

**BOARD OF EDUCATION MEETING
COMMUNITY HIGH SCHOOL DISTRICT 94
March 15, 2016 – 7:00 P.M.**

**THE MEETING WILL BE HELD AT THE
WEST CHICAGO COMMUNITY HIGH SCHOOL
LEARNING RESOURCE CENTER
326 JOLIET STREET
WEST CHICAGO, IL 60185**

A G E N D A

OPENING ACTIVITIES

1. Call to Order
2. Salute to the Flag
3. Reading of Mission Statement
“Community High School strives to promote and provide growth experiences in Learning, Leadership and Living.”
4. Roll Call
5. Additions to the Agenda – (Voice Vote)

RECOMMENDED MOTION: That the Board of Education
approve the addition of the topics shown above to this agenda.

GOOD NEWS OF THE DISTRICT:

Moses Cheng

West Chicago Cheerleaders (Att. §B - pp. 1 - 1)

STUDENT RECOGNITION:

Kathe Doremus

- February Student of the Month – Jeana Brown (Att. §B - pp. 2 - 2)
- February PeaceBuilder of the Month – Jesus Martinez (Att. §B - pp. 3 - 3)
- Athlete of the Winter Season – Tai Bibbs (Att. §B - pp. 4 - 4)
- Athlete of the Winter Season – Bria Williams (Att. §BC - pp. 5 - 5)

PUBLIC PARTICIPATION:

CONSENT AGENDA (Roll Call)

Action items considered routine and/or which have been previously discussed by the Board will be enacted under one roll call motion unless removed for separate action upon Board request. They are enumerated under the heading “Recommended Action”.

1. Items Removed from Consent Agenda for Separate Action: _____
2. Consent Agenda Action for All Items Except those Listed in 1. Above.

RECOMMENDED MOTION: That the Board approve all items on the Consent Agenda which have not been specifically removed for separate action as shown on line 1. immediately above.

CONSENT AGENDA ITEMS - RECOMMENDED ACTION(S):

1. **Approval of Minutes — (Att. §C – pp. 1 – 7)**

Board of Education Meeting – February 16, 2016
Closed Session Board of Education Meeting – At Table February 16, 2016

RECOMMENDED MOTION: That the Board of Education approve the minutes of the meetings of February 16, 2016 as listed above.

2. **Filing of Minutes - (Att. §C - pp. 8 - 9)**

Finance Committee Meeting February 23, 2016

RECOMMENDED MOTION: That the Board of Education approve for filing of the above minutes.

3. **Approval of Financials — (Att. §A –pp. 1 – 48)**

a. Approve Current Expenditures

RECOMMENDED MOTION: That the Board of Education approve the expenditures from February 11, 2016 to March 9, 2016.

b. Imprest Fund Statement

c. Treasurer's Report

d. Statement of Position/Financial Report

e. Statement of Revenue/Expenditures YTD Ending February 29, 2016

f. 3-Year Budget/Actual Report

g. Grant Reports

h. Petty Cash Fund Report

i. Student Activity Account Fund Balance

j. New Vendors Monthly Report

k. Quarterly Financial Reports

4. **Renewal of Illinois High School Association Membership – (Roll Call)**

Students from Community High School participate in Illinois High School Association Interscholastic Athletics and Activities that enrich the educational experience. The yearly renewal of membership to the Association is now due. Renewal of membership does not require payment of membership dues or entry fees. Administration is recommending the Board approve the renewal of membership to the Illinois High School Association.

RECOMMENDED MOTION: That the Board of Education approve the renewal of Illinois High School Association Membership as presented on Att. §B - pp. 6 - 6.

ADMINISTRATIVE REPORTS AND INFORMATION:

1. Superintendent's Report

Doug Domeracki

- Student Report – Roshan Patel

- Student Performance Goals Update (Att. §B - pp. 7 – 16)

2. Director of Business Services Report Gordon Cole
3. Director of Human Resources Report Dave Blatchley
4. Principal's Report Moses Cheng
 - Student Attendance and Discipline (Att. §B - pp. 17 - 19)
5. Adult Education Report Don Zabelin
6. District Goal Discussion Doug Domeracki
7. Committee Reports:
 - a. Communication (Att. §B - pp. 20 - 58)
 - b. Education
 - c. Facilities
 - d. Finance
 - e. Personnel (Att. §B - pp. 59 - 82)
 - f. Policy
8. Future Dates
 - a. Regular Monthly Board of Education Meeting – April 19, 2016
 - b. Regular Monthly Board of Education Meeting – May 17, 2016
9. Open Comment Board Members

OLD BUSINESS:

NEW BUSINESS:

1. **Personnel Reports – (Roll Call)**
RECOMMENDED MOTION: That the Board of Education approve the Personnel and Supplemental Contract reports as presented in the packet and at table. (Att. §D – pp. 1 – 4).
2. **Separation of Employment – (Roll Call)**
RECOMMENDED MOTION: That the Board of Education accept the resignation of Brian Puchalski, Teacher in the Special Education Division, effective March 24, 2016. And that the Board of Education accept the following resignations at the conclusion of the 2015-16 school year: Sarah Arcan, Teacher in the Science Division, Kelly Hall, .6 FTE Teacher in the Career & Technical Education Division & .4 FTE Teacher in the Support Services Division, and Nick Herrera, Teacher in the Physical Development Division. And that the Board of Education approve the retirement of David Sayner, Social Studies Teacher in the Humanities Division, effective at the conclusion of the 2019-2020 school year.

3. **Student Travel: Spain Exchange– (Roll Call)**

In compliance with Policy ¶7204, Field Trips, Student Travel and Optional Student Travel, the Spain Exchange trip qualifies as Student Travel and is requesting a trip to Soria, Spain - Nuestro Senora del Pilar, Escolapios, March 2017 to April 2017

RECOMMENDED MOTION: That the Board of Education approve Student Travel for the Spain Exchange trip to Soria, Spain – Nuestro Senora del Pilar, Escolapios as shown on Att. §B - pp. 83 - 83.

4. **Student Travel: LifeSmarts National Conference – (Roll Call)**

In compliance with Policy ¶7204, Field Trips, Student Travel and Optional Student Travel, LifeSmarts qualifies as Student Travel and is requesting attendance at the National Conference in Denver, CO, which is beyond a 250 mile radius of Community High School.

RECOMMENDED MOTION: That the Board of Education approve Student Travel for LifeSmarts to the National Conference in Denver, CO, April 9 - 12, 2016, as shown on Att. §B - pp. 84 - 84.

5. **Pool Repair Project 2016 – Roll Call (Att. §B - pp. 85 - 85)**

The project is for upgrades to the 40 year old piping, the chemical control and infusion system and running a new sewer line from the filter room to Joliet Street. Bids were due on March 14, 2016. The low bidder is _____.

RECOMMEND MOTION: That the Board of Education approve the construction contract with _____ for the 2016 pool repair project at a cost of _____.

6. **Cafeteria Project – (Roll Call)**

This project consists of a base bid and two (2) alternates. The base consists of replacing the serving area floor, replacing the lights and painting. Alternate 1 covers the area immediately outside the serving area, new flooring, ceiling and lighting. Alternate 2 consists of new ceiling and lighting in the remainder of the commons area. Bids were received on March 8th with 6 contractors submitting bids. The low bidder is ATP Enterprise Group, with a base bid of \$139,000 and alternate 1 is \$34,000. Alternate 2 is \$173,000

RECOMMENDED MOTION: That the Board of Education approve the award of the cafeteria project to ATP Enterprise Group in the amount of \$139,000, and alternate 1 in the amount of \$34,000 as shown on Att. §B - pp. 86 – 88.

7. **Student Fees – (Roll Call)**

This is the annual fee schedule for students. There are two (2) recommended changes for 2016-2017. The first is a reduction in the general registration fee for sophomores, juniors and seniors reflecting the removal of the purchase of locks. They would have been purchased last year. If they need a replacement they are available in the bookstore. The second is a reduction in the yearbook

cost. This reflects the overall reduction in cost of the publication since switching to Herff Jones. All other fees remain the same.

RECOMMEND MOTION: That the Board of Education approve the fee schedule for the 2016-2017 school as on Att. §B - pp. 89 - 89.

8. **Chiller/Condenser Repairs – (Roll Call)**

The building has two (2) chillers, a 600 ton and a 300 ton, both installed as part of the 1998 addition. The 600 ton chiller is the primary unit providing air conditioning to the entire building. The large condenser consists of 423 half inch copper tubes approximately 12 feet long. The district began inspecting these tubes in 2009 to detect scale build-up and corrosion. The initial test identified several tubes with degradation of up to 25%. As the years have gone by, the amount of corrosion reached 40% last year. This year's test was conducted recently and 8 tubes were identified at 50% degradation. None of these tubes were previously identified with any degradation.

The concern is that if one of these tubes begins leaking and the water and the refrigerant mix, it will create serious problems. The chemical reaction of the refrigerant and water creates an acidic environment and begins eating away at the aluminum components within the system. This could result in \$500,000 to \$600,000 in damage.

The proposal from Trane, the original equipment manufacturer, is for \$65,378 to replace all 423 tubes. Work would be completed within 30 days and the system will be operational for most of April and May. Funding for this will come from capital monies in the Operations and Maintenance Fund.

RECOMMENDED MOTION: That the Board of Education approve the proposal/contract with The Trane Company for the replacement of the condenser tubes for a cost of \$64,378 as shown on Att. §B - pp. 90 - 111.

EXECUTIVE SESSION – WILL BE HELD IN THE COUNSELING CONFERENCE ROOM only if needed and with the understanding that possible action could be taken on matters discussed in closed session.

RECOMMENDED MOTION TO

MOVE TO CLOSED SESSION: That the Board of Education hold a Closed Session at [Time] for the purpose(s) of [1-15 below].

- | | |
|----|--|
| 1. | The appointment, employment, compensation, discipline, performance, or dismissal of specific employees. |
| 2. | Collective negotiating matters. |
| 3. | The selection of a person to fill a public office. |
| 4. | Evidence or testimony presented in open hearing, or in closed hearing, where specifically authorized by law, to a quasi-adjudicative body. |
| 5. | The purchase or lease of real property. |
| 6. | The setting of a price for sale or lease of property. |
| 7. | The sale or purchase of securities, investments, or investment contracts. |
| 8. | Emergency security procedures. |
| 9. | Student discipline. |

- | | |
|-----|--|
| 10. | The placement of individual students in special education programs. |
| 11. | Litigation has been filed and is pending before a court or administrative tribunal. |
| 12. | Establishment of reserves or settlement of claims as provided by local government and governmental employees Tort Immunity Act. |
| 13. | Self-evaluation. |
| 14. | Discussion of minutes of meetings lawfully closed under Open Meetings Act (P.A. 88-621, effective 1-1-95). |
| 15. | Considering meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. |

Begin Closed Session Taping

RECOMMENDED MOTION TO MOVE TO OPEN SESSION:

That the Board of Education
return to Open Session at [Time] to possibly vote on closed session items.

End Closed Session Taping

ACTION AFTER RETURN TO OPEN SESSION

ADJOURNMENT

RECOMMENDED MOTION: **That the Board of Education meeting
be adjourned at [Time].**

**COMMUNITY HIGH SCHOOL
DISTRICT 94**

**March 15, 2016
7:00 p.m.
Board of Education Meeting**

**SECTION A -
Financial Reports**

- a. Bill Listing (including Summary)
- b. Imprest Fund
- c. Treasurer's Report
- d. Statement of Position/Financial Report
- e. Statement of Revenue/Expenditures
- f. 3-Year Budget/Actual Report
- g. Grant Reports
- h. Petty Cash Fund
- i. Student Activity Account Fund Balance
- j. New Vendors Monthly Report
- k. Quarterly Financial Report

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624610	A-1 DOORS FRAMES & HA	03/15/2016	DOORS SUPPLY	1,910.00	3,275.27
			DOORS SUPPLY	241.25	
			DOORS SUPPLY	924.02	
			LOCKS AND KEYS	200.00	
1624611	Acer Service Corporat	03/15/2016	MISC SUPPLIES;	363.10	726.20
			TECHNOLOGY		
			MISC SUPPLIES;	363.10	
			TECHNOLOGY		
1624612	AHW LLC	03/15/2016	TIRE AND WHEEL	119.03	119.03
1624613	Air Filter Engineers	03/15/2016	AIR FILTERS	109.92	109.92
1624614	Airgas North Central	03/15/2016	PLUMBING SUPPLIES	68.43	68.43
1624615	Allstar Custom Awards	03/15/2016	2015-16 END OF	258.00	1,121.25
			SEASON AWARDS		
			LOWER LEVEL		
			2015-16 FOOTBALL	129.00	
			AWARDS		
			WRESTLING	390.25	
			TOURNAMENT		
			CHARTS, MEDALS		
			AND PLAQUES		
			2015-2016 END OF	344.00	
			SEASON AWARDS		
1624616	Amalgamated Bank Of C	03/15/2016	BOND INTEREST DUE	117,850.00	117,850.00
			#3253		
1624617	Vendor Continued Void	03/15/2016			0.00
1624618	Vendor Continued Void	03/15/2016			0.00
1624619	Vendor Continued Void	03/15/2016			0.00
1624620	Amazon.Com	03/15/2016	Amazon January	21.31	3,407.23
			order, 33 books		
			Amazon January	58.30	
			order, 33 books		
			Amazon January	259.29	
			order, 33 books		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Amazon January	-0.27	
			order, 33 books		
			Amazon January	59.77	
			order, 33 books		
			Amazon January	-0.48	
			order, 33 books		
			Amazon January	12.09	
			order, 33 books		
			Amazon January	24.87	
			order, 33 books		
			Amazon, February	11.10	
			book order, 29		
			books		
			Wireless keyboard	249.99	
			and mouse		
			Amazon book order	19.97	
			for American		
			History, 12 books		
			Amazon book order	23.99	
			for American		
			History, 12 books		
			Amazon book order	15.99	
			for American		
			History, 12 books		
			iPad chargers,	400.74	
			Bar Code		
			Scanners, HDMI		
			tester		
			Amazon book order	36.07	
			for American		
			History, 12 books		
			Amazon book order	101.63	
			for American		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			History, 12 books		
			iPad chargers,	82.03	
			Bar Code		
			Scanners, HDMI		
			tester		
			Amazon book order	45.75	
			for American		
			History, 12 books		
			Canon HD	235.00	
			camcorder		
			Amazon DVD order	148.54	
			for PE department		
			SD Cards for TSI	45.10	
			Course		
			MISC SUPPLIES;	88.88	
			AUDITORIUM		
			Amazon book order	44.11	
			for American		
			History, 12 books		
			Amazon January	-11.57	
			order, 33 books		
			Amazon January	23.04	
			order, 33 books		
			SKATES; DRAMA	69.67	
			SUPPLIES		
			Wireless keyboard	73.16	
			and mouse		
			Wireless keyboard	42.83	
			and mouse		
			Staff development	74.26	
			book		
			CLASSROOM DVD	21.21	
			Amazon book	7.84	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			order, 24 books		
			Classroom Books	240.00	
			Amazon book order	10.05	
			for American		
			History, 12 books		
			Amazon order, VHS	52.04	
			to DVD and		
			Ziplocs		
			ION Block Rocker	239.90	
			Bluetooth		
			Portable Speaker		
			System with		
			Auxiliary USB		
			Charger		
			(Certified		
			Refurbished)		
			iPad chargers,	7.49	
			Bar Code		
			Scanners, HDMI		
			tester		
			MISC SUPPLIES;	239.27	
			AUDITORIUM		
			Canon HD	30.85	
			camcorder		
			USB CD drives for	252.64	
			SPED laptops		
			Amazon book order	19.99	
			for American		
			History, 12 books		
			Book: Power Up	30.79	
1624621	ANDERSON PEST SOLUTIO	03/15/2016	MARCH 2016	84.98	84.98
			PREVENTIVE SVC		
1624622	Andy Frain Services I	03/15/2016	JANUARY 2016	10,800.30	10,800.30

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624623	Aqua Pure Enterprises	03/15/2016	SECURITY SERVICES		
1624624	Ares Sportswear	03/15/2016	POOL SUPPLIES	861.80	861.80
1624625	Ascd Membership Proce	03/15/2016	TRACK SHIRTS & PANTS	3,425.51	3,425.51
1624626	At&t	03/15/2016	ASCD renewal membership	89.00	89.00
		03/15/2016	2/16/16-3/15/16 PHONE SVC	2,243.10	5,128.15
			2/16/16-3/15/16 INTERNET SVC	1,220.80	
			2/10/16-3/9/16 INTERNET SVC	1,664.25	
1624627	At&t Long Distance	03/15/2016	JANUARY 2016 LONG DISTANCE	104.48	104.48
1624628	Badminton Warehouse	03/15/2016	BADMINTON RACQUETS, GRAPS AND RACKET RESTRINGING	186.00	186.00
1624629	BATAVIA HIGH SCHOOL	03/15/2016	B and G Var Track invite	300.00	300.00
1624630	Batteries + Bulbs	03/15/2016	12-VOLT BATTERIES UPS BATTERY; NORTH END	271.60 39.90	311.50
1624631	Baxter, Allison	03/15/2016	ESL 5 Novels - Literature Credit in Classroom - Reimbursement	42.44	42.44
1624632	Behavioral Health Ser	03/15/2016	1/4/16 - 1/29/16 TUTORING; 1 STUDENT	577.50	577.50
1624633	Bio Corporation	03/15/2016	Biology and Anatomy dissection order	2,357.32	2,357.32

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624634	Blue Whale Sewer & Dr	03/15/2016	PLUMBING REPAIR	135.00	135.00
1624635	Blume, Nancy A	03/15/2016	Flight for National LifeSmarts Conference	232.20	232.20
1624636	BMI SUPPLY	03/15/2016	AUDITORIUM LIGHTBULBS AUDITORIUM SUPPLIES	315.36 926.17	1,241.53
1624637	BSN SPORTS	03/15/2016	TENNIS SUPPLIES	26.14	26.14
1624638	Burchacki, Suzanne	03/15/2016	INSTRUCTIONAL SUPPLY; SCIENCE	42.01	42.01
1624639	Butler Chemical Co	03/15/2016	FEBRUARY 2016 MAINTENANCE AGREEMENT	680.00	680.00
1624640	Camelot Therapeutic S	03/15/2016	FEB 2016 TUITION; 2 STUDENTS	6,167.02	6,167.02
1624641	Canon Financial Servi	03/15/2016	MARCH 2016 PHOTOCOPIER MARCH 2016 UNIFLOW CHGS	6,249.25 616.62	6,865.87
1624642	Cdwg	03/15/2016	Plasco Rolls	389.00	389.00
1624643	Chicago Bandits	03/15/2016	Payment for game on Bandits stadium	300.00	300.00
1624644	Chicago Flyhouse	03/15/2016	AUDITORIUM RIGGING INSPECTION	1,477.00	1,477.00
1624645	Cisek, Susan	03/15/2016	2/1/16-2/15/16 MILEAGE; HMBD TUTORS JANUARY 2016 MILEAGE; HMBD	59.40 2.70	62.10

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624646	Citizens Taxi Dispatc	03/15/2016	TUTORS JANUARY 2016 TRANSPORTATION; 2 STUDENTS	3,610.00	3,610.00
1624647	Clare Woods Academy	03/15/2016	MARCH 2016 TUITION; 2 STUDENTS	8,900.18	8,900.18
1624648	Clarke, Dave	03/15/2016	Reimbursement for classroom tech supplies	40.96	40.96
1624649	Comed	03/15/2016	1/15/16-2/16/16 ELECTRICITY; DISTRICT OFFICE 1/19/16-2/16/16 ELECTRIC; KERR-MCGEE	446.22 17.78	464.00
1624650	Communication Revolvi	03/15/2016	JANUARY 2016 INTERNET SVCS	2,500.00	2,500.00
1624651	Community High School	03/15/2016	ten copies of "To Kill a Mockingbird" for SRC inventory	80.00	80.00
1624652	Constellation Newener	03/15/2016	FEBRUARY 2016 NATURAL GAS; ACCT #R6-55566	5,765.94	5,765.94
1624653	Constellation Energy	03/15/2016	1/19/16-2/17/16 ELECTRIC SVC	34,362.18	34,362.18
1624654	CORE ACADEMY	03/15/2016	JANUARY 2016 TUITION; 1 STUDENT JANUARY 2016 LIFESKILLS TUITION; 1	3,293.08 4,008.05	7,301.13

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624655	CPC Inc	03/15/2016	STUDENT FEBRUARY 2016	150.00	300.00
			FACILITY TREE SW		
			MARCH 2016	150.00	
1624656	Crescent Electric Sup	03/15/2016	FACILITY TREE SW LIGHT BULBS;	293.20	524.36
			BISHOP GYM		
1624657	Cuiriz, Alicia	03/15/2016	ELECTRIC BALLASTS DUPLICATE	231.16 100.00	100.00
			ATHLETIC FEE; CHEERLEADING; ID #37411		
1624658	Debbie De Iorio-Piano	03/15/2016	March Spring Concert Tuning	95.00	95.00
1624659	Decker Equipment	03/15/2016	GUARDS FOR EXIT LIGHTS; BISHOP GYM	197.70	197.70
1624660	Dell Marketing Lp	03/15/2016	3 Dell Servers to replace 3 current Dell servers (all virtual) E5450 Dell Latitude Computer for student	19,590.57 662.74	20,253.31
1624661	DLA Architects, Ltd.	03/15/2016	FEB 2016 CAFETERIA SERVING LINE RENOVATION FEB 2016 POOL FILTRATION SYSTEM	4,981.81 13,275.00	18,256.81
1624662	Downers Grove South H	03/15/2016	DGS Invite boys track	200.00	200.00
1624663	Dreisilker Electric M	03/15/2016	ELECTRIC MOTOR REPAIR SUPPLY	250.44	677.68

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			ELECTRIC MOTOR	315.64	
			REPAIR SUPPLY		
			UNIVENT HEATERS;	111.60	
			PREVENTIVE		
			MAINTENANCE		
1624664	Dulkinys, Megan	03/15/2016	Ceramics supplies	14.45	14.45
1624665	Dupage Regional Offic	03/15/2016	BUS DRIVER PERMIT	10.00	10.00
			REFRESHER COURSE;		
			5/17/16; LAURIE		
			MAJCHROWSKI		
1624666	Durbin, Donna	03/15/2016	Flight for	179.20	179.20
			National		
			LifeSmarts		
			Conference		
1624667	Dynegy Energy Service	03/15/2016	11/16/15-12/16/15	36,452.14	36,452.14
			ELECTRIC SVC		
1624668	Ehlers And Associates	03/15/2016	CONTINUING	2,800.00	2,800.00
			DISCLOSURE		
			REPORTING		
1624669	Ellman's Music Center	03/15/2016	PICCOLO REPAIR	95.00	378.00
			Sousaphone Repair	283.00	
1624670	Embassy Suites by Hil	03/15/2016	Conference	581.78	581.78
			Lodging, 3		
			Nights, Double		
			Occupancy, plus		
			tax for Nancy		
			Blume and Donna		
			Durbin attendance		
			at LifeSmart		
			Convention,		
			Denver Downtown		
			Convention		
			Center, Denver CO		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			Confirmation No.: 83039296 April 09 - April 12, 2016 See Attachments		
1624671	Farfan, Lydia	03/15/2016	BTW REFUND; ID #38363	158.00	158.00
1624672	Fastspring	03/15/2016	JitBit Help desk yearly renewal	749.00	749.00
1624673	Ferreiro, Brianne	03/15/2016	INSTRUCTIONAL SUPPLIES; SCIENCE	90.16	90.16
1624674	FITNESS FIRST	03/15/2016	Supplemental workout equipment for fitness center. 3 & 5lb dumbbells and 5 BOSU trainers.	957.74	957.74
1624675	Flinn Scientific	03/15/2016	latex gloves-dissection	194.48	194.48
1624676	Follett Library Resou	03/15/2016	Follett January order, 12 books Follett, February book order, 8 books	65.58 38.81	104.39
1624677	Ford Credit	03/15/2016	DRIVERS EDUCATION CAR LEASE; PYMT 11 OF 36	252.87	252.87
1624678	Fritz, Wes	03/15/2016	BOYS/GIRLS BASKETBALL ASSIGNMENTS	1,749.11	1,749.11
1624679	Full Compass Systems	03/15/2016	GAFFERS TAPE	390.17	390.17
1624680	Fulmer, Anna	03/15/2016	INSTRUCTIONAL SUPPLIES; SCIENCE INSTRUCTIONAL	33.57 47.90	81.47

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624681	Giant Steps	03/15/2016	SUPPLY; SCIENCE MARCH 2016 TUITION; 1 STUDENT	5,593.14	5,593.14
1624682	GIBSON, AMY	03/15/2016	JAN 2016-MAR 2016 RETIREE HLTH REIMBURSEMENT	302.14	302.14
1624683	Glenbard South High S	03/15/2016	Remainder of fee for Girls soccer trn Glenbard South	225.00	225.00
1624684	Glenoaks Hospital The	03/15/2016	FEB 2016 TUITION; NORTH CAMPUS; 2 STUDENTS FEB 2016 TUITION; SOUTH CAMPUS; 1 STUDENT FEB 2016 TUITION; WEST CAMPUS; 2 STUDENTS FEB 2016 TRANSITION; SOUTH CAMPUS; 1 STUDENT	6,233.20 3,268.20 6,943.60 2,457.80	18,902.80
1624685	Grainger Acct#1368438	03/15/2016	ELECTRICAL BALLASTS INDICATOR LIGHTS FOR MOTOR CONTROL CENTER	278.00 103.20	381.20
1624686	GROUND EFFECTS MAINT	03/15/2016	SALTING; 2/1, 2/2, 2/5, 2/8, 2/9 AND 2/10/16 LOT SALTING 2/15/16-2/17/16	4,500.00 2,250.00	11,250.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			2/25/16 SALTING	750.00	
			3/1/16 AND 3/2/16	2,250.00	
			SALTING		
			SALTING; 3/3/16	750.00	
			SALTING; 3/5/16	750.00	
1624687	Guevara, Delfino	03/15/2016	ATHLETIC FEE	100.00	100.00
			REFUND; ID #40219		
1624688	Haiges Machinery Inc	03/15/2016	DRYER REPAIR	195.62	195.62
1624689	Harris Bank	03/15/2016	CONFERENCE	2,091.82	2,337.36
			EXPENSES;		
			PUBLICATIONS AND		
			LUNCH MEETINGS		
			SELF-DEFENSE	431.76	
			EQUIPMENT GOOGLE		
			TRANSLATE;		
			CONFERENCE		
			REGISTRATION		
			LUNCHEON MEETING	32.42	
			LIGHTBULBS PLUS	-218.64	
			CREDIT FOR		
			CANCELLED ORDER		
1624690	Hauser Izzo LLC	03/15/2016	FEBRUARY 2016	1,596.00	1,596.00
			LEGAL FEES		
1624691	Hm Receivables Co Llc	03/15/2016	SCHOLASTIC	598.00	897.00
			PROGRAM		
			IMPLEMENTATION; L		
			MORAN; PO		
			#9302016001		
			SCHOLASTIC	299.00	
			PROGRAM		
			IMPELMENTATION; L		
			HEAVEY; PO		
			#9302016002		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624692	Hollinger, Susan	03/15/2016	2/1/16-2/15/16 MILEAGE; HMBD TUTORS	10.26	10.26
1624693	Honeywell Internation	03/15/2016	3/1/16-5/31/16 MECHANICAL & ELECTRICAL MAINTENANCE FACILITY REPAIR SVCS	5,724.26 1,654.22	7,886.69
1624694	Hope School	03/15/2016	HVAC SUPPLY JANUARY 2016 TUITION & TRANSPORTATION	508.21 6,266.20	6,266.20
1624695	Howard, Mary	03/15/2016	AMAZON BOOK ORDER REIMBURSEMENT; REPLACEMENT FOR STALE CK #1622849 AMAZON BOOK ORDER REIMBURSEMENT; REPLACEMENT FOR STALE CK #1622849 AMAZON BOOK ORDER REIMBURSEMENT; REPLACEMENT FOR STALE CK #1622849	196.97 150.27 111.22	458.46
1624696	Iasa	03/15/2016	PERFORMANCE RANKING ROOL LICENSE FY2016	275.00	275.00
1624697	IL OFFICE OF STATE FI	03/15/2016	BOILER CERTIFICATES	210.00	210.00
1624698	Illinois State Police	03/15/2016	JANUARY 2016 BACKGROUND CHECKS; COST	29.75	29.75

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624699	ILLINOIS CENTRAL SCHO	03/15/2016	CENTER 03388 DECEMBER 2015 CHEERLEADING DECEMBER 2015 WRESTLING JANUARY 2016 STUDENT BUSSING	627.80 821.20 56,218.83	57,667.83
1624700	Illinois Coaches Asso	03/15/2016	ICA Golf Clinic Fee	155.00	155.00
1624701	In the Swim	03/15/2016	POOL SUPPLIES	41.88	41.88
1624702	Integrated Systems Co	03/15/2016	FEBRUARY 2016 SKYWARD SUBSCRIPTION FEE	525.00	525.00
1624703	IPMG Employee Benefi	03/15/2016	MARCH 2016 FLEXIBLE SPENDING	350.00	350.00
1624704	Jensen, Chris	03/15/2016	DRAMA PROPS AND SUPPLIES	149.12	149.12
1624705	Junkroski, Susan	03/15/2016	SPANISH HONOR SOCIETY MEMBERSHIPS	340.00	340.00
1624706	Kaplan Early Learning	03/15/2016	Rug and general supplies for Preschool Lab Rug and general supplies for Preschool Lab	177.56 356.44	534.00
1624707	Kiel, Marianne	03/15/2016	SEAMSTRESS WORK; DRAMA	275.00	275.00
1624708	Kirhofer's Sports	03/15/2016	baseball and softball equipment 2015/16	1,314.00	1,314.00
1624709	Lamperis, Maureen	03/15/2016	ATHLETIC FEE REFUND; ID #38324	20.00	20.00

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624710	Latimer, Maureen	03/15/2016	GYMNASTICS COACH/TEAM APPAREL	64.47	64.47
1624711	Library Journals LLC	03/15/2016	Day of Dialog conference registration for Jennifer Brady on 5/11/16	54.95	54.95
1624712	Lipke Kentex Corp	03/15/2016	CUSTODIAL SUPPLIES	591.51	591.51
1624713	Little Friends Inc	03/15/2016	FEB 2016 TUITION; 1 STUDENT MARCH 2016 TUITION; 1 STUDENT	3,332.03 3,156.66	6,488.69
1624714	Melvin, Marianne	03/15/2016	2/1/16-2/15/16 MILEAGE; HMBD TUTORS	17.98	17.98
1624715	Menards	03/15/2016	ELECTRICAL SUPPLY MISC BUILDING HARDWARE SUPPLY SET SUPPLIES AND EQUIPMENT FOR FALL PLAYS MISC BUILDING HARDWARE SUPPLY SET SUPPLIES AND EQUIPMENT FOR FALL PLAYS MISC BUILDING HARDWARE SUPPLY MISC BUILDING HARDWARE SUPPLY	181.37 286.12 554.19 107.11 501.68 68.11 190.95	2,408.29

