

BOARD OF EDUCATION
RIDGELAND SCHOOL DISTRICT 122
OAK LAWN, IL 60453
708-599-5550 – Phone 708-599-5626 – Fax

Regular Meeting: June 21, 2018
6:30 p.m.

Harnew School
Cafetorium

AGENDA

- 1.) Call to Order by the President (Time: _____)
- 2.) Roll Call (Absent: _____)
- 3.) Closed Session Topic(s) Allowed Under the Illinois Open Meetings Act*

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board enter into Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District and legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity.

In: _____

1.) Personnel

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board return to Open Session.

Out: _____

4.) a. Pledge of Allegiance

b. Mission Statement

The mission of Ridgeland School District 122 is to nurture independence and responsibility in students, empowering them with knowledge, skills and core values that contribute to becoming life-long learners, and active citizens while striving to achieve their future potential. We will accomplish our mission by fostering a partnership among children, parents, community, staff and the Board of Education, constantly striving to improve student performance to ensure no child is left behind.

5.) Academic Spotlight

PTA Council Scholarship Award Presentation

6.) Comments from Visitors Regarding School or Agenda Items and Petitions

An individual or individual from a delegation may be heard on any matter at the Board meeting, providing such person (1) is recognized by the President; (2) states their name, address and topic; and (3) comments as briefly as the subject permits (Policy 2:230).

Visitors please note: If you wish to address the board this evening, please sign the log indicating

your name, address and topic of comments. You will be called to address the Board in the order your name appears on the sign-in log. When you are called, please be seated at the front table and speak directly into the microphone. Please limit your comments to five (5) minutes so that others will have an equal opportunity to speak. If you have comments that are the same as others, please select a spokesperson for your group. Thank you.

7.) Approval of Consent Agenda (v)

A _____

N _____

Abstain _____

Absent _____

Recommended Motion: that the Board approve the following items as specified in the individual items: v8a.) Closed Session Meeting Minutes of May 17, 2018; v8b.) Meeting Minutes of the Regular Meeting of May 17, 2018; v9a.) Current Bills; v12a.) Second Reading and Adoption of the Jan/Feb PRESS Policy; 13a.) A.E.R.O. Budget; v13b.) Resolution 18-017, Ascertaining Prevailing Wages; v13c.) Resolution 18-018, Designating Interest Earnings for Fiscal Year 2017-2018; v13d.) Resolution 18-019, Directing the School Treasurer to Transfer Interest Earned from the Deb Service Fund to the Operations and Maintenance Fund; v13f.) Purchase of Chromebook Insurance; and vj.) Approve Change Order to Issue Credit for Unused Allowances.

8.) Approval of Minutes ►

va.) Closed Session Meeting Minutes of May 17, 2018

A _____

N _____

Abstain _____

Absent _____

Recommended Motion: that the Board approve the Closed Session Meeting Minutes of May 17, 2018.

vb.) Meeting Minutes of the Regular Meeting of May 17, 2018

A _____

N _____

Abstain _____

Absent _____

Recommended Motion: that the Board approve the Meeting Minutes of the Regular Meeting of May 17, 2018.

9.) Financial Report and Bills ►

va.) Current Bills

A _____

N _____

Abstain _____

Absent _____

Recommended Motion: that the Board approve the current bills in the following amounts:

\$ 1,170,769.25	in the Education Fund
\$ 77,910.57	in Operations and Maintenance
\$ 205,602.03	in the Transportation Fund
\$ 10,440.00	In Capital Projects
\$ 1,720,093.50	in Gross Payrolls
\$ 3,203.00	in the Education Fund (BMO)
\$ 1,046.12	in the Education Fund (THIS)

Informational

b.) The District 122 Summary Sheet for May 2018

Informational

c.) Ridgeland Principal Account Summaries for May 2018

10.) Personnel ►

a.) Personnel Report for June 21, 2018

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board approve the Personnel Report for June 21, 2018.

- Employment
- Resignation
- Leave of Absence
- Dismissal of Probationary Employees
- Retirement

b.) Contracts for Non-Union Employees for the 2018-2019 School Year

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board approve the contracts for Non-Union Employees for the 2018-2019 School Year

c.) Assistant Principal/Coordinator of the Preschool Preventative Initiative Programs

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board approve the addition of Assistant Principal/Coordinator of the Preschool Preventative Initiative Programs position for the 2018-2019 school year.

d.) Assistant Principal/Instructional Technology Coordinator

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board approve the addition of Assistant Principal/Instructional Technology Coordinator position for the 2018-2019 school year.

e.) Assistant Principal/Coordinator of Resilience and Trauma Informed Practices

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board approve the addition of Assistant Principal/Coordinator of Resilience and Trauma Informed Practices position for the 2018-2019 school year.

11.) Notices and Communication

Informational

- a.) FOIA Requests
- Smart Procure
 - Mr. Cupples

Informational

b.) IASB/IASA/IASBO Joint Conference – November 16-18, 2018

Informational

c.) Working Students

12.) Unfinished Business ►

va.) Second Reading and Adoption of Jan/Feb PRESS Policy

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board approve the second reading and adoption of the following policies as updated and amended:

Policy	Title
2:260	Uniform Grievance Procedure
4:40	Incurring Debt
4:40 AP	Preparing and Updating Disclosures
5:20	Workplace Harassment Prohibited
5:170	Copyright

13.) New Business ►

va.) Approve A.E.R.O. Budget

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board approve the A.E.R.O. Budget for the 2018-2019 school year as presented.

vb.) Adopt Resolution 18-017, Ascertainning Prevailing Wages

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board adopt Resolution 18-017, Ascertainning Prevailing Wages.

vc.) Adopt Resolution 18-018, Designating Interest Earnings for Fiscal Year 2018-2019

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board adopt Resolution 18-018, Designating Interest Earnings for Fiscal Year 2018-2019.

vd.) Adopt Resolution 18-019, Directing the School Treasurer to Transfer Interest Earned from the Debt Service Fund to the Operations and Maintenance Fund

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board adopt Resolution 18-019, Directing the School Treasurer to Transfer Interest Earned from the Debt Service Fund to the Operations and Maintenance Fund.

e.) Approve the Strategic Plan for the 2018-2022 School Years

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board approve the Strategic Plan as presented.

vf.) Approve Purchase of Chromebook Insurance

Recommended Motion: that the Board approve the purchase of Chromebook Insurance

A _____
N _____
Abstain _____
Absent _____

from Technology Resource Advisors at a cost of \$11,400.

g.) Approve Board Member Estimated Expenses

Recommended Motion: that the Board approve the Board Member expenses for the Joint Annual Conference in November 2018.

A _____
N _____
Abstain _____
Absent _____

h.) Approve 10-Year Health/Life Safety Survey

Recommended Motion: that the Board approve the 10-year Health/Life Safety Survey Project Authorization with Tria Architecture in the amount of \$37,669.

A _____
N _____
Abstain _____
Absent _____

i.) Approve Simmons Middle School Tuckpointing and Lintel Repairs

Recommended Motion: that the Board approve the Simmons Middle School Tuckpointing and Lintel repairs in the estimated amount of \$7,185.

A _____
N _____
Abstain _____
Absent _____

vj.) Approve Change Order to Issue Credit for Unused Allowances

Recommended Motion: that the Board approve the change order to Issue Credit for Unused Allowances totaling \$5,000 for the Harnew Chiller Project.

A _____
N _____
Abstain _____
Absent _____

k.) Approve Memorandum of Understanding – National Board Certification

Recommended Motion: that the Board approve the Memorandum of Understanding between Ridgeland School District 122 Board of Education and the Illinois Federation of Teachers Council Local 943 regarding National Board Certification.

A _____
N _____
Abstain _____
Absent _____

14.) Comments from Visitors on New Business

An individual or individual from a delegation may be heard on any matter at the Board meeting, providing such person (1) is recognized by the President; (2) states their name, address and topic; and (3) comments as briefly as the subject permits (Policy 2:230).

Visitors please note: If you wish to address the board this evening, please sign the log indicating your name, address and topic of comments. You will be called to address the Board in the order your name appears on the sign-in log. When you are called, please be seated at the front table and speak directly into the microphone. Please limit your comments to five (5) minutes so that others will have an equal opportunity to speak. If you have comments that are the same as others, please select a spokesperson for your group. Thank you.

15.) Comments from Board Members

16.) Closed Session Topic(s) Allowed Under the Illinois Open Meetings Act* (if needed)

A _____
N _____
Abstain _____
Absent _____

Recommended Motion: that the Board enter into Closed Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District and legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity.

In: _____

1.) Personnel

Recommended Motion: that the Board return to Open Session.

A _____
N _____
Abstain _____
Absent _____

Out: _____

17.) Possible Action after Closed Session

18.) Future Business

- 8/3 Finance and Policy Committee Meetings
- 8/7-9 Registration
- 8/9 Board of Education Meeting – Administrative Center
- 8/13-16 New Teacher Orientation
- 8/20 Teacher Institute Day
- 8/21 Teacher Institute Day
- Simmons 6th Grade Open House
- 8/23 1st Day of School - Student Half Day
- 8/23 Simmons 7th and 8th Grade Open House
- 8/27 Lieb Open House
- 8/28 Harnew Open House
- 8/29 Kolb Open House
- 8/30 Columbus Manor Open House
- 9/3 Labor Day – No School
- 9/7 Student Early Out Day

19.) Adjournment (Time: _____)

Recommended Motion: that the meeting be adjourned.

A _____
N _____
Abstain _____
Absent _____

► Routine business/ action items in these categories will be taken up under the consent agenda unless a member of the board requests that a particular item (s) be removed from the consent agenda for further discussion and/or to record a dissenting vote.

* A concise Closed Session for topic(s) allowed under the Illinois Open Meetings Act may be held prior to action on the remainder of the agenda. The topic(s) to be discussed will be included in the motion to go into Closed Session. No votes or other business will be discussed while in Closed Session. When the Board comes out of Closed Session, action can and may be taken.

Ridgeland School District 122

6500 West 95th Street Oak Lawn, IL 60453
708/599-5550 FAX 708/599-5626

*Education for today ...
... with a vision for the future!*

Julie A. Shellberg, Superintendent

JUNE 21, 2018

SUMMARY OF BILLS:

FUND

EDUCATION FUND	\$ 1,170,769.25
OPERATIONS AND MAINTENANCE	\$ 77,910.57
TRANSPORTATION	\$ 205,602.03
CAPITAL PROJECTS	<u>\$ 10,440.00</u>
	\$ 1,464,721.85

GROSS PAYROLLS FOR APPROVAL

MAY 4, 2018	\$ 857,632.56
MAY 18, 2018	<u>\$ 862,460.94</u>
	\$ 1,720,093.50

GRAND TOTAL	\$3,184,815.35
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COLUMBUS 9700 S. Mayfield Oak Lawn, IL 60453 708/424-3481 FAX 9412	HARNEW 9101 S. Meade Oak Lawn, IL 60453 708/599-7070 FAX 9636	KOLB 9620 S. Normandy Oak Lawn, IL 60453 708/598-8090 FAX 6445	LIEB 9101 S. Pembroke Bridgeview, IL 60455 708/599-1050 FAX 8189	SIMMONS 6450 W. 95 th Street Oak Lawn, IL 60453 708/599-8540 FAX 8015
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RIDGELAND SCHOOL DISTRICT 122 VOUCHER

Voucher No: 1226

Voucher Date: 06/21/2018

Prepared By:

Printed: 06/18/2018 11:23:49 AM

RIDGELAND SCHOOL DISTRICT 122 is hereby authorized to draw warrants against RIDGELAND SCHOOL DISTRICT 122 funds for the sum of \$1,464,721.85 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2017 to June 30, 2018 (period cannot overlap fiscal year end.)

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

David Lis

President

N. Jean Werner

Secretary

RIDGELAND SCHOOL DISTRICT 122

Fund		Amount
10	EDUCATIONAL	\$1,170,769.25
20	OPERATIONS AND MAINTENANCE	\$77,910.57
40	TRANSPORTATION	\$205,602.03
60	CAPITAL PROJECTS	\$10,440.00
		\$1,464,721.85

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
ACCESS MASTER CO.	25230	20.5.2540.300.0000.06.00.00 Check #: 0	O & M - Purch Srvcs - District	\$75.00
		20.5.2540.300.0000.11.00.00 Check #: 0	O & M - Purch Srvcs - CM	\$832.00
		20.5.2540.300.0000.12.00.00 Check #: 0	O & M - Purch Srvcs - Harnew	\$663.33
		20.5.2540.300.0000.13.00.00 Check #: 0	O & M - Purch Srvcs - Kolb	\$75.00
		20.5.2540.300.0000.14.00.00 Check #: 0	O & M - Purch Srvcs - Lieb	\$1,678.00
		20.5.2540.300.0000.15.00.00 Check #: 0	O & M - Purch Srvcs - Simmons	\$75.00
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M - Supp & Mat - Lieb	\$432.00
Vendor Total:				\$3,830.33
AERO SPECIAL EDUCATION COOPERATIVE 310		10.5.4120.311.0000.06.00.59 Check #: 0	Pmts for SPED Programs - AERO (OT/PT)	\$16,635.00
		10.5.4120.670.0000.06.00.00 Check #: 0	Pmts for SPED Programs - AERO (Tuition)	\$128,296.31
Vendor Total:				\$144,931.31
AIR CLEANING SPECIALISTS		20.5.2540.400.0000.06.00.00 Check #: 0	O & M - Supp & Mat - District	\$559.00
Vendor Total:				\$559.00
ALL COVERED		10.5.2220.300.0000.60.00.00 Check #: 0	Media Services - Purch Srvcs	\$100.00
		10.5.2220.700.0000.60.00.00 Check #: 0	Media Services - Non-Capital Equipment	\$2,878.00
Vendor Total:				\$2,978.00
ALL-TYPES ELEVATORS, INC.				

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.300.0000.13.00.00 Check #: 0	O & M – Purch Srvcs – Kolb	\$203.00
			Vendor Total:	\$203.00
AMAZON CAPITAL SERVICES		10.5.1200.400.0000.06.00.00 Check #: 0	Special Education – Supp & Mat	\$8.58
		10.5.2520.400.0000.06.00.00 Check #: 0	Fiscal Services – Supp & Mat	\$9.86
			Vendor Total:	\$18.44
AMAZON.COM		10.5.1100.400.3999.06.00.00 Check #: 0	REGULAR INSTRUCTION – SUPPLIES AND MATERIALS (HCI)	\$183.70
		10.5.1200.400.0000.06.00.00 Check #: 0	Special Education – Supp & Mat	\$79.84
		10.5.1800.400.4909.06.00.00 Check #: 0	Bilingual – Supp & Mat – Title III	\$569.70
		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$1,773.40
			Vendor Total:	\$2,606.64
AMAZON.COM		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$9.00
			Vendor Total:	\$9.00
AMBASSADOR ATHLETIC APPAREL	14271	10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$250.00
			Vendor Total:	\$250.00
AMERICAN SEALCOATING & MAINTENANCE, INC.	24244	20.5.2540.300.0000.12.00.00 Check #: 0	O & M – Purch Srvcs – Harnew	\$7,005.00
			Vendor Total:	\$7,005.00

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
AMERICAN SEALCOATING & MAINTENANCE, INC.	24244	20.5.2540.300.0000.15.00.00 Check #: 0	O & M – Purch Srvcs – Simmons	\$9,135.00
			Vendor Total:	\$9,135.00
AMITA HEALTH		10.5.2140.300.0000.06.00.00 Check #: 0	Pyschological Services – Purchased Services	\$560.00
			Vendor Total:	\$560.00
ANN & ROBERT H. LURIE CHILDREN'S HOSPITA		10.5.2140.300.0000.06.00.00 Check #: 0	Pyschological Services – Purchased Services	\$80.00
			Vendor Total:	\$80.00
APPLE INC	23193	10.5.2225.400.0000.40.00.00 Check #: 0	Assistive Tech – Supp & Mat	\$2,389.00
			Vendor Total:	\$2,389.00
ARVESEN, JOANN	8331	10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education – Suppl & Mat	\$86.07
			Vendor Total:	\$86.07
AT&T	23906	20.5.2540.340.0000.06.00.00 Check #: 0	O & M – Telecommunications – District	\$33.00
		20.5.2540.340.0000.12.00.00 Check #: 0	O & M – Telecommunications – Harnew	\$32.99
		20.5.2540.340.0000.14.00.00 Check #: 0	O & M – Telecommunications – Lieb	\$32.99
			Vendor Total:	\$98.98
AUTISM HOME SUPPORT SERVICES		10.5.2140.300.0000.06.00.00 Check #: 0	Pyschological Services – Purchased Services	\$1,050.00

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$1,050.00
AYALA, MAGDALENA		10.5.2210.332.0000.30.00.00 Check #: 0	Improve of Instruct – Travel	\$6.50
Vendor Total:				\$6.50
B ALLAN GRAPHICS	3110	10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education – Suppl & Mat	\$110.00
Vendor Total:				\$110.00
BATTERIES PLUS	19042	20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$230.10
Vendor Total:				\$230.10
BEVERLY ARTS CENTER		10.5.1100.300.3999.06.00.00 Check #: 0	Instructional Services– Healthy Community Ties	\$13,280.00
Vendor Total:				\$13,280.00
BRIGHT LIGHTS STAGE LIGHTING		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$175.00
Vendor Total:				\$175.00
BROOKES PUBLISHING COMPANY		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$702.58
Vendor Total:				\$702.58
BULOW, COLLEEN		10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction – Supp & Mat – CM	\$45.83
Vendor Total:				\$45.83
BUONICONTI, MEGAN				

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$50.00
			Vendor Total:	\$50.00
CALL ONE	23896	20.5.2540.340.0000.06.00.00 Check #: 0	O & M – Telecommunications – District	\$471.25
		20.5.2540.340.0000.11.00.00 Check #: 0	O & M – Telecommunications – CM	\$471.24
		20.5.2540.340.0000.12.00.00 Check #: 0	O & M – Telecommunications – Harnew	\$471.24
		20.5.2540.340.0000.13.00.00 Check #: 0	O & M – Telecommunications – Kolb	\$471.24
		20.5.2540.340.0000.14.00.00 Check #: 0	O & M – Telecommunications – Lieb	\$471.25
		20.5.2540.340.0000.15.00.00 Check #: 0	O & M – Telecommunications – Simmons	\$471.25
			Vendor Total:	\$2,827.47
CAPITAL ONE COMMERCIAL		20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$280.82
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$51.92
			Vendor Total:	\$332.74
CARANO, DEANNE		10.5.2410.332.0000.15.00.00 Check #: 0	Principal – Travel – Simmons	\$17.66
			Vendor Total:	\$17.66
CDW GOVERNMENT, INC	11404	10.5.1100.490.0000.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – Other	\$151,200.00
		10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Srvcs	\$17,177.10

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2220.400.0000.60.00.00 Check #: 0	Media Services – Supp & Mat	\$2,134.80
			Vendor Total:	\$170,511.90
CDW GOVERNMENT, INC	11404	10.5.1100.490.0000.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – Other	\$8,934.00
			Vendor Total:	\$8,934.00
CHICAGO RIDGE PUBLIC SCHOOL DIST 127.5		40.5.2550.300.0000.06.00.43 Check #: 0	Pupil Transportation – Special Education	\$101.91
			Vendor Total:	\$101.91
CHILDHOOD VICTORIES, INC.		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Svcs – Other	\$2,750.00
			Vendor Total:	\$2,750.00
CHRISTIANSON, JENNIFER		10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education – Suppl & Mat	\$103.44
			Vendor Total:	\$103.44
CLASSMATE	60572	10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$89.39
			Vendor Total:	\$89.39
COM ED	3306	10.5.2540.466.0000.11.00.00 Check #: 0	O & M – Electricity – CM	\$32.50
			Vendor Total:	\$32.50
COMCAST	18540	10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Svcs	\$8,827.37
			Vendor Total:	\$8,827.37

Ridgeland School District 122

Voucher Supplement Account Summary

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06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
CONSTELLATION NEW ENERGY GAS DIV, LLC	24502	10.5.2540.465.0000.11.00.00 Check #: 0	O & M - Natural Gas - CM	\$819.07
		10.5.2540.465.0000.12.00.00 Check #: 0	O & M - Natural Gas - Harnew	\$2,533.86
		10.5.2540.465.0000.13.00.00 Check #: 0	O & M - Natural Gas - Kolb	\$1,070.38
		10.5.2540.465.0000.14.00.00 Check #: 0	O & M - Natural Gas - Lieb	\$739.69
		10.5.2540.465.0000.15.00.00 Check #: 0	O & M - Natural Gas - Simmons	\$1,387.41
			Vendor Total:	\$6,550.41
COOK COUNTY SCHOOL DIST #104		40.5.2550.300.0000.06.00.43 Check #: 0	Pupil Transportation - Special Education	\$391.00
			Vendor Total:	\$391.00
CRUZ, SHELLY		10.5.2410.332.0000.14.00.00 Check #: 0	Principal - Travel - Lieb	\$19.12
			Vendor Total:	\$19.12
CUSTOM MARKETING GROUP		10.5.1500.400.0000.06.00.30 Check #: 0	Interscholastic - Supp & Mat - Band	\$820.00
			Vendor Total:	\$820.00
DAGLAS, EILEEN	4999	10.5.2110.332.0000.06.00.00 Check #: 0	Attendance & Social Work - Travel	\$27.25
			Vendor Total:	\$27.25
Davis Athletic Equipment Company		20.5.2540.400.0000.06.00.00 Check #: 0	O & M - Supp & Mat - District	\$140.00

Ridgeland School District 122

Voucher Supplement Account Summary

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06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.700.0000.06.00.00 Check #: 0	O & M – Non-Capital Equipment	\$1,680.00
			Vendor Total:	\$1,820.00
DEEGAN, MEGHAN		10.5.3000.300.4932.91.00.00 Check #: 0	Community Services – Title II Private School Share	\$312.73
			Vendor Total:	\$312.73
DELL MARKETING, L.P.	12286	10.5.2220.400.0000.60.00.00 Check #: 0	Media Services – Supp & Mat	\$11,091.65
		10.5.2220.700.0000.60.00.00 Check #: 0	Media Services – Non-Capital Equipment	\$113,780.55
			Vendor Total:	\$124,872.20
DISCOVERY BENEFITS CO.	10282	10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Srvc – Other	\$131.75
			Vendor Total:	\$131.75
DREAMBOX		10.5.2210.300.0000.30.00.00 Check #: 0	Improve of Instruct – Purch Srvc	\$29,388.00
			Vendor Total:	\$29,388.00
DUDEK, JEANINE	13875	10.5.2110.332.0000.06.00.00 Check #: 0	Attendance & Social Work – Travel	\$16.68
			Vendor Total:	\$16.68
DUKE'S ACE HARDWARE #161	23343	20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$5.76
			Vendor Total:	\$5.76
EASTER SEALS METROPOLITAN CHICAGO	6985			

Ridgeland School District 122

Voucher Supplement Account Summary

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Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.4120.670.0000.06.00.49 Check #: 0	Pmts for SPED Programs – Out of District Non-AERO	\$6,402.27
			Vendor Total:	\$6,402.27
EDUCATIONAL BENEFIT COOPERATIVE	20959	10.2.0489.000.0000.00.00.00 Check #: 0	PAYROLL DEDUCTION-INSURANCE	\$290,375.76
			Vendor Total:	\$290,375.76
ELAN PHOTOGRAPHY		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$1,150.00
			Vendor Total:	\$1,150.00
ELIM CHRISTIAN SERVICES	4659	10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$21,509.59
			Vendor Total:	\$21,509.59
ENGLER CALLAWAY BAASTEN & SRAGA, LLC	14530	10.5.2310.318.0000.06.00.00 Check #: 0	Board of Education – Legal Services	\$176.00
			Vendor Total:	\$176.00
ESSCOE,LLC	21074	20.5.2540.300.0000.11.00.00 Check #: 0	O & M – Purch Srvcs – CM	\$2,532.00
		20.5.2540.300.0000.12.00.00 Check #: 0	O & M – Purch Srvcs – Harnew	\$2,220.00
		20.5.2540.300.0000.13.00.00 Check #: 0	O & M – Purch Srvcs – Kolb	\$2,532.00
		20.5.2540.300.0000.14.00.00 Check #: 0	O & M – Purch Srvcs – Lieb	\$2,604.00
		20.5.2540.300.0000.15.00.00 Check #: 0	O & M – Purch Srvcs – Simmons	\$3,792.00
			Vendor Total:	\$13,680.00

Ridgeland School District 122

Voucher Supplement Account Summary

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Vendor Remit Name	Vendor #	Account	Description	Amount
FERGUSON ENTERPRISES, INC.		20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$941.40
			Vendor Total:	\$941.40
FINN, SUSAN	11394	10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education – Suppl & Mat	\$75.00
			Vendor Total:	\$75.00
FIRST STUDENTINC		40.5.2550.300.0000.06.00.00 Check #: 0	Pupil Transportation – District	\$55,425.81
			Vendor Total:	\$55,425.81
FOREVER GREEN		20.5.2540.300.0000.11.00.00 Check #: 0	O & M – Purch Srvcs – CM	\$176.00
		20.5.2540.300.0000.12.00.00 Check #: 0	O & M – Purch Srvcs – Harnew	\$231.00
		20.5.2540.300.0000.13.00.00 Check #: 0	O & M – Purch Srvcs – Kolb	\$99.00
		20.5.2540.300.0000.14.00.00 Check #: 0	O & M – Purch Srvcs – Lieb	\$121.00
		20.5.2540.300.0000.15.00.00 Check #: 0	O & M – Purch Srvcs – Simmons	\$121.00
			Vendor Total:	\$748.00
FRANCZEK RADELET	18252	10.5.2310.318.0000.06.00.00 Check #: 0	Board of Education – Legal Services	\$1,897.50
			Vendor Total:	\$1,897.50
FRONTLINE TECHNOLOGIES		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Srvcs – Other	\$5,400.00
			Vendor Total:	\$5,400.00

Ridgeland School District 122

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Vendor Remit Name	Vendor #	Account	Description	Amount
GORDON FLESCH CO., INC.	22701	10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Srvcs	\$1,488.31
			Vendor Total:	\$1,488.31
GRAINGER	21505	20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$231.30
		20.5.2540.400.0000.11.00.00 Check #: 0	O & M – Supp & Mat – CM	\$324.00
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$122.40
		20.5.2540.700.0000.06.00.00 Check #: 0	O & M – Non-Capital Equipment	\$1,555.00
			Vendor Total:	\$2,232.70
HAMILTON, KATHY	23939	10.5.1100.332.0000.14.00.00 Check #: 0	Regular Instruction – Travel – Lieb	\$71.99
			Vendor Total:	\$71.99
HODGE PRODUCTS	22687	10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$5,005.00
			Vendor Total:	\$5,005.00
HOKE, LAURIE	21524	10.5.2140.332.0000.06.00.00 Check #: 0	Psychological Services – Travel	\$38.64
			Vendor Total:	\$38.64
HOME DEPOT	23118	10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$194.14
		20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$363.42

Ridgeland School District 122

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Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.400.0000.11.00.00 Check #: 0	O & M - Supp & Mat - CM	\$87.81
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M - Supp & Mat - Harnew	\$470.56
		20.5.2540.400.0000.15.00.00 Check #: 0	O & M - Supp & Mat - Simmons	\$69.44
			Vendor Total:	\$1,185.37
HOPKINS, KATIE		10.5.2210.332.0000.06.00.00 Check #: 0	Improve of Instruct - Travel	\$94.53
			Vendor Total:	\$94.53
HOSTETLER, MARCUS		10.5.1500.332.0000.06.00.30 Check #: 0	Interscholastic - Travel - Band	\$255.61
			Vendor Total:	\$255.61
ILLINOIS ASSOCIATION OF SCHOOL BOARDS	1621	10.5.2310.300.0000.06.00.00 Check #: 0	BOARD OF EDUCATION --PURCH SRVCS DISTRICT	\$3,100.00
		10.5.2310.332.0000.20.00.00 Check #: 0	Board of Education - Travel	\$40.00
			Vendor Total:	\$3,140.00
ILLINOIS COLLECTION SERVICE INC		10.5.2520.300.0000.06.00.00 Check #: 0	Fiscal Services - Purch Srvcs	\$178.00
			Vendor Total:	\$178.00
IMAGE360		10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education - Suppl & Mat	\$2,039.46
			Vendor Total:	\$2,039.46
INNOVATIVE LEARNING CONCEPTS, INC.				

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Vendor Remit Name	Vendor #	Account	Description	Amount
INSTITUTE FOR EXCELLENCE IN WRITING IEW		10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – Title I	\$6,436.15
			Vendor Total:	\$6,436.15
		10.5.4000.300.4932.06.00.00 Check #: 0	PAYMENTS TO OTHER GO UNITS – PROF. DEVELOPMENT	\$359.00
ISTE			Vendor Total:	\$359.00
		10.5.2210.300.4300.06.00.00 Check #: 0	Improve of Instruct – Purch Srvcs – Title I	\$1,750.00
			Vendor Total:	\$1,750.00
ISTE		10.5.3000.300.4932.91.00.00 Check #: 0	Community Services – Title II Private School Share	\$1,270.00
			Vendor Total:	\$1,270.00
		10.5.3000.300.4932.91.00.00 Check #: 0	Community Services – Title II Private School Share	\$635.00
JOHNSTONE SUPPLY	22703		Vendor Total:	\$635.00
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$26.94
			Vendor Total:	\$26.94
JOSEPH ACADEMY (HOMETOWN)		10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$1,963.39
			Vendor Total:	\$1,963.39
KENIS, AMBER		10.5.1500.332.0000.06.00.30 Check #: 0	Interscholastic – Travel – Band	\$189.65

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Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$189.65
KIZIAK, TINA	22983	10.5.1100.332.0000.11.00.00 Check #: 0	Regular Instruction - Travel - CM	\$58.32
Vendor Total:				\$58.32
KOPEC, ANNA		10.5.2210.332.0000.30.00.00 Check #: 0	Improve of Instruct - Travel	\$84.95
Vendor Total:				\$84.95
KULIG, RHONDA	8935	10.5.1100.230.4300.06.00.00 Check #: 0	Tuition Reimbursement - Title I	\$573.00
Vendor Total:				\$573.00
LAKESHORE LEARNING MATERIALS	577	10.5.1100.400.3999.06.00.00 Check #: 0	REGULAR INSTRUCTION - SUPPLIES AND MATERIALS (HCI)	\$1,508.37
		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services - Supplies and Materials	\$7,492.55
Vendor Total:				\$9,000.92
LAPPIN, KATHRYN		10.5.1100.230.4300.06.00.00 Check #: 0	Tuition Reimbursement - Title I	\$921.00
		10.5.1100.332.0000.11.00.00 Check #: 0	Regular Instruction - Travel - CM	\$39.79
Vendor Total:				\$960.79
LETRIX USA, INC.		20.5.2540.700.0000.06.00.00 Check #: 0	O & M - Non-Capital Equipment	\$1,345.00
Vendor Total:				\$1,345.00
LEXISNEXIS RISK DATA MANAGEMENT				

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Vendor Remit Name	Vendor #	Account	Description	Amount
MAGDALENA B. KROL-BANAHAN		10.5.2310.390.0000.06.00.00	Board of Education – Purch Srvcs – Other	\$50.00
		Check #: 0		
			Vendor Total:	\$50.00
NEVERWARE, INC.		10.5.1100.400.0000.12.00.00	Regular Instruction – Supp & Mat – Harnew	\$44.64
		Check #: 0		
			Vendor Total:	\$44.64
NEXTERA ENERGY SERVICES		10.5.2220.300.0000.60.00.00	Media Services – Purch Srvcs	\$450.00
		Check #: 0		
			Vendor Total:	\$450.00
NWEA	24542	10.5.2540.466.0000.11.00.00	O & M – Electricity – CM	\$10,193.76
		Check #: 0		
		10.5.2540.466.0000.12.00.00	O & M – Electricity – Harnew	\$13,850.00
		Check #: 0		
		10.5.2540.466.0000.13.00.00	O & M – Electricity – Kolb	\$10,312.56
		Check #: 0		
		10.5.2540.466.0000.14.00.00	O & M – Electricity – Lieb	\$11,448.59
OAK LAWN AUTO		10.5.2540.466.0000.15.00.00	O & M – Electricity – Simmons	\$17,568.37
		Check #: 0		
			Vendor Total:	\$63,373.28
OAK LAWN PARK DISTRICT		10.5.2210.300.0000.30.00.00	Improve of Instruct – Purch Srvcs	\$25,625.00
		Check #: 0		
			Vendor Total:	\$25,625.00
		20.5.2540.400.0000.06.00.00	O & M – Supp & Mat – District	\$900.95
		Check #: 0		
			Vendor Total:	\$900.95

Ridgeland School District 122

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Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.325.0000.06.00.00 Check #: 0	O & M - Rentals	\$1,000.00
			Vendor Total:	\$1,000.00
OFFICE DEPOT. (BUSINESS)		10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction - Supp & Mat - CM	\$641.88
		10.5.1100.400.0000.11.01.00 Check #: 0	Regular Instruction - Supp & Mat - PLCAC - CM	\$3.10
		10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction - Supp & Mat - Harnew	\$200.05
		10.5.1100.400.0000.12.01.00 Check #: 0	Regular Instruction - Supp & Mat - PLCAC - Harnew	\$396.00
		10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction - Supp & Mat - PLCAC - Kolb	\$1,180.24
		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction - Supp & Mat - SMS	\$9,646.86
		10.5.1100.400.3999.06.00.00 Check #: 0	REGULAR INSTRUCTION - SUPPLIES AND MATERIALS (HCI)	\$673.28
		10.5.1200.400.0000.06.00.00 Check #: 0	Special Education - Supp & Mat	\$48.93
		10.5.2130.400.0000.06.00.00 Check #: 0	Health Services - Supplies and Materials	\$121.09
		10.5.2520.400.0000.06.00.00 Check #: 0	Fiscal Services - Supp & Mat	\$518.65
		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services - Supplies and Materials	\$1,865.97
			Vendor Total:	\$15,296.05
OFFICE DEPOT. (BUSINESS)		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services - Supplies and Materials	\$4,130.98
			Vendor Total:	\$4,130.98
OFFICE DEPOT. (BUSINESS)				

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Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.400.3999.06.00.00 Check #: 0	REGULAR INSTRUCTION – SUPPLIES AND MATERIALS (HCI)	\$154.00
			Vendor Total:	\$154.00
ORIENTAL TRADING COMPANY	9192	10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$59.98
			Vendor Total:	\$59.98
ORKIN		20.5.2540.300.0000.15.00.00 Check #: 0	O & M – Purch Srvcs – Simmons	\$1.54
			Vendor Total:	\$1.54
PARKLAND PREPARATORY ACADEMY SOUTH, INC.		10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$4,107.81
			Vendor Total:	\$4,107.81
PARTNERSHIP FOR RESILIENCE		10.5.3000.300.4932.91.00.00 Check #: 0	Community Services – Title II Private School Share	\$810.00
			Vendor Total:	\$810.00
PERMA-BOUND	560	10.5.2220.430.0000.60.00.00 Check #: 0	Media Services – Library Books	\$3,109.75
			Vendor Total:	\$3,109.75
PHILBIN, ERICA	24222	10.5.1100.230.4300.06.00.00 Check #: 0	Tuition Reimbursement – Title I	\$921.00
			Vendor Total:	\$921.00
PITNEY BOWES LLC		10.5.2310.340.0000.06.00.00 Check #: 0	Board of Education – Postage & Communications	\$376.80

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Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$376.80
POPS 24/7		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Srvcs – Other	\$325.00
Vendor Total:				\$325.00
POSITIVE PROMOTIONS INC	17504	10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$219.95
Vendor Total:				\$219.95
POSTMASTER - MORaine VALLEY FACILITY		10.5.2310.340.0000.06.00.00 Check #: 0	Board of Education – Postage & Communications	\$225.00
Vendor Total:				\$225.00
PREFERRED MEAL SYSTEMS, INC.	22683	10.5.2560.300.0000.06.00.00 Check #: 0	Food Services – Purch Srvcs	\$76,653.93
Vendor Total:				\$76,653.93
PREMIER MECHANICAL, INC.		60.5.2530.530.0000.06.00.00 Check #: 0	Capital Projects – Building Improvements	\$10,440.00
Vendor Total:				\$10,440.00
PURCHASE POWER		10.5.2310.340.0000.06.00.00 Check #: 0	Board of Education – Postage & Communications	\$836.49
Vendor Total:				\$836.49
QUINLAN & FABISH	1354	10.5.1500.300.0000.06.00.30 Check #: 0	Interscholastic – Purch Srvcs – Band	\$344.00
Vendor Total:				\$344.00
RAINBOW BOOK COMPANY				

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Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.300.3999.06.00.00 Check #: 0	Instructional Services- Healthy Community Ties	\$1,062.85
		10.5.1800.400.4909.06.00.00 Check #: 0	Bilingual - Supp & Mat - Title III	\$699.75
		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services - Supplies and Materials	\$2,841.52
			Vendor Total:	\$4,604.12
RAINBOW BOOK COMPANY		10.5.1800.400.4909.06.00.00 Check #: 0	Bilingual - Supp & Mat - Title III	\$2,411.52
			Vendor Total:	\$2,411.52
RCS CARPET & TILE, INC.	23345	20.5.2540.530.0000.06.00.00 Check #: 0	O & M - Building Improvements - District	\$7,891.00
			Vendor Total:	\$7,891.00
REALLY GOOD STUFF, INC.	2335	10.5.1100.400.0000.06.00.00 Check #: 0	Regular Instruction - Supp & Mat - District	\$350.18
		10.5.1100.400.3999.06.00.00 Check #: 0	REGULAR INSTRUCTION - SUPPLIES AND MATERIALS (HCI)	\$54.89
		10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction - Supp & Mat - Title I	\$2,822.13
		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services - Supplies and Materials	\$15.96
			Vendor Total:	\$3,243.16
REIN, MARGARET	22770	10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction - Supp & Mat - Harnew	\$50.00
			Vendor Total:	\$50.00
RICH LEE VANS CHICAGO RIDGE	307			

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Vendor Remit Name	Vendor #	Account	Description	Amount
		40.5.2550.300.0000.06.00.30 Check #: 0	Pupil Transportation – Athletics	\$874.59
		40.5.2550.300.0000.06.00.43 Check #: 0	Pupil Transportation – Special Education	\$148,097.81
		40.5.2550.300.0000.06.00.62 Check #: 0	Pupil Transportation – Field Trips	\$710.91
			Vendor Total:	\$149,683.31
RIDGELAND PRINCIPAL ASSN.	6591	10.4.0000.000.1811.00.00.00 Check #: 0	INSTRUCTIONAL FEES	\$20.40
		10.5.1100.400.0000.15.00.29 Check #: 0	Regular Instruction – Supp & Mat – SMS (Required)	\$388.34
			Vendor Total:	\$408.74
RILEY, JAMES P		20.5.2540.403.0000.06.00.00 Check #: 0	O & M – Uniforms	\$26.99
			Vendor Total:	\$26.99
RYAN, MELISSA	20621	10.5.1100.230.4300.06.00.00 Check #: 0	Tuition Reimbursement – Title I	\$921.00
			Vendor Total:	\$921.00
RYZEWSKA, EWA		10.5.1100.230.0000.06.00.00 Check #: 0	REG K – 12 PRG TUITION REIMB	\$592.00
			Vendor Total:	\$592.00
SALEH, NESREEN		10.5.1100.230.0000.06.00.00 Check #: 0	REG K – 12 PRG TUITION REIMB	\$921.00
			Vendor Total:	\$921.00
SALIM, FATIMA	18652	10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$50.00

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Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$50.00
SAM'S CLUB	2519			
		10.5.1100.400.0000.12.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Harnew	\$518.96
		10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$1,042.23
		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$162.22
		10.5.2520.400.0000.06.00.00 Check #: 0	Fiscal Services – Supp & Mat	\$139.85
Vendor Total:				\$1,863.26
SAM'S CLUB	2519			
		10.5.1100.400.3999.06.00.00 Check #: 0	REGULAR INSTRUCTION – SUPPLIES AND MATERIALS (HCI)	\$190.02
Vendor Total:				\$190.02
SCHINDLER ELEVATOR CORPORATION	16779			
		20.5.2540.300.0000.12.00.00 Check #: 0	O & M – Purch Svcs – Harnew	\$1,187.28
Vendor Total:				\$1,187.28
SCHOOL HEALTH CORPORATION	6603			
		10.5.2130.400.0000.06.00.00 Check #: 0	Health Services – Supplies and Materials	\$53.08
		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$5,328.70
Vendor Total:				\$5,381.78
SCHOOL SPECIALTY	2994			
		10.5.1100.400.3999.06.00.00 Check #: 0	REGULAR INSTRUCTION – SUPPLIES AND MATERIALS (HCI)	\$56.20
		10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – Title I	\$13,021.05

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Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$606.36
			Vendor Total:	\$13,683.61
SCHROEDER MATERIAL INC	962	20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$62.98
			Vendor Total:	\$62.98
SEYLLER, JAIME		20.5.2540.403.0000.06.00.00 Check #: 0	O & M – Uniforms	\$75.00
			Vendor Total:	\$75.00
SICO AMERICA INC		20.5.2540.400.0000.11.00.00 Check #: 0	O & M – Supp & Mat – CM	\$411.50
			Vendor Total:	\$411.50
SID'S FLOWERS AND MORE	2369	10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Svcs – Other	\$64.95
			Vendor Total:	\$64.95
SIGN OUTLET		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$600.00
			Vendor Total:	\$600.00
SINCLAIR, CAROL		10.5.2520.332.0000.06.00.00 Check #: 0	Fiscal Services – Travel	\$25.29
			Vendor Total:	\$25.29
SMARTDEPLOY		10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Svcs	\$3,500.00
			Vendor Total:	\$3,500.00

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
SMEKENS EDUCATIONS SOLUTIONS		10.5.3000.300.4932.91.00.00 Check #: 0	Community Services – Title II Private School Share	\$479.00
			Vendor Total:	\$479.00
SMILE MAKERS	24731	10.5.2130.400.0000.06.00.00 Check #: 0	Health Services – Supplies and Materials	\$155.91
			Vendor Total:	\$155.91
SMITH, AMANDA	17219	10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education – Suppl & Mat	\$98.52
			Vendor Total:	\$98.52
SOARING EAGLE ACADEMY		10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$7,109.46
			Vendor Total:	\$7,109.46
SOLIANI HEALTH		10.5.2190.300.4620.06.00.00 Check #: 0	OT / PT Services – Purch Srvcs – IDEA	\$8,573.76
			Vendor Total:	\$8,573.76
SOUTHWEST INTERSCHOLASTIC CONFERENCE	15554	10.5.1500.300.0000.06.00.00 Check #: 0	Interscholastic – Purch Srvcs – Athletics	\$1,900.00
			Vendor Total:	\$1,900.00
STARS & STRIPES	25844	10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education – Suppl & Mat	\$235.00
			Vendor Total:	\$235.00
STRALE, CINDY		10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction – Supp & Mat – CM	\$107.48

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$107.49
			Vendor Total:	\$214.97
TEACHER DIRECT		10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$129.72
			Vendor Total:	\$129.72
TECHNOLOGY RESOURCE ADVISORS, INC		10.5.2220.300.0000.00.00.00 Check #: 0	Media Services – 1:1 Chromebook Repairs	\$4,550.00
			Vendor Total:	\$4,550.00
THE CHICAGO AUTISM ACADEMY, INC.		10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$18,982.40
			Vendor Total:	\$18,982.40
THE LIBRARY STORE	6301	10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$698.10
			Vendor Total:	\$698.10
THE SOLUTION CENTER	20460	20.5.2540.300.0000.06.00.00 Check #: 0	O & M – Purch Svcs – District	\$674.38
			Vendor Total:	\$674.38
THOMPSON ELEVATOR INSPECTION SERVICE INC	16352	20.5.2540.300.0000.15.00.00 Check #: 0	O & M – Purch Svcs – Simmons	\$100.00
			Vendor Total:	\$100.00
TIB OFFICE, INC.		20.5.2540.700.0000.06.00.00 Check #: 0	O & M – Non-Capital Equipment	\$563.00

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$563.00
TRANE	13002	20.5.2540.700.0000.06.00.00 Check #: 0	O & M – Non-Capital Equipment	\$954.80
Vendor Total:				\$954.80
TSA CONSULTING GROUP, INC	23161	10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Svcs – Other	\$199.66
Vendor Total:				\$199.66
UNITED REFRIGERATION, INC.		20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$100.93
Vendor Total:				\$100.93
VERIZON WIRELESS		10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Svcs	\$72.02
Vendor Total:				\$72.02
VILLAGE OF OAK LAWN - FUEL	170	20.5.2540.464.0000.06.00.00 Check #: 0	O & M – Gasoline	\$580.38
Vendor Total:				\$580.38
VILLAGE OF OAK LAWN - WATER DIVISION		20.5.2540.370.0000.11.00.00 Check #: 0	O & M – Water/Sewer – CM	\$315.25
		20.5.2540.370.0000.12.00.00 Check #: 0	O & M – Water/Sewer – Harnew	\$427.92
		20.5.2540.370.0000.13.00.00 Check #: 0	O & M – Water/Sewer – Kolb	\$208.67
		20.5.2540.370.0000.15.00.00 Check #: 0	O & M – Water/Sewer – Simmons	\$433.37
Vendor Total:				\$1,385.21
VIRCO	6547			

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2520.700.0000.06.00.00 Check #: 0	Fiscal Services - Non-Capital Equipment	\$1,593.60
			Vendor Total:	\$1,593.60
VISION SERVICE PLAN (IL)		10.2.0489.075.0000.00.00.00 Check #: 0	OTHER PAY LIAB -VISION	\$1,303.99
			Vendor Total:	\$1,303.99
WAREHOUSE DIRECT	11524	10.5.1100.400.0000.14.00.00 Check #: 0	Regular Instruction - Supp & Mat - Lieb	\$322.50
		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction - Supp & Mat - SMS	\$483.75
		10.5.1100.400.3999.06.00.00 Check #: 0	REGULAR INSTRUCTION - SUPPLIES AND MATERIALS (HCI)	\$67.18
		20.5.2540.400.0000.06.00.00 Check #: 0	O & M - Supp & Mat - District	(\$288.00)
		20.5.2540.400.0000.11.00.00 Check #: 0	O & M - Supp & Mat - CM	\$45.00
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M - Supp & Mat - Harnew	\$1,207.24
		20.5.2540.400.0000.13.00.00 Check #: 0	O & M - Supp & Mat - Kolb	\$45.00
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M - Supp & Mat - Lieb	\$45.00
		20.5.2540.400.0000.15.00.00 Check #: 0	O & M - Supp & Mat - Simmons	\$45.00
			Vendor Total:	\$1,972.67
WAREHOUSE DIRECT	11524	20.5.2540.400.0000.12.00.00 Check #: 0	O & M - Supp & Mat - Harnew	\$72.06
			Vendor Total:	\$72.06
WASTE MANAGEMENT	1423			

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1226

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.400.0000.11.00.00 Check #: 0	O & M – Supp & Mat – CM	\$1,469.80
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$1,048.38
		20.5.2540.400.0000.13.00.00 Check #: 0	O & M – Supp & Mat – Kolb	\$1,412.41
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M – Supp & Mat – Lieb	\$2,004.47
		20.5.2540.400.0000.15.00.00 Check #: 0	O & M – Supp & Mat – Simmons	\$771.11
			Vendor Total:	\$6,706.17
XEROX CORPORATION		10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Srvcs	\$2,469.86
			Vendor Total:	\$2,469.86
ZEP SALES & SERVICE	25853	20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$550.06
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$7,554.45
			Vendor Total:	\$8,104.51
			Grand Total:	\$1,464,721.85

End of Report

Ridgeland School District 122

Payroll Journal Totals

Fiscal Year: 2017-2018

Pay Cycle:

Pay Period: Start Date: End Date: Pay Date:

Bi-Weekly 22 04/21/2018 05/04/2018 05/04/2018

Bi-Weekly 35 06/22/2018 06/22/2018 06/22/2018

Item	Amount	Match-Amount	Wage Basis	Payee
Bank Account: 297-765-0 HARRIS - 122 AP				
GROSS PAY:	685,955.62			
OVERTIME:	1,182.57			
403b ANNUITY PREMIUM RESERVE	100.00	0.00	5,777.30	ANNUITY PREMIUM RESERVE ACCOUNT
403b FIDELITY MANAGEMENT TRUST	1,925.00	0.00	29,066.13	FIDELITY MANAGEMENT TRUST CO.
403B FRANKLIN TEMPLETON INVESTMENTS	235.00	0.00	3,460.04	FRANKLIN TEMPLETON INVESTMENTS
403b GREAT AMERICAN LIFE	160.00	0.00	5,847.85	GALIC
403b LINCOLN INVESTMENT	150.00	0.00	4,922.08	LINCOLN INVESTMENT PLANNING INC
403b OPPENHEIMER FUNDS	150.00	0.00	4,735.91	OPPENHEIMER FUNDS
403b VALIC ANNUITY	5,055.00	0.00	93,571.06	VARIABLE ANN LIFE INS CO-403B.
403b WADDELL & REED	1,742.00	0.00	31,497.12	WADDELL & REED, INC.
457b VALIC ANNUITY	725.00	0.00	19,870.23	VARIABLE ANN LIFE INS CO-457
CREDIT UNION - CREDIT UNION 1	1,425.00	0.00	25,913.31	CREDIT UNION 1
CREDIT UNION - NEW CENTURY FEDERAL	5,195.00	0.00	34,572.31	NEW CENTURY FEDERAL CREDIT UNION
CREDIT UNION-GREAT LAKES	2,945.00	0.00	33,033.99	GREAT LAKES CREDIT UNION
DIRECT DEPOSIT NET PAY	415,934.44	0.00	0.00	RIDGELAND PUBLIC SCHOOL DISTRICT 122
EMPLOYEE DENTAL INSURANCE	4,222.40	1,822.05	369,448.97	RIDGELAND SCHOOLS DENTAL
EMPLOYEE HEALTH INSURANCE	27,947.80	124,723.13	419,111.36	RIDGELAND SCHL DIST 122 HEALTH & WELFARE
FED TAX W/H	57,615.61	0.00	584,629.64	E.F.T.P.S. - FEDERAL PYMTS.
FLEX SPENDING CHILD CARE	30.77	0.00	3,115.31	DISCOVERY BENEFITS CO.
FLEX SPENDING MEDICAL	1,714.37	0.00	73,334.40	DISCOVERY BENEFITS CO.
ILLINOIS STATE TAX W/H	28,025.07	0.00	584,629.64	ILLINOIS DEPARTMENT OF REVENUE
IMRF - GROUP 1 - ALL BD PD ER SHARE	0.00	2,348.60	27,151.50	ILL. MUNICIPAL RETIREMENT FUND
IMRF - GROUP 1 - ALL BD PD ON EE CONTR	0.00	1,221.81	27,151.50	ILL. MUNICIPAL RETIREMENT FUND
IMRF - GROUP 2 - EE & ER SHARE	3,213.06	6,176.09	71,400.14	ILL. MUNICIPAL RETIREMENT FUND
IMRF VOLUNTARY CONTRIBUTIONS GROUP 1	395.10	0.00	7,536.36	ILL. MUNICIPAL RETIREMENT FUND
IMRF VOLUNTARY CONTRIBUTIONS GROUP 2	204.22	0.00	2,438.74	ILL. MUNICIPAL RETIREMENT FUND
Life Insurance District Paid 20,000	0.00	621.00	499,968.19	RELIANCE STANDARD LIFE INSURANCE CO.
Life Insurance District Paid 250,000	0.00	125.00	28,195.97	RELIANCE STANDARD LIFE INSURANCE CO.
Life Insurance District Paid Greater 50K	0.00	0.00	158.76	RELIANCE STANDARD LIFE INSURANCE CO.
LIFE INSURANCE IMRF VOLUNTARY	56.00	0.00	9,251.22	ILL-NCPERS GROUP LIFE
MEDICARE	9,026.17	9,026.17	622,481.38	E.F.T.P.S. - FEDERAL PYMTS.
MEDICARE BOARD PAID	194.24	194.24	13,396.03	E.F.T.P.S. - FEDERAL PYMTS.
MEDICARE ER PD WAGE BASIS ADJ	(194.24)	194.24	13,396.03	E.F.T.P.S. - FEDERAL PYMTS.
RELiance VOLUNTARY LIFE INSURANCE	240.60	0.00	36,760.75	RELIANCE STANDARD LIFE INSURANCE CO.
SOC SECURITY	6,561.78	6,561.78	105,835.04	E.F.T.P.S. - FEDERAL PYMTS.

Item	Amount	Match-Amount	Wage Basis	Payee
TRS - GROUP 1 - .58%	0.00	383.47	66,116.72	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 1 - EMPLOYEE PORTION BD PD	0.00	5,950.51	66,116.72	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 1 - THIS EE + ER BD PD	0.00	1,362.01	66,116.72	TEACHERS' HEALTH INSURANCE SECURITY FUND
TRS - GROUP 2 - .58%	0.00	2,962.46	510,797.52	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - FEDERAL FUNDS	0.00	2,326.88	23,038.34	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - NO BD PD EMPLOYEE CONTR	45,971.86	0.00	510,797.52	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - THIS	6,027.36	4,494.93	510,797.52	TEACHERS' HEALTH INSURANCE SECURITY FUND
UNION DUES	6,677.50	0.00	427,712.73	RIDGELAND COUNCIL OF SOUTHWEST SUBURBAN
VISION INSURANCE	695.23	0.00	202,951.24	VSP
Deductions Total:	634,366.34	170,494.37		
Employee Net:	52,771.85			
Bank Acct Total:	857,632.56			

Grand Total: 857,632.56

End of Report

Ridgeland School District 122

Payroll Journal Totals

Fiscal Year: 2017-2018

Pay Cycle:

Pay Period: Start Date: End Date: Pay Date:

Bi-Weekly	23	05/05/2018	05/18/2018	05/18/2018
Bi-Weekly	35	06/22/2018	06/22/2018	06/22/2018

Item	Amount	Match-Amount	Wage Basis	Payee
Bank Account: 297-765-0 HARRIS - 122 AP				
GROSS PAY:	688,242.55			
OVERTIME:	2,558.46			
403b ANNUITY PREMIUM RESERVE	100.00	0.00	5,777.30	ANNUITY PREMIUM RESERVE ACCOUNT
403b FIDELITY MANAGEMENT TRUST	1,925.00	0.00	29,066.13	FIDELITY MANAGEMENT TRUST CO.
403B FRANKLIN TEMPLETON INVESTMENTS	235.00	0.00	3,460.04	FRANKLIN TEMPLETON INVESTMENTS
403b GREAT AMERICAN LIFE	160.00	0.00	5,847.85	GALIC
403b LINCOLN INVESTMENT	150.00	0.00	4,922.08	LINCOLN INVESTMENT PLANNING INC
403b OPPENHEIMER FUNDS	150.00	0.00	4,735.91	OPPENHEIMER FUNDS
403b VALIC ANNUITY	5,055.00	0.00	93,571.06	VARIABLE ANN LIFE INS CO-403B.
403b WADDELL & REED	1,742.00	0.00	31,497.12	WADDELL & REED, INC.
457b VALIC ANNUITY	725.00	0.00	19,870.23	VARIABLE ANN LIFE INS CO-457
CREDIT UNION - CREDIT UNION 1	1,425.00	0.00	25,913.31	CREDIT UNION 1
CREDIT UNION - NEW CENTURY FEDERAL	5,195.00	0.00	34,572.31	NEW CENTURY FEDERAL CREDIT UNION
CREDIT UNION-GREAT LAKES	2,945.00	0.00	33,033.99	GREAT LAKES CREDIT UNION
DIRECT DEPOSIT NET PAY	420,896.98	0.00	0.00	RIDGELAND PUBLIC SCHOOL DISTRICT 122
EMPLOYEE DENTAL INSURANCE	4,332.18	1,822.05	368,162.03	RIDGELAND SCHOOLS DENTAL
EMPLOYEE HEALTH INSURANCE	28,168.50	125,328.49	417,892.25	RIDGELAND SCHL DIST 122 HEALTH & WELFARE
FED TAX W/H	57,248.04	0.00	587,823.49	E.F.T.P.S. - FEDERAL PYMTS.
FLEX SPENDING CHILD CARE	30.77	0.00	3,115.31	DISCOVERY BENEFITS CO.
FLEX SPENDING MEDICAL	1,714.37	0.00	73,334.40	DISCOVERY BENEFITS CO.
ILLINOIS STATE TAX W/H	28,163.19	0.00	587,823.49	ILLINOIS DEPARTMENT OF REVENUE
IMRF - GROUP 1 - ALL BD PD ER SHARE	0.00	2,408.74	27,846.75	ILL. MUNICIPAL RETIREMENT FUND
IMRF - GROUP 1 - ALL BD PD ON EE CONTR	0.00	1,253.10	27,846.75	ILL. MUNICIPAL RETIREMENT FUND
IMRF - GROUP 2 - EE & ER SHARE	3,230.89	6,210.33	71,795.88	ILL. MUNICIPAL RETIREMENT FUND
IMRF VOLUNTARY CONTRIBUTIONS GROUP 1	389.09	0.00	7,386.12	ILL. MUNICIPAL RETIREMENT FUND
IMRF VOLUNTARY CONTRIBUTIONS GROUP 2	204.22	0.00	2,438.74	ILL. MUNICIPAL RETIREMENT FUND
Life Insurance District Paid 20,000	0.00	623.30	501,554.81	RELIANCE STANDARD LIFE INSURANCE CO.
Life Insurance District Paid 250,000	0.00	125.00	28,195.97	RELIANCE STANDARD LIFE INSURANCE CO.
Life Insurance District Paid Greater 50K	0.00	0.00	158.76	RELIANCE STANDARD LIFE INSURANCE CO.
LIFE INSURANCE IMRF VOLUNTARY	56.00	0.00	9,626.21	ILL-NCPERS GROUP LIFE
MEDICARE	9,074.90	9,074.90	625,845.01	E.F.T.P.S. - FEDERAL PYMTS.
MEDICARE BOARD PAID	194.24	194.24	13,396.03	E.F.T.P.S. - FEDERAL PYMTS.
MEDICARE ER PD WAGE BASIS ADJ	(194.24)	194.24	13,396.03	E.F.T.P.S. - FEDERAL PYMTS.
RELIANCE VOLUNTARY LIFE INSURANCE	240.60	0.00	36,760.75	RELIANCE STANDARD LIFE INSURANCE CO.
SOC SECURITY	6,680.44	6,680.44	107,748.79	E.F.T.P.S. - FEDERAL PYMTS.

Item	Amount	Match-Amount	Wage Basis	Payee
TRS - GROUP 1 - .58%	0.00	383.47	66,116.72	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 1 - EMPLOYEE PORTION BD PD	0.00	5,950.51	66,116.72	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 1 - THIS EE + ER BD PD	0.00	1,362.01	66,116.72	TEACHERS' HEALTH INSURANCE SECURITY FUND
TRS - GROUP 2 - .58%	0.00	2,969.37	511,982.88	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - FEDERAL FUNDS	0.00	2,574.33	25,488.34	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - NO BD PD EMPLOYEE CONTR	46,078.52	0.00	511,982.88	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - THIS	6,041.36	4,505.41	511,982.88	TEACHERS' HEALTH INSURANCE SECURITY FUND
UNION DUES	6,677.50	0.00	429,620.35	RIDGELAND COUNCIL OF SOUTHWEST SUBURBAN
VISION INSURANCE	695.23	0.00	202,951.24	VSP
Deductions Total:	639,729.78	171,659.93		
Employee Net:	51,071.23			
Bank Acct Total:	862,460.94			

Grand Total: 862,460.94

End of Report

Ridgeland School District 122

6500 West 95th Street Oak Lawn, IL 60453
708/599-5550 FAX 708/599-5626

*Education for today ...
... with a vision for the future!*

Julie A. Shellberg, Superintendent

JUNE 21, 2018

SUMMARY OF BILLS:

EDUCATION FUND	\$ 3,203.00
(BMO)	
	<u>\$ 3,203.00</u>


COLUMBUS 9700 S. Mayfield Oak Lawn, IL 60453 708/424-3481 FAX 9412	HARNEW 9101 S. Meade Oak Lawn, IL 60453 708/599-7070 FAX 9636	KOLB 9620 S. Normandy Oak Lawn, IL 60453 708/598-8090 FAX 6445	LIEB 9101 S. Pembroke Bridgeview, IL 60455 708/599-1050 FAX 8189	SIMMONS 6450 W. 95 th Street Oak Lawn, IL 60453 708/599-8540 FAX 8015
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RIDGELAND SCHOOL DISTRICT 122 VOUCHER

Voucher No: 1225

Voucher Date: 06/21/2018

Prepared By:


Printed: 06/11/2018 10:11:48 AM

RIDGELAND SCHOOL DISTRICT 122 is hereby authorized to draw warrants against RIDGELAND SCHOOL DISTRICT 122 funds for the sum of \$3,203.00 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2017 to June 30, 2018 (period cannot overlap fiscal year end.)

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

David Lis

President

N. Jean Werner

Secretary

RIDGELAND SCHOOL DISTRICT 122

Fund		Amount
10	EDUCATIONAL	\$3,006.83
20	OPERATIONS AND MAINTENANCE	\$196.17
		\$3,203.00

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1225

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
AMAZON.COM				
		10.5.1100.400.0000.13.01.00	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$12.99
		10.5.1100.400.4300.06.00.00	Regular Instruction – Supp & Mat – Title I	\$835.56
		10.5.1200.400.0000.06.00.00	Special Education – Supp & Mat	\$89.13
		10.5.2190.400.0000.06.00.00	OT / PT Services – Supp & Mat	\$870.94
			Vendor Total:	\$1,808.62
BMO MASTERCARD	20321			
		10.5.1100.400.0000.12.01.00	Regular Instruction – Supp & Mat – PLCAC – Harnew	\$96.00
		10.5.1100.400.0000.13.01.00	Regular Instruction – Supp & Mat – PLCAC – Kolb	(\$6.40)
		10.5.1100.400.0000.15.00.00	Regular Instruction – Supp & Mat – SMS	\$19.99
		10.5.2110.332.0000.06.00.00	Attendance & Social Work – Travel	\$154.72
		10.5.2190.400.0000.06.00.00	OT / PT Services – Supp & Mat	\$0.00
		10.5.2210.332.0000.30.00.00	Improve of Instruct – Travel	\$140.00
		10.5.2310.332.0000.20.00.00	Board of Education – Travel	\$30.00
		10.5.2310.400.0000.06.00.00	Board of Education – Suppl & Mat	\$59.00
		10.5.2510.332.0000.06.00.00	Business Services – Travel	\$324.90
		10.5.3000.300.4932.91.00.00	Community Services – Title II Private School Share	\$380.00
		20.5.2540.400.0000.06.00.00	O & M – Supp & Mat – District	\$51.22
		20.5.2540.400.0000.12.00.00	O & M – Supp & Mat – Harnew	\$144.95
			Vendor Total:	\$1,394.38
			Grand Total:	\$3,203.00

End of Report

Ridgeland School District 122

6500 West 95th Street Oak Lawn, IL 60453
708/599-5550 FAX 708/599-5626

*Education for today ...
... with a vision for the future!*

Julie A. Shellberg, Superintendent

JUNE 21, 2018

SUMMARY OF BILLS:

EDUCATION FUND
(THIS)

\$1,046.12

\$1,046.12


COLUMBUS 9700 S. Mayfield Oak Lawn, IL 60453 708/424-3481 FAX 9412	HARNEW 9101 S. Meade Oak Lawn, IL 60453 708/599-7070 FAX 9636	KOLB 9620 S. Normandy Oak Lawn, IL 60453 708/598-8090 FAX 6445	LIEB 9101 S. Pembroke Bridgeview, IL 60455 708/599-1050 FAX 8189	SIMMONS 6450 W. 95 th Street Oak Lawn, IL 60453 708/599-8540 FAX 8015
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RIDGELAND SCHOOL DISTRICT 122 VOUCHER

Voucher No: 1218

Voucher Date: 06/21/2018

Prepared By:


Printed: 06/07/2018 02:38:08 PM

RIDGELAND SCHOOL DISTRICT 122 is hereby authorized to draw warrants against RIDGELAND SCHOOL DISTRICT 122 funds for the sum of \$1,046.12 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2017 to June 30, 2018 (period cannot overlap fiscal year end.)

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

David Lis

President

N. Jean Werner

Secretary

RIDGELAND SCHOOL DISTRICT 122

Fund	Amount
10 EDUCATIONAL	\$1,046.12
	\$1,046.12

Ridgeland School District 122

Voucher Supplement Account Summary

Voucher Batch Number: 1218

06/21/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
TEACHERS' HEALTH INSURANCE SECURITY FUND	14277	10.5.1100.234.0000.06.00.00	K-12-- POST RETIREMENT HEALTH INSURANCE	\$1,046.12
Vendor Total:				\$1,046.12
Grand Total:				\$1,046.12

End of Report

Ridgeland School District 122

Interest Earned by Fund

Account	Description	Budget	YTD Transactions	Budget Balance
10.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(243,000.00)	(347,379.33)	104,379.33
20.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(19,000.00)	(30,504.72)	11,504.72
30.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(43,000.00)	(36,077.62)	(6,922.38)
40.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(21,000.00)	(24,298.06)	3,298.06
50.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(5,000.00)	(9,933.57)	4,933.57
55.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(1,000.00)	(1,197.57)	197.57
60.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(16,000.00)	(1,562.74)	(14,437.26)
70.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(43,000.00)	(50,567.15)	7,567.15
80.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(2,000.00)	(2,627.30)	627.30
90.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(2,000.00)	(3,196.97)	1,196.97

Ridgeland School District 122

Fund Balances

Fiscal Year: 2017-2018

Month: May
Year: 2018
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	\$19,638,737.55	\$22,930,548.08	(\$18,374,143.58)	\$0.00	\$24,195,142.05
20	OPERATIONS AND MAINTENANCE	\$1,310,415.62	\$1,957,177.03	(\$1,370,215.70)	\$0.00	\$1,897,376.95
30	DEBT SERVICE	\$33,241,771.08	\$4,442,462.87	(\$3,706,412.63)	\$0.00	\$33,977,821.32
40	TRANSPORTATION	\$1,573,922.32	\$1,333,475.13	(\$1,561,936.74)	\$0.00	\$1,345,460.71
50	MUNICIPAL RETIREMENT	\$579,148.44	\$284,431.88	(\$174,848.91)	\$0.00	\$688,731.41
55	SOCIAL SECURITY	\$65,387.15	\$280,759.42	(\$304,053.47)	\$0.00	\$42,093.10
60	CAPITAL PROJECTS	\$269,622.77	\$1,242.40	(\$635,102.08)	\$450,000.00	\$85,763.09
70	WORKING CASH	\$3,146,409.85	\$110,989.16	\$0.00	(\$450,000.00)	\$2,807,399.01
80	TORT IMMUNITY	\$164,378.19	\$11,310.04	\$0.00	\$0.00	\$175,688.23
90	LIFE SAFETY	\$203,460.68	\$5,175.82	\$0.00	\$0.00	\$208,636.50
Grand Total:		\$60,193,253.65	\$31,357,571.83	(\$26,126,713.11)	\$0.00	\$65,424,112.37

End of Report

CM RPA AUGUST 2017-JUNE 2018

CM RPA 2017-18
6/12/2018

Page 1

Date	Num	Payee	Memo	Category	Amount	C	Balance
8/27/2017		Beginning Balance			534.88		534.88
8/28/2017	2204	Barb Leo	Pouches for Classroom Bind...		-25.00	c	509.88
9/6/2017	2205	VOID (misprinted)			0.00	c	509.88
9/6/2017	2206	VOID (misprinted)		/Balanced 9-13-17	0.00	c	509.88
9/6/2017	2207	Pepsi	Pepsi Order		-252.75	c	257.13
9/8/2017	2208	Meghan Dougherty	Bakery for meeting		-81.00	c	176.13
9/9/2017		Deposit	Check received from Kula Fo...	/Balanced 10-5-17	8.06	c	184.19
9/15/2017	2209	VOID	Paid on 1/8/18 with Check #2...		0.00	c	184.19
10/20/2017		Deposit	2nd Grade Field Trip		373.00	c	557.19
10/20/2017		Deposit	Kindergarten Field Trip		230.00	c	787.19
10/20/2017	2210	CYT Chicago	2nd Grade Field Trip		-220.00	c	567.19
10/26/2017	2211	Wolf's Bakery	For Cook County Sheriff Asse...		-31.78	c	535.41
10/26/2017	2212	Matt Ward	Oak Lawn Police presence at...		-70.00	c	465.41
10/27/2017		Deposit	PTA coverage for RPA		50.00	c	515.41
10/30/2017	2213	Brookfield Zoo	Kindergarten Field Trip		-214.00	c	301.41
11/3/2017		Deposit	2nd Grade Field Trip		9.00	c	310.41
11/3/2017		Deposit	Kindergarten Field Trip		29.00	c	339.41
11/9/2017		Deposit	2nd Grade Field Trip		65.00	c	404.41
11/9/2017	2214	McDonalds	2nd Grade Field Trip	/Balanced 11-10-17	-166.41	c	238.00
11/13/2017		Deposit	Pepsi Machine		164.65	c	402.65
11/14/2017		Deposit	Lee Denim Day (Breast Canc...		175.00	c	577.65
11/14/2017		Deposit	Hug It Forward Donations @ ...		78.00	c	655.65
11/14/2017	2215	Karen Sepulveda	Veteran's Day Visitor Gift Card		-25.00	c	630.65
11/14/2017	2216	Lindsey Uccardi	Veteran's Day Visitor Gift Card		-28.95	c	601.70
11/14/2017	2217	American Cancer Society Denim Day	Breast Cancer Fundraiser		-175.00	c	426.70
11/14/2017	2218	Hug It Forward	Fundraiser @ Reading Night		-78.00	c	348.70
11/18/2017		Deposit	Fun Pacs		1,150.00	c	1,498.70
11/21/2017		Deposit	Fun Pacs		620.00	c	2,118.70
11/29/2017		Deposit	Fun Pacs	/Balanced 12-8-17	140.00	c	2,258.70
11/29/2017	2219	Columbus Manor PTA	reimbursement		-50.00	c	2,208.70
12/1/2017		Deposit	Fun Pacs		200.00	c	2,408.70
12/6/2017		Deposit	Fun Pacs		10.00	c	2,418.70
12/8/2017		Deposit	Fun Pacs		20.00	c	2,438.70
12/12/2017	2220	Kristen Edgar	Crisis Bag Supplies		-42.60	c	2,396.10
12/14/2017		Deposit	Robert Crown		344.00	c	2,740.10
12/14/2017	2221	Robert Crown	5th Grade Program		-344.00	c	2,396.10
12/18/2017		Deposit	Fun Pacs		10.00	c	2,406.10
12/19/2017	2222	Pepsi Beverages Company	Pepsi Order		-200.55	c	2,205.55
12/21/2017		Deposit	4th Grade Field Trip		473.00	c	2,678.55
1/8/2018		Deposit	Donation for School Supplies		25.00	c	2,703.55
1/8/2018	2223	The Chicago Wolves	4th Grade Field Trip		-449.00	c	2,254.55
1/8/2018	2224	Infinity Signs	Two signs - Inv #10535 & #10...		-301.33	c	1,953.22
1/16/2018		Deposit	Fun Pacs		10.00	c	1,963.22
1/18/2018	2225	Patti Faustino	Hospitality for Internet Presen...		-48.43	c	1,914.79
1/24/2018	2226	Patti Faustino	Office Blender	/Balanced 2-12-18	-21.24	c	1,893.55
2/6/2018		Deposit	Pepsi Machine		35.95	c	1,929.50

CM RPA AUGUST 2017-JUNE 2018

CM RPA 2017-18
6/12/2018

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Date	Num	Payee	Memo	Category	Amount	C	Balance
2/6/2018	2227	Grassano's	Pizza for staff		-84.90	c	1,844.60
2/8/2018	2228	CM PTA	Book Fair Purchases		-48.93	c	1,795.67
2/8/2018	2229	Patti Faustino	Sweetheart Lunch Supplies		-25.64	c	1,770.03
2/20/2018		Deposit	Book Cooks Club	/Balanced 3-12-18	230.00	c	2,000.03
2/26/2018	2230	Liz Cain	Classroom Supplies (fasteners)		-9.42	c	1,990.61
2/26/2018	2231	Barb Leo	Book Cooks Club Supplies		-173.20	c	1,817.41
3/1/2018		Deposit	Jump Rope for Heart		1,446.15	c	3,263.56
3/1/2018	2232	American Heart Association	Jump Rope for Heart		-1,446.15	c	1,817.41
3/6/2018	2233	Bulls/Sox Academy	3rd Grade Field Trip - Deposit		-150.00	c	1,667.41
3/13/2018	2234	GFS	Kitchen Supplies		-145.40	c	1,522.01
3/13/2018	2235	VOID	Amount of check changed		0.00	c	1,522.01
3/14/2018		Deposit	1st Grade Field Trip		357.00	c	1,879.01
3/14/2018	2236	Naper Settlement	1st Grade Field Trip Payment		-331.00	c	1,548.01
3/21/2018		Deposit	SBT Refund		23.04	c	1,571.05
3/23/2018	2237	Oak Lawn Florist	Funeral Flowers (Stanovich)	/Balanced 4-11-18	-50.00	c	1,521.05
4/4/2018	2238	The Goodie Factory	Reimbursement of Popcorn ...		-80.00	c	1,441.05
4/18/2018	2239	Kristin Edgar	Reimbursement for wristband...		-102.00	c	1,339.05
4/18/2018	2240	VOID	VOID		0.00	c	1,339.05
4/25/2018		Deposit	Bring your kids to work lunch		235.00	c	1,574.05
4/26/2018		Deposit	Bring your kids to work day lu...		15.00	c	1,589.05
4/26/2018	2241	Frankie's Beef	Bring your kids to work lunch...		-294.00	c	1,295.05
4/26/2018	2242	Frankie's Beef	Bring your kids to work lunch...		-47.95	c	1,247.10
4/26/2018	2243	Patti Faustino	Bring your kids to work - dess...		-40.99	c	1,206.11
4/26/2018	2244	Frankie's Beef	Bring your kids to work lunch...		-50.90	c	1,155.21
4/27/2018		Deposit	3rd Grade Field Trip		900.00	c	2,055.21
4/30/2018		Deposit	3rd Grade Field Trip	Balanced 5-9-18	30.00	c	2,085.21
4/30/2018	2245	Bulls/Sox Academy	3rd Grade Field Trip - Balance		-530.00	c	1,555.21
5/1/2018		Deposit	Kindergarten T-Shirts		506.00	c	2,061.21
5/1/2018		Deposit	Yearbook Orders		1,090.00	c	3,151.21
5/3/2018		Deposit	3rd Grade Field Trip		15.00	c	3,166.21
5/3/2018	2246	Stars & Stripes Silk Screening Inc.	Kindergarten T-shirts		-483.00	c	2,683.21
5/4/2018	echeck ...	TreeRing	Yearbook Order - 120 books		-1,078.80	c	1,604.41
5/7/2018		Deposit	Yearbook order		20.00	c	1,624.41
5/8/2018		Deposit	Ned Assembly Yo-Yo Purcha...		1,752.90	c	3,377.31
5/9/2018	2247	All For KIDZ	Ned Assembly Yo-Yo Purcha...		-1,752.00	c	1,625.31
5/11/2018		Deposit	3rd Grade Field Trip		60.00	c	1,685.31
5/15/2018	2248	GFS	Volunteer Luncheon Supplies		-69.64	c	1,615.67
5/21/2018	2249	Denise Hnat	Science Club Supplies		-87.06		1,528.61
5/21/2018	2250	First Student	3rd Grade Field Trip		-247.79	c	1,280.82
5/22/2018	2251	Cindy Strale	Art Supplies		-37.00		1,243.82
5/29/2018	2252	Oak Lawn Florist	D.A.R.E. Bouquets		-70.00		1,173.82
5/31/2018	2253	GFS	Field Day Supplies		-15.00		1,158.82
6/1/2018		Deposit	Yearbook		10.00		1,168.82
6/4/2018	2254	WalMart	Family Day Supplies		-40.02		1,128.80
6/5/2018	2255	Lindsey Uccardi	Crawfish Supplies		-42.93		1,085.87
6/6/2018		Deposit	Yearbook		30.00		1,115.87

CM RPA AUGUST 2017-JUNE 2018

CM RPA 2017-18
6/12/2018

Page 3

Date	Num	Payee	Memo	Category	Amount	C	Balance
6/13/2018	2256	Central Cleaners	Cleaning of Mascot Costume		-50.00		1,065.87

MAIN HARNEW RPA ACCOUNT
6/12/2018

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			11,443.35
Checks and Payments	11	Items	-3,048.80
Deposits and Other Credits	5	Items	1,549.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			9,943.55

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			9,943.55
Checks and Payments	3	Items	-227.08
Deposits and Other Credits	3	Items	0.00
Register Balance as of 5/31/2018:			9,716.47
Checks and Payments	5	Items	-2,446.41
Deposits and Other Credits	2	Items	0.00

Register Ending Balance:			7,270.06
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Harnew RPA May 2018

MAIN HARNEW RPA ACCOUNT
6/12/2018

Uncleared Transaction Detail up to 5/31/2018

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
6/2/2017	1041	Scott Bella	Book Fee Refund	Library Book Fees Lost		-15.00
5/4/2018	1088	Magdalena Ayala	KDGG End of Year/Butterfly Garden Certificates	Reimbursement		-144.80
5/11/2018	1090	The Classmate, LTD		Awards		-67.28
Total Uncleared Checks and Payments						-227.08
Uncleared Deposits and Other Credits						
10/4/2016	1009	VOID Walgreens VOID	Klimek Fundraiser	Fundraiser		0.00
10/4/2016	1010	VOID Walgreens VOID	Klimek Fundraiser	Fundraiser		0.00
2/23/2018	1070	**VOID**		Void		0.00
Total Uncleared Deposits and Other Credits						0.00
Total Uncleared Transactions						
						-227.08

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:

Checks and Payments	8	Items	4,132.74
Deposits and Other Credits	3	Items	-1,865.12
Service Charge	0	Items	1,620.00
Interest Earned	0	Items	0.00
			0.00
Ending Balance of Bank Statement:			3,887.62

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:

Checks and Payments	5	Items	3,887.62
Deposits and Other Credits	2	Items	-443.00
			0.00

Register Balance as of 6/12/2018:

Checks and Payments	0	Items	3,444.62
Deposits and Other Credits	0	Items	0.00
			0.00
Register Ending Balance:			3,444.62

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			1,727.70
Checks and Payments	4	Items	-1,160.56
Deposits and Other Credits	6	Items	1,732.88
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			2,300.02

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			2,300.02
Checks and Payments	3	Items	-612.88
Deposits and Other Credits	1	Item	1,670.00
Register Balance as of 6/8/2018:			3,357.14
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			3,357.14

Lieb May 2018 RPA

Checking
6/8/2018

Page 2

Uncleared Transaction Detail up to 6/8/2018

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
5/16/2018	2212	First Student	Bus to 4th Gr Field Trip t...	Field Trip		-258.00
5/16/2018	2213	First Student	Bus to 1st Gr Field Trip t...	Field Trip		-161.87
5/21/2018	2214	First Student	Bus 3rd Gr Field Trip Bu...	Field Trip		-193.01
Total Uncleared Checks and Payments				3 Items		-612.88
Uncleared Deposits and Other Credits						
6/5/2018	DEP	Deposit	Yearbook Sales	Yearbook		1,670.00
Total Uncleared Deposits and Other Credits				1 Item		1,670.00
Total Uncleared Transactions				4 Items		1,057.12

RPA
6/11/2018

Simmons May 2018

Page 1

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			73,068.50
Checks and Payments	45	Items	-35,364.04
Deposits and Other Credits	11	Items	18,480.84
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			56,185.30

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			56,185.30
Checks and Payments	47	Items	-12,466.99
Deposits and Other Credits	6	Items	1,059.85
Register Balance as of 6/11/2018:			44,778.16
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			44,778.16

Simmons May 2018

RPA
6/11/2018

Page 2

Cleared Transaction Detail

Date	Num	Payee	Memo	Category	Clr	Amount
Cleared Checks and Payments						
3/19/2018	6986	ILLINOIS PRINCIPALS ASSOC - SO CO...	IPA BREAKFAST FOR MAY 4, 2018- R...	Activities/breakfast	R	-200.00
4/16/2018	EFT	Harland Clark Check Order	Check order	Activities/checks needed	R	-126.71
4/16/2018	EFT	Harland Clark Deposit Slips	deposit slips for checking account	Activities/deposit	R	-55.41
4/16/2018	7000	OAK HALL INDUSTRIES / INVOICE 131...	CAPS & GOWNS R17-18-087	To Be Reimb By Do/to be reimbursed ...	R	-4,115.90
4/18/2018	7004	BURBANK SPORTS/ R17-18-090	BAND SPIRIT WEAR	Band/Spirit order	R	-2,382.50
4/20/2018	7007	Marni Dasbach / Reimbursement	AMAZON.COM PURCHASE OF MOVIE...	Red Team/Red Team	R	-13.96
4/20/2018	7008	JUST FUNDRAISING / R17-18-086	6TH CANDLE FUNDRAISER	Sixth Grade F.R./fund raiser	R	-2,566.00
4/25/2018	7010	MEDIEVAL TIMES / R17-18-078A	MEDIEVAL TIMES/ INV#281286	Sixth Grade Field Trip/Medieval Times	R	-6,666.56
4/25/2018	7011	QUINLAN & FABISH / R17-18-091	BAND INV10477060 PEARL CONCERT...	Band/Band	R	-825.00
4/25/2018	7012	Taina Garcia / Reimbursement	AMAZON.COM MOVIES FOR END OF ...	Green Team/Green Team	R	-75.80
4/25/2018	7013	TAINA GARCIA /REIMBURSEMENT	OUTSIDERS DVD FROM MARVELIO	Green Team/Green Team	R	-4.32
4/25/2018	7016	Jeannie Perry / Reimbursement	NJHS INDUCTION FRAMES FROM DO...	NJHS Club/NJHS	R	-60.00
4/25/2018	7017	TAINA GARCIA /REIMBURSEMENT	NJHS FLOWERS FROM COSTCO	NJHS Club/NJHS	R	-79.98
4/27/2018	7019	Ann Francis / Reimbursement	NJHS FIELD TRIP TO IRON OAKS (W/...	NJHS Club/Field Trip	R	-870.00
5/1/2018	7020	Grassano's Pizza - SSE Club Party	R17-18-092 SSE END OF YEAR PIZZA...	SSE Club/pizza	R	-25.00
5/1/2018	7021	MARATHON SPORTSWEAR / R17-18-093	DRAMA T'S & HOODIES INV#21981 & ...	Drama Club/T-SHIRT	R	-834.98
5/3/2018	7022	Ridgeland District 122 / R17-18-094	REIMBURSE D.O. FOR SAMS CLUB O...	Athletics/REIMBURSEMENT	R	-162.22
5/3/2018	7023	GOLDEN CORRAL /R17-18-095	NJHS FIELD TRIP - LUNCH AT GOLD...	NJHS Club/Field Trip	R	-557.76
5/3/2018	7024	JAMES O'BRIEN / R17-18-096	SECURITY FOR 8TH GRADE DANCE	Activities/security	R	-120.00
5/3/2018	7025	JAMES HUNT / R17-18-096	SECURITY FOR 8TH GRADE DANCE	Activities/security	R	-120.00
5/8/2018	7026	GRASSANO'S PIZZA - SWIC SOCCER ...	PIZZA DINNER FOR SWIC COACHES ...	SWIC/pizza	R	-70.00
5/8/2018	7027	GRASSANO'S PIZZA - R17-18-098	PIZZA FOR TEACHER APPRECIATIO...	Activities/pizza	R	-99.00
5/8/2018	7028	Taina Garcia / Reimbursement	REIMB SNACKS FOR IRON OAKS F/T ...	NJHS Club/NJHS	R	-78.64
5/8/2018	7029	Jean Patterson - Reimbursement	REIMB FOR SUPPLIES FOR COSTUM...	Drama Club/Drama Club	R	-47.43
5/8/2018	7030	JULIE BENTLEY - REIMBURSEMENT	REIMB FOR SWIC SOCCER COACHE...	SWIC/REIMBURSEMENT	R	-20.98
5/8/2018	7031	TRACY FLOOD / REIMBURSEMENT	LIVE HAPPY STICKY NOTES FROM A...	Activities/MISC	R	-10.61
5/8/2018	7032	Ann Francis / Reimbursement	SPLIT TUZIKS BAKERY RECPT FOR ...	Student Council	R	-95.89
5/8/2018	7033	BURBANK SPORTS / R17-18-099	NJHS SPIRIT WEAR	NJHS Club/NJHS	R	-513.00
5/10/2018	7035	GRASSANO'S PIZZA - R17-18-100	ATHLETICS BANQUET/AWARDS PIZZA	Athletics/pizza	R	-380.00
5/14/2018	7036	B ALLAN GRAPHICS / R17-18-101	LION KING / BANNER / INV #93362	Drama Club/Drama Club	R	-85.00
5/14/2018	7037	CARL OLSON / R17-18-102	CAREER PRESENTATION-ENERGIZE...	To Be Reimb By Do/to be reimbursed ...	R	-700.00
5/14/2018	7038	Amber Kenis / Reimbursement	JONES SCHOOL SUPPLY /BAND AW...	Band/Band	R	-125.83
5/14/2018	7039	JENNIFER GOEBEL/ GREAT AMERICA	REFUND GREAT AMERICA FOR LUK...	Great America/Refund	R	-60.00
5/14/2018	7040	OAK HALL INDUSTRIES/ INV #1454627/...	GRADUATION CAP/GOWN SUPPL O...	To Be Reimb By Do/to be reimbursed ...	R	-46.90
5/14/2018	7041	GRAPHIC ELECTRONICS / R17-18-105 /...	TOP STUDENT PLAQUES FOR GRAD...	To Be Reimb By Do/to be reimbursed ...	R	-259.78
5/14/2018	7042	TRACY FLOOD / REIMBURSEMENT	"BE NICE" POSTERS REIMBURSEME...	Activities/Activities	R	-61.76
5/14/2018	7043	FIRST STUDENT / INVOICE #183C0768...	BUS CHARTER IRON OAKS FOR S/C ...	Student Council	R	-384.67
5/15/2018	7044	SIX FLAGS GREAT AMERICA / R17-18-...	8TH GRADE TRIP TO GREAT AMERICA	Great America/Field Trip	R	-8,281.80
5/21/2018	7045	Ann Francis/ Reimbursement	PIZZA PARTY FOR DODGEBALL/GRA...	PE & Health/pizza	R	-26.00
5/21/2018	7046	JEAN PATTERSON / REIMBURSEMENT	COSTUME SUPPLIES & GIFT CARD T...	Drama Club/Drama Club	R	-157.08
5/21/2018	7047	Amy Moore / Reimbursement	drama set supplies multiple receipts	Drama Club/Drama Club	R	-183.70
5/21/2018	7048	Van Gogh / Yearbooks	YEARBOOK ORDER INVOICE #3406	Yearbook/yearbook sales	R	-3,501.00

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Cleared Transaction Detail

Date	Num	Payee	Memo	Category	Clr	Amount
5/21/2018	7049	JEFF SUMMERS/ REIMBURSEMENT	ICE FOR ATHLETICS BANQUET - JE...	Athletics/supplies	R	-12.87
5/21/2018	7051	Grassano's Pizza - R17-18-110	declamation pizza party	Activities/pizza	R	-50.00
5/22/2018	7055	JACK SCARSELLA/R17-18-114	DJ SERVICE FOR 8TH GRADE GREA...	Blue Team	R	-250.00
Total Cleared Checks and Payments						-35,364.04
45 Items						
Cleared Deposits and Other Credits						
5/1/2018	R1192	SPLIT DEPOSIT - PE/ LRC/ NJHS	PE BOX TOPS/LRC LOST BOOKS/NJ...	PE & Health	R	533.30
5/3/2018	R1193	GREAT AMERICA	GREAT AMERICA	Great America/Great America FIELD ...	R	2,250.00
5/7/2018	R1194	Drama Deposit	DRAPA TICKET SALES	Declamation Team/Drama Club	R	2,311.00
5/7/2018	R1195	SPLIT DEPOSIT - GREAT AMERICA/ 7T...	GREAT AMERICA/ 7TH GRADE F/T A...	Great America	R	1,121.50
5/10/2018	R1196	SPLIT DEPOSIT - FIELD TRIPS 7TH / A...	7TH F/T ARCH TOUR/ ACT-ADMIN RE...	Field Trips - 7th Gr.	R	1,404.00
5/14/2018	R1197	SPLIT DEPOSIT - FIELD TRIP/ STUDEN...	7TH ARCH TOUR/S/C 8TH T'S/ YEAR...	Field Trips - 7th Gr.	R	2,384.10
5/15/2018	R1198	SPLIT DEPOSIT - SPORTS CMP, YRBK...	SPRT CMP, YRBK, 7TH F/T, ATHL BA...	Sport Camps	R	867.00
5/21/2018	R1199	SPLIT DEPOSIT - TO BE REIMBURSED/...	TO BE REIMBURSED BY DO/ FIELD T...	To Be Reimb By Do	R	5,894.41
5/24/2018	R1200	SPORTS CAMP 2018	SPORTS CAMP DEPOSIT	Sport Camps/Sports Camp	R	335.00
5/30/2018	R1201	Sports Camp 2018	sports camp deposit	Sport Camps/Sports Camp	R	1,380.00
5/31/2018		Interest Earned		Interest Inc	R	0.53
Total Cleared Deposits and Other Credits						18,480.84
11 Items						
Total Cleared Transactions						-16,883.20
56 Items						

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Uncleared Transaction Detail up to 6/11/2018

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
5/16/2011	5321	Refund Due To Waiver Approved For Ali ...	R10-11-152	Activities/to be reimbursed by D.O.		-100.00
6/17/2011	5379	Ms Gushulak/Sutton Hannah Refund	R10-11-	Drama Club/Refund		-35.00
8/11/2011	4707	Helen Brooks Reimbursement	PO R 07-08-139 correction	Yellow Team		-46.73
1/26/2012	5474	Sawsan Hassan/Refund Inst. Fee For Qu...	Refund Inst. fee for Qussi Aldeek	To Be Reimb By Do/Refund		-100.00
10/10/2012	5622	Sonia Barrera/ Refund Matthew's Lock Fee	PO # R12-13-021	To Be Reimb By Do/fees		-6.00
5/14/2013	5791	Cathleen Mazurek /Refund Great Americ...	Great America Refund-Nick Mazurek R...	Great America/Great America 2013		-55.00
11/4/2013	5877	Mr. Desmond Kelly / Refund Of Lunch Pa...	Refund of lunch money for Anyisia Kelly	To Be Reimb By Do/Refund		-8.00
5/15/2014	6046	Ms. Getrudis Robles / R13-14-131	R13-14-131 Great Amer Refund Jennife...	Great America/Refund		-55.00
5/21/2014	6064	Mrs. Cortecero / R13-14-141	Great Am Refund Jerry Arreola	Great America/Refund		-55.00
4/21/2015	6303	Ranyeh Jowdeh / R14-15-115	refund for name on soccer hoodie	Athletics/Refund		-5.00
4/21/2015	6306	Armando Liquez / R14-15-115	refund for name on soccer hoodie	Athletics/Refund		-5.00
4/21/2015	6309	Kelly Fivek / R14-15-115	refund for name on soccer hoodie	Athletics/Refund		-5.00
4/21/2015	6314	Rebecca Corciero / R14-15-115	refund for name on soccer hoodie	Athletics/Refund		-5.00
4/21/2015	6315	Alessandro Lopez / R14-15-115	refund for name on soccer hoodie	Athletics/Refund		-5.00
4/21/2015	6318	Donna Mrowca / R14-15-115	refund for name on soccer hoodie	Athletics/Refund		-5.00
4/21/2015	6320	Liz Calzada / R14-15-115	refund for name on soccer hoodie	Athletics/Refund		-5.00
5/5/2015	6354	JOSE GARCIA / R14-15-132	REFUND OVERPAYMENT OF FEES-A...	To Be Reimb By Do/to be reimbursed ...		-15.50
3/4/2016	6546	Carol Kackert / R15-16-072	intramural dodgeball refund-cancelled	IntraMurals/Intra Murals		-20.00
9/7/2016	6657	MUNTAHA ZEIDAN / R16-17-009	REFUND CHROMEBOOK INS DBL PM...	To Be Reimb By Do/Refund		-30.00
5/16/2017	6817	JOSE LEON / R16-17-102	STUDENT COUNCIL F/T REFUND FO...	Student Council/Refund		-15.00
6/12/2017	6874	TAISEER HUSSEIN / R16-17-133	LUNCH REFUND USAYD HUSSEIN/O...	To Be Reimb By Do/Refund		-5.50
9/19/2017	6893	CYDNEY MCKILLIP / R17-18-008	REFUND OF LUNCH CREDIT J MCKIL...	To Be Reimb By Do/Refund		-250.00
12/6/2017	6927	JEAN PATTERSON / REIMBURSEMENT	GIFT CARDS FOR THE MOORE'S HEL...	Drama Club/Drama Club		-50.00
4/18/2018	7002	TERRA PRICE / REIMBURSEMENT	PROPS FROM DOLLAR TREE STORE	Declamation Team/Declamation Club		-25.00
5/1/2018		DEBIT \$333 FROM "TO BE REIMBURSE...	DO REIMBURSEMENT OF IGSMBA BA...	To Be Reimb By Do/REIMBURSEMENT		-333.00
5/8/2018	7034	SHORELINE SIGHTSEEING / R17-18-03...	7TH GRADE F/T ARCHITECTURAL TO...	Field Trips - 7th Grade/Field Trip		-3,026.72
5/10/2018		Transfer From Activities To Yearbook	transfer \$98.90 from act to yrbook~8th ...	Activities/transfer		-98.90
5/21/2018	7050	OAK HALL INDUSTRIES / INVOICE #14...	R17-18-109/CAP & GOWN FOR ANTH...	To Be Reimb By Do/to be reimbursed ...		-28.34
5/22/2018	7052	FIRST STUDENT / R17-18-111	INV#183C076601/ TRANSPORTATION...	Great America/Field Trip		-2,044.10
5/22/2018	7053	FIRST STUDENT / R17-18-112	INV#183C072905/TRANSPORTATION ...	Sixth Grade Field Trip/Field Trip		-1,065.56
5/22/2018	7054	OAK LAWN FLORIST/ R17-18-113	FLOWERS FOR GRADUATION CERE...	Activities/graduation		-450.00
5/22/2018	7056	James O'Brien / R17-18-115	SECURITY FOR GRADUATION CERE...	To Be Reimb By Do/to be reimbursed ...		-120.00
5/22/2018	7057	MATTHEW WARD / R17-18-115	SECURITY FOR GRADUATION CERE...	To Be Reimb By Do/to be reimbursed ...		-120.00
5/22/2018	7058	MICHAEL ACKE/ R17-18-115	SECURITY FOR GRADUATION CERE...	To Be Reimb By Do/to be reimbursed ...		-120.00
5/31/2018	7059	JULIA SKENDZEL/ REIMBURSEMENT	SWIC ART FRAMES/MATTS IKEA AN...	Activities/Activities		-185.89
5/31/2018	7060	ALLISON FORTIER/ REIMBURSEMENT	DD GIFT CARDS GREASER/SOC CO...	Blue Team/Blue Team		-60.00
5/31/2018	7061	Taina Garcia/Reimbursement	DD GIFT CARDS FOR GREASER/SOC...	Green Team/Green Team		-40.00
5/31/2018	7062	ALLISON FORTIER/ REIMBURSEMENT	WONDER DVDS FROM AMAZON	Blue Team/Blue Team		-27.32
5/31/2018	7063	HILDEBRAND SPORTING GOODS/ R17...	DRAMA AWARDS	Drama Club/Awards celebration		-211.50
5/31/2018	7064	MARATHON SPORTSWEAR /R17-18-117	GRADUATION T SHIRTS	Student Council/T-SHIRT		-292.30
6/6/2018	7065	FIRST STUDENT/ R17-18-118	BUS CHARTER FOR F/T INV#183C07...	Field Trips - 7th Gr./Field Trip		-1,238.95
6/6/2018	7066	CONCEPCION ESTRADA/ R17-18-119	REFUND OF OVERPAYMENT FOR SE...	To Be Reimb By Do/Refund		-20.40

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Uncleared Transaction Detail up to 6/11/2018

Date	Num	Payee	Memo	Category	Clr	Amount
6/6/2018	7068	Mike Abramczyk / Reimbursement	REIMB FOR GFS RECEIPT SUPPLIES...	Drama Club/Drama Club		-97.68
6/8/2018	7069	Victoria Stuczynski/ Reimbursement	COSTUME SUPPLIES/PARTY CITY & ...	Drama Club/Drama Club		-45.38
6/8/2018	7070	MARATHON SPORTSWEAR / R17-18-120	SPORT CAMP TEE SHIRTS	Sport Camps/T-SHIRT		-545.22
6/8/2018	7071	SANTO SPORT STORE / R17-18-121	SOFTBALLS INV#103847	Athletics/supplies		-114.00
6/8/2018	7072	RIDGELAND DISTRICT 122 / R17-18-122	SPORT CAMP COACH BLUE SHEETS...	Sport Camps/Sports Camp		-1,275.00
Total Uncleared Checks and Payments						-12,466.99
47 Items						
Uncleared Deposits and Other Credits						
9/24/2013			tournament	Student Council/fund raiser		142.95
12/5/2016	6696	VOIDED CHECK		Activities/voided ck		0.00
6/7/2017	6867	***VOIDED CHECK***				0.00
5/1/2018		BAND REIMBURSEMENT FROM D.O. F...	REIMB IGSMA FEES THAT WERE MIS...	Band/REIMBURSEMENT		333.00
5/10/2018		Transfer To Yearbook From Activities	transfer \$98.90 to yrbook from act ~ 8th...	Yearbook/transfer		98.90
6/5/2018	R1202	SPLIT DEPOSIT - SPORT CAMP/ FIELD ...	SPORT CAMP/ 7TH F/T AND LRC LOS...	Sport Camps		485.00
Total Uncleared Deposits and Other Credits						1,059.85
6 Items						
Total Uncleared Transactions						-11,407.14
53 Items						

Simmons May 2018

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6/11/2018

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Uncleared Transaction Detail after 6/11/2018

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
Total Uncleared Checks and Payments					0	0.00
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits					0	0.00
Total Uncleared Transactions					0	0.00

19-Oct-17

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Category	Item	Description	Unit	Quantity	Rate	Hourly	Total
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Last Name	First Name	Position	Bldg	Lane	Step	Rate	Status
Garafoulis*	Marissa	Social Worker	L	6	1	-	FTE
Torbett	Gina	Music Teacher	D	1	8	-	FTE
Tenny*	Anna	Resource Teacer - 8th Grade	S	1	1	-	FTE
Smith	Margaret	ELA/Math - 6th Grade	S	1	3	-	FTE
Lis	Catherine	Life Skills 2-3	H	4	5	-	FTE
Leahy	Samantha	Board Certified Behavioral Analyst	D	6	9	-	0.2
Miller	Harley	PE Teacher	H	1	1	-	FTE
Pulver	Linda	Resource Teacher	K	3	1	-	0.5
Abdelghani	Caroline	Instructional Assistant	S	-	-	\$ 13.50	FTE
Carpenter	Amber	P.I. Parent Educator/Home Visitor	D	4	8	-	FTE
Reed	Brian	CNA	H	-	-	\$ 14.25	FTE
Daggy	Amy	8th Grade Science	S	1	4	-	FTE
Wadsworth	April	Art	D	4	1	-	FTE
Shaheen	Heba	PFA	H	1	1	-	FTE
Garner	Jane	Instructional Technology Teacher	L	5	7		FTE
Rodriguez	Erin	5th Grade Teacher	H	1	1	-	FTE
Haleem	Ibrahim	PE Teacher	L/H	4	1	-	FTE
Lefley	Jenna	PFA - Blended	H	2	2	-	FTE
Cazarez	Amanda	Instructional - 7th Grade	S	4	7	-	FTE
Herrera	Ashley	Kindergarten Teacher	H	1	1	-	FTE
Fritz	Michelle	2nd Grade Teacher	H	1	5	-	FTE

Last Name	First Name	Position	Bldg	Effective Date
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Hacholski	Megan	8th Grade - Science	S	June 15, 2018
Archer	Chiara	Instructional - 1st	CM	June 30, 2018
Moore	Amy	LRC Clerk	S	June 6, 2018
Sotelo	Karina	Instructional Assistant	H	June 30, 2018
Alhajahmad	Ghada	Instructional Assistant	S	February 23, 2018
Khalil	Rebeeha	Instructional Assistant	S	June 6, 2018

Last Name	First Name	Position	Bldg	Article	Section	Effective Date
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Marinakos	Viki	8th Grade - Science	S	XVI	5	October 29, 2018
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Last Name	First Name	Position	Bldg	Effective Date
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Hardy	Eileen	Instructional Assistant	S	June 6, 2018
Hzaïyen	Amnah	Instructional Assistant		June 6, 2018

Last Name	First Name	Position	Bldg	Effective Date
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Lorenz	Kathleen	School Secretary	H	June 12, 2019
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Ridgeland School District 122

Oak Lawn, Illinois

Ridgeland School District 122 Employee Expectations

All District 122 employees will maintain and demonstrate a high standard of integrity and honesty, always working in the best interest of the students and community in order to create a safe and effective learning environment.

Job Description

Job Title: Elementary School Building Assistant Principal (Part Time)

Credentials/Qualifications:

- Masters Degree from accredited college or university (Type 75)
- Bachelors Degree in Education PEL Elementary Education or Type 10

Reports To and Evaluated by:

- Superintendent or Designee

Work Year: 200 days per the school calendar

Hours: As needed to fulfill the responsibility of the position and ensure the safety of students and staff. (Minimally 8:00-4:00)

Physical Ability Job Requirements

TASK	NOT APPLICABLE	DESIRABLE	ESSENTIAL
Walking or Standing (Mobile)			X
Seeing			X
Hearing			X
Lifting/carrying objects up to 20 pounds			X
Lifting/carrying objects over 20 pounds		X	
Bending/stretching			X
Sitting on Floor		X	
Kneeling		X	
Climbing a ladder		X	
Pushing or pulling carts or dollies		X	
Driving a car or truck		X	
Access technology and office machines/equipment/telephone			X
Physical Management of Student			X
Assist with daily living needs of student (toileting/feeding/dressing)		X	
Operating heavy equipment	X		
Ability to be outside in bad weather		X	
Sit for long periods of time			X

General Responsibilities

Instructional Leadership:

Working collaboratively and under the direction of the Building Principal (Before/After School and during planning and lunch periods):

<ul style="list-style-type: none"> • Communicate with students, teachers, parents and community members using a variety of mediums including technology (II.d, III.h, IV.b, IV.c) • Partners with teachers to evaluate the effectiveness of instruction and individual teacher performance (III.e, IV.a, VI.b) • Assist with the monitoring of the building improvement plan with input from faculty (III.a) • Assists the principal with the Establishment, evaluation, and monitoring of the school improvement goals as documented in the school improvement plan (Rising Star) (I.b, II.a, II.c, III.b, IV.c, IV.d) • Provides leadership and oversight for the instructional, co-curricular, and extra-curricular programs (I.s, I.b, IV.b) • Assists building principal, teachers, and parents to implement student interventions that differentiate instruction based on student needs (III.c, IV.a, IV.b, IV.c, V.a, VI.a) • Assist with the assessment program (ISAT, MAP, AIMSWeb, ACCESS, PARCC, etc) (I.c, II.a, II.d, III.b) • Assists principal with the assessing data to make decisions about curriculum , assessment, instruction, and all school improvement efforts (I.c, II.a, II.c, III.b, III.c, IV.d) • Works with building principal to establish a culture of mutual respect an excellence through dialogue and relationships with staff students, central office administrators, and community members (I.a, I.b, IV.c, VI.a, VI.c) • Monitors programs to enhance positive school culture and climate (I.a, I.b, VI. A, VI.c)
Management and Personnel <ul style="list-style-type: none"> • Promotes and facilitates effective communication, collaboration and cooperation between all members of the Professional Learning Community • Evaluates Certified staff within the PERA and Union Contract guidelines (III.e, IV.a) • Work with the building principal to develop the building's master schedule and staff supervision schedule with input from the PLCAC and teaching staff (II.c, II.d, III.s, IV.b) • Supervises school activities and events as directed by the building principal (II.b, IV.a, IV.c)
Budget and Finance <ul style="list-style-type: none"> • Oversees the inventory, purchase and organization of textbooks and supplies in conjunction with the Director of T. and L. (II.c) • Works with building principal to facilitate and manage the registration process for new and returning students
Student Services <ul style="list-style-type: none"> • Assists with student management, attendance and discipline (II.d, V.a, V.b, V.c, VI.a, VI.b, VI.c) • Participates in IEP and Problem Solving meetings on a regular basis to ensure effectiveness of the team and process as directed by the Principal • Demonstrates working knowledge of the Special Education Process
Professional Responsibilities <ul style="list-style-type: none"> • Demonstrate the ability to self-reflect on Leadership • Collaborate with colleagues on a variety of school related events and projects including special needs (IEPs) and ELL Students • Participate in activities to grow professionally and enhance leadership ability • Conduct self in a professional ethical manner • Advocate for students and staff • Comply with district regulations and union contract • Communicate concerns regarding student and staff safety to Administration • Attend extra-curricular events • Maintain confidentiality of students and staff

*Other duties as assigned by administration in order to meet the needs of students, staff, and the building.

Ridgeland School District 122

Oak Lawn, Illinois

Ridgeland School District 122 Employee Expectations

All District 122 employees will maintain and demonstrate a high standard of integrity and honesty, always working in the best interest of the students and community in order to create a safe and effective learning environment.

Job Description

Job Title: Resilience Coordinator/Positive Behavior Program Facilitator
 Credentials/Qualifications: Licensed Teacher and or Type 75
 Reports to: Superintendent or Designee
 Work Year: School Calendar Up to 180 Days
 Hours: Flexible

Physical Ability Job Requirements

TASK	NOT APPLICABLE	DESIRABLE	ESSENTIAL
Mobility			X
Seeing			X
Hearing			X
Lifting/carrying objects up to 20 pounds			X
Lifting/carrying objects over 20 pounds		X	
Bending/stretching			X
Sitting on Floor		X	
Kneeling		X	
Climbing a ladder		X	
Pushing or pulling carts or dollies		X	
Driving a car or truck	X		
Access technology and office machines/equipment/telephone			X
Physical Management of Student			X
Assist with daily living needs of student (toileting/feeding/dressing)		X	
Operating heavy equipment	X		
Ability to be outside in bad weather			X
Sit for long periods of time			X

Purpose:

- Building and maintaining a Trauma Informed School system requires structured ongoing supervision and organization. Senate Bill 100 ensures that each child will have the access to restorative practices, fair and equal discipline, and limited suspension and expulsion. Social Emotional Learning Standards must be met.
- PBIS is a systems approach to discipline that emphasizes prevention, instruction in the area of social-emotional skill development, relationship building, and data based decision making.

Responsibilities:

- Oversee Social Emotional Learning programs and trainings at the district level
- Responsible for providing and attending ongoing trainings on trauma, restorative practices, and PBIE programs
- Monitor the SWIS Data and report to superintendent the results trimesterly.

- Communicate concerns regarding the PBIS program at the building and district levels.
- Attend New Teacher Mentor Trainings to train and share information on Restorative Practices and PBIS.
- Oversee the selection of reward assemblies.
- Problem solve for program improvements.
- Meet with building level coaches at all levels on a consistent basis.
- Ongoing evaluation and survey of teachers for program effectiveness.
- Facilitate changes to the programs as necessary and with teacher/admin. Input.
- Train teachers on successful Morning Meetings.
- Facilitate Peer Mediation training and reinstall the program
- Evaluate the need for Peace Circles
- Work with teachers and admin. team members on trauma informed practices in the classroom.

Facilitate the Following:

- Tier 1 team: This team works with entire staff to plan, develop, and implement Tier 1/universal level interventions in their building. They also analyze SWIS data to determine building strengths and needs.
- Tier 2 team: This team is involved in PBIS interventions and supports for a smaller group of students who struggle with social-emotional skills. They work with entire staff on implementing Tier 2/secondary level interventions in their building. They also analyze SWIS data to determine building strengths and needs.
- Tier 3 team: This team will be involved with a very small group of students who will need more intensive behavioral interventions and supports.

*Other duties as assigned by the principal or designee.

Ridgeland School District 122

Oak Lawn, Illinois

Ridgeland School District 122 Employee Expectations

All District 122 employees will maintain and demonstrate a high standard of integrity and honesty, always working in the best interest of the students and community in order to create a safe and effective learning environment.

Job Description

Job Title: Instructional Technology Coordinator

Credentials/Qualifications:

- *Master's degree in Education with an emphasis in technology learning
- *Type 75 Administrative License preferred
- *Knowledge of adult learning theory
- *Multiple grade level experience
- *Experience facilitating teams and supporting results oriented goals
- *Experience working with students and with technology as an educational tool

Reports To and Evaluated by: Superintendent or Designee

Work Year: 200 Days **Hours:** TBD

Physical Ability Job Requirements

TASK	NOT APPLICABLE	DESIRABLE	ESSENTIAL
Mobility			X
Seeing			X
Hearing			X
Lifting/carrying objects up to 20 pounds			X
Lifting/carrying objects over 20 pounds		X	
Bending/stretching			X
Sitting on Floor			X
Kneeling			X
Climbing a ladder		X	
Pushing or pulling carts or dollies		X	
Driving a car or truck			X
Access technology and office machines/equipment/telephone			X
Physical Management of Student	X		
Assist with daily living needs of student (toileting/feeding/dressing)	X		
Operating heavy equipment	X		
Ability to be outside in bad weather	X		
Sit for long periods of time		X	

Purpose: The Instructional Technology Coordinator, having both content and instructional expertise in the area of technology integration, will work with classroom teachers to support student learning and enhance teacher practice. The Technology Coordinator will focus on individual and group professional learning that will expand and refine the understanding about research-based effective differentiated instruction for teachers using 1:1 technology in the classroom.

General Responsibilities:

1. Provide organized, individual and/or group learning opportunities for teachers and students using 1:1 devices.
2. Provide clear and direct feedback to teachers on the effectiveness of their use of the 1:1 device.
3. Assist teachers in aligning their teaching with appropriate standards, curriculum, and assessments using research based 1:1 device strategies for the classroom.
4. Foster collaboration and teacher leadership in the use of technology in the classroom.
5. Assist teachers with specific classroom activities when requested using the 1:1 device.
6. Model effective, differentiated instruction using technology.
7. Encourage ongoing professional growth for all teachers in their use of technology
8. Work positively toward meeting district and building improvement goals.
9. Assist with development of the district curriculum, instruction, and assessments as it relates to technology.
10. Perform duties as assigned by the Principals and the Director of Teaching and Learning.
11. Observe classrooms to ensure student engagement and appropriate use of technology.
12. Work collaboratively and collegially with principals, assistant principals, district level administrators.
13. Assist teachers with developing professional growth goals that incorporate the use of a 1:1 device.
14. Works with the Director of Teaching and learning to track student and teacher progress to assess the effectiveness of instructional coaching.
15. Improve and grow students' level of engagement in the learning process through the use of technology.
16. Provide training for parent to ensure the proper and safe use of technology.
17. Research new technology integration strategies and share them with teacher and administration.
18. On a daily basis problem solve technology problems both software and hardware issues.
19. Work collaboratively with the IT Department on the ordering, repair and proper use of any device or technology tool in the classroom.
20. Works with Technology staff on the dissemination and updating of 1:1 devices on an annual basis.
21. Problem solve and repair equipment as necessary.

22. Other duties as assigned by the Superintendent and/or her designee.

Beckon, Anissa <abeckon@ridgeland122.com>

Re: SmartProcure FOIA Request - Reminder for Ridgeland School District 1221 message

Ogarek, Douglas <dogarek@ridgeland122.com>

Wed, Jun 6, 2018 at 6:01 PM

To: schichelli@smartprocure.comBcc: abeckon@ridgeland122.com

Mr. Chichelli,

Ridgeland School District 122 received a Freedom of Information Act (FOIA) Request from you dated May 25, 2018 for the following records:

- SmartProcure is submitting a commercial FOIA request to the Ridgeland School District 122 for any and all purchasing records from 2018-01-23 (yyyy-mm-dd) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable. The specific information requested from your record keeping system is:
 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
 2. Purchase date
 3. Line item details (Detailed description of the purchase)
 4. Line item quantity
 5. Line item price
 6. Vendor ID number, name, address, contact person and their email address

The response to your FOIA request can be found online at www.ridgeland122.com. The district is not required to copy a public record that is published on the School District's website. 5 ILCS 140/8.5(a).

Regards,

Doug Ogarek

On Fri, May 25, 2018 at 4:46 AM, <schichelli@smartprocure.com> wrote:

Dear Doug or Custodian of Public Records,

SmartProcure submitted a commercial FOIA request on 2018-04-24 and has not received a response or acknowledgment, therefore the original request is being submitted again. If the original request is located, please disregard this request.

SmartProcure is submitting a commercial FOIA request to the Ridgeland School District 122 for any and all purchasing records from 2018-01-23 (yyyy-mm-dd) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

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

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

Please email the information or use the following web link. There is no file size limitation:

<http://upload.smartprocure.com/?st=IL&org=RidgelandSchoolDistrict122>

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

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

Regards,

Stephen Chichelli

Data Acquisition Specialist

SmartProcure

Phone: 954-420-9900 Ext. 604

Email: schichelli@smartprocure.com

www.smartprocure.com

Beckon, Anissa <abeckon@ridgeland122.com>

Re: FOIA - Superintendent term start/end; length of contract1 message

Ogarek, Douglas <dogarek@ridgeland122.com>

Tue, Jun 12, 2018 at 12:25 PM

To: jimcupples@gmail.comBcc: abeckon@ridgeland122.com

Mr. Cupples,

Ridgeland School District 122 received a Freedom of Information Act (FOIA) Request from you dated June 12, 2018 for the following records:

1. Who the current superintendent is; JULIE SHELLBERG
2. When the current superintendent contract is due to end; and JUNE 30, 2018
3. What the length of the current superintendent contract is, using terms of years 4 YEARS

The District's response is listed next to your questions.

Regards,

Doug Ogarek

On Tue, Jun 12, 2018 at 11:40 AM, Shellberg, Julie <jshellberg@ridgeland122.com> wrote:

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

From: **Jim Cupples** <jimcupples@gmail.com>

Date: Tue, Jun 12, 2018 at 11:21 AM

Subject: FOIA - Superintendent term start/end; length of contract

To: jshellberg@ridgeland122.com

Hello,

My name is Jim Cupples and I am doing research on school boards in Illinois.

Can you tell me;

- 1) Who the current superintendent is;
- 2) When the current superintendent contract is due to end; and
- 3) What the length of the current superintendent contract is, using terms of years

This is part of a nationwide effort to look at school boards across the country, so there is nothing of particular interest in your district. We are collecting this data for every school district.

Thank you, and feel free to contact me if you have any questions.

Best,

Jim Cupples
(541) 999-0997

Beckon, Anissa <abeckon@ridgeland122.com>

2018 Joint Annual Conference Registration

1 message

IASB Meetings Management <cbolt@iasb.com>
 To: abeckon@ridgeland122.com

Thu, Jun 7, 2018 at 9:02 AM

Click [here](#) for a mobile/web version

We invite you to join us at the IASB - IASA - IASBO 86th Joint Annual Conference November 16-18 in Chicago where education leaders will be sharing the vision for leading successful schools.

Conference registration and housing will open on Monday, June 11, at 8 a.m.

School districts can register for the 2018 Conference online only through "My Account" at www.iasb.com. It is very important that school district rosters are up-to-date and include the names of all district board members and staff who are registering for Conference. Individuals not listed in the IASB member database cannot register for events. Roster management instructions are located at <http://iasb.com/services/ams.cfm>.

2018 Conference registration and housing fees:

- **Registration fee: \$485 per person** (onsite \$510)
- **Housing deposit: \$200 per room requested** (non-refundable)

Districts can also register for IASB Pre-Conference Workshops held Friday, November 16 at the Sheraton Grand Chicago and the School Safety and Security Seminar at the Hyatt Regency Chicago. Additional fees apply.

Full-day Workshops:

- Professional Development Leadership Training (PDLT) and Performance Evaluation Reform Act (PERA) Training for School Board Members
- The Basics of Governance
- Leading Leaders: The Job of Board President
- Myers-Briggs Type Indicator^R

Half-day Workshops (both a.m. and p.m.):

- Collective Bargaining for School Board Members and Administrators
- Improve Student Achievement Through eXceptional Governance
- School Board / Superintendent Teams: Leading Intentionally
- The Deep Equity Lens: A Systematic Leadership Process

Hyatt Regency Chicago (half-day seminar):

- School Safety and Security Seminar

IASB has a limited block of rooms available and specifically for Conference attendees. To obtain a room within one of the Conference housing blocks, you must have a paid Conference registration and a housing deposit, per room requested. Payment options include:

1. **Will Send Check** – mailed to IASB, Attn: JAC Registrar, [2921 Baker Drive, Springfield, IL 62703](#).
Note: Housing will not be processed until payment is received.
2. **ACH Payment** – a secure payment transfer system in which your institution grants IASB authorization to debit directly from a checking account for the purpose of payment. There is no processing fee for ACH payments.
3. **Credit Cards** (Visa, MasterCard, Discover, American Express) – a 3 percent non-refundable processing fee will be charged for each credit card transaction. Only one credit card can be used per transaction. Verify your credit limit prior to registering, as you will not be able to split the registration payment over multiple credit cards.

NOTE: For all registration cancelations, housing will be automatically cancelled.

Stay tuned for upcoming Conference announcements.

A green banner with the text #ILjac18 in white, slanted font.

Illinois Association of School Boards

Springfield: [2921 Baker Drive, Springfield, Illinois 62703-5929](#) Phone: 217/528-9688

Lombard: One Imperial Place, [1 East 22nd Street, Suite 20, Lombard, Illinois 60148](#) Phone: 630/629-3776

Click [here](#) to unsubscribe and/or manage your subscriptions.

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LEADERSHIP: *Sharing the Vision*

IASB • IASA • IASBO Joint Annual Conference

In conjunction with the 86th Joint Annual Conference IASB presents

Pre-Conference Workshops

Friday, November 16, 2018 ▪ Sheraton Grand Chicago

Mix and match two half-day sessions or choose a full-day workshop.

Full-Day Workshops:

- Professional Development Leadership Training (PDLT) and Performance Evaluation Reform Act (PERA) Training for School Board Members
- The Basics of Governance
- Leading Leaders: The Job of Board President
- Myers-Briggs Type Indicator®

Half-Day Workshops (Both morning and afternoon):

- Collective Bargaining for School Board Members and Administrators
- Improve Student Achievement Through eXceptional Governance
- School Board/Superintendent Teams: Leading Intentionally
- The Deep Equity Lens: A Systemic Leadership Process



All workshops are a
part of the LeaderShop
Academy program.

“I’ve been attending this Conference for over 25 years. Each year I come back with new ideas for discussion in our district. It’s amazing how many of my peers are looking for solutions to the same problems as me.”

— 2017 participant

Additional information and registration instructions at www.iasb.com/jac18



Registration for these workshops is open only to those who have registered for the 2018 IASB ▪ IASA ▪ IASBO Joint Annual Conference.

Full-Day Workshop tuition is \$280.

Includes continental breakfast, lunch, breaks, and workshop materials.

Half-Day Workshop tuition is \$140.

Morning workshops include continental breakfast, breaks, and workshop materials (lunch is NOT included). Afternoon workshops include lunch, breaks, and workshop materials (continental breakfast is NOT included).

ISSUE 97
January/February 2018

Update Memo

Please distribute to board
members and appropriate staff.

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Online Instructions

Please follow these three easy
steps to log in to **PRESS**:

1. Go to www.iasb.com and click on **MY ACCOUNT**.
2. Log in using your email address and password:
 - If you do not know your password, do not create a new account; reset your password using your district email address.
 - If you are still having difficulty logging in, please contact your district's superintendent or administrative assistant to make sure you are listed as an authorized user on the district roster.
 - If you continue to have difficulty, please contact Linda Cala at lcala@iasb.com.
3. Under **My Account Links**, click on **PRESS Login**.

For additional help, click the ? in the upper right corner. Also available is a 10-minute video tutorial at www.iasb.com/policy.



PRESS

Policy Reference Education Subscription Service

This publication is designed to provide information only and is not a substitute for legal advice from the Board Attorney. If you have any questions, please contact Kimberly Small, IASB General Counsel and **PRESS** Editor, 630/629-3776, ext. 1226, Maryam Brotime, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1219, or Debra Jacobson, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1211.

Instructions

You are encouraged to share this **PRESS** Update Memo with all board members and appropriate staff.

Two other important components of **PRESS** may be viewed and downloaded from **PRESS Online** — Committee Worksheets and the updated Policy Reference Manual (PRM) pages. The Committee Worksheets show suggested changes to **PRESS** material by striking out deleted words and underscoring new words. The updated PRM pages contain all of the material in this **PRESS** issue; you can use them to update your district manuals.

Sexual Harassment

The State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a), amended by P.A. 100-554, requires school districts to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment by January 15, 2018. Though that date has passed, there are no penalties in the law for failing to pass the resolution by that date. The policy must include, at a minimum: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/); and (4) the consequences of a violation of the prohibition on sexual harassment and the consequences for knowingly making a false report.

The following **PRESS** materials are updated:

- 2:260, Uniform Grievance Procedure
- 5:20, Workplace Harassment Prohibited
- 5:20-E, Resolution to Prohibit Sexual Harassment - **NEW**

Bond Issuance Obligations

In response to subscriber feedback, and in an effort to continuously improve the content of the PRM, 4:40, *Incurring Debt*, has been updated to address boards' obligations to comply with federal securities laws and Internal Revenue Service rules in connection with bond issues. **Note:** These updates are not being made in

response to any recent legislative changes. Boards that fail to comply with federal securities laws may face enforcement actions from the U.S. Securities and Exchange Commission. The new 4:40-AP, *Preparing and Updating Disclosures*, is based on a sample document from the law firm of Chapman and Cutler, LLP, and is designed to assist districts in complying with federal securities laws for bond issues. Given the highly technical nature of these laws and obligations, boards should work closely with their board attorneys, bond counsel, and/or financial consultants to ensure they are complying with all continuing disclosure obligations related to bond issues. Finally, as explained in the footnotes of policy 4:40, *Incurring Debt*, boards may also want to work with those same professionals to establish written procedures to protect the tax-exempt (or otherwise tax-advantaged) status of bonds that they issue.

The following **PRESS** materials are updated:

4:40, *Incurring Debt*

4:40-AP, *Preparing and Updating Disclosures* – **NEW**

PRESS Editors wish to extend a special thank you to Kyle Harding, partner at Chapman and Cutler LLP, for his firm's collaboration on these materials.

Miscellaneous

5:170, *Copyright*, is updated due to a recent case law development, as detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits Table** in numerical order beginning on p. 4.

Please spend time reviewing the **PRESS** online Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors.

PRESS Terminology

What are the meanings of the "AP" and "E" after certain policy numbers?

The **PRESS** Policy Reference Manual (**PRM**) is an encyclopedia of sample board policies, administrative procedures, and exhibits. They are all in numerical order for easy reference. **PRESS** recommends that local school districts maintain separate board policy and administrative procedure manuals to help distinguish for the board, staff, students, parents, and community members, the distinction between board documents and staff documents, board work, and staff work.

Policy. The board develops policies with input from various sources like district administrators, the board attorney, and **PRESS** materials. The board then formally adopts the policies, often after more than one consideration.

After adoption by the board, each policy should have an adoption date.

Administrative Procedures. Administrative procedures are developed by the superintendent, administrators, and/or other district staff members. The staff develops the procedures that guide implementation of the policies. Administrative procedures are not adopted by the board, which allows the superintendent and staff the flexibility they need to keep the procedures current. **PRESS** sample procedures are numbered to correspond with the policies that they implement for easy reference. For example, policy 6:190's related administrative procedure is 6:190-AP.

It is important to remember that administrative procedures do not require formal board adoption and are not included in a board policy manual.

Exhibits. Both board policies and administrative procedures may have related exhibits. Exhibits provide information and forms intended to be helpful to the understanding or implementation of either a board policy or administrative procedure, and they do not require formal board adoption. **PRESS** sample exhibits are numbered to correspond to the related board policy or administrative procedure. For example, board policy 2:70 has a related exhibit numbered 2:70-E. Administrative procedure 7:340-AP1 has a related exhibit numbered 7:340-AP1, E.

Exhibits labeled with an "E" only may provide guidance for board work or staff work. Those providing guidance for board work should be dated for implementation by the board. Those providing guidance for the staff should be dated for implementation by the administrative staff.

Administrative procedures exhibits, always labeled with the "AP, E" format should be dated for implementation by the administrative staff.

Progress Report

The contents of this report frequently change.

Taking a Knee – Follow Up

As we reported in Issue 96, some public school student-athletes and/or coaches began “taking a knee” after seeing professional athletes, particularly NFL players, kneel during the National Anthem in protest of racial injustice. Since then, lawsuits in different parts of the country have been filed against school districts related to this hot-button issue. In V.A. v. San Pasqual Valley Unified Sch. Dist., a high school football player who kneeled at a game sued his district after it implemented a policy requiring students to stand during the National Anthem. The policy was put in place after students from an opposing team yelled racial comments at players who kneeled. Despite the district’s motives, in December, a federal court in California issued a preliminary injunction enjoining the district from enforcing the standing policy because it likely violated students’ First Amendment rights. In another case, Edina High Sch. Young Conservatives Club et al v. Edina Sch. Dist. et al, a student club of conservative students sued their school district after it banned the club because club members had criticized other students on social media who sat down in protest during the playing of the National Anthem and “Taps” during a school Veteran’s Day assembly. Both of these cases are still pending, but are not binding on Illinois school districts.

Our Response: No PRESS materials are affected by this recent trend. A reminder that in most cases, students who take a knee during the National Anthem are exercising freedom of expression and will not be subject to discipline. For purposes of maintaining order and effective school operations, however, school districts are responsible for ensuring that teachers do not advocate viewpoints that depart from the curriculum adopted by the district. This may entail standing during the National Anthem and, depending upon the circumstances, may result in discipline for failing to do so. Consult the board attorney.

Accelerated Placement Act, P.A. 100-421

Article 14A of the School Code was amended to cover *Gifted and Talented Children and Children Eligible for Accelerated Placement*. By July 1, 2018, school districts are required to have a policy that allows for accelerated placement and includes or incorporates by reference specific components set forth in the Act. *Accelerated placement* means the placement of a child in an educational setting with curriculum that is usually reserved for children who are older or in higher grades than the child. The Act expressly states that accelerated placement *shall* include early entrance to kindergarten or first grade, but this conflicts with 105 ILCS 5/10-20.12, which allows but does not require districts to permit early entrance to kindergarten or first grade.

Our Response: We are currently seeking a legislative fix for the conflict between the Accelerated Placement Act and 105 ILCS 5/10-20.12. We will address the required changes in PRESS Issue 98.

Spriesch v. City of Chicago, 2017 WL 4864913 (N.D. Ill. 10/26/17)

A fire paramedic for the City of Chicago sued the city for pregnancy discrimination and failure to accommodate her pumping and expression of breastmilk at work. The City forced her to take a leave once it was informed she was pregnant and, after she returned, the Fire Dept. did not consistently give her breaks or provide a private (non-bathroom) room for her to pump breastmilk. This case was significant because the court recognized an employee’s private right of action under the Ill. Nursing Mothers in the Workplace Act (INMWA) to sue an employer. Employers who fail to reasonably accommodate nursing mothers now face additional liability under the INMWA, in addition to the Ill. Human Rights Act, Title VII, and the Fair Labor Standards Act.

Our Response: No PRESS materials are affected.

Cursive Instruction Required

105 ILCS 5/27-20.7, added by P.A. 100-548, requires that elementary schools, beginning with the 2018-2019 school year, offer at least one unit of instruction in cursive writing.

Our Response: We will address the required changes in PRESS Issue 99.

Amendments to 23 Ill.Admin.Code Part 375, Student Records

The Ill. State Board of Education (ISBE) proposed amendments to 23 Ill.Admin.Code Part 375, Student Records, in response to P.A. 100-222, which amended 105 ILCS 5/2-3.64a-5(e) to no longer require that a student’s ISBE-administered SAT scores be entered on his/her transcript. Under the proposed amendments, a student’s academic transcript would only include scores received on college entrance examinations if allowed by district policy. Districts electing to allow this would need to notify parents/guardians of the process for including such scores on an academic transcript.

Our Response: We will respond after ISBE adopts the amendments to Part 375 with updates to policy 6:300, *Graduation Requirements*; 6:340, *Student Testing and Assessment Program*; 7:340, *Student Records*; and their corresponding materials.

Marriage and Family Counselor Endorsement

ISBE adopted rules that set standards for *school marriage and family therapists*, a newer type of school support personnel endorsement under the School Code. The School Code was amended to allow for this new endorsement in 2013, but it took several years for regulations to be finalized.

Our Response: We will respond in PRESS Issue 99 or a later Issue (when support personnel are actually able to obtain this new endorsement through educational institutions), with likely updates to policy 7:250, *Student Support Services*, and administrative procedure 7:250-AP2, *Protocol for Responding to Students with Social, Emotional, or Mental Health Problems*.

Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	<input checked="" type="checkbox"/>
2:260, Uniform Grievance Procedure	The policy, footnotes, Legal References, and Cross References are updated in response to 5 ILCS 430/70-5(a), amended by P.A. 100-554. New language in the Filing a Complaint subsection clarifies that for any complaint filed under this policy which alleges harassment in violation of policy 5:20, <i>Workplace Harassment Prohibited</i> , the Complaint Manager shall process and review the complaint according to both policies.	<input type="checkbox"/>
4:40, Incurring Debt	The policy, footnotes, and Legal References are updated in response to subscriber feedback and for continuous improvement to address legal obligations of school districts related to bond issues.	<input type="checkbox"/>
4:40-AP, Preparing and Updating Disclosures	NEW	<input type="checkbox"/>
5:20, Workplace Harassment Prohibited	The policy, footnotes, and Legal References are updated in response to 5 ILCS 430/70-5(a), amended by P.A. 100-554. For clarity and ease of use, the policy has been reorganized into the following subsections: <ul style="list-style-type: none"> • Sexual Harassment Prohibited • Making a Complaint • Whom to Contact with a Report or Complaint • Investigation Process • Enforcement • Retaliation Prohibited • Recourse to State and Federal Fair Employment Practice Agencies 	<input type="checkbox"/>
5:20-E, Resolution to Prohibit Sexual Harassment	NEW	<input type="checkbox"/>
5:170, Copyright	The footnotes are updated in response to a recent court decision, <u>Shanton v. St. Charles Community Unit Sch. Dist. 303</u> , (N.D.Ill. 2017), which addresses copyright and works for hire in the K-12 context.	<input type="checkbox"/>



Office of General Counsel

The IASB Office of General Counsel's mission is to honestly, professionally, and credibly protect and preserve IASB through legal risk management and compliance services for the IASB Board of Directors and staff; promote best practices to IASB members; create educational products and services; and maintain strong, collaborative relationships with the public education community.



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Before each **PRESS** issue is published, a group of distinguished individuals provides input and suggestions. We appreciate their contributions and thank them sincerely.

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Operational Services

Administrative Procedure - Preparing and Updating Disclosures

This sample administrative procedure has been adapted and printed with the express permission of Chapman and Cutler LLP. Chapman and Cutler LLP is pleased to provide this sample procedure as an example of factors issuers should consider under current law in preparing policies and procedures for post-issuance compliance with federal securities laws and regulations. It is intended to provide general guidance with the understanding that the provision of the sample procedure does not constitute the rendering of legal advice by Chapman and Cutler LLP or the establishment of an attorney-client relationship with any user of the sample procedure. Reference to this sample procedure should not be considered a substitute for consultation with your legal advisors. Readers should understand that the application of relevant statutory and regulatory provisions can vary based on specific facts and that changes in law or facts may impact the applicability of the sample procedure. Chapman and Cutler LLP assumes no obligation to update the sample procedure to reflect changes in law or practice.

Pursuant to the District's responsibilities under the securities laws, including its continuing disclosure undertakings (*Undertakings*) under Rule 15c2-12 of the Securities Exchange Act of 1934, as amended, and the Securities and Exchange Commission's statements in enforcement actions, it is necessary and in the District's best interest that the District comply in all material respects with federal securities laws regarding its (i) preliminary and final official statements or offering circulars and any supplements or amendments thereto (collectively, the *Official Statements*), disseminated by the District in connection with any bonds, notes, certificates or other obligations, (ii) Annual Financial Information, as required by and defined in the Undertakings (the *Annual Financial Information*) to be filed with the Municipal Securities Rulemaking Board's (MSRB) Electronic Municipal Market Access (EMMA) system, and (iii) notices of Material Events or Reportable Events, each as defined in the Undertakings, and any other required or voluntary disclosures to EMMA (each, an *EMMA Notice*). These procedures are designed to enable the District to create accurate disclosures with respect to its (i) Official Statements, (ii) Annual Financial Information, and (iii) EMMA Notices, which are collectively referred to herein as *Disclosures*.

In response to these interests, the District hereby adopts the following procedures:

- A. *Disclosure Officer*. Consistent with Board Policy 4:40, *Incurring Debt*, the Superintendent¹ (*Disclosure Officer*) is hereby designated as the officer responsible for the procedures related to Disclosures as hereinafter set forth (collectively, *Disclosure Procedures*).
- B. *Disclosure Procedures: Official Statements*. Whenever an Official Statement will be disseminated in connection with the issuance of obligations by the District, the Disclosure Officer will oversee the process of preparing the Official Statement pursuant to the following procedures:
 1. The District shall select (a) the working group for the transaction, which group may include outside professionals such as disclosure counsel, a municipal advisor, and an underwriter (the *Working Group*), and (b) the member of the Working Group responsible for preparing the first draft of the Official Statement.
 2. The Disclosure Officer shall review and make comments on the first draft of the Official Statement. Such review shall be done to determine that the Official Statement does not include any untrue statement of a material fact or omit a material fact necessary to make the

The footnotes should be removed before the material is used.

¹ Districts that employ business managers may want to substitute "Business Manager", "Chief School Business Official", or locally-another equivalent title for "Superintendent."

statements made in the Official Statement not misleading. Particular attention shall be paid to the accuracy of all descriptions, significant information, and financial data regarding the District. Examples include confirming that information relating to the District, including but not limited to demographic changes, the addition or loss of major employers, the addition or loss of major taxpayers or any other material information within the knowledge of the Disclosure Officer, is included and properly disclosed. The Disclosure Officer shall also be responsible for ensuring that the financial data presented with regard to the District is accurate and corresponds with the financial information in the District's possession, including but not limited to information regarding bonded indebtedness, notes, certificates, outstanding leases, tax rates or any other financial information of the District presented in the Official Statement.

3. After completion of the review set forth in 2, above, the Disclosure Officer shall (a) discuss the first draft of the Official Statement with the members of the Working Group and such staff and officials of the District as the Disclosure Officer deems necessary and appropriate, and (b) provide comments, as appropriate, to the members of the Working Group. The Disclosure Officer shall also consider comments from members of the Working Group and whether any additional changes to the Official Statement are necessary or desirable to make the document compliant with the requirements set forth in 2, above.
 4. The Disclosure Officer shall continue to review subsequent drafts of the Official Statement in the manner set forth in 2 and 3, above.
 5. If, in the Disclosure Officer's reasonable judgment, the Official Statement does not include any untrue statement of a material fact or omit a material fact necessary to make the statements made in the Official Statement not misleading, the Official Statement may, in the reasonable discretion of the Disclosure Officer, be released for dissemination to the public; *provided, however*, that the use of the Official Statement must be ratified, approved, and authorized by the Board.
- C. *Disclosure Procedures: Annual Financial Information.* The Disclosure Officer will oversee the process of preparing the Annual Financial Information pursuant to these procedures:
1. By December 20th² of each year (the same being at least 30 days prior to the last date on which the Annual Financial Information is required to be disseminated pursuant to the related Undertaking) the Disclosure Officer shall begin to prepare (or hire an agent to prepare) the Annual Financial Information. The Disclosure Officer shall also review the audited or unaudited financial statements, as applicable, to be filed as part of the Annual Financial Information (*Financial Statements*). In addition to the required updating of the Annual Financial Information, the Disclosure Officer should consider whether additional information needs to be added to the Annual Financial Information to make the Annual Financial Information, including the Financial Statements, taken as a whole, correct and complete in all material respects. For example, if disclosure of events that occurred subsequent to the date of the Financial Statements would be necessary to clarify, enhance or correct information presented in the Financial Statements, in order to make the Annual Financial Information, taken as a whole, correct and complete in all material respects, disclosure of such subsequent events should be made.

The footnotes should be removed before the material is used.

² The deadline for the dissemination of Annual Financial Information and/or Audited Financial Statements should be set forth in each applicable Undertaking. These procedures assume the deadline set forth in each such Undertaking is not later than 210 days after the end of a district's fiscal year (ending June 30). If one of more of a district's Undertakings provide for a different deadline, it may be appropriate or necessary to change the date in Paragraph C.1 above.

2. If, in the Disclosure Officer's reasonable judgment, the Annual Financial Information, including the Financial Statements, is correct and complete in all material respects, the Disclosure Officer shall file the Annual Financial Information with EMMA (or confirm that such filing is completed by any agent hired by the District for such purpose) within the timeframe allowed for such filing.
- D. *Disclosure Procedures: EMMA Notices.* Whenever the District determines to file an EMMA Notice, or whenever the District decides to make a voluntary filing to EMMA, the Disclosure Officer will oversee the process of preparing the EMMA Notice pursuant to these procedures:
1. The Disclosure Officer shall prepare (or hire an agent to prepare) the EMMA Notice. The EMMA Notice shall be prepared in the form required by the MSRB.
 2. In the case of a disclosure required by an Undertaking, the Disclosure Officer shall determine whether any changes to the EMMA Notice are necessary to make the document compliant with the Undertaking.
 3. If, in the Disclosure Officer's reasonable judgment, the EMMA Notice is correct and complete and, in the case of a disclosure required by an Undertaking, complies with the Undertaking, the Disclosure Officer shall file the EMMA Notice with EMMA (or confirm that such filing is completed by any agent hired by the District for such purpose) within the timeframe allowed for such filing.
- E. *Additional Responsibilities of the Disclosure Officer.* The Disclosure Officer, in addition to the specific responsibilities outlined above, shall have general oversight of the entire disclosure process, which shall include:
1. Maintaining appropriate records of compliance with these Disclosure Procedures (including proofs of EMMA filings) and decisions made with respect to issues that have been raised;
 2. Evaluating the effectiveness of the procedures contained in these Disclosure Procedures; and
 3. Informing the Board when substantive revisions or modifications are made to these Disclosure Procedures.
- F. *General Principles.*
1. All participants in the disclosure process should be encouraged to raise potential disclosure items at all times in the process.
 2. The process of revising and updating the Disclosures should not be viewed as a mechanical insertion of current numbers. While it is not anticipated that there will be major changes in the form and content of the Disclosures at the time of each update, the Disclosure Officer should consider whether such changes are necessary or desirable to make sure the Disclosure does not make any untrue statement of a material fact or omit a material fact necessary or desirable, in order to make the statements made, in light of the circumstances in which they were made, not misleading at the time of each update.
 3. Whenever the District releases information, whether in written or spoken form, that may reasonably be expected to reach investors, it is said to be "speaking to the market." When speaking to the market, District officials must be sure that the released information does not make any untrue statement of a material fact or omit a material fact necessary or desirable, in order to make the statements made, in light of the circumstances in which they were made, not misleading.

4. While care should be taken not to shortcut or eliminate any steps outlined in these Disclosure Procedures on an ad hoc basis, the review and maintenance of the Disclosures is a fluid process and recommendations for improvement of these Disclosure Procedures should be solicited and regularly considered.
5. The Disclosure Officer is authorized to request and pay for attendance at relevant conferences or presentations or annual training sessions conducted by outside counsel, consultants or experts in order to ensure a sufficient level of knowledge for the effective administration of these Disclosure Procedures.

LEGAL REF.: Securities Act of 1933, 15 U.S.C. §77a et seq.
Securities Exchange Act of 1934, 15 U.S.C. §78a et seq.
17 C.F.R. §240.15c2-12.

DRAFT

General Personnel

Exhibit - Resolution to Prohibit Sexual Harassment

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

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

WHEREAS, Section 5-65 of the State Officials and Employees Ethics Act (5 ILCS 430/5-65, added by P.A. 100-554) provides that all persons have a right to work in an environment free from sexual harassment;

WHEREAS, Section 70-5 of the State Officials and Employees Ethics Act (5 ILCS 430/70-5, amended by P.A. 100-554) requires governmental entities to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment which, at a minimum, includes: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the Act, the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/); and (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report;

THEREFORE, BE IT RESOLVED, by the Board of Education of [insert name], [insert county] County, Illinois, as follows:

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

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

Adopted this ____ day of _____, 20__.

Attested by: _____, Board President

Attested by: _____, Board Secretary

School Board

Uniform Grievance Procedure 1

A student, parent/guardian, employee, or community member should notify any District Complaint Manager if he or she believes that the School Board, its employees, or its agents have violated his or her rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy², or have a complaint regarding any one of the following:³

1. Title II of the Americans with Disabilities Act ⁴
2. Title IX of the Education Amendments of 1972
3. Section 504 of the Rehabilitation Act of 1973 ⁵
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law requires this subject matter be covered by policy and controls this policy's content. 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. Employee grievance procedures are a mandatory subject of bargaining and cannot be changed without the employee exclusive representative's consent. This policy is in addition to, and not a substitute for, the employee grievance procedure contained in a collective bargaining agreement.

A grievance procedure is required by many civil rights acts and implementing regulations, including those listed. *For the sake of consistency and ease of administration, this policy consolidates all board grievance procedures into one policy, except those contained in collective bargaining agreements. See the cross references for the policies referring to this uniform grievance procedures policy.*

² Including the phrase "guaranteed by the State or federal Constitution, State or federal statute, or Board policy" broadens the scope of this policy beyond the items listed. Consult the board attorney regarding whether to retain this phrase and/or to otherwise limit the scope of this policy.

³ ~~Attorneys disagree whether~~ The Individuals with Disabilities Education Act (IDEA) ~~should be~~ ^{is not} included in the list of statutes that may serve as the basis of a grievance, ~~and attorneys disagree whether it should be.~~ Many believe that IDEA provides the exclusive remedy; others believe that including IDEA allows parents an opportunity to get their position before the board. Unique and specific complaint resolution mechanisms are expressly provided under IDEA, Article 14 of the School Code, and their respective implementing regulations. These mechanisms follow: (1) IDEA at 20 U.S.C. §1415 (procedural safeguards-mediation and due process); (2) IDEA regulations at 34 C.F.R. §§300.151-300.153 (state complaints), 300.506 (mediation), and 300.507 et seq. (due process); (3) School Code at §§14/8.02a (mediation and due process) and 14/8.02b (expedited due process); and (4) special education regulations at 23 Ill.Admin.Code §§226.560 (State complaints), 226.570 (mediation), and Subpart G (due process). A board that would like to include IDEA should consult the board attorney.

⁴ The Americans with Disabilities Act Amendments Act (ADAAA), Pub. L. 110-325, made significant changes to the Americans with Disabilities Act's definition of disability by broadening the scope of coverage. ~~The ADAAA~~ also overturned a series of U.S. Supreme Court decisions that interpreted the Americans with Disabilities Act of 1990 in a way that made it difficult to prove that impairments were a disability. The U.S. Equal Employment Opportunity Commission's (EEOC) regulations, 29 C.F.R. Part 1630, at: www.eeoc.gov/laws/types/disability_regulations.cfm.

Boards should consult with their attorneys regarding how the ADAAA and its implementing regulations impact their districts.

Title II of the ADA of 1990 also includes website accessibility. Addressing website accessibility is complicated. Many entities addressing website accessibility use *Web Content Accessibility Guidelines* (WCAG) 2.0, a frequently cited accessibility standard that contains guidelines developed by a private group of accessibility experts. WCAG 2.0 is the standard the U.S. Dept. of Justice referenced in its recent Title II rulemaking; however, it is not adopted as the formal legal standard for public accommodation websites. While it is not adopted as the formal legal standard for public accommodation websites, it has been used in many consent decrees and settlement agreements. See www.w3.org/TR/WCAG20/.

⁵ See *f/n 23's* discussion of website accessibility above. To avoid allegations that a district violated Section 504 of the Rehabilitation Act of 1973 and Title II of the ADA of 1990, many attorneys suggest that school districts' websites meet the WCAG 2.0 guidelines. But see the discussion in *f/n 2* of policy 8:70, *Accommodating Individuals with Disabilities*.

5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e *et seq.*
6. Sexual harassment ([State Officials and Employees Ethics Act](#)), Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972) ⁷
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60 (~~P.A. 100-29, final citation pending~~)⁸
8. Bullying, 105 ILCS 5/27-23.7 ⁹
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children ¹⁰

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

6 5 ILCS 430/70-5(a), amended by P.A. 100-554, requires governmental entities (including school districts) to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment. Unlike the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as *policies*. 105 ILCS 5/10-20.5. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. 105 ILCS 5/10-20.

The policy must include, at a minimum:

- (1) a prohibition on sexual harassment;
- (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights;
- (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/); and
- (4) the consequences:
 - (a) of a violation of the prohibition on sexual harassment; and
 - (b) for knowingly making a false report.

Id. See policy 5:20, *Workplace Harassment Prohibited*.

⁷ Consult the board attorney to ensure the district's nondiscrimination coordinator and complaint managers are trained to appropriately respond to allegations of discrimination based upon bullying and/or sexual violence under Title IX's sexual harassment umbrella. –In September 2017, the U.S. Dept. of Education (DOE) withdrew its sexual violence Title IX guidance issued in 2011 and 2014, which mandated procedures for processing student-on-student sexual conduct, including using a preponderance of the evidence standard for student discipline. The U.S. Dept. of Education DOE has issued interim guidance until new rulemaking is promulgated: *Q&A on Campus Sexual Misconduct* (OCR September 2017) at: www2.ed.gov/about/offices/list/ocr/docs/qa-title-ix-201709.pdf?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term= An earlier guidance document also highlights appropriate responses to sexual violence under Title IX. See *Revised Sexual Harassment Guidance: Harassment of Student by School Employees, Other Students, or Third Parties, January 2001* at: www2.ed.gov/offices/OCR/archives/pdf/sbguide.pdf.

Consult the board attorney regarding proper filing and storage of these investigation documents, including whether certain student-related investigation documents are *sole possession records*, a Family Policy Compliance Office (FPCO)-created *an* exemption to the Family Education Rights Privacy Act (FERPA). See *Letter to Ruscio*, 115 LRP 18601 (FPCO 12-17-14).

⁸ 105 ILCS 5/10-20.60 (~~final citation pending~~), added by P.A. 100-29, ~~eff. 1-1-18~~, requires schools to implement the Ill. sex equity grievance procedures when processing student complaints about breastfeeding accommodations. Complainants must be informed that the board's decision may be appealed to the Regional Superintendent and, thereafter, to the State Superintendent. 23 Ill.Admin.Code §-200.40. Note: Certain claims brought under Sec. 10-20.60 (~~final citation pending~~) may also be covered by the anti-discrimination protections of Title IX; consult the board attorney for further advice. Guidance from U.S. Dept. of Education on Title IX requirements for pregnant and parenting students (June 2013) is available at: www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf.

⁹ All districts must have a policy on bullying, 105 ILCS 5/27-23.7. See policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. The inclusion of *bullying* in the list of topics that may serve as the basis of a grievance furthers the obligation to communicate this policy to students and their parents/guardians.

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/ 11
15. Misuse of genetic information (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. 12
16. Employee Credit Privacy Act, 820 ILCS 70/ 13

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

10 Parents/guardians of educationally disadvantaged children may sue a district for misuse of funds allocated by State law for the benefit of such children. *Noyola v. Bd. of Educ.*, 171 Ill.2d 121 (Ill. 1997); (affirming the appellate court's conclusion in *Noyola v. Bd. of Educ.*, 284 Ill.App.3d 128 (1st Dist. 1996) that parents/guardians may pursue a claim to enforce the requirements of the School Code but holding that the proper action for enforcement is by means of mandamus not an implied right of action).

11 The Ill. ~~inois~~ Whistleblower Act (740 ILCS 174/) includes school districts in the definition of employer. It protects employees from employer retaliation for disclosing information to a government or law enforcement agency. Section 15 also contains language prohibiting employers from retaliating against employees who disclose information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding where the employee has reasonable cause to believe that the information reveals a violation of a State or federal law, rule or regulation. The ~~Public Act also amends the Ill.inois~~ Whistleblower Reward and Protection Act. (740 ILCS 175/). ~~includes school districts in its~~ definition of ~~State~~ ~~includes school districts~~. A strict interpretation of this language appears to allow school boards to collect civil penalties and costs against someone making a false claim. Before disciplining any employee, ~~B~~boards should thoroughly investigate the ramifications of ~~this Public Act~~ ~~these acts~~ in consultation with their attorney and liability insurance carriers.

12 The Genetic Information Nondiscrimination Act (GINA, 42 U.S.C. §2000ff et seq.) is a federal law. Title I addresses the use of genetic information pertaining to health insurance. Title II protects job applicants, current and former employees, labor union members, and apprentices and trainees from discrimination based on their genetic information. GINA covers employers with 15 or more employees.

GINA broadly defines genetic information to include information about an individual's genetic tests, their family members, and, among other things, the manifestation of a disease or disorder in the individual or the individual's family members. Information about an individual's or family member's age or gender is excluded from genetic information. Its remedies mirror those available under a Title VII of the Civil Rights Act claim: back pay, reinstatement, attorneys' fees and compensatory and punitive damages. Retaliation against an individual who brings a claim under GINA is also prohibited. Federal regulations ~~are available at 29 C.F.R. Part 1635, and background information on these regulations have been proposed and are~~ available at: www.eeoc.gov/policy/docs/ganda_geneticinfo.html. An FAQ titled, *FAQs on the Genetic Information Nondiscrimination Act* is available at: www.dol.gov/ebsa/faqs/faq-GINA.html.

The Ill. Genetic Information Protection Act (GIPA, 410 ILCS 513/, amended by P.A. 100-396, ~~eff. 1-1-18~~) also prohibits employers from making employment decisions on the basis of any employee's genetic testing information and from penalizing employees who do not want to disclose their genetic information as part of a workplace wellness program. GIPA includes the federal GINA's definition of genetic information and creates more stringent obligations on Ill. employers. While the federal GINA exempts small employers (those with less than 15 employees), Illinois' GIPA covers all employers, even those with one employee. GIPA also provides penalties for negligent and intentional mishandling of genetic information. Note that Title II of GINA does not preempt GIPA's greater protections to Illinois employees.

Before using any sort of genetic information, consult the board attorney for guidance regarding GINA's and GIPA's specific applications to the district and how these laws integrate with other related federal laws, such as the Family Medical Leave Act and the ADA, and State laws governing time off for sickness and workers' compensation.

13 820 ILCS 70/. Unless a satisfactory credit history is an *established bona fide occupational requirement* of a particular position, an employer may not: (1) refuse to hire, discharge, or otherwise discriminate against an individual with respect to employment because of the individual's credit history or credit report; (2) inquire about an applicant's or employee's credit history; or (3) order or obtain an applicant's or employee's credit report from a consumer reporting agency. The Act identifies circumstances that permit a satisfactory credit history to be a job requirement, such as, when the position's duties include custody of or unsupervised access to cash or marketable assets valued at \$2,500 or more. A person who is injured by a violation of this Act may bring a civil action to obtain injunctive relief and/or damages. 820 ILCS 70/25. The court must award costs and reasonable attorneys' fees to a prevailing plaintiff.

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 ~~the~~^{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 equitable¹⁴ resolution of a complaint filed ~~here~~^{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 gender.¹⁵ The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed.

For any complaint alleging bullying and/or cyber-bullying 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 policy 2:260, *Uniform Grievance Procedure*.

Investigation

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf.¹⁶ The Complaint Manager shall ensure both parties have an equal

¹⁴ The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹⁴ The phrase "prompt and equitable resolution" comes from Title IX implementing regulation 34 C.F.R. §106.8(b) which requires schools to "adopt and publish grievance procedures providing for prompt and equitable resolution of student and employee complaints" of sex discrimination.

¹⁵ This is a best practice.

¹⁶ This policy gives complaint managers the flexibility to appoint another individual to conduct an investigation, which may be appropriate in cases where the neutrality or efficacy of the complaint manager is an issue, and/or where the district wishes to have the expertise and related attorney-client and work product privileges that an in-house or outside attorney may afford an investigation. Such alternative appointments are often made in consultation with the superintendent or other district-level administrator (except in cases involving complaints about those individuals).

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 of 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 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 ~~of sexual harassment~~ contains allegations involving the Superintendent, 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.¹⁷

Within 10 school business days after receiving the Superintendent's decision, the Complainant or the accused may appeal the decision to the 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 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 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, within 30 school business days after receiving the Complaint Manager'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.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹⁷ *Preponderance of evidence* is a standard of proof in civil cases. It means "evidence which is of greater weight or more convincing than the evidence which is offered in opposition to it; that is, evidence which as a whole shows that the fact sought to be proved is more probable than not." See *Black's Law Dictionary*, 9th ed. 2009.

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.¹⁸

Appointing a Nondiscrimination Coordinator and Complaint Managers¹⁹

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.²⁰

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, addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers.²¹

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹⁸ The Ill. sex equity regulations require districts to have "specific timelines for completion of each step and rendering of a written decision, and shall provide for final appeal of grievance decisions made at the system level to the system's governing board." 23 Ill.Admin.Code §200.40. To avoid arguments over these timelines, this sample policy provides that the failure to strictly follow the timelines does not prejudice any party. The grievance procedure is worthless if complaints are not thoroughly and promptly investigated.

¹⁹ Title IX regulations require districts to identify the name, address, and telephone number of the person who is responsible for coordinating the district's compliance efforts. OCR prefers that school districts make Title IX information and coordinators visible to the community, and it has provided materials designed to remind schools of their obligation to designate a Title IX coordinator. These materials include: (a1) a *Dear Colleague Letter on Title IX Coordinators*; (b2) a *Letter to Title IX Coordinators* that provides them with more information about their role; and (e3) a *Title IX Resource Guide* that includes an overview of Title IX's requirements with respect to several key issues. See www2.ed.gov/policy/rights/guid/ocr/title-ix-coordinators.html.

While the names and contact information are required by law to be listed, they are not part of the adopted policy and do not require board action. This allows for additions and amendments to the names and contact information when necessary. It is important for updated names and contact information to be inserted into this policy and regularly monitored.

²⁰ Best practice is that throughout the district's board policy manual, the same individual be named as Nondiscrimination Coordinator. In contrast, Complaint Managers identified in individual policies may vary depending upon local district needs.

²¹ The board may include the following option to address publication of such contact information:

"The Superintendent or designee shall ensure that students, parents/guardians, employees, and members of the community are informed of the contact information for the District's Nondiscrimination Coordinator and Complaint Managers on an annual basis."

Publicizing the contact information for the Nondiscrimination Coordinator and Complaint Managers through personnel handbooks, student handbooks, and/or on the district's website is a best practice. 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.

Nondiscrimination Coordinator:

Name

Address

Email

Telephone

Complaint Managers:

Name

Address

Email

Telephone

Name

Address

Email

Telephone

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.
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 (P.A. 100-29, final citation pending), 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), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 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), 7:310 (Restrictions on Publications: Elementary Schools), 7:315 (Restrictions on Publications: High Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

Commented [MB1]: Added because 2:260 is cross referenced by 7:15.

Commented [MB2]: Added because 2:260 is noted in 7:310-A as a mechanism to resolve a complaint.

Commented [MB3]: Added because 2:260 is noted in 7:310-A as a mechanism to resolve a complaint, and 7:310-AP can be renumbered 7:315-AP for use by high school districts in conjunction with 7:315.

Commented [MB4]: Added because 2:260 is noted in 8:95-AP as a policy which provides opportunities for parental involvement.

Operational Services

Incurring Debt ¹

The Superintendent shall provide early notice to the School Board of the District's need to borrow money. The Superintendent or designee² shall prepare all documents and notices necessary for the Board, at its discretion, to: (1) issue State Aid Anticipation Certificates,³ tax anticipation warrants,⁴ working cash fund bonds,⁵ bonds,⁶ notes,⁷ and other evidence of indebtedness,⁸ or (2) establish a line of credit with a bank or other financial institution.⁹ The Superintendent shall notify the State Board of Education before the District issues any form of long-term or short-term debt that will result in outstanding debt that exceeds 75% of the debt limit specified in State law. ¹⁰

Bond Issue Obligations ¹¹

In connection with the Board's issuance of bonds, the Superintendent shall be responsible for ensuring the District's compliance with federal securities laws, including the anti-fraud provisions of

Commented [DJ1]: For continuous improvement purposes, a new, optional section has been added to expressly address districts' obligations to comply with federal securities laws in connection with bond issues, and authorize the creation of written procedures to protect the status of tax-exempt (or otherwise tax-advantaged) bonds issued by a board. See f/n 11 for further detail.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law controls this policy's content. School districts are subject to a statutory debt limitation (105 ILCS 5/19-1(a)); other provisions in 5/19-1 contain exceptions. Not all forms of indebtedness are subject to the statutory debt limitations. Before incurring any debt, the board must be certain that the debt will be within the district's debt limitation.

² Boards that employ business managers may want to substitute "Business Manager", "Chief School Business Official", or another locally-equivalent title for "Superintendent or designee" and "Superintendent" as they appear throughout this policy; the business manager most commonly performs the duties described in this policy.

³ 50 ILCS 420/1 et seq. and 105 ILCS 5/18-18.

⁴ 105 ILCS 5/17-16.

⁵ 105 ILCS 5/20-2, 5/20-4, and 5/20-5; 30 ILCS 305/2.

⁶ 105 ILCS 5/19-1 et seq.; 30 ILCS 350/.

⁷ 50 ILCS 420/0.01 et seq. A district may borrow money and issue bonds for the purposes stated in 105 ILCS 5/19-3, provided the board properly adopted an election referendum and subsequently the voters approved the proposition. ~~(10 ILCS 5/28-2).~~ Districts have the authority to issue bonds for certain purposes without a referendum, e.g., School Fire Prevention and Safety Bonds, Working Cash Fund Bonds, Funding Bonds, and Insurance Reserve Bonds.

⁸ Other types of indebtedness include funding bonds and refunding bonds (105 ILCS 5/19-1 et seq.), as well as debt certificates and alternate bonds authorized by the Local Government Debt Reform Act (30 ILCS 350/).

⁹ 105 ILCS 5/17-17.

¹⁰ 105 ILCS 5/19-1.

¹¹ Optional. This subhead is offered for boards that want to: (1) expressly address their obligations to comply with federal securities laws; and (2) authorize the creation of written procedures to protect the status of tax-exempt (or otherwise tax-advantaged) bonds issued by the board. As a matter of best practice and to reduce potential future liabilities, many attorneys recommend that board policy address these obligations. Consult the board attorney and/or bond counsel for guidance.

The Internal Revenue Service strongly encourages, but does not currently require, issuers of tax-exempt bonds to establish written post-issuance compliance monitoring procedures. For guidance regarding the recommended content of such procedures, see IRS Publication 4079, Tax-Exempt Governmental Bonds, at: www.irs.gov/pub/irs-pdf/p4079.pdf. Such procedures may be included in a written bond resolution for a specific bond issue, and/or they may be established more generally. Consult the board attorney and/or bond counsel regarding the establishment of such procedures for tax-exempt bonds.

If a board does not accept this subhead, delete the Administrative Procedure Reference and the following Legal References: Securities Act of 1933, 15 U.S.C. §77a et seq.; Securities Exchange Act of 1934, 15 U.S.C. §78a et seq.; and 17 C.F.R. §240.15c2-12.

the Securities Act of 1933, as amended¹² and, if applicable, the continuing disclosure obligations under Rule 15c2-12 of the Securities Exchange Act of 1934, as amended.¹³

Additionally, in connection with the Board's issuance of bonds, the interest on which is excludable from gross income for federal income tax purposes, or which enable the District or bond holder to receive other federal tax benefits, the Board authorizes the Superintendent to establish written procedures for post-issuance compliance monitoring for such bonds to protect their tax-exempt (or tax-advantaged) status.

The Board may contract with outside professionals, such as bond counsel and/or a qualified financial consulting firm, to assist it in meeting the requirements of this subsection.¹⁴

LEGAL REF.: Securities Act of 1933, 15 U.S.C. §77a et seq.
Securities Exchange Act of 1934, 15 U.S.C. §78a et seq.
17 C.F.R. §240.15c2-12.
Bond Authorization Act, 30 ILCS 305/2.-and
Bond Issue Notification Act, 30 ILCS 352/1-et seq.
Local Government Debt Reform Act, 30 ILCS 350/.
Tax Anticipation Note Act, 50 ILCS 420/.
105 ILCS 5/17-16, 5/17-17, 5/18-18, and 5/19-1 et seq.

CROSS REF.: 4:10 (Fiscal and Business Management)

ADMIN. PROC.: 4:40-AP (Preparing and Updating Disclosures)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹² 15 U.S.C. §77g.

¹³ 17 C.F.R. §240.15c2-12. See 4:40-AP, *Preparing and Updating Disclosures*, for a detailed set of sample procedures designed to facilitate a district's compliance with disclosure requirements of federal securities laws.

¹⁴ Delete the last paragraph of this subsection if the board does not want to include a sentence in this policy that addresses the use of outside professionals for assistance with compliance. Boards that regularly utilize outside professionals to assist them in meeting bond disclosure requirements may want to include this language to memorialize their current practice. Contracts for the services of individuals possessing a high degree of professional skill, such as attorneys and financial consultants, are exempt from competitive bidding requirements. 105 ILCS 5/10-20.21(a)(i).

General Personnel

Workplace Harassment Prohibited ¹

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 race, religion², national origin, sex, sexual orientation, age, citizenship status, disability, or 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 policy 7:20, *Harassment of Students Prohibited*.

The District will take remedial and corrective action to address unlawful workplace harassment, including sexual harassment.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content. Federal law requires districts to take action to prevent sexual harassment and to disseminate a policy regarding its prohibition of sex discrimination. 29 C.F.R. §1604.11(f); 34 C.F.R. §106.9. Harassment based on a protected status is a form of discrimination that violates many State and federal laws (see the policy's Legal References).

Workplace harassment policies have typically focused on *sexual* harassment since it receives the most attention. However, the broad prohibitions against discrimination in State and federal civil rights laws will cover harassing conduct that is motivated by animus against any protected status. See *Porter v. Erie Foods International, Inc.*, 576 F.3d 629 (7th Cir. 2009) (recognizing a cause of action for race harassment). For a list of protected statuses, see policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. This policy prohibiting harassment has a separate section on sexual harassment because of the extensive statutory and case law regarding it.

An employer is liable under Title VII of the Civil Rights Act of 1964 (Title VII) for an employee's harassment of a co-worker if the employer was negligent with respect to the offensive behavior by, for example, failing to take remedial action when it knew or should have known about the harassment. 42 U.S.C. §2000e *et seq.* However, when the perpetrator is the victim's supervisor, the employer will be vicariously liable for the supervisor's actions. Lack of knowledge of a supervisor's misconduct is no defense. *Burlington Industries v. Ellerth*, 524 U.S. 742 (1998); *Faragher v. City of Boca Raton*, 524 U.S. 775 (1998). A *supervisor* is someone who has the authority to demote, discharge, or take other negative job action against the victim. *Vance v. Ball State University*, 133 S.Ct. 2434 (2013). Note that the Ill. Human Rights Act (IHRA, 775 ILCS 5/2-102(D)) imposes strict liability on the employer when an employee has been sexually harassed by supervisory personnel regardless of whether the harasser has any authority over the complainant. *Sangamon County Sheriff's Dept. v. Ill. Human Rights Com'n*, 233 Ill.2d 125 (Ill. 2009).

Not all harassing conduct is unlawful discrimination, even if it is disruptive and hurtful. If a board wants to include language in this policy prohibiting employees from engaging in intimidating or offensive conduct that is *not* a civil rights violation, it should consult the board attorney.

² Section 2-102 of the IHRA, amended by P.A. 100-100, contains a new *religious discrimination* subsection. It expressly prohibits employers from requiring a person to violate a sincerely held religious belief to obtain or retain employment unless, after engaging in a bona fide effort, the employer demonstrates that it is unable to reasonably accommodate the employee's or prospective employee's sincerely held religious belief, practice, or observance without undue hardship on the conduct of the employer's business. Religious beliefs include, but are not limited to: the wearing of any attire, clothing, or facial hair in accordance with the requirements of his/her religion. 775 ILCS 5/2-102(E-5). Employers may, however, enact a dress code or grooming policy that restricts attire, clothing, or facial hair to maintain workplace safety or food sanitation. *Id.*

Sexual Harassment Prohibited ³

The School District shall provide a workplace environment free of ~~unwelcome sexual advances, requests for sexual favors, and other verbal, or physical, or other~~ conduct, or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law.

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.⁴ Sexual harassment prohibited by this policy includes, but is not limited to, verbal, ~~or physical, or other~~ conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment, or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Complaint; Enforcement ⁵

~~Employees are encouraged to promptly report information regarding violations of this policy.⁶ Employees may choose to report to a person of the employee's same gender. Every effort should be~~

~~The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.~~

³ The IHRA (775 ILCS 5/2-102(D)) provides that sexual harassment is a civil rights violation:

For any employer, employee, agent of any employer, employment agency or labor organization to engage in sexual harassment; provided, that an employer shall be responsible for sexual harassment of the employer's employees by non-employees or non-managerial and non-supervisory employees only if the employer becomes aware of the conduct and fails to take reasonable corrective measures.

~~The State Officials and Employees Ethics Act (5 ILCS 430/70-5(a), amended by P.A. 100-554) requires governmental entities (including school districts) to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment. Unlike the powers granted by the Ill. General Assembly to municipalities to pass ordinances, school boards govern by rules referred to as policies. 105 ILCS 5/10-20.5. Further, school boards may only exercise powers given to them that are consistent with the School Code that may be requisite or proper for the maintenance, operation, and development of any school or schools under the jurisdiction of the board. 105 ILCS 5/10-20.~~

~~The policy must include, at a minimum: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act (740 ILCS 174/), and the IHRA (775 ILCS 5/); and (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report. Id.~~

⁴ This definition is from State and federal law. 775 ILCS 5/2-101(E) and 29 C.F.R. §1604.11. The harassing conduct must be severe or pervasive so as to alter the conditions of the employee's work environment by creating a hostile or abusive situation. *Williams v. Waste Management*, 361 F.3d 1021 (7th Cir. 2004). The surrounding circumstances, expectations, and relationships will distinguish between teasing or rough-housing and conduct that a reasonable person would find severely hostile or abusive. In addition, while same-sex gender harassment claims are actionable, the victim must show that s/he suffered disadvantageous employment conditions to which members of the other sex were not exposed. *Oncale v. Sundown Offshore Services*, 535 U.S. 75 (1998).

⁵ See *Berry v. Delta Airlines*, 260 F.3d 803, 811 (7th Cir. 2001) ("If an employer takes reasonable steps to discover and rectify the harassment of its employees ... it has discharged its legal duty.")

~~In addition to violating other civil rights laws, a school district violates the public accommodations article in the IHRA if it fails to take corrective action to stop severe or pervasive harassment. 775 ILCS 5/5-102 and 5/5-102.2.~~

⁶ ~~School districts are not required to train employees regarding workplace harassment, including sexual harassment; however it is best practice. For districts that wish to provide such trainings, best practices suggest annual trainings work best, including on applicable board policies and procedures, what constitutes workplace harassment, complaint and enforcement mechanisms, and employees' legal rights.~~

made to file such complaints as soon as possible, while facts are known and potential witnesses are available.

Aggrieved ~~employees~~persons, ~~who 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.

~~Employees should report claims of harassment to the Nondiscrimination Coordinator and/or use Board policy 2:260, *Uniform Grievance Procedure*, and/or use the Board policy 2:260, *Uniform Grievance Procedure*. Employees may choose to report to a person of the employee's same sex. There are no express time limits for initiating complaints and grievances under this policy; however, every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available.~~

Whom to Contact with a Report or Complaint ⁷

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.⁸ 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 according to that policy, in addition to any response required by this policy 5:20, *Workplace Harassment Prohibited*.

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

Nondiscrimination Coordinator:

Name

Address

Email

Telephone

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁷ Title IX regulations require districts to identify the name, address, and telephone number of the person who is responsible for coordinating the district's compliance efforts. A policy should not be adopted with a person's name in it; rather, the identifying information can be added and amended as necessary.

⁸ 5 ILCS 430/70-5(a), amended by P.A. 100-554, requires that a school board policy prohibiting sexual harassment include details for reporting an allegation of sexual harassment, including options for making a confidential report to a supervisor and an ethics officer. 5 ILCS 430/20-23 defines *ethics officers* as being designated by State agencies under the jurisdiction of the Executive Ethics Commission. School districts are not State agencies (5 ILCS 430/1-5) and do not have ethics officers; thus, this sample policy substitutes Complaint Manager for ethics officer.

Complaint Managers:

Name	Name
Address	Address
Email	Email
Telephone	Telephone

Investigation Process

Supervisors, Building Principals, or administrators who receive a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. A 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 a Complaint Manager becomes aware of an allegation, regardless of whether a written report or complaint is filed.

Enforcement ⁹

A violation of this policy by an employee may result in discipline, up to and including discharge.¹⁰ 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 ~~employee~~ person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, up to and including discharge.¹¹

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 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/). ¹²

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁹ See *Berry v. Delta Airlines*, 260 F.3d 803, 811 (7th Cir. 2001) ("If an employer takes reasonable steps to discover and rectify the harassment of its employees ... it has discharged its legal duty.")

In addition to violating other civil rights laws, a school district violates the *public accommodations* article in the IHRA if it fails to take corrective action to stop severe or pervasive harassment. 775 ILCS 5/5-102 and 5/5-102.2.

¹⁰ 5 ILCS 430/70-5(a), amended by P.A. 100-554 (consequences of a violation of the prohibition on sexual harassment).

¹¹ Id. (consequences for knowingly making a false report of sexual harassment).

¹² Id. (prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act (740 ILCS 174/), and the IHRA (775 ILCS 5/)).

Crawford v. Metro. Gov't of Nashville & Davidson County, 555 U.S. 271 (2009) (holding the anti-retaliation provision in EEOA protects an employee who spoke out about harassment, not only on his or her own initiative, but also in answering questions during an employer's internal investigation).

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 ¹³

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 and applicants of this policy, which shall include reprinting this policy in the appropriate handbooks.¹⁴

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹³ 5 ILCS 430/70-5(a), amended by P.A. 100-554, (how an individual can report an allegation of sexual harassment, including options for making a confidential report to the Inspector General or the Ill. Dept. of Human Rights). This sample policy does not reference the Inspector General because the Inspector General does not have jurisdiction over public school districts. 5 ILCS 430/1.

¹⁴ A district must notify employees of the grievance procedure and the person(s) designated to coordinate the district's compliance with Title IX. 34 C.F.R. §§106.8(a). The nondiscrimination coordinator can be the same individual for both this policy and policy 7:10, *Equal Educational Opportunities*, as well as the complaint manager in policy 2:260, *Uniform Grievance Procedure*. A comprehensive faculty handbook can provide required notices, along with other important information to recipients. The handbook can be developed by the building principal, but should be reviewed and approved by the superintendent and board. Any *working conditions* contained in the handbook may be subject to mandatory collective bargaining.

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), 5/2-102(D), 5/2-102(E-5), 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. Sundown 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), 5:10 (Equal Employment Opportunity and Minority Recruitment), 7:20 (Harassment of Students Prohibited)

General Personnel

Copyright ¹

Works Made for Hire ²

The Superintendent shall manage the development of instructional materials and computer programs by employees during the scope of their employment in accordance with State and federal laws and School Board policies. Whenever an employee is assigned to develop instructional materials and/or computer programs, or otherwise performs such work within the scope of his or her employment, it is assured the District shall be the owner of the copyright.

Copyright Compliance

While staff members may use appropriate supplementary materials, it is each staff member's responsibility to abide by the District's copyright compliance procedures and to obey the copyright laws. The District is not responsible for any violations of the copyright laws by its staff or students. A staff member should contact the Superintendent or designee whenever the staff member is uncertain about whether using or copying material complies with the District's procedures or is permissible under the law, or wants assistance on when and how to obtain proper authorization. No staff member shall, without first obtaining the permission of the Superintendent or designee, install or download any program on a District-owned computer. At no time shall it be necessary for a District staff member to violate copyright laws in order to properly perform his or her duties.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content. Creators of original materials, including materials posted on the Internet, are granted exclusive rights, known as *copyrights* (17 U.S.C. §101 *et seq.*). These exclusive rights include reproducing and publicly performing the work. Congress granted some exceptions to exclusive rights for schools, including §107 on fair use, §108 on library reproduction and archiving, §109 on first sale, and §110 on classroom performance and display. If not covered by an exception, the copyright owner's permission must be sought before a work can be copied or performed. The fine for failing to comply with copyright law is steep making the cost of consulting with the board attorney a bargain.

² In evaluating a work made for hire claim, courts consider a non-exhaustive list of factors, including: (1) the hiring party's right to control the manner and means by which the product is accomplished; (2) the skill required to create the material; (3) the location of the work; (4) the duration of the relationship between the parties; (5) whether the hiring party has the right to assign additional projects to the hired party; and (6) the provision of employee benefits. *Shanton v. St. Charles Community Unit Sch. Dist. 303*, 2017 WL 4865536 (N.D.Ill. 2017)(citing *Community for Creative Non-Violence v. Reid*, 490 U.S. 730 (1989)).

Copyright Infringement; Designation of District Digital Millennium Copyright Act (DMCA) Agent ³

The employee listed below receives complaints about copyright infringement within the use of the District's online services. The Superintendent or designee will register this information with the federal Copyright Office as required by federal law.

District DMCA Agent:

Name

Address

Email

Telephone

LEGAL REF.: Federal Copyright Law of 1976, 17 U.S.C. §101 et seq.
105 ILCS 5/10-23.10.

CROSS REF.: 6:235 (Access to Electronic Networks)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

³ Optional. Before using this text, **consult the board attorney to first identify whether the District is an *online service provider* (OSP) under the DMCA.** The DMCA is an amendment to 17 U.S.C. §101 et seq. The amendment provides limitations on OSP liability for storage, at the direction of a user, of copyrighted material residing on a system or network controlled or operated by or for the OSP. This liability limitation is called the *Safe Harbor Provision* (SHP). **If a district is an OSP, the SHP provision will only not apply if the district ~~does not~~ designates, publicizes, and registers a DMCA Agent with the federal Copyright Office (at publication time, registration was ~~\$6105~~).**

Districts that may benefit from the SHP are those which operate or contract to operate the following types of websites: file and information sharing sites; blogs that allow guests to post content; social media sites; and other sites that accept, publish or host content created and submitted by other parties. For further steps to designate a DMCA agent, see 5:170-AP4, *Designation of District Digital Millennium Copyright Act (DMCA) Agent; Registration Process*.

A.E.R.O.

SPECIAL EDUCATION COOPERATIVE


Dr. James W. Gunnell
Executive Director

7600 SOUTH MASON AVENUE
BURBANK, ILLINOIS 60459-1297

Office (708) 496-3330
Fax (708) 496-3920
TTY (708) 496-0163
www.aerosped.org

May 22, 2018

TO: A.E.R.O. District Superintendents

FROM: James W. Gunnell, Ed. D., Executive Director 

RE: FY19 A.E.R.O. Budget Approvals

At its regularly scheduled meeting on Monday, May 21, 2018, the A.E.R.O. Governing Board approved the proposed FY19 budget for distribution to member districts for their approval. The A.E.R.O. Executive Board previously approved the proposed FY19 A.E.R.O. Budget on Wednesday, May 2, 2018.

Please place this document on your June Board of Education Agendas for approval action, and notify me of the results of that action in writing. Attached is a two-page summary and a copy of the FY19 Budget. This may prove to be helpful to you during this process.

Upon adoption by the A.E.R.O. Governing Board in July, copies of the budget will be available on the official ISBE form if you would like one. Please call Maggie Lesniak or me if more information is needed, or if you need any additional copies of the budget.

Thank you in advance for your help in finalizing this process prior to the July Governing Board Budget Hearing being held on July 16, 2018 is appreciated.

Thank you.

JWG/am

cc: Mrs. Cindy McSweeney, President A.E.R.O. Governing Board
Mr. Frank Patrick, President, A.E.R.O. Executive Board
Maggie Lesniak, CSBO



Serving School Districts:

104 Summit • 108 Willow Springs • 109 Indian Springs • 110 Central Stickney • 111 Burbank • 122 Ridgeland
124 Evergreen Park • 217 Argo Community • 220 Reavis • 229 Oak Lawn Community • 231 Evergreen Park Community

A.E.R.O. SPECIAL EDUCATION COOPERATIVE

2018-2019 BUDGET SUMMARY

I. Direct Expenses

When the FY19 A.E.R.O. Special Education Cooperative Budget of \$24,242,603 is compared to the FY18 Budget of \$23,619,548, there is an overall increase of \$623,055. This \$623,055 represents an increase of 2.6%.

	FY18	FY19 INCREASE	FY19
TOTAL AERO PROGRAM BUDGET DIRECT COST	\$23,619,548	\$623,055	\$24,242,603
TOTAL % CHANGE IN AERO BUDGET FROM PRIOR YEAR	1.9%		2.6%

II. Budget Summary

The 2.6% increase is largely attributed to the terms and conditions of the 2014-2019 Collective Bargaining Agreement which includes a 2% salary increase. Please note that the increase in Direct Expenses is only 1.8% when excluding the costs associated with the Strategic Planning Initiatives. The following items are also accounted for in the overall FY19 budget:

- Workers compensation is projected to have a 20% increase due to a few large claims.
- Employee medical benefits are projected to have an increase of 13.85% for the PPO and 11.04% for the HMO. A 2% increase is also accounted for in dental insurance costs.
- Significant savings in salaries and benefits are a result of staff attrition; approximate savings in salaries & benefits for retirees = \$917,754.
- The Proposed FY19 Budget reflects the purchase of one (1) Suburban vehicle. The replacement of one vehicle will maintain our replacement schedule.
- Staffing patterns and classroom allocations are adjusted to meet enrollment projections. The STAR program is reduced by one classroom while the Early Childhood, PRIDE, and CONNECT programs each increased by one classroom.

The following enhancements are included in the Proposed FY19 Budget:

- Strategic Planning Initiatives
 - ▶ Continued exploration of state of the art facilities for all A.E.R.O. programs including a new facility.
 - ▶ Develop, implement, and expand the use of technology in all areas of instruction for all students.
 - Create a parent portal to increase communication between home and school.
 - Replacement of “smart board technology” in A.E.R.O. classrooms.

A.E.R.O. SPECIAL EDUCATION COOPERATIVE
2018-2019 BUDGET SUMMARY
Page 2

A.E.R.O. Programs at a Glance

	FY19
PROGRAM	ANNUAL COST/ STUDENT
EC 1/2 DAY	\$29,885
CD	\$35,928
FALP	\$35,565
MN	\$49,938
STAR	\$41,865
PRIDE	\$38,419
PRIDE TRANSPORTATION	\$2,947
A.E.R.O. CONNECT	30,053
TRANSITION JOB TRAINING/COACHES	\$3,100
TRANSITION DRS/TS (IN SCHOOL)	\$700
TRANSITION DRS/TS (POST GRAD)	N/A


 JWG/ml
 04/26/18

Resolution 18-017

RESOLUTION OF THE BOARD OF EDUCATION OF RIDGELAND SCHOOL DISTRICT NO. 122, COOK COUNTY, ILLINOIS, ASCERTAINING PREVAILING WAGES

WHEREAS, the State of Illinois has adopted the Prevailing Wage Act, as amended, 820 ILCS 130/0.01 et seq. (the “Act”); and

WHEREAS, the Act requires that the Board of Education of Ridgeland School District Number 122, Cook County, Illinois (the “School District”), investigate and ascertain the prevailing rates of wages, as defined in the Act, for laborers, mechanics, and other workers in the locality of the School District engaged in the construction of public works coming under the jurisdiction of the School District;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Ridgeland School District Number 122, Cook County, Illinois, as follows:

Section 1. To the extent and as provided by the Act, the general prevailing rates of wages, including the rate for legal holiday and overtime work, in this locality for laborers, mechanics and other workers, engaged in the construction of public works coming under the jurisdiction of the School District is hereby ascertained to be the same as the prevailing rate of wages for construction work in the Cook County area, as determined by the Department of Labor of the State of Illinois (the “Department”) and attached to this Resolution as Exhibit A and incorporated herein by reference. As required by the Act, any and all revisions of the prevailing rates of wages by the Department shall supersede the Department’s July determination as attached as Exhibit A, and such revisions shall apply to any and all public works construction undertaken by the School District.

Section 2. Nothing contained in this Resolution shall be construed to apply the general prevailing rates of wages as herein to any work or employment except public works construction of the School District to the extent required by the Act.

Section 3. The Secretary of the School District shall publicly post or keep available for inspection by any interested party in the main office of the School District this determination and any subsequent revisions by the Department to the rates of prevailing wages described herein.

Section 4. The School District shall mail a copy of this determination to any employer and to any association of employers and to any person or association of employees who have filed their names and addresses and have requested copies of any determination stating the particular rates and the particular class of workers whose wages shall be affected by such rates.

Section 5. The Secretary of the School District shall, no later than July 15, 2018, file a certified copy of this Resolution with the Springfield, Illinois Office of the Secretary of State of Illinois and the Department of Labor of the State of Illinois and within 30 days thereafter shall cause the Resolution to be published in a newspaper of general circulation

within the area that the determination is effective. Such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

Section 6. The definition of any terms appearing in this Resolution which are also used in the Act shall be the same as in the Act.

Section 7: All resolutions or ordinances in conflict herewith are hereby repealed insofar as such conflict exists and this Resolution shall take effect immediately upon its passage.

ADOPTED this 21st day of June, 2018, by a roll call vote as follows:

YES: _____

NO: _____

ABSENT: _____

President, Board of Education

Attest:

Secretary, Board of Education

EXHIBIT A

See Cook County Prevailing Wage Rates Effective for May 30, 2018 (Attached)

To All To Whom These Presents Shall Come, Greeting:

I, David Lis, President of the Board of Education, do hereby certify that the attached is a true and correct copy of Resolution number 17-011 adopted by the Ridgeland School District 122 Board of Education on June 21, 2018.

David Lis
President, Board of Education

Ridgeland School District 122

6500 West 95th Street
Oak Lawn, Illinois 60453-2167
Voice: 708/599-5550 ext. 7218 Fax: 708/599-5626
Julie A. Shellberg, M.Ed.
Superintendent
jshellberg@ridgeland122.com



Ridgeland School District 122

Administrative Center

6500 W 95th Street
Oak Lawn, IL 60453
Voice: 708/599-5550
Fax: 708/599-5626

Columbus Manor

9700 S. Mayfield
Oak Lawn, IL 60453
Voice: 708/424-3481
Fax: 708/424-9412
Meghan Dougherty
Principal

Harnew

9101 S. Meade
Oak Lawn, IL 60453
Voice: 708/599-7070
Fax: 708/599-9636
Anthony Gill
Principal

Kolb

9620 S. Normandy
Oak Lawn, IL 60453
Voice: 708/598-8090
Fax: 708/598-6445
Dan McDermott
Principal

Lieb

9101 S. Pembroke
Bridgeview, IL 60455
Voice: 708/599-1050
Fax: 708/599-8189
Gregory N. Porod
Principal

Simmons

6450 W. 95th Street
Oak Lawn, IL 60453
Voice: 708/599-8540
Fax: 708/599-8015
Tracy Flood
Principal

Board of Education

David Lis
President

Christine Glader-Wendt
Vice President

N. Jean Werner
Secretary

Thomas March
Member

Steven Niceforo
Member

Pat Pulver
Member

Jean Reising
Member

June 21, 2018

Secretary of State of Illinois
Attn: Deborah Steller
Index Department
111 E. Monroe Street
Springfield, IL 62756

Dear Deborah:

On Thursday, June 21, 2018, the Board of Education of Ridgeland School District 122 adopted Resolution 18-017, Ascertaining Prevailing Wages. I attest that the enclosed copy was made from the original resolution signed by President David Lis and Secretary N. Jean Werner.

Should you need anything else, please feel free to contact me at (708)599-5550 extension 7218.

Sincerely,

Julie Shellberg
Superintendent

JAS/ afb

Encl: Resolution 18-017

CHALLENGE
+ CARE
SUCCESS

Prevailing Wage rates for Cook County effective Sept. 1, 2017												
Trade Title	Region	Type	Class	Base Wage	Fore- man Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	ALL	ALL		41.20	42.20	1.5	1.5	2	14.65	12.32	0.00	0.50
ASBESTOS ABT-MEC	ALL	BLD		37.46	39.96	1.5	1.5	2	11.62	11.06	0.00	0.72
BOILERMAKER	ALL	BLD		48.49	52.86	2	2	2	6.97	19.61	0.00	0.90
BRICK MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
CARPENTER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
CEMENT MASON	ALL	ALL		44.25	46.25	2	1.5	2	14.00	17.16	0.00	0.92
CERAMIC TILE FNSHER	ALL	BLD		38.56	38.56	1.5	1.5	2	10.65	11.18	0.00	0.68
COMM. ELECT.	ALL	BLD		43.10	45.90	1.5	1.5	2	8.88	13.22	1.00	0.85
ELECTRIC PWR EQMT OP	ALL	ALL		50.50	55.50	1.5	1.5	2	11.69	16.69	0.00	3.12
ELECTRIC PWR GRNDMAN	ALL	ALL		39.39	55.50	1.5	1.5	2	9.12	13.02	0.00	2.43
ELECTRIC PWR LINEMAN	ALL	ALL		50.50	55.50	1.5	1.5	2	11.69	16.69	0.00	3.12
ELECTRICIAN	ALL	ALL		47.40	50.40	1.5	1.5	2	14.33	16.10	1.00	1.18
ELEVATOR CONSTRUCTOR	ALL	BLD		51.94	58.43	2	2	2	14.43	14.96	4.16	0.90
FENCE ERECTOR	ALL	ALL		39.58	41.58	1.5	1.5	2	13.40	13.90	0.00	0.40
GLAZIER	ALL	BLD		42.45	43.95	1.5	1.5	2	14.04	20.14	0.00	0.94
HT/FROST INSULATOR	ALL	BLD		50.50	53.00	1.5	1.5	2	12.12	12.96	0.00	0.72
IRON WORKER	ALL	ALL		47.33	49.33	2	2	2	14.15	22.39	0.00	0.35
LABORER	ALL	ALL		41.20	41.95	1.5	1.5	2	14.65	12.32	0.00	0.50
LATHER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
MACHINIST	ALL	BLD		47.56	50.06	1.5	1.5	2	7.05	8.95	1.85	
MARBLE FINISHERS	ALL	ALL		33.95	33.95	1.5	1.5	2	10.45	15.52	0.00	0.47
MARBLE MASON	ALL	BLD		44.63	49.09	1.5	1.5	2	10.45	16.28	0.00	0.59
MATERIAL TESTER I	ALL	ALL		31.20	31.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MATERIALS TESTER II	ALL	ALL		36.20	36.20	1.5	1.5	2	14.65	12.32	0.00	0.50
MILLWRIGHT	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63

OPERATING ENGINEER	ALL	BLD	1	50.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	2	48.80	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	3	46.25	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	4	44.50	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	5	53.85	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	6	51.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	BLD	7	53.10	54.10	2	2	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	FLT	1	55.90	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	2	54.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	3	48.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	4	40.25	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	5	57.40	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	FLT	6	38.00	55.90	1.5	1.5	2	18.05	13.60	1.90	1.30
OPERATING ENGINEER	ALL	HWY	1	48.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	2	47.75	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	3	45.70	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	4	44.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	5	43.10	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	6	51.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
OPERATING ENGINEER	ALL	HWY	7	49.30	52.30	1.5	1.5	2	18.80	14.35	2.00	1.30
ORNAMNTL IRON WORKER	ALL	ALL		46.75	49.25	2	2	2	13.90	19.79	0.00	0.75
PAINTER	ALL	ALL		45.55	51.24	1.5	1.5	1.5	11.56	11.44	0.00	1.87
PAINTER SIGNS	ALL	BLD		37.45	42.05	1.5	1.5	2	2.60	3.18	0.00	0.00
PILEDRIIVER	ALL	ALL		46.35	48.35	1.5	1.5	2	11.79	18.87	0.00	0.63
PIPEFITTER	ALL	BLD		47.50	50.50	1.5	1.5	2	10.05	17.85	0.00	2.12
PLASTERER	ALL	BLD		42.75	45.31	1.5	1.5	2	14.00	15.71	0.00	0.89
PLUMBER	ALL	BLD		49.25	52.20	1.5	1.5	2	14.34	13.35	0.00	1.28
ROOFER	ALL	BLD		42.30	45.30	1.5	1.5	2	9.08	12.14	0.00	0.58
SHEETMETAL WORKER	ALL	BLD		43.50	46.98	1.5	1.5	2	11.03	23.43	0.00	0.78
SIGN HANGER	ALL	BLD		31.31	33.81	1.5	1.5	2	4.85	3.28	0.00	0.00

SPRINKLER FITTER	ALL	BLD		47.20	49.20	1.5	1.5	2	12.25	11.55	0.00	0.55
STEEL ERECTOR	ALL	ALL		42.07	44.07	2	2	2	13.45	19.59	0.00	0.35
STONE MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
TERRAZZO FINISHER	ALL	BLD		40.54	40.54	1.5	1.5	2	10.65	12.76	0.00	0.73
TERRAZZO MASON	ALL	BLD		44.38	47.88	1.5	1.5	2	10.65	14.15	0.00	0.82
TILE MASON	ALL	BLD		45.49	49.49	1.5	1.5	2	10.65	13.83	0.00	0.86
TRAFFIC SAFETY WRKR	ALL	HWY		33.50	35.85	1.5	1.5	2	6.00	7.25	0.00	0.50
TRUCK DRIVER	E	ALL	1	35.60	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	2	35.85	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	3	36.05	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	E	ALL	4	36.25	36.25	1.5	1.5	2	8.56	11.50	0.00	0.15
TRUCK DRIVER	W	ALL	1	35.98	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	2	36.13	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	3	36.33	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	W	ALL	4	36.53	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TUCKPOINTER	ALL	BLD		45.42	46.42	1.5	1.5	2	8.32	15.42	0.00	0.80

Legend

M-F OT Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OSA Overtime pay required for every hour worked on Saturdays

OSH Overtime pay required for every hour worked on Sundays and Holidays

H/W Health/Welfare benefit

Explanations COOK COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

TRUCK DRIVERS (WEST) - That part of the county West of Barrington Road.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date. **ASBESTOS - MECHANICAL** - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS ELECTRICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice sound vision production and reproduction, telephone and telephone interconnect, facsimile, data apparatus, coaxial, fibre optic and wireless equipment, appliances and systems used for the transmission and reception of signals of any nature, business, domestic, commercial, education, entertainment, and residential purposes, including but not limited to, communication and telephone, electronic and sound equipment, fibre optic and data communication systems, and the performance of any task directly related to such installation or service whether at new or existing sites, such tasks to include the placing of wire and cable and electrical power conduit or other raceway work within the equipment room and pulling wire and/or cable through conduit and the installation of any incidental conduit, such that the employees covered hereby can complete any job in full.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum;

Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines; ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types; Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.;

Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

TRAFFIC SAFETY

Work associated with barricades, horses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST & WEST

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

Resolution 18-018
DESIGNATING INTEREST EARNINGS
FOR FISCAL YEAR 2017-2018

WHEREAS, by regulation (23 Ill. Administrative Code 100.50 (a)(4)), the Illinois State Board of Education now specifies that, unless a statute or school board resolution provides otherwise, interest earnings on school district funds shall be added to and become part of principal as of June 30th of each fiscal year;

WHEREAS, this Board wishes to retain the option of later transferring some or all of the interest earned during this fiscal year under Section 10-22.44 of the School Code (105 ILCS 5/10-22.44);

NOW, THEREFORE, Be it Resolved by the Board of Education of Ridgeland School District No. 122, Cook County, Illinois, as follows:

1. All interest earned in each fund of this School District during the current fiscal year is hereby designated as interest and not as the principal balance in that fund for the fiscal year beginning July 1, 2017, as fully set forth explained in exhibit "A" and is subject to being transferred as interest to the extent permitted by law.

2. All interest earned in each fund of this School District during any prior fiscal year and retained in the School District fund for which it accrued is hereby designated as interest and not as part of the principal balance in that fund for the fiscal year beginning July 1, 2017, and is subject to being transferred as interest to the extent permitted by law.

3. The School District Treasurer is directed to maintain a record of the total of all interest earnings so designated for each School District fund as of July 1, 2017, and to provide a report of that record to the Board.

4. This resolution shall take effect upon its adoption.

BOARD OF EDUCATION
RIDGELAND SCHOOL DISTRICT NO. 122
COOK COUNTY, ILLINOIS

By: _____
President

Attest: _____
Secretary

Ridgeland School District 122

Interest Earned by Fund

Account	Description	Budget	YTD Transactions	Budget Balance
10.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(243,000.00)	(347,379.33)	104,379.33
20.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(19,000.00)	(30,504.72)	11,504.72
30.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(43,000.00)	(36,077.62)	(6,922.38)
40.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(21,000.00)	(24,298.06)	3,298.06
50.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(5,000.00)	(9,933.57)	4,933.57
55.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(1,000.00)	(1,197.57)	197.57
60.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(16,000.00)	(1,562.74)	(14,437.26)
70.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(43,000.00)	(50,567.15)	7,567.15
80.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(2,000.00)	(2,627.30)	627.30
90.4.0000.000.1510.00.00.00	INTEREST ON INVESTMENTS	(2,000.00)	(3,196.97)	1,196.97

RESOLUTION 18-019

RESOLUTION OF THE BOARD OF EDUCATION DIRECTING THE SCHOOL TREASURER TO TRANSFER INTEREST EARNED FROM THE DEBT SERVICE FUND TO THE OPERATIONS AND MAINTENANCE FUND

WHEREAS, the Debt Service Fund of Ridgeland School District No. 122, Cook County, Illinois (the “School District”) was created for the purpose of paying the principal and interest thereon for all bonds issued by the School District; and

WHEREAS, the Debt Service Fund was funded by the levy and extension of taxes pursuant to the School Code of Illinois (the “School Code”); and

WHEREAS, the Debt Service Fund has sufficient funds from moneys collected to meet the payment of principal and interest thereon for all bonds issued by the School District; and

WHEREAS, the Debt Service Fund presently has on hand at least \$36,077.62 in interest income earned from the investment of money of the Debt Service Fund; and

WHEREAS, Section 10-22.44 of the School Code provides that the Board of Education of the School District has the power to transfer the interest earned from the investment of moneys in the Debt Service Fund to the respective fund of the District that is most in need of such interest income, as determined by the Board of Education; and

WHEREAS, it is hereby found and determined by the Board of Education that the Operations and Maintenance Fund of the School District is the fund of the School District most in need of the interest income earned from the investment of moneys of the School District in the Debt Service Fund through and including June 30, 2018; and

WHEREAS, it is in the best interest of the School District that the Board of Education direct the School Treasurer to transfer all or a portion of said interest income to the Operations and Maintenance Fund.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Ridgeland School District No. 122, Cook County, Illinois, as follows:

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

Section 2. That the School Treasurer of the School District be and is hereby directed, pursuant to Section 10-22.44 of the School Code, to transfer \$36,077.62 in interest earned from the investment of monies in the Debt Service Fund plus such additional interest earned through and including June 30, 2017 to the Operations and Maintenance Fund.

Section 3. That all other resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect immediately and forthwith upon its passage.

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Education

ATTEST:

Secretary, Board of Education

RIDGELAND SCHOOL DISTRICT



Strategic Plan 2018-2021

Board of Education Goals Staff **KOLB ALLSTARS**
Communication Language Oak Lawn Future
COLUMBUS MANOR MUSTANGS Empower
Enrich Believe Encourage Support Learn Faculty
Understanding Respect **LIEB EAGLES**
Chicago Ridge Education Bridgeview Excel
SIMMONS KNIGHTS Learning Parents
Share Curriculum Trust Community
Focus Motivate Students Sense **HARNEW HAWKS**

www.ridgeland122.com

#rsd122cares

CORE BELIEF STATEMENT

Knowing that all children can learn, we strive each day to provide an environment that contributes to positive attitudes and personal success for learners.

We Believe:

Every child can learn.

Every child is unique and deserves respect.

Learning needs to be the focus of every classroom.

The school environment needs to foster self-worth and a positive relationship among students, staff, parents, community, and the Board of Education.

Our community will benefit from schools with a challenging curriculum that is developmentally appropriate.

Therefore, we can build an educational foundation to serve children not only in further educational endeavors but in life as well.

VISION STATEMENT

Education for today . . . with a vision for the future!

MISSION STATEMENT

The mission of Ridgeland School District 122 is to nurture independence and responsibility in students, empowering them with knowledge, skills and core values that contribute to becoming life-long learners, and active citizens while striving to achieve their true potential. We will accomplish our mission by fostering a partnership among children, parents, community, staff and the Board of Education constantly striving to improve student performance.

MOTTO

Challenge + Care = Success

Goal Area #1



Student / Teacher Opportunities

Ridgeland School District 122 will provide services, curricula, and professional development to meet the academic and social emotional needs of the whole child.

ACTION PLAN 1

Description	Facilitator (s)
Implement Full day Kindergarten	Superintendent Assistant Superintendent of Finance Director of Teaching and Learning Building Principals

Targeted Completion Date (s)

- ♦ **2018-2019**—Full Day Kindergarten Programming (Informing Community, Modifying Curriculum for Kindergarten for full day, scheduling)
- ♦ **2018-2019**—Modify and monitor Building Schedules (PE, Lunch, Common Plan Time)

ACTION PLAN 2

Description	Facilitator (s)
Expand Art and Music for students grades K-5	Superintendent Assistant Superintendent of Finance Director of Teaching and Learning Building Principals

Targeted Completion Date (s)

- ♦ **2018-2019**—Art and Music - Full time positions (½ year in each building)
- ♦ **2018-2021**—Modify and monitor Building Schedules (PE, Lunch, Common Plan Time)
- ♦ **2019-2020**—Investigate expansion of fine arts in K-5 Buildings (Full year of art and music for all students) including re-searching fine arts grants
- ♦ **2020-2021**—Full year of art and music for all students in K-5.

Goal Area #1



Student / Teacher Opportunities

Ridgeland School District 122 will provide services, curricula, and professional development to meet the academic and social emotional needs of the whole child.

ACTION PLAN 3

Description

Build trauma sensitive schools including focusing on social emotional learning needs for all students.

Facilitator (s)

Superintendent
Assistant Superintendent of Finance
Director of Teaching and Learning
Building Principals

Targeted Completion Date (s)

- ♦ **2018-2019**—Professional Development on embedding trauma informed practices and social emotional learning into the classroom
- ♦ **2018-2019**—Explore community connections for student programs outside the school district (Healthy Communities Grant)
- ♦ **2018-2021**—Research professional development to meet teacher needs based on evaluation and survey data
- ♦ **2018-2021**—Recruit and Continue National Board Certification Cohort

ACTION PLAN 4

Description

Continue meeting the academic needs of all students.
Assistant Superintendent of Finance

Facilitator (s)

Superintendent
Assistant Superintendent of Finance
Director of Teaching and Learning
EL Coordinator
Building Principals

Targeted Completion Date (s)

- ♦ **2018-2019**—Explore community connections for student programs outside the school district
- ♦ **2018-2019**—Investigate and plan for K-5 and Middle School Math Interventionists and Interventions
- ♦ **2018-2019**—Expand SPARC Program to include Acceleration Act
- ♦ **2018-2021**—Plan for EL Cohort onsite for staff
- ♦ **2019-2020**—Math Interventionists Program (Pilot)
- ♦ **2018-2021**—Research professional development to meet teacher needs based on evaluation and survey data
- ♦ **2018-2021**—Recruit and Continue National Board Certification Cohort

Goal Area #2



Finance / Buildings and Grounds

Ridgeland School District 122 will sustain an educational environment where all students and staff have equal opportunities to grow and learn.

ACTION PLAN 1

Description	Facilitator (s)
Maintain Fiscal Responsibility	Superintendent Asst. Supt. of Finance and Business

Targeted Completion Date (s)

- ♦ **2018-2021**—Limit operating expenditures to current year's revenue for maintaining fiscal responsibility
- ♦ **2018-2019**—Evaluate bonding capacity for capital projects and working cash reserves

ACTION PLAN 2

Description	Facilitator (s)
Continuously monitor class size in grades K-8	Superintendent Assistant Superintendent of Finance Building Principals

Targeted Completion Date (s)

- ♦ **2018-2021**—Monitor class size and its effect on the operating budget
- ♦ **2018-2021**—Evaluate the effect of Full Day Kindergarten on building capacity

Goal Area #2

Finance / Buildings and Grounds



Ridgeland School District 122 will sustain an educational environment where all students and staff have equal opportunities to grow and learn.

ACTION PLAN 3

Description	Facilitator (s)
Create a balanced and temperature controlled learning environment.	Superintendent Assistant Superintendent of Finance

Targeted Completion Date (s)

- ♦ **2019-2020**—Evaluate the current use and adequacy of building automation systems (BAS) to insure comfortable learning environment
- ♦ **2020-2021**—Upgrade or optimize the existing building automation systems (BAS) to insure comfortable learning environment

Goal Area #3



Safety

Ridgeland School District 122 will nurture a safe, secure, and respectful environment for all students and staff.

ACTION PLAN 1

Description	Facilitator (s)
Facilitating training for all staff on the use of the AED, CPR, Concussion protocol, and bleed kits.	Superintendent Assistant Superintendent of Finance Director of Teaching and Learning Building Principals

Targeted Completion Date (s)

- ♦ **2018-2020**—Facilitate training for all staff on the use of AED/CPR, Concussion Protocol and Bleed Kits
- ♦ **2018-2019**—Reconvene Concussion Protocol Team to discuss policy and procedures
- ♦ **2018-2019**—CPR/AED training working with community fire departments
- ♦ **2018-2019**—Bleed kit training for all staff completed by school nurses during inservice
- ♦ **2018-2019**—GCN Video to be completed by November on Concussions Protocol.
- ♦ **2019-2020**—Continue training all new staff on safety protocols including AED/CPR, Concussion, and Bleed Kits

ACTION PLAN 2

Description	Facilitator (s)
Evaluator the use of a visitor ID scanning system	Superintendent Assistant Superintendent of Finance Building Principals

Targeted Completion Date (s)

- ♦ **2018-2019**—Begin Fall 18-19 research and survey area vendors and districts using visitor ID scanning systems.
- ♦ **2019-2020**—Fall 2019-Pilot visitor ID scanning system
- ♦ **2020-2021**—Possible implementation of visitor ID scanning system

Goal Area #3



Safety

Ridgeland School District 122 will nurture a safe, secure, and respectful environment for all students and staff.

ACTION PLAN 3

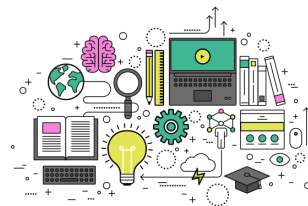
Description	Facilitator (s)
Explore the use of an onsite safety officer	Superintendent Assistant Superintendent of Finance Building Principals

Targeted Completion Date (s)

- ♦ **2018-2019**—Research cost, models, staffing and grant opportunities of the use of an onsite safety officer. Collaborate with Bridgeview, Chicago Ridge and Oak Lawn municipalities and consult private security firms.
- ♦ **2019-2020**—Pilot models for using onsite safety officer
- ♦ **2020-2021**—Implement use of onsite safety officer for the District

Goal Area #4

Technology



Ridgeland School District 122 will provide opportunities for students to critically think, communicate, collaborate, and create in order to develop skills needed to compete in the 21st Century.

ACTION PLAN 1

Description	Facilitator (s)
Develop a long term technology plan	Superintendent Director of Teaching and Learning Technology Coordinator Instructional Technology Coordinator Building Principals

Targeted Completion Date (s)

- ♦ **2018-2019**—Investigate and implement software to collect and analyze data in regards to the use of technology in the classroom.
- ♦ **2018-2019**—Include parents in the Technology District Leadership team to help create a long term instructional technology plan
- ♦ **2019-2020**—Utilize collected data to improve the use of instructional technology in the classroom
- ♦ **2019-2020**—Conduct ongoing meetings with the Technology District Leadership Team to continuously evaluate instructional technology and materials
- ♦ **2020-2021**—Continue discussion, evaluation and adjustment of the instructional technology plan with Technology District Leadership Team

ACTION PLAN 2

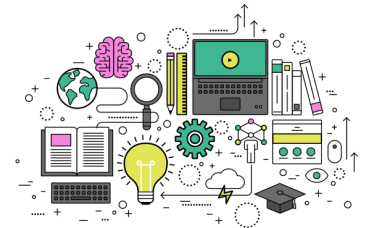
Description	Facilitator (s)
Facilitate STEM opportunities for students in grades K-5	Superintendent Director of Teaching and Learning Instructional Technology Coordinator Building Principals

Targeted Completion Date (s)

- ♦ **2018-2019**—Research different opportunities for K-5 students to experience different STEM in the classroom
- ♦ **2019-2020**—Develop a curriculum map to align STEM with the current curriculum and Common Core Standards
- ♦ **2019-2020**—Pilot STEM curriculum in a K-5 building
- ♦ **2020-2021**—Implement a STEM program in all K-5 classrooms

Goal Area #4

Technology



Ridgeland School District 122 will provide opportunities for students to critically think, communicate, collaborate, and create in order to develop skills needed to compete in the 21st Century.

ACTION PLAN 3

Description	Facilitator (s)
Ensure a balance of technology and textbook usage in classroom	Superintendent Director of Teaching and Learning Instructional Technology Coordinator Building Principals

Targeted Completion Date (s)

- ◆ **2018-2020**—Provide professional development opportunities for teachers and administrators to enhance knowledge and application of technology in the 21st Century classroom
- ◆ **2019-2020**—Provide community learning opportunities to understand the role of technology in the 21st Century classroom
- ◆ **2021-2020**—Continue to offer opportunities for teachers, administration and community members to discuss and learn about technology in the 21st Century classroom

Goal Area #5

Communication



Ridgeland School District 122 will engage the Oak Lawn, Chicago Ridge, and Bridgeview communities through effective communication and collaboration.

ACTION PLAN 1

Description	Facilitator (s)
Increase positive press	Superintendent District and Building Level Administration District Leadership Team

Targeted Completion Date (s)

- ♦ **2018-2019**—Develop Facebook pages per school
- ♦ **2018-2019**—Continue use of Twitter and expand to all staff
- ♦ **2018-2019**—Continue to establish relationships with media outlets
- ♦ **2019-2020**—PD for staff on proper use and expectations for Facebook, Twitter and other social media outlets
- ♦ **2019-2020**—Increase Facebook pages or content per school (posts, pictures, etc.)
- ♦ **2019-2021**—increase positive posts with a goal of two press releases per trimester per school
- ♦ **2020-2021**—Increase positive posts with a goal of 3 positive social media posts by each staff member

ACTION PLAN 2

Description	Facilitator (s)
Participate in the community	Superintendent District and Building Level Administration

Targeted Completion Date (s)

- ♦ **2018-2019**—Increase involvement in large community events, such as Rotary Club, Chamber of Commerce, Moraine Community College, Public Libraries, Arab American Family Services, Knights of Columbus, Lions Club, Advocate Hospital, Chicago Ridge Mall, etc. including PTA/PTO parents
- ♦ **2019-2021**—Explore opportunities for the Band to participate in local events
- ♦ **2020-2021**—Explore opportunities for the District to participate in local events

Goal Area #5

Communication



Ridgeland School District 122 will engage the Oak Lawn, Chicago Ridge, and Bridgeview communities through effective communication and collaboration.

ACTION PLAN 3

Description

Provide networking opportunities for parents

Facilitator (s)

Superintendent
District and Building Level Administration
District Leadership Team

Targeted Completion Date (s)

- ♦ **2018-2019**—Provide communications in multiple languages (find company to do them)
- ♦ **2018-2019**—Provide translators for PTA, School Night events
- ♦ **2018-2019**—Increase the use of Gateway Language Service from staff
- ♦ **2018-2019**—Introduce use of Blackboard connect to administration and staff
- ♦ **2018-2019**—Develop a “welcome” program for parents new to the American school system
- ♦ **2019-2020**—Provide professional development for parents on the availability of Gateway Languages Services
- ♦ **2019-2020**—Increase positive parent communication by staff with or without use of Gateway Language Services
- ♦ **2019-2020**—Implement and increase usage of parent communication tool (Blackboard Connect)
- ♦ **2020-2021**—Develop iPads with google translate to office personnel to use with parents
- ♦ **2020-2021**—Create videos stored on iPads with explanation of the most important forms parents sign during registration

Goal Area #6



Parent Opportunities

Ridgeland School District 122 will develop and maintain relationships with parents as educational partners in their child's learning.

ACTION PLAN 1

Description

Facilitate opportunities for parental involvement in the academic and classroom activities.

Facilitator (s)

Superintendent
District and Building Level Administration

Targeted Completion Date (s)

- ♦ **2018-2019**—Expand on parent leadership opportunities in all district school buildings.
 - ♦ Utilize Partnership for Resilience to create parent leadership teams
 - ♦ Train parents on their roles in their respective buildings
 - ♦ Create a system where trained parents volunteer and work in the schools
- ♦ **2019-2021**—Continue and Monitor Parent Leadership Team

ACTION PLAN 2

Description

Provide English Language Learning classes for parents.

Facilitator (s)

Superintendent
District and Building Level Administration
EL Coordinator

Targeted Completion Date (s)

- ♦ **2018-2021**—Partner with private agencies or higher education institutions (GSU / Partnership for Resilience) to provide ESL classes for parents at multiple levels of English Language Learning and other parent needs.

Goal Area #6



Parent Opportunities

Ridgeland School District 122 will develop and maintain relationships with parents as educational partners in their child's learning.

ACTION PLAN 3

Description

Create parent leadership opportunities and seek out parent input in the district and school decision making process.

Facilitator (s)

Superintendent
District and Building Level Administration

Targeted Completion Date (s)

- ♦ **2018-2019**—Expand on parent leadership opportunities in all district school buildings.
 - ♦ Utilize Partnership for Resilience to create parent leadership teams
 - ♦ Train parents on their roles in their respective buildings
 - ♦ Create a system where trained parents volunteer and work in the schools
- ♦ **2018-2019**—Invite parents to participate in the District Leadership Teams
- ♦ **2019-2020**—Facilitate parent leadership teams in each school building and assist with development of annual goals and projects

ACTION PLAN 4

Description

Training for parents to support students with academic and social emotional needs at home

Facilitator (s)

Superintendent
District and Building Level Administration

Targeted Completion Date (s)

- ♦ **2018-2019**—Expand Triple P opportunities for parent training in areas such as behavioral management and skill development including special education in Kindergarten
- ♦ **2019-2020**—Expand Triple P opportunities for parent training in areas such as behavioral management and skill development including special education for grades 1-2
- ♦ **2020-2021**—Expand Triple P opportunities for parent training in areas of such as behavioral management and skill development including special education for grades 3-5

Ridgeland School District 122 would like to thank the following participants who assisted in developing the strategic plan for the 2018-2021 school years. This plan was developed with input from students, parents, staff, community members, and the Ridgeland 122 Board of Education.

Input was collected via focus groups, surveys, and the strategic planning collaboration.

Amani Abassi, Simmons Middle School Parent
Nevien Abuzir, Simmons and Kolb School Parent
Malik, Adi, Simmons Middle School Student
Jennifer Aguiar, Columbus Manor Teacher
Abdallah Alsadeq, Simmons Middle School Student
Arley Alvarez, Simmons Middle School Student
Sayida Baste, Harnew School Speech Pathologist
Kristen Batkiewicz, Simmons Middle School Teacher
Anissa Beckon, Assistant to the Superintendent
Elizabeth Cain, Columbus Manor Teacher
Rebecca Chagnon, Simmons Middle School Teacher
Nabila Dahleh, Columbus Manor Teacher
Crystal DiFoggio, Columbus Manor Parent
Meghan Dougherty, Columbus Manor Principal
Kimberly Dykema, Lieb School Teacher
Shelby Dykstra, Simmons Middle School Student
Walla Eldosh, Simmons Middle School Student
Dominika Firek, Simmons Middle School Student
Susan Finn, Lieb School Teacher and Union President
Tracy Flood, Simmons Middle School Principal
Ann Francis, Simmons Middle School Teacher
Ashish Gandhi, Technology Coordinator
Anthony Gill, Harnew School Principal
Samantha Guerrero, Simmons Middle School Student
Mouna Haddad, Harnew School Parent
Emeen Hamad, Simmons Middle School Student
Nancy Havlin, Instructional Coach
Ashley Holland, Inst. Technology Coordinator
Diane Kelly, Kolb School Nurse
Amber Kenis, Band Director
Tina Kiziak, Columbus Manor Teacher
Rhonda Kulig, Lieb School Assistant Principal
Cathy Lattz, Director of Student Services

David Lis, Board of Education President
Sheri Maher, Director of Teaching and Learning
Thomas March, Board Member
Joseph Matise, Incoming Superintendent
Daniel McDermott, Kolb School Principal
Members of the Oak Lawn Community Partnership
Randa Mustafa, Simmons Middle School Student
Erin Neylon, Kolb School Teacher
Lorenzo Nevarez, EL Coordinator
Angelica Nieto, Simmons Middle School Student
Steve Niceforo, Board Member
Sherri O'Brien, Harnew School Parent
Douglas Ogarek, Assistant Superintendent of Finance
Alexandria Phillips-Burke, Lieb School Parent
Gregory Porod, Lieb School Principal
Pat Pulver, Board Member
Jeannie Reising, Board Member
Kimberly Russell, Harnew School
Diana Salihar, Lieb School Nurse
Adda Samhan, Parent
Esmeralda Serna, Simmons Middle School Student
Hunter Sheldon, Simmons Middle School Student
Natalie Sheldon, Lieb School Parent
Julie Shellberg, Superintendent
Kristen Stenzel, Kolb School Teacher
Kelly Swajkowski, Harnew School Teacher
Ken Tesinsky, Simmons Middle School Parent
Terry Thibedeau, Columbus Manor Parent
Linda Wagner, Instructional Coach
Christine Wendt, Board of Education Vice President
Mia Wendt, Simmons Middle School Student
Norma Jean Werner, Board of Education Secretary
Ann Wessel, Simmons Middle School Parent
Ruan Wieszgac, Simmons Middle School Student

TECHNOLOGY RESOURCE ADVISORS, INC.

5381 N. 118th Ct.,
Milwaukee, WI 53225
Phone: 414-276-3300 x105 Fax: 800-407-3226

Chrome Care
Warranty

Number: 10691

Date: 5/1/2018

Bill To: Ashish Gandhi School District of Ridgeland 122 6500 W 95th St Oak Lawn, IL 60453 Phone: (708)599-5550 Email: agandhi@ridgeland122.com			Ship To: Ashish Gandhi School District of Ridgeland 122 6500 W 95th St Oak Lawn, IL 60453		
Item #	Mfr. Part	Description	Price	Qty.	Extended
Acer C731T Warranty					
1	TRA-1YEAR-E	TRA ChromeCare Warranty with Accidental Damage Protection – One Year Mfr: Technology Resource Advisors, Inc. Notes: \$100 deductible on each broken touchscreen LCD	\$ 19.00	300	\$ 5,700.00
Group Total					\$ 5,700.00
Acer C732 Warranty					
2	TRA-1YEAR-E	TRA ChromeCare Warranty with Accidental Damage Protection – One Year Mfr: Technology Resource Advisors, Inc.	\$ 19.00	300	\$ 5,700.00
Group Total					\$ 5,700.00
2 item(s)			Sub-Total		\$ 11,400.00
			Tax @ 0%		\$ 0.00
			Freight		\$ 0.00
			Total		\$ 11,400.00

Quote Valid Until: 5/31/2018 8:19:38 AM

Payment Details

Pay by: Company PO
Payment Term Due upon Receipt

Shipping and Delivery Details

Shipping via: UPS Ground

Terms and Conditions

Prepared by: Kelly Pederson Email: kpederson@technologyresourceadvisors.com Phone: 414-276-3300 x105

School Board**Exhibit - Board Member Estimated Expense Approval Form**

Submit to the Superintendent, who will include this request in the monthly list of bills presented to the School Board. Use of this form is required by 2:125-E3, Resolution to Regulate Expense Reimbursements. Please print.

Name: Dave LisTitle/Office: PresidentTravel Destination: Chicago, ILPurpose: Triple I ConferenceDeparture Date: 11/16/18Return Date: 11/18/18☒ **Estimated Expenses Approval Requested** (50 ILCS 150/20)☐ **Purchase Order Requested**

Purchase Order #: _____

☐ **Expense Advancement Voucher Requested** (105 ILCS 5/10-22.32)

Voucher Amount: _____

Estimated Expense Report										
Auto Travel Allowance: _____ per mile										
Date	Mileage Miles	Cost	Comm. Travel Expense	Lodging	Meals Bkfst Lunch Dinner			Other Item	Cost	Daily Total
								Registration	\$485	
11/16	20	\$10.9		\$199			\$34	Parking	\$50	
11/17				\$199	\$17	\$18	\$34	Parking	\$50	
11/18	20	\$10.9			\$17					
Total		\$21.8		\$398	\$34	\$18	\$64		\$585	\$1120.80

Submitting Board Member's Signature _____

Date _____

Superintendent Signature _____

Date _____

School Board Action: ☐ **Approved**☐ **Denied**☐ **Approved in Part**☐ **Exceeds Maximum Allowable Amount**

DATED: January 19, 2017

School Board**Exhibit - Board Member Estimated Expense Approval Form**

Submit to the Superintendent, who will include this request in the monthly list of bills presented to the School Board. Use of this form is required by 2:125-E3, Resolution to Regulate Expense Reimbursements. Please print.

Name: Christine WendtTitle/Office: Vice-PresidentTravel Destination: Chicago, ILPurpose: Triple I ConferenceDeparture Date: 11/16/18Return Date: 11/18/18☒ **Estimated Expenses Approval Requested** (50 ILCS 150/20)☐ **Purchase Order Requested**

Purchase Order #: _____

☐ **Expense Advancement Voucher Requested** (105 ILCS 5/10-22.32)

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11/17				\$199	\$17	\$18	\$34	Parking	\$50	
11/18	20	\$10.9			\$17					
Total		\$21.8		\$398	\$34	\$18	\$64		\$585	\$1120.80

Submitting Board Member's Signature _____

Date _____

Superintendent Signature _____

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School Board Action: ☐ **Approved**☐ **Denied**☐ **Approved in Part**☐ **Exceeds Maximum Allowable Amount**

DATED: January 19, 2017

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Name: Thomas MarchTitle/Office: MemberTravel Destination: Chicago, ILPurpose: Triple I ConferenceDeparture Date: 11/16/18Return Date: 11/18/18☒ **Estimated Expenses Approval Requested (50 ILCS 150/20)**☐ **Purchase Order Requested**

Purchase Order #: _____

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Auto Travel Allowance: _____ per mile										
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Name: Steve NiceforoTitle/Office: MemberTravel Destination: Chicago, ILPurpose: Triple I ConferenceDeparture Date: 11/16/18Return Date: 11/18/18☒ **Estimated Expenses Approval Requested (50 ILCS 150/20)**☐ **Purchase Order Requested**

Purchase Order #: _____

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Superintendent Signature _____

Date _____

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DATED: January 19, 2017

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Name: Patrick PulverTitle/Office: MemberTravel Destination: Chicago, ILPurpose: Triple I ConferenceDeparture Date: 11/16/18Return Date: 11/18/18☒ **Estimated Expenses Approval Requested** (50 ILCS 150/20)☐ **Purchase Order Requested**

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Submitting Board Member's Signature _____

Date _____

Superintendent Signature _____

Date _____

School Board Action: ☐ **Approved**☐ **Denied**☐ **Approved in Part**☐ **Exceeds Maximum Allowable Amount**

DATED: January 19, 2017

School Board**Exhibit - Board Member Estimated Expense Approval Form**

Submit to the Superintendent, who will include this request in the monthly list of bills presented to the School Board. Use of this form is required by 2:125-E3, Resolution to Regulate Expense Reimbursements. Please print.

Name: Jeanne ReisingTitle/Office: MemberTravel Destination: Chicago, ILPurpose: Triple I ConferenceDeparture Date: 11/16/18Return Date: 11/18/18☒ **Estimated Expenses Approval Requested (50 ILCS 150/20)**☐ **Purchase Order Requested**

Purchase Order #: _____

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Submitting Board Member's Signature _____

Date _____

Superintendent Signature _____

Date _____

School Board Action: ☐ **Approved**☐ **Denied**☐ **Approved in Part**☐ **Exceeds Maximum Allowable Amount**

DATED: January 19, 2017



May 1, 2018

VIA E-MAIL
dogarek@ridgeland122.com
(2) Page(s) Inclusive

Mr. Douglas Ogarek
Chief School Business Official
Ridgeland School District 122
6500 West 95th Street
Oak Lawn, Illinois 60453

Re: Ridgeland School District 122
**2018 Ten Year Health/Life Safety Survey
Project Authorization (Exhibit A)**

Dear Mr. Ogarek,

It was a pleasure talking to you about the proposed 2018 Ten Year Health/Life Safety Survey. Once executed, the Owner authorizes Tria Architecture, Inc. (Architect) to provide professional services for the Project identified herein, which professional services shall be subject to all terms and conditions of the AIA B101-2007, Master Agreement between Owner and Architect, dated June 1, 2017 unless specifically provided otherwise in this Project Authorization.

Location/Description of Project:

Columbus Manor Elementary School

9700 S. Mayfield Avenue
Oak Lawn, Illinois 60453
59,910 g.s.f. (Est.)

Harnew Elementary School

9101 S Meade Avenue
Oak Lawn, Illinois 60453
91,930 g.s.f. (Est.)

Kolb Elementary School

9620 S Normandy Avenue
Oak Lawn, Illinois 60453
54,930 g.s.f. (Est.)

Lieb Elementary School

9101 S Pembroke Lane
Bridgeview, Illinois 60455
64,347 g.s.f. (Est.)

TRIA ARCHITECTURE

West Suburban Office: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527
South Suburban Office: 1820 Ridge Road, Suite 209, Homewood, Illinois 60430
Company Main: 630.455.4500 Fax: 630.455.4040
www.TriaArchitecture.com

INIT. 

Simmons Middle School

6450 W 95th Street
Oak Lawn, Illinois 60453
105,578 g.s.f. (Est.)

Scope of Architectural and Engineering Services:

- I. Tria Architecture will complete the 10 Year Health/Life Safety Survey services for you (Owner), as described herein. The major components are as follows:
 - A. Provide a comprehensive 10-year health life safety survey for the District's student occupied buildings.
 - B. All assessments and reports will be based on reviewing existing items or spaces, therefore no Master Planning, designing the change of use of existing spaces, or additions are included in this proposal.
 - C. Complete a visual survey of the existing facility. This will include, but not be limited to the following:
 1. Visual survey of all existing Architectural, Mechanical, Electrical, Plumbing, Site, and Fire Protection systems/items.
 2. Meet with District personnel to discuss any operational concerns.
 3. Document any observed violations of the Health/Life Safety Code.
 4. Document the assessment of any items not covered by the Health/Life Safety Code.
- II. Tria Architecture will create and submit a Health Life Safety Survey to the District.
 - A. This will include, but not be limited to the following:
 1. Documentation of facility and systems deficiencies and operational concerns.
 2. Listing of urgent, required, and recommended repairs to rectify any existing code violations.
 3. Provide schematic cost estimates for each item.
 4. All violations, and related information, will be documented and submitted to the District via the IWAS system for approval and submission to ISBE.
 5. The list of violations will be reviewed with District personnel prior to submitting the survey to IWAS.
 - B. Tria Architecture will update, and submit to ISBE, the District's Life Safety Plan for the building. This will include, but not be limited to:
 1. Verify and update the schematic health/life safety plans showing all egress routes, occupancies, fire separations, fire barriers, life safety devices, and exit capacities.
 2. District Maps showing all buildings and district boundaries.
 - C. The Owner will provide hard copies of the current District Maps, Life Safety Reference plans and the previous 10-year Health-Life Safety Survey.
 1. If current District Maps and Life Safety Reference plans of each building are not available, Tria Architecture can create AutoCAD existing plans from hard copies of the maps and plans on a Time and Material basis

TRIA ARCHITECTURE

West Suburban Office: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527
South Suburban Office: 1820 Ridge Road, Suite 209, Homewood, Illinois 60430
Company Main: 630.455.4500 Fax: 630.455.4040
www.TriaArchitecture.com

INIT. 

above and beyond this proposal, including travel.

III. Attendance at two (2) Administration and one (1) Board of Education meetings are included in this proposal.

A. Because of the undetermined length and amount of additional meetings the Owner may request, Tria Architecture will prepare any presentation materials required and attend any other meetings requested by the Owner, on a Time-and-Material basis above and beyond this proposal, including travel.

Project Schedule:

June 1, 2018 – August 31, 2018

Architect's Fee:

Ten Year Health/Life Safety Survey Services as described above work for a **Lump Sum Fee of \$.10 per g.s.f.** (assuming 376,695 g.s.f. total for all five facilities would equal \$37,669.00).

Owner's Construction Budget for the Project: N/A

Additional Services: N/A

Number of Site Observations: N/A

Other Terms and Conditions:

1. If the Project is not completed by August 31, 2018, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as an Additional Services at the rates set forth herein.

Please review this project authorization and don't hesitate to contact me if you have any questions or require any additional information. **If this project authorization is acceptable, please execute all of the yellow highlighted areas and send the entire project authorization back to our office.** Tria Architecture and I look forward to your direction and working with you and your associates.

Authorized and Accepted by (Sign / Print):

Owner

Title: _____

Date: _____

Sincerely,



TRIA ARCHITECTURE

West Suburban Office: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527

South Suburban Office: 1820 Ridge Road, Suite 209, Homewood, Illinois 60430

Company Main: 630.455.4500 Fax: 630.455.4040

www.TriaArchitecture.com

INIT. _____

Mr. Douglas Ogarek
Chief School Business Official
Proposal for Professional Services
2018 Ten Year Health/Life Safety Survey
Ridgeland School District 122
May 1, 2018
Page 4 of 4

TRIA ARCHITECTURE, INC.
Thomas R. Szurgot
Principal Architect

TRS/ab

Attachments: None

cc: None

File Name: MRK.PA.D122.10YR LS.docx

TRIA ARCHITECTURE
West Suburban Office: 901 McClintock Drive, Suite 100, Burr Ridge, Illinois 60527
South Suburban Office: 1820 Ridge Road, Suite 209, Homewood, Illinois 60430
Company Main: 630.455.4500 Fax: 630.455.4040
www.TriaArchitecture.com

INIT. 



In Memory Of Mark Bruno

1400 West 175th Street
East Hazel Crest, IL 60429

City: (773) 493-9700
Suburbs: (708) 799-0097
(708) 614-0097
Fax: (708) 614-9551

Proposal

Date
6/8/2018

Proposal #	Customer P.O.
18-0491	

Ridgeland School District 122
Mr. Tony DiCharia
6500 West 95th St.

Project:

Repairs
Simmons Middle School , Oak Lawn

Contact Information

Oak Lawn, Il 60453
(708) 599-5550 -224

WE PROPOSE TO FURNISH LABOR AND MATERIAL TO PROVIDE THE FOLLOWING SERVICE:

Simmons Middle School

Per print provided, we will cut out bad brick and All Steel Structure, Inc. will remove defective plate and install new 3/8" thick steel. We will then, install new brick to match existing as close as possible. All new mortar will be type N in strength. Remove all debris upon completion of all work.

.....\$7,185.00

* * * ANY PERMITS OR SPECIAL FEES FOR THIS PROJECT ARE NOT INCLUDED

Terms: 1/2 PAYMENT DUE UPON APPROVAL / BALANCE DUE UPON COMPLETION

Authorized Signature

Date

Acceptance of services constitutes an agreement to these terms. In the event that payment is not received per the terms of this proposal, the customer is liable for all collection fees, including attorney fees.

Customer Signature

Date

Please sign the white copy and return to our office.

All material is guaranteed to be as specified. All work to be completed in work like manner according to standard practices. Any alterations or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Acceptance of Proposal - the above prices and specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined as above.

You the Customer - may cancel this transaction any time prior to midnight of the third business day after the date of this transaction.

This proposal may be withdrawn by us if not accepted within 30 days.

APPLICATION AND CERTIFICATE FOR PAYMENT

Invoice #: 12409

To Owner: B.O.E., Ridgeland School District 122
6500 West 95th Street
Oak Lawn, IL 60453

Project: 18-1-007 Harnew Elementary School

Application No.: 2

Period To: 6/30/2018

Distribution to:
☐ Owner
☐ Architect
☐ Contractor

From Contractor: Premier Mechanical, Inc.
130 S. Fairbank Street
Addison, IL 60101

Via Architect: Tria Architecture, Inc.
901 McClintock Drive, Suite 100
Burr Ridge IL 60527

Project Nos:

Contract For:

Contract Date:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. Original Contract Sum	\$68,000.00
2. Net Change By Change Order	-\$5,000.00
3. Contract Sum To Date	\$63,000.00
4. Total Completed and Stored To Date	\$63,000.00
5. Retainage:	
a. 0.00% of Completed Work	\$0.00
b. 0.00% of Stored Material	\$0.00
Total Retainage	\$0.00
6. Total Earned Less Retainage	\$63,000.00
7. Less Previous Certificates For Payments	\$52,560.00
8. Current Payment Due	\$10,440.00
9. Balance To Finish, Plus Retainage	\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Premier Mechanical, Inc.

By: MJS Date: 6-8-18

State of: IL
Subscribed and sworn to before me this 8th
Notary Public: Marla Byrne
My Commission expires: 2-25-20

County of: DuPage
day of June 2018
MARLA BYRNE
OFFICIAL SEAL
Notary Public, State of Illinois
My Commission Expires
February 25, 2020

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$10,440.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: Margaret Long Date: 6/11/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total Approved this Month	\$0.00	\$5,000.00
TOTALS	\$0.00	\$5,000.00
Net Changes By Change Order	-\$5,000.00	

CONTINUATION SHEET

Page 2 of 2

Application and Certification for Payment, containing

Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

Application No. : 2

Application Date : 06/30/18

To: 06/30/18

Architect's Project No.:

Invoice # : 12409

Contract : 18-1-007 Harnew Elementary School

A Item No.	B Description of Work	C Scheduled Value	D Work Completed		F Materials Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H % (G / C)	I Balance To Finish (C-G)	J Retainage
			From Previous Application (D+E)	This Period In Place					
10	Unused Allowance	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
20	Billable Allowance	0.00	0.00	0.00	0.00	0.00	0.00%	0.00	
30	Submittals	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00%	0.00	
40	Insurance/Bonds	900.00	900.00	0.00	0.00	900.00	100.00%	0.00	
50	Mobilization	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00%	0.00	
60	Project Management	750.00	750.00	0.00	0.00	750.00	100.00%	0.00	
70	Shop Drawings	1,300.00	1,300.00	0.00	0.00	1,300.00	100.00%	0.00	
80	Piping Labor	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00%	0.00	
90	Piping Material	3,750.00	3,750.00	0.00	0.00	3,750.00	100.00%	0.00	
100	Electrical	7,500.00	6,750.00	750.00	0.00	7,500.00	100.00%	0.00	
110	Controls	22,750.00	22,750.00	0.00	0.00	22,750.00	100.00%	0.00	
120	Insulation	2,350.00	0.00	2,350.00	0.00	2,350.00	100.00%	0.00	
130	Test & Balance	1,500.00	0.00	1,500.00	0.00	1,500.00	100.00%	0.00	
140	Crane	6,000.00	6,000.00	0.00	0.00	6,000.00	100.00%	0.00	
Grand Totals		63,000.00	58,400.00	4,600.00	0.00	63,000.00	100.00%	0.00	0.00

LOZICH MASONRY, LLC

MASON CONTRACTORS

1987 Glenwood Lansing Road

CELL: 708-466-4180

Lynwood, IL 60411

E-MAIL: tlozich@gmail.com

Date: 05/28/2018

To: Simmons Middle School -S.D.122

Attn: Tony

Project: Lintel Repair per SSK-01

Included in bid;

All work per SSK-01

Dumpster, clean up and detergent wash after completion

Base bid; - \$ 19,500.00

Signature:



**Tony A. Lozich - Manager
Lozich Masonry, LLC**

Ridgeland School District 122

6500 West 95th Street Oak Lawn, IL 60453

708/599-5550 x 7225 FAX 708/599-5626

Sheri Maher, Director of Teaching and Learning

*Education for today....
...with a vision for the future*

Memorandums of Understanding between Ridgeland School District 122 Board of Education and the Illinois Federation of Teachers Council Local 943

February 23, 2018

The following proposal is in regards to a teacher obtaining National Board Certification.

Certified bargaining unit members who elect to pursue National Board Certification from the National Board for Professional Teaching Standards shall receive the following:

1. As a member of the NBC (National Board Cohort), the Board shall pay the District required portion of 10% of the District Instructional Per Student Spending for each teacher to participate in the cohort. Should the teacher withdraw from the program, the teacher will reimburse the district for half of the district contribution.
2. Upon completion of National Board Certification, the certified bargaining unit member will receive a "one-time" monetary award at the beginning of the next school year in the amount of two thousand five hundred dollars (\$2,500) with the agreement that the teacher will remain in the district for 3 years after acquiring National Board Certification. Should the teacher voluntarily resign within 3 years of completion of the certification, the teacher will repay the district the \$2,500 monetary award.
3. ~~During the process, the district will provide 2 professional days for the teacher to complete the required reflections and participate in the required testing components.~~