

**GRANT COMMUNITY HIGH SCHOOL DISTRICT 124
BOARD OF EDUCATION MEETING
THURSDAY, DECEMBER 28, 2017
(Rescheduled from December 21, 2017)
7:00 P.M. – LIBRARY**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Audience
- IV. Consent Agenda **
 - Minutes of regular meeting held November 16, 2017
 - Minutes of closed meeting held November 16, 2017
 - Board Member Reimbursement
 - December Bills Payable
 - November Treasurer's Report
 - Destruction of closed meeting audio recording from June 16, 2016
- V. Superintendent's Report
 - A. Student Recognition
 - B. Fall Athletic Accomplishments
 - C. Future Ready / Field Study Update
 - D. Interquest Detection Canines**
 - E. School Board Policy Modifications – First Reading**
 - F. Homecoming – September 2018 BOE Date Change**
 - G. Overnight Travel**
 - H. Feeder School Articulation Update / STEM Fest
 - I. Personnel**
 - J. Principal's Report
- VI. Business Affairs
 - A. Donations**
 - B. Preliminary 2018 Financial Profile Designation
 - C. Site and Facility Update**
 - D. Letter of Authorization – Cannon Design**
 - E. 2018/19 Bus Lease**
 - F. Dental Insurance
- VII. Other Business
 - A. FOIA Request: SmartProcure
- VIII. Closed Session
 - A. Student disciplinary cases 5 ILCS 120/2 (c)(9)**
 - B. The appointment, employment, compensation, discipline, performance or dismissal of specific employees. 5 ILCS 120/2(c)(1)**
- IX. Action items from closed session discussion**
 - A. Potential Board action regarding personnel**
 - B. Potential Board action on student placement**
- X. Adjourn

** Indicates possible action item in open session

The next regular Board of Education meeting will be held on Thursday, January 18, 2018

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GRANT COMMUNITY HIGH SCHOOL DISTRICT 124 MINUTES OF BOARD OF EDUCATION MEETING NOVEMBER 16, 2017

CALL TO ORDER AND ROLL CALL

A Regular Meeting of the Board of Education of Grant Community High School District 124, County of Lake, State of Illinois, was held on Thursday, November 16, 2017 and called to order at 7:00 p.m. in the Library of Grant Community High School, 285 E. Grand Avenue, Fox Lake. All those in attendance stood to recite the Pledge of Allegiance.

On Roll Call, the following Members were found to be present:

Ken Mark, Vice President
Paul LaRoche, Member
Jim Loris, Member
John Jared, Member
Bob Yanik, Member

Members absent:

Steve Hill, President
Ruth Michniewicz, Secretary

Administration present:

Dr. Christine A. Sefcik, Superintendent
Mrs. Beth Reich, Business Manager
Mr. Jeremy Schmidt, Principal

Ken Mark served as President Pro Tem in the absence of President, Steve Hill
Paul LaRoche served as Secretary Pro Tem in the absence of Secretary, Ruth Michniewicz

AUDIENCE

John, Cheryl, & Erin Bengston, Michael Lescher, Jimmy Lee, Bridget Russo, Chris & Kristina Robinson, Lori Lev, Jeri Barr, Patti Wright, and Sandy Schlaf

Mr. Mark recognized Mr. Lescher, local real estate agent, to speak as he filled out a request to address the Board. Mr. Lescher commented on the District reserves and acknowledged that the District is in a healthy financial position due to wise financial moves and commented that he feels the tax burden on the community is high and would like to ask the District to drop the levy or offer an abatement to relieve the tax burden. The Board thanked him for his thoughts.

Fox Lake Police Chief, Jimmy Lee, said he wanted to stop by and remind the District and Board if they were in need of anything, to feel free to contact him. He also wanted to let the Board know that Trustee, Greg Murrey passed away and that arrangements would be forthcoming.

CONSENT AGENDA

Minutes of regular meeting held October 19, 2017

Minutes of closed meeting held October 19, 2017

November Bills Payable

October Treasurer's Report

- ** A motion was made by Mr. Loris, second by Mr. Jared to approve the Consent Agenda as presented.

Votes were taken by roll call. Votes were cast as follows:

Aye: Mark, LaRoche, Loris, Jared, Yanik

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

SUPERINTENDENT'S REPORT

Student Recognition

Dr. Sefcik invited Erin Bengston, in the presence of her parents, to the Board table to be recognized for being named the November Student of the Month. Erin's accomplishments include induction into National Honor Society, Honor Roll and Scholars' List, Scholar Athlete awards, her 4.42 GPA, and scoring 1300 on her SAT. In softball, she served as Captain, earned many individual accolades and Team honors. She is dedicated to her community and church through her volunteerism and in her spare time loves outdoor activities and traveling with her family. She will be attending College of the Holy Cross in MA and will play collegiate softball and earn a major in psychology. Dr. Sefcik presented her with a certificate to commemorate the honor. The Board and audience congratulated Erin on her successes.

Teacher Recognition

Dr. Sefcik invited Mr. Schmidt and Chris Robinson, in the presence of his wife and baby, to the Board table. Chris is the first recipient of Excellence in Education award for this school year. Mr. Schmidt read the reason why Mr. Robinson was chosen as described by peers who nominated him; leading by example and his engagement with students as the keys to his influence. Chris also impacts students as Head Football Coach. The Board thanked him for his service.

Food Service Recognition

Dr. Sefcik reported to the Board that one of Grant's meals was chosen to be recognized as "Meal of the Month" in the monthly publication, *The Outlook*, published by the Illinois State Board of Education, Nutrition and Wellness Programs Division. Our Food Services Director, Patti Wright and her assistant, Sandy Schlaf, were in attendance to be recognized for their efforts to make healthy, appealing, and fulfilling meals for our students. Ms. Wright provided some insight on how she and her staff make the most of the commodities and food sources that are provided. She enjoys providing students with sample items they are working on and considering for their input. The Board congratulated them for their honor and hard work.

Illinois Association of School Business Officials Article

Dr. Sefcik shared the Illinois Association of School Business Officials *Update* Magazine that includes an article that our Business Manager, Beth Reich, contributed. It details the challenges and accomplishments within Human Resources.

Board of Education Member Recognition

Dr. Sefcik said that November 15th has been designated as School Board Member Day in Illinois. She thanked the Board on behalf of the students, staff, and administration for the leadership they have provided to improve the educational experience at Grant. Cake would be enjoyed between open and closed session to celebrate the day.

Foundation Gala Update

Dr. Sefcik informed the Board that the 23rd Annual Gala was held on Saturday, November 4 and was a fun and successful evening. There were 225 attendees for dinner, silent/live auctions, and dancing. Over \$36,000 was raised that evening that will go directly to support students in need, provide scholarship opportunities, and purchase instructional technology. She thanked the Board members that were able to attend.

College of Lake County High School Feedback Report

Dr. Sefcik shared the annual High School Feedback Report from the College of Lake County. This report is a profile of our students enrolled and college readiness in reading/writing and math. Our students displayed readiness well above the county average, and has increased each of the past three years.

Spring Growth Summary Report

Dr. Sefcik presented for review, the Spring Growth Summary 2016/17 from ECRA and includes the *Quick Guide* to show how the growth scores are computed. Grant continues to see academic gains. She detailed highlights from the report in English Language Arts, Mathematics, and Reading.

School Report Card

Dr. Sefcik provided a copy of the Illinois School Report Card that was released on October 31st. She included a letter to parents to clarify the testing data transition and items in the report. She highlighted some exciting student academic progress from the 2017 report.

New Course Proposal 2019/20

Dr. Sefcik recommended approval of AP Environmental Science to be included in the 2019/20 school year.

** A motion was made by Mr. Yanik, second by Mr. LaRoche to approve the new AP Environmental Science course for 2019/20.

Votes were taken by roll call. Votes were cast as follows:

Aye: LaRoche, Loris, Jared, Yanik, Mark

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

Calendar 2018/19

Dr. Sefcik presented the 2018/19 school calendar for approval. The first day of school is August 13, 2018 and the last day, May 22, 2019, with graduation on May 19, 2019. Holiday breaks are aligned with feeder schools.

** A motion was made by Mr. Jared, second by Mr. LaRoche to approve the 2018/19 school calendar as presented.

Votes were taken by roll call. Votes were cast as follows:

Aye: Loris, Jared, Yanik, Mark, LaRoche

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

Focused Monitoring Review

Dr. Sefcik reported that the Illinois State Board of Education has concluded their Focused Monitoring review of Performance Indicator 5 of the State Performance Plan. The District increased their percentage of students with disabilities serving 80% or more of their time in the general education setting. The required benchmark was 39.4% and we achieved 43.97%.

Speech Team – Overnight Travel

Dr. Sefcik requested approval for overnight travel for the Speech Team to Downers Grove on January 19, 2018 to compete in the IHSA sectional tournament. The majority of the cost will be paid from the Team's activity fund, with competitors responsible for some meal costs.

** A motion was made by Mr. Yanik, second by Mr. LaRoche to approve the overnight travel of the Speech Team as presented.

Votes were taken by roll call. Votes were cast as follows:

Aye: Jared, Yanik, Mark, LaRoche, Loris

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

Personnel

Dr. Sefcik requested approval of the revised personnel report:

Recommend the employment of the following individuals:

- Rita Pousson, Winter Guard Coach
- Judith Lawn, Attendance, \$14/hr., beginning November 13
- Payton Jordan, Teacher Aide, \$16.65/hr., beginning November 27
- Cheryl Becker, Transportation, \$19.37, beginning November 13

Recommend accepting the resignation letters from the following individuals:

- Tim Kloss, Custodian, effective November 3, 2017
- Natalie Selvig, Food Service, effective October 19, 2017
- Jennifer Smith, Food Service, effective November 14, 2017
- Darlene Zobrist, Bus Driver, effective October 20, 2017
- Randy Mathis, Bus Driver, effective December 1, 2017
- Walter Alvarenga, Science Club Sponsor, effective immediately
- Jeremy Anderson, Black Student Union Sponsor, effective immediately

** A motion was made by Mr. Loris, second by Mr. Jared to approve the personnel recommendations as presented.

Votes were taken by roll call. Votes were cast as follows:

Aye: Yanik, Mark, LaRoche, Loris, Jared

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

Principal's Report

Mr. Schmidt presented his monthly report which included information on: Parent University: *Screenagers Growing up in the Digital Age*, Parent-Teacher Conferences, 11th Grade Registration Meetings, Parent University: Advanced Placement Night, Chris Herren Presentation, Fall Play, and Feeder School Articulation.

BUSINESS AFFAIRS

2017 Final Tax Levy

Mrs. Reich presented the 2017 Certificate of Tax Levy, which she brought to the Board for review at last month's meeting. She went over the levy, explaining the 20.84% drop to the levy over last year due to district bonds now being paid in full. In addition, she provided the Resolution to Spread a Tax Levy for Year 2017, the Resolution to Levy Certain Special Taxes for Special Education District IMRF Purposes, and the Resolution for Levying for Working Cash Fund Purposes for the Year 2017.

** A motion was made by Mr. LaRoche, second by Mr. Loris to approve the 2017 Certificate of Tax Levy, Resolution to Spread a Tax Levy for Year 2017, Resolution to Levy Certain Special Taxes for Special Education District IMRF Purposes, and the Resolution for Levying for Working Cash Fund Purposes for the Year 2017.

Votes were taken by roll call. Votes were cast as follows:

Aye: Mark, LaRoche, Loris, Jared, Yanik

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

Grant Comm. HS Dist. 124 Facility Usage & Acceptance of Terms Agreement

Mrs. Reich recommended an update to the facility usage form to add an additional class: Class 1.5 – to cover Internal Revenue Code-approved 501(c)(3-6) organizations where 95% of the participants live within the school district boundaries, and whose purposes, in some degree, parallel those of the schools. This class represents groups such as the Lions Club, Fox Lake Chamber of Commerce, and the Rotary Club.

** A motion was made by Mr. Yanik, second by Mr. Jared to approve the addition of Class 1.5 to the Facility Usage & Acceptance of Terms Agreement form.

Votes were taken by roll call. Votes were cast as follows:

Aye: LaRoche, Loris, Jared, Yanik, Mark

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

Facilities Update

Mrs. Reich provided information on the architect and electrical engineers and HVAC that are reviewing several areas for updating: front entry, band room, locker rooms, green hall, and the block house washrooms. They will offer options on each in the next couple of weeks.

Mrs. Reich also informed the Board that the Attorney General is investigating the company that installed our turf field in 2009. They requested correspondence between the District and Field Turf. She indicated that the field has always tested safe, but there have been cosmetic issues such as threads failing and wrinkles.

OTHER BUSINESS

Dr. Sefcik said that information for the IASB/IASA/IASBO Joint Conference in Chicago has been placed in their envelope.

Dr. Sefcik would inform the Board when she is made aware of the funeral service plans for Fox Lake Trustee, Greg Murrey.

CLOSED SESSION

- ** At 8:00 p.m. a motion was made by Mr. Loris, second by Mr. Jared to go into closed session for the purpose of discussing student disciplinary cases 5 ILCS 120/2 (c)(9); the appointment, employment, compensation, discipline, performance or dismissal of specific employees 5 ILCS 120/2 (c)(1).

Votes were taken by roll call. Votes were cast as follows:

Aye: Loris, Jared, Yanik, Mark, LaRoche

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

- ** At 8:30 p.m. a motion was made by Mr. Loris, second by Mr. Jared to end closed session and return to open session.

Votes were taken by roll call. Votes were cast as follows:

Aye: Jared, Yanik, Mark, LaRoche, Loris

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

ACTION ITEMS FROM CLOSED SESSION

- ** A motion was made by Mr. Jared, second by Mr. Loris to approve the placement of student referred to in closed session minutes as #2017-18/01 at Regional Office of Education Safe School.

Votes were taken by roll call. Votes were cast as follows:

Aye: Yanik, Mark, LaRoche, Loris, Jared

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

- ** A motion was made by Mr. Yanik, second by Mr. Loris to approve the *Notice to Remedy* for Justin Strebel as presented.

Votes were taken by roll call. Votes were cast as follows:

Aye: Mark, LaRoche, Loris, Jared, Yanik

Nay: None

Absent: Hill, Michniewicz

Motion – **Passed**

ADJOURN

- ** At 8:40 p.m. a motion was made by Mr. Loris, second by Mr. Yanik to adjourn the meeting.

Ken Mark, President Pro Tem

Paul LaRoche, Secretary Pro Tem

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	DISC AMT	ADJUSTMENT DESCRIPTION	FY	INV DATE	DUE DATE	C	NET AMOUNT
ACH VOID DOWNLOAD		DISCOUNT DESCRIPTION								ADJ AMT	CHECK NBR		INVOICE AMOUNT
HILL STE001	Hill, Steve	112717	0000000000	BOEREIMB AP	BOE Conf. Reimburse				H	11/27/2017	11/27/2017	R	\$156.43
									17-18		93439		\$156.43
								NUMBER OF INVOICES:	1				\$156.43
JAREDJOH000	Jared, John	112717	0000000000	BOEREIMB AP	BOE Conf. Reimburse				H	11/27/2017	11/27/2017	R	\$21.70
									17-18		93440		\$21.70
								NUMBER OF INVOICES:	1				\$21.70
LAROCPAU000	Laroche, Paul	112717	0000000000	BOEREIMB AP	BOE Conf. Reimburse				H	11/27/2017	11/27/2017	R	\$122.00
									17-18		93441		\$122.00
								NUMBER OF INVOICES:	1				\$122.00
LORISJIM001	Loris, Jim	111917	0000000000	BOEREIMB AP	BOE Conf. Reimburse				H	12/04/2017	12/15/2017	R	\$98.00
									17-18		93555		\$98.00
								NUMBER OF INVOICES:	1				\$98.00
YANIKROB002	Yanik, Robert	112717	0000000000	BOEREIMB AP	BOE Conf. Reimburse				H	11/27/2017	11/27/2017	R	\$122.00
									17-18		93442		\$122.00
								NUMBER OF INVOICES:	1				\$122.00
								TOTAL NUMBER OF HISTORY INVOICES:	5				\$520.13
								5	COMPUTER CHECK INVOICES				\$520.13
								TOTAL INVOICES:	5				\$520.13
								BANK TOTALS:					
								BANK ACCOUNT #					NET AMOUNT
								**A000 1120 0000 00 000000					\$520.13
								AP					\$520.13

LIQUIDATION STATUS (LO) CODE LEGEND:

L = LIQUIDATION PENDING C = CLOSED PO/NOT RECEIVING
P = PARTIAL LIQUIDATION F = FULL LIQUIDATION
BLANK = NO LIQUIDATION

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

Grant Community High School District 124
AP Invoice Listing Report
December 21, 2017

