



LINCOLNWOOD SCHOOL
DISTRICT 74
BOARD OF EDUCATION
Regular Meeting AGENDA
Thursday, January 11, 2024 at
7:30 PM

BOARD OF EDUCATION
Kevin Daly, *President*
Rupal Shah Mandal, *Vice President*
John P. Vranas, *Secretary*
Maxie Boynton
Myra A. Foutris
Jay Oleniczak
Peter D. Theodore

ADMINISTRATION
Dr. David L. Russo, *Superintendent of Schools*
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum and Instruction*
Courtney Whited, *Business Manager/CSBO*

*Agenda of the Regular Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, to be held in the Lincolnwood Village Hall - Gerald C. Turry Village Board Room
6900 North Lincoln Avenue
Lincolnwood, Illinois 60712,
on Thursday, January 11, 2024.*

Bill Reviewers for the Month: Kevin Daly and Rupal Shah Mandal

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

- Kevin Daly
- Maxie Boynton
- Myra A. Foutris
- Jay Oleniczak
- Rupal Shah Mandal
- Peter D. Theodore
- John P. Vranas

ADMINISTRATIVE TEAM MEMBERS

- | | |
|---|---|
| <input type="checkbox"/> Dr. David L. Russo | <input type="checkbox"/> Dr. Dominick M. Lupo |
| <input type="checkbox"/> Courtney Whited | <input type="checkbox"/> Mark Atkinson |
| <input type="checkbox"/> Aliaa Ibrahim | <input type="checkbox"/> Joseph Segreti |
| <input type="checkbox"/> Jennifer Ruttkay | <input type="checkbox"/> Chris Harmon |
| <input type="checkbox"/> Jordan Stephen | <input type="checkbox"/> Jackie McGoey |
| <input type="checkbox"/> Renee Tolnai | |

2. DISTRICT RECOGNITION

- a. *Curricular Highlight* - Rutledge Hall Principal Aliaa Ibrahim will introduce the *Dwelling Project*, 5th grade Social Studies teachers Lauren Creaves and Alexandria Gillespie, along with their students, will provide an overview.

3. AUDIENCE TO VISITORS

4. INFORMATION/ACTION: CONSENT AGENDA

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

a. APPROVAL OF MINUTES

- I. Regular Board Meeting Minutes - **DECEMBER 7, 2023**
- II. Regular Board Meeting - Closed Session Minutes - **DECEMBER 7, 2023**

b.	EMPLOYMENT MATTERS	
I.	Personnel Report	
II.	New Employment	
1.	Yolanda Santos , 1:1 Paraprofessional, Rutledge Hall, effective January 8, 2024, \$16.97/hr	
2.	Ron DeGeorge , Interim Co-Director of Buildings and Grounds, effective January 11, 2024 through June 30, 2024, \$125/hr	13
3.	Grant Sabo , Interim Co-Director of Buildings and Grounds, effective January 11, 2024 through June 30, 2024, \$125/hr	22
III.	Resignation	
1.	Selma Redzovic , School Nurse, Todd Hall, effective January 26, 2024	
c.	Policy	
I.	Consent Only - Policies Excluded from 1st Reading for Approval* *These policies are excluded from 1st Reading because they only involve changes in citations or immediate compliance with the law or Illinois School Code.	
1.	Press Plus Issue #113 October 2023	
(1)	Draft Updates	
(1)	5:90 Abused and Neglected Child Reporting	31
(2)	5:200 Terms and Conditions of Employment and Dismissal	35
(3)	5:190 Certification	38
(4)	6:30 Organization of Instruction	40
(5)	6:15 School Accountability	42
II.	2nd Reading/Adoption of Policy	
1.	Press Plus Issue #113 October 2023	
(1)	Draft Updates	
(1)	4:10 Fiscal and Business Management	45
(2)	4:30 Revenue and Investments	49
(3)	4:60 Purchases	55
(4)	5:30 Hiring Process and Criteria	60
(5)	2:200 Types of Board of Education Meetings	65

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

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

Motion by member: _____ Seconded by: _____

5. UNFINISHED BUSINESS

6. NEW BUSINESS

7. COMMUNICATION FROM BOARD MEMBERS

- a. NTDSE/District 807: **John P. Vranas/Kevin Daly**
- b. IASB (Illinois Association of School Boards): **Jay Oleniczak/Myra A. Foutris**
- c. Finance Committee: **Peter D. Theodore/Jay Oleniczak**
- d. Facilities Committee: **John P. Vranas/Rupal Shah Mandal**
- e. Policy Committee: **Rupal Shah Mandal/Myra A. Foutris**
 - I. 1st Reading by the Lincolnwood School District 74 Board of Education
 - 1. Press Plus Issue #113 October 2023
 - (1) Draft Updates
 - (1) 5:330 Sick Days, Vacation, Holidays, and Leaves 70

(2) 5:250 Leaves of Absence	75
(3) 5:220 Substitute Teachers	81
(4) 5:210 Resignations	84
(5) 6:50 School Wellness	87

f. President's Report: **Kevin Daly**

8. COMMUNICATION TO THE BOARD OF EDUCATION

- a. LTA (Lincolnwood Teacher Association): **Travis DuPriest/Kevin Conley (Co-Presidents)**
- b. LSSU (Lincolnwood Support Staff Union): **Tommy Bujnowski (President) & Carol Krikorian (Vice President)**
- c. PALS (People Active with Lincolnwood Schools): **Mihra Seta (President)**

9. ADMINISTRATIVE REPORTS

- a. Superintendent's Report: **Dr. David L. Russo**
 - I. INFORMATION/DISCUSSION: District Updates
- b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. Dominick M. Lupo**
 - I. INFORMATION/DISCUSSION: Curriculum Department Update
 - II. INFORMATION/DISCUSSION/ACTION: Public Hearing for Calendar Dates
Rationale: The Board of Education must hold a public hearing for audience comments on school being held in session on November 11, Veterans Day, during the 2024-25, 2025-26 and 2026-27 school calendar years and February 12, Lincoln's Birthday, during the 2024-25, 2025-26 and 2026-27, school calendar years. These dates must be approved by the Board of Education.

PUBLIC HEARING

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education open the public hearing regarding school being in session on November 11, Veterans Day, during the 2024-25, 2025-26 and 2026-27 school calendar years and February 12, Lincoln's Birthday, during the 2024-25, 2025-26 and 2026-27, school calendar years.

Motion by member: _____ Seconded by: _____

AUDIENCE COMMENTS

CLOSE PUBLIC HEARING

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education close the public hearing regarding school being in session on November 11, Veterans Day, during the 2024-25, 2025-26 and 2026-27 school calendar years and February 12, Lincoln's Birthday, during the 2024-25, 2025-26 and 2026-27, school calendar years.

Motion by member: _____ Seconded by: _____

CALENDAR DATE APPROVAL

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approve school being in session on November 11, Veterans Day, during the 2024-25, 2025-26 and 2026-27 school calendar years and February 12, Lincoln's Birthday, during the 2024-25, 2025-26 and 2026-27, school calendar years.

Motion by member: _____ Seconded by: _____

- III. INFORMATION/DISCUSSION/ACTION: Approval of the 2024-25, 2025-26, 2026-27 District Calendars 91
Rationale: The Board of Education approves the District Calendars.

Recommended Motion: I move the Lincolnwood School District 74 Board of Education approve the 2024-25, 2025-26, 2026-27 District Calendars, as presented.

Motion by member: _____ Seconded by: _____

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

- I. INFORMATION/DISCUSSION: Finance Report - **OCTOBER 2023** J1

- II. INFORMATION/DISCUSSION/ACTION: Technology/Data Engineering Design Services for 2024-25 Rutledge Hall Renovations
Rationale: The Lincolnwood School District 74 Board of Education approves all proposals.

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education accept the proposal from StudioGC Architecture + Interiors for Rutledge Hall's technology/data engineering design services in the amount of \$27,500 from Summer 2024 through Summer 2025.

Motion by member: _____ Seconded by: _____

- III. INFORMATION/ACTION: Bills Payable in the Amount of \$2,752,350.33
Bills reviewed this month by: Kevin Daly and Rupal Shah Mandal
Rationale: The Board of Education routinely reviews and approves invoices and bills.

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$2,752,350.33.

Motion by member: _____ Seconded by: _____

10. AUDIENCE TO VISITORS

11. RECESS INTO CLOSED SESSION

I move that the Lincolnwood School District 74 Board of Education recess into Closed Session for the purposes of: **5 ILCS 120/2(c)(1), amended by P.A. 101-459 - Personnel.**

Motion by member: _____ Seconded by: _____

12. RETURN TO OPEN SESSION

13. INFORMATION/DISCUSSION/ACTION: Possible Dismissal of an Educational Support Personnel Employee.
Rationale: The Lincolnwood School District 74 Board of Education must approve District employment matters.

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education terminate the employment of employee Stephanie J. Ketelaer effective immediately for the reasons discussed in Closed Session.


Motion by member: _____ Seconded by: _____

14. ADJOURNMENT

Motion by member: _____ Seconded by: _____

Dr. David L. Russo, Superintendent of Schools

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

	<p>LINCOLNWOOD SCHOOL DISTRICT 74 BOARD OF EDUCATION Regular Meeting Minutes Thursday, December 7, 2023 at 7:30 PM</p>	<p>BOARD OF EDUCATION Kevin Daly, President Rupal Shah Mandal, Vice President John P. Vranas, Secretary Maxie Boynton Myra A. Foutris Jay Oleniczak Peter D. Theodore</p> <p>ADMINISTRATION Dr. David L. Russo, Superintendent of Schools Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction Courtney Whited, Business Manager/CSBO</p>
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Minutes of the Regular Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Lincolnwood Village Hall - Gerald C. Turry Village Board Room 6900 North Lincoln Avenue, Lincolnwood, Illinois 60712, on Thursday, December 7, 2023.

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

President Daly called the Regular Meeting to order at 7:30 p.m. Roll call was taken and the Pledge of Allegiance was recited:

<p><u>MEMBERS PRESENT</u> Kevin Daly Maxie Boynton Myra A. Foutris Jay Oleniczak Rupal Shah Mandal Peter D. Theodore John P. Vranas</p>	<p><u>MEMBERS ABSENT</u> None</p>	
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<p><u>ADMINISTRATORS/STAFF PRESENT</u> Dr. David L. Russo Courtney Whited Mark Atkinson</p>	<p>Chris Harmon Aliaa Ibrahim Jackie McGoey</p>	<p>Jennifer Ruttkay Joseph Segreti Renee Tolnai</p>
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2. DISTRICT RECOGNITION

- a. Lincoln Hall Spring Musical Announcement - Todd Hall Kindergarten teacher Hayley Reynolds announced that the 2024 Lincoln Hall spring musical will be Disney’s Frozen JR.
- b. Todd Hall Curricular Highlight - Todd Hall Principal Chris Harmon introduced second grade teachers Ms. Bejna and Ms. Mullane as well as music teacher Dr. Jermihov who shared a video showing their preparations for the upcoming music show.

3. AUDIENCE TO VISITORS

None

4. CONSENT AGENDA

a. APPROVAL OF MINUTES

- I. Regular Board Meeting Minutes - **NOVEMBER 2, 2023**

II. Regular Board Meeting - Closed Session Minutes - **NOVEMBER 2, 2023**

b. EMPLOYMENT MATTERS

I. Personnel Report

II. New Employment

1. **Wayne Youkhana**, Full-Time Substitute, District Wide, effective November 13, 2023, Class 1, Level 1, 53,045 pro-rated
2. **Elvira Delovic**, Paraprofessional, Todd Hall, effective November 13, 2023, \$16.97/hr
3. **Mira Kalat**, Substitute Kitchen Staff, District Wide, effective December 4, 2023, \$14.86/hr
4. **Dylan Dinkha**, Full-Time Substitute, District Wide, effective January 8, 2024, Class 1, Level 1, 53,045 pro-rated

III. FMLA Leave Request

1. **Veronica Schmidt**, 1st Grade Teacher, Todd Hall, effective November 1, 2023 with an expected return on November 27, 2023
2. **James Caldwell**, Director of Buildings and Grounds, effective January 29, 2024 with an expected return on April 22, 2024

IV. Retirement

1. **Stacy Panoutsos**, 5th Grade Teacher, effective the end of the 2027- 2028 school year.

c. Annual Renewal of Building Automated Systems (BAS) Maintenance and Support

The Facilities Committee concurs to recommend to the Board of Education to accept this Agreement from Everest Energy and Control Technologies, LLC to continue Annual BAS Maintenance and Support in the amount of \$9,188 from January 1, 2024 through December 31, 2024.

d. Bid Award Recommendation for the 2024-25 Rutledge Hall Renovations & Lincoln Hall Sitework Project

The Facilities Committee concurs with the Administration to recommend to the Board of Education to accept the base bid and include all four alternates from Stuckey Construction in the amount of \$5,239,000 for the Rutledge Hall Renovations & Lincoln Hall Sitework Project to occur during Summer 2024 and Summer 2025.

e. Policy

I. Consent Only - Policies Excluded from 1st Reading for Approval* *These policies are excluded from 1st Reading because they only involve changes in citations or immediate compliance with the law or Illinois School Code.

1. Press Plus Issue #113 October 2023

(1) Draft Updates

- (1) 2:20 Powers and Duties of the Board of Education; Indemnification
- (2) 2:120 Board Member Development
- (3) 2:220 Board of Education Meeting Procedure
- (4) 4:130 Free and Reduced-Price Food Services
- (5) 4:160 Environmental Quality of Buildings and Grounds

f. FY23 Final Audit and The OPEB GASB 74/75 by Lauterbach & Amen, LLP

The final Fiscal Year 2023 Lauterbach & Amen, LLP Audit Report is presented to the Lincolnwood School District 74 Board of Education for review at the December 7, 2023 Board of Education meeting, as recommended by the Finance Committee.

g. 2024-25 School Fees Draft

The Finance Committee concurs with the Administration's recommendation to the Board of Education to approve the 2024-25 School Fee Schedule, as presented.

h. Public Act 103-0291 Transportation Benefits Program Act

The Finance Committee concurs with the Administration to recommend to the Board of Education to approve the District's enrollment in Ventra's Transit Benefit Program beginning January 1, 2024.

i. Staff Desktop Refresh For 2023-2024 School Year

The Finance Committee concurs with the Administration’s recommendation to the Board of Education to continue with the replacement of the specialized computer equipment within the District in an amount not to exceed \$9,694.20.

j. Anticipated Dates for the 2024 Lincolnwood School District 74 Board of Education Meetings

The Lincolnwood School District 74 Board of Education must approve dates for the 2024 Regular Board of Education meetings. The meetings are held at Lincolnwood Village Hall (6900 N. Lincoln Avenue, Lincolnwood, IL) at 7:30 p.m., unless otherwise noted. Please see the District website (sd74.org) for further information.

Feedback from the community on any of these meeting dates is welcome.

January 11, 2024

February 1, 2024

March 7, 2024

April 4, 2024

May 2, 2024

June 6, 2024

June 27, 2024

August 1, 2024

September 5, 2024

October 3, 2024

November 7, 2024

December 5, 2024

It was moved by Secretary Vranas and seconded by Vice President Shah Mandal that the Lincolnwood School District 74 Board of Education approves those items on the Consent Agenda as appear above.

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

Ayes: Shah Mandal, Vranas, Boynton, Foutris, Oleniczak, Theodore, Daly

Nays: None

Absent: None

Motion passed.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

None

7. COMMUNICATION FROM BOARD MEMBERS

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

The last meeting of the NTDSE Governing Board was November 9, 2023.

NTDSE is planning to host a breakfast with Township supervisors and Legislative leadership.

A NTDSE director attended a student career fair at Niles North to rally interest in Special Education careers.

Architects are being interviewed to establish a new Architect of Record.

The NTDSE extended their transportation contract.

The next NTDSE meeting is scheduled to be held January 11, 2024.

b. IASB (Illinois Association of School Boards): **Jay Oleniczak/Myra A. Foutris**

No report.

c. Finance Committee: **Peter D. Theodore/Jay Oleniczak**

The Finance Committee last met on November 16, 2023.

The Committee sent three items to the Consent Agenda:

- 2024-25 School Fees Draft
- Public Act 103-0291 Transportation Benefits Program Act
- Staff Desktop Refresh for the 2023-2024 School Year

As recommended by the Finance Committee for adoption, Lincolnwood School District 74's Final 2023 Levy will be presented to the Board of Education during the public hearing this evening. The requisite resolutions and certificates are included in addition to a statement of the District's Cash Balance from the end of FY2023.

The Final Fiscal Year 2023 SD74 Audit and reports prepared by Lauterbach & Amen, LLP is being presented to the Board of Education for review tonight.

The next Finance Committee meeting is scheduled for Thursday, December 14, 2023 at 6:30 p.m. The public is welcome.

d. Facilities Committee: **John P. Vranas/Rupal Shah Mandal**

The Facilities Committee last met on November 14, 2023.

The Facilities Committee concurred with the Administration's recommendation to the Board to accept the base bid and include all four alternates from Stuckey Construction for the Rutledge Hall Renovations & Lincoln Hall Sitework Project to occur during Summer 2024 and Summer 2025.

The Facilities Committee concurred with the Administration's recommendation to the Board to accept this Agreement from Everest Energy and Control Technologies, LLC to continue Annual BAS Maintenance and Support from January 1, 2024 through December 31, 2024.

District Facilities Update:

- Improvements to the Lincoln Hall courtyard were discussed.
- The District Branding Project was completed as envisioned.
- The Rutledge Hall Elevator passed inspection.
- The District is waiting for the parts to arrive for the Rutledge Hall Elevator Key Fob Panel.

Business Manager/CSBO Courtney Whited explained that iPro Soccer has paid in full for the rental agreement and made a great first impression.

The next Facilities Committee meeting is scheduled for Tuesday, December 12, 2023 at 6:00 p.m. The public is welcome.

e. Policy Committee: **Rupal Shah Mandal/Myra A. Foutris**

I. 1st Reading of Policy by the Lincolnwood School District 74 Board of Education

1. Press Plus Issue #113 October 2023

(1) Draft Updates

(1) 4:10 Fiscal and Business Management

(2) 4:30 Revenue and Investments

(3) 4:60 Purchases

- (4) 5:30 Hiring Process and Criteria
- (5) 2:200 Types of Board of Education Meetings

The Policy Committee last met on Friday, November 10, 2023.

The Committee sent five policies to the Consent Agenda and another five to 1st Reading by the Board of Education.

The next Policy Committee meeting is scheduled for Friday, December 15, 2023 at 8:30am in the Administration Building. The public is welcome.

f. President's Report: **Kevin Daly**

President Daly reviewed the important District dates. Please see the District website for further information: sd74.org.

8. COMMUNICATION TO THE BOARD OF EDUCATION

a. LTA (Lincolnwood Teacher Association): **Travis DuPriest/Kevin Conley (Co-Presidents)**

No report.

b. LSSU (Lincolnwood Support Staff Union): **Tommy Bujnowski (President) & Carol Krikorian (Vice President)**

No report.

c. PALS (People Active with Lincolnwood Schools): **Mihra Seta (President)**

No report.

9. ADMINISTRATIVE REPORTS

a. Superintendent's Report: **Dr. David L. Russo**

I. Food Waste Initiative Update

Superintendent Russo provided a Food Waste Initiative update. The District met with Theresa Greinig of SWANCC (The Solid Waste Agency of Northern Cook County) to get information on how the group might offer ways to add to the current curriculum. Superintendent Russo had initial discussions with the District's Director of Food Service about steps to reduce food waste. This will be a long-term District goal. Additional updates are forthcoming.

II. The Barry and Taffy Berger Foundation Donation Approval

It was moved by Member Theodore and seconded by Member Oleniczak that the Lincolnwood School District 74 Board of Education accept this donation from the Barry and Taffy Berger Foundation in the amount of \$50,000, as presented.

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

Ayes: Shah Mandal, Vranas, Boynton, Foutris, Oleniczak, Theodore, Daly

Nays: None

Absent: None

Motion passed.

III. Subscription to Typing Club for the 2023-2027 School Years

It was moved by Member Theodore and seconded by Member Oleniczak that the Lincolnwood School District 74 Board of Education approve the Typing Club contract in the amount of \$2,991.66 for service dates of January 1, 2024 through June 30, 2027.

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

Ayes: Shah Mandal, Vranas, Boynton, Foutris, Oleniczak, Theodore, Daly

Nays: None

Absent: None

Motion passed.

Superintendent Russo thanked and shared the District's excitement for the announcement of the Lincoln Hall musical, Disney's Frozen JR as well as the second- grade music presentation this evening.

The PALS planning committee did an amazing job of hosting the District Book Fair, all ran very smoothly. The community event on December 5, 2023 was well-attended. Thank you to all who volunteered their time.

Report cards were mailed the week of December 4, 2023.

School holiday party information will be communicated by Jackie McGoey, Director of Communications and Community Relations in the coming days.

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

Dominick Lupo

I. Drafts of the 2024-25, 2025-26, 2026-27 District Calendars for Lincolnwood School District 74 Board of Education and Community Review

Superintendent Russo presented drafts of the 2024-25, 2025-26, 2026-27 District Calendars. Based upon Board of Education feedback the final drafts will be added to the January 11, 2024 Board of Education meeting agenda for approval.

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

I. Finance Report - **SEPTEMBER 2023**

Business Manager/CSBO Whited presented the September 2023 Finance report.

II. Public Hearing and Adoption of the Final 2023 Property Tax Levy

OPEN PUBLIC HEARING

It was moved by Member Theodore and seconded by Member Oleniczak that the Lincolnwood School District 74 Board of Education open a public hearing regarding adoption of the Final 2023 Property Tax Levy.

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

AUDIENCE COMMENTS

None

Business Manager/CSBO Whited provided an overview of the process to determine the Final 2023 Property Tax Levy and stated that the overall proposed 2023 levy is increased by 3.0% over the 2022 levy, well below the 5.0% statutory cap. She further stated that the District did disclose its cash balances at the end of Fiscal Year 2023. Secretary Vranas commended the Administration and Finance Committee to levy for "need and not for greed".

CLOSE PUBLIC HEARING

It was moved by Member Theodore and seconded by Member Oleniczak that the Lincolnwood School District 74 Board of Education close the public hearing regarding adoption of the Final 2023 Property Tax Levy.

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

2023 PROPERTY TAX LEVY APPROVAL

It was moved by Member Theodore and seconded by Member Oleniczak that the Lincolnwood School District 74 Board of Education adopts the 2023 Property Tax Levy Resolutions, as presented. The Board also directs the Business Manager/CSBO, Courtney Whited, to file the Truth in Taxation Certificate of Compliance and all other documentation before the last Tuesday in December.

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

Ayes: Shah Mandal, Vranas, Boynton, Foutris, Oleniczak, Theodore, Daly

Nays: None

Absent: None

Motion passed.

III. Bills Payable in the Amount of \$2,275,007.66

Bills reviewed this month by: Peter D. Theodore and John P. Vranas

It was moved by Member Theodore and seconded by Member Oleniczak that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$2,275,007.66.

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

Ayes: Shah Mandal, Vranas, Boynton, Foutris, Oleniczak, Theodore, Daly

Nays: None

Absent: None

Motion passed.

10. AUDIENCE TO VISITORS

None

11. RECESS INTO CLOSED SESSION

It was moved by President Daly and seconded by Vice President Shah Mandal that the Lincolnwood School District 74 Board of Education recess into Closed Session for the purposes of: **5 ILCS 120/2(c)(1), amended by P.A. 101-459 - Personnel, and 5 ILCS 120/2(c)(9) - Student Disciplinary Cases.**

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

12. ADJOURNMENT

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

President Daly submitted the motion to a vote and the motion passed at 9:10 p.m.

Kevin Daly, President

John P. Vranas, Secretary

**INTERIM CO-DIRECTOR OF BUILDINGS AND GROUNDS
EMPLOYMENT CONTRACT
(Spring 2024)**

THIS AGREEMENT is made on January 11, 2024, between the **Board of Education of Lincolnwood School District No. 74, Cook County, Illinois** (the “Board”), and **Ron DeGeorge** (the “Interim Administrator”) (collectively, the “parties”).

A. EMPLOYMENT AND COMPENSATION

- 1. Hourly Rate and Term of Employment.** The Board employs the Interim Administrator for the period from January 11, 2024, through June 30, 2024, with days and hours of work to be determined as described below. The Board shall compensate the Interim Administrator at an hourly wage in the amount of One Hundred Twenty-Five Dollars per Hour (\$125.00/hour). Such compensation shall be paid on the same pay dates as those that apply to other members of its staff and shall be subject to all withholdings in accordance with State and Federal law.

The Interim Administrator acknowledges that he will work on a schedule set in consultation with the Superintendent. This is anticipated to consist of ten (10) hours per week during the period from January 29, 2024, through April 22, 2024. In the event of special projects or major repairs that are not presently anticipated, additional hours may be required, but in no event shall the Interim Administrator’s employment exceed the limits described in Section A.2 below.

The Interim Administrator hereby accepts employment upon the terms and conditions hereinafter set forth.

- 2. Illinois Municipal Retirement Fund.** The parties acknowledge that the Interim Administrator is an annuitant under the Illinois Municipal Retirement Fund (hereafter “IMRF”). As an annuitant, the Interim Administrator must contact IMRF immediately to advise of his employment with the Board. The maximum number of days or hours to be worked by the Interim Administrator during the twelve months following his first day of work for the Board shall not exceed the maximum allowed for post-retirement work under Section 7-144 of the Illinois Pension Code. (40 ILCS 5/7-144.) Under the language of that provision in effect as of the date of this contract, this limit will be Five Hundred Ninety-Nine (599) hours exactly; these limits are subject to change by the Illinois legislature. The Interim Administrator shall be responsible for tracking the days and number of hours worked and presenting a report of such days and hours to the Superintendent monthly with a running tally for the current 12-month period. The tally shall be kept starting on the first actual day of work for the Board. In the event that the Interim Administrator works the maximum allowable number of hours within the stated period above, this Contract shall terminate immediately without further action by the Board and without additional notice to the Interim Administrator.

The parties agree that the Board makes no representations regarding the IMRF member wage status with respect to any compensation received by the Interim Administrator pursuant to the terms of this Contract. Any and all determinations regarding wage status, years of service, and related IMRF issues shall be made by IMRF and, where applicable, a court of competent jurisdiction. The Interim Administrator represents that he did not retire under the IMRF Early Retirement Incentive. (See Paragraph 5.20(C)(16) of the IMRF Authorized Agents Manual, https://www.imrf.org/AManual/Online_AA_Manual/5.20_c_16.htm). The Interim Administrator will be responsible for any repayments, penalties, or member contributions in the event that IMRF determines that this is incorrect, if the Interim Administrator returned to work within sixty (60) days of their retirement date, or if the Interim Administrator exceeds the maximum allowable number of hours within the stated period above. (See Paragraph 5.20(F) of the IMRF Authorized Agents Manual, https://www.imrf.org/AManual/Online_AA_Manual/5.20_f.htm).

3. **Teachers' Retirement System.** The Interim Administrator represents that he is not an annuitant under the Teachers' Retirement System of the State of Illinois (hereafter "TRS"). The parties agree that the position described in this Contract does not require licensure or certification under the Illinois School Code and is not anticipated or expected to be covered by TRS.

B. CONDITIONS OF EMPLOYMENT

1. **Cell Phone.** The Interim Administrator is required to purchase and maintain a cell phone at his own expense and provide the cell phone number to District administrators for daily communication.
2. **Employment Representations.** The Interim Administrator represents that he is not under contract with any other employer, including but not limited to school districts or municipalities, for any portion of the term covered by this Contract. The Interim Administrator further represents that all information provided to the District in the process of application for employment was true and complete.

C. BENEFITS

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Interim Administrator in accordance with District procedures for monthly expenses incurred in the performance of his duties. The Interim Administrator shall itemize and substantiate all expenses incurred, in accordance with applicable Board policy and procedures.
2. **Other Benefits.** During the term of this Contract, the Interim Administrator shall receive no other benefits of employment other than the compensation provided for in paragraph A.1 above or as required by law.

D. POWERS AND DUTIES

- Duties.** The duties of the Interim Administrator shall be those incidental to the office of a Co-Director of Buildings and Grounds serving on an interim basis. As such, he shall assist with the supervision of the operation of the entire Buildings and Grounds department, plus any related contractual services, as the Board and Superintendent shall determine necessary. The Interim Administrator shall also be expected to establish clear lines of communication regarding goals, accomplishments, practices, and policies with administrators, staff, and contractors, understanding that overall goals and expectations have been or will be set by the Director of Buildings and Grounds and/or the Superintendent. The Interim Administrator shall also assist with administrative responsibilities and departmental leadership, under the supervision and direction of the Superintendent, Business Manager/CSBO, and the Board and in accordance with the laws of the State of Illinois and the policies, rules, and regulations of the Board, for the planning, operation, and evaluation of the program and the staff in the entire Buildings and Grounds department, plus any related contractual services. The Interim Administrator shall submit recommendations to the Superintendent or Business Manager/CSBO, as requested, concerning the appointment, retention, promotion, and assignment of all personnel assigned to the entire Buildings and Grounds department, plus any related contractual services, and shall keep such other registers, records, and reports as may be directed by the Superintendent, Business Manager/CSBO, and the Board or required by law. The Interim Administrator shall also be responsible for all obligations contained in the official job description for a Director of Buildings and Grounds.

The Interim Administrator also shall assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and Business Manager/CSBO and in accordance with the laws of the State of Illinois and the policies, rules, and regulations of the Board. Additionally, the Interim Administrator shall keep such records and make such reports as are now or hereafter may be required by law or by the Board.

- Extent of Service.** The Interim Administrator shall devote his time, skill, labor, and attention to the business of the School District and related professional activities so as to faithfully perform the duties of an Interim Co-Director of Buildings and Grounds, as set forth in the job description attached as Exhibit A and incorporated in this Contract by reference. With the permission of the Superintendent, the Interim Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; or lecture and engage in writing activities and speaking engagements. The Interim Administrator may not jeopardize the functioning of the School District by engaging in or by any lengthy and conspicuous absence for such professional activities.

3. **Compliance with Policies.** The Interim Administrator is responsible for and deemed to have knowledge of all policies, rules, and regulations established by the Board or the District administration and shall comply with their requirements.

E. EVALUATIONS

1. **Evaluation.** The Superintendent or designee shall be responsible for the continuous evaluation of the Interim Administrator's performance. No formal goals or evaluation process shall be required.

F. RENEWAL OR AMENDMENT OF CONTRACT

1. **Non-Renewal.** Notice of intent not to renew this Contract, other than in the case of discharge for cause, shall not be given by the Board to the Interim Administrator. This Contract shall not be renewed for any subsequent term unless mutually agreed to in writing by the parties.
2. **Renewal or Extension.** The Board and the Interim Administrator may renew or extend the Interim Administrator's employment upon such terms and conditions as they may mutually agree. In such event, the Board and the Interim Administrator shall take specific action to enter into a new contract of employment to take effect after the expiration of this Contract.
3. **Amendment.** Any adjustment or modification made during the life of this Contract shall be in the form of a written amendment and shall become a part of this Contract, but such adjustment or modification shall not be construed as a new contract with the Interim Administrator or as an extension of the termination date of this Contract.

G. TERMINATION

1. **Termination.** During the term of this Contract, the Board and Interim Administrator may mutually agree in writing to terminate this Contract. In addition, the Board may, in its sole discretion, terminate this Contract for its convenience with immediate effect by written notice to the Interim Administrator.

H. MISCELLANEOUS

1. **Notices.** Any notice required to be given under this Contract shall be deemed sufficient if it is in writing and sent by first class mail or certified mail, postage prepaid, to the last known residence of the Interim Administrator or the President of the Board at the administrative offices of the District.
2. **Governing Law and Venue.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The parties agree that venue for all actions between the parties shall lie solely in

the state court having jurisdiction over Cook County, Illinois, and the Interim Administrator hereby submits to the jurisdiction of that court.

3. **Headings.** Paragraph headings and numbers have been inserted for convenience of reference only and, if there is any conflict between such headings or numbers and the text of this Contract, the text shall control.
4. **Counterparts.** This Contract may be executed in multiple counterparts, and a set of counterparts bearing the signatures of both parties constitutes the Contract as if the parties had signed a single document.
5. **Complete Understanding.** This Contract contains all the terms agreed upon by the parties with respect to the subject matter of this contract and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written.
6. **Effect of Agreement.** This Contract shall inure to the benefit of and be binding upon the Board and its successors and assigns. If any portion of this Contract is deemed to be illegal or unenforceable, the remainder shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Contract on the date written above, upon formal approval by the Board at a duly convened meeting.

INTERIM ADMINISTRATOR

**BOARD OF EDUCATION OF
LINCOLNWOOD SCHOOL DISTRICT
NO. 74, COOK COUNTY, ILLINOIS**

Ron DeGeorge

By: _____
Board President

Date: _____

Date: _____

ATTEST

By: _____
Board Secretary

Date: _____

EXHIBIT A

JOB DESCRIPTION – DIRECTOR OF BUILDINGS AND GROUNDS

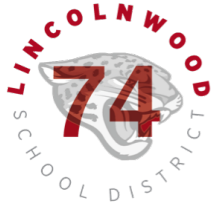


EXHIBIT A

Director of Buildings and Grounds

Job Category: Non-Certified

Status: Exempt

Location: Administration

Reports to: Business Manager

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Five years of supervisory and facility operation and maintenance experience.
- Ability to communicate effectively with the public, staff and vendors, both orally and in writing, and work well with others.
- Thorough working knowledge of HVAC, electricity, plumbing systems, security, roofing, and construction (including experience in reading blueprints).
- Computer literate with experience in computerized energy management systems, spreadsheets, word processing, database, and facility management software.
- Familiar with the Illinois Health Life/Safety Code.
- Experienced in developing and administering a comprehensive preventative maintenance program that includes familiarity with the Illinois Health Life/Safety Code.
- Able to manage teams including scheduling and development of work flows.

Job Goal

To maintain the School District's physical plant in a condition of operating excellence so that full educational use of it may be made at all times; to maintain the grounds of all district schools in a condition of safety, neatness, and aesthetic attractiveness, so that each student may be provided with an outdoor environment both pleasing to look at and good to play in; and to provide students with an attractive, safe, and natural environment in which to learn.

Performance Responsibilities

1. Implements changes and upgrades and makes recommendations (as a result of regular building inspections) that will positively impact the schools, for short and long--term preventative maintenance programs and provides written reports to the Business Manager.
2. Coordinates and directs the comprehensive overall planning and scheduling of cleaning, maintenance, and repair requirements for all district buildings and grounds, including roof management and inspection.
3. Develops a system for dealing with emergency repairs in all buildings.
4. Confers with school principals, landscape architects and other parties in making plans for landscaping, planning and maintenance of school grounds.

5. Keeps informed of the latest trends, developments, and products in the areas of maintenance, repair, and upkeep, and encourages innovation and experimentation as appropriate and shares this information with custodians.
6. Assists the Business Manager in developing a three to five year facility operations and maintenance plan for all buildings working in conjunction with building principals and in development and monitoring of Operation and Maintenance Budget.
7. Supervises and advises purchasing and bid specifications for all required staff and services. Inspects work and verifies that terms and conditions of contract have been fulfilled before authorizing payment.
8. Makes recommendations for the optimal timing of replacements for vehicles and equipment assigned to the district's buildings, including all necessary equipment to perform grounds and maintenance work.
9. Maintains communications and relationships with all local fire and police departments.
10. Represents the Business Manager in day---to---day contacts with contractors and architects, in connection with school construction programs and inspections and keeps office informed of the progress and quality of work being performed on all construction projects.
11. Develops and maintains an inspection program to monitor the quality of custodial cleaning in all buildings.
12. Recruits, screens, interviews, trains, evaluates, and recommends all employees necessary to the maintenance, grounds and custodial program and recommends the number of engineers needed to properly care for all buildings. Maintains proper employee records.
13. Recruits, recommends, and schedules custodial personnel projects for all summer cleaning and substitutes for absent custodians.
14. Coordinates and supervises after hour or weekend maintenance work by contractors.
15. Organizes and implements an orientation and ongoing training program on proper operation and maintenance of school facilities for custodial, maintenance and grounds personnel. Include training associated with Blood Borne Pathogen, OSHA, and other training as deemed necessary.
16. Provides and updates Material Safety Data Sheets for all cleaning materials and chemicals in each building, and provides technical training and interpretation to all custodial, maintenance and grounds personnel.
17. Orders, receives, stores, inventories, and issues all maintenance and grounds material, supplies, and equipment as needed by buildings. Provide for adequate quantities on hand and their safe storage.
18. Updates and maintain district wide security systems and fire alarm systems in all buildings and responds to emergency calls 24/7.
19. Coordinates required yearly inspections of school buildings with local fire departments and maintain all buildings with Fire and Life Safety Codes and is back---up for emergency drills.
20. Develops and maintains an indoor air quality program, energy management and pest control plan.
21. Maintains manuals and records related to all building and maintenance equipment, regulations, and inspections.
22. Directs the preparation of playing fields, grounds, and other necessary facilities for athletics and other school activities, and coordinates with district athletic director, principals, and community organizations using district facilities.

23. Supervises and schedules snow removal and makes recommendations to the Business Manager for related contractual services.
24. Oversees traffic control.
25. Attends administrative, Facilities Committee and other related meetings and make reports as necessary.
26. Any and all additional duties that may be assigned by the Superintendent or Business Manager.
27. Supervises other building engineers and maintenance staff.

Other essential duties and responsibilities may be assigned

Physical, Sensory and Environmental Demands

The physical demands and work environment described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee frequently is required to sit; use hands to manipulate, handle, or feel; and talk or hear; frequently is required to reach with hands and arms; frequently is required to stand and walk; frequently must lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds; bend, squat, kneel; twist, turn, balance; climb/crawl; reach above shoulder/reach outward; occasionally may be required to drive.

In the work environment, the employee regularly works in interior and exterior environmental conditions. The employee is regularly exposed to outdoor weather conditions. The noise level in the work environment is moderate. The employee occasionally works in evenings or on weekends. The work environment may include exposure to heat and cold; unscheduled interruptions; frequent movement from one work location to another; and public contact requiring appropriate demeanor.

Evaluation

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Terms of Employment

Twelve---month position. Salary and work year to be established by the Board of Education.

September 2019

February 2023

**INTERIM CO-DIRECTOR OF BUILDINGS AND GROUNDS
EMPLOYMENT CONTRACT
(Spring 2024)**

THIS AGREEMENT is made on January 11, 2024, between the **Board of Education of Lincolnwood School District No. 74, Cook County, Illinois** (the “Board”), and **Grant Sabo** (the “Interim Administrator”) (collectively, the “parties”).

A. EMPLOYMENT AND COMPENSATION

- 1. Hourly Rate and Term of Employment.** The Board employs the Interim Administrator for the period from January 11, 2024, through June 30, 2024, with days and hours of work to be determined as described below. The Board shall compensate the Interim Administrator at an hourly wage in the amount of One Hundred Twenty-Five Dollars per Hour (\$125.00/hour). Such compensation shall be paid on the same pay dates as those that apply to other members of its staff and shall be subject to all withholdings in accordance with State and Federal law.

The Interim Administrator acknowledges that he will work on a schedule set in consultation with the Superintendent. This is anticipated to consist of ten (10) hours per week during the period from January 29, 2024, through April 22, 2024. In the event of special projects or major repairs that are not presently anticipated, additional hours may be required, but in no event shall the Interim Administrator’s employment exceed the limits described in Section A.2 or A.3 below.

The Interim Administrator hereby accepts employment upon the terms and conditions hereinafter set forth.

- 2. Illinois Municipal Retirement Fund.** The Interim Administrator represents that he is not an annuitant under the Illinois Municipal Retirement Fund (hereafter “IMRF”). Regardless of the foregoing, the maximum number of days or hours to be worked by the Interim Administrator during the twelve months following his first day of work for the Board shall not exceed the maximum allowed for post-retirement work under Section 7-144 of the Illinois Pension Code. (40 ILCS 5/7-144.) Under the language of that provision in effect as of the date of this contract, this limit will be Five Hundred Ninety-Nine (599) hours exactly; these limits are subject to change by the Illinois legislature. The Interim Administrator shall be responsible for tracking the days and number of hours worked and presenting a report of such days and hours to the Superintendent monthly with a running tally for the current 12-month period. The tally shall be kept starting on the first actual day of work for the Board. In the event that the Interim Administrator works the maximum allowable number of hours within the stated period above, this Contract shall terminate immediately without further action by the Board and without additional notice to the Interim Administrator.

The parties agree that the Board makes no representations regarding the IMRF member wage status with respect to any compensation received by the Interim Administrator pursuant to the terms of this Contract. Any and all determinations regarding wage status, years of service, and related IMRF issues shall be made by IMRF and, where applicable, a court of competent jurisdiction. The Interim Administrator will be responsible for any repayments, penalties, or member contributions in the event that IMRF determines that any of the foregoing are applicable.

3. **Teachers' Retirement System.** The parties acknowledge that the Interim Administrator is an annuitant under the Teachers' Retirement System of the State of Illinois (hereafter "TRS"). The parties agree that the position described in this Contract does not require licensure or certification under the Illinois School Code and is not anticipated or expected to be covered by TRS. Regardless of the foregoing, the maximum number of days or hours to be worked by the Interim Administrator during this school year shall not exceed the maximum allowed for post-retirement work under Section 16-118 of the Illinois Pension Code. (40 ILCS 5/16-118.) Under the language of that provision in effect as of the date of this contract, this limit will be 120 days or 600 hours (with 1 day equaling 5 hours if working partly on a daily and partly on an hourly basis); these limits are subject to change by the Illinois legislature. The Interim Administrator shall be responsible for tracking the days and number of hours worked and presenting a report of such days and hours to the Superintendent monthly with a running tally for the current school year. The Interim Administrator will be responsible for any repayments, penalties, or member contributions in the event that TRS determines that the position was TRS-covered and the Interim Administrator exceeds the maximum allowable number of days or hours stated above within this school year.

B. CONDITIONS OF EMPLOYMENT

1. **Cell Phone.** The Interim Administrator is required to purchase and maintain a cell phone at his own expense and provide the cell phone number to District administrators for daily communication.
2. **Employment Representations.** The Interim Administrator represents that he is not under contract with any other employer, including but not limited to school districts or municipalities, for any portion of the term covered by this Contract. The Interim Administrator further represents that all information provided to the District in the process of application for employment was true and complete.

C. BENEFITS

1. **Reimbursement of Business Expenses.** The Board shall reimburse the Interim Administrator in accordance with District procedures for monthