

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

**Regular Meeting: May 17, 2018**  
**6:30 p.m.**

**Lieb School**  
**Cafetorium**

**AGENDA**

- 1.) Call to Order by the President (Time: \_\_\_\_\_)**
- 2.) Roll Call (Absent: \_\_\_\_\_)**  
**(Present: \_\_\_\_\_)**
- 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**

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. 5ILCS 120/2 (c) (1)

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board return to Open Session.

Out: \_\_\_\_\_

- 4.) 2017-2018 Amended Budget Hearing**
- 5.) Roll Call (Absent: \_\_\_\_\_)**  
**(Present: \_\_\_\_\_)**
- 6.) 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.*

## 7.) 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.

## 8.) Academic Spotlight

Frontline Presentation – Presentation for Evaluation Tool Program

Dream Box Presentation – Curriculum Presentation for Math Intervention Program

## 9.) Approval of Consent Agenda (v)

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board approve the following items as specified in the individual items: v10a.) Closed Session Meeting Minutes of April 19, 2018; v10b.) Meeting Minutes of the Regular Meeting of April 19, 2018; v10c.) Meeting Minutes of the Special Meeting of April 25, 2018; v11a.) Current Bills; v14a.) Press PLUS Updates for First Reading; v14b.) Simmons Student Parent/Handbook; v14d.) Resolution 18-015, Abating the Working Cash Fund; v14f.) 2017 Summer Band Program; v14g.) Agreement with Frontline Education; v14i.) First Student Transportation Agreement and v14j.) Approve the Revised One (1) Year Food Service Renewal Agreement with Preferred Meals Systems.

## 10.)Approval of Minutes ►

va.) Closed Session Meeting Minutes of April 19, 2018

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board approve the Closed Session Meeting Minutes of April 19, 2018.

vb.) Meeting Minutes of the Regular Meeting of April 19, 2018

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board approve the Meeting Minutes of the Regular Meeting of April 19, 2018.

## 11.)Financial Report and Bills ►

va.) Current Bills

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_

**Recommended Motion:** that the Board approve the current bills in the following amounts:  
\$ 749,236.05 in the Education Fund

Absent _____	\$ 30,221.56	in Operations and Maintenance
	\$ 176,287.85	in the Transportation Fund
	\$ 130,558.46	in Capital Projects
	\$ 1,477,094.15	in Gross Payrolls
	\$ 9,767.78	in the Education Fund (BMO)
	\$ 1,046.12	in the Education Fund (THIS)

**Informational** b.) The District 122 Summary Sheets for April 2018

**Informational** c.) Ridgeland Principal Account Summaries for April 2018

## 12.) Personnel ►

a.) Personnel Report for May 17, 2018

**Recommended Motion:** that the Board approve the Personnel Report for May 17, 2018.

\_\_\_\_\_

A \_\_\_\_\_

N \_\_\_\_\_

Abstain \_\_\_\_\_

Absent \_\_\_\_\_

- Employment
- Leave of Absence
- Resignation

## 13.) Notices and Communication

**Informational** a.) FOIA Request – Mrs. Phillips Burke – Total cost of 2017 IASB/IASA/IASBO Joint Conference for Board of Education members

**Informational** b.) Finance Committee Meeting

**Informational** c.) Harvard Conference - Update

## 14.) New Business ►

va.) Press PLUS Updates Jan/Feb for First Reading

**Recommended Motion:** that the Board approve the first reading of the following policies as updated and amended:

\_\_\_\_\_

A \_\_\_\_\_

N \_\_\_\_\_

Abstain \_\_\_\_\_

Absent \_\_\_\_\_

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

vb.) Simmons Student/ Parent Handbook

**Recommended Motion:** that the Board approve the Simmons Middle School Student/ Parent Handbook for the 2018-2019 school year.

\_\_\_\_\_

A \_\_\_\_\_

N \_\_\_\_\_

Abstain \_\_\_\_\_

Absent \_\_\_\_\_

c.) Adopt Resolution 18-014

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board adopt Resolution 18-014 renaming the Lieb School multipurpose room to the LoRusso Activity Center in honor and dedication of Karen LoRusso.

vd.) Resolution 18-015, Abating the Working Cash Fund

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board adopt Resolution 18-015, Abating the Working Cash Fund.

e.) Resolution 18-016, Approve the Amended Budget for the 2017-2018 School Year

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board approve the amended budget for the 2017-2018 school year as presented.

vf.) 2017 Summer Band Program

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board approve the 2017 Summer Band Program.

vg.) Agreement with Frontline Education

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board of Education approve the agreement with Frontline Education.

h.) Agreement with Dream Box

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board approve the agreement with Dream Box Educational Programs.

vi.) First Student Transportation Agreement

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

**Recommended Motion:** that the Board approve the agreement with First Student Transportation.

vj.) Approve the Revised One (1) Year Food Service Renewal Contract Agreement with

Preferred Meals Systems to end on July 31, 2019.

**Recommended Motion:** that the Board approve the revised one (1) year food service contract agreement with Preferred Meal Systems.

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

#### 15.) 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.

#### 16.) Comments from Board Members

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

**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 and collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

In: \_\_\_\_\_

##### 1.) Personnel

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. 5ILCS 120/2 (c) (1)

**Recommended Motion:** that the Board return to Open Session.

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

Out: \_\_\_\_\_

#### 18.) Possible Action after Closed Session

#### 19.) Future Business

#### 20.) 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.

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

**Public Hearing: May 17, 2018**  
**7:00 p.m.**

**Lieb School**  
**Cafetorium**

**AGENDA**

- 1.) Call to Order by the President (Time: \_\_\_\_\_)
- 2.) Roll Call (Absent: \_\_\_\_\_)
- 3.) Public Hearing and Presentation of 2017-2018 Amended Budget
- 4.) Questions/ Comments from Board and Public
- 5.) Adjournment (Time: \_\_\_\_\_)

**Recommended Motion:** that the meeting be adjourned.

\_\_\_\_\_  
A \_\_\_\_\_  
N \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

# 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

MAY 17, 2018

## SUMMARY OF BILLS:

### FUND

EDUCATION FUND	\$ 749,236.05
OPERATIONS AND MAINTENANCE	\$ 30,221.56
TRANSPORTATION	\$ 176,287.85
CAPITAL PROJECTS	<u>\$ 130,558.46</u>
	<b>\$ 1,086,303.92</b>

### GROSS PAYROLLS FOR APPROVAL

APRIL 6, 2018	\$ 750,037.88
APRIL 20, 2018	<u>\$ 727,056.27</u>
	<b>\$ 1,477,094.15</b>

<b>GRAND TOTAL</b>	<b>\$2,563,398.07</b>
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<b>COLUMBUS</b> 9700 S. Mayfield Oak Lawn, IL 60453 708/424-3481 FAX 9412	<b>HARNEW</b> 9101 S. Meade Oak Lawn, IL 60453 708/599-7070 FAX 9636	<b>KOLB</b> 9620 S. Normandy Oak Lawn, IL 60453 708/598-8090 FAX 6445	<b>LIEB</b> 9101 S. Pembroke Bridgeview, IL 60455 708/599-1050 FAX 8189	<b>SIMMONS</b> 6450 W. 95 <sup>th</sup> Street Oak Lawn, IL 60453 708/599-8540 FAX 8015
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# RIDGELAND SCHOOL DISTRICT 122 VOUCHER

Voucher No: 1210

Voucher Date: 05/17/2018

Prepared By:

Printed: 05/14/2018 01:53:18 PM

RIDGELAND SCHOOL DISTRICT 122 is hereby authorized to draw warrants against RIDGELAND SCHOOL DISTRICT 122 funds for the sum of \$1,086,303.92 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	\$749,236.05
20	OPERATIONS AND MAINTENANCE	\$30,221.56
40	TRANSPORTATION	\$176,287.85
60	CAPITAL PROJECTS	\$130,558.46
		<b>\$1,086,303.92</b>

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
ABRAMCZYK, MICHAEL	14884	10.5.2210.332.0000.30.00.00 Check #: 0	Improve of Instruct – Travel	\$444.00
			Vendor Total:	\$444.00
ACADEMIC COMMUNICATION ASSOCIATES		10.5.1200.400.0000.06.00.00 Check #: 0	Special Education – Supp & Mat	\$363.00
			Vendor Total:	\$363.00
ACCESS MASTER CO.	25230	20.5.2540.300.0000.11.00.00 Check #: 0	O & M – Purch Srvcs – CM	\$81.00
		20.5.2540.300.0000.12.00.00 Check #: 0	O & M – Purch Srvcs – Harnew	\$52.11
		20.5.2540.300.0000.13.00.00 Check #: 0	O & M – Purch Srvcs – Kolb	\$81.00
		20.5.2540.300.0000.15.00.00 Check #: 0	O & M – Purch Srvcs – Simmons	\$94.50
			Vendor Total:	\$308.61
AERO SPECIAL EDUCATION COOPERATIVE_310	310	10.5.4120.670.0000.06.00.00 Check #: 0	Pmts for SPED Programs – AERO (Tuition)	\$87,923.68
			Vendor Total:	\$87,923.68
AMAZON CAPITAL SERVICES		10.5.1800.400.4909.06.00.00 Check #: 0	Bilingual – Supp & Mat – Title III	\$113.40
			Vendor Total:	\$113.40
AMAZON.COM		10.5.1200.400.0000.06.00.00 Check #: 0	Special Education – Supp & Mat	\$291.09
		10.5.2220.400.0000.60.00.00 Check #: 0	Media Services – Supp & Mat	\$269.95

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2225.400.0000.40.00.00 Check #: 0	Assistive Tech – Supp & Mat	\$141.04
		10.5.2520.400.0000.06.00.00 Check #: 0	Fiscal Services – Supp & Mat	\$533.67
		Vendor Total:		\$1,235.75
APPLE INC	23193	10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – Title I	\$17,556.00
		10.5.1800.400.4909.06.00.00 Check #: 0	Bilingual – Supp & Mat – Title III	\$11,970.00
		10.5.2225.400.0000.40.00.00 Check #: 0	Assistive Tech – Supp & Mat	\$1,367.00
AT&T	23906	Vendor Total:		\$30,893.00
		20.5.2540.340.0000.12.00.00 Check #: 0	O & M – Telecommunications – Harnew	\$66.00
		20.5.2540.340.0000.15.00.00 Check #: 0	O & M – Telecommunications – Simmons	\$33.00
AUTISM HOME SUPPORT SERVICES		Vendor Total:		\$99.00
		10.5.4120.300.0000.06.00.00 Check #: 0	Pmts for SPED Programs – Purch Srvcs	\$2,700.00
		Vendor Total:		\$2,700.00
AYALA, MAGDALENA		10.5.2210.332.0000.30.00.00 Check #: 0	Improve of Instruct – Travel	\$40.88
		Vendor Total:		\$40.88
Bilinguists		10.5.4120.300.0000.06.00.00 Check #: 0	Pmts for SPED Programs – Purch Srvcs	\$535.00
		Vendor Total:		\$535.00
BLICK ART MATERIALS	14			

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$142.70
			Vendor Total:	\$142.70
BRIDGES FOR LANGUAGE TRAINING & STAFFING		10.5.1800.300.0000.06.00.00 Check #: 0	Bilingual – Purch Srvcs	\$178.06
			Vendor Total:	\$178.06
BROOKES PUBLISHING COMPANY		10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$1,581.89
			Vendor Total:	\$1,581.89
BROWN, DIANA	20224	10.5.2560.416.3705.06.00.00 Check #: 0	Food Services – Supp & Mat – Preschool Grant	\$42.87
			Vendor Total:	\$42.87
BUREAU OF EDUCATION & RESEARCH, INC.	2539	10.5.2210.100.4620.06.14.14 Check #: 0	SALARIES	\$249.00
			Vendor Total:	\$249.00
CALL ONE	23896	20.5.2540.340.0000.06.00.00 Check #: 0	O & M – Telecommunications – District	\$470.53
		20.5.2540.340.0000.11.00.00 Check #: 0	O & M – Telecommunications – CM	\$470.53
		20.5.2540.340.0000.12.00.00 Check #: 0	O & M – Telecommunications – Harnew	\$470.53
		20.5.2540.340.0000.13.00.00 Check #: 0	O & M – Telecommunications – Kolb	\$470.53
		20.5.2540.340.0000.14.00.00 Check #: 0	O & M – Telecommunications – Lieb	\$470.53

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		20.5.2540.340.0000.15.00.00 Check #: 0	O & M – Telecommunications – Simmons	\$470.53
			Vendor Total:	\$2,823.18
CAPITAL ONE COMMERCIAL		20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$95.14
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$479.46
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M – Supp & Mat – Lieb	\$33.60
		20.5.2540.400.0000.15.00.00 Check #: 0	O & M – Supp & Mat – Simmons	\$5.96
			Vendor Total:	\$614.16
CARANO, DEANNE		10.5.2410.332.0000.15.00.00 Check #: 0	Principal – Travel – Simmons	\$25.50
			Vendor Total:	\$25.50
CARSON-DELOSA PUBLISHING COMPANY, LLC		10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$82.04
			Vendor Total:	\$82.04
CDW GOVERNMENT, INC	11404	10.5.2220.400.0000.60.00.00 Check #: 0	Media Services – Supp & Mat	\$1,618.98
			Vendor Total:	\$1,618.98
CERTIFIED LOCKSMITHING	23744	20.5.2540.300.0000.15.00.00 Check #: 0	O & M – Purch Srvcs – Simmons	\$129.95
			Vendor Total:	\$129.95
CHICAGO TRIBUNE MEDIA GROUP				

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Srvc – Other	\$89.06
			Vendor Total:	\$89.06
CITY ELECTRIC SUPPLY		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$31.92
			Vendor Total:	\$31.92
COM ED	3306	10.5.2540.466.0000.11.00.00 Check #: 0	O & M – Electricity – CM	\$32.04
			Vendor Total:	\$32.04
COMCAST	18540	10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Srvc	\$8,827.37
			Vendor Total:	\$8,827.37
CONSTELLATION NEW ENERGY GAS DIV, LLC	24502	10.5.2540.465.0000.11.00.00 Check #: 0	O & M – Natural Gas – CM	\$1,228.39
		10.5.2540.465.0000.12.00.00 Check #: 0	O & M – Natural Gas – Harnew	\$3,715.88
		10.5.2540.465.0000.13.00.00 Check #: 0	O & M – Natural Gas – Kolb	\$1,482.35
		10.5.2540.465.0000.14.00.00 Check #: 0	O & M – Natural Gas – Lieb	\$1,057.44
		10.5.2540.465.0000.15.00.00 Check #: 0	O & M – Natural Gas – Simmons	\$1,884.31
			Vendor Total:	\$9,368.37
COOK COUNTY SCHOOL DIST #104		40.5.2550.300.0000.06.00.43 Check #: 0	Pupil Transportation – Special Education	\$323.00
			Vendor Total:	\$323.00

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
CREATIVE LEARNING SYSTEMS				
		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$110.00
			Vendor Total:	\$110.00
CROWN TROPHY	24743	10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education – Suppl & Mat	\$284.45
			Vendor Total:	\$284.45
CUMBERLAND THERAPY SERVICES				
		10.5.2190.300.0000.06.00.00 Check #: 0	OT / PT Services – Purch Svcs	\$3,056.25
			Vendor Total:	\$3,056.25
DAILY SOUTHTOWN				
		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Svcs – Other	\$45.50
			Vendor Total:	\$45.50
DELL MARKETING, L.P.	12286	10.5.2220.700.0000.60.00.00 Check #: 0	Media Services – Non-Capital Equipment	\$7,654.32
			Vendor Total:	\$7,654.32
DELTA EDUCATION				
		10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction – Supp & Mat – CM	\$133.29
			Vendor Total:	\$133.29
DEMCO EDUCATIONAL CORPORATION	175	10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$117.74
			Vendor Total:	\$117.74
DISCOUNT SCHOOL SUPPLY	14002	10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$139.32

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$139.32
DISCOVERY BENEFITS CO.	10282	10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Svcs – Other	\$131.75
Vendor Total:				\$131.75
DISTRICT #122 - IMPREST FUND	399	10.5.1100.400.0000.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – District	\$58.80
		10.5.2310.300.0000.06.00.00 Check #: 0	BOARD OF EDUCATION --PURCH SRVCS DISTRICT	\$3,960.85
		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Svcs – Other	\$60.00
		10.5.2410.332.0000.13.00.00 Check #: 0	Principal – Travel – Kolb	\$40.00
		10.5.3000.300.3705.06.00.00 Check #: 0	Community Services – Purch Svcs – Preschool Grant	\$350.00
		20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$80.00
Vendor Total:				\$4,549.65
DUDEK, JEANINE	13875	10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction – Supp & Mat – CM	\$50.00
Vendor Total:				\$50.00
DUKE'S ACE HARDWARE #161	23343	20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$123.39
Vendor Total:				\$123.39
E-RATE FUNDING SERVICES, LLC		10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Svcs	\$750.00
Vendor Total:				\$750.00

EASTER SEALS METROPOLITAN CHICAGO 6985



# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

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	\$6,097.40
			Vendor Total:	\$6,097.40
EDUCATIONAL BENEFIT COOPERATIVE	20959	10.2.0489.000.0000.00.00.00 Check #: 0	PAYROLL DEDUCTION-INSURANCE	\$288,400.18
			Vendor Total:	\$288,400.18
EDUCATORS PUBLISHING SERVICE	130	10.5.1200.400.0000.06.00.00 Check #: 0	Special Education – Supp & Mat	\$370.93
			Vendor Total:	\$370.93
ELIM CHRISTIAN SERVICES	4659	10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$15,575.91
			Vendor Total:	\$15,575.91
EMAN KHATIB		10.5.3000.300.4909.06.00.00 Check #: 0	Community Services – Purch Svcs – Title III	\$33.10
			Vendor Total:	\$33.10
ENGLER CALLAWAY BAASTEN & SRAGA, LLC	14530	10.5.2310.318.0000.06.00.00 Check #: 0	Board of Education – Legal Services	\$66.00
			Vendor Total:	\$66.00
ESSCOE,LLC	21074	20.5.2540.400.0000.15.00.00 Check #: 0	O & M – Supp & Mat – Simmons	\$2,180.64
		20.5.2540.530.0000.15.00.00 Check #: 0	O & M – Building Improvements – Simmons	\$4,800.00
			Vendor Total:	\$6,980.64
ESTRADA, ROSA				

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.4.0000.000.1611.00.00.00 Check #: 0	SALES TO PUPILS - LUNCH	\$12.00
			Vendor Total:	\$12.00
FIRST CALL CAB CO. LLC		40.5.2550.300.0000.06.00.43 Check #: 0	Pupil Transportation - Special Education	\$132.00
			Vendor Total:	\$132.00
FIRST STUDENTINC		40.5.2550.300.0000.06.00.00 Check #: 0	Pupil Transportation - District	\$40,927.74
		40.5.2550.300.0000.06.00.30 Check #: 0	Pupil Transportation - Athletics	\$1,648.61
			Vendor Total:	\$42,576.35
FRONTLINE TECHNOLOGIES		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education - Purch Srvcs - Other	\$9,803.54
			Vendor Total:	\$9,803.54
FULL COMPASS SYSTEMS		10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction - Supp & Mat - CM	\$30.52
			Vendor Total:	\$30.52
G&O THERMAL SUPPLY COMPANY		20.5.2540.400.0000.15.00.00 Check #: 0	O & M - Supp & Mat - Simmons	\$89.44
			Vendor Total:	\$89.44
GAZZE, JENNIFER	19420	10.5.1100.400.0000.13.00.00 Check #: 0	Regular Instruction - Supp & Mat - Kolb	\$50.00
			Vendor Total:	\$50.00
GEM ELECTRIC SUPPLY, INC.		20.5.2540.400.0000.06.00.00 Check #: 0	O & M - Supp & Mat - District	\$252.00

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

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Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$252.00
GORDON FLESCH CO., INC.	22701	10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Srvcs	\$1,806.75
Vendor Total:				\$1,806.75
GOVERNORS STATE UNIVERSITY	15549	10.5.3000.300.4909.06.00.00 Check #: 0	Community Services – Purch Srvcs – Title III	\$7,000.00
Vendor Total:				\$7,000.00
GRAINGER	21505	20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$144.99
		20.5.2540.400.0000.11.00.00 Check #: 0	O & M – Supp & Mat – CM	\$500.00
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$1,347.46
		20.5.2540.400.0000.13.00.00 Check #: 0	O & M – Supp & Mat – Kolb	\$285.00
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M – Supp & Mat – Lieb	\$65.00
		20.5.2540.400.0000.15.00.00 Check #: 0	O & M – Supp & Mat – Simmons	\$32.50
Vendor Total:				\$2,374.95
HEINEMANN		10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – Title I	\$4,554.00
Vendor Total:				\$4,554.00
HM RECEIVABLES CO LLC	705	10.5.1100.410.0000.30.00.00 Check #: 0	Regular Instruction – Consumables	\$2,950.00
Vendor Total:				\$2,950.00
HODGE PRODUCTS	22687			

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

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Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
HOME DEPOT	23118	20.5.2540.400.0000.06.00.00 Check #: 0	O & M - Supp & Mat - District	\$4.84
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M - Supp & Mat - Lieb	\$25.94
			Vendor Total:	\$30.78
		20.5.2540.400.0000.06.00.00 Check #: 0	O & M - Supp & Mat - District	(\$14.40)
		20.5.2540.400.0000.11.00.00 Check #: 0	O & M - Supp & Mat - CM	\$483.88
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M - Supp & Mat - Harnew	\$688.16
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M - Supp & Mat - Lieb	\$24.38
		20.5.2540.400.0000.15.00.00 Check #: 0	O & M - Supp & Mat - Simmons	\$177.29
			Vendor Total:	\$1,359.31
		10.5.2510.640.0000.06.00.00 Check #: 0	Business Services - Dues and Fees	\$1,125.43
ILLINOIS ASSOCIATION OF SCHOOL BOARDS	1621		Vendor Total:	\$1,125.43
		10.5.2310.640.0000.20.00.00 Check #: 0	Board of Education - Dues and Fees	\$6,741.00
ILLINOIS PRINCIPALS ASSN.	1241		Vendor Total:	\$6,741.00
		10.5.2410.640.0000.11.00.00 Check #: 0	OFF OF PRINCIPAL ---DUES AND FEES COLUMBUS MANOR	\$620.00
			Vendor Total:	\$620.00
ISTE				

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2210.300.4300.06.00.00 Check #: 0	Improve of Instruct – Purch Srvc – Title I	\$750.00
			Vendor Total:	\$750.00
JENNA LEFLEY		10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$49.68
			Vendor Total:	\$49.68
JOSEPH ACADEMY (HOMETOWN)		10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$3,748.29
			Vendor Total:	\$3,748.29
KATY AMES		10.5.1200.400.0000.06.00.00 Check #: 0	Special Education – Supp & Mat	\$91.89
			Vendor Total:	\$91.89
LAKESHORE LEARNING MATERIALS	577	10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – Title I	\$17,741.15
			Vendor Total:	\$17,741.15
LEXISNEXIS RISK DATA MANAGEMENT		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Srvc – Other	\$50.00
			Vendor Total:	\$50.00
MATUSZAK, ALLISON	22980	10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$50.00
			Vendor Total:	\$50.00
METAL SUPERMARKETS	22715	20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$118.65
			Vendor Total:	\$118.65

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
MONTESANO, KATHY	25213	10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$40.68
			Vendor Total:	\$40.68
MOTION INDUSTRIES, INC.	1856	20.5.2540.400.0000.15.00.00 Check #: 0	O & M – Supp & Mat – Simmons	\$15.49
			Vendor Total:	\$15.49
NATIONAL BOARD RESOURCE CENTER		10.5.2210.400.4300.06.00.00 Check #: 0	Improve of Instruct – Supp & Mat – Title I	\$6,283.00
			Vendor Total:	\$6,283.00
NCS PEARSON	20952	10.5.3000.400.3705.06.00.91 Check #: 0	Community Services – Supplies and Materials	\$310.52
			Vendor Total:	\$310.52
NCS PEARSON.		10.5.1200.400.0000.06.00.00 Check #: 0	Special Education – Supp & Mat	\$178.40
		10.5.2190.400.0000.06.00.00 Check #: 0	OT / PT Services – Supp & Mat	\$205.75
			Vendor Total:	\$384.15
NEVAREZ, LORENZO		10.5.3000.300.4909.06.00.00 Check #: 0	Community Services – Purch Srvcs – Title III	\$30.98
			Vendor Total:	\$30.98
NEXTERA ENERGY SERVICES		10.5.2540.466.0000.11.00.00 Check #: 0	O & M – Electricity – CM	\$4,963.51
		10.5.2540.466.0000.12.00.00 Check #: 0	O & M – Electricity – Harnew	\$5,366.09

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

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Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2540.466.0000.13.00.00 Check #: 0	O & M – Electricity – Kolb	\$5,233.31
		10.5.2540.466.0000.14.00.00 Check #: 0	O & M – Electricity – Lieb	\$6,940.28
		10.5.2540.466.0000.15.00.00 Check #: 0	O & M – Electricity – Simmons	\$8,006.82
		Vendor Total:		\$30,510.01
O'CONNOR, COLLEEN	20211	10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$50.00
			Vendor Total:	\$50.00
OAK LAWN PARK DISTRICT		20.5.2540.325.0000.06.00.00 Check #: 0	O & M – Rentals	\$500.00
			Vendor Total:	\$500.00
OFFICE DEPOT. (BUSINESS)		10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction – Supp & Mat – CM	\$7.73
		10.5.1100.400.0000.11.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – CM	\$305.62
		10.5.1100.400.0000.12.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Harnew	\$1,997.88
		10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$6.15
		10.5.1100.400.0000.14.00.00 Check #: 0	Regular Instruction – Supp & Mat – Lieb	\$541.68
		10.5.1100.400.0000.14.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Lieb	\$2,777.34
		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$1,752.72
		10.5.1800.400.4909.06.00.00 Check #: 0	Bilingual – Supp & Mat – Title III	\$87.44

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

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Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2130.400.0000.06.00.00	Health Services – Supplies and Materials	\$634.19
		Check #: 0		
		10.5.2520.400.0000.06.00.00	Fiscal Services – Supp & Mat	\$1,394.06
		Check #: 0		
		Vendor Total:	\$9,504.81	
OGAREK, DOUGLAS				
		10.5.2510.332.0000.06.00.00	Business Services – Travel	\$124.56
		Check #: 0		
		Vendor Total:	\$124.56	
ORIENTAL TRADING COMPANY	9192			
		10.5.1100.400.0000.11.00.00	Regular Instruction – Supp & Mat – CM	\$33.95
		Check #: 0		
		10.5.1100.400.0000.11.01.00	Regular Instruction – Supp & Mat – PLCAC – CM	\$15.99
		Check #: 0		
		10.5.1100.400.0000.13.00.00	Regular Instruction – Supp & Mat – Kolb	\$0.00
		Check #: 0		
		10.5.1100.400.0000.13.01.00	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$183.39
		Check #: 0		
		10.5.2130.400.0000.06.00.00	Health Services – Supplies and Materials	\$111.45
		Check #: 0		
Vendor Total:	\$344.78			
ORKIN				
		20.5.2540.300.0000.15.00.00	O & M – Purch Srvcs – Simmons	\$154.07
		Check #: 0		
		Vendor Total:	\$154.07	
PALOS SPORTS INC	68			
		10.5.1100.400.0000.13.01.00	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$181.92
		Check #: 0		
		Vendor Total:	\$181.92	
PARKLAND PREPARATORY ACADEMY SOUTH, INC.				



# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
PARTNERSHIP FOR RESILIENCE		10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$3,716.59
			Vendor Total:	\$3,716.59
		10.5.2210.300.4300.06.00.00 Check #: 0	Improve of Instruct – Purch Svcs – Title I	\$3,000.00
PEAPOD, LLC			Vendor Total:	\$3,000.00
		10.5.2560.416.3705.06.00.00 Check #: 0	Food Services – Supp & Mat – Preschool Grant	\$380.07
			Vendor Total:	\$380.07
PEP BOYS - EXPRESS	23915	20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$13.29
			Vendor Total:	\$13.29
		10.5.2310.340.0000.06.00.00 Check #: 0	Board of Education – Postage & Communications	\$87.18
POPS 24/7			Vendor Total:	\$87.18
		10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Svcs – Other	\$260.00
			Vendor Total:	\$260.00
PREFERRED MEAL SYSTEMS, INC.	22683	10.5.2560.300.0000.06.00.00 Check #: 0	Food Services – Purch Svcs	\$85,149.17
			Vendor Total:	\$85,149.17
		60.5.2530.530.0000.06.00.00 Check #: 0	Capital Projects – Building Improvements	\$52,560.00
PREMIER MECHANICAL, INC.			Vendor Total:	\$52,560.00

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
PRISM CORPORATION	15668	10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$280.60
			Vendor Total:	\$280.60
PURCHASE POWER		10.5.2310.340.0000.06.00.00 Check #: 0	Board of Education – Postage & Communications	\$230.99
			Vendor Total:	\$230.99
QUINLAN & FABISH	1354	10.5.1500.300.0000.06.00.30 Check #: 0	Interscholastic – Purch Srvcs – Band	\$434.00
		10.5.1500.550.0000.06.00.30 Check #: 0	Interscholastic – Equipment – Band	\$1,970.00
			Vendor Total:	\$2,404.00
REALLY GOOD STUFF, INC.	2335	10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$522.24
			Vendor Total:	\$522.24
RICH LEE VANS CHICAGO RIDGE	307	40.5.2550.300.0000.06.00.30 Check #: 0	Pupil Transportation – Athletics	\$2,210.63
		40.5.2550.300.0000.06.00.43 Check #: 0	Pupil Transportation – Special Education	\$130,582.00
		40.5.2550.300.0000.06.00.62 Check #: 0	Pupil Transportation – Field Trips	\$463.87
			Vendor Total:	\$133,256.50
RIDGELAND PRINCIPAL ASSN.	6591	10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$1,519.45
		10.5.1100.400.0000.15.00.29 Check #: 0	Regular Instruction – Supp & Mat – SMS (Required)	\$4,115.90

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

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Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2310.400.0000.06.00.00 Check #: 0	Board of Education – Suppl & Mat	\$29.06
SAM'S CLUB	2519		Vendor Total:	\$5,664.41
		10.5.2520.400.0000.06.00.00 Check #: 0	Fiscal Services – Supp & Mat	\$275.30
SANTORO, KAREN			Vendor Total:	\$275.30
		10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$50.00
SARAH SETTANNI			Vendor Total:	\$50.00
		10.5.1100.400.0000.15.00.00 Check #: 0	Regular Instruction – Supp & Mat – SMS	\$43.02
SCHINDLER ELEVATOR CORPORATION	16779		Vendor Total:	\$43.02
		20.5.2540.300.0000.12.00.00 Check #: 0	O & M – Purch Srvcs – Harnew	\$1,019.82
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$410.00
SCHOLASTIC, INC.			Vendor Total:	\$1,429.82
		10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction – Supp & Mat – CM	\$42.47
		10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction – Supp & Mat – PLCAC – Kolb	\$55.00
SCHOOL HEALTH CORPORATION	6603		Vendor Total:	\$97.47
		10.5.1100.400.0000.14.00.00 Check #: 0	Regular Instruction – Supp & Mat – Lieb	\$13.75
		10.5.2130.400.0000.06.00.00 Check #: 0	Health Services – Supplies and Materials	\$4,961.13

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

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Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$4,974.88
SCHOOL OUTFITTERS		10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction - Supp & Mat - Title I	\$9,205.33
Vendor Total:				\$9,205.33
SCHOOL SPECIALTY_14430	14430	10.5.1100.400.0000.13.01.00 Check #: 0	Regular Instruction - Supp & Mat - PLCAC - Kolb	\$50.56
		10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction - Supp & Mat - Title I	\$2,750.46
Vendor Total:				\$2,801.02
SCHOOLDUDE.COM		10.5.2220.300.0000.60.00.00 Check #: 0	Media Services - Purch Srvcs	\$2,813.03
Vendor Total:				\$2,813.03
SCHROEDER MATERIAL INC	962	20.5.2540.400.0000.12.00.00 Check #: 0	O & M - Supp & Mat - Harnew	\$530.16
Vendor Total:				\$530.16
SID'S FLOWERS AND MORE	2369	10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education - Purch Srvcs - Other	\$64.95
Vendor Total:				\$64.95
SMARTSIGN		10.5.2220.400.0000.60.00.00 Check #: 0	Media Services - Supp & Mat	\$2,056.95
Vendor Total:				\$2,056.95
SOARING EAGLE ACADEMY		10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs - Private Facilities	\$8,689.34
Vendor Total:				\$8,689.34

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
SOLIANT HEALTH		10.5.2190.300.4620.06.00.00 Check #: 0	OT / PT Services – Purch Srvcs – IDEA	\$7,712.64
			Vendor Total:	\$7,712.64
SOUTH SIDE CONTROL SUPPLY CO.	25852	20.5.2540.400.0000.13.00.00 Check #: 0	O & M – Supp & Mat – Kolb	\$311.54
			Vendor Total:	\$311.54
STREAMWOOD BEHAVIORAL HEALTH SYSTEM		10.5.2140.300.0000.06.00.00 Check #: 0	Pyschological Services – Purchased Services	\$490.00
			Vendor Total:	\$490.00
TEACHER DIRECT		10.5.1100.400.4300.06.00.00 Check #: 0	Regular Instruction – Supp & Mat – Title I	\$2,697.60
			Vendor Total:	\$2,697.60
TECHNOLOGY RESOURCE ADVISORS, INC		10.5.2220.300.0000.00.00.00 Check #: 0	Media Services – 1:1 Chromebook Repairs	\$3,700.00
			Vendor Total:	\$3,700.00
TEMPERATURE EQUIPMENT CORP.		20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$55.12
			Vendor Total:	\$55.12
TEXTOL SYSTEMS INC		10.5.1200.400.0000.06.00.00 Check #: 0	Special Education – Supp & Mat	\$469.33
			Vendor Total:	\$469.33
THE CHICAGO AUTISM ACADEMY, INC.		10.5.4120.670.0000.06.00.58 Check #: 0	Pmts for SPED Programs – Private Facilities	\$15,185.92

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$15,185.92
THE SOLUTION CENTER	20460	20.5.2540.300.0000.06.00.00 Check #: 0	O & M – Purch Srvcs – District	\$674.38
Vendor Total:				\$674.38
THERMOSYSTEMS, INC.		60.5.2530.530.0000.06.00.00 Check #: 0	Capital Projects – Building Improvements	\$74,750.00
Vendor Total:				\$74,750.00
THOMPSON ELEVATOR INSPECTION SERVICE INC	16352	20.5.2540.300.0000.11.00.00 Check #: 0	O & M – Purch Srvcs – CM	\$100.00
		20.5.2540.300.0000.12.00.00 Check #: 0	O & M – Purch Srvcs – Harnew	\$100.00
		20.5.2540.300.0000.13.00.00 Check #: 0	O & M – Purch Srvcs – Kolb	\$100.00
Vendor Total:				\$300.00
TRIA ARCHITECTURE, INC.		60.5.2530.530.0000.06.00.00 Check #: 0	Capital Projects – Building Improvements	\$3,248.46
Vendor Total:				\$3,248.46
TSA CONSULTING GROUP, INC	23161	10.5.2310.390.0000.06.00.00 Check #: 0	Board of Education – Purch Srvcs – Other	\$199.66
Vendor Total:				\$199.66
TYLER TISCHER		20.5.2540.403.0000.06.00.00 Check #: 0	O & M – Uniforms	\$69.98
Vendor Total:				\$69.98
UNITED REFRIGERATION, INC.				

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
VERIZON WIRELESS		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$56.89
		20.5.2540.400.0000.15.00.00 Check #: 0	O & M – Supp & Mat – Simmons	\$165.14
		Vendor Total:		\$222.03
VILLAGE OF BRIDGEVIEW MUNICIPAL BUILDING	1324	10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Srvcs	\$72.02
		Vendor Total:		\$72.02
		20.5.2540.370.0000.14.00.00 Check #: 0	O & M – Water/Sewer – Lieb	\$247.28
VILLAGE OF OAK LAWN - FUEL	170	Vendor Total:		\$247.28
		20.5.2540.464.0000.06.00.00 Check #: 0	O & M – Gasoline	\$1,097.97
		Vendor Total:		\$1,097.97
VILLAGE OF OAK LAWN - WATER DIVISION		20.5.2540.370.0000.11.00.00 Check #: 0	O & M – Water/Sewer – CM	\$234.05
		20.5.2540.370.0000.12.00.00 Check #: 0	O & M – Water/Sewer – Harnew	\$263.23
		20.5.2540.370.0000.13.00.00 Check #: 0	O & M – Water/Sewer – Kolb	\$169.62
		20.5.2540.370.0000.15.00.00 Check #: 0	O & M – Water/Sewer – Simmons	\$362.00
		Vendor Total:		\$1,028.90
WAGNER, LINDA	9123	10.5.2210.332.0000.30.00.00 Check #: 0	Improve of Instruct – Travel	\$39.24
		Vendor Total:		\$39.24

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
WAREHOUSE DIRECT	11524	10.5.1100.400.0000.11.00.00 Check #: 0	Regular Instruction – Supp & Mat – CM	\$967.50
		10.5.1100.400.0000.12.00.00 Check #: 0	Regular Instruction – Supp & Mat – Harnew	\$1,939.00
		10.5.1100.400.0000.13.00.00 Check #: 0	Regular Instruction – Supp & Mat – Kolb	\$1,290.00
		20.5.2540.400.0000.06.00.00 Check #: 0	O & M – Supp & Mat – District	\$592.30
		20.5.2540.400.0000.13.00.00 Check #: 0	O & M – Supp & Mat – Kolb	\$728.54
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M – Supp & Mat – Lieb	\$140.00
			Vendor Total:	\$5,657.34
WASTE MANAGEMENT	1423	20.5.2540.400.0000.11.00.00 Check #: 0	O & M – Supp & Mat – CM	\$1,456.40
		20.5.2540.400.0000.12.00.00 Check #: 0	O & M – Supp & Mat – Harnew	\$975.29
		20.5.2540.400.0000.13.00.00 Check #: 0	O & M – Supp & Mat – Kolb	\$1,399.64
		20.5.2540.400.0000.14.00.00 Check #: 0	O & M – Supp & Mat – Lieb	\$1,986.29
		20.5.2540.400.0000.15.00.00 Check #: 0	O & M – Supp & Mat – Simmons	\$877.09
			Vendor Total:	\$6,694.71
WILLIAMS, KELLY		10.5.2210.332.0000.30.00.00 Check #: 0	Improve of Instruct – Travel	\$296.00
			Vendor Total:	\$296.00
XEROX CORPORATION		10.5.2220.300.0000.60.00.00 Check #: 0	Media Services – Purch Srvcs	\$2,098.56



## Ridgeland School District 122

### Voucher Supplement Account Summary

Voucher Batch Number: 1210

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
Vendor Total:				\$2,098.56
ZAPALA, KATARYNA		10.5.2140.332.0000.06.00.00	Pyschological Services – Travel	\$400.00
		Check #: 0		
Vendor Total:				\$400.00
Grand Total:				\$1,086,303.92

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

21 04/07/2018 04/20/2018 04/20/2018

Item	Amount	Match-Amount	Wage Basis	Payee
<b>Bank Account: 297-765-0 HARRIS - 122 AP</b>				
GROSS PAY:	561,366.82			
OVERTIME:	426.90			
403b ANNUITY PREMIUM RESERVE	100.00	0.00	5,777.30	ANNUITY PREMIUM RESERVE ACCOUNT
403b FIDELITY MANAGEMENT TRUST	1,675.00	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	94,533.68	VARIABLE ANN LIFE INS CO-403B.
403b WADDELL & REED	1,742.00	0.00	31,287.50	WADDELL & REED, INC.
457b VALIC ANNUITY	725.00	0.00	19,995.23	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	330,192.87	0.00	0.00	RIDGELAND PUBLIC SCHOOL DISTRICT 122
EMPLOYEE DENTAL INSURANCE	4,232.69	1,822.05	370,224.67	RIDGELAND SCHOOLS DENTAL
EMPLOYEE HEALTH INSURANCE	27,774.71	124,127.77	420,079.89	RIDGELAND SCHL DIST 122 HEALTH & WELFARE
FED TAX W/H	45,507.89	0.00	474,180.30	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	22,751.59	0.00	474,180.30	ILLINOIS DEPARTMENT OF REVENUE
IMRF - GROUP 1 - ALL BD PD ER SHARE	0.00	2,342.41	27,079.96	ILL. MUNICIPAL RETIREMENT FUND
IMRF - GROUP 1 - ALL BD PD ON EE CONTR	0.00	1,218.59	27,079.96	ILL. MUNICIPAL RETIREMENT FUND
IMRF - GROUP 2 - EE & ER SHARE	2,920.43	5,613.62	64,897.30	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	623.30	501,403.71	RELIANCE STANDARD LIFE INSURANCE CO.
Life Insurance District Paid 250,000	0.00	125.00	27,986.35	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	72.00	0.00	9,709.54	ILL-NCPERS GROUP LIFE
MEDICARE	7,264.51	7,264.51	500,989.81	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	5,967.28	5,967.28	96,246.16	E.F.T.P.S. - FEDERAL PYMTS.
TRS - GROUP 1 - .58%	0.00	382.14	65,886.37	TEACHERS RETIREMENT SYSTEM

Item	Amount	Match-Amount	Wage Basis	Payee
TRS - GROUP 1 - EMPLOYEE PORTION BD PD	0.00	5,929.78	65,886.37	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 1 - THIS EE + ER BD PD	0.00	1,357.26	65,886.37	TEACHERS' HEALTH INSURANCE SECURITY FUND
TRS - GROUP 2 - .58%	0.00	2,313.42	398,882.29	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - FEDERAL FUNDS	0.00	2,276.84	22,542.88	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - NO BD PD EMPLOYEE CONTR	35,899.45	0.00	398,882.29	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - THIS	4,706.77	3,510.10	398,882.29	TEACHERS' HEALTH INSURANCE SECURITY FUND
UNION DUES	6,663.50	0.00	428,139.07	RIDGELAND COUNCIL OF SOUTHWEST SUBURBAN
VISION INSURANCE	695.23	0.00	202,560.99	VSP
Deductions Total:	516,790.98	165,262.55		
Employee Net:	45,002.74			
Bank Acct Total:	727,056.27			

Grand Total: 727,056.27

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

20 03/24/2018 04/06/2018 04/06/2018

Item	Amount	Match-Amount	Wage Basis	Payee
Bank Account: 297-765-0 HARRIS - 122 AP				
GROSS PAY:	582,716.38			
OVERTIME:	2,958.64			
403b ANNUITY PREMIUM RESERVE	100.00	0.00	5,777.30	ANNUITY PREMIUM RESERVE ACCOUNT
403b FIDELITY MANAGEMENT TRUST	1,675.00	0.00	29,624.04	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	4,905.00	0.00	91,299.86	VARIABLE ANN LIFE INS CO-403B.
403b WADDELL & REED	1,742.00	0.00	31,287.50	WADDELL & REED, INC.
457b VALIC ANNUITY	725.00	0.00	19,995.23	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	350,326.78	0.00	0.00	RIDGELAND PUBLIC SCHOOL DISTRICT 122
EMPLOYEE DENTAL INSURANCE	4,149.05	1,822.05	367,563.07	RIDGELAND SCHOOLS DENTAL
EMPLOYEE HEALTH INSURANCE	27,096.74	122,005.86	416,127.05	RIDGELAND SCHL DIST 122 HEALTH & WELFARE
FED TAX W/H	49,387.27	0.00	497,345.62	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	23,894.55	0.00	497,345.62	ILLINOIS DEPARTMENT OF REVENUE
IMRF - GROUP 1 - ALL BD PD ER SHARE	0.00	2,421.66	27,996.00	ILL. MUNICIPAL RETIREMENT FUND
IMRF - GROUP 1 - ALL BD PD ON EE CONTR	0.00	1,259.82	27,996.00	ILL. MUNICIPAL RETIREMENT FUND
IMRF - GROUP 2 - EE & ER SHARE	2,972.72	5,714.10	66,059.27	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	616.40	499,889.59	RELIANCE STANDARD LIFE INSURANCE CO.
Life Insurance District Paid 250,000	0.00	125.00	27,986.35	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	72.00	0.00	9,709.54	ILL-NCPERS GROUP LIFE
MEDICARE	7,622.45	7,622.45	525,673.95	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.
RELANCE VOLUNTARY LIFE INSURANCE	240.60	0.00	36,760.75	RELIANCE STANDARD LIFE INSURANCE CO.
SOC SECURITY	6,371.34	6,371.34	102,763.48	E.F.T.P.S. - FEDERAL PYMTS.
TRS - GROUP 1 - .58%	0.00	382.14	65,886.37	TEACHERS RETIREMENT SYSTEM

Item	Amount	Match-Amount	Wage Basis	Payee
TRS - GROUP 1 - EMPLOYEE PORTION BD PD	0.00	5,929.78	65,886.37	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 1 - THIS EE + ER BD PD	0.00	1,357.26	65,886.37	TEACHERS' HEALTH INSURANCE SECURITY FUND
TRS - GROUP 2 - .58%	0.00	2,403.18	414,356.96	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - FEDERAL FUNDS	0.00	2,297.04	22,742.88	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - NO BD PD EMPLOYEE CONTR	37,292.17	0.00	414,356.96	TEACHERS RETIREMENT SYSTEM
TRS - GROUP 2 - THIS	4,889.35	3,646.30	414,356.96	TEACHERS' HEALTH INSURANCE SECURITY FUND
UNION DUES	6,630.00	0.00	427,942.20	RIDGELAND COUNCIL OF SOUTHWEST SUBURBAN
VISION INSURANCE	695.23	0.00	202,741.63	VSP
Deductions Total:	543,391.71	164,362.86		
Employee Net:	42,283.31			
Bank Acct Total:	750,037.88			

Grand Total: 750,037.88

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!*

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Julie A. Shellberg, Superintendent

MAY 17, 2018

## SUMMARY OF BILLS:

EDUCATION FUND	\$ 9,767.78
(BMO)	

**\$ 9,767.78**

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

Voucher No: 1211

Voucher Date: 05/17/2018

Prepared By:

Printed: 05/14/2018 02:03:44 PM

RIDGELAND SCHOOL DISTRICT 122 is hereby authorized to draw warrants against RIDGELAND SCHOOL DISTRICT 122 funds for the sum of \$9,767.78 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	\$9,510.85
20	OPERATIONS AND MAINTENANCE	\$256.93
		<b>\$9,767.78</b>

# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1211

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
AMAZON.COM		10.5.1100.400.0000.11.00.00	Regular Instruction - Supp & Mat - CM	\$44.33
		10.5.1100.400.0000.11.01.00	Regular Instruction - Supp & Mat - PLCAC - CM	\$307.88
		10.5.1100.400.0000.13.00.00	Regular Instruction - Supp & Mat - Kolb	\$269.58
		10.5.1100.400.0000.13.01.00	Regular Instruction - Supp & Mat - PLCAC - Kolb	\$360.23
		10.5.1100.400.0000.15.00.00	Regular Instruction - Supp & Mat - SMS	\$632.42
		10.5.1100.400.4300.06.00.00	Regular Instruction - Supp & Mat - Title I	\$882.51
		10.5.1200.400.0000.06.00.00	Special Education - Supp & Mat	\$323.24
		10.5.1800.400.4909.06.00.00	Bilingual - Supp & Mat - Title III	\$55.49
		10.5.2130.400.0000.06.00.00	Health Services - Supplies and Materials	\$158.21
		10.5.2190.400.0000.06.00.00	OT / PT Services - Supp & Mat	\$893.94
		10.5.2225.400.0000.40.00.00	Assistive Tech - Supp & Mat	\$47.98
		Vendor Total:		\$3,975.81
AUSSIE POUCH.COM		10.5.1100.400.0000.11.01.00	Regular Instruction - Supp & Mat - PLCAC - CM	\$362.63
		10.5.1100.400.4300.06.00.00	Regular Instruction - Supp & Mat - Title I	\$722.27
		Vendor Total:		\$1,084.90
BMO MASTERCARD	20321	10.5.1100.400.0000.06.00.00	Regular Instruction - Supp & Mat - District	\$296.45
		10.5.1125.400.3705.40.00.00	Preschool - Suppl & Mat - Preschool Grant	\$573.10
		10.5.1200.400.0000.06.00.00	Special Education - Supp & Mat	\$143.71
		10.5.2130.400.0000.06.00.00	Health Services - Supplies and Materials	\$0.00
		10.5.2140.332.0000.06.00.00	Pyschological Services - Travel	\$70.00
		10.5.2150.332.0000.06.00.00	Speech/Path/Audio Service - Travel	\$198.41
		10.5.2210.400.0000.30.00.00	Improve of Instruct - Supp & Mat	\$567.28
		10.5.2220.400.0000.60.00.00	Media Services - Supp & Mat	\$798.73



# Ridgeland School District 122

## Voucher Supplement Account Summary

Voucher Batch Number: 1211

05/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name	Vendor #	Account	Description	Amount
WALMART		10.5.2310.390.0000.06.00.00	Board of Education – Purch Srvcs – Other	\$128.95
		10.5.2310.400.0000.06.00.00	Board of Education – Suppl & Mat	\$552.64
		10.5.2520.300.0000.06.00.00	Fiscal Services – Purch Srvcs	\$99.00
		10.5.2520.400.0000.06.00.00	Fiscal Services – Supp & Mat	\$119.96
		10.5.3000.300.3705.06.00.91	Community Services – Purchased Services	\$405.00
		20.5.2540.400.0000.06.00.00	O & M – Supp & Mat – District	\$22.93
		20.5.2540.400.0000.12.00.00	O & M – Supp & Mat – Harnew	\$234.00
			Vendor Total:	\$4,210.16
		10.5.1100.400.4300.06.00.00	Regular Instruction – Supp & Mat – Title I	\$186.91
		10.5.2130.400.0000.06.00.00	Health Services – Supplies and Materials	\$310.00
		Vendor Total:	\$496.91	
		Grand Total:	\$9,767.78	

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!*

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Julie A. Shellberg, Superintendent

MAY 17, 2018

## SUMMARY OF BILLS:

EDUCATION FUND  
(THIS)

\$1,046.12

**\$1,046.12**

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

Voucher No: 1203

Voucher Date: 05/17/2018

Prepared By:



Printed: 05/09/2018 08:30:04 AM

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
		<b>\$1,046.12</b>

## Ridgeland School District 122

### Voucher Supplement Account Summary

Voucher Batch Number: 1203

05/17/2018

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

## Fund Balances

Fiscal Year: 2017-2018

Month: April

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	\$21,414,567.30	(\$16,516,263.79)	\$0.00	\$24,537,041.06
20	OPERATIONS AND MAINTENANCE	\$1,310,415.62	\$1,946,520.00	(\$1,269,802.32)	\$0.00	\$1,987,133.30
30	DEBT SERVICE	\$33,241,771.08	\$4,417,948.23	(\$3,706,412.63)	\$0.00	\$33,953,306.68
40	TRANSPORTATION	\$1,573,922.32	\$1,329,800.24	(\$1,383,133.83)	\$0.00	\$1,520,588.73
50	MUNICIPAL RETIREMENT	\$579,148.44	\$282,862.74	(\$158,618.25)	\$0.00	\$703,392.93
55	SOCIAL SECURITY	\$65,387.15	\$279,190.96	(\$275,175.18)	\$0.00	\$69,402.93
60	CAPITAL PROJECTS	\$269,622.77	\$1,242.40	(\$504,543.62)	\$0.00	(\$233,678.45)
70	WORKING CASH	\$3,146,409.85	\$110,465.62	\$0.00	\$0.00	\$3,256,875.47
80	TORT IMMUNITY	\$164,378.19	\$11,251.87	\$0.00	\$0.00	\$175,630.06
90	LIFE SAFETY	\$203,460.68	\$5,152.54	\$0.00	\$0.00	\$208,613.22
Grand Total:		\$60,193,253.65	\$29,799,001.90	(\$23,813,949.62)	\$0.00	\$66,178,305.93

End of Report

CM RPA - August 2017 - May 2018

CM RPA 2017-18  
5/9/2018

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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	Wolfs 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 - May 2018

CM RPA 2017-18  
5/9/2018

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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	2332	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		1,295.05
4/26/2018	2242	Frankie's Beef	Bring your kids to work lunch...		-47.95		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		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		1,555.21
5/1/2018		Deposit	Kindergarten T-Shirts		506.00		2,061.21
5/1/2018		Deposit	Yearbook Orders		1,090.00		3,151.21
5/2/2018	echeck ...	TreeRing	Yearbook Order - 120 books		-1,078.00		2,073.21
5/3/2018		Deposit	3rd Grade Field Trip		15.00		2,088.21
5/3/2018	2246	Stars & Stripes Silk Screening Inc.	Kindergarten T-shirts		483.00		2,571.21
5/7/2018		Deposit	Yearbook order		20.00		2,591.21
5/8/2018		Deposit	Ned Assembly Yo-Yo Purcha...		1,752.90		4,344.11
5/9/2018	2247	All For KIDZ	Ned Assembly Yo-Yo Purcha...		-1,752.00		2,592.11

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			11,834.60
Checks and Payments	6	Items	-432.25
Deposits and Other Credits	1	Item	41.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			11,443.35

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			11,443.35
Checks and Payments	5	Items	-647.23
Deposits and Other Credits	3	Items	0.00
Register Balance as of 4/30/2018:			10,796.12
Checks and Payments	4	Items	-941.57
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			9,854.55



# Harnew RPA April 2018

MAIN HARNEW RPA ACCOUNT  
5/8/2018

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## Uncleared Transaction Detail up to 4/30/2018

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
6/2/2017	1041	Scott Bella	Boof Fee Refund	Library Book Fees Lost		-15.00
4/10/2018	1078	PEAP	Presidential Awards PO#18-2-021	Awards Supplies		-455.67
4/12/2018	1080	Fatima Salim	PEP Meeting	Reimbursement		-19.51
4/27/2018	1084	Allison Matuszak	PBIS Store	PBIS/Staff reimbursement		-86.97
4/30/2018	1085	Cindy Strale	Reimbursement	Reimbursement		-70.08
Total Uncleared Checks and Payments						-647.23
					5 Items	
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
					3 Items	
Total Uncleared Transactions						-647.23
					8 Items	

# Kolb RPA April 2018

RPA  
5/8/2018

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## Uncleared Transaction Detail up to 4/30/2018

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
11/10/2016	2585	Little Caesars	PO 17-2-007RPA	Awards/Awards Pizza little caesars		-35.00
3/6/2017	2600	Little Caesars	PO 17-2-21 RPA	Awards		-35.00
5/22/2017	2611	Dollar Tree	PO 17-2-029rpa	Field Days		-26.00
4/20/2018	2642	PEAP	PO 18-2-021RPA	Awards/President education award		-455.66
4/24/2018	2643	Chicago Sky	PO 18-2-025RPA	3rd Grade Field Trip		-315.00
4/30/2018	2645	Childrens museum	PO 18-2-027RPA	1st Gr Field Trip		-94.50
Total Uncleared Checks and Payments						-961.16
			6	Items		
Uncleared Deposits and Other Credits						
12/22/2016	2593	VOID				0.00
2/24/2017	2599	Mercury Sightseeing Boats	PO 17-2-020RPA	4th Grade Field Trip/VOID		0.00
Total Uncleared Deposits and Other Credits						0.00
			2	Items		
Total Uncleared Transactions						-961.16
			8	Items		

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			924.20
Checks and Payments	2	Items	-1,420.00
Deposits and Other Credits	3	Items	2,223.50
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			1,727.70

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			1,727.70
Checks and Payments	1	Item	-502.50
Deposits and Other Credits	0	Items	0.00
Register Balance as of 5/9/2018:			1,225.20
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			1,225.20

# Lieb April 2018 RPA

Checking  
5/9/2018

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## Uncleared Transaction Detail up to 5/9/2018

Date	Num	Payee	Memo	Category	Clr	Amount
Uncleared Checks and Payments						
4/19/2018	2208	Alphabet Soup Productioni	3rd Gr Field Trip to MVC...	Field Trip		-502.50
Total Uncleared Checks and Payments				1 Item		-502.50
Uncleared Deposits and Other Credits						
Total Uncleared Deposits and Other Credits				0 Items		0.00
Total Uncleared Transactions				1 Item		-502.50

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:

Checks and Payments  
Deposits and Other Credits  
Service Charge  
Interest Earned

21 Items  
14 Items  
0 Items  
1 Item

57,994.66

-5,114.28  
20,187.57  
0.00  
0.55

Ending Balance of Bank Statement:

73,068.50

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:

Checks and Payments  
Deposits and Other Credits

45 Items  
8 Items

73,068.50

-21,101.83  
6,691.75

Register Balance as of 5/7/2018:

Checks and Payments  
Deposits and Other Credits

0 Items  
0 Items

58,658.42

0.00  
0.00

Register Ending Balance:

58,658.42

# Simmons - April 2018

RPA  
5/7/2018

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## Cleared Transaction Detail

Date	Num	Payee	Memo	Category	Clr	Amount
Cleared Checks and Payments						
2/7/2018	6962	DEREK SIMPSON / REIMBURSEMENT	REIMBURSEMENT FOR KOHLS RECE...	Activities/Activites	R	-74.99
3/12/2018	6981	IGSMA/ R#17-18-071	IGSMA ENTRY FEES FOR 74 STUDE...	Band/Band	R	-333.00
3/22/2018	6989	JULIE BENTLEY / REIMBURSEMENT	SWIC SNACKS FOR COACHES MEET...	SWIC/Athletics	R	-27.92
3/22/2018	6990	PARK LAWN/ R17-18-077	DONATION FROM DODGEBALL CON...	Student Council/Donation	R	-80.00
4/5/2018	6991	MEDIEVAL TIMES / R17-18-078	6TH GRADE F/T DEPOSIT FOR MEDI...	Sixth Grade F.R./Field Trip	R	-300.00
4/5/2018	6992	MARATHON SPORTSWEAR / R17-18-079	PARCC TSHIRTS INVOICE #20918	Activities/T-SHIRT	R	-265.15
4/5/2018	6993	AWARDS USA / R17-18-074	NJHS MEDALS	NJHS Club/NJHS	R	-269.85
4/5/2018	6994	AMBER KENIS / REIMBURSEMENTS	REIMB FOR PANERA BAGELS ETC F...	Activities/REIMBURSEMENT	R	-37.95
4/5/2018	6995	GRASSANO'S PIZZA / R17-18-080	PIZZA FOR DECLAMATION JUDGES ...	Activities/pizza	R	-42.00
4/11/2018	6996	Jimmy Johns/ R17-18-081	TRIPLE P PARENTING LUNCH FOR 4...	To Be Reimb By Do/to be reimbursed ...	R	-29.06
4/11/2018	6997	BURBANK SPORTS / R17-18-082	NJHS SPIRIT WEAR ADD ON ORDER	NJHS Club/NJHS	R	-52.00
4/12/2018	6998	TAYLOR MUSIC / R17-18-084	INV#2116020-1N PURCHASE OF 3 CL...	Band/Band	R	-825.00
4/12/2018	6999	RIDGELAND DISTRICT 122/ R17-19-085	REIMBURSE BLDG BUDGET FOR AM...	Activities/REIMBURSEMENT	R	-330.00
4/16/2018	7001	MAHONEY GRADUATION SERVICES / I...	R17-18-088 DIPLOMAS AND DIPLOM...	To Be Reimb By Do/to be reimbursed ...	R	-1,519.45
4/18/2018	7003	Amber Kenis / Reimbursement	DONUTS FOR BANDORAMA DUNKIN ...	Band/Band	R	-131.88
4/18/2018	7005	NASSP / NJHS DUES R17-18-090	NJHS DUES FOR 18.19 SY	NJHS Club/NJHS	R	-385.00
4/20/2018	7006	Megan Hacholski / Reimbursement	EDCHAT PROMO STICKERS/ STICKE...	LRC/LRC	R	-89.05
4/20/2018	7009	PALOS SPORTS / R17-18-083	INV#286993-00 HURDLES, CONES, A...	Athletics/athletic equipment	R	-163.91
4/25/2018	7014	ANN FRANICS / REIMBURSEMENT	TEACHER APPRECIATION / AMAZON...	Student Council/Student Council	R	-14.98
4/25/2018	7015	Ann Francis / Reimbursement	TEACHER APPRECIATION / MICHAEL...	Student Council/Student Council	R	-20.00
4/27/2018	7018	Victoria Stuczynski/ Reimbursement	COSTUMES FOR DRAMA - SAVERS R...	Drama Club/Drama Club	R	-123.09
Total Cleared Checks and Payments			21 Items			-5,114.28

## Cleared Deposits and Other Credits

4/4/2018	R1178	Sixth Grade F.R. / Candle Fundraiser	CANDLE SALES	Sixth Grade F.R./candle sales	R	3,472.00
4/4/2018	R1179	SPLIT DEPOSIT - ACTIVITIES AND YEA...	ACTIVITIES-PEPSI & PARCC TSHIRT...	Activities	R	171.71
4/10/2018	R1180	SPLIT DEPOSIT - GREAT AMERICA/ SI...	GREAT AMERICA/ 6TH GRADE MEDI...	Great America	R	1,599.00
4/12/2018	R1181	SPLIT DEPOSIT - GREAT AMERICA/ G6...	GREAT AMERICA/6TH GRADE FR & F...	Great America	R	455.00
4/16/2018	R1182	SPLIT DEPOSIT -GREAT AMERICA / 6T...	GREAT AMERICA / 6TH F.T./DRAMA S...	Great America	R	1,732.00
4/18/2018	R1183	SPLIT DEPOSIT - SIXTH GRADE FR & FT	6TH FR & FT MEDIEVAL TIMES/ GRE...	Sixth Grade Field Trip	R	1,082.00
4/20/2018	R1184	SPLIT DEPOSIT - GREAT AMERICA AN...	GREAT AMERICA F/T AND NJHS SPI...	Great America	R	1,355.00
4/23/2018	R1185	SPLIT DEPOSIT - 6TH FR & FT/ TO BE ...	6 FT & FR MEDIEVAL TIMES/TO BE R...	Sixth Grade Field Trip	R	3,086.00
4/23/2018	R1186	SPLIT DEPOSIT - GREAT AMERICA/ NJ...	GREAT AMERICA/ NJHS - FIELD TRIP...	Great America	R	900.50
4/24/2018	R1187	SPLIT DEPOSIT - 6TH GRADE FT & FR ...	6TH F/T MEDIEVAL TIMES/ GREAT A...	Sixth Grade Field Trip	R	1,060.00
4/25/2018	R1188	SPLIT DEPOSIT - NJHS AND GREAT A...	MJHS F/T IRON OAKS AND GREAT A...	NJHS Club	R	539.45
4/27/2018	R1189	SPLIT DEPOSIT - GREAT AMERICA / NJ...	GREAT AMERICA/ NJHS IRON OAKS/ ...	Great America	R	3,052.50
4/30/2018	R1190	SPLIT DEPOSIT - GREAT AMERICA/ 7T...	GREAT AMERICA/ FIELD TRIP 7TH G...	Great America	R	1,464.00
4/30/2018	R1191	SPLIT DEPOSIT - NJHS/ DRAMA/ PE R...	NJHS/ DRAMA/ PE RENTALS	NJHS Club	R	218.41

RPA  
5/7/2018

Cleared Transaction Detail

Date	Num	Payee	Memo	Category	Clr	Amount
4/30/2018		Interest Earned		Interest Inc	R	0.55
Total Cleared Deposits and Other Credits			15	Items		20,188.12
Total Cleared Transactions			36	Items		15,073.84

RPA  
5/7/2018

## Uncleared Transaction Detail up to 5/7/2018

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 Anysia 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
3/19/2018	6986	ILLINOIS PRINCIPALS ASSOC - SO CO...	IPA BREAKFAST FOR MAY 4, 2018- R...	Activities/breakfast		-200.00
4/16/2018	EFT	Harland Clark Check Order	Check order	Activities/checks needed		-126.71
4/16/2018	EFT	Harland Clark Deposit Slips	deposit slips for checking account	Activities/deposit		-55.41
4/16/2018	7000	OAK HALL INDUSTRIES / INVOICE 131...	CAPS & GOWNS R17-18-087	To Be Reimb By Do/to be reimbursed ...		-4,115.90
4/18/2018	7002	TERRA PRICE / REIMBURSEMENT	PROPS FROM DOLLAR TREE STORE	Declamation Team/Declamation Club		-25.00
4/18/2018	7004	BURBANK SPORTS/ R17-18-090	BAND SPIRIT WEAR	Band/Spirit order		-2,382.50
4/20/2018	7007	Marni Dasbach / Reimbursement	AMAZON.COM PURCHASE OF MOVIE...	Red Team/Red Team		-13.96
4/20/2018	7008	JUST FUNDRAISING / R17-18-086	6TH CANDLE FUNDRAISER	Sixth Grade F.R./fund raiser		-2,566.00
4/25/2018	7010	MEDIEVAL TIMES / R17-18-078A	MEDIEVAL TIMES/ INV#281286	Sixth Grade Field Trip/Medieval Times		-6,666.56
4/25/2018	7011	QUINLAN & FABISH / R17-18-091	BAND INV10477060 PEARL CONCERT...	Band/Band		-825.00
4/25/2018	7012	Taina Garcia / Reimbursement	AMAZON.COM MOVIES FOR END OF ...	Green Team/Green Team		-75.80
4/25/2018	7013	TAINA GARCIA /REIMBURSEMENT	OUTSIDERS DVD FROM MARVELIO	Green Team/Green Team		-4.32
4/25/2018	7016	Jeannie Perry / Reimbursement	NJHS INDUCTION FRAMES FROM DO...	NJHS Club/NJHS		-60.00
4/25/2018	7017	TAINA GARCIA /REIMBURSEMENT	NJHS FLOWERS FROM COSTCO	NJHS Club/NJHS		-79.98
4/27/2018	7019	Ann Francis / Reimbursement	NJHS FIELD TRIP TO IRON OAKS (W/...	NJHS Club/Field Trip		-870.00
5/1/2018		DEBIT \$333 FROM "TO BE REIMBURSE...	DO REIMBURSEMENT OF IGSMBA BA...	To Be Reimb By Do/REIMBURSEMENT		-333.00
5/1/2018	7020	Grassano's Pizza - SSE Club Party	R17-18-092 SSE END OF YEAR PIZZA...	SSE Club/pizza		-25.00
5/1/2018	7021	MARATHON SPORTSWEAR / R17-18-093	DRAMA T'S & HOODIES INV#21981 & ...	Drama Club/T-SHIRT		-834.98
5/3/2018	7022	Ridgeland District 122 / R17-18-094	REIMBURSE D.O. FOR SAMS CLUB O...	Athletics/REIMBURSEMENT		-162.22



RPA  
5/7/2018

## Uncleared Transaction Detail up to 5/7/2018

Date	Num	Payee	Memo	Category	Clr	Amount
5/3/2018	7023	GOLDEN CORRAL /R17-18-095	NJHS FIELD TRIP - LUNCH AT GOLD...	NJHS Club/Field Trip		-557.76
5/3/2018	7024	JAMES O'BRIEN / R17-18-096	SECURITY FOR 8TH GRADE DANCE	Activities/security		-120.00
5/3/2018	7025	JAMES HUNT / R17-18-096	SECURITY FOR 8TH GRADE DANCE	Activities/security		-120.00
Total Uncleared Checks and Payments			45 Items			-21,101.83
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	R1192	SPLIT DEPOSIT - PE/ LRC/ NJHS	PE BOX TOPS/LRC LOST BOOKS/NJ...	PE & Health		533.30
5/1/2018		BAND REIMBURSEMENT FROM D.O. F...	REIMB IGSMF FEES THAT WERE MIS...	Band/REIMBURSEMENT		333.00
5/3/2018	R1193	GREAT AMERICA	GREAT AMERICA	Great America/Great America FIELD ...		2,250.00
5/7/2018	R1194	Drama Deposit	DRAPA TICKET SALES	Declamation Team/Drama Club		2,311.00
5/7/2018	R1195	SPLIT DEPOSIT - GREAT AMERICA/ 7T...	GREAT AMERICA/ 7TH GRADE F/T A...	Great America		1,121.50
Total Uncleared Deposits and Other Credits			8 Items			6,691.75
Total Uncleared Transactions			53 Items			-14,410.08

Uncleared Transaction Detail after 5/7/2018

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

**Personnel Report**

**17-May-18**

**Regular Board of Education Meeting**

**Employment**

Last Name	First Name	Position	Bldg	Lane	Step	Hourly Rate	Status
Rudnicki	Anthony	Maintenance	S	-	-	\$12.00	FT

**Leave Of Absence**

Last Name	First Name	Position	Bldg	Article	Section	Effective Date
Zapala	Kataryna	Psychologist	L/S	XIII - 2A	2-A	August 20, 2018
McMahon	Sara	5th Grade	L	FMLA - XIV	5	August 20, 2018
Wyatt	Amy	4th Grade	L	FMLA - XIV	5	August 20, 2018
Koziokas	Jamie	3rd Grade	L	FMLA - XIV	5	August 20, 2018
Carter	Amy	3rd Grade	K	FMLA - XIV	5	August 20, 2018

**Resignation**

Last Name	First Name	Position	Bldg	Effective Date
Yasin	Shourook	Instructional Assistant	H	June 30, 2018
Holland	Ashley	Instructional Technology Coordinator	S	June 30, 2018

**Beckon, Anissa** <[abeckon@ridgeland122.com](mailto:abeckon@ridgeland122.com)>

---

**Fwd: Foia -**

2 messages

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**Ogarek, Douglas** <[dogarek@ridgeland122.com](mailto:dogarek@ridgeland122.com)>  
To: Anissa Beckon <[abeckon@ridgeland122.com](mailto:abeckon@ridgeland122.com)>

Thu, Apr 26, 2018 at 3:22 PM

Please provide me with the total cost of the Board's attendance to the conference.

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

From: **Alexandra Phillips** <[aphillips6530@gmail.com](mailto:aphillips6530@gmail.com)>

Date: Sat, Apr 21, 2018 at 6:43 AM

Subject: Foia -

To: Douglas Ogarek <[dogarek@ridgeland122.com](mailto:dogarek@ridgeland122.com)>, "Shellberg, Julie" <[jshellberg@ridgeland122.com](mailto:jshellberg@ridgeland122.com)>, dlis0311 <[dlis@ridgeland122.com](mailto:dlis@ridgeland122.com)>

Cc: "Kulig, Rhonda" <[rkulig@ridgeland122.com](mailto:rkulig@ridgeland122.com)>

Julie,

I would like to know the total expenditures for the Board to attend the 2 or 3 day annual training. Thanks in advance

Allie

---

**Ogarek, Douglas** <[dogarek@ridgeland122.com](mailto:dogarek@ridgeland122.com)>  
To: Alexandra Phillips <[aphillips6530@gmail.com](mailto:aphillips6530@gmail.com)>  
Cc: Julie Shellberg <[jshellberg@ridgeland122.com](mailto:jshellberg@ridgeland122.com)>  
Bcc: [abeckon@ridgeland122.com](mailto:abeckon@ridgeland122.com)

Mon, Apr 30, 2018 at 1:06 PM

Ms. Phillips,

Pursuant to your request under the Illinois Freedom of Information Act, total expenditures for the Board of Education to attend the IASB annual conference was \$7,604.68.

Regards,

Doug Ogarek

[Quoted text hidden]

ISSUE 97  
January/February 2018

## Update Memo

Please distribute to board  
members and appropriate staff.

### Contents

Instructions.....	p. 1
PRESS Terminology .....	p. 2
Progress Report.....	p. 3
Revisions to Policies, Administrative Procedures, and Exhibits (numerical table).....	p. 4
Next Issue: Accelerated Placement and Five-Year Reviews	

### Online Instructions

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

1. Go to [www.iasb.com](http://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](mailto: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](http://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 <b>Filing a Complaint</b> 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	<b>NEW</b>	<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"> <li>• <b>Sexual Harassment Prohibited</b></li> <li>• <b>Making a Complaint</b></li> <li>• <b>Whom to Contact with a Report or Complaint</b></li> <li>• <b>Investigation Process</b></li> <li>• <b>Enforcement</b></li> <li>• <b>Retaliation Prohibited</b></li> <li>• <b>Recourse to State and Federal Fair Employment Practice Agencies</b></li> </ul>	<input type="checkbox"/>
5:20-E, Resolution to Prohibit Sexual Harassment	<b>NEW</b>	<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.



**Kimberly Small**

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Assistant PRESS Editor,  
Assistant General Counsel  
(ext. 1211), [djacobson@iasb.com](mailto:djacobson@iasb.com)

## Acknowledgement to PRESS Advisory Board

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

— **Kimberly Small, Maryam Brotine, and Debra Jacobson**

**Sara Boucek**, Associate Director/Legal Counsel, Illinois Association of School Administrators

**Heather K. Brickman**, Attorney, Hodges, Loizzi, Eisenhammer, Rodick & Kohn, LLP

**Marcy Dutton**, General Counsel, Teachers' Retirement System

**Dr. James Gay**, Superintendent, Community High School District 230

**Dr. Michael Kiser**, Attorney, Law Office of Michael L. Kiser, Esq.

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**Gregg Murphy**, Assistant Regional Superintendent, Iroquois-Kankakee Regional Office of Education

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**Merry Rhoades**, Attorney, Tueth, Keeney, Cooper, Mohan & Jackstadt P.C.

**M. Curt Richardson**, Attorney, McLean County Unit District 5

**Caroline Roselli**, Attorney, Robbins Schwartz

**Wayne Savageau**, former IASB Policy Consultant and former Superintendent

**Brian Schwartz**, Deputy Director & General Counsel, Illinois Principals Association

**Dr. Lisa L. Smith**, Associate Superintendent for Educational Services, Community School District 308

**IASB Staff Members**, especially Policy Consultants and Field Services Directors

## Special Acknowledgement to IASB Administrative Assistants

The following individuals provide us with excellent assistance between and during the drafting of each **PRESS** issue. We also thank them and appreciate their dedication and contributions to the quality of this service.

**Christine Crilly**, Policy Services, preparation, formatting, quality assurance, editor

**Bridget Trojan**, Office of General Counsel, State and federal regulations monitor, editor

## 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 Superintendent<sup>1</sup> (*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.**

<sup>1</sup> 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 20th<sup>2</sup> 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.

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The footnotes should be removed before the material is used.

<sup>2</sup> 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 policy<sup>2</sup>, or have a complaint regarding any one of the following:<sup>3</sup>

1. Title II of the Americans with Disabilities Act <sup>4</sup>
2. Title IX of the Education Amendments of 1972
3. Section 504 of the Rehabilitation Act of 1973 <sup>5</sup>
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.*

<sup>1</sup> 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.*

<sup>2</sup> 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.

<sup>3</sup> ~~Attorneys disagree whether~~ The Individuals with Disabilities Education Act (IDEA) ~~should be~~ <sup>is not</sup> 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.

<sup>4</sup> 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](http://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/](http://www.w3.org/TR/WCAG20/).

<sup>5</sup> 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) <sup>7</sup>
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60 (~~P.A. 100-29, final citation pending~~)<sup>8</sup>
8. Bullying, 105 ILCS 5/27-23.7 <sup>9</sup>
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children <sup>10</sup>

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

<sup>6</sup> 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*.

<sup>7</sup> 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=](http://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](http://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).

<sup>8</sup> 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](http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf).

<sup>9</sup> 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](http://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](http://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~~<sup>this</sup> grievance procedure. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

#### Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable<sup>14</sup> resolution of a complaint filed ~~here~~<sup>under this policy</sup> 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.<sup>15</sup> 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.<sup>16</sup> The Complaint Manager shall ensure both parties have an equal

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

<sup>14</sup> 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.

<sup>15</sup> This is a best practice.

<sup>16</sup> 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.<sup>17</sup>

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.

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

<sup>17</sup> *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.<sup>18</sup>

#### Appointing a Nondiscrimination Coordinator and Complaint Managers <sup>19</sup>

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.<sup>20</sup>

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

The Superintendent shall insert into this policy and keep current the names, addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers.<sup>21</sup>

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

<sup>18</sup> 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.

<sup>19</sup> 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](http://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.

<sup>20</sup> 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.

<sup>21</sup> 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](http://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 <sup>1</sup>

The Superintendent shall provide early notice to the School Board of the District's need to borrow money. The Superintendent or designee<sup>2</sup> shall prepare all documents and notices necessary for the Board, at its discretion, to: (1) issue State Aid Anticipation Certificates,<sup>3</sup> tax anticipation warrants,<sup>4</sup> working cash fund bonds,<sup>5</sup> bonds,<sup>6</sup> notes,<sup>7</sup> and other evidence of indebtedness,<sup>8</sup> or (2) establish a line of credit with a bank or other financial institution.<sup>9</sup> 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. <sup>10</sup>

### Bond Issue Obligations <sup>11</sup>

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.

<sup>1</sup> 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.

<sup>2</sup> 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.

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

<sup>4</sup> 105 ILCS 5/17-16.

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

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

<sup>7</sup> 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.

<sup>8</sup> 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/).

<sup>9</sup> 105 ILCS 5/17-17.

<sup>10</sup> 105 ILCS 5/19-1.

<sup>11</sup> 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](http://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 amended<sup>12</sup> and, if applicable, the continuing disclosure obligations under Rule 15c2-12 of the Securities Exchange Act of 1934, as amended.<sup>13</sup>

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.<sup>14</sup>

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.

<sup>12</sup> 15 U.S.C. §77g.

<sup>13</sup> 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.

<sup>14</sup> 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 <sup>1</sup>

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, religion<sup>2</sup>, 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.

<sup>1</sup> 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.

<sup>2</sup> 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 <sup>3</sup>

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.<sup>4</sup> 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 <sup>5</sup>

~~Employees are encouraged to promptly report information regarding violations of this policy.<sup>6</sup> 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.~~

<sup>3</sup> 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.~~

<sup>4</sup> 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).

<sup>5</sup> 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.~~

<sup>6</sup> ~~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 <sup>7</sup>

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.<sup>8</sup> 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.~~

~~<sup>7</sup> 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.~~

~~<sup>8</sup> 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 <sup>9</sup>

A violation of this policy by an employee may result in discipline, up to and including discharge.<sup>10</sup> 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.<sup>11</sup>

### 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/). <sup>12</sup>

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

<sup>9</sup> 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.

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

<sup>11</sup> Id. (consequences for knowingly making a false report of sexual harassment).

<sup>12</sup> 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 <sup>13</sup>

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.<sup>14</sup>

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

<sup>13</sup> 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.

<sup>14</sup> 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 <sup>1</sup>

#### Works Made for Hire <sup>2</sup>

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.

<sup>1</sup> 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.

<sup>2</sup> 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 <sup>3</sup>

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.*

<sup>3</sup> 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*.





# **Simmons Middle School Student–Parent Handbook 2018-2019**

## **Welcome to Simmons Middle School!**

Dear Parents, Guardians, and Students,

In order to help communicate the various policies, procedures, activities, and goals of Simmons Middle School, we have created this handbook. This handbook has been included with our Simmons Agenda Book as a way of making sure that both parents and student have all of the relevant information for a successful experience here at Simmons Middle School. We encourage you to read this handbook with your child. If at any time a separate copy of this handbook is desired, please feel free to contact the school office or visit our school website ([simmons.ridgeland122.com](http://simmons.ridgeland122.com)). Please call us with any questions that you may have. Our school phone number is 708-599-8540.

Sincerely,

The Administration, Faculty, and Staff of Simmons Middle School

*This agenda belongs to:* \_\_\_\_\_

**School Phone:** (708) 599-8540   **Fax:** (708) 599-8015

**Office Hours:** 7:30 a.m. – 3:45 p.m.

**Website:** [simmons.ridgeland122.com](http://simmons.ridgeland122.com)

**Office Hours:** 7:30 a.m. - 3:45 p.m.  
**School Phone:** (708) 599-8540  
**Fax:** (708) 599-8015  
**Website:** [simmons.ridgeland122.com](http://simmons.ridgeland122.com)

	Class	Teacher	Events	Dates
1			First Day for Students	8/22
2			Open House – 6 <sup>th</sup> Grade	8/21
3			Open House – 7 <sup>th</sup> & 8 <sup>th</sup> Grade	8/23
4			Parent-Teacher Conferences	10/18 & 10/19
5			End of 1 <sup>st</sup> Trimester	11/09
6			End of 2 <sup>nd</sup> Trimester	02/22
7			End of 3 <sup>rd</sup> Trimester Last Day for Students	06/05*
8			Report Cards Issued	

*\*If no emergency days are used.*

This handbook was printed in May 2018. Situations may arise that may result in policy change and revisions to this handbook.

Agenda Book: All students are required to purchase a Simmons Agenda Book. This agenda book must be used daily and carried with each student throughout the school day. The agenda book is used as a student's primary organizational tool to list daily assignments and responsibilities, as well as serve in communicating written information from school to home. Agenda books are also used for teachers to write passes. The cost is \$5.00. Replacements are available in the main office.

## **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 to ensure no child is left behind.

## **PHILOSOPHY/ 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.

## **ARRIVALS & DEPARTURES**

1. Students should not arrive to school earlier than 8:05 a.m. unless attending breakfast that is served at 7:45 a.m. Once students arrive to school, they should not leave the school grounds.
2. Students who walk to school should cross the street where crossing guards are provided (95<sup>th</sup> & Ridgeland, 95<sup>th</sup> & Nashville). Students walking home must walk directly home following the safest route and crossing streets at the corner.
3. Parents dropping off and picking up students. You may request a map through main office. There are also copies on our website. You can enter at 95<sup>th</sup> Street and exit on 94<sup>th</sup> Place. You can also enter on 94<sup>th</sup> Street and exit on 94<sup>th</sup> Place. Please note the 94<sup>th</sup> Place is a one way eastbound during arrival and dismissal.
4. Students will be allowed to enter the building at 8:05 a.m. and exit the building by 2:55 p.m. Students are expected to go directly home and may not congregate on school grounds or in the park adjacent to the school.

5. On days of inclement weather, students will be directed to enter the building before 8:05 a.m. and wait quietly for the entrance bell.
6. Students who are attending early morning activities should arrive at the scheduled starting time of the activity. Early Bird Band arrival is 7:25 am. Students may enter the building at 7:20 am. All morning activity participants should enter the building through the Main Office Doors.

7. Tardy to School: See Tardy Policy



## **SCHOOL HOURS**

- 7:25 a.m. – Early Bird Band Begins  
7:45 a.m. – Breakfast Available  
8:05 a.m. – Arrival/ Entrance Bell  
8:15 a.m. – Class begins  
2:45 p.m. – Dismissal Bell  
2:55 p.m. – Students must exit the building and the school grounds (unless participating in an after school activity).

## **BUS TRANSPORTATION**

Students living more than one and a half miles from Simmons Middle School or those who meet requirements for a hazardous route (railroad tracks or busy highways) to get to school are eligible for bus services and will be notified at the beginning of the school year. **You may only ride your assigned bus and use your assigned stop.** Cameras have been installed on all of the school buses for the safety and protection of our students and to ensure that they are following the rules. **All school rules apply to students on the bus or while waiting to board the bus at the bus stop.** Ridgeland School District 122 students are under the school's care from the time they leave their home until they return home. We ask for your cooperation in making the journey to and from school pleasant by following the guidelines listed below.

- At the bus stop:
  1. Appropriate behavior is expected.
  2. Stay off the street.
  3. Respect the property and privacy of homeowners.
  4. Ride the assigned bus and use the assigned stop.
  5. After school hours, students are required to walk directly home after being dropped off at the bus stop.

- On the bus:
  1. Be respectful of the bus driver at all times.
  2. Obey the directions of the bus driver and school personnel.
  3. Students may be assigned a permanent seat and are required to take that seat each day.
  4. Students are to remain seated, facing forward until the bus comes to a complete stop.
  5. Keep hands, feet, and objects to yourself.
  6. Objects are not to be thrown on the bus. Arms and heads should be inside the windows at all times.
  7. Food or beverages are not allowed on the bus.
  8. Keep the aisle clear of personal belongings.
  9. Students must remain on the bus until they are directed to exit by the driver or school personnel.

Failure to comply with the bus rules may result in the following consequences:

1st Offense: Student will receive a bus warning and home contact is made by the office.

2nd Offense: Student will be issued a 1-5 day bus suspension and home contact is made by the office.

3rd Offense: Student will be issued a 1-10 day bus suspension and home contact is made by the office

4th Offense: Student may lose bus privileges for the remainder of the trimester or school year.

Bus suspension means that students are not able to ride the bus on the designated days and transportation is not provided. **Depending on the severity of the individual offense, students may receive an immediate bus suspension and/or removal from the bus as well as an internal or external suspension.**

## **BICYCLES**

Students may ride to school; however, Simmons Middle School is not responsible for bicycles brought to school. Students are expected to follow safety rules and walk their bicycles while on school property. Helmets and safety equipment is encouraged. Please store and lock bikes at the bike rack on the north side of the building. Skateboards and scooters should not be ridden to school as there is no place that they can be safely stored.

## **ABSENCES**

If your child will be absent from school please call (708) 599-8540 before 8:30 a.m. An answering machine is available 24 hours, 7 days a week. Please leave a message indicating the child's full name, date of absence, reason for the absence, grade, team, name of person leaving the message, relationship to the child, and any other pertinent information. Students not in attendance for at least a half day of school may not participate in or attend after school activities.

Students with excessive absences will meet with parents, administrators, local police, and health professionals to review the student's absences and develop a health or truancy intervention plan. Parents are encouraged to not remove their children from school for long vacations so as to not disrupt the continuity of their child's education.

**Students are responsible for the makeup of all work when absent from class or school. All homework is available on the Simmons website.** Homework needs to be completed in a reasonable amount of time and adhere to teacher deadlines. Absences that last 3 or more days will require a doctor's note. Homework requests should be made before 8:30 a.m. to allow adequate time for teachers to prepare work.

## **TARDY POLICY**



Being on time to school and class means that students are in the classroom ready to learn by 8:15 a.m. or when the class begins. Students not on time will be considered tardy. The consequences per trimester are as follows:

1st Offense: Warning

2nd Offense: Meet with student

3rd Offense: 30 min. detention/call home

## **EARLY DISMISSAL**

If it is necessary for your child to be dismissed early, a written request or phone call must be made by the parent or guardian that states the time and reason for dismissal and indicates who will be picking up the student. A parent or designee of the parent must pick up the student and sign them out of school in the school office. **An ID will be required before a student is released.** Students will not be allowed to walk home during school hours. Once a parent arrives, students will then be called out of class.

## **EMERGENCY AND SEVERE WEATHER**

In the event that school would have to be closed for bad weather or other emergencies check local TV/ radio

stations and the district website. See district handbook for listing and location information.

## **SAFETY AND SECURITY**

The school doors are equipped with security locks. During normal school hours (8:15 a.m. to 2:45 p.m.) all of the doors will be locked and secured. All parents and visitors are asked to enter through the East side office doors (Door 1), sign-in, leave a government issued photo identification card, be escorted to their destination, and wear a visitor's badge. When you leave we ask that you return your badge and leave through the East doors.

Parents and school guests attending after school activities in the gymnasium should enter through the doors on the South side of the building (Door 5).

Students are expected to follow Simmons expectations when on all school district properties (elementary schools, district office).

## **ELECTRONIC DEVICES & CELLULAR TELEPHONES**

All electronic devices, including cell phones, electronic games and cameras must be powered off throughout the day. It is recommended that these items remain secure in student lockers and used outside the building. Any use of a cell phone/smart watch to make calls, text message, take pictures or any other use that requires the phone to be powered on is not allowed. Misuse of any electronic device will result in the confiscation of the item, detention, parental notification, parent/guardian pick-up of the device, and any additional disciplinary consequence (see discipline section for more details).

## **FUNDRAISING/ SELLING OF ITEMS**

Only administration approved fundraisers and the selling of items are allowed at school. Consequences may be given for students selling unapproved items or lunches.

## **DRESS CODE**

Appropriate dress on the part of students fosters a safe environment conducive to learning and promotes productive behavior. Students may not wear clothes that are distracting to other students, disruptive to the educational process, or which may somehow threaten the health or safety of other students. In addition, hair spray, perfumes, nail polish and/or remover, scented lotions and body sprays may cause a health risk for certain individuals and are not to be used or brought to school.

The following dress code specifications are in place during the school day and at afterschool, evening and extracurricular events:

- Clothing/ accessories which contains profanity, vulgarity, nudity, innuendo, or symbols that has a reference to drugs, gangs, cigarettes, or alcohol is not permitted.
- Styles, symbols, or colors of clothing which are gang-related are not permitted.
- Hats, hoods, bandanas, or any other inappropriate headgear is not permitted in the building. Sunglasses are not to be worn in the building.
- Excessively baggy sweatshirts/ coats, pajamas, excessively long or ripped pants, baggy pants, or pants/ shorts worn below the hips are not permitted. The outside layer of clothing (pants, sweats, etc.) must be worn at the hips.
- Rubber bands, chains, spiked jewelry or belts of excessive length are not permitted.
- Shoes must be secured to the foot at the heel. Slippers and flip flop sandals will not be allowed.
- Students must be covered from shoulder to mid-thigh. Shirts should maintain a reasonable neckline. Tops must cover shoulders, midriff, and backs.
- Students may wear shorts or skirts of an acceptable length. They must be no shorter than one inch past fingertip length of the arm extended straight downward parallel to the body when standing, sitting or climbing stairs.
- If tights or leggings are worn, the student's top layer (ex: shirts, sweater, dress) must be at least at fingertip length.
- Bags, Backpacks and purses should be stored in student's lockers.
- No undergarments can be visible at any time.
- Headphones and earphones should not be worn except during classroom use.

## **LOCKERS**

Students are provided lockers in school and in the physical education locker rooms. Lockers are the property of Simmons Middle School and the school reserves the right to inspect any locker and its contents at any time. Students are responsible for everything in their locker and therefore should not share lockers or let others know their combinations. Lockers must remain locked when not in use. Students are encouraged to keep their lockers in neat and clean condition. Decoration inside and outside of the locker must be approved by the office (no stickers, tape,

balloons, writing). **Only combination locks purchased through the school office will be allowed to be placed on any Simmons locker.** Locks purchased from Simmons may be used from year to year.

### **LOST AND FOUND**

The lost and found is located in the office/cafeteria. Students who find lost items should turn them immediately into an adult. Simmons Middle School assumes no responsibility for personal property which students bring to school. Video games, cameras, phones, toys, laser pens and large sums of cash should not be brought to school. Following each trimester, unclaimed items will be donated to charity.

### **LEARNING RESOURCE CENTER & COMPUTER LAB**



The Learning Resource Center (LRC) and SmartLab are designed to assist student learning. Students are invited to check books out of the LRC for class projects, assignments and reading enjoyment. Students are responsible for the prompt return of materials. See the Computers and Internet section for more information.

### **TEXTBOOKS AND CHROMEBOOKS**

Each student will be provided textbooks to help compliment classroom instruction. Students will also be provided with a District-Owned Chromebook to use that they are to bring to school fully charged each day. Students are responsible for all textbooks and their issued Chromebook. Fines will be assessed for any lost, destroyed or damaged textbooks and/or Chromebooks. We do not permit forgotten Chromebooks to be dropped off at the office. A student who forgets their Chromebook must use the loaner Chromebook in their classroom. Insurance options are available for Chromebooks.

### **BREAKFAST/ LUNCH POLICY**

Breakfast is served starting at 7:45 a.m. Students who are not eating will not be allowed into the cafeteria. Students may bring a sack lunch or purchase a hot lunch each day. Students must use only their personal ID to purchase lunch and may not use someone else's ID or eat someone else's lunch. Selling lunches or items from lunches are prohibited. Lost/damaged ID's cost \$5. Milk and water are available each day for purchase. Students are not allowed to bring food for distribution at lunch. Directly before or after lunch, students have assigned activity groups. In activity groups, students have the opportunity to do a variety of things, socialize, read, do homework, PBIS raffles, etc. Students who are unable to follow the



school rules during breakfast/ lunch will be subject to a detention or other consequences.

### **CAFETERIA RULES**

1. Report to the cafeteria on time.
2. Be seated at your assigned table and wait until your table is called on to obtain your hot lunch.
3. Sit at your assigned table and remain seated unless told otherwise by a supervisor.
4. Speak in a normal conversational manner to the people sitting near you.
5. Throw away your garbage.
6. Remain seated until you are dismissed by the supervisor.
7. Food and beverages are not allowed to be taken out of the cafeteria after lunch.
8. Glass containers are not allowed.
9. Students may not share food.
10. **Students may not bring in any food to be distributed to others including staff.**

### **WELLNESS/ FOOD POLICY**

See district handbook.

### **HEALTH SERVICES**

The school health program is under the direction of the school nurse. Students coming from another country for the first time must have proof of complete immunization and an Illinois medical exam before starting classes. A date for an eye examination must also be provided before starting school. A copy of the immunization record must be provided before they can start school.

Examination forms are available from the school office.

Vision screening is required for 8<sup>th</sup> grade students. Parents will be notified by the school nurse only if their student requires a complete eye exam. All students in special education are screened for vision and hearing every year. If your child wears glasses, they need an eye examination on file every two years.

Physical and Dental examinations are required by Illinois law for all sixth graders. The smile dental program is one way to be in compliance with this law.

### **MEDICATION**

Medication will be administered to students in District 122 only under the supervision of the School Nurse or Building Administrators and only when such medication is required during school hours. If it is determined that the student must receive medication at school, medication will be administered according to the procedures developed by the

Board of Education. Prescription and non-prescription medication will not be administered without the appropriate forms from both the parent and physician on file. Forms are available in the nurse's office and on the school website and are only good for the current year.

### **SICKNESS OR INJURY**

When a student becomes sick or injured at school, the school nurse will administer first aid if necessary. If the condition warrants, a parent or person designated on the emergency card will be called to come for the student. In the event of a serious emergency, the EMS system will be activated for ambulance transport to the hospital. Students who are sick must be seen by the nurse, not text or call home before they go to the nurse. The nurse will contact parents as needed.

### **MEDICAL EXCUSES FROM PHYSICAL EDUCATION**

If your child needs to be excused from Physical Education classes due to an injury, illness, or medical condition the following procedures must be followed:

1. Excuses from physical education for a short duration, 1-2 days, must be in writing from a parent.
2. If your child needs to be excused from physical education classes, sports, or intramurals for more than 2 days, a doctor's note stating the reason and when the child can return to class is required.
3. Notes should be given to the physical education instructor and school nurse.

### **GRADING SCALE**

Guidelines for grading were established by the school and approved by the Board of Education. A brief summary of these guidelines are listed below.

100 - 90 = A  
89 - 80 = B  
79 - 70 = C  
69 - 60 = D  
59 - 0 = F

### **PROGRESS REPORTS/ REPORT CARDS**

At the mid-point of each trimester, a Progress Report will be sent home with each student. The purpose of this report is to inform the parent of each student's progress and make recommendations which will help the student achieve his/her full potential. At the end of each trimester, a School Report Card will be sent home with each student. We ask

that parents discuss these reports with their child. Please sign and return the envelope. There is a fee for additional reprints or envelopes. Contact your child's teachers if you have questions.

### **HOMEWORK**

The purpose of homework is:

1. To reinforce concepts presented in the classroom.
2. To encourage students to develop responsibility for managing their time outside of school.
3. To provide parents with an opportunity to monitor their child's study habits and their understanding of basic instructional concepts.
4. To assist parents in helping their child develop a sense of responsibility for their own self-growth.

Each student will be provided an Agenda Book to assist students and parents in keeping track of assignments. Homework is also listed on the board in every classroom. It is also available online for parents and students. Time spent on homework nightly could require up to 1 to 1 1/2 hours.

### **PARENT COMMUNICATION**

Parent conferences are scheduled for October this year. If at any time a question arises concerning a student's progress, we encourage parents to contact their child's teacher(s) for a conference. If you would like to arrange a classroom visit, please contact the principal. School newsletters, monthly calendars, lunch calendars and other information is sent home with students at the end of each month. Daily morning announcements are e-mailed to parents. Email addresses are collected at registration. Please call the main office if you would like to add your e-mail address to the distribution list.

### **ACADEMIC HONORS**

Students who maintain high academic standards will be acknowledged for their efforts. These students may achieve recognition on the Honor Roll, as members in the National Junior Honor Society, or as recipients of the Presidential Academic Excellence Awards. To be included in the Honor Roll, students must achieve a grade point average (GPA) of the following:

3.0 – 3.5	Honor Roll
3.6 – 3.9	High Honor Roll
4.0 – higher	Academic Excellence



For 8<sup>th</sup> grade students to gain recognition with the Presidential Academic Excellence Award, recipient students must earn a 3.5 GPA each grading period.

## **ACADEMIC TUTORING (HOMEWORK HELP)**

Academic Tutoring is available for all students that want extra assistance, supervision, or motivation to complete their assignments. This is a good opportunity for students to work on group work and computer assignments (with a pass from a teacher). Students with missing work may be assigned to Academic Tutoring to provide them with additional time and assistance they need to complete their

work. It takes place after school Monday through Thursday from 2:55 p.m. – 3:50 p.m. Students attending should have work or a book to read. Students are required to stay until 3:50. Academic Tutoring is a privilege, if a student is disruptive, he/ she will be asked to leave.



## **GRADE LEVEL REQUIREMENTS**

The following are requirements for students to move onto the next grade level:

- Each passing grade on a trimester report card results in the earning of one credit. Students need to earn 75% of their credits (14 out of 18 credits) to be promoted to the next grade.
- Must pass 5 subject areas (a student cannot fail two year-long subjects, or one year-long and two three trimester subjects)
- Pass Constitution Test (graduation requirement- taken in seventh grade at Simmons, transfer students must show proof of passing in previous school).

Students failing to meet all requirements for promotion will be required to attend summer school.

## **SIMMONS COURSES**

**Pacing charts on core subjects are available for public view under the topic curriculum and instruction via our district website: [www.ridgeland122.com](http://www.ridgeland122.com).**

**Art:** Students in 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade learn about the elements of art through this quarterly encore course. Students have interactive opportunities to practice skills such as drawing perspectives, painting, and ceramics. Student work is often displayed around the room and hallways.



**Health:** Students will study topics which affect their physical, mental and social health for one trimester. Sixth grade units include information on decision making, communication, nutrition, the effects of smoking, taking care of your body, body systems, puberty, character education, self-esteem, violence prevention, environmental health and the importance of physical activity. Seventh grade will study the effects of alcohol, body image, nutrition, anger management, relationships including dating, depression, health related careers, environmental health, bullying, character education, safety and the benefits of physical activity. Eighth grade topics include: conflict resolution, stress management, abstinence, communicable and non-communicable diseases, drugs, first aid, abuse prevention and the benefits of being physically active.

**Math:** The Mathematics curriculum is aligned with the Common Core State Standards. Our textbook series, Connected Mathematics Project 3 (CMP3) offers students the opportunity to continuously build on essential algebra and geometry ideas through real life situations. Standards across grade levels will focus on ratios and proportional relationships, the number system, expressions and equations, geometry, statistics and probability, and functions. Standards for Mathematical Practice are encompassed throughout each lesson. Student assessments are both formative and summative to assess students meeting mathematical standards.

**ELA:** During the English Language Arts/Literacy course, students will study a variety of topics that are correlated to the Common Core State Standards. Through our textbook series, Pearson Common Core Literature and Prentice Hall Writing Coach, students will address content for standards for literature, standards for informational text, writing standards, speaking and listening standards, and language standards. Through Literacy instruction, students will identify key ideas and details,



analyze craft and structure, and integrate knowledge and ideas in assorted texts. Through Language Arts instruction, students will write argumentative pieces, informative texts, and narratives while demonstrating correct conventions and grade appropriate vocabulary.

**Physical Education:** This is a two trimester long class for all students. This course focuses on the 4 fitness components: muscular strength, muscular endurance, cardiovascular endurance and flexibility. Activities and work-outs are individualized so each student can experience success. The students learn the rules of play for various team and individual sports skills. Additionally, while playing the sports and games, students develop communication and collaboration skills that are life- long. General fitness guidelines are covered such as students warming up before exercising.

**Science:** Includes a variety of topics in life, earth, and physical sciences focusing on the interconnections between technology and society. Sixth grade covers earth sciences such as space, minerals, plate tectonics, atmosphere, climate and weather. So students understand these concepts, they do projects such as creating constellations and eco-friendly cars. Seventh and eighth grade Science allows students to explore both physical and biological sciences. Concepts in physics such as force and motion are a springboard for learning about chemical equations, genetics, and anatomy.

**Social Studies:** Students learn basic geography skills and how societies developed. Sixth grade topics include the Iceman, and the ancient societies of Egypt, Mesopotamia, China, India, Greece, Rome, the Middle Ages, and the Ancient Americas. Seventh and eighth grade students explore a variety of perspectives and events in World and American History. Topics include, the American Revolution, the Civil War, the United States and Illinois Constitutions (7<sup>th</sup> grade), World War I, World War II, Vietnam, Civil Rights, and current events. Projects are incorporated to assist student learning.

**Spanish:** This seventh and eighth grade class teaches language through the five communicative competencies: listening, speaking, reading, writing and culture. Students study topics such as: food, family, the classroom, free-time activities and clothing. There are opportunities to utilize technology in this class.

**Encore Classes:** These classes may include Art, Technology, STEM, Research and Communication, and Constitution Studies (Seventh Grade). These courses run on a quarterly basis and are graded as pass/fail. Small group subject area enrichment and intervention may also be provided during this time. Students will also work on the Second Step program for social and emotional learning on a weekly basis during this time.

## **PARENT AND STUDENT RESPONSIBILITIES**

The education of children is a joint responsibility of the parents and the school community. To ensure the best opportunity for student success the following guidelines are suggested for parents:

- Ensure your children attend school regularly, on time, ready to participate and learn.
- Ensure absences are excused (call in students before 8:30 a.m. when absent).
- Insist your child be dressed and groomed in a manner consistent with the student dress code.
- Know school rules and the District Code of Conduct (see district handbook) and help your children understand them.
- Convey to your children a supportive attitude toward education, school personnel and the District.
- Conduct yourselves as appropriate role models for students when interacting with school personnel, other parents, and children.
- Help your children deal effectively with peers.
- Inform school officials of changes in the home situation that may affect student conduct or performance.
- Provide a place for study and ensure homework assignments are completed.

Students are expected to behave in an appropriate manner with regard and respect for the rights of others, the directives of school personnel, and the policies and procedures of School District 122. Students will be subject to appropriate disciplinary measures for unlawful or improper conduct and, upon demonstration of gross disobedience or misconduct, may be disciplined in accordance with the provisions of The Illinois School Code, School District 122 policies and procedures, and other applicable laws.

## **DISCIPLINE POLICY**

The staff of Simmons Middle School believes that each teacher has the right to teach and each student has the right to learn. Our goal is to establish an atmosphere throughout the school in which students feel safe and secure and have the maximum opportunity to learn.

### **POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORT (PBIS)**

Through the Positive Behavioral Interventions and Supports (PBIS) system, students are rewarded in various ways for displaying these character traits. PBIS teaches students the school expectations, rewards students who follow those expectations and gives fair consequences when necessary. Our three school-wide rules are Respect Yourself, Respect Others, and Respect Property. There are two types of discipline issues at Simmons: minor and major. Minor behaviors are handled by the teacher. These include, but are not limited to the following:

- Tardy to 1st-8th Period
- Minor Class disruptions (such as talking)
- Gum Chewing
- Academic Issues (missing work, cheating, plagiarism, off-task behavior)
- Hallway Misbehavior (running, book checking, shouting, etc.)
- Inappropriate Language
- Dress Code Violations (see Dress Code section)
- Locker misuse
- Public Displays of Affection (PDA)
- Cell phone use
- Report of misbehavior from a substitute

Possible consequences if one of the same behaviors occurs multiple times include: warning, parent contact, 30 minute detentions, parent contract, 60 minute detention, or referral to administration.

Major behaviors are addressed by administration.

- Cell phone use-chronic
- Tardy to School
- Physical Aggression
- Insubordination/ Gross Disrespect (such as repeated disregard for teacher directions, swearing at a teacher, substitute or staff member)
- Sexual Harassment
- Truancy/ Leaving Classroom without permission
- Theft/ Possession of Stolen Property
- Gang Activity
- Bullying/ Extortion
- Vandalism
- No-show to detention
- Technology misuse
- Academic dishonesty (cheating, plagiarism)
- False alarm/ misbehavior during drills

Possible consequences include, but not limited to, detention, parent meeting, loss of privileges, in-school suspension, out of school suspension, or expulsion. Suspendable and expellable offenses are outlined on the following page. Repeated offenses may result in increased consequences.

### **SUSPENDABLE AND EXPELLABLE OFFENSES**

1. Possession of drugs (including alcohol) on school premises or under the influence on school premises. Possession of drug-related paraphernalia on school premises	In-school or out-of school suspension, possible expulsion, possible police involvement.
2. Extreme insubordination or disrespect toward a faculty member	In-school or out-of school suspension and possible police involvement
3. Possession or use of cigarettes, matches, lighters, or fireworks	In-school or out-of school suspension
4. Assaulting a staff member	In-school or out-of school suspension, possible police involvement, possible expulsion
5. Fighting/ assaulting with a fellow student	In-school or out-of school suspension
6. Possession or use of a weapon	Restitution, detention or In-school or out-of school suspension, possible police involvement
7. Vandalism or theft	In-school or out-of school suspension, possible expulsion, possible police involvement
8. Gang related activity including dress, graffiti, etc.	Detention, in-school or out-of school suspension, possible police involvement
9. Verbal abuse (harassment, sexual harassment, threatening, bullying, spreading rumors, name calling, racial slurs)	Detention, in-school or out-of school suspension
10. Truancy from class activities or school	Detention, in-school suspension, possible police involvement

Although this discipline policy outlines many of the behaviors that are counterproductive to the educational process, it cannot cover all of the possible situations that may occur. It is within the authority of the teachers and administration to take action and make decisions for the safety and well-being of the students and staff at Simmons Middle School and is not limited to this discipline policy.

## **BULLYING INTERVENTION**

At Simmons Middle School we take bullying very seriously. We promote a climate where all students are to be treated with dignity and respect. We outline anti-bullying curriculum through PBIS (STOP, WALK, TALK) to help students to prevent, stop, and report bullying. When bullying is reported, the source of the report is kept confidential. Any report of bullying is promptly investigated. Students and parents are encouraged to speak to a teacher or an administrator if they have concerns about a possible bullying situation.

## **DETENTION**

Detentions are held for ½ - 3 hours beyond the school day. While serving a detention, students are required to work on school work or read. Parents are notified of all detentions in writing or by phone prior to the detention. The school does not provide transportation for students serving detention. Detentions will only be rescheduled by speaking with an administrator prior to the detention. Students that do not show up to detention will have detention time doubled.

## **SUSPENSIONS**

Behaviors that are repeated or are of a more serious nature may result in an in-school or out-of school suspension. Suspensions are stricter measures designed to ensure that our students comply with legitimate and necessary school rules. Prior to a student receiving a suspension, the school will conduct an investigation by speaking with the student and other necessary individuals. Students will not be able to attend before/ during/ after school activities on days of suspensions. Students are not allowed to be on school grounds on days of out of school suspension. As a proactive measure, students meet with the social worker prior to returning to class. A parent has the right to appeal a suspension in order to remove it from the student's record. Procedures for doing so are sent in a letter to the parent, the suspension time is still served.

## **EXPULSION**

Expulsion is the most severe measure which may be used by the school administration. The District Board of Education determines an expulsion. Expelled students will no longer be able to attend Simmons Middle School.

## **ASSEMBLY/ FIELD TRIP BEHAVIOR**

A student who attends a school sponsored field trip is responsible for following all of the school rules while participating in the field trip. In addition, students are responsible for completing a field trip permission form and

securing a parent or guardian's signature, allowing them to participate. Misbehavior on a school trip may result in a detention, suspension or restriction from further field trips.

Students are invited to attend assemblies and activities. Students who attend assemblies are expected to participate in an appropriate manner. Prior to the start of the assembly, students will be assigned a seat by their supervising teacher and are required to remain in that seat. Misbehavior during a school assembly may result in a detention, suspension, or restriction from future assemblies.

Field trips, assemblies, and after school events (including graduation, dances, etc.) enhance the curriculum or are celebrations. Students who have displayed appropriate choices regarding their behavior and are in good academic standing will be invited to attend.

## **EXTRA-CURRICULAR EXPECTATIONS**

Students attending after school activities are expected to follow all school rules. Students may be assigned a seat for the activity by the school personnel supervising the activity. Misbehavior during a school activity may result in disciplinary consequences as listed in the disciplinary code, the removal from the activity, or restriction from further activities. Electronic devices should not be utilized during extracurricular activities unless students are contacting parents under the direction of an adult.

## **DANCES**

Only current Simmons Middle School students may attend dances. In order to purchase a ticket, parents must sign a permission slip. All school rules and dress codes apply. Students should be picked up promptly after dances.



## **PHYSICAL EDUCATION**

In order to ensure a safe and enjoyable experience for your child in physical education classes the following rules and regulations have been developed:

1. Gym shoes are mandatory for participation in physical education classes. Non-marking soles only.
2. Students must wear a school physical education uniform in order to participate. All jewelry, earrings, piercings, pins, etc. must be removed during class for safety reasons.
3. Although a locker is provided by Simmons Middle School for use during physical education classes, students are responsible for their own wallet, purse, keys, jewelry, books, etc. As there is always the possibility of loss, injury, or theft, students are encouraged to leave large sums of money, expensive jewelry and other such items at home. When using the lockers during physical education classes, after school during practice times, or during games the lockers should be kept securely locked. Students should not share lockers or give anyone else their combination. All students must have a Simmons lock. Problems with lockers or combinations should be referred to the physical education instructors.
4. In order to avoid choking, food (including gum) and other foreign objects are not allowed in any student's mouth during physical activities.
5. Safety is our most important consideration. Students are expected to know the safety rules taught in class, when using equipment or participating in team activities and to follow those rules. Students who engage in dangerous behavior or fail to follow the rules will be removed from the activity. Repeated or dangerous behavior will be reported to the school administration.

## **PE MEDICAL**

If the student is excused for 1 day due to illness or a minor injury, he/ she may perform teacher assigned tasks such as sharpening pencils, folding rental uniforms, etc.... and/ or write a one paragraph review from an assigned book or magazine.

If the student is excused for 2-5 days, he/ she will write a daily review on an article from a book or magazine assigned by the teacher and/ or complete worksheets relating to the class topic.

If the student will be excused from PE for more than a week, he/ she may be asked to complete a report on the topic being taught in class.

If the student will miss four or more weeks of PE due to a major injury or illness, there might be the possibility of a schedule change from PE into Health class, if the student has not already received Health Education for the year.

## **SPORTS AND CLUBS**

Simmons Middle School provides clubs and activities for all of our students. It is our belief that students need and can derive great benefits from becoming involved in activities at school. We encourage all of our students to join one or more of our clubs or activities. To participate in any after school sport or activity a student must be present for at least half of the school day.

### **Goals**

1. To help motivate students to have academic and social success in school.
2. To reinforce the idea that children are students first and extra- curricular participants second.
3. Teach responsibility and commitment to students.

### **Eligibility System**

1. Physicals for all students participating in athletic activities. **Sports Physicals are good for one calendar year.**
2. Receive a cumulative passing grade in all subjects. Grade checks will be conducted weekly and each trimester during the practice and competition/ performance season/ year. Eligibility period is from Saturday to Saturday with weekly checks due to coaches and advisors from classroom teachers on Friday afternoon. Students ineligible for participation due to grades are restricted from play but must attend all practices until grades are brought up to passing.

Activities checked weekly include:

- All athletic teams
- Drama
- Declamation
- Mathletes

All activities not listed in the weekly checklist are included in the trimester check policy.

1. Any student participating in after-school programs **MUST** be in attendance for at least half day. The only exceptions will be in the case of a doctor's appointment or a funeral. The student must be signed in and out by a parent/ guardian and must also provide proof of the absence.

**The following is a list of clubs and sports offered at Simmons:**

**Declamation-** Declamation is the Simmons Speech team. It is a SWIC conference competition. Students compete to gain a spot on the Simmons Declamation team. The Simmons Declamation team is very competitive. If you are interested in improving your public speaking and performance skills, this activity may be just right for you. Declamation meets in the winter and students who make the team are expected to make a commitment to work hard and come to all practices. SWIC competition takes place in spring.

The competition categories are:

- Humorous Duet
- Prose
- Dramatic Interpretation
- Oratorical Declamation
- Verse
- Humorous Interpretation

**Drama Club-** Drama Club is a popular activity at Simmons Middle School. If you like to sing, dance, act or do lights, props and makeup, this club is for you. The Drama Club puts on two plays each year, one in the fall and one in the spring. Students who participate in the club are expected to make a commitment to attend all rehearsals and promote constructive, positive behavior.

**Chorus-** Chorus performs at different events and/or assemblies during the year. There is also a chorus concert held each year.

**Students Against Destructive Decisions SADD (formerly Just Say No Club)-**

SADD is a club that encourages students to make positive choices in their lives and to provide students with the best prevention tools possible to deal with the issues of underage drinking, other drug use and other destructive decisions. This group coordinates the annual “Red Ribbon Week” and promotes outreach to the community.



**Mathletes-** Mathletes is a SWIC conference competition and is a club for students who enjoy math and like to be challenged to compete against others. Math Club practices and competes in events throughout the year, such as the SWIC competition that takes place in spring.



**National Junior Honor Society-** NJHS is a club that promotes high academic standards and community service. Members are invited to join if they maintain a 3.75 grade point average as seventh grade students or a 3.5 combined grade point average as eighth grade students through two

trimesters. Members of NJHS participate in a number of activities during the year including leadership training, assisting with school visitors, and various community activities. Recommendation from teachers and involvement in 2 activities is required.

To become a member of the National Junior Honor Society students must demonstrate consistently high academic achievement, leadership, strong moral character, and service to the school.

**Science and Environmental Club-** Science and Environmental Club is a popular club for students who like science and would like to raise awareness about environmental issues like global warming, water shortage, endangered animals and recycling options. Students in this club participate during the year in a number of activities and experiments related to science and projects designed to enhance awareness at the local level to preserve and protect the earth for future generations. Meetings are held after school throughout the year.



**Student Council-** Members for Student Council are elected by students. Student Council provides students with the opportunity to participate in decisions which effect life at our school. Our club's goal is to make a difference in the school, community, and world with the activities that are student planned throughout the year. Representatives are expected to be leaders and attend all meetings. Meetings are held after school twice a month.

**International Book Club-** International Book Club aims to encourage students to read culturally diverse literature. As a club, we choose books based on the students' interests and meet twice a month to discuss cultural differences brought up in each novel.

**Band-** Concert and Symphonic Band are held before school. Beginning Band will take place during Encore time. Sectionals are held at various times during the school day. Students will participate in at least two concerts per year and perform at other school events.

**Art Club-** Art Club is open for all 6th through 8th grade students. During Art Club, students explore various media such as drawing, painting and sculpture over the course of the year in a relaxed and fun environment. There is a \$10 fee which covers the cost of art materials needed and includes an Art Club T-shirt.



**Computer/IT Club-** In IT Club you will not only learn how to record and edit sound in Audacity, you will also have the opportunity to work with Windows Movie Maker to produce award winning video like The Simmons Sports Spotlight. There is no cost to join this club. The IT Club generally meets every other week, and runs through the entire school year.



**Basketball/ Boys-** The boys' basketball program consists of two teams of approximately 12 to 15 boys. The basketball program starts in December and runs through March. Practices are held after school and usually last for 2 hours.

**Basketball/ Girls-** The girls' basketball program consists of two teams of approximately 12 to 15 girls. The basketball program starts in October and runs through December. Practices are held after school and usually last for 2 hours.

**Cross-Country-** Cross Country is open to all boys and girls. Athletes who enjoy distance running or who want to get in shape for other sports may join the team. Team size is unlimited. Cross-Country begins with the start of the school year and continues until early October. Practices are held after school and usually last for 1 hour.

**Track-** Track is open to both boys and girls. Athletes who enjoy running or participating in field events like shot put, long jump and high jump may join the team. Team size is unlimited. Track starts late March and continues into May. Practices are held after school and usually last for 1-2 hours.

**Softball-** Softball consists of a girls' team and a boys' team. The girls play fast-pitch and the boys play slow-

pitch. This is a cut sport and spots are limited. This is a Fall sport.

**Volleyball / Boys-** The boys' volleyball program consists of two teams. Team size is limited to 12 to 14 students. Volleyball starts in October and runs through December. Practices are held after school and usually last for up to 2 hours.

**Volleyball / Girls-** The girls' volleyball program consists of two teams. Team size is limited to 12 to 14 students. Volleyball starts in December and runs through March. Practices are held after school and usually last for up to 2 hours.

**Soccer-** Soccer consists of a girls' team and a boys' team. This is a Spring season sport and practices and games are played outdoor after school. This is a cut sport and spots are limited.

**Intramurals-** Intramurals are offered in the morning before school. Sports that may be offered include floor hockey, soccer, basketball, volleyball, etc. The cost is TBD.

## COMPUTERS & THE INTERNET

See District Handbook for Computer/ Internet Use Policy.



## MOVIE/ MEDIA RELEASE POLICY

Each year, there are many opportunities to feature students and their accomplishments in both internal and external publications. Unless you notify us in writing not to use your students' name or picture, Simmons will assume we have your permission. If you elect not to allow Simmons to use your student's information please do so in writing to the main office at the beginning of the year.

**Movie Release:** If you elect not to allow Simmons to allow your child to see PG-13 movies, please do so in writing to the main office at the beginning of the year.

## PTA

The Simmons Middle School Parent Teacher Association welcomes you! For a school to succeed, we need everyone (students, parents and teachers) working together. The PTA has worked closely with the school in supporting Literacy Night and sponsoring the 8<sup>th</sup> grade dance. With the money raised, we contribute to the library, student events, and other activities.

If you are interested in joining the Simmons Parent Teacher Association, information will be available at Student Registration, Back-to-School Night, Parent-Teacher Conferences, or from the school office anytime during the year. Members who wish to volunteer their time are always welcome. Help support your children and Simmons Middle School by becoming a member now.



**Please join  
Simmons  
PTA!**



## **Student-Parent Handbook Acknowledgement Form**

Student Name \_\_\_\_\_ Team \_\_\_\_\_  
(Please Print)

In signing,

- I have reviewed the information contained within the Simmons Middle School Student Parent Handbook with my child.
- I give permission for my child to watch PG-13 movies at Simmons/ Simmons events (a separate letter is requested if permission is not given).
- I give my child permission to use the Internet at school (a separate letter is requested if permission is not given).
- I also give District 122 and Simmons permission to use my child's picture (a separate letter is requested if permission is not given).
- I understand that any questions with regards to the policies and procedures contained within may be directed to the appropriate teacher or administrator by contacting the Simmons School Office at 708-599-8540.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date



**Please tear out this form, sign it, and return to your child's designated teacher.**



**Resolution 18-014**

**BOARD OF EDUCATION OF  
RIDGELAND SCHOOL DISTRICT 122**

**RESOLUTION  
DEDICATION OF THE LORUSSO ACTIVITY CENTER**

**WHEREAS**, Karen LoRusso was a primary level teacher as well as an avid PTA supporter at George W. Lieb School for more than 20 years; and

**WHEREAS**, Karen LoRusso spent hours in the George W. Lieb School multipurpose room as a lunch supervisor and PBIS team leader and has since lost her valiant battle with cancer on October 15, 2018;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Ridgeland School District 122 as follows:

**Section 1:** That the multipurpose room at George W. Lieb School be renamed the LoRusso Activity Center in her honor.

**Section 2:** That the President and Secretary of this Board are authorized and directed to sign on behalf of the Board of Education this resolution and a copy be kept in the Ridgeland School District 122 archives and a copy be presented to the LoRusso family.

**Section 3:** This Resolution shall be in full force and effect upon its adoption.

ADOPTED this 17<sup>th</sup> day of May, 2018, by a roll call vote as follows:

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
ATTEST Secretary, Board of Education

**Resolution 18-015**

**RESOLUTION OF THE BOARD OF EDUCATION  
DIRECTING THE SCHOOL TREASURER TO ABATE  
MONEYS FROM THE WORKING CASH FUND TO THE  
CAPITAL PROJECTS FUND**

WHEREAS, the Working Cash Fund of Ridgeland School District No. 122, Cook County, Illinois (the “School District”), was created for the purpose of enabling the School District to have in its treasury at all times sufficient money to meet demands thereon for ordinary and necessary expenditures for corporate purposes; and

WHEREAS, the Working Cash Fund was funded by the issuance and sale of bonds of the School District and/or by levy and extension of taxes pursuant to Article 20 of the School Code of Illinois (the “School Code”); and

WHEREAS, the Working Cash Fund presently has on hand a balance of at least \$3,256,554; and

WHEREAS, Sections 20-5, 20-9, and 20-10 of the School Code provide that the Board of Education has the power to partially abate and permanently transfer a portion of the fund balance in the Working Cash Fund to any fund or funds of the School District most in need of the money, provided that the School District maintains an amount to the credit of the Working Cash Fund, including taxes levied pursuant to Section 20-3 and not yet collected and amounts transferred pursuant to Section 20-4 and to be reimbursed to the Working Cash Fund, at least equal to 0.05% of the then current equalized assessed value of the taxable property in the School District; and

WHEREAS, the Board has determined that the School District’s Capital Projects Fund is the fund most in need of moneys to be permanently transferred from the Working Cash Fund to provide money with which to meet the ordinary and necessary disbursements consistent with the purposes of the Capital Projects Fund; and

WHEREAS, it is in the best interest of the School District that the Board of Education direct the School Treasurer to partially abate and permanently transfer a portion of the fund balance in the Working Cash Fund to the Capital Projects 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 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 Sections 20-5, 20-9, and 20-10 of the School Code and Section 100.50(d)(3) of Title 23 of the Illinois Administrative Code, as amended, to partially abate and permanently transfer \$450,000 of the moneys in the Working Cash Fund to the Capital Projects Fund, such transfer to be made effective May 17, 2018.

Section 3. That following the aforementioned transfer, the School District shall maintain an amount to the credit of the Working Cash Fund, including taxes levied pursuant to Section 20-3 and not yet collected and amounts transferred pursuant to Section 20-4 and to be reimbursed to the Working Cash Fund, at least equal to 0.05% of the then current equalized assessed value of the taxable property in the School District.

Section 4. 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 upon its passage.

Adopted this 17<sup>th</sup> day of May 2018 by the following roll call vote:

AYES: \_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Education

Attest:

\_\_\_\_\_  
Secretary, Board of Education

**Accounting Basis:**
☒ Cash  
☐ Accrual
**SCHOOL DISTRICT BUDGET FORM \***  
**July 1, 2017 - June 30, 2018**Balanced budget, no deficit  
reduction plan is required.
**Date of Amended Budget:** 05/17/2018  
 (MM/DD/YY)

**District Name:** Ridgeland School District 122  
**District RCDT No:** 07-016-1220-02

**If your FY17 AFR states that you need to do a deficit reduction plan and your FY18 budget is balanced please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)**

Budget of Ridgeland School District 122, County of COOK,  
 State of Illinois, for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018.

WHEREAS the Board of Education of Ridgeland School District 122,  
 County of COOK, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary  
 of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;

AND WHEREAS a public hearing was held as to such budget on the 17th day of May, 20 18,  
 notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied  
 with;

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

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be

beginning July 1, 2017 and ending June 30, 2018.

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

**ADOPTION OF BUDGET**

The budget shall be approved and signed below by members of the School Board. Adopted this 17th  
 day of May, 20 18 by a roll call vote of \_\_\_\_\_ Yeas, and \_\_\_\_\_ Nays, to wit:

** MEMBERS VOTING YEA:	** MEMBERS VOTING NAY:

\* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.

\*\* Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.

- (1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).
- (2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 30, whichever comes first. Budgets are submitted to School Finance Report (SFR): <https://sec1.isbe.net/attachmgr/default.aspx>  
 The electronic version does not require member signatures.





## BUDGET SUMMARY

	A	B	C	D	E	F	G	H	I	J	K	L
1	<b>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</b>											
2	<b>Description</b> (Enter Whole Numbers Only)	<b>Acct #</b>	<b>(10) Educational</b>	<b>(20) Operations &amp; Maintenance</b>	<b>(30) Debt Service</b>	<b>(40) Transportation</b>	<b>(50) Municipal Retirement/ Social Security</b>	<b>(60) Capital Projects</b>	<b>(70) Working Cash</b>	<b>(80) Tort</b>	<b>(90) Fire Prevention &amp; Safety</b>	
3	ESTIMATED BEGINNING FUND BALANCE July 1, 2017 <sup>1</sup>		19,638,738	1,310,416	33,241,771	15,889,951	644,536	269,623	3,146,410	164,378	203,461	
4	RECEIPTS/REVENUES											
5	LOCAL SOURCES	1000	14,151,194	1,963,374	4,520,520	693,321	583,828	16,000	139,638	11,391	7,268	
6	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0		0	0					
7	STATE SOURCES	3000	7,356,849	0	0	605,000	0	0	0	0	0	
8	FEDERAL SOURCES	4000	2,190,000	0	0	0	0	0	0	0	0	
9	Total Direct Receipts/Revenues <sup>8</sup>		23,698,043	1,963,374	4,520,520	1,298,321	583,828	16,000	139,638	11,391	7,268	
10	Receipts/Revenues for "On Behalf" Payments <sup>2</sup>	3998										
11	Total Receipts/Revenues		23,698,043	1,963,374	4,520,520	1,298,321	583,828	16,000	139,638	11,391	7,268	
12	DISBURSEMENTS/EXPENDITURES											
13	INSTRUCTION	1000	12,923,740				267,028					
14	SUPPORT SERVICES	2000	8,188,122	1,766,242		1,725,200	388,761	720,000		0	0	
15	COMMUNITY SERVICES	3000	316,326	0		0	3,987					
16	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	2,012,433	0	0	0	0	0		0	0	
17	DEBT SERVICES	5000	0	0	7,403,309	0	0			0	0	
18	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0		0	0	
19	Total Direct Disbursements/Expenditures <sup>9</sup>		23,440,621	1,766,242	7,403,309	1,725,200	659,776	720,000		0	0	
20	Disbursements/Expenditures for "On Behalf" Payments <sup>2</sup>	4180	0	0	0	0	0	0		0	0	
21	Total Disbursements/Expenditures		23,440,621	1,766,242	7,403,309	1,725,200	659,776	720,000		0	0	
22	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		257,422	197,132	(2,882,789)	(426,879)	(75,948)	(704,000)	139,638	11,391	7,268	
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	PERMANENT TRANSFER FROM VARIOUS FUNDS											
26	Abolishment the Working Cash Fund <sup>16</sup>	7110										
27	Abatement of the Working Cash Fund <sup>16</sup>	7110						450,000				
28	Transfer of Working Cash Fund Interest	7120										
29	Transfer Among Funds	7130										
30	Transfer of Interest	7140		45,000								
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest <sup>3</sup> Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int <sup>3a</sup> Proceeds to Debt Service Fund	7170			0							
34	SALE OF BONDS (7200)											
35	Principal on Bonds Sold <sup>4</sup>	7210										
36	Premium on Bonds Sold	7220										
37	Accrued Interest on Bonds Sold	7230										
38	Sale or Compensation for Fixed Assets <sup>5</sup>	7300										
39	Transfer to Debt Service to Pay Principal on Capital Leases	7400			0							
40	Transfer to Debt Service Fund to Pay Interest on Capital Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						0				
44	ISBE Loan Proceeds	7900										
45	Other Sources Not Classified Elsewhere	7990										
46	Total Other Sources of Funds <sup>8</sup>		0	45,000	0	0	0	450,000	0	0	0	

	A	B	C	D	E	F	G	H	I	J	K	L
1	<b>Begin entering data on EstRev 5-10 and EstExp 11-17 tabs.</b>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	<b>Description</b> (Enter Whole Numbers Only)	<b>Acct #</b>	<b>Educational</b>	<b>Operations &amp; Maintenance</b>	<b>Debt Service</b>	<b>Transportation</b>	<b>Municipal Retirement/ Social Security</b>	<b>Capital Projects</b>	<b>Working Cash</b>	<b>Tort</b>	<b>Fire Prevention &amp; Safety</b>	
47	<b>OTHER USES OF FUNDS (8000)</b>											
49	<b>TRANSFER TO VARIOUS OTHER FUNDS (8100)</b>											
50	Abolishment or Abatement of the Working Cash Fund <sup>16</sup>	8110							450,000			
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130										
53	Transfer of Interest <sup>6</sup>	8140			45,000							
54	Transfer from Capital Projects Fund to O&M Fund	8150										
55	Transfer of Excess Fire Prev & Safety Tax & Interest <sup>3</sup> Proceeds to O&M Fund	8160										
56	Transfer of Excess Accumulated Fire Prev & Safety Bond <sup>3a</sup> and Int Proceeds to Debt Service Fund	8170										
57	Taxes Pledged to Pay Principal on Capital Leases	8410										
58	Grants/Reimbursements Pledged to Pay Principal on Capital Leases	8420										
59	Other Revenues Pledged to Pay Principal on Capital Leases	8430										
60	Fund Balance Transfers Pledged to Pay Principal on Capital Leases	8440										
61	Taxes Pledged to Pay Interest on Capital Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on Capital Leases	8520										
63	Other Revenues Pledged to Pay Interest on Capital Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on Capital Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990										
79	<b>Total Other Uses of Funds <sup>9</sup></b>		0	0	45,000	0	0	0	450,000	0	0	
80	<b>Total Other Sources/Uses of Fund</b>		0	45,000	(45,000)	0	0	450,000	(450,000)	0	0	
81	<b>ESTIMATED ENDING FUND BALANCE June 30, 2018</b>		19,896,160	1,552,548	30,313,982	15,463,072	568,588	15,623	2,836,048	175,769	210,729	
82												
83	<b>SUMMARY OF EXPENDITURES (by Major Object)</b>											
84	<b>Description</b>	<b>Acct #</b>	<b>(10) Educational</b>	<b>(20) Operations &amp; Maintenance</b>	<b>(30) Debt Service</b>	<b>(40) Transportation</b>	<b>(50) Municipal Retirement/ Social Security</b>	<b>(60) Capital Projects</b>	<b>(70) Working Cash</b>	<b>(80) Tort</b>	<b>(90) Fire Prevention &amp; Safety</b>	<b>Total By Object</b>
85	<b>Object Name</b>											
86	Salaries	100	14,562,323	815,542		25,000		0		0	0	15,402,865
88	Employee Benefits	200	3,353,876	151,500		7,900	659,776	0		0	0	4,173,052
89	Purchased Services	300	2,031,433	386,700	0	1,692,300		0		0	0	4,110,433
90	Supplies & Materials	400	1,475,989	212,500		0		0		0	0	1,688,489
91	Capital Outlay	500	140,000	150,000		0		720,000		0	0	1,010,000
92	Other Objects	600	1,674,000	0	7,403,309	0	0	0		0	0	9,077,309
93	Non-Capitalized Equipment	700	187,000	50,000		0		0		0	0	237,000
94	Termination Benefits	800	16,000	0		0						16,000
95	<b>Total Expenditures</b>		23,440,621	1,766,242	7,403,309	1,725,200	659,776	720,000		0	0	35,715,148

## SUMMARY OF CASH TRANSACTIONS

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description (Enter Whole Numbers Only)	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	BEGINNING CASH BALANCE ON HAND July 1, 2017 <sup>7</sup>		19,638,738	1,310,416	33,241,771	15,889,951	644,536	269,623	3,146,410	164,378	203,461
4	Total Direct Receipts & Other Sources <sup>8</sup>		23,698,043	2,008,374	4,520,520	1,298,321	583,828	466,000	139,638	11,391	7,268
5	OTHER RECEIPTS										
6	Interfund Loans Payable (Loans from Other Funds)	411									
7	Interfund Loans Receivable (Repayment of Loans)	141									
8	Notes and Warrants Payable	433									
9	Other Current Assets	199									
10	Total Other Receipts		0	0	0	0	0	0	0	0	0
11	Total Direct Receipts, Other Sources, & Other Receipts		23,698,043	2,008,374	4,520,520	1,298,321	583,828	466,000	139,638	11,391	7,268
12	Total Amount Available		43,336,781	3,318,790	37,762,291	17,188,272	1,228,364	735,623	3,286,048	175,769	210,729
13	Total Direct Disbursements & Other Uses <sup>9</sup>		23,440,621	1,766,242	7,448,309	1,725,200	659,776	720,000	450,000	0	0
14	OTHER DISBURSEMENTS										
15	Interfund Loans Receivable (Loans to Other Funds) <sup>10</sup>	141									
16	Interfund Loans Payable (Repayment of Loans)	411									
17	Notes and Warrants Payable	433									
18	Other Current Liabilities	499									
19	Total Other Disbursements		0	0	0	0	0	0	0	0	0
20	Total Direct Disbursements, Other Uses, & Other Disbursements		23,440,621	1,766,242	7,448,309	1,725,200	659,776	720,000	450,000	0	0
21	ENDING CASH BALANCE ON HAND June 30, 2018 <sup>7</sup>		19,896,160	1,552,548	30,313,982	15,463,072	568,588	15,623	2,836,048	175,769	210,729

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description (Enter Whole Numbers Only)	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)										
4	AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY	1100									
5	Designated Purposes Levies <sup>11</sup>	-	12,043,977	1,944,374	4,477,520	672,321	577,828	0	96,638	9,391	5,268
6	Leasing Purposes Levy <sup>12</sup>	1130									
7	Special Education Purposes Levy	1140	1,441,278								
8	FICA and Medicare Only Levies	1150									
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies (Describe & Itemize)	1190									
12	Total Ad Valorem Taxes Levied by District		13,485,255	1,944,374	4,477,520	672,321	577,828	0	96,638	9,391	5,268
13	PAYMENTS IN LIEU OF TAXES	1200									
14	Mobile Home Privilege Tax	1210									
15	Payments from Local Housing Authority	1220									
16	Corporate Personal Property Replacement Taxes <sup>13</sup>	1230	188,939								
17	Other Payments in Lieu of Taxes (Describe & Itemize)	1290									
18	Total Payments in Lieu of Taxes		188,939	0	0	0	0	0	0	0	0
19	TUITION	1300									
20	Regular Tuition from Pupils or Parents (In State)	1311									
21	Regular Tuition from Other Districts (In State)	1312									
22	Regular Tuition from Other Sources (In State)	1313									
23	Regular Tuition from Other Sources (Out of State)	1314									
24	Summer School Tuition from Pupils or Parents (In State)	1321									
25	Summer School Tuition from Other Districts (In State)	1322									
26	Summer School Tuition from Other Sources (In State)	1323									
27	Summer School Tuition from Other Sources (Out of State)	1324									
28	CTE Tuition from Pupils or Parents (In State)	1331									
29	CTE Tuition from Other Districts (In State)	1332									
30	CTE Tuition from Other Sources (In State)	1333									
31	CTE Tuition from Other Sources (Out of State)	1334									
32	Special Education Tuition from Pupils or Parents (In State)	1341									
33	Special Education Tuition from Other Districts (In State)	1342									
34	Special Education Tuition from Other Sources (In State)	1343									
35	Special Education Tuition from Other Sources (Out of State)	1344									
36	Adult Tuition from Pupils or Parents (In State)	1351									
37	Adult Tuition from Other Districts (In State)	1352									
38	Adult Tuition from Other Sources (In State)	1353									
39	Adult Tuition from Other Sources (Out of State)	1354									
40	Total Tuition		0								
41	TRANSPORTATION FEES	1400									
42	Regular Transportation Fees from Pupils or Parents (In State)	1411									
43	Regular Transportation Fees from Other Districts (In State)	1412									
44	Regular Transportation Fees from Other Sources (In State)	1413									
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415									
46	Regular Transportation Fees from Other Sources (Out of State)	1416									
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421									
48	Summer School Transportation Fees from Other Districts (In State)	1422									
49	Summer School Transportation Fees from Other Sources (In State)	1423									
50	Summer School Transportation Fees from Other Sources (Out of State)	1424									
51	CTE Transportation Fees from Pupils or Parents (In State)	1431									
52	CTE Transportation Fees from Other Districts (In State)	1432									
53	CTE Transportation Fees from Other Sources (In State)	1433									
54	CTE Transportation Fees from Other Sources (Out of State)	1434									

1	A	B	C	D	E	F	G	H	I	J	K
2	Description (Enter Whole Numbers Only)	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441									
56	Special Education Transportation Fees from Other Districts (In State)	1442									
57	Special Education Transportation Fees from Other Sources (In State)	1443									
58	Special Education Transportation Fees from Other Sources (Out of State)	1444									
59	Adult Transportation Fees from Pupils or Parents (In State)	1451									
60	Adult Transportation Fees from Other Districts (In State)	1452									
61	Adult Transportation Fees from Other Sources (In State)	1453									
62	Adult Transportation Fees from Other Sources (Out of State)	1454									
63	<b>Total Transportation Fees</b>					0					
64	<b>EARNINGS ON INVESTMENTS</b>	<b>1500</b>									
65	Interest on Investments	1510	243,000	19,000	43,000	21,000	6,000	16,000	43,000	2,000	2,000
66	Gain or Loss on Sale of Investments	1520									
67	<b>Total Earnings on Investments</b>		243,000	19,000	43,000	21,000	6,000	16,000	43,000	2,000	2,000
68	<b>FOOD SERVICE</b>	<b>1600</b>									
69	Sales to Pupils - Lunch	1611									
70	Sales to Pupils - Breakfast	1612									
71	Sales to Pupils - A la Carte	1613									
72	Sales to Pupils - Other (Describe & Itemize)	1614									
73	Sales to Adults	1620									
74	Other Food Service (Describe & Itemize)	1690									
75	<b>Total Food Service</b>		0								
76	<b>DISTRICT/SCHOOL ACTIVITY INCOME</b>	<b>1700</b>									
77	Admissions - Athletic	1711									
78	Admissions - Other	1719									
79	Fees	1720	10,000								
80	Book Store Sales	1730									
81	Other District/School Activity Revenue (Describe & Itemize)	1790									
82	<b>Total District/School Activity Income</b>		10,000	0							
83	<b>TEXTBOOK INCOME</b>	<b>1800</b>									
84	Rentals - Regular Textbooks	1811	50,000								
85	Rentals - Summer School Textbooks	1812									
86	Rentals - Adult/Continuing Education Textbooks	1813									
87	Rentals - Other (Describe)	1819									
88	Sales - Regular Textbooks	1821									
89	Sales - Summer School Textbooks	1822									
90	Sales - Adult/Continuing Education Textbooks	1823									
91	Sales - Other (Describe & Itemize)	1829									
92	Other (Describe & Itemize)	1890	24,000								
93	<b>Total Textbooks</b>		74,000								
94	<b>OTHER REVENUE FROM LOCAL SOURCES</b>	<b>1900</b>									
95	Rentals	1910	10,000								
96	Contributions and Donations from Private Sources	1920									
97	Impact Fees from Municipal or County Governments	1930									
98	Services Provided Other Districts	1940									
99	Refund of Prior Years' Expenditures	1950									
100	Payments of Surplus Moneys from TIF Districts	1960									
101	Drivers' Education Fees	1970									
102	Proceeds from Vendors' Contracts	1980									
103	School Facility Occupation Tax Proceeds	1983									
104	Payment from Other Districts	1991									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description (Enter Whole Numbers Only)	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
105	Sale of Vocational Projects	1992									
106	Other Local Fees (Describe & Itemize)	1993									
107	Other Local Revenues (Describe & Itemize)	1999	140,000								
108	<b>Total Other Revenue from Local Sources</b>		150,000	0	0	0	0	0	0	0	0
109	<b>Total Receipts/Revenues from Local Sources</b>	<b>1000</b>	14,151,194	1,963,374	4,520,520	693,321	583,828	16,000	139,638	11,391	7,268
110	<b>FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)</b>										
111	Flow-Through Revenue from State Sources	2100									
112	Flow-Through Revenue from Federal Sources	2200									
113	Other Flow-Through Revenue (Describe & Itemize)	2300									
114	<b>Total Flow-Through Receipts/Revenues From One District to Another District</b>	<b>2000</b>	0	0		0	0				
115	<b>RECEIPTS/REVENUES FROM STATE SOURCES (3000)</b>										
116	<b>UNRESTRICTED GRANTS-IN-AID (3001-3099)</b>										
117	General State Aid (Section 18-8.05)	3001	5,800,000								
118	General State Aid Hold Harmless/Supplemental	3002									
119	Reorganization Incentives (Accounts 3005-3021)	3005									
120	Other Unrestricted Grants-In-Aid From State Sources (Describe & Itemize)	3099									
121	<b>Total Unrestricted Grants-In-Aid</b>		5,800,000	0	0	0	0	0		0	0
122	<b>RESTRICTED GRANTS-IN-AID (3100-3900)</b>										
123	<b>SPECIAL EDUCATION</b>										
124	Special Education - Private Facility Tuition	3100	238,496								
125	Special Education - Funding for Children Requiring Sp Ed Services	3105	156,278								
126	Special Education - Personnel	3110	227,072								
127	Special Education - Orphanage - Individual	3120									
128	Special Education - Orphanage - Summer Individual	3130									
129	Special Education - Summer School	3145	23,698								
130	Special Education - Other (Describe & Itemize)	3199									
131	<b>Total Special Education</b>		645,544	0		0					
132	<b>CAREER AND TECHNICAL EDUCATION (CTE)</b>										
133	CTE - Technical Education - Tech Prep	3200	2,000								
134	CTE - Secondary Program Improvement (CTEI)	3220									
135	CTE - WECEP	3225									
136	CTE - Agriculture Education	3235									
137	CTE - Instructor Practicum	3240									
138	CTE - Student Organizations	3270									
139	CTE - Other (Describe & Itemize)	3299									
140	<b>Total Career and Technical Education</b>		2,000	0			0				
141	<b>BILINGUAL EDUCATION</b>										
142	Bilingual Education - Downstate - TPI and TBE	3305	291,305								
143	Bilingual Education - Downstate - Transitional Bilingual Education	3310									
144	<b>Total Bilingual Education</b>		291,305				0				
145	State Free Lunch & Breakfast	3360									
146	School Breakfast Initiative	3365									
147	Driver Education	3370									
148	Adult Education (from ICCB)	3410									
149	Adult Education - Other (Describe & Itemize)	3499									
150	<b>TRANSPORTATION</b>										
151	Transportation - Regular and Vocational	3500				600,000					
152	Transportation - Special Education	3510				5,000					
153	Transportation - Other (Describe & Itemize)	3599									
154	<b>Total Transportation</b>		0	0		605,000	0				

1	A	B	C	D	E	F	G	H	I	J	K
2	Description (Enter Whole Numbers Only)	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
155	Learning Improvement - Change Grants	3610									
156	Scientific Literacy	3660									
157	Truant Alternative/Optional Education	3695									
158	Early Childhood - Block Grant	3705	618,000								
159	Reading Improvement Block Grant	3715									
160	Reading Improvement Block Grant - Reading Recovery	3720									
161	Continued Reading Improvement Block Grant	3725									
162	Continued Reading Improvement Block Grant (2% Set Aside)	3726									
163	Chicago General Education Block Grant	3766									
164	Chicago Educational Services Block Grant	3767									
165	School Safety & Educational Improvement Block Grant	3775									
166	Technology - Technology for Success	3780									
167	State Charter Schools	3815									
168	Extended Learning Opportunities - Summer Bridges	3825									
169	Infrastructure Improvements - Planning/Construction	3920									
170	School Infrastructure - Maintenance Projects	3925									
171	Other Restricted Revenue from State Sources (Describe & Itemize)	3999									
172	<b>Total Restricted Grants-In-Aid</b>		1,556,849	0	0	605,000	0	0	0	0	0
173	<b>Total Receipts/Revenues from State Sources</b>	3000	7,356,849	0	0	605,000	0	0	0	0	0
174	<b>RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)</b>										
175	<b>UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY</b>										
176	Federal Impact Aid	4001									
177	Other Unrestricted Grants-In-Aid Received Directly from the Federal Govt. (Describe & Itemize)	4009									
178	<b>Total Unrestricted Grants-In-Aid Received Directly from Fed Govt</b>		0	0	0	0	0	0	0	0	0
179	<b>RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL</b>										
180	Head Start	4045									
181	Construction (Impact Aid)	4050									
182	MAGNET	4060									
183	Other Restricted Grants-In-Aid Received Directly from Federal Govt. (Describe & Itemize)	4090									
184	<b>Total Restricted Grants-In-Aid Received Directly from Federal Govt.</b>		0	0		0	0	0			0
185	<b>RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL</b>										
186	<b>TITLE VI</b>										
187	Title VI - Innovation and Flexibility Formula	4100									
188	Title VI - SEA Projects	4105									
189	Title VI - Rural Education Initiative (REI)	4107									
190	Title VI - Other (Describe & Itemize)	4199									
191	<b>Total Title VI</b>		0	0		0	0				
192	<b>FOOD SERVICE</b>										
193	Breakfast Start-Up Expansion	4200									
194	National School Lunch Program	4210	600,000								
195	Special Milk Program	4215									
196	School Breakfast Program	4220	100,000								
197	Summer Food Service Admin/Program	4225									
198	Child and Adult Care Food Program	4226									
199	Fresh Fruit and Vegetables	4240									
200	Food Service - Other (Describe & Itemize)	4299									
201	<b>Total Food Service</b>		700,000				0				

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description (Enter Whole Numbers Only)	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
202	<b>TITLE I</b>										
203	Title I - Low Income	4300	800,000								
204	Title I - Low Income - Neglected, Private	4305									
205	Title I - Comprehensive School Reform	4332									
206	Title I - Reading First	4334									
207	Title I - Even Start	4335									
208	Title I - Reading First SEA Funds	4337									
209	Title I - Migrant Education	4340									
210	Title I - Other (Describe & Itemize)	4399									
211	<b>Total Title I</b>		800,000	0		0	0				
212	<b>TITLE IV</b>										
213	Title IV - Safe & Drug Free Schools - Formula	4400									
214	Title IV - 21st Century Comm Learning Centers	4421									
215	Title IV - Other (Describe & Itemize)	4499									
216	<b>Total Title IV</b>		0	0		0	0				
217	<b>FEDERAL - SPECIAL EDUCATION</b>										
218	Federal Special Education - Preschool Flow-Through	4600									
219	Federal Special Education - Preschool Discretionary	4605									
220	Federal Special Education - IDEA Flow Through	4620	460,000								
221	Federal Special Education - IDEA Room & Board	4625									
222	Federal Special Education - IDEA Discretionary	4630									
223	Federal Special Education - IDEA - Other (Describe & Itemize)	4699									
224	<b>Total Federal Special Education</b>		460,000	0		0	0				
225	<b>CTE - PERKINS</b>										
226	CTE - Perkins-Title IIIIE Tech Prep	4770									
227	CTE - Other (Describe & Itemize)	4799									
228	<b>Total CTE - Perkins</b>		0	0			0				
229	Federal - Adult Education	4810									
230	ARRA - General State Aid - Education Stabilization	4850									
231	ARRA - Title I - Low Income	4851									
232	ARRA - Title I - Neglected, Private	4852									
233	ARRA - Title I - Delinquent, Private	4853									
234	ARRA - Title I - School Improvement (Part A)	4854									
235	ARRA - Title I - School Improvement (Section 1003g)	4855									
236	ARRA - IDEA - Part B - Preschool	4856									
237	ARRA - IDEA - Part B - Flow-Through	4857									
238	ARRA - Title IID - Technology - Formula	4860									
239	ARRA - Title IID - Technology - Competitive	4861									
240	ARRA - McKinney - Vento Homeless Education	4862									
241	ARRA - Child Nutrition Equipment Assistance	4863									
242	Impact Aid Formula Grants	4864									
243	Impact Aid Competitive Grants	4865									
244	Qualified Zone Academy Bond Tax Credits	4866									
245	Qualified School Construction Bond Credits	4867									
246	Build America Bond Tax Credits	4868									
247	Build America Bond Interest Reimbursement	4869									
248	ARRA - General State Aid - Other Government Services Stabilization	4870									
249	Other ARRA Funds - II	4871									
250	Other ARRA Funds - III	4872									
251	Other ARRA Funds - IV	4873									
252	Other ARRA Funds - V	4874									
253	ARRA - Early Childhood	4875									
254	Other ARRA Funds - VII	4876									



1	A	B	C	D	E	F	G	H	I	J	K
2	Description (Enter Whole Numbers Only)	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
255	Other ARRA Funds - VIII	4877									
256	Other ARRA Funds - IX	4878									
257	Other ARRA Funds - X	4879									
258	Other ARRA Funds - Ed Job Fund Program	4880									
259	<b>Total Stimulus Programs</b>		0	0	0	0	0	0		0	0
260	Race to the Top Program	4901									
261	Race to the Top - Preschool Expansion Grant	4902									
262	Advanced Placement Fee/International Baccalaureate	4904									
263	Title III - Immigrant Education Program (IEP)	4905									
264	Title III - Language Inst Program - Limited English (LIPLEP)	4909	80,000								
265	Learn & Serve America	4910									
266	McKinney Education for Homeless Children	4920									
267	Title II - Eisenhower - Professional Development Formula	4930									
268	Title II - Teacher Quality	4932	50,000								
269	Federal Charter Schools	4960									
270	Medicaid Matching Funds - Administrative Outreach	4991	50,000								
271	Medicaid Matching Funds - Fee-For-Service Program	4992	50,000								
272	Other Restricted Grants Received from Federal Government through State (Describe & Itemize)	4999									
273	<b>Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State</b>		2,190,000	0	0	0	0	0		0	0
274	<b>TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES</b>	<b>4000</b>	2,190,000	0	0	0	0	0	0	0	0
275	<b>TOTAL DIRECT RECEIPTS/REVENUES</b>		23,698,043	1,963,374	4,520,520	1,298,321	583,828	16,000	139,638	11,391	7,268

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	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description (Enter Whole Numbers Only)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
3	<b>10 - EDUCATIONAL FUND (ED)</b>										
4	<b>INSTRUCTION (ED)</b>	<b>1000</b>									
5	Regular Programs	1100	6,205,107	1,285,083	51,500	679,466	0	0	75,000	16,000	8,312,156
6	Tuition Payment to Charter Schools	1115			0						0
7	Pre-K Programs	1125	329,403	27,466	4,000	2,716	0	0	0	0	363,585
8	Special Education Programs (Functions 1200 - 1220)	1200	2,173,126	423,000	27,800	40,000	5,000	0	0	0	2,668,926
9	Special Education Programs Pre-K	1225	237,891	25,600	900	2,000	0	0	0	0	266,391
10	Remedial and Supplemental Programs K-12	1250	0	0	0	0	0	0	0	0	0
11	Remedial and Supplemental Programs Pre-K	1275	0	0	0	0	0	0	0	0	0
12	Adult/Continuing Education Programs	1300	0	0	0	0	0	0	0	0	0
13	CTE Programs	1400	0	0	2,000	1,500	0	0	0	0	3,500
14	Interscholastic Programs	1500	206,831	8,700	10,000	5,000	5,000	500	0	0	236,031
15	Summer School Programs	1600	0	0	0	0	0	0	0	0	0
16	Gifted Programs	1650	0	0	0	0	0	0	0	0	0
17	Driver's Education Programs	1700	0	0	0	0	0	0	0	0	0
18	Bilingual Programs	1800	848,430	202,503	7,000	15,218	0	0	0	0	1,073,151
19	Truant Alternative & Optional Programs	1900	0	0	0	0	0	0	0	0	0
20	Pre-K Programs - Private Tuition	1910						0			0
21	Regular K-12 Programs Private Tuition	1911						0			0
22	Special Education Programs K-12 Private Tuition	1912						0			0
23	Special Education Programs Pre-K Tuition	1913						0			0
24	Remedial/Supplemental Programs K-12 Private Tuition	1914						0			0
25	Remedial/Supplemental Programs Pre-K Private Tuition	1915						0			0
26	Adult/Continuing Education Programs Private Tuition	1916						0			0
27	CTE Programs Private Tuition	1917						0			0
28	Interscholastic Programs Private Tuition	1918						0			0
29	Summer School Programs Private Tuition	1919						0			0
30	Gifted Programs Private Tuition	1920						0			0
31	Bilingual Programs Private Tuition	1921						0			0
32	Truants Alternative/Opt Ed Programs Private Tuition	1922						0			0
33	<b>Total Instruction<sup>14</sup></b>	<b>1000</b>	<b>10,000,788</b>	<b>1,972,352</b>	<b>103,200</b>	<b>745,900</b>	<b>10,000</b>	<b>500</b>	<b>75,000</b>	<b>16,000</b>	<b>12,923,740</b>
34	<b>SUPPORT SERVICES (ED)</b>	<b>2000</b>									
35	<b>Support Services - Pupil</b>										
36	Attendance & Social Work Services	2110	521,739	55,300	1,800	5,000	0	0	0	0	583,839
37	Guidance Services	2120	0	0	0	0	0	0	0	0	0
38	Health Services	2130	247,438	86,900	2,500	12,000	0	0	0	0	348,838
39	Psychological Services	2140	245,290	58,700	5,600	5,000	0	0	0	0	314,590
40	Speech Pathology & Audiology Services	2150	411,042	68,300	2,100	5,000	0	0	0	0	486,442
41	Other Support Services - Pupils (Describe & Itemize)	2190	158,069	43,900	0	5,000	0	0	0	0	206,969
42	<b>Total Support Services - Pupil</b>	<b>2100</b>	<b>1,583,578</b>	<b>313,100</b>	<b>12,000</b>	<b>32,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,940,678</b>
43	<b>Support Services - Instructional Staff</b>										
44	Improvement of Instruction Services	2210	718,551	267,817	94,695	10,000	0	0	2,000	0	1,093,063
45	Educational Media Services	2220	283,465	136,000	275,300	90,000	125,000	0	105,000	0	1,014,765
46	Assessment & Testing	2230	0	0	0	0	0	0	0	0	0
47	<b>Total Support Services - Instructional Staff</b>	<b>2200</b>	<b>1,002,016</b>	<b>403,817</b>	<b>369,995</b>	<b>100,000</b>	<b>125,000</b>	<b>0</b>	<b>107,000</b>	<b>0</b>	<b>2,107,828</b>
48	<b>Support Services - General Administration</b>										
49	Board of Education Services	2310	3,000	100	334,000	15,000	0	12,000	0	0	364,100
50	Executive Administration Services	2320	257,453	94,225	8,000	2,500	0	4,000	0	0	366,178
51	Special Area Administration Services	2330	0	0	0	0	0	0	0	0	0
52	Tort Immunity Services	2360 - 2370	0	0	0	0	0	0	0	0	0
53	<b>Total Support Services - General Administration</b>	<b>2300</b>	<b>260,453</b>	<b>94,325</b>	<b>342,000</b>	<b>17,500</b>	<b>0</b>	<b>16,000</b>	<b>0</b>	<b>0</b>	<b>730,278</b>
54	<b>Support Services - School Administration</b>										
55	Office of the Principal Services	2410	1,079,437	380,500	7,000	2,500	0	0	0	0	1,469,437
56	Other Support Services - School Administration (Describe & Itemize)	2490	0	0	0	0	0	0	0	0	0
57	<b>Total Support Services - School Administration</b>	<b>2400</b>	<b>1,079,437</b>	<b>380,500</b>	<b>7,000</b>	<b>2,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,469,437</b>
58	<b>Support Services - Business</b>										
59	Direction of Business Support Services	2510	142,044	50,000	900	0	0	2,500	0	0	195,444
60	Fiscal Services	2520	185,786	95,600	160,000	20,000	5,000	0	5,000	0	471,386

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	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description (Enter Whole Numbers Only)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
61	Operation & Maintenance of Plant Services	2540	0	0	0	482,100	0	0	0	0	482,100
62	Pupil Transportation Services	2550	0	0	0	0	0	0	0	0	0
63	Food Services	2560	96,395	9,650	600,000	10,000	0	0	0	0	716,045
64	Internal Services	2570	0	0	0	0	0	0	0	0	0
65	<b>Total Support Services - Business</b>	<b>2500</b>	<b>424,225</b>	<b>155,250</b>	<b>760,900</b>	<b>512,100</b>	<b>5,000</b>	<b>2,500</b>	<b>5,000</b>	<b>0</b>	<b>1,864,975</b>
66	<b>Support Services - Central</b>										
67	Direction of Central Support Services	2610	0	0	0	0	0	0	0	0	0
68	Planning, Research, Development & Evaluation Services	2620	0	0	0	0	0	0	0	0	0
69	Information Services	2630	0	0	0	0	0	0	0	0	0
70	Staff Services	2640	0	0	0	1,000	0	0	0	0	1,000
71	Data Processing Services	2660	0	0	0	0	0	0	0	0	0
72	<b>Total Support Services - Central</b>	<b>2600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>
73	<b>Other Support Services (Describe &amp; Itemize)</b>	<b>2900</b>	<b>30,000</b>	<b>0</b>	<b>42,676</b>	<b>1,250</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>73,926</b>
74	<b>Total Support Services</b>	<b>2000</b>	<b>4,379,709</b>	<b>1,346,992</b>	<b>1,534,571</b>	<b>666,350</b>	<b>130,000</b>	<b>18,500</b>	<b>112,000</b>	<b>0</b>	<b>8,188,122</b>
75	<b>COMMUNITY SERVICES (ED)</b>	<b>3000</b>	<b>181,826</b>	<b>34,532</b>	<b>36,229</b>	<b>63,739</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>316,326</b>
76	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (ED)</b>	<b>4000</b>									
77	<b>Payments to Other Dist &amp; Govt Units (In-State)</b>										
78	Payments for Regular Programs	4110			0			0			0
79	Payments for Special Education Programs	4120			340,000			1,655,000			1,995,000
80	Payments for Adult/Continuing Education Programs	4130			0			0			0
81	Payments for CTE Programs	4140			0			0			0
82	Payments for Community College Programs	4170			0			0			0
83	Other Payments to In-State Govt Units (Describe & Itemize)	4190			17,433			0			17,433
84	<b>Total Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>			<b>357,433</b>			<b>1,655,000</b>			<b>2,012,433</b>
85	Payments for Regular Programs - Tuition	4210						0			0
86	Payments for Special Education Programs - Tuition	4220						0			0
87	Payments for Adult/Continuing Education Programs - Tuition	4230						0			0
88	Payments for CTE Programs - Tuition	4240						0			0
89	Payments for Community College Programs - Tuition	4270						0			0
90	Payments for Other Programs - Tuition	4280						0			0
91	Other Payments to In-State Govt Units (Describe & Itemize)	4290						0			0
92	<b>Total Payments to Other Dist &amp; Govt Units - Tuition (In State)</b>	<b>4200</b>						<b>0</b>			<b>0</b>
93	Payments for Regular Programs - Transfers	4310						0			0
94	Payments for Special Education Programs - Transfers	4320						0			0
95	Payments for Adult/Continuing Ed Programs - Transfers	4330						0			0
96	Payments for CTE Programs - Transfers	4340						0			0
97	Payments for Community College Program - Transfers	4370						0			0
98	Payments for Other Programs - Transfers	4380						0			0
99	Other Payments to In-State Govt Units - Transfers (Describe & Itemize)	4390			0			0			0
100	<b>Total Payments to Other Dist &amp; Govt Units-Transfers (In State)</b>	<b>4300</b>			<b>0</b>			<b>0</b>			<b>0</b>
101	Payments to Other Dist & Govt Units (Out of State)	4400			0			0			0
102	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>			<b>357,433</b>			<b>1,655,000</b>			<b>2,012,433</b>
103	<b>DEBT SERVICE (ED)</b>	<b>5000</b>									
104	<b>Debt Service - Interest on Short-Term Debt</b>										
105	Tax Anticipation Warrants	5110						0			0
106	Tax Anticipation Notes	5120						0			0
107	Corporate Personal Property Repl Tax Anticipated Notes	5130						0			0
108	State Aid Anticipation Certificates	5140						0			0
109	Other Interest on Short-Term Debt (Describe & Itemize)	5150						0			0
110	<b>Total Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>						<b>0</b>			<b>0</b>
111	<b>Debt Service - Interest on Long-Term Debt</b>	<b>5200</b>						0			0
112	<b>Total Debt Service</b>	<b>5000</b>						<b>0</b>			<b>0</b>
113	<b>PROVISION FOR CONTINGENCIES (ED)</b>	<b>6000</b>						0			0
114	<b>Total Direct Disbursements/Expenditures</b>		<b>14,562,323</b>	<b>3,353,876</b>	<b>2,031,433</b>	<b>1,475,989</b>	<b>140,000</b>	<b>1,674,000</b>	<b>187,000</b>	<b>16,000</b>	<b>23,440,621</b>
115	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										<b>257,422</b>

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	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description (Enter Whole Numbers Only)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
117	<b>20 - OPERATIONS AND MAINTENANCE FUND (O&amp;M)</b>										
118	<b>SUPPORT SERVICES (O&amp;M)</b>	<b>2000</b>									
119	Support Services - Pupil										
120	Other Support Services - Pupils <i>(Describe &amp; Itemize)</i>	2190	0	0	0	0	0	0	0	0	0
121	<b>Support Services - Business</b>										
122	Direction of Business Support Services	2510	0	0	0	0	0	0	0	0	0
123	Facilities Acquisition & Construction Services	2530	0	0	0	0	0	0	0	0	0
124	Operation & Maintenance of Plant Services	2540	815,542	151,500	386,700	212,500	150,000	0	50,000	0	1,766,242
125	Pupil Transportation Services	2550	0	0	0	0	0	0	0	0	0
126	Food Services	2560					0		0		0
127	<b>Total Support Services - Business</b>	<b>2500</b>	<b>815,542</b>	<b>151,500</b>	<b>386,700</b>	<b>212,500</b>	<b>150,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>1,766,242</b>
128	Other Support Services <i>(Describe &amp; Itemize)</i>	2900	0	0	0	0	0	0	0	0	0
129	<b>Total Support Services</b>	<b>2000</b>	<b>815,542</b>	<b>151,500</b>	<b>386,700</b>	<b>212,500</b>	<b>150,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>1,766,242</b>
130	<b>COMMUNITY SERVICES (O&amp;M)</b>	<b>3000</b>	0	0	0	0	0	0	0	0	0
131	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (O&amp;M)</b>	<b>4000</b>									
132	Payments to Other Dist & Govt Units (In-State)										
133	Payments for Regular Programs	4110			0			0			0
134	Payments for Special Education Programs	4120			0			0			0
135	Payments for CTE Program	4140			0			0			0
136	Other Payments to In-State Govt Units <i>(Describe &amp; Itemize)</i>	4190			0			0			0
137	<b>Total Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4100</b>			<b>0</b>			<b>0</b>			<b>0</b>
138	Payments to Other Dist & Govt Units (Out of State) <sup>14</sup>	4400						0			0
139	<b>Total Payments to Other Dist &amp; Govt Unit</b>	<b>4000</b>			<b>0</b>			<b>0</b>			<b>0</b>
140	<b>DEBT SERVICE (O&amp;M)</b>	<b>5000</b>									
141	Debt Service - Interest on Short-Term Debt										
142	Tax Anticipation Warrants	5110						0			0
143	Tax Anticipation Notes	5120						0			0
144	Corporate Personal Prop Repl Tax Anticipated Notes	5130						0			0
145	State Aid Anticipation Certificates	5140						0			0
146	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150						0			0
147	<b>Total Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>						<b>0</b>			<b>0</b>
148	Debt Service - Interest on Long-Term Debt	5200						0			0
149	<b>Total Debt Service</b>	<b>5000</b>						<b>0</b>			<b>0</b>
150	<b>PROVISION FOR CONTINGENCIES (O&amp;M)</b>	<b>6000</b>						0			0
151	<b>Total Direct Disbursements/Expenditures</b>		<b>815,542</b>	<b>151,500</b>	<b>386,700</b>	<b>212,500</b>	<b>150,000</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>1,766,242</b>
152	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										197,132
153											
154	<b>30 - DEBT SERVICE FUND (DS)</b>										
155	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (DS)</b>	<b>4000</b>									
156	Payments to Other Dist & Govt Units (In-State)										
157	Payments for Regular Programs	4110						0			0
158	Payments for Special Education Programs	4120						0			0
159	Other Payments to In-State Govt Units <i>(Describe &amp; Itemize)</i>	4190						0			0
160	<b>Total Payments to Other Dist &amp; Govt Units (In-State)</b>	<b>4000</b>						<b>0</b>			<b>0</b>
161	<b>DEBT SERVICE (DS)</b>	<b>5000</b>									
162	Debt Service - Interest on Short-Term Debt										
163	Tax Anticipation Warrants	5110						0			0
164	Tax Anticipation Notes	5120						0			0
165	Corporate Personal Prop Repl Tax Anticipation Notes	5130						0			0
166	State Aid Anticipation Certificates	5140						0			0
167	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150						0			0
168	<b>Total Debt Service - Interest On Short-Term Debt</b>	<b>5100</b>						<b>0</b>			<b>0</b>

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	A	B	C	D	E	F	G	H	I	J	K
	Description (Enter Whole Numbers Only)	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
169	Debt Service - Interest on Long-Term Debt	5200						4,227,413			4,227,413
170	Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)	5300						3,169,396			3,169,396
171	Debt Service Other (Describe & Itemize)	5400			0			6,500			6,500
172	Total Debt Service	5000			0			7,403,309			7,403,309
173	PROVISION FOR CONTINGENCIES (DS)	6000						0			0
174	Total Direct Disbursements/Expenditures				0			7,403,309			7,403,309
175	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(2,882,789)
176											
177	40 - TRANSPORTATION FUND (TR)										
178	SUPPORT SERVICES (TR)	2000									
179	Support Services - Pupils										
180	Other Support Services - Pupils (Describe & Itemize)	2190	25,000	7,900	0	0	0	0	0	0	32,900
181	Support Services - Business										
182	Pupil Transportation Services	2550	0	0	1,692,300	0	0	0	0	0	1,692,300
183	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0	0	0
184	Total Support Services	2000	25,000	7,900	1,692,300	0	0	0	0	0	1,725,200
185	COMMUNITY SERVICES (TR)	3000		0	0	0	0	0	0	0	0
186	PAYMENTS TO OTHER DIST & GOVT UNITS (TR)	4000									
187	Payments to Other Dist & Govt Units (In-State)										
188	Payments for Regular Program	4110			0			0			0
189	Payments for Special Education Programs	4120			0			0			0
190	Payments for Adult/Continuing Education Programs	4130			0			0			0
191	Payments for CTE Programs	4140			0			0			0
192	Payments for Community College Programs	4170			0			0			0
193	Other Payments to In-State Govt Units (Describe & Itemize)	4190			0			0			0
194	Total Payments to Other Dist & Govt Units (In-State)	4100			0			0			0
195	Payments to Other Dist & Govt Units (Out-of-State) (Describe & Itemize)	4400			0			0			0
196	Total Payments to Other Dist & Govt Units	4000			0			0			0
197	DEBT SERVICE (TR)	5000									
198	Debt Service - Interest on Short-Term Debt										
199	Tax Anticipation Warrants	5110						0			0
200	Tax Anticipation Notes	5120						0			0
201	Corporate Personal Prop Repl Tax Anticipation Notes	5130						0			0
202	State Aid Anticipation Certificates	5140						0			0
203	Other Interest on Short-Term Debt (Describe and Itemize)	5150						0			0
204	Total Debt Service - Interest On Short-Term Debt	5100						0			0
205	Debt Service - Interest on Long-Term Debt	5200						0			0
206	Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)	5300						0			0
207	Debt Service - Other (Describe and Itemize)	5400						0			0
208	Total Debt Service	5000						0			0
209	PROVISION FOR CONTINGENCIES (TR)	6000						0			0
210	Total Direct Disbursements/Expenditures		25,000	7,900	1,692,300	0	0	0	0	0	1,725,200
211	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(426,879)
212											
213	50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS)										
214	INSTRUCTION (MR/SS)	1000									
215	Regular Program	1100		91,641							91,641
216	Pre-K Programs	1125		18,048							18,048
217	Special Education Programs (Functions 1200-1220)	1200		122,723							122,723
218	Special Education Programs Pre-K	1225		16,400							16,400
219	Remedial and Supplemental Programs K-12	1250		0							0
220	Remedial and Supplemental Programs Pre-K	1275		0							0
221	Adult/Continuing Education Programs	1300		0							0

Resolution 18-016

1	A	B	C	D	E	F	G	H	I	J	K
2	Description (Enter Whole Numbers Only)	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
222	CTE Programs	1400		0							0
223	Interscholastic Programs	1500		3,700							3,700
224	Summer School Programs	1600		0							0
225	Gifted Programs	1650		0							0
226	Driver's Education Programs	1700		0							0
227	Bilingual Programs	1800		14,516							14,516
228	Truant Alternative & Optional Programs	1900		0							0
229	<b>Total Instruction</b>	<b>1000</b>		<b>267,028</b>							<b>267,028</b>
230	<b>SUPPORT SERVICES (MR/SS)</b>	<b>2000</b>									
231	<b>Support Services - Pupil</b>										
232	Attendance & Social Work Services	2110		7,600							7,600
233	Guidance Services	2120		0							0
234	Health Services	2130		40,100							40,100
235	Psychological Services	2140		3,600							3,600
236	Speech Pathology & Audiology Services	2150		6,000							6,000
237	Other Support Services - Pupils <i>(Describe &amp; Itemize)</i>	2190		25,600							25,600
238	<b>Total Support Services - Pupil</b>	<b>2100</b>		<b>82,900</b>							<b>82,900</b>
239	<b>Support Services - Instructional Staff</b>										
240	Improvement of Instruction Services	2210		26,623							26,623
241	Educational Media Services	2220		32,400							32,400
242	Assessment & Testing	2230		0							0
243	<b>Total Support Services - Instructional Staff</b>	<b>2200</b>		<b>59,023</b>							<b>59,023</b>
244	<b>Support Services - General Administration</b>										
245	Board of Education Services	2310		600							600
246	Executive Administration Services	2320		15,338							15,338
247	Special Area Administrative Services	2330		0							0
248	Claims Paid from Self Insurance Fund	2361		0							0
249	Workers' Compensation or Workers' Occupation Disease Acts Payments	2362		0							0
250	Unemployment Insurance Payments	2363		0							0
251	Insurance Payments (regular or self-insurance)	2364		0							0
252	Risk Management and Claims Services Payments	2365		0							0
253	Judgment and Settlements	2366		0							0
254	Educational, Inspectional, Supervisory Services Related to Loss Prevention or Reduction	2367		0							0
255	Reciprocal Insurance Payments	2368		0							0
256	Legal Service	2369		0							0
257	<b>Total Support Services - General Administration</b>	<b>2300</b>		<b>15,938</b>							<b>15,938</b>
258	<b>Support Services - School Administration</b>										
259	Office of the Principal Services	2410		60,500							60,500
260	Other Support Services - School Administration <i>(Describe &amp; Itemize)</i>	2490		0							0
261	<b>Total Support Services - School Administration</b>	<b>2400</b>		<b>60,500</b>							<b>60,500</b>
262	<b>Support Services - Business</b>										
263	Direction of Business Support Services	2510		4,200							4,200
264	Fiscal Services	2520		29,800							29,800
265	Facilities Acquisition & Construction Services	2530		0							0
266	Operation & Maintenance of Plant Service	2540		129,000							129,000
267	Pupil Transportation Services	2550		0							0
268	Food Services	2560		4,800							4,800
269	Internal Services	2570		0							0
270	<b>Total Support Services - Business</b>	<b>2500</b>		<b>167,800</b>							<b>167,800</b>
271	<b>Support Services - Central</b>										
272	Direction of Central Support Services	2610		0							0
273	Planning, Research, Development & Evaluation Services	2620		0							0
274	Information Services	2630		0							0
275	Staff Services	2640		0							0
276	Data Processing Services	2660		0							0
277	<b>Total Support Services - Central</b>	<b>2600</b>		<b>0</b>							<b>0</b>

Resolution 18-016

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description (Enter Whole Numbers Only)	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
278	Other Support Services (Describe & Itemize)	2900		2,600							2,600
279	Total Support Services	2000		388,761							388,761
280	COMMUNITY SERVICES (MR/SS)	3000		3,987							3,987
281	PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)	4000									
282	Payments for Regular Programs	4110		0							0
283	Payments for Special Education Programs	4120		0							0
284	Payments for CTE Programs	4140		0							0
285	Total Payments to Other Dist & Govt Units	4000		0							0
286	DEBT SERVICE (MR/SS)	5000									
287	Debt Service - Interest on Short-Term Debt										
288	Tax Anticipation Warrants	5110						0			0
289	Tax Anticipation Notes	5120						0			0
290	Corporate Personal Prop Repl Tax Anticipation Notes	5130						0			0
291	State Aid Anticipation Certificates	5140						0			0
292	Other (Describe & Itemize)	5150						0			0
293	Total Debt Service	5000						0			0
294	PROVISION FOR CONTINGENCIES (MR/SS)	6000						0			0
295	Total Direct Disbursements/Expenditures			659,776				0			659,776
296	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(75,948)
297											
298	60 - CAPITAL PROJECTS (CP)										
299	SUPPORT SERVICES (CP)	2000									
300	Support Services - Business										
301	Facilities Acquisition & Construction Services	2530	0	0	0	0	720,000	0	0		720,000
302	Other Support Services (Describe & Itemize)	2900	0	0	0	0	0	0	0		0
303	Total Support Services	2000	0	0	0	0	720,000	0	0		720,000
304	PAYMENTS TO OTHER DIST & GOVT UNITS (CP)	4000									
305	Payments to Other Dist & Govt Units (In-State)										
306	Payments to Regular Programs	4110			0			0			0
307	Payment for Special Education Programs	4120			0			0			0
308	Payment for CTE Programs	4140			0			0			0
309	Payments to Other Govt Units (In-State) (Describe & Itemize)	4190			0			0			0
310	Total Payments to Other Districts & Govt Units	4000			0			0			0
311	PROVISION FOR CONTINGENCIES (CP)	6000						0			0
312	Total Direct Disbursements/Expenditures		0	0	0	0	720,000	0	0		720,000
313	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(704,000)
314											
315	70 WORKING CASH FUND (WC)										
316											
317	80 - TORT FUND (TF)										
318	SUPPORT SERVICES - GENERAL ADMINISTRATION	2000									
319	Claims Paid from Self Insurance Fund	2361	0	0	0	0	0	0	0		0
320	Workers' Compensation or Workers' Occupational Disease Act Payments	2362	0	0	0	0	0	0	0		0
321	Unemployment Insurance Payments	2363	0	0	0	0	0	0	0		0
322	Insurance Payments (regular or self-insurance)	2364	0	0	0	0	0	0	0		0
323	Risk Management and Claims Services Payments	2365	0	0	0	0	0	0	0		0
324	Judgment and Settlements	2366	0	0	0	0	0	0	0		0
325	Educational, Inspectional, Supervisory Services Related to Loss Prevention or Reduction	2367	0	0	0	0	0	0	0		0
326	Reciprocal Insurance Payments	2368	0	0	0	0	0	0	0		0
327	Legal Service	2369	0	0	0	0	0	0	0		0
328	Property Insurance (Building & Grounds)	2371	0	0	0	0	0	0	0		0
329	Vehicle Insurance (Transportation)	2372	0	0	0	0	0	0	0		0
330	Total Support Services - General Administration	2000	0	0	0	0	0	0	0		0

Resolution 18-016

1	A	B	C	D	E	F	G	H	I	J	K
2	Description (Enter Whole Numbers Only)	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
331	<b>PAYMENTS TO OTHER DIST &amp; GOVT UNITS (TF)</b>	<b>4000</b>									
332	Payments for Regular Programs	4110						0			0
333	Payments for Special Education Programs	4120						0			0
334	<b>Total Payments to Other Dist &amp; Govt Units</b>	<b>4000</b>						0			0
335	<b>DEBT SERVICE (TF)</b>	<b>5000</b>									
336	<b>Debt Service - Interest on Short-Term Debt</b>										
337	Tax Anticipation Warrants	5110						0			0
338	Corporate Personal Property Replacement Tax Anticipation Notes	5130						0			0
339	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150						0			0
340	<b>Total Debt Service</b>	<b>5000</b>						0			0
341	<b>PROVISION FOR CONTINGENCIES (TF)</b>	<b>6000</b>						0			0
342	<b>Total Direct Disbursements/Expenditures</b>		0	0	0	0	0	0	0		0
343	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										11,391
345	<b>90 - FIRE PREVENTION &amp; SAFETY FUND (FP&amp;S)</b>										
346	<b>SUPPORT SERVICES (FP&amp;S)</b>	<b>2000</b>									
347	<b>Support Services - Business</b>										
348	Facilities Acquisition & Construction Services	2530	0	0	0	0	0	0	0		0
349	Operation & Maintenance of Plant Service	2540	0	0	0	0	0	0	0		0
350	<b>Total Support Services - Business</b>	<b>2500</b>	0	0	0	0	0	0	0		0
351	Other Support Services <i>(Describe &amp; Itemize)</i>	2900	0	0	0	0	0	0	0		0
352	<b>Total Support Services</b>	<b>2000</b>	0	0	0	0	0	0	0		0
353	<b>PAYMENTS TO OTHER DISTRICTS &amp; GOVT UNITS (FP&amp;S)</b>	<b>4000</b>									
354	Payments to Regular Programs	4110						0			0
355	Payments to Special Education Programs	4120						0			0
356	Other Payments to In-State Govt Units <i>(Describe &amp; Itemize)</i>	4190						0			0
357	<b>Total Payments to Other Districts &amp; Govt Units (FPS)</b>	<b>4000</b>						0			0
358	<b>DEBT SERVICE (FP&amp;S)</b>	<b>5000</b>									
359	<b>Debt Service - Interest on Short-Term Debt</b>										
360	Tax Anticipation Warrants	5110						0			0
361	Other Interest on Short-Term Debt <i>(Describe &amp; Itemize)</i>	5150						0			0
362	<b>Total Debt Service - Interest on Short-Term Debt</b>	<b>5100</b>						0			0
363	<b>Debt Service - Interest on Long-Term Debt</b>	<b>5200</b>						0			0
364	<b>Debt Service - Payments of Principal on Long-Term Debt <sup>15</sup> (Lease/Purchase Principal Retired)</b>	<b>5300</b>						0			0
365	<b>Total Debt Service</b>	<b>5000</b>						0			0
366	<b>PROVISIONS FOR CONTINGENCIES (FP&amp;S)</b>	<b>6000</b>						0			0
367	<b>Total Direct Disbursements/Expenditures</b>		0	0	0	0	0	0	0		0
368	<b>Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures</b>										7,268



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**This page is provided for detailed itemizations as requested within the body of the Report.**

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- 1.
- 2.
- 3.
- 4.

	A	B	C	D	E	F
1	<b>DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only</b>					
2	<b>Description</b>	<b>EDUCATIONAL FUND (10)</b>	<b>OPERATIONS &amp; MAINTENANCE FUND (20)</b>	<b>TRANSPORTATION FUND (40)</b>	<b>WORKING CASH FUND (70)</b>	<b>TOTAL</b>
3	<b>Direct Revenues</b>	23,698,043	1,963,374	1,298,321	139,638	<b>27,099,376</b>
4	<b>Direct Expenditures</b>	23,440,621	1,766,242	1,725,200		<b>26,932,063</b>
5	<b>Difference</b>	257,422	197,132	(426,879)	139,638	<b>167,313</b>
6	<b>Estimated Fund Balance - June 30, 2018</b>	19,896,160	1,552,548	15,463,072	2,836,048	<b>39,747,828</b>
7	<b>Balanced budget, no deficit reduction plan is required.</b>					
8						
9						
10	<i>A deficit reduction plan is required if the local board of education adopts (or amends) the 2017-18 school district budget in which the "operating funds" listed above result in direct revenues (line 9) being less than direct expenditures (line 19) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 81).</i>					
11						
12	<b>Note:</b> The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.					
13						
14	<i>The School Code, Section 17-1 (105 ILCS 5/17-1) - If the 2016-2017 Annual Financial Report (AFR) reflects a deficit as defined above (page 36), then the school district shall adopt and submit a deficit reduction plan (found here on page 20-24) to ISBE within 30 days after acceptance of the AFR.</i>					
15	<i>The deficit reduction plan, if required, is developed using ISBE guidelines and format.</i>					

ILLINOIS STATE BOARD OF EDUCATION  
SCHOOL BUSINESS SERVICES DIVISION

	A	B	C	D	E	F	G
1	<b>07-016-1220-02</b> <i>District Number</i>		<b>DEFICIT REDUCTION PLAN</b> <b>ESTIMATED BUDGET</b> <b>FY2017-2018</b>				
2							
3							
4							
5							
6			<b>Educational Fund</b>	<b>Operations &amp; Maintenance Fund</b>	<b>Transportation Fund</b>	<b>Working Cash Fund</b>	<b>Total</b>
7	<b>ESTIMATED BEGINNING FUND BALANCE</b> <i>(must equal prior Ending Fund Balance)</i>		19,638,738	1,310,416	15,889,951	3,146,410	39,985,515
8	<b>RECEIPTS/REVENUES</b>	<b>Acct #</b>					
9	<b>LOCAL SOURCES</b>	<b>1000</b>	14,151,194	1,963,374	693,321	139,638	16,947,527
10	<b>FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT</b>	<b>2000</b>	0	0	0		0
11	<b>STATE SOURCES</b>	<b>3000</b>	7,356,849	0	605,000	0	7,961,849
12	<b>FEDERAL SOURCES</b>	<b>4000</b>	2,190,000	0	0	0	2,190,000
13	<b>Total Receipts/Revenues</b>		23,698,043	1,963,374	1,298,321	139,638	27,099,376
14	<b>DISBURSEMENTS/EXPENDITURES</b>	<b>Funct #</b>					
15	<b>INSTRUCTION</b>	<b>1000</b>	12,923,740				12,923,740
16	<b>SUPPORT SERVICES</b>	<b>2000</b>	8,188,122	1,766,242	1,725,200		11,679,564
17	<b>COMMUNITY SERVICES</b>	<b>3000</b>	316,326	0	0		316,326
18	<b>PAYMENTS TO OTHER DISTRICTS &amp; GOVT. UNITS</b>	<b>4000</b>	2,012,433	0	0		2,012,433
19	<b>DEBT SERVICES</b>	<b>5000</b>	0	0	0		0
20	<b>PROVISION FOR CONTINGENCIES</b>	<b>6000</b>	0	0	0		0
21	<b>Total Disbursements/Expenditures</b>		23,440,621	1,766,242	1,725,200		26,932,063
22	<b>Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures</b>		257,422	197,132	(426,879)	139,638	167,313
23	<b>OTHER SOURCES/USES OF FUNDS</b>						
24	<b>OTHER SOURCES OF FUNDS (7000)</b>		0	45,000	0	0	45,000
25	<b>OTHER USES OF FUNDS (8000)</b>		0	0	0	450,000	450,000
26	<b>TOTAL OTHER SOURCES/USES OF FUNDS</b>		0	45,000	0	(450,000)	(405,000)
27	<b>ESTIMATED ENDING FUND BALANCE</b>		19,896,160	1,552,548	15,463,072	2,836,048	39,747,828

ILLINOIS STATE BOARD OF EDUCATION  
SCHOOL BUSINESS SERVICES DIVISION

	A	B	H	I	J	K	L
1	<b>07-016-1220-02</b> <i>District Number</i>		<b>ESTIMATED BUDGET FY2018-2019</b>				
2							
3							
4							
5							
6			<b>Educational Fund</b>	<b>Operations &amp; Maintenance Fund</b>	<b>Transportation Fund</b>	<b>Working Cash Fund</b>	<b>Total</b>
7	<b>ESTIMATED BEGINNING FUND BALANCE</b> <i>(must equal prior Ending Fund Balance)</i>		19,896,160	1,552,548	15,463,072	2,836,048	39,747,828
8	<b>RECEIPTS/REVENUES</b>	<b>Acct #</b>					
9	<b>LOCAL SOURCES</b>	<b>1000</b>					0
10	<b>FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT</b>	<b>2000</b>					0
11	<b>STATE SOURCES</b>	<b>3000</b>					0
12	<b>FEDERAL SOURCES</b>	<b>4000</b>					0
13	<b>Total Receipts/Revenues</b>		0	0	0	0	0
14	<b>DISBURSEMENTS/EXPENDITURES</b>	<b>Funct #</b>					
15	<b>INSTRUCTION</b>	<b>1000</b>					0
16	<b>SUPPORT SERVICES</b>	<b>2000</b>					0
17	<b>COMMUNITY SERVICES</b>	<b>3000</b>					0
18	<b>PAYMENTS TO OTHER DISTRICTS &amp; GOVT. UNITS</b>	<b>4000</b>					0
19	<b>DEBT SERVICES</b>	<b>5000</b>					0
20	<b>PROVISION FOR CONTINGENCIES</b>	<b>6000</b>					0
21	<b>Total Disbursements/Expenditures</b>		0	0	0		0
22	<b>Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures</b>		0	0	0	0	0
23	<b>OTHER SOURCES/USES OF FUNDS</b>						
24	<b>OTHER SOURCES OF FUNDS (7000)</b>						0
25	<b>OTHER USES OF FUNDS (8000)</b>						0
26	<b>TOTAL OTHER SOURCES/USES OF FUNDS</b>		0	0	0	0	0
27	<b>ESTIMATED ENDING FUND BALANCE</b>		19,896,160	1,552,548	15,463,072	2,836,048	39,747,828

ILLINOIS STATE BOARD OF EDUCATION  
SCHOOL BUSINESS SERVICES DIVISION

	A	B	M	N	O	P	Q
1	07-016-1220-02 District Number		ESTIMATED BUDGET FY2019-2020				
2							
3							
4							
5							
6			Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE (must equal prior Ending Fund Balance)		19,896,160	1,552,548	15,463,072	2,836,048	39,747,828
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		19,896,160	1,552,548	15,463,072	2,836,048	39,747,828

ILLINOIS STATE BOARD OF EDUCATION  
SCHOOL BUSINESS SERVICES DIVISION

	A	B	R	S	T	U	V
1	<b>07-016-1220-02</b> <i>District Number</i>		<b>ESTIMATED BUDGET FY2020-2021</b>				
2							
3							
4							
5							
6			<b>Educational Fund</b>	<b>Operations &amp; Maintenance Fund</b>	<b>Transportation Fund</b>	<b>Working Cash Fund</b>	<b>Total</b>
7	<b>ESTIMATED BEGINNING FUND BALANCE</b> <i>(must equal prior Ending Fund Balance)</i>		19,896,160	1,552,548	15,463,072	2,836,048	39,747,828
8	<b>RECEIPTS/REVENUES</b>	<b>Acct #</b>					
9	<b>LOCAL SOURCES</b>	<b>1000</b>					0
10	<b>FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT</b>	<b>2000</b>					0
11	<b>STATE SOURCES</b>	<b>3000</b>					0
12	<b>FEDERAL SOURCES</b>	<b>4000</b>					0
13	<b>Total Receipts/Revenues</b>		0	0	0	0	0
14	<b>DISBURSEMENTS/EXPENDITURES</b>	<b>Funct #</b>					
15	<b>INSTRUCTION</b>	<b>1000</b>					0
16	<b>SUPPORT SERVICES</b>	<b>2000</b>					0
17	<b>COMMUNITY SERVICES</b>	<b>3000</b>					0
18	<b>PAYMENTS TO OTHER DISTRICTS &amp; GOVT. UNITS</b>	<b>4000</b>					0
19	<b>DEBT SERVICES</b>	<b>5000</b>					0
20	<b>PROVISION FOR CONTINGENCIES</b>	<b>6000</b>					0
21	<b>Total Disbursements/Expenditures</b>		0	0	0		0
22	<b>Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures</b>		0	0	0	0	0
23	<b>OTHER SOURCES/USES OF FUNDS</b>						
24	<b>OTHER SOURCES OF FUNDS (7000)</b>						0
25	<b>OTHER USES OF FUNDS (8000)</b>						0
26	<b>TOTAL OTHER SOURCES/USES OF FUNDS</b>		0	0	0	0	0
27	<b>ESTIMATED ENDING FUND BALANCE</b>		19,896,160	1,552,548	15,463,072	2,836,048	39,747,828

ILLINOIS STATE BOARD OF EDUCATION  
SCHOOL BUSINESS SERVICES DIVISION

	A	B	W	X	Y	Z
1	<b>07-016-1220-02</b> <i>District Number</i>		<b>SUMMARY</b> <b>BUDGET ADDENDUM - DEFICIT REDUCTION PLAN</b> <b>ESTIMATED BUDGET</b> <i>Date of Adoption:</i> <i>(Enter as MM/DD/YY)</i>			
2						
3						
4						
5						
6			FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021
7	<b>ESTIMATED BEGINNING FUND BALANCE</b> <i>(must equal prior Ending Fund Balance)</i>		39,985,515	39,747,828	39,747,828	39,747,828
8	<b>RECEIPTS/REVENUES</b>	<b>Acct #</b>				
9	<b>LOCAL SOURCES</b>	<b>1000</b>	16,947,527	0	0	0
10	<b>FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT</b>	<b>2000</b>	0	0	0	0
11	<b>STATE SOURCES</b>	<b>3000</b>	7,961,849	0	0	0
12	<b>FEDERAL SOURCES</b>	<b>4000</b>	2,190,000	0	0	0
13	<b>Total Receipts/Revenues</b>		27,099,376	0	0	0
14	<b>DISBURSEMENTS/EXPENDITURES</b>	<b>Funct #</b>				
15	<b>INSTRUCTION</b>	<b>1000</b>	12,923,740	0	0	0
16	<b>SUPPORT SERVICES</b>	<b>2000</b>	11,679,564	0	0	0
17	<b>COMMUNITY SERVICES</b>	<b>3000</b>	316,326	0	0	0
18	<b>PAYMENTS TO OTHER DISTRICTS &amp; GOVT. UNITS</b>	<b>4000</b>	2,012,433	0	0	0
19	<b>DEBT SERVICES</b>	<b>5000</b>	0	0	0	0
20	<b>PROVISION FOR CONTINGENCIES</b>	<b>6000</b>	0	0	0	0
21	<b>Total Disbursements/Expenditures</b>		26,932,063	0	0	0
22	<b>Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures</b>		167,313	0	0	0
23	<b>OTHER SOURCES/USES OF FUNDS</b>					
24	<b>OTHER SOURCES OF FUNDS (7000)</b>		45,000	0	0	0
25	<b>OTHER USES OF FUNDS (8000)</b>		450,000	0	0	0
26	<b>TOTAL OTHER SOURCES/USES OF FUNDS</b>		(405,000)	0	0	0
27	<b>ESTIMATED ENDING FUND BALANCE</b>		39,747,828	39,747,828	39,747,828	39,747,828

**Deficit Reduction Plan-Background/Assumptions**  
**Fiscal Year 2017-2018 through Fiscal Year 2020-2021**

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<b>Ridgeland School District 122</b>	<b>07-016-1220-02</b>
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*Please complete the following schedule and include a brief description to identify any areas of the budget that will be impacted from one year to the next. If the deficit reduction plan relies upon new local revenues, identify contingencies for further budget reductions which will be enacted in the event those new revenues are not available.*

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**1. Background and Narrative of Budget Reductions:**

**2. Assumptions Used in the Deficit Reduction Plan:**

- Foundation Levels for General State Aid:

- Equal Assessed Valuation and Tax Rates:

- Employee Salaries and Benefits:



**- Short and Long Term Borrowing:**

**- Educational Impact:**

**- Other Assumptions:**

**- Has the district considered shared services or outsourcing (Ex: Transportation, Insurance) If yes please explain:**

## ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS

**(For Local Use Only)**

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

*The worksheet is intended for use during the budgeting process to estimate the district's percent increase of FY2018 budgeted expenditures over FY2017 actual expenditures. Budget information is copied to this page. Insert the prior year estimated actual expenditures to compute the estimated percentage increase (decrease).*

*The official Limitation of Administrative Costs Worksheet is attached to the end of the Annual Financial Report (ISBE Form 50-35) and may be submitted in conjunction with that report.*

*An official Limitation of Administrative Costs Worksheet can also be found on the ISBE website at:*

[Limitation of Administrative Costs](#)

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET (Section 17-1.5 of the School Code)				School District Name: <b>Ridgeland School District 122</b>			
				RCDT Number: <b>07-016-1220-02</b>			
		Estimated Actual Expenditures, Fiscal Year 2017			Budgeted Expenditures, Fiscal Year 2018		
Description (Enter Whole Numbers Only)	Funct #	(10) Educational Fund	(20) Operations & Maintenance Fund	Total	(10) Educational Fund	(20) Operations & Maintenance Fund	Total
1. Executive Administration Services	2320	422,256		422,256	366,178		366,178
2. Special Area Administration Services	2330			0	0		0
3. Other Support Services - School Administration	2490			0	0		0
4. Direction of Business Support Services	2510	184,967		184,967	195,444	0	195,444
5. Internal Services	2570			0	0		0
6. Direction of Central Support Services	2610			0	0		0
7. Deduct - Early Retirement or other pension obligations required by state law and include above				0			0
<b>8. Totals</b>		607,223	0	607,223	561,622	0	561,622
<b>9. Estimated Percent Increase (Decrease) for FY2018 (Budgeted) over FY2017 (Actual)</b>							-8%

## REPORTING OF PUBLIC VENDOR CONTRACTS OF \$1,000 OR MORE

In accordance with the School Code, Section 10-20.21, all school districts are required to file a report listing 'vendor contracts' as an attachment to their budget. In this context, the term "vendor contracts" refers to "all contracts and agreements that pertain to goods and services that were intended to generate additional revenue and other remunerations for the school district in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services. **The report is to list information regarding such contracts for the fiscal year immediately preceding the fiscal year of the budget.** All such contracts executed on or after July 1, 2007 must be approved by the school board.

See: School Code, Section 10-20.21 - Contracts

*(Sheet is unprotected and can be re-formatted as needed, but must be used for submission)*

[illegible]

## Reference Description

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- <sup>1</sup> Each fund balance should correspond to the fund balance reflected on the books as of June 30th - Balance Sheet Accounts #720 and #730 (audit figures, if available).
- <sup>2</sup> Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On-Behalf" Payments should only be reflected on this page (Budget Summary, Lines 10 and 20).
- <sup>3</sup> Requires the secretary of the school board to notify the county clerk (within 30 days of the transfer approval) to abate an equal amount of taxes to be next extended. See Sec. 10-22.14 & 17-2.11.
- <sup>3a</sup> Requires notification to the county clerk to abate an equal amount from taxes next extended. See section 10-22.14
- <sup>4</sup> Principal on Bonds Sold:
  - (1) Funding Bonds are to be entered in the fund or funds in which the liability occurs.
  - (2) Refunding Bonds can be entered in the Debt Services Fund only.
  - (3) Building Bonds can be entered in the Capital Projects Fund only.
  - (4) Fire Prevention and Safety Bonds can be entered in the Fire Prevention & Safety Fund only.
- <sup>5</sup> The proceeds from the sale of school sites, buildings, or other real estate shall be used first to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used by the school board to meet any urgent district needs as determined under Sections 2-3.12 and 17-2.11 of the School Code. Once these issues have been addressed, any remaining proceeds may be used for any other authorized purpose and for deposit into any district fund.
- <sup>6</sup> The School Code, Section 10-22.44 prohibits the transfer of interest earned on the investment of "any funds for purposes of Illinois Municipal Retirement under the Pension Code." This prohibition does not include funds for Social Security and Medicare-only purposes. For additional requirements on interest earnings, see 23 Illinois Administrative Code, Part 100, Section 100.50.
- <sup>7</sup> Cash plus investments must be greater than or equal to zero.
- <sup>8</sup> For cash basis budgets, this total will equal the Budget Summary - Total Direct Receipts/Revenues (Line 9) plus Total Other Sources of Funds (Line 46).
- <sup>9</sup> For cash basis budgets, this total will equal the Budget Summary - Total Direct Disbursements/Expenditures (Line 19) plus Total Other Uses of Funds (Line 79).
- <sup>10</sup> Working Cash Fund loans may be made to any district fund for which taxes are levied (Section 20-5 of the School Code).
- <sup>11</sup> Include revenue accounts 1110 through 1115, 1117, 1118 & 1120.
- <sup>12</sup> The School Code Section 17-2.2c. Tax for leasing educational facilities or computer technology or both, and for temporary relocation expense purposes.
- <sup>13</sup> Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.
- <sup>14</sup> Only tuition payments made to private facilities. See Functions 4200 or 4400 for estimated public facility disbursements/expenditures.
- <sup>15</sup> Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund - e.g.: alternate revenue bonds. (Describe & Itemize)
- <sup>16</sup> Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)  
Only abatement of working cash fund can transfer its funds to any fund in most need of money  
(see 105 ILCS 5/20-10 for further explanation)

# Summer Band



Ridgeland School District #122 is offering its annual Summer Band Program for band students entering and currently enrolled in band. This is a FREE program! This is a huge opportunity and we want to show how much we appreciate the administration and Board of Education's support. This program is not required, but HIGHLY encouraged. *We need as many students enrolled to continue to offer this program and keep it free of cost to the families.* Students are encouraged to attend as many rehearsals as possible even though family vacation plans may not allow them to attend every practice. Summer Band provides a great way to keep the "rust and dust" off the instruments. This program motivates students to move quickly during the school year. Transportation will not be provided by the district.

Where: Simmons Band Room

When: Every Monday, Tuesday, Wednesday, Thursday **from Monday, July 30- Thursday, August 16<sup>th</sup>**

Permission Form: Attached.

New band students will receive their instruments during Summer Band.

New 6<sup>th</sup>-8<sup>th</sup> grade band students may attend the Beginner sessions AND the large group practices if they would like. However, ***the beginner sessions would be most beneficial for any beginning student.***

<u>TIME</u>	<u>PRACTICE SESSION NAME</u>
8:00-8:45	Beginner Saxophone
8:45-9:30	Beginner Clarinet
9:30-10:15	Beginner Flute/Oboe
10:15-11:15	Symphonic Band
11:15-12:15	Concert Band (all current 5 <sup>th</sup> grade students going into 6 <sup>th</sup> grade)
1:00-1:45	Beginner Trumpet/Horn
1:45-2:30	Beginner Trombone/Baritone/Tuba
2:30-3:15	Beginner Percussion

**Please return the attached form to school.**

# Ridgeland #122 Summer Band Program

## Permission Form



from Monday, July 30- Thursday, August 16<sup>th</sup>

<u>TIME</u>	<u>PRACTICE SESSION NAME</u>
8:00-8:45	Beginner Saxophone
8:45-9:30	Beginner Clarinet
9:30-10:15	Beginner Flute/Oboe
10:15-11:15	Symphonic Band
11:15-12:15	Concert Band (all current 5 <sup>th</sup> grade students going into 6 <sup>th</sup> grade)
1:00-1:45	Beginner Trumpet/Horn
1:45-2:30	Beginner Trombone/Baritone/Tuba
2:30-3:15	Beginner Percussion

**Child's Name:** \_\_\_\_\_

**Instrument:** \_\_\_\_\_

**207-2018 School:** \_\_\_\_\_

**2018-2019 School:** \_\_\_\_\_

**Parent Signature:** \_\_\_\_\_

**Please circle Practice Session(s) attending:**

7<sup>th</sup> Grade Returning Students: Students will receive assignments based on their audition and rubric score by the end of the year for Symphonic or Concert Band. You can circle both.

Incoming 6th grade students will be in Concert Band.

Incoming 5th grade/Beginning Band 6th Grade members (anyone brand new) should attend the Beginner sessions.

**Exhibit A-1 Frontline Customer Order Form**

CD990411667889700090

MSA3792

03/25/2018

F: 888-492-0337

1400 Atwater Drive Malvern, PA 19355

**Customer:**

Ridgeland School District 122  
6500 W95th St  
Oak Lawn, IL 60453

**Contact:** Sheri Maher  
**Title:** Director of Teaching and Learning  
**Phone:** (708) 599-5550 x 7225  
**Email:** [msmaher@ridgeland122.com](mailto:msmaher@ridgeland122.com)

**Order Form Details:**

**Pricing Expiration:** 05/31/2018  
**Account Manager:** Spencer Sunde

**Startup Cost Billing Terms:** One-Time, Invoiced after signing  
**Subscription Billing Terms:** Annually  
**Sale Type:** New

**Pricing Overview:**

**Startup Cost: One-Time cost due at signing** **\$5,400.00**  
**Annual Subscription: Recurring Cost** **\$11,745.00**  
(plus applicable sales tax)

Itemized Description	Unit Price	Qty	Total
Frontline Central Implementation	\$2,700.00	1	\$2,700.00
Frontline Central Subscription	\$3,645.00	1	\$3,645.00
Employee Evaluation Management Implementation	\$2,700.00	1	\$2,700.00
Employee Evaluation Management Annual Subscription - Danielson 2011/2013	\$8,100.00	1	\$8,100.00

**Amount Invoiced Upon Signing (Startup Cost) \$5,400.00**

(plus applicable sales tax)

This Order Form and any software, downloads, upgrades, documentation, service packages, material, information, or services set forth herein are governed by the terms of the Master Services Agreement, software license or other agreement with Frontline (the "Agreement"). **BY ACCESSING, VIEWING, OR USING ANY SOFTWARE, DOWNLOADS, UPGRADES, DOCUMENTATION, SERVICE PACKAGES, MATERIAL, INFORMATION, OR SERVICES SET FORTH HEREIN, CUSTOMER CERTIFIES THAT IT HAS READ AND AGREES TO THE ORDER FORM TERMS (the "Order Form Terms") ATTACHED HERETO AND THE AGREEMENT INCORPORATED HEREIN AND SHALL BE BOUND BY THE SAME.** Customer also agrees that the terms of the Agreement and the Order Form Terms are confidential information of Frontline Technologies Group LLC, its affiliates and predecessors (collectively, "Frontline") and are not to be shared with any third party without the prior written consent of Frontline.

**Tax Exempt?** If yes, please provide your exemption number and include a copy of your exemption certificate.

**Tax Exempt Number:**

### MASTER SERVICES AGREEMENT

This Master Services Agreement is made effective as of the date of the signature below (the "Effective Date") by and between Frontline Technologies Group LLC dba Frontline Education, with an address at 1400 Atwater Drive, Malvern, PA 19355 ("Frontline"), and the customer identified below ("Customer"). Frontline and Customer are sometimes referred to herein, individually, as a "Party" and, collectively, the "Parties."

By signing below, the Parties agree to be legally bound by the Terms and Conditions contained herein, including any exhibits, Order Form(s) and Statements of Work (collectively, the "Agreement"). To place orders subject to this Agreement, at least one Order Form (as defined below) must be incorporated into this Agreement. This Agreement constitutes the complete and exclusive statement of the agreement between the Parties with respect to the Software and the Services set forth herein and any other software, products or other services provided by Frontline or any of its affiliates or predecessors prior to the Effective Date. For the avoidance of doubt, this Agreement supersedes any and all prior oral or written communications, proposals, RFPs, contracts, and agreements (including all prior license and similar agreements) and the Parties hereby terminate any such agreements.

<b>Frontline Technologies Group LLC dba Frontline Education</b>	<b>Ridgeland School District 122</b>
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____
Address: _____ _____	Address: _____ _____
Email: _____	Email: _____
Date: _____	Date: _____

**Attached:**     *Terms and Conditions of Agreement*  
                      *Exhibit A: Executed Order Forms*



MASTER SERVICES AGREEMENT

TERMS AND CONDITIONS

1. **Software and Services**

- 1.1. **Software.** Subject to the terms and conditions set forth in this Agreement (including any Order Forms and/or Statement of Work, Frontline hereby grants Customer a non-exclusive, non-transferable license to use the software identified on any Order Form ("Software") and the technical manuals, instructions, user information, training materials, and other documentation that accompany the Software and contain its technical specifications, as may be amended from time to time ("Documentation") solely for internal use by end users in the ordinary course of Customer's business. Frontline shall provide any professional or other services set forth in an Order Form ("Services"). All rights, title and interest to the Software and any work product, deliverables or other materials provided by Frontline ("Work Product") are expressly reserved and retained by Frontline or its licensors, including any program or other application that is designed to integrate and be used with the Software, whether or not developed independently by Frontline, and all improvements, modifications and intellectual property rights therein. Customer shall not, and Customer shall require any end users to not (i) transfer, assign, export, or sublicense the Software or Work Product except as specifically set forth herein, or its license rights thereto, to any other person, organization or entity, including through rental, timesharing, service bureau, subscription, hosting, or outsourcing the Software (whether or not such sublicense, hosting or outsourcing is by Customer or for Customer); (ii) attempt to create any derivative version thereof; (iii) remove or modify any marking or notice on or displayed through the Software, Work Product or Documentation, including those related to Frontline's or its licensors' proprietary rights in and to the Software, Work Product or Documentation, as applicable; or (iv) de-compile, decrypt, reverse engineer, disassemble, or otherwise reduce same to human-readable form. Without limiting the foregoing, Customer may not sublicense, outsource or otherwise grant access to the Software to any third party vendor without Frontline's prior written consent, including any third party host of the Software for Customer.
- 1.2. **Order Forms.** Customer may place orders for the Software and Services by entering into a mutually agreed Order Form, which shall become a part of this Agreement and be attached hereto as Exhibit A. No other document shall be required to effect a legally binding purchase under this Agreement. Any preprinted or other terms contained on Customer's purchase order or otherwise shall be inapplicable to this Agreement. Unless an Order Form states otherwise, each Order Form is independent of each other Order Form (but each Order Form is a part of and integral to this Agreement).
- 1.3. **Software Administrator; Maintenance Windows.** At all times, Customer must have an employee who has obtained the Software administrator certification training from Frontline and who is certified by Frontline as a Software administrator ("Software Administrator"). If the Software Administrator ceases to serve as such, Customer shall promptly provide written notice to Frontline and have another employee obtain Frontline Software administrator certification and be designated as a Software Administrator, at Customer's expense. Frontline shall provide Customer with assistance regarding the use of the Software during Frontline's normal business hours (EST), Monday through Friday. Such assistance shall be provided only to Customer's Software Administrator. Frontline may perform system maintenance and/or software updates periodically upon advanced notice to Customer. However, due to extenuating circumstances, Frontline may, at times, need to perform maintenance without the ability to provide advance notice.
- 1.4. **Customer Content.** The Software and Services may enable Customer and end users to provide, upload, link to, transmit, display, store, process and otherwise use text, files, images, graphics, illustrations, information, data (including Personal Data as that term is defined in applicable laws), audio, video, photographs and other content and material in any format (collectively, "Customer Content") in connection with the Software and Services. Customer shall have the sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness and ownership of all of Customer Content. Frontline will act as a data processor, and will act on Customer's instruction concerning the treatment of Personal Data provided in connection with the Software and Services, as specified in the Order Form. Customer shall provide any notices and obtain any consents (including consent of any parent or guardian for any minor) related to Customer's use of the Software and receipt of the Services and Frontline's provision of the Software and Services, including those related to the collection, use, processing, transfer and disclosure of Personal Data. Customer acknowledges and agrees that it must properly enter data, information and other Customer Content and configure settings within the Software in order for the Software to operate properly. Customer shall verify the accuracy of any of the Customer Content, forms, workflow and configuration settings entered on the Software. Frontline shall not have any liability arising from the inaccuracy of scoring, completeness, use of or reliance on the information contained in the extract of data from any Software or Services under this Agreement. Customer assumes the sole responsibility for the selection of the Software and Services to achieve Customer's intended results, the use of the Software and Services, and the results attained from such selection and use. Customer represents and warrants that it is the owner of the Customer Content, or has obtained permission for such use from the owner of the Customer Content, including evaluation frameworks and/or rubrics uploaded into the Software. As to any content or data made available to Frontline, Customer represents that it has notified and obtained consent from all necessary persons (including parents, students, teachers, interns, aides, principals, other administrative personnel, and classroom visitors), and has taken all other actions that may be necessary to ensure that use of the products, services, or related materials provided or produced hereunder complies with all applicable laws and regulations as well as school or district policies.
- 1.5. **Integration.** Customer may, at Customer's discretion and with or without Frontline's assistance, integrate or otherwise use the Software in connection with third party courseware, training, and other information and materials of third parties ("Third Party Materials") and Frontline may make certain Third Party Materials available in connection with the Software and Services. Customer acknowledges and agrees that (a) Frontline is authorized to provide Customer Content to a specified third party or permit such third party to have access to Customer Content in connection with the Third Party Materials; and (b) Frontline does not control and is not responsible for, does not warrant, support, or make any representations regarding (i) Third Party Materials (ii) Customer Content provided in connection with such Third Party Materials, including a third party's storage, use or misuse of Customer Content; or (iii) Customer's uninterrupted access to Third Party Materials. Customer understands that the use of the Software may involve the transmission of Customer Content over the Internet and over various networks, only part of which may be owned or operated by Frontline, and that Frontline takes no responsibility for data that is lost, altered, intercepted, or stored without Customer's authorization during the transmission of any data whatsoever across networks whether or not owned or operated by Frontline. If Customer engages Frontline to assist in Customer's integration or use of the

Software with Third Party Materials, you authorize Frontline to access and use such Third Party Materials in connection with such assistance and you represent and warrant that you have the rights necessary to grant such authorization.

- 1.6. **Hosting.** The Software will be hosted by an authorized subcontractor (the "Hosting Service Provider") that has been engaged by Frontline and shall only be accessed by Customer on websites, using Customer's computers. As part of the Services, the Hosting Service Provider shall be responsible for maintaining a backup of Customer Content. The Hosting Service Provider is an independent third party not controlled by the Frontline. Accordingly, IN NO EVENT WILL FRONTLINE BE LIABLE FOR ANY DIRECT, GENERAL, SPECIAL, INCIDENTAL, INDIRECT OR CONSEQUENTIAL DAMAGES WHATSOEVER (INCLUDING BUT NOT LIMITED TO LOSS OR DAMAGE TO DATA, DAMAGES FOR LOSS OF BUSINESS PROFITS, BUSINESS INTERRUPTION, LOSS OF INFORMATION OR ANY OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SOFTWARE, DUE TO PROBLEMS (INCLUDING BUT NOT LIMITED TO ERRORS, MALFUNCTIONS) ASSOCIATED WITH THE FUNCTIONS OF SERVERS MAINTAINED BY THE HOSTING SERVICE PROVIDER, EVEN IF FRONTLINE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- 1.7. **Customer Responsibilities.** Customer understands and agrees that (a) Customer shall have sole responsibility for administering access security (e.g. the granting of rights to Customer's users); (b) Customer shall review any calculations made by using the Services and satisfy Customer that those calculations are correct; and (c) if Customer uses the Services for reimbursement or payment from Medicaid and other government agencies, Frontline shall have no responsibility, and Customer shall have sole responsibility, to submit information and claims for such reimbursement or payment. Frontline does not warrant that the Services, or the results derived there from, will meet Customer's requirements, or that the operation of the Services will be uninterrupted or error-free.
2. **Invoicing and Payment.** All fees and charges will be set forth in the applicable Order Form(s). The Startup Cost set forth on the first page of an Order Form will be invoiced to Customer by Frontline upon execution of the applicable Order Form. Startup Costs are priced with the assumption that implementation will be completed within 120 days after signing. Frontline reserves the right to charge Customers additional service fees for added project costs due to Customer-caused delays occurring after the 120 day implementation period. The Annual Subscription will be invoiced to Customer by Frontline based on the Subscription Start Date unless otherwise stated on the front of an Order Form. The Subscription Start Date shall be defined as thirty (30) days after Customer's signature of an applicable Order Form. Except as otherwise provided, Frontline shall invoice Customer in US Dollars and Customer shall pay all fees, charges, and expenses within thirty days of the date of an invoice via check or ACH. Without prejudice to its other rights and remedies, if Frontline does not receive any payment by its due date, Frontline may assess a late payment charge on the unpaid amount at the rate of 1.5% per month or the highest rate allowed under applicable law. Frontline reserves the right to increase any of the fees once annually during any Renewal Term by providing at least thirty (30) days advance notice to Customer. All charges under this Agreement are exclusive of, and Customer is solely responsible for, any applicable taxes, duties, fees, and other assessments of whatever nature imposed by governmental authorities. Without limiting the foregoing, Customer shall promptly pay to Frontline any amounts actually paid or required to be collected or paid by Frontline pursuant to any statute, ordinance, rule or regulation of any legally constituted taxing authority. If the Customer claims tax exempt status or the right to remit taxes directly, the tax exempt number must be entered on the first page of any applicable Order Form and the Customer shall indemnify and hold Frontline harmless for any loss occasioned by its failure to pay any tax when due. If for any reason Frontline's personnel travel to Customer's facility or otherwise in connection with the Software or Services under this Agreement, Customer shall be responsible for the reasonable costs of transportation, lodging, meals and the like for Frontline's personnel.
3. **Warranties and Disclaimers.**
  - 3.1. **Mutual.** Each Party represents and warrants that the Party's execution, delivery, and performance of this Agreement (a) have been authorized by all necessary action of the governing body of the Party; (b) do not violate the terms of any law, regulation, or court order to which such Party is subject or the terms of any agreement to which the Party or any of its assets may be subject; and (c) are not subject to the consent or approval of any third party. Customer represents and warrants on behalf of itself and any of its end users that it has the full legal right to provide the Customer Content and that the Customer Content will not (a) infringe any intellectual property rights of any person or entity or any rights of publicity, personality, or privacy of any person or entity, including as a result of failure to obtain consent to provide Personal Data or otherwise private information about a person; (b) violate any law, statute, ordinance, regulation, or agreement, including school or district policies; or (c) constitute disclosure of any confidential information owned by any third party.
  - 3.2. **Software Warranties.** Frontline represents and warrants that (a) the Software will perform substantially in accordance with the specifications set forth in the then-current Documentation and (b) the Services will be performed in a professional and workmanlike manner. In the event of a non-conformance of the Software, Work Product or Services, reported to and verified by Frontline, Frontline will make commercially reasonable efforts to correct such non-conformance. Customer's sole remedy is limited to the replacement, repair, or refund, at Frontline's option, of defective Software or Work Product or re-performance of the Services. Notwithstanding the foregoing, any Third Party Materials shall be subject only to such third party terms and any warranties therein.
  - 3.3. **Disclaimers.** EXCEPT AS EXPRESSLY PROVIDED HEREIN, FRONTLINE AND ITS LICENSORS EXPRESSLY DISCLAIM ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, OR STATUTORY, AS TO ANY ASPECT OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. FRONTLINE AND ITS LICENSORS DO NOT WARRANT THAT THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS WILL BE UNINTERRUPTED, OR ERROR-FREE; NOR DO THEY MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SOFTWARE, WORK PRODUCT, SERVICES, OR OTHER PRODUCTS.
4. **Confidential Information; Privacy.**
  - 4.1. **Confidential Information.** During the term of this Agreement and for two (2) years thereafter, each Party will use the same degree of care to protect the other Party's Confidential Information as it uses to protect its own confidential information of like nature, but in no circumstances less than reasonable care. "Confidential Information" means any information that is marked or otherwise indicated as confidential or proprietary, in the case of written materials, or, in the case of information that is disclosed orally or written materials that are not marked, by notifying the other Party of the proprietary and confidential nature of the information, such notification to be done orally, by email or written correspondence, or via other means of communication as might be appropriate. Notwithstanding the foregoing,

(a) the Confidential Information of Frontline shall include the Software and the terms of this Agreement and (b) the Confidential Information of Customer shall include Personal Data regarding Customer's users provided in connection with the Software and Services. Confidential Information does not include information which (a) was known to the receiving Party or in the public domain before disclosure; (b) becomes part of the public domain after disclosure by a publication or other means except by a breach of this Agreement by the receiving Party; (c) was received from a third party under no duty or obligation of confidentiality to the disclosing Party; or (d) was independently developed by the receiving Party without reference to Confidential Information. Aggregated data that does not contain personally identifiable information regarding Customer's users provided in connection with the Software and Services will be the Confidential Information and property of Frontline. The receiving Party will not be liable for disclosures of Confidential Information that are required to be disclosed by law or legal process, so long as the recipient notifies the disclosing Party, provides it with an opportunity to object and uses reasonable efforts (at the expense of the disclosing Party) to cooperate with the disclosing Party in limiting disclosure.

- 4.2. **Privacy.** Frontline understands that its performance of the Services may involve the disclosure of student personally identifiable information ("Student PII") (as defined in the Family Education Rights and Privacy Act, 20 U.S.C. § 1232g; 34 C.F.R. Part 99) ("FERPA") by the Customer to Frontline. Frontline agrees that it will not use or re-disclose Student PII except in compliance with and all applicable state and federal laws, including FERPA. Customer acknowledges that Frontline is a "school official" with a legitimate educational interest in receiving Student PII under FERPA and Frontline agrees that it will comply with the requirements of 34 C.F.R. § 99.33 regarding its use and redisclosure of Student PII.
- 4.3. **Data Security.** Frontline will utilize commercially reasonable administrative, technical, and physical measures to maintain the confidentiality and security of Confidential Information and Student PII submitted by Customer. Customer understands and agrees that no security measures can be 100% effective or error-free and understands that Frontline expressly disclaims (i) any warranty that these security measures will be 100% effective or error-free or (ii) any liability related to the confidentiality and security measures utilized by third parties.

5. **Indemnification.** Customer shall indemnify Frontline and its officers, directors, employees, and agents and hold them harmless from all third party claims, liabilities, expenses, and losses (including attorneys' fees and expenses) arising from or related to any breach by Customer of this Agreement, including failure to obtain consent to provide Personal Data or otherwise private information about a person.

6. **Limitations of Liability.** OTHER THAN THE FEES, CHARGES AND EXPENSES PAYABLE PURSUANT HERETO, IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY OR ANY THIRD PARTY FOR INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR PUNITIVE DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE, OF ANY KIND WHATSOEVER (INCLUDING LOST PROFITS) ARISING FROM OR RELATING TO THIS AGREEMENT OR THE USE OR NON-USE OF THE SOFTWARE, WORK PRODUCT OR SERVICES. NOTWITHSTANDING ANYTHING CONTAINED IN THIS AGREEMENT TO THE CONTRARY, IN NO EVENT SHALL FRONTLINE'S TOTAL LIABILITY ARISING FROM OR RELATING TO THIS AGREEMENT, WHETHER BASED ON WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR OTHERWISE, EXCEED THE TOTAL AMOUNTS PAID TO FRONTLINE HEREUNDER DURING THE TWELVE MONTHS IMMEDIATELY PRECEDING THE EVENTS GIVING RISE TO SUCH CLAIMS. Each Party acknowledges and agrees that the warranty disclaimers and liability and remedy limitations in this Agreement are material, bargained for provisions of this Agreement and that fees and consideration payable hereunder reflects these disclaimers and limitations.

7. **Term and Termination.** The term of this Agreement will commence on the Effective Date and continue until such time that there are no valid Order Forms. The initial term of each Order Form under this Agreement shall (a) begin on the Subscription Start Date (as defined in Section 2 above) and (b) continue for one year or such longer period as provided in an Order Form (the "Order Form Initial Term") and will automatically renew for successive one-year terms thereafter, unless one Party notifies the other Party of non-renewal in writing at least sixty (60) days prior to the end of the current term of such Order Form. Customer may terminate any Order Form at any time after the Order Form Initial Term, in whole or in part, for any reason or no reason, on sixty (60) days prior written notice. Upon notice of such termination, a pro-rata portion of all outstanding invoices shall become immediately due and payable. If such invoice has been paid by the Customer, Customer shall be entitled to a pro-rata credit to be applied to future Frontline services. Either Party may terminate this Agreement in the event that the other Party materially breaches this Agreement the other Party does not cure such breach within thirty (30) days after written notice of such breach. Expiration or termination of any Order Form or Statement of Work shall constitute the expiration or the termination of such Order Form or Statement of Work only and shall not affect this Agreement or any other Order Form or Statements of Work outstanding under this Agreement. Notwithstanding the foregoing, unless otherwise mutually agreed by the parties in writing, any Order Form or Statement of Work outstanding as of the date of termination or expiration of this Agreement shall remain in effect and continue to be governed by the terms of this Agreement and its own terms until such time as such Order Form or Statement of Work is completed, expires or is otherwise terminated. Upon the termination or expiration of this Agreement, Customer (a) shall immediately cease using the Software and (b) for a period of thirty (30) days, may request a copy of Customer Content that is in Frontline's possession in the format retained by Frontline. The following provisions of this Agreement will survive expiration or termination of this Agreement Sections 3.3, 4, 5, 6, and 8.

8. **General.** Frontline and Customer are each independent contractors and neither Party shall be, nor represent itself to be, the franchiser, partner, broker, employee, servant, agent, or legal representative of the other Party for any purpose whatsoever. Customer may not sublicense, assign, or transfer this Agreement, or any rights and obligations under this Agreement, in whole or in part, without Frontline's prior written consent. Any attempted assignment in violation of this Section shall be void. This Agreement shall be binding upon, and inure to the benefit of, the permitted successors and assigns of each Party. Notwithstanding anything to the contrary in this Agreement, except for Customer's obligations to pay amounts due under this Agreement, neither Party will be deemed to be in default of any provision of this Agreement for any delay, error, failure, or interruption of performance due to any act of God, terrorism, war, strike, or other labor or civil disturbance, interruption of power service, interruption of communications services, problems with the Internet, act of any other person not under the control of such Party, or other similar cause. If the Customer requests to be added as an additional insured on any Frontline insurance policy, the limits of such policies shall be subject to the Limitations of Liability stated in Section 6 herein. This Agreement may be amended only by written agreement of the Parties, and any attempted amendment, including any handwritten changes on this Agreement in violation of this Section shall be void. The waiver or failure of either Party to exercise in any respect any right provided under this Agreement shall not be deemed a waiver of such right in the future or a waiver of any other rights established under this Agreement. This Agreement does not confer any rights or remedies upon any person other than the Parties, except Frontline's licensors. When used herein, the words "includes" and "including" and their syntactical variations shall be deemed followed by the words "without limitation." This Agreement may be executed in counterparts, each of which shall be

deemed an original, but all of which together shall be deemed to be the same agreement.



600 108<sup>th</sup> Ave. NE, Suite 805  
Bellevue, WA 98004-4454  
Phone: 877.451.7845  
Fax: 425.484.6476  
schools@dreambox.com  
www.dreambox.com

# QUOTE

<b>Date:</b>	May 9, 2018
<b>Quote #</b>	<b>DB021842155</b>
<b>Quote Type:</b>	New
<b>Promo Code:</b>	
<b>Valid Until:</b>	6/11/2018 12:00:00 AM

Customer		Prepared By
Sheri Maher Curriculum Director smaher@ridgeland122.com 708-599-5550 ext 7225	RIDGELAND SD 122, IL 6500 W 95TH ST OAK LAWN, IL 60453	Corinna Chau Sr. District Partner Executive corinna.chau@dreambox.com

Qty	Description	Price	Sub-Total
4	DreamBox Site License Subscription - <501 students-New Site license includes one webinar PD bundle with a Professional Development Specialist. 7% discount has been applied to the site license list price	\$7,347.00	\$29,388.00
	Sales Tax	\$0.00	\$0.00
	Outside of the states of Washington South Carolina, Arizona and Hawaii, customers are responsible for remitting any taxes imposed by their states.	Total Amount:	<b>\$29,388.00</b>

#### Purchase Options:

- To pay by purchase order, please fax your purchase order to 425-484-6476.
- To pay by credit card, please contact the Client Success team at 877-451-7845 ext. 3

*This Quote is specifically conditioned upon the acceptance of the below terms and conditions. Issuance of a purchase order and/or payment for any of the products listed in this Quote by Customer shall be deemed acceptance of the below terms and conditions.*

#### Terms and Conditions:

This quotation is valid for 30 days from delivery unless otherwise indicated or earlier terminated by DreamBox Learning. Customer must issue a purchase order referencing the Quote number above to complete the sale of the products listed in this Quote. DreamBox Learning objects to any different or additional terms in Customer's purchase/sales order documentation, except as expressly agreed to in writing. Applicable activation codes for the subscriptions purchased will be issued following receipt of the authorized purchase order. Annual subscriptions begin on date of receipt of the applicable purchase order by DreamBox or upon the annual renewal date, as applicable. Billing terms are net 30 days from receipt by DreamBox Learning of the purchase order. All taxes, fees, levies are subject to change at the time of the order. Payments outstanding more than 30 days may result in cancellation of the subscriptions. All fees and payments are non-refundable. No failure or delay by DreamBox Learning in exercising any right shall constitute a waiver of that right. The subscriptions referenced in this Quote are subject to the acceptance of all terms set forth in the current version of the Terms of Use at <http://www.dreambox.com>. DreamBox Learning does not warrant its products or services except as specifically agreed to in writing. Any dispute regarding this Quote shall be governed by the laws of the State of Washington, and the parties agree to accept the exclusive jurisdiction of the state and federal courts located in King County, Washington, regardless of conflicts of laws. Initial Term of this Agreement shall be 12 calendar months from the Billing Start Date as set forth in the preceding Services Agreement. At the end of the initial term, this Agreement shall be able to be renewed automatically for consecutive renewal terms of 12 calendar months.

Termination for cause can be effected by either party's written notice, effective upon receipt, if the other party has failed to cure a material breach for 30 consecutive days after receiving a detailed written request to cure. Such termination shall be customer's sole and exclusive remedy in case of non- or mal-performance by DreamBox Learning including but not limited to DreamBox Education services less effective than agreed. No warranties are extended. All services are provided "as is." DreamBox Learning disclaims all express and implied warranties.

**AMENDMENT TO STUDENT TRANSPORTATION SERVICES  
AGREEMENT BETWEEN RIDGELAND SCHOOL DISTRICT 122  
AND FIRST STUDENT, INC.**

**THIS AMENDMENT** is made by and entered into as of the 17th day of May 2018 by and between the BOARD OF EDUCATION OF RIDGELAND SCHOOL DISTRICT 122 with principal offices located at 6500 W. 95<sup>TH</sup> Street, Oak Lawn Illinois 60453 hereinafter called DISTRICT and FIRST STUDENT, INC. hereinafter called "CONTRACTOR" with its corporate offices located at 600 Vine Street, Suite 1400, Cincinnati Ohio, 45202 and its local operating offices located at 8600 w. 67<sup>TH</sup> Street, Hodgkins, Illinois 60525 and together called "PARTIES".

**WHEREAS**, the parties entered into that certain Pupil Transportation Services Agreement dated August 7, 2009 as amended February 8, 2011, July 15, 2013, July 28, 2014, May 28, 2015, May 24, 2016 and April 26, 2017 (hereinafter the "Agreement"); and all contingencies placed upon the bid specifications, and

**WHEREAS**, the parties desire to amend certain provisions thereof and extend its term effective immediately;

**NOW, THEREFORE**, the parties mutually agree as follows:

All terms used herein, unless otherwise defined in this Amendment, shall have the same meaning as set forth in the Agreement. Following the effective date of this Amendment, future references to the Agreement in any communication or document between the DISTRICT and CONTRACTOR shall mean the Agreement incorporating the changes and/or additions in this Amendment.

1. **TERM.** The term of the Amended agreement shall extend for one (1) additional year commencing August 1, 2018 and continuing through July 31, 2019; thereafter this amended agreement may be extended on a year-to-year basis by mutual agreement of the parties, subject to the operation of 105 Ill. Comp. Stat. 5/29-6.1, as amended from time to time.
2. **COMPENSATION** Commencing August 1, 2018, the rates of compensation payable hereunder during the ensuing Contract Year shall be those set forth in Exhibit "A" and are based on current number of routes and bell times. All rates are based on the current mix of routes and bell times.
3. **ADJUSTMENT TO SERVICE LEVELS** District may increase or decrease services to be provided by Contractor under the bid specifications. However, where such increases or decreases materially impact the service levels or equipment levels required of Contractor under the assumed routes, schedules, and vehicle requirements contained in these bid specifications, Contractor shall be permitted to adjust rates at which services are provided to cover increase or decreases in cost structure associated with such changes by District.
4. **NOTICE TO PARTIES**

All notices to be given by the parties to this Agreement shall be in writing and serviced by depositing same in the United States Mail, certified mail.

Notices to the DISTRICT shall be addressed to:

Mr. Doug Ogarek  
Chief School Business Official  
Ridgeland School District 122  
6500 W. 95<sup>th</sup> Street  
Oak Lawn, IL 60453

Notices to CONTRACTOR shall be addressed to:

Ms. Leslie Norgren  
Area General Manager  
First Student, Inc.  
1717 Park Street, Suite 225  
Naperville, IL 60563

With a copy to:

General Counsel  
FirstGroup America, Inc.  
600 Vine Street  
Suite 1400  
Cincinnati, OH 45202

- 5. NO OTHER MODIFICATIONS** All terms of the Agreement shall remain in full force and effect except to the extent modified herein. This Amendment shall become a part of and shall be integrated into the Agreement.

**IN WITNESS WHEREOF**, this Agreement has been signed and executed in duplicate on behalf of the parties hereto by persons duly authorized on the day and year first written above.

**RIDGELAND SCHOOL DISTRICT 122**

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

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

**ATTEST:**

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

**FIRST STUDENT, INC.**

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

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

**ATTEST:**

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

## **EXHIBIT A**

### **RIDGELAND SCHOOL DISTRICT 122**

#### **TRANSPORTATION RATES**

##### **2018-2019**

<b>REGULAR SERVICE</b>	<b>2017-2018</b>	<b>2018-2019</b>
Daily AM/PM Paired routes	\$ 264.33	\$ 274.90
Daily AM/PM Single routes	\$ 185.96	\$ 193.39
1-way Kindergarten routes	\$ 57.46	\$ 59.76
Early Dismissal	\$ 57.46	\$ 59.76
Activity Route	\$ 57.46	\$ 59.76
<b>TRIP SERVICE</b>		
2 - Hours or less	\$ 161.87	\$ 168.35
3 - Hours or less	\$ 193.01	\$ 200.73
4 - Hours or less	\$ 217.90	\$ 226.62
5 - Hours or less	\$ 247.79	\$ 257.70
1/4 Hour excess rate	\$ 12.14	\$ 12.63
Conflict Fee	\$ 71.83	\$ 74.70