed only if a board authorizes their use in a policy containing the numerous components identified in the rule. To comply with ISBE's rule, a board must also incorporate by reference the district's procedure, i.e., 7:190-AP4, *Use of Isolated Time Out, Time Out, and Physical Restraint*. By doing this, the policy includes the district's procedure.

Does the Board allow or prohibit the use of isolated time out, time out, and physical restraint?

**PC WANTS DEFAULT**

- The Board allows the use of isolated time out, time out, and physical restraint. (Default)
- The Board prohibits the use of isolated time out, time out, and physical restraint. (IASB will delete this subhead and its contents, amend the Legal Reference, and delete the Incorporated by Reference line.)

*Document Status: Draft Update - Rewritten*

Operational Services

**4:180 Pandemic Preparedness; Management; and Recovery**

*Title has been updated. Original Title: Pandemic Preparedness*

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

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. [PRESSPlus2](#)

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

Emergency School Closing [PRESSPlus3](#)

In the case of a pandemic, the Governor may declare a disaster due to a public health emergency that may affect any decision for an emergency school closing. Decisions for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the Governor, Ill. Dept. of Public Health, District's local health department, emergency management agencies, and/or Regional Office of Education. [Q1](#)

During an emergency school closing, the Board President and the Superintendent [Q2](#) may, to the extent the emergency situation allows, examine existing Board policies pursuant to Policy 2:240, *Board Policy Development*, and recommend to the Board for consideration any needed amendments or suspensions to address mandates that the District may not be able to accomplish or implement due to a pandemic. [PRESSPlus4](#)

Board Meeting Procedure; No Physical Presence of Quorum and Participation by Audio or Video [PRESSPlus5](#)

A disaster declaration related to a public health emergency [PRESSPlus6](#) may affect the Board's ability to meet in person and generate a quorum of members who are physically present at the location of a meeting. Policy 2:220, *School Board Meeting Procedure*, governs Board meetings by video or audio conference without the physical presence of a quorum.

Payment of Employee Salaries During Emergency School Closures [PRESSPlus7](#)

The Superintendent shall consult with the Board to determine the extent to which continued payment of salaries and benefits will be made to the District's employees, pursuant to Board policies 3:40, *Superintendent*, 3:50, *Administrative Personnel Other Than the Superintendent*, 5:35, *Compliance with the Fair Labor Standards Act*, 5:200, *Terms and Conditions of Employment and Dismissal*,



and 5:270, *Employment At-Will, Compensation, and Assignment*, and consistent with: (1) applicable laws, regulations, federal or State or local emergency declarations, executive orders, and agency directives; (2) collective bargaining agreements and any bargaining obligations; and (3) the terms of any grant under which an employee is being paid.

Suspension of In-Person Instruction; Remote and/or Blended Remote Learning Day Plan(s) [PRESSPlus8](#)

When the Governor declares a disaster due to a public health emergency pursuant to 20 ILCS 3305/7, and the State Superintendent of Education declares a requirement for the District to use *Remote Learning Days* or *Blended Remote Learning Days*, the Superintendent shall approve and present to the Board for adoption [PRESSPlus9](#) a Remote and/or Blended Remote Learning Day Plan (Plan) that: [Q3](#)

1. Recommends to the Board for consideration any suspensions or amendments to curriculum-related policies to reduce any Board-required graduation or other instructional requirements in excess of minimum curricular requirements specified in School Code that the District may not be able to provide due to the pandemic; [PRESSPlus10](#)
2. Implements the requirements of 105 ILCS 5/10-30; and
3. Ensures a plan for periodic review of and/or amendments to the Plan when needed and/or required by statute, regulation, or State guidance.

LEGAL REF.:

105 ILCS 5/10-16.7, 5/10-20.5, 5/10-20.56, and 5/10-30.

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

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

20 ILCS 3305/, Ill. Emergency Management Agency Act.

115 ILCS 5/, Ill. Educational Labor Relations Act.

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

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**Questions and Answers:**

\*\*\*Required Question 1. Is your district served by an Intermediate Service Center rather than an ROE (suburban Cook County)?

**PC WANTS YES TO QUESTION #1**

- ☐ No. (default)
- ☐ Yes. (IASB will replace "Regional Office of Education" with "Intermediate Service Center")

\*\*\*Required Question 2. This sample policy uses the board president and superintendent as the default text because during a pandemic, it may be difficult for a board policy committee to meet pursuant emergency executive orders that are issued, etc. See policies 2:150, *Committees*, and 2:240, *Board Policy Development*. Does the board prefer its policy committee to engage in this work?

### PC WANTS NO TO QUESTION #2

- ☐ No. (default)
- ☐ Yes. (IASB will replace "Board President and the Superintendent" with "Board Policy Committee")

\*\*\*Required Question 3. Remote Learning Days (RLDs) and Blended Remote Learning Days (BRLDs) are different from *e-learning days/e-learning programs*. RLD/BRLDs are for use when the governor declares a disaster under 20 ILCS 3305/ and the state superintendent has declared a requirement for the district to use them to provide remote instruction to pre-kindergarten through grade 12 that count as pupil attendance days under 105 ILCS 5/10-19.05(j-5), amended by P.A. 101-643. 105 ILCS 5/10-30(1), added by P.A. 101-643. BRLDs allow districts to utilize "hybrid models of in-person and remote instruction. E-learning days are part of an e-learning program that require a board to, among other things, hold a public hearing and obtain approval by the Regional Office of Education (or Intermediate Service Center) to allow the district to provide instruction to students electronically while they are not physically present due to inclement weather and other unexpected events. 105 ILCS 5/10-20.56(b), amended by P.As. 101-12 and 101-643. School districts with e-learning programs may adapt them for use during RLDs and BLRDs (105 ILCS 5/10-20.56(a), amended by P.As. 101-12 and 101-643, and 5/10-30(2), added by P.A. 101-643.

Has the board adopted an e-learning program pursuant to 105 ILCS 5/10-20.56, added by P.A. 101-12?

### PC WANTS NO TO QUESTION #3

- ☐ No. (default)
- ☐ Yes. (IASB will add the following text to number two after 105 ILCS 5/10-30: "by adapting into a Plan the District's e-learning program implemented pursuant to 105 ILCS 5/10-20.56")

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## PRESSPlus Comments

PRESSPlus 1. This policy is renamed from *Pandemic Preparedness* to *Pandemic Preparedness; Management; and Recovery*. It is updated in response to the General Assembly, the Ill. State Board of Education (ISBE), Ill. Attorney General, and the U.S. Dept. of Education taking a number of actions and/or issuing guidance documents to address the ongoing COVID-19 pandemic as it affects public school operations and student learning. Its purpose is to establish board direction about pandemic preparedness, management, and recovery issues and inform the community about the board's role during a pandemic.

Certain subheads of this policy are required; see further PRESS Plus comments for more information.

A redlined version showing the changes and more information in the footnotes can be found at PRESS Online, accessed by logging in at [www.iasb.com](http://www.iasb.com). **Issue 104, June 2020**

PRESSPlus 2. This paragraph embodies the CDC's pandemic definition. See [www.cdc.gov/coronavirus/2019-ncov/cases-updates/summary.html](https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/summary.html). The **Illinois Pandemic**

**Influenza Preparedness and Response Plan**, Version 5.0, May 2014, also defines pandemic at page 9; however, that definition is specific to influenza. The new COVID-19 coronavirus is not an influenza virus yet was characterized as a pandemic by the World Health Organization. At the time of publication during the 2020 COVID-19 pandemic, it was not clear whether this Illinois resource's definition will be amended. **Issue 104, June 2020**

PRESSPlus 3. In times of emergency, the functions of different levels of State and federal government often become cloudy, and determining what governmental entity has powers to take a particular action can be confusing. The concept of federalism, or the coexistence of federal and state governments with their own local powers, was utilized during the response to the 2020 COVID-19 pandemic. Federalism is premised on the Constitutional limits of federal power. See U.S. Const. Art. I, Sec. 8 (limiting powers of Congress providing only those powers enumerated). Generally, during the 2020 COVID-19 pandemic, Illinois and other states were left with these remaining powers of government to respond to the crisis. In general, President Trump's administration set broad national policy, particularly with respect to international travel and the approval of treatments, and suggested guidance that States could follow regarding mitigation measures. The states' governors and local leaders made other state-specific or locality-specific decisions based upon the local conditions in each community. Depending upon the federal administration in power at the time of a pandemic, the federal government may seek to play a greater or lesser role in the management of a pandemic.

During the 2020 COVID-19 pandemic, the Governor and ISBE issued many directives and/or guidance, including reliance upon the advice and recommendations of local public health departments. See [www.isbe.net/Documents/ISBE-Guidance-to-School-Coronavirus.pdf](http://www.isbe.net/Documents/ISBE-Guidance-to-School-Coronavirus.pdf). And see other 2020 COVID-19 guidance documents as follows:

- Ill. Gov. Pritzker, ISBE, Ill. Association of School Admin., Ill. Principals' Assoc., Ill. Ed. Assoc., and Ill. Fed. of Teachers Joint Statement: [www.isbe.net/Documents/Joint-Statement-Updated%203-27-20.pdf](http://www.isbe.net/Documents/Joint-Statement-Updated%203-27-20.pdf).
- IDPH-ISBE joint schools guidance: [www.dph.illinois.gov/topics-services/diseases-and-conditions/diseases-a-z-list/coronavirus/schools-guidance](http://www.dph.illinois.gov/topics-services/diseases-and-conditions/diseases-a-z-list/coronavirus/schools-guidance)
- IDPH-ISBE joint workplace health and safety guidance: [www.dph.illinois.gov/covid19/community-guidance/workplace-health-and-safety-guidance](http://www.dph.illinois.gov/covid19/community-guidance/workplace-health-and-safety-guidance)
- Restore Illinois Plan: [www2.illinois.gov/dceo/Pages/RestoreILP3.aspx](http://www2.illinois.gov/dceo/Pages/RestoreILP3.aspx).

During the 2020 COVID-19 pandemic, several protests occurred and many lawsuits were filed challenging Ill. Gov. Pritzker's extensions of disaster declaration emergency power under IEMA, 20 ILCS 3305/7. See the 2020 COVID-19 Executive Orders (EO) at: [coronavirus.illinois.gov/s/resources-for-executive-orders](http://coronavirus.illinois.gov/s/resources-for-executive-orders). Controversies existed across party and regional lines with all branches of government looking to balance the need to protect human life against the desire to preserve personal liberty. Gov. Pritzker's EOs faced unsettled challenges in both the courts of law and public opinion as a five-phased plan to re-open Illinois was also being introduced a/k/a *Restore Illinois Plan* ([coronavirus.illinois.gov/s/restore-illinois-introduction](http://coronavirus.illinois.gov/s/restore-illinois-introduction)). **Issue 104, June 2020**

PRESSPlus 4. Examples include, but are not limited to, policies 6:20, *School Year Calendar and Day*, 6:300, *Graduation Requirements*, 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students*. For Executive Orders addressing these issues, see the footnotes available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 104, June 2020**

PRESSPlus 5. 5 ILCS 120/2.01 and 120/7(e), amended by P.A. 101-640. See also 105 ILCS 5/10-6 and 5/10-12. See policy 2:220 and Board exhibit 2:220-E9 for more information. **Issue 104, June 2020**

PRESSPlus 6. While 5 ILCS 120/7(e)(1), amended by P.A. 101-640, uses the phrase “related to public health concerns,” the text “due to public health emergency” aligns with Ill. Emergency Act (IEMA), 20 ILCS 3305/4 and 7, the governing statute of disaster declarations. For ease of understanding and alignment with IEMA, this policy uses “public health emergency.” **Issue 104, June 2020**

PRESSPlus 7. Required if a district wishes to continue to charge employee salaries and benefits to a grant during an extended school closure, depending upon the specific terms of government orders and/or guidance issued during a pandemic. 2 C.F.R. Part 200 (see [www.whitehouse.gov/wp-content/uploads/2020/03/M-20-17.pdf](http://www.whitehouse.gov/wp-content/uploads/2020/03/M-20-17.pdf), extended until 9-30-20 by [www.whitehouse.gov/wp-content/uploads/2020/06/M-20-26.pdf](http://www.whitehouse.gov/wp-content/uploads/2020/06/M-20-26.pdf)) and 30 ILCS 708/.

During the 2020 COVID-19 pandemic, Gov. Pritzker and ISBE issued directives and/or guidance regarding payment of school district employees that may impact a board’s decision regarding continued payment of employees during an extended closure. ISBE and the Governor suspended in-person learning and issued a Joint Statement (JS) with other school administrator and union groups, which purported to mandate that all school district employees on the district’s payroll be paid as if districts were functioning normally and they were performing their normal work. See [www.isbe.net/Documents/Joint-Statement-Updated%203-27-20.pdf](http://www.isbe.net/Documents/Joint-Statement-Updated%203-27-20.pdf). The JS cited no specific authority for the payment mandate. Additionally, changes to wages, hours, terms and conditions of employment, even when made during an extraordinary circumstance such as a pandemic, remain subject to collective bargaining obligations.

See sample procedure 4:180-AP3, *Grant Flexibility; Payment of Employee Salaries During a Pandemic*, and its footnotes, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 104, June 2020**

PRESSPlus 8. 105 ILCS 5/10-30(3), added by P.A. 101-643, requires the “[board] to adopt and the superintendent to approve” these plans upon the following statutory triggers: (1) the governor declaring a disaster pursuant to 20 ILCS 3305/, and (2) the state superintendent of education declaring a requirement for a school district, multiple school districts, a region, or the entire State.

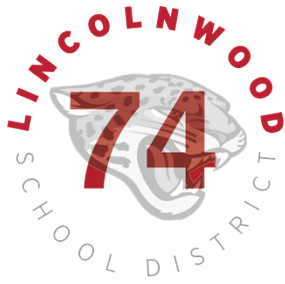
See sample administrative procedure 6:20-AP, *Remote and/or Blended Remote Learning Day Plan(s)*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com), for the specifics of implementing Remote Learning Days (RLDs) and/or Blended Remote Learning Days (BLRDs).

Implementing a plan under this subhead contains items on which collective bargaining may be required. Any policy that impacts wages, hours, or terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. This subhead of the policy concerns an area in which the law is unsettled. See 105 ILCS 5/10-30(7), added by P.A. 101-643 (stating that it does not increase or diminish any collective bargaining rights under existing law, and that aspects of the plan that impact the wages or other terms or conditions of employment will need to be bargained with the exclusive bargaining representative(s)).

To avoid confusion, note that the triggers under the Open Meetings Act (OMA), 5 ILCS 120/7, amended by P.A. 101-640, for when a school board may conduct its meetings by audio or video conference without the physical presence of a quorum are a bit more broad: (1) the “governor **or the director of IDPH** has issued a disaster declaration of a disaster as defined in 20 ILCS 3305/, and (2) all or part of the jurisdiction of the [school board] is covered by the disaster area. This means that it is possible for the board to meet remotely under OMA if the director of IDPH declares a disaster, but the School Code requires the governor to be the one to declare the disaster under 20 ILCS 3305/ in order for the state superintendent of education to declare that a district implement RLD/BRLDs. **Issue 104, June 2020**

PRESSPlus 9. 105 ILCS 5/10-30(3), added by P.A. 101-643 states “the district shall adopt a remote and blended remote learning day plan approved by the district superintendent.” For ease of administration, to avoid confusion during implementation, and to align with the IASB Foundational Principles of Effective Governance ([www.iasb.com/principles\\_popup.cfm](http://www.iasb.com/principles_popup.cfm)), this policy assigns the duty to *adopt* the remote and blended remote learning day plan (plan) by “the district” to the board. In alignment with this policy, administrative procedure 6:20-AP, *Remote and/or Blended Remote Learning Day Plan(s)*, requires the superintendent to *approve* the plan and present it to the board for *adoption* prior to district-wide implementation and posting on the district’s website. **Issue 104, June 2020**

PRESSPlus 10. 105 ILCS 5/10-30(8), added by P.A. 101-643 does not excuse districts from completing all statutory and regulatory curricular mandates and offerings. **Issue 104, June 2020**



## Executive Summary Board of Education Meeting

DATE: September 3, 2020

TOPIC: 2019-20 Administrator and Teacher Salary and Benefit Report Pursuant to PA 97-256

PREPARED BY: Courtney Whited

### **Recommended for:**

Action

☒ Discussion

☒ Information

### **Purpose:**

As provided for under 105 ILCS 5/10-20.47 and 5/34-18.38 Pursuant to PA 97-256 the Lincolnwood School District 74 Board of Education is required to annually submit salary and benefit information to the State Board of Education for specific positions. This same information must be presented at a regular School Board of Education meeting and posted to the District website no later than October 1<sup>st</sup> of each year.

### **Background:**

The Administration recommends the Finance Committee acknowledge the Administrator and Teacher Salary and Benefit Report Pursuant to PA 97-256, as presented.

### **Fiscal Impact:**

None

### **Recommendation:**

Attached to this Executive Summary is the 2019-20 Administrator and Teacher Salary and Benefit Report with the required information to be compliant with PA 97-256.



# EIS Administrator and Teacher Salary and Benefits Report - School Year 2020

7/9/2020 11:43 am

## Lincolnwood SD 74 6950 N East Prairie Rd, Lincolnwood, IL 60712 050160740020000

Selection Criteria: (Employer) Employees = All

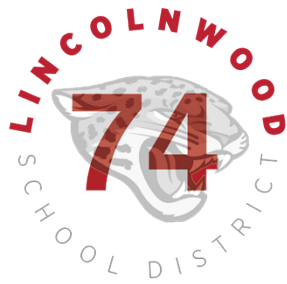
Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
Almer, Andrew R	200-Teacher	\$111,860.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$21,633.32
Altschul, Robin L	250-Special Education Teacher	\$107,756.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$11,652.26
Anderson, Emily	200-Teacher	\$53,552.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$6,408.92
Atkinson, Mark	107-General Administrator or General Supervisor	\$92,500.00	1.00	20	17	\$0.00	\$0.00	\$9,148.34	\$20,758.62
Azarnoosh, Beeta	200-Teacher	\$52,192.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,174.56
Ballema, Jennifer K	200-Teacher	\$76,800.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$21,536.12
Barringer, Laura E	200-Teacher	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$16,359.72
Battaglia, Michael R	200-Teacher	\$107,756.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$10,037.20
Berk, Mallory L	200-Teacher	\$70,291.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,250.64
Blomstrand, Sarah E	200-Teacher	\$92,230.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$21,578.84
Cabrera, Kelly A	200-Teacher	\$54,940.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$15,904.56
Cardo, Kristin M	200-Teacher	\$90,800.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$21,575.00
Catalano, Jean M	200-Teacher	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$21,633.32
Cattapan, Amy J	200-Teacher	\$98,874.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$5,991.80
Charneske, Caroline W	200-Teacher	\$28,025.52	0.50	0	11	\$0.00	\$0.00	\$0.00	\$10,903.34
Chiet, Beth C	200-Teacher	\$31,683.28	0.62	0	6	\$0.00	\$0.00	\$0.00	\$89.20
Churchwell, Sharon N	200-Teacher	\$111,860.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$16,062.24
Codell, Susan	200-Teacher	\$80,084.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$290.88
Coleman Kilgallon, Virginia	250-Special Education Teacher	\$127,617.62	1.00	0	22	\$0.00	\$0.00	\$0.00	\$16,359.72
Conley, Kevin M	200-Teacher	\$70,291.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,250.64
Cook, Maureen Regan	200-Teacher	\$94,582.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$21,585.32
Creaves, Lauren A	200-Teacher	\$103,693.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$21,610.52
Curry, Erin L	103-Principal	\$110,500.00	1.00	20	17	\$0.00	\$0.00	\$10,928.56	\$23,076.84
Cvetas, Jennifer	200-Teacher	\$66,937.22	1.00	0	10	\$0.00	\$0.00	\$0.00	\$6,645.53
Daskalopoulos, Adrianna	200-Teacher	\$37,241.75	0.73	0	8	\$0.00	\$0.00	\$0.00	\$376.21
Davis, Emily	200-Teacher	\$64,440.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,234.56
Davis, Erin R	200-Teacher	\$83,437.69	1.00	0	15	\$0.00	\$0.00	\$0.00	\$5,949.56
Donohue, Shannon	200-Teacher	\$50,582.10	1.00	0	10	\$0.00	\$0.00	\$0.00	\$82.18
Doyle, Bridget M	200-Teacher	\$84,874.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$304.08
DuPriest, Travis E	200-Teacher	\$90,582.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$21,574.28

Name	Position	Base Salary	FTE	Vacation	Sick	Bonuses	Annuities	Retirement	Other
				Days	Days			Enhancements	Benefits
Economou, Christina A	200-Teacher	\$102,062.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$9,338.72
Edman, Christopher J	107-General Administrator or General Supervisor	\$88,580.00	1.00	20	17	\$0.00	\$0.00	\$8,760.65	\$22,498.68
Egan, Erin E	200-Teacher	\$70,291.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$16,244.52
Ellis, Leanne Statland	200-Teacher	\$107,756.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$16,348.20
Endo, Michael	200-Teacher	\$52,192.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$5,862.44
Evans, Audrey	200-Teacher	\$71,832.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,254.96
Fallon, Courtney A	200-Teacher	\$73,002.89	1.00	0	10	\$0.00	\$0.00	\$0.00	\$5,920.04
Figueroa, Valerie	200-Teacher	\$55,360.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$153.88
Fioretto, Isabella	200-Teacher	\$53,552.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$217.44
Forsell, Candace	200-Teacher	\$50,860.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$140.88
Foust, Tom	200-Teacher	\$76,800.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$21,536.12
Freeman, Dana	250-Special Education Teacher	\$64,755.08	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,166.72
Friedman, Krista R	200-Teacher	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$16,359.72
Gerber, Stephen W	200-Teacher	\$73,404.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$5,921.24
Golden, Elizabeth	200-Teacher	\$80,071.62	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,277.59
Greene, Maxwell	200-Teacher	\$61,692.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,226.88
Greenwell, James R	202-Bilingual Education Teacher	\$81,800.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$5,944.52
Hammel, Julie S	200-Teacher	\$107,756.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$21,621.80
Han, Kathleen R	200-Teacher	\$94,582.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$16,014.24
Harmon, Christopher	103-Principal	\$111,395.00	1.00	20	17	\$0.00	\$0.00	\$11,017.08	\$31,176.68
Jacobson, Monique N	200-Teacher	\$70,291.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$263.76
Jermihov, Irina	200-Teacher	\$106,287.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$16,046.64
Joe, Sarah	200-Teacher	\$58,362.75	0.80	0	10	\$0.00	\$0.00	\$0.00	\$12,606.89
Jones, John Eugene	200-Teacher	\$92,661.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$16,008.96
Kalter, Jill L	203-English as a Second Language Teacher	\$126,148.17	1.00	0	27	\$0.00	\$0.00	\$0.00	\$21,620.04
Komerofsky, Wendy Sorkin	200-Teacher	\$111,860.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$11,663.88
Kopinski, Lindsay	200-Teacher	\$73,404.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$15,955.68
Kotrba, Wendy	200-Teacher	\$126,114.54	1.00	0	27	\$0.00	\$0.00	\$0.00	\$13,601.22
Lange-Gad, Michelle H	202-Bilingual Education Teacher	\$98,874.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$21,597.32
Lee, Alexander H	200-Teacher	\$80,314.62	1.00	0	10	\$0.00	\$0.00	\$0.00	\$15,975.60
Lee, Kyong Mi	608-Resource Teacher Foreign Language	\$106,287.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$16,046.64
Lee, Michael S	200-Teacher	\$71,832.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$15,951.36
Litwin, Jill S	200-Teacher	\$85,832.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$7,869.56
Luk, Jonathan	200-Teacher	\$60,360.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,153.92
Lupo, Dominick	103-Principal	\$143,420.00	1.00	20	17	\$0.00	\$0.00	\$14,184.38	\$31,214.64
Maldonado, Mari D	250-Special Education Teacher	\$71,999.59	0.96	0	10	\$0.00	\$0.00	\$0.00	\$19,993.84
Markevics, Brigita	250-Special Education Teacher	\$82,661.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$16,278.84
McAdams, Sharon P	200-Teacher	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$21,633.32



Name	Position	Base Salary	FTE	Vacation	Sick	Bonuses	Annuities	Retirement	Other
				Days	Days			Enhancements	Benefits
McCormick, Megan Marie	250-Special Education Teacher	\$107,756.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$11,652.36
McInerney, Brian Joseph	200-Teacher	\$85,084.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$21,559.16
Melissaratos, Anthoula	200-Teacher	\$97,037.69	1.00	0	20	\$0.00	\$0.00	\$0.00	\$338.40
Miczek, Colleen	200-Teacher	\$40,900.00	0.50	0	10	\$0.00	\$0.00	\$0.00	\$0.00
Mori, Kenji	200-Teacher	\$71,832.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$15,882.24
Nasshan, Kimberly A	100-District Superintendent	\$231,525.00	1.00	20	17	\$0.00	\$0.00	\$22,898.05	\$27,156.33
Nelson, Bennett E	200-Teacher	\$94,582.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$21,244.68
Obringer, Anne	200-Teacher	\$70,291.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$5,912.60
OShaughnessy, Colleen B	200-Teacher	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$378.96
Panoutsos, Stacy	200-Teacher	\$107,756.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$21,621.80
Park, Eunice S	200-Teacher	\$94,428.15	1.00	0	15	\$0.00	\$0.00	\$0.00	\$6,094.88
Peck, Allison K	200-Teacher	\$89,084.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$18,070.20
Pratt, Nathan	200-Teacher	\$75,084.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$276.96
Quilici, Tracy D	200-Teacher	\$115,793.15	1.00	0	17	\$0.00	\$0.00	\$0.00	\$6,562.28
Raciti, Mark P	200-Teacher	\$84,874.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$1,328.24
Rainey, Lora J	200-Teacher	\$108,963.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$12,405.36
Rapasadi, Kelly N	250-Special Education Teacher	\$80,141.66	1.00	0	15	\$0.00	\$0.00	\$0.00	\$16,510.46
Reynolds, Hayley	200-Teacher	\$60,360.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,153.92
Ricotta, Maria S	200-Teacher	\$103,693.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$356.16
Rudman, Hannah	200-Teacher	\$61,692.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,226.88
Rudnick, Debra A	200-Teacher	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$9,365.84
Russo, David L	101-Assistant/Associate District Superintendent	\$168,188.00	1.00	20	17	\$0.00	\$0.00	\$16,633.96	\$31,376.28
Rutt kay, Jennifer Sobel	152-Special Education Director	\$106,545.00	1.00	0	17	\$0.00	\$0.00	\$10,537.41	\$31,154.40
Ryan, Anoulla Salamy	200-Teacher	\$90,783.85	1.00	0	15	\$0.00	\$0.00	\$0.00	\$9,307.96
Ryan, Brendan J	200-Teacher	\$57,805.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$5,878.04
Ryan, Elizabeth	200-Teacher	\$81,607.69	0.98	0	10	\$0.00	\$0.00	\$0.00	\$9,282.56
Salski, Stephen A	200-Teacher	\$117,585.32	1.00	0	22	\$0.00	\$0.00	\$0.00	\$16,332.60
Saltz, Emily A	200-Teacher	\$76,832.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$9,268.88
Savage, Jennifer A	200-Teacher	\$107,756.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$16,050.72
Schmidt, Veronica	200-Teacher	\$52,192.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$485.76
Schremser, Jamie A	200-Teacher	\$117,320.64	1.00	0	22	\$0.00	\$0.00	\$0.00	\$9,354.32
Schroer, Hillary	200-Teacher	\$78,404.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$11,502.12
Sfikas, Kathleen A	200-Teacher	\$65,858.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$21,505.88
Shortell, Stephanie I	250-Special Education Teacher	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$16,062.24
Smith, Christopher L	250-Special Education Teacher	\$96,661.00	1.00	0	15	\$0.00	\$0.00	\$0.00	\$336.72
Sterba, Elizabeth I	250-Special Education Teacher	\$102,062.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$21,606.20
Swidler, Dena G	200-Teacher	\$75,084.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$21,531.32
Tabba, Nida	608-Resource Teacher Foreign Language	\$90,800.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$16,301.40

Name	Position	Base Salary	FTE	Vacation	Sick	Bonuses	Annuities	Retirement	Other
				Days	Days			Enhancements	Benefits
Taliya, Mona	200-Teacher	\$109,965.85	1.00	0	20	\$0.00	\$0.00	\$0.00	\$16,057.44
Uruba, Tracey	608-Resource Teacher Foreign Language	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$20,609.16
Walas, Aliza J	200-Teacher	\$96,507.15	1.00	0	15	\$0.00	\$0.00	\$0.00	\$16,020.00
Wallenberg, Lauren A	200-Teacher	\$63,904.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$6,577.72
Whited, Courtney Lee	114-Chief School Business Official	\$150,000.00	1.00	20	17	\$0.00	\$0.00	\$14,835.16	\$23,855.88
Winckler, Cathy	608-Resource Teacher Foreign Language	\$111,860.00	1.00	0	20	\$0.00	\$0.00	\$0.00	\$378.96
Wittenborn, Michael	200-Teacher	\$65,858.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$21,505.88
Yanchuk, Halyna	200-Teacher	\$64,440.00	1.00	0	10	\$0.00	\$0.00	\$0.00	\$11,532.60
Yavorskiy, Susie J	200-Teacher	\$71,439.48	1.00	0	10	\$0.00	\$0.00	\$0.00	\$16,247.66
<b>Totals</b>									
Distinct Employee Count: 115		Distinct Positions Count: 115		Total Positions Count: 115		Vacation Days: 160		Sick Days: 1600	
Base Salary: \$10,185,650.07		Bonuses: \$0.00		Annuities: \$0.00		Retirement Enhancements: \$118,943.59		Other Benefits: \$1,487,817.77	



## Executive Summary Board of Education Meeting

DATE: September 3, 2020

TOPIC: 2019-20 IMRF Salary and Benefits Report

PREPARED BY: Courtney Whited

### **Recommended for:**

Action

☒ Discussion

☒ Information

### **Purpose:**

As provided for under 5 ILCS 120/7.3 Sec. 7.3, Lincolnwood School District 74 has a duty to post information pertaining to benefits offered through the Illinois Municipal Retirement Fund (IMRF). Within 6 business days after an employer participating in the Illinois Municipal Retirement Fund approves a budget, that employer must post on its website the total compensation package for each employee having a total compensation package that exceeds \$75,000 per year.

### **Background:**

The Administration recommends the Finance Committee acknowledge the IMRF Pursuant to PA 97-0609, as presented.

### **Fiscal Impact:**

None

### **Recommendation:**

Attached to this Executive Summary is the 2019-20 IMRF Salary and Benefits Report to be compliant pursuant to PA 97-0609.

**Lincolnwood School District 74 2019-20 Fiscal Year**

**Public Act 97-0609 IMRF Employees with Total Compensation exceeding \$75,000**

<b>Position Description</b>	<b>Base Compensation</b>	<b>Sick Days</b>	<b>Vacation Days</b>	<b>Personal Days</b>	<b>Retirement Enhancement</b>	<b>Annuity</b>	<b>Health Insurance</b>	<b>Total Compensation</b>
Business Operations Support	58,344.00	17	21	4	\$0.00	\$0.00	\$21,161.52	\$79,505.52
Building Engineer	\$76,960.00	17	21	4	\$0.00	\$0.00	\$10,665.12	\$87,625.12
Communications Coordinator	\$77,441.00	17	15	4	\$0.00	\$0.00	\$5,592.96	\$83,033.96
Building Engineer	\$79,456.00	17	21	4	\$0.00	\$0.00	\$21,161.52	\$100,617.52
Network Systems Engineer	\$93,980.00	17	15	4	\$0.00	\$0.00	\$5,303.84	\$99,283.84
Director of Buildings and Grounds	\$110,000.00	17	21	4	\$5,183.25	\$0.00	\$15,528.72	\$130,711.97



## Executive Summary Board of Education Meeting

DATE: September 3, 2020

TOPIC: Subscription of Formative at Rutledge Hall for 2020-2021

PREPARED BY: Christopher Edman

### **Recommended for:**

- ☒ Action
- ☒ Discussion
- ☒ Information

### **Purpose/Background:**

Formative is a cloud-based learning & assessment platform that provides timely feedback, that keeps students engaged and accountable in both virtual and traditional classrooms. Formative gives teachers real-time information on student work and allows for immediate intervention and support. Rutledge Hall teachers have previously used the free version but were given access to premium features during the spring. Teachers found features such as advanced question types, the removal of file size limits, student growth tracking, and the ability to co teach and collaborate on activities most beneficial to the teaching and learning environment.

The District's Legal Counsel reviewed the contract and terms and conditions provided by Formative and requested revisions to their terms of service in the areas of indemnification, limitation of liability, and applicable state law. The vendor was unwilling to modify these terms but Counsel found the contract and terms and conditions acceptable as it stands. Counsel also noted that the terms and conditions contained language about Formative's right to use public user content. On counsel's recommendation, the Technology Team will train staff on the distinction between public content and nonpublic content that they are submitting in order to ensure that staff does not make public anything that should not be.

### **Fiscal Impact:**

\$3,421

### **Recommendation:**

The Finance Committee concurs to recommend to the Board of Education to accept the Formative license for Rutledge Hall for the amount of \$3,421 for the 2020-2021 school year.



# Virtual and In-Person Formative Teaching and Assessment Solution for Rutledge Hall Elementary School

Prepared on July 8, 2020 - Reference: 20200708-130226643

Rutledge Hall Elementary School  
Lincolnwood, IL

Christopher Edman  
Director of Technology  
cedman@sd74.org  
8476758234

## Comments

Thank you for your interest in partnering with Formative, a cloud-based learning & assessment platform. Whether in a virtual or traditional classroom, timely feedback keeps students engaged and accountable. Formative allows teachers to intervene in real-time and challenge their students as needed.

Formative allows educators to design and implement assessments that accurately demonstrate a student's knowledge of content and mastery of skills. As a result of this partnership, your educators will be empowered to collaborate around real-time common data from standards assessments in order to guide instructional practices and personalize learning. Formative supports the delivery of differentiated instruction that meets the needs of all learners.

Andy Amin - Education Partnerships at Formative



## Products & Services

### School Wide Premium Subscription Plan for 390 Students, All Teachers and All Administration

1 x \$2,975.00 / year  
for 1 year

Comprehensive formative teaching and assessment solution used for acting on live student responses and tracking student growth over-time to standards. Premium features include:

#### Team Functionality

- \*Collaboration- Collaborate with colleagues to edit common assessments and instantly distribute content; Share Formatives to Private Library

- \*Co-teaching- Add co-teachers in classes to work together and share data

#### Administration and Support Functionality

- \*Admin Tracker- Set administrators who can view all team data in a comprehensive growth tracker (View District, School, Class, Teacher, Student Level)
- \*Standards Alignment - Add any standard set for your team or school
- \*Rostering - We ensure that all student accounts sync with your SIS so that teachers never have to update accounts

#### Classroom Functionality

- \*Classroom Growth Tracker - See student growth over custom periods of time including the entire year
- \*Anti cheating- Detect copied answers to deter cheating
- \*Audio Content - Create questions and answers with recorded audio
- \*2 Way Feedback - Enhanced communication between teacher and student
- \*Change the default point value of questions and assign settings
- \*Auto-grade Partial Credit
- \*Library of Formative and Common Assessments
- \*Unlimited Exports, Uploading and Transforming to Formatives and Data Insights
- \*Printing Formatives - Print for offline usage
- \*Batch Scoring & Feedback - Score and give feedback to multiple answers at the same time
- \*Advanced Question Types - Audio response, categorize, re-sequence, graphing, math type and more
- \*Option to present class results to all with hidden names
- \*Standards Tracker for Students to track their own progress

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### Implementation Services - Dedicated Success Manager

1 x \$446.00 / year

Formative's implementation and support teams are dedicated to providing exceptional support throughout the entire implementation process and continued support to schools and districts as they use Formative. Our dedicated support staff includes former K-12 educators and administrators that are experts in widespread adoption of Formative solutions.

*for 1 year*

Virtual implementation services include professional development, train the trainer, teacher training, roster support, and priority online/email Admin & teacher support.

Additional onsite services are offered at an additional cost. If interested, please send inquiries to your Account Manager or email [sales@goformative.com](mailto:sales@goformative.com).

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Recurring subtotal ..... \$3,421.00 / year

**Total** ..... **\$3,421.00**

**This quote expires on July 31, 2020.**

## Purchase Terms

To place your order, please email a signed copy of this Proposal to [andy@goformative.com](mailto:andy@goformative.com). By signing and returning this proposal or sending to us any Student Data for implementation, you are deemed to have accepted this proposal and all Terms of Service and other Policies associated with it. After the selected subscription term, this will turn into an annual subscription, renewing immediately after the current term. The Renewal price will be the standard price. Cancellation of future terms is possible at any time, at least 90 days before the end of the current subscription term June 30th 2021. Customer agrees that if its internal procedures require that a purchase order be issued as a prerequisite to payment of any amounts due to Formative, it will timely issue such purchase order and inform Formative of the number and amount thereafter. Payments by credit card include a 2.5% processing fee.

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Signature

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Date

---

Printed name

## Questions? Contact me



**Andy Amin**

Education Partnerships  
[andy@goformative.com](mailto:andy@goformative.com)  
+1 (516) 884-5655



### **Formative**

1158 26th Street, #161  
Santa Monica, CA 90403  
US





# Terms of Service

## Acceptance of the Terms of Service

Welcome to Formative! (a.k.a. "we" or "us" or the "Company"). We are excited to have you as a user and member of the community. The following terms and conditions (collectively, these "Terms of Service") apply to your use of Formative, including any content, functionality and services offered on or via Formative (the "Website"). The Terms of Service also include our Privacy Policy, that you can review [here](#).

We want to keep our relationship with you as lean and informal as possible, but please read the Terms of Service carefully before you start using Formative, because by using the Website you accept and agree to be bound and abide by these Terms of Service.

Should you disagree with some of the provisions herein, you can either leave the Website (although we'll be sad to see you go!), or contact us at [support@goformative.com](mailto:support@goformative.com). Formative is all about collaborating for improving education through feedback, and as such we would like to learn from your suggestions.

## Changes to the Terms of Service and the Website

Formative is a work in progress, meaning that a lot will change in the near future. We reserve the right to update the Website and these Terms of Service from time to time, at our discretion.

## Accessing the Website, Security and Privacy

We are working hard on improving Formative, but we can't guarantee that the Website will be up and running 24/7. We also reserve the right to suspend or restrict access to some features to users. In any case, we will not be liable if for any reason if all or any part of the Website is unavailable at any time or for any period, nor for any data loss.

To access certain features of the Website you have to register by entering your email and choosing a password as part of our security procedures. You must treat such information as confidential, not disclosing it to any

third party and only using Formative in person. There is a password reset procedure in case you forget your password, but please notify us of any breach of security. We highly recommend to choose a strong password and that you log out from your account at the end of every session.

It is a condition of your use of the Website that all the information you

provide on the Website is correct, current and complete. In the future, you may be asked to provide certain registration details or other information. As custom for internet websites, we reserve the right to disable any user account, at any time in our sole discretion for any or no reason, including, if in our opinion you have failed to comply with any provision of these Terms of Service.

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Are you still reading? Awesome! Please bear with us a little longer as what follows might look as legal boilerplate but it's actually important. A treat is waiting for you at the end of the page.

## **Accounts, Premium Memberships, Payments. and School Partnerships**

## • Privacy, and School Partnerships

Because we want to ensure that you and your students' data is as safe as possible, Teacher accounts must register using an email address and must not be shared. Collaboration and Co-Teaching tools, amongst others, are available in team plans but are not permitted on free individual user plans. All sharing of data will require approval from the Teacher or from a school administrator in the case of school Partnerships. If a Partner school requests Formative to sync up with your Student Information System (SIS), Learning Management System (LMS), or other system in order to automatically create accounts, you may receive an email to obtain access to the account authorized by an administrator and created by Formative. **DO NOT SHARE YOUR ACCOUNT CREDENTIALS!** This could open up you and your school to potential legal issues if student data is incorrectly shared with someone that should not have access.

School Partnerships are entered into between Formative and either a School or District that has legal authorization to Teacher and Student Data. Small teams may self-serve directly on our site, but a Partnership will always require written permissions and guarantees from an authorized agent of the Local Education Agency (LEA). If Formative learns that the signing person did not have authority in the LEA to sign the Partnership agreement, it reserves the right to terminate the Partnership and all Accounts. Formative also reserves the right to terminate any account which we think is being abused, violates our Terms of Service, creates undue risk for students, or creates issues for other educators in our system.

Teachers may self-upgrade to a Premium Membership directly at [www.goformative.com/upgrade](http://www.goformative.com/upgrade) at any time. A credit card is required to authorize payment at the beginning of the subscription. This subscription may or may not begin with a trial period in which the card is not charged immediately. If a trial period exists, the Teacher can cancel their subscription at any time by visiting [www.goformative.com/profile/plans](http://www.goformative.com/profile/plans) to avoid being charged. If the plan is not cancelled by the first billing period, the card supplied will be charged according to the plan selected. Billing cycles are either monthly or annually, depending on what the account holder selects. You can continue to cancel your plan any time at [www.goformative.com/profile/plans](http://www.goformative.com/profile/plans). Any cancellation will take effect at the end of the current billing cycle. E.g. if your current period ends on the 15th of the month and you cancel on the 3rd, you will continue to have premium access for the remaining 12 days and your account will fully cancel on the 15th. No refund will be issued.

All payments for both individual Teacher subscriptions and School Partnerships are considered final and are not eligible for refund. The only exception to this rule is that if an individual account is rolled into a School Partnership account that is overlapping and being paid for by an LEA, we may issue a pro-rated refund for the unused portion of the subscription period to avoid double payment of the time period by the LEA. If you have any billing issues or questions, you must notify us in writing by email or support chat within 5 calendar days of the issue being addressed. Any billing issues older than 5 calendar days will not be considered. Formative does not store any credit card information. We utilize the secure and vetted 3rd party system, Stripe ([stripe.com](http://stripe.com)), for our credit card payment processing and subscription services.

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3. Not infringe any patent, trademark, trade secret, copyright or other intellectual property rights of any other person.
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5. Not be likely to deceive any person.
6. Not promote any illegal activity, or advocate, promote or assist any unlawful act.
7. Not cause annoyance, inconvenience or needless anxiety or be likely to upset, embarrass, alarm or annoy any other person.
8. Not be used to impersonate any person, or to misrepresent your identity or affiliation with any person or organization.
9. Not involve commercial activities or sales , such as contests, sweepstakes and other sales promotions, barter or advertising.
10. Not give the impression that they emanate from us or any other person or entity, if this is not the case.
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As stated above, all the user generated legal documents are in the public domain, unless otherwise specified by the author. The rest of the content (e.g. private documents, comments, description, guides, etc) is creative work, therefore covered by copyright. We claim no intellectual property rights over the User Content. Your content remain yours. However, by setting your documents to be viewed publicly, or commenting in public, you agree to allow others to view, comment, edit and branch your content, and you grant us the right to use, copy, distribute and disclose to third parties the content for any purpose.

User Content is not intended to replace official state testing or education guidelines at this time. Use of the Website should never be understood to

be replacing use of official state testing or education entities, and Formative's relationship to all documents and transactions completed using the Website is that of a trusted, disinterested third party.

Note also that this license to User Content continues even if you stop using the Services, primarily because of the social nature of Content shared through the Services - when you post something publicly, others may choose to use your materials, making your Content part of other's materials that cannot later be erased without retroactively censoring the speech of others.

## Termination and Deletion:

On termination of your Account or upon your deletion of particular pieces of User Content from the Services, Formative shall make reasonable efforts to make any such non-public User Content inaccessible and cease use of it and to remove all personal information from our servers; however, you acknowledge and agree that: (a) caching of, copies of, or references to the User Content may not be immediately removed; (b) such removed Subscriber Content may persist in backups (not available to others) for a reasonable period of time; and (c) such removed User Content may be available (and stored on our servers) through the accounts of other Subscribers, such as because of cloning documents or shared assessment questions.

## Law and Copyright Infringement

We do not undertake to review all material before it is posted on the Website, and cannot ensure prompt removal of objectionable material after it has been posted. Accordingly, we assume no liability for any action or inaction regarding transmissions, communications or content provided by any user or third party. In the unlikely event we receive a disclosure request from an authorized party, we reserve the right to disclose user identities when required to do so by the law, including in response to a law enforcement request supported by a valid court order. You waive and hold harmless the Company from any claims resulting from any action taken by the Company during or as a result of its investigations and from any actions taken as a consequence of investigations by either the Company or law enforcement authorities.

If you believe that any User Content violate your copyright, please follow the procedure set forth by article 512(c) of the DMCA and provide us a written takedown notice including the following information:

1. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.
2. Identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at that site.
3. Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit us to locate the material.
4. Information reasonably sufficient for us to contact you, such as

4. Information reasonably sufficient for us to contact you, such as email, address, telephone number.
5. A statement that you have a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law.
6. A statement that the information in the notification is accurate, and under penalty of perjury, that you are authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

The notice should be addressed to [dmca@goformative.com](mailto:dmca@goformative.com), or via snail mail to DMCA Designated Agent, c/o Formative, 1158 26th Street, #161, Santa Monica, CA 90403.

## Disclaimer of Warranties, Limitations of Liability and Indemnification

Your use of Formative is at your sole risk. The service is provided "as is" and "as available". We disclaim all warranties of any kind, express or implied, including, without limitation, the warranties of merchantability, fitness for a particular purpose and non-infringement. We are not liable for damages, direct or consequential, resulting from your use of the Website, and you agree to defend, indemnify and hold us harmless from any claims, losses, liability costs and expenses (including but not limited to attorney's fees) arising from your violation of any third-party's rights. You acknowledge that you have only a limited, non-exclusive, nontransferable license to use the Website. Because the Website is not error or bug free, you agree that you will use it carefully and avoid using it ways which might result in any loss of your or any third party's property or information.

## Governing Law and Jurisdiction

These Terms of Service and any dispute or claim arising out of, or related to them, shall be governed by and construed in accordance with the internal laws of the State of California without giving effect to any choice or conflict of law provision or rule.

Any legal suit, action or proceeding arising out of, or related to, these Terms of Service or the Website shall be instituted exclusively in the federal courts of the United States or the courts of the State of California.

## Waiver and Severability

Our failure to exercise or enforce any right or provision of the Terms of Service shall not constitute a waiver of such right or provision. The Terms of Service constitutes the entire agreement between you and Formative and govern your use of the service, superseding any prior agreements (including, but not limited to, any prior versions of the Terms of Service). If any provision of these Terms of Service is held by a court of competent jurisdiction to be invalid, illegal or unenforceable for any reason, such provision shall be eliminated or limited to the minimum extent such that

the remaining provisions of the Terms of Service will continue in full force and effect.