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			MISC BUILDING	106.92	
			HARDWARE SUPPLY		
			MISC BUILDING	39.99	
			HARDWARE SUPPLY		
			MISC BUILDING	92.98	
			HARDWARE SUPPLY		
			MISC BUILDING	49.26	
			HARDWARE SUPPLY		
			MISC BUILDING	181.85	
			HARDWARE SUPPLY		
			MISC BUILDING	47.76	
			HARDWARE SUPPLY		
1624716	Mesa Electronics Inc	03/15/2016	DIGITAL CLOCKS - XR LEVO - 4 DIGIT-SINGLE SIDED AND DUAL CEILING BRACKET	1,096.00	1,096.00
1624717	Metro Professional Pr	03/15/2016	CUSTODIAL SUPPLIES JANUARY 2016	1,603.75 5,112.90	6,716.65
			TUITION; 1 STUDENT		
1624718	Mfasco	03/15/2016	Vinyl Exam Gloves	219.51	219.51
1624719	Monograms Of Distinct	03/15/2016	BABY CONGRATS; ENGLISH	50.45	50.45
1624720	MULLANEY, DOUG	03/15/2016	BOYS BASKETBALL/BOYS TRACK WORKERS HOSPITALITY PRE-SEASON UEC	75.02 61.98	137.00
			TENNIS DINNER MEETING		
1624721	MUNOZ, PENNY	03/15/2016	9/3/15-3/2/16	80.42	80.42

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624722	Murnane Paper Company	03/15/2016	MILEAGE Murnane Paper Group - paper shipment - white paper according to 15-16 paper bid	6,655.00	6,655.00
1624723	Murphy, Hank	03/15/2016	INSTRUCTIONAL SUPPLIES; SCIENCE; REPLACEMENT FOR LOST CK #1623051	25.05	25.05
1624724	Murphy Ace Hardware 2	03/15/2016	MISC BUILDING HARDWARE SUPPLIES MISC BUILDING HARDWARE SUPPLIES MISC BUILDING REPAIR SUPPLIES FERTILIZER; SCIENCE BULBS BULB RETURN MISC BUILDING HARDWARE SUPPLIES MISC BUILDING HARDWARE SUPPLY MISC BUILDING HARDWARE SUPPLIES MISC HARDWARE BUILDING SUPPLIES MISC BUILDING REPAIR SUPPLIES NUTS, BOLTS AND	21.38 12.56 72.11 21.99 9.30 -9.30 9.75 23.99 31.80 36.28 9.65 3.33	344.66

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			SCREWS		
			PAINTING SUPPLIES	93.86	
			MISC HARDWARE	7.96	
			BUILDING SUPPLIES		
1624725	Nasco	03/15/2016	4D Human Anatomy Deluxe Torso Model	333.13	333.13
1624726	National Louis Univer	03/15/2016	EDUCATOR JOB FAIR; 3/1/16	145.00	145.00
1624727	Nelco	03/15/2016	Operations and Payroll Checks	1,199.80	1,199.80
1624728	Neuco Inc	03/15/2016	HVAC SUPPLY HEAT PUMPS SUPPLY	172.64 16.14	571.32
1624729	Nicor Gas Bill Paymen	03/15/2016	PLUMBING SUPPLY FEBRUARY 2016 TRANSPORTATION 1/11/16-2/10/16 NATURAL GAS; DISTRICT OFFICE 1/19/16-2/18/16 NATURAL GAS; GARAGE	382.54 1,026.91 428.95 271.84	1,727.70
1624730	NW 5634	03/15/2016	Equipment for spring units	1,031.82	1,031.82
1624731	Vendor Continued Void	03/15/2016			0.00
1624732	Vendor Continued Void	03/15/2016			0.00
1624733	Office Depot	03/15/2016	Office Depot, headphone bin and various items Office Supply order for Counseling Dept. Office Supply	11.39 192.66 51.52	2,339.36

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			order for Counseling Dept. Communication with students, supplies.	37.05	
			Student work Communication with students, supplies.	211.98	
			Student work Book Binding Supplies	216.90	
			Book Binding Supplies	79.90	
			Supplies for Journalism Production	23.54	
			Supplies for Journalism Production	15.72	
			Supplies for Journalism Production	408.49	
			Supplies for Journalism Production	49.38	
			Supplies for Journalism Production	33.80	
			Supplies for Journalism Production	42.99	
			office supplies	185.76	

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			office supplies	11.19	
			office supplies	23.89	
			office supplies	5.69	
			MISC SUPPLIES;	229.24	
			MATH		
			Office Supply	44.38	
			order for		
			Counseling Dept.		
			Office Depot -	144.01	
			Testing supplies		
			Office Depot -	39.80	
			Testing supplies		
			Supplies for	-408.49	
			Journalism		
			Production		
			Supplies for	286.89	
			Student		
			Activities		
			Supplies for	20.97	
			Student		
			Activities		
			Supplies for	-33.80	
			Journalism		
			Production		
			office supplies	-14.88	
			office supplies	10.92	
			Supplies for	231.24	
			Health and SE10		
			classrooms		
			Office Depot	27.53	
			Order		
			Office Depot	159.70	
			Order		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624734	Ombudsman Ed Services	03/15/2016	2015/2016 TUITION; 4TH BILLING	17,373.00	17,373.00
1624735	Otis Elevator Co	03/15/2016	3/1/16-5/31/16 CONTRACT SVC	884.88	884.88
1624736	Paddock Publications	03/15/2016	CAFETERIA REMODEL INVITATION TO BID POOL LEGAL NOTICE/INVITATION TO BID	74.75 81.65	156.40
1624737	PAHCS II/Northwestern	03/15/2016	FEB 2016 BOARD REQUIRED PHYSICALS	82.50	82.50
1624738	PARKLAND PREPARATORY	03/15/2016	FEBRUARY 2016 TUITION; 2 STUDENTS	7,897.20	7,897.20
1624739	Piha, Josh	03/15/2016	Reimbursement - ESL Coursework Certification CIL 510 Assmt of ESL & Bil Ed Stud	150.00	150.00
1624740	Pitney Bowes Supplies	03/15/2016	3/16/16-6/15/16 PBSMARTPOSTAGE	48.00	48.00
1624741	PITNEY BOWES INC	03/15/2016	11/30/15-2/28/16 POSTAGE METER	1,100.40	1,100.40
1624742	Plumb, Drew A	03/15/2016	INSTRUCTIONAL SUPPLY; SCIENCE	37.40	37.40
1624743	Porter Pipe And Suppl	03/15/2016	PLUMBING SUPPLIES	25.38	25.38
1624744	PRO-PAK INDUSTRIES, I	03/15/2016	MISC HARDWARE SUPPLY	372.00	372.00
1624745	Psat/nmsqt	03/15/2016	PSAT Tests	1,425.00	1,425.00
1624746	Quest Management Serv	03/15/2016	BREAKFAST MEETING; 2/17/16	180.00	1,313.99

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			ROTARY LUNCH	30.00	
			MEETING		
			LUNCH MEETING	75.00	
			WEGONES MEETING;	60.00	
			E-LEARNING		
			FEBRUARY 2016	968.99	
			MILK		
1624747	R & M Specialties	03/15/2016	Lanyards to sell in school bookstore	288.75	753.75
			SNOWBALL T-SHIRTS	465.00	
1624748	R J Lipscomb Engineer	03/15/2016	MECHANICAL SUPPLY	12.00	12.00
1624749	Revere Central Inc	03/15/2016	Whiteboard	124.99	124.99
1624750	Revtrak Inc	03/15/2016	FEBRUARY 2016	441.65	441.65
			MERCHANT		
			PROCESSING		
1624751	Ricmar Industries	03/15/2016	CUSTODIAL	295.62	988.14
			SUPPLIES		
			CUSTODIAL	692.52	
			SUPPLIES		
1624752	Romero, Jose	03/15/2016	ATHLETIC FEE	25.00	25.00
			REFUND; ID #40341		
1624753	Sased	03/15/2016	2015/2016	1,332.00	34,846.51
			ITINERANT		
			BILLING; 1		
			STUDENT		
			2015/16 ITINERANT	27,434.02	
			BILLING		
			AUG/SEPT 2015	4,595.15	
			REVISED		
			TRANSPORTATION;		
			OCT, NOV AND		
			DECEMBER 2016		

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
			TRANSPORTATION JANUARY 2016	1,485.34	
1624754	Schoen-Stevens, Katie	03/15/2016	TRANSPORTATION ESL Coursework - Partial Reimbursement ESL 606 Cross Cultural, ESL 603 Foundations LIPLEPS Grant	300.00	300.00
1624755	Seal Of Illinois	03/15/2016	FEBRUARY 2016 TUITION; 3 STUDENTS	12,274.20	12,274.20
1624756	Septran Inc	03/15/2016	JANUARY 2016 TRANSPORTATION FEBRUARY 2016 TRANSPORTATION	60,497.68 66,481.90	126,979.58
1624757	SIUC CTR FOR WORKFORC	03/15/2016	SUMMER ACADEMY 2016; NANCY BLUME	75.00	75.00
1624758	SkillPath/NST Seminar	03/15/2016	SUPERVISION SEMINAR; LRC	149.00	149.00
1624759	SOCIALTHINKING.COM	03/15/2016	SOCIAL THINKING CONFERENCE FOR 4 STAFF MEMBERS; 5/3/16, 5/5/16 AND 5/6/16; GRANT	1,980.80	1,980.80
1624760	SPECIALIZED TRANSPORT	03/15/2016	2/16/16-3/9/16 TRANSPORTATION; 2 STUDENTS	2,530.00	2,530.00
1624761	Stefancic, Janelle	03/15/2016	AVID ADELANTE After School Program Incentives	62.75	62.75

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624762	Steiner Electric Comp	03/15/2016	LIGHT BULBS	51.94	531.94
			LIGHT BULBS	480.00	
1624763	Stieglitz, Corrie	03/15/2016	INSTRUCTIONAL SUPPLY; HORTICULTURE	425.85	425.85
1624764	STREAMWOOD BEHAVIORAL	03/15/2016	JANUARY 2016 TUTORING; 1 STUDENT	280.00	525.00
			JANUARY 2016 TUTORING; 1 STUDENT	245.00	
1624765	Strohm, Terry	03/15/2016	JAN 2016-MAR 2016 RETIREE HLTH REIMBURSEMENT	712.49	712.49
1624766	Technology Center Of	03/15/2016	2015/16 FEE WAIVER; COSMETOLOGY; 1 STUDENT	550.00	550.00
1624767	TELESOLUTIONS CONSULT	03/15/2016	MARCH 2016 RETAINER FEE	275.00	275.00
1624768	TonerStore	03/15/2016	Ink supplies for Business Education labs	327.00	327.00
1624769	Trane	03/15/2016	HEAT CHILLER SERVICES	2,191.00	2,191.00
1624770	TRIARCO ARTS & CRAFTS	03/15/2016	Supplies for Drawing I and II, Advanced Drawing and 3 D Design II.	1,885.44	1,885.44
1624771	Trophies by George	03/15/2016	SWIMMING AWARDS	22.65	22.65
1624772	Turner, Susan	03/15/2016	JAN 2016-MAR 2016 RETIREE HLTH	302.14	302.14

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624773	Uline	03/15/2016	REIMBURSEMENT ULINE - LASER LABELS - BULK PACK, WHITE, 8.5 X 5.5	148.29	148.29
1624774	United States Postal	03/15/2016	MARCH 2016 POSTAGE	2,600.00	2,600.00
1624775	Waste Management West	03/15/2016	FEBRUARY 2016 REFUSE SVC MARCH 2016 RECYCLING MARCH 2016 REFUSE SVC; DISTRICT OFFICE	1,860.78 239.50 86.22	2,186.50
1624776	WCCHS BOOSTER CLUB	03/15/2016	Wildcat Boosters payments received for Spirit Wear and Yard Signs	508.00	508.00
1624777	WCCHS BOOKSTORE	03/15/2016	WILDCAT SWEATSHIRTS FOR SISTER CITIES	72.00	72.00
1624778	Wcchs General Fund	03/15/2016	ADULT EDUCATION PROGRAM RENT	125.00	125.00
1624779	We Grow Dreams Inc	03/15/2016	FEBRUARY 2016 JOB TRAINING	875.00	875.00
1624780	Welch, Danielle	03/15/2016	SEPT 2015 - FEB 2016 MILEAGE	113.60	113.60
1624781	Wheaton Warrenville S	03/15/2016	Indoor facility game rental fee, girls softball	225.00	225.00
1624782	Willuweit, Lisa	03/15/2016	CIVIC EDUCATION RESEARCH PRESENTATION	120.78	120.78

Check Number	Vendor Name	Check Date	Invoice Description	Invoice Amount	Check Amount
1624783	Zabelin, Donald	03/15/2016	SUPPLIES; REPLACEMENT FOR LOST CK #1622933 Required ICCB SBIAdm Meeting for Career and College Readiness Standards-In-Actio n - Reimbursement for Lunch and Round Trip Transportation by CTA /L Train travel	10.01	10.01
174	Computer		Check(s) For a Total of		695,065.81

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	174	Computer	Checks For a Total of	695,065.81
Total For	174	Manual, Wire Tran, ACH & Computer Checks		695,065.81
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		695,065.81

COMMUNITY HIGH SCHOOL DISTRICT NO. 94
BOARD OF EDUCATION - BILL LISTING SUMMARY
February 2016 Bill List and March 15, 2016 Bill List

	(Taxes)Certificates Of Deposit Purchased For The Month Of February-16	Net Payroll For The Month Of February-16	Operating Checks* Drawn During The Month Of February-16	Bill List Vouchers Paid In The Month Of February-16	Total	Bill List Vouchers Paid In The Month Of March-16
#10 EDUCATIONAL FUND	\$ 979.48	902,226.25	686,522.84	\$264,886.93	\$1,854,615.50	\$235,976.81
#20 OPERATIONS & MAINTENANCE FUND	167.46	63,901.61	51,205.00	118,999.95	\$234,274.02	122,824.00
#30 DEBT SERVICES FUND	154.17				\$154.17	120,650.00
#40 TRANSPORTATION FUND	46.19			282,392.18	\$282,438.37	197,209.90
#50 ILLINOIS MUNICIPAL RETIREMENT FUND	22.33		43,131.94		\$43,154.27	
#51 SOCIAL SECURITY AND MEDICARE FUND	20.97		40,581.77		\$40,602.74	
#61 CAPITAL IMPROVEMENTS - HILAKE FUND				39,744.80	\$39,744.80	18,405.10
#70 WORKING CASH FUND					\$0.00	
#80 TORT FUND	13.98				\$13.98	
TOTAL	\$ 1,404.58	\$966,127.86	\$821,441.55	\$706,023.86	\$2,494,997.85	\$695,065.81

* Payroll taxes, annuities, wage garnishments, insurance premiums, college savings plans
TRS & IMRF pension contributions, charitable contributions, Imprest Fund & Petty Cash Fund
reimbursement, lost & stale check replacement reviewed by Treasurer

The investments and payroll disbursements for the month of February-16 and the regular accounts payable for the period
February 11, 2016 to March 9, 2016 to be paid March 15, 2016 Totaling: \$2,484,039.80.

I hereby certify that the expenditures listed as a part of this statement are legally payable from the budget category to which they are charged and are coded in conformance with the Illinois Office of Education Accounting Manual.

March 9, 2016
Date

Director of Business Services

TO THE TREASURER, COMMUNITY HIGH SCHOOL DISTRICT NO. 94, WEST CHICAGO. ILLINOIS

The Board of Education has approved the payment of the above listed invoices on this date and you are hereby authorized and directed to make payments thereof:

Date

President, Board of Education

Secretary, Board of Education

COMMUNITY HIGH SCHOOL IMPREST FUND February 2016

This listing represents payments from the High School Imprest Fund for the month of February 2016. Reimbursement for the following is hereby requested from the Board of Education, Community High School District 94, West Chicago, Illinois at its regular board meeting on March 15, 2016.

Gordon H. Cole - Director of Business

Date

ACCOUNT	BATCH	CHECK	CHECK INVOICE	
NUMBER	NUMBER VENDOR	DATE	NUMBER DESCRIPTION	AMOUNT
10E100 1500 6410 00 000000	IP0201 Ayala, Humberto	02/01/2016	1314183 WR JV INVITE; 1/16/16	80.00
10E100 1500 6410 00 000000	IP0201 Ayala, Humberto	02/01/2016	1314183 WR; UEC VARSITY CHAMPIONSHIP; 1/22/16	100.00
10E100 1500 6410 00 000000	IP0201 Ayala, Humberto	02/01/2016	1314183 WR; UEC VARSITY CHAMPIONSHIP; 1/23/16	120.00
10E100 1500 3191 00 000000	IP0201 Cawthon, Brandon	02/01/2016	1314184 BOYS BASKETBALL; GLENBARD SOUTH; 1/28/16	63.00
10E100 1500 1504 00 000000	IP0201 Cheehy, Tom	02/01/2016	1314185 BBKB; SOUTH ELGIN; BG BOARD; 1/21/16	40.00
10E100 1500 1504 00 000000	IP0201 Cheehy, Tom	02/01/2016	1314185 BBKB; GLENBARD SOUTH; BG BOARD; 1/26/16	40.00
10E100 1500 1504 00 000000	IP0201 Cheehy, Tom	02/01/2016	1314185 GBKB; BARTLETT; BG BOARD; 1/29/16	40.00
10E100 1500 1504 00 000000	IP0201 Clark, Roy	02/01/2016	1314186 GBKB; BARTLETT; SG BOARD; 1/29/16	40.00
10E100 1500 3191 00 000000	IP0201 Cyrus/official, Frank	02/01/2016	1314187 BOYS BASKETBALL; GLENBARD SOUTH; 1/26/16	89.00
10E100 1500 3191 00 000000	IP0201 Fisher/official, Daniel	02/01/2016	1314188 BOYS BASKETBALL; GLENBARD SOUTH; 1/26/16	63.00
10E100 1500 3191 00 000000	IP0201 Garrison, Steve	02/01/2016	1314189 GIRLS BASKETBALL; BARTLETT; 1/26/16	50.00
10E100 1500 3191 00 000000	IP0201 Glenda, Bob	02/01/2016	1314190 BOYS BASKETBALL; GLENBARD SOUTH; 1/26/16	63.00
10E100 1500 1504 00 000000	IP0201 Hummer, Randy	02/01/2016	1314191 BSWM; SOUTH ELGIN; COMPUTER; 1/21/16	40.00
10E100 1500 1504 00 000000	IP0201 Hummer, Randy	02/01/2016	1314191 BSWM; BENET; COMPUTER; 1/28/16	40.00
10E100 1500 6410 00 000000	IP0201 Hummer, Randy	02/01/2016	1314191 BSWM; WINTER SPLASH; COMPUTER; 1/30/16	40.00
10E100 1500 3191 00 000000	IP0201 Lindstrom, Stephen	02/01/2016	1314192 BOYS BASKETBALL; GLENBARD SOUTH; 1/26/16	50.00
10E100 1500 3191 00 000000	IP0201 Rogers, Tom	02/01/2016	1314193 BOYS BASKETBALL; GLENBARD SOUTH; 1/26/16	50.00
10E100 1500 3191 00 000000	IP0201 Schwarz, Matt	02/01/2016	1314194 GIRLS BASKETBALL; BARTLETT; 1/27/16	50.00
10E100 1500 3191 00 000000	IP0201 Skoog/official, Craig	02/01/2016	1314195 BOYS BASKETBALL; GLENBARD SOUTH; 1/26/16	89.00
10E100 1500 1504 00 000000	IP0201 Stone, Brian	02/01/2016	1314196 BBKB; SOUTH ELGIN; 1/21/16; FOUL BOARD	40.00

ACCOUNT	BATCH	CHECK	CHECK INVOICE	
NUMBER	NUMBER VENDOR	DATE	NUMBER DESCRIPTION	AMOUNT
10E100 1500 1504 00 000000	IP0201 Stone, Brian	02/01/2016	1314196 BBKB; GLENBARD SOUTH; FOUL BOARD; 1/26/16	40.00
10E100 1500 1504 00 000000	IP0201 Stone, Brian	02/01/2016	1314196 GBKB; BARTLETT; 1/29/16; FOUL BOARD	40.00
10E100 1500 1504 00 000000	IP0201 Tiberi, Dean	02/01/2016	1314197 BBKB; SOUTH ELGIN; BG ANNOUNCER; 1/21/16	40.00
10E100 1500 1504 00 000000	IP0201 Tiberi, Dean	02/01/2016	1314197 BBKB; GLENBARD SOUTH; 1/26/16; BG ANNOUNCER	40.00
10E100 1500 6410 00 000000	IP0202 Baughman, Mike	02/02/2016	1314198 BOYS SWIMMING; WINTER SPLASH; 1/30/16	125.00
10E104 1505 1502 00 000000	IP0202 Charaska, Stephanie	02/02/2016	1314199 SPEECH JUDGING; 1/30/16	75.00
10E100 1500 6430 00 000000	IP0202 Glenbard West High School	02/02/2016	1314200 IHSA Speech Regional	130.00
10E100 1500 3191 00 000000	IP0202 Gradle, Thomas	02/02/2016	1314201 BOYS SOCCER; BENET; 1/28/16	90.00
10E100 1500 6410 00 000000	IP0202 Handley/official, Michael	02/02/2016	1314202 BOYS SWIMMING; WINTER SPLASH; 1/30/16	125.00
10E100 1500 3191 00 000000	IP0202 Haynes, John	02/02/2016	1314203 GIRLS BASKETBALL; BARTLETT; 1/29/16	89.00
10E906 2210 3320 00 906000	ip0202 Illinois State University	02/02/2016	1314204 2016 Connections Conference Registration for Meghan Klein and Patricia Clifford	420.00
10E104 1505 1502 00 000000	IP0202 Khong, Ha	02/02/2016	1314205 SPEECH JUDGING; 1/30/16	75.00
10E100 1500 6410 00 000000	IP0202 Mitchell, Michael	02/02/2016	1314206 BOYS SWIMMING; WINTER SPLASH; 1/30/16	125.00
10E100 1500 3191 00 000000	IP0202 Mobley, Donna	02/02/2016	1314207 GIRLS BASKETBALL; BARTLETT; 1/29/16	63.00
10E100 1500 3191 00 000000	IP0202 Ochoa, Craig	02/02/2016	1314208 GIRLS BASKETBALL; BARTLETT; 1/29/16	63.00
10E104 1505 1502 00 000000	IP0202 Oechsel, Christopher	02/02/2016	1314209 SPEECH JUDGING; 1/16/16	75.00
10E100 1500 6420 00 000000	ip0202 Oswego East High School	02/02/2016	1314210 Girls bowling Regional entry fee	200.00
10E006 1504 4050 00 000000	ip0202 Quill & Scroll/journalism & Co	02/02/2016	1314211 Online Media Evaluation and competition entries.	250.00
10E100 1500 3191 00 000000	IP0202 Rivers, Herb	02/02/2016	1314212 GIRLS BASKETBALL; BARTLETT; 1/29/16	50.00
10E100 1500 3191 00 000000	IP0202 Rodgers, Tom	02/02/2016	1314213 GIRLS BASKETBALL; BARTLETT; 1/29/16	89.00
10E104 1505 1502 00 000000	IP0202 Schultz, Amy	02/02/2016	1314214 SPEECH JUDGING; 1/30/16	75.00
10E100 1500 3191 00 000000	IP0202 Shade, Marvin	02/02/2016	1314215 GIRLS BASKETBALL; BARTLETT; 1/29/16	63.00

ACCOUNT	BATCH	CHECK	CHECK INVOICE	
NUMBER	NUMBER VENDOR	DATE	NUMBER DESCRIPTION	AMOUNT
10E100 1500 3191 00 000000	IP0202 Shelton, John	02/02/2016	1314216 GIRLS BASKETBALL; BARTLETT; 1/29/16	50.00
10E100 1500 3191 00 000000	IP0202 Surch, Doug	02/02/2016	1314217 BOYS SWIMMING; BENET; 1/28/16	90.00
10E104 1505 1502 00 000000	IP0202 Tubridy, Elena	02/02/2016	1314218 SPEECH JUDGE; 1/30/16	75.00
10E054 2210 3190 00 000000	ip0202 University of Illinois-Chicago	02/02/2016	1314219 UIC avid conference fee	292.00
10E054 2210 3190 00 000000	021016 University of Illinois-Chicago	02/10/2016	1314219 UIC avid conference fee	-292.00
10E013 1130 6450 00 000000	ip0202 Wheaton North High School	02/02/2016	1314220 Payment for 14 Social Studies teachers to attend conference on county wide institute day.	560.00
10E930 2210 3190 00 930000	ip0202 Wheaton North High School	02/02/2016	1314220 County Wide Institute Day 3-4-16. Social Studies Conference Registration. WW South H.S. 3 participants, Schomig, Puchalski, Steerup	120.00
20E000 2540 3232 00 000000	IP0204 Hayes Auto Body	02/04/2016	1314221 AUTOMOBILE REPAIR; 2010 FORD F-150	345.60
10E010 1130 6450 00 000000	IP0204 MUSIC & ARTS	02/04/2016	1314222 Attn: Paul Bauer; COUNTY-WIDE INSTITUTE DAY REGISTRATIONS; 3 MUSIC STAFF MEMBERS	126.00
10E930 2210 3190 00 930000	IP0204 Naperville Central High School	02/04/2016	1314223 COUNTY-WIDE INSTITUTE DAY; 3/4/16; COURTNEY DAMM	25.00
10E009 1130 6450 00 000000	IP0204 Naperville Central High School	02/04/2016	1314223 County Wide Institute Day at DVC	350.00
10E930 2210 3190 00 930000	IP0204 NDSEC	02/04/2016	1314224 COUNTY-WIDE INSTITUTE DAY; 3/4/16; 23 STAFF MEMBERS	2,300.00
10E930 2210 3190 00 930000	IP0204 Wheaton North High School	02/04/2016	1314225 COUNTY-WIDE INSTITUTE DAY 3/4/16; 10 STAFF MEMBERS; ENGLISH LANGUAGE ARTS	350.00
10E930 2210 3190 00 930000	IP0204 Wheaton North High School	02/04/2016	1314226 COUNTY-WIDE INSTITUTE DAY; 3/4/16; SOCIAL STUDIES CONFERENCE; JOSH PIHA	40.00
10E100 1500 6430 00 000000	ip0208 ELGIN HIGH SCHOOL	02/08/2016	1314227 Deficit for frosh wrest. trn elgin	157.41
10E004 1130 6450 00 000000	ip0208 SCARCE	02/08/2016	1314228 Refundable deposit to hold spot for free workshop for four Science teachers	100.00
10E070 2410 3410 00 000000	IP0208 WEST CHICAGO POST OFFICE	02/08/2016	1314229 PROGRESS 4 GRADE MAILERS	1,010.38
10E030 1407 6430 00 000000	ip0209 Illinois Consumer Education As	02/09/2016	1314230 Entrance Fee for LifeSmarts Contest	48.00

ACCOUNT	BATCH	CHECK	CHECK	INVOICE	
NUMBER	NUMBER VENDOR	DATE	NUMBER	DESCRIPTION	AMOUNT
10E004 1130 6450 00 000000	ip0209 SCARCE	02/09/2016	1314231	refundable deposit; free workshop for one Science teacher	25.00
10E104 1501 4050 00 000000	IP0210 Fremd High School	02/10/2016	1314232	Entry for Speech Team Sectionals	50.00
10E004 1130 6450 00 000000	ip0210 SCARCE	02/10/2016	1314233	refundable deposit; free workshop for one Science teacher	25.00
10E100 1500 6430 00 000000	ip0212 BATAVIA HIGH SCHOOL	02/12/2016	1314234	Girls Frosh B Basketball invite	250.00
10E054 2210 3190 00 000000	ip0212 Kempski, Nick	02/12/2016	1314235	UIC FIELD TRIP REFUND FOR STUDENTS; FIELD TRIP WAS CANCELLED AFTER STUDENT COLLECTION WAS TAKEN	292.00
10E006 1130 6450 00 000000	ip0212 Wheaton North High School	02/12/2016	1314236	"Words and Metaphor: I See What You Mean" 3/4/16 COUNTY-WIDE INSTITUTE DAY FOR 11 TEACHERS	385.00
10E100 1500 3191 00 000000	IP0217 Carlson, Brian	02/17/2016	1314237	GIRLS BASKETBALL; SE; 2/11/16	63.00
10E100 1500 1504 00 000000	IP0217 Cheehy, Tom	02/17/2016	1314238	2/5/16 BG BOARD; GLENBARD EAST; GBKB	40.00
10E100 1500 1504 00 000000	IP0217 Cheehy, Tom	02/17/2016	1314238	GBKB; HINSDALE SOUTH; 2/8/16; BG BOARD	40.00
10E100 1500 1504 00 000000	IP0217 Cheehy, Tom	02/17/2016	1314238	GBKB; HINSDALE SOUTH; BG BOARD; 2/11/16	40.00
10E100 1500 1504 00 000000	IP0217 Cheehy, Tom	02/17/2016	1314238	BBKB; WEST AURORA; 2/12/16 BG BOARD	40.00
10E100 1500 3191 00 000000	IP0217 Fonseca, Raimundo	02/17/2016	1314239	BOYS BASKETBALL; WA; 2/13/16	89.00
10E100 1500 3191 00 000000	IP0217 Hobscheid, John	02/17/2016	1314240	GIRLS BASKETBALL; SE; 2/11/16	50.00
10E100 1500 3191 00 000000	IP0217 Huffman/official, Rick	02/17/2016	1314241	BOYS BASKETBALL; WA; 2/13/16	89.00
10E100 1500 1504 00 000000	IP0217 Jebb, Lucas	02/17/2016	1314242	BBKB; WA; 2/12/16; BG ANNOUNCER	40.00
10E100 1500 3191 00 000000	IP0217 Kirstein, Mark	02/17/2016	1314243	BOYS BASKETBALL; WA; 2/11/16	63.00
10E100 1500 3191 00 000000	IP0217 McHugh, Sean	02/17/2016	1314244	GIRLS BASKETBALL; SE; 2/11/16	50.00
20E000 2543 4153 00 000000	IP0217 Menards	02/17/2016	1314245	MISC BUILDING HARDWARE SUPPLY	62.28
10E100 1500 3191 00 000000	IP0217 Nelson, Gregory	02/17/2016	1314246	BOYS BASKETBALL; WA; 2/12/16	63.00
10E100 1500 3191 00 000000	IP0217 Palmer, Eddie	02/17/2016	1314247	GIRLS BASKETBALL; SE; 2/11/16	63.00
10E100 1500 3191 00 000000	IP0217 Reardon, Tim	02/17/2016	1314248	GIRLS BASKETBALL; SE; 2/11/16	63.00
10E100 1500 6420 00 000000	IP0217 Reavis High School	02/17/2016	1314249	SECTIONAL ENTRIES; CP AND GI	150.00

ACCOUNT	BATCH	CHECK	CHECK INVOICE	
NUMBER	NUMBER VENDOR	DATE	NUMBER DESCRIPTION	AMOUNT
10E100 1500 3191 00 000000	IP0217 Reges/official, Craig	02/17/2016	1314250 BOYS BASKETBALL; WA; 2/12/16	50.00
10E100 1500 3191 00 000000	IP0217 Salat, John	02/17/2016	1314251 BOYS BASKETBALL; WA; 2/12/16	50.00
10E100 1500 3191 00 000000	IP0217 Spadavecchio, Vito	02/17/2016	1314252 BOYS BASKETBALL; WA; 2/12/16	63.00
10E100 1500 3191 00 000000	IP0217 Stebbins, Mike	02/17/2016	1314253 BOYS BASKETBALL; WA; 2/13/16	50.00
10E100 1500 1504 00 000000	IP0217 Stone, Brian	02/17/2016	1314254 GBKB; GLENBARD EAST; 2/5/16; FOUL BOARD	40.00
10E100 1500 1504 00 000000	IP0217 Stone, Brian	02/17/2016	1314254 GBKB; HINSDALE SOUTH; 2/8/16; FOUL BOARD	40.00
10E100 1500 1504 00 000000	IP0217 Stone, Brian	02/17/2016	1314254 GBKB; SOUTH ELGIN; 2/11/16; FOUL BOARD	20.00
10E100 1500 1504 00 000000	IP0217 Stone, Brian	02/17/2016	1314254 BBKB; WEST AURORA; 2/12/16; FOUL BOARD	40.00
10E100 1500 3191 00 000000	IP0217 Talkington, Kevin	02/17/2016	1314255 BOYS BASKETBALL; WA; 2/13/16	50.00
10E100 1500 3191 00 000000	IP0217 Toth, Charles	02/17/2016	1314256 GIRLS BASKETBALL; SE; 2/11/16	89.00
20E000 2540 3401 00 000000	IP0217 VERIZON WIRELESS	02/17/2016	1314257 2/8/16-3/7/16 CELL PHONE; SUPT	96.30
10E100 1500 3191 00 000000	IP0217 Ward, Doug	02/17/2016	1314258 GIRLS BASKETBALL; SE; 2/11/16	89.00
10E100 1500 6420 00 000000	ip0223 Evanston Twp High School	02/23/2016	1314259 13 tickets for state boys swimming tournament	260.00
10E100 1500 6430 00 000000	ip0223 Fenton High School	02/23/2016	1314260 B track invite 2/27/16	240.00
10E100 1500 6430 00 000000	ip0223 Glenbard North High School	02/23/2016	1314261 B track invite 3/4/16	250.00
10E100 1500 6420 00 000000	ip0223 Hampton Inn	02/23/2016	1314262 SWIMMING STATE CHAMPIONSHIP LODGING FOR 2/26/16	494.88
10E100 1500 6430 00 000000	ip0223 Plainfield North High School	02/23/2016	1314263 girls Var track Quad 2/17/16	100.00
10E100 1500 3191 00 000000	IP0224 Abbate, Jay	02/24/2016	1314264 BOYS BASKETBALL; EA; 2/20/16	50.00
10E100 1500 3191 00 000000	IP0224 Boss, David	02/24/2016	1314265 BOYS BASKETBALL; EA; 2/19/16	89.00
10E100 1500 3191 00 000000	IP0224 Delmastro, Jim	02/24/2016	1314266 BOYS BASKETBALL; EA; 2/19/16	50.00
10E100 1500 3191 00 000000	IP0224 Effinger/official, Jim	02/24/2016	1314267 GIRLS TRACK; STREAM, ROSE, BART; 2/16/16	90.00
10E100 1500 3191 00 000000	IP0224 Gehl, Mark	02/24/2016	1314268 BOYS BASKETBALL; EA; 2/20/16	50.00
10E100 1500 3191 00 000000	IP0224 Koopman, Chris	02/24/2016	1314269 BOYS BASKETBALL; EA; 2/19/16	63.00
10E100 1500 3191 00 000000	IP0224 Loughnane, Timothy	02/24/2016	1314270 BOYS BASKETBALL; EA; 2/19/16	63.00
10E011 1130 6450 00 000000	IP0224 Naperville Central High School	02/24/2016	1314271 County wide institute registration, 3/4/16	520.00
10E100 1500 3191 00 000000	IP0224 O'Donnell, Bill	02/24/2016	1314272 BOYS BASKETBALL; EA; 2/19/16	89.00
10E100 1500 3191 00 000000	IP0224 Rocha, Jesse	02/24/2016	1314273 GIRLS TRACK; STREAM, ROSE, BART; 2/16/16	90.00
10E100 1500 3191 00 000000	IP0224 Rodgers, Darryl	02/24/2016	1314274 BOYS BASKETBALL; EA; 2/19/16	50.00
10E100 1500 3191 00 000000	IP0224 Wayne, Lawrence	02/24/2016	1314275 BOYS BASKETBALL; EA; 2/19/16	63.00

ACCOUNT	BATCH	CHECK	CHECK INVOICE	
NUMBER	NUMBER	VENDOR	DATE	NUMBER DESCRIPTION
				AMOUNT
				Totals for checks
				14,597.85

FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	ED FUND	0.00	0.00	14,093.67	14,093.67
20	OPER & MAINT	0.00	0.00	504.18	504.18
***	Fund Summary Totals ***	0.00	0.00	14,597.85	14,597.85

***** End of report *****

**COMMUNITY HIGH SCHOOL
DISTRICT 94
West Chicago, Illinois**

**TREASURER'S REPORT
FOR MONTH ENDING FEBRUARY 2016**

FUND	CASH BALANCE Thru 1/31/2016	RECEIPTS February 29, 2016	DISBURSEMENTS February 29, 2016	CASH BALANCE Thru 2/29/2016	INVESTMENTS AT COST Thru 2/29/2016
EDUCATIONAL	\$ 1,396,137.79	\$ 1,247,418.90	\$ 1,854,718.15	\$ 788,838.54	\$ 6,795,206.21
OPERATIONS & MAINTENANCE	\$ (484,413.47)	\$ 4,994.80	\$ 234,274.02	\$ (713,692.69)	\$ 2,458,558.46
DEBT SERVICES	\$ 1,261,722.64	\$ 154.17	\$ 154.17	\$ 1,261,722.64	\$ 189,712.60
TRANSPORTATION	\$ 133,347.34	\$ 165,469.13	\$ 282,438.37	\$ 16,378.10	\$ 830,914.87
I.M.R.F.	\$ (106,799.83)	\$ 93,488.84	\$ 43,028.07	\$ (56,339.06)	\$ 163,285.23
SOCIAL SECURITY/MEDICARE	\$ (108,287.23)	\$ 87,473.38	\$ 39,975.22	\$ (60,789.07)	\$ 143,826.11
CAP IMPROVEMENTS HILAKE	\$ (3,196,046.18)	\$ 1,124,936.30	\$ 39,744.80	\$ (2,110,854.68)	\$ 6,550,392.94
WORKING CASH	\$ 1,175,738.08	\$ -	\$ -	\$ 1,175,738.08	\$ 894,886.55
TORT	\$ (10,738.18)	\$ 21,281.81	\$ 13.98	\$ 10,529.65	\$ 187,781.54
TOTAL	\$ 60,660.96	\$ 2,745,217.33	\$ 2,494,346.78	\$ 311,531.51	\$18,214,564.51
Monthly Invest. Int., Adj. & Fees/YTD Interest thru 2/29/16 <i>(included in revenue and investment totals)</i>	\$ 188,729.26	1,837.07	-		\$ 190,566.33
PLUS INVESTMENTS				\$18,214,564.51	
TOTAL YEAR-TO-DATE CASH AND INVESTMENTS AS OF FEBRUARY 29, 2016				\$ 18,526,096.02	

Kevin Kotche, Treasurer

Date

**COMMUNITY HIGH SCHOOL DISTRICT 94
STATEMENT OF POSITION
FINANCIAL REPORT
FOR PERIOD ENDING FEBRUARY 29, 2016**

Percent of Fiscal Year Complete: 66.67

	IMPREST, PETTY CASH & SCHLSHP	CASH BALANCES	INVESTMENT BALANCES	ACCOUNTS RECEIVABLE	AUDIT ENTRY	TOTAL ASSETS
ASSETS						
EDUCATIONAL	16,937	788,839	6,795,206			7,600,982
OPERATIONS & MAINTENANCE		(713,693)	2,458,558			1,744,866
DEBT SERVICES		1,261,723	189,713			1,451,436
TRANSPORTATION		16,378	830,915			847,293
MUNICIPAL RETIREMENT		(56,339)	163,285			106,947
SOCIAL SECURITY/MEDICARE		(60,789)	143,826			83,038
CI - HIGHLAKE		(2,110,855)	6,550,393	4,599		4,444,137
WORKING CASH		1,175,738	894,887			2,070,625
TORT		10,530	187,782			198,311
TOTAL	16,937	311,532	18,214,565	4,599	-	18,547,632

	TAX WARRENTS	ACCOUNTS PAYABLE	ENCUMBERED PAYABLES	OTHER PAYABLES	FUND EQUITY	TOTAL LIABILITY AND FUND EQUITY
LIABILITIES AND FUND EQUITY						
EDUCATIONAL		(42,797)	235,977		7,407,802	7,600,982
OPERATIONS & MAINTENANCE		16,727	122,824		1,605,315	1,744,866
DEBT SERVICES			120,650		1,330,786	1,451,436
TRANSPORTATION			197,210		650,084	847,293
MUNICIPAL RETIREMENT					106,947	106,947
SOCIAL SECURITY/MEDICARE		(281)			83,318	83,038
CI - HIGHLAKE			18,405		4,425,732	4,444,137
WORKING CASH					2,070,625	2,070,625
TORT					198,311	198,311
TOTAL	-	(26,350)	695,066	-	17,878,919	18,547,632

	BUDGET 2015 - 2016	CURRENT REVENUES	Y.T.D. REVENUES	OTHER RECEIPTS	UNREALIZED BALANCE	PERCENT REALIZED
RECEIPTS						
EDUCATIONAL	23,417,653	555,363	12,476,908		10,940,745	53.28%
OPERATIONS & MAINTENANCE	3,064,300	3,313	1,585,560		1,478,740	51.74%
DEBT SERVICES	2,780,500	154	1,409,365		1,371,135	50.69%
TRANSPORTATION	1,442,350	132,407	846,386		595,964	58.68%
MUNICIPAL RETIREMENT	496,900	22	244,697		252,203	49.24%
SOCIAL SECURITY/MEDICARE	463,100	21	240,334		222,766	51.90%
CI - HIGHLAKE	117,500	1,462	161,425		(43,925)	137.38%
WORKING CASH	1,500	237	1,177		323	78.44%
TORT	307,150	14	153,141		154,009	49.86%
TOTAL	32,090,953	692,993	17,118,992	-	14,971,961	53.35%

	BUDGET 2015 - 2016	CURRENT EXPENDITURES	Y.T.D. EXPENDITURES	CURRENT ENCUMBERED	UNENCUMBERED BALANCE	PERCENT ENCUMBERED
DISBURSEMENTS						
EDUCATIONAL	23,412,878	1,847,156	15,438,220	235,977	7,738,681	65.94%
OPERATIONS & MAINTENANCE	3,058,977	234,719	1,840,582	122,824	1,095,571	60.17%
DEBT SERVICES	3,048,905	-	2,929,480	120,650	(1,225)	96.08%
TRANSPORTATION	1,441,205	282,287	610,714	197,210	633,281	42.38%
MUNICIPAL RETIREMENT	481,828	43,006	325,936	-	155,892	67.65%
SOCIAL SECURITY/MEDICARE	462,190	39,954	315,212	-	146,978	68.20%
CI - HIGHLAKE	3,705,500	39,745	2,455,633	18,405	1,231,462	66.27%
WORKING CASH	-	-	-	-	-	0.00%
TORT	306,150	-	254,819	-	51,331	83.23%
TOTAL	35,917,633	2,486,868	24,170,596	695,066	11,051,971	67.29%

	JULY 1 EQUITY	YEAR-TO-DATE RECEIPTS	YEAR-TO-DATE EXPENDITURES	CURRENT ENCUMBERED	INTERFUND TRANSFERS	CURRENT EQUITY
FUND BALANCE						
EDUCATIONAL *	10,605,091	12,476,908	15,438,220	235,977		7,407,802
OPERATIONS & MAINTENANCE	1,983,160	1,585,560	1,840,582	122,824		1,605,315
DEBT SERVICES *	2,971,551	1,409,365	2,929,480	120,650		1,330,786
TRANSPORTATION	611,622	846,386	610,714	197,210		650,084
MUNICIPAL RETIREMENT	188,185	244,697	325,936	-		106,947
SOCIAL SECURITY/MEDICARE	158,196	240,334	315,212	-		83,318
CI - HIGHLAKE	6,738,346	161,425	2,455,633	18,405		4,425,732
WORKING CASH	2,069,448	1,177	-	-		2,070,625
TORT	299,989	153,141	254,819	-		198,311
TOTAL	25,625,588	17,118,991	24,170,596	695,066		17,878,919

* FY15 Audit Entry Revised Beginning Fund Balance - Lease

COMMUNITY HIGH SCHOOL DISTRICT 94
STATEMENT OF REVENUE AND EXPENDITURES
YTD ENDING
FEBRUARY 29, 2016

PERCENT OF FISCAL YEAR COMPLETED: 66.67

DISTRICT 94 REVENUE & EXPENDITURE REPORT

* FY15 AUDIT ENTRY - REVISED BEGINNING FUND BALANCE - LEASE

February 2016
FUND

BEGINNING FUND BALANCE

EDUCATION*	O & M	DEBT SVC*	TRANSP	IMRF	SSM	CI HIGHLAKE	WRK CASH	TORT	TOTAL ALL
\$ 10,605,091	\$ 1,983,160	\$ 2,971,551	\$ 611,622	\$ 188,185	\$ 158,196	\$ 6,738,346	\$ 2,069,448	\$ 299,989	\$ 25,625,588

REVENUE BUDGET

\$ 23,417,653	\$ 3,064,300	\$ 2,780,500	\$ 1,442,350	\$ 496,900	\$ 463,100	\$ 117,500	\$ 1,500	\$ 307,150	\$ 32,090,953
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RECEIPTS

1. CORPORATE P. P. REPLACEMENT TAX
2. SUMMER PROGRAM FEES
3. EARNINGS ON TAXES/ INVESTMENTS
4. PUPIL & COMMUNITY SERVICES
5. FACILITY RENTALS
6. IMPACT FEES/P.U.D/LAND CASH DONATE
7. STATE AID
8. STATE/ CATEGORICAL AID /GRANTS FY15
9. ARRA AID/ARRA FEDERAL FUNDING
10. FEDERAL AID/GRANTS FY15 LATE PMTS
11. PROPERTY TAXES - ED. FUND-TORT
12. PROPERTY TAXES - SPEC'L ED/SOC SEC
13. PROPERTY TAXES - OTHER FUNDS
14. TRANSFER OF LOAN REPMT/ INTEREST
15. CURRENT YEAR LEVY-ADVANCED TAXES
16. FLOW-THRU/VENDOR REVENUE/MISC REV

\$ 267,959	\$ 25,651	\$ -	\$ 17,830	\$ 40,608	\$ 48,719	\$ 152,131	\$ 25,380	578,278
50,196								50,196
6,493	4,656	165	272	13	18	6,169	1,177	18,992
651,571								651,571
	23,950							23,950
						3,125		3,125
1,120,106								1,120,106
700,766			405,597					1,106,363
-								-
687,337								687,337
8,836,996	1,530,375	1,409,199	422,087	204,076	191,597		127,733	12,722,062
114,286								114,286
								-
								-
								-
41,197	929		600					42,725

TOTAL REVENUE REALIZED

PERCENT REVENUE REALIZED

\$ 12,476,908	\$ 1,585,560	\$ 1,409,365	\$ 846,386	\$ 244,697	\$ 240,334	\$ 161,425	\$ 1,177	\$ 153,141	\$ 17,118,991
53.28%	51.74%	50.69%	58.68%	49.24%	51.90%	0.00%	78.44%	49.86%	53.35%

EXPENDITURE BUDGET

\$ 23,412,878	\$ 3,058,977	\$ 3,048,905	\$ 1,441,205	\$ 481,828	\$ 462,190	\$ 3,705,500	\$ -	\$ 306,150	\$ 35,917,633
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DISBURSEMENTS

1. SALARIES
2. BENEFITS
3. EMPLOYER IMRF
4. EMPLOYER FICA
5. EMPLOYER MEDICARE
6. PURCHASED SERVICES/CONTRACTS REG
7. PURCHASED SERVICES/MINI BUSES
8. PURCHASED SERVICES/SPECIAL ED
9. PURCHASED SERVICES/TCD
10. FUEL ADJ/EARLY DISMISSAL/FIELD TRIP
12. UNEMPLOYMENT INSURANCE
13. SCHOOL BOND FINANCIAL SERVICES
14. TREASURER BOND
15. WORKERS COMPENSATION
16. GENERAL LIABILITY INSURANCE
17. STUDENT ACCIDENT INSURANCE
18. UTILITIES
19. SUPPLIES & MATERIALS
20. TAX PAYMENTS
21. CAPITAL/NON-CAPITAL EQUIPMENT/FURN
22. CAPITAL CONTRACTS/ IMPROVEMENTS
23. CAPITAL LEASE EXPENSE
24. BOND INTEREST EXPENSE
25. DUES, FEES AND INVESTMENT COSTS
26. REDEMPTION OF PRINCIPAL
27. FLOW-THRU TO OTH DIST/TRANSFERS
28. TUITION & SPEC ED COST
29. RETIREMENT BENEFITS/OTHER

\$ 10,086,758	\$ 784,351								10,871,109.77
2,341,484	160,813								2,502,297
				325,936					325,936
					165,398				165,398
					149,814				149,814
1,353,161	221,305	312,155	269,078						2,155,699
									-
			288,020						288,020
			33,887						33,887
			19,729						19,729
									-
								6,650	6,650
								89,545	89,545
								157,394	157,394
								1,230	1,230
	437,911								437,911
343,361	156,328								499,688
									-
225,025	79,874								304,899
						2,455,633			2,455,633
									-
		167,325							167,325
80,518									80,518
		2,450,000							2,450,000
									-
1,007,414									1,007,414
500									500

TOTAL EXPENDITURES DISBURSED

OUTSTANDING OBLIGATIONS/ENCUMBRANCES
PERCENT DISBURSED PLUS ENCUMBERED

\$ 15,438,220	\$ 1,840,582	\$ 2,929,480	\$ 610,714	\$ 325,936	\$ 315,212	\$ 2,455,633	\$ -	\$ 254,819	\$ 24,170,596
\$ 235,977	\$ 122,824	\$ 120,650	\$ 197,210			\$ 18,405			\$ 695,066
65.94%	64.19%	100.04%	56.06%	67.65%	68.20%	66.77%	0.00%	83.23%	69.23%

EXCESS OF REVENUE/(EXPENDITURES)

\$ (2,961,313)	\$ (255,022)	\$(1,520,115)	\$ 235,671	\$ (81,239)	(74,878)	\$(2,294,208)	\$ 1,177	\$ (101,678)	\$ (7,051,604)
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ENDING FUND BALANCE

FUND

\$ 7,407,802	\$ 1,605,315	\$ 1,330,786	\$ 650,084	\$ 106,947	\$ 83,318	\$ 4,425,732	\$ 2,070,625	\$ 198,311	\$ 17,878,919
EDUCATION	O & M	DEBT SVC	TRANSP	IMRF	SSM	CI HIGHLAKE	WRK CSH	TORT	TOTAL ALL

3 YEAR BUDGET/ACTUAL TOTAL
SUMMARY OF AMENDED CURRENT YEAR BUDGET

February 29, 2016

DEPARTMENT/SUMMARY	FUND	#	DEPT	13 ACTUAL	14 ACTUAL	15 BUDGET	15 ACTUAL	% CHANGE	16 BUDGET	% CHANGE	16 ACTUAL	YTD %
GENERAL H.S.	10	1	TTL	176,829	131,621	306,500	163,899	-57.06%	423,812	-158.58%	74,526	17.58%
HMBD TUTORS	10	2	TTL	32,974	61,356	50,400	53,926	21.74%	57,700	-7.00%	19,064	33.04%
ART	10	3	TTL	242,711	242,326	237,722	238,287	1.94%	246,392	-3.40%	154,354	62.65%
SCIENCE	10	4	TTL	1,171,911	1,197,627	1,108,269	1,132,241	8.06%	1,255,088	-10.85%	834,176	66.46%
DRIVER'S ED	10	5	TTL	120,537	127,897	29,800	225,170	329.18%	262,039	-16.37%	92,215	35.19%
ENGLISH	10	6	TTL	1,420,396	1,456,258	1,519,814	1,504,422	-4.18%	1,551,917	-3.16%	1,048,909	67.59%
FOREIGN LANG	10	7	TTL	586,667	626,355	624,418	622,480	0.31%	668,843	-7.45%	436,839	65.31%
HEALTH ED	10	8	TTL	1,557	1,632	500	1,938	226.34%	1,000	48.40%	398	39.76%
MATHEMATICS	10	9	TTL	1,255,515	1,291,765	1,565,814	1,516,614	-17.50%	1,501,268	1.01%	999,050	66.55%
MUSIC	10	10	TTL	203,333	256,121	222,273	239,396	15.23%	229,360	4.19%	156,166	68.09%
PHYSICAL DEV	10	11	TTL	1,177,891	1,201,603	1,306,490	1,123,465	-8.03%	1,129,108	-0.50%	806,234	71.40%
SOC STUDIES	10	13	TTL	1,328,298	1,308,577	1,302,310	1,294,648	0.48%	1,405,499	-8.56%	958,797	68.22%
TECHNOLOGY	10	14	TTL	555,012	698,433	753,748	724,375	-7.34%	801,900	-10.70%	558,526	69.65%
DEV LEARNING	10	22	TTL	2,968,587	3,206,497	3,677,264	3,481,469	-12.80%	3,564,108	-2.37%	2,122,001	59.54%
ADULT ED - LOCAL	10	28	TTL	7,275	10,176	10,500	7,618	-3.09%	10,750	-41.12%	0	0.00%
SUMR ADLT ED	10	29	TTL	2,948	562	2,200	2,109	-74.47%	4,150	-96.75%	2,189	52.74%
BUSINESS ED	10	30	TTL	544,383	550,106	553,295	547,649	-0.58%	539,767	1.44%	365,063	67.63%
FACS	10	32	TTL	229,520	241,012	255,725	254,816	-5.75%	249,459	2.10%	185,872	74.51%
IND ARTS-TECH ED	10	34	TTL	133,269	141,650	152,043	150,372	-6.84%	129,559	13.84%	89,791	69.31%
B T I	10	35	TTL	774	485	500	345	-3.04%	400	-15.83%	107	26.74%
PHOTOGRAPHY	10	36	TTL	11,540	13,806	13,850	14,926	-0.32%	-	100.00%	0	0.00%
SUMMER SCH/R	10	40	TTL	98,184	110,764	60,175	63,990	84.07%	56,605	11.54%	52,598	92.92%
SUMMER SPORTS CA	10	41	TTL	38,348	37,184	45,000	44,444	-17.37%	45,000	-1.25%	43,164	95.92%
BILINGUAL	10	45	TTL	520,119	557,051	502,023	518,222	10.96%	530,329	-2.34%	377,919	71.26%
SOCIAL WORKE	10	50	TTL	309,255	324,194	345,134	341,209	-6.07%	176,385	48.31%	145,743	82.63%
GUIDANCE DEP	10	51	TTL	651,380	702,941	653,000	653,440	7.65%	615,798	5.76%	434,278	70.52%
SCHOOL NURSE	10	52	TTL	154,638	188,019	183,851	176,998	2.27%	159,768	9.73%	117,946	73.82%
PSYC SERVICE	10	53	TTL	131,783	144,414	165,675	151,563	-12.83%	162,969	-7.53%	102,520	62.91%
AVID PROGRAM	10	54	TTL	76,104	100,926	153,990	133,626	-34.46%	176,492	-32.08%	103,346	58.56%
SPEECH PATH/AUDIC	10	55	TTL	56,163	57,784	-	59,907	0.00%	62,663	-4.60%	41,639	-3.04%
LEARNING RES	10	61	TTL	307,639	323,322	288,959	287,778	11.89%	289,038	-0.44%	194,363	67.24%
STAFF & CURR DEV	10	62	TTL	34,712	192,265	267,884	217,781	-28.23%	272,737	-25.23%	137,456	50.40%
UTTERBACK DONATI	10	64	TTL	26,338	31,665	48,000	16,255	-34.03%	17,388	-6.97%	18,016	103.61%
ASST PRINCIPAL	10	69	TTL	965,906	1,043,872	854,214	1,063,106	22.20%	1,035,924	2.56%	805,725	77.78%
PRINCIPAL	10	70	TTL	832,537	753,937	913,612	769,880	-17.48%	769,222	0.09%	508,637	66.12%
SUPT OFFICE	10	71	TTL	302,678	318,084	322,548	298,514	-1.38%	314,823	-5.46%	198,355	63.01%
DIR OF PRSNL	10	72	TTL	316,224	261,922	264,029	248,118	-0.80%	241,142	2.81%	175,609	72.82%
COMM RELATIONS	10	73	TTL	-	16,428	19,685	36,939	-16.55%	62,364	-68.83%	39,176	62.82%
ED FOUNDATIO	10	74	TTL	10,025	5,628	-	2,125	0.00%	-	100.00%	1,850	0.00%
BOARD OF ED	10	75	TTL	122,853	128,399	145,850	148,375	-11.97%	162,600	-9.59%	116,003	71.34%
DIR OF BUSIN	10	80	TTL	140,678	159,093	160,765	160,500	-1.04%	163,375	-1.79%	94,651	2.84%
CAFETERIA	10	82	TTL	14,452	23,572	43,500	17,167	-45.81%	60,000	-249.51%	4,636	7.73%
EMP BENEFITS	10	83	TTL	120,423	69,009	43,000	49,170	60.49%	45,800	6.85%	21,499	46.94%
FISCAL SVCS	10	85	TTL	255,369	261,595	295,681	287,453	-11.53%	320,298	-11.43%	207,411	64.76%
DATA PROCESS	10	90	TTL	317,165	339,079	372,298	343,126	-8.92%	332,542	3.08%	197,538	59.40%
PMT OTH DIST	10	97	TTL	912,609	906,968	727,500	1,089,255	24.67%	874,600	19.71%	1,016,009	116.17%

3 YEAR BUDGET/ACTUAL TOTAL
SUMMARY OF AMENDED CURRENT YEAR BUDGET

February 29, 2016

DEPARTMENT/SUMMARY	FUND	#	DEPT	13 ACTUAL	14 ACTUAL	15 BUDGET	15 ACTUAL	% CHANGE	16 BUDGET	% CHANGE	16 ACTUAL	YTD %
ATH/INTERSCH	10	100	TTL	779,851	788,360	856,938	867,834	-8.00%	836,584	3.60%	571,643	68.33%
AQUATICS	10	102	TTL	460	-	-	-	-	-	0.00%	0	0.00%
INTERSCHOLAS	10	104	TTL	204,664	214,326	243,600	215,199	-12.02%	261,700	-21.61%	171,500	65.53%
ADULT ED - STATE	10	902	TTL	75,858	76,524	84,683	84,683	-9.63%	87,834	-3.72%	800	0.91%
CTEIG	10	903	TTL	49,084	43,291	45,969	45,873	-5.82%	45,969	-0.21%	45,403	98.77%
BILING TBE	10	904	TTL	91,742	82,531	95,534	91,056	-13.61%	95,534	-4.92%	45,588	47.72%
A E & L	10	905	TTL	37,001	25,985	25,129	25,129	3.41%	25,129	0.00%	3,367	13.40%
C PERKINS	10	906	TTL	33,535	31,446	34,179	34,507	-8.00%	34,179	0.95%	23,557	68.92%
TITLE 1-LOW	10	908	TTL	299,809	278,911	279,464	244,986	-0.20%	329,703	-34.58%	169,857	51.52%
ISLG GRANT	10	925	TTL	1,721	1,614	1,568	1,568	2.98%	1,568	0.00%	1,476	94.16%
MEDICAID DIRECT D	10	929	TTL	149,578	161,379	165,175	124,915	-2.30%	165,175	-32.23%	24,557	14.87%
IDEA 94-142 FLOW-TH	10	930	TTL	371,531	380,646	377,054	356,095	0.95%	544,050	-52.78%	242,562	44.58%
ADM OUTREACH	10	931	TTL	14,792	30,708	31,615	12,561	-2.87%	31,615	-151.68%	23,644	74.79%
TEACHER QUALITY	10	932	TTL	44,633	42,895	41,412	41,370	3.58%	41,412	-0.10%	6,320	15.26%
FED ADULT ED	10	944	TTL	72,792	68,843	75,317	75,317	-8.60%	75,317	0.00%	33,980	45.12%
LEARN SERVE	10	945	TTL	6,914	42	-	-	-	-	-	0	0.00%
EL/CIVICS	10	946	TTL	-	-	-	-	-	-	-	0	0.00%
LIPLEPS	10	950	TTL	26,607	28,843	21,608	18,780	33.48%	21,608	-15.06%	10,589	49.00%
BILINGUAL - IEP	10	951	TTL	-	-	2,516	2,336.00	-100.00%	2,516	-7.71%	3,015	119.84%
O&M FUND	20	0	TTL	2,769,832	2,846,275	3,112,016	2,542,962	-8.54%	3,058,977	-20.29%	1,840,582	60.17%
DEBT SVC FND	30	0	TTL	3,047,357	2,791,580	3,021,830	3,050,202	-7.62%	3,048,905	0.04%	2,929,480	96.08%
TRANSPORTATION	40	0	TTL	1,090,700	1,166,286	1,412,000	1,311,851	-17.40%	1,361,000	-3.75%	581,442	42.72%
SCIENCE	40	4	TTL	128	57	-	(1,372)	-	-	100.00%	-80	0.00%
ENGLISH	40	6	TTL	(36)	-	-	-	-	-	0.00%	0	0.00%
FOREIGN EXCH	40	7	TTL	935	311	-	686	-	-	100.00%	135	0.00%
MUSIC	40	10	TTL	844	117	-	-	-	-	0.00%	117	0.00%
PHYSICAL DEV	40	11	TTL	-	30	-	-	-	-	0.00%	0	0.00%
SOCIAL STUDIES	40	13	TTL	91	395	-	227	-	205	9.53%	-1	-0.29%
SPECIAL ED	40	22	TTL	45,797	-	-	-	-	-	0.00%	0	0.00%
BUSINESS ED	40	30	TTL	-	-	-	-	-	-	0.00%	-105	0.00%
FACS	40	32	TTL	-	-	-	-	-	-	0.00%	0	0.00%
PHOTOGRAPHY	40	36	TTL	758	-	-	-	-	-	0.00%	0	0.00%
ATH/INTERSCH	40	100	TTL	94,015	75,661	-	69,012	0.00%	70,000	-1.43%	26,924	38.46%
PEP BUS	40	104	TTL	2,137	5,410	-	5,903	0.00%	10,000	-69.42%	2,282	22.82%
IMRF	50	0	TTL	439,464	434,665	459,004	472,385	-5.30%	481,828	-2.00%	325,936	67.65%
SOC SEC & MEDCAR	51	0	TTL	426,116	426,171	436,995	454,114	-2.48%	462,190	-1.78%	315,212	68.20%
CAPITAL PROJECTS	65	0	TTL	306,288	723,098	3,052,000	3,345,450	-76.31%	3,705,500	-10.76%	2,455,633	66.27%
W/C	70	0	TTL	-	-	-	-	-	-	-	0	0.00%
TORT FUND	80	0	TTL	274,764	282,098	302,850	212,927	-6.85%	306,150	-43.78%	254,819	83.23%
TOTALS				\$ 29,647,269	\$ 30,832,477	\$ 34,748,264	\$ 34,185,663	-9.06%	\$ 36,084,629	3.28%	\$ 24,170,596	66.98%

**COMMUNITY HIGH SCHOOL
DISTRICT 94**
REVENUE AND EXPENDITURE REPORT
LOCAL, STATE, AND FEDERAL GRANTS
Ending February 29, 2016

GRANT REVENUE & EXPENDITURE SUMMARY
FEBRUARY 2016

Percentage of Fiscal Year:
66.67%

NAME	SOURCE	CODE	DEPT	AMENDED BUDGET	PRIOR YEAR REVENUE	FY 16 REVENUE	EXPENDITURES	ENCUMBERED	BALANCE	% UNREALIZED REVENUE
Adult Ed Summer School & Computer L	Local	132300	29	\$ 2,000	\$ -	\$ 8,972	\$ 2,189	\$ -	\$ 6,783	-349%
Education Foundation/Leadership Mini	Local	199990	74/918	\$ -	\$ -	\$ 1,950	\$ 1,850	\$ 263	\$ (163)	100%
Adult Ed Citizenship	Local	199998	28	\$ 10,500	\$ -	\$ -	\$ -	\$ -	\$ -	100%
C.T.E.I.G. Vocational Programs	State	322000	903	\$ 45,969	\$ -	\$ 45,667	\$ 45,403	\$ 278	\$ (14)	1%
Bilingual T.B.E./T.P.I.	State	330500	924/904	\$ 95,534	\$ 26,512	\$ 6,350	\$ 45,588	\$ -	\$ (39,238)	93%
Adult Ed State Basic 3-1	State	340000	902	\$ 84,683	\$ 7,057	\$ -	\$ 800	\$ -	\$ (800)	100%
Adult Ed Performance	State	340100	905	\$ 25,129	\$ 2,094	\$ -	\$ 3,367	\$ -	\$ (3,367)	100%
State Library Grant	State	380000	925	\$ 1,568	\$ -	\$ 1,177	\$ 1,476	\$ -	\$ (300)	25%
Title 1 Low Income NCLB	Federal	430000	908	\$ 279,464	\$ 163,320	\$ 101,166	\$ 169,857	\$ -	\$ (68,691)	64%
I.D.E.A. Flow Thru Sub-Grant **	Federal	462000	930	\$ 544,050	\$ 68,179	\$ 224,075	\$ 242,562	\$ 3,991	\$ (22,478)	59%
Title IIC Carl Perkins - Voc Ed	Federal	474500	906	\$ 34,179	\$ -	\$ 19,722	\$ 23,557	\$ 320	\$ (4,155)	42%
Tech Prep Perkins Mini Grant	Federal	477000	939	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Adult Ed Federal Basic	Federal	480000	944	\$ 75,317	\$ -	\$ 22,180	\$ 33,980	\$ -	\$ (11,800)	71%
Learn & Serve Grant	Federal	491000	945	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Adult Ed EI Civics	Federal	480500	946	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Medicaid Direct Service Costs **	Federal	490000	929	\$ 165,175	\$ 36,149	\$ 13,638	\$ 24,557	\$ 225	\$ (11,145)	92%
Medicaid Administrative Outreach **	Federal	490000	931	\$ 31,615	\$ -	\$ 14,757	\$ 23,644	\$ 249	\$ (9,135)	53%
Bilingual - IEP	Federal	490500	951	\$ 3,805	\$ -	\$ 2,235	\$ 3,015	\$ -	\$ (780)	41%
Title III LIPLEPS	Federal	490900	950	\$ 28,408	\$ 6,321	\$ 6,202	\$ 10,589	\$ 622	\$ (5,009)	78%
Title II A Teacher Quality NCLB	Federal	493200	932	\$ 41,412	\$ 6,160	\$ 3,233	\$ 6,320	\$ -	\$ (3,087)	92%
TOTAL				\$ 1,468,808	\$ 315,792	\$ 471,323	\$ 638,753	\$ 5,949	\$ (173,379)	67.9%

** Special Ed Grants

COMMUNITY HIGH SCHOOL

DISTRICT 94

LOCAL, STATE, FEDERAL GRANTS

Ending February 29, 2016

Percent of Fiscal Year

66.67%

FEBRUARY 2016

GRANT REVENUE

NAME	SOURCE	CODE	DEPT	DIST. BUDGET	AMENDED*	PRYR LATE REVENUE	FY16 REVENUE	\$ UNREALIZED	% UNREALIZED	% REALIZED
Adult Ed Summer School & Computer	Local	132300	29	\$ 2,200	\$ 2,000	\$ -	\$ 8,972	\$ (6,972)	-349%	449%
Education Foundation/Leadership M	Local	199990	74/918	\$ -	\$ -	\$ -	\$ 1,950	\$ (1,950)	0%	0%
Adult Ed Citizenship	Local	199998	28	\$ 10,500	\$ 10,500	\$ -	\$ -	\$ 10,500	100%	0%
C.T.E.I.G. Vocational Programs	State	322000	903	\$ 45,969	\$ 45,969	\$ -	\$ 45,667	\$ 302	1%	99%
Bilingual T.B.E./T.P.I.	State	330500	924/904	\$ 95,534	\$ 95,534	\$ 26,512	\$ 6,350	\$ 89,184	93%	7%
Adult Ed State Basic 3-1	State	340000	902	\$ 84,683	\$ 84,683	\$ 7,057	\$ -	\$ 84,683	100%	0%
Adult Ed Performance	State	340100	905	\$ 25,129	\$ 25,129	\$ 2,094	\$ -	\$ 25,129	100%	0%
State Library Grant	State	380000	925	\$ 1,568	\$ 1,568	\$ -	\$ 1,177	\$ 391	25%	75%
Title 1 Low Income NCLB	Federal	430000	908	\$ 279,464	\$ 279,464	\$ 163,320	\$ 101,166	\$ 178,298	64%	36%
I.D.E.A. Flow Thru Sub-Grant **	Federal	462000	930	\$ 377,054	\$ 544,050	\$ 68,179	\$ 224,075	\$ 319,975	59%	41%
Title IIC Carl Perkins - Voc Ed	Federal	474500	906	\$ 34,179	\$ 34,179	\$ -	\$ 19,722	\$ 14,457	42%	58%
Tech Prep Mini Perkins Grant	Federal	477000	939	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%
Adult Ed Federal Basic	Federal	480000	944	\$ 75,317	\$ 75,317	\$ -	\$ 22,180	\$ 53,137	71%	29%
Learn and Serve Grant	Federal	491000	945	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%
Adult Ed El Civics	Federal	480500	946	\$ -	\$ -	\$ -	\$ -	\$ -	0%	0%
Medicaid Direct Service Costs **	Federal	490000	929	\$ 165,175	\$ 165,175	\$ 36,149	\$ 13,638	\$ 151,537	92%	8%
Medicaid Administrative Outreach **	Federal	490000	931	\$ 31,615	\$ 31,615	\$ -	\$ 14,757	\$ 16,858	53%	47%
Bilingual IEP	Federal	490500	951	\$ 2,516	\$ 3,805	\$ -	\$ 2,235	\$ -	0%	59%
Title III LIPLEPS	Federal	490900	950	\$ 21,608	\$ 28,408	\$ 6,321	\$ 6,202	\$ 22,206	78%	22%
Title II A Teacher Quality NCLB	Federal	493200	932	\$ 41,412	\$ 41,412	\$ 6,160	\$ 3,233	\$ 38,179	92%	8%
TOTAL				\$ 1,293,923	\$ 1,468,808	\$ 315,792	\$ 471,323	\$ 997,484	67.9%	32.1%

* Amended Revenue activity may occur throughout FY15/16 impacting expenditure activity

GRANT EXPENDITURES

NAME	SOURCE	CODE	DEPT	DIST. BUDGET	AMENDED BUDG	EXPENDITURE	ENCUMBERED	BUDGET BALANCE	% UNENCUMBERED	% ENCUMBERED
Adult Ed Summer School & Computer	Local	132300	29	\$ 2,200	\$ 1,100	2,189	\$ -	\$ (1,089)	0%	0%
Education Foundation/Leadership M	Local	199990	74/918	\$ -	\$ -	1,850	\$ 263	\$ (2,113)	0%	0%
Adult Ed Citizenship	Local	199998	28	\$ 10,500	\$ 10,500	-	\$ -	\$ 10,500	100%	0%
C.T.E.I.G. Vocational Programs	State	322000	903	\$ 45,969	\$ 45,969	45,403	\$ 278	\$ 288	1%	99%
Bilingual T.B.E./T.P.I.	State	330500	924/904	\$ 95,534	\$ 95,534	45,588	\$ -	\$ 49,946	52%	48%
Adult Ed State Basic 3-1	State	340000	902	\$ 84,683	\$ 84,683	800	\$ -	\$ 83,883	99%	1%
Adult Ed Performance	State	340100	905	\$ 25,129	\$ 25,129	3,367	\$ -	\$ 21,762	87%	13%
State Library Grant	State	380000	925	\$ 1,568	\$ 1,568	1,476	\$ -	\$ 92	6%	94%
Title 1 Low Income NCLB	Federal	430000	908	\$ 279,464	\$ 279,464	169,857	\$ -	\$ 109,607	39%	61%
I.D.E.A. Flow Thru Sub-Grant **	Federal	462000	930	\$ 377,054	\$ 544,050	242,562	\$ 3,991	\$ 297,497	55%	45%
Title IIC Carl Perkins - Voc Ed	Federal	474500	906	\$ 34,179	\$ 34,179	23,557	\$ 320	\$ -	0%	70%
Tech Prep Mini Perkins Grant	Federal	477000	939	\$ -	\$ -	-	\$ -	\$ -	0%	0%
Adult Ed Federal Basic	Federal	480000	944	\$ 75,317	\$ 75,317	33,980	\$ -	\$ 41,337	55%	45%
Learn and Serve Grant	Federal	491000	945	\$ -	\$ -	-	\$ -	\$ -	0%	0%
Adult Ed El Civics	Federal	480500	946	\$ -	\$ -	-	\$ -	\$ -	0%	0%
Medicaid Direct Service Costs **	Federal	490000	929	\$ 165,175	\$ 165,175	24,557	\$ 225	\$ 140,393	85%	15%
Medicaid Administrative Outreach **	Federal	490000	931	\$ 31,615	\$ 31,615	23,644	\$ 249	\$ 7,722	24%	76%
Bilingual IEP	Federal	490500	951	\$ 2,516	\$ 3,805	3,015	\$ -	\$ 790	21%	79%
Title III LIPLEPS	Federal	490900	950	\$ 21,608	\$ 28,408	10,589	\$ 622	\$ 17,197	61%	39%
Title II A Teacher Quality NCLB	Federal	493200	932	\$ 41,412	\$ 41,412	6,320	\$ -	\$ 35,092	85%	15%
TOTAL				\$ 1,293,923	\$ 1,467,908	\$ 638,753	\$ 5,949	\$ 812,904	55%	44%

** Special Ed Grants

**COMMUNITY HIGH SCHOOL
DISTRICT 94
PETTY CASH FUND
FEBRUARY 29, 2016**

This listing represents payments from the High School Cash Fund for February 29, 2016. Reimbursement for the following paid from this fund is hereby requested from the Board of Education of Community High School District 94, West Chicago, Illinois at its regular meeting on March 15, 2016.

<u>DATE PAID</u>	<u>PAID TO</u>	<u>FOR</u>	<u>AMOUNT</u>
Feb 4, 2016	Diane Masschelin	(10) Cabinet Security Keys	\$19.30
		Total	<u>\$ 19.30</u>

Director of Business Services

March 9, 2016
Date

LOC	LOC	February 2015-16 Beginning Balance	February 2015-16 Debits	February 2015-16 Credits	February 2015-16 Monthly Activity	Ending Balance
99	STUDENT ACTIVITY					
505	CHESS	1,335.74CR	49.05		49.05	1,286.69CR
506	SPED RECYC/SHRD	1,571.68CR				1,571.68CR
507	BEST BUDDIES	6,105.20CR	200.00		200.00	5,905.20CR
508	CRTE ENT	516.24CR		25.00	-25.00	541.24CR
511	ART COLLECTION	416.62CR	220.00		220.00	196.62CR
513	INTL CLUB	2,592.88CR		184.00	-184.00	2,776.88CR
514	CHRONICLE	1,096.20CR				1,096.20CR
515	CHEERLEADING	3,805.91CR				3,805.91CR
516	DANCE PROD	4,553.47CR	1,841.50		1,841.50	2,711.97CR
517	SPEECH	3,763.99CR	615.45		615.45	3,148.54CR
518	FBLA	2,609.90CR	1,619.00	80.00	1,539.00	1,070.90CR
520	GERMAN CLUB	291.35CR				291.35CR
521	FICA-SKILLS	430.32CR		522.35	-522.35	952.67CR
523	MATH TEAM	281.24CR				281.24CR
524	HORTICULTURE	3,290.61CR	160.77		160.77	3,129.84CR
526	PEP CLUB	900.61CR				900.61CR
527	POMS	655.16CR				655.16CR
528	SNOWBALL	8,792.97CR	6,657.62	689.41	5,968.21	2,824.76CR
529	SADD	1,662.78CR				1,662.78CR
530	EXCHANGE	4,303.99CR	208.19	241.00	-32.81	4,336.80CR
531	SPANISH CLUB	3,775.04CR				3,775.04CR
533	STUDENT COUNCIL	15,537.57CR	3,180.00	123.20	3,056.80	12,480.77CR
534	SUNDRY	1,651.40CR				1,651.40CR
535	THESPIANS	12,293.66CR	7,400.00	1,705.39	5,694.61	6,599.05CR
536	VOCATIONAL SIGN	1,836.54CR				1,836.54CR
537	YEARBOOK	6,146.17CR				6,146.17CR
538	BAND-JAZZ	1,667.51CR				1,667.51CR
539	CHORAL-CHOIR	12,888.90CR	36,570.48	27,405.00	9,165.48	3,723.42CR
540	ORCHESTRA	4,159.12CR	1,466.10	2,399.00	-932.90	5,092.02CR
541	INTERACT CLUB	6,581.77CR				6,581.77CR
542	ANL	2,013.73CR				2,013.73CR
543	WEGO CARES	939.97CR				939.97CR
544	SCHOLASTIC BOWL	546.48CR				546.48CR
545	PHOTGRAPHY	58.01CR				58.01CR
547	NHS	2,099.74CR				2,099.74CR
548	GSA	129.82CR				129.82CR
549	CREATIVE WRITNG	617.66CR	50.00		50.00	567.66CR
551	TRANSITION CTR	3,291.69CR				3,291.69CR

LOC	LOC	February 2015-16 Beginning Balance	February 2015-16 Debits	February 2015-16 Credits	February 2015-16 Monthly Activity	Ending Balance
99	STUDENT ACTIVITY					
552	TRI M	27.66CR				27.66CR
553	HAGGERTY FORD	11,488.44CR	2,719.00	1,000.00	1,719.00	9,769.44CR
554	OLA'AS	796.16CR				796.16CR
555	COMPASS	57.12CR				57.12CR
560	WEGO 2 AFR	32.52CR				32.52CR
561	SLC9 2 AFRICA	5,596.32CR	3,165.00	1,861.70	1,303.30	4,293.02CR
562	PRESCHOOL	1,304.11CR	574.20	1,957.70	-1,383.50	2,687.61CR
563	Teen Mom	119.87CR				119.87CR
564	HUMANITIES/SSS	6,700.00CR				6,700.00CR
566	ROAR	2,007.17CR		130.00	-130.00	2,137.17CR
570	ADAMS EXPRESS	46.92CR				46.92CR
572	SPORTSFEST	1,544.96CR				1,544.96CR
573	TARGET	589.88CR		2,041.40	-2,041.40	2,631.28CR
576	OUT/BD AT RISK	0.57CR				0.57CR
580	LOUIS RANSOM AR	410.00CR		73.00	-73.00	483.00CR
582	STEP PROJECT	757.59CR				757.59CR
583	STEPPERS	1,976.95CR				1,976.95CR
584	GREEN CLUB	449.35CR				449.35CR
585	FRENCH CLUB	400.55CR				400.55CR
586	LRC BOOK CLUB	455.71CR				455.71CR
587	LIFESMARTS	182.23CR				182.23CR
589	CONSUMER ED	67.84CR				67.84CR
591	TECHNOLOGY	5.50CR				5.50CR
592	HABITAT FOR HUM	25.92CR				25.92CR
600	ATHLETIC TRAINR	1,661.84CR				1,661.84CR
601	BADMINTON	1,281.04CR				1,281.04CR
602	BASEBALL	8,012.33CR	6,182.09		6,182.09	1,830.24CR
603	BOY'S BB	8,907.54CR	72.00	800.00	-728.00	9,635.54CR
604	BOY'S CROSS CTY	188.18CR	27.00		27.00	161.18CR
605	BOY'S SOCCER	767.34CR	546.92	400.00	146.92	620.42CR
606	BOY'S TENNIS	25.33CR				25.33CR
607	BOY'S TRACK	1,660.96CR				1,660.96CR
608	GIRL'S FDR BB	509.07CR				509.07CR
609	FOOTBALL	1,450.54CR		100.00	-100.00	1,550.54CR
610	GIRL'S BASKETBL	2,028.03CR	349.38	25.00	324.38	1,703.65CR
611	GIRL'S CROSS CT	1,843.57CR	27.00		27.00	1,816.57CR
612	GIRL'S SOCCER	4,980.80CR	1,530.00		1,530.00	3,450.80CR
613	GIRL'S TENNIS	2,651.32CR				2,651.32CR

LOC	LOC	February 2015-16 Beginning Balance	February 2015-16 Debits	February 2015-16 Credits	February 2015-16 Monthly Activity	Ending Balance
99	STUDENT ACTIVITY					
614	GIRL'S TRACK	934.95CR				934.95CR
615	BOYS GOLF	1,378.10CR				1,378.10CR
616	MUSIC	5,562.18CR				5,562.18CR
617	SOFTBALL	2,409.09CR	343.00		343.00	2,066.09CR
618	BOYS SWIM TEAM	3,284.65CR	642.40	1,080.00	-437.60	3,722.25CR
619	VOLLEYBALL	3,165.34CR				3,165.34CR
620	GIRL'S FDR VB	4,000.40CR	166.25		166.25	3,834.15CR
621	WRESTLING	1,662.21CR				1,662.21CR
622	ATHLETIC DIR	66.85CR				66.85CR
623	GIRLS SWIM TEAM	53.76CR				53.76CR
624	GIRLS GOLF	484.67CR				484.67CR
---	*STUDENT ACTIVI	219,225.07CR	76,582.40	42,843.15	33,739.25	185,485.82CR
<hr/>						
	Grand Equity To	219,225.07CR	76,582.40	42,843.15	33,739.25	185,485.82CR

Number of Accounts: 87

***** End of report *****

Community High School District 94

Vendor List Update

February 29, 2016

Badminton Warehouse

Batteries + Bulbs

Chicago Bandits

Chicago Flyhouse

Kaplan Early learning

Library Journals LLC

Mesa Electronics

SIUC Center for Workforce Development



Gordon Cole, Director of Business Services

3/10/16

Date

**COMMUNITY HIGH SCHOOL
DISTRICT 94**

**March 15, 2016
7:00 p.m.
Board of Education Meeting**

**SECTION B -
Board Meeting Attachments**

Community High School District 94

326 Joliet Street – West Chicago, IL 60185

Good News of the District

3/15/2016

For almost 2 years now, the Board has had the opportunity to recognize the achievements and accomplishments of various individuals and teams at West Chicago. These accomplishments have been, without a doubt, noteworthy and have represented West Chicago well. Most recently, we've all been captivated by the success of the Boys' Varsity Basketball team and their conference championship and near regional victory. Tonight's Good News recognition, however, is a little different. It belongs to those students who have continually encouraged and motivated others to accomplish and achieve at all times. Tonight we would like to recognize the West Chicago Cheerleading Team and their Coach Ms. Meghan Klein. They, and the cheerleaders before them, have regularly motivated, encouraged, and cheered hundreds of students to continue to compete and excel even when the outcome was inevitably not a victory. While they have had great success of their own this season - taking 2nd place in competition at Wilmington High School, placing 5th in conference and having 3 all-conference athletes - their recognition tonight is about how they inspire others. In many ways, they are the "behind the scenes" heroes who give us the needed extra edge through positive encouragement on the field, in the gym, through literally rain and shine, wins and losses and ultimately exemplifying the Wildcat spirit!

WCCHS names Jeana Brown February Student of the Month

The faculty and administration of West Chicago Community High School congratulate Jeana Brown of West Chicago for being selected Student of the Month for February. A senior, Jeana was chosen for her success in the classroom, in extra-curricular activities, and being a positive influence on students.

Jeana was on the Honor Roll freshman year, and has been on the High Honor Roll since. She is currently taking AP classes including AP English Literature, AP Physics 2, AP Spanish Language, and AP Statistics. She is a member of the Music Honor Society.

While maintaining high academic standards, Jeana is very involved in extracurricular activities. She is captain of the Speech Team where she has been a member for 4 years. As her nominating teacher writes, "In almost 20 years of coaching, I have never had a captain work so hard for their team and be such a constant source of inspiration, drive and dedication." Jeana has also been a member of Ambassador Club, Math Team, Gay-Straight Alliance, Thespians and WeGo Global. She is in Symphony and Chamber Orchestra, and currently serves the Counseling Department as a student Assistant. Despite all this, she makes time to volunteer in the community at a local food pantry.

When asked about her favorite high school memory, Jeana recalls, "Playing in the pit orchestra for the musicals every year." Her advice for future WCCHS students? "Be yourself right from the start. It sounds cliché, but you will be happier that way."

Jeana plans to attend Augustana College to pursue a degree in Music Education with a minor in Spanish.

Community High School District 94 congratulates Jeana on all of her accomplishments and wishes her the best of luck in future endeavors.

Jesus Martinez named PeaceBuilder for February

Jesus Martinez of West Chicago has been named West Chicago Community High School PeaceBuilder for the month of February, 2016. In addition to excelling in academics, Jesus, a senior, goes above and beyond to help others.

To Jesus, peace means being helpful and kind to others as well as respecting everyone no matter what the situation is or who that person is. He especially learned about peace when he was diagnosed with a serious medical condition and could have died. Jesus wants to leave a positive legacy behind because of the second chance he was given. He grew up with the virtues he has because of this experience. Jesus credits his grandmother as his model of peace because she taught him values and morals and he is the product of her teachings. He also acknowledges Art teacher Mr. Exner – Jesus looks up to him because of his experience in the Peace Corps and that inspires him to be a better person.

When asked about a movie that promotes peace, Jesus mentions “Selma” about Dr. Martin Luther King. Jesus says, “It shows how powerful one person can make a peaceful change.” His favorite quote is by Pericles, “What you leave behind is not what is engraved on stone monuments, but what is woven into the lives of others.”

Jesus has been on the Honor Roll most of his high school career. Although he is still unsure of what career to pursue, he plans to attend college. A teacher is one choice he is considering as he has had some incredible teachers, enjoys helping others, and can continue learning.

West Chicago Community High School congratulates Jesus on his accomplishments and wishes him the best of luck in future endeavors.

Tai Bibbs Named Male Athlete of the Winter Season

Now in its second year, the West Chicago Community High School Athlete of the Season is a way to recognize student athletes who have made a great contribution to the school. For the winter 2016 season, Tai Bibbs of West Chicago has been chosen for this honor.

A junior, Tai has played basketball all three years of his high school career and was named All-Conference this year in the Upstate Eight Valley Division as voted on by the coaches in the conference. He is part of the first WCCHS Boy Basketball team in history to win a Conference Championship. The Daily Herald newspaper named Tai to their All-Area Basketball Team and he was named one of their “Starting Five”. Tai ran track freshman and sophomore years. A scholar athlete, Tai has been on the High Honor Roll his entire high school career.

When asked what inspires him as an athlete, Tai credits his father and mother, because, “...they have taught me how important it is to work hard. With that, anything is possible.”

Tai plans to continue his academic and athletic career at a Division 1 college. He plans to study sports medicine and pursue his dream of being a trainer for a professional basketball team.

When asked what advice he would pass on to future WCCHS student athletes, Tai states, “Don’t be afraid to be original, and no matter how much you may disagree with your parents right now just know that later in life you will be thankful for all of the lessons they have taught you. And...always compete!”

The Board of Education, administration and staff of Community High School District 94 congratulates Tai on all of his accomplishments and wishes him the best of luck in future endeavors.

Bria Williams Named Female Athlete of the Winter Season

Now in its second year, the West Chicago Community High School Athlete of the Season is a way to recognize student athletes who have made a great contribution to the school. For the winter 2016 season, Bria Williams of West Chicago has been chosen for this honor.

A senior, Bria has played basketball all four years of high school. She was voted on to the All-Tournament team during the Waubonsie Valley/West Aurora Thanksgiving Tournament last November. She was a member of the All-Conference team for the Valley Division of the Upstate Eight Conference this season – there are only 12 awarded during the season. She was named Most Valuable Player on the WCCHS Girls Basketball team as she averaged 10 points per game and 9 rebounds per game.

Bria also played volleyball and ran track freshman year, and was manager for the soccer team all four years. She is also involved in Ambassador Club. A scholar athlete, Bria has been on the honor roll sophomore and junior years.

When asked what inspires her as an athlete, Bria said last year she realized how much impact she had on her teammates by working hard to become a talented athlete; it inspires her to be the best she can be.

Bria plans to attend college, but has not yet decided which school. She hopes to play basketball in college.

When asked what advice she would pass on to future WCCHS student athletes, Bria states, “Always work hard. Put in the time. Have confidence in yourself. Stay humble and don’t expect things are just given to you.”

The Board of Education, administration and staff of Community High School District 94 congratulates Bria on all of her accomplishments and wishes her the best of luck in future endeavors.



The IHSA governs the equitable participation in interscholastic athletics and activities that enrich the educational experience.

March 2016

To the Principal/IHSA Official Representative Addressed:

It's time again for your school to renew its membership in the Illinois High School Association. **For the 2016-17 school term, IHSA membership will not require payment of membership dues or state series entry fees per action of the IHSA Board of Directors.**

Your school may renew membership in the Illinois High School Association by confirming that your school continues to be Recognized by the Illinois State Board of Education and by certifying that your Board of Education/Governing Board has voted to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines, and Policies of the Association for the 2016-17 school term.

Your 2016-17 membership renewal is due by June 15, 2016. Please do not delay. Obtain your Board of Education's action on the membership resolution and fax it to (309) 663-7479 on or before **June 15**.

Sincerely,

Craig Anderson
Executive Director

**THIS FORM MUST BE SIGNED BELOW, ON THE APPROPRIATE LINE, BY THE PRINCIPAL
OR OFFICIAL REPRESENTATIVE AND THE BOARD PRESIDENT OR SECRETARY.
DO NOT DETACH**

To: IHSA Executive Director

We certify that _____ High School is recognized by the Illinois State Board of Education. It is understood that failure to be recognized by the Illinois State Board of Education will disqualify our school for membership in the IHSA and that if this were to occur; it is our responsibility to immediately notify the Association of this change in status.

We further certify our Board of Education/Governing Board, at its meeting held on _____, 2016, voted to renew membership in the Illinois High School Association, and to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines and Policies of the Illinois High School Association for the year of July 1, 2016, through June 30, 2017.

Principal/Official Representative Signature

Board President or Board Secretary Signature

Please Type or Print Name and Phone Number

Please Type or Print Name and Phone Number

_____ High School _____, Illinois

2016-17 Membership Renewal

Establishment of Curricular Goals for all Content Areas

All curricula goals are set under the vision of “developing students who can think critically in each discipline.” During the late start and half day improvement Course teams and departments work on the following curricula goals to achieve that vision for students.

- To document Common Core Standards and Disciplinary literacy skills on curriculum maps
- To ensure alignment between curriculum, instruction and assessment
- To focus on student success in the learning of disciplinary literacy skills
- To document and use the Project CRISS Framework to teach common core
- To review and revise curriculum maps for consistency
- To use the Project CRISS Framework and technology to support student learning of the curriculum

Late starts are based around division specific goals and alignment to content specific learning standards. These are documented on curriculum maps, see attached example.

Examples include:

English and Math – Alignment to Common Core State Standards

Science – Alignment to AP course work and Next Generation Science Standards

Foreign Language - Alignment to the ACTFL standards

Social Studies - Alignment to the new Illinois State standards based on the 3C framework (College, Career, and Civic Life).

Half day school improvements are based around adjustments of curricula to students following a protocol which is attached.

West Chicago Community High School
Half Day School Improvement Procedure

*Vision for Learning at West Chicago Community High School –
To Develop Students Who Can Think Critically in Each Discipline*

Goals:

- To document on curriculum maps Common Core Standards and Disciplinary literacy skills
- To ensure alignment between curriculum, instruction and assessment
- To focus on student success in the learning of Disciplinary literacy skills
- To document and use the Project CRISS Framework to teach common core
- To review and revise curriculum maps for consistency
- To use the Project CRISS Framework and technology to support student learning of the curriculum

The purposes of half day school improvements are to:

- To focus on student success in the learning of Disciplinary literacy skills and to reflect on current student progress in courses.

Essential Question – Are students learning the disciplinary literacy skills of my discipline?
How will the course team support those students struggling to learn the disciplinary literacy skills of my discipline?

Protocol for Half Day School Improvement:

Course Perspective:

1. Share overall student progress by class – grades disaggregated (run Student Success – Stored Grade Distribution by class). Utilizes progress report grades rather than current grades.
2. In Google Drive, complete the Course Level Data Analysis – 2nd Semester Template 15 – 16 (Google Drive – Teaching and Learning – Staff Shared, 2015-2016 Course Team Goals - your division-your course. Complete questions 1 - 3
3. Review progress of students within the course using curriculum maps and identified objectives, essential questions, common assessments, and available student achievement data. Are students achieving as expected? Reflect on student growth, scope and sequence, and standards if applicable. If a member of your course team has an SLO in the course, it would be very appropriate to use that SLO and Form IV-A (PERA Documentation) in this discussion.
4. Discuss as a curriculum team, “How we will respond to students who didn’t learn?”

Individual Student Perspective:

1. Analyze your student's progress based upon available pre-data, aptitude, and SLO data or information if applicable.
 - a. For those students who did not make progress, ask:
 - i. Did the student fail to make progress because of
 1. missing assignments
 2. poor achievement on tests/quizzes
 3. poor completion on assignments
 4. extenuating circumstances
 5. achievement targets are not aligned to student levels
 6. all or some of the above
 - ii. What adjustments do I need to make to my classroom to help this student recover?
 - iii. Consult with other faculty if necessary.
 - b. For those students who achieved higher than expected, ask:
 - i. Am I challenging my students?
 - ii. What adjustments do I need to make in my teaching to help the student continue to make progress?
2. For students who are struggling, communicate with students, parents, and/or counselors for intervention.

In Service Development

At the start of the school year curricular goals for each department are collaboratively developed with the division heads under the concept of the schoolwide initiative of identifying and embedding Disciplinary Literacy skills within each division. The corresponding institute days have been focused on schoolwide initiatives including the identification and imbedding of Disciplinary Literacy Skills. These skills are supported through the development of curriculum maps and the on-going professional development of CRISS strategies. Late starts, institute days, and the countywide institute days are designated for division heads to work on these specific goals. Furthermore, the scheduling of common planning time for teachers of core courses has facilitated instructional adjustments to account for the newly learned strategies. Each division has been asked to identify content specific knowledge, experiences, and skills, and merge them with the ability to read, write, listen, speak, think critically and perform in a way that is meaningful to the division content. Each division has used standards specific to their division as guides for establishing Disciplinary Literacy Skills. The literacy coach meets with the course teams to promote CRISS and curricula change. The technology integration specialist meets with individual teachers and course teams to support the use of technology as an instructional tool. The development of a comprehensive professional development program includes in-service time designated for schoolwide initiatives; for example CRISS, 1:1, and technology integration during the institute days.