Total Invoices:	451	\$920,150.27
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FD	SOURCE	2017-18 ANNUAL BUDGET	November 2017-18 MONTHLY ACTIVITY	2017-18 FYTD ACTIVITY	2017-18 BALANCE	2017-18 FYTD %
10	EDUCATION FUND					
10	REVENUE FROM LOCAL SOURCES	16,183,005.00	262,480.71	7,832,232.20	8,350,772.80	48.40
10	FLOW THROUGH	0.00	0.00	0.00	0.00	0.00
10	STATE SOURCES	7,456,115.00	359,167.18	865,527.05	6,590,587.95	11.61
10	FEDERAL SOURCES	870,451.00	43,220.22	164,400.68	706,050.32	18.89
10	TRANSFERS	0.00	0.00	0.00	0.00	0.00
10	EDUCATION FUND	24,509,571.00	664,868.11	8,862,159.93	15,647,411.07	36.16
20	OPERATIONS & MAINTENANCE FUND					
20	REVENUE FROM LOCAL SOURCES	4,083,225.00	55,272.87	1,994,912.53	2,088,312.47	48.86
20	STATE SOURCES	1,000,000.00	0.00	1,000,000.00	0.00	100.00
20	TRANSFERS	0.00	0.00	0.00	0.00	0.00
20	OPERATIONS & MAINTENANCE F	5,083,225.00	55,272.87	2,994,912.53	2,088,312.47	58.92
30	DEBT SERVICE FUND					
30	REVENUE FROM LOCAL SOURCES	2,909,111.00	73,812.03	2,894,303.91	14,807.09	99.49
30	TRANSFERS	0.00	0.00	0.00	0.00	0.00
30	DEBT SERVICE FUND	2,909,111.00	73,812.03	2,894,303.91	14,807.09	99.49
40	TRANSPORTATION FUND					
40	REVENUE FROM LOCAL SOURCES	276,557.00	3,300.49	136,795.12	139,761.88	49.46
40	STATE SOURCES	945,000.00	0.00	491,332.38	453,667.62	51.99
40	TRANSPORTATION FUND	1,221,557.00	3,300.49	628,127.50	593,429.50	51.42
50	I.M.R.F./SOCIAL SECURITY FUND					
50	REVENUE FROM LOCAL SOURCES	775,462.00	9,194.43	362,300.87	413,161.13	46.72
50	I.M.R.F./SOCIAL SECURITY F	775,462.00	9,194.43	362,300.87	413,161.13	46.72
60	CAPITAL PROJECTS FUND					
60	REVENUE FROM LOCAL SOURCES	0.00	0.00	0.00	0.00	0.00
60	TRANSFERS	0.00	0.00	0.00	0.00	0.00
60	CAPITAL PROJECTS FUND	0.00	0.00	0.00	0.00	0.00
70	WORKING CASH FUND					
70	REVENUE FROM LOCAL SOURCES	380,267.00	9,872.22	192,436.79	187,830.21	50.61
70	WORKING CASH FUND	380,267.00	9,872.22	192,436.79	187,830.21	50.61
Grand Revenue Totals		34,879,193.00	816,320.15	15,934,241.53	18,944,951.47	45.68

Number of Accounts: 101

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

FD	OBJ	OBJ	2017-18 ANNUAL BUDGET	November 2017-18 MONTHLY ACTIVITY	2017-18 FYTD ACTIVITY	2017-18 BALANCE	2017-18 FY %
10		EDUCATION FUND					
10	1---	SALARIES	12,904,824.00	1,099,542.95	5,298,700.51	7,606,103.49	41.06
10	2---	BENEFITS	2,762,974.00	231,041.89	1,200,768.44	1,558,407.51	43.46
10	3---	PURCHASED SERVICES	1,815,241.00	171,329.73	831,456.94	976,423.42	45.80
10	4---	SUPPLIES	1,806,193.00	78,467.29	904,461.32	849,984.41	50.08
10	5---	CAPITAL OUTLAY	318,419.00	7,775.41	251,230.31	54,340.32	78.90
10	6---	OTHER OBJECTS	2,538,130.00	195,417.90	1,196,591.73	1,337,595.88	47.14
10	7---	NON-CAP EQUIPMENT	0.00	0.00	0.00	0.00	0.00
10	8---	TUITION	0.00	0.00	0.00	0.00	0.00
10	----	EDUCATION FUND	22,145,781.00	1,783,575.17	9,683,209.25	12,382,855.03	43.72
20		OPERATIONS & MAINTENANCE FUND					
20	1---	SALARIES	1,038,795.00	81,391.99	413,642.98	622,281.68	39.82
20	2---	BENEFITS	201,672.00	16,024.38	82,370.22	119,301.78	40.84
20	3---	PURCHASED SERVICES	939,023.00	53,219.50	322,266.06	618,913.29	34.32
20	4---	SUPPLIES	816,000.00	69,453.69	322,894.92	487,764.23	39.57
20	5---	CAPITAL OUTLAY	2,350,000.00	141,549.68	1,809,341.74	504,822.06	76.99
20	6---	OTHER OBJECTS	500.00	0.00	0.00	500.00	0.00
20	7---	NON-CAP EQUIPMENT	0.00	0.00	0.00	0.00	0.00
20	----	OPERATIONS & MAINTENANCE FUND	5,345,990.00	361,639.24	2,950,515.92	2,353,583.04	55.19
30		DEBT SERVICE FUND					
30	6---	OTHER OBJECTS	5,873,125.00	5,868,125.00	5,868,125.00	5,000.00	99.91
30	----	DEBT SERVICE FUND	5,873,125.00	5,868,125.00	5,868,125.00	5,000.00	99.91
40		TRANSPORTATION FUND					
40	1---	SALARIES	447,500.00	47,855.29	197,431.33	250,068.67	44.12
40	2---	BENEFITS	125,018.00	10,868.50	58,089.70	66,928.30	46.47
40	3---	PURCHASED SERVICES	1,105,513.00	119,923.10	615,115.13	485,699.69	55.64
40	4---	SUPPLIES	70,300.00	6,134.82	23,322.76	42,695.67	33.18
40	5---	CAPITAL OUTLAY	1,000.00	935.00	935.00	65.00	93.50
40	6---	OTHER OBJECTS	1,000.00	0.00	50.00	950.00	5.00
40	7---	NON-CAP EQUIPMENT	0.00	0.00	0.00	0.00	0.00
40	----	TRANSPORTATION FUND	1,750,331.00	185,716.71	894,943.92	846,407.33	51.13
50		I.M.R.F./SOCIAL SECURITY FUND					
50	2---	BENEFITS	775,228.00	91,606.29	354,695.90	420,532.10	45.75
50	----	I.M.R.F./SOCIAL SECURITY FUND	775,228.00	91,606.29	354,695.90	420,532.10	45.75
60		CAPITAL PROJECTS FUND					
60	5---	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
60	7---	NON-CAP EQUIPMENT	0.00	0.00	0.00	0.00	0.00
60	----	CAPITAL PROJECTS FUND	0.00	0.00	0.00	0.00	0.00

FD	OBJ	OBJ	2017-18 ANNUAL BUDGET	November 2017-18 MONTHLY ACTIVITY	2017-18 FYTD ACTIVITY	2017-18 BALANCE	2017-18 FY %
70		WORKING CASH FUND					
70	6---	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00
70	7---	NON-CAP EQUIPMENT	0.00	0.00	0.00	0.00	0.00
70	----	WORKING CASH FUND	0.00	0.00	0.00	0.00	0.00

Grand Expense Totals	35,890,455.00	8,290,662.41	19,751,489.99	16,008,377.50	55.03
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Number of Accounts: 1035

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

GRANT COMM. HIGH SCHOOL DISTRICT #124 PROPERTY TAX DISTRIBUTION 2017

E.A.V. 769,748,856

TOTAL EXTENSION 26,043,281.62

RATES			1.917	0.520	0.035	0.044	0.044	0.046	0.770	0.008
% OF TOTAL DISTRIBUTION			56.65%	15.36%	1.02%	1.31%	1.31%	1.37%	22.76%	0.22%
DATE	AMOUNT	%	EDUCATION	O & M	TRANS.	IMRF	FICA	W.C.	B & I	SEDOL
=====										
05/18/17	719,334.10	2.76%	407,508.15	110,483.30	7,345.27	9,429.28	9,429.28	9,833.45	163,701.64	1,603.72
06/08/17	8,389,945.88	32.22%	4,752,967.14	1,288,620.85	85,671.49	109,978.30	109,978.30	114,692.37	1,909,332.44	18,704.99
06/15/17	1,743,805.48	6.70%	987,878.86	267,832.97	17,806.36	22,858.40	22,858.40	23,838.20	396,844.56	3,887.73
06/29/17	2,408,149.15	9.25%	1,364,234.52	369,870.23	24,590.11	31,566.85	31,566.85	32,919.92	548,031.82	5,368.86
07/20/17	284,258.07	1.09%	161,034.32	43,659.50	2,902.62	3,726.15	3,726.15	3,885.87	64,689.71	633.74
08/17/17	518,687.56	1.99%	293,840.38	79,665.78	5,296.43	6,799.14	6,799.14	7,090.57	118,039.73	1,156.39
09/07/17	7,098,943.08	27.26%	4,021,604.39	1,090,334.34	72,488.79	93,055.39	93,055.39	97,044.08	1,615,533.94	15,826.76
09/14/17	1,861,096.59	7.15%	1,054,325.15	285,847.84	19,004.05	24,395.90	24,395.90	25,441.59	423,536.95	4,149.23
09/28/17	2,280,179.22	8.76%	1,291,738.59	350,215.19	23,283.39	29,889.38	29,889.38	31,170.54	518,909.21	5,083.55
10/19/17	316,767.63	1.22%	179,451.23	48,652.68	3,234.58	4,152.30	4,152.30	4,330.28	72,088.03	706.22
11/09/17	93,889.69	0.36%	53,189.21	14,420.62	958.73	1,230.74	1,230.74	1,283.49	21,366.84	209.32
11/30/17	229,332.45	0.88%	129,918.55	35,223.42	2,341.76	3,006.17	3,006.17	3,135.02	52,190.07	511.29
		0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
		0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special		0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest		0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTALS	25,944,388.90	99.6%	14,697,690.50	3,984,826.72	264,923.56	340,087.99	340,087.99	354,665.38	5,904,264.95	57,841.80

**GRANT COMMUNITY HIGH SCHOOL DISTRICT 124
INVESTMENT SCHEDULE AS OF NOVEMBER 30, 2017
PMA FINANCIAL NETWORK, INC.**

10687-101	Trans.	Date	Date										
No.	Placed	Matures	Type	Location	Cost Basis	Yield	EDUC	BLDG	B & I	TRANS	IMRF/FICA	WORK CSH	INT. EST.
243610	08/02/17	12/14/17	CD	Flagler Bank	249,000.00	1.03	249,000.00						945.52
243611	08/02/17	12/14/17	CD	Bank of Springfield	249,000.00	1.03				249,000.00			943.85
243612	08/02/17	12/14/17	CD	New Omnl Bank N.A.	249,100.00	0.94	249,100.00						861.92
243613	08/02/17	12/14/17	CD	Asaociated Bank, NA	249,100.00	0.95	249,100.00						868.78
245924	09/15/17	12/28/17	TS	ISDLAF-TERM Series	2,000,000.00	1.05	2,000,000.00						5,983.57
246668	09/29/17	01/17/18	TERM	ISDLAF-TERM Series	500,000.00	1.06		200,000.00		200,000.00	100,000.00		1,597.27
245524	09/08/17	02/14/18	TERM	ISDLAF-TERM Series	1,300,000.00	1.02	1,000,000.00	100,000.00		200,000.00			5,524.99
242112	06/30/17	02/22/18	TERM	ISDLAF-TERM Series	500,000.00	1.09	400,000.00			100,000.00			3,538.78
245852	09/14/17	02/27/18	CD	GNB Bank	248,700.00	1.07	17,300.00	200,000.00			31,400.00		1,210.26
231133	09/08/16	03/12/18	CD	Premier Bank	247,000.00	0.79	247,000.00						2,947.31
231134	09/08/16	03/12/18	CD	Capital Bank, NA	247,200.00	0.75	197,200.00			50,000.00			2,793.71
231135	09/08/16	03/12/18	CD	Pacific Commerce Bank	247,300.00	0.70	247,300.00						2,613.86
231136	09/08/16	03/12/18	CD	Luana Savings Bank	247,300.00	0.70	247,300.00						2,608.51
245424	09/08/17	03/13/18	TERM	ISDLAF-TERM Series	1,200,000.00	1.05	1,000,000.00	100,000.00		100,000.00			6,300.00
241914	06/29/17	03/14/18	CD	Farmers State Bank of T	247,900.00	1.14	247,900.00						2,001.99
40681	09/20/17	03/20/18	DTC	Sallie Mae	248,122.25	1.20	248,122.25						2,977.47
40680	09/20/17	03/20/18	DTC	Citizens Bank, NA	248,122.31	1.10	248,122.31						2,729.35
40682	09/21/17	03/21/18	DTC	Bank of Baroda	248,122.28	1.15	248,122.28						1,426.70
40685	09/22/17	03/22/18	DTC	State Bank of India	248,122.25	1.20	248,122.25						1,488.73
40684	09/22/17	03/22/18	DTC	Central State Bank	160,079.09	1.10	160,079.09						880.43
40683	09/22/17	03/22/18	DTC	Compass Bank	248,122.28	1.15	248,122.28						1,426.70
232173	09/29/16	04/02/18	CD	Capitol Bank	245,500.00	0.65	245,500.00						2,408.25
232172	09/29/16	04/02/18	CD	Bremer Bank, NA	245,100.00	0.67	245,100.00						2,482.22
232171	09/29/16	04/02/18	CD	GBC International Bank	245,100.00	0.67	245,100.00						2,482.05
38571	10/07/16	04/06/18	DTC	American Nation Bank	249,296.06	0.82	120,000.00			60,000.00	60,000.00	9,296.06	1,022.11
240036	06/08/17	04/27/18	CD	USAmeribank	247,600.00	1.06	247,600.00						2,328.04
240037	06/08/17	04/27/18	CD	Uinla Bank	152,400.00	1.06	152,400.00						1,430.90
240035	06/08/17	05/04/18	CD	AvidBank	105,200.00	1.06	105,200.00						1,038.75
240033	06/08/17	05/14/18	CD	CFG Community Bank	247,400.00	1.09	247,400.00						2,517.72
240034	06/08/17	05/14/18	CD	Bank 7	247,400.00	1.11	247,400.00						2,558.05
241270	06/16/17	05/14/18	CD	Blue Sky Bank	245,100.00	1.12	245,100.00						2,487.60
241271	06/16/17	05/14/18	CD	Cornerstone Bank-York t	245,200.00	1.11	45,200.00				100,000.00	100,000.00	2,475.65
241272	06/16/17	05/14/18	CD	Financial Federal Bank	245,100.00	1.11	245,100.00						2,474.64
245325	09/08/17	05/17/18	CD	Rockford B&TC	248,100.00	1.09		248,100.00					1,863.93
239329	05/26/17	05/29/18	CD	American NB of Minnesc	244,500.00	1.12	244,500.00						2,760.91
239330	05/26/17	05/29/18	CD	Crystal Lake B&TC	247,200.00	1.10	241,100.00				6,100.00		2,741.50
239331	05/26/17	05/29/18	CD	Schaumburg B&TC/Adv	247,200.00	1.10				153,400.00	93,800.00		2,741.56
239332	05/26/17	05/29/18	CD	St. Charles B&TC	247,200.00	1.10				147,100.00	100.00	100,000.00	2,741.56
240030	06/08/17	06/08/18	CD	Grand Ridge Nat'l Bank	247,200.00	1.11	247,200.00						2,743.80
240031	06/08/17	06/08/18	CD	T Bank, NA	244,500.00	1.12	244,500.00						2,731.12
240032	06/08/17	06/08/18	CD	Landmark Community B	247,200.00	1.09	247,200.00						2,700.66
39745	06/21/17	06/21/18	DTC	Investors Bank (mhc)	246,242.96	1.25	246,242.96						3,078.03
226947	06/23/16	06/25/18	CD	KS State Bank/Kansas S	245,000.00	1.00	245,000.00						4,919.74
226948	06/23/16	06/25/18	CD	Hometown Bank, VA	245,500.00	0.90	245,500.00						4,426.63
226949	06/23/16	06/25/18	CD	Fieldpoint Private Bank &	245,700.00	0.86	245,700.00						4,217.91
226950	06/23/16	06/25/18	CD	Hinsdale B&TC - Wintur	245,800.00	0.85	245,800.00						4,186.19
226951	06/23/16	06/25/18	CD	Libertyville B&T - Wintur	245,800.00	0.85	245,800.00						4,186.19
37608	06/29/16	06/29/18	DTC	Piaze Bank/Bank of Mar	249,493.36	0.90	149,493.36				100,000.00		2,245.44
230588	08/31/16	08/31/18	CD	Pacific Western Bank	244,900.00	1.01	244,900.00						4,949.62
230589	08/31/16	08/31/18	CD	Platinum Bank	245,500.00	0.90				245,500.00			4,416.21
230590	08/31/16	08/31/18	CD	Bank of China	245,900.00	0.82	241,400.00			4,500.00			4,010.35
230591	08/31/16	08/31/18	CD	Enerbank USA	246,200.00	0.76	246,200.00						3,739.75
230592	08/31/16	08/31/18	CD	Sonabank	245,800.00	0.85	245,800.00						4,176.14
230593	08/31/16	08/31/18	CD	First National Bank and	242,800.00	0.76	242,800.00						3,664.83
230594	08/31/16	08/31/18	CD	Independence Bank-MT	242,600.00	0.75	242,600.00						3,651.14
230595	08/31/16	08/31/18	CD	Midland States Bank	242,700.00	0.76	242,700.00						3,679.33
230596	08/31/16	08/31/18	CD	Private Bank - MI	242,700.00	0.75	242,700.00						3,656.01

GRANT COMMUNITY HIGH SCHOOL DISTRICT 124
INVESTMENT SCHEDULE AS OF NOVEMBER 30, 2017
PMA FINANCIAL NETWORK, INC.

10687-101	Trans.	Date	Date										
No.	Placed	Matures	Type	Location	Cost Basis	Yield	EDUC	BLDG	B & I	TRANS	IMRF/FICA	WORK CSH	INT. EST.
38185	09/14/16	09/14/18	DTC	Wells Fargo Bank, NA	249,246.17	1.10	249,246.17						2,741.71
232170	09/29/16	10/01/18	CD	First National Bank	245,100.00	0.98	245,100.00						4,832.22
245324	09/08/17	10/04/18	CD	TBK Bank, SSB/The Nat	246,500.00	1.30		246,500.00					3,432.77
245323	09/08/17	10/04/18	CD	Drake Bank	246,600.00	1.25	246,600.00						3,308.68
38569	10/05/16	10/05/18	DTC	Capital One, NA	248,000.00	1.15	248,000.00						1,426.00
38570	10/05/16	10/05/18	DTC	Capital One, NA	248,000.00	1.15	248,000.00						1,426.00
36249	10/07/15	10/09/18	CD	American Express Centu	247,690.07	1.60	247,690.07						690.07
38568	10/06/16	10/09/18	DTC	Ally Bank	248,000.00	1.15	148,000.00			100,000.00			1,426.00
36250	10/14/15	10/15/18	CD	Keybank NA	249,452.75	1.15	100,000.00			100,000.00	49,452.75		1,452.75
245850	09/14/17	10/29/18	CD	Capital Community Bank	246,300.00	1.33	246,300.00						3,682.93
245851	09/14/17	10/29/18	CD	Prudential Savings Bank	246,500.00	1.25	246,500.00						3,461.13
246534	09/28/17	11/14/18	CD	Third Coast Bank, SSB	246,300.00	1.31	246,300.00						3,644.80
246535	09/28/17	11/14/18	CD	First Capital Bank	246,300.00	1.30	246,300.00						3,614.20
248547	11/15/17	11/15/18	CD	Bank of the Ozarks	243,200.00	1.44	243,200.00						3,491.17
248548	11/15/17	11/15/18	CD	Affiliated Bank	243,300.00	1.43	243,300.00						3,479.19
239325	05/26/17	11/21/18	CD	Village Bank & Trust	245,300.00	1.25	245,300.00						4,569.98
239326	05/26/17	11/21/18	CD	Lake Forest B&TC	245,300.00	1.25	245,300.00						4,569.98
239327	05/26/17	11/21/18	CD	Whealon Bank & Trust	245,300.00	1.25	245,300.00						4,569.98
239328	05/26/17	11/21/18	CD	Old Plank Trail Communi	245,300.00	1.25	245,300.00						4,569.98
239407	05/30/17	11/26/18	CD	State Bank of the Lakes	245,300.00	1.26	150,000.00			95,300.00			4,615.01
240028	06/08/17	12/05/18	CD	Mainstreet Bank	240,900.00	1.27	240,900.00						4,544.86
240029	06/08/17	12/05/18	CD	First Internet Bank of Ind	240,900.00	1.27	240,900.00						4,535.71
241269	06/16/17	12/12/18	CD	United Bank	245,300.00	1.25	245,300.00						4,584.60
39846	06/22/17	12/21/18	DTC	Synovus Bank	248,183.17	1.45	248,183.17						3,598.66
241913	06/29/17	12/26/18	CD	Industrial & Commercial	244,900.00	1.36	244,900.00						4,985.06
245322	09/08/17	03/06/19	CD	Farmers & Merchants Un	244,800.00	1.39	244,800.00						5,080.58
40610	09/15/17	03/15/19	DTC	Brookline Bank	249,368.53	1.35	50,000.00	50,000.00		50,000.00	50,000.00	49,368.53	3,366.48
246532	09/28/17	03/27/19	CD	First State Bank Nebras	244,700.00	1.42	244,700.00						5,173.70
246533	09/28/17	03/27/19	CD	Mound City Bank	244,800.00	1.39	244,800.00						5,089.92
245848	09/14/17	04/12/19	CD	Broadway Federal Bank	244,900.00	1.31	244,900.00						5,035.52
245849	09/14/17	04/12/19	CD	Western Alliance Bank	245,000.00	1.26	245,000.00						4,870.80
248546	11/15/17	05/14/19	CD	Bank of Kremlin	244,200.00	1.55		244,200.00					5,651.73
41105	11/21/17	05/21/19	DTC	Plains State Bank	249,368.10	1.50	249,368.10						7,477.00
239323	05/26/17	05/28/19	CD	North American Banking	243,000.00	1.39	243,000.00						6,786.09
239324	05/26/17	05/28/19	CD	Northbrook B&TC	243,200.00	1.35	243,200.00						6,584.39
240025	06/08/17	06/10/19	CD	Business Bank of St. Lo	243,200.00	1.36	243,200.00						6,658.38
240026	06/08/17	06/10/19	CD	Natl Bank of St. Anne	243,800.00	1.24	243,800.00						6,075.03
240027	06/08/17	06/10/19	CD	Beverly Bank & Trust CC	243,200.00	1.35		243,200.00					6,584.39
241268	06/16/17	06/17/19	CD	United Community Bank	243,000.00	1.39	243,000.00						6,776.82
39747	06/28/17	06/28/19	DTC	F&M Bank	249,245.15	1.50	249,245.15						7,477.35
39875	06/30/17	06/28/19	DTC	Fret Bank	249,488.73	1.55	249,488.73						7,734.15
40613	09/12/17	09/12/19	DTC	American Express Bank	247,000.00	1.75		200,000.00				47,000.00	8,645.00
40611	09/13/17	09/13/19	DTC	Goldman Sachs Bank	247,241.84	1.70				100,000.00	100,000.00	47,241.84	8,406.22
40612	09/13/17	09/13/19	DTC	Discover Bank	247,000.00	1.75	247,000.00						8,645.00
246531	09/28/17	09/30/19	CD	American NB - Fox Citie	242,600.00	1.47	242,600.00						7,140.25
41103	11/22/17	11/22/19	DTC	Morgan Stanley Private f	247,000.00	1.75	247,000.00						8,645.00
41102	11/22/17	11/22/19	DTC	Morgan Stanley Private f	247,000.00	1.80	247,000.00						8,770.00
				Subtotal Investments	29,548,707.35		24,718,148.17	1,832,000.00	0.00	1,954,800.00	690,852.75	352,906.43	
		11/30/17	MMA	ISDLAF	791,789.69		316,285.30	174,967.42	75,578.15	108,081.97	29,829.84	87,047.01	
		11/30/17	MMA	ISDMAX	8,648,375.34		5,442,483.57	323,575.57	167,020.30	350,000.00	50,000.00	2,315,295.90	
				Total	38,988,872.38		30,476,917.04	2,330,542.99	242,598.45	2,412,881.97	770,682.59	2,755,249.34	

**SUPERINTENDENT'S REPORT
BOARD OF EDUCATION MEETING
DECEMBER 21, 2017**

V. SUPERINTENDENT'S REPORT

A. Student Recognition

Kyle Packard will be in attendance so that we may recognize his accomplishments in being selected December Student of the Month.

B. Fall Athletic Accomplishments

Athletic Director Tom Ross will be in attendance to share highlights from our fall athletic programs.

C. Future Ready / Field Study Update

Greg Urbaniak, Director of Curriculum, Instruction, and Assessment, will be present to provide an update on our Future Ready efforts and lessons learned from the ongoing Chromebook field study.

D. Interquest Detection Canines**

Interquest Detection Canines offers an opportunity for us to take additional proactive measures to promote a safe and drug free learning environment. I am recommending we establish an ongoing relationship with Interquest Detection Canines. They would come out several times a year with one of their canines, all of which are golden retrievers, and spend the day on campus. The trainer, accompanied by the canine, would be available to provide educational lessons for our students, be present and visible during the school day, participate in safety drills, and search the building, as needed. The cost is \$355 per visit. Interquest Canines expand the possibility of what we search for, as they are trained to detect drugs, alcohol, commonly abused prescription medications, and gunpowder. I recommend contracting with Interquest Detection Canines for approximately 2-4 visits per year at a cost of \$355 per visit.

E. School Board Policy Modifications – First Reading**

I am recommending changes to the following School Board Policies based on direction from the Illinois Association of School Boards and legal counsel:

Section 200 School Board

2:260 Uniform Grievance Procedure

Section 400 Operational Services

4:15 Identity Protection

4:110 Transportation

4:170 Safety

Section 500 Personnel

5:90 Abused and Neglected Child Reporting

5:200 Terms and Conditions of Employment and Dismissal

5:220 Substitute Teachers

5:290 Employment Termination and Suspensions

Section 600 Students

6:50 School Wellness

6:60 Curriculum Content

6:150 Home and Hospital Instruction

6:300 Graduation Requirements

6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

6:340 Student Testing and Assessment Program

Section 700 Students

7:15 Student and Family Privacy Rights

7:20 Harassment of Students Prohibited

7:70 Attendance and Truancy

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

7:190 Student Behavior

7:250 Student Support Services

7:260 Exemption from Physical Education

7:270 Administering Medicines to Students

F. Homecoming – September 2018 BOE Date change**

Homecoming 2018 has been set for Friday, September 14. Homecoming activities will occur throughout the week. The football game will be held on Friday evening with the parade on Saturday morning. As we formally induct our Alumni Hall of Fame candidates during homecoming week, I am requesting to change the date of our regular September meeting to Thursday, September 13.

G. Overnight Travel**

The chess team is requesting an overnight stay in Peoria to compete in the IHSA State Chess Tournament. They will depart after school on February 8th and return the evening of February 10th. As this is a State competition, the District will be covering expenses for fees and accommodations, and contributing to meal expenses.

The Math Team is requesting an overnight stay in DeKalb to compete in the Regional Math Competition at Northern Illinois University. They will depart after school on February 23rd and return the evening of February 24th. Most expenses will be paid through Student Activity accounts. Students will be responsible for contributing to meal expenses.

A student technology group is requesting an overnight trip at Warren High School on January 27, 2018. They are proposing to attend "Devil Hack 1.01" sponsored by the Warren High School Foundation. Students attend from local high schools and the College of Lake County to collaborate on projects in multiple tech related fields. Tom Furlan, our Director of Technology, will be attending with group as a chaperone. The event is free for both students and chaperone.

Recommend approval of the overnight travel requests as presented.

H. Feeder School Articulation Update / STEM Fest

Articulation is ongoing between Grant and all of our feeder districts. As a result of our articulation, we have decided to jointly host a STEM event in partnership with Northern Illinois University at Grant on February 10, 2018. The "Ready, Set, STEM" event will include 40+ hands on stations that engage students in science, technology, engineering, art, and mathematics. The program is for students of all ages and will be completely free of charge to families. The school districts will each be contributing to the shared cost of \$2,600 to host the event. This is a great way to broaden knowledge in STEM fields with the added benefit of being a community building experience.

I. Personnel**

Recommend the employment of the following individuals:

- Greg Wodzien, 2018 Summer School Supervisor
- Max Boton, Black Student Union Sponsor
- Olivia Jansen, Head Girls' Soccer Coach

- Kyle Kujala, Science Club Advisor
- Michelle Vendegna, Asst. Snow Dogs Advisor
- Glen Geske, Bus Driver, \$19.37/hr., starting 12/4/2017
- Maria Lopez, Food Service, \$10/hr., starting 12/5/217
- Deanna Montiel, Food Service, \$10/hr., starting 11/30/2017
- Allison Wetter, Custodian, \$12.50/hr., starting 12/18/2017

Recommend accepting the resignations from:

- Grace Palo, Principal's Secretary, effective June 30, 2018
- Stefanie Hafley, Food Service, effective immediately

Notification of FMLA from Richard Panerali, November 21, 2017 through use of 60 intermittent days

J. Principal's Report

Mr. Schmidt will give his monthly Principal's Report

Kyle Packard

The Grant Community High School December Student of the Month is senior Kyle Packard, son of Alex and Leanne Packard of Ingleside.

Kyle's focus on his academic achievements allowed him to earn his place on Honor Roll each semester. He holds an impressive 5.107 GPA and he scored a remarkable 1530 on the SAT and 35 on his ACT.

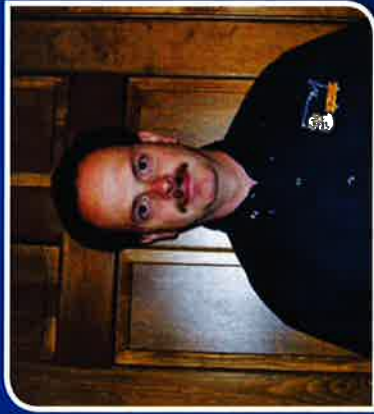
Kyle's varied extracurricular activities include Math Team where he was a State Qualifier every year and twice he placed in the top ten in State with a 2-person team; he earned MVP during his junior year with the Academic Team; he achieved Board 1 status on the Chess Team; and with the Tennis Team, he was named Team MVP on JV sophomore year, competed singles #2 at Varsity level, landed the Sportsmanship Award and Scholar Athlete Award. He has been cast in Grant productions of *Oliver!* and *39 Steps*. Kyle is also a Math Lab Peer Tutor.

His interests outside of Grant include playing card and board games with his friends and he enjoys increasing his skill level on video games such as Super Smash Bros.

Kyle volunteers to help out his community with Feed My Starving Children and Bernie's Book Bank.

His plans for the future include pursuing a degree in Mathematics. He is currently evaluating his university options.

Our Chicago Team



Glenn VadeBonCoeur manages the Chicago office, and is a certified canine handler.



Bear

Bear is a male Golden Retriever. Trained in Grand Rapids, MI, Bear joined the Chicago team in June 2015. He has proven to be a highly skilled addition to the team.



We Put a "Stop" To Drugs

Our School Safety Dogs:

Friendly, lovable dogs who are trained to detect the wide variety of substances that pose direct threats to a quality learning environment:

Illegal drugs including:

- ✓ Marijuana
- ✓ Cocaine
- ✓ Heroin
- ✓ Methamphetamine
- ✓ LSD

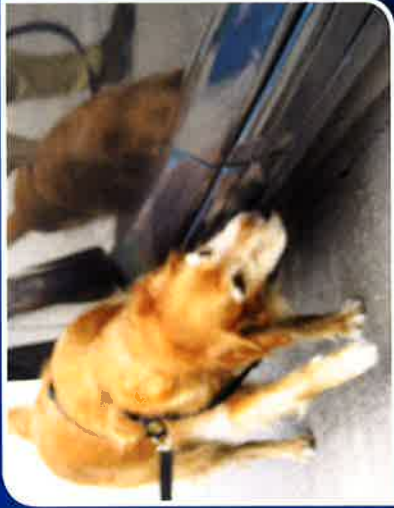
- Alcoholic Beverages
- Commonly Abused Medications
- Gunpowder Items

The Interquest Program:

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- Proven
- Cost Effective
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- Easily Integrated Into Your Existing Safety Programs
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Pat Tedaldi Monti, Dean Prospect High School

"Kids used to bring drugs to school, but they don't anymore. It's too much of a risk with dogs here."

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Proposed School Board Policy Changes

Section 200 School Board

2:260 Uniform Grievance Procedure

Changes: Policy updated in response to Public Act 100-29 requiring districts to make breastfeeding accommodations for students.

Section 400 Operational Services

4:15 Identity Protection

Changes: Policy updated in response to the Identity Protection Act and concerns regarding the application of the Personal Information Protection Act.

4:110 Transportation

Changes: Minor clarification regarding a district's provision of transportation to and from school and to or from a stop that would constitute a serious hazard.

4:170 Safety

Changes: Policy changed in response to Public Act 99-922 and required testing for lead in water.

Section 500 Personnel

5:90 Abused and Neglected Child Reporting

Changes: Policy updated in response to a School Code change, amended by Public Acts 100-413 and 100-468.

5:200 Terms and Conditions of Employment and Dismissal

Changes: Policy changed for clarification and in response to Public Act 100-356.

5:220 Substitute Teachers

Changes: Policy updated to clarify substitute teaching requirements.

5:290 Employment Termination and Suspensions

Changes: Policy updated in response to a School Code change and amended by Public Act 100-176.

Section 600 Students

6:50 School Wellness

Changes: Policy updated in response to the re-designation of wellness policy requirements as per the School Code.

6:60 Curriculum Content

Changes: Policy updated in response to Public Act 100-465 and includes language regarding case-by-case basis excusals for students participating in interscholastic or extracurricular programs.

6:150 Home and Hospital Instruction

Changes: Policy updated to expand who may provide written permission for home or hospital instruction of a student.

6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

Changes: Policy updated in response to Public Act 100-465 and includes language regarding case-by-case excusals.

Section 700 Students

7:15 Student and Family Privacy Rights

Changes: Policy updated in response to a Governor's Executive Order and Public Act 100-159.

7:20 Harassment of Students Prohibited

Changes: Policy updated in response to Public Act 100-137.

7:70 Attendance and Truancy

Changes: Policy updated to reflect Public Act 100-185.

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

Changes: Policy updated in response to Public Act 100-137.

7:250 Student Support Services

Changes: Policy updated to clarify who may provide student support services.

7:270 Administering Medicines to Students

Changes: Policy updated to provide add information regarding opioid prevention.



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Board of Education
S.B.P. File: 2:260 (Page 1 of 6)

UNIFORM GRIEVANCE PROCEDURE

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

1. Title II of the Americans with Disabilities Act
2. Title IX of the Education Amendments of 1972
3. Section 504 of the Rehabilitation Act of 1973
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d *et seq.*
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e *et seq.*
6. Sexual harassment (Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972)
- 6-7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60 (P.A. final citation pending)
- 7-8. Bullying, 105 ILCS 5/27-23.7
- 8-9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children
- 9-10. Curriculum, instructional materials, and/or programs
- 10-11. Victims' Economic Security and Safety Act, 820 ILCS 180/
- 11-12. Illinois Equal Pay Act of 2003, 820 ILCS 112/



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Board of Education
S.B.P. File: 2:260 (Page 2 of 6)

Uniform Grievance Procedure (cont'd)

13. Provision of services to homeless students
14. Illinois Whistleblower Act, 740 ILCS 174/~~1 et seq.~~
15. Misuse of genetic information (Illinois Genetic Information Privacy Act (GIPA), 410 ILCS 513/ and Titles I and II of the Genetic Information Nondiscrimination Act (GINA), 42 U.S.C. §2000ff *et seq.*
16. Employee Credit Privacy Act, 820 ILCS 70/

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

Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable resolution of a complaint filed hereunder shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

Deadlines

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



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Board of Education
S.B.P. File: 2:260 (Page 3 of 6)

Uniform Grievance Procedure (cont'd)

Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same gender. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed.

For bullying and cyber-bullying, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

Investigation

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

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



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Board of Education
S.B.P. File: 2:260 (Page 4 of 6)

Uniform Grievance Procedure (cont'd)

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this ~~procedure-policy~~ about the status of the investigation. Within 30 school business days of the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time. If a complaint of sexual harassment contains allegations involving the Superintendent, the written report shall be filed with the Board, which will make a decision in accordance with the following section of this policy. The Superintendent will keep the Board informed of all complaints.

Decision and Appeal

Within 5 school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused by first class U.S. mail, as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.

Within 10 school business days after receiving the Superintendent's decision, the Complainant or the accused may appeal the decision to the Board by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the Board. Within 30 school business days, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information. Within 5 school business days of the Board's decision, the Superintendent shall inform the Complainant and the accused of the Board's action.

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



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Board of Education
S.B.P. File: 2:260 (Page 5 of 6)

Uniform Grievance Procedure (cont'd)

Appointing Nondiscrimination Coordinator and Complaint Managers

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

The Superintendent shall appoint at least one Complaint Manager to administer the complaint process in this policy. If possible, the Superintendent will appoint 2 Complaint Managers, one of each gender. The District's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

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

Nondiscrimination Coordinator:

Christy Sefcik
Name

285 E. Grand Avenue
Address

Fox Lake, Illinois 60020
City, State Zip

847-587-2561
Telephone



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Board of Education
S.B.P. File: 2:260 (Page 6 of 6)

Uniform Grievance Procedure (cont'd)

Complaint Managers:

Jeremy Schmidt

Name

285 E. Grand Avenue

Address

Fox Lake, Illinois 60020

City, State Zip

847-587-2561

Telephone

Beth Reich

Name

285 E. Grand Avenue

Address

Fox Lake, Illinois 60020

City, State Zip

847-587-2561

Telephone

Legal Reference: Age Discrimination in Employment Act, 29 U.S.C. §621 *et seq.*

Americans with Disabilities Act, 42 U.S.C. §12101 *et seq.*

Equal Employment Opportunities Act (Title VII - Civil Rights Act), 42 U.S.C. §2000e *et seq.*

Equal Pay Act, 29 U.S.C. §206(d)

Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff *et seq.*

Immigration Reform and Control Act, 8 U.S.C. §1324a *et seq.*

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

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

Title VI of the Civil Rights Act, 42 U.S.C. §2000d *et seq.*

Title IX of the Education Amendments, 20 U.S.C. §1681 *et seq.*

105 ILCS 5/2-3.8, 5/3-10, 5/10-20.7a, 5/10-20.60 (P.A. 100-29, final citation pending), 5/10-

22.5, 5/22-19, 5/24-4, 5/27-1, 5/27-23.7, 45/1-15

Illinois Genetic Information Privacy Act, 410 ILCS 513/

Illinois Whistleblower Act, 740 ILCS 174/

Illinois Human Rights Act, 775 ILCS 5/

Victims' Economic Security and Safety Act, 820 ILCS 180/, 56 Ill.Admin.Code Part 280

Equal Pay Act of 2003, 820 ILCS 112/

Employee Credit Privacy Act, 820 ILCS 70/

23 Ill.Admin.Code §§1.240 and 200-40

Original Policy Adopted: February 18, 2010

Policy Reviewed and Adopted: 03/21/2013, 10/15/2015, 00/00/0000



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:15

IDENTITY PROTECTION

The collection, storage, use, and disclosure of social security numbers by the School District shall be consistent with State and federal laws. The goals for managing the District's collection, storage, use, and disclosure of social security numbers are to:

1. Limit all activities involving social security numbers to those circumstances that are authorized by State or federal law.
2. Protect each social security number collected or maintained by the District from unauthorized disclosure.

The Superintendent is responsible for ensuring that the District complies with the Identity Protection Act, 5 ILCS 179/. Compliance measures shall include each of the following:

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which the District is collecting and using the social security number shall be provided. The stated reason for collection of the social security number must be relevant to the documented purpose.
5. ~~Notification to an individual as required by 815 ILCS 530/12 whenever his or her personal information was acquired by an unauthorized person; personal information means either:~~



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:15

Identity Protection (Cont'd)

- ~~a) An individual's first name or first initial and last name in combination with any one or more of his or her (i) social security number, (ii) driver's license number or State identification card number, (iii) financial account information (with any required security codes or passwords), (iv) medical information, (v) health insurance information, and/or (vi) unique biometric data or other unique physical or digital representation of biometric data, when either the name or the data elements are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the name or data elements have been acquired through the breach of security; or~~
- ~~b) An individual's username or email address, in combination with a password or security question and answer that would permit access to an online account, when either the username or email address or password or security question and answer are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the data elements have been obtained through the breach of security.~~
- ~~5. Disposal of Materials containing personal information in a manner that renders the personal information unreadable, unusable, and undecipherable; *personal information* has the meaning stated in #5, above.~~
- ~~6. Notification, within 45 days of the discovery of a security breach, to the Illinois Attorney General:
 - ~~a. If the District suffers a breach of more than 250 Illinois residents; or~~
 - ~~b. When the District provides notice as required in #5, above.~~~~
- 5. All employees must be advised of this policy's existence and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request.
- 7-6. If this policy is amended, employees will be advised of the existence of the amended policy and a copy of the amended policy will be made available to each employee.



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:15

Identity Protection (Cont'd)

No District employee shall collect, store, use, or disclose an individual's social security number unless specifically authorized by the Superintendent. This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. The District will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise afforded by law.

Legal Reference: 5 ILCS 179/, Identity Protection Act
50 ILCS 205/3, Local Records Act

105 ILCS 10/, Illinois School Student Records Act

~~815 ILCS 530/, Personal Information Protection Act~~

Original Policy Adopted: 02/21/2013

Policy Reviewed and Adopted: 04/20/2017, 00/00/0000



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:110 (Page 1 of 2)

TRANSPORTATION

The District shall provide free transportation for any student in the District who resides: (1) at a distance of one and one-half miles or more from his or her assigned school, unless the School Board has certified to the Illinois State Board of Education that adequate public transportation is available, or (2) within one and one-half miles from his or her assigned school where walking to or from school or to or from a pick-up point or bus stop would constitute a serious hazard due to vehicular traffic or rail crossing, and adequate public transportation is not available. A student's parent(s)/guardian(s) may file a petition with the Board requesting transportation due to the existence of a serious safety hazard. Free transportation service and vehicle adaptation is provided for a special education student if included in the student's individualized educational program. Non-public school students shall be transported in accordance with State law. Homeless students shall be transported in accordance with Section 45/1-15 of the Education for Homeless Children Act. Foster care students shall be transported in accordance with Section 6312(c)(5)(B) of the Elementary and Secondary Education Act.

If a student is at a location within the District, other than his or her residence, for child care purposes at the time for transportation to and/or from school, that location may be considered for purposes of determining the one and one-half miles from the school attended. Unless the Superintendent or designee establishes new routes, pick-up and drop-off locations for students in day care must be along the District's regular routes. The District will not discriminate among types of locations where day care is provided, which may include the premises of licensed providers, relatives' homes, or neighbors' homes.

Bus schedules and route shall be determined by the Superintendent or designee and shall be altered only with the Superintendent or designee's approval and direction. In setting the routes, the pick-up and discharge points should be as safe for students as possible.

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



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:110 (Page 2 of 2)

Transportation (Cont'd)

Every vehicle regularly used for the transportation of students must pass safety inspections in accordance with State law and Illinois Department of Transportation regulations. The strobe light on a school bus may be illuminated only when the bus is actually being used as a school bus and (1) is stopping or stopped for loading or discharging students on a highway outside an urban area, or (2) is bearing one or more students. The Superintendent shall implement procedures in accordance with State law for accepting comment calls about school bus driving.

All contracts for charter bus services must contain the clause prescribed by State law regarding criminal background checks for bus drivers.

Pre-Trip and Post-Trip Vehicle Inspection

The Superintendent or designee shall develop and implement a pre-trip and post-trip inspection procedure to ensure that the school bus driver: (1) tests the two-way radio or cellular radio telecommunication device and ensures that it is functioning properly before the bus is operated, and (2) walks to the rear of the bus before leaving the bus at the end of each route, work shift, or work day, to check the bus for children or other passengers in the bus.

Legal Reference:

Elementary and Secondary Education Act, 20 U.S.C. §6312(c)(5)(B)
McKinney-Vento Homeless Assistance Act, 42 U.S.C §11431 *et seq.*
105 ILCS 5/10-22.22 and 5/29-1 *et seq.*, 105 ILCS 45/1-15 and /1-17
625 ILCS 5/1-148.3a-5, 5/1-182, 5/11-1414.1, 5/12-813, 5/12-813.1, 5/12-815, 5/12-816,
5/12-821, and 5/13-109
23 Ill.Admin.Code §§1.510 and 226.750; Part 120
92 Ill.Admin.Code §440-3
Original Policy Adopted: 1981
Policy Reviewed and Adopted: 10/17/1991, 5/19/1994, 9/21/2006, 3/31/2013,
1/15/2015, 12/15/2016, 00/00/0000



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:170 (Page 1 of 4)

SAFETY

Safety and Security

All District operations, including the educational program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. The Superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

1. An emergency operations and crisis response plan(s) addressing prevention, preparation, response, and recovery for each school;
2. Provisions for a coordinated effort with local law enforcement and fire officials, emergency medical services personnel, and the Board Attorney;
3. A school safety drill plan;
4. Instruction in safe bus riding practices; and
5. A clear, rapid, factual, and coordinated system of internal and external communication.

In the event of an emergency that threatens the safety of any person or property, students and staff are encouraged to follow the best practices discussed for their building regarding the use of any available cellular telephones.

School Safety Drill Plan

During every academic year, each school building that houses school children shall conduct, at a minimum, each of the following in accordance with the School Safety Drill Act (105 ILCS 128/):

1. Three school evacuation drills to address and prepare students and school personnel for fire incidents. One of these three drills shall require the participation of the local fire department or district.
2. One bus evacuation drill
3. One severe weather and shelter-in-place drill to address and prepare students and school personnel for possible tornado incidents.



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:170 (Page 2 of 4)

SAFETY PROGRAM (cont'd)

4. One law enforcement drill to address a school shooting incident.

Annual Review

The Board or its designee will annually review each school building's emergency operations and crisis response plan(s), protocols, and procedures, as well as each building's compliance with the school safety drill plan. This annual review shall be in accordance with the School Safety Drill Act (105 ILCS 128/) and the Joint Rules of the Office of the State Fire Marshal and the Illinois State Board of Education (29 Ill.Admin.Code Part 1500.

Automated External Defibrillator (AED)

The Superintendent or designee shall implement a written plan for responding to medical emergencies at the District's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act and shall file a copy of the plan with the Ill. Dept. of Public Health (IDPH). The plan shall provide for an at least one automated external defibrillator (AED) to be available at every physical fitness facility on the premises according to State law requirements. ~~This policy does not create an obligation to use an AED nor is it intended to create any expectation that an AED will be present or a trained person will be present and/or able to use an AED.~~

The District shall have an AED on site as well as a trained AED user: (1) on staff during staffed business hours; and (2) available during activities or events sponsored and conducted or supervised by the district. The Superintendent or designee shall ensure that every AED on the District's premises is properly tested and maintained in accordance with rules developed by the IDPH. This policy does not create an obligation to use an AED.

Carbon Monoxide Alarms

The Superintendent or designee shall implement a plan with the District's local fire officials to:

1. Determine which school buildings to equip with ~~the~~ approved *carbon monoxide alarms* or *carbon monoxide detectors*,
2. Locate the required carbon monoxide alarms or carbon monoxide detectors within 20 feet of a carbon monoxide emitting device, and



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:170 (Page 3 of 4)

SAFETY PROGRAM (cont'd)

3. Incorporate carbon monoxide alarm or detector activation procedures into each school building that requires a carbon monoxide alarm or detector. The Superintendent or designee shall ensure each school building annually reviews these procedures.

Soccer Goal Safety

The Superintendent or designee shall implement the Movable Soccer Goal Safety Act in accordance with the guidance published by the ~~Illinois Department of Public Health~~ IDPH. Implementation of the Act shall be directed toward improving the safety of moveable soccer goals by requiring that they be properly anchored.

Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District. The unsafe school choice option is available to:

1. All students attending a persistently dangerous school, as defined by State law and identified by the Illinois State Board of Education.
2. Any student who is a victim of a violent criminal offense, as defined by 725 ILCS 120/3, that occurred on school grounds during regular school hours or during a school-sponsored event.

The Superintendent or designee shall develop procedures to implement the unsafe school choice option.

Lead Testing in Water

The Superintendent or designee shall implement testing for lead in each source of drinking water in school buildings in accordance with the Illinois Plumbing License Law and guidance published by the IDPH. The Superintendent or designee shall notify parent(s)/guardian(s) about the sampling results from their children's respective school buildings.



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Operational Services
S.B.P. File: 4:170 (Page 4 of 4)

SAFETY PROGRAM (cont'd)

Emergency Closing

The Superintendent is authorized to close school in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property.

Annual Review

~~The School Board or its designee will annually review each school building's safety and security plans, protocols, and procedures, as well as each building's compliance with the school safety drill plan.~~

Legal Reference:

105 ILCS 5/10-20.2, 5/10-20.56, 5/18-12, 5/18-12.5
105 ILCS 128/, School Safety Drill Act, implemented by 29 Ill.Admin.Code Part 1500
210 ILCS 74/, Physical Fitness Facility Medical Emergency Preparedness Act

225 ILCS 320/35.5, Ill. Plumbing License Law

Original Policy Adopted: 1981

Policy Reviewed and Adopted: 10/17/1991, 5/19/1994, 7/7/2005, 9/21/2006 and
7/19/2012, 7/17/2014, 01/21/2016



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Personnel
S.B.P. File: 5:90 (Page 1 of 3)

GENERAL PERSONNEL ABUSED AND NEGLECTED CHILD REPORTING

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability shall: (1) immediately report or cause a report to be made to the Illinois Department of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873)(within Illinois); or 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made. The Superintendent or Building Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement.

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's Cyber Tipline 1-800-THE-LOST (1-800-843-5678) or online at report.cybertip.org/ or www.cybertipline.com. The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made.

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.



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Abused and Neglected Child Reporting (Cont'd)

Abused and Neglected Child Reporting Act (ANCRA), School Code, and *Erin's Law* Training

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect.

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within one year of initial employment ~~or~~ and at least every 5 years after that date.

The Superintendent will encourage all District educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting.

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing when he or she has reasonable cause to believe that a license holder was dismissed or resigned from the District as a result of an act that made a child an abused or neglected child. The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder.



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Abused and Neglected Child Reporting (Cont'd)

Special School Board Member Responsibilities

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in the Act, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse.

Legal Reference:

105 ILCS 5/10-21.9

20 ILCS 1305/1-1 *et seq.*, Department of Human Services Act

~~**20 ILCS** 2435/~~

325 ILCS 5/, Abused and Neglected Child Reporting Act

720 ILCS 5/12C-50.1, Criminal Code of 2012

Original Policy Adopted: November 16, 2006

Policy Reviewed and Adopted: 4/15/2010, 04/30/2013, 12/19/2013, 01/21/2016,

00/00/0000



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PROFESSIONAL PERSONNEL TERMS AND CONDITIONS OF EMPLOYMENT AND DISMISSAL

The School Board delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

School Year ~~and Day~~

Teachers shall work according to the school calendar adopted by the Board, which shall have a minimum of 176 student attendance days and a minimum of 180 teacher work days, including teacher institute days. Teachers are not required to work on legal school holidays unless the District has followed applicable State law that allows it to hold school or schedule teachers' institutes, parent-teacher conferences, staff development on the third Monday in January (the Birthday of Dr. Martin Luther King, Jr.); ~~The third Monday in February~~ 12 (The Birthday of President Abraham Lincoln) (Presidents' Day); the first Monday in March (known as Casimir Pulaski's birthday); the second Monday in October (Columbus Day); and November 11 (Veterans' Day).

School Day

Teachers are required to work the school day adopted by the Board. Teachers employed for at least 4 hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer.

The District accommodates employees who are nursing mothers according to provisions in State and federal law.

Salary

Teachers shall be paid according to the ~~salary schedule adopted~~ salaries fixed by the Board, but in no case less than the minimum salary provided by the School Code. Teachers shall be paid at least monthly on a 10- or 12-month basis.



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Terms and Conditions of Employment and Dismissal (Cont'd)

Assignments and Transfers

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments. In order of priority, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. School social worker has the meaning stated in 105 ILCS 5/14-1.09a.

Dismissal

The District will follow State law when dismissing a teacher.

Evaluation

The District's teacher evaluation system will be conducted under the plan developed pursuant to State law.

On an annual basis, the Superintendent will provide the Board with a written report which outlines the results of the District's teacher evaluation system.

Legal Reference:

105 ILCS 5/10-19, 5/10-20.60 (P.A. 100-356, final citation pending), 5/14-1.09a, 5/18-8, 5/22.4, 5/24-16.5, 5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, 5/24A-4, and 5/24A-51 through 24A-20

820 ILCS 260/1 *et seq.*

23 Ill.Admin.Code Parts 50 (Evaluation of Certified Employees) and 51 (Dismissal of Tenured Teachers)

Cleveland Board of Education v. Loudermill, 105 S.Ct. 1487/470 U.S. 532 (1985)

Original Policy Adopted: May 20, 2010

Policy Reviewed and Adopted: 04/30/2013



SCHOOL BOARD POLICY

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S.B.P. File: 5:220 (Page 1 of 2)

PROFESSIONAL PERSONNEL SUBSTITUTE TEACHERS

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

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

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

The Illinois Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

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

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within 5 business days after the employment of a substitute teacher in an emergency situation.



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Professional Personnel - Substitute Teachers (Cont'd)

Legal Reference: **105 ILCS** 5/21B-20(2) and 5/21B-20(3) ~~and 24-5~~
23 Ill.Admin.Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License)

Original Policy Adopted: May 20, 2010
Policy Reviewed and Adopted: 09/20/2012, 01/15/2015



SCHOOL BOARD POLICY

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EDUCATIONAL SUPPORT PERSONNEL EMPLOYMENT TERMINATION AND SUSPENSIONS

Resignation and Retirement

An employee is requested to provide 2 weeks' notice of a resignation. A resignation notice cannot be revoked once given. An employee planning to retire should notify his or her supervisor at least 2 months before the retirement date.

Non-RIF Dismissal

The District may terminate an at-will employee at any time for any or no reason, but not for a reason prohibited by State or federal law.

Employees who are employed annually or have a contract, or who otherwise have a legitimate expectation of continued employment, may be dismissed: (1) at the end of the school year or at the end of their respective contract after being provided appropriate notice and after compliance with any applicable contractual provisions, or (2) mid-year or mid-contract provided appropriate due process procedures are provided.

The Superintendent is responsible for making dismissal recommendations to the School Board consistent with the Board's goal of having a highly qualified, high performing staff.

Reduction in Force and Recall

The Board may, as necessary or prudent, decide to decrease the number of educational support personnel or to discontinue some particular type of educational support service and, as a result of that action, dismiss or reduce the hours of one or more educational support employees. When making decisions concerning reduction in force and recall, the Board will follow Sections 10-22.34c (outsourcing non-instructional services) and 10-23.5 (procedures) of the *School Code*, to the extent they are applicable and not superceded by legislation or an applicable collective bargaining agreement.



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Employment Termination and Suspension – Support Personnel (Cont'd)

Final Paycheck

A terminating employee's final paycheck will be adjusted for any unused, earned vacation credit. Employees are paid for all earned vacation. Terminating employees will receive their final pay on the next regular payday following the date of termination, except that an employee dismissed due to a reduction in force shall receive his or her final paycheck on or before the next regular pay date following the last day of employment.

Suspension

Except as provided below, the Superintendent is authorized to suspend an employee without pay as a disciplinary measure, during an investigation into allegations of misconduct or pending a dismissal hearing whenever, in the Superintendent's judgement, the employee's presence is detrimental to the District. A disciplinary suspension shall be with pay: (1) when the employee is exempt from the overtime provisions, or (2) until an employee with an employment contract for a definite term is provided a notice and hearing according to the suspension policy for professional employees. Upon receipt of a recommendation from the Ill. Dept. of Children and Family Services (DCFS) that the District remove an employee from his or her position when he or she is the subject of a pending DCFS investigation that relates to his or her employment with the District, the Board or Superintendent or designee, in consultation with the Board Attorney, will determine whether to:

1. Let the employee remain in his or her position pending the outcome of the investigation; or
2. Remove the employee as recommended, proceeding with:
 - a. A suspension with pay; or
 - b. A suspension without pay.

Any criminal conviction resulting from the investigation or allegations shall require the employee to repay to the District all compensation and the value of all benefits received by the employee during the suspension. The Superintendent will notify the employee of this requirement when the employee is suspended.



SCHOOL BOARD POLICY

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Employment Termination and Suspension – Support Personnel (Cont'd)

Legal Reference:

5 ILCS 430 *et seq.*

105 ILCS 5/10-22.34c and 5/10-23.5

325 ILCS 5/7.4(c-10)

820 ILCS 105/4a

~~**Griggsville-Perry Community Unit School Dist. No. 5 v. Illinois Educ. Labor Relations Bd.,
963 N.E.2d 332 (Ill.App.4, 2013)**~~

Original Policy Adopted: November 16, 2006

Policy Reviewed and Adopted: 4/15/2010, 06/18/2015, 00/00/0000



SCHOOL BOARD POLICY

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SCHOOL WELLNESS

Student wellness, including good nutrition and physical activity, shall be promoted in Grant Community High School's educational program, school-based activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the *Child Nutrition and WIC Reauthorization Act of 2004* and the *Healthy Hunger-Free Kids Act of 2010* (HHFKA).

The Superintendent ~~or designee~~ will ensure:

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of, or online access to, the Board Policy Manual; and
3. ~~that the~~ The community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Grant will support and promote sound nutrition for students.
- Grant will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See ~~School~~ Board policy 6:60, *Curriculum Content*.

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Grant will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See Board policy 6:60, *Curriculum Content* and Board policy 7:260, *Exemption from Physical Education*.



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SCHOOL WELLNESS (cont'd)

- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See Board policy 6:60, *Curriculum Content* and Board policy 7:260, *Exemption from Physical Education*.
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Illinois State Board of Education (ISBE).

Nutrition Guidelines for Foods Available During the School Day; ~~Marketing Prohibited~~

Students will be offered, and Grant will promote, nutritious food and beverage choices during the day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules). ~~the current *Dietary Guidelines for Americans* published jointly by the U.S. Departments of Health and Human Services and Agriculture (USDA).~~

In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall:

1. ~~restrict~~ Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during the meal periods;
2. ~~and e~~ Comply with all ISBE rules; and
3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards.

Competitive foods standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives.



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SCHOOL WELLNESS (cont'd)

Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law.

~~The, unless the~~ Superintendent or designee in a participating school ~~has granted an exempted fundraising day may grant an (EFD) for grades 9 through 12 in participating schools.~~ To request an EFD and learn more about the District's related procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs for grades 9 through 12 in participating schools is set by ISBE rule.

Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

Monitoring

At least every three years, ~~The the~~ Superintendent ~~or designee~~ shall ~~annually~~ provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report). This triennial report must include without limitation each of the following:

- An assessment of the District's implementation of the policy
- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies
- A description of the progress made in attaining the goals of the policy
- Where the District will retain records of the assessment

The Board will monitor and adjust the policy pursuant to policy 2:240, Board Policy Development.



SCHOOL BOARD POLICY

Grant Community High School District 124

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SCHOOL WELLNESS (cont'd)

Community ~~Input~~ Involvement

The Board and Superintendent ~~or designee~~ will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and improvement updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and community. Community involvement methods shall align their suggestions and comments to policy 2:140, Communications To and From the Board and/or the Community Engagement subhead in policy 8:10, *Connection with the Community*.

Recordkeeping

The Superintendent ~~or designee~~ shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

Legal Reference:

Child Nutrition and WIC Reauthorization Act of 2004, Pub. L. 108-265, Sec. 204

Child Nutrition Act of 1966, 42 U.S.C. §1771 *et seq.*

National School Lunch Act, 42 U.S.C. §~~1758-1751~~ *et seq.*

Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b, Pub. L. 111-296

42 U.S.C. §1779, as implemented by 7 C.F.R. §§210.11 and 210.~~3031~~

Local Records Act, 50 ILCS 205/

105 ILCS 5/2-3.139

23 Ill.Admin.Code Part 305, Food Program

ISBE's "School Wellness Policy" Goal, adopted Oct. 2007

Original Policy Adopted: May 18, 2006

Policy Reviewed and Adopted: 6/17/2010, 01/21/2016, 12/15/2016, 00/00/0000



SCHOOL BOARD POLICY

Grant Community High School District 124

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CURRICULUM CONTENT

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. Subjects include: (a) language arts, (b) writing intensive course, (c) science, (d) mathematics, (e) social studies including U.S. history, American government and, for those students entering the 9th grade in the fall of 2016 and each year after it, one semester of civics, (f) foreign language, (g) music, (h) art, (i) driver and safety education, and (j) vocational education.

Students otherwise eligible to take a driver education course must receive a passing grade in at least 8 courses during the previous 2 semesters before enrolling in the course. The Superintendent or designee may waive this requirement if he or she believes a waiver to be in the student's best interest. The course shall include: (a) classroom instruction on distracted driving as a major traffic safety issue, and (b) instruction concerning law enforcement procedures for traffic stops, including a demonstration of the proper actions to be taken during a traffic stop and appropriate interactions with law enforcement. Automobile safety instruction covering traffic regulations and highway safety must include instruction on the consequences of alcohol consumption and the operation of a motor vehicle. The eligibility requirements contained in State law for the receipt of a certificate of completion from the Secretary of State shall be provided to students in writing at the time of their registration.

2. Steroid abuse prevention must be taught, as well as in interscholastic athletic programs.
3. Provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence.



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CURRICULUM CONTENT (CONT'D)

4. Age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate policy 6:235 – *Access to Electronic Networks* and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response.
5. Character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage.
6. Citizenship values must be taught, including: (a) patriotism, (b) democratic principles of freedom, justice, and equality, (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.
7. Physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage ~~daily during the school day~~ in a physical education course with such frequency as determined by the Board after recommendation from the Superintendent, but at a minimum of three days per five-day week. For exemptions and substitutions, see policies 6:310-*High School Credit for Non-District Experiences*; *Course Substitutions*; *Re-Entering Students* and 7:260-*Exemption from Physical ~~Activity~~ Education*.
8. Health education must be stressed, including: (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, and (e) age-appropriate sexual abuse and assault awareness and prevention education in all grades. The Superintendent shall implement a comprehensive health education program in accordance with State law.



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CURRICULUM CONTENT (CONT'D)

9. Career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
10. Consumer education must be taught, including: (a) financial literacy, including consumer debt and installment purchasing (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking (including balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting with agriculture, business, labor unions, and government in formulating and achieving the goals of the mixed free enterprise system.
11. Conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.
12. United States history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, and (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics, (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State.

In addition, hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week.



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CURRICULUM CONTENT (CONT'D)

13. Courses concerning U.S. history or a combination of U.S. history and American government, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film.
14. The curriculum includes a unit of instruction on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
15. The curriculum includes a unit of instruction on the history, struggles, and contributions of women.
16. The curriculum includes a unit of instruction on Black History, including the history of the African slave trade, slavery in America, and the vestiges of slavery in this country, as well as the struggles and contributions of African-Americans.
17. Instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement.

Legal Reference:

5 ILCS 465/3 and 465/3a

20 ILCS 2605/2605-480

105 ILCS 5/2-3.80(e) and (f), 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 27/6.5, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-24.2, 435/, and 110/3

625 ILCS 5/6-408.5

23 Ill.Admin.Code §§1.420, 1.425, 1.430, and 1.440

Consolidated Appropriations Act of 2005, Pub. L. No. 108-447, Section 111 of Division J.

Protecting Children in the 21st Century Act, Pub. L. No. 110-385, Title II, 122 stat. 4096 (2008).

47 C.F.R. §54.520

Original Policy Adopted: March 19, 2009

Policy Reviewed and Adopted: 09/20/2012, 01/15/2015, 01/21/2016, 12/15/2016,

00/00/0000



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Instruction
S.B.P. File: 6:150

HOME AND HOSPITAL INSTRUCTION

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services. Appropriate educational services from qualified staff will begin no later than 5 school days after receiving a physician's written statement. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to 3 months after the child's birth or a miscarriage.

Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

Legal Reference:

105 ILCS 5/10-22.6a, 5/14-13.01, and 5/18-4.5, and 5/18-8.05
23 Ill.Admin.Code §§1.520, 1.610, and 226.300

Original Policy Adopted: July 15, 2010

Policy Reviewed and Adopted: 04/30/2013, 07/17/2014, **00/00/0000**



SCHOOL BOARD POLICY

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Section: Instruction
S.B.P. File: 6:310 (Page 1 of 4)

HIGH SCHOOL CREDIT FOR NON-DISTRICT EXPERIENCES; COURSE SUBSTITUTIONS; RE-ENTERING STUDENTS

Credit for Non-District Experiences

A student may receive high school credit for successfully completing any of the listed courses or experiences even when it is not offered in or sponsored by the District:

1. Distance learning course, including a correspondence, virtual, or online course
2. Courses in an accredited foreign exchange program
3. Summer school or community college courses
4. College courses offering dual credit courses at both the college and high school level
5. Foreign language courses taken in an ethnic school program approved by the Illinois State Board of Education
6. Work-related training at manufacturing facilities or agencies in a Youth Apprenticeship Vocational Education Program (Tech Prep)
7. Credit earned in a Vocational Academy

The student must seek approval from the Superintendent or designee to receive graduation credit for any non-District course or experience. The Superintendent or designee shall determine the amount of credit and whether a proficiency examination is required before the credit is awarded. As approval is not guaranteed, students should seek conditional approval of the experience before participating in a non-District course or experience. The student assumes responsibility for any fee, tuition, supply, or other expense. The student seeking credit is responsible for (1) providing documents or transcripts that demonstrate successful completion of the experience, and (2) taking a proficiency examination, if requested. The Superintendent or designee shall determine which, if any, non-District courses or experiences, will count toward a student's grade point average, class rank, and eligibility for athletic and extracurricular activities. This section does not govern the transfer of credits for students transferring into the District.



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High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students (Cont'd)

Substitutions for Required Courses

Vocational or technical education. A student in grades 9-12 may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing related vocational or technical education courses if:

1. The Building Principal approves the substitution and the vocational or technical education course is completely described in curriculum material along with its relationship to the required course; and
2. The student's parent/guardian requests and approves the substitution in writing on forms provided by the District.

Advanced placement computer science. The advanced placement computer science course is equivalent to a high school mathematics course. A student in grades 9-12 may substitute the advanced placement computer science course for one year of mathematics, in accordance with Section 27-22 of the School Code. The transcript of a student who completes the advanced placement computer science course will state that it qualifies as a mathematics-based, quantitative course.

Substitutions for physical education. A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated below. The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate.

1. Enrollment-Ongoing participation in a marching band program for credit;
2. Enrollment in Reserve Officer's Training Corps (ROTC) program sponsored by the District;
3. Ongoing participation in an interscholastic or extracurricular athletic program ~~-(student must be in the 11th or 12th grade);~~
4. Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or



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High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students (Cont'd)

5. Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

A student who is eligible for special education may be excused from physical education courses pursuant to 7:260, *Exemption from Physical Education*.

Volunteer service credit. A student participating in the District's Volunteer Service Credit Program, if any, may earn credit toward graduation for the performance of community service. The amount of credit given for program participation shall not exceed that given for completion of one semester of language arts, math, science, or social studies.

Re-Entering Students

Individuals younger than 21 years of age may re-enter high school to acquire a high school diploma or an equivalency certificate, subject to the limitations in Board policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. Re-entering students may obtain credit through the successful completion of the following (not all of these may be available at any one time):

1. District courses
2. Non-District experiences described in this policy
3. Classes in a program established under Section 10-22.20 of the School Code, in accordance with the standards established by the Illinois Community College Board
4. Proficiency testing, correspondence courses, life experiences, and other nonformal educational endeavors
5. Military service, provided the individual making the request has a recommendation from the ~~U.S. Commission of Accreditation of Service Experiences~~ American Council on Education

The provisions in the section **Credit for Non-District Experiences**, above, apply to the receipt of credit for any non-District course.



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High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students
(Cont'd)

Legal Reference:

105 ILCS 5/2-3.44, 5/2-3.108, 5/2-3.115, 5/2-3.142, 5/10-22.43a, 5/27-6, 5/27-22.3
and 5/27-22.05

23 Ill.Admin.Code §§1.425(e) and (f), 1.440(f), and 1.470(c)

Original Policy Adopted: July 15, 2010

Policy Reviewed and Adopted: 10/17/2013, 01/15/2015, 12/15/2016, 00/00/0000



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STUDENT AND FAMILY PRIVACY RIGHTS

Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives as identified in School Board policy 6:10, *Educational Philosophy and Objectives* or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

Surveys Created by a Third Party

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent(s)/guardian(s) may inspect the survey or evaluation, upon their request and within a reasonable time of their request.

This section applies to every survey: (1) that is created by a person or entity other than a District official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Survey Requesting Personal Information

School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the District) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.



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Student and Family Privacy Rights (cont'd)

7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent(s)/guardian(s) may:

1. Inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or
2. Refuse to allow their child ~~or ward~~ to participate in the activity described above. The school shall not penalize any student whose parent(s)/guardian(s) exercised this option.

Instructional Material

A student's parent(s)/guardian(s) may inspect, upon their request, any instructional material used as part of their child/~~ward~~'s educational curriculum within a reasonable time of their request.

The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Physical Exams or Screenings

No school official or staff member shall subject a student to a non-emergency, invasive physical examination or screening as a condition of school attendance. The term *invasive physical examination* means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.



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Student and Family Privacy Rights (cont'd)

The above paragraph does not apply to any physical examination or screening that:

1. Is permitted or required by an applicable State law, including physical examinations or screenings that are permitted without parental notification.
2. Is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq.*).
3. Is otherwise authorized by Board policy.

Selling or Marketing Students' Personal Information Is Prohibited

No school official or staff member shall market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term *personal information* means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number, or (5) driver's license number or State identification card.

The above paragraph does not apply: (1) if the student's parent(s)/guardian(s) have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational projects or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.



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Student and Family Privacy Rights (cont'd)

5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's *personal information* to a business organization or financial institution that issues credit or debit cards.

Notification of Rights and Procedures

The Superintendent or designee shall notify students' parents/guardian of:

1. This policy as well as its availability upon request from the general administration office.
2. How to opt their child ~~or ward~~ out of participation in activities as provided in this policy.
3. The approximate dates during the school year when a survey requesting personal information, as described above, is scheduled or expected to be scheduled.
4. How to request access to any survey or other material described in this policy.

This notification shall be given parents/guardians at least annually, at the beginning of the school year, and within a reasonable period after any substantive change in this policy.

The rights provided to parents/guardians in this policy transfer to the student when the student turns 18 years old, or is an emancipated minor.

Legal Reference:

20 U.S.C. §1232h, Protection of Pupil Rights
325 ILCS 17/, Children's Privacy Protection and Parental Empowerment Act
105 ILCS 5/10-20.38

Original Policy Adopted: February 15, 2007

Policy Reviewed and Adopted: 00/00/0000



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HARASSMENT OF STUDENTS PROHIBITED

No person, including a District employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race, color, national origin, military status, unfavorable discharge status from military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibitive conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

Sexual harassment of students is prohibited. Any person, including a District employee or agent, or student, engages in sexual harassment whenever he/she makes sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct, including sexual violence, of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 - a. Substantially interfering with a student's educational environment;
 - b. Creating an intimidating, hostile, or offensive educational environment;
 - c. Depriving a student of educational aid, benefits, services, or treatment; or
 - d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.



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Harassment of Students Prohibited (cont'd)

The terms *intimidating*, *hostile*, and *offensive* include conduct that has the effect of humiliation, embarrassment or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term *sexual violence* includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Making a complaint; Enforcement

Students are encouraged to report claims or incidences of bullying, harassment, sexual harassment, or any other prohibited conduct to the Non-Discrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, ~~or~~ a Complaint Manager, or any staff member with whom the student is comfortable speaking. A student may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

An allegation that a student was a victim of any prohibited conduct perpetrated by another student shall be referred to the Building Principal, Assistant Building Principal, or Dean of Students for appropriate action.

The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Non-Discrimination Coordinator and Complaint Managers. At least one of these individuals will be female and at least one will be male.

Non-Discrimination Coordinator

Christine A. Sefcik
Grant Community High School
285 East Grand Ave.
Fox Lake, IL. 60020
847 587-2561



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Harassment of Students Prohibited (cont'd)

Complaint Managers

Beth Reich

Grant Community High School
285 East Grand Ave.
Fox Lake, IL. 60020
847 587-2561

Jeremy Schmidt

Grant Community High School
285 E. Grand Ave.
Fox Lake, IL. 60020
847 587-2561

The Superintendent shall use reasonable measures to inform staff members and students of this policy, such as, by including it in the appropriate handbooks.

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline-behavior policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

Legal Reference:

20 U.S.C. §1681 *et seq.*, Title IX of the Educational Amendments of 1972
34 C.F.R. Part 106

105 ILCS 5/10-20.12, 10-22.5, 5/27-1, and 5/27-23.7

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

23 Ill.Admin.Code §1.240 and Part 200

Davis v. Monroe County Board of Education, ~~119 S.Ct. 1661~~ 526 U.S. 629 (1999)

Franklin v. Gwinnett Co. Public Schools, ~~112 S.Ct. 1028~~ 503 U.S. 60 (1992)

Gebser v. Lago Vista Independent School District, ~~118 S.Ct. 1989~~ 524 U.S. 274 (1998)

West v. Derby Unified School District No. 260, 206 F.3d 1358 (10th Cir., 2000)

Original Policy Adopted: March 20, 1997

Policy Reviewed and Adopted: 9/13/2000, 08/19/2010, 9/20/2012, 09/18/2014,

00/00/0000



SCHOOL BOARD POLICY

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ATTENDANCE AND TRUANCY

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any grades, kindergarten through 12, in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because his or her religion forbids secular activity on a particular day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness, observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student, other circumstances that cause reasonable concern to the parent/guardian for the student's safety or health, or other reason as approved by the Superintendent or designee.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and School Board policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.



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Attendance and Truancy (cont'd)

2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
- ~~2.3.~~ A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
- ~~3.4.~~ A process to telephone, within 2 hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
- ~~4.5.~~ A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in the School Code, Section 26-2a.
- ~~5.6.~~ A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
- ~~6.7.~~ The identification of supportive services that may be offered to truant, ~~or~~ chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
- ~~7.8.~~ A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
- ~~8.9.~~ A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.



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Attendance and Truancy (cont'd)

10. An acknowledgement that no punitive action, including out-of-school suspension, expulsions, or court action, shall be taken against a chronic truant for his or her truancy unless available supportive services and other school resources have been provided to the student.
11. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
12. A process for a 17-year-old resident to participate in the District's various programs and resources for truants. The student must provide documentation of his/her dropout status for the previous 6 months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *Students School Admissions and Student Transfers To and From Non-District Schools*.
13. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum academic or attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

Legal Reference: **105 ILCS** 5/26-1 through 16
705 ILCS 405/3-33.5, [Juvenile Court Act of 1987](#)
23 Ill.Admin.Code §§1.242 and 1.290

Original Policy Adopted: 1981

Policy Reviewed and Adopted: 12/21/1988, 11/21/1991, 4/21/1994, 10/21/2010,
04/30/2013, 04/17/2014, 12/15/2016, **00/00/0000**



SCHOOL BOARD POLICY

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PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT

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

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

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any nonschool-related activity, function, or program.



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Prevention of and Response to Bullying, Intimidation and Harassment (cont'd)

Definitions from Section 27-23.7 of the School Code (105 ILCS 5/27-23.7)

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

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

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

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of



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Prevention of and Response to Bullying, Intimidation and Harassment (cont'd)

the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

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

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in 105 ILCS 5/27-23.7(b) 1-12.

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a District-Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is



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Prevention of and Response to Bullying, Intimidation and Harassment (cont'd)

encouraged to report it to the District Complaint Manager named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted.

Nondiscrimination Coordinator:
Dr. Christine Sefcik, Superintendent
Grant Community High School
285 E. Grand Avenue
Fox Lake, IL 60020
CSefcik@grantbulldogs.org
847-587-2561

Complaint Managers
Mrs. Beth Reich, Business Manager
Grant Community High School
285 E. Grand Avenue
Fox Lake, IL 60020
BReich@grantbulldogs.org
847-587-2561

Mr. Jeremy Schmidt, Principal
Grant Community High School
285 E. Grand Avenue
Fox Lake, IL 60020
JSchmidt@grantbulldogs.org
847-587-2561

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
 - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.



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Prevention of and Response to Bullying, Intimidation and Harassment (cont'd)

- b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
- c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
- d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

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

- 6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
- 7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. A student's act of reprisal or retaliation will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
- 8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Students
S.B.P. File: 7:180 (Page 6 of 7)

Prevention of and Response to Bullying, Intimidation and Harassment (cont'd)

9. The District's bullying prevention and response plan must be based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's Internet website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must also be distributed annually to parents/guardians, students, and school personnel, (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
11. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation:
 - a. The frequency of victimization;
 - b. Student, staff, and family observations of safety at a school;
 - c. Identification of areas of a school where bullying occurs;
 - d. The types of bullying utilized; and
 - e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. The Superintendent or designee must post the information developed as a result of the policy evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:
 - a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Students
S.B.P. File: 7:180 (Page 7 of 7)

Prevention of and Response to Bullying, Intimidation and Harassment (cont'd)

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

Legal Reference: **405 ILS 49/**, Children's Mental Health Act

105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7

23 Ill.Admin.Code §§1.240 and §1.280

Original Policy Adopted: August 19, 2010

Policy Reviewed and Adopted: 09/20/2012, 04/17/2014, 09/18/2014, 00/00/0000



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Students
S.B.P. File: 7:250

STUDENT SUPPORT SERVICES

The following student support services may be provided by the School District:

1. Health services supervised by a qualified school nurse. The Superintendent or designee may implement procedures to further a healthy school environment and prevent or reduce the spread of disease.
2. Educational and psychological testing services and the services of a school psychologist as needed. In all cases, written permission to administer a psychological examination must be obtained from a student's parent(s)/guardian(s). The results will be given to the parent(s)/guardian(s), with interpretation, as well as to the appropriate professional staff.
3. The services of a school social worker. A student's parent(s)/guardian(s) must consent to regular or continuing services from a social worker.
4. Guidance and school counseling services.
5. A liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services when enrolling in or changing schools.

The Superintendent or designee shall develop protocols for responding to students with social, emotional, or mental health problems that impact learning ability. The District, however, assumes no liability for preventing, identifying, or treating such problems.

This policy shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, 42 U.S.C. §12101 *et seq.*

Legal Reference: **405 ILCS 49/**, Children's Mental Health Act of 2003,
740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act,
105 ILCS 5/10-20.58

Original Policy Adopted: 1981

Policy Reviewed and Adopted: 12/21/1988, 11/21/1991, 4/21/1994, 7/15/2004,
12/15/2016, **00/00/0000**



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Students
S.B.P. File: 7:270 (Page 1 of 3)

ADMINISTERING MEDICINES TO STUDENTS

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed *School Medication Authorization Form* is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parents/guardians of students.

Self-Administration of Medication

A student may possess an epinephrine auto-injector (EpiPen®) and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. The School District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector and/or medication, or the storage of any medication by school personnel.



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Students
S.B.P. File: 7:270 (Page 2 of 3)

Administering Medicines to Students (Cont'd)

School District Supply of Undesignated Epinephrine Auto-Injectors

The Superintendent or designee shall implement Section 22-30(f) of the School Code and maintain a supply of undesignated epinephrine auto-injectors in the name of the District and provide or administer them as necessary according to State law. *Undesignated epinephrine auto-injector* means an epinephrine auto-injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine auto-injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement Section 22-30(f) of the School Code and maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. *Opioid antagonist* means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. *Undesignated opioid antagonist* is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. On or after June 1, 2018, see the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.



SCHOOL BOARD POLICY

Grant Community High School District 124

Section: Students
S.B.P. File: 7:270 (Page 3 of 3)

Administering Medicines to Students (Cont'd)

Void Policy; Disclaimer

The **School District Supply of Undesignated Epinephrine Auto-Injectors** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine auto-injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine auto-injectors.

The **School District Supply of Undesignated Opioid Antagonists** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Alcoholism and Other Drug Abuse and Dependency Act, or (2) fill the District's prescription for undesignated school opioid antagonists.

Upon any administration of an undesignated epinephrine auto-injector or an opioid antagonist, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Upon implementation of this policy, the protections from liability and hold harmless provisions as explained in Section 22-30(c) of the School Code apply.

No one, including without limitation parents/guardians of students, should rely on the District for the availability of an epinephrine auto-injector and/or opioid antagonist. This policy does not guarantee the availability of an epinephrine auto-injector and/or opioid antagonist; students and their parents/guardians should consult their own physician regarding such medication(s).

Legal Reference: **105 ILCS** 5/10-20.14b, 5/10-22.21b, and 5/22-30

23 Ill.Admin.Code §1.540

Original Policy Adopted: February 15, 2007

Policy Reviewed and Adopted: 04/30/2013, 09/15/2016, 00/00/0000

To: Dr. Sefcik and members of the GCHS Board of Education

From: Casey Duval, Assistant Director of Activities and Athletics

Date: December 4, 2017

Re: Chess Team Overnight Trip Request

Dear Esteemed Members of the Board of Education,

Our Chess Team will potentially qualify to participate in the IHSA State Chess Tournament in February 2018. As in years past, we have been assigned to compete in Peoria, Illinois at the Peoria Civic Center for this year's tournament. Registration and the first day of competition begin on Friday, February 9 and the tournament continues through the afternoon of Saturday, February 10. We will have approximately 10 competitors representing the Bulldogs on our State Team this season accompanied by one sponsor, Mr. Karl Kuehner.

Therefore, we intend to request usage of an activity bus between Thursday, February 8 and Saturday, February 10 to transport the Chess Team to and from Peoria. In addition, we are requesting approval for the students to depart GCHS on Thursday, February 8 immediately after school (3:15pm) and to stay overnight in a Peoria-area hotel on Thursday, February 8 and Friday, February 9. The team will be returning home at approximately 7:00pm on Saturday, February 10. The Chess Team is requesting approval for a two-night stay in Peoria, Illinois.

Since the State Tournament is an event sanctioned by the IHSA for state-level competition, we are requesting that the district cover the costs of housing, transportation, and meals. Four rooms have been reserved at the Quality Inn and Suites for two nights at the rate of \$105.00. Meals for 10 competitors and one coach will cost \$958.35. Fuel costs for the activity bus are TBD at this point, but will be reimbursed to Mr. Kuehner.

Thank you again for your time and consideration. You have been so supportive of our student groups and we'd love the opportunity to bring home a Chess state trophy to Grant Community High School.

Sincerely,

A handwritten signature in black ink, appearing to read 'Casey Duval', written in a cursive style.

Casey Duval
Assistant Director of Activities and Athletics

Chess State Tournament

Dates: 2/8 to 2/10

1 Coach Karl Kuehner

Date	Number of Meals	# of Coaches and/or Chaperones	Amount	Total Allocation	
2/8/2018	1	1	\$ 63.89	\$ 31.95	Dinner
2/9/2018	3	1	\$ 63.89	\$ 63.89	All 3 meals
2/10/2018	3	1	\$ 63.89	\$ 63.89	All 3 meals
			Total:	\$ 159.73	

10 Chess Players

Date	Number of Meals	# of Athletes			
2/8/2018	1	10	\$ 31.95	\$ 159.73	Dinner
2/9/2018	3	10	\$ 31.95	\$ 319.45	All 3 meals
2/10/2018	3	10	\$ 31.95	\$ 319.45	All 3 meals
			TOTAL	\$ 798.63	

Total of Check (2190 3320)	\$ 958.35
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To: Dr. Sefcik and members of the GCHS Board of Education
From: Casey W. Duval, RAA
Date: December 13, 2017
Re: Math Team Overnight Trip Request for February 23, 2018

Dear Esteemed Members of the Board of Education,

Each year, our Math Team must participate in a Regional competition to qualify for Sectionals and State competitions. The regional competition radius is quite wide for Math Team and we have been assigned DeKalb, Illinois at Northern Illinois University for the last several years. The Math Team contest check-in process begins in the 8:00am hour, requiring us to leave by 6:00am on Saturday to arrive to the contest on-time. With the size of the team heading to the Regional competition (almost 30 students), we would need two activity buses to transport all of our participants. Activity buses would be preferred as it is roughly a 12-hour day for a bus driver and departure times after the contest can vary depending on the timing of the awards ceremony/student recognition presentation at the end of the day. Being that the event takes place in February, winter weather conditions could also significantly lengthen the travel times, putting the Math Team at risk of being late to check-in on Saturday morning.

Since the Regional Contest can qualify students and teams for state-level competition, we wish to put our best foot forward. If this trip is approved, student competitors will be on-time, well-rested and eat a quality breakfast prior to the competition. As such, the Math Team is requesting to travel after school on Friday afternoon to DeKalb, Illinois, and spend the evening in the area of our competition venue. Students would depart Grant Community High School at 3:30pm on Friday, February 23, 2018 and return to campus at 6:00pm on Saturday, February 24, 2018. The team is requesting approval for a one-night stay in the NIU area.

Competition entry fees are generously covered by the district from a Student Activities competition account. We were able to make tentative reservations at Quality Inn and Suites for \$88.79 per room. This was done to ensure room availability and the best possible rates. If the trip is not approved, we will cancel those reservations. Students participating in the Regional contest will be contributing funds to the Math Team activity fund toward the cost of the rooms. We intend to use the Math Team activity fund to pay for all hotel fees. The Math Team will provide funding for a Friday evening dinner. The hotel provides breakfast on Saturday morning. The students will bring funds for lunch on Saturday afternoon. The only additional costs that will be incurred on the District side will be fuel reimbursements for our activity bus drivers.

In addition to approving the overnight trip, the Math Team would also like to request an additional chaperone to drive an activity bus and to assist with supervising the team. Typically, one adult sponsor from each participating district is required to contribute in the tabulation room or proctoring an exam. The additional help ensures that our students are always under direct adult supervision throughout the day on Saturday. Sponsor Eric Weinmann will be accompanied by another designee to ensure that two chaperones are present throughout the entire trip.

Thank you again for your time and consideration. You have been so supportive of our student groups and we'd love the opportunity to bring home a sectional or state trophy to Grant Community High School.

Sincerely,

Casey W. Duval, RAA

Assistant Director of Activities and Athletics

OK
7/13/17

To: Dr. Sefcik and members of the GCHS Board of Education

From: Casey Duval, Assistant Director of Activities and Athletics

Date: December 7, 2017

Re: Student Technology Group- Overnight Trip Request

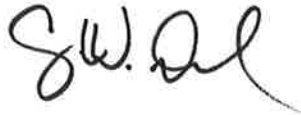
Dear Esteemed Members of the Board of Education,

The GCHS Technology Department would like to sponsor a group of students to attend the Devil Hack 1.01: "Hack to the Future," on January 27-28, 2018. This event will take place at Warren High School and will be chaperoned by Mr. Tom Furlan.

This event will provide our students with more insight into the fields of energy efficiency, health/biopharma, and societal/human services. This will be a great opportunity for our students to have fun, compete for prizes, and learn new skills. Moreover, this event is free! Our students will be provided meals, door prizes, and technology workspace to advance their skills.

Thank you for our consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Casey Duval", written in a cursive style.

Casey Duval
Assistant Director of Activities and Athletics

DESCRIPTION

Grant Community High School will be sponsoring a team(s) of students to participate at Devil Hack 1.01: Hack to the Future. For 26 hours on January 27th-28th, 150 students from the local area high schools and the College of Lake County will gather to collaborate on projects within the subjects of Energy Efficiency, Health/BioPharma, and Societal/Human Services . This will be a great opportunity for students to have fun, compete for prizes, and learn new skills.

Date

Sat, Jan 27, 2018, 9:00 AM – Sun, Jan 28, 2018, 12:00 PM

Location

Warren Township High School District 121
500 O'Plaine Road
Gurnee, IL 60031

*Check-in at the main entrance near the fieldhouse

Transportation

Grant students are expected to provide their own transportation to and from the event.

What do I bring to the Hackathon?

Laptop, chargers, and a valid ID. A toothbrush, sleeping bag, and a change of clothes is also recommended. Keep in mind this event takes place in January so bring layers!

How much does the hackathon cost?

It's free! Devil Hack 1.01 provides students with WiFi, meals, swag, workspace, and prizes for the entire event.

Any rules?

All attendees (hackers, supporters, mentors, volunteers, etc) must abide by [MLH's Code of Conduct](#).

Who can attend the hackathon?

High school upperclassmen and students from the College of Lake County.

What skills do I need to attend?

Everyone is welcome regardless of skills. What's most important is that you want to learn something new and create!

How big are the teams?

Teams are typically comprised of seven (7) high school students and one (1) team leader. If you do not have a team, that's fine! We will assign you to one during the event.



STEM Science, Technology,
Engineering, Mathematics

READY...
SET...
STEM!

Saturday, February 10, 2018

Grant Community High School
285 E Grand Ave, Fox Lake, IL 60020

12:00 pm until 5:00 pm

Experiment Demonstration from 2:00 pm to 3:00 pm

Free Event
Join the Fun!

Any Questions please contact
Heather Friziellie at 847-973-4027 or
Email: heather.friziellie@foxlake114.org

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Making good minds great!
Finding unity in community!

December 5, 2017

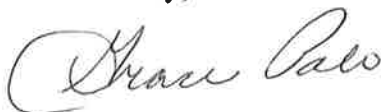
Dear Dr. Sefcik, Jeremy Schmidt, and District 124 Board Members,

I write this letter to announce my formal retirement from Grant Community High School effective as of June 30, 2018.

I would like to thank you for all of the opportunities that have been given to me. My years at Grant High School have been wonderful. I am proud to have worked for Grant High School as the Principal's Secretary for the past twelve years.

I will be happy to make the transition as smooth as possible.

Sincerely,

A handwritten signature in cursive script that reads "Grace Palo". The signature is written in dark ink and is positioned to the left of the printed name.

Grace Palo



Grant Community High School District 124

285 East Grand Avenue, Fox Lake, Illinois 60020

847-587-2561 · fax 847-587-2991

Christine A. Sefcik, Ed.D.
Superintendent

Jeremy N. Schmidt
Principal

Beth A. Reich
Business Manager

FAMILY AND MEDICAL LEAVE REQUEST APPROVAL FORM

TO: Richard Panerali

The Board of Education is in receipt of your request for a leave pursuant to the federal Family and Medical Leave Act (the "Act") of 1993. This is to notify you that your leave request has been granted. Your leave is scheduled to **begin on November 21, 2017** and is scheduled to **end after 60 days of intermittent use**. The stated purpose for your leave is **serious illness of family member** and it will be taken on the following basis:

☐

Continuous basis

☒

Intermittent basis

Schedule of leave _____

☐

Reduced schedule

Schedule of leave _____

This is also to notify you that the Board will require you to substitute N/A (days) (weeks) of your accrued paid N/A time for N/A (days) (weeks) of your unpaid FMLA leave.

President, Board of Education

Date

FAMILY AND MEDICAL LEAVE REQUEST FORM

Name: Richard Panerali
Title: Maintenance Dept.
Seniority Date: August 15, 2005
Date of Request: 11/21/2017

PURPOSE OF LEAVE (check one):

- ☐ Birth of Child
- ☐ Expected placement of child for adoption
- ☐ Expected placement of child for foster care
- ☒ Serious illness of family member
Name of family member: Bonnie Panerali
Relationship to employee: Mother
- ☐ Employee's serious illness

LEAVE DATES Beginning: **November 21, 2017** Ending: **after 60 days of intermittent use.**

TYPE OF LEAVE (check one):

- ☐ Continuous
- ☒ Intermittent basis
Schedule requested _____
- ☐ Reduced schedule
Schedule requested _____

This form is to be completed either by the employee requesting leave or the employer's designated representative to whom the request is made. Attach any written leave requests from the employee to this form.

Principal's Report to the Board of Education

Jeremy Schmidt, Principal

December, 2017

Late Start November 15, 2017

During the November 15 Late Start, attorney Teri Engler presented to all certified staff a presentation titled, "Legal Updates for School Personnel". It covered a variety of areas including: student discipline, abused/neglected child reporting, Family Education Rights and Privacy Act, Social Media Use, Supervision of Students, and Civil Rights of LGBTQ students. The presentation was exceptionally informative, and it was a good reminder of best practices and expectations for our staff.

Semester 1 Final Exams

Semester exams will be completed by Friday, December 22. They will be administered over the course of Wednesday, Thursday, and Friday. All classes administer a final exam to all students, but exam formats vary in format from objective, to essay, to performance, to portfolios. The only students exempt from final exams are select seniors who have met SAT benchmark scores or have earned a cumulative grade of an A for that class.

Certified Staff Evaluations

The administrative team is working through the second round of certified staff evaluations. Our evaluation process is robust, including a non-tenured evaluation cycle that includes a goal setting meeting, three formal observations, at least one informal observation, a mid-year review, and performance evaluation conference. This is the second year using the new model for all certified staff, as the rubrics unique to the Specialists were implemented last year. We are happy with the thorough process, and we are encouraged to see teacher growth and development.

Feeder School Articulations

December 20, 2017 marked our last meetings with feeder schools for freshman placements. This year, to make the most of feeder schools' time, our administrative team and teacher leaders went to each school individually to discuss placement with eighth grade teachers. With these

placements, student schedules begin to be developed and will be completed at 8th Grade Enrollment Nights in January. Feeder schools have been notified of the 8th Grade Enrollment Night Dates, and formal communication will be mailed out to individual students on January 2, 2018.

Elyssa's Mission

This past September, our Student Services Team initiated a new curriculum for the freshman class: Elyssa's Mission. Elyssa's Mission is an organization that provides the resources to support at-risk teens and prevent suicide. Elyssa's Mission helped us deliver the vital program called Signs of Suicide. The program has been very successful so far, with half of the freshmen participating in October. The other half of freshman will be seen in February. The student services team is now extending the message beyond the freshman class to sophomores and juniors. During the week of December 11, counselors, social workers and psychologists spoke to these students during TEAM and delivered a short, 20-minute presentation about depression and suicide and how to take action. We are happy to expand this program, and we believe it to be an impactful service to our students.

**BUSINESS MANAGER'S REPORT
BOARD OF EDUCATION MEETING
DECEMBER 21, 2017**

VI. BUSINESS AFFAIRS

A. Donations**

Pursuant to Board Policy 8:80, the School Board must officially accept gifts over \$500.00 in value. We have been offered the opportunity to accept a donation of lights from Six Flags for the theater department and auditorium. The estimated value of the eight lights is \$3,460. We have verified with the Director of Buildings and Grounds that the electric in the auditorium is sufficient to handle the additional lighting. Recommend approval to accept the donation of lights.

B. Preliminary 2018 Financial Profile Designation

The Illinois State Board of Education (ISBE) has released the preliminary 2018 Financial Profile Designation for the District based on the 2016-17 Annual Financial Report Data. I'm happy to say we are receiving a 3.65 out of 4.00, with a status of Financial Recognition. I've included the information from ISBE for your review.

C. Site and Facility Update**

The Site and Facility Committee met on Thursday, December 14th at 6:00 pm with the following items on the agenda:

- Locker Room Renovations
- Front Entry Renovations

I will go over the meeting discussion and outcomes with you at the Board meeting. We will also be meeting again after the first of the year to discuss options to create storage for the band room. This would be an additional project for this summer. Preliminary costs from IHC for the locker room renovations are at \$1,900,000. I am waiting on cost estimates for the front entry. I am requesting authority to move forward with the planning and design for these three projects.

D. Letter of Authorization – Cannon Design**

Cannon Design has requested the attached Letter of Authorization for the scoping and development of design options for the summer of 2018. The project fee is \$25,000 and the final contract would come after this for the construction and engineering documents. This would include the two projects that we discussed from Site and Facility and the additional project we will discuss after the first of the year.

E. 2018/19 Bus Lease**

Midwest Transit Equipment has provided us with a municipal lease proposal for the 2018/19 school year. The lease is for 2019 International school buses at a cost of \$13,650 each. We currently lease 23 buses. This is an increase of \$1,816 per bus over the current lease. This is a large increase over the past flat renewals we have received. I've asked them to revisit the numbers, and at the time the board packets were released, I had not received updated numbers. I've listed this as an action item in hopes we have the updated numbers and can recommend approval by the meeting.

F. Dental Insurance

The district has received notification from Humana that the plan we currently have with them, CompBenefits, is being discontinued. Humana bought CompBenefits approximately 8 years ago. They continued our plan, but notified us at the end of November that with our renewal for February 1st, we needed to move to the Humana plan. We are negotiating the rates with Humana as they have proposed an increase. Final rates will be brought to you for approval next month.





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trackspot

Features

- Color wheel features eight colors, including one CTB color corrector and one open position
- Gobo wheel has eight etched positions and one replaceable position
- Variable strobe
- Electronic circuit design for 100% dimming
- 32 pre-programmed effects sequences
- Built-in condenser microphone for sound-to-light

Construction

- High-resolution microstepping motor control for smooth motion at all speeds
- Computer-designed optical components for maximum light efficiency
- Easy maintenance access
- Low-noise, high-efficiency cooling system
- Break-resistant mirror
- 3-pin XLR connector

Operation

- 170° pan and 110° tilt movement
- Control options: DMX-512; LWR protocol
- Operates on 7 DMX channels in standard mode
- Power Consumption: 350W; 100V - 240V, 50/60Hz

Illinois State Board of Education
Tony Smith, Ph.D., State Superintendent of Education
School Business and Support Services

11/27/2017

2018 Financial Profile Designation
Based On the 2016-2017 Annual Financial Report Data

County: Lake
District: Grant CHSD 124
RCDT Code: 34-049-1240-16

1. Fund Balance To Revenue Ratio:					
Total Sum of Fund Balance (P8, Cells C80, D80, F80 & I80)		Total	Ratio	Score	
Total Sum of Direct Revenues (P7, Cell C8, D8, F8 & I8)		39,514,410.00	1.482	Weight	4.00
Less: Operating Debt Pledged to Other Funds (P8, Cell C53 thru D73)		26,651,626.00		Value	0.35
					1.40
2. Expenditures To Revenue Ratio:					
Total Sum of Direct Expenditures (P7, Cell C17, D17, F17, I17)		Total	Ratio	Score	
Total Sum of Direct Revenues (P7, Cell C8, D8, F8 & I8)		27,038,977.00	1.014	Adjustment	3.00
Less: Operating Debt Pledged to Other Funds (P8, Cell C53 thru D73)		26,651,626.00		Weight	0.00
Possible Adjustment:				Value	0.35
					1.05
3. Days Cash On Hand:					
Total Sum of Cash & Investments (P5, Cell C4, D4, F4, I4 & C5, D5, F5 & I5)		Total	Days	Score	
Total Sum of Direct Expenditures (P7, Cell C17, D17, F17 & I17)		39,514,410.00	526.09	Weight	4.00
		75,108.27		Value	0.10
					0.40
4. Percent of Short-Term Borrowing Maximum Remaining:					
Tax Anticipation Warrants Borrowed (P25, Cell F6-7 & F11)		Total	Percent	Score	
EAV x 85% x Combined Tax Rates (P3, Cell J7 and J10)		0.00	100.00	Weight	4.00
		16,167,420.10		Value	0.10
					0.40
5. Percent of Long-Term Debt Margin Remaining:					
Long-Term Debt Outstanding (P3, Cell H37)		Total	Percent	Score	
Total Long-Term Debt Allowed (P3, Cell H31)		5,725,000.00	89.22	Weight	4.00
		53,112,671.06		Value	0.10
					0.40
			Total Profile Score		3.65

Note:

* Estimated Total Profile Score may change based on information
Final score will be calculated by ISBE

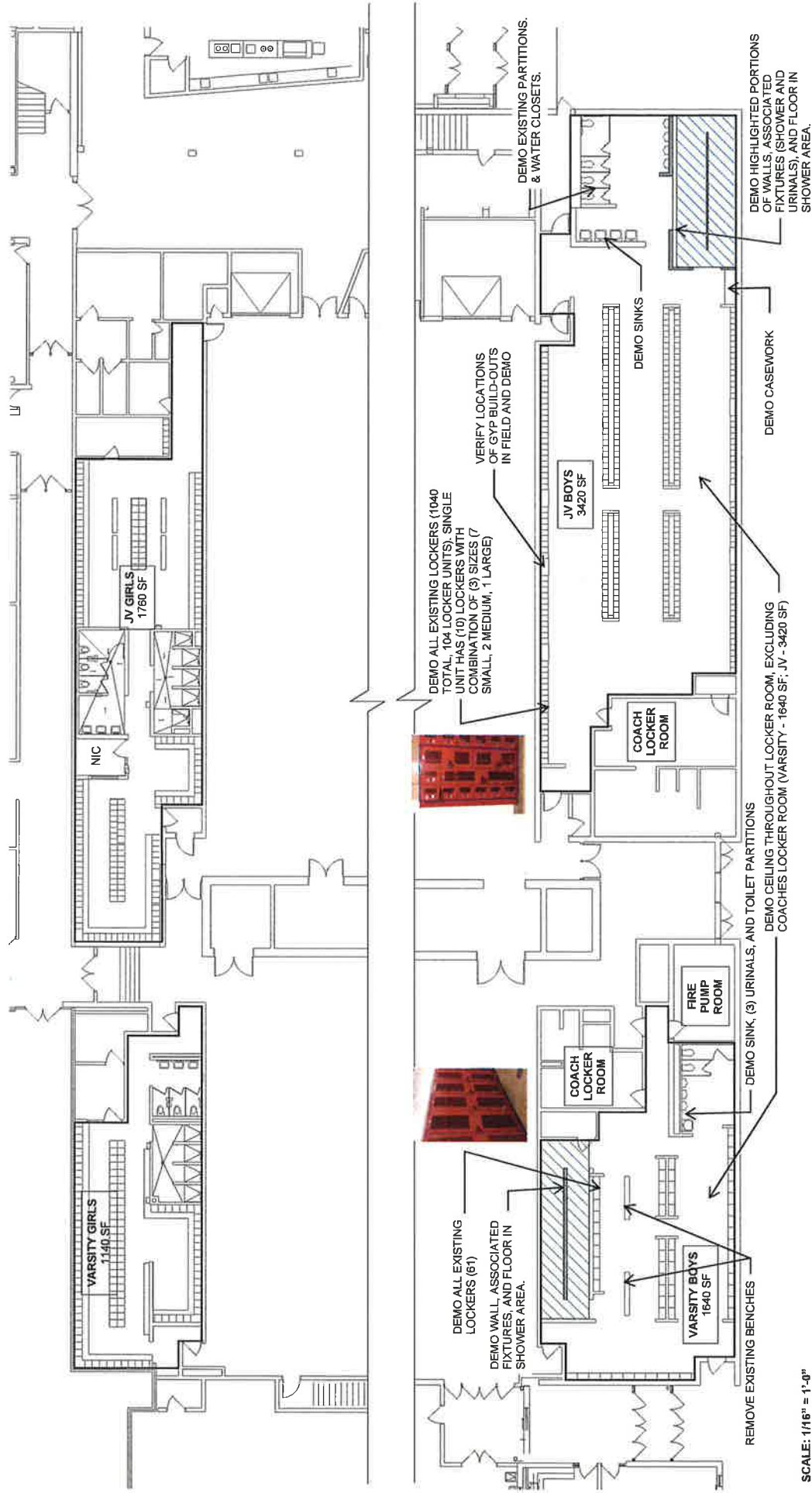


GRANT COMMUNITY HIGH SCHOOL

CANNONDESIGN

SUMMER 2018 WORK
CONCEPTUAL DESIGN PRESENTATION 12.14.2017

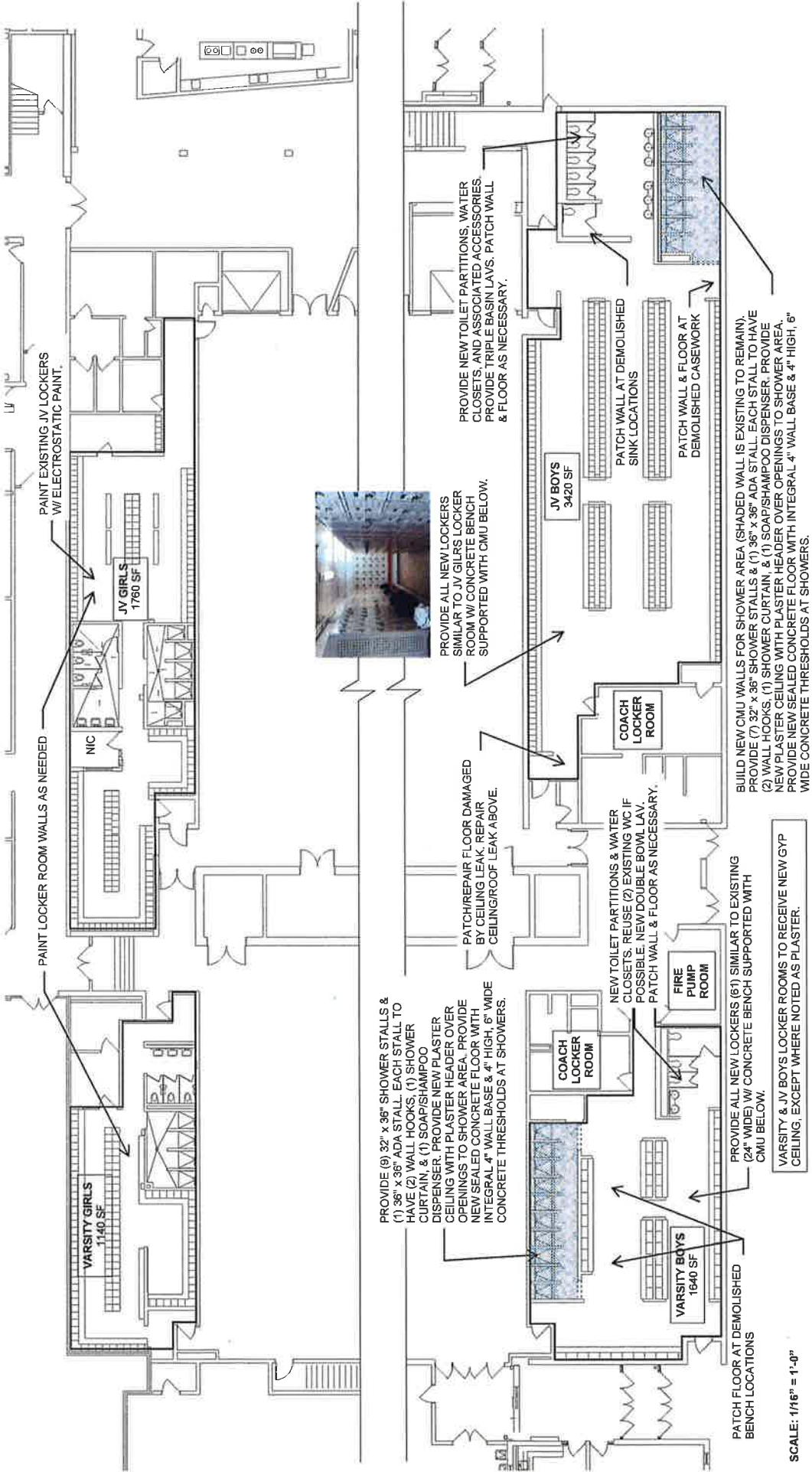




SCALE: 1/16" = 1'-0"

LOCKER ROOMS - Existing Condition





LOCKER ROOMS - Proposed Plan





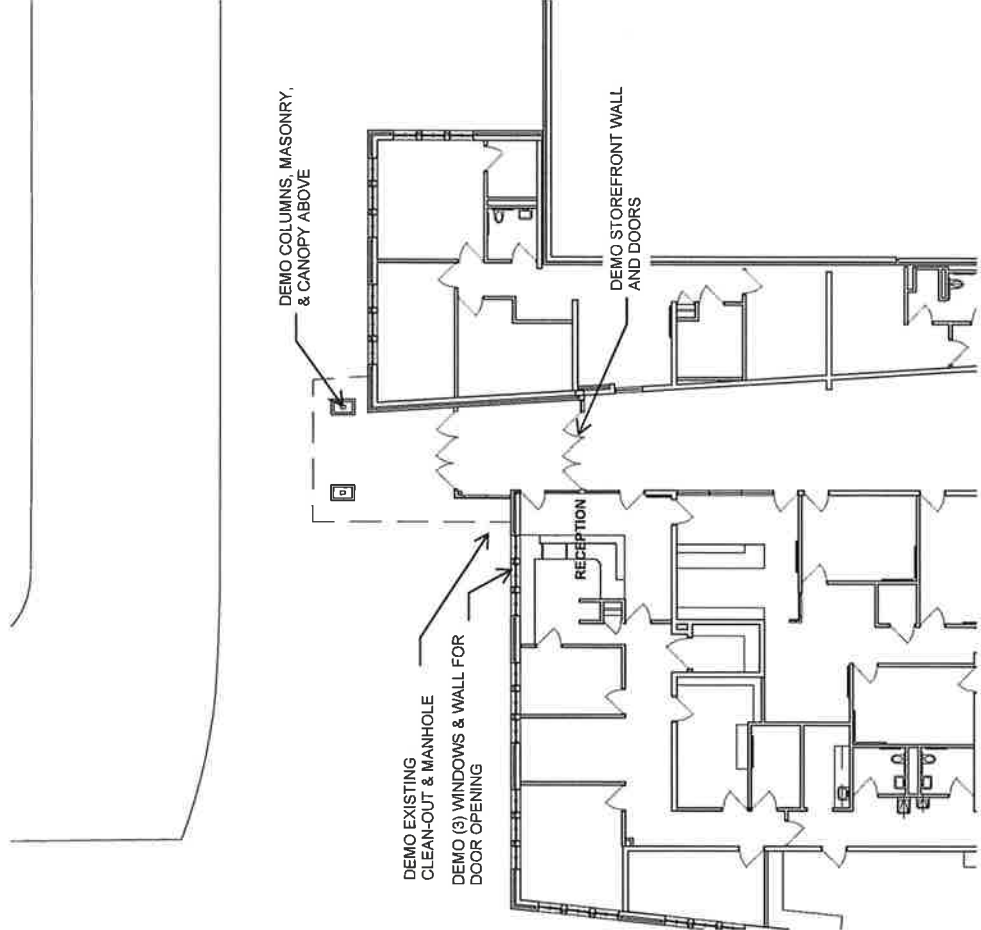
MAIN ENTRY RENOVATION - Existing Condition



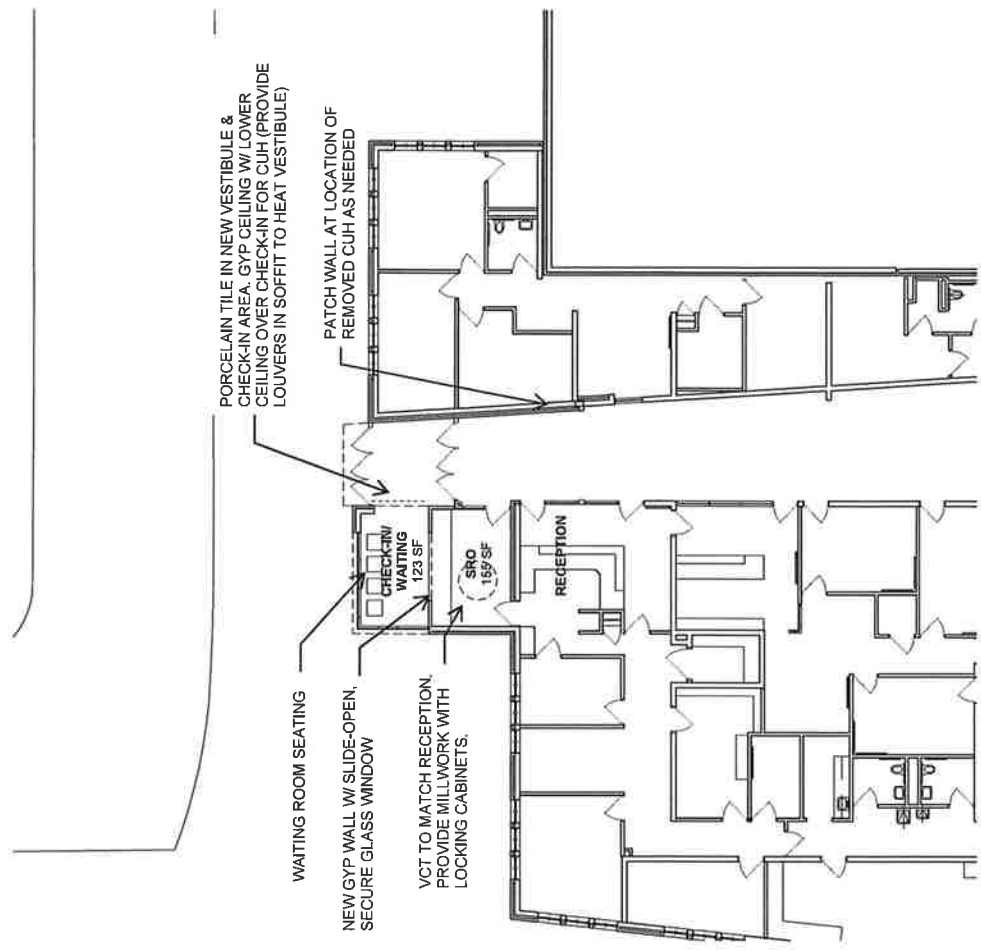
GRANT COMMUNITY HIGH SCHOOL

SUMMER 2018 WORK - Conceptual Design Presentation 12.14.2017

CANNONDESIGN



EXISTING PLAN
SCALE: 1/16" = 1'-0"



PROPOSED PLAN
SCALE: 1/16" = 1'-0"

MAIN ENTRY RENOVATION - Option 1



GRANT COMMUNITY HIGH SCHOOL

SUMMER 2018 WORK - Conceptual Design Presentation 12.14.2017

CANNONDESIGN

Letter of Authorization

Date: **November 29, 2017**

Project: **Grant Community High School District 124
GCHS Summer 2018 Work**

This Letter of Authorization serves as interim agreement between Cannon Design and **Grant Community High School District 124 (GCHS)**, pending final negotiation of contract. Per this Letter of Authorization, **GCHS** directs Cannon Design to proceed with the professional service, referenced herein. This scope of service is based on the following:

The scoping and development of design options for three projects to be built during summer 2018 at Grant Community High School in Fox Lake, IL. The three projects are as follows:

- 1. Renovation of boys' and girls' locker rooms**
 - a. Boys' locker rooms: new lockers, single stall showers to replace gang showers, new benches at lockers, HVAC upgrades, additional lighting, paint throughout**
 - b. Girls' locker rooms: electrostatic paint on lockers, HVAC upgrades, additional lighting, paint as required**
- 2. Band storage expansion: band room requires separate storage room for band instruments and equipment.**
- 3. New secure main entrance: building addition at front entrance for SRO check-in desk for visitors.**

Cannon Design will review existing building plans and propose a minimum of two (2) design options for both the Band Storage and the Main Entrance projects, and a minimum of one (1) design option for each of the Boys' Locker Rooms. These design options will be delivered to GCHS and IHC as schematic level architectural drawings with mechanical, electrical, and plumbing notes no later than December 7, 2017, with the intent that IHC will price the various design options for the Site and Facility meeting scheduled for December 14, 2017, to be attended by Marion Lawson.

The scoping of work for the following projects will be scoped at a future date and is not included in this fee: toilet room renovations, "Green Hall" renovation, Block House addition and renovation, Career Counselor room renovation, and Computer Lab conversion.

The project fee for this phase is \$25,000. The major milestones of the project are:

- Scoping meeting and building walk-through: November 14, 2017 (complete)**
- Design options for pricing to IHC: December 7, 2017**
- Design package for Site and Facility meeting: December 13, 2017**
- Site and Facility meeting: December 14, 2017**
- Board meeting for final design approval: December 21, 2017**

CANNONDESIGN

Upon selection of design options by the Site and Facility Group and approval by the Board of District 124, Cannon Design will develop a fee for the Construction Documents and Construction Administration phases of the project and will enter in an agreement with GCHS for the remainder of the work.

GCHS agrees to compensate Cannon Design for services rendered in accordance with the contract, once finalized. Until the final agreement is reached, and, in the event a final agreement is not reached, GCHS agrees to compensate Cannon Design as follows:

Lump sum fixed fee of \$25,000 for the services described herein. If additional services are requested, those services shall be provided hourly at Cannon Design's established hourly rates. Reimbursable expenses, plus expenses incurred for consultant's services are in addition to the lump sum fixed fee and additional services. Payment is 30 days after receipt of Cannon Design's invoice.

Cannon Design reserves the right to suspend its service in the event that payment is not made. Cannon Design shall not be held liable for any damages or losses that may result from any suspension of service. This Letter of Authorization shall remain in effect for the following time period:

60 calendar days from the date of this document as listed above.

If the established time period expires and no contract has been executed, Cannon Design shall have no obligation to continue to provide the services referenced herein, but may continue to do so, as it deems appropriate, and be compensated in accordance with the terms of this Letter of Authorization. If the parties are unable to agree to terms and execute a final contract, the compensation identified herein shall be the limit of compensation due Cannon Design and Cannon Design shall have no liability for any service provided hereunder. Cannon Design shall retain sole ownership of all documentation and deliverables it produced.

CannonDesign:

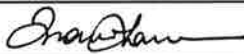
Grant Community High School

Name: Marion Lawson

Name: _____

Title: Associate

Title: _____

Signature: 

Signature: _____

Date: 11/29/2017

Date: _____



Midwest Transit Equipment, Inc.
146 W. Issert Drive • P.O. Box 582
Kankakee, IL 60901
(800) 933-2412

December 7, 2017

Grant High School District 124
Beth Reich, Business Manager
285 E. Grand Avenue
Fox Lake, IL 60020

Beth,
Thank you for allowing Midwest Transit Equipment, Inc. the opportunity to furnish this "Municipal Lease" quote on your school bus equipment needs.

The school bus industry is very cyclical. Manufacturing is slow during the fall and winter months, heavy during spring and summer. This cycle causes material and huge labor variations at the plants. A way to offset these variations is to produce buses in the off peak time periods of the year.

IC and Midwest Transit Equipment, Inc. have agreed on a plan to build some buses during the off peak months. To do this, Midwest ordered STOCK buses.

To help save the District and Midwest money, we've ordered stock buses to be built to your specifications.

We are quoting 2019 IC school buses per the attached specifications. Buses include the new EPA emission standards.

Municipal Interest Rates

The Federal Government is working on a Bill to reduce the corporate tax rate from 35% to 20%. Municipal rates include a credit based on the corporate rate. If the tax Bill passes, the credit will be reduced. Grant HS interest rate on the current bus fleet is at 2.60%. We are anticipating the rate to be closer to 4.00-4.25%. We are estimating the interest rate at this time. We are guarantying the bus lease below will not increase if the interest rate is higher than we estimated.

BASE QUOTE

Annual Lease Price: \$14,150.00 x 23 units= \$325,450.00.

Midwest Transit Equipment Lease Alternate

Midwest Transit Equipment is offering \$500.00 per bus off of the quoted lease price. This offer will require the District to approve the decision and complete all lease documentation and return them to Midwest Transit Equipment in January 2018. The District will make the lease payment on or before July 15, 2018.

The District would be responsible for insuring the buses that will be on our lot(s) from May 2, 2018 until delivery, which can be between June 1, 2018 and July 14, 2018. The lessor requires school acceptance of the buses and proof of insurance starting May 2, 2018. The District will claim depreciation starting in July 2018.

Annual Lease Price:

\$14,150.00 - \$500.00= \$13,650.00 x 23 units= \$313,950.00.

Midwest will remove the 2-way radios and video systems from the current buses and reinstall into the new buses. The annual lease price includes a complete chassis and body warranty, towing warranty, Illinois safety inspection, lettering, title and plates fees, and delivery to Fox Lake. The units will meet all Federal and State of Illinois safety standards.

Lease is based on 16,000 annual miles per year over the original mileage at delivery. District is required to insure the buses according to the lease contract.

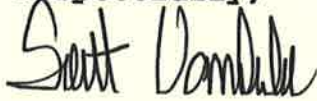
Espar Heaters

The removal of the Espar heaters from the current fleet and reinstalled into the new buses at the Districts location by Radi Link add \$550.00 per bus. Midwest will cover \$300.00 of this cost and will bill the District \$350.00 on a separate invoice. This includes the driver heater bypass hose rerouting that we changed on the buses this past fall.

Credit cards will not be accepted for payments for new or used buses including purchase and/or financing.

Thank you again for this opportunity. I can be reached in the office at (800) 933-2412 ext. 1476, cell (219) 688-7527, or email at scott.vanderlee@midwesttransit.com.

Respectfully,

A handwritten signature in dark ink, appearing to read "Scott Vanderlee". The signature is written in a cursive, flowing style.

Scott Vanderlee
Sales Manager- School Bus

GRANT LEASE SUMMARY 2008-2018

YEAR	BUS MODEL	# OF UNITS	CAPACITY	LEASE PRICE AFTER \$500 May Discount	TOTAL	COMMENTS
2008	IC CE	18	71	\$11,018.00	\$198,324.00	
2009	IC CE	18	71	\$11,018.00	\$198,324.00	NO PRICE INCREASE
2010	IC CE	18	71	\$11,509.00	\$207,162.00	NEW 2010 EPA EMISSION LEVELS
2011	IC CE	18	71	\$11,259.00	\$202,662.00	
2012	IC CE	18	71	\$11,480.00	\$206,640.00	
2013	IC CE	19	71	\$11,480.00	\$218,120.00	NO PRICE INCREASE
2014	IC CE	22	71	\$11,480.00	\$252,560.00	NO PRICE INCREASE
2015	IC CE	22	71	\$11,652.00	\$256,344.00	NEW EPA GREENHOUSE GAS EMISSIONS AND CUMMINS ISB ENGINE WITH SCR
2016	IC CE	22	71	\$11,834.00	\$260,348.00	
2017	IC CE	23	71	\$11,834.00	\$272,182.00	ADDED A BUS-MCHENRY STOCK
2018	IC CE	23	71	\$13,650.00	\$300,300.00	LARGE INTEREST RATE INCREASE DUE TO US FED TAX BILL, NEW EMISSION STANDARDS

Payne, Kris

From: Reich, Beth
Sent: Wednesday, November 29, 2017 8:59 AM
To: Payne, Kris
Cc: Sefcik, Christine
Subject: Fwd: SmartProcure FOIA Request Grant Community High School District No. 124 For PO/Vendor Information

FYI

Begin forwarded message:

From: Stephen Chichelli <schichelli@smartprocure.com>
Date: November 29, 2017 at 8:53:17 AM CST
To: <BReich@grantbulldogs.org>
Subject: Re: SmartProcure FOIA Request Grant Community High School District No. 124 For PO/Vendor Information

Dear Beth,

Thank you so much for your assistance!

This email serves as confirmation that we have received records from Grant Community High School District No. 124. SmartProcure thanks you for taking the time to answer our request. We will begin the process of combining your records with thousands of other government agencies' records nationwide.

Government purchasing agents use the records to save research time, negotiate better pricing with vendors, get quotes, or simply to find new vendors.

Again, we appreciate your assistance.

Thank you,

Stephen Chichelli
Data Acquisition Specialist
SmartProcure
Direct: 954-314-1401
Email: schichelli@smartprocure.com
www.smartprocure.com

On Nov 29, 2017, at 08:43 AM, Reich, Beth <BReich@grantbulldogs.org> wrote:

Mr. Chichelli,

I have uploaded a file to the site you directed me to below. I trust this satisfies your request.

Thank you,
Beth

Beth Reich

Business Manager/CSBO

Grant Community High School District #124

285 E Grand Avenue

Fox Lake, IL 60020

(p) 847.587.2561 ext 3402

(f) 847.587.7098

From: schichelli@smartprocure.com [mailto:schichelli@smartprocure.com]

Sent: Tuesday, November 28, 2017 7:53 AM

To: Reich, Beth

Subject: SmartProcure FOIA Request Grant Community High School District No. 124 For PO/Vendor Information

Dear Beth or Custodian of Public Records,

SmartProcure is submitting a commercial FOIA request to the Grant Community High School District No. 124 for any and all purchasing records from 2017-08-24 (yyyy-mm-dd) to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

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

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

Please email the information or use the following web link. There is no file size limitation:
<http://upload.smartprocure.com/?st=IL&org=GrantCommunityHighSchoolDistrictNo124>

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

If you have any questions, please feel free to respond to this email or I can be reached at 954-314-1401.

Regards,

Stephen Chichelli
Data Acquisition Specialist
SmartProcure
Direct: 954-314-1401
Email: schichelli@smartprocure.com
www.smartprocure.com

<image001.jpg>