## General Addenda

[Connecticut Addendum](#)

## Feedback

We welcome any comment, question and communication at [support@goformative.com](mailto:support@goformative.com)

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## Executive Summary Board of Education Meeting

DATE: September 3, 2020

TOPIC: Annual Renewal of Actively Learn Inc. License at Lincoln Hall

PREPARED BY: Christopher Edman

### **Recommended for:**

- ☒ Action
- ☒ Discussion
- ☒ Information

### **Purpose/Background:**

Actively Learn has been used at Lincoln Hall since 2015 and is an online literacy platform that allows teachers to make reading assignments more interactive. Teachers assign pre-existing Actively Learn materials to students or upload their own content, then track student responses and activity using data tools. Students can interact with text by digitally highlighting and annotating, responding to embedded questions and content, using reference tools, and leaving feedback and comments.

The District's Legal Counsel reviewed the contract and terms and conditions provided by Actively Learn Inc. and found the online terms of service and privacy policy unchanged from what was accepted last year. Counsel did note that the District is responsible for complying with the Family Educational Rights and Privacy Act ("FERPA") and the Children's Online Privacy Protection Act ("COPPA") consents/notifications. Furthermore, the indemnification provision is mutual, and there is no arbitration clause or venue specified for litigation, although the laws of the State of Washington would apply.

### **Fiscal Impact:**

\$4,830

The District paid \$4,830 in 2019-2020 with Actively Learn.

### **Recommendation:**

The Finance Committee concurs to recommend to the Board of Education to renew the Actively Learn Inc. license at Lincoln Hall for the amount of \$4,830 for the 2020-2021 school year.



# Lincoln Hall Middle School

6855 N Crawford Ave  
Lincolnwood, IL 60712

## Actively Learn Partnership Quote 2020-21

<b>Prepared on:</b>	July 10, 2020
<b>Success Manager:</b>	Lauren Bonvini
<b>Contract start date:</b>	October 1, 2020

*The price below reflects a zero dollar increase from the previous school year. Please sign this quote by June 1, 2020 to ensure coverage over the summer and into the 2020-2021 school year. If you would like to add licenses, you may contact me at [Lauren@activelylearn.com](mailto:Lauren@activelylearn.com)*

*Wishing you great health and safety during this time.*

### 2020 Rollover Pricing

Product Service:	Qty	Unit Price	Total Price
Actively Learn Prime Licenses Discount: \$0.50/student	420	\$11.50	\$4,830.00
Professional Development: Webinar	0	\$695	\$0
<b>Total Price:</b>			<b>\$4,830.00</b>

### Additional Service Options:

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**Add Unlimited Book rentals \***  
**(\$8/student)**  
**Add Achieve3000 Math**  
**(\$6/Student)**

**Onsite Training (\$2695)**

**90 Minute Webinar (\$695)**

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PRINTED NAME:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**\*\*Please send a Purchase Order at your earliest convenience to complete the purchase. If you need to be invoiced at a specific time (ex. July 1, 2020) please contact me at [Lauren@activelylearn.com](mailto:Lauren@activelylearn.com)**

\*Unlimited Prime gives free unlimited content for all copyrighted material on platform

# Terms of Service

By using Actively Learn Inc.'s free or paid products, software, services or web sites ("Actively Learn Services"), you, an Actively Learn Services' account holder and user ("You"), agree to the following terms and conditions, and any policies, guidelines or amendments that may be presented to you from time to time (collectively, the "Terms of Service"). We may update these Terms of Service without prior notice.

## 1. Use of Services

Actively Learn Inc. ("Actively Learn") offers You access to use Actively Learn Services for educational purposes, provided that You are of legal age to form a binding contract and are not a person barred from receiving Actively Learn Services under the laws of the United States or other applicable jurisdiction.

### ***Educational Purposes***

Using Actively Learn Services for educational purposes includes, but is not limited to: - instruction or curriculum-based teaching by educators to students at educational or educational support (e.g., tutoring) institutions, - planned study or investigation directed toward making a contribution to a field of knowledge, or - presentation of research findings at peer conferences, workshops, or seminars.

### ***Base Content; Instructional Content***

Using Actively Learn Services for educational purposes, You may assign to students (1) texts available in the Actively Learn Services catalog (some of which are free and some of which must be purchased) or (2) texts you add to your Actively Learn Services account from the world wide web or by upload of a Word, PDF, ePub, or other electronic file. The texts You create are referred to herein as "Your Base Content," and the texts you use that were created by someone else are referred to herein as "Third Party Base Content." Together, Your Base Content and Third Party Base Content are referred to as "Base Content."

Actively Learn Services make it possible for You to create, use, and share "Instructional Content" for any Base Content, where Instructional Content could consist of text, lessons and assignments, summative and formative assessments, questions, notes, instructional feedback, links, music, sound, photographs, graphics, and videos related to the text of the Base Content to help your students as they read the Base Content. Instructional Content you create entirely on your own or in direct collaboration with other educators is referred to herein as "Your Instructional Content" and

direct collaboration with other educators is referred to herein as Your Instructional Content, and Instructional Content you use, transform, or assign that was originally created by a third party without your participation is referred to as "Third Party Instructional Content."

### ***Identifying Information; Password Security***

In order to access certain services, You may be required to provide current, accurate identification, contact, and other information as part of the registration process and/ or continued use of Actively Learn Services. You are responsible for maintaining the confidentiality of your account password, and are responsible for all activities that occur under your account. You agree to immediately notify Actively Learn of any unauthorized use of your password or account or any other breach of security. Actively Learn cannot and will not be liable for any loss or damage arising from your failure to provide us with accurate information or to keep your password secure.

## **2. Your Instructional Content and Your Base Content; Your Conduct**

You agree that You are the owner of and retain all patent, trademark and copyright rights to Your Base Content and Your Instructional Content. You further agree that Actively Learn does not take title to or claim ownership of Your Base Content or Your Instructional Content and nothing in these Terms of Service may be construed as infringing upon your ownership of Your Base Content or Your Instructional Content.

While you retain all patent, trademark and copyright rights to Your Base Content and Your Instructional Content, by creating, transforming, organizing, embedding, uploading, importing or assigning Your Base Content or Your Instructional Content in Actively Learn Services, You grant Actively Learn a worldwide, non-exclusive, royalty free license to reproduce, adapt, modify, publish, share, use and distribute Your Base Content and Your Instructional Content for the purposes of (1) displaying, distributing and promoting Actively Learn Services, (2) improving the performance, features, sophistication and effectiveness of our products, software, services or websites, and (3) enabling other Actively Learn Services account holders to use, adapt, modify, assign, and share Your Base Content and Your Instructional Content for educational purposes. Actively Learn furthermore reserves the right to refuse to accept, post, display or transmit Your Base Content or Your Instructional Content in its sole discretion.

You represent and warrant that You have all the rights, power and authority necessary to grant the rights granted herein to Your Base Content and Your Instructional Content. You agree that you are solely responsible for your use of Your Base Content and Your Instructional Content in Actively Learn Services, for your own conduct in Actively Learn Services, and for any consequences thereof.

You agree to use Actively Learn Services only for purposes that are legal, proper and in accordance with the Terms of Service and any applicable policies or guidelines. Actively Learn has the right but not the obligation to monitor and edit or remove any activity or any Base Content or Instructional Content. Actively Learn takes no responsibility and assumes no liability for any Base Content or Instructional Content posted by You or any other account holder. You agree that you will not engage in any activity that interferes with or disrupts Actively Learn Services.

Account holders outside of the United States agree to comply with their own local rules regarding online conduct and acceptable content, including laws regulating the export of data to and from the United States or your country of residence.

## **3. Third Party Base Content**

If you use or assign Third Party Base Content in Actively Learn Services, whether or not you do so by creating Your Instructional Content for the Third Party Base Content or by using or transforming Third Party Instructional Content for the Third Party Base Content, You agree and confirm that: (1) the Third Party Base Content is in the public domain, (2) a third party licensor is the owner of and retains all patent, trademark and copyright rights to such Third Party Base Content, and You are licensed to use the Third Party Base Content through purchase or other form of license, or (3) You are making "fair use," for educational purposes, of such Third Party Base Content.

You further agree that Actively Learn does not take title to or claim ownership of Third Party Base Content You use in Actively Learn Services and nothing in these Terms of Service may be construed as infringing upon a third party's patent, trademark and copyright rights, if any, to the Third Party Base Content.

### **3b. Purchased Third Party Base Content**

Certain purchased Third Party Base Content may be made available for use in Actively Learn Services subject to certain restrictions. This includes Third Party Base Content purchased in Actively Learn Services and digital Third Party Base Content purchased elsewhere and assigned and used in Actively Learn Services. Purchased Third Party Base Content is only to be accessed in Actively Learn Services by a user licensed to access this content. Actively Learn deploys a number of security measures to ensure that only licensed users are able to access purchased Third Party Base Content used in Actively Learn Services, including, but not limited to, the following measures: (i) obfuscating JavaScript code, (ii) preventing access to content via a browser's view source or a device's clipboard, (iii) requiring user authentication prior to delivering the Third Party Base Content to the user, (iv) transmitting the content only through secure services, (v) storing only a limited portion of the content on a device at any given time, and (vi) encrypting where the purchased Third Party Base Content is stored.

## **4. Privacy; Account Access**

Any personally identifying information submitted through Actively Learn Services is subject to our Privacy Policy, the terms of which are incorporated herein. Please read our [Privacy Policy](#).

By using Actively Learn Services, you acknowledge and agree that Actively Learn may access, preserve, and disclose your account information and any Content associated with that account if required to do so by law or in a good faith belief that such access preservation or disclosure is reasonably necessary to: (a) satisfy any applicable law, regulation, legal process or enforceable governmental request, (b) enforce the Terms, including investigation of potential violations hereof, (c) detect, prevent, or otherwise address fraud, security or technical issues (including, without limitation, the filtering of spam), or (d) protect against imminent harm to the rights, property or safety of Actively Learn, its users or the public as required or permitted by law.

## **5. Children's Online Privacy Protection Act**

If you are a school, district or teacher in the United States and want your students who are under the age of 13 to create Actively Learn accounts, you agree that you are responsible for complying with the U.S. Children's Online Privacy Protection Act ("COPPA") and, to the extent applicable, The Family Educational Rights and Privacy Act ("FERPA"). This means you must notify those students' parents/guardians of the personally identifiable information Actively Learn will collect and obtain parental/guardian consent before your students establish accounts or use Actively Learn Services. When obtaining such consent, you must provide parents/guardians with a copy of our Privacy Policy. You must keep all consents on file and provide them to us if we request them.

policy. You must keep all consents on file and provide them to us if we request them.

## 6. Digital Millennium Copyright Act

If you are a copyright owner or an agent thereof and believe that any Content in Actively Learn Services infringes upon your copyrights, you may submit a notification pursuant to the Digital Millennium Copyright Act ("DMCA") by providing Actively Learn with the following information in writing (see 17 U.S.C 512(c)(3) for further detail):

- A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed;
- Identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works are covered by a single notification, a representative list of such works at that site;
- Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled and information reasonably sufficient to permit Actively Learn to locate the material;
- Information reasonably sufficient to permit Actively Learn to contact you, such as an address, telephone number, and, if available, an electronic mail;
- A statement that you have a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner or its agent and is not permitted under the law as a "fair use" by educators for educational purposes; and
- A statement that the information in the notification is accurate, and under penalty of perjury, that you are authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

To notify us, please contact our copyright agent as follows: Copyright Agent, Actively Learn, 220 2nd Avenue S, Seattle, WA, 98104, email: [info@activelylearn.com](mailto:info@activelylearn.com). For clarity, only DMCA notices should go to the Copyright Agent; any other feedback, comments, requests for technical support, and other communications should be directed to Actively Learn customer service. You acknowledge that if you fail to comply with all of the requirements of this Section, your DMCA notice may not be valid.

## 7. Actively Learn Premium Service

Actively Learn Services are available either as a free service or as a paid service. The paid service is available as a "Premium Service." The Premium Service can be purchased with a check or current valid credit card (collectively, "Payment Method"), which is also required to purchase certain third-party copyright content in either our free or Premium Service.

Premium Services designed for individual users (currently the "Personal" and "Team" plan) can only be used by a single individual. Sharing of these accounts is prohibited.

### ***Billing***

By starting your applicable Premium Service, you are expressly agreeing that we are authorized to charge you one-time, monthly or annually, depending on your billing plan, at the then current rate, and any other charges you may incur in connection with your use of the applicable Premium Service. Please note that prices and charges are subject to change with notice. As used in these Terms, "billing" shall indicate either a charge or debit, as applicable, to your account. The fee will

terminating, limiting, or otherwise altering or changing or suspending, or your account may be terminated, be billed at the beginning of the paying portion of your membership. If you are on a Premium Service with a recurring billing plan (currently the "Personal" plan), you must use a valid credit card for your Payment Method and a fee will be billed to that Payment Method each month thereafter or each year thereafter, unless and until you cancel your membership. You will be billed on the calendar day corresponding to the commencement of your paying membership. Membership charges are fully earned upon payment. In the event your paying membership began on a day not contained in a given month, we would bill your Payment Method on the last day of such month. For example, if you started a monthly Premium Service on January 31st, your next payment date is February 28th and your Payment Method would be billed on that date. You acknowledge that the amount billed each month may vary from month to month for reasons that may include differing amounts due to purchases you--or in the case of School Premium Service, your agents--make of third party copyright content made available in Actively Learn Services, and you authorize us to charge your Payment Method for such varying amounts, which may be billed monthly in one or more charges. For certain Payment Methods, the issuer of your Payment Method may charge you a foreign transaction fee or related charges. Check with your bank and credit card issuers for details.

Service fees and charges are fully earned upon payment. PAYMENTS ARE NONREFUNDABLE AND THERE ARE NO REFUNDS OR CREDITS FOR PARTIALLY USED PERIODS. At any time, and for any reason, we may provide a refund, discount, or other consideration to some or all of our customers ("Credits"). The amount and form of such credits, and the decision to provide them, are at our sole and absolute discretion. The provision of credits in one instance does not entitle you to credits in the future for similar instances, nor does it obligate us to provide credits in the future, under any circumstance. We may change the fees and charges in effect, or add new fees and charges from time to time, but we will give you advance notice of these changes by email. If you want to use a different Payment Method or if there is a change in Payment Method, such as your credit card validity or expiration date, you may edit your Payment Method information by emailing us at [help@activelylearn.com](mailto:help@activelylearn.com). If your Payment Method reaches its expiration date and you do not edit your Payment Method information or cancel your account (see, "Cancellation" below), you authorize us to continue billing that Payment Method and you remain responsible for any uncollected amounts.

#### ***Ongoing Services for Premium Services with recurring billing plans (currently the "Personal" Plan)***

The Premium Service will continue unless and until you cancel your service or we terminate it. You must cancel your service before it renews for the next applicable period in order to avoid billing of the next month's or year's fees to your Payment Method. We will bill the fee to the Payment Method you provide to us during registration (or to a different Payment Method if you change your account information). Fees are fully earned upon payment.

#### ***Cancellation***

You may cancel the Premium Service at any time. WE DO NOT PROVIDE REFUNDS OR CREDITS FOR ANY PARTIAL-MONTH or PARTIAL-YEAR SERVICE PERIODS. To cancel, in settings click change plan or simply email us at [help@activelylearn.com](mailto:help@activelylearn.com).

### **8. Modifications to Service**

Actively Learn reserves the right at any time and from time to time to modify or discontinue, temporarily or permanently, Actively Learn Services (or any part thereof) with or without notice. You agree that Actively Learn shall not be liable to you or to any third party for any modification, suspension or discontinuance of Actively Learn Services. Actively Learn will not suspend or

discontinue Premium Service prior to the completion of the term or any paid portion of an applicable agreement to provide Premium Service.

## **9. Termination of Free Service**

You may discontinue your use of free Actively Learn Services at any time. You agree that Actively Learn may at any time and for any reason, including a period of account inactivity, terminate your access to Actively Learn Services, terminate the Terms, or suspend or terminate your account. In the event of termination, your account will be disabled and you may not be granted access to Actively Learn Services, your account or any files or other content contained in your account. Sections of these Terms relating to Termination, Indemnity, Disclaimer of Warranties, Limitations of Liability, Exclusions and Limitations and those relating to choice of law, severability and statute of limitations shall survive expiration or termination.

## **10. General Practices regarding Use and Storage**

You agree that Actively Learn has no responsibility or liability for the deletion or failure to store any Content and other communications maintained or transmitted by Actively Learn Services. For the Premium Service, we retain real-time database backups which allow us to restore the application database if Content or other communications are temporarily lost.

You acknowledge that Actively Learn may have set no fixed upper limit on the number of transmissions you may send or receive through Actively Learn Services or the amount of storage space used; however, we retain the right, at our sole discretion, to create limits at any time with or without notice.

Upon the termination of your use of Actively Learn Services, including upon receipt of a certificate or other legal document confirming your death, Actively Learn will close your account and you will no longer be able to retrieve content contained in that account.

## **11. Actively Learn Proprietary Rights**

You acknowledge and agree that Actively Learn Services and any necessary software used in connection with Actively Learn Services ("Software") contain proprietary and confidential information that is protected by applicable intellectual property and other laws and treaties.

Except as expressly authorized in writing by Actively Learn you agree not to modify, rent, lease, loan, sell, distribute or create derivative works based on any Software that is protected by Actively Learn intellectual property rights.

Subject to the Terms, Actively Learn grants you a personal, non-transferable and non-exclusive right and license to use the object code of its Software; provided that you do not (and do not allow any third party to) copy, modify, create a derivative work of, reverse engineer, reverse assemble or otherwise attempt to discover any source code, sell, assign, sublicense, grant a security interest in or otherwise transfer any right in the Software, unless such activity has been expressly authorized by Actively Learn in writing. You agree not to use modified versions of the Software, including (without limitation) for the purpose of obtaining unauthorized access to Actively Learn Services. You agree not to access Actively Learn Services by any means other than through the interface that is provided by Actively Learn for use in accessing Actively Learn Services except as specifically authorized in a separate written agreement.



Except as expressly authorized by Actively Learn in writing, you agree not to use, copy, imitate, or incorporate any trademark, service mark, trade dress, company name, or product name in a way that is likely to cause confusion among consumers. You also agree not to remove, obscure, or alter Actively Learn's or any third party's copyright notice, trademarks, or other proprietary rights notices affixed to or contained within or accessed in conjunction with or through the Actively Learn Services or Software.

## **12. Non-Commercial Use**

You agree not to reproduce, duplicate, copy, sell, trade, resell or exploit for any commercial purposes, any portion of Actively Learn Services, use of Actively Learn Services, or access to Actively Learn Services except as otherwise expressly provided in the Terms of Service or as specifically authorized in a separate written agreement.

## **13. Links**

Actively Learn Services may provide, or Actively Learn Services account holders or third parties may provide, links to other World Wide Web sites or resources in Base Content, Instructional Content, or otherwise. Actively Learn has no control over such sites and resources and you acknowledge and agree that Actively Learn is not responsible for the availability of such external sites or resources, and does not endorse and is not responsible or liable for any advertising, products, or other materials on or available from such sites or resources. You further acknowledge and agree that Actively Learn shall not be responsible or liable, directly or indirectly, for any damage or loss caused or alleged to be caused by or in connection with use of or reliance on any such goods or services available on or through any such site or resource.

## **14. Indemnity**

You agree to hold harmless and indemnify Actively Learn, and its subsidiaries, affiliates, officers, agents, employees, advertisers, licensors, suppliers or partners (collectively "Actively Learn and Partners") from and against any third party claim arising from your direct and intentional use of Actively Learn Services, violation of the Terms or any other actions connected with use of Actively Learn Services, including any liability or expense arising from all claims, losses, damages (actual and consequential), suits, judgments, litigation costs and attorneys' fees, of every kind and nature. For a public entity purchasing Premium Service, the extent of these indemnification obligations may be limited by applicable state law. In such a case, Actively Learn will provide you with written notice of such claim, suit or action.

Actively Learn agrees to hold harmless and indemnify You from and against any third party claim arising from negligence or willful misconduct of Actively Learn, violation of the Terms or any other actions connected with Actively Learn Services, including any liability or expense arising from all claims, losses, damages (actual and consequential), suits, judgments, litigation costs and attorneys' fees, of every kind and nature. In such a case, you will provide Actively Learn with written notice of such claim, suit or action.

## **15. Service Level Commitment for the Premium Service**

For the Premium Service only, Actively Learn provides a 99.9% guaranteed uptime Service Level Commitment for the Actively Learn Services. This Service Commitment does not apply to downtime: (i) that is caused by factors outside of our reasonable control, including any force majeure event or Internet access or related problems outside of Actively Learn's service infrastructure; (ii) that results from any actions or inactions of you or any third party; or (iii) that

results from your equipment, software or other technology and/or third party equipment, software or other technology (other than third party equipment within our direct control). In the event of downtime, your sole remedy is a service credit for the downtime period calculated on a pro rata basis.

## **16. Disclaimer of Warranties**

YOU EXPRESSLY UNDERSTAND AND AGREE THAT:

- YOUR USE OF ACTIVELY LEARN SERVICES IS AT YOUR SOLE RISK. ACTIVELY LEARN SERVICES ARE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS. TO THE MAXIMUM EXTENT PERMITTED BY LAW, ACTIVELY LEARN AND PARTNERS EXPRESSLY DISCLAIM ALL WARRANTIES AND CONDITIONS OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES AND CONDITIONS OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT.
- ACTIVELY LEARN AND PARTNERS DO NOT WARRANT THAT (i) ACTIVELY LEARN SERVICES WILL MEET YOUR REQUIREMENTS, (ii) ACTIVELY LEARN SERVICES WILL BE UNINTERRUPTED, TIMELY, SECURE, OR ERROR-FREE, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF ACTIVELY LEARN SERVICES WILL BE ACCURATE OR RELIABLE, (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIAL PURCHASED OR OBTAINED BY YOU THROUGH ACTIVELY LEARN SERVICES WILL MEET YOUR EXPECTATIONS, OR (V) ANY ERRORS IN THE SOFTWARE WILL BE CORRECTED.
- ANY MATERIAL DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF ACTIVELY LEARN SERVICES IS DONE AT YOUR OWN DISCRETION AND RISK AND THAT YOU WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO YOUR COMPUTER SYSTEM OR OTHER DEVICE OR LOSS OF DATA THAT RESULTS FROM THE DOWNLOAD OF ANY SUCH MATERIAL.
- NO ADVICE OR INFORMATION, WHETHER ORAL OR WRITTEN, OBTAINED BY YOU FROM ACTIVELY LEARN OR THROUGH OR FROM ACTIVELY LEARN SERVICES SHALL CREATE ANY WARRANTY NOT EXPRESSLY STATED IN THE TERMS.

## **17. Limitation of Liability**

YOU EXPRESSLY UNDERSTAND AND AGREE THAT ACTIVELY LEARN AND PARTNERS SHALL NOT BE LIABLE TO YOU FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA OR OTHER INTANGIBLE LOSSES (EVEN IF ACTIVELY LEARN OR PARTNERS HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES) RESULTING FROM: (i) THE USE OR THE INABILITY TO USE ACTIVELY LEARN SERVICES; (ii) THE COST OF PROCUREMENT OF SUBSTITUTE GOODS AND SERVICES RESULTING FROM ANY GOODS, DATA, INFORMATION OR SERVICES PURCHASED OR OBTAINED OR MESSAGES RECEIVED OR TRANSACTIONS ENTERED INTO THROUGH OR FROM ACTIVELY LEARN SERVICES; (iii) UNAUTHORIZED ACCESS TO OR ALTERATION OF YOUR TRANSMISSIONS OR DATA; (iv) STATEMENTS OR CONDUCT OF ANY THIRD PARTY ON ACTIVELY LEARN SERVICES; OR (v) ANY OTHER MATTER RELATING TO ACTIVELY LEARN SERVICES.

## **18. Exclusions and Limitations**

NOTHING IN THIS AGREEMENT IS INTENDED TO EXCLUDE OR LIMIT ANY CONDITION, WARRANTY, RIGHT OR REMEDY WHICH MAY NOT BE LAWFULLY EXCLUDED OR LIMITED

## **19. General Provisions**

### ***Entire Agreement***

The Terms (including any policies, guidelines or amendments that may be presented to you from time to time such as Program Policies and Legal Notices) constitute the entire agreement between you and Actively Learn and govern your use of Actively Learn Services, superseding any prior agreements between you and Actively Learn for the use of Actively Learn Services. You also may be subject to additional terms and conditions that may apply when you use or purchase certain other Actively Learn Services, affiliate services, third-party content or thirdparty software.

### ***Choice of Law and Forum***

The Terms and the relationship between you and Actively Learn shall be governed by the laws of the State of Washington without regard to its conflict of law provisions except when the Premium Service is purchased by a public entity that is bound by the choice of law and forum of their home state.

### ***Waiver and Severability of Terms***

The failure of Actively Learn to exercise or enforce any right or provision of the Terms shall not constitute a waiver of such right or provision. If any provision of the Terms is found by a court of competent jurisdiction to be invalid, the parties nevertheless agree that the court should endeavor to give effect to the parties' intentions as reflected in the provision, and the other provisions of the Terms remain in full force and effect.

### ***Statute of Limitations***

You agree that regardless of any statute or law to the contrary, any claim or cause of action arising out of or related to use of Actively Learn Services or the Terms must be filed within one (1) year after such claim or cause of action arose or be forever barred.

### ***No Third Party Beneficiaries***

You agree that, except as otherwise expressly provided in the Terms, there shall be no third party beneficiaries to the Terms.

### ***Notice***

You agree that Actively Learn may provide you with notices, including those regarding changes to the Terms, by email, regular mail, or postings on Actively Learn Services.

The section headings in the Terms of Service are for convenience only and have no legal or contractual effect.

*Last Updated: June 15, 2017 (see [changes from prior version](#) dated Jan 17, 2016)*

**Product**  
Approach  
Solution  
Content

**Resources**  
Blog  
Sharing

**Get Actively Learn**  
Sign In  
Plans  
Request a  
Demo



**//CODiE//**  
2019 SIIA CODiE WINNER



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About Us

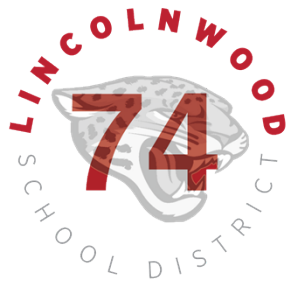
Contact

Jobs

Help Center

Privacy

Terms of Service



## Executive Summary Board of Education Meeting

DATE: September 3, 2020

TOPIC: Subscription of Seesaw for Schools for Todd Hall for 2020-2021

PREPARED BY: Christopher Edman

### **Recommended for:**

- ☒ Action
- ☒ Discussion
- ☒ Information

### **Purpose/Background:**

Seesaw is a learning management system that lets teachers to create and share activities and communication with students who in turn can use creative tools to take pictures, draw, record videos, and more in order to capture their learning and receive feedback. Teachers at Todd Hall relied heavily on Seesaw last spring as their primary way of assigning work and communicating with their students but found themselves hindered by the limitations of the free and individual subscriptions. A subscription to Seesaw for Schools would give access to critical features such as greater collaboration and co-teaching opportunities, unlimited activities, and a shared activities library for the entire building.

The District's Legal Counsel reviewed Seesaw' contract and Terms and Conditions and noted that there was a one-sided indemnification clause that favored the vendor only and a strict limitation of liability clause which are both fairly standard in these types of license agreements. Counsel also noted a clause about applying California law but that it did not specify venue so a potential for a California venue in litigation is possible. An addendum was proposed to rectify these concerns to which Seesaw accepted.

Counsel also noted that Seesaw are FERPA and DCMA compliant and won't resell information and are committed to privacy. Finally, Counsel noted that arbitration clause is extremely fair as it is not mandatory and there is an opt-out clause if they are notified within 30 days. Furthermore Seesaw will pay all arbitration fees for claims under \$75,000 and will not seek attorneys' fees and costs unless the arbitrator determines the claim to be frivolous.

### **Fiscal Impact:**

\$2,365

### **Recommendation:**

The Finance Committee concurs to recommend to the Board of Education to accept the Seesaw license for Seesaw for Schools for the amount of \$2,365 for the 2020-2021 school year.



Company Address 180 Montgomery St.  
Suite 750  
San Francisco, CA 94104  
United States

Phone (415) 870-4468

Please send any billing questions to [accounting@seesaw.me](mailto:accounting@seesaw.me)

Bill To Name Todd Hall Elementary School

Created Date 8/11/2020

Expiration Date 9/11/2020

Quote Number 00025013

### Contract Summary

Contract Start Date 8/1/2020

Contract End Date 7/31/2021

# of Students 430.00

Grand Total USD 2,365.00

### Contract Details

Product	Quantity	Sales Price	Total Price	Invoice Date
Seesaw for Schools	430.00	USD 5.50	USD 2,365.00	8/1/2020

### School Admin Contact (e.g. Principal, Director of Instructional Tech, etc.)

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

### Tech Contact (Who can help set up your school?)

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

### Billing Contact - Accounts Payable (Who will pay the invoice?)

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

### School Address

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

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip / Post Code: \_\_\_\_\_

This contract is a binding agreement. By signing, your school or district must pay the full amount quoted per the payment schedule above. Please make sure you have proper payment authorization (including a PO # if required) before signing.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

PO Number (if required): \_\_\_\_\_

**ADDENDUM TO SEESAW CONTRACT**  
**Lincolnwood School District 74 – 2020-21 Contract Year**

This Addendum modifies the contract for services between Seesaw and the Board of Education of Lincolnwood School District No. 74, Cook County, Illinois, beginning August 1, 2020 (the "Contract"). In consideration of the mutual promises by Seesaw and Lincolnwood School District 74 in the Contract and this Addendum, the parties agree that the following terms will apply to this Contract and any extensions or renewals, and will supersede the online Terms of Service as they exist now or as they may be amended from time to time:

1. Any indemnification of Seesaw by the School District shall not include attorneys' fees or costs. Should Seesaw exercise any right to assume the exclusive defense and control of any matter for which the School District is required to indemnify Seesaw, Seesaw shall be responsible for the costs of doing so, including attorneys' fees.
2. Seesaw shall indemnify and hold harmless the School District from any and all claims, suits, actions, losses, costs, damages, and any other liabilities arising out of or related to Seesaw's breach of this contract or failure to perform. Seesaw's total liability to the School District for all damages, losses, or causes of action arising out of or relating to this contract shall not exceed: (1) the amounts paid to access Seesaw during the eighteen (18) months immediately preceding the date of claim, or (2) two thousand U.S. dollars, whichever is greater.
3. The laws of the State of Illinois govern this agreement, as well as any dispute, claim, or controversy that may arise between the School District and Seesaw, without regard to conflicts of law provisions.
4. All references to arbitration in the online Terms of Service are hereby deleted. The venue for any dispute resolution between the parties shall be in the Circuit Court of Cook County, Illinois, and Seesaw hereby submits to the jurisdiction of that court.

**IN WITNESS WHEREOF**, the parties hereto have caused this Addendum to be executed by their authorized representatives, effective as of the date first set forth above.

**Seesaw, Inc.**

By Karim Sabuwalla  
Its: Finance Manager  
Date: 07/20/2020



**Lincolnwood School District 74**

By \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_



[Privacy Center](#) | [Privacy Policy](#) | [GDPR](#) | [DMCA](#)

# Seesaw Terms of Service

*Last Updated: September 3, 2018*

## Welcome to Seesaw!

Seesaw's mission is to create an environment where students can be their best. To accomplish this goal, it is essential that Seesaw is safe place for students to document their learning, and that parents and teachers are in complete control over how that information is shared.

This Terms of Service governs your use of our websites at seesaw.me, and the Seesaw Application (collectively "the Seesaw Service", "the Service" or "Seesaw"). By creating an account on Seesaw, you agree to be bound by our Terms of Service (our "Terms"). If you don't agree, please don't use Seesaw. These Terms include a Binding Arbitration clause. Please read below to see how you can opt-out if you so choose.

## OUR PRIVACY PROMISES

Protecting your privacy is fundamental to our mission and business. The following summarize our promises to you.

- We never sell your data or student data.
- We never advertise in Seesaw.



- We don't own the content you add to Seesaw.
- Student work is private to the classroom by default.
- We use the latest security industry best practices to protect you.
- We are transparent about our practices and will notify you if things change.
- We are compliant with FERPA, COPPA, GDPR, MFIPPA, and the Australian Privacy Act.

To learn more about how Seesaw collects, stores, uses, shares, and protects your personal information, please review our full [Privacy Policy](#).

## SEESAW AND PARENTAL CONSENT

We require that teachers or schools get parental consent before using Seesaw with children who are under the age when they can grant consent on their own.

This age may vary based on where you live. For example, in the US that age is younger than 13. You should check your local laws to determine the relevant age in your country. If you are aware Seesaw is collecting information from a student without parental consent, please contact us immediately at [help@seesaw.me](mailto:help@seesaw.me) and we will delete the data.

There are a number of ways in which teachers or schools can obtain parental consent:

- Get consent as part of a school-wide technology consent process you may already have in place.
- Use our [sample consent form](#) – but please note that this is an example only and does not constitute legal advice.
- For teachers in the United States, agree to act as the parent's agent, and provide consent on their behalf to use Seesaw solely in the educational context as provided by the FTC. [Learn More](#).

## SEESAW AND FERPA

Data collected by Seesaw may include personally identifiable information from education records that are subject to the Family Educational Rights and Privacy Act, "FERPA", ("FERPA Records"). To the extent that Student Data includes FERPA Records, you designate Seesaw as a "School Official" (as that term is used in FERPA and its implementing regulations) under the direct control of the school with regard to the use and maintenance of the FERPA Records and Seesaw agrees to comply with FERPA.

## SEESAW AND GDPR

Seesaw complies with the European Union General Data Protection Regulation (the "GDPR") and makes it easy for EU individuals to exercise their rights described in that regulation. The purposes for which Seesaw collects your information, the categories and specific types of information, and our practices and policies regarding the processing of your information are described in this Privacy Policy and our Data Processing Agreement. If you have specific questions about how Seesaw is compliant with GDPR, please see our [frequently asked questions](#) about GDPR.

## CREATING A TEACHER ACCOUNT

Only teachers or school administrators can create a class on Seesaw. Once the class is created, teachers can authorize student participants, additional faculty and parents and other family members with appropriate permissions to upload, view, comment on, and share work.

You should consult with your school or school district to ensure that you obtain 90

proper consent to use Seesaw in the classroom consistent with their policies.

When you create a Seesaw class, you agree that:

- Any students you add to your class are current students in your class.
- Any additional teachers you add to your class are authorized by your school to access student journals.
- You will use Seesaw only for lawful purposes and abide by applicable law and school and school district policies in your use of Seesaw.
- You will treat Seesaw as an extension of the classroom and take reasonable steps to confirm that students are using Seesaw appropriately.
- You will take reasonable measures to protect access to information contained in student journals and class journals.
- You will only invite parents, guardians, and other trusted adults to view student journals.
- You will protect your class QR code so that access to student journals and class journals is limited only to students and parents, guardians, and other trusted adults.

## **CREATING A PARENT OR FAMILY MEMBER ACCOUNT**

Teachers can authorize parents and family members to view information in their child's journal. By creating a parent account and accessing a student journal, you agree that you are the legal guardian of the student or have permission from the legal guardian of the student to create a parent account and access the student journal.

As a parent, you will only be able to access journal entries in which your child has been tagged. Other parents and adults may be able to access your child's work if your child is tagged in a journal entry with their child, such as when your child collaborates with other students on a group project, and visa versa.

## CREATING A STUDENT ACCOUNT

Students may use Seesaw only if their parent or legal guardian has given permission to their teacher or school. You agree to use Seesaw only if you have been given a Join Code or have otherwise been invited to use Seesaw by your teacher.

Seesaw is an extension of the classroom. You agree to use Seesaw in a manner that is appropriate to the classroom. You may not violate the policies of your school or school district in your use of Seesaw.

## SUBMISSIONS TO THE ACTIVITY LIBRARY

Activities teachers create are private to their account by default. Optionally, teachers may choose to publish activities they create to the public Community Activity Library or an Activity Library managed by their school or district. By choosing to submit your activity to the Activity Library, you're telling us that:

- You are the copyright holder, you have the consent of the copyright holder, or you have a valid legal basis (for example, fair use) for posting any content you submit to Seesaw.
- You have secured permission to share the photograph of any person included in your activity.

Any activities you submit are yours – not Seesaw's. By submitting your activity to the Community Activity Library you understand that:

- Your activity will be publicly accessible unless you choose to remove it. Your name and other activities you have contributed to the library will be visible as part of your Activity Author Profile.
- For as long as your activity is published to the Library, your activity may be 92

shared by Seesaw (for example on our website or in an email) and by teachers using Seesaw. Teachers using Seesaw may also modify your activity and re-share it with their students or other teachers.

- If you remove your activity from the library, prior copies of your activity or modified versions of your activity may still exist in other teachers' accounts and will not be removed.

Student responses to activities are **not** shared in the Activity Library.

## CONSENT TO RECEIVE SMS MESSAGES

Family members can receive SMS notifications about new posts or messages in Seesaw. You can cancel at any time. Text "STOP" to unsubscribe. Text "HELP" for instructions on how to use our service. Message frequency varies. Message and data rates may apply. For questions about SMS notifications, email [help@seesaw.me](mailto:help@seesaw.me).

1. Participating carriers: AT&T, Verizon Wireless, Sprint, T-Mobile, U.S. Cellular, Boost Mobile, MetroPCS, Virgin Mobile, Alaska Communications Systems (ACS), Appalachian Wireless (EKN), Bluegrass Cellular, Cellular One of East Central, IL (ECIT), Cellular One of Northeast Pennsylvania, Cricket, Coral Wireless (Mobi PCS), COX, Cross, Element Mobile (Flat Wireless), Epic Touch (Elkhart Telephone), GCI, Golden State, Hawkeye (Chat Mobility), Hawkeye (NW Missouri), Illinois Valley Cellular, Inland Cellular, iWireless (Iowa Wireless), Keystone Wireless (Immix Wireless/PC Man), Mosaic (Consolidated or CTC Telecom), Nex-Tech Wireless, NTelos, Panhandle Communications, Pioneer, Plateau (Texas RSA 3 Ltd), Revol, RINA, Symmetry (TMP Corporation), Thumb Cellular, Union Wireless, United Wireless, Viaero Wireless, and West Central (WCC or 5 Star Wireless).

2. T-Mobile is not liable for delayed or undelivered messages.

## YOUR INTELLECTUAL PROPERTY

We don't own the content you provide – students and their schools own all Student Data added to Seesaw.

However, in order to provide our Services, we need certain limited rights to your content. For example, when you upload your content, we need the rights to store it and serve it back to you. Therefore, you grant Seesaw the right to use, publish, transmit, display, copy, process, adapt, modify, and distribute your content only how you specify and only within the context of the Seesaw service.

Seesaw reserves the right, but has no obligation, to delete content posted on our Services if we receive a valid takedown notice or if your content violates any of our Prohibited Activities.

## SEESAW'S INTELLECTUAL PROPERTY

Seesaw is protected by copyright, trademark, and other intellectual property laws. Seesaw Learning, Inc. and its licensors grant you a limited, non-exclusive, non-transferable license to view, copy, and display Seesaw solely in connection with your permitted use of Seesaw. Any rights not expressly granted here are reserved.

Unauthorized use of Seesaw's logos, trademarks, copyrights, domain names, or other distinctive brand features is prohibited.

## COPYRIGHT POLICY

Seesaw complies with the Digital Millennium Copyright Act. To learn more about how Seesaw responds to allegations of copyright infringement, please review our [Copyright Policy](#).

## PROHIBITED ACTIVITIES

All users agree that they will refrain from the following prohibited activities when using Seesaw.

- Don't use Seesaw in a manner that violates any applicable laws, regulations, ordinances, or directives.
- Don't use Seesaw in any manner that would be inappropriate for the classroom or violates applicable school or school district policies.
- Don't use Seesaw to lie or mislead other users.
- Don't use Seesaw to distribute unsolicited or unauthorized unsolicited communications, promotions, advertisements or spam.
- Don't use Seesaw to do anything threatening, abusive, harassing, defamatory, tortious, obscene, profane, or invasive of another person's privacy.
- Don't do anything that interferes with the proper functioning of any software, hardware, or equipment that belongs to Seesaw or anyone else.
- Don't impersonate Seesaw or our users on Seesaw or elsewhere.
- Don't interfere with anyone's use or enjoyment of Seesaw.
- Don't use personal information about other users, including students, without consent or as forbidden by applicable law or regulation.
- Don't use Seesaw in a way that infringes the intellectual property rights of others.
- Don't crawl, scrape, or use any manual or automated system to copy any public content available within Seesaw.

## ACCOUNT SUSPENSION AND TERMINATION

Seesaw reserves the right to suspend or terminate accounts associated with users who engage in any of the prohibited activities described above or in any manner that otherwise violates our Terms or other policies. In addition, Seesaw reserves the right to terminate any account at any time for any reason without notice to you.

## **ACCOUNT TRANSFER**

If you've signed up as a teacher with a school provided email address, and your school later signs up for a Seesaw school account, we may transfer your account to be under the management and control of your school. To protect student data, in certain limited circumstances (such as when a teacher leaves a school) we may transfer a class to a different teacher if we receive a properly authorized request from the relevant school.

## **ABANDONED ACCOUNTS**

Seesaw reserves the right to terminate accounts that have not been accessed by the teacher or school associated with the account for a period of more than one year. Prior to terminating an abandoned account, Seesaw will notify the teacher or school associated with the account by email and provide an opportunity to download an archive copy of the class journal.

## **SECURITY**

Seesaw takes protecting your security and privacy seriously and we've put a number of measures in place to protect the integrity of your information, including use of highly secure, access-controlled data centers, routine 3rd party security audits, data encryption in transit and encryption of Journal Content at 96



rest. For more information, please read this [article](#).

In the event of a security breach, we will notify affected account holders within the amount of time required by law so that you can take steps to keep your data safe.

## **CHANGES TO OUR TERMS**

Seesaw may modify our Terms from time to time. Seesaw will notify you of any changes to our terms that materially alter your rights or responsibilities by email and by posting a notice to our site. If you as a teacher, parent, or school administrator continue to use Seesaw after you receive such a notice, you agree to be bound by any changes to our Terms.

## **WARRANTIES AND DISCLAIMERS**

YOUR USE OF SEESAW IS AT YOUR SOLE RISK. SEESAW AND ANY THIRD-PARTY SOFTWARE, SERVICES, OR APPLICATIONS MADE AVAILABLE IN CONNECTION WITH SEESAW ARE PROVIDED "AS IS," WITHOUT WARRANTY OF ANY KIND. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, SEESAW, AND ITS SUPPLIERS AND PARTNERS, DISCLAIM ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT OF PROPRIETARY RIGHTS. SEESAW AND ITS SUPPLIERS AND PARTNERS DO NOT WARRANT THAT THE FUNCTIONS CONTAINED IN THE SEESAW SERVICE WILL BE UNINTERRUPTED OR ERROR-FREE, THAT DEFECTS WILL BE CORRECTED, THAT THE SEESAW SERVICE OR THE SERVERS THAT MAKE THEM AVAILABLE ARE FREE OF HARMFUL COMPONENTS OR THAT THE SEESAW SERVICE WILL MEET YOUR REQUIREMENTS. YOU ARE SOLELY RESPONSIBLE FOR ANY DAMAGE TO YOUR EQUIPMENT OR DEVICE, LOSS OF USE, OR LOSS OF DATA. NOTHING IN THIS SECTION IS INTENDED TO LIMIT ANY RIGHTS YOU MAY HAVE WHICH MAY NOT BE

## INDEMNITY

You agree to indemnify and hold harmless Seesaw from any and all claims, suits, actions, losses, costs, damages, and any other liabilities, including attorneys' fees, arising out of or related to: (a) your use or misuse of Seesaw; (b) any violation of the rights of any other person or entity by you, including without limitation, any intellectual property right, publicity, confidentiality, property or privacy right; or (c) your breach of any part of our Terms. Seesaw will give you written notice of any such matter; however, any failure or delay by Seesaw to do so does not negate your defense or indemnification obligations or waive Seesaw's rights to seek payment or defense or indemnification from you. Seesaw reserves the right, at your expense, to assume the exclusive defense and control of any matter for which you are required to indemnify us, and you agree to cooperate with Seesaw in our defense of these claims. You will not settle any claim that affects Seesaw or our affiliates without our prior written approval.

## LIMITATION OF LIABILITY

To the maximum extent permitted by law, Seesaw will not be liable to you for any special, indirect, incidental, punitive, reliance, consequential, or exemplary damages, even if Seesaw has been advised of the possibility of damages, or any loss of profits or revenues, whether incurred directly or indirectly, or any loss of data, goodwill or other intangible losses relating to or resulting from: (a) your access to, use of, or inability to use Seesaw; (b) any conduct or content of any user or third party on our services; (c) unauthorized access, use, or alterations of your transmissions or content; (d) any information posted on Seesaw; or (e) Seesaw's decision to publish or remove any information on our service.

In no event shall Seesaw's total liability to you for all damages, losses, or causes of action arising out of or relating to our Terms exceed: (1) the amounts you paid to access Seesaw during the twelve (12) months immediately preceding the date of your claim, or (2) one thousand U.S. dollars, whichever is greater.

The limitations of liability set forth in this section will survive any termination or expiration of our Terms, and will apply even if any limited remedy specified in our Terms is found to have failed of its essential purpose.

## **LAW GOVERNING LEGAL DISPUTES**

The laws of the State of California govern this agreement, as well as any dispute, claim, or controversy that may arise between you and Seesaw, without to conflicts of law provisions.

## **INFORMAL DISPUTE RESOLUTION**

We want to address your concerns without needing a formal legal case. Before filing a claim against Seesaw, you agree to try to resolve the Dispute informally by contacting [help@seesaw.me](mailto:help@seesaw.me). We'll try to resolve the Dispute informally by contacting you through email. If a dispute is not resolved within 15 days after submission, you or Seesaw may bring a formal proceeding.

## **WE BOTH AGREE TO ARBITRATE**

You and Seesaw agree to resolve any Disputes through final and binding arbitration, except as set forth under Exceptions to Agreement to Arbitrate below.

## **OPT-OUT OF AGREEMENT TO ARBITRATE**

You can decline this agreement to arbitrate by contacting [help@seesaw.me](mailto:help@seesaw.me) within 30 days of first accepting these Terms of Service and stating that you (include your first and last name) decline this arbitration agreement.

**Arbitration Procedures:** The American Arbitration Association (AAA) will administer the arbitration under its Commercial Arbitration Rules and the Supplementary Procedures for Consumer Related Disputes. The arbitration will be held in the United States county where you live or work, San Francisco, California, or any other location we agree to.

**Arbitration Fees:** The AAA rules will govern payment of all arbitration fees. Seesaw will pay all arbitration fees for claims less than \$75,000. Seesaw will not seek its attorneys' fees and costs in arbitration unless the arbitrator determines that your claim is frivolous.

**Exceptions to Agreement to Arbitrate:** Either you or we may assert claims, if they qualify, in small claims court in San Francisco (CA) or any United States county where you live or work. Either party may bring a lawsuit solely for injunctive relief to stop unauthorized use or abuse of the Seesaw products or Service, or infringement of intellectual property rights (for example, trademark, trade secret, copyright or patent rights) without first engaging in arbitration or the informal dispute-resolution process described above.

## **NO CLASS ACTIONS**

You may only resolve Disputes with Seesaw on an individual basis, and may not bring a claim as a plaintiff or a class member in a class, consolidated, or representative action. Class arbitrations, class actions, private attorney general actions, and consolidation with other arbitrations aren't allowed under our agreement.

## **FEEDBACK**

We welcome your feedback and suggestions about Seesaw. Please email us at [help@seesaw.me](mailto:help@seesaw.me) at any time.

## **ENTIRE AGREEMENT**

These Terms (and any other policies we refer to in this document) make up the entire agreement between you and Seesaw Learning, Inc., and supersede any prior agreement. If any part of these Terms are found to be unenforceable by a court or arbitrator, the remaining parts will remain in full force and effect. If Seesaw fails to enforce any part of these Terms, such a failure does not constitute a waiver.

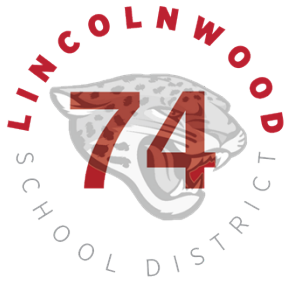
## **CONTACT INFORMATION**

Seesaw Learning, Inc.  
180 Montgomery St, Suite 750  
San Francisco, CA 94104  
[help@seesaw.me](mailto:help@seesaw.me)

Company	Product	Solutions	Support	Community
About Seesaw	Seesaw for Schools	Remote Learning	Help Center	Store
Jobs	Activity Library	Family Engagement	Professional Development	
Contact		Conferences	Privacy Center	

We use cookies to help Seesaw run effectively. By using this website, you agree to our use of cookies.

OK



## Executive Summary Board of Education Meeting

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DATE: September 3, 2020

TOPIC: Discovery Education, Inc. License for 2020-2021

PREPARED BY: Christopher Edman

### **Recommended for:**

- ☒ Action
- ☒ Discussion
- ☒ Information

### **Purpose/Background:**

All three schools in the District have access to Discovery Education's extensive collection of curated educational videos and resources. The content is divided into collections by grade and subject matter and aligned with curriculum standards. Student resources include engaging videos, interactive activities, high-quality images, audio clips and songs, and reading passages. Teacher resources include research-based instructional strategies, lesson planning, and professional learning opportunities.

The District's Legal Counsel reviewed Discovery Education, Inc.'s Order Form and Standard Terms of Services and proposed an updated version of the 2019 Amendment between Discovery Education, Inc. and the District which was accepted by Discovery Education, Inc.

### **Fiscal Impact:**

\$5,328

The District paid \$4,800 with Discovery Education, Inc. for the previous seven years

### **Recommendation:**

The Finance Committee concurs to recommend to the Board of Education to renew the Discovery Education, Inc. License for the amount of \$5,328 for the 2020-21 school year.

**AMENDMENT TO THAT CERTAIN SUBSCRIBER AGREEMENT BETWEEN THE  
BOARD OF EDUCATION OF LINCOLNWOOD SCHOOL DISTRICT 74 AND  
DISCOVERY EDUCATION, INC.**

This Amendment is entered into as of August 13, 2020, by and between the Board of Education of Lincolnwood School District No. 74 (“Subscriber”) and Discovery Education, Inc. (“Discovery”) (collectively, the “Parties”) pursuant to the Order Form Ref. No. #Q-291750, attached hereto as Exhibit A, and the Discovery Education Standard Terms of Service and License (“Agreement”) entered into by the Parties as of the same date, and shall continue in force for any extensions of the Agreement or subsequent Order Forms, unless otherwise agreed by the Parties.

1. **Terms and Conditions.** This Amendment modifies the Agreement entered into by the Parties. Terms and conditions not amended herein shall have the same meaning as in the Agreement. Discovery shall not materially modify or amend the Standard Terms of Service and License, which are currently located at [www.discoveryeducation.com/terms-and-conditions](http://www.discoveryeducation.com/terms-and-conditions), during the term of this Agreement or any extension thereof, without providing written notice.
2. **Auto-Renewal.** The term of the Agreement between the parties shall not automatically renew. Subsequent extensions of the Agreement shall require notice to and approval of the Subscriber.
3. **FOIA/OMA.** Subscriber shall not be required to make any claim of privilege that may be applicable to prevent disclosure in response to, and will not be required to notify Discovery prior to any disclosure in response to, a valid FOIA request for information that is not confidential or proprietary. Discovery acknowledges and agrees that the Terms of Services and License is not confidential or exempt from disclosure under the Illinois Freedom of Information Act or Open Meetings Act.
4. **Governing Law/Venue.** The Agreement shall be construed and enforced under the laws of the state of Illinois, USA without reference to the choice of law principles thereof. Subscriber and Discovery hereby consent to and submit to the jurisdiction of the Circuit Court of Cook County, Illinois, which shall be the venue for the resolution of any disputes between the parties.
5. **Illinois School Student Records Act.** In addition to its obligation to maintain Student Data in accordance with applicable federal laws, Discovery shall also maintain all Student Data obtained from Subscriber in accordance with any applicable Illinois laws, including (without limitation, and only to the extent applicable) the *Illinois School Student Records Act* (105 ILCS 10/1 *et seq.*); and the *Illinois Student Online Personal Protection Act* (105 ILCS 85/1 *et seq.*). Discovery shall promptly notify the Superintendent of Lincolnwood School District No. 74 in the event of a security or privacy breach involving Student Data and respond to any such security or privacy breach according to industry standards; shall indemnify and defend the Subscriber, and its individual Board members, officers, employees, agents, and successors against third-party claims, charges, causes of action, and liability of any kind, including but not limited to attorney’s fees, arising directly and specifically from any security or privacy breach involving Student Data as a result of negligent or intentional acts or omissions of Discovery; and shall destroy all Student Data



when the Student Data is no longer needed by Discovery or upon termination of the Agreement, as requested by Subscriber.

6. **Insurance.** During the term of this Agreement and any renewal thereof, Discovery shall maintain a cyber-liability insurance policy insuring against data breaches. Subscriber shall be named as an additional insured on such policy. Any damages limitations in this Agreement shall not apply to Subscriber in its capacity as an additional insured.

7. **Authority to Execute.** Each signatory hereto represents and warrants that he or she has the proper corporate authority to execute this Amendment and bind his or her entity to the terms and conditions hereof.

**WHEREAS**, this Amendment and its terms and conditions are agreed upon by the Parties on the date set forth above.

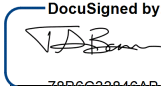
**BOARD OF EDUCATION OF  
LINCOLNWOOD SCHOOL DISTRICT 74  
COOK COUNTY, ILLINOIS**

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

Its: \_\_\_\_\_

Date: \_\_\_\_\_

**DISCOVERY EDUCATION, INC.**

By:  \_\_\_\_\_  
78B6C33846AB459...

Its: COO \_\_\_\_\_

Date: August 13, 2020 \_\_\_\_\_

**EXHIBIT A****ORDER FORM****Subscriber:** LINCOLNWOOD SCHOOL DISTRICT 74**Address:** 6950 N EAST PRAIRIE RD LINCOLNWOOD, IL 60712-2554**Term:** 8/1/2020 to 7/31/2021

Services	Start Date	End Date	Qty	Unit of Measure	Discounted Price	Total
Discovery Education Experience Base	8/1/2020	7/31/2021	3	Site	USD 1,776.00	USD 5,328.00
<b>TOTAL:</b>						USD 5,328.00

This Order Form and the Discovery Education Standard Terms of Services and License available at [discoveryeducation.com/terms-and-conditions](http://discoveryeducation.com/terms-and-conditions) ("Standard Terms") constitute the entire agreement between Subscriber and Discovery Education, Inc. for the Services. By signing below, the Subscriber and Discovery Education, Inc. agree to be bound by this Order Form and the Standard Terms as of the date of last signature below.

**LINCOLNWOOD SCHOOL DISTRICT 74**
 DocuSigned by:  
**DISCOVERY EDUCATION, INC.**
**By:**

(Signature Required)

**By:**
 79D6C33846AD460...  
 (Signature Required)
**Title:****Title:** COO**Printed Name:****Printed Name:**

Travis Barrs

**Date:****Date:**

August 13, 2020

Please return Exhibit A with the signed Order Form.

Ref. No. Q-291750



**EXHIBIT A  
LICENSED SCHOOLS**

<b>LINCOLN HALL MIDDLE SCHOOL - 6855 N CRAWFORD AVE, LINCOLNWOOD, IL. 60712-4610 United States</b>		
<b>PRODUCT NAME</b>	<b>START DATE</b>	<b>END DATE</b>
Discovery Education Experience Base	08/01/2020	07/31/2021

<b>RUTLEDGE HALL ELEMENTARY SCHOOL - 6850 N EAST PRAIRIE RD, LINCOLNWOOD, IL. 60712-2551 United States</b>		
<b>PRODUCT NAME</b>	<b>START DATE</b>	<b>END DATE</b>
Discovery Education Experience Base	08/01/2020	07/31/2021

<b>TODD HALL ELEMENTARY SCHOOL - 3925 W LUNT AVE, LINCOLNWOOD, IL. 60712-2597 United States</b>		
<b>PRODUCT NAME</b>	<b>START DATE</b>	<b>END DATE</b>
Discovery Education Experience Base	08/01/2020	07/31/2021

DS  
SH

Ref. No. Q-291750

## STANDARD TERMS OF SERVICE AND LICENSE DISCOVERY EDUCATION, INC.

These Standard Terms of Service and License (the “**Standard Terms**”) are applicable to any Order Form (each, an “**Order Form**”) issued by Discovery Education, Inc. (“**Discovery**”) to the entity listed in the Order Form (“**Subscriber**”) to provide access to the products and services identified therein (the “**Services**”) and to Subscriber’s use of the Services. Each Order Form shall be deemed to be part of these Standard Terms and subject to the terms and conditions set forth herein. The Standard Terms supersede all other prior and contemporaneous agreements, negotiations, communications or understandings, oral or written, with respect to the subject matter hereof. In no event shall the terms and conditions of any other purchase agreement amend or modify the terms and conditions of these Standard Terms.

### 1. RIGHTS OF ACCESS AND USE

- 1.1. **Grant of License.** Subject to the terms and conditions set forth herein, Discovery grants to Subscriber, and its authorized educators, administrators and students employed by Subscriber or enrolled in Subscriber’s program as listed in the Order Form (the “**Users**”), for the term of the applicable Order Form, a limited, non-exclusive, non- sublicensable, non-transferable and revocable license to access the Service(s) and any and all content included therein (the “**Content**”), and to download, stream, and edit the Content pursuant to the terms and conditions set forth in the Standard Terms. Discovery may, in its sole discretion, make changes to the Services and/or the Content. All rights not expressly granted to Subscriber and its Users pursuant to the Standard Terms are reserved to Discovery, and all uses of the Content by Subscriber and its Users not expressly permitted herein are prohibited.
- 1.2. **Access.** Discovery shall provide Subscriber access to the Services by the date identified in the Order Form. Access rights granted to Subscriber shall be limited to those access rights necessary to use of the intended functionality of the Services. Discovery reserves the right to restrict or prevent access to activities or suspected activities that involve security breaches, hacking, distributed denial of service attacks, or uploading a virus, Trojan horse, time bomb, unauthorized application, or any other harmful form of programming or vandalism.
- 1.3. **Permitted and Prohibited Uses.**
  - a. **Use for Educational, Non-Commercial Purposes Only.** Subscriber and its Users may use the Service(s) and the Content for bona fide educational and research purposes only and may not use them in any commercial or for-profit manner. Discovery reserves the right, in its sole and absolute discretion, to limit Subscriber’s and/or any Users’ use of the Service(s) in the event that Discovery, in its sole and absolute discretion, deems Subscriber’s and/or such Users’ use thereof to be inconsistent with educational and research purposes, and/or inconsistent with these Standard Terms.
  - b. **Downloading of Content.** Users may download, for noncommercial instructional use, including for lesson plans, copies of (i) images and (ii) videos and video clips designated on the website as downloadable. Copies must be deleted or erased after use or expiration of the Term, whichever occurs first. Such downloading shall be for individual User convenience only, and Users may not (1) systematically download any of the Content, (2) create distribution “libraries”, or (3) transfer, sell, rent, display, or exhibit any of the Content to any third party other than Users.
  - c. **Editing Content.** Users may edit videos and video clips designated on the Service(s) as editable, solely in connection with classroom or other school-related projects. Such videos and video clips, as edited by User, as well as any work containing User-edited videos or video clips, may not contain any libelous or unlawful materials or content or any commercial advertising materials, will not infringe upon any party’s proprietary rights, including but not limited to statutory or common-law copyright, trademark and right of privacy, and may not violate any law, regulation or right of any kind whatsoever or give rise to any actionable claim or liability. Under no circumstances may a User convert the Content from digital to analog format, such as by recording a video clip onto a DVD. Violation of this Section 1.3(c) may constitute copyright infringement. User must maintain all copyright, trademark and proprietary notices included with, attached to or embedded all editable videos and video clips without modification, obstruction or deletion. The Content may include certain ancillary educational materials, such as student activity sheets, blackline masters and teacher’s guides (“**Ancillary Materials**”). User may modify, alter and revise

the Ancillary Materials to meet specific instructional needs, provided that the following statement is prominently displayed on all such revised Ancillary Materials, in addition to any other proprietary notices, and with the understanding that Discovery or its content provider shall continue to own the Ancillary Materials: “Revised with the permission of Discovery. Discovery and its content providers are not responsible for the content or accuracy of the revision”.

d. **Dissemination of Content.** In the course of using any Content as permitted hereunder, Subscriber and its Users may not make the Content, or any part thereof, available to any party who is not a Subscriber or a User, except as permitted herein. Subscriber and its Users must ensure that the Content is at all times kept on a secure server, viewable only by Subscriber s and/or its Users. If Subscriber wishes to use a third party to host the Content, Subscriber shall notify Discovery, and Discovery shall have the right to approve the use of such host in advance, in writing, and to approve the terms of agreement between such host and Subscriber. Notwithstanding the foregoing, if Subscriber chooses to use a third party host, Discovery disclaims all liability to Subscriber in connection with such third party host, and Discovery shall have no responsibility to Subscriber or any User to ensure that such third party host maintains its service. In addition, any Subscriber or User using the Local Host support option must use the Service(s), rather than a local directory, to search for and access the Content.

e. **Prohibited Uses.** Except as expressly set forth herein, neither Subscriber nor the Users may (i) copy, reproduce, alter, modify, transmit, perform, create derivative works of, publish, sub-license, distribute, or circulate the Service(s), the Content, or any portion thereof; (ii) disassemble, decompile, or reverse engineer the Service(s) or any portion thereof, or use a robot, spider, or any similar device to copy or catalog the Content or any portion thereof; (iii) take any actions, whether intentional or unintentional, that may circumvent, disable, damage or impair the Service(s)’s or the Content’s control or security systems, nor allow or assist a third party to do so; or (iv) use the Content in a manner that disparages the Service(s), the Content or Discovery or its content providers, or in any manner that Discovery may, in its sole discretion, deem inappropriate. Subscriber and the Users acknowledge and agree that the Service(s) and the Content possess a special, unique and extraordinary character that makes difficult the assessment of the monetary damages that would be sustained as a result of unauthorized use, and that unauthorized use may cause immediate and irreparable damage to Discovery for which Discovery would not have an adequate remedy at law. Therefore, Subscriber agrees that, in the event of such unauthorized use, in addition to such other legal and equitable rights and remedies as may be available to Discovery, Discovery shall be entitled to seek injunctive and other equitable relief without the necessity of proving damages or furnishing a bond or other security.

f. **Credentials.** Each User shall have a valid username, password, passcode, and in certain circumstances, IP authentication, for the purpose of accessing the Service(s) and the Content (the “**Log-In Information**”). Subscriber and its Users must keep all Log-In Information strictly confidential, and all Log-In Information may be used only by the assigned User. Subscriber and its Users are responsible for maintaining the security and confidentiality of all Log-In Information, and for preventing access to the Service(s) and/or the Content by unauthorized persons using a User’s Log-In Information. Unauthorized access to or use of the Service(s) and/or the Content by someone using a User’s Log-In information may be attributed to such User. Subscriber acknowledges that Discovery may require access to Subscriber’s systems in order to perform single sign-on integration services to facilitate User access to the Service(s) and Content. Subscriber hereby grants to Discovery a limited license to access such systems.

#### 1.4 **Subscriber Changes.**

a. **Licensed School Substitution.** In the event that Subscriber wishes to remove a Licensed School and replace it with another school, such that the total number of Licensed Schools under the respective Order Form is not affected, Subscriber may submit a written request to [DEContractsTeam@Discoveryed.com](mailto:DEContractsTeam@Discoveryed.com), setting forth (i) the name and address of the applicable school(s), (ii) the grade level of such school(s), (iii) the number of students enrolled in each school, and (iv) the date the Subscriber wishes the substitution to take effect (each, a “**School Substitution Request**”). No School Substitution Request shall become effective until and unless Discovery formally approves such request via email or written notification to Subscriber. Any fees that result from such request shall be equal to the Fees, as assessed on a pro rata basis.

c. **Additional Licenses.** In the event that Subscriber wishes to add additional user licenses with respect to the Services to be provided under an Order Form (each, an “**Additional License**”), Subscriber may submit a written request to [DEContractsTeam@Discoveryed.com](mailto:DEContractsTeam@Discoveryed.com), setting forth (i) the amount of additional licenses and (ii) the date on which such licenses will be activated (each, an “**Additional License Request**”). No Additional License Request shall become effective until and unless Discovery submits to Subscriber an updated Order Form with the information contained in the Additional License Request and any changes to the Fees.

## 2. **PROPRIETARY RIGHTS**

2.1. **Discovery Property.** As between Subscriber, the Users, and Discovery, the Service(s) and the Content are the property of Discovery and are protected by United States and international copyright and trademark law. By using the Service(s) and the Content, even as permitted hereunder, neither Subscriber nor any of its Users gain any ownership interest in the Service(s) or the Content.

2.2. **DMCA Notice and Takedown Policy.** It is our policy to respond to alleged infringement notices that comply with the Digital Millennium Copyright Act of 1998 (the “DMCA”), or similar regulations. If you believe that your copyrighted work has been copied in a way that constitutes copyright infringement and is accessible via the Products and Services, please notify our copyright agent as set forth in the DMCA, or applicable regulation. For your complaint to be valid under the DMCA, it must contain all the elements provided in 17 USC §512(c)(3) and be submitted to the following DMCA Agent:

- DMCA Notice, Legal Department
- Discovery Education, Inc.
- 8403 Colesville Road, Suite 1200, Silver Spring, MD 20910
- Name of Agent Designated to Receive Notification of Claimed Infringement: Sam Kronthal
- Telephone Number of Designated Agent: 240-839-4239
- Email: [DiscoveryEducationDMCA@discoveryed.com](mailto:DiscoveryEducationDMCA@discoveryed.com)

## 3. **PROTECTION OF PERSONAL INFORMATION AND DATA SECURITY.**

3.1. **Student Data.** While Subscriber acknowledges that no student personal information (“**Student Data**”) is required for the use of any of the basic Discovery services, in the event Subscriber or its Users elect to use any of the functionality within the Discovery services which provide personalized pages, individual accounts, other user-specific customization, or otherwise submit or upload information (all such data is generally limited to the following: school name, first name, last name, grade level), Subscriber represents and warrants that Subscriber has all necessary authorization to provide to Discovery any Student Data it or any User provides through the Services in order to use such functions. Consent may be required for the collection, use and disclosure of Student Data obtained from children through certain online services, and to the extent required, Subscriber consents to Discovery’s use of Student Data in the course of providing the Services. The parties agree to uphold their responsibilities under laws governing personal information, including:

(i) the Children’s Online Privacy Protection Act of 1988 (“COPPA”), the Family Educational Rights & Privacy Act of 1974 (“FERPA”), Children’s Internet Protection Act (“CIPA”) and any other laws, regulations and

statutes, all solely to the extent applicable.

3.2. **Data Protection Addendum.** Discovery agrees to protect Student Data in accordance with the provisions of the Discovery Education Student Data Protection Addendum (the “**DPA**”) located at [discoveryeducation.com/Data-Protection-Addendum](http://discoveryeducation.com/Data-Protection-Addendum) incorporated herein.

3.3. **Data Security.** Discovery shall implement commercially reasonable administrative, physical and technical safeguards designed to secure Personal Information from unauthorized access, disclosure, or use in accordance with Discovery’s Security Policy attached as Schedule A to the DPA.

## 4. **FEES AND TAXES**

4.1. **Fees.** Subscriber shall pay Discovery the fees in the amounts specified in the Order Form (the “**Fees**”). Upon Subscriber’s acceptance of the Order Form, Subscriber shall submit to Discovery the executed Order Form and Discovery shall issue Subscriber an invoice for the applicable Fees. In the event that Subscriber elects to pay such Fees with a credit card, Discovery shall have the right to charge Subscriber a convenience fee. Subscriber shall pay the Fees within 30 days of Discovery’s invoice. Failure to pay the Fees in accordance with the Standard Terms shall constitute a material breach by Subscriber. The fees for any Renewal Term shall be at Discovery’s then current, applicable rates, as provided by Discovery and in accordance with applicable law.

4.2. **Taxes.** Subscriber certifies that Subscriber is exempt from all federal, state, and local taxes and will furnish Discovery with copies of all relevant certificates demonstrating such tax-exempt status upon request. In the event Subscriber is not exempt from certain of such taxes, Subscriber agrees to remit payment for such taxes to Discovery.

## 5. **TERM AND TERMINATION**

5.1. **Term.** The term (“**Initial Term**”) is defined in the applicable Order Form referencing the Standard Terms. Thereafter and in accordance with applicable law, the Term shall automatically renew for additional periods in increments of the Initial Term (“**Renewal Term(s)**”, collectively with the Initial Term, the “**Term**”) until terminated by either party by giving written notice ninety (90) days prior to the expiration of any Renewal Term. The Fees for the Renewal Term shall be as set forth in Section 4.1 herein.

5.2. **Termination for Breach.** In the event that Subscriber or its Users breach any term of the Standard Terms, and such breach is not cured within 10 days after receipt of notice thereof from Discovery, Discovery may terminate the Standard Terms in whole or in part immediately upon written notice to Subscriber.

5.3. **Termination for Bankruptcy.** Either party may terminate the Standard Terms immediately if any of the following events occur affecting the other party: (a) voluntary bankruptcy or application for bankruptcy; (b) involuntary bankruptcy or application for bankruptcy not discharged within 60 days; (c) appointment of receiver or trustee in bankruptcy for all or a portion of the other party’s assets; or (d) an assignment for the benefit of creditors.

5.4. **Effect of Termination.** Upon expiration or termination of the Standard Terms, all rights granted herein shall revert to Discovery; all access to and use of the Service(s) and the Content by Subscriber and its Users must cease; and all materials downloaded from the Service(s) by Subscriber or any Users must be erased, deleted, or destroyed.

## 6. **GENERAL WARRANTIES**

6.1. **Discovery Warranties.** Discovery represents and warrants that it has full power and authority to enter into the Standard Terms.

6.2. **Subscriber Warranties.** Subscriber represents and warrants that (i) it has full power and authority to enter into the Standard Terms and has received all parental and other permissions required to permit Discovery to obtain and retain information (including personal information) from Users; (ii) only Subscriber or its Users shall access the Service(s) and the Content; (iii) Subscriber and its Users will at all times use the Service(s) and the Content only as expressly permitted by the Standard Terms; (iv) in the event that



Subscriber requests that Discovery customize the Service(s) interface with Subscriber's trade name, trademarks or logos, and/or digitize and/or encode and/or host any of Subscriber's content on the Content and/or the Service(s), Discovery has the right to so use and exploit any and all such trade names, trademarks, logos and content, including without limitation any and all underlying elements (the "Subscriber IP"), and (v) the Subscriber IP, any content, materials, and/or information contributed by Users, and any revisions to the Content by Users does not and will not contain any libelous, unlawful or infringing materials or content, will not infringe upon any party's proprietary rights, including without limitation statutory or common-law copyright, trademark and right of privacy, and will not violate any law, regulation or right of any kind whatsoever or give rise to any actionable claim or liability.

6.3. **Disclaimer of Warranty.** THE SERVICES AND CONTENT ARE PROVIDED AS IS, AND ALL WARRANTIES OF ANY KIND, PAST OR PRESENT, WHETHER STATUTORY, COMMON-LAW OR FROM A COURSE OF DEALING OR USAGE OF TRADE, INCLUDING WITHOUT LIMITATION IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SECURITY AND, EXCEPT AS MAY BE OTHERWISE STATED IN THESE STANDARD TERMS, NON-INFRINGEMENT, ARE EXPRESSLY DISCLAIMED TO THE FULLEST EXTENT PERMITTED BY LAW. DISCOVERY DOES NOT GUARANTEE OR MAKE ANY REPRESENTATIONS REGARDING THE USE OR ACCURACY OF THE WEBSITE OR THE CONTENT. NO ORAL OR WRITTEN INFORMATION OR ADVICE GIVEN BY DISCOVERY EDUCATION OR ITS EMPLOYEES SHALL CREATE A WARRANTY OR IN ANY WAY INCREASE THE SCOPE OF DISCOVERY'S OBLIGATIONS HEREUNDER, AND SUBSCRIBER MAY NOT RELY ON ANY SUCH INFORMATION OR ADVICE.

7. **Release.** To the extent permitted by law, Subscriber and its Users release and waive all claims (whether known or unknown) against Discovery, its parent, subsidiaries, affiliated companies, agents or content providers, and the directors, trustees, officers, shareholders, employees, agents and representatives of each of the foregoing, from any and all claims, damages, liabilities, costs and expenses arising out of User's use of the Service(s) and the Content. California residents waive any rights they may have under Sec.1542 of the California Civil Code, which reads: "A general release does not extend to claims which the creditor does not know or suspect to exist in his favor at the time of executing the release, which if known by him must have materially affected his settlement with the debtor."

8. **Indemnity.** To the extent permitted by law, Subscriber and its Users shall defend, indemnify and hold Discovery, its parent, subsidiaries, affiliated companies, agents or content providers, and the directors, officers, shareholders, employees, agents and representatives of each of the foregoing, harmless against and from any and all claims, damages, liabilities, costs and expenses arising out of any violation by Subscriber and/or its Users of these Standard Terms, any downloading of the Content, any modification or edit made to any portion of the Content, and the use of any portion of the Content with products or services not supplied by Discovery.

## 9. LIMITATIONS OF LIABILITY

9.1. **Consequential damages exclusion.** IN NO EVENT SHALL DISCOVERY BE LIABLE FOR ANY LOST DATA, LOST PROFITS, BUSINESS INTERRUPTION, REPLACEMENT SERVICE OR OTHER SPECIAL, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR INDIRECT DAMAGES, HOWEVER CAUSED AND REGARDLESS OF THEORY OF LIABILITY.

9.2. **Aggregate Liability.** To the maximum extent permitted by law, in no event shall Discovery's aggregate liability with respect to any matters whatsoever arising under or in connection with the Standard Terms exceed the lesser of (i) total fees paid by Subscriber to Discovery under the Standard Terms within the twelve-month period prior to the date the cause of action giving rise to liability arose or (ii) \$100,000. The foregoing liability is cumulative with all payments for claims or damages in connection with the Standard Terms being aggregated to determine satisfaction of the limit.

## 10. CONFIDENTIALITY

10.1. Discovery understands that government entities, such as Subscriber, may be

required to disclose information pursuant to applicable open records acts. Prior to any such disclosure, Subscriber shall make any claim of privilege that may be applicable to prevent such disclosure and will make reasonable efforts to give Discovery reasonable prior notice and a reasonable opportunity to resist such disclosure. In all other respects, all provisions of these Standard Terms and materials provided by Discovery which are designated as confidential or should reasonably be presumed to be treated as confidential ("Confidential Information") shall be kept strictly confidential by Subscriber and may not be disclosed without prior written consent, except for any disclosure required by any order of a court or governmental authority with jurisdiction over Subscriber.

10.2. **Communications from Discovery.** Discovery may periodically contact Users for customer service purposes. By accessing the Service(s) and the Content, Users consent to receive such communications. Subscriber shall promptly provide Discovery with any and all information regarding its Users and/or use of the Service(s) and the Content by its Users that Discovery reasonably requests. Subscriber agrees that Discovery may reference its business relationship with Subscriber in its marketing, press releases or sales materials.

## 11. MISCELLANEOUS

11.1. **Changes.** Discovery reserves the right to change these Standard Terms (excluding the Order Form) from time to time. Such changes will become effective when Discovery posts the revised Standard Terms. Subscriber and Users should check the Standard Terms from time to time, as they are bound by the Standard posted on Discovery's website at the time of access. Any revised Standard Terms shall supersede all previous versions.

11.2. **Force Majeure.** Failure to perform by reason of any law, natural disaster, labor controversy, encumbered intellectual property right, war or any similar event beyond a party's reasonable control shall not be a breach hereof.

11.3. **Governing Law.** The Standard Terms shall be construed and enforced under the laws of the state of New York, USA without reference to the choice of law principles thereof. User hereby consents to and submits to the jurisdiction of the federal and state courts located in the State of New York. User waives any defenses based upon lack of personal jurisdiction or venue, or inconvenient forum. If any provision herein is unenforceable, then such provision shall be of no effect on any other provision hereof.

11.4. **No waiver.** No waiver of any breach hereof shall be deemed a waiver of any other breach hereof.

11.5. **Survival.** All representations, warranties, and indemnities shall survive the expiration or prior termination of the Standard Terms.

11.6. Section headings are provided for convenience only and shall not be used to construe the meaning of any section hereof.

11.7. **Entire Agreement.** The Standard Terms contain the entire understanding and supersedes all prior understandings between the parties relating to the subject matter herein. The terms and conditions set forth herein shall not be binding on Discovery, or any of its affiliates, until fully executed by an authorized signatory for both Subscriber and Discovery (or its applicable affiliate). Signatures may be exchanged in counterparts. Signatures transmitted electronically by fax or PDF shall be binding and effective as original ink signatures.

11.8. **Assignment.** The rights and obligations of either party under the Standard Terms may not be transferred or assigned directly or indirectly without the prior written consent of the other party, except that Discovery may assign the Standard Terms without restriction to an entity that acquires substantially all of its stock, assets, or business. Except as otherwise expressly provided herein, the provisions hereof will inure to the benefit of, and be binding upon, the successors, assigns, heirs, executors and administrators of the parties.

11.9. **Relationship of the Parties.** The parties are independent contractors and not joint venture partners or otherwise affiliated. Neither party has any right or authority to assume or create any obligations of any kind or to make any representation or warranty on behalf of the other party, whether express or implied, or to bind the other party in any respect whatsoever. There are no third-party beneficiaries to the Agreement.

11.10. **Professional Development Services.** Any content provided by Discovery during any Professional Development, in any format (the "PD Content") is

the property of Discovery. Subscriber acknowledges that it does not gain any ownership interest in the PD Content by using the PD Content. In the event that any Professional Development services cannot be provided onsite for any reason that is beyond the control of either party, Discovery reserves the right to provide such services in a remote, virtual environment.

- 11.11 **Notices.** All notices and statements shall be in writing and sent by a reputable overnight service such as Federal Express to the address set forth below; provided that, notices that relate to Renewal Terms may be sent via email to the email address below:

Discovery Education, Inc.  
Attn: General Counsel  
8403 Colesville Road  
Suite 1200  
Silver Spring, MD 20910  
Copy to: President, K-12  
Email: DEContractsTeam@discoveryed.com

# Press Plus Issue #104 (June 2020) to 7/24/20 Policy Committee ANSWER REQUIRED

*Document Status: Draft Update - New 7/24/20 Committee held this policy for further review/legal review*

## 7:345 Use of Educational Technologies; Student Data Privacy and Security

### *New/Unpublished Section*

Educational technologies used in the District shall further the objectives of the District's educational program, as set forth in Board policy 6:10, *Educational Philosophy and Objectives*, align with the curriculum criteria in policy 6:40, *Curriculum Development*, and/or support efficient District operations. The Superintendent shall ensure that the use of educational technologies in the District meets the above criteria. [PRESSPlus1](#)

The District and/or vendors under its control may need to collect and maintain data that personally identifies students in order to use certain educational technologies for the benefit of student learning or District operations.

Federal and State law govern the protection of student data, including school student records and/or covered information. [PRESSPlus2](#) The sale, rental, lease, or trading of any school student records or covered information by the District is prohibited. [PRESSPlus3](#) Protecting such information is important for legal compliance, District operations, and maintaining the trust of District stakeholders, including parents, students and staff. [Q1](#)

### Definitions

*Covered information* means personally identifiable information (PII) or information linked to PII in any media or format that is not publicly available and is any of the following: (1) created by or provided to an operator by a student or the student's parent/guardian in the course of the student's or parent/guardian's use of the operator's site, service or application; (2) created by or provided to an operator by an employee or agent of the District; or (3) gathered by an operator through the operation of its site, service, or application.

*Operators* are entities (such as educational technology vendors) that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes. [PRESSPlus4](#)

*Breach* means the unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of covered information maintained by an operator or the District. [PRESSPlus5](#)

### Operator Contracts

The Superintendent or designee designates which District employees are authorized to enter into written agreements with operators for those contracts that do not require separate Board approval. [PRESSPlus6](#) Contracts between the Board and operators shall be entered into in accordance with State law and Board policy 4:60, *Purchases and Contracts*, and shall include any specific provisions required by State law. [PRESSPlus7](#)

### Security Standards

The Superintendent or designee shall ensure the District implements and maintains reasonable security procedures and practices that otherwise meet or exceed industry standards designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure. [PRESSPlus8](#) In the event the District receives notice from an operator of a breach or has determined a breach has occurred, the Superintendent or designee shall also ensure that the District provides any breach notifications required by State law. [PRESSPlus9](#)

### LEGAL REF.:

20 U.S.C. §1232g, Family and Educational Rights and Privacy Act, implemented by 34 C.F.R. Part 99.

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

105 ILCS 85/, Student Online Personal Protection Act.

CROSS REF.: 4:15 (Identity Protection), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks), 7:340 (Student Records)

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### Questions and Answers:



Officer, who may also be an official records custodian under ISSRA, to carry out the duties and responsibilities assigned to schools and to ensure a district's compliance with the requirements of SOPPA. 105 ILCS 85/27(f), added by P.A. 101-516, eff. 7-1-21. Boards may designate an individual other than the Superintendent to serve in the capacity of Privacy Officer, such as a Business Manager, IT Director, or District Records Custodian.

Has the Board designated a Privacy Officer?

☐ No. (default)

☐ Yes, the Superintendent is designated to serve as Privacy Officer. (IASB will add the following sentence: "The Board designates the Superintendent to serve as Privacy Officer, who shall ensure the District complies with the duties and responsibilities required of it under the Student Online Personal Protection Act, 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21.")

☐ Yes, a title other than Superintendent has been designated to serve as Privacy Officer. (IASB will add the following sentence: "The Board designates the [Insert Title] to serve as Privacy Officer, who shall ensure the District complies with the duties and responsibilities required of it under the Student Online Personal Protection Act, 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21.") What is the Privacy Officer's Title?:

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## PRESSPlus Comments

PRESSPlus 1. The Student Online Personal Protection Act (SOPPA) (105 ILCS 85/), amended by P.A. 101-516, eff. 7-1-21, specifically requires boards to adopt a policy for designating which district employees are authorized to enter into agreements with *operators* (see **Operator Contracts** subhead). SOPPA is the State law that governs how educational technology companies, schools, and the Ill. State Board of Education (ISBE) use and protect *covered information* of students. The amendments to SOPPA were intended to strengthen protections for online student data, in part by centralizing the vetting and contracting process within schools, and to give parents ready access to information about how their children's data is being used at school. SOPPA does not, however, require a district to obtain parent opt-in or separate consent for the use of online services or applications, nor is such consent required if the operator is acting as a *school official* pursuant to the delineated exception in the Family Educational Rights and Privacy Act's (FERPA)(20 U.S.C. §1232g) implementing regulations. See 34 C.F.R. §99.3(a). **Issue 104, June 2020**

PRESSPlus 2. See policy 7:340, *Student Records*, and its implementing administrative procedure, 7:340-AP1, *School Student Records*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com), for requirements addressing school student records under federal and State law. SOPPA does not override or otherwise supersede the requirements of FERPA or the Ill. School Student Records Act (ISSRA) (105 ILCS 10/). 105 ILCS 85/30(9), amended by P.A. 101-516, eff. 7-1-21.

*Covered information* is a broader concept than student records, and may include information that does not qualify as a student record. However, even if the covered information is not maintained as a student record, it may still qualify as a *public record* under the Local Records Act (50 ILCS 205/), such that a district would have an obligation to maintain it. Consult the board attorney for guidance on these issues. **Issue 104, June 2020**

PRESSPlus 3. 105 ILCS 85/26(1), added by P.A. 101-516, eff. 7-1-21. SOPPA includes a clarification that schools and operators are not prohibited from producing and distributing, free or for consideration, student class photos and yearbooks to the school, students, parents, or others authorized by parents, as long as there is a written agreement between the operator and district. 105 ILCS 85/30(10), amended by P.A. 101-516, eff. 7-1-21. **Issue 104, June 2020**

PRESSPlus 4. SOPPA specifically provides that it does not apply to general audience websites, online services, online applications, or mobile applications, even if login credentials are required to access the general audience sites, services, or applications. 105 ILCS 85/30(3), amended by P.A. 101-516, eff. 7-1-21. Consult the board attorney for guidance regarding whether certain applications that may be widely used by schools, but which may not have been originally marketed to K-12 (e.g., certain video conference applications), come within the scope of SOPPA. **Issue 104, June 2020**

PRESSPlus 5. Operators must notify districts of a breach of covered information within the most expedient time possible and without reasonable delay, but no later than 30 calendar days after the determination that a breach has occurred. 105 ILCS 85/15(5), added by P.A. 101-516, eff. 7-1-21. **Issue 104, June 2020**

PRESSPlus 6. This statement is required by 105 ILCS 85/27(b), added by P.A. 101-516, eff. 7-1-21. SOPPA provides that any agreement entered into in violation of SOPPA "is void and unenforceable as against public policy." Id. SOPPA does not provide for a private right of action against school districts; the Ill. Attorney General has enforcement authority under SOPPA through the Consumer Fraud Deceptive Trade Practices Act. 105 ILCS 85/35. **Issue 104, June 2020**

PRESSPlus 7. SOPPA requires specific provisions be included in a contract with any operator that seeks to receive covered information from a school district. 105 ILCS 85/15(4), added by P.A. 101-516, eff. 7-1-21. See 7:345-AP, *Use of Educational Technologies; Student Data Privacy and Security*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com), for details. **Issue 104, June 2020**

PRESSPlus 8. 105 ILCS 85/27(e), added by P.A. 101-516, eff. 7-1-21. SOPPA does not provide specifics regarding security procedures or practices, nor is there a formal, nationalized standard specific to K-12. However, SOPPA requires ISBE to make available on its website guidance for schools pertaining to reasonable security procedures and practices. 105 ILCS 85/28, added by P.A. 101-516, eff. 7-1-21. ISBE, the U.S. Dept. of Education (DOE) and other experts in the field agree that training of all staff with access to a school's network is important to protecting schools against cyber threats, although such training is not currently mandated in Illinois. ISBE's grant-funded program, the Learning Technology Center of Illinois, offers cybersecurity training to administrators and educators throughout the State. See [www.ltc.org](http://www.ltc.org). The U.S. Dept. of Education has also issued multiple guidance documents on security best practices for schools, available at [www.studentprivacy.ed.gov/topic/security-best-practices](http://www.studentprivacy.ed.gov/topic/security-best-practices). **Issue 104, June 2020**

PRESSPlus 9. In the event of a breach of covered information of students, SOPPA requires school districts to provide two types of notices: (1) individual notices to the parents of students whose covered information was involved in the breach and (2) a more general notice about the breach on the district's website (or at the district administrative office, if it does not maintain a website) if the breach involved 10% or more of the district's student enrollment. 105 ILCS 85/27(a)(5) & (d), added by P.A. 101-516, eff. 7-1-21. See 7:345-AP, *Use of Educational Technologies; Student Data Privacy and Security*, available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com), for details about the required notices. **Issue 104, June 2020**

## Document Status: Draft Update

### General Personnel

#### 5:20 Workplace Harassment Prohibited

The School District expects the workplace environment to be productive, respectful, and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, color, religion, national origin, ancestry, sex, sexual orientation, age, citizenship status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies [2:260, Uniform Grievance Procedure](#); [2:265, Title IX Sexual Harassment Grievance Procedure](#); [7:20, Harassment of Students Prohibited](#); [7:180, Prevention of and Response to Bullying, Intimidation, and Harassment](#); and [7:185, Teen Dating Violence Prohibited](#).

The District will take remedial and corrective action to address unlawful workplace harassment, including sexual harassment.

Sexual Harassment Prohibited [PRESSPlus1](#)

The ~~School~~ District shall provide a workplace environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law. [PRESSPlus2](#)

The Superintendent shall use reasonable measures to inform staff members and applicants of this policy, which shall include reprinting this policy in the appropriate handbooks.

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct which has the effect of humiliation, embarrassment or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

#### Making a Report or Complaint

Employees and *nonemployees* (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors, and consultants) are encouraged to promptly report information regarding violations of this policy. Individuals may choose to report to a person of the individual's same gender. Every effort should be made to file such [reports or](#) complaints as soon as possible, while facts are known and potential witnesses are available.

Aggrieved individuals, if they feel comfortable doing so, should directly inform the person engaging in the harassing conduct or communication that such conduct or communication is offensive and must stop.

#### Whom to Contact with a Report or Complaint

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager. Employees may also report claims using Board policy 2:260, *Uniform Grievance Procedure*. If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the ~~complaint~~ [claim](#) according to that policy, in addition to any response required by this policy.

The Superintendent shall insert into this policy the names, [office addresses](#), [email addresses](#), and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. [The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.](#) [PRESSPlus3](#)

#### **Nondiscrimination Coordinator:**

David Russo, Assistant Superintendent Curriculum and Instruction

District Office

6950 N. East Prairie Rd., Lincolnwood, IL 60712

[drusso@sd74.org](mailto:drusso@sd74.org)

847-675-8234

#### **Complaint Managers**

David Russo, Assistant Superintendent Curriculum and Instruction

Erin Curr. Principal

District Office

Rutledge Hall

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847-675-8236

#### Investigation Process

~~Supervisors, Building Principals, or administrators~~ Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee ~~supervisor or administrator~~ who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment. ~~The District shall investigate alleged workplace harassment when the Nondiscrimination Coordinator or a Complaint Manager becomes aware of an allegation, regardless of whether a written report or complaint is filed.~~

~~For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee~~ [PRESSPlus4](#) ~~shall consider whether action under policy 2:265, Title IX Sexual Harassment Grievance Procedure, should be initiated.~~

~~For any other alleged workplace harassment that does not require action under policy 2:265, Title IX Sexual Harassment Grievance Procedure, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policy 2:260, Uniform Grievance Procedure, and/or 5:120, Employee Ethics: Conduct, and Conflict of Interest,~~ [PRESSPlus5](#) ~~should be initiated, regardless of whether a written report or complaint is filed.~~

~~Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel~~ [PRESSPlus6](#)

~~An alleged incident of sexual abuse is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.~~

~~Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, Abused and Neglected Child Reporting. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, Title IX Sexual Harassment Grievance Procedure, or policy 2:260, Uniform Grievance Procedure.~~

#### Enforcement

A violation of this policy by an employee may result in discipline, up to and including discharge. A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, ~~i.e.,~~ vendor, parent, invitee, etc. Any ~~person~~ employee making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee may be up to and including discharge.

#### Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing ~~bona fide~~ complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*), and ~~depending upon the law governing the complaint~~, whistleblower protection may be available under the State Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/).

An employee should report allegations of retaliation to his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employees who retaliate against others for reporting or complaining of violations of this policy or for participating in the reporting or complaint process will be subject to disciplinary action, up to and including discharge.

#### Recourse to State and Federal Fair Employment Practice Agencies

The District encourages all employees who have information regarding violations of this policy to report the information pursuant to this policy. The following government agencies are available to assist employees: the Ill. Dept. of Human Rights and the U. S. Equal Employment Opportunity Commission.

The Superintendent shall also use reasonable measures to inform staff members, applicants, and nonemployees of this policy, which shall include posting on the District website and/or making this policy available in the District's administrative office, and including this policy in the appropriate handbooks.

#### LEGAL REF.:

Title VII of the Civil Rights Act of 1964, [42 U.S.C. §2000e](#) et seq.; ~~implemented by~~ [29 C.F.R. §1604.11](#).

Title IX of the Education Amendments of 1972, [20 U.S.C. §1681](#) et seq.; ~~implemented by~~ [34 C.F.R. Part 106](#).

State Officials and Employees Ethics Act, [5 ILCS 430/70-5\(a\)](#).

Ill. Human Rights Act, [775 ILCS 5/2-101](#)(E) and (E-1), [5/2-102](#)(A), (A-10), (D-5), [5/2-102](#)(E-5), [5/2-109](#), [5/5-102](#), and [5/5-102.2](#).

[56 Ill. Admin.Code Parts 2500, 2510, 5210](#), and [5220](#).

[Burlington Industries v. Ellerth](#), 524 U.S. 742 (1998).

[Crawford v. Metro. Gov't of Nashville & Davidson County](#), 555 U.S. 271 (2009).

[Faragher v. City of Boca Raton](#), 524 U.S. 775 (1998).

[Franklin v. Gwinnett Co. Public Schools](#), 503 U.S. 60 (1992).

[Harris v. Forklift Systems](#), 510 U.S. 17 (1993).

[Jackson v. Birmingham Bd. of Educ.](#), 544 U.S. 167 (2005).

[Meritor Savings Bank v. Vinson](#), 477 U.S. 57 (1986).

[Oncale v. Sundowner Offshore Services](#), 523 U.S. 75 (1998).

[Porter v. Erie Foods International, Inc.](#), 576 F.3d 629 (7th Cir. 2009).

[Sangamon County Sheriff's Dept. v. Ill. Human Rights Com'n](#), 233 Ill.2d 125 (Ill. 2009).

[Vance v. Ball State University](#), 133 S. Ct. 2434 (2013).