Professional development opportunities provided during late starts, common planning time, and institute days, provide the content area (on the Essentials of Chemistry) teams the chance to meet and develop and modify the curricular goals and document them on curriculum maps. The

literacy coach and technology integration specialist would meet with the team when needed. A sample curriculum map created by the Essentials of Chemistry teachers is attached.

West Chicago Community High School District 94
West Chicago, IL
August 13 – 14, 2015
Institute Agenda

Day 1 – Please bring your Laptop to all sessions

August 13, 2015	Agenda			Location
7:30 a.m.	Refreshments			Faculty Lounge
8:00 a.m. – 9:00 a.m.	Welcome Back/Staff Meeting <ul style="list-style-type: none"> • Welcome - Moses • Welcome Superintendent - Doug • Welcome and Intro. of Board Members– Board President Saake • Intro new faculty/staff 			Auditorium
9:00a.m. – 9:45 a.m.	Evaluation Orientation <ul style="list-style-type: none"> • Overview of the evaluation process including Student Growth Goals 			Auditorium
9:45 a.m. – 10:45 a.m.	Team 1 PowerSchool and Star Gradebook set up for better parent communication Baseline data in PowerSchool and Star	Team 2 Mastery Manager Inputting of standards to track student growth Rubric input	Team 3 Google Classroom Use of Google classroom to support student learning	PowerSchool and Star LRC Mastery Manager 226 Google Classroom 197
10:45 a.m. – 11:45 a.m.	Team 1 Google Classroom Use of Google classroom to support student learning	Team 2 PowerSchool and Star Gradebook set up for better parent communication Baseline data in PowerSchool and Star	Team 3 Mastery Manager Inputting of standards to track student growth Rubric input	PowerSchool and Star LRC Mastery Manager 226 Google Classroom 197
11:45 a.m. – 12:45 p.m.	LUNCH (on your own)			
12:45 p.m. – 1:45 p.m.	Team 1 Mastery Manager Inputting of standards to track student growth Rubric input	Team 2 Google Classroom Use of Google classroom to support student learning	Team 3 PowerSchool and Star Gradebook set up for better parent communication Baseline data in PowerSchool and Star	PowerSchool and Star LRC Mastery Manager 226 Google Classroom 197
2:00 p.m. – 3:00 p.m.	Division meetings <ul style="list-style-type: none"> • Curriculum Updates • Data Review 			TBD by Divisions

West Chicago Community High School District 94
West Chicago, IL
August 13 – 14, 2015
Institute Agenda

Day 2 - Please bring your Laptop to all sessions

August 14, 2015	Agenda	Location
7:30 a.m.	Refreshments	Faculty Lounge
7:45 a.m. – 9:15 a.m.	<ul style="list-style-type: none"> • Deans and Support Service updates • 1:1 expectations and overview 	Auditorium
9:15 a.m. – 10:45 a.m.	Division Meetings <ul style="list-style-type: none"> • Disciplinary Literacy • Goals and Objectives • Curriculum Updates • Course Team Meetings • Data Review 	TBD by Divisions
10:45 a.m. – 11:45 p.m.	Project CRISS refresher/Student Success Goals <ul style="list-style-type: none"> • Overview of Project CRISS • Project CRISS and the Common Core • Set up of students success goals 	LRC
12:00 p.m. – 1:00 p.m.	LUNCH (on your own)	
1:00 p.m. – 2:00 p.m.	Division Meetings <ul style="list-style-type: none"> • Goals and Objectives • Curriculum Updates • Course Team Meetings • Data Review 	TBD by Divisions
2:00 p.m. – 3:00 p.m.	Global Compliance/Google Café	Various

Unit Number/Name: 2-Atomic Structure		Unit Duration: 20 days			
Essential Questions / Big Ideas <i>The chemical elements are fundamental building materials of matter, and all matter can be understood in terms of arrangements of atoms. These atoms retain their identity in chemical reactions.</i>					
Common Core State Standards <u>Literacy</u> 1. Read closely to determine what the text says explicitly and to make logical inferences from it; cite specific textual evidence when writing or speaking to support conclusions drawn from the text. 2. Determine central ideas or themes of a text and analyze their development; summarize the key supporting details and ideas. 3. Analyze how and why individuals, events, or ideas develop and interact over the course of a text.			National Content standards <u>AP Chemistry</u> <u>Big Idea 1:</u> The chemical elements are fundamental building materials of matter, and all matter can be understood in terms of arrangements of atoms. These atoms retain their identity in chemical reactions. <u>Big Idea 2:</u> Chemical and physical properties of materials can be explained by the structure and the arrangement of atoms, ions, or molecules and the forces between them. <u>NGSS - Practices</u> 1. Asking Questions and Defining Problems 2. Developing and Using Models 3. Planning and Carrying Out Investigations 4. Analyzing and Interpreting Data 5. Using Mathematics and Computational Thinking 6. Constructing Explanations and Designing Solutions 7. Engaging in Argument from Evidence 8. Obtaining, Evaluating, and Communicating Information		
Unit Outcomes: Students will...					
<u>Disciplinary Literacy</u> BASIC OBJECTIVES					
B1	I can identify the location and charge of the three subatomic parts of an atom.				

**CHS District 94 – Curriculum Map
2015-2016**

Course: Essentials of Chemistry

Grade Level: 10

B2	I can determine the number of protons and electrons in a neutral atom from the periodic table.				
B3	I can explain how elements are organized in the periodic table.				
B4	I can define terms related to atomic structure (atomic number, valence electrons, group, period).				
B5	I can define atomic radius				

FOCUS OBJECTIVES

F1	I can create or interpret a Bohr model showing the number and arrangement of protons and electrons in an atom (1-18).				
F2	I can apply the concepts of periodic position, periodic properties, and periodic trends to predict an element's properties.				
F3	I can identify how the atomic model has changed over time.				

EXTENSION OBJECTIVES

E1	I can explain atomic radius trends on the periodic table.				
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Literacy

Reference: Common Core State Standards for ENGLISH LANGUAGE ARTS & Literacy in History/Social Studies, Science, and Technical Subjects - page 62
Key Ideas and Details: Grades 6-8, 9-10, 11-12.

CRISS instructional Strategies

- **Magnet Summaries**-Parts of an atom, Bohr Models, Periodic Position
- **Pattern Puzzle**-Development of an Atom

Content Vocabulary

Subatomic Particle
Atom
Proton
Neutron
Electron
Neutral Atom
Periodic Table
Atomic Number
Valence Electron
Group
Period
Bohr Model
Energy Level
Atomic Radius

Academic Vocabulary

Radius
Mass
Metal
Non-Metal
Arrangement
Properties

**CHS District 94 – Curriculum Map
2015-2016**

Course: Essentials of Chemistry

Grade Level: 10

Key Common Formative Assessments	Key Common Summative Assessments
Subatomic Particle Foldable Subatomic Particle Worksheet Fruit Loop Bohr Models	Unit Quizzes Unit Content Test

**WEST CHICAGO COMMUNITY HIGH SCHOOL
DISTRICT 94**

March 2, 2016

MEMORANDUM

TO: Dr. Domeracki

FROM: M. Cheng

RE: **STUDENT ATTENDANCE – FEBRUARY 2016**

<u>FEBRUARY</u>	<u>2011/12</u>	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>
Average Daily Enrollment:	2077.75	2045.79	1938.72	1928.71	1997.90
Average Daily Attendance:	1936.65	1862.84	1833.86	1806.38	1893.95
Percent Attendance:	93.21	91.06	94.59	93.66	94.80

Students Added	8
Students Dropped	8

Percent Attendance for Previous Months:
November 2015 - 95.04
December 2015 - 95.70
January 2016 - 93.92

MC/hn

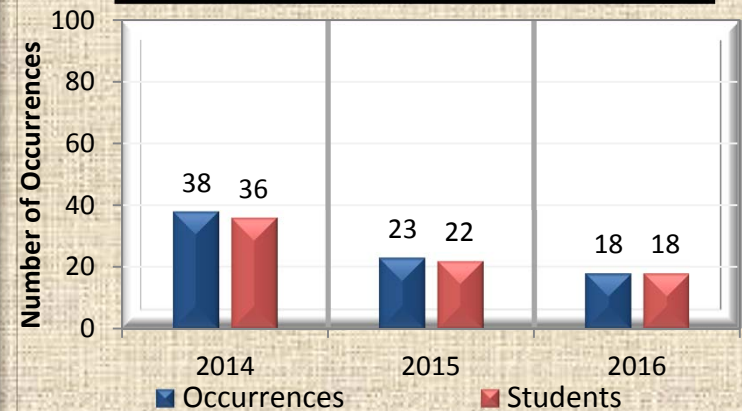
Monthly Discipline Report for February

Monthly Discipline Report for February

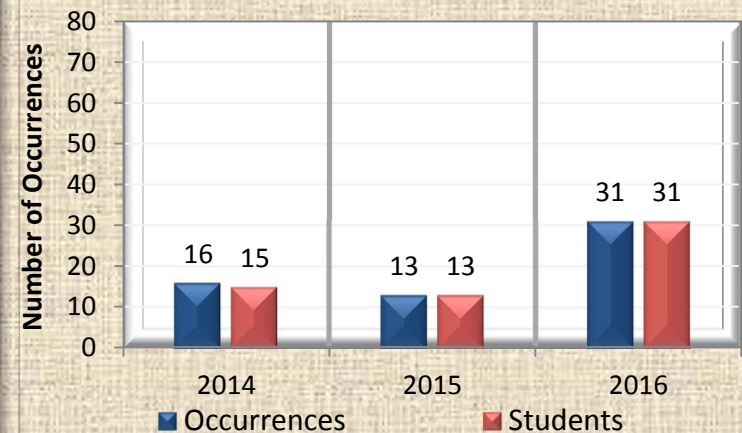
REASON FOR SUSPENSION	Monthly Discipline Numbers - February					
	2014 OCC	2015 OCC	2016 OCC	2014 STD	2015 STD	2016 STD
IN SCHOOL SUSPENSION						
DISOBEDIENCE/DISRESPECT-ISS	8	9	7	8	8	7
DISOBEDIENCE/TARDY-ISS	1	2	6	1	2	6
DISOBEDIENCE/TRUANCY-ISS	19	8	37	18	8	31
ELECTRONIC DEVICE - ISS	10	4	0	9	4	0
SATURDAY SCHOOL-ISS	0	0	0	0	0	0
OTHER	0	0	1	0	0	1
YTD TOTAL ISS SUSPENSIONS	38	23	51	36	22	45

REASON FOR SUSPENSION	2014 OCC	2015 OCC	2016 OCC	2014 STD	2015 STD	2016 STD
	2014 OCC	2015 OCC	2016 OCC	2014 STD	2015 STD	2016 STD
OUT OF SCHOOL SUSPENSION						
DISOBEDIENCE/DISRESPECT-OSS	5	3	4	4	3	4
DISOBEDIENCE/TARDY-OSS	1	0	3	1	0	3
DISOBEDIENCE/TRUANCY-OSS	1	0	0	1	0	0
ELECTRONIC DEVICE - OSS	1	1	0	1	1	0
FIGHTING-OSS	4	5	2	4	5	2
GANG REPRESENTATION/WEAPONS-OSS	0	0	0	0	0	0
ILLEGAL ACT/U.I. ALCOHOL-OSS	0	0	0	0	0	0
ILLEGAL ACT/U.I. MARIJUANA-OSS	2	3	2	2	3	2
SATURDAY SCHOOL-OSS	1	0	15	1	0	15
THEFT-OSS	1	1	0	1	1	0
OTHER	0	0	5	0	0	5
YTD TOTAL OSS SUSPENSIONS	16	13	31	15	13	31

**Monthly Discipline Numbers – February
ISS – Three Year Comparison**



**Monthly Discipline Numbers – February
OSS – Three Year Comparison**

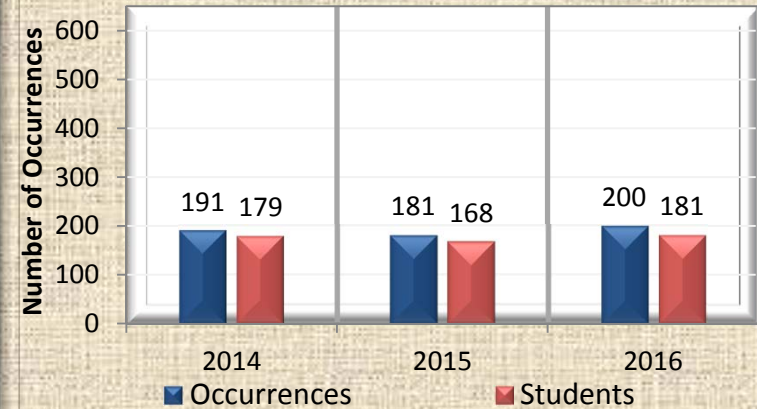


Yearly Discipline Report – August thru February

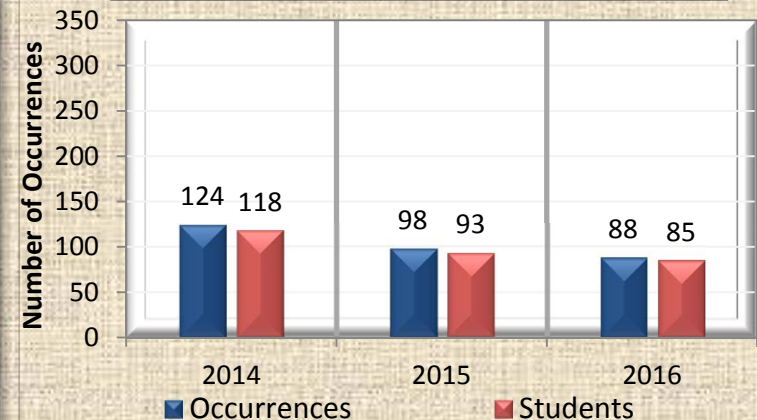
Yearly Discipline Report - August thru February

REASON FOR SUSPENSION	Yearly Discipline Numbers - August thru February					
	2014 OCC	2015 OCC	2016 OCC	2014 STD	2015 STD	2016 STD
IN SCHOOL SUSPENSION						
DISOBEDIENCE/DISRESPECT-ISS	30	37	27	29	34	27
DISOBEDIENCE/TARDY-ISS	65	59	68	59	55	62
DISOBEDIENCE/TRUANCY-ISS	74	57	101	71	54	88
ELECTRONIC DEVICE - ISS	12	9	3	11	9	3
SATURDAY SCHOOL-ISS	6	12	0	5	11	0
OTHER	4	7	1	4	5	1
	0	0		0	0	
YTD TOTAL ISS SUSPENSIONS	191	181	200	179	168	181
OUT OF SCHOOL SUSPENSION						
DISOBEDIENCE/DISRESPECT-OSS	18	26	14	15	24	12
DISOBEDIENCE/TARDY-OSS	2	1	4	2	1	4
DISOBEDIENCE/TRUANCY-OSS	8	1	3	7	1	3
ELECTRONIC DEVICE - OSS	3	1	0	3	1	0
FIGHTING-OSS	25	14	8	24	14	8
GANG REPRESENTATION/WEAPONS-OSS	5	8	1	5	8	1
ILLEGAL ACT/U.I. ALCOHOL-OSS	5	4	6	5	4	6
ILLEGAL ACT/U.I. MARIJUANA-OSS	12	10	4	12	10	4
SATURDAY SCHOOL-OSS	36	23	41	35	20	40
THEFT-OSS	10	9	1	10	9	1
OTHER	0	1	6	0	1	6
	0	0		0	0	
YTD TOTAL OSS SUSPENSIONS	124	98	88	118	93	85

**Yearly Discipline Numbers – Aug thru Feb
ISS – Three Year Comparison**



**Yearly Discipline Numbers – Aug thru Feb
OSS – Three Year Comparison**



**Community High School District 94
157 W. Washington Street
West Chicago, IL 60185**

**Communications Committee Meeting
February 16, 2016
6:00 p.m.**

**West Chicago Community High School
Student Activity Center
Conference Room**

AGENDA

1. Cross reference the communication plan and assess input received from community
2. Update Communication Plan
3. Review the Staff Newsletter
4. Review the District logo
5. Graduate Survey
6. Adjournment

Community High School District 94
326 Joliet Street
West Chicago, IL 60185

Communication, Outreach and Engagement Committee Meeting

February 16, 2016

6:00 p.m.

West Chicago Community High School
Student Activity Center
Conference Room

Minutes

In attendance: Board members Dirk Gunderson, Kevin Kotche, and Renee Yackey, Dr. Doug Domeracki, and Becky Koltz

1. Cross reference the communication plan and assess input received from community

The detailed report from the April 25, 2015 Community Conversation was reviewed and cross-referenced with the Communication Plan. Communications concerns that the District has addressed were indicated in the report and reviewed with the committee.

2. Update Communications Plan

An updated Communications Plan was provided to the committee, highlighting work that has been done since the last update in October, 2015. There are still parts of the plan that have yet to be worked on but are slated for this year, such as Crisis Communications. With the increase of teacher/coach/student social media use, a need for a staff and student social media policy is most urgent.

3. Review the Staff Newsletter

The new staff newsletter, Cat Chat, debuted 1/7/2016. The most recent edition was provided to the committee for review.

4. Review the District logo

Dr. Domeracki brought to the committee several suggestions for rebranding the District. The logo chosen must be on every school and district publication to maintain a consistent brand. The school, clubs and activities may each have their own separate logo, however, so that the reader has no doubt that printed materials, signage, uniforms, t-shirts and anything else that represents the District belongs to the District, the chosen District logo must be used. The logo chosen is:



5. Graduate Survey

A committee was formed earlier in the school year to review the annual graduate survey and to find a way to garner contact information to be able to survey graduates one year out. The graduate survey has been finalized and was given to committee members for review. It will be administered online during class time to all current seniors in the spring.

6. Adjournment

Meeting adjourned at 6:55 p.m.



Community High School District 94

April 25, 2015

Analysis of Community Responses

Attendees:

1. Terry Mitchell Strom
2. Ron Benner
3. Christine Wells
4. Dave Sabathne
5. Karina Villa
6. Mike Wade
7. Tony Wdowiarz
8. Andrea Wdowiarz
9. Mark Yackey
10. Dennis Hughes
11. Kerry Lynn Hunter
12. Frank Lenertz
13. Susan Stibal
14. Lori Chassee
15. Dr. Gwynne Kell
16. Sue Hempe
17. Dan Hempe
18. Dr. Phil Erhardt
19. Tammy Mastroianni
20. Tony Zaputil
21. Karen Stott
22. Christina Davis

23. Sherry Bowne
24. Mayor Ruben Pineda
25. Barb Laimins

Students: (not all are listed)

1. Jenna Foreman
2. Marquise Johnson
3. Jacob Gillespie
4. Jason Arendt
5. Namita Patel
6. Aracely Cholula

Board of Education

1. Renee Yackey
2. Ruben Campos
3. Gary Saake

Staff:

1. Dr. Doug Domeracki
2. Dr. Moses Cheng
3. David Blatchley
4. Becky Koltz

Responses recorded during the reporting out of each group.

Question #1 - What is working well at this school?

Communication/Community Involvement

- Communication with community and students
- Website
- Student to student and student to teacher
- Parent
- Feeder schools
- Dedicated community involvement among other taxing bodies
- Pull in feedback and using the information
- Communication - recognizing students

Coursework/Programming

- Faculty and board listen to students, i.e. AP and journalism
- Teach students how to protest in the right way - teaching moments
- Rigorous curriculum
- Band program developing character traits
- Foreign language and exchange program
- WeGo in with Pride for freshmen develops pride in the school
- Engaging instruction
- AP course offerings
- Lots of opportunities for students - curricular

Facility

- Welcoming environment - photos and artwork around the building
- Increased and diverse offerings
- Facility upgrades/improvements
- Friendly, bright, welcoming building

Finances

- Strong financial position

Misc.

- Diversity is an advantage
- Board election was not opposed - must be doing a good job
- Personalized culture
- WeGo pride - alumni still carry it

Sports/Activities

- Kids are encouraged to get involved
- Student participation in activities in and out of school
- Athletic department - well organized
- Different athletic conference - more school pride and parents helping
- Lots of opportunities for students – extracurricular

Staff

- Balance of staff age-wise
- Faculty involvement - attending and supporting
- Special Olympics teacher support
- Teachers are not isolated and are friends
- Teachers available by email - easy to communicate with
- Outstanding teachers

Support Services

- Safe environment
- Counseling and career and course selection
- ROAR
- Special services
- Security is working

Technology

- 1:1 - Google classroom
- 21st century being established here

Question # 2 - What can we do better?

Communication/Community Involvement

- Better communication of improvements and new programming
 - eNews Community Chat began 1/15
- Student feedback and general feedback
- More proactive communication with realtors
- More positive press outside the community
 - Increased Daily Herald coverage
- More business support/partnerships - i.e. Viking pride in Geneva businesses
- Continue collaborations
- District newsletter mailing
- More involvement and recognition from the community - non-parents
- Overcome negative perception - not reality i.e. gangs and drinking
- Accentuate the great things
 - Increased newspaper coverage
 - Added Twitter
- Visibility of administration, foundation and board
- Consider including students of different needs in these events - include all who can voice an opinion
- More involvement from parents in these types of meetings - help their voice be heard
- Bring in younger kids to get comfortable
- Participate in activities of feeder communities

Coursework/Programming

- Number of classes lecture vs engagement
- PowerSchool - update more frequently - gaps of up to 2 months for grades
- College and career readiness and setting higher expectations
 - College & Career Center opened
 - Increased AVID sections
- Summer programs - students mentor a course or club
- Curriculum articulation with feeders - i.e. similar preparation
- Common core - most kids don't do homework - can retake tests in science and math

- Increase opportunities in arts and technology
 - Chromebook deployment
 - TSI Class
- More AP offerings for students - i.e. Foreign languages
- Be careful of tracking students so it doesn't segregate them
- More course offerings to allow students to mix and mingle
 - ROAR
- Higher expectations for all students
- Serve the needs of the kids who are not going to college
 - College & Career Center
- After school tutoring – group students by subject so teacher can better address needs
 - Internet Cafe
- Look at why students need to repeat classes

Facility

- Update bathrooms – student and staff
- Use of district facilities - LRC and career and college readiness

Sports/Activities

- Increase involvement in varsity sports
 - More sports publicity
 - Online registration

Staff

- Easier access to higher administrators - what is the process?
- Evaluations in general - student teachers teaching 3rd and 4th year language classes - difficulty
- How do administrators know the quality of our teachers?
- Better availability of teachers - after school, before school
- Reduce use of subs or use content specific subs

Support Services

- Increase opportunities for students to get help
 - **Support Services all in one area**
- Daily bullying on ethnicity and economics

Technology

- Consider technology when classrooms are redesigned
 - **Science and math renovations**

Question #3 - How are we going to work together (to solve issues and concerns)?

About the Conversation

- Form subcommittees of need topics
- After identifying needs, establish task forces
- Take this conversation to the community
- How to tap into smaller community groups to make them comfortable to come?
- How are students getting their voice heard?
- Create fun activities such as dodge ball tournament to develop comradery and ideas from students

Business Partnerships

- Stronger ties with the business world
- Establish communication between business owners and the school
- Share our needs with business so they can participate and support then acknowledge them once they have done that

Communication/Community Involvement

- Improve working with community groups
- Outreach to Hispanic community
- Increase of student voice inside and outside
- Joint website articulation among feeders
- Change the perception of the school of the whole - sports and records drive athletes away
- Invest in educating the community and pride
- All entities work together to get the word out to realtors and others about how great we are
- Communication with feeders about the high school at 3rd and 4th grades
- Recent alumni keeping them engaged - not going to read eNews - welcome them back
- Need to expand community outreach and engagement - celebrate success in all three towns

- Send parents and students to volunteer out in the community
- More two-way communication
 - **Twitter/Facebook/eNews**
 - **Dr. Domeracki's Face to Face mtgs.**

Coursework/Programming

- Create activities within the classroom to get input from all students about curriculum and opportunities
 - **Senior Exit Survey update**
- More classes that are engaging rather than lecture

Misc.

- Use of Foundations - reorganize them

Sports/Activities

- Mentor program for younger students (i.e. 6th graders) through National Honor Society or sports
- High school students as TA's for middle school summer programs

Staff

- Not every group who works here is involved
- Find a way for staff to give input without being here
- Bring back retired teachers to help in classrooms
- Communicate student feedback to administration to act on it

Support Services

- Set expectations for parents to become involved
- Create a feeder district student leadership team to address bullying and other issues

- Other language speakers – create parent advocate group to reach out to them - get them involved in translating and engaging – do not use children as translators
- Parents who don't know English can't communicate with a teacher who only speaks English - parent education for these parents - need a group of interpreters so

they can go around with the parents at parent-teacher conferences

- Parents and community members can help tutor
- Career night - Benjamin District 25 did one
- ROAR kids work with the middle schools

Question # 4 - What is the best way to communicate to *you*? (How to get the horse to drink?)

Community Outreach

- Go out into the community at different venues i.e. elementary schools
 - Dr. Domeracki's Face to Face mtgs.
- Use the new ARC center
- Attempt to reach all of our populations

Electronic Communications

- Twitter, Snapchat, Instagram, Facebook
- Email is the best vehicle
 - eNews, parents emails
- Blast key stakeholders so they can deliver it to their own groups - i.e. Chamber, churches, etc. - in their own effective ways
- Push the information - email is not right for all

Mailing

- Hard copy mailed newsletter once or twice a year

Misc.

- Make the invite letter less intimidating (reference to "community leaders")
- Develop a comprehensive communication plan
 - Completed and updated annually
- Tie print and social media
 - Posting Daily Herald's coverage of D94 on Facebook
- Alumni
- Age based
- Redundancy is important

- Use all available communication vehicles
- Autodial voice phone system - key meetings and events in both languages
- Get the news to people in the way they need it

Parents

- Parent night - less intimidating with a parent moderator
- Create educational opportunities for parents to learn to read

Signage

- Electronic signage – city and others
 - Using City marquee sign for events open to the public
- Use the one inside the ARC Center
- Use school and business marquees in both languages

Students

- Post things in the student center
 - New monitors throughout the building
- Students - social media
 - Twitter
- Students - school newspaper - lack of participation and funding
 - School newspaper club/online
- Student announcements - make sure teachers actually give the announcements
 - Announcements on website and posted on monitors in Commons



2015-2016
Marketing/Communications
Plan

Community High School District 94
West Chicago, IL 60185

Contents

Background.....	1
Research & Assessment.....	2
Goals.....	3
Target Audiences.....	4
Key Messages.....	5
Strategies.....	6
Objectives and Tactics/ Activities.....	7-19
Evaluation.....	20
Timeline/Person's Responsible.....	21

Background

A communications plan is a “working” document. It should be revised and adapted as objectives are accomplished and new communication challenges arise.

The National School Public Relations Association’s (NSPRA) public relations process – research, planning, communication/execution, and evaluation – includes the following components:

1. **Research and assessment**
of activities already in place, as well as needs and expectations
2. **Overall goals**
for the communication effort
3. **Audiences**
to be addressed by the plan’s activities
4. **Key messages**
and information to be presented to those audiences
5. **Strategies**
to achieve desired outcomes or changes in behavior
6. **Objectives**
to define the outcomes
7. **Tactics or activities**
to be implemented to accomplish those outcomes
8. **Person(s) responsible**
for those activities
9. **Evaluation**
of the activities and adjustments made as necessary

Research and Assessment

Current communication vehicles

School Culture Committee

- New touchstone developed
- Mascot (consistent image use)
- Slogan: Working together; Embracing diversity; Giving to our community; Owning our voice

Publications/Presentations

- Community Forums
- D94 Profile
- Programs of Excellence
- School Report Card
- Snapshot
- Student Handbook
- Top 10 Reasons to Choose CHS card
- Paw Print brochure

News/Information Vehicles/Internal Audiences

- Staff
 - All Staff Emails
 - Website - intranet
- Students
 - Daily announcements (also made available for parents on the website)
 - Bulletin Boards
 - Notices posted in Commons
 - Email - **new 1:1**
 - Cell phones?

News/Information Vehicles/External Audiences

- Electronic sign
- Website
 - News/Press Releases
 - BOE – Agendas, Briefs, Minutes
 - Event Calendar
 - Transparency pages
 - Athletic site
 - WeGo Drama site
- Parent emails
- Twitter
 - Activities has a separate Twitter account
- Facebook Page (two accounts – one set up by Andy Glowaty and one set up by Gary Saake)
- Community eNews to parents, students, and community members
- News Media/press releases
- Realtors
- Booster Clubs
 - Athletics
 - Music
- Educational Foundation
- West Chicago Community Calendar (on City of WC website)
- Civic Organizations (Lions Club, Rotary)
- West Chicago Alliance
- City of West Chicago Website/Newsletter
 - Merle Burleigh's blog

Overall Communication Goals

As recommended by NSPRA and PRSA, an effective communications plan has only a few overall goals (3-5). Community High School's overall communication goals are:

1. Strengthen the positive image of Community High School to gain community support and assist with recruiting students who might otherwise attend private schools
2. Engage internal and external stakeholders to take positive action to exhibit pride and trust in the school and district
3. Increase community outreach/relationship building with stakeholder groups
4. Meet the communication needs and expectations of internal audiences so they take pride and ownership in the school and district
5. Met the communication needs and expectations of external audiences so they feel involved and engaged in the school and district
6. Use technology (website, email, Twitter, Facebook, podcasts, YouTube) to ensure timely, efficient and effective communication

Hierarchy of Effective Communications

1. Face to face, 1 on 1
2. Small group (including food encourages participation)
3. Large group (including food encourages participation)
4. Phone
5. Personal letter or note
6. Mass notification systems
7. Computer generated letter (personalized)
8. Direct marketing
9. Affinity newsletter
10. Email, texting, video conferencing, web-ex (interactive)
11. Social media, mobile apps (interactive)
12. Websites, blogs, online surveys, digital interactivity
13. Trade publications and communications
14. Traditional news media
15. Videos, brochures, corporate publications, collateral materials
16. Advertising (print, radio, TV, social media, web)
17. Outdoor advertising – billboards, banners, feathers
18. Gizmos, gadgets, give-aways, freebies, skywriters

The goal is to bring people along a continuum to measurable action or behavior change:

Interest ➡ Awareness ➡ Evaluation ➡ Trial ➡ Adoption (or action)

Audience Identification

Internal Stakeholders

While the overarching goal of a communications plan is to influence external audiences toward support and advocacy, a comprehensive plan must begin with internal stakeholders to be sure they are aware of the organization's policies, programs, messaging, and activities.

Contracted employees, such as food service personnel and bus drivers, are classified as internal staff as they are considered "in the know" by external audiences. They must be fed with accurate information or they will be the purveyors of rumors and untruths. Community High School's internal stakeholder groups are:

- Board of Education members
- Certified Staff
- Administrators
- Support Staff
- Substitute Teachers
- Coaches
- Activity Sponsors
- Students (including student workers)
- Night School teachers and staff (GED and ESL)
- Contracted Staff
 - Security staff
 - Bus Drivers
 - Quest Food Service Staff
 - SASSED Staff
 - Student Teachers

External Stakeholders

- Parents of our students
 - Booster Club members (athletic and music)
- Grandparents of our students
- Foundation members
- Feeder district Board and Administrators
- Feeder district parents (primarily 6th - 8th graders)
- Police, Fire, ESDA, Cert and other first responders
- WeGones and other retired staff
- Alumni
- Community leaders
- Chamber of Commerce and businesses
- Government officials (State and local)
- Park District leaders and board members
- Civic/non-profit organizations/members
- Church/clergy
- Parochial, private and home-school organizers/institutions
 - Parochial, private and home-school parents
- Senior citizens
- Higher learning institutions
- Realtors and real estate developers
- Medical community – Cadence and West Chicago Alliance
- Non-English speaking citizens/families
- Economically disadvantaged citizens/families
- Neighborhood Associations
- Media (print, radio, television, web)

Key Messages

Determining what D94 needs to convey to its audiences and what those audiences want to know.

Suggested messages:

CHS D94 Board of Education, administration, and staff:

- are taking steps to enhance two-way communication with constituents.
- will improve the flow of information to and from those constituents.
- want external constituents to recognize they are committed to their mission of promoting and providing growth experiences in learning, leadership, and living.
- provide an environment that is safe and conducive to learning.
- view diversity as a strength.
- are transparent in the operations of the District and have an open-door policy.
- are preparing students to be college and career ready.
- offer a rigorous curriculum including AP classes and college dual-credit courses.
- offer a full complement of extracurricular sports and activities to engage students.

Strategies

- Develop a culture of communication in the school/district; emphasize a customer service mindset among all staff
- Project a clear, consistent voice throughout all communications channels, both internal and external
- Build relationships with elected officials/community groups in all feeder communities
- Use social media to convey positive messages
- Create new publications/videos to form a clearer understanding of Community High School
- Tout the top 100-200 students and the colleges they are attending
- Recruit and retain students both academically and athletically
- Recognize and promote excellence
- Explore student community outreach
- Parental engagement program(s) – also engage non-English speaking parents
- Capitalize on opportunities to invite the community in to our school
- Crisis Communications
- Update the district’s website – include a secure staff intranet
- eNewsletter – divide audiences, increase distribution, promote two-way communication
- Increase newspaper exposure by increasing press releases and building relationships with media staff
- Provide communications reflective of the languages represented
 - Student communications – separate by home language survey
 - Community communications - offer language preference?
- Encourage/promote face-to-face communication as often as possible

Objectives

Objective 1: Create a Culture of Communication at CHS

Objective 1.1

The school system will have a policy on communication

Tactics/Activities

- Work with the Board's Communication, Outreach and Engagement committee
- Conduct research to find model policies for reference
- Evaluate model policies
- Compose draft policy for review by Superintendent and Board committee
- Finalize policy and take to Board policy committee for consideration
- Take to full Board for approval
- Publicize adoption of policy to internal and external stakeholders

Objective 1.2 – Completed and Ongoing

The school system will have a policy on use of student names and photos in district communications

14-15: Opt out reverse permission system developed and implemented. Registrar is responsible for providing Communications Specialist with a list of names of students who have opted out.

Tactics/Activities

- Develop opt out form and include with enrollment and registration packets for 2014-15.
- *14-15: Opt out reverse permission system developed and implemented. Registrar is responsible for providing Communications Specialist with a list of names of students who have opted out.*

Objective 1.3 – Completed and Ongoing

The school system will have a Marketing/Communications Plan

Tactics/Activities

- The Marketing/Communications Plan (Plan) will be written as a comprehensive document
13-14: Initial document written
- After review, the Communication, Outreach and Engagement committee will make changes to the Plan as needed
- The Plan will be written and reviewed annually

Objective 1.4 – Completed and Ongoing

Project a clear, consistent voice throughout all communications channels, both internal and external

Tactics/Activities

- All press releases will be written/revised and released by the communications department
13-14: Most press releases written by Communications Specialist – exception: WeGo Drama
- All eNewsletters will be written/revised and released by the communications department
13-14: Community eNewsletter written and released bi-monthly by the Communications Specialist. To retain community member interest, email lists were divided so community members did not receive messages meant for parents only.
- The administration and staff will contribute to the outgoing messages from CHS
13-14: Administrators and staff contributed to outgoing messages via story ideas, quotes, and sample press releases. The superintendent contributed with regular articles in local newspapers.

Objective 1.5

Raise the level of awareness that staff members are ambassadors of the school district and have a direct impact on the positive or negative perception of CHS

Tactics/Activities

- Train staff members to understand they are considered internal experts of the school system
- Train administrators in effective communication strategies to use with staff and the public (spokesperson training)

Objective 2: Focus on Internal Communication

Objective 2.1 – Completed and Ongoing

CHS staff members will receive news and information before parents and the public

Tactics/Activities

- Staff will receive communications in advance of the public via email, memos from the superintendent, and communications from supervisors
13-14: Press releases are sent to staff prior to being sent to the media.
- Create an internal electronic newsletter for staff to be delivered once a month – can feature district news but more personal items as well
15-16: "Chat Chat" staff email newsletter began 2nd semester and is delivered twice a month.

Objective 3: Targeted Email Messaging

Objective 3.1 – Completed and Ongoing

Identification of communication vehicles to assist in targeting e-messages to parents and community members

Tactics/Activities

- SchoolReach is the communication vehicle used for messages targeted to parents
 - Messages can then be target to any specific group that is in PowerSchool
 - Includes identification of Spanish speakers
 - Messages also sent to staff

13-14: Both informational and emergency (school closing) messages were sent via email through SchoolReach. These messages were not sent to community members as they had been in the past. SchoolReach allowed the targeting of specific groups so the information was pertinent to the audience.

15-16: School Messenger will replace SchoolReach – Training and implementation in August, 2015

- Constant Contact will be the communication vehicle used for messages targeted to community members
 - Messages also sent to staff
 - Messages also sent to parents and students

13-14: The Community eNewsletter launched on 9/3/2014 and 17 issues were sent during the first year. Messages were emailed to community members, parents, students, and staff – in all, over 3000 email addresses (1093 parents, 923 community, 810 students, 327 staff). In addition, a “Board of Education News” email was created to notify all audiences of upcoming Board meetings and included a link to the agenda – 10 issues were sent the first year.

14-15: The eNewsletter became a weekly publication in March, 2015. A total of 24 issues were sent during this school year. All are archived on the District website.

Objective 3.2 – Completed and Ongoing

Parent, student, staff and community member email addresses will be kept in separate databases to enable targeting of messages

13-14: Email databases separated

Tactics/Activities

- PowerSchool houses current parent, student, and staff email addresses.
- Email address are downloaded from PowerSchool and uploaded into Constant Contact monthly for the Community eNewsletter.
- Constant Contact will house current community member email addresses
 - Constant Contact maintains a list of those who have opted out
 - Community members can add their email address to the database via the website or a text message

Objective 3.3 – Completed and Ongoing

The Community eNewsletter will be sent a minimum of 2 times per month to community members, parents, and staff during the school year.

13-14: 17 issues were sent in the first year

14-15: 24 issues were sent in the second year. The eNewsletter became a weekly publication on March 6, 2015.

Tactics/Activities

- News and information will be gathered from the superintendent, other administrators, other staff, press releases, flyers, notices, events and calendars
14-15: Weekly Division Head articles began January 16, 2015.
- eNewsletter will be formatted to show an introduction to each article, then a link to the balance of the article on our website
- Per superintendent directive
 - Fundraising may be included (i.e. restaurant nights)
 - Links to the Foundation and Booster Club may be included
 - Links to other departments may be included
 - Links to calendars may be included
 - Sales of “things” may not be included
- Create “Sports Shorts” section in eNewsletter to communicate quick sports news
14-15: Added Sports Shorts

Objective 3.4 – Completed and Ongoing

Increase number of eNewsletter email addresses in the community category

Tactics/Activities

- Solicit email addresses from the following groups directly or through administrator visits
 - Feeder district parents (especially 6th, 7th and 8th graders)
14-15: District 33 emailed subscription instructions to all parents
 - School board members from feeder districts
 - Other elected officials from feeder communities
14-15: Email addresses added for the following:
 - City/village administrators
 - City/village aldermen
 - Park board commissioners
 - Members of service clubs
 - Members of community organizations

Objective 3.5 – Completed and Ongoing

Increase opportunities for parents and community members to communicate with the District

- Include a block in the Community eNewsletter that reminds the audience that we would like to hear from them and how to contact us
13-14: Added contact section
14-15: Enlarged contact section
- Find other opportunities for external audiences to communicate with the District
 - Facebook
14-15: Likes increased from 950 to 1809
15-16: Likes increased from 1809 to 2332
 - Twitter
15-16: Twitter use began this school year – currently at 258 followers.
District-wide there are now 16 Twitter handles including:
WeGo Activities, WeGo Athletics, WeGo Chronicle, WeGo Counseling, WeGo Drama, WeGo FBLA, WeGo Info Tech, WeGo LRC, WeGo Pep Club, WeGo Photo, WeGo Poms, WeGo Pride, WeGo Snowball, WeGo Student Council, and WEGOSCIENCE

Objective 4: Maintain the District's Website

Objective 4.1 - Completed and Ongoing

Work with the Technology Department to maintain the district's website

13-14: *Worked with the Technology Director, Joe Neilon, to completely redesign the District's website. Content was migrated to the new site which was launched ahead of targeted February, 2014 completion date.*

14-15: *Ongoing*

Tactics/Activities

- Work with Technology Department to train staff as needed
- Monitor site for content looking for outdated content and consistent formatting
- Update home page event calendar as needed
- Update staff photo directory as needed
- Update home page photos a minimum of 2 times/year
- Create a section of the website to post "In the News" to highlight outside coverage
 - Scan copies of articles/links to articles
- Create a "Who can help me?" page for parents

15-16: *Added a "Who can help me?" section to "For Parents"*

Objective 5: Make WCCHS the School of Choice

Objective 5.1

Promote the positives of WCCHS so that parents and students choose to attend WCCHS rather than private schools for both academics and sports

Tactics/Activities

- Target 6th, 7th and 8th grade parents and students in all feeder districts
 - Send administrators to feeder Middle School events to promote WCCHS
 - Parent-Teacher Conferences in November
 - Other feeder events?
- 13-14: Developed "10 Great Reasons" card publication – administrators went to feeder middle schools during parent-teacher conferences to talk with parents and distribute the cards. Later in the year, the full color "Paw Print" publication was created, and distributed to all current 7th and 8th grade students in the 3 feeder districts.*
- 15-16: Created a handout for 8th grade parents inviting them to sign up for eNews and follow us on Facebook and Twitter. The counselors handed this out in person to each 8th grade parent when they met with them for course selection.*
- Create features on successful current WCCHS students and ask the appropriate feeder district to include them in their newsletters – Call them "Cat Tales"
 - 15-16: Share Student of the Month press releases with appropriate feeders and ask them to include in their publications*
- Invite 6th, 7th and 8th grade feeder parents and students to current WCCHS events
 - Sports
 - 15-16: Provide sports schedules to feeders – provide to feeder coaches of specific sports*
 - Activities and Drama Events
 - 15-16: Share activity press releases with appropriate feeders and ask them to include in their publications.*
- Create events specifically for 6th, 7th and 8th grade feeder students and parents
- Tout the credentials and accomplishments of faculty
 - 13-14: Included in Paw Print brochure (Get to Know WeGo)*
 - 13-14: Included "Wildcat P.R.I.D.E. "staff accomplishments in Community eNewsletter*

Objective 6: Crisis Communication Plan

Objective 6.1

Determine the role of the communications department as a part of the Crisis Response Manual

Tactics/Activities

- Review current Crisis Response Manual
15-16: Review D94 Crisis Response Manual
- Write a Crisis Communication Plan
15-16: Work with Antonio DelReal to develop a Crisis Communication Plan
- Implement Crisis Communication Plan
- Record and execute parent messages through SchoolReach
13-14: Many school closing messages were sent through SchoolReach using phone and email- Spanish translations done by Antonio DelReal (voice) and Lucy DelReal (written)
- Determine in what instances messages should be sent to student phones/email addresses
- Determine location of “Media Room” for crisis situations that include media presence
- Establish and maintain a clearinghouse for calls and requests from schools, the community, parents, and the media and refer those to the appropriate person or place.

Objective 6.2

Develop a portable communications workstation in case District Office or the school is unavailable

Tactics/Activities

- Locate nearby sources of WI-FI access
14-15: Use the list of free WiFi locations provided to students for Chromebook/homework use
- Laptop with access to District network and communications files in case network is unavailable
14-15: Communications Specialist has both a laptop and Chromebook
- Create “The Book” to be used in case of a technology blackout
15-16: Create the book
- Put together an emergency workstation backpack for use in a power outage or other disaster

Objective 7: Increase Use of Social Media

Objective 7.1

Increase the use of social media such as Facebook, Twitter, and YouTube to increase understanding of CHS

Tactics/Activities

- Superintendent blog
13-14: Created superintendent blog on new website – posting monthly
- Activate Facebook account
13-14: Facebook account access obtained – many events were posted
 - Determine what types of messages should be posted on Facebook
 - Determine if friend posting should be allowed on District page
 - Determine frequency of postings
 - Develop a plan to increase likes/followers*13-14: Likes increased from 782 to 950*
14-15: Likes increased from 950 to 1809
15-16: Likes increased from 1809 to 2332
- Activate Twitter account
15-16: Twitter use began this school year – currently at 258 followers.
District-wide there are now 16 Twitter handles including:
WeGo Activities, WeGo Athletics, WeGo Chronicle, WeGo Counseling, WeGo Drama, WeGo FBLA, WeGo Info Tech, WeGo LRC, WeGo Pep Club, WeGo Photo, WeGo Poms, WeGo Pride, WeGo Snowball, WeGo Student Council, and WEGOSCIENCE
 - Determine what types of messages should be posted via Twitter
 - Determine frequency of postings
 - Develop a plan to increase followers
- Determine how to use YouTube to promote CHS
15-16: Explore partnership with the Broadcast Communications class

Objective 8: Develop a Consistent Image/brand

Objective 8.1

All flyers, publications, and other external communications will be reviewed by the communications office prior to release

Tactics/Activities

- Develop a process for approval of external communications
- Develop a set of standards for external communications including translation expectations
- Offer distribution assistance
- Develop fill-in-the-blank templates for staff use (who, what, where, when, why)
- Be sure they are appropriately branded

Objective 8.2

District logos will be used consistently and old, outdated logos removed from use

Tactics/Activities

- Review district logos for current relevance
13-14: Communication committee reviewed many of the logos in use
14-15: Holding for school name change
15-16: Branding Committee formed to develop a consistent brand – Communication Committee to review
- Advise staff which logos are acceptable for use
- Train staff to resize logos (and all photos/images) by corners only to avoid distortion

Objective 8.3

Identify district colors and use consistently

Tactics/Activities

- Determine district colors
13-14: Pantone: PMS 648/#002b5e
Hex: 1D2951
RGB: 29, 41, 81
- Use consistently
13-14: In use in district publications and on the website
15-16: Work with all departments to use correct colors

Objective 8.4

Develop district-wide communication standards

Tactics/Activities

- Create email signature standards and away message standards
- Create phone message standards (including name and department)
- Create a brand use document and distribute to staff
 - Publish and distribute a document to staff outlining use of district colors, logos, etc.
 - Include language on email away messages
 - Include language on phone away messages
 - Include language on external communication approval process

Objective 9: Increase Parent Involvement

Objective 9.1

Increase parental involvement/engagement to insure student success

Tactics/Activities

- Identify parent involvement/engagement standards/expectations
 - Ask principal and assistant principals for input
- Work with existing parent committees to help increase their membership
- Identify a Spanish-speaking liaison to assist with recruitment/engagement of parents
- Consider ways to involve 6th, 7th and 8th grade parents early

14-15: District 33 emailed eNews subscription instructions to all parents

15-16: Work with other feeder districts to get their parents to subscribe to eNews – flyer provided at course selection appointments

Objective 10: Create District Publications

Objective 10.1

Create District publications to promote the positives and alter perceptions of CHS

13-14: *Publications created include*

- 10 Great Reasons to be a Community High School Wildcat
- Paw Print Brochure - "Get to Know WeGo"

Tactics/Activities

- Create a card handout highlighting 10 great reason to choose CHS
13-14: *Created 10 Great Reasons to be a Community High School Wildcat*
- Create a *Rumor or Reality* brochure to dispel myths/rumors
- Distribute publications to 6-8th grade parents at feeder middle schools
13-14: *10 Great Reasons to be a Community High School Wildcat distributed by administrators at parent/teacher conferences at all feeder middle schools*
- Distribute publications to community leaders
13-14: *Superintendent and Communications Specialist distributed publications to City of WC, Chamber, service clubs and other organizations*
- Create video and post on website to show what is beyond our doors
15-16: *Work with Broadcast Communication class.*
- Place an article in the Daily Herald annually listing where our graduates are going to college
- Create information sheets on common or difficult to understand topics – print and web
 - School funding
 - Budget
 - Facts about our school
 - FAQs
 - Unique programs/courses
 - School safety/crisis communications
- Reprint of Paw Print Brochure (Get to Know WeGo) must include quotes/testimonials from parents/students
15-16: *"Get to Know WeGo" brochure updated and reprinted. 5,0000 copies are available for distribution.*
- Research and design a table-top banner for travel use
15-16: *Research has begun*

Objective 11: Increase Community Outreach

Objective 11.1

Increase community outreach/relationship building with stakeholder groups

Tactics/Activities

- Become a regular contributor with local newspapers
 - Superintendent article in Daily Herald (monthly) 500 words
13-14: Published 6 articles
14-15: Published 9 articles
 - Superintendent article in Liberty Suburban Community Voice column (quarterly) 200-400 words
14-15: Published 5 articles
- Create new email address for PR - PR@d94.org
 - Give to coaches and activity sponsors to promote sports, events and activities
14-15: Provided new email address to coaches through Doug Mullaney
- Develop relationships with merchants by keeping them informed of early release days, late starts, etc.
- Look for opportunities to involve students with community groups and/or community events
- Meet with representatives of external stakeholder groups
13-14: Sent a packet to all realtors with current listings in our attendance area (244). Packet included a letter of introduction from Dr. Domeracki with some statistics about the District, and offered some tools to help them sell their listing. The tools enclosed were the Paw Print Brochure and 10 Reason Cards. Realtors were invited to contact Dr. Domeracki to meet with him or to tour the school.
- Provide a vehicle/opportunities for two-way conversations
13-14: Facebook page offers an opportunity to comment on posts
13-14: Receive comments and questions after eNewsletters go out
14-15: Community Conversation held April 25
15-16: Community Conversation data evaluated
- Submit articles about students related to specific community groups to be included in their newsletters
 - City of West Chicago
 - Feeder Districts
- Develop alumni communications – may be a form of current eNewsletter
- Contact Ramblin' Ray of US 99.5 – alumni of CHS. Determine how to promote CHS through him and/or the radio station
15-16: Ramblin' Ray named Distinguished Alumni – awarded in 2015. He continues to promote us on US99.
- Connect with District 33 and other feeders to coordinate communication efforts
13-14: Worked with Gina Steinbrecher at D33 to invite students to the LRCs Dare to Scare, to promote summer reading for incoming freshmen, and to promote our activities in her weekly e-newsletter.
- Create a "Virtual Backpack" portion of the website to post information on community events and activities
13-14: Under "For Community", the Community Events and Information section has had postings from non-profit organizations such as Cadence Health, WeGo Together for Kids, and Fermilab among many others.
- Create a historical center for artifacts of CHSD 94
 - Find alum or community person interested in preserving history
 - Provide a space to display items donated
 - Work with City Museum
- Investigate and bring forward a graduate follow-up survey
 - Send out a Member Needs Help request through INSPRA
14-15: Research done – project on hold
15-16: Committee formed. Graduate survey revised and put online. Every senior will take it online during a class. Email addresses are being requested to follow up with students in one year.
- Create outlets for communication from departments and key building administrators
14-15: Developed a weekly article schedule for division heads. Created "Community Chat" section in eNews to feature division/department head articles. Created "Sports Shorts" section in eNews.

Evaluation

- Technology
 - Google analytics for website traffic
 - 14-15: Average 70,000 visits per month since inception in 2/2014.*
 - 15-16: Average 53,000 visits per month since 2/2014. Lowest was 20,000 visits in July.*
 - Number of Facebook friends
 - 13-14: Likes increased from 782 to 950*
 - 14-15: Likes increased from 950 to 1809*
 - 15-16: Likes increased from 1809 to 2332*
 - Number of Twitter followers
 - 15-16: Followers increased from 220 to 258*
 - Number of eNewsletter subscribers
 - 13-14: 3093 eNewsletter subscribers*
 - 14-15: 4209 eNewsletter subscribers*
 - 15-16: 4686 eNewsletter subscribers*
- Staff Surveys
- Parent Surveys
 - 15-16: Parent communication survey conducted 12-9-15*
- Student Surveys
- Community Surveys



Cat Chat

Community High School District 94 Staff Newsletter

February 4, 2016

Bi-monthly Publication

Volume 1, Number 3

In This Issue

- Information Shortage
- Employee Spotlight
- HR-eLearning
- HR-Employee Asst.
- HR-Grad Cohorts
- Marketplace
- Recipe of the Week

Contact Us

Becky Koltz, Editor

District News

Information Shortage? by Becky Koltz

Help me be a better communicator to benefit the District!

Are there topics that parents repeatedly ask about? Heard rumors about something? Don't know where to find information? Please don't hesitate to contact me at bkoltz@d94.org if you know that staff members or parents can't find information they are looking for on our website, or if you wish to suggest a topic that needs to be addressed in an upcoming staff or parent communication. Thank you!

School News

No items this week.

Employee Spotlight

WCCHS Counselor **Gavin Engel** was recently featured in NIU Alumni News for the volunteer work he is doing as a mentor to an undergraduate NIU student. "Financial donations are great, but that's easy – you just write a check. With this experience, you are giving back so much more – your time, effort and expertise," said Engel.



Read the article at <http://www.myniu.com/blog/the-mentoring-connection/>.

HR Corner



I'm not a teacher. What do I do on an e-Learning Day?

The HR Department has posted information for e-Learning Days, including FAQ's and training options for certain non-certified staff groups. To learn more, [click here](#).

Be sure to log in to the website using your network login and password to view the documents.

Employee Assistance Webinars

Our employee assistance program provider, HMSA, offers monthly recorded webinars archived on their website so you can view them when you need them, when it's convenient for you.

This month's topic is in line with Valentine's Day: "Keeping Your Love Alive". Learn the 10 relationship essentials, how to cope with challenges and conflict, and how to balance communication styles while keeping your relationship fresh.

Visit www.my-life-resource.com and log in with:

Username: hmsa

Password: myresource



Application for 2016 Cohorts



Olivet Nazarene is hosting an Open House on Monday, February 8, 2016 to learn more about upcoming cohorts. Attend the Open House and your application fee is waived! [Click here to learn more](#). More will be posted in the future.

Be sure to log in to the website using your network login and password to view the info.

Marketplace



For Sale - 2009 Hyundai Elantra SE

One owner • 137,000 miles • FWD • Bluetooth • moonroof • heated front seats • new stereo w/usb connection • 29 mpg avg • non-smoking vehicle

Price: \$4500 OBO

Contact: alynch@d94.org 630-876-6446

Deal on Garmin Fitness Devices

Garmin Health & Wellness manager Allison (Stefancic) Swelin is offering District 94 staff a discount on Garmin Family Fitness vivo wearable devices. To receive your **35% off** personal promotional code, email Janelle Stefancic at jstefancic@d94.org. Limit 2 per person. Find the one that fits **your** lifestyle!

<http://explore.garmin.com/en-US/vivo-fitness>



vivofit vivosmart vivoactive

Offer expires March 4

Free Tax Preparation Services



For those who qualify, the Center for Economic Progress is providing free tax preparation services now through April 16, 2016 at Leman Middle School, 238 E. Hazel St., West Chicago.

For hours, contact info and more information, visit our [Community Events](#) web page.

Educator Appreciation at DePaul

Join the Blue Demons for Educator Appreciation Night at Allstate Arena on Thursday, February 25. Tickets are just \$10 or \$15 using promo code: TEACH. Groups of 20 or more receive scoreboard recognition. Visit www.DePaulBlueDemons.com or 773-325-7526.



Have information to share or an item to buy or sell? Email bkoltz@d94.org.

Recipe of the Week

What would Super Bowl Sunday be without appetizers? And how about a tasty one that is healthy as well? This week's recipe is from HMSA, our Employee Assistance Plan provider, via the Mayo Clinic. For more recipes, visit www.my-life-resource.com. Username: hmsa Password: myresource

Southwestern Potato Skins

A good source of iron, vitamin B-6, and fiber.

Serve with chunky salsa. Two tablespoons adds less than 10 calories!

- 6 large baking potatoes
- 1 teaspoon olive oil
- 1 teaspoon chili powder
- 1/8 teaspoon Tabasco sauce
- 6 slices turkey bacon, cooked until crisp, chopped
- 1 medium tomato, diced
- 2 tablespoons slices green onions
- 1/2 cup shredded cheddar cheese



Preheat the oven to 450°F. Lightly coat a baking sheet with cooking spray.

Scrub potatoes and prick each several times with a fork. Microwave uncovered on high until tender, about 10 minutes. Remove the potatoes from the microwave and place on a wire rack to cool. When cool to the touch, cut each potato in half lengthwise and scoop out the flesh, leaving about 1/4 inch of the flesh attached to the skin. (Save potato flesh for another meal.)

In a small bowl, whisk together the olive oil, chili powder and hot sauce. Brush the olive oil mixture on the insides of the potato skins. Cut each half of the potato skin in half again crosswise. Place the potatoes onto the baking sheet.

In a small bowl gently mix together the turkey bacon, tomato and onions. Fill each potato skin with this mixture and sprinkle each with cheese.

Bake until the cheese is melted and the potato skins are heated through, about 10 minutes. Serve immediately.

Have a great recipe to share with your co-workers? No, it doesn't ALWAYS have to be healthy! Email it to bkoltz@d94.org or send it to your supervisor to be included in the next edition on February 19.





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West Chicago Community High School Class of 2016 Exit Survey

This annual survey gathers responses from our graduating seniors to help us inform our current practices.

Your username (**bkoltz@d94.org**) will be recorded when you submit this form. Not **bkoltz**? [Sign out](#)

*** Required**

Please indicate what your plans are following graduation from high school: *

4-year University/College

2-year College

Business or Trade/Tech School

Armed Forces/Military

Full-time Employment

Other:

If you plan to enter the Armed Forces/Military, please indicate which branch: *

Army

Navy

Marines

Air Force

I am not planning to enter the Armed Forces/Military.

If you plan to continue your education, please indicate the college/school that should receive your FINAL TRANSCRIPT: *

By completing this survey I authorize WCCHS to release my FINAL YEAR-END TRANSCRIPT to the school of my choice listed below. (If you do not indicate where to send your final transcript, one WILL NOT be forwarded. There will be a \$5 fee per transcript sent after this time.)

Arizona State

Aurora University

Benedictine University

Bradley University

Butler University

College of DuPage

DePaul University

Eastern Illinois University

Elmhurst College

Illinois State University

Iowa State University

Judson University
 Loyola University
 Marquette University
 North Central College
 Northern Illinois University
 Northwestern University
 Olivet Nazarene University
 Purdue University
 Robert Morris University
 Southern Illinois University
 Taylor University
 University of Illinois-Champaign/Urbana
 University of Iowa
 Western Illinois University
 Wheaton College
 Do not send a transcript
 Other:

What is your intended major in college? *

Please enter "N/A" if you will not be attending college.

Which of the following MOST influenced you on your course selections during high school. *

Please select as many as apply.

One or more high school teachers
 One or more high school administrators
 My counselor
 One or more high school coaches
 Extracurricular activities
 Parent, relative or friend
 Career goal
 Other:

Please give us your opinion on the following statements: *

	Strongly Agree	Agree	Uncertain	Disagree	Strongly Disagree
WCCHS should put more emphasis on academics.					
WCCHS should offer more career training programs.					

Are there any courses you wish we offered? *

Enter the word "None" if you have no course suggestions

Please rate the school in the following areas: *
 Mark N/A if you did not participate in a specific area.

	Excellent	Good	Average	Poor	Failing	N/A
School counseling services for students						
Career and technical education programs (Business, Family & Consumer Science, Industrial Arts)						
Athletic programs						
Activity programs						
English courses						
Math courses						
Science courses						
Social Studies courses						
Physical Education courses						
Fine Arts courses (Music, Art, Drama)						
Foreign Language courses						

Please rate the following related to your overall school experience: *
 A=Strongly Agree, B=Agree, C=Uncertain, D=Disagree, E=Strongly Disagree

	A	B	C	D	E
GRADES assigned by teachers are based on projects as well as tests.					
This school makes me like to learn.					
Teachers and students here really trust each other.					
At this school the teachers tell the students what is expected of them.					

I am proud of this school.
At this school, it is very important to get good grades.
This school makes me want to study hard for good grades.
This school gives praise for good work.
Competition among students in this school is very high.
In this school, we hear about what the students do right, not their mistakes.
I feel like I belong in this school.
If I had a conflict I feel there were people available to assist me in handling that conflict.
Teachers at this school treat students with respect.
In this school, we are encouraged to try new things.
This school has many talented teachers.
This school has many talented students.
Help was available to me academically, outside of the class.
The 1:1 learning environment assisted me in achieving academically.
Please rate the following related to Counseling Department and Dean's Office: * A=Strongly Agree, B=Agree, C=Uncertain, D=Disagree, E=Strongly Disagree
<div>A</div> <div>B</div> <div>C</div> <div>D</div> <div>E</div>
My counselor is patient and courteous.
My counselor knows me fairly well.
My counselor is good about getting back to me when I leave a message.

If I had a problem, I believe my counselor/dean would treat me fairly.

My counselor/dean/social worker is available to see me most of the time.

I feel comfortable going to my counselor/dean/social worker if I need some help.

I used the Career Cruising internet program and found it useful.

My counselor knows the course offerings in our school curriculum.

My counselor knows which courses I need for graduation and my post high school plans.

What support do you wish you had during the time you were in high school that you didn't have? *

Type "None" if you do not have a response.

//

Are you registered to vote? *

Yes

No

I don't know

We plan to send you a survey to complete a year from now. What is an email or phone number that you plan to maintain so we can contact you a year from now? *

Please enter your name. *

Please enter your ID number. *

Send me a copy of my responses.

Never submit passwords through Google Forms.

Powered by



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**West Chicago Community High School
District 94
326 Joliet Street
West Chicago, IL 60185**

**HR COMMITTEE
February 16, 2016
6:00 P.M.
Counseling Conference Room**

AGENDA

Begin at 6:00 P.M.

- 1. Special Education**
- 2. Teladoc**
- 3. AppliTrack**
- 4. Staffing**

End at 7:00 P.M.

Human Resources Committee

West Chicago Community High School
326 Joliet Street
West Chicago, IL 60185

Date: February 16, 2016

Call to order: 6:00 PM

Adjourn: 6:50 PM

Attendance: Moses Cheng, Danielle Welch, Kathe Doremus, Ruben Campos, Rich Nagel, and Dave Blatchley

Topic	Summary	Discussion	Direction
Special Education Staffing Recommendations for 2016/17	Danielle Welch presented an overview of the Social Emotional Needs of students in Special Education along with the Transitional/Vocational support required.	The presentation covered these topics:	The Board requested additional information on the following:
		IEP numbers for the last three years	Historical data on the number of students with IEPs
		Students outplaced over the past three years	What are the reasons students have been outplaced, how much money have we spent on outplacing students, and how much flexibility do we have with Medicaid funding in general?
		Transition/Vocational support in light of staff voluntary termination	A job description was requested for this replacement position
		Social Emotional Needs of our students and how the Center is fulfilling some of that need; however, we believe	A job description was requested for this additional Social Emotional request

		our current staffing model needs to be adjusted	
--	--	---	--

HUMAN RESOURCES COMMITTEE MEETING

*Community High School District 94
February 16, 2016*

AGENDA

- SPED
- Teladoc
- AppliTrack
- Staffing

TELADOC

- **What is it?**
 - Largest provider of telehealth medical care and consults via phone , video and mobile app
 - Resolving patient issues, delivering client ROI
 - Delivered more than 1 million physician consults
- **How does it work?**
 - Provide 24x7, on demand access to board-certified doctors
 - Diagnose, treat and prescribe medications (if necessary) for common health issues
 - Includes general medicine, behavioral health and dermatology; expanding to chronic and wellness care
 - Prevent unnecessary ER/UC visits to more cost-effective mode of care

TELADOC

- Arkansas is the only state not supporting video or phone visits
- Teladoc top diagnoses
 - Sinus problems, Urinary tract infection, Bronchitis, Upper respiratory infection, Allergies, Flu, Cough, Ear infection, Dermatology
- ROI
 - 21,000 employees in EBC
 - Employee utilization of 3.4% or 708 consults is the breakeven point for the coop

TELADOC PROPOSAL & EBC'S POSITION

- If the full Board votes to implement Teladoc for 7/1/16, it will be put in place for all EBC plans except HSA plans
- For non-HSA plans, this program will function totally separate from the PPO and HMO plans
- The fee for each Teladoc service will be paid by the EBC out of working cash, so it will not be part of the claims experience
- If HSA plan uses Teladoc, it would be integrated into the HDHP PPO plan, and the fee for Teladoc services (\$45 per consult) would be paid by the member until the deductible is met
- Once the deductible is met the member would pay 20% until the OOP is met, then after that, it would be at no cost during the remainder of that calendar year

NEXT STEPS

- Present to the Insurance Committee for approval in April

APPLITRACK

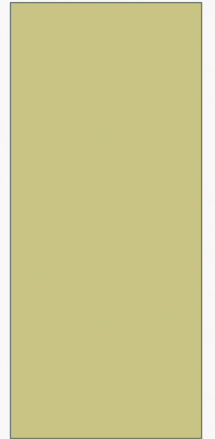
- **We moved to our standalone site last summer and exited from the consortium with Districts 25, 33, and 34**
 - This gave us control over AppliTrack Recruiting (interview pipeline, job requisitions) and the e-Forms
- **Our current AppliTrack suite includes**
 - AppliTrack Recruiting, Aesop, AppliTrack Fit, Employee Records Management (e-Forms and automated workflow), and K12JobSpot
- **Additional AppliTrack offerings**
 - My Learning Plan
 - LMS
 - Employee Evaluation Management
 - Evaluator Training and Calibration
 - Veritime

STAFFING

- World Languages Clerk
- Sectioning
- SPED recommendations

SPECIAL EDUCATION DEPARTMENT PLAN

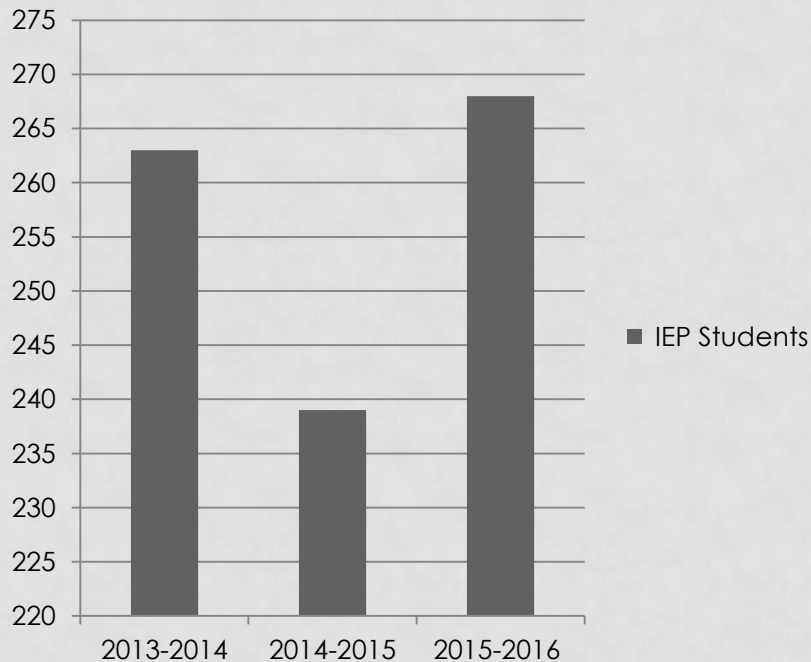
DR. DANIELLE WELCH,
DIRECTOR OF SPECIAL EDUCATION



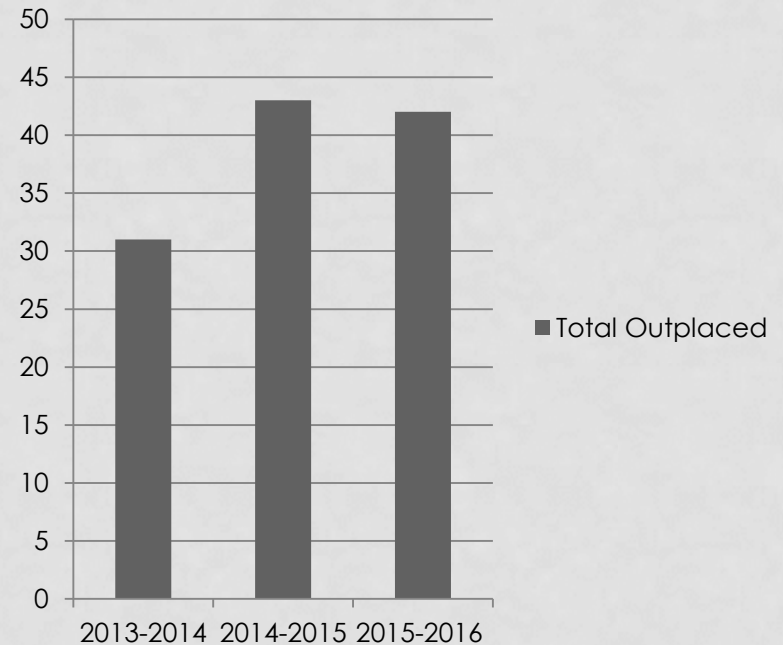
DEMOGRAPHIC INFORMATION

Increases in the special education population and students needing a more restrictive environment have occurred.

IEP Students

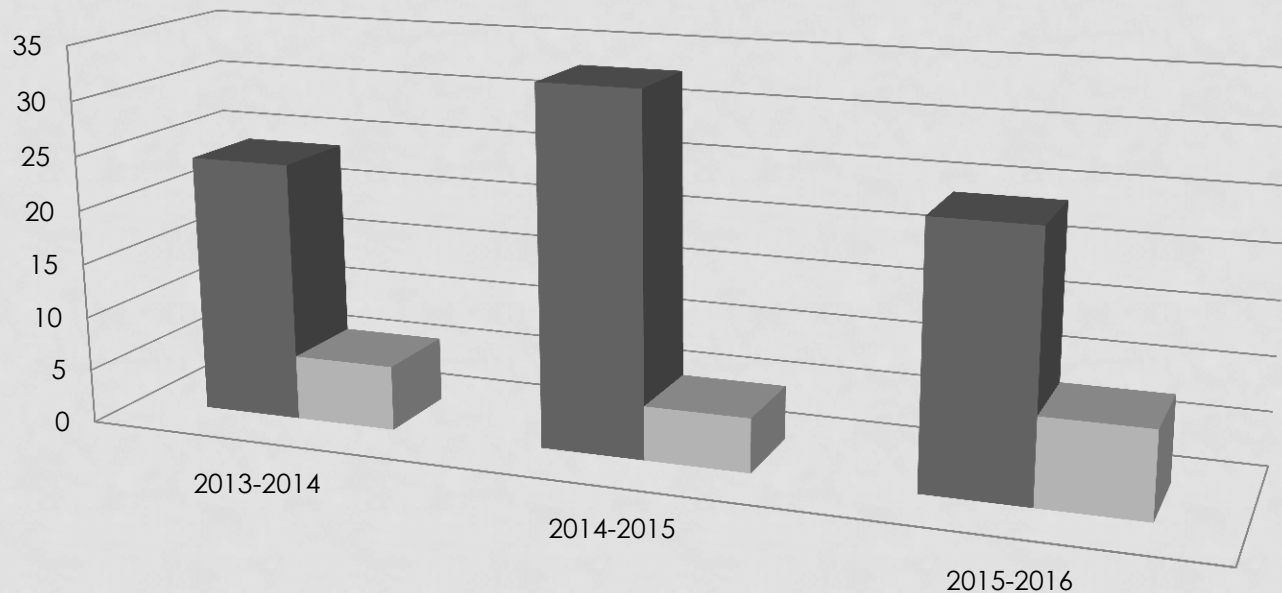


Total Outplaced




STUDENTS IN NEED OF SOCIAL EMOTIONAL SUPPORT ARE MORE LIKELY TO BE OUTPLACED.

Students Outplaced by Need



	2013-2014	2014-2015	2015-2016
■ Therapeutic (Emotional and Behavioral)	24	33	24
■ Multineeds	6	5	8

2015-2016 INITIATIVES

- 
- Dedicated space for students in need of emotional support
 - The Center Program Development

SPECIAL EDUCATION STUDENTS WITH SOCIAL EMOTIONAL NEEDS ARE INCREASING.

- Academic and social-emotional learning are deeply mutual. Intensive behavioral and emotional health interventions have impact on student academic performance and minimize the risk of social failure.
- Students with behavioral issues do not become less disruptive when excluded from appropriate settings, quite often they become more disruptive.

INITIATIVE 1. DEDICATED SPACE FOR STUDENTS IN NEED OF EMOTIONAL SUPPORT ROOM #253 TRANSFORMATION



INITIATIVE 2. THE CENTER PROGRAM DEVELOPMENT

- The Center Program is a long-term, supportive therapeutic environment within home-school setting.
- Improve students' decision-making, interpersonal management skills and social awareness.
- Increase student options to be educated in the least restrictive environment.

Social & Emotional Learning Core Competencies



TRANSITION FOR SPECIAL EDUCATION STUDENTS

- All students with an IEP are legally required to have a transition plan.
- A Transition Plan is a coordinated set of activities to bridge and improve the child's movement from school to post-school activities. Post secondary activities include:
 1. post-secondary education
 2. vocational education
 3. integrated employment (supported employment)
 4. Continuing adult education
 5. Adult services
 6. Independent living
 7. Community participation

TRANSITION PROGRAM

- Housed in the high school for students who need additional support in:
 1. Life skills
 2. Daily living
 3. Community
 4. Recreational/leisure
 5. Vocational Training

Students age out of this program the day before their 22nd birthday.

WEST CHICAGO TRANSITION SUPPORT

Currently, a Transition Social Worker is an hourly employee. Also, a Special Education Teacher is dedicated two periods as a Vocational Specialist.

- Linkage to adult service agencies

- Develops partnerships with job sites

- Educates students on job appropriate skills

RECOMMENDATION MOVING FORWARD

- Merge the Transition Social Worker position with the Vocational Specialist. Currently, Transition Social Worker is an hourly employee. The position requires her to work 40 hours a week and a special education teacher is dedicated two periods as Vocational Specialist. Increase the Vocational Specialist position from a .2 to a 1.0 position.
- 1.0 Social Worker position would focus on students with social emotional needs. Currently, students with social emotional needs are an increasing special education population and also, a population more likely to be serviced in out of district programs.

BIG PICTURE IDEAS: WHERE DO WE GO FROM HERE?



- How do we utilize our leadership, programming and staff to create the most beneficial and cost-effective student programming?



QUESTIONS?

Field Trips, Student Travel and Optional Student Travel Prior Approval Form

Trip Name: Spain Exchange – Spring 2017

Trip Destination: Sorfa, Spain - Nuestra Señora del Pilar, Escolapios

Trip Dates: March 2017 to April 2017 (tentative dates March 22 – April 3)

Person/Entity Organizing, Conducting, or Sponsoring Trip: World Languages Department – Sarah Gill (Coordinator)

Distance Between School and Destination: 4206 miles

Rationale for Trip: This trip provides students with a Spanish language immersion and cultural exchange through a homestay experience. Students will attend classes at the host school and experience some of Spain historical/cultural destinations.

All Field Trips, Student Travel, and Optional Student Travel must have the Superintendent or designee's prior approval, except that Field Trips, Student Travel, or Optional Student Travel beyond a 250-mile radius of Community High School must have the prior approval of the Board of Education.

Requests for Field Trips (regardless of the location or duration of the trip) must be submitted for approval at least fourteen (14) days prior to the date of the proposed trip.

Requests for Optional Student Travel within a 250-mile radius of Community High School must be submitted for approval not less than forty-five (45) days before the trip is scheduled to begin.

Requests for Student Travel and Optional Student Travel beyond a 250-mile radius of Community High School must be submitted for approval not less than ninety (90) days before the trip is scheduled to begin.



Teacher Signature

2/25/16

Date



Division Head Signature

Date



Principal Signature

2/26/16

Date

Superintendent Signature

Date

Field Trips, Student Travel and Optional Student Travel Prior Approval Form

Trip Name: **National LifeSmarts Championship**

Trip Destination: **Denver, CO**

Trip Dates: **April 9-12, 2016**

Person/Entity Organizing, Conducting, or Sponsoring Trip: **Nancy Blume, LifeSmarts Coach**
Donna Durbin

Distance Between School and Destination: **978 miles**

Rationale for Trip: **West Chicago Team won the State Championship and will represent Illinois at the National LifeSmarts competition.**

All Field Trips, Student Travel, and Optional Student Travel must have the Superintendent or designee's prior approval, except that Field Trips, Student Travel, or Optional Student Travel beyond a 250-mile radius of Community High School must have the prior approval of the Board of Education.

Requests for Field Trips (regardless of the location or duration of the trip) must be submitted for approval at least fourteen (14) days prior to the date of the proposed trip.

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Requests for Student Travel and Optional Student Travel beyond a 250-mile radius of Community High School must be submitted for approval not less than ninety (90) days before the trip is scheduled to begin.

Nancy Blume *2/24/16*

Teacher Signature Date
[Signature] *2/26/16*

Principal Signature Date

[Signature] *2/24/16*

Division Head Signature Date

Superintendent Signature Date

COMMUNITY HIGH SCHOOL

District 94

MEMO

TO: Board of Education

FROM: Gordon Cole

RE: Pool Repair Project

DATE: 3-10-19

This project consists of replacing the above ground piping between the filter and the heat exchanger. This pipe is original from 1978. In the past 2 years we have a couple of failures. A redundant pump will be installed. The chemical infusion system and controls will be modernized and old piping will be demoed. In addition a new sewer line will be installed from the filter room out to Joliet street. The project has been reduced in scope since originally discussed. A stand alone boiler will not be part of the project. The cost savings would be marginal with virtually no payback potential. There would have to be a new 3 inch gas line installed. The current line within the building does not have the capacity to handle the size boiler that it would have to be.

COMMUNITY HIGH SCHOOL

District 94

MEMO

TO: Board of Education

FROM: Gordon Cole

RE: Cafeteria Enhancement Project

DATE: 3-10-19

This project consists of a base bid and two alternates. The base consists of replacing the serving area floor with an epoxy finish, replacing the lights and ceiling and painting. Alternate 1 covers the area immediately outside of the serving area. It also consists of new flooring, ceiling and lighting. Alternate 2 consists of new ceiling and lighting in the remainder of the commons area.

Bids were received on March 8th with 6 contractors submitting bids. The low bidder is ATP Enterprise Group. The base bid is for \$139,000 and alternate 1 is for \$34,000. Alternate 2 is for \$173,000.

It is our recommendation to proceed with the Base and Alternate 1. The cost of alternate 2 is prohibitive at this time.

Attached is a letter of recommendation from our architect as well as the bid tabs.



March 9, 2016

Mr. Gordon Cole
Community High School District 94
157 West Washington Street
West Chicago, Illinois 60185

Re: W Chicago Community High School
Cafeteria and Serving Line Remodeling
Bid Recommendation

Dear Gordon,

On March 8, bids were received for the Cafeteria and Serving Line Remodeling project. The Base Bid work includes the complete renovation of the existing Serving Line and Snack Line areas – epoxy resin flooring, painting walls, new ceilings, lighting and two new swinging doors to the Snack Line to replace the coiling doors. Also included in the Base Bid is the new ceiling and lighting in the hallway portion of the cafeteria immediately outside of the serving lines and re-painting the entire Cafeteria. Alternate 1 is the new flooring in the hallway portion of the cafeteria. Alternate 2 is the remaining ceiling and lighting area in the Cafeteria.

Six contractors submitted bids. The lowest bidder is *ATP Enterprise Group* with a Base Bid of \$139,000. It was determined that Alternate 2 will definitely not be completed so with Alternate 1 included *ATP Enterprise Group* is still the low bidder. We have reviewed the scope of work with them and although they missed painting the cafeteria in their bid and did not acknowledge Addendum 2 they are willing to honor their Bid (and still paint the cafeteria).

Our recommendation is to accept *ATP Enterprise Group* Base Bid and Alternate No 1 for a total of \$173,000. If you have any questions or need any additional information, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink that reads 'William Templin'.

William Templin, AIA

Enclosure

Cafeteria & Serving Line Remodeling at West Chicago High School District 94
 Project #2015.20
 March 8, 2016 at 2:00 p.m.



BID TAB

Contractor	Bid Bond	Add #1	Add #2	Base Bid	Alt #1	Alt #2	Total Base Bid + Alt 1
Builders Land, Inc.	✓	✓	✓	\$173,900	\$16,128	\$156,887	\$190,028
ATP Enterprise Group	✓	✓		\$139,000	\$34,000	\$273,000	\$173,000
K.M. Holley Const. Co.	✓	✓	✓	\$213,670	\$24,755	\$225,269	\$238,425
Manusos General Contracting	✓	✓	✓	\$222,000	\$31,367	\$255,250	\$253,367
Expedia Construction	✓	✓	✓	\$173,000	\$21,000	\$211,000	\$194,000
The Dubs Co.				No Bid			
L.J. Morse Const.	✓	✓	✓	\$190,880	\$17,100	\$227,890	\$207,980

Alternate No. 1: New flooring in the Hallway area of the Cafeteria as noted on the drawings (including demolition of existing flooring).

Alternate No. 2: New ceilings, light fixtures, mechanical diffusers and reinstallation of all existing fire alarm and technology devices in new ceiling in Cafeteria area as noted on drawings (including demolition of existing ceilings and lights).

FEE SCHEDULE 2016-17

				Per Student	Family Maximum
REQUIRED FEES:					
REGISTRATION & FEES					
Includes registration, course fees, student activity pass, chromebook rental.					
New for 2015-16 regular and PE locker locks.					
FRESHMAN				273	546
Also Includes Physical Education T-shirt and 2 locker locks					
SOPH, JR., SENIOR		267	534	255	510
Drivers Education - Behind the Wheel Fee				300	
Athletic / Activity Participation Fee					
Athletics	Per student per sport - subject to Family Maximum			100	300
Activities	Per student per activity - subject to Family Maximum				
IHSA Sponsored	Chess, Speech, Cheer, Poms,ISHA Drama & Scholastic Bowl			100	300
Graduation Fee				20	
OPTIONAL FEES:					
Chromebook Insurance					
\$50 Deductible				30	
Parking Fee - All Lots - Per Semester				100	
Cap & Gown (estimated)	payable to vendor			25	
Yearbook					
At registration	Prior to December 31		55	45	
After January 1			65	55	
After Yearbook Delivery			75	65	
Physical Education T-Shirt (replacement)				6	
Locker Padlock (replacement)				6	
Transcript Fees				5	
Express Transcript Fees				20	
EVENT FEES:					
Athletic Event Admissions (Upstate Eight or ISHA will supercede)					
Student				3	
Adult				5	
Annual Athletic Family Pass				50	
Drama Productions:					
Student				5	
Adult				8	
Season Subscription					
Student				9	
Adult				15	

COMMUNITY HIGH SCHOOL

District 94

MEMO

TO: Board of Education

FROM: Gordon Cole

RE: Chiller Condenser

DATE: 3-10-19

The building has 2 chillers, a 600 ton and a 300 ton, both installed as part of the 1998 addition. The 600 ton is the primary unit providing air conditioning to the entire building. The 300 ton is used as backup as well as during extended high temperature spells. Part of the system consists of condenser units, one for each chiller. The large condenser consists of 423 half inch copper tubes approximately 12 feet long. These tubes segregate the water from the refrigerant. The district began inspecting these tubes in 2009 to detect scale build-up and corrosion. The initial test identified several tubes with degradation of up to 25%. As the years have gone by, the amount of corrosion reached 40% last year. This year's test was conducted recently and 8 tubes were identified at 50% degradation. None of these tubes were previously identified with any degradation.

The concern is that if one of these tubes begins leaking and the water and the refrigerant mix, it will create serious problems. The chemical reaction of the refrigerant and water is that it turns to acid and begins eating away at the aluminum components within the system. This could result in \$500,000 to \$600,000 in damage.

The need for the tube replacement has been on our list, but we did not think it would be necessary for several more years.

The large chiller is currently out of service, with the cooling of the building being managed by the small chiller. This should suffice for the near term, but will not sustain a comfortable environment when temperatures get to the 70's and 80's especially when night temperatures also begin to rise.

The proposal from Trane, the original equipment manufacturer, is for \$65,378 to replace all 423 tubes. Work would be completed within 30 days and the system will be operational for most of April and May. Funding for this will come from capital monies in the Operations and Maintenance Fund.

Attached are the Trane Proposal as well as a summary report and the full current inspection report.

COMMUNITY HIGH SCHOOL

District 94

MEMO

TO: Board of Education

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Attached are the Trane Proposal as well as a summary report and the full current inspection report.



Proposal

The Trane Company

Prepared For:

Gordon Cole
Mike Tang

Job Name:

West Chicago High School
326 Joliet Street
West Chicago, IL. 60185
US Communities 30-191247-16-001

Payment Terms: N30

Delivery Terms: FA-PPD

Date: February 23, 2016

Prepared By:

Jason Jellison
Account Executive
The Trane Company
7100 Madison St.
Willowbrook, IL 60527-5505

Phone: (630) 734-6150

Fax: (630) 323-7480

Project Name: West Chicago High School CVHF CDS Retube

Equipment Type: Centrifugal		
MFG	Model Number	Serial Number
Trane	CVHF064	L98M07364

Scope of Work:

- Remove refrigerant from chiller.
- Dehydrate condenser tubes prior to removal.
- Supply new tubes for the entire condenser section of the above referenced chiller.
- New tubes will be OEM specification copper tubes.
- Pull all (423) condenser tubes.
- Inspect the inside of the condenser bundle for damage and corrosion.
- Roll-in new tubes per manufacturers specification).
- Leak check all work including the entire chiller (advise customer of any additional repairs beyond the scope of this project).
- Evacuate chiller down to 500 microns.
- Perform 12 hour standing vacuum rise test and again after 24 hours.
- Disposal of scrap tubes (property of The Trane Company).
- Charge the chiller with the correct amount and type of refrigerant (Additional refrigerant as required is not included in the cost of this project).
- Rig and install condenser heads and piping.
- Pull a refrigerant sample and analyze.
- Provide baseline ECTA for new condenser tubes complete with report and evaluation.
- Discuss findings and advise customer.

Project Price: \$65,378.00

Not Included:

- Pricing includes mentioned items (retube) only.
- US Communities Coop contract 30-191247-16-001
- Customer will be alerted of any additional work/components necessary above and beyond the above scope
- The Trane company is not responsible for any problems found that are associated with the age/condition of the unit.
- Removal & replacement of any piping that may restrict access
- Clear access
- Any required scaffolding
- Any required gaskets
- Anything not included in this scope.

Thank you for this opportunity to be of service. Please let me know if I may provide anything further to help the success of this project.

TRANE CHICAGO SERVICE

Jason Jellison
Account Executive

Acceptance of Proposal By

Customer: _____

Signed By: _____

Title: _____

Date: _____

Purchase Order: _____

**** This proposal is subject to the attached Terms and Conditions ****

TERMS AND CONDITIONS – QUOTED SERVICE

"Company" shall mean Trane U.S. Inc. for Services performed in the United States and Trane Canada ULC for Services performed in Canada.

1. **Acceptance; Agreement.** These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the services (the "Services") on equipment listed in the Proposal (the "Covered Equipment"). COMPANY'S TERMS AND CONDITIONS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon the Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to provide Services in accordance with the Proposal. If Customer does not reject or object in writing to Company within 10 days, the Company's counter-offer will be deemed accepted. Customer's acceptance of the Services by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Services rendered by Company to the date of cancellation.

2. **Services Fees and Taxes.** Fees for the Services (the "Service Fee(s)") shall be as set forth in the Proposal and are based on performance during regular business hours. Fees for outside Company's normal business hours and any after-hours services shall be billed separately according to then prevailing overtime or emergency labor/labour rates. In addition to the stated Service Fee, Customer shall pay all taxes not legally required to be paid by Company or, alternatively, shall provide Company with acceptable tax exemption certificates. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due.

3. **Payment.** Payment is due upon receipt of Company's invoice. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due or otherwise enforcing these terms and conditions.

4. **Customer Breach.** Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice declaring termination, upon which event Customer shall be liable to the Company for all Services furnished to date and all damages sustained by Company (including lost profit and overhead): (1) Any failure by Customer to pay amounts when; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement.

5. **Performance.** Company shall perform the Services in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Services. Company is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company. Company may refuse to perform any Services or work where working conditions could endanger property or put at risk the safety of people. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Services begin, Customer will provide any necessary access platforms, catwalks to safely perform the Services in compliance with OSHA or state industrial safety regulations.

6. **Exclusions.** Unless expressly included in the Proposal, the Services do not include, and Company shall not be liable for, any of the following:

- (a) Any guarantee of room conditions or system performance;
- (b) Inspection, operation, maintenance, repair, replacement or performance of work or services outside the Services;
- (c) Damage, repairs or replacement of parts made necessary as a result of the acts or omission of Customer or any Event of Force Majeure;
- (d) Any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the premises before the effective date of this Agreement ("Pre-Existing Conditions") including, without limitation, damages, losses, or expenses involving a Pre-Existing Condition of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi; and
- (e) Replacement of refrigerant is excluded, unless replacement of refrigerant is expressly stated as included with the Proposal.

7. **Warranty.** Company warrants that: (a) the material manufactured by Company and furnished hereunder is free from defects in material and manufacture for a period of 12 months from the earlier of the date of equipment start-up or replacement and (b) the labor/labour portion of the Services is warranted to have been properly performed for a period of 90 days from date of completion (the "Warranty"). Company obligations of equipment start-up, if any are stated in the Proposal, are coterminous with the Warranty period. Defects must be reported to Company within the Warranty period. Company's obligation under the Warranty is limited to repairing or replacing the defective part at its option and to correcting any improperly performed labor/labour. No liability whatsoever shall attach to Company until the Services have been paid for in full. Exclusions from this Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Company; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Some components of Company equipment may be warranted directly from the component supplier, in which event this Company Warranty shall not apply to those components but shall be pursuant to the warranty given by such component supplier. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer.

THE WARRANTY AND LIABILITY SET FORTH IN THIS SECTION ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. UNLESS EXPRESSLY WARRANTED IN WRITING FOR CERTAIN HUSSMANN BRANDED EQUIPMENT, COMPANY MAKES NO REPRESENTATION OR WARRANTY EXPRESS OR IMPLIED REGARDING PREVENTION BY THE SCOPE OF SERVICES, OR ANY COMPONENT THEREOF, OF MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. COMPANY SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE SCOPE OF SERVICES OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS. THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

8. **Indemnity.** Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of the indemnifying party, and/or its respective employees or authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses, or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

9. **Limitation of Liability.** NOTWITHSTANDING ANYTHING TO THE CONTRARY, NEITHER PARTY SHALL BE LIABLE FOR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, PRODUCT LOSS, LOST REVENUE OR PROFITS), OR PUNITIVE DAMAGES WHETHER CLAIMED UNDER CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER LEGAL THEORY OR FACTS. Should Company nevertheless be found liable for any damages they shall be limited to the purchase price of the Services for one location over a 12 month term. IN NO EVENT SHALL SELLER BE LIABLE FOR ANY DAMAGES RESULTING FROM MOLD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR OTHER CONTAMINATES OR AIRBORNE BIOLOGICAL AGENTS.

10. Asbestos and Hazardous Materials. Company's services expressly exclude any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos or other hazardous materials (collectively, "Hazardous Materials"). Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for any claims, liability, fees and penalties, and the payment thereof, arising out of or relating to any Hazardous Materials on or about the premises, not brought onto the premises by Company. Company shall be required to resume performance of the services only when the affected area has been rendered harmless.

11. Insurance. Company agrees to maintain the following insurance during the term of the contract with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

12. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon ten (10) days notice to Customer, in which event Customer shall pay Company for all parts of the Services furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; lightning; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor disputes; labor or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

13. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Services are performed. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Services are performed. To the extent the premises are owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. Except as provided for Service Fee adjustments, this Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, without the written consent of Company. Subject to the foregoing, this Agreement shall bind and inure to the benefit of the parties hereto and their permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original. No modifications, additions or changes may be made to this Agreement except in a writing signed by Company.

14. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor which complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 and Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

15. U.S. Government Contracts.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement / Purchase Order are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Services are in connection with a U.S. government contract, Customer agrees and hereby certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to contractor's Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the Services that are the subject of this offer or agreement, other than the Proposal or this Agreement.

16. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-10.48 (1013)
Supersedes 1-10.48 (1012)

February 23, 2016

Mr. Dave Heimerdinger
Service Supervisor
Trane Chicago Service
7100 South Madison Street
Willowbrook, IL

REGARDING: West Chicago High School Chiller #2 Condenser

This condenser was first inspected by Perfection Probes, Inc. on September 25th 2009. At this time abundant amounts of scale was noted throughout the bundle. Indication of corrosion was noted associated with this scale. The corrosion was noted at a level of up to 25% into the tube wall from the Inside Diameter.

The bundle was chemically cleaned and inspected again on November 20, 2009. Although the tubes were physically cleaner tightly adhered scale was still noted along with the corrosion that was previously noted. It was recommended to monitor this condition.

On December 8th 2010 this bundle was inspected. Tightly adhered scale was still noted on the inside diameter. More corrosion was identified with a recommendation of removing 1 tube from service.

On March 24th 2014 this bundle was inspected. Tightly adhered scale still present. General corrosion condition has advanced from an average of 25% into the tube wall to 35% penetration. 18 tubes were documented and 1 recommended for isolation.

On February 20th 2015 this bundle was inspected. Tightly adhered scale still present. General corrosion condition has advanced from an average of 35% to 40% wall penetration.

On February 10th 2016 this bundle was inspected. Tightly adhered scale still present. Although this condition has been improving through the years scale still

remains. An additional 8 tubes were identified at 50% wall penetration. Many of these tubes were not identified as having recordable corrosion on the previous reports. This indicates an advancement in the corrosion beyond the current trend.

Corrosion of this nature is not linear in its progression rate. The advancing deterioration is a warning sign that compromised integrity is inevitable. This condition is unpredictable, due to its non-linear acceleration and deposits on the inside diameter inhibiting accurate readings and depth analysis.

Paul H. Christensen

Perfection Probes, Inc.
24241 W. Rose Ave.
Lake Zurich, IL 60047847-726-8868



Chris Comperchio - District Manager

CHICAGO: 7100 South Madison Street • Willowbrook, IL 60527 • Tel 630 734 3200

WEST MICHIGAN: 5005 Corporate Exchange Blvd SE • Grand Rapids, MI 49512 • Tel 616 971 1400

February 19, 2016

Michael Tang
West Chicago High School
326 Joliet Street
West Chicago IL 60185

Dear Mr. Tang:

Attached is a copy of the Eddy Current Analysis conducted on your Trane Chiller.
(Please refer to the tube sheet diagrams found in the report.)
In summary, at the time of testing:

Trane Chiller #2 S/N L98M07364 Model CVHF064

Condenser Bundle:

All of the tubes contained up to .3 divisions noise level due to scale and/or under scale corrosion less than or equal to 40% deep. Chemically cleaning this bundle removed most of the iron oxide and provides a much better examination. Because of the progressive nature of the indications still present in this bundle, Trane recommends retubing this bundle. The advancing deterioration is a warning sign that tube failure is inevitable.

2 tubes exhibited plugged tube. No action required.

24 tubes exhibited under scale corrosion.

16 @ 40% thru the wall and 8 @ 50% thru the wall.

In leau of retubing this entire bundle, we recommend, at a minimum, plugging 8 tubes that are at 50% thru the wall and retesting this bundle next year.

Please feel free to contact us if you have any questions regarding this report.

Sincerely,
TRANE CHICAGO SERVICE

Dave Heimerdinger
Service Supervisor
DH/la
Enclosure

cc: Jim Yurachek – Service Technician – Trane Chicago Service
Jason Jellison – Account Executive – Trane Chicago Service

Perfection Probes, Inc.

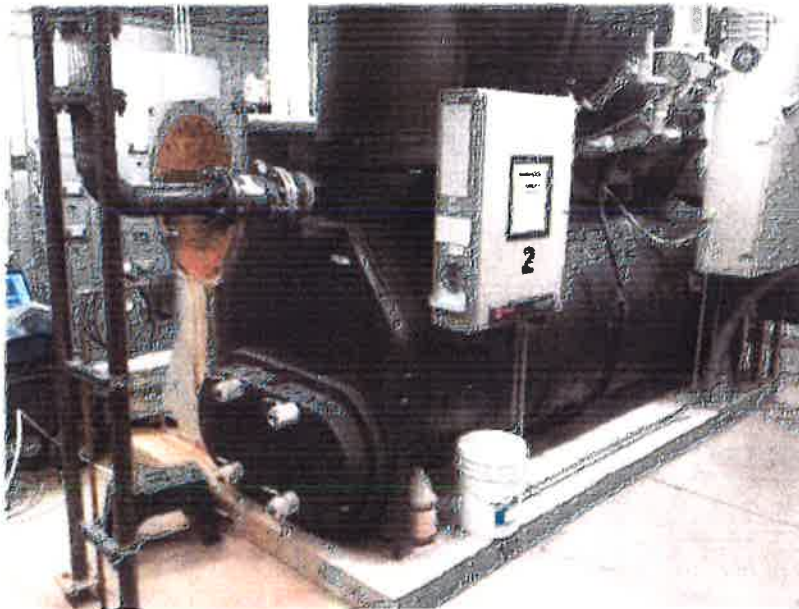
Eddy Current Inspection of CENTRIFUGAL CHILLER

Make: TRANE

Model: CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0

Serial #: L98M07364

Name: Chiller # 2



Located at:

West Chicago High School
326 Joliet St.
West Chicago, IL 60185

Inspection Date: 2/10/2016

Job Number: 5168

Submitted To:

Dave Heimerdinger
Trane Chicago Service
7100 South Madison Street
Willowbrook, IL 60527-5505

Technicians:

Paul H. Christensen

Reviewed By:

Paul H. Christensen

Paul H. Christensen

President

SNT-TC-1A Level III

Customer P.O. #:

R100043874

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Inspection Technique	3
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CONDENSER

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INSPECTION TECHNIQUE

SCOPE AND PURPOSE:

To establish guidelines which provide quality control in accordance with Perfection Probes 9 channel Eddy Current Procedure IDET-105.

INSPECTOR QUALIFICATIONS:

Technicians performing the inspections and providing technical data shall be certified Level II or higher in accordance with ASNT Recommended Practices, SNT-TC-1A.

TEST EQUIPMENT:

Perfection Probes utilizes the CoreStar Omni 200 inspection instrument, the most advanced Eddy Current System in the industry for on-site tubing inspection, coupled with custom probes designed to maximize test sensitivity and defect identification.

The Eddy Current inspection unit consists of a sophisticated electronic test instrument, lap top computer and probes. All inspection data is stored digitally for archival and review purposes.

TEST TECHNIQUE:

The most important element is the technician performing the inspection. The inspection is a comparison test between calibration tubes with known discontinuities and tubes in the machine being tested. Set-up and calibration of equipment, its proper use and the interpretation of indications, rely on integrity, quality training and experience.

The equipment is a balanced bridge circuit in which coils located in the probe act as one arm of the bridge. The instrument is balanced in a good portion of a tube standard. The coils in the probe set up a magnetic field that creates electrical disturbances in the tube wall called Eddy Currents. When a probe encounters a discontinuity, the Eddy Current Field is forced to change shape. This distortion creates an electrical signal that unbalances the bridge circuit and is presented as a visual pattern on the monitor. The direction, size and shape of the deflection permit interpretation of the discontinuity.

DEFINITION OF TERMS AND ABBREVIATIONS

Corrosion	Metal loss generally associated with a chemical deterioration of the tube wall.
Eddy Current	Small circular electrical currents induced in a conductive material by an alternating magnetic field.
Erosion	Metal loss associated with turbulent flow characteristics. Generally at a tube end.
I.D.	Inside diameter.
M.L.	Metal loss.
M.L. @ Support	Metal loss at support.
O.D.	Outside Diameter.
O.D.M.L. > 1"	Outside diameter metal loss greater than one inch in longitudinal length.
O.D.M.L. <= 1"	Outside diameter metal loss less than or equal to one inch in longitudinal length.
P.S.C.	Possible stress crack. Believed to be the result of stress risers in the tube outside or inside diameter enhancement developing into cracks. High and low frequency vibrations induced in the tube wall initiate and promote propagation.
Poss. Intergranular S.C.C.	Possible Intergranular Stress Corrosion Crack. IGSCC is believed to be the result of changes in the grain boundary composition or microstructure, water chemistry and corrosion potential.
P.Z.C.	Possible zipper crack. An inclusion in the ingot becomes elongated during the extrusion process and potentially opened up from the enhancement induction of the tube wall.
T.W.H.	Through the wall hole.
TS-1	Tube sheet 1. The tube sheet at the inspection end of the machine.
TS-2	Tube sheet 2. The tube sheet at the opposite end of the machine.

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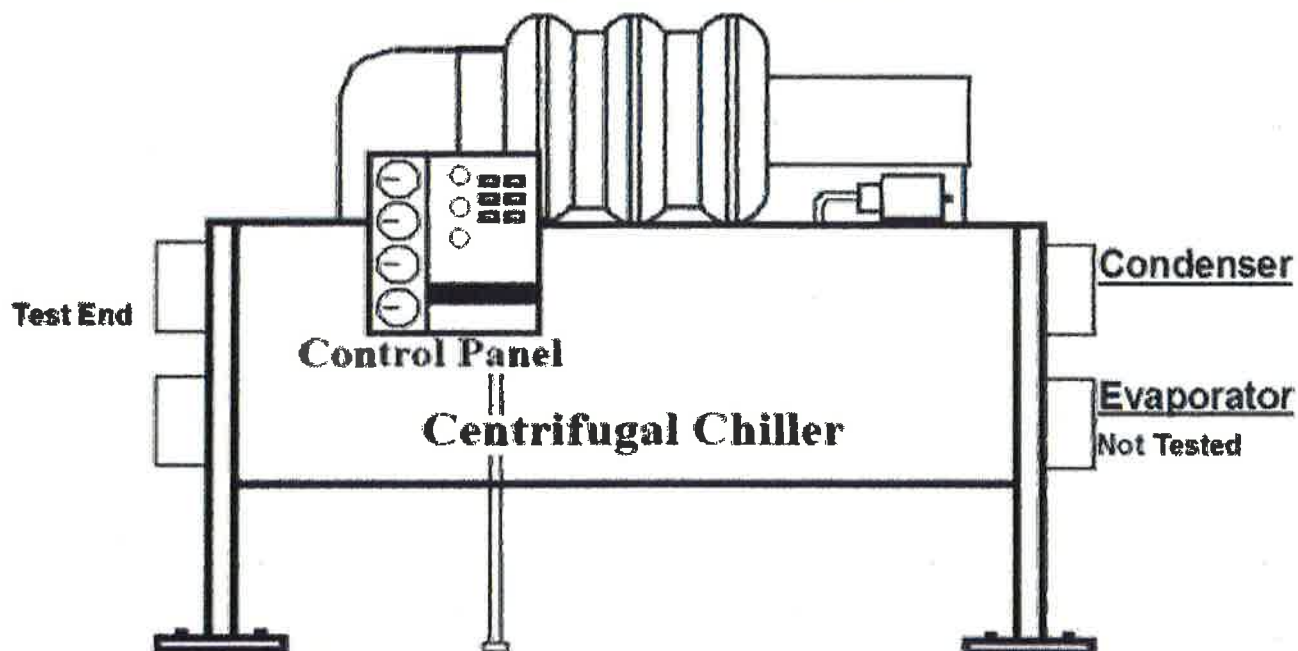
TEST DATA

Test Site: West Chicago High School **Make:** TRANE
Test Date: 2/10/2016 **Model:** CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0
Job Number: 5168 **Serial #:** L98M07364

CONDENSER

Test End:	Left Facing Control	Tube Count:	423
Test Type:	Differential/Cross-Axis	Tube Supports:	2
Tube Type:	Skip Fin/I.E.	Tube O.D.:	0.75"
Tube Material:	Copper	Tube Length:	135"
U-Bend:	No	Tube Wall:	0.028"

Bundles Tested & Bundle Test End Facing Control Panel



Perfection Probes, Inc.

TEST SUMMARY REPORT

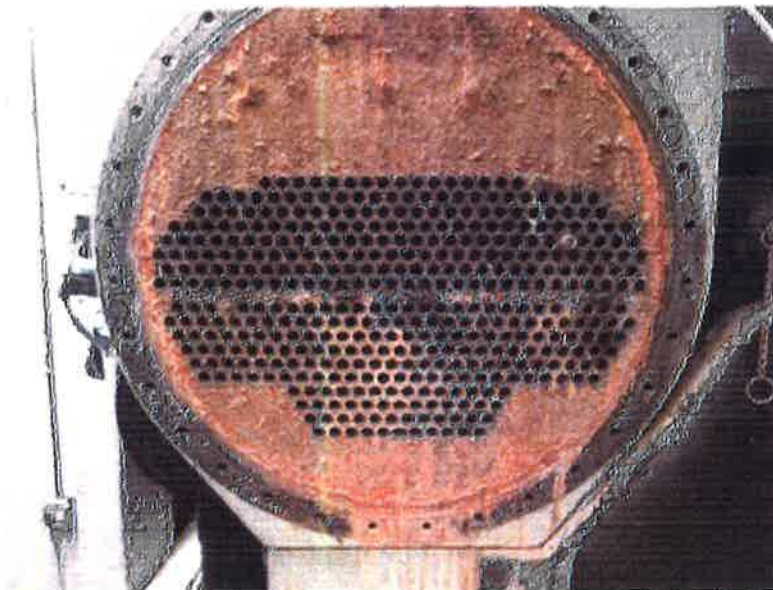
Test Site: West Chicago High School **Make:** TRANE
Test Date: 2/10/2016 **Model:** CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0
Test Type: Differential/Cross-Axis **Serial #:** L98M07364

CONDENSER

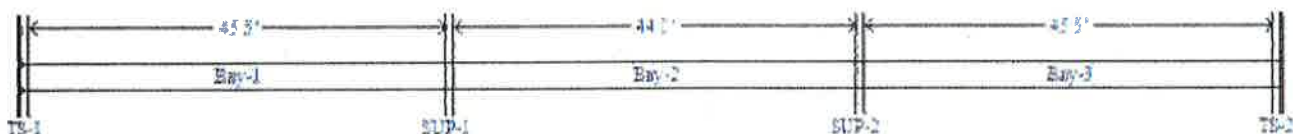
Total Tubes: 423

Defect Description	Depth of Defect	# of Tubes	% of Bundle
Plugged Tube		2	0.473
Under Scale Corrosion	25 - 49%	16	3.783
	50 - 74%	8	1.891

NOTES: All of the tubes contained up to .3 divisions noise level due to scale and/or under scale corrosion less than or equal to 40% deep. Chemically cleaning this bundle removed most of the iron oxide and provided a much better examination. Because of the progressive nature of the indications still present in this bundle, Perfection Probes, Inc. recommends re-tubing this bundle. Corrosion of this nature is not linear in its progression rate. The advancing deterioration is a warning sign that compromised integrity is inevitable. This condition is unpredictable, due to its non-linear acceleration.



Support Distances



Perfection Probes, Inc.

TUBE SHEET DIAGRAM

Test Site: West Chicago High School

Make: TRANE

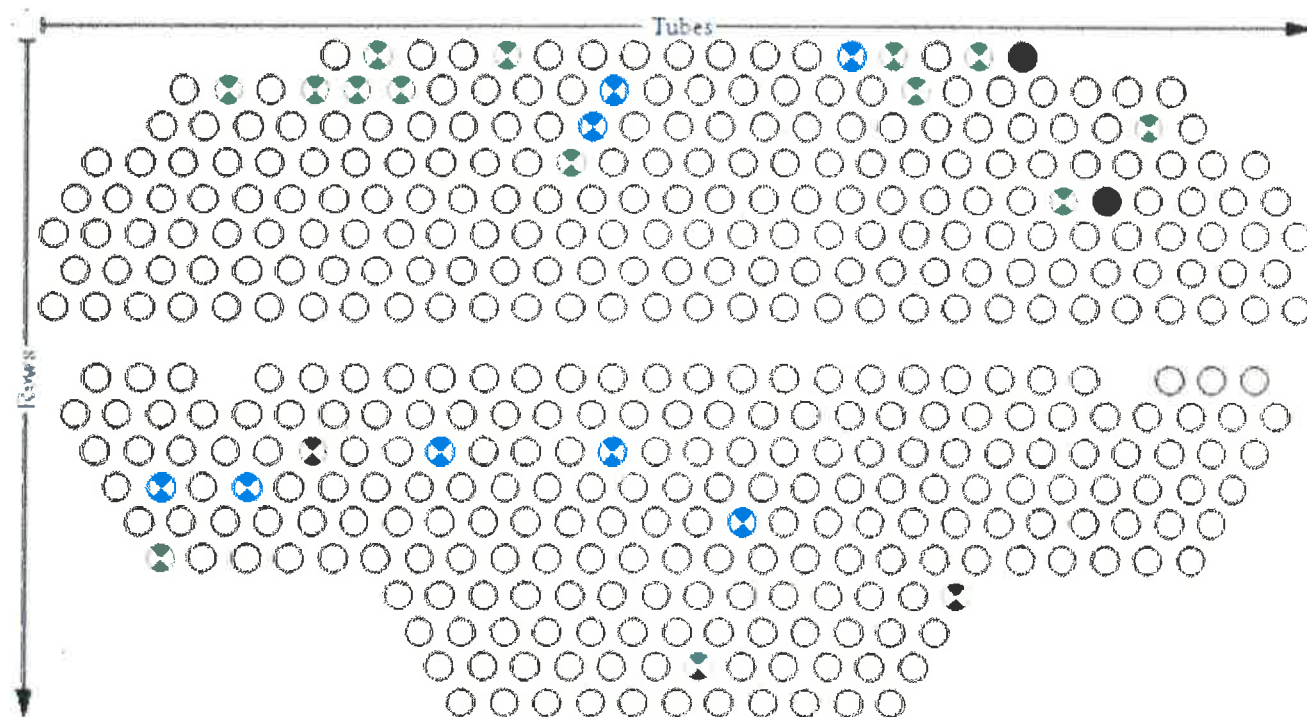
Test Date: 2/10/2016

Model: CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0

Test Type: Differential/Cross-Axis

Serial #: L98M07364

CONDENSER



● Plugged Tube
⊗ Under Scale Corrosion

■ < 25% Thru Wall
■ < 50% Thru Wall
■ < 75% Thru Wall
■ ≥ 75% Thru Wall

Perfection Probes, Inc.

TESTED TUBE DETAILS

Test Site: West Chicago High School **Make:** TRANE
Test Date: 2/10/2016 **Model:** CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0
Test Type: Differential/Cross-Axis **Serial #:** L98M07364

CONDENSER

Row Number	Tube Number	Location of Indication	Division of Deflection	Percent Thru Wall	Defect Description
1	2	BAY-1	0.6	40.0%	Under Scale Corrosion
1	5	BAY-3	0.5	40.0%	Under Scale Corrosion
1	13	BAY-2	0.4	50.0%	Under Scale Corrosion
1	14	BAY-2	0.4	40.0%	Under Scale Corrosion
1	16	BAY-2	0.5	40.0%	Under Scale Corrosion
1	17	TS-1	0.0	0.0%	Plugged Tube
2	2	BAY-2	0.3	40.0%	Under Scale Corrosion
2	4	BAYS-1, 2	0.8	40.0%	Under Scale Corrosion
2	5	BAYS-3, 2	0.4	40.0%	Under Scale Corrosion
2	6	BAYS-2, 1	0.6	40.0%	Under Scale Corrosion
2	11	BAYS-1, 2	0.5	50.0%	Under Scale Corrosion
2	18	BAY-2	0.4	40.0%	Under Scale Corrosion
3	11	BAY-2	0.4	50.0%	Under Scale Corrosion
3	24	BAY-2	0.4	40.0%	Under Scale Corrosion
4	12	BAY-2	0.3	40.0%	Under Scale Corrosion
5	24	BAY-1	0.4	40.0%	Under Scale Corrosion
5	25	TS-1	0.0	0.0%	Plugged Tube
11	6	BAY-3	0.4	40.0%	Under Scale Corrosion
11	9	BAY-2	0.3	50.0%	Under Scale Corrosion
11	13	BAY-2	0.3	50.0%	Under Scale Corrosion
12	2	BAY-2	0.5	50.0%	Under Scale Corrosion
12	4	BAYS-1, 2	0.4	50.0%	Under Scale Corrosion
13	15	BAY-2	0.4	50.0%	Under Scale Corrosion
14	1	BAY-3	0.8	40.0%	Under Scale Corrosion
15	14	BAY-3	0.4	40.0%	Under Scale Corrosion
17	7	BAYS-1, 2	0.4	40.0%	Under Scale Corrosion

Perfection Probes

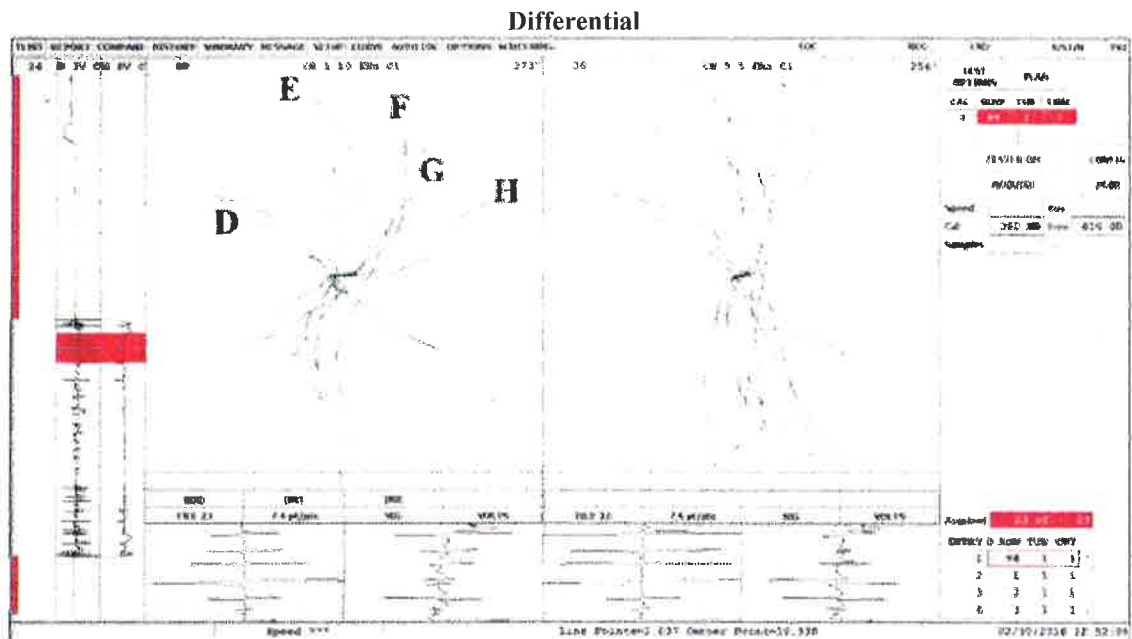
CALIBRATION STANDARD SCREEN DISPLAY

Test Site: West Chicago High School **Make:** TRANE
Test Date: 2/10/2016 **Model:** CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0
Test Type: Differential/Cross-Axis **Serial #:** L98M07364

CONDENSER



- | | |
|---|---|
| A: 1/16" Wide 10% Deep I.D. Ring | F: 5/64" 60% Deep O.D. Notch |
| B: 1/4" Wide No Fins x180° | G: 5/64" 40% Deep O.D. Notch |
| C: 1/32" Thru Wall Hole | H: 7/64" 20% Deep O.D. Notch |
| D: 1/16" Thru Wall Hole | I: .020" Metal Loss @ Support x 180° |
| E: 1/16 80% Deep O.D. Notch | |



Perfection Probes

CALIBRATION STANDARD SCREEN DISPLAY

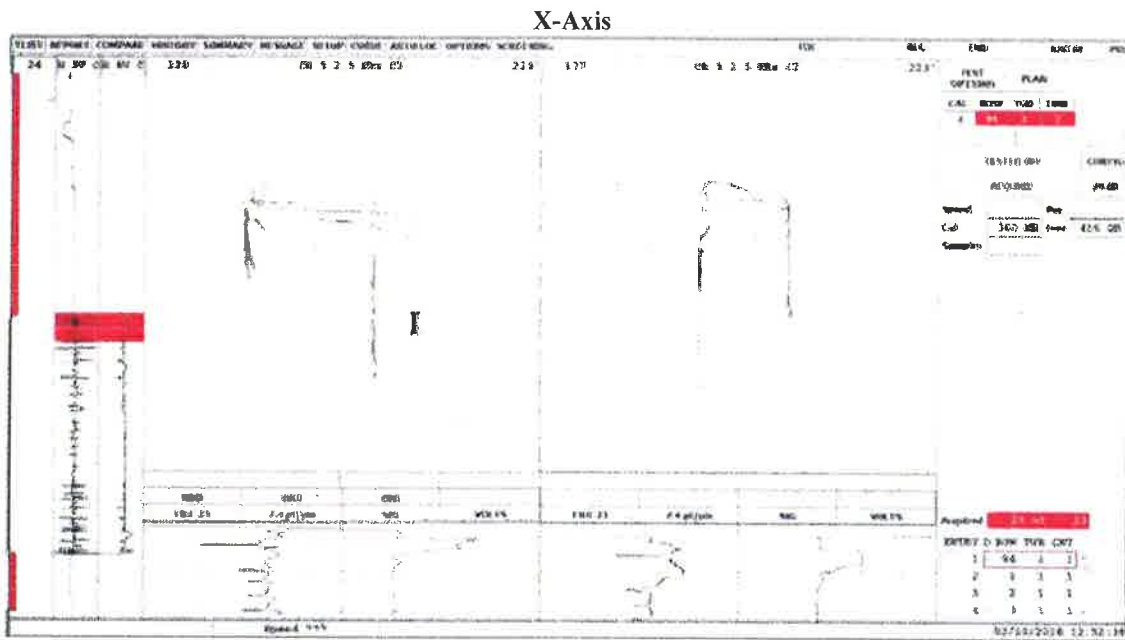
Test Site: West Chicago High School Make: TRANE
 Test Date: 2/10/2016 Model: CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0
 Test Type: Differential/Cross-Axis Serial #: L98M07364

CONDENSER



A: 1/16" Wide 10% Deep I.D. Ring
B: 1/4" Wide No Fins x 180°
C: 1/32" Thru Wall Hole
D: 1/16" Thru Wall Hole
E: 1/16 80% Deep O.D. Notch

F: 5/64" 60% Deep O.D. Notch
G: 5/64" 40% Deep O.D. Notch
H: 7/64" 20% Deep O.D. Notch
I: .020" Metal Loss @ Support x 180°



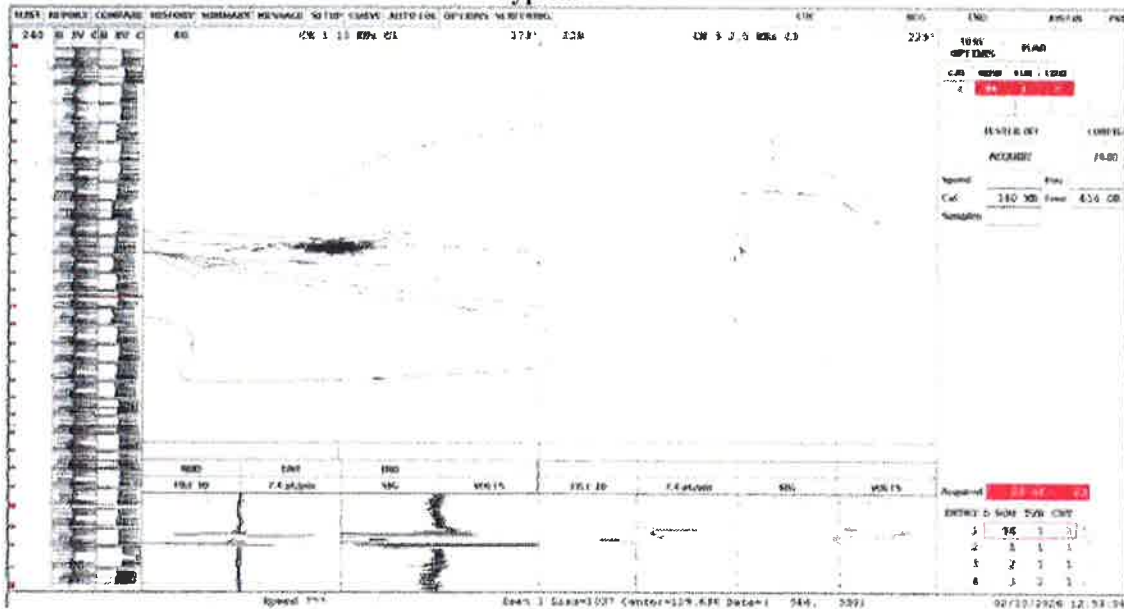
Perfection Probes

SCREEN DISPLAY

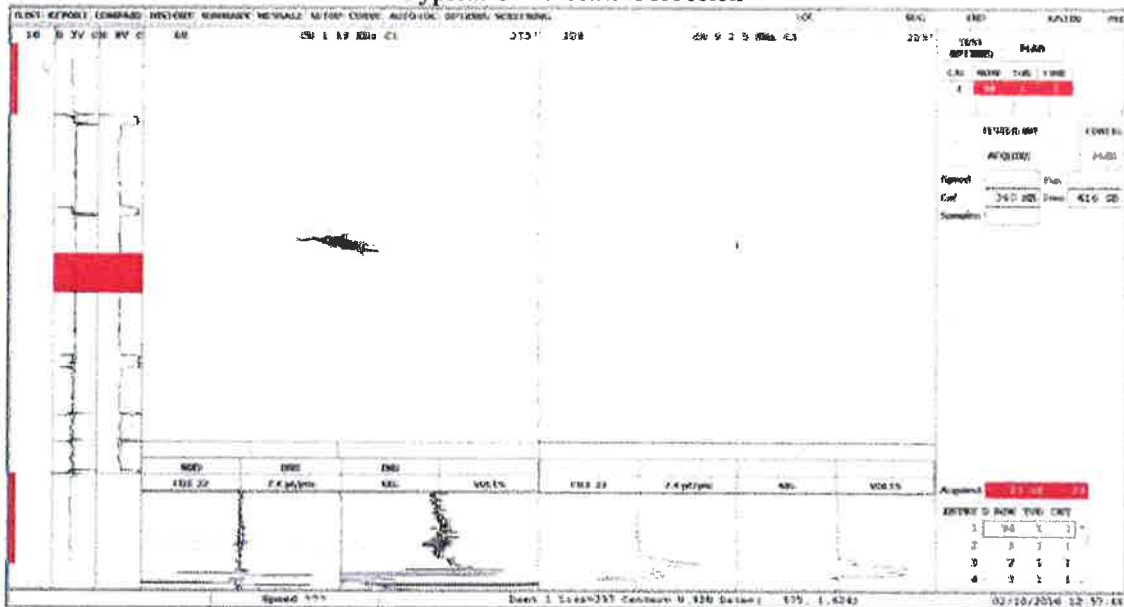
Test Site: West Chicago High School **Make:** TRANE
Test Date: 2/10/2016 **Model:** CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0
Test Type: Differential/Cross-Axis **Serial #:** L98M07364

CONDENSER

Typical Tube



Typical Underscale Corrosion



Perfection Probes, Inc.

RECOMMENDATIONS

Test Site: West Chicago High School **Make:** TRANE
Test Date: 2/10/2016 **Model:** CVHF064FA1B03UP2797T7E7QBC0000000GA0F0000010003B0
Test Type: Differential/Cross-Axis **Serial #:** L98M07364

CONDENSER

2 Tubes Exhibited Plugged Tube

These tubes were plugged prior to inspection and need to be considered when calculating percentage of isolated tubes.

24 Tubes Exhibited Under Scale Corrosion

Corrosion has begun to occur under scale that is present in the tube. This condition makes it very difficult to determine the extent of the damage to the tube wall. Magnetic permeability or conductive properties associated with the scale make it impossible to accurately determine the depth of the corrosion. As a precautionary measure Perfection Probes recommends, as a minimum, isolating any indication at a 50% depth or greater. Perfection Probes recommends re-inspecting this bundle in one year to monitor this condition.

***** NOTE *****

These recommendations are based on thirty five years of experience in the Eddy Current field. Currently there are no codes or specifications which dictate corrective action. Therefore, responsibility for determining appropriate corrective action rests solely with the owner/operator. This is a subjective test. Serious defect conditions can remain undetected due to physical limitations of the inspection technique. Please review the notes on the test summary report for this bundle for any further observations/recommendations.