CROSS REF.: 2:260 (Uniform Grievance Procedure), [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), [4:60 \(Purchases and Contracts\)](#), [5:10 \(Equal Employment Opportunity and Minority Recruitment\)](#), [5:90 \(Abused and Neglected Child Reporting\)](#), [5:120 \(Employee Ethics: Conduct and Conflict of Interest\)](#), [7:20 \(Harassment of Students Prohibited\)](#), [8:30 \(Visitors to and Conduct on School Property\)](#)ADOPTED: September 10, 2002

REVISED: January 9, 2020

REVIEWED: January 9, 2020

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## PRESSPlus Comments

PRESSPlus 1. See policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, (Draft Update - New) for the definition of Title IX sexual harassment (20 U.S.C. §1681 *et seq.*), and see the Draft's PRESS Plus Comment 4 for examples of employee sexual harassment that may violate Title IX. Title IX's reach is broad because an alleged complainant or alleged respondent may be *anyone* in the district's educational program or activity. This includes applicants for employment, students, parents/guardians, any employee, and third parties. Districts are liable for Title IX sexual harassment when *any* district employee has *actual knowledge* of sexual harassment or allegations of sexual harassment against anyone in the district (except when the only employee with knowledge is the perpetrator of the alleged sexual harassment). 34 C.F.R. §106.30. **Issue 105, August 2020**

PRESSPlus 2. For IDHR's online model program, see its *Model Sexual Harassment Prevention Training Program* page at: <https://www2.illinois.gov/dhr/Training/Pages/State-of-Illinois-Sexual-Harassment-Prevention-Training-Model.aspx>. **Issue 105, August 2020**

PRESSPlus 3. Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a). Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number. The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, see the **PRESS Plus** Question in policy 2:260. **Issue 105, August 2020**

PRESSPlus 4. "Nondiscrimination Coordinator or designee" is used where Title IX is potentially implicated. In contrast, if Title IX is likely not implicated then "Nondiscrimination Coordinator or a Complaint Manager or designee" is used. **Issue 105, August 2020**

PRESSPlus 5. See also sample administrative procedure 5:120-AP2, *Employee Conduct Standards*, available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 105, August 2020**

PRESSPlus 6. Required for districts located within a county served by an accredited Children's Advocacy Center (CAC). 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531 (governing the investigation of an *alleged incident of sexual abuse* of any child within any Illinois counties served by a CAC). For further discussion see f/n 14 in sample policy 5:90, *Abused and Neglected Child Reporting*, available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com).

If your school district is not within a county served by an accredited CAC, strike this subsection and select "Adopted with Additional District Edits" as the Save Status. **Issue 105, August 2020**



## Document Status: Draft Update

### Students

#### 7:20 Harassment of Students Prohibited

##### Bullying, Intimidation, and Harassment Prohibited

No person, including a School District employee or 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; PRESSPlus1 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; 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.

##### Sexual Harassment Prohibited

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law Sexual harassment of students is prohibited. PRESSPlus2 See policies 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 2:260, *Uniform Grievance Procedure*.

Any person, including a district employee or agent, or student, engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct, including sexual violence, of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
  - a. Substantially interfering with a student's educational environment;
  - b. Creating an intimidating, hostile, or offensive educational environment;
  - c. Depriving a student of educational aid, benefits, services, or treatment; or
  - d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms *intimidating*, *hostile*, and *offensive* include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term *sexual violence* includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

##### Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member employee with whom the student is comfortable speaking. PRESSPlus3 A student may choose to report to an employee person of the student's same sex gender.

An allegation that a student was a victim of any prohibited conduct perpetrated by school personnel, including a school vendor or volunteer, shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*, in addition to any response required by this policy. Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure*, and/or Board policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. ~~At least one of these individuals will be female, and at least one will be male.~~ The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator. [PRESSPlus4](#)

#### **Nondiscrimination Coordinator:**

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#### **Complaint Managers:**

Dr. David L. Russo, Asst. Superintendent	Erin Curry, Principal
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847-675-8234	847-675-8236

The Superintendent shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

#### Investigation Process

~~Supervisors, Building Principals, or administrators~~ Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee supervisor or administrator who fails to promptly comply may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

~~The District shall investigate alleged harassment of students when the Nondiscrimination Coordinator or a Complaint Manager becomes aware of an allegation, regardless of whether a written report or complaint is filed.~~

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Nondiscrimination Coordinator or designee [PRESSPlus5](#) shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged student harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, should be initiated, regardless of whether a written report or complaint is filed.

#### Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel [PRESSPlus6](#)

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure* any response required by this policy. 119

## Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the behavior policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action ~~up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.~~

## Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see policies 2:260, Uniform Grievance Procedure, and 2:265, Title IX Sexual Harassment Grievance Procedure).

Students should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

## LEGAL REF.:

[20 U.S.C. §1681](#) et seq., Title IX of the Educational Amendments of 1972; [34 C.F.R. Part 106](#).

[105 ILCS 5/10-20.12](#), [10-22.5](#), [5/27-1](#), and [5/27-23.7](#).

[775 ILCS 5/1-101](#) et seq., Illinois Human Rights Act.

[23 Ill.Admin.Code §1.240](#) and [Part 200](#).

[Davis v. Monroe County Bd. of Educ.](#), 526 U.S. 629 (1999).

[Franklin v. Gwinnett Co. Public Schs.](#), 503 U.S. 60 (1992).

[Gebser v. Lago Vista Independent Sch. Dist.](#), 524 U.S. 274 (1998).

*West v. Derby Unified Sch. Dist. No. 260*, 206 F.3d 1358 (10th Cir. 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 7:10 (Equal Educational Opportunities); 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:295 (Student Personal Body Safety Program)

ADOPTED: September 10, 2002

REVISED: February 6, 2020

REVIEWED: February 6, 2020

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## **PRESSPlus Comments**

PRESSPlus 1. Executive Order (EO) 2019-11, titled “Strengthening Our Commitment to Affirming and Inclusive Schools” established the Affirming and Inclusive Schools Task Force (Task Force) to identify strategies and best practices for ensuring welcoming, safe, supportive, and inclusive school environments for transgender, nonbinary, and gender nonconforming students. The Task Force delivered a report that served as the basis for two non-regulatory guidance documents entitled *Supporting Transgender, Nonbinary and Gender Nonconforming Students* and *Sample District Policy and Administrative Procedures* at [www.isbe.net/supportallstudents](http://www.isbe.net/supportallstudents). The Ill. State Board of Education (ISBE) hosts these documents on its website.

If the Board would like to incorporate ISBE’s *Sample District Policy and Administrative Procedures* policy recommendation into this policy, see the **PRESS Plus** Question 1 for policy 7:10, *Equal Educational Opportunities*. **Issue 105, August 2020**

PRESSPlus 2. Two laws apply to sexual harassment of students in Illinois. Title IX of the Education Amendments of 1972 (Title IX) and the IHRA prohibit discrimination on the basis of sex and sexual harassment in any educational program or activity receiving federal financial assistance. 20 U.S.C. §1681. Title IX defines sexual harassment as conduct on the basis of sex that meets one or more of the following: (1) a district employee conditions the provision of an aid, benefit, or service on an individual’s participation in unwelcome sexual conduct; (2) unwelcome conduct determined by a reasonable person to be so



severe, pervasive, and objectively offensive that it denies a person equal access to the District's education program or activity; or (3) sexual assault, dating violence, domestic violence, or stalking as defined in federal law. 34 C.F.R. §106.30. Consult the board attorney to ensure the nondiscrimination coordinator and complaint managers are trained to appropriately respond to allegations of Title IX sexual harassment.

See policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, sample exhibit 2:265-E, *Title IX Sexual Harassment Glossary of Terms*, and sample procedures 2:265-AP1, *Title IX Sexual Harassment Response*, and 2:265-AP2, *Formal Title IX Sexual Harassment Complaint Grievance Process*, available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com).

The IHRA prohibits any district employee or agent from sexually harassing a student, and defines sexual harassment as any unwelcome sexual advances or requests for sexual favors made to a student, or any conduct of a sexual nature toward a student, when: (1) such conduct has the purpose of substantially interfering with the student's educational performance or creating an intimidating, hostile or offensive educational environment; or (2) the district employee or agent either explicitly or implicitly makes the student's submission to or rejection of such conduct as a basis for making various enumerated education-related determinations. 775 ILCS 5/5A-201(E).

The Ill. Dept. of Human Rights investigates charges of sexual harassment in violation of the IHRA, and it is a civil rights violation when a district fails to take remedial or disciplinary action against an employee the district knows engaged in sexual harassment. 775 ILCS 5/5A-102. **Issue 105, August 2020**

PRESSPlus 3. Using "or any employee with whom the student is comfortable speaking" ensures compliance with Title IX regulations providing that "any employee" of an elementary or secondary school who has notice of sexual harassment or allegations of sexual harassment is deemed to have *actual knowledge* which triggers a district's duty to respond. 34 C.F.R. §106.30. By including "any employee" in this list, this policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. **Issue 105, August 2020**

PRESSPlus 4. Title IX regulations require districts to designate and authorize at least one employee to coordinate their efforts to comply with Title IX and to refer to that employee as the *Title IX Coordinator*. 34 C.F.R. §106.8(a), amended at 85 Fed. Reg. 30573. Districts must identify the Title IX Coordinator by name, office address, email address, and telephone number.

The Nondiscrimination and Title IX Coordinator(s) need not be the same person. If the district uses a separate Title IX Coordinator who does not also serve as the Nondiscrimination Coordinator, see the **PRESS Plus** Question 1 in policy 2:260. **Issue 105, August 2020**

PRESSPlus 5. "Nondiscrimination Coordinator or designee" is used where Title IX is potentially implicated. In contrast, if Title IX is likely not implicated then "Nondiscrimination Coordinator or a Complaint Manager or designee" is used. **Issue 105, August 2020**

PRESSPlus 6. Required for districts located within a county served by an accredited Children's Advocacy Center (CAC). 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531 (governing the investigation of an *alleged incident of sexual abuse* of any child within any Illinois counties served by a CAC). For further discussion see f/n 14 in sample policy 5:90, *Abused and Neglected Child Reporting*, available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com).

If your school district is not within a county served by an accredited CAC, strike this subsection and select "Adopted with Additional District Edits" as the Save Status. **Issue 105, August 2020**

## Document Status: Draft Update

### General Personnel

#### 5:100 Staff Development Program

The Superintendent or designee shall implement a staff development program. The goal of such program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for licensed staff members shall be designed to effectuate the District and School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

The staff development program shall provide every year, the in-service training of licensed school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children.

The staff development program shall provide every year, the in-service training of all District staff on educator ethics, teacher-student conduct, and school employee-student conduct.

In addition, the staff development program shall include each of the following:

1. Every year, training of all District staff by a person with expertise on anaphylactic reactions and management.
2. Every year, an in-service to train school personnel, at a minimum, to understand, provide information and referrals, and address issues pertaining to youth who are parents, expectant parents, or victims of domestic or sexual violence.
3. Training that, at a minimum, provides District staff with a basic knowledge of matters relating to acquired immunodeficiency syndrome (AIDS) and the availability of appropriate sources of counseling and referral.
4. Training for licensed school personnel and administrators who work with students in grades kindergarten through 8 to identify the warning signs of mental illness and suicidal behavior in youth along with appropriate intervention and referral techniques.
5. Abused and Neglected Child Reporting Act (ANCRA), School Code, and *Erin's Law* Training as follows:
  - a. Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting and prevention of child abuse and neglect (see policy 5:90, *Abused and Neglected Child Reporting*).
  - b. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years (see policy 5:90, *Abused and Neglected Child Reporting*).
  - c. Informing educators about the recommendation in the *Erin's Law* Taskforce Report requesting them to attend continuing professional development programs that address the prevention and identification of child sexual abuse (see policy 5:90, *Abused and Neglected Child Reporting*).
6. Education for staff instructing students in grades 7 through 8, concerning teen dating violence as recommended by the District's Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students or Complaint Manager.
7. Ongoing professional development for teachers, administrators, school resource officers, and staff regarding the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.
8. Continuing education and/or training opportunities (*professional standards*) for school nutrition program directors, managers, and staff.
9. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act: coaches and assistant coaches (whether volunteer or employee) of an interscholastic athletic activity; nurses, licensed and/or non-licensed healthcare professionals serving on the Concussion Oversight Team; athletic trainers; game officials of an interscholastic athletic activity; and physicians serving on the Concussion Oversight Team.
10. Every two years, school personnel who work with students must complete an in-person or online training program on the management of asthma, the prevention of asthma symptoms, and emergency response in the school setting.
11. Training for school personnel to develop cultural competency, including understanding and reducing implicit racial bias.
12. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials.

13. For nurses, administrators, guidance counselors, teachers, persons employed by a local health department and assigned to a school, and persons who contract with the District to perform services in connection with a student's seizure action plan, training in the basics of seizure recognition, first aid, and appropriate emergency protocols.
14. For all District staff, annual sexual harassment prevention training.
15. Title IX requirements for training as follows (see policy 2:265, *Title IX Sexual Harassment Grievance Procedure*):[PRESSPlus1](#)
  - a. For all District staff, training on the definition of sexual harassment, the scope of the District's education program or activity, all relevant District policies and procedures, and the necessity to promptly forward all reports of sexual harassment to the Title IX Coordinator.
  - b. For school personnel designated as Title IX coordinators, investigators, decision-makers, or informal resolution facilitators, training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
  - c. For school personnel designated as Title IX investigators, training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
  - d. For school personnel designated as Title IX decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant.

The Superintendent shall develop protocols for administering youth suicide awareness and prevention education to staff consistent with Board policy 7:290, *Suicide and Depression Awareness and Prevention*.

An opportunity shall be provided for all staff members to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automated external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities' staff must be trained in cardiopulmonary resuscitation and use of an automated external defibrillator.

#### LEGAL REF.:

20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.

Healthy, Hunger-Free Kids Act of 2010; 42 U.S.C. §1758b, Pub. L. 111-296; Healthy, Hunger-Free Kids Act of 2010; 7 C.F.R. Parts 210 and 235.

[105 ILCS 5/2-3.62](#), [5/10-20.17a](#), [5/10-20.61](#), [5/10-22.6\(c-5\)](#), [5/10-22.39](#), [5/10-23.12](#), [5/22-80\(h\)](#), and [5/24-5](#).

[105 ILCS 25/1.15](#), Interscholastic Athletic Organization Act.

[105 ILCS 150/25](#), Seizure Smart School Act.

[105 ILCS 110/3](#), Critical Health Problems and Comprehensive Health Education Act.

[325 ILCS 5/4](#), Abused and Neglected Child Reporting Act.

[745 ILCS 49/](#), Good Samaritan Act.

[775 ILCS 5/2-109](#), III. Human Rights Act.

[23 Ill.Admin.Code §§ 22.20](#), [226.800](#), and [Part 525](#).

[77 Ill.Admin.Code §527.800](#).

CROSS REF.: [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), [3:40](#) (Superintendent), [3:50](#) (Administrative Personnel Other Than the Superintendent), [4:160](#) (Environmental Quality of Buildings and Grounds), [5:20](#) (Workplace Harassment Prohibited), [5:90](#) (Abused and Neglected Child Reporting), [5:120](#) (Employee Ethics; Conduct; and Conflict of Interest), [5:250](#) (Leaves of Absence), [6:15](#) (School Accountability), [6:20](#) (School Year Calendar and Day), [6:50](#) (School Wellness), [6:160](#) (English Learners), [7:10](#) (Equal Educational Opportunities), [7:20](#) (Harassment of Students Prohibited), [7:180](#) (Prevention of and Response to Bullying, Intimidation, and Harassment), [7:185](#) (Teen Dating Violence Prohibited), [7:270](#) (Administering Medicines to Students), [7:285](#) (Food Allergy Management Program), [7:290](#) (Suicide and Depression Awareness and Prevention), [7:305](#) (Student Athlete Concussions and Head Injuries)

ADOPTED: January 12, 2016

REVISED: February 6, 2020

REVIEWED: February 6, 2020

## **PRESSPlus Comments**

PRESSPlus 1. Added in response to Title IX regulations at 34 C.F.R. Part 106. **Issue 105, August 2020**

## Document Status: Draft Update

### Students

#### 7:185 Teen Dating Violence Prohibited

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

The Superintendent or designee shall develop and maintain a program to respond to incidents of teen dating violence that:

1. Fully implements and enforces each of the following Board policies:
  - a. 2:260, Uniform Grievance Procedure. This policy provides a method for any student, parent/guardian, employee, or community member to file a complaint if he or she believes that the School Board, its employees, or its agents have violated his or her rights under the State or federal Constitution, State or federal statute, Board policy, or various enumerated bases.
  - b. 2:265, Title IX Sexual Harassment Grievance Procedure. This policy prohibits any person from engaging in sexual harassment in violation of Title IX of the Education Amendments of 1972. Prohibited conduct includes but is not limited to sexual assault, dating violence, domestic violence, and stalking. [PRESSPlus1](#)
  - c. 7:20, Harassment of Students Prohibited. This policy prohibits any person from harassing, intimidating, or bullying a student based on the student's actual or perceived characteristics of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).
  - d. 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment. This policy prohibits students from engaging in bullying, intimidation, and harassment at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.
  - e. 7:295, Student Personal Body Safety Program.
2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals:
  - a. Any school staff member. School staff shall respond to incidents of teen dating violence by following the District's established procedures for the prevention, identification, investigation, and response to bullying and school violence.
  - b. The Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager identified in policy 7:20, *Harassment of Students Prohibited*.
3. Incorporates age-appropriate instruction in grades 7 through 8, in accordance with the District's comprehensive health education program in Board policy 6:60, *Curriculum Content*. This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development*.
4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager.
5. Notifies students and parents/guardians of this policy.

Incorporated

by Reference: 7:180-AP1, (Prevention, Identification, Investigation, and Response to Bullying)

LEGAL REF.:

[105 ILCS 110/3.10](#).

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities)

ADOPTED: February 6, 2014

125

REVISED:

7:185

REVIEWED: April 4, 2019

Adopted: February 6, 2014

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### **PRESSPlus Comments**

PRESSPlus 1. Added in response to Title IX regulations at 34 C.F.R. Part 106. **Issue 105, August 2020**

# Lincolnwood School District 74

## Fund Balances

Fiscal Year: 2019-2020

Month: June

Year: 2020

Fund Type:

☐ Include Cash Balance

☐ FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATIONAL	\$9,500,109.36	\$19,969,768.71	(\$19,725,683.56)	(\$75,000.00)	\$9,669,194.51
20	OPERATIONS & MAINTENANCE	\$2,492,615.63	\$2,181,610.86	(\$1,905,024.55)	\$0.00	\$2,769,201.94
30	DEBT SERVICE	\$627,967.73	\$1,481,343.27	(\$1,283,200.00)	\$0.00	\$826,111.00
40	TRANSPORTATION	\$1,161,249.57	\$969,988.13	(\$1,199,866.46)	\$0.00	\$931,371.24
50	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
51	IMRF	\$406,824.65	\$247,194.34	(\$252,125.02)	\$0.00	\$401,893.97
52	SOCIAL SECURITY AND MEDICARE	(\$140,942.61)	\$271,313.93	(\$315,535.49)	\$0.00	(\$185,164.17)
60	CAPITAL PROJECTS	\$2,000,931.67	\$39,993.80	(\$437,468.92)	\$0.00	\$1,603,456.55
70	WORKING CASH	\$392,706.31	\$9,987.73	\$0.00	\$0.00	\$402,694.04
80	TORT IMMUNITY	\$113,631.35	\$42,238.80	(\$166,094.00)	\$75,000.00	\$64,776.15
90	FIRE PREVENTION & SAFETY	\$3,885,282.13	\$548,379.34	(\$35,118.57)	\$0.00	\$4,398,542.90
99	LINCOLNWOOD SCHOOLS ACTIVITY FUN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$20,440,375.79	\$25,761,818.91	(\$25,320,116.57)	\$0.00	\$20,882,078.13

End of Report

# Lincolnwood School District 74

## Treasurers Report FUND- All Funds As of 06/30/2020

Fiscal Year: 2019-2020

### ASSETS

#### CASH & INVESTMENTS

Cash in Bank (+) \$20,757,307.82

Imprest Fund (+) \$15,056.79

Petty Cash (+) \$100.00

Sub-total : CASH & INVESTMENTS \$20,772,464.61

#### DUE FROM OTHER GOVERNMENTS

Inter-Governmental Loans (+) (\$467.03)

Sub-total : DUE FROM OTHER GOVERNMENTS (\$467.03)

Total : ASSETS \$20,771,997.58

### LIABILITIES

#### ACCOUNTS PAYABLE

Accounts Payable (+) \$96,020.95

Sub-total : ACCOUNTS PAYABLE \$96,020.95

#### OTHER CURRENT LIABILITIES

Other Liabilities (+) \$29,629.39

Payroll Liabilities (+) (\$235,730.89)

Sub-total : OTHER CURRENT LIABILITIES (\$206,101.50)

Total : LIABILITIES (\$110,080.55)

### FUND BALANCE

#### Unreserved Fund Balance

Fund Balance (+) \$20,440,375.79

Sub-total : Unreserved Fund Balance \$20,440,375.79

#### NET INCREASE (DECREASE)

NET INCREASE (DECREASE) (+) \$441,702.34

Sub-total : NET INCREASE (DECREASE) \$441,702.34

Total : FUND BALANCE \$20,882,078.13

Total LIABILITIES + FUND BALANCE \$20,771,997.58

End of Report



# Lincolnwood School District 74

## Treasurers Report FUND- All Funds For the Period 06/01/2020 through 06/30/2020

Fiscal Year: 2019-2020

	<u>06/01/2020 - 06/30/2020</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>REVENUE</b>					
<b>LOCAL SOURCES</b>					
Property Tax Receipts (+)	\$0.00	\$22,054,854.04	\$21,512,533.00	(\$542,321.04)	102.5%
Payments in Lieu of Taxes (+)	\$0.00	\$616,847.41	\$559,110.00	(\$57,737.41)	110.3%
Tuition Payments Received (+)	\$850.00	\$122,521.75	\$189,000.00	\$66,478.25	64.8%
Interest Revenue Received (+)	\$184,129.02	\$558,694.44	\$365,450.00	(\$193,244.44)	152.9%
Sales to Pupils & Adults (+)	\$480.65	\$198,949.30	\$254,000.00	\$55,050.70	78.3%
Activity Fees Received (+)	\$8,740.75	\$101,965.26	\$103,020.00	\$1,054.74	99.0%
Rental Revenue (+)	\$10,873.25	\$93,242.24	\$88,000.00	(\$5,242.24)	106.0%
Other Local Revenue (+)	\$61,060.36	\$181,584.03	\$223,480.00	\$41,895.97	81.3%
Sub-total : LOCAL SOURCES	\$266,134.03	\$23,928,658.47	\$23,294,593.00	(\$634,065.47)	102.7%
<b>STATE SOURCES</b>					
State Grants & Aid Received (+)	\$190,114.49	\$1,522,379.23	\$1,485,000.00	(\$37,379.23)	102.5%
Sub-total : STATE SOURCES	\$190,114.49	\$1,522,379.23	\$1,485,000.00	(\$37,379.23)	102.5%
<b>FEDERAL SOURCES</b>					
Federal Grants & Aid Received (+)	\$5,000.00	\$310,781.21	\$290,016.00	(\$20,765.21)	107.2%
Sub-total : FEDERAL SOURCES	\$5,000.00	\$310,781.21	\$290,016.00	(\$20,765.21)	107.2%
<b>Total : REVENUE</b>	<b>\$461,248.52</b>	<b>\$25,761,818.91</b>	<b>\$25,069,609.00</b>	<b>(\$692,209.91)</b>	<b>102.8%</b>
<b>EXPENDITURES</b>					
<b>REGULAR K-12 PROGRAMS</b>					
Salaries (-)	\$1,649,024.60	\$7,191,685.69	\$7,230,411.05	\$38,725.36	99.5%
Employee Benefits (-)	\$295,046.59	\$1,204,582.60	\$1,319,503.48	\$114,920.88	91.3%
Purchased Services (-)	(\$7,466.93)	\$161,988.57	\$290,550.00	\$128,561.43	55.8%
Termination Benefits (-)	\$124,714.80	\$453,448.56	\$447,100.00	(\$6,348.56)	101.4%
Supplies & Materials (-)	\$9,238.76	\$338,971.39	\$509,100.00	\$170,128.61	66.6%
Capital Expenditures (-)	\$1,519.98	\$283,762.35	\$352,000.00	\$68,237.65	80.6%
Other Objects (-)	\$0.00	\$0.00	\$2,250.00	\$2,250.00	0.0%
Non-Capitalized Equipment (-)	\$63,476.90	\$81,910.49	\$108,000.00	\$26,089.51	75.8%
Sub-total : REGULAR K-12 PROGRAMS	(\$2,135,554.70)	(\$9,716,349.65)	(\$10,258,914.53)	(\$542,564.88)	94.7%
<b>PRE-K PROGRAMS</b>					
Salaries (-)	\$52,088.65	\$226,679.27	\$225,917.85	(\$761.42)	100.3%
Employee Benefits (-)	\$22,167.33	\$88,584.41	\$93,500.13	\$4,915.72	94.7%
Purchased Services (-)	\$0.00	\$0.00	\$200.00	\$200.00	0.0%
Supplies & Materials (-)	\$0.00	\$1,999.02	\$2,995.00	\$995.98	66.7%
Capital Expenditures (-)	\$0.00	\$26.70	\$500.00	\$473.30	5.3%
Non-Capitalized Equipment (-)	\$0.00	\$620.30	\$500.00	(\$120.30)	124.1%
Sub-total : PRE-K PROGRAMS	(\$74,255.98)	(\$317,909.70)	(\$323,612.98)	(\$5,703.28)	98.2%
<b>SPECIAL ED PROGRAMS K-12</b>					
Salaries (-)	\$232,138.90	\$1,030,667.30	\$1,149,687.76	\$119,020.46	89.6%
Employee Benefits (-)	\$72,252.10	\$298,588.50	\$303,609.56	\$5,021.06	98.3%
Purchased Services (-)	\$0.00	\$642.35	\$5,000.00	\$4,357.65	12.8%
Supplies & Materials (-)	\$0.00	\$2,774.78	\$5,000.00	\$2,225.22	55.5%
Capital Expenditures (-)	\$0.00	\$6,187.95	\$5,000.00	(\$1,187.95)	123.8%

Operating Statement with Budget

# Lincolnwood School District 74

## Treasurers Report FUND- All Funds For the Period 06/01/2020 through 06/30/2020

Fiscal Year: 2019-2020

	<u>06/01/2020 - 06/30/2020</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Other Objects (-)	\$0.00	\$215.00	\$500.00	\$285.00	43.0%
Non-Capital Equipment (-)	\$596.22	\$2,755.13	\$5,000.00	\$2,244.87	55.1%
Sub-total : SPECIAL ED PROGRAMS K-12	(\$304,987.22)	(\$1,341,831.01)	(\$1,473,797.32)	(\$131,966.31)	91.0%
<b>REMEDIAL &amp; SUPPLEMENTAL K-12</b>					
Salaries (-)	\$106,471.79	\$460,783.58	\$461,377.00	\$593.42	99.9%
Employee Benefits (-)	\$18,416.23	\$73,509.65	\$76,196.36	\$2,686.71	96.5%
Purchased Services (-)	\$10,386.76	\$32,441.79	\$26,895.00	(\$5,546.79)	120.6%
Supplies & Materials (-)	\$0.00	\$6,929.11	\$6,615.00	(\$314.11)	104.7%
Sub-total : REMEDIAL & SUPPLEMENTAL K-12	(\$135,274.78)	(\$573,664.13)	(\$571,083.36)	\$2,580.77	100.5%
<b>INTERSCHOLASTIC PROGRAMS</b>					
Salaries (-)	\$23,101.39	\$88,444.96	\$90,000.00	\$1,555.04	98.3%
Employee Benefits (-)	\$1,680.45	\$4,573.59	\$1,350.00	(\$3,223.59)	338.8%
Supplies & Materials (-)	\$0.00	\$4,958.57	\$6,000.00	\$1,041.43	82.6%
Capital Expenditures (-)	\$0.00	\$5,676.50	\$7,000.00	\$1,323.50	81.1%
Other Objects (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Sub-total : INTERSCHOLASTIC PROGRAMS	(\$24,781.84)	(\$103,653.62)	(\$105,350.00)	(\$1,696.38)	98.4%
<b>SUMMER SCHOOL PROGRAMS</b>					
Salaries (-)	\$0.00	\$30,425.00	\$31,150.00	\$725.00	97.7%
Employee Benefits (-)	\$0.00	\$1,192.29	\$1,186.52	(\$5.77)	100.5%
Supplies & Materials (-)	\$0.00	\$1,863.23	\$2,500.00	\$636.77	74.5%
Sub-total : SUMMER SCHOOL PROGRAMS	\$0.00	(\$33,480.52)	(\$34,836.52)	(\$1,356.00)	96.1%
<b>GIFTED PROGRAMS</b>					
Salaries (-)	\$85,170.80	\$369,074.00	\$369,074.00	\$0.00	100.0%
Employee Benefits (-)	\$20,093.26	\$76,599.99	\$77,110.48	\$510.49	99.3%
Supplies & Materials (-)	\$5.30	\$3,741.00	\$6,500.00	\$2,759.00	57.6%
Sub-total : GIFTED PROGRAMS	(\$105,269.36)	(\$449,414.99)	(\$452,684.48)	(\$3,269.49)	99.3%
<b>BILINGUAL PROGRAMS</b>					
Salaries (-)	\$145,646.36	\$639,041.52	\$636,643.00	(\$2,398.52)	100.4%
Employee Benefits (-)	\$24,765.04	\$97,563.36	\$100,248.13	\$2,684.77	97.3%
Purchased Services (-)	\$0.00	\$1,650.00	\$2,150.00	\$500.00	76.7%
Supplies & Materials (-)	\$1,367.86	\$7,195.96	\$7,500.00	\$304.04	95.9%
Sub-total : BILINGUAL PROGRAMS	(\$171,779.26)	(\$745,450.84)	(\$746,541.13)	(\$1,090.29)	99.9%
<b>ATTENDANCE &amp; SOCIAL WORK</b>					
Salaries (-)	\$64,258.75	\$278,044.39	\$294,488.00	\$16,443.61	94.4%
Employee Benefits (-)	\$4,869.80	\$19,922.06	\$20,640.19	\$718.13	96.5%
Purchased Services (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Supplies & Materials (-)	\$0.00	\$1,507.15	\$2,000.00	\$492.85	75.4%
Sub-total : ATTENDANCE & SOCIAL WORK	(\$69,128.55)	(\$299,473.60)	(\$317,628.19)	(\$18,154.59)	94.3%
<b>HEALTH SERVICES</b>					
Salaries (-)	\$34,353.89	\$161,245.15	\$159,192.65	(\$2,052.50)	101.3%

Operating Statement with Budget

# Lincolnwood School District 74

## Treasurers Report FUND- All Funds For the Period 06/01/2020 through 06/30/2020

Fiscal Year: 2019-2020

	<u>06/01/2020 - 06/30/2020</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Employee Benefits (-)	\$18,789.20	\$77,484.80	\$72,873.66	(\$4,611.14)	106.3%
Purchased Services (-)	\$0.00	\$1,151.79	\$6,000.00	\$4,848.21	19.2%
Supplies & Materials (-)	\$0.00	\$1,486.46	\$3,750.00	\$2,263.54	39.6%
Capital Expenditures (-)	\$0.00	\$2,950.00	\$10,500.00	\$7,550.00	28.1%
Other Objects (-)	\$0.00	\$0.00	\$600.00	\$600.00	0.0%
Sub-total : HEALTH SERVICES	(\$53,143.09)	(\$244,318.20)	(\$252,916.31)	(\$8,598.11)	96.6%
<b>PSYCHOLOGICAL SERVICES</b>					
Salaries (-)	\$38,535.20	\$166,987.00	\$166,987.00	\$0.00	100.0%
Employee Benefits (-)	\$8,079.94	\$21,910.64	\$11,469.16	(\$10,441.48)	191.0%
Purchased Services (-)	\$0.00	\$124.00	\$3,000.00	\$2,876.00	4.1%
Supplies & Materials (-)	\$0.00	\$842.56	\$1,050.00	\$207.44	80.2%
Sub-total : PSYCHOLOGICAL SERVICES	(\$46,615.14)	(\$189,864.20)	(\$182,506.16)	\$7,358.04	104.0%
<b>SPEECH PATHOLOGY &amp; AUDIOLOGY</b>					
Salaries (-)	\$61,582.40	\$266,857.00	\$266,857.00	\$0.00	100.0%
Employee Benefits (-)	\$8,764.50	\$35,205.22	\$35,493.75	\$288.53	99.2%
Supplies & Materials (-)	\$181.63	\$561.69	\$2,500.00	\$1,938.31	22.5%
Sub-total : SPEECH PATHOLOGY & AUDIOLOGY	(\$70,528.53)	(\$302,623.91)	(\$304,850.75)	(\$2,226.84)	99.3%
<b>OTHER SUPPORT SERVICES - PUPILS</b>					
Salaries (-)	\$6,058.96	\$58,430.02	\$55,000.00	(\$3,430.02)	106.2%
Employee Benefits (-)	\$468.81	\$3,930.84	\$825.00	(\$3,105.84)	476.5%
Sub-total : OTHER SUPPORT SERVICES - PUPILS	(\$6,527.77)	(\$62,360.86)	(\$55,825.00)	\$6,535.86	111.7%
<b>IMPROVEMENT OF INSTRUCTION</b>					
Salaries (-)	\$23,633.17	\$322,329.08	\$332,436.96	\$10,107.88	97.0%
Employee Benefits (-)	\$4,239.32	\$52,082.52	\$51,773.79	(\$308.73)	100.6%
Purchased Services (-)	\$11,176.00	\$69,368.18	\$84,040.00	\$14,671.82	82.5%
Supplies & Materials (-)	\$0.00	\$2,678.21	\$2,600.00	(\$78.21)	103.0%
Other Objects (-)	\$288.00	\$288.00	\$2,500.00	\$2,212.00	11.5%
Sub-total : IMPROVEMENT OF INSTRUCTION	(\$39,336.49)	(\$446,745.99)	(\$473,350.75)	(\$26,604.76)	94.4%
<b>EDUCATIONAL MEDIA</b>					
Salaries (-)	\$56,480.60	\$244,750.00	\$244,750.00	\$0.00	100.0%
Employee Benefits (-)	\$7,352.55	\$29,621.73	\$30,980.11	\$1,358.38	95.6%
Supplies & Materials (-)	\$1,865.89	\$25,231.85	\$33,850.00	\$8,618.15	74.5%
Sub-total : EDUCATIONAL MEDIA	(\$65,699.04)	(\$299,603.58)	(\$309,580.11)	(\$9,976.53)	96.8%
<b>ADMIN SERVICES - BOARD OF ED</b>					
Employee Benefits (-)	\$4,785.90	\$54,205.97	\$72,000.00	\$17,794.03	75.3%
Purchased Services (-)	\$1,763.98	\$190,995.52	\$238,950.00	\$47,954.48	79.9%
Supplies & Materials (-)	(\$8.00)	\$95.96	\$2,500.00	\$2,404.04	3.8%
Other Objects (-)	\$0.00	\$21,422.00	\$15,000.00	(\$6,422.00)	142.8%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Sub-total : ADMIN SERVICES - BOARD OF ED	(\$6,541.88)	(\$266,719.45)	(\$329,450.00)	(\$62,730.55)	81.0%

Operating Statement with Budget

# Lincolnwood School District 74

## Treasurers Report FUND- All Funds For the Period 06/01/2020 through 06/30/2020

Fiscal Year: 2019-2020

	<u>06/01/2020 - 06/30/2020</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
<b>SUPERINTENDENT</b>					
Salaries (-)	\$19,571.05	\$254,423.05	\$237,827.00	(\$16,596.05)	107.0%
Employee Benefits (-)	\$2,874.06	\$35,300.09	\$41,800.50	\$6,500.41	84.4%
Purchased Services (-)	\$0.00	\$1,776.36	\$9,500.00	\$7,723.64	18.7%
Supplies & Materials (-)	\$41.98	\$389.76	\$2,000.00	\$1,610.24	19.5%
Capital Expenditures (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Other Objects (-)	\$815.00	\$2,743.00	\$5,000.00	\$2,257.00	54.9%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Sub-total : SUPERINTENDENT	(\$23,302.09)	(\$294,632.26)	(\$298,127.50)	(\$3,495.24)	98.8%
<b>ADMIN SERVICES - SPECIAL ED</b>					
Salaries (-)	\$10,315.07	\$133,829.88	\$0.00	(\$133,829.88)	0.0%
Employee Benefits (-)	\$4,100.90	\$49,437.09	\$0.00	(\$49,437.09)	0.0%
Sub-total : ADMIN SERVICES - SPECIAL ED	(\$14,415.97)	(\$183,266.97)	\$0.00	\$183,266.97	0.0%
<b>WORKERS COMPENSATION INSURANCE</b>					
Purchased Services (-)	\$0.00	\$87,526.00	\$95,000.00	\$7,474.00	92.1%
Sub-total : WORKERS COMPENSATION INSURANCE	\$0.00	(\$87,526.00)	(\$95,000.00)	(\$7,474.00)	92.1%
<b>UNEMPLOYMENT COMPENSATION</b>					
Purchased Services (-)	\$0.00	\$1,347.00	\$0.00	(\$1,347.00)	0.0%
Sub-total : UNEMPLOYMENT COMPENSATION	\$0.00	(\$1,347.00)	\$0.00	\$1,347.00	0.0%
<b>LOSS PREVENTION REDUCTION</b>					
Capital Expenditures (-)	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.0%
Other Objects (-)	\$0.00	\$0.00	\$24,000.00	\$24,000.00	0.0%
Sub-total : LOSS PREVENTION REDUCTION	\$0.00	\$0.00	(\$27,000.00)	(\$27,000.00)	0.0%
<b>PROPERTY INSURANCE</b>					
Purchased Services (-)	\$77,221.00	\$77,221.00	\$70,000.00	(\$7,221.00)	110.3%
Sub-total : PROPERTY INSURANCE	(\$77,221.00)	(\$77,221.00)	(\$70,000.00)	\$7,221.00	110.3%
<b>PRINCIPAL</b>					
Salaries (-)	\$53,485.34	\$700,750.64	\$697,311.86	(\$3,438.78)	100.5%
Employee Benefits (-)	\$17,458.82	\$207,632.69	\$208,168.48	\$535.79	99.7%
Purchased Services (-)	\$0.00	\$4,698.50	\$10,800.00	\$6,101.50	43.5%
Supplies & Materials (-)	\$0.00	\$3,392.52	\$8,700.00	\$5,307.48	39.0%
Capital Expenditures (-)	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.0%
Other Objects (-)	\$0.00	\$798.00	\$3,500.00	\$2,702.00	22.8%
Sub-total : PRINCIPAL	(\$70,944.16)	(\$917,272.35)	(\$932,480.34)	(\$15,207.99)	98.4%
<b>OPERATION OF BUSINESS SERVICES</b>					
Salaries (-)	\$12,679.72	\$164,835.16	\$17,835.00	(\$147,000.16)	924.2%
Employee Benefits (-)	\$2,503.83	\$30,580.24	\$30,599.29	\$19.05	99.9%
Other Objects (-)	\$0.00	\$1,170.00	\$2,000.00	\$830.00	58.5%
Non-Capitalizer Equipment (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%

Operating Statement with Budget

# Lincolnwood School District 74

## Treasurers Report FUND- All Funds For the Period 06/01/2020 through 06/30/2020

Fiscal Year: 2019-2020

	<u>06/01/2020 - 06/30/2020</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Sub-total : OPERATION OF BUSINESS SERVICES	(\$15,183.55)	(\$196,585.40)	(\$51,434.29)	\$145,151.11	382.2%
<b>FISCAL SERVICES</b>					
Salaries (-)	\$16,708.24	\$202,211.26	\$342,401.16	\$140,189.90	59.1%
Employee Benefits (-)	\$6,882.93	\$75,332.89	\$77,096.86	\$1,763.97	97.7%
Purchased Services (-)	\$13,758.91	\$120,080.76	\$114,000.00	(\$6,080.76)	105.3%
Supplies & Materials (-)	\$347.18	\$6,045.77	\$5,000.00	(\$1,045.77)	120.9%
Capital Expenditures (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Other Objects (-)	\$2,647.73	\$23,108.48	\$10,000.00	(\$13,108.48)	231.1%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.0%
Sub-total : FISCAL SERVICES	(\$40,344.99)	(\$426,779.16)	(\$551,998.02)	(\$125,218.86)	77.3%
<b>FACILITY ACQUISITION &amp; CONSTRUCTION</b>					
Purchased Services (-)	\$2,373.90	\$242,112.89	\$350,000.00	\$107,887.11	69.2%
Capital Expenditures (-)	\$0.00	\$197,174.60	\$286,000.00	\$88,825.40	68.9%
Sub-total : FACILITY ACQUISITION & CONSTRUCTION	(\$2,373.90)	(\$439,287.49)	(\$636,000.00)	(\$196,712.51)	69.1%
<b>OPERATION &amp; MAINTENANCE OF PLANT</b>					
Salaries (-)	\$32,809.65	\$477,945.93	\$516,296.80	\$38,350.87	92.6%
Employee Benefits (-)	\$12,769.41	\$160,155.60	\$151,885.33	(\$8,270.27)	105.4%
Purchased Services (-)	\$57,191.78	\$784,427.63	\$971,000.00	\$186,572.37	80.8%
Supplies & Materials (-)	\$23,536.96	\$413,678.94	\$478,000.00	\$64,321.06	86.5%
Capital Expenditures (-)	\$41,763.20	\$190,419.20	\$811,500.00	\$621,080.80	23.5%
Other Objects (-)	\$0.00	\$180.00	\$1,750.00	\$1,570.00	10.3%
Non-Capitalized Equipment (-)	\$0.00	\$2,543.61	\$24,000.00	\$21,456.39	10.6%
Sub-total : OPERATION & MAINTENANCE OF PLANT	(\$168,071.00)	(\$2,029,350.91)	(\$2,954,432.13)	(\$925,081.22)	68.7%
<b>PUPIL TRANSPORTATION</b>					
Purchased Services (-)	\$130,303.40	\$1,199,866.46	\$1,238,000.00	\$38,133.54	96.9%
Sub-total : PUPIL TRANSPORTATION	(\$130,303.40)	(\$1,199,866.46)	(\$1,238,000.00)	(\$38,133.54)	96.9%
<b>FOOD SERVICES</b>					
Salaries (-)	\$36,833.69	\$218,749.89	\$228,194.50	\$9,444.61	95.9%
Employee Benefits (-)	\$19,151.17	\$88,028.55	\$129,792.56	\$41,764.01	67.8%
Purchased Services (-)	\$0.00	\$2,494.88	\$30,000.00	\$27,505.12	8.3%
Supplies & Materials (-)	\$128.39	\$155,526.46	\$264,200.00	\$108,673.54	58.9%
Capital Expenditures (-)	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.0%
Other Objects (-)	\$0.00	\$1,212.00	\$2,000.00	\$788.00	60.6%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$4,500.00	\$4,500.00	0.0%
Sub-total : FOOD SERVICES	(\$56,113.25)	(\$466,011.78)	(\$663,687.06)	(\$197,675.28)	70.2%
<b>INTERNAL SERVICES</b>					
Purchased Services (-)	\$0.00	\$23,993.55	\$2,900.00	(\$21,093.55)	827.4%
Supplies & Materials (-)	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
Sub-total : INTERNAL SERVICES	\$0.00	(\$23,993.55)	(\$4,400.00)	\$19,593.55	545.3%
<b>INFORMATION SERVICES</b>					

Operating Statement with Budget

# Lincolnwood School District 74

## Treasurers Report FUND- All Funds For the Period 06/01/2020 through 06/30/2020

Fiscal Year: 2019-2020

	<u>06/01/2020 - 06/30/2020</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Salaries (-)	\$5,957.00	\$77,441.00	\$77,441.00	\$0.00	100.0%
Employee Benefits (-)	\$1,746.80	\$21,006.09	\$19,835.80	(\$1,170.29)	105.9%
Purchased Services (-)	\$526.60	\$24,464.97	\$47,500.00	\$23,035.03	51.5%
Supplies & Materials (-)	\$0.00	\$1,128.00	\$6,000.00	\$4,872.00	18.8%
Other Objects (-)	\$0.00	\$1,099.37	\$2,000.00	\$900.63	55.0%
Sub-total : INFORMATION SERVICES	(\$8,230.40)	(\$125,139.43)	(\$152,776.80)	(\$27,637.37)	81.9%
OTHER SUPPORT SERVICES - ADMIN					
Salaries (-)	\$35,884.80	\$424,765.50	\$444,397.15	\$19,631.65	95.6%
Employee Benefits (-)	\$12,704.52	\$134,573.45	\$124,186.21	(\$10,387.24)	108.4%
Purchased Services (-)	\$0.00	\$561.19	\$1,000.00	\$438.81	56.1%
Other Objects (-)	\$0.00	\$0.00	\$300.00	\$300.00	0.0%
Sub-total : OTHER SUPPORT SERVICES - ADMIN	(\$48,589.32)	(\$559,900.14)	(\$569,883.36)	(\$9,983.22)	98.2%
COMMUNITY SERVICES					
Purchased Services (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Supplies & Materials (-)	\$0.00	\$0.00	\$1,295.00	\$1,295.00	0.0%
Sub-total : COMMUNITY SERVICES	\$0.00	\$0.00	(\$2,295.00)	(\$2,295.00)	0.0%
PAYMENTS TO OTHER LEAs					
Purchased Services (-)	\$0.00	\$33,502.00	\$39,000.00	\$5,498.00	85.9%
Other Objects (-)	\$11,437.90	\$1,581,770.42	\$1,875,000.00	\$293,229.58	84.4%
Sub-total : PAYMENTS TO OTHER LEAs	(\$11,437.90)	(\$1,615,272.42)	(\$1,914,000.00)	(\$298,727.58)	84.4%
DEBT SERVICE - INTEREST					
Interest on Bonds Outstanding (-)	\$276,200.00	\$563,200.00	\$563,200.00	\$0.00	100.0%
Sub-total : DEBT SERVICE - INTEREST	(\$276,200.00)	(\$563,200.00)	(\$563,200.00)	\$0.00	100.0%
DEBT SERVICE - PRINCIPAL					
Principal Payments on Bonds Outstanding (-)	\$0.00	\$720,000.00	\$720,000.00	\$0.00	100.0%
Sub-total : DEBT SERVICE - PRINCIPAL	\$0.00	(\$720,000.00)	(\$720,000.00)	\$0.00	100.0%
DEBT SERVICE - OTHER					
Debt Service Fees (-)	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.0%
Sub-total : DEBT SERVICE - OTHER	\$0.00	\$0.00	(\$2,500.00)	(\$2,500.00)	0.0%
Total : EXPENDITURES	(\$4,252,154.56)	(\$25,320,116.57)	(\$27,640,142.09)	(\$2,320,025.52)	91.6%
OTHER FINANCING SOURCES & USES					
TRANSFERS FROM OTHER FUNDS					
Transfers Received (+)	\$75,000.00	\$75,000.00	\$0.00	(\$75,000.00)	0.0%
Sub-total : TRANSFERS FROM OTHER FUNDS	\$75,000.00	\$75,000.00	\$0.00	(\$75,000.00)	0.0%
TRANSFERS TO OTHER FUNDS					
Transfers Sent (-)	\$75,000.00	\$75,000.00	\$0.00	(\$75,000.00)	0.0%
Sub-total : TRANSFERS TO OTHER FUNDS	(\$75,000.00)	(\$75,000.00)	\$0.00	\$75,000.00	0.0%
Total : OTHER FINANCING SOURCES & USES	\$0.00	\$0.00	\$0.00	\$0.00	0.0%

Operating Statement with Budget

# Lincolnwood School District 74

## Treasurers Report FUND- All Funds For the Period 06/01/2020 through 06/30/2020

Fiscal Year: 2019-2020

	<u>06/01/2020 - 06/30/2020</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
NET INCREASE (DECREASE)	(\$3,790,906.04)	\$441,702.34	(\$2,570,533.09)	(\$3,012,235.43)	17.2%

End of Report

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date: 6/1/2020 To Date: 6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

### 10 - EDUCATIONAL

#### 0 - EXPENDITURES

##### 1100 - REGULAR K-12 PROGRAMS

100 - SALARIES	\$7,200,795.00	\$1,649,024.60	\$7,191,685.69	\$0.00	\$38,725.36
200 - EMPLOYEE BENEFITS	\$1,219,203.64	\$272,675.76	\$1,102,085.19	\$0.00	\$117,118.45
300 - PURCHASED SERVICES	\$253,450.00	(\$7,466.93)	\$161,988.57	\$117.16	\$128,444.27
400 - SUPPLIES & MATERIALS	\$507,600.00	\$9,238.76	\$338,971.39	\$2,246.80	\$167,881.81
500 - CAPITAL OUTLAY	\$352,000.00	\$1,519.98	\$283,762.35	\$1,698.00	\$66,539.65
600 - OTHER OBJECTS	\$2,250.00	\$0.00	\$0.00	\$0.00	\$2,250.00
700 - NON-CAPITAL EQUIPMENT	\$108,000.00	\$63,476.90	\$81,910.49	\$0.00	\$26,089.51
800 - TERMINATION/VACATION PAYMENTS	\$447,100.00	\$124,714.80	\$453,448.56	\$0.00	(\$6,348.56)

##### 1125 - PRE-K PROGRAMS

100 - SALARIES	\$225,917.85	\$52,088.65	\$226,679.27	\$0.00	(\$761.42)
200 - EMPLOYEE BENEFITS	\$84,318.27	\$19,762.94	\$78,376.64	\$0.00	\$5,941.63
300 - PURCHASED SERVICES	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
400 - SUPPLIES & MATERIALS	\$2,995.00	\$0.00	\$1,999.02	\$57.07	\$938.91
500 - CAPITAL OUTLAY	\$500.00	\$0.00	\$26.70	\$0.00	\$473.30
700 - NON-CAPITAL EQUIPMENT	\$500.00	\$0.00	\$620.30	\$0.00	(\$120.30)

##### 1200 - SPECIAL ED PROGRAMS K-12

100 - SALARIES	\$1,032,605.35	\$232,138.90	\$1,030,667.30	\$0.00	\$119,020.46
200 - EMPLOYEE BENEFITS	\$201,084.94	\$58,882.78	\$237,129.50	\$0.00	\$9,807.32
300 - PURCHASED SERVICES	\$5,000.00	\$0.00	\$642.35	\$0.00	\$4,357.65
400 - SUPPLIES & MATERIALS	\$5,000.00	\$0.00	\$2,774.78	\$73.06	\$2,152.16
500 - CAPITAL OUTLAY	\$5,000.00	\$0.00	\$6,187.95	\$0.00	(\$1,187.95)
600 - OTHER OBJECTS	\$500.00	\$0.00	\$215.00	\$0.00	\$285.00
700 - NON-CAPITAL EQUIPMENT	\$5,000.00	\$596.22	\$2,755.13	\$0.00	\$2,244.87

##### 1250 - REMEDIAL & SUPPLEMENTAL K-12

100 - SALARIES	\$461,377.00	\$106,471.79	\$460,783.58	\$0.00	\$593.42
200 - EMPLOYEE BENEFITS	\$69,920.14	\$16,960.43	\$67,170.56	\$0.00	\$2,749.58
300 - PURCHASED SERVICES	\$26,895.00	\$10,386.76	\$32,441.79	\$0.00	(\$5,546.79)
400 - SUPPLIES & MATERIALS	\$6,616.00	\$0.00	\$6,929.11	\$0.00	(\$314.11)

##### 1500 - INTERSCHOLASTIC PROGRAMS

100 - SALARIES	\$90,000.00	\$23,101.39	\$88,444.96	\$0.00	\$1,555.04
200 - EMPLOYEE BENEFITS	\$1,350.00	\$227.19	\$1,095.80	\$0.00	\$254.20

136



# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020    From Date: 6/1/2020    To Date: 6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Adopted FY20	Range To Date	Year To Date	Encumbrance	Budget Balance
400 - SUPPLIES & MATERIALS	\$6,000.00	\$0.00	\$4,958.57	\$0.00	\$1,041.43
500 - CAPITAL OUTLAY	\$7,000.00	\$0.00	\$5,676.50	\$0.00	\$1,323.50
600 - OTHER OBJECTS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
1600 - SUMMER SCHOOL PROGRAMS					
100 - SALARIES	\$31,150.00	\$0.00	\$30,425.00	\$0.00	\$725.00
200 - EMPLOYEE BENEFITS	\$750.08	\$0.00	\$730.98	\$0.00	\$19.10
400 - SUPPLIES & MATERIALS	\$2,500.00	\$0.00	\$1,863.23	\$0.00	\$636.77
1650 - GIFTED PROGRAMS					
100 - SALARIES	\$369,074.00	\$85,170.80	\$369,074.00	\$0.00	\$0.00
200 - EMPLOYEE BENEFITS	\$72,122.74	\$18,960.36	\$71,622.31	\$0.00	\$500.43
400 - SUPPLIES & MATERIALS	\$6,500.00	\$5.30	\$3,741.00	\$88.00	\$2,671.00
1800 - BILINGUAL PROGRAMS					
100 - SALARIES	\$636,643.00	\$145,646.36	\$639,041.52	\$0.00	(\$2,398.52)
200 - EMPLOYEE BENEFITS	\$91,660.07	\$22,776.50	\$88,698.08	\$0.00	\$2,961.99
300 - PURCHASED SERVICES	\$500.00	\$0.00	\$1,650.00	\$0.00	\$500.00
400 - SUPPLIES & MATERIALS	\$9,150.00	\$1,367.86	\$7,195.96	\$30.84	\$273.20
2110 - ATTENDANCE & SOCIAL WORK					
100 - SALARIES	\$294,488.00	\$64,258.75	\$278,044.39	\$0.00	\$16,443.61
200 - EMPLOYEE BENEFITS	\$16,499.21	\$3,956.33	\$15,962.20	\$0.00	\$537.01
300 - PURCHASED SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
400 - SUPPLIES & MATERIALS	\$2,000.00	\$0.00	\$1,507.15	\$0.00	\$492.85
2130 - HEALTH SERVICES					
100 - SALARIES	\$159,192.65	\$34,353.89	\$161,245.15	\$0.00	(\$2,052.50)
200 - EMPLOYEE BENEFITS	\$47,248.96	\$11,855.25	\$46,585.98	\$0.00	\$662.98
300 - PURCHASED SERVICES	\$6,000.00	\$0.00	\$1,151.79	\$0.00	\$4,848.21
400 - SUPPLIES & MATERIALS	\$3,750.00	\$0.00	\$1,486.46	\$0.00	\$2,263.54
500 - CAPITAL OUTLAY	\$10,500.00	\$0.00	\$2,950.00	\$0.00	\$7,550.00
600 - OTHER OBJECTS	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00
2140 - PSYCHOLOGICAL SERVICES					
100 - SALARIES	\$166,987.00	\$38,535.20	\$166,987.00	\$0.00	\$0.00
200 - EMPLOYEE BENEFITS	\$9,082.11	\$7,562.19	\$19,584.82	\$0.00	(\$10,502.71)
300 - PURCHASED SERVICES	\$3,000.00	\$0.00	\$124.00	\$0.00	\$2,876.00
400 - SUPPLIES & MATERIALS	\$1,050.00	\$0.00	\$842.56	\$0.00	\$207.44
2150 - SPEECH PATHOLOGY & AUDIOLOGY					
100 - SALARIES	\$266,857.00	\$61,582.40	\$266,857.00	\$0.00	\$0.00

137

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020    From Date: 6/1/2020    To Date: 6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Adopted FY20	Range To Date	Year To Date	Encumbrance	Budget Balance
200 - EMPLOYEE BENEFITS	\$31,858.91	\$7,942.76	\$31,615.89	\$0.00	\$243.02
400 - SUPPLIES & MATERIALS	\$2,500.00	\$181.63	\$561.69	\$86.00	\$1,852.31
2190 - OTHER SUPPORT SERVICES - PUPILS					
100 - SALARIES	\$55,000.00	\$6,058.96	\$58,430.02	\$0.00	(\$3,430.02)
200 - EMPLOYEE BENEFITS	\$825.00	\$13.78	\$280.92	\$0.00	\$544.08
2210 - IMPROVEMENT OF INSTRUCTION					
100 - SALARIES	\$332,436.96	\$23,633.17	\$322,329.08	\$0.00	\$10,107.88
200 - EMPLOYEE BENEFITS	\$37,985.98	\$3,089.59	\$37,770.99	\$0.00	\$214.99
300 - PURCHASED SERVICES	\$84,040.00	\$11,176.00	\$69,368.18	\$0.00	\$14,671.82
400 - SUPPLIES & MATERIALS	\$2,600.00	\$0.00	\$2,678.21	\$0.00	(\$78.21)
600 - OTHER OBJECTS	\$2,500.00	\$288.00	\$288.00	\$0.00	\$2,212.00
2220 - EDUCATIONAL MEDIA					
100 - SALARIES	\$257,770.00	\$56,480.60	\$244,750.00	\$0.00	\$0.00
200 - EMPLOYEE BENEFITS	\$27,406.05	\$6,573.97	\$26,228.44	\$0.00	\$1,177.61
400 - SUPPLIES & MATERIALS	\$33,850.00	\$1,865.89	\$25,231.85	\$996.20	\$7,621.95
2310 - BOARD OF EDUCATION					
200 - EMPLOYEE BENEFITS	\$72,000.00	\$4,785.90	\$54,205.97	\$0.00	\$17,794.03
300 - PURCHASED SERVICES	\$238,950.00	\$1,763.98	\$190,995.52	\$0.00	\$47,954.48
400 - SUPPLIES & MATERIALS	\$2,500.00	(\$8.00)	\$95.96	\$0.00	\$2,404.04
600 - OTHER OBJECTS	\$15,000.00	\$0.00	\$21,422.00	\$0.00	(\$6,422.00)
700 - NON-CAPITAL EQUIPMENT	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
2320 - SUPERINTENDENT					
100 - SALARIES	\$254,423.05	\$19,571.05	\$254,423.05	\$0.00	(\$16,596.05)
200 - EMPLOYEE BENEFITS	\$38,085.67	\$2,586.26	\$31,573.99	\$0.00	\$6,511.68
300 - PURCHASED SERVICES	\$9,500.00	\$0.00	\$1,776.36	\$0.00	\$7,723.64
400 - SUPPLIES & MATERIALS	\$2,000.00	\$41.98	\$389.76	\$0.00	\$1,610.24
500 - CAPITAL OUTLAY	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
600 - OTHER OBJECTS	\$5,000.00	\$815.00	\$2,743.00	\$0.00	\$2,257.00
700 - NON-CAPITAL EQUIPMENT	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
2330 - ADMINISTRATIVE SERVICES SPECIAL ED					
100 - SALARIES	\$134,096.16	\$10,315.07	\$133,829.88	\$0.00	(\$133,829.88)
200 - EMPLOYEE BENEFITS	\$45,851.62	\$3,718.78	\$44,756.37	\$0.00	(\$44,756.37)
2410 - PRINCIPAL					
100 - SALARIES	\$697,311.86	\$53,485.34	\$700,750.64	\$0.00	(\$3,438.78)
200 - EMPLOYEE BENEFITS	\$167,446.61	\$13,864.45	\$163,235.31	\$0.00	\$4,211.30

138

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date: 6/1/2020 To Date: 6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Adopted FY20	Range To Date	Year To Date	Encumbrance	Budget Balance
300 - PURCHASED SERVICES	\$10,800.00	\$0.00	\$4,698.50	\$0.00	\$6,101.50
400 - SUPPLIES & MATERIALS	\$8,700.00	\$0.00	\$3,392.52	\$0.00	\$5,307.48
500 - CAPITAL OUTLAY	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00
600 - OTHER OBJECTS	\$3,500.00	\$0.00	\$798.00	\$0.00	\$2,702.00
2510 - DIRECTION OF BUSINESS SUPPORT SERVICES					
100 - SALARIES	\$164,835.16	\$12,679.72	\$164,835.16	\$0.00	(\$147,000.16)
200 - EMPLOYEE BENEFITS	\$28,211.02	\$2,320.19	\$28,192.34	\$0.00	\$18.68
600 - OTHER OBJECTS	\$2,000.00	\$0.00	\$1,170.00	\$0.00	\$830.00
700 - NON-CAPITAL EQUIPMENT	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
2520 - FISCAL SERVICES					
100 - SALARIES	\$195,401.00	\$16,708.24	\$202,211.26	\$0.00	\$140,189.90
200 - EMPLOYEE BENEFITS	\$43,220.04	\$3,449.97	\$36,722.41	\$0.00	\$6,497.63
300 - PURCHASED SERVICES	\$114,000.00	\$13,758.91	\$120,080.76	\$314.61	(\$6,395.37)
400 - SUPPLIES & MATERIALS	\$5,000.00	\$347.18	\$6,045.77	\$265.00	(\$1,310.77)
500 - CAPITAL OUTLAY	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
600 - OTHER OBJECTS	\$10,000.00	\$2,647.73	\$23,108.48	\$0.00	(\$13,108.48)
700 - NON-CAPITAL EQUIPMENT	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
2560 - FOOD SERVICES					
100 - SALARIES	\$228,194.50	\$36,833.69	\$218,749.89	\$0.00	\$9,444.61
200 - EMPLOYEE BENEFITS	\$98,562.80	\$11,640.32	\$45,579.14	\$0.00	\$52,983.66
300 - PURCHASED SERVICES	\$30,000.00	\$0.00	\$2,494.88	\$0.00	\$27,505.12
400 - SUPPLIES & MATERIALS	\$264,200.00	\$128.39	\$155,526.46	\$0.00	\$108,673.54
500 - CAPITAL OUTLAY	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
600 - OTHER OBJECTS	\$2,000.00	\$0.00	\$1,212.00	\$0.00	\$788.00
700 - NON-CAPITAL EQUIPMENT	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00
2570 - INTERNAL SERVICES					
300 - PURCHASED SERVICES	\$40,000.00	\$0.00	\$23,993.55	\$0.00	(\$21,093.55)
400 - SUPPLIES & MATERIALS	\$3,000.00	\$0.00	\$0.00	\$0.00	\$1,500.00
2630 - INFORMATION SERVICES					
100 - SALARIES	\$77,441.00	\$5,957.00	\$77,441.00	\$0.00	\$0.00
200 - EMPLOYEE BENEFITS	\$5,933.68	\$489.72	\$5,876.64	\$0.00	\$57.04
300 - PURCHASED SERVICES	\$47,500.00	\$526.60	\$24,464.97	\$0.00	\$23,035.03
400 - SUPPLIES & MATERIALS	\$6,000.00	\$0.00	\$1,128.00	\$0.00	\$4,872.00
600 - OTHER OBJECTS	\$2,000.00	\$0.00	\$1,099.37	\$0.00	\$900.63
2660 - OTHER SUPPORT SERVICES - PUPILS					

139

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date: 6/1/2020 To Date: 6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Adopted FY20	Range To Date	Year To Date	Encumbrance	Budget Balance
100 - SALARIES	\$427,383.40	\$35,884.80	\$424,765.50	\$0.00	\$19,631.65
200 - EMPLOYEE BENEFITS	\$64,548.76	\$6,691.07	\$69,734.64	\$0.00	(\$5,185.88)
300 - PURCHASED SERVICES	\$1,000.00	\$0.00	\$561.19	\$0.00	\$438.81
600 - OTHER OBJECTS	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00
3000 - COMMUNITY SERVICES					
300 - PURCHASED SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
400 - SUPPLIES & MATERIALS	\$1,295.00	\$0.00	\$0.00	\$0.00	\$1,295.00
4120 - PAYMENTS FOR SPECIAL ED PROGRAMS					
300 - PURCHASED SERVICES	\$39,000.00	\$0.00	\$33,502.00	\$0.00	\$5,498.00
600 - OTHER OBJECTS	\$1,875,000.00	\$11,437.90	\$1,581,770.42	\$0.00	\$293,229.58
10 - EDUCATIONAL Total:	\$20,908,947.24	\$3,519,577.70	\$19,725,683.56	\$5,972.74	\$1,177,290.20

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date:6/1/2020 To Date:6/30/2020

Account Mask: ??????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

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FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

20 - OPERATIONS & MAINTENANCE

0 - EXPENDITURES

2540 - OPERATIONS & MAINTENANCE OF PLANTS

100 - SALARIES	\$516,296.80	\$32,809.65	\$477,945.93	\$0.00	\$38,350.87
200 - EMPLOYEE BENEFITS	\$63,934.52	\$5,911.54	\$69,129.24	\$0.00	(\$5,194.72)
300 - PURCHASED SERVICES	\$971,000.00	\$57,191.78	\$784,427.63	\$12,876.00	\$173,696.37
400 - SUPPLIES & MATERIALS	\$478,000.00	\$23,536.96	\$413,678.94	\$3,627.33	\$60,693.73
500 - CAPITAL OUTLAY	\$291,500.00	\$8,463.20	\$157,119.20	\$5,599.00	\$128,781.80
600 - OTHER OBJECTS	\$1,750.00	\$0.00	\$180.00	\$0.00	\$1,570.00
700 - NON-CAPITAL EQUIPMENT	\$24,000.00	\$0.00	\$2,543.61	\$0.00	\$21,456.39
20 - OPERATIONS & MAINTENANCE Total:	\$2,346,481.32	\$127,913.13	\$1,905,024.55	\$22,102.33	\$419,354.44

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date:6/1/2020 To Date:6/30/2020

Account Mask: ??????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

30 - DEBT SERVICE

0 - EXPENDITURES

5140 - DEBT SERVICE - INTEREST PAYMENTS

600 - OTHER OBJECTS

\$563,200.00

\$276,200.00

\$563,200.00

\$0.00

\$0.00

5200 - INTEREST ON BONDS OUTSTANDING

600 - OTHER OBJECTS

\$720,000.00

\$0.00

\$720,000.00

\$0.00

\$0.00

5400 - DEBT SERVICE LEASES

600 - OTHER OBJECTS

\$2,500.00

\$0.00

\$0.00

\$0.00

\$2,500.00

30 - DEBT SERVICE Total:

\$1,285,700.00

\$276,200.00

\$1,283,200.00

\$0.00

\$2,500.00

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date:6/1/2020 To Date:6/30/2020

Account Mask: ??????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

40 - TRANSPORTATION

0 - EXPENDITURES

2550 - PUPIL TRANSPORTATION

300 - PURCHASED SERVICES

\$1,238,000.00

\$130,303.40

\$1,199,866.46

\$0.00

\$38,133.54

40 - TRANSPORTATION Total:

\$1,238,000.00

\$130,303.40

\$1,199,866.46

\$0.00

\$38,133.54

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020    From Date: 6/1/2020    To Date: 6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

51 - IMRF					
0 - EXPENDITURES					
1100 - REGULAR K-12 PROGRAMS					
200 - EMPLOYEE BENEFITS	\$152.36	\$23.81	\$762.73	\$0.00	(\$610.37)
1125 - PRE-K PROGRAMS					
200 - EMPLOYEE BENEFITS	\$4,885.93	\$1,466.94	\$5,925.34	\$0.00	(\$1,039.41)
1200 - SPECIAL ED PROGRAMS K-12					
200 - EMPLOYEE BENEFITS	\$26,320.14	\$7,645.57	\$34,375.94	\$0.00	(\$6,293.34)
1500 - INTERSCHOLASTIC PROGRAMS					
200 - EMPLOYEE BENEFITS	\$0.00	\$635.97	\$1,280.80	\$0.00	(\$1,280.80)
1800 - BILINGUAL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$0.00	\$0.00	\$17.15	\$0.00	(\$17.15)
2130 - HEALTH SERVICES					
200 - EMPLOYEE BENEFITS	\$15,748.48	\$4,706.46	\$20,137.91	\$0.00	(\$4,389.43)
2190 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$0.00	\$48.91	\$349.60	\$0.00	(\$349.60)
2210 - IMPROVEMENT OF INSTRUCTION					
200 - EMPLOYEE BENEFITS	\$5,580.90	\$558.54	\$6,420.96	\$0.00	(\$840.06)
2330 - ADMINISTRATIVE SERVICES SPECIAL ED					
200 - EMPLOYEE BENEFITS	\$1,762.46	\$179.30	\$2,033.13	\$0.00	(\$2,033.13)
2410 - PRINCIPAL					
200 - EMPLOYEE BENEFITS	\$20,293.00	\$2,025.62	\$23,675.33	\$0.00	(\$3,382.33)
2520 - FISCAL SERVICES					
200 - EMPLOYEE BENEFITS	\$20,474.75	\$2,289.03	\$24,495.64	\$0.00	(\$4,020.89)
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
200 - EMPLOYEE BENEFITS	\$52,885.93	\$4,489.66	\$56,318.99	\$0.00	(\$3,433.06)
2560 - FOOD SERVICES					
200 - EMPLOYEE BENEFITS	\$18,987.53	\$5,046.25	\$27,089.85	\$0.00	(\$8,102.32)
2630 - INFORMATION SERVICES					
200 - EMPLOYEE BENEFITS	\$8,154.64	\$816.10	\$9,381.97	\$0.00	(\$1,227.33)
2660 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$34,458.41	\$3,890.38	\$39,859.68	\$0.00	(\$5,401.27)
51 - IMRF Total:	\$209,704.53	\$33,822.54	\$252,125.02	\$0.00	(\$42,420.49)



# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date: 6/1/2020 To Date: 6/30/2020

Account Mask: ??????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

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FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

52 - SOCIAL SECURITY AND MEDICARE

0 - EXPENDITURES

1100 - REGULAR K-12 PROGRAMS

200 - EMPLOYEE BENEFITS	\$100,147.48	\$22,347.02	\$101,734.68	\$0.00	(\$1,587.20)
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1125 - PRE-K PROGRAMS

200 - EMPLOYEE BENEFITS	\$4,295.93	\$937.45	\$4,282.43	\$0.00	\$13.50
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1200 - SPECIAL ED PROGRAMS K-12

200 - EMPLOYEE BENEFITS	\$25,943.59	\$5,723.75	\$27,083.06	\$0.00	\$1,507.08
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1250 - REMEDIAL & SUPPLEMENTAL K-12

200 - EMPLOYEE BENEFITS	\$6,276.22	\$1,455.80	\$6,339.09	\$0.00	(\$62.87)
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1500 - INTERSCHOLASTIC PROGRAMS

200 - EMPLOYEE BENEFITS	\$0.00	\$817.29	\$2,196.99	\$0.00	(\$2,196.99)
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1600 - SUMMER SCHOOL PROGRAMS

200 - EMPLOYEE BENEFITS	\$436.44	\$0.00	\$461.31	\$0.00	(\$24.87)
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1650 - GIFTED PROGRAMS

200 - EMPLOYEE BENEFITS	\$4,987.74	\$1,132.90	\$4,977.68	\$0.00	\$10.06
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1800 - BILINGUAL PROGRAMS

200 - EMPLOYEE BENEFITS	\$8,588.06	\$1,988.54	\$8,848.13	\$0.00	(\$260.07)
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2110 - ATTENDANCE & SOCIAL WORK

200 - EMPLOYEE BENEFITS	\$4,140.98	\$913.47	\$3,959.86	\$0.00	\$181.12
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2130 - HEALTH SERVICES

200 - EMPLOYEE BENEFITS	\$9,876.22	\$2,227.49	\$10,760.91	\$0.00	(\$884.69)
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2140 - PSYCHOLOGICAL SERVICES

200 - EMPLOYEE BENEFITS	\$2,387.05	\$517.75	\$2,325.82	\$0.00	\$61.23
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2150 - SPEECH PATHOLOGY & AUDIOLOGY

200 - EMPLOYEE BENEFITS	\$3,634.84	\$821.74	\$3,589.33	\$0.00	\$45.51
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2190 - OTHER SUPPORT SERVICES - PUPILS

200 - EMPLOYEE BENEFITS	\$0.00	\$406.12	\$3,300.32	\$0.00	(\$3,300.32)
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2210 - IMPROVEMENT OF INSTRUCTION

200 - EMPLOYEE BENEFITS	\$8,206.91	\$591.19	\$7,890.57	\$0.00	\$316.34
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2220 - EDUCATIONAL MEDIA

200 - EMPLOYEE BENEFITS	\$3,574.06	\$778.58	\$3,393.29	\$0.00	\$180.77
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2320 - SUPERINTENDENT

200 - EMPLOYEE BENEFITS	\$3,714.83	\$287.80	\$3,726.10	\$0.00	(\$11.27)
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2330 - ADMINISTRATIVE SERVICES SPECIAL ED

145

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020    From Date: 6/1/2020    To Date: 6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Adopted FY20	Range To Date	Year To Date	Encumbrance	Budget Balance
200 - EMPLOYEE BENEFITS	\$2,646.55	\$202.82	\$2,647.59	\$0.00	(\$2,647.59)
2410 - PRINCIPAL					
200 - EMPLOYEE BENEFITS	\$20,428.87	\$1,568.75	\$20,722.05	\$0.00	(\$293.18)
2510 - DIRECTION OF BUSINESS SUPPORT SERVICES					
200 - EMPLOYEE BENEFITS	\$2,388.27	\$183.64	\$2,387.90	\$0.00	\$0.37
2520 - FISCAL SERVICES					
200 - EMPLOYEE BENEFITS	\$13,402.07	\$1,143.93	\$14,114.84	\$0.00	(\$712.77)
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
200 - EMPLOYEE BENEFITS	\$35,064.88	\$2,368.21	\$34,707.37	\$0.00	\$357.51
2560 - FOOD SERVICES					
200 - EMPLOYEE BENEFITS	\$12,242.23	\$2,464.60	\$15,359.56	\$0.00	(\$3,117.33)
2630 - INFORMATION SERVICES					
200 - EMPLOYEE BENEFITS	\$5,747.48	\$440.98	\$5,747.48	\$0.00	\$0.00
2660 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$25,179.04	\$2,123.07	\$24,979.13	\$0.00	\$199.91
52 - SOCIAL SECURITY AND MEDICARE Total:	\$303,309.74	\$51,442.89	\$315,535.49	\$0.00	(\$12,225.75)

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date:6/1/2020 To Date:6/30/2020

Account Mask: ??????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

60 - CAPITAL PROJECTS

0 - EXPENDITURES

2530 - FACILITY ACQUISITION & CONSTRUCTION

300 - PURCHASED SERVICES	\$310,000.00	\$2,373.90	\$240,294.32	\$0.00	\$69,705.68
500 - CAPITAL OUTLAY	\$286,000.00	\$0.00	\$197,174.60	\$0.00	\$88,825.40
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
500 - CAPITAL OUTLAY	\$20,000.00	\$0.00	\$0.00	\$16,899.00	\$3,101.00
60 - CAPITAL PROJECTS Total:	\$616,000.00	\$2,373.90	\$437,468.92	\$16,899.00	\$161,632.08

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date:6/1/2020 To Date:6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

80 - TORT IMMUNITY

0 - EXPENDITURES

2362 - WORKERS COMPENSATION INSURANCE

300 - PURCHASED SERVICES

\$95,000.00

\$0.00

\$87,526.00

\$0.00

\$7,474.00

2363 - UNEMPLOYMENT COMPENSATION PAYMENTS

300 - PURCHASED SERVICES

\$0.00

\$0.00

\$1,347.00

\$0.00

(\$1,347.00)

2366 - JUDGMENTS/SETTLEMENTS

600 - OTHER OBJECTS

\$24,000.00

\$0.00

\$0.00

\$0.00

\$24,000.00

2367 - LOSS PREVENTION REDUCTION

500 - CAPITAL OUTLAY

\$3,000.00

\$0.00

\$0.00

\$0.00

\$3,000.00

2371 - PROPERTY INSURANCE

300 - PURCHASED SERVICES

\$70,000.00

\$77,221.00

\$77,221.00

\$0.00

(\$7,221.00)

80 - TORT IMMUNITY Total:

\$192,000.00

\$77,221.00

\$166,094.00

\$0.00

\$25,906.00

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date:6/1/2020 To Date:6/30/2020

Account Mask: ?????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

90 - FIRE PREVENTION & SAFETY

0 - EXPENDITURES

2530 - FACILITY ACQUISITION & CONSTRUCTION

300 - PURCHASED SERVICES

\$40,000.00

\$0.00

\$1,818.57

\$0.00

\$38,181.43

2540 - OPERATIONS & MAINTENANCE OF PLANTS

500 - CAPITAL OUTLAY

\$500,000.00

\$33,300.00

\$33,300.00

\$0.00

\$466,700.00

90 - FIRE PREVENTION & SAFETY Total:

\$540,000.00

\$33,300.00

\$35,118.57

\$0.00

\$504,881.43

# Lincolnwood School District 74

## General Ledger - OBJECT REPORT

Fiscal Year: 2019-2020 From Date: 6/1/2020 To Date: 6/30/2020

Account Mask: ??????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Adopted FY20

Range To Date

Year To Date

Encumbrance

Budget Balance

Grand Total:

\$27,640,142.83

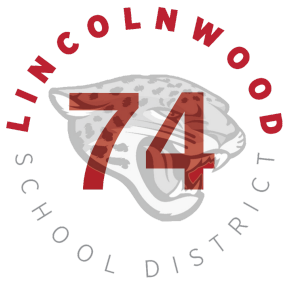
\$4,252,154.56

\$25,320,116.57

\$44,974.07

\$2,275,051.45

End of Report



## Executive Summary Board of Education Meeting

DATE: September 3, 2020

TOPIC: Budget for Fiscal Year 2021

PREPARED BY: Courtney Whited

### Recommended for:

- ☒ Action
- ☒ Discussion
- ☒ Information

### Purpose

Annually, the Board of Education must approve the School District Budget. On September 3, 2020 a Public Hearing will be held at the Board of Education meeting for the formal adoption of the Fiscal Year 2021 Budget.

### Background

#### Revenues: \$26,036,713

Property taxes account for 84% of total revenue. The District may receive approximately \$22,613,438 from local property taxes due October 1, 2020 (normally August 1) and March 1, 2021. However, a \$727,040 reduction was applied after observing appeals and refunds in recent years.

Other local revenues account for 7% of total revenue. The District anticipates receiving approximately \$1,815,551 in local revenue. In FY20, a resolution transferred \$75,000 of Ed Fund (10) interest to the Tort Fund (80). In FY21, a \$35,000 interest transfer by resolution from Fund 10 to Fund 80 is planned. To address the dwindling Social Security/Medicare (Fund 52) balance, \$60,000 of Fund 10's Corporate Personal Property Replacement Tax is scheduled to be allocated to Fund 52.

State revenues count for 6% of total revenue. This \$1.55M derives from the Evidence Based Funding formula, the Transportation Claim, and the School Maintenance Project Grant.

Federal revenues of \$784,764 account for 3% of total revenue which is more than the typical 1% in recent history. This is primarily due to the COVID-19-related Elementary and Secondary School Emergency Relief Grant for \$196,175.

## **Expenditures: \$28,371,309**

### **Salaries & Benefits**

Overall, salaries and benefits are expected to increase by \$468,427 compared to last year's budget. The Business Office conducted an in depth review of all salaries. The prominent factors influencing this estimate are teachers' salary schedule level advancements, the 3.0% raises for returning LSSU members, +4.5 FTE in new positions, -2.5 FTE in recent retirements, and anticipated salary schedule class advancements due to coursework completion.

As for benefits, PPO medical insurance increased by 2.7%; HMO medical increased by 6.3%; dental increased by 1.3%; and life insurance decreased by 8.7%. Long-term disability, vision coverage, and flexible spending account fees remain unchanged. Percentages related to the Board's share of TRS, THIS, Medicare and Social Security will also remain stable. However, the Board's share of IMRF will decrease in January 2021 from 13.7% to 12.2%.

### **Purchased Services**

The approximate 12% decrease in purchased services corresponds to moving capital projects that were once placed in purchased services over to capital outlay. There were also reductions in several services to align more closely with FY20 actual expenditures.

### **Supplies & Materials**

Expenditures are projected to decrease by \$115,109 or 8.5%, even though increases occurred for \$172,650 in supplies that qualify for the Elementary and Secondary School Emergency Relief Grant (ESSER). This grant is associated with the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The District should be reimbursed by this federal grant.

### **Capital Outlay**

Due to the \$1.65M in planned facilities projects, the FY21 budget is anticipated to be 32.1% or \$477,884 more than the FY20 budget. Note: \$112,500 is the combined contingency on four of these projects.

### **Other/Dues & Fees/Transfers/Debt Payments**

The 10.8% increase is partially connected to the FY21 principal and interest payments for the 2015, 2016 and 2018 series bonds. The District will pay \$336,200 more than it paid in FY20. In addition, there will be a change on the Niles Township District for Special Education #807 invoice which affects this expenditure object. Next year, instead of receiving the estimated \$285,000 IDEA Part B Flow-Through credit on the NTDSE invoice, SD74 will pay that portion of the bill in full and will then expect the IDEA revenue to arrive directly from the federal grant.



### **Non-Capitalized Equipment**

Although there is a 31.5% decrease when comparing the FY21 Budget to the FY20 Budget, there is a 15% increase when compared to the FY20 actual expenditures. COVID-19 impacted the actual expenditures since on-campus attendance ceased beyond March 13, 2020.

### **Termination Benefits**

This 5% increase derives from \$469,295 budgeted in FY21 versus \$447,100 budgeted in FY20. The actual FY20 expenditures were \$453,449 which reduces the difference to 3.5%.

#### **The breakout for this \$28,195 increase is as follows:**

\$16,295 more for Service Recognition Benefits

\$2,900 more for Medical, Dental and Life Insurance on the EBC invoices

\$9,000 more for TRS monthly invoices

### **Fund Balance**

As of June 30, 2020 the unaudited fund balance was \$20,882,078. The projected fund balance for June 30, 2021 is \$18,547,482 which is \$2,334,596 less. Therefore, Lincolnwood School District 74 would be running a deficit budget but the District will not be required to file a deficit reduction plan with the Illinois State Board of Education.

### **General Comments**

The legal process to adopt a budget requires public notice to the general public. Such notice was published July 30, 2020 for the September 3, 2020 Public Hearing.

### **Fiscal Impact**

\$20,882,078 Beginning Fund Balance July 1, 2020

+\$26,036,713 Budgeted Revenues

-\$28,371,309 Budgeted Expenditures

\$18,547,482 Anticipated Ending Fund Balance on June 30, 2021

Please see the attached FY21 Budget presentation for further details.

### **Recommendation:**

It is the Administrative recommendation that the Lincolnwood School District 74 Board of Education approve the budget for fiscal year 2021, as recommended by the Finance Committee, and as presented.



**FY21 Final Budget**  
**Board of Education Meeting**  
**September 3, 2020**

# Fiscal Year 2021 Budget Timeline



Date	Activity	Location
Sep 3	Public Hearing & FY21 Budget Adoption	Board Meeting
Sep 4	Upload Adopted FY21 Budget on District's Website	Website
Sep 4	File certified copy of Budget with County County Clerk (online)	CCC Website
Sep 4	Submit Budget electronically to ISBE	ISBE

## Final FY21 Budget v. Initial\* FY21 Tentative Budget

<b>EXPENDITURES BY OBJECT</b>	<b>Revised FY21 Tentative Budget</b>	<b>Initial FY21 Tentative Budget</b>	<b>DELTA (\$)</b>
<b>Salaries</b>	<b>\$14,517,351</b>	\$14,728,670	-\$211,319
<b>Benefits</b>	<b>\$3,274,378</b>	\$3,286,416	-\$12,038
<b>Purchased Services</b>	<b>\$3,216,671</b>	\$3,599,346	-\$382,675
<b>Supplies/Materials</b>	<b>\$1,246,046</b>	\$1,488,560	-\$242,514
<b>Capital Outlay</b>	<b>\$1,964,384</b>	\$2,614,300	-\$649,916
<b>Dues/Fees/Debt</b>	<b>\$3,582,184</b>	\$3,541,650	-\$40,534
<b>Non-Cap Outlay</b>	<b>\$101,000</b>	\$143,500	-\$42,500
<b>Termination Benefits</b>	<b>\$469,295</b>	\$489,000	-\$19,705
<b>TOTAL</b>	<b>\$28,371,309</b>	<b>\$29,891,442</b>	<b>-\$1,520,133</b>

\* Initial Tentative Budget presented on July 23, 2020 at the Finance Committee meeting

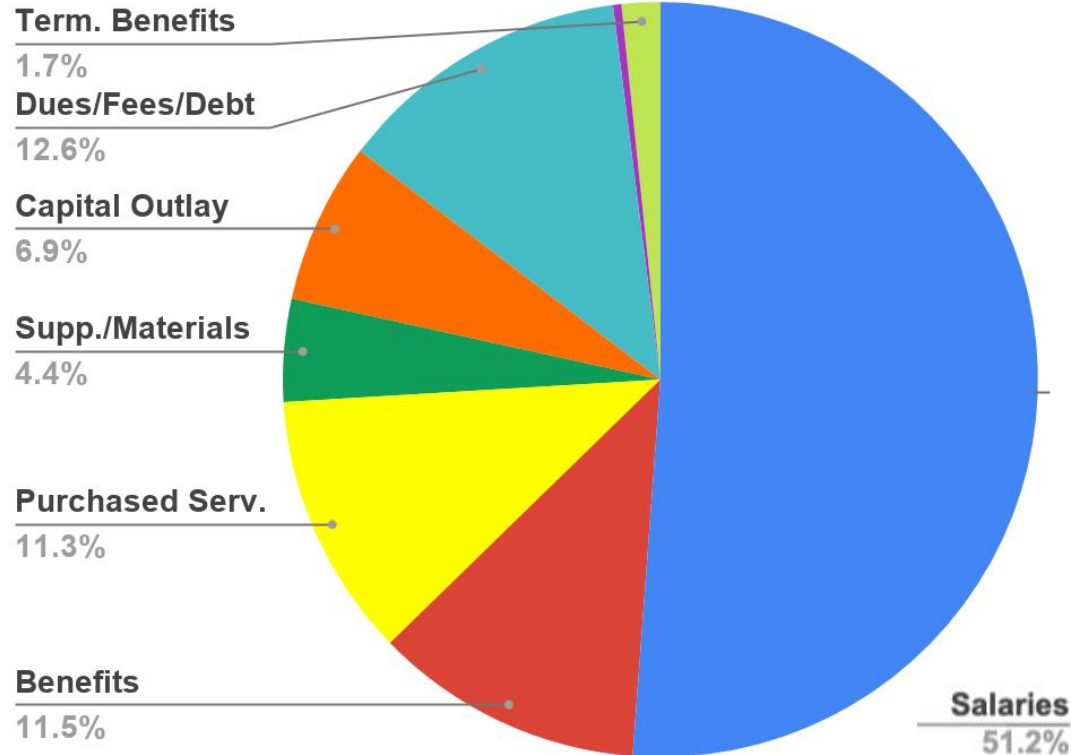
## Final FY21 Budget to FY20 Actual Comparison

EXPENDITURES BY OBJECT	Revised FY21 Tentative Budget	FY20 Actual	DELTA (\$)	DELTA (%)
Salaries	<b>\$14,517,351</b>	\$14,190,396	\$326,955	<b>2.3%</b>
Benefits	<b>\$3,274,378</b>	\$2,941,604	\$332,774	<b>11.3%</b>
Purchased Services	<b>\$3,216,671</b>	\$3,075,826	\$140,845	<b>4.6%</b>
Supplies/Materials	<b>\$1,246,046</b>	\$988,362	\$257,684	<b>26.1%</b>
Capital Outlay	<b>\$1,964,384</b>	\$710,393	\$1,253,991	<b>176.5%</b>
Dues/Fees/Debt	<b>\$3,582,184</b>	\$2,914,559	\$667,625	<b>22.9%</b>
Non-Cap Outlay	<b>\$101,000</b>	\$87,830	\$13,170	<b>15.0%</b>
Termination Benefits	<b>\$469,295</b>	\$453,449	\$15,846	<b>3.5%</b>
<b>TOTAL</b>	<b>\$28,371,309</b>	<b>\$25,362,419</b>	<b>\$3,008,890</b>	<b>11.9%</b>

## Final FY21 Budget to FY20 Budget Comparison

EXPENDITURES BY OBJECT	Revised FY21 Tentative Budget	FY20 Budget	DELTA (\$)	DELTA (%)
Salaries	\$14,517,351	\$14,275,677	\$241,674	1.7%
Benefits	\$3,274,378	\$3,052,125	\$222,253	7.3%
Purchased Services	\$3,216,671	\$3,636,985	-\$420,314	-11.6%
Supplies/Materials	\$1,246,046	\$1,361,155	-\$115,109	-8.5%
Capital Outlay	\$1,964,384	\$1,486,500	\$477,884	32.1%
Dues/Fees/Debt	\$3,582,184	\$3,233,100	\$349,084	10.8%
Non-Cap Outlay	\$101,000	\$147,500	-\$46,500	-31.5%
Termination Benefits	\$469,295	\$447,100	\$22,195	5.0%
<b>TOTAL</b>	<b>\$28,371,309</b>	<b>\$27,640,142</b>	<b>\$731,167</b>	<b>2.6%</b>

# FY21 Expenditures by Object for All Funds



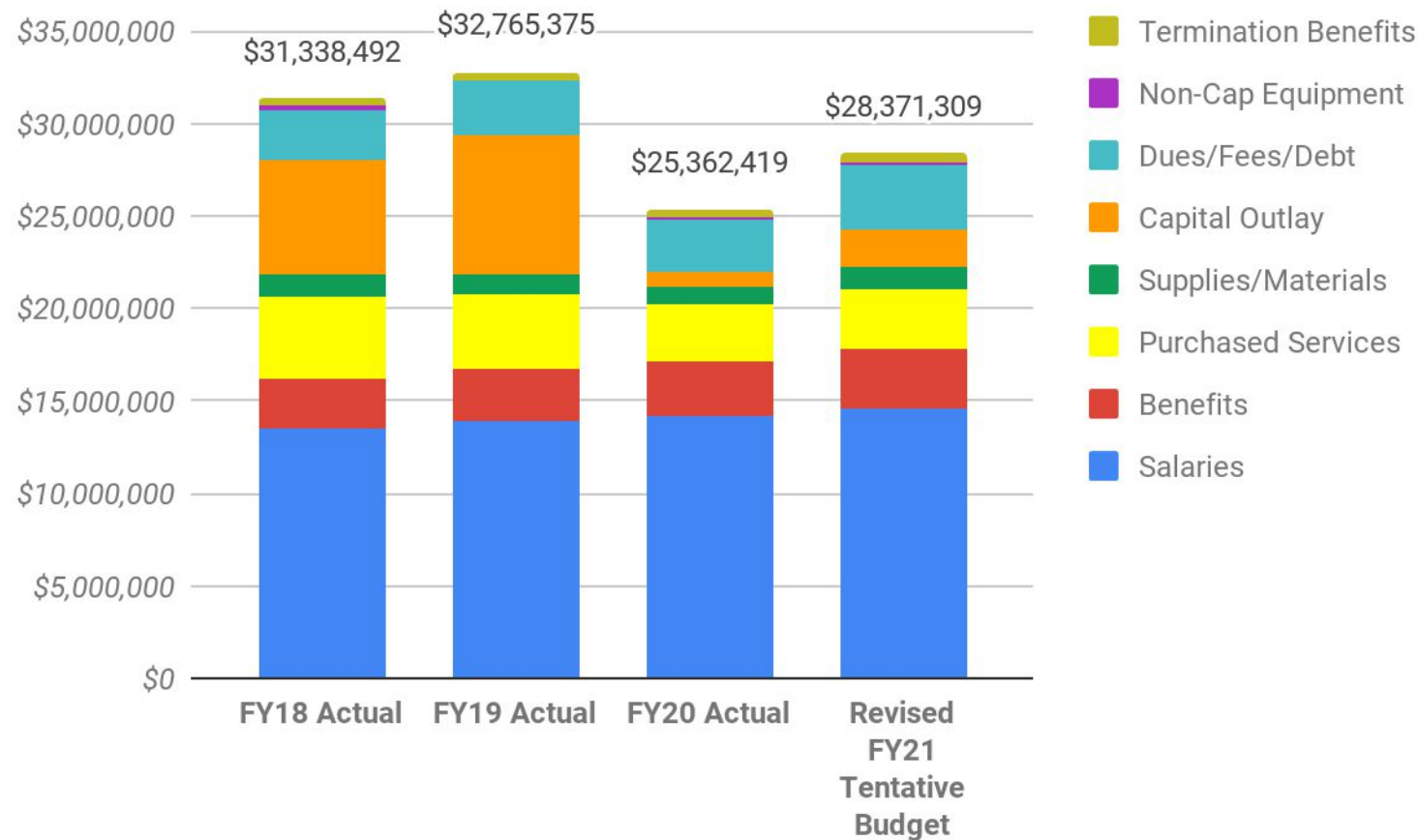
Salaries	\$14,517,351
Benefits	\$3,274,378
Purchased Serv.	\$3,216,671
Supp./Materials	\$1,246,046
Capital Outlay	\$1,964,384
Dues/Fees/Debt	\$3,582,184
Non-Cap Outlay	\$101,000
Term. Benefits	\$469,295

# Historical Expenditures by Object

Objects	FY18 Actual	FY19 Actual	FY20 Actual	Revised FY21 Tentative Budget
Salaries	\$13,522,519	\$13,901,454	\$14,190,396	\$14,517,351
Benefits	\$2,664,335	\$2,845,006	\$2,941,604	\$3,274,378
Purchased Services	\$4,379,254	\$3,947,272	\$3,075,743	\$3,216,671
Supplies/Materials	\$1,323,888	\$1,179,584	\$988,445	\$1,246,046
Capital Outlay	\$6,123,240	\$7,426,674	\$710,393	\$1,964,384
Dues/Fees/Debt	\$2,740,728	\$2,992,571	\$2,914,559	\$3,582,184
Non-Cap Equipment	\$181,267	\$78,852	\$87,830	\$101,000
Termination Benefits	\$403,261	\$393,962	\$453,449	\$469,295
TOTAL	\$31,338,492	\$32,765,375	\$25,362,419	\$28,371,309



# Historical Expenditures by Object



## Benefits up \$222,253 (7.3%) from FY20 Budget

Specific Benefit Objects	FY21 Increases
Med/Dental Rates Increased (July Invoice Increase x 12)	\$89,568
Insurance for New Hires?	Range: \$0 to \$80,556 Budget: \$40,000
Insurance Qualifying Events?	\$20,000
Spouse Job/Insurance Loss?	\$20,000
<b>TOTAL</b>	<b>\$169,568</b>

## Capital Outlay up \$477,884 (32.1%) from FY20 Budget

<b>FY21 Projects</b>	<b>Due in FY21</b>
<b>Athletic Field Drainage</b>	<b>\$261,000</b>
<b>Kdg Playground</b>	<b>\$30,000</b>
<b>TH Flooring</b>	<b>\$246,124</b>
<b>TH Plaza Lighting</b>	<b>\$25,000</b>
<b>RH Sm. Group Inst. Room</b>	<b>\$82,500</b>
<b>RH Gr. 4 Furniture</b>	<b>\$71,871</b>
<b>TH/LH Roofing Summer #1</b>	<b>\$932,300</b>
<b>TOTAL</b>	<b>\$1,648,795</b>

## Dues/Debt up \$349,084 (10.8%) from FY20 Budget

Specific Dues/Debt	FY21 Tentative	FY20 Budget	Delta
Principal on Bonds	\$1,085,000	\$720,000	\$365,000
Interest on Bonds	\$534,400	\$563,200	-\$28,800
NTDSE Invoice Change*	\$1,450,000	\$1,250,000	\$200,000
<b>TOTAL</b>	<b>\$3,004,856</b>	<b>\$2,445,015</b>	<b>\$536,200</b>

\*~\$285,000 Credit will appear in FY21 Revenue instead of the NTDSE invoice

## Retirement Benefits up \$22,195 (5.0%) from FY20 Budget

Retirement Benefit Specifics	FY21	FY20	Delta
Service Recognition	\$99,295	\$83,000	\$16,295
Retiree Med/Dental/Life	\$90,000	\$87,100	\$2,900
Retiree THIS portion of the monthly TRS Invoice	\$268,000 + \$12,000 contingency	\$277,000	\$9,000
<b>TOTAL</b>	<b>\$469,295</b>	<b>\$447,100</b>	<b>\$22,195</b>

## Final FY21 Budget vs. FY20 Actual Revenue

REVENUES BY CATEGORY	Revised FY21 Tentative Budget	FY20 Actual	Delta (\$)	Delta (%)
Local Property Taxes	<b>\$21,886,398</b>	\$22,054,854	-\$168,456	<b>-0.8%</b>
Other Local	<b>\$1,815,551</b>	\$1,871,153	-\$55,602	<b>-3.0%</b>
IL State	<b>\$1,550,000</b>	\$1,522,379	\$27,621	<b>1.8%</b>
Federal	<b>\$784,764</b>	\$310,781	\$473,983	<b>152.5%</b>
<b>TOTAL</b>	<b>\$26,036,713</b>	<b>\$25,759,167</b>	<b>\$277,546</b>	<b>1.1%</b>

## Final FY21 Budget vs. FY20 Budget

REVENUES BY CATEGORY	Revised FY21 Tentative Budget	FY20 Budget	Delta (\$)	Delta (%)
Local Property Taxes	\$21,886,398	\$21,512,533	\$373,865	1.7%
Other Local	\$1,815,551	\$1,782,060	\$33,491	1.9%
IL State	\$1,550,000	\$1,485,000	\$65,000	4.4%
Federal	\$784,764	\$290,016	\$494,748	170.6%
<b>TOTAL</b>	<b>\$26,036,713</b>	<b>\$25,069,609</b>	<b>\$967,104</b>	<b>3.9%</b>

# Estimated FY21 Revenues by Source for All Funds

FY21 Tentative Budget

Federal

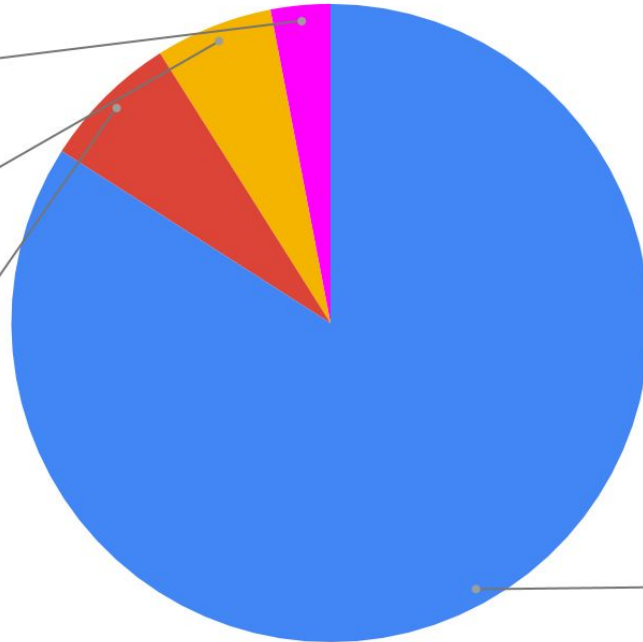
3.0%

IL State

6.0%

Other Local

7.0%



Real Estate

84.1%

**\$26,036,713**

**Local Property Taxes**

**\$21,886,398**

(\$22,613,438 reduced by  
\$727,040 for anticipated  
refunds/appeals)

**Other Local**

**\$1,815,551**

**IL State**

**\$1,550,000**

**Federal**

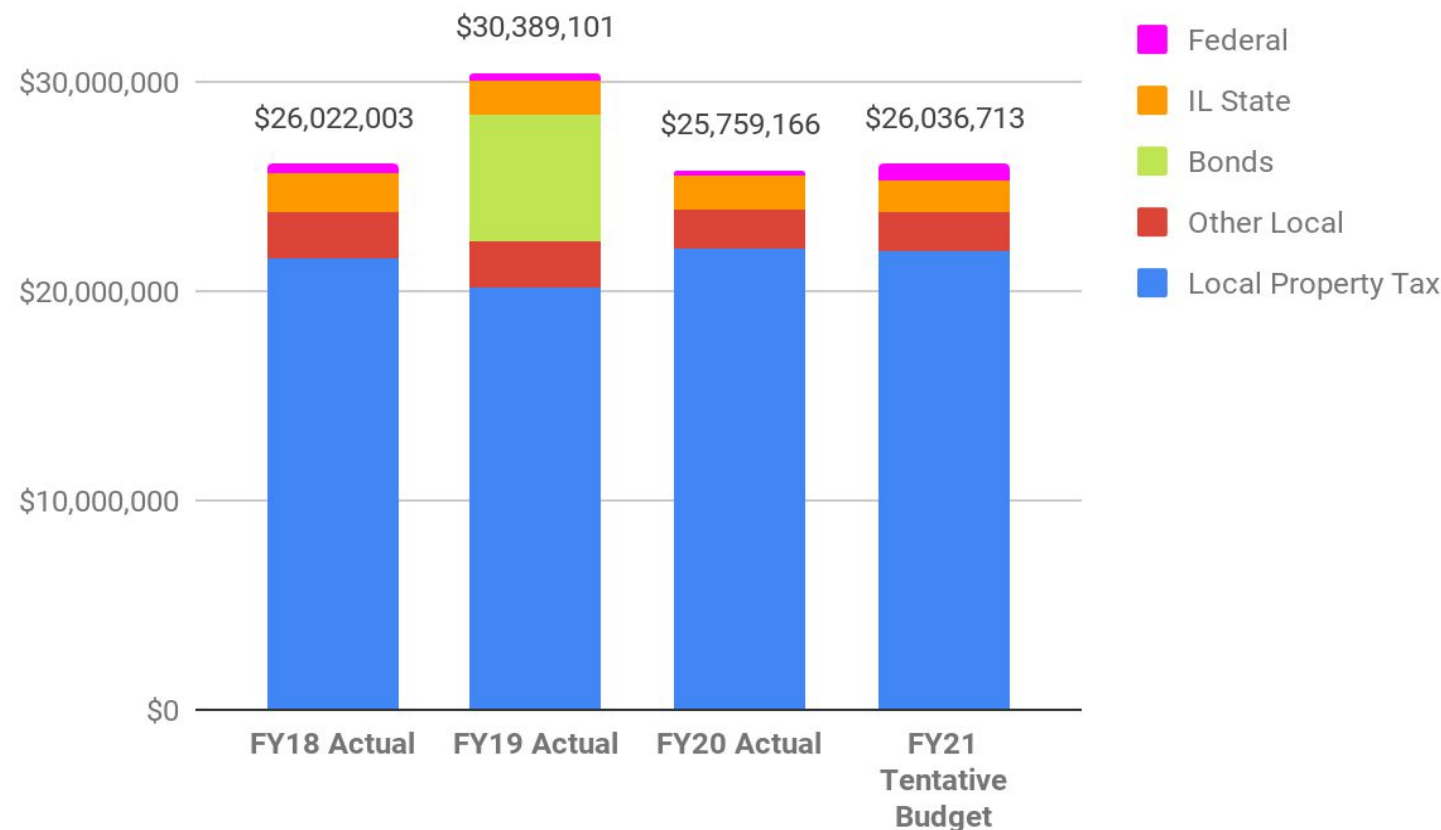
**\$784,764**



# Historical Revenues by Source

Revenue Sources	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Tentative Budget
Local Property Tax	\$21,586,311	\$20,171,156	\$22,054,854	\$21,886,398
Other Local	\$2,112,137	\$2,237,405	\$1,871,152	\$1,815,551
Bonds	\$0	\$6,039,929	\$0	\$0
IL State	\$1,947,078	\$1,575,395	\$1,522,379	\$1,550,000
Federal	\$376,477	\$365,216	\$310,781	\$784,764
<b>TOTAL</b>	<b>\$26,022,003</b>	<b>\$30,389,101</b>	<b>\$25,759,166</b>	<b>\$26,036,713</b>

# Historical Revenues by Source



# Fund Balance Projections Based on FY21 Budget

<b>FUNDS</b>	<b>FY20 Fund Balance July 1, 2020</b>	<b>Revised FY21 Tentative Revenues</b>	<b>Revised FY21 Tentative Expenditures</b>	<b>FY21 Projected Fund Balance June 30, 2021</b>
<b>Educational</b>	\$9,669,194	\$19,757,748	-\$20,759,971	\$8,666,971
<b>Op. &amp; Maint.</b>	\$2,769,202	\$2,124,082	-\$2,173,501	\$2,719,783
<b>Debt Service</b>	\$826,111	\$1,825,952	-\$1,621,900	\$1,030,163
<b>Transportation</b>	\$931,371	\$946,363	-\$1,208,000	\$669,734
<b>IMRF/SS/Medicare</b>	\$216,730	\$604,534	-\$637,216	\$184,048
<b>Capital Projects</b>	\$1,603,457	\$37,000	-\$784,971	\$855,486
<b>Working Cash</b>	\$402,694	\$9,652	\$0	\$412,346
<b>Tort Immunity</b>	\$64,776	\$153,019	-\$170,000	\$47,795
<b>Health Life Safety</b>	\$4,398,543	\$578,363	-\$1,015,750	\$3,961,156
<b>TOTALS</b>	<b>\$20,882,078</b>	<b>\$26,036,713</b>	<b>-\$28,371,309</b>	<b>\$18,547,482</b>

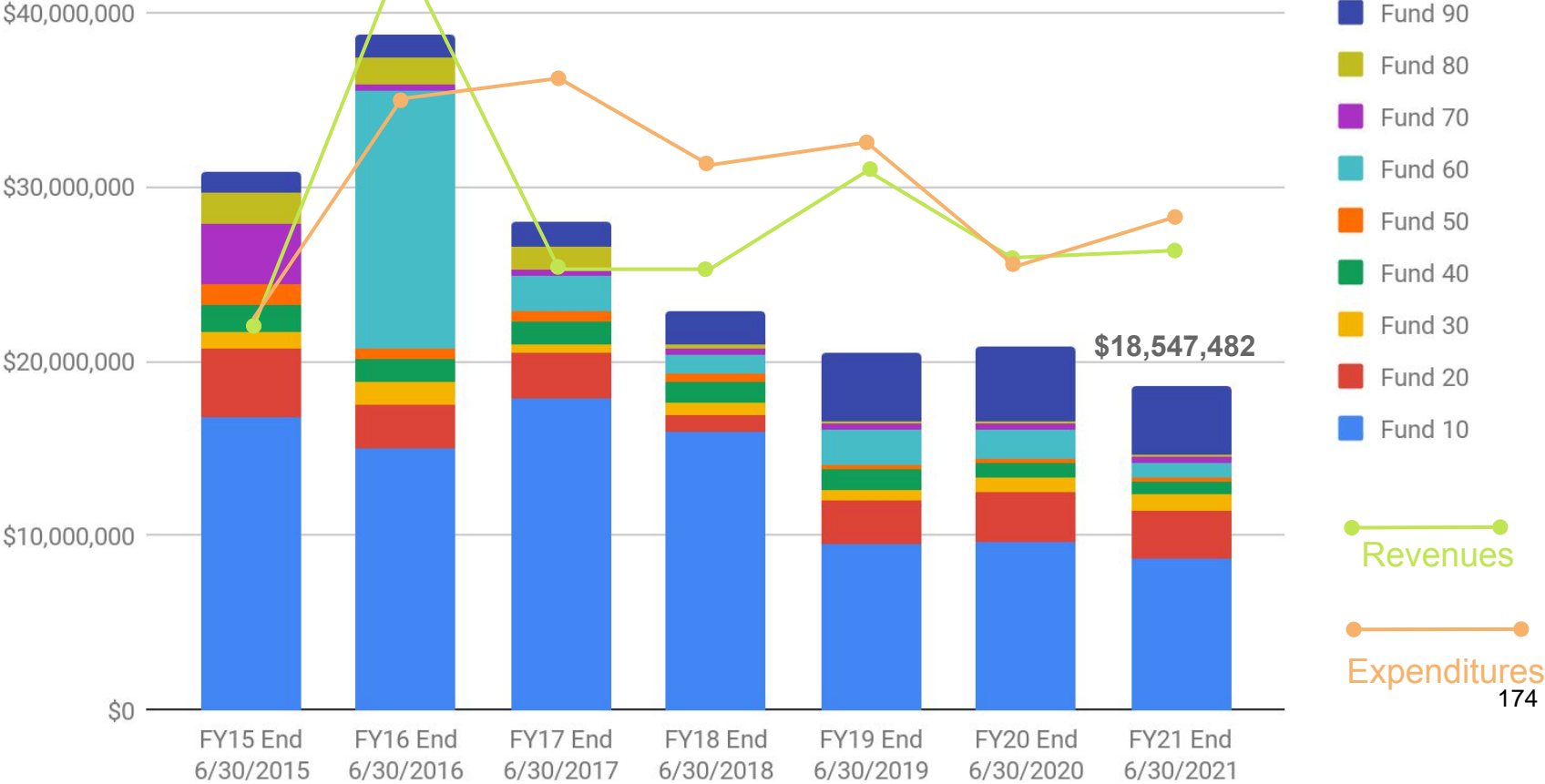
# History: Fund Balance

Fund	FY15 End 6/30/2015	FY16 End 6/30/2016	FY17 End 6/30/2017	FY18 End 6/30/2018	FY19 End 6/30/2019	FY20 End 6/30/2020	FY21 End 6/30/2021
Fund 10	\$16,767,663	\$15,023,587	\$17,875,824	\$15,984,377	\$9,500,109	\$9,669,192	\$8,666,971
Fund 20	\$3,993,087	\$2,482,609	\$2,543,331	\$966,253	\$2,492,616	\$2,769,202	\$2,719,783
Fund 30	\$913,599	\$1,338,455	\$536,092	\$609,977	\$627,968	\$826,111	\$1,030,163
Fund 40	\$1,574,670	\$1,254,604	\$1,288,451	\$1,292,214	\$1,161,250	\$931,371	\$669,734
Fund 50	\$1,108,951	\$663,550	\$561,125	\$398,773	\$265,882	\$216,730	\$184,048
Fund 60	\$105,915	\$14,769,000	\$2,040,672	\$1,049,646	\$2,000,932	\$1,603,456	\$855,486
Fund 70	\$3,409,033	\$349,016	\$369,335	\$377,997	\$392,706	\$402,694	\$412,346
Fund 80	\$1,826,023	\$1,550,956	\$1,377,415	\$253,930	\$113,631	\$64,776	\$47,795
Fund 90	\$1,133,549	\$1,264,530	\$1,420,894	\$1,883,483	\$3,885,282	\$4,398,543	\$3,961,156
Total FB	\$30,832,490	\$38,696,307	\$28,013,139	\$22,816,650	\$20,440,376	\$20,882,075	\$18,547,482 <sup>172</sup>

# History: Revenues & Expenditures

	FY15 End 6/30/2015	FY16 End 6/30/2016	FY17 End 6/30/2017	FY18 End 6/30/2018	FY19 End 6/30/2019	FY20 End 6/30/2020	FY21 End 6/30/2021
Annual Revenues	\$21,732,883	\$43,247,406	\$26,651,535	\$26,142,003	\$30,389,101	\$25,759,167	\$26,036,713
Annual Expenditures	\$22,503,484	\$35,294,330	\$37,334,703	\$31,278,188	\$32,765,375	\$25,317,468	\$28,371,309
Delta	-\$770,601	\$7,953,076	-\$10,683,168	-\$5,136,185	-\$2,376,274	\$441,699	-\$2,334,596

# Financial History



## ILLINOIS STATE BOARD OF EDUCATION

School Business Services Division

☒ School District  
☐ Joint Agreement
**Accounting Basis:**
☐ Cash  
☒ Accrual

**SCHOOL DISTRICT/JOINT AGREEMENT BUDGET FORM \***  
**July 1, 2020 - June 30, 2021**

Unbalanced budget, however, a deficit reduction plan is not required at this time.

**Date of Amended Budget:**

(MM/DD/YY)

**District Name:**

Lincolnwood School District 74

**District RCDT No:**

05-016-0740-02

**If your FY20 AFR states that you need to do a deficit reduction plan and your FY21 budget is balanced please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)**

Budget of Lincolnwood School District 74, County of Cook,  
 State of Illinois, for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021.

WHEREAS the Board of Education of Lincolnwood School District 74,  
 County of Cook, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary

of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 3rd day of September, 20 20,  
 notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

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

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be  
 beginning July 1, 2020 and ending June 30, 2021.

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

**ADOPTION OF BUDGET**

The budget shall be approved and signed below by members of the School Board. Adopted this 3rd  
 day of September, 20 20 by a roll call vote of \_\_\_\_\_ Yeas, and \_\_\_\_\_ Nays, to wit:

** MEMBERS VOTING YEA:	** MEMBERS VOTING NAY:

\* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.

\*\* Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.

(1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required  
 by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).

(2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 30,  
 whichever comes first. Budgets are submitted to **School Finance Report (SFR)**: <https://sec1.isbe.net/attachmgr/default.aspx>

The electronic version does not require member signatures, we do not accept PDF copies.

	A	B	C	D	E	F	G	H	I	J	K	L
1	<b>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</b>											
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	
3	ESTIMATED BEGINNING FUND BALANCE July 1, 2020 <sup>1</sup> (without Student Activity Funds)		9,669,194	2,769,202	826,111	931,371	216,730	1,603,457	402,694	64,776	4,398,543	
4	RECEIPTS/REVENUES (without Student Activity Funds)											
5	LOCAL SOURCES	1000	17,827,984	2,109,082	1,825,952	606,363	604,534	37,000	9,652	153,019	528,363	
6	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0		0	0					
7	STATE SOURCES	3000	1,160,000	0	0	340,000	0	0	0	0	50,000	
8	FEDERAL SOURCES	4000	769,764	15,000	0	0	0	0	0	0	0	
9	Total Direct Receipts/Revenues <sup>8</sup>		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363	
10	Receipts/Revenues for "On Behalf" Payments <sup>2</sup>	3998	0									
11	Total Receipts/Revenues		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363	
12	DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)											
13	INSTRUCTION	1000	13,264,532				232,253			0		
14	SUPPORT SERVICES	2000	5,555,455	2,173,501		1,208,000	404,963	784,971		170,000	1,015,750	
15	COMMUNITY SERVICES	3000	2,000	0		0	0			0		
16	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	1,937,984	0	0	0	0	0		0	0	
17	DEBT SERVICES	5000	0	0	1,621,900	0	0			0	0	
18	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0		0	0	
19	Total Direct Disbursements/Expenditures <sup>9</sup>		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971		170,000	1,015,750	
20	Disbursements/Expenditures for "On Behalf" Payments <sup>2</sup>	4180	0	0	0	0	0	0		0	0	
21	Total Disbursements/Expenditures		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971		170,000	1,015,750	
22	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		(1,002,223)	(49,419)	204,052	(261,637)	(32,682)	(747,971)	9,652	(16,981)	(437,387)	
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	PERMANENT TRANSFER FROM VARIOUS FUNDS											
26	Abolishment the Working Cash Fund <sup>16</sup>	7110										
27	Abatement of the Working Cash Fund <sup>16</sup>	7110										
28	Transfer of Working Cash Fund Interest	7120										
29	Transfer Among Funds	7130										
30	Transfer of Interest	7140										
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest <sup>3</sup> Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int <sup>3a</sup> Proceeds to Debt Service Fund	7170			0							
34	SALE OF BONDS (7200)											
35	Principal on Bonds Sold <sup>4</sup>	7210										
36	Premium on Bonds Sold	7220										
37	Accrued Interest on Bonds Sold	7230										
38	Sale or Compensation for Fixed Assets <sup>5</sup>	7300										
39	Transfer to Debt Service to Pay Principal on Capital Leases	7400			0							
40	Transfer to Debt Service Fund to Pay Interest on Capital Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						0				
44	ISBE Loan Proceeds	7900										
45	Other Sources Not Classified Elsewhere	7990										
46	Total Other Sources of Funds <sup>8</sup>		0	0	0	0	0	0	0	0	0	



	A	B	C	D	E	F	G	H	I	J	K	L
1	<b>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</b>											
2	<b>Description: Enter Whole Numbers Only</b>	<b>Acct #</b>	<b>(10) Educational</b>	<b>(20) Operations &amp; Maintenance</b>	<b>(30) Debt Service</b>	<b>(40) Transportation</b>	<b>(50) Municipal Retirement/ Social Security</b>	<b>(60) Capital Projects</b>	<b>(70) Working Cash</b>	<b>(80) Tort</b>	<b>(90) Fire Prevention &amp; Safety</b>	
47	<b>OTHER USES OF FUNDS (8000)</b>											
49	<b>TRANSFER TO VARIOUS OTHER FUNDS (8100)</b>											
50	Abolishment or Abatement of the Working Cash Fund <sup>16</sup>	8110							0			
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130										
53	Transfer of Interest <sup>6</sup>	8140										
54	Transfer from Capital Projects Fund to O&M Fund	8150										
55	Transfer of Excess Fire Prev & Safety Tax & Interest <sup>3</sup> Proceeds to O&M Fund	8160										
56	Transfer of Excess Accumulated Fire Prev & Safety Bond <sup>3a</sup> and Int Proceeds to Debt Service Fund	8170										
57	Taxes Pledged to Pay Principal on Capital Leases	8410										
58	Grants/Reimbursements Pledged to Pay Principal on Capital Leases	8420										
59	Other Revenues Pledged to Pay Principal on Capital Leases	8430										
60	Fund Balance Transfers Pledged to Pay Principal on Capital Leases	8440										
61	Taxes Pledged to Pay Interest on Capital Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on Capital Leases	8520										
63	Other Revenues Pledged to Pay Interest on Capital Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on Capital Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990										
79	<b>Total Other Uses of Funds <sup>9</sup></b>		0	0	0	0	0	0	0	0	0	
80	<b>Total Other Sources/Uses of Fund</b>		0	0	0	0	0	0	0	0	0	
81	<b>ESTIMATED ENDING FUND BALANCE June 30, 2021 (Without Student Activity Funds)</b>		8,666,971	2,719,783	1,030,163	669,734	184,048	855,486	412,346	47,795	3,961,156	
82												
83	<b>Student Activity ESTIMATED BEGINNING FUND BALANCE July 1, 2020 Fund 11</b>		0									
84	<b>RECEIPTS/REVENUES (For Student Activity Funds)</b>											
85	<b>Total Student Activity Direct Receipts/Revenues (Local Sources)</b>	1799	0									
86	<b>DISBURSEMENTS/EXPENDITURES (For Student Activity Funds)</b>											
87	<b>Total Student Activity Direct Disbursements/Expenditures</b>	1999	0									
88	<b>Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures</b>		0									
89	<b>Student Activity ESTIMATED ENDING FUND BALANCE June 30, 2021</b>		0									
90												
91	<b>Total ESTIMATED BEGINNING FUND BALANCE July 1, 2020 (All Sources Including Student Activity Funds)</b>		9,669,194	2,769,202	826,111	931,371	216,730	1,603,457	402,694	64,776	4,398,543	
92	<b>RECEIPTS/REVENUES (All Sources with Student Activity Funds)</b>											
93	<b>LOCAL SOURCES</b>	1000	17,827,984	2,109,082	1,825,952	606,363	604,534	37,000	9,652	153,019	528,363	
94	<b>FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT</b>	2000	0	0		0	0					
95	<b>STATE SOURCES</b>	3000	1,160,000	0	0	340,000	0	0	0	0	50,000	
96	<b>FEDERAL SOURCES</b>	4000	769,764	15,000	0	0	0	0	0	0	0	
97	<b>Total Direct Receipts/Revenues <sup>8</sup></b>		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363	
98	<b>Receipts/Revenues for "On Behalf" Payments <sup>2</sup></b>	3998	0	0	0	0	0	0		0	0	
99	<b>Total Receipts/Revenues</b>		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363	

	A	B	C	D	E	F	G	H	I	J	K	L
1	<b>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</b>											
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	
100	<b>DISBURSEMENTS/EXPENDITURES (All Sources with Student Activity Funds)</b>											
101	INSTRUCTION	1000	13,264,532				232,253			0		
102	SUPPORT SERVICES	2000	5,555,455	2,173,501		1,208,000	404,963	784,971		170,000	1,015,750	
103	COMMUNITY SERVICES	3000	2,000	0		0	0			0		
104	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	1,937,984	0	0	0	0	0		0	0	
105	DEBT SERVICES	5000	0	0	1,621,900	0	0			0	0	
106	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0		0	0	
107	Total Direct Disbursements/Expenditures <sup>9</sup>		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971		170,000	1,015,750	
108	Disbursements/Expenditures for "On Behalf" Payments <sup>2</sup>	4180	0	0	0	0	0	0		0	0	
109	Total Disbursements/Expenditures		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971		170,000	1,015,750	
110	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		(1,002,223)	(49,419)	204,052	(261,637)	(32,682)	(747,971)	9,652	(16,981)	(437,387)	
111	<b>OTHER SOURCES/USES OF FUNDS</b>											
112	OTHER SOURCES OF FUNDS (7000)											
113	Total Other Sources of Funds <sup>8</sup>		0	0	0	0	0	0	0	0	0	
114	OTHER USES OF FUNDS (8000)											
116	Total Other Uses of Funds <sup>9</sup>		0	0	0	0	0	0	0	0	0	
117	Total Other Sources/Uses of Fund		0	0	0	0	0	0	0	0	0	
118	ESTIMATED ENDING FUND BALANCE June 30, 2021 (All Sources With student Activity Funds)		8,666,971	2,719,783	1,030,163	669,734	184,048	855,486	412,346	47,795	3,961,156	
119												
120	<b>SUMMARY OF EXPENDITURES Without Student Activity Funds (by Major Object)</b>											
121	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total By Object
122	Object Name											
124	Salaries	100	14,011,351	506,000		0		0		0	0	14,517,351
125	Employee Benefits	200	2,563,077	74,085		0	637,216	0		0	0	3,274,378
126	Purchased Services	300	802,450	916,000	0	1,208,000		66,471		165,000	58,750	3,216,671
127	Supplies & Materials	400	763,430	482,616		0		0		0	0	1,246,046
128	Capital Outlay	500	115,384	173,500		0		718,500		0	957,000	1,964,384
129	Other Objects	600	1,954,984	300	1,621,900	0	0	0		5,000	0	3,582,184
130	Non-Capitalized Equipment	700	80,000	21,000		0		0		0	0	101,000
131	Termination Benefits	800	469,295	0		0				0		469,295
132	Total Expenditures		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971		170,000	1,015,750	28,371,309

## SUMMARY OF CASH TRANSACTIONS

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	BEGINNING CASH BALANCE ON HAND July 1, 2020 <sup>7</sup> (Without Student Activity Funds)		9,529,082	2,779,086	826,111	931,371	216,730	1,603,457	402,694	64,776	4,398,543
4	Total Direct Receipts & Other Sources <sup>8</sup>		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363
5	OTHER RECEIPTS										
6	Interfund Loans Payable (Loans from Other Funds)	411									
7	Interfund Loans Receivable (Repayment of Loans)	141									
8	Notes and Warrants Payable	433									
9	Other Current Assets	199									
10	Total Other Receipts		0	0	0	0	0	0	0	0	0
11	Total Direct Receipts, Other Sources, & Other Receipts		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363
12	Total Amount Available		29,286,830	4,903,168	2,652,063	1,877,734	821,264	1,640,457	412,346	217,795	4,976,906
13	Total Direct Disbursements & Other Uses <sup>9</sup>		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971	0	170,000	1,015,750
14	OTHER DISBURSEMENTS										
15	Interfund Loans Receivable (Loans to Other Funds) <sup>10</sup>	141									
16	Interfund Loans Payable (Repayment of Loans)	411									
17	Notes and Warrants Payable	433									
18	Other Current Liabilities	499									
19	Total Other Disbursements		0	0	0	0	0	0	0	0	0
20	Total Direct Disbursements, Other Uses, & Other Disbursements		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971	0	170,000	1,015,750
21	ENDING CASH BALANCE ON HAND June 30, 2021 <sup>7</sup> (Without Student Activity Funds)		8,526,859	2,729,667	1,030,163	669,734	184,048	855,486	412,346	47,795	3,961,156
22											
23	Activity Funds BEGINNING CASH BALANCE ON HAND July 1, 2020 <sup>7</sup>		20,515								
24	Total Direct Receipts & Other Sources <sup>8</sup>		0								
25	Total Amount Available		20,515								
26	Total Direct Disbursements & Other Uses <sup>9</sup>		0								
27	Activity funds ENDING CASH BALANCE ON HAND June 30, 2021 <sup>7</sup>		20,515								
28											
29	Total BEGINNING CASH BALANCE ON HAND July 1, 2020 <sup>7</sup> (With Student Activity Funds)		9,549,597	2,779,086	826,111	931,371	216,730	1,603,457	402,694	64,776	4,398,543
30	Total Direct Receipts & Other Sources <sup>8</sup>		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363
31	Total Other Receipts		0	0	0	0	0	0	0	0	0
32	Total Direct Receipts, Other Sources, & Other Receipts		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363
33	Total Amount Available		29,307,345	4,903,168	2,652,063	1,877,734	821,264	1,640,457	412,346	217,795	4,976,906
34	Total Direct Disbursements & Other Uses <sup>9</sup>		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971	0	170,000	1,015,750
35	Total Other Disbursements		0	0	0	0	0	0	0	0	0
36	Total Direct Disbursements, Other Uses, & Other Disbursements		20,759,971	2,173,501	1,621,900	1,208,000	637,216	784,971	0	170,000	1,015,750
37	Total ENDING CASH BALANCE ON HAND June 30, 2021 <sup>7</sup> (With Student Activity Funds)		8,547,374	2,729,667	1,030,163	669,734	184,048	855,486	412,346	47,795	3,961,156

	A	B	C	D	E	F	G	H	I	J	K
	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
1											
2											
3	RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)										
4	AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY	1100									
5	Designated Purposes Levies <sup>11</sup> (1110-1120)	-	16,388,159	1,950,376	1,808,452	419,363	168,900		652	116,519	436,363
6	Leasing Purposes Levy <sup>12</sup>	1130									
7	Special Education Purposes Levy	1140	292,020								
8	FICA and Medicare Only Levies	1150					305,594				
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies (Describe & Itemize)	1190									
12	Total Ad Valorem Taxes Levied by District		16,680,179	1,950,376	1,808,452	419,363	474,494	0	652	116,519	436,363
13	PAYMENTS IN LIEU OF TAXES	1200									
14	Mobile Home Privilege Tax	1210									
15	Payments from Local Housing Authority	1220									
16	Corporate Personal Property Replacement Taxes <sup>13</sup>	1230	325,000	0		163,000	120,000				
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290									
18	Total Payments in Lieu of Taxes		325,000	0	0	163,000	120,000	0	0	0	0
19	TUITION	1300									
20	Regular Tuition from Pupils or Parents (In State)	1311	153,400								
21	Regular Tuition from Other Districts (In State)	1312									
22	Regular Tuition from Other Sources (In State)	1313	0								
23	Regular Tuition from Other Sources (Out of State)	1314									
24	Summer School Tuition from Pupils or Parents (In State)	1321	20,000								
25	Summer School Tuition from Other Districts (In State)	1322	0								
26	Summer School Tuition from Other Sources (In State)	1323	0								
27	Summer School Tuition from Other Sources (Out of State)	1324									
28	CTE Tuition from Pupils or Parents (In State)	1331									
29	CTE Tuition from Other Districts (In State)	1332									
30	CTE Tuition from Other Sources (In State)	1333									
31	CTE Tuition from Other Sources (Out of State)	1334									
32	Special Education Tuition from Pupils or Parents (In State)	1341									
33	Special Education Tuition from Other Districts (In State)	1342									
34	Special Education Tuition from Other Sources (In State)	1343									
35	Special Education Tuition from Other Sources (Out of State)	1344									
36	Adult Tuition from Pupils or Parents (In State)	1351									
37	Adult Tuition from Other Districts (In State)	1352									
38	Adult Tuition from Other Sources (In State)	1353									
39	Adult Tuition from Other Sources (Out of State)	1354									
40	Total Tuition		173,400								
41	TRANSPORTATION FEES	1400									
42	Regular Transportation Fees from Pupils or Parents (In State)	1411				0					
43	Regular Transportation Fees from Other Districts (In State)	1412									
44	Regular Transportation Fees from Other Sources (In State)	1413									
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415				0					
46	Regular Transportation Fees from Other Sources (Out of State)	1416									
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421									
48	Summer School Transportation Fees from Other Districts (In State)	1422									
49	Summer School Transportation Fees from Other Sources (In State)	1423									
50	Summer School Transportation Fees from Other Sources (Out of State)	1424									
51	CTE Transportation Fees from Pupils or Parents (In State)	1431									
52	CTE Transportation Fees from Other Districts (In State)	1432									
53	CTE Transportation Fees from Other Sources (In State)	1433									
54	CTE Transportation Fees from Other Sources (Out of State)	1434									
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441									
56	Special Education Transportation Fees from Other Districts (In State)	1442									
57	Special Education Transportation Fees from Other Sources (In State)	1443									
58	Special Education Transportation Fees from Other Sources (Out of State)	1444									
59	Adult Transportation Fees from Pupils or Parents (In State)	1451				0					180

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
2											
60	Adult Transportation Fees from Other Districts (In State)	1452									
61	Adult Transportation Fees from Other Sources (In State)	1453									
62	Adult Transportation Fees from Other Sources (Out of State)	1454									
63	<b>Total Transportation Fees</b>					0					
64	<b>EARNINGS ON INVESTMENTS</b>	1500									
65	Interest on Investments	1510	240,000	60,000	17,500	24,000	10,040	37,000	9,000	36,500	92,000
66	Gain or Loss on Sale of Investments	1520									
67	<b>Total Earnings on Investments</b>		240,000	60,000	17,500	24,000	10,040	37,000	9,000	36,500	92,000
68	<b>FOOD SERVICE</b>	1600									
69	Sales to Pupils - Lunch	1611	220,000								
70	Sales to Pupils - Breakfast	1612									
71	Sales to Pupils - A la Carte	1613									
72	Sales to Pupils - Other (Describe & Itemize)	1614									
73	Sales to Adults	1620									
74	Other Food Service (Describe & Itemize)	1690									
75	<b>Total Food Service</b>		220,000								
76	<b>DISTRICT/SCHOOL ACTIVITY INCOME</b>	1700									
77	Admissions - Athletic	1711	50								
78	Admissions - Other	1719									
79	Fees	1720	56,550								
80	Book Store Sales	1730	4,200								
81	Other District/School Activity Revenue (Describe & Itemize)	1790	22,000								
82	Student Activity Fund Revenues	1799									
83	<b>Total District/School Activity Income (without Student Activity Funds 1799)</b>		82,800	0							
84	<b>Total District/School Activity Income (with Student Activity Funds 1799)</b>		82,800								
85	<b>TEXTBOOK INCOME</b>	1800									
86	Rentals - Regular Textbooks	1811	39,000								
87	Rentals - Summer School Textbooks	1812	33,000								
88	Rentals - Adult/Continuing Education Textbooks	1813	8,500								
89	Rentals - Other (Describe)	1819									
90	Sales - Regular Textbooks	1821	0								
91	Sales - Summer School Textbooks	1822	0								
92	Sales - Adult/Continuing Education Textbooks	1823	0								
93	Sales - Other (Describe & Itemize)	1829									
94	Other (Describe & Itemize)	1890	0								
95	<b>Total Textbooks</b>		80,500								
96	<b>OTHER REVENUE FROM LOCAL SOURCES</b>	1900									
97	Rentals	1910		98,706							
98	Contributions and Donations from Private Sources	1920									
99	Impact Fees from Municipal or County Governments	1930									
100	Services Provided Other Districts	1940	0	0							
101	Refund of Prior Years' Expenditures	1950	17,538							0	
102	Payments of Surplus Moneys from TIF Districts	1960	0								
103	Drivers' Education Fees	1970									
104	Proceeds from Vendors' Contracts	1980		0							
105	School Facility Occupation Tax Proceeds	1983									
106	Payment from Other Districts	1991									
107	Sale of Vocational Projects	1992									
108	Other Local Fees (Describe & Itemize)	1993									
109	Other Local Revenues (Describe & Itemize)	1999	8,567	0	0	0	0	0	0	0	0
110	<b>Total Other Revenue from Local Sources</b>		26,105	98,706	0	0	0	0	0	0	0
111	<b>Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799)</b>	1000	17,827,984	2,109,082	1,825,952	606,363	604,534	37,000	9,652	153,019	528,363
112	<b>Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799)</b>		17,827,984								181
113	<b>FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)</b>										

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
114	Flow-Through Revenue from State Sources	2100									
115	Flow-Through Revenue from Federal Sources	2200									
116	Other Flow-Through Revenue (Describe & Itemize)	2300									
117	<b>Total Flow-Through Receipts/Revenues From District to Another District</b> One	<b>2000</b>	0	0		0	0				
118	<b>RECEIPTS/REVENUES FROM STATE SOURCES (3000)</b>										
119	<b>UNRESTRICTED GRANTS-IN-AID (3001-3099)</b>										
120	Evidence Based Funding Formula (Section 18-8.15)	3001	1,160,000			0					
121	Reorganization Incentives (Accounts 3005-3021)	3005									
122	Fast Growth District Grants	3030									
123	Other Unrestricted Grants-In-Aid From State Sources (Describe & Itemize)	3099									
124	<b>Total Unrestricted Grants-In-Aid</b>		1,160,000	0	0	0	0	0		0	0
125	<b>RESTRICTED GRANTS-IN-AID (3100-3900)</b>										
126	<b>SPECIAL EDUCATION</b>										
127	Special Education - Private Facility Tuition	3100	0								
128	Special Education - Funding for Children Requiring Sp Ed Services	3105	0								
129	Special Education - Personnel	3110	0								
130	Special Education - Orphanage - Individual	3120	0								
131	Special Education - Orphanage - Summer Individual	3130	0								
132	Special Education - Summer School	3145	0								
133	Special Education - Other (Describe & Itemize)	3199									
134	<b>Total Special Education</b>		0	0		0					
135	<b>CAREER AND TECHNICAL EDUCATION (CTE)</b>										
136	CTE - Technical Education - Tech Prep	3200									
137	CTE - Secondary Program Improvement (CTEI)	3220									
138	CTE - WECEP	3225									
139	CTE - Agriculture Education	3235									
140	CTE - Instructor Practicum	3240									
141	CTE - Student Organizations	3270	0								
142	CTE - Other (Describe & Itemize)	3299									
143	<b>Total Career and Technical Education</b>		0	0			0				
144	<b>BILINGUAL EDUCATION</b>										
145	Bilingual Education - Downstate - TPI and TBE	3305	0								
146	Bilingual Education - Downstate - Transitional Bilingual Education	3310	0								
147	<b>Total Bilingual Education</b>		0				0				
148	State Free Lunch & Breakfast	3360									
149	School Breakfast Initiative	3365									
150	Driver Education	3370									
151	Adult Education (from ICCB)	3410									
152	Adult Education - Other (Describe & Itemize)	3499									
153	<b>TRANSPORTATION</b>										
154	Transportation - Regular and Vocational	3500				90,000					
155	Transportation - Special Education	3510				250,000					
156	Transportation - Other (Describe & Itemize)	3599									
157	<b>Total Transportation</b>		0	0		340,000	0				
158	Learning Improvement - Change Grants	3610	0								
159	Scientific Literacy	3660									
160	Truant Alternative/Optional Education	3695									
161	Early Childhood - Block Grant	3705									
162	Chicago General Education Block Grant	3766									
163	Chicago Educational Services Block Grant	3767									
164	School Safety & Educational Improvement Block Grant	3775	0								182
165	Technology - Technology for Success	3780	0								
166	State Charter Schools	3815									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
167	Extended Learning Opportunities - Summer Bridges	3825									
168	Infrastructure Improvements - Planning/Construction	3920									
169	School Infrastructure - Maintenance Projects	3925		0							50,000
170	Other Restricted Revenue from State Sources (Describe & Itemize)	3999	0	0							
171	<b>Total Restricted Grants-In-Aid</b>		0	0	0	340,000	0	0	0	0	50,000
172	<b>Total Receipts/Revenues from State Sources</b>	<b>3000</b>	<b>1,160,000</b>	<b>0</b>	<b>0</b>	<b>340,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
173	<b>RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)</b>										
174	<b>UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT. (4001-4009)</b>										
175	Federal Impact Aid	4001									
176	Other Unrestricted Grants-In-Aid Received Directly from the Federal Govt. (Describe & Itemize)	4009									
177	<b>Total Unrestricted Grants-In-Aid Received Directly from Fed Govt</b>		0	0	0	0	0	0	0	0	0
178	<b>RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090)</b>										
179	Head Start	4045									
180	Construction (Impact Aid)	4050									
181	MAGNET	4060									
182	Other Restricted Grants-In-Aid Received Directly from Federal Govt. (Describe & Itemize)	4090									
183	<b>Total Restricted Grants-In-Aid Received Directly from Federal Govt.</b>		0	0		0	0	0			0
184	<b>RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT. THRU THE STATE (4100-4999)</b>										
185	<b>TITLE V</b>										
186	Title V - Flexibility and Accountability	4100	0								
187	Title V - SEA Projects	4105									
188	Title V - Rural Education Initiative (REI)	4107	0								
189	Title V - Other (Describe & Itemize)	4199									
190	<b>Total Title V</b>		0	0		0	0				
191	<b>FOOD SERVICE</b>										
192	Breakfast Start-Up Expansion	4200									
193	National School Lunch Program	4210									
194	Special Milk Program	4215	11,000								
195	School Breakfast Program	4220									
196	Summer Food Service Admin/Program	4225									
197	Child and Adult Care Food Program	4226									
198	Fresh Fruit and Vegetables	4240									
199	Food Service - Other (Describe & Itemize)	4299									
200	<b>Total Food Service</b>		11,000				0				
201	<b>TITLE I</b>										
202	Title I - Low Income	4300	240,020								
203	Title I - Low Income - Neglected, Private	4305									
204	Title I - Migrant Education	4340									
205	Title I - Other (Describe & Itemize)	4399									
206	<b>Total Title I</b>		240,020	0		0	0				
207	<b>TITLE IV</b>										
208	Title IV - Student Support & Academic Enrichment Grant	4400	0								
209	Title IV - 21st Century	4421	0								
210	Title IV - Other (Describe & Itemize)	4499									
211	<b>Total Title IV</b>		0	0		0	0				
212	<b>FEDERAL - SPECIAL EDUCATION</b>										
213	Federal Special Education - Preschool Flow-Through	4600	9,270								
214	Federal Special Education - Preschool Discretionary	4605									
215	Federal Special Education - IDEA Flow Through	4620	285,299								
216	Federal Special Education - IDEA Room & Board	4625	0								
217	Federal Special Education - IDEA Discretionary	4630									

183

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
218	Federal Special Education - IDEA - Other (Describe & Itemize)	4699									
219	<b>Total Federal Special Education</b>		294,569	0		0	0				
220	<b>CTE - PERKINS</b>										
221	CTE - Perkins-Title IIIIE Tech Prep	4770									
222	CTE - Other (Describe & Itemize)	4799									
223	<b>Total CTE - Perkins</b>		0	0			0				
224	Federal - Adult Education	4810									
225	ARRA - General State Aid - Education Stabilization	4850	0								
226	ARRA - Title I - Low Income	4851	0								
227	ARRA - Title I - Neglected, Private	4852									
228	ARRA - Title I - Delinquent, Private	4853									
229	ARRA - Title I - School Improvement (Part A)	4854									
230	ARRA - Title I - School Improvement (Section 1003g)	4855									
231	ARRA - IDEA - Part B - Preschool	4856									
232	ARRA - IDEA - Part B - Flow-Through	4857									
233	ARRA - Title IID - Technology - Formula	4860									
234	ARRA - Title IID - Technology - Competitive	4861									
235	ARRA - McKinney - Vento Homeless Education	4862									
236	ARRA - Child Nutrition Equipment Assistance	4863									
237	Impact Aid Formula Grants	4864									
238	Impact Aid Competitive Grants	4865									
239	Qualified Zone Academy Bond Tax Credits	4866									
240	Qualified School Construction Bond Credits	4867									
241	Build America Bond Tax Credits	4868									
242	Build America Bond Interest Reimbursement	4869									
243	ARRA - General State Aid - Other Government Services Stabilization	4870	0								
244	Other ARRA Funds - II	4871									
245	Other ARRA Funds - III	4872									
246	Other ARRA Funds - IV	4873									
247	Other ARRA Funds - V	4874									
248	ARRA - Early Childhood	4875									
249	Other ARRA Funds - VII	4876									
250	Other ARRA Funds - VIII	4877									
251	Other ARRA Funds - IX	4878									
252	Other ARRA Funds - X	4879									
253	Other ARRA Funds - Ed Job Fund Program	4880	0								
254	<b>Total Stimulus Programs</b>		0	0	0	0	0	0		0	0
255	Race to the Top Program	4901									
256	Race to the Top - Preschool Expansion Grant	4902									
257	Title III - Instruction for English Learners & Immigrant Students	4905	0								
258	Title III - English Language Acquisition	4909	25,000								
259	McKinney Education for Homeless Children	4920									
260	Title II - Eisenhower - Professional Development Formula	4930	0								
261	Title II - Teacher Quality	4932	18,000								
262	Federal Charter Schools	4960									
263	State Assessment Grants	4981									
264	Grant for State Assessments and Related Activities	4982									
265	Medicaid Matching Funds - Administrative Outreach	4991									
266	Medicaid Matching Funds - Fee-For-Service Program	4992	0								
267	Other Restricted Grants Received from Federal Government through State (Describe & Itemize)	4999	181,175	15,000							
268	<b>Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State</b>		769,764	15,000	0	0	0	0		0	0
269	<b>TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES</b>	4000	769,764	15,000	0	0	0	0	0	0	184 0
270	<b>TOTAL DIRECT RECEIPTS/REVENUES (without Student Activity Funds 1799)</b>		19,757,748	2,124,082	1,825,952	946,363	604,534	37,000	9,652	153,019	578,363
271	<b>TOTAL DIRECT RECEIPTS/REVENUES (with Student Activity Funds 1799)</b>		19,757,748								



	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
3	<b>10 - EDUCATIONAL FUND (ED)</b>										
4	<b>INSTRUCTION (ED)</b>	<b>1000</b>									
5	Regular Programs	1100	7,167,048	1,200,016	193,700	409,143	102,884	0	67,000	469,295	9,609,086
6	Tuition Payment to Charter Schools	1115									0
7	Pre-K Programs	1125	232,068	83,399	200	2,995	1,000		500		320,162
8	Special Education Programs (Functions 1200 - 1220)	1200	1,180,669	301,185	500	5,000	2,000	500	1,000		1,490,854
9	Special Education Programs Pre-K	1225									0
10	Remedial and Supplemental Programs K-12	1250	480,490	71,624	35,000	6,542	0		0		593,656
11	Remedial and Supplemental Programs Pre-K	1275									0
12	Adult/Continuing Education Programs	1300									0
13	CTE Programs	1400									0
14	Interscholastic Programs	1500	25,060	1,400		1,500	1,000	0			28,960
15	Summer School Programs	1600	0	0	0	0					0
16	Gifted Programs	1650	380,816	77,486	0	3,000					461,302
17	Driver's Education Programs	1700									0
18	Bilingual Programs	1800	657,562	94,300	2,150	6,500	0	0	0		760,512
19	Truant Alternative & Optional Programs	1900									0
20	Pre-K Programs - Private Tuition	1910									0
21	Regular K-12 Programs Private Tuition	1911									0
22	Special Education Programs K-12 Private Tuition	1912									0
23	Special Education Programs Pre-K Tuition	1913									0
24	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
25	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
26	Adult/Continuing Education Programs Private Tuition	1916									0
27	CTE Programs Private Tuition	1917									0
28	Interscholastic Programs Private Tuition	1918									0
29	Summer School Programs Private Tuition	1919									0
30	Gifted Programs Private Tuition	1920									0
31	Bilingual Programs Private Tuition	1921									0
32	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
33	Student Activity Fund Expenditures	1999									0
34	<b>Total Instruction<sup>14</sup> (Without Student Activity Funds 1999)</b>	<b>1000</b>	<b>10,123,713</b>	<b>1,829,410</b>	<b>231,550</b>	<b>434,680</b>	<b>106,884</b>	<b>500</b>	<b>68,500</b>	<b>469,295</b>	<b>13,264,532</b>
35	<b>Total Instruction<sup>14</sup> (With Student Activity Funds 1999)</b>	<b>1000</b>	<b>10,123,713</b>	<b>1,829,410</b>	<b>231,550</b>	<b>434,680</b>	<b>106,884</b>	<b>500</b>	<b>68,500</b>	<b>469,295</b>	<b>13,264,532</b>
36	<b>SUPPORT SERVICES (ED)</b>	<b>2000</b>									
37	<b>Support Services - Pupil</b>	<b>2100</b>									
38	Attendance & Social Work Services	2110	360,288	18,072	500	1,000					379,860
39	Guidance Services	2120									0
40	Health Services	2130	164,250	48,488	1,500	33,600	1,500	600	1,500		251,438
41	Psychological Services	2140	173,997	31,144	1,000	1,050					207,191
42	Speech Pathology & Audiology Services	2150	277,900	33,437	0	1,250					312,587
43	Other Support Services - Pupils (Describe & Itemize)	2190	59,000	285							59,285
44	<b>Total Support Services - Pupil</b>	<b>2100</b>	<b>1,035,435</b>	<b>131,426</b>	<b>3,000</b>	<b>36,900</b>	<b>1,500</b>	<b>600</b>	<b>1,500</b>	<b>0</b>	<b>1,210,361</b>
45	<b>Support Services - Instructional Staff</b>	<b>2200</b>									
46	Improvement of Instruction Services	2210	351,694	39,392	90,500	2,600	0	1,500	0		485,686
47	Educational Media Services	2220	254,622	27,259	0	6,850	0		0		288,731
48	Assessment & Testing	2230		0	14,525	0					14,525
49	<b>Total Support Services - Instructional Staff</b>	<b>2200</b>	<b>606,316</b>	<b>66,651</b>	<b>105,025</b>	<b>9,450</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>788,942</b>
50	<b>Support Services - General Administration</b>	<b>2300</b>									
51	Board of Education Services	2310		58,000	236,900	2,500	0	20,000	1,000		318,400
52	Executive Administration Services	2320	262,056	32,369	3,400	2,000	500	2,500	1,000		303,825
53	Special Area Administration Services	2330	137,451	46,064							183,515
54	Tort Immunity Services	2360 - 2370									0
55	<b>Total Support Services - General Administration</b>	<b>2300</b>	<b>399,507</b>	<b>136,433</b>	<b>240,300</b>	<b>4,500</b>	<b>500</b>	<b>22,500</b>	<b>2,000</b>	<b>0</b>	<b>805,740</b>
56	<b>Support Services - School Administration</b>	<b>2400</b>									
57	Office of the Principal Services	2410	704,565	181,780	6,500	5,200	1,500	2,000			901,545
58	Other Support Services - School Administration (Describe & Itemize)	2490									0
59	<b>Total Support Services - School Administration</b>	<b>2400</b>	<b>704,565</b>	<b>181,780</b>	<b>6,500</b>	<b>5,200</b>	<b>1,500</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	<b>185,015,545</b>
60	<b>Support Services - Business</b>	<b>2500</b>									
61	Direction of Business Support Services	2510	175,825	29,088			0	1,500	1,000		207,413

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
62	Fiscal Services	2520	214,500	45,739	118,675	5,000	0	20,000	2,500		406,414
63	Operation & Maintenance of Plant Services	2540									0
64	Pupil Transportation Services	2550				0					0
65	Food Services	2560	232,100	53,628	3,000	259,200	5,000	1,500	4,500		558,928
66	Internal Services	2570			20,500	1,500					22,000
67	<b>Total Support Services - Business</b>	<b>2500</b>	<b>622,425</b>	<b>128,455</b>	<b>142,175</b>	<b>265,700</b>	<b>5,000</b>	<b>23,000</b>	<b>8,000</b>	<b>0</b>	<b>1,194,755</b>
68	<b>Support Services - Central</b>	<b>2600</b>									
69	Direction of Central Support Services	2610		0	0	0					0
70	Planning, Research, Development & Evaluation Services	2620		0	0						0
71	Information Services	2630	80,000	6,221	37,000	6,000	0	1,500			130,721
72	Staff Services	2640									0
73	Data Processing Services	2660	439,390	82,701	1,000	0	0	300	0		523,391
74	<b>Total Support Services - Central</b>	<b>2600</b>	<b>519,390</b>	<b>88,922</b>	<b>38,000</b>	<b>6,000</b>	<b>0</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>654,112</b>
75	<b>Other Support Services (Describe &amp; Itemize)</b>	<b>2900</b>									0
76	<b>Total Support Services</b>	<b>2000</b>	<b>3,887,638</b>	<b>733,667</b>	<b>535,000</b>	<b>327,750</b>	<b>8,500</b>	<b>51,400</b>	<b>11,500</b>	<b>0</b>	<b>5,555,455</b>
77	<b>COMMUNITY SERVICES (ED)</b>	<b>3000</b>			1,000	1,000					2,000
78	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (ED)</b>	<b>4000</b>									
79	<b>Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>									
80	Payments for Regular Programs	4110									0
81	Payments for Special Education Programs	4120			34,900			1,903,084			1,937,984
82	Payments for Adult/Continuing Education Programs	4130									0
83	Payments for CTE Programs	4140									0
84	Payments for Community College Programs	4170									0
85	Other Payments to In-State Govt Units (Describe & Itemize)	4190									0
86	<b>Total Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>			<b>34,900</b>			<b>1,903,084</b>			<b>1,937,984</b>
87	Payments for Regular Programs - Tuition	4210									0
88	Payments for Special Education Programs - Tuition	4220									0
89	Payments for Adult/Continuing Education Programs - Tuition	4230									0
90	Payments for CTE Programs - Tuition	4240									0
91	Payments for Community College Programs - Tuition	4270									0
92	Payments for Other Programs - Tuition	4280									0
93	Other Payments to In-State Govt Units (Describe & Itemize)	4290									0
94	<b>Total Payments to Other Dist &amp; Govt Units - Tuition (In State)</b>	<b>4200</b>						<b>0</b>			<b>0</b>
95	Payments for Regular Programs - Transfers	4310									0
96	Payments for Special Education Programs - Transfers	4320									0
97	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
98	Payments for CTE Programs - Transfers	4340									0
99	Payments for Community College Program - Transfers	4370									0
100	Payments for Other Programs - Transfers	4380									0
101	Other Payments to In-State Govt Units - Transfers (Describe & Itemize)	4390									0
102	<b>Total Payments to Other Dist &amp; Govt Units-Transfers (In State)</b>	<b>4300</b>			<b>0</b>			<b>0</b>			<b>0</b>
103	Payments to Other Dist & Govt Units (Out of State)	4400									0
104	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>			<b>34,900</b>			<b>1,903,084</b>			<b>1,937,984</b>
105	<b>DEBT SERVICE (ED)</b>	<b>5000</b>									
106	<b>Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>									
107	Tax Anticipation Warrants	5110									0
108	Tax Anticipation Notes	5120									0
109	Corporate Personal Property Repl Tax Anticipated Notes	5130									0
110	State Aid Anticipation Certificates	5140									0
111	Other Interest on Short-Term Debt (Describe & Itemize)	5150									0
112	<b>Total Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>						<b>0</b>			<b>0</b>
113	<b>Debt Service - Interest on Long-Term Debt</b>	<b>5200</b>									0
114	<b>Total Debt Service</b>	<b>5000</b>						<b>0</b>			<b>0</b>
115	<b>PROVISION FOR CONTINGENCIES (ED)</b>	<b>6000</b>						<b>0</b>			<b>0</b>
116	<b>Total Direct Disbursements/Expenditures (without Student Activity Funds (1999))</b>		<b>14,011,351</b>	<b>2,563,077</b>	<b>802,450</b>	<b>763,430</b>	<b>115,384</b>	<b>1,954,984</b>	<b>80,000</b>	<b>469,295</b>	<b>20,759,971</b>
117	<b>Total Direct Disbursements/Expenditures (with Student Activity Funds (1999))</b>		<b>14,011,351</b>	<b>2,563,077</b>	<b>802,450</b>	<b>763,430</b>	<b>115,384</b>	<b>1,954,984</b>	<b>80,000</b>	<b>469,295</b>	<b>20,759,971</b>
118	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (Without Student Activity Funds 1999)</b>										<b>186</b> <b>(1,002,223)</b>
119	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (With Student Activity Funds 1999)</b>										<b>(1,002,223)</b>

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
2											
121	<b>20 - OPERATIONS AND MAINTENANCE FUND (O&amp;M)</b>										
122	<b>SUPPORT SERVICES (O&amp;M)</b>	<b>2000</b>									
123	Support Services - Pupil	2100									
124	Other Support Services - Pupils <i>(Describe &amp; Itemize)</i>	2190									0
125	Support Services - Business	2500									
126	Direction of Business Support Services	2510									0
127	Facilities Acquisition & Construction Services	2530									0
128	Operation & Maintenance of Plant Services	2540	506,000	74,085	916,000	482,616	173,500	300	21,000		2,173,501
129	Pupil Transportation Services	2550									0
130	Food Services	2560									0
131	Total Support Services - Business	2500	506,000	74,085	916,000	482,616	173,500	300	21,000	0	2,173,501
132	Other Support Services <i>(Describe &amp; Itemize)</i>	2900									0
133	Total Support Services	2000	506,000	74,085	916,000	482,616	173,500	300	21,000	0	2,173,501
134	<b>COMMUNITY SERVICES (O&amp;M)</b>	<b>3000</b>									0
135	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (O&amp;M)</b>	<b>4000</b>									
136	Payments to Other Dist & Govt Units (In-State)	4100									
137	Payments for Regular Programs	4110									0
138	Payments for Special Education Programs	4120									0
139	Payments for CTE Program	4140									0
140	Other Payments to In-State Govt Units <i>(Describe &amp; Itemize)</i>	4190									0
141	Total Payments to Other Dist & Govt Units (In-State)	4100						0			0
142	Payments to Other Dist & Govt Units (Out of State) <sup>14</sup>	4400									0
143	Total Payments to Other Dist & Govt Unit	4000						0			0
144	<b>DEBT SERVICE (O&amp;M)</b>	<b>5000</b>									
145	Debt Service - Interest on Short-Term Debt	5100									
146	Tax Anticipation Warrants	5110									0
147	Tax Anticipation Notes	5120									0
148	Corporate Personal Prop Repl Tax Anticipated Notes	5130									0
149	State Aid Anticipation Certificates	5140									0
150	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150									0
151	Total Debt Service - Interest on Short-Term Debt	5100						0			0
152	Debt Service - Interest on Long-Term Debt	5200									0
153	Total Debt Service	5000						0			0
154	<b>PROVISION FOR CONTINGENCIES (O&amp;M)</b>	<b>6000</b>						0			0
155	Total Direct Disbursements/Expenditures		506,000	74,085	916,000	482,616	173,500	300	21,000	0	2,173,501
156	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(49,419)
157											
158	<b>30 - DEBT SERVICE FUND (DS)</b>										
159	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (DS)</b>	<b>4000</b>									
160	Payments to Other Dist & Govt Units (In-State)	4100									
161	Payments for Regular Programs	4110									0
162	Payments for Special Education Programs	4120									0
163	Other Payments to In-State Govt Units <i>(Describe &amp; Itemize)</i>	4190									0
164	Total Payments to Other Dist & Govt Units (In-State)	4000						0			0
165	<b>DEBT SERVICE (DS)</b>	<b>5000</b>									
166	Debt Service - Interest on Short-Term Debt	5100									
167	Tax Anticipation Warrants	5110									0
168	Tax Anticipation Notes	5120									0
169	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
170	State Aid Anticipation Certificates	5140						534,400			534,400
171	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150									0
172	Total Debt Service - Interest On Short-Term Debt	5100						534,400			534,400
173	Debt Service - Interest on Long-Term Debt	5200						1,085,000			1,085,000
174	Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)	5300						0			187 0
175	Debt Service Other <i>(Describe &amp; Itemize)</i>	5400						2,500			2,500
176	Total Debt Service	5000				0		1,621,900			1,621,900

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
177	PROVISION FOR CONTINGENCIES (DS)	6000									0
178	Total Direct Disbursements/Expenditures				0			1,621,900			1,621,900
179	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										204,052
180											
181	40 - TRANSPORTATION FUND (TR)										
182	SUPPORT SERVICES (TR)	2000									
183	Support Services - Pupils	2100									
184	Other Support Services - Pupils (Describe & Itemize)	2190									0
185	Support Services - Business										
186	Pupil Transportation Services	2550			1,208,000	0	0	0			1,208,000
187	Other Support Services (Describe & Itemize)	2900									0
188	Total Support Services	2000	0	0	1,208,000	0	0	0	0	0	1,208,000
189	COMMUNITY SERVICES (TR)	3000									0
190	PAYMENTS TO OTHER DIST & GOVT UNITS (TR)	4000									
191	Payments to Other Dist & Govt Units (In-State)	4100									
192	Payments for Regular Program	4110									0
193	Payments for Special Education Programs	4120									0
194	Payments for Adult/Continuing Education Programs	4130									0
195	Payments for CTE Programs	4140									0
196	Payments for Community College Programs	4170									0
197	Other Payments to In-State Govt Units (Describe & Itemize)	4190									0
198	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
199	Payments to Other Dist & Govt Units (Out-of-State) (Describe & Itemize)	4400									0
200	Total Payments to Other Dist & Govt Units	4000			0			0			0
201	DEBT SERVICE (TR)	5000									
202	Debt Service - Interest on Short-Term Debt	5100									
203	Tax Anticipation Warrants	5110									0
204	Tax Anticipation Notes	5120									0
205	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
206	State Aid Anticipation Certificates	5140									0
207	Other Interest on Short-Term Debt (Describe and Itemize)	5150									0
208	Total Debt Service - Interest On Short-Term Debt	5100						0			0
209	Debt Service - Interest on Long-Term Debt	5200									0
210	Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)	5300									0
211	Debt Service - Other (Describe and Itemize)	5400									0
212	Total Debt Service	5000						0			0
213	PROVISION FOR CONTINGENCIES (TR)	6000									0
214	Total Direct Disbursements/Expenditures		0	0	1,208,000	0	0	0	0	0	1,208,000
215	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(261,637)
216											
217	50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS)										
218	INSTRUCTION (MR/SS)	1000									
219	Regular Program	1100		107,865							107,865
220	Pre-K Programs	1125		10,663							10,663
221	Special Education Programs (Functions 1200-1220)	1200		85,595							85,595
222	Special Education Programs Pre-K	1225		0							0
223	Remedial and Supplemental Programs K-12	1250		6,725							6,725
224	Remedial and Supplemental Programs Pre-K	1275									0
225	Adult/Continuing Education Programs	1300									0
226	CTE Programs	1400									0
227	Interscholastic Programs	1500		6,825							6,825
228	Summer School Programs	1600		0							0
229	Gifted Programs	1650		5,275							5,275
230	Driver's Education Programs	1700									0
231	Bilingual Programs	1800		9,305							9,305
232	Truant Alternative & Optional Programs	1900									0
233	Total Instruction	1000		232,253							232,253

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
234	<b>SUPPORT SERVICES (MR/SS)</b>	<b>2000</b>									
235	<b>Support Services - Pupil</b>	<b>2100</b>									
236	Attendance & Social Work Services	2110		4,225							4,225
237	Guidance Services	2120									0
238	Health Services	2130		32,135							32,135
239	Psychological Services	2140		2,500							2,500
240	Speech Pathology & Audiology Services	2150		3,825							3,825
241	Other Support Services - Pupils <i>(Describe &amp; Itemize)</i>	2190		3,965							3,965
242	<b>Total Support Services - Pupil</b>	<b>2100</b>		<b>46,650</b>							<b>46,650</b>
243	<b>Support Services - Instructional Staff</b>	<b>2200</b>									
244	Improvement of Instruction Services	2210		15,835							15,835
245	Educational Media Services	2220		3,600							3,600
246	Assessment & Testing	2230		0							0
247	<b>Total Support Services - Instructional Staff</b>	<b>2200</b>		<b>19,435</b>							<b>19,435</b>
248	<b>Support Services - General Administration</b>	<b>2300</b>									
249	Board of Education Services	2310		0							0
250	Executive Administration Services	2320		4,000							4,000
251	Special Area Administrative Services	2330		4,880							4,880
252	Claims Paid from Self Insurance Fund	2361									0
253	Workers' Compensation or Workers' Occupation Disease Acts Payments	2362									0
254	Unemployment Insurance Payments	2363									0
255	Insurance Payments (regular or self-insurance)	2364									0
256	Risk Management and Claims Services Payments	2365									0
257	Judgment and Settlements	2366									0
258	Educational, Inspection, Supervisory Serv. Related to Loss Prevention or Reduction	2367		0							0
259	Reciprocal Insurance Payments	2368									0
260	Legal Service	2369									0
261	<b>Total Support Services - General Administration</b>	<b>2300</b>		<b>8,880</b>							<b>8,880</b>
262	<b>Support Services - School Administration</b>	<b>2400</b>									
263	Office of the Principal Services	2410		44,650							44,650
264	Other Support Services - School Administration <i>(Describe &amp; Itemize)</i>	2490									0
265	<b>Total Support Services - School Administration</b>	<b>2400</b>		<b>44,650</b>							<b>44,650</b>
266	<b>Support Services - Business</b>	<b>2500</b>									
267	Direction of Business Support Services	2510		2,525							2,525
268	Fiscal Services	2520		44,250							44,250
269	Facilities Acquisition & Construction Services	2530		0							0
270	Operation & Maintenance of Plant Service	2540		108,108							108,108
271	Pupil Transportation Services	2550		0							0
272	Food Services	2560		45,669							45,669
273	Internal Services	2570		0							0
274	<b>Total Support Services - Business</b>	<b>2500</b>		<b>200,552</b>							<b>200,552</b>
275	<b>Support Services - Central</b>	<b>2600</b>									
276	Direction of Central Support Services	2610		0							0
277	Planning, Research, Development & Evaluation Services	2620		0							0
278	Information Services	2630		16,675							16,675
279	Staff Services	2640									0
280	Data Processing Services	2660		68,121							68,121
281	<b>Total Support Services - Central</b>	<b>2600</b>		<b>84,796</b>							<b>84,796</b>
282	<b>Other Support Services <i>(Describe &amp; Itemize)</i></b>	<b>2900</b>									0
283	<b>Total Support Services</b>	<b>2000</b>		<b>404,963</b>							<b>404,963</b>
284	<b>COMMUNITY SERVICES (MR/SS)</b>	<b>3000</b>		0							0
285	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (MR/SS)</b>	<b>4000</b>									
286	Payments for Regular Programs	4110									0
287	Payments for Special Education Programs	4120									0
288	Payments for CTE Programs	4140									0
289	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>		<b>0</b>							<b>0</b>
290	<b>DEBT SERVICE (MR/SS)</b>	<b>5000</b>									
291	<b>Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>									<b>189</b>
292	Tax Anticipation Warrants	5110									0
293	Tax Anticipation Notes	5120									0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
294	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
295	State Aid Anticipation Certificates	5140									0
296	Other (Describe & Itemize)	5150									0
297	<b>Total Debt Service</b>	<b>5000</b>						0			0
298	<b>PROVISION FOR CONTINGENCIES (MR/SS)</b>	<b>6000</b>									0
299	<b>Total Direct Disbursements/Expenditures</b>			637,216				0			637,216
300	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										(32,682)
301											
302	<b>60 - CAPITAL PROJECTS (CP)</b>										
303	<b>SUPPORT SERVICES (CP)</b>	<b>2000</b>									
304	<b>Support Services - Business</b>										
305	Facilities Acquisition & Construction Services	2530			66,471	0	718,500				784,971
306	Other Support Services (Describe & Itemize)	2900									0
307	<b>Total Support Services</b>	<b>2000</b>	0	0	66,471	0	718,500	0	0		784,971
308	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (CP)</b>	<b>4000</b>									
309	<b>Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>									
310	Payments to Regular Programs	4110									0
311	Payment for Special Education Programs	4120									0
312	Payment for CTE Programs	4140									0
313	Payments to Other Govt Units (In-State) (Describe & Itemize)	4190									0
314	<b>Total Payments to Other Districts &amp; Govt Units</b>	<b>4000</b>			0			0			0
315	<b>PROVISION FOR CONTINGENCIES (CP)</b>	<b>6000</b>									0
316	<b>Total Direct Disbursements/Expenditures</b>		0	0	66,471	0	718,500	0	0		784,971
317	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										(747,971)
318											
319	<b>70 WORKING CASH FUND (WC)</b>										
320											
321	<b>80 - TORT FUND (TF)</b>										
322	<b>INSTRUCTION (TF)</b>	<b>1000</b>									
323	Regular Programs	1100									0
324	Tuition Payment to Charter Schools	1115									0
325	Pre-K Programs	1125									0
326	Special Education Programs (Functions 1200 - 1220)	1200									0
327	Special Education Programs Pre-K	1225									0
328	Remedial and Supplemental Programs K-12	1250									0
329	Remedial and Supplemental Programs Pre-K	1275									0
330	Adult/Continuing Education Programs	1300									0
331	CTE Programs	1400									0
332	Interscholastic Programs	1500									0
333	Summer School Programs	1600									0
334	Gifted Programs	1650									0
335	Driver's Education Programs	1700									0
336	Bilingual Programs	1800									0
337	Truant Alternative & Optional Programs	1900									0
338	Pre-K Programs - Private Tuition	1910									0
339	Regular K-12 Programs Private Tuition	1911									0
340	Special Education Programs K-12 Private Tuition	1912									0
341	Special Education Programs Pre-K Tuition	1913									0
342	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
343	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
344	Adult/Continuing Education Programs Private Tuition	1916									0
345	CTE Programs Private Tuition	1917									0
346	Interscholastic Programs Private Tuition	1918									0
347	Summer School Programs Private Tuition	1919									0
348	Gifted Programs Private Tuition	1920									0
349	Bilingual Programs Private Tuition	1921									0
350	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
351	<b>Total Instruction<sup>14</sup></b>	<b>1000</b>	0	0	0	0	0	0	0	0	190
352	<b>SUPPORT SERVICES (TF)</b>	<b>2000</b>									
353	<b>Support Services - Pupil</b>	<b>2100</b>									

1	A	B	C	D	E	F	G	H	I	J	K
2	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
354	Attendance & Social Work Services	2110									0
355	Guidance Services	2120									0
356	Health Services	2130									0
357	Psychological Services	2140									0
358	Speech Pathology & Audiology Services	2150									0
359	Other Support Services - Pupils (Describe & Itemize)	2190									0
360	<b>Total Support Services - Pupil</b>	<b>2100</b>	0	0	0	0	0	0	0	0	0
361	<b>Support Services - Instructional Staff</b>	<b>2200</b>									
362	Improvement of Instruction Services	2210									0
363	Educational Media Services	2220									0
364	Assessment & Testing	2230									0
365	<b>Total Support Services - Instructional Staff</b>	<b>2200</b>	0	0	0	0	0	0	0	0	0
366	<b>Support Services - General Administration</b>	<b>2300</b>									
367	Board of Education Services	2310									0
368	Executive Administration Services	2320									0
369	Special Area Administration Services	2330									0
370	Claims Paid from Self Insurance Fund	2361			90,000						90,000
371	Risk Management and Claims Services Payments	2365			75,000			5,000			80,000
372	<b>Total Support Services - General Administration</b>	<b>2300</b>	0	0	165,000	0	0	5,000	0	0	170,000
373	<b>Support Services - School Administration</b>	<b>2400</b>									
374	Office of the Principal Services	2410									0
375	Other Support Services - School Administration (Describe & Itemize)	2490									0
376	<b>Total Support Services - School Administration</b>	<b>2400</b>	0	0	0	0	0	0	0	0	0
377	<b>Support Services - Business</b>	<b>2500</b>									
378	Direction of Business Support Services	2510									0
379	Fiscal Services	2520									0
380	Operation & Maintenance of Plant Services	2540									0
381	Pupil Transportation Services	2550									0
382	Food Services	2560									0
383	Internal Services	2570									0
384	<b>Total Support Services - Business</b>	<b>2500</b>	0	0	0	0	0	0	0	0	0
385	<b>Support Services - Central</b>	<b>2600</b>									
386	Direction of Central Support Services	2610									0
387	Planning, Research, Development & Evaluation Services	2620									0
388	Information Services	2630									0
389	Staff Services	2640									0
390	Data Processing Services	2660									0
391	<b>Total Support Services - Central</b>	<b>2600</b>	0	0	0	0	0	0	0	0	0
392	<b>Other Support Services (Describe &amp; Itemize)</b>	<b>2900</b>									0
393	<b>Total Support Services</b>	<b>2000</b>	0	0	165,000	0	0	5,000	0	0	170,000
394	<b>COMMUNITY SERVICES (TF)</b>	<b>3000</b>									0
395	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (TF)</b>	<b>4000</b>									
396	<b>Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>									
397	Payments for Regular Programs	4110									0
398	Payments for Special Education Programs	4120									0
399	Payments for Adult/Continuing Education Programs	4130									0
400	Payments for CTE Programs	4140									0
401	Payments for Community College Programs	4170									0
402	Other Payments to In-State Govt Units (Describe & Itemize)	4190									0
403	<b>Total Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>			0			0			0
404	Payments for Regular Programs - Tuition	4210									0
405	Payments for Special Education Programs - Tuition	4220									0
406	Payments for Adult/Continuing Education Programs - Tuition	4230									0
407	Payments for CTE Programs - Tuition	4240									0
408	Payments for Community College Programs - Tuition	4270									0
409	Payments for Other Programs - Tuition	4280									0
410	Other Payments to In-State Govt Units (Describe & Itemize)	4290									0
411	<b>Total Payments to Other Dist &amp; Govt Units - Tuition (In State)</b>	<b>4200</b>						0			191
412	Payments for Regular Programs - Transfers	4310									0
413	Payments for Special Education Programs - Transfers	4320									0
414	Payments for Adult/Continuing Ed Programs - Transfers	4330									0

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2			Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
415	Payments for CTE Programs - Transfers	4340									0
416	Payments for Community College Program - Transfers	4370									0
417	Payments for Other Programs - Transfers	4380									0
418	Other Payments to In-State Govt Units - Transfers <i>(Describe &amp; Itemize)</i>	4390									0
419	<b>Total Payments to Other Dist &amp; Govt Units-Transfers (In State)</b>	<b>4300</b>			0			0			0
420	Payments to Other Dist & Govt Units (Out of State)	4400									0
421	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>			0			0			0
422	<b>DEBT SERVICE (TF)</b>	<b>5000</b>									
423	<b>Debt Service - Interest on Short-Term Debt</b>										
424	Tax Anticipation Warrants	5110									0
425	Corporate Personal Property Replacement Tax Anticipation Notes	5130									0
426	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150									0
427	<b>Total Debt Service</b>	<b>5000</b>						0			0
428	<b>PROVISION FOR CONTINGENCIES (TF)</b>	<b>6000</b>									0
429	<b>Total Direct Disbursements/Expenditures</b>		0	0	165,000	0	0	5,000	0	0	170,000
430	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										(16,981)
432	<b>90 - FIRE PREVENTION &amp; SAFETY FUND (FP&amp;S)</b>										
433	<b>SUPPORT SERVICES (FP&amp;S)</b>	<b>2000</b>									
434	<b>Support Services - Business</b>	<b>2500</b>									
435	Facilities Acquisition & Construction Services	2530			58,750	0	0				58,750
436	Operation & Maintenance of Plant Service	2540			0		957,000				957,000
437	<b>Total Support Services - Business</b>	<b>2500</b>	0	0	58,750	0	957,000	0	0		1,015,750
438	Other Support Services <i>(Describe &amp; Itemize)</i>	2900									0
439	<b>Total Support Services</b>	<b>2000</b>	0	0	58,750	0	957,000	0	0		1,015,750
440	<b>PAYMENTS TO OTHER DISTRICTS &amp; GOVT UNITS (FP&amp;S)</b>	<b>4000</b>									
441	Payments to Regular Programs	4110									0
442	Payments to Special Education Programs	4120									0
443	Other Payments to In-State Govt Units <i>(Describe &amp; Itemize)</i>	4190									0
444	<b>Total Payments to Other Districts &amp; Govt Units (FPS)</b>	<b>4000</b>						0			0
445	<b>DEBT SERVICE (FP&amp;S)</b>	<b>5000</b>									
446	<b>Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>									
447	Tax Anticipation Warrants	5110									0
448	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150									0
449	<b>Total Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>						0			0
450	<b>Debt Service - Interest on Long-Term Debt</b>	<b>5200</b>									0
451	<b>Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)</b>	<b>5300</b>									0
452	<b>Total Debt Service</b>	<b>5000</b>						0			0
453	<b>PROVISIONS FOR CONTINGENCIES (FP&amp;S)</b>	<b>6000</b>									0
454	<b>Total Direct Disbursements/Expenditures</b>		0	0	58,750	0	957,000	0	0		1,015,750
455	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										(437,387)



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**This page is provided for detailed itemizations as requested within the body of the Report.**

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- 1.
- 2.
- 3.
- 4.

	A	B	C	D	E	F
1	<b>DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only (School Districts Only)</b>					
2	<b>Description</b>	<b>EDUCATIONAL FUND (10)</b>	<b>OPERATIONS &amp; MAINTENANCE FUND (20)</b>	<b>TRANSPORTATION FUND (40)</b>	<b>WORKING CASH FUND (70)</b>	<b>TOTAL</b>
3	<b>Direct Revenues</b>	19,757,748	2,124,082	946,363	9,652	<b>22,837,845</b>
4	<b>Direct Expenditures</b>	20,759,971	2,173,501	1,208,000		<b>24,141,472</b>
5	<b>Difference</b>	(1,002,223)	(49,419)	(261,637)	9,652	<b>(1,303,627)</b>
6	<b>Estimated Fund Balance - June 30, 2021</b>	8,666,971	2,719,783	669,734	412,346	<b>12,468,834</b>
7	<b>Unbalanced budget, however, a deficit reduction plan is not required at this time.</b>					
8	<i>A deficit reduction plan is required if the local board of education adopts (or amends) the 2020-21 school district budget in which the "operating funds" listed above result in direct revenues (line 9) being less than direct expenditures (line 19) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 81).</i>					
10	<b>Note:</b> The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.					
12	<i>The School Code, Section 17-1 (105 ILCS 5/17-1) - If the 2019-2020 Annual Financial Report (AFR) reflects a deficit as defined above (page 36), then the school district shall adopt and submit a deficit reduction plan (found here on page 20-24) to ISBE within 30 days after acceptance of the AFR.</i>					
13	<i>The deficit reduction plan, if required, is developed using ISBE guidelines and format.</i>					

**ILLINOIS STATE BOARD OF EDUCATION**  
**School Business Services Division**

	A	B	C	D	E	F	G	H	I	J	K	L
1	*School Districts Only  05-016-0740-02 District Number  Lincolnwood School District 74 District Name		DEFICIT REDUCTION PLAN  ESTIMATED BUDGET FY2020-2021					ESTIMATED BUDGET  FY2021-2022				
6			Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total	Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE (must equal prior Ending Fund Balance)		9,669,194	2,769,202	931,371	402,694	13,772,461	8,666,971	2,719,783	669,734	412,346	12,468,834
8	RECEIPTS/REVENUES	Acct #										
9	LOCAL SOURCES	1000	17,827,984	2,109,082	606,363	9,652	20,553,081					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0	0		0					0
11	STATE SOURCES	3000	1,160,000	0	340,000	0	1,500,000					0
12	FEDERAL SOURCES	4000	769,764	15,000	0	0	784,764					0
13	Total Receipts/Revenues		19,757,748	2,124,082	946,363	9,652	22,837,845	0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #										
15	INSTRUCTION	1000	13,264,532				13,264,532					0
16	SUPPORT SERVICES	2000	5,555,455	2,173,501	1,208,000		8,936,956					0
17	COMMUNITY SERVICES	3000	2,000	0	0		2,000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000	1,937,984	0	0		1,937,984					0
19	DEBT SERVICES	5000	0	0	0		0					0
20	PROVISION FOR CONTINGENCIES	6000	0	0	0		0					0
21	Total Disbursements/Expenditures		20,759,971	2,173,501	1,208,000		24,141,472	0	0	0	0	0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		(1,002,223)	(49,419)	(261,637)	9,652	(1,303,627)	0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)		0	0	0	0	0					0
25	OTHER USES OF FUNDS (8000)		0	0	0	0	0					0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0	0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		8,666,971	2,719,783	669,734	412,346	12,468,834	8,666,971	2,719,783	669,734	412,346	12,468,834

ILLINOIS STATE BOARD OF EDUCATION  
School Business Services Division

	A	B	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
1	*School Districts Only  05-016-0740-02 District Number  Lincolnwood School District 74 District Name		ESTIMATED BUDGET FY2022-2023					ESTIMATED BUDGET FY2023-2024					SUMMARY BUDGET ADDENDUM - DEFICIT REDUCTION PLAN ESTIMATED BUDGET  Date of Adoption: _____ (Enter as MM/DD/YY)			
6			Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total	Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total	FY2020-2021	FY2021-2022	FY2022-2023	FY2023-2024
7	ESTIMATED BEGINNING FUND BALANCE (must equal prior Ending Fund Balance)		8,666,971	2,719,783	669,734	412,346	12,468,834	8,666,971	2,719,783	669,734	412,346	12,468,834	13,772,461	12,468,834	12,468,834	12,468,834
8	RECEIPTS/REVENUES	Acct. #														
9	LOCAL SOURCES	1000					0					0	20,553,081	0	0	0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0					0	0	0	0	0
11	STATE SOURCES	3000					0					0	1,500,000	0	0	0
12	FEDERAL SOURCES	4000					0					0	784,764	0	0	0
13	Total Receipts/Revenues		0	0	0	0	0	0	0	0	0	0	22,837,845	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Func. #														
15	INSTRUCTION	1000					0					0	13,264,532	0	0	0
16	SUPPORT SERVICES	2000					0					0	8,936,956	0	0	0
17	COMMUNITY SERVICES	3000					0					0	2,000	0	0	0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0					0	1,937,984	0	0	0
19	DEBT SERVICES	5000					0					0	0	0	0	0
20	PROVISION FOR CONTINGENCIES	6000					0					0	0	0	0	0
21	Total Disbursements/Expenditures		0	0	0		0	0	0	0		0	24,141,472	0	0	0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0	0	0	0	0	0	(1,303,627)	0	0	0
23	OTHER SOURCES/USES OF FUNDS															
24	OTHER SOURCES OF FUNDS (7000)						0					0	0	0	0	0
25	OTHER USES OF FUNDS (8000)						0					0	0	0	0	0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0	0	0	0	0	0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		8,666,971	2,719,783	669,734	412,346	12,468,834	8,666,971	2,719,783	669,734	412,346	12,468,834	12,468,834	12,468,834	12,468,834	12,468,834

**Deficit Reduction Plan-Background/Assumptions (School Districts Only)**  
**Fiscal Year 2020-2021 through Fiscal Year 2023-2024**

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**Lincolnwood School District 74      05-016-0740-02**

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*Please complete the following schedule and include a brief description to identify any areas of the budget that will be impacted from one year to the next. If the deficit reduction plan relies upon new local revenues, identify contingencies for further budget reductions which will be enacted in the event those new revenues are not available.*

---

**1. Background and Narrative of Budget Reductions:**

**2. Assumptions Used in the Deficit Reduction Plan:**

- EBF and Estimated New Tier Funding:

- Equal Assessed Valuation and Tax Rates:

- Employee Salaries and Benefits:

- Short and Long Term Borrowing:

- Educational Impact:

- Other Assumptions:

- Has the district considered shared services or outsourcing (Ex: Transportation, Insurance) If yes please explain:

# ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS (School Districts Only)

(For Local Use Only)

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

The worksheet is intended for use during the budgeting process to estimate the district's percent increase of FY2021 budgeted expenditures over FY2020 actual expenditures. Budget information is copied to this page. Insert the prior year estimated actual expenditures to compute the estimated percentage increase (decrease).

The official Limitation of Administrative Costs Worksheet is attached to the end of the Annual Financial Report (ISBE Form 50-35) and may be submitted in conjunction with that report.

An official Limitation of Administrative Costs Worksheet can also be found on the ISBE website at:

[Limitation of Administrative Costs](#)

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET (Section 17-1.5 of the School Code)			School District Name: <b>Lincolnwood School District 74</b> RCDT Number: <b>05-016-0740-02</b>					
		Estimated Actual Expenditures, Fiscal Year 2020			Budgeted Expenditures, Fiscal Year 2021			
Description (Enter Whole Numbers Only)	Funct #	(10) Educational Fund	(20) Operations & Maintenance Fund	Total	(10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund	Total
1. Executive Administration Services	2320	290,906		290,906	303,825		0	303,825
2. Special Area Administration Services	2330	178,586		178,586	183,515		0	183,515
3. Other Support Services - School Administration	2490	0		0	0		0	0
4. Direction of Business Support Services	2510	194,198		194,198	207,413	0	0	207,413
5. Internal Services	2570	23,994		23,994	22,000		0	22,000
6. Direction of Central Support Services	2610	0		0	0		0	0
7. Deduct - Early Retirement or other pension obligations required by state law and include above				0				0
8. Totals		687,684	0	687,684	716,753	0	0	716,753
9. Estimated Percent Increase (Decrease) for FY2021 (Budgeted) over FY2020 (Actual)								4%

### REPORTING OF PUBLIC VENDOR CONTRACTS OF \$1,000 OR MORE (School Districts Only)

In accordance with the School Code, Section 10-20.21, all school districts are required to file a report listing 'vendor contracts' as an attachment to their budget. In this context, the term "vendor contracts" refers to "all contracts and agreements that pertain to goods and services that were intended to generate additional revenue and other remunerations for the school district in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services. **The report is to list information regarding such contracts for the fiscal year immediately preceding the fiscal year of the budget.** All such contracts executed on or after July 1, 2007 must be approved by the school board.

See: School Code, Section 10-20.21 - Contracts

*(Sheet is unprotected and can be re-formatted as needed, but must be used for submission)*

[illegible]

## Reference Description

- 1 Each fund balance should correspond to the fund balance reflected on the books as of June 30th - Balance Sheet Accounts #720 and #730 (audit figures, if available).
- 2 Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On-Behalf" Payments should only be reflected on this page (Budget Summary, Lines 10 and 20).
- 3 Requires the secretary of the school board to notify the county clerk (within 30 days of the transfer approval) to abate an equal amount of taxes to be next extended. See Sec. 10-22.14 & 17-2.11.
- 3a Requires notification to the county clerk to abate an equal amount from taxes next extended. See section 10-22.14
- 4 Principal on Bonds Sold:
  - (1) Funding Bonds are to be entered in the fund or funds in which the liability occurs.
  - (2) Refunding Bonds can be entered in the Debt Services Fund only.
  - (3) Building Bonds can be entered in the Capital Projects Fund only.
  - (4) Fire Prevention and Safety Bonds can be entered in the Fire Prevention & Safety Fund only.
- 5 The proceeds from the sale of school sites, buildings, or other real estate shall be used first to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used by the school board to meet any urgent district needs as determined under Sections 2-3.12 and 17-2.11 of the School Code. Once these issues have been addressed, any remaining proceeds may be used for any other authorized purpose and for deposit into any district fund.
- 6 The School Code, Section 10-22.44 prohibits the transfer of interest earned on the investment of "any funds for purposes of Illinois Municipal Retirement under the Pension Code." This prohibition does not include funds for Social Security and Medicare-only purposes. For additional requirements on interest earnings, see 23 Illinois Administrative Code, Part 100, Section 100.50.
- 7 Cash plus investments must be greater than or equal to zero.
- 8 For cash basis budgets, this total will equal the Budget Summary - Total Direct Receipts/Revenues (Line 9) plus Total Other Sources of Funds (Line 46).
- 9 For cash basis budgets, this total will equal the Budget Summary - Total Direct Disbursements/Expenditures (Line 19) plus Total Other Uses of Funds (Line 79).
- 10 Working Cash Fund loans may be made to any district fund for which taxes are levied (Section 20-5 of the School Code).
- 11 Include revenue accounts 1110 through 1115, 1117, 1118 & 1120.
- 12 The School Code Section 17-2.2c. Tax for leasing educational facilities or computer technology or both, and for temporary relocation expense purposes.
- 13 Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.
- 14 Only tuition payments made to private facilities. See Functions 4200 or 4400 for estimated public facility disbursements/expenditures.
- 15 Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund - e.g.: alternate revenue bonds. (Describe & Itemize)
- 16 Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)  
  
Only abatement of working cash fund can transfer its funds to any fund in most need of money  
(see 105 ILCS 5/20-10 for further explanation)



CHECK FOR ERRORS	
This worksheet checks various cells to assure that selected items are in balance.	
Out-of-balance conditions are accompanied by an error message.	
Errors must be corrected before the budget is finalized and submitted to ISBE.	
Budget Item References	Message
Is Deficit Reduction Plan Required? (Joint Agreements do not complete a deficit reduction plan.)	Deficit reduction plan is not required.
If required, is Deficit Reduction Plan Completed (Page: DefReductPlan 23-27)?	
<b>1. Cover Page - "School District or Joint Agreement" and "CASH or ACCRUAL"</b>	
Check School District or Joint Agreement.	School District
Check one type of Accounting Basis used on the Cover sheet.	ACCRUAL
<b>2. Budget Summary: Other Sources (Page BudgetSum 2-3 - Acct 7000), must equal Other Uses (BudgetSum 2-3 - Acct. 8000).</b>	
Estimated Beginning Fund Balance July,1 2020 for all Funds (Cells C3 - K3) (Line must have a number or zero. Do not leave blank.)	OK
Estimated Activity Fund Beginning Fund Balance July,1 2020 (Cell C83) (Cell must have a number or zero. Do not leave blank.)	OK
Transfer Among Funds (Funds 10, 20, 40 - Acct 7130 - Cells C29, D29, F29), must equal (Funds 10, 20 & 40 - Acct 8130 - Cells C52, D52, F52).	OK
Transfer of Interest (Funds 10 thru 90 - Acct 7140 - Cells C30:K30), must equal (Funds 10 thru 60, & 80 - Acct 8140 - Cells C53:H53, J53).	OK
Transfer to Debt Service to Pay Principal on Capital Leases (Fund 30 - Acct 7400 - Cell E39) must equal (Funds 10, 20 & 60 - Acct 8400 Cells C57:H60).	OK
Transfer to Debt Service to Pay Interest on Capital Leases (Fund 30 - Acct 7500 - Cell E40) must equal (Funds 10, 20 & 60 - Acct 8500 - Cells C61:H64).	OK
Transfer to Debt Service Fund to Pay Principal on Revenue Bonds (Fund 30 - Acct 7600 - Cell E41) must equal (Funds 10 & 20 - Acct 8600 - Cells C65:D68).	OK
Transfer to Debt Service to Pay Interest on Revenue Bonds (Fund 30 - Acct 7700 - Cell E42) must equal (Funds 10 & 20 - Acct 8700 - Cells C69:D72).	OK
Transfer to Capital Projects Fund (Fund 60 - Acct 7800 - Cell H43) must equal (Fund 10 & 20, Acct 8800 - Cells C73:D76).	OK
<b>3. Summary of Cash Transactions: Beginning Cash Balance on Hand July 1, 2020, (CashSum 4, All Funds), cannot be negative.</b>	
Educational (Fund 10 - Cell C3)	OK
Operations & Maintenance (Fund 20 - Cell D3)	OK
Debt Service (Fund 30 - Cell E3)	OK
Transportation (Fund 40 - Cell F3)	OK
Municipal Retirement/Social Security (Fund 50 - Cell G3)	OK
Capital Projects (Fund 60 - Cell H3)	OK
Working Cash (Fund 70 - Cell I3)	OK
Tort (Fund 80 - Cell J3)	OK
Fire Prevention & Safety (Fund 90 - Cell K3)	OK
Activity Funds (Cell C23)	OK
<b>4. Summary of Cash Transactions: Ending Cash Balance on Hand June 30, 2021, (Page CashSum 4 - All Funds), cannot be negative.</b>	
Educational (Fund 10 - Cell C21)	OK
Operations & Maintenance (Fund 20 - Cell D21)	OK
Debt Service (Fund 30 - Cell E21)	OK
Transportation (Fund 40 - F21)	OK
Municipal Retirement/Social Security (Fund 50 - Cell G21)	OK
Capital Projects (Fund 60 - H21)	OK
Working Cash (Fund 70 - Cell I21)	OK
Tort (Fund 80 - Cell J21)	OK
Fire Prevention & Safety (Fund 90 - Cell K21)	OK
<b>5. Summary of Cash Transactions: Other Receipts, (Page CashSum 4), must equal Other Disbursements, (Page CashSum 4).</b>	
Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C6:H6, J6:K6) must equal Interfund Loans Receivable (Funds 10:20, 40, 70 - Acct 141 - Cells C15:D15, F15, I15).	OK
Interfund Loans Receivable (Funds 10, 20, 40 & 70 - Acct 141 - Cells C7:D7, F7, I7) must equal Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C16:H16, J16, K16).	OK

End of Balancing

**LINCOLNWOOD SCHOOL DISTRICT 74**  
**BILLS PAYABLE**

Education Fund	195,617.99
Building Fund	68,769.66
Debt Service	-
Transportation Fund	-
I.M.R.F./Soc. Sec.	-
Capital Projects	22,416.44
Tort Fund	-
Life Safety Fund	<u>308,011.87</u>
Grand Total	<b>594,815.96</b>

The undersigned hereby certify that the foregoing is a true and correct list of bills payable, approved and ordered paid by the Board of Education, School District #74, Cook County, at a meeting duly called and held on September 3, 2020, in the amount of **594,815.96**

\_\_\_\_\_  
President, Scott L. Anderson

\_\_\_\_\_  
Secretary, John P. Vranas

Members:

\_\_\_\_\_  
Kevin Daly

\_\_\_\_\_  
Jeffrey S. Evens

\_\_\_\_\_  
Myra A. Foutris

\_\_\_\_\_  
Elaina Geraghty

\_\_\_\_\_  
Rupal Mandal

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

Sort By: Vendor

Fiscal Year: 2020-2021

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Account	Description	Amount
Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE						
7400024184	08/20/2020	1033	ACCESS MASTER	20.0.2540.302.00.0000.00	ACCESS CONTROL	\$3,030.00
7400024184	08/20/2020	1033	ACCESS MASTER	20.0.2540.302.00.0000.00	CAMERA SYSTEM	\$1,929.27
Check Total:						\$4,959.27
NCB	08/11/2020	1020	ADOBE SYSTEMS INCORPORATED	10.0.1100.470.05.0000.00	ACROBAT PRO SUBS	\$14.99
NCB	08/11/2020	1020	AMAZON.COM	20.0.2540.322.00.0000.00	WOOD FRAME	\$41.99
NCB	08/11/2020	1020	AMAZON.COM	10.0.2520.400.00.0000.00	INSERTABLE PLASTIC TABS/CLIPBOARD/LETTER &	\$46.86
NCB	08/11/2020	1020	AMAZON.COM	10.0.2520.400.00.0000.00	ROUND COLOR CODING CIRCLE DOT LABELS/NEON	\$30.39
NCB	08/11/2020	1020	AMAZON.COM	10.0.1200.400.00.0000.00	SUPPLIES	\$131.47
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.411.00.0000.03	ROLLERBALL PENS	\$22.84
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.411.00.0000.03	SCISSORS	\$7.99
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.411.00.0000.03	REFUND	(\$30.83)
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.411.00.0000.03	SCISSORS	\$7.99
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.411.00.0000.03	ROLLERBALL PENS	\$22.84
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.700.00.0000.03	MOBILE ROOM DIVIDER/OFFICE	\$179.90
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.412.05.0000.00	ENVELOPE LABELS	\$33.80
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.410.05.0000.00	TONER CARTRIDGE	\$196.89
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.470.05.0000.00	PORTABLE MINI COMPUTER CLIP-ON SPEAKER	\$14.99
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.470.05.0000.00	COMPUTER SPEAKER	\$18.99
NCB	08/11/2020	1020	AMAZON.COM	10.0.1100.411.00.0000.01	STERILITE DIVIDED BOX SMALL STORAGE	\$44.02
Check Total:						\$785.12
7400024185	08/20/2020	1033	AMERICAN BACKFLOW PREVENTION, INC.	20.0.2540.741.00.0000.01	Fire Sprinkler System - 4" 1 Riser City Sprinkler room	\$300.00

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

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Voucher Range: -

Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Account	Description	Amount
7400024185	08/20/2020	1033	AMERICAN BACKFLOW PREVENTION, INC.	20.0.2540.741.00.0000.01	REPLACED 10" SIGNALLING BELL	\$85.00
Check Total:						\$385.00
7400024186	08/20/2020	1033	AMS MECHANICAL SYSTEMS, INC.	60.3.0431.000.00.0000.00	Disconnect and remove existing Motor on Pump #2.	\$15,662.00
7400024186	08/20/2020	1033	AMS MECHANICAL SYSTEMS, INC.	60.3.0431.000.00.0000.00	Option: Remove and replace chemical bypass feeder ?	\$1,237.00
7400024186	08/20/2020	1033	AMS MECHANICAL SYSTEMS, INC.	20.0.2540.530.00.0000.03	AMS proposes to install new Zoeller float switches. ? We	\$1,375.00
Check Total:						\$18,274.00
7400024187	08/20/2020	1033	AMY SENIOR	10.0.2310.300.00.0000.00	TECH SERVICES-BOE	\$75.00
Check Total:						\$75.00
7400024158	08/06/2020	1021	APPLE INC	10.0.1100.310.05.0000.00	PROFESSIONAL SERVICES - TECHNOLOGY	\$49.00
7400024158	08/06/2020	1021	APPLE INC	10.0.1100.310.05.0000.00	AC+ D460204870	\$49.00
7400024158	08/06/2020	1021	APPLE INC	10.0.1100.310.05.0000.00	AC+D456882273	\$49.00
Check Total:						\$147.00
NCB	08/11/2020	1020	APPLE.COM	10.0.1100.316.05.0000.00	PANDORA PLUS	\$5.30
Check Total:						\$5.30
7400024159	08/06/2020	1021	AT&T	20.0.2540.340.00.0000.00	TELEPHONE	\$692.52
7400024159	08/06/2020	1021	AT&T	20.0.2540.340.00.0000.00	TELEPHONE	\$664.58
Check Total:						\$1,357.10
7400024188	08/20/2020	1033	AT&T	20.0.2540.340.00.0000.00	TELEPHONE	\$4,253.51
7400024188	08/20/2020	1033	AT&T	20.0.2540.340.00.0000.00	TELEPHONE	\$95.43
Check Total:						\$4,348.94
7400024189	08/20/2020	1033	AT&T LONG DISTANCE-4	20.0.2540.340.00.0000.00	TELEPHONE	\$26.27
Check Total:						\$26.27
7400024160	08/06/2020	1021	AT&T-2	20.0.2540.340.00.0000.00	TELEPHONE	\$48.62
Check Total:						\$48.62
NCB	08/14/2020	1037	AXA EQUITABLE PAYMENT CENTER	10.3.0499.500.00.0000.00	ANNUITIES PAYABLE	\$1,994.08

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

Sort By: Vendor

Fiscal Year: 2020-2021

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Account	Description	Amount
NCB	08/14/2020	1037	AXA EQUITABLE PAYMENT CENTER	20.3.0499.500.00.0000.00	ANNUITIES PAYABLE	\$600.00
NCB	08/14/2020	1037	AXA EQUITABLE PAYMENT CENTER	10.3.0499.500.00.0000.00	ANNUITIES PAYABLE	\$350.00
Check Total:						\$2,944.08
7400024161	08/06/2020	1021	BANNER PLUMBING SUPPLY CO. INC	20.0.2540.400.00.0000.02	ELKAY 51300C REPLACEMENT FILTERS FOR	\$1,116.50
7400024161	08/06/2020	1021	BANNER PLUMBING SUPPLY CO. INC	20.0.2540.400.00.0000.03	EIKAY 51300C REPLACEMENT FILTERS FOR	\$1,218.00
Check Total:						\$2,334.50
7400024190	08/20/2020	1033	BANNER PLUMBING SUPPLY CO. INC	20.0.2540.400.00.0000.01	ELKAY DSE-23319-4 DOUBLE B STAINLESS STEEL	\$441.21
7400024190	08/20/2020	1033	BANNER PLUMBING SUPPLY CO. INC	20.0.2540.400.00.0000.02	CHICAGO 1102 LESS SPOUT WI HOSE AND SPRAY 1000	\$577.05
7400024190	08/20/2020	1033	BANNER PLUMBING SUPPLY CO. INC	20.0.2540.400.00.0000.02	HOSE AND SPRAY 1000 HANDLES 2 CHI-FCT	\$150.50
Check Total:						\$1,168.76
7400024162	08/06/2020	1021	BLOOD HOUND LLC	20.0.2540.320.00.0000.01	MAINTENANCE SERVICE	\$940.00
Check Total:						\$940.00
7400024191	08/20/2020	1033	BLOOD HOUND LLC	20.0.2540.320.00.0000.04	GUARANTEED LOCATION SERVICE	\$1,116.25
Check Total:						\$1,116.25
NCB	08/11/2020	1020	BUCK BROS INC.	20.0.2540.400.00.0000.04	LOW VISCOS	\$89.17
Check Total:						\$89.17
7400024192	08/20/2020	1033	BUCKEYE CLEANING CENTER-CHICAGO	20.0.2540.416.00.0000.02	Free sanitizer dispensers	\$0.00
7400024192	08/20/2020	1033	BUCKEYE CLEANING CENTER-CHICAGO	20.0.2540.416.00.4998.00	alcohol sanitizer 550ml bottles 12/case	\$1,526.40
7400024192	08/20/2020	1033	BUCKEYE CLEANING CENTER-CHICAGO	20.0.2540.416.00.0000.04	Spray Bottle for E15 Cleaner	\$52.32
7400024192	08/20/2020	1033	BUCKEYE CLEANING CENTER-CHICAGO	20.0.2540.416.00.4998.00	Alcohol hand sanitizer 6/case (This fits the	\$1,750.00
Check Total:						\$3,328.72

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Account	Description	Amount
NCB	08/11/2020	1020	C & N LAWN MOWER REPAIR INC.	20.0.2540.404.00.0000.04	MAKITA BRUSHLESS HAND BLOWER	\$329.00
NCB	08/11/2020	1020	CANVA PTY LTD.	10.0.2630.640.00.0000.00	ANNUAL SUBSCRIPTION	\$119.40
Check Total:						\$448.40
7400024163	08/06/2020	1021	CDW GOVERNMENT, INC.	10.0.1100.741.05.0000.00	APC RBC43 Replacement Battery Cartridge	\$365.00
Check Total:						\$365.00
7400024193	08/20/2020	1033	CHICAGO TRIBUNE COMPANY	10.0.2520.300.00.0000.00	CLASSIFIED LISTINGS, ONLINE BID NOTICE FOR	\$110.03
7400024193	08/20/2020	1033	CHICAGO TRIBUNE COMPANY	10.0.2520.300.00.0000.00	PO# NOTICE OF BUDGET HEARING & CLASSIFIED	\$76.31
Check Total:						\$186.34
7400024164	08/06/2020	1021	CINTAS	20.0.2540.416.00.4998.00	BLUE NITRILE GLV PF IND L	\$875.00
7400024164	08/06/2020	1021	CINTAS	20.0.2540.416.00.4998.00	BLUE NITRILE GLV PF IND M	\$875.00
Check Total:						\$1,750.00
NCB	08/11/2020	1020	CLEAR MASK	10.0.2130.400.00.4998.00	BOX (24 MASKS)	\$67.00
NCB	08/14/2020	1035	COLE TAYLOR BAN_SIT	10.3.0499.300.00.0000.00	STATE TAX	\$3,433.67
NCB	08/14/2020	1035	COLE TAYLOR BAN_SIT	20.3.0499.300.00.0000.00	STATE TAX	\$794.61
NCB	08/10/2020	1038	COLE TAYLOR BANK	10.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$6,419.46
NCB	08/10/2020	1038	COLE TAYLOR BANK	20.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$3,055.28
NCB	08/10/2020	1038	COLE TAYLOR BANK	10.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$711.74
NCB	08/10/2020	1038	COLE TAYLOR BANK	20.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$356.12
NCB	08/14/2020	1039	COLE TAYLOR BANK	10.3.0499.100.10.0000.00	TEACHERS PENSION	\$5,111.79
NCB	08/10/2020	1038	COLE TAYLOR BANK	10.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT ADJ	(\$0.07)
NCB	08/10/2020	1038	COLE TAYLOR BANK	10.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$6,248.98
NCB	08/10/2020	1038	COLE TAYLOR BANK	20.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$3,346.60
NCB	08/10/2020	1038	COLE TAYLOR BANK	10.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$5,952.25
NCB	08/10/2020	1038	COLE TAYLOR BANK	20.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$3,055.28
NCB	08/10/2020	1038	COLE TAYLOR BANK	10.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$711.74
NCB	08/10/2020	1038	COLE TAYLOR BANK	20.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$314.80
NCB	08/10/2020	1038	COLE TAYLOR BANK	10.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$711.74

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

Sort By: Vendor

Voucher Range: -

Dollar Limit: \$0.00

Fiscal Year: 2020-2021

☐ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Account	Description	Amount
NCB	08/10/2020	1038	COLE TAYLOR BANK	20.3.0499.400.00.0000.00	MUNICIPAL RETIREMENT	\$314.80
NCB	08/14/2020	1040	COLE TAYLOR BANK	10.3.0499.100.20.0000.00	THIS	\$1,152.57
NCB	08/14/2020	1034	COLE TAYLOR BANK_FIT	10.3.0499.800.20.0000.00	MEDICARE	\$2,474.94
NCB	08/14/2020	1034	COLE TAYLOR BANK_FIT	20.3.0499.800.20.0000.00	TERMINATION/VACATION PAYMENTS	\$517.84
NCB	08/14/2020	1034	COLE TAYLOR BANK_FIT	10.3.0499.200.00.0000.00	FEDERAL TAX	\$8,949.86
NCB	08/14/2020	1034	COLE TAYLOR BANK_FIT	20.3.0499.200.00.0000.00	FEDERAL TAX	\$1,876.96
NCB	08/14/2020	1034	COLE TAYLOR BANK_FIT	10.3.0499.700.10.0000.00	SOC.SEC.	\$3,985.02
NCB	08/14/2020	1034	COLE TAYLOR BANK_FIT	20.3.0499.700.10.0000.00	NON-CAPITAL EQUIPMENT	\$2,214.22
Check Total:						\$61,777.20
7400024165	08/06/2020	1021	CONTOUR LANDSCAPING, INC.	20.0.2540.310.00.0000.00	APPLY WEED CONTROL TO TURF IN 3 COURTYARD	\$520.00
Check Total:						\$520.00
7400024194	08/20/2020	1033	CONTROL ENGINEERING CORP.	20.0.2540.320.00.0000.04	MAINTENANCE SERVICE	\$1,980.99
Check Total:						\$1,980.99
7400024166	08/06/2020	1021	COOK COUNTY TREASURER	20.0.2540.320.00.0000.04	MAINTENANCE OF TRAFFIC SIGNALS/CRAWFORD	\$24.00
7400024166	08/06/2020	1021	COOK COUNTY TREASURER	20.0.2540.320.00.0000.04	MAINTENANCE OF TRAFFIC SIGNALS/CRAWFORD	\$24.00
Check Total:						\$48.00
7400024195	08/20/2020	1033	CREATIVE DESIGNS AND PACKAGING, INC.	10.0.2560.400.00.0000.00	CAMBRO 6 COMPARTMENT	\$220.92
7400024195	08/20/2020	1033	CREATIVE DESIGNS AND PACKAGING, INC.	10.0.2560.400.00.0000.00	CRYSTAL HINGED CONTAINER FLATLID	\$42.00
Check Total:						\$262.92
NCB	08/11/2020	1020	CROWN TROPHY	10.0.2130.400.00.4998.00	BLACK FACE COVERING WITH SEAM/1,300	\$5,200.00
NCB	08/11/2020	1020	CUSTOM SOLUTIONS	10.0.1100.316.05.0000.00	SOFTWARE SOLUTIONS	\$708.00
Check Total:						\$5,908.00
7400024196	08/20/2020	1033	DCG ROOFING SOLUTIONS, INC.	90.0.2540.511.00.0000.01	2020-2021 ROOFING/TH	\$95,695.00
7400024196	08/20/2020	1033	DCG ROOFING SOLUTIONS, INC.	90.0.2540.511.00.0000.03	2020-2021 ROOFING/LH	\$200,000.00
Check Total:						\$295,695.00

# Lincolnwood School District 74

## Disbursement Detail Listing

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Account	Description	Amount
7400024197	08/20/2020	1033	DE LAGE LANDEN FINANCIAL SERVICES, INC.	10.0.1100.325.00.0000.00	LEASE	\$2,506.60
Check Total:						\$2,506.60
7400024198	08/20/2020	1033	DIVINE SIGNS AND GRAPHICS	20.0.2540.520.00.0000.02	DARKEN EXISTING LETTERS - RUTLEDGE HALL Divine	\$1,335.00
Check Total:						\$1,335.00
7400024167	08/06/2020	1021	FIRST EDUCATIONAL RESOURCES, LLC	10.0.2210.300.00.4998.00	LEARNER FIRST VIRTUAL SUMMIT	\$6,000.00
Check Total:						\$6,000.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Extra Large Red Shirts	\$138.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Youth Large Silver Shorts	\$270.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Small Silver Shorts	\$540.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Medium Silver Shorts	\$573.75
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Large Silver Shorts	\$236.25
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Extra Large Silver Shorts	\$135.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Youth Medium Gildan Sport Grey Sweatpants	\$720.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Youth Large Gildan Sport Grey Sweatpants	\$630.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Small Gildan Sport Grey Sweatpants	\$630.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Medium Gildan Sport Grey Sweatpants	\$360.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Large Gildan Sport Grey Sweatpants	\$180.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Extra Large Gildan Sport Grey Sweatpants	\$144.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Youth Large Red Shirts	\$241.50



# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

Sort By: Vendor

Fiscal Year: 2020-2021

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

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Check Number	Date	Voucher	Payee	Account	Description	Amount
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Small Red Shirts	\$552.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Medium Red Shirts	\$759.00
7400024199	08/20/2020	1033	FITNESS WEAR	10.0.1100.426.26.0000.03	Adult Large Red Shirts	\$207.00
Check Total:						\$6,316.50
7400024168	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	REAR 2016 RDRS & WRTRS JRNL FOR READYGEN 1 (P)	\$1,086.00
7400024168	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	PEAR 2016 RDRS & WRTRS JRNL FOR READYGEN 2 (P)	\$1,235.25
7400024168	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	PEAR 2014 READYGEN READING SLEUTH 2 (P)	\$49.50
7400024168	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	PEAR 2016 RDRS & WRTRS JRNL FOR READYGEN K (P)	\$840.00
7400024168	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	PEAR 2016 READYGEN GUIDE VOLUME 1 5 (P)	\$644.00
7400024168	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	PEAR 2016 READYGEN GUIDE VOLUME 2 5 (P)	\$460.00
7400024168	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	PEAR 2016 READYGEN GUIDE VOLUME 3 5 (P)	\$460.00
7400024168	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	PEAR 2016 READYGEN GUIDE VOLUME 4 5 (P)	\$460.00
Check Total:						\$5,234.75
7400024200	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS	10.0.1100.470.05.0000.00	DISTRICT SOFTWARE	\$4,408.50
7400024200	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS	10.0.1100.420.00.0000.00	PEAR 2014 READYGEN READING SLEUTH 2 (P) NEW	\$1,097.35
Check Total:						\$5,505.85
7400024169	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.400.00.0000.02	Crack the code! : activities, games, and puzzles that	\$11.24
7400024169	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.400.00.0000.02	Mary Anning's curiosity (#1110FE8)	\$12.91
7400024169	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.400.00.0000.02	Pie is for sharing (#1428VL1)	\$15.49

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7400024169	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.400.00.0000.02	LAMINATION	\$2.49
7400024169	08/06/2020	1021	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.400.00.0000.02	AUTOMATED PROCESSING	\$2.07
Check Total:						\$44.20
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	American Girl ultimate sticker collection. Dress up	\$11.09
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Away we go. (#35533X2)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The Bad Guys in the big bad wolf (#1082PU8)	\$5.29
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Bad hair day (#31441X0)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Beneath the bed and other scary stories (#1118EV0)	\$22.48
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The bookstore valentine (#38978V3)	\$10.11
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Bunny trouble. (#1162WZ3)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Daring Amelia (#1381UC4)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Fake out! : animals that play tricks (#06307U0)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Far out! : animals that do amazing things (#00014R7)	\$10.11
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Felipe and Claudette (#1349ZR2)	\$15.49
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Fun with Dick and Jane. (#38358W6)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Go away, Spot. (#38382L1)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Hamster chase (#32475W5)	\$10.11

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7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	I love you, Bingo (#0886UW9)	\$10.11
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Ice cream soup (#1045ZG3)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Ladybug Girl : do you like these boots? (#0764RL9)	\$12.94
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Ladybug Girl : who can play? (#0616MK5)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Toy dance party : being the further adventures of a	\$12.61
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Toys come home : being the early experiences of an	\$12.61
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	We play. (#32867V7)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	We see. (#33638V9)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Book Cataloging and Processing	\$51.66
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Llama Llama 5-minute stories. (#1462LU6)	\$11.24
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Llama Llama dance recital fun. (#1462NU0)	\$13.69
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The locker ate Lucy! (#0992PN3)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Madeline and her dog (#0115SS5)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Max's bug (#1545JF1)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	My brother, Ant (#32424X4)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The Nuts : bedtime at the Nut house (#0543PP0)	\$16.34

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7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The Nuts : keep rolling! (#1402GE6)	\$15.49
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The Nuts : sing and dance in your polka-dot pants	\$16.34
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Oliver and Amanda and the big snow (#34909X4)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Otis's busy day (#0923DN4)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Pig and Pug (#0778LS3)	\$12.94
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Pig the stinker (#1087ZU2)	\$12.94
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The pizza that we made (#37055W3)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Please, no more nuts! (#1375TL0)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Poppleton and friends (#1113TV8)	\$22.48
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Recess is a jungle! (#0907UX4)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The school is alive! (#0837EMX)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The science fair is freaky! (#0810ZZ3)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Slow, slow sloths (#1260YA5)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Snail-snaily-snails (#1430RD1)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Toys go out : being the adventures of a	\$12.61

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7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Water (#39122X5)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	We look. (#36119VX)	\$10.91
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Book Cataloging and Processing	\$31.65
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Animals Ultimate Sticker Activity Collection	\$11.24
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Bad dog (#1471TV1)	\$15.49
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Don't call me Bear! (#1117VV8)	\$12.94
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Frozen II magical sticker collection (#1642YA5)	\$6.14
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Go, go, go. (#01151XX)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Jump and run. (#21394U0)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Kate skates (#31856Q8)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Lego Disney Princess Ultimate Sticker Collection	\$11.24
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	My tooth is lost! (#1114HV7)	\$8.69
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Pig the tourist (#1186HX4)	\$12.94
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Poppleton (#1113SV0)	\$22.48
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Poppleton every day (#1350NX2)	\$22.48
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The return of Thelma the unicorn (#1351VX7)	\$12.94

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7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	School freezes over! (#1518MA5)	\$4.44
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	The squirrels who squabbled (#1117WV5)	\$12.94
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	This is MY fort! (#1349VR3)	\$8.69
7400024201	08/20/2020	1033	FOLLETT SCHOOL SOLUTIONS, INC.-1	10.0.2220.410.00.3800.01	Toca life. Sticker collection. (#1118MK9)	\$12.79
Check Total:						\$783.93
7400024230	08/20/2020	1041	FORESIGHT INTEGRATED SOLUTIONS LLC	20.0.2540.302.00.0000.00	GRADUATION PARKING LOT/SITE SURVEY/PHONE	\$750.00
Check Total:						\$750.00
7400024202	08/20/2020	1033	GET FRESH PRODUCE, INC.	10.0.2560.410.00.0000.00	FOOD/CARROTS/BROCCOLI /CUCUMBERS.	\$689.43
Check Total:						\$689.43
7400024170	08/06/2020	1021	GORDON FOOD SERVICE	10.0.2560.400.00.0000.00	CUP PRTN SOUFF	\$8.49
7400024170	08/06/2020	1021	GORDON FOOD SERVICE	10.0.2560.400.00.0000.00	LID PRTN	\$8.98
Check Total:						\$17.47
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.400.00.0000.00	SUPPLIES/PLAS CONT	\$71.44
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.400.00.0000.00	SUPPLIES/PLAS CONT W/LID	\$36.48
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.410.00.0000.00	CRNCHY GROLA	\$68.02
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.410.00.0000.00	FOOD/TURKEY BRST/YOGURT/BUTTER CUP	\$684.59
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.400.00.0000.00	DELI PATTY PAPER	\$4.10
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.400.00.0000.00	LID DOME	\$101.06
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.410.00.0000.00	FOOD/HUMMUS/TURKEY BREAST/CREAM CHEESE	\$1,057.93
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.410.00.0000.00	FOOD/WATER	\$62.76
7400024203	08/20/2020	1033	GORDON FOOD SERVICE	10.0.2560.410.00.0000.00	FOOD/CHEESE CHED/INSTITUTE DAY	\$68.99
Check Total:						\$2,155.37

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NCB	08/11/2020	1020	GRAINGER	20.0.2540.404.00.0000.02	KEYED PADLOCK	\$195.36
NCB	08/11/2020	1020	HARVARD BUSINESS	10.0.2630.312.00.0000.00	SCHOOL LEADERSHIP	\$499.00
Check Total:						\$694.36
7400024204	08/20/2020	1033	HEARTLAND	10.0.2560.470.00.0000.00	MEAL VIEWER DIGITAL SUITE SUBSCRIPTION	\$1,440.00
Check Total:						\$1,440.00
7400024205	08/20/2020	1033	HEARTLAND BUSINESS SYSTEMS	10.0.1100.316.05.0000.00	5YR MERAKI MR ENTERPRISE CLOUD CONTROLLER	\$169.00
7400024205	08/20/2020	1033	HEARTLAND BUSINESS SYSTEMS	10.0.1100.532.05.0000.00	MERAKI WIRELESS ACCESS POINT	\$568.00
7400024205	08/20/2020	1033	HEARTLAND BUSINESS SYSTEMS	10.0.1100.550.05.0000.00	MERAKI WIRELESS ACCESS POINT	\$8,369.10
Check Total:						\$9,106.10
7400024206	08/20/2020	1033	HILLARY SCHROER	10.0.1100.230.00.0000.00	TUITION REIMBURSEMENT	\$525.00
7400024206	08/20/2020	1033	HILLARY SCHROER	10.0.1100.230.00.0000.00	TUITION REIMBURSEMENT	\$524.88
Check Total:						\$1,049.88
NCB	08/11/2020	1020	IDLEWOOD ELECTRIC SUPPLY	20.0.2540.400.00.0000.03	SPECIAL LED LENS	\$336.00
NCB	08/11/2020	1020	ILLINOIS STATE UNIVERSITY CONFERENCE SER	10.0.2210.312.00.0000.01	BOOK FOR PRINCIPALS	\$250.00
Check Total:						\$586.00
7400024171	08/06/2020	1021	ISKALIS' AMERICAN FLOOR SHOW, INC.	20.0.2540.550.00.0000.02	TEACHERS LOUNGE: TO SUPPLY DAL-TILE 12X24	\$3,900.00
Check Total:						\$3,900.00
NCB	08/11/2020	1020	ITUNES	10.0.1100.470.05.0000.00	SALES TAX REFUND	(\$1.25)
NCB	08/14/2020	1037	LINCOLN INVESTMENT PLANNING	10.3.0499.500.00.0000.00	ANNUITIES PAYABLE	\$125.00
NCB	08/14/2020	1037	LINCOLN INVESTMENT PLANNING	10.3.0499.500.00.0000.00	ANNUITIES PAYABLE	\$2,013.33
NCB	08/14/2020	1037	LINCOLN INVESTMENT PLANNING	10.3.0499.500.00.0000.00	ANNUITIES PAYABLE	\$1,083.33
Check Total:						\$3,220.41
7400024207	08/20/2020	1033	LINDSAY KOPINKSKI	10.0.1100.230.00.0000.00	TUITION REIMBURSEMENT	\$685.00
7400024207	08/20/2020	1033	LINDSAY KOPINKSKI	10.0.1100.230.00.0000.00	TUITION REIMBURSEMENT	\$342.50

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Check Number	Date	Voucher	Payee	Account	Description	Amount
7400024207	08/20/2020	1033	LINDSAY KOPINKSKI	10.0.1100.230.00.0000.00	TUITION REIMBURSEMENT	\$685.00
Check Total:						\$1,712.50
NCB	08/11/2020	1020	LOWE'S HOME CENTERS, INC.	20.0.2540.400.00.0000.01	MAINTENANCE SUPPLIES	\$73.86
NCB	08/11/2020	1020	LOWE'S HOME CENTERS, INC.	20.0.2540.400.00.0000.02	MAINTENANCE SUPPLIES	\$46.55
NCB	08/11/2020	1020	MIDWEST HOSE AND FITTINGS	20.0.2540.404.00.0000.04	HOSE FOR TRACTOR	\$106.12
NCB	08/11/2020	1020	MIDWEST HOSE AND FITTINGS	20.0.2540.404.00.0000.04	TIGER GRIP GLOVES/BIG MULE WIPES	\$75.65
Check Total:						\$302.18
7400024208	08/20/2020	1033	MONARCH ELECTRIC CONSTRUCTION CO.	20.0.2540.320.00.0000.01	MAINTENANCE	\$2,083.40
Check Total:						\$2,083.40
7400024172	08/06/2020	1021	MURPHY & MILLER, INC.	20.0.2540.320.00.0000.01	MAINTENANCE SERVICES	\$1,049.95
Check Total:						\$1,049.95
7400024209	08/20/2020	1033	NEWSELA	10.0.1250.316.00.4300.00	NEWSELA	\$8,990.00
Check Total:						\$8,990.00
7400024210	08/20/2020	1033	NILES TOWNSHIP DIST FOR SPECIAL EDUC 807	10.0.1200.400.00.0000.00	CHAMPS BOOKS	\$99.00
Check Total:						\$99.00
7400024173	08/06/2020	1021	NORTHWEST EVALUATION ASSOCIATION	10.0.2230.300.00.4998.00	MAP Growth K-12	\$14,525.00
Check Total:						\$14,525.00
7400024211	08/20/2020	1033	OCONOMOWOC DEVELOPMENTAL TRAINING CTR	10.0.4120.670.35.0000.00	TUITION/RESIDENTIAL SERVICES	\$16,112.93
Check Total:						\$16,112.93
7400024174	08/06/2020	1021	PEAR DECK, INC.	10.0.1100.316.05.0000.00	RENEWAL SUBSCRIPTION	\$749.95
Check Total:						\$749.95
NCB	08/11/2020	1020	PHILLIP'S FLOWERS & GIFTS	10.0.2310.340.00.0000.00	DISH GARDEN/PLANTER W/FRESH FLWRS ADDED	\$72.95
NCB	08/11/2020	1020	PICK A POSE PHOTOGRAHY	10.0.2630.351.00.0000.00	GRADUATION	\$300.00
Check Total:						\$372.95
7400024175	08/06/2020	1021	PIONEER PRESS	10.0.2320.640.00.0000.00	LINCOLNWOOD REVIEW/KN	\$39.00
Check Total:						\$39.00
7400024212	08/20/2020	1033	PIONEER PRESS	10.0.2510.640.00.0000.00	LINCOLNWOOD REVIEW	\$39.00
Check Total:						\$39.00



# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

Sort By: Vendor

Fiscal Year: 2020-2021

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Account	Description	Amount
7400024213	08/20/2020	1033	PURCHASE POWER	10.0.2570.340.00.0000.00	POSTAGE	\$1,000.00
7400024213	08/20/2020	1033	PURCHASE POWER	10.0.2570.340.00.0000.00	POSTAGE OVRAGE FEE	\$5.00
Check Total:						\$1,005.00
7400024214	08/20/2020	1033	RITE LOCK & SAFE	20.0.2540.400.00.0000.01	KEYS/RING/KEY	\$79.41
					FOB/TAG/KEY CAP	
Check Total:						\$79.41
NCB	08/11/2020	1020	SAGE PUBLICATIONS INC.	10.0.2660.312.00.0000.00	DISTANCE LEARNING	\$22.46
					PLAYBOOK	
NCB	08/11/2020	1020	SAGE PUBLICATIONS INC.	10.0.2410.440.00.0000.01	BOOK FOR PRINCIPALS	\$29.90
NCB	08/11/2020	1020	SAM'S CLUB	20.0.2540.400.00.0000.03	FOLDING TABLES	\$1,119.72
Check Total:						\$1,172.08
7400024176	08/06/2020	1021	SAVVAS	10.0.1100.420.00.0000.00	READYGEN 2016	\$1,440.17
					ASSESSMENT STUDENT	
7400024176	08/06/2020	1021	SAVVAS	10.0.1100.420.00.0000.00	ANATOMY OF A VOLCANIC	\$1,275.98
					ERUPTION (PAPERBACK)	
Check Total:						\$2,716.15
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.22.0000.01	Scholastic news 1 Golden	\$221.32
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.22.0000.01	Scholastic news 2 Goldlen	\$467.94
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.22.0000.01	Scholastic news 3 Golden	\$164.41
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.22.0000.01	My big world clifford	\$60.49
					Rudnick	
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.22.0000.01	My big world clifford Sfikas	\$60.50
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.22.0000.01	Story work Junior Barringer	\$168.06
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.22.0000.01	Storyworks Barringer	\$168.06
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Lets find out Blomstrand	\$151.86
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Sciencespin K-1 Blomstrand	\$26.13
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Lets find out Conley	\$151.86
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Sciencespin K-1 Conley	\$26.13

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

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Voucher Range: -

Dollar Limit: \$0.00

Fiscal Year: 2020-2021

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Account	Description	Amount
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Lets find out Komerofsky	\$151.86
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Sciencespins K-1 Komerofsky	\$26.13
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Lets find out Anderson	\$151.86
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Sciencespin K-1 Anderson	\$26.13
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Lets Find out Swidler	\$151.86
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Sciencespint K-1 Swidler	\$26.13
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Lets find out Reynolds	\$151.86
7400024215	08/20/2020	1033	SCHOLASTIC INC	10.0.1100.410.23.0000.01	Sciencespins K-1 Swidler	\$26.13
Check Total:						\$2,378.72
7400024177	08/06/2020	1021	SCHOOL NUTRITION ASSOCIATION	10.0.2560.640.00.0000.00	MEMBERSHIP RENEWAL	\$152.50
Check Total:						\$152.50
7400024178	08/06/2020	1021	SECURITY UNLIMITED, INC.	20.3.0431.000.00.0000.00	Purchase power supply and install is approx. \$880.00	\$880.00
Check Total:						\$880.00
7400024216	08/20/2020	1033	SECURITY UNLIMITED, INC.	20.0.2540.320.00.0000.02	2020 ANNUAL INSPECTION & TEST OF THE FIRE ALARM	\$4,180.00
7400024216	08/20/2020	1033	SECURITY UNLIMITED, INC.	20.0.2540.320.00.0000.01	2020 ANNUAL INSPECTION & TEST IF THE FIRE ALARM	\$3,120.00
Check Total:						\$7,300.00
7400024179	08/06/2020	1021	SETON	20.0.2540.416.00.4998.00	DRINKING FOUNTAIN LOCK OUT W/6 PADLOCKS	\$407.93
Check Total:						\$407.93
7400024217	08/20/2020	1033	SETON	10.0.2130.400.00.4998.00	DRINKING FOUNTAIN LOCK OUT W/6 PADLOCKS	\$407.93
Check Total:						\$407.93
NCB	08/11/2020	1020	SHERWIN-WILLIAMS	20.0.2540.404.00.0000.02	PAINT	\$230.81
NCB	08/11/2020	1020	SKEDDA PTY LTD	10.0.1100.470.05.0000.00	LH CART RESERVATIONS	\$49.00
NCB	08/11/2020	1020	SKEDDA PTY LTD	10.0.1100.470.05.0000.00	RH CART RESERVATIONS	\$49.00
NCB	08/11/2020	1020	SKOKIE PAINT & WALLPAPER, INC.	20.0.2540.400.00.0000.01	PAINT	\$49.99

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

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Fiscal Year: 2020-2021

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Account	Description	Amount
Check Total:						\$378.80
7400024218	08/20/2020	1033	SKOKIE PAINT & WALLPAPER, INC.	20.0.2540.400.00.0000.01	PAINT	\$332.09
Check Total:						\$332.09
7400024219	08/20/2020	1033	SMITHEREEN COMPANY	20.0.2540.320.00.0000.04	TARGET PESTS/ADMIN	\$45.00
7400024219	08/20/2020	1033	SMITHEREEN COMPANY	20.0.2540.320.00.0000.02	REGULARLY SCHEDULED PC SERVICE	\$71.00
7400024219	08/20/2020	1033	SMITHEREEN COMPANY	20.0.2540.320.00.0000.03	REGULARLY SCHEDULED PC SERVICES	\$78.00
7400024219	08/20/2020	1033	SMITHEREEN COMPANY	20.0.2540.320.00.0000.01	TARGET PESTS/TH	\$61.00
Check Total:						\$255.00
7400024180	08/06/2020	1021	STEVENS CHEMICAL COMPANY	20.3.0431.000.00.0000.00	Magic Eraser	\$184.32
7400024180	08/06/2020	1021	STEVENS CHEMICAL COMPANY	20.3.0431.000.00.0000.00	Toilet Bowl Mops	\$45.70
7400024180	08/06/2020	1021	STEVENS CHEMICAL COMPANY	20.3.0431.000.00.0000.00	3M Med. Duty Sponges	\$171.60
7400024180	08/06/2020	1021	STEVENS CHEMICAL COMPANY	20.0.2540.416.00.0000.02	Stretch'n dust cloths	\$415.75
7400024180	08/06/2020	1021	STEVENS CHEMICAL COMPANY	20.0.2540.416.00.0000.02	Maxi Plus Microfiber Loop End, Large White	\$304.12
7400024180	08/06/2020	1021	STEVENS CHEMICAL COMPANY	20.0.2540.416.00.0000.02	Super Flex Dusting Pom	\$218.00
Check Total:						\$1,339.49
7400024220	08/20/2020	1033	STEVENS CHEMICAL COMPANY	20.0.2540.416.00.0000.03	BOARDWALK 20' BLACK	\$86.70
7400024220	08/20/2020	1033	STEVENS CHEMICAL COMPANY	20.0.2540.416.00.0000.03	BOARDWALK 20' RED PADS	\$86.28
7400024220	08/20/2020	1033	STEVENS CHEMICAL COMPANY	20.0.2540.416.00.0000.03	AMERICO ECOPREP SPECILTY PADS 20' MAROON	\$188.68
Check Total:						\$361.66
7400024221	08/20/2020	1033	STUDIO GC	60.0.2530.319.00.0000.00	RH 4TH GRADE FURNITURE UPGRADE	\$1,394.24
7400024221	08/20/2020	1033	STUDIO GC	90.0.2530.319.00.0000.00	2020-21 TH & LH HALL ROOFING	\$5,116.87
7400024221	08/20/2020	1033	STUDIO GC	60.0.2530.319.00.0000.00	2020 SITE DRAINAGE IMPROVEMENTS	\$2,923.20
7400024221	08/20/2020	1033	STUDIO GC	90.0.2530.319.00.0000.00	2021 DOOR REPLACEMENT	\$7,200.00

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

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Fiscal Year: 2020-2021

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Account	Description	Amount
7400024221	08/20/2020	1033	STUDIO GC	60.0.2530.319.00.0000.00	RH FLOORING	\$1,200.00
Check Total:						\$17,834.31
7400024222	08/20/2020	1033	SUCCESS BY DESIGN, INC.	10.0.1100.435.00.0000.02	ASSIGNMENT BOOKS 3rd GRADE	\$399.50
7400024222	08/20/2020	1033	SUCCESS BY DESIGN, INC.	10.0.1100.435.00.0000.02	ASSIGNMENT BOOKS 4th GRADE	\$399.53
Check Total:						\$799.03
7400024181	08/06/2020	1021	SUNRISE TREE CARE	20.0.2540.404.00.0000.03	EMERGENCY TREE SERVICE/REMOVE LARGE	\$650.00
Check Total:						\$650.00
7400024223	08/20/2020	1033	TCI	10.0.1100.410.23.0000.02	3rd Grade SSA! Our Community & Beyond ©	\$668.85
7400024223	08/20/2020	1033	TCI	10.0.1100.410.23.0000.02	4th Grade SSA! Regions of Our Country © 2010:	\$918.75
Check Total:						\$1,587.60
NCB	08/03/2020	1022	TEACHERS RETIREMENT SYSTEM	10.0.1100.801.00.0000.00	RETIREMENT COSTS/OTHER	\$1,466.82
NCB	08/03/2020	1024	TEACHERS RETIREMENT SYSTEM	10.0.2310.211.00.0000.00	ADJUSTMENTS TO EARNINGS	\$4,785.90
NCB	08/03/2020	1023	TEACHERS RETIREMENT SYSTEM	10.0.1100.801.00.0000.00	EMPLOYER PAY INS-THIS FUND	\$21,701.74
NCB	08/11/2020	1020	THE HOME DEPOT	20.0.2540.400.00.0000.03	MAINTENANCE SUPPLIES	\$277.98
Check Total:						\$28,232.44
7400024224	08/20/2020	1033	THE VILLAGE OF LINCOLNWOOD-1	20.0.2540.370.00.0000.00	WATER	\$646.56
7400024224	08/20/2020	1033	THE VILLAGE OF LINCOLNWOOD-1	20.0.2540.370.00.0000.00	WATER	\$92.71
7400024224	08/20/2020	1033	THE VILLAGE OF LINCOLNWOOD-1	20.0.2540.370.00.0000.00	WATER	\$12.15
7400024224	08/20/2020	1033	THE VILLAGE OF LINCOLNWOOD-1	20.0.2540.370.00.0000.00	WATER	\$243.76
7400024224	08/20/2020	1033	THE VILLAGE OF LINCOLNWOOD-1	20.0.2540.370.00.0000.00	WATER	\$686.84
Check Total:						\$1,682.02

# Lincolnwood School District 74

## Disbursement Detail Listing

Bank Name: COLE TAYLOR BANK - ACCOUNTS PAYABLE

Date Range: 08/01/2020 - 08/31/2020

Sort By: Vendor

Fiscal Year: 2020-2021

Voucher Range: -

Dollar Limit: \$0.00

☐ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Account	Description	Amount
7400024225	08/20/2020	1033	THOMSON REUTERS - WEST	10.0.2310.300.00.0000.00	WEST INFORMATION	\$338.47
Check Total:						\$338.47
7400024182	08/06/2020	1021	TRAVIS DUPRIEST	10.0.1100.230.00.0000.00	TUITION REIMBURSEMENT	\$481.84
Check Total:						\$481.84
7400024183	08/06/2020	1021	ULINE	20.0.2540.416.00.0000.03	4" wide scraper, 48" long alumunum handle	\$76.54
7400024183	08/06/2020	1021	ULINE	20.0.2540.416.00.0000.03	4" bladesf for H-2583	\$36.61
Check Total:						\$113.15
NCB	08/14/2020	1037	VALIC	10.3.0499.500.00.0000.00	ANNUITIES PAYABLE	\$1,754.45
NCB	08/14/2020	1037	VALIC	10.3.0499.500.00.0000.00	ANNUITIES PAYABLE	\$812.50
Check Total:						\$2,566.95
7400024226	08/20/2020	1033	VANGUARD ENERGY SERVICES	20.0.2540.465.00.0000.00	NATURAL GAS	\$1,144.43
Check Total:						\$1,144.43
7400024227	08/20/2020	1033	VERITIV OPERATING COMPANY-1	10.0.1100.404.00.0000.04	White Copy Paper	\$640.00
Check Total:						\$640.00
7400024228	08/20/2020	1033	WAQAR KHAN	10.1.0000.000.00.1311.00	REFUND/PRE-K TUITION	\$800.00
Check Total:						\$800.00
7400024229	08/20/2020	1033	WAREHOUSE DIRECT	10.0.2130.400.00.4998.00	NEW MEDICAL 3 PLY DISPOSABLE FACE MASKS	\$800.00
Check Total:						\$800.00
7400024231	08/20/2020	1041	WHITT LAW LLC	10.0.2310.318.00.0000.00	GENERAL BUSINESS	\$9,208.50
Check Total:						\$9,208.50
NCB	08/11/2020	1020	ZOOM VIDEO COMMUNICATIONS, INC.	10.0.1100.470.00.4998.00	VIDEO CONFERENCING	\$83.80
Check Total:						\$83.80
Bank Total:						\$594,815.96

## Lincolnwood School District 74

### Disbursement Detail Listing

**Bank Name:** COLE TAYLOR BANK - ACCOUNTS PAYABLE

**Date Range:** 08/01/2020 - 08/31/2020

**Sort By:** Vendor

**Fiscal Year:** 2020-2021

**Voucher Range:** -

**Dollar Limit:** \$0.00

☐ **Print Employee Vendor Names**

☐ **Exclude Voided Checks**

☐ **Exclude Manual Checks**

☒ **Include Non Check Batches**

Check Number	Date	Voucher	Payee	Account	Description	Amount
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<u>Fund</u>	<u>Amount</u>
10	\$195,617.99
20	\$68,769.66
60	\$22,416.44
90	\$308,011.87
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Fund Totals:	\$594,815.96

**End of Report**

Disbursements Grand Total:	\$594,815.96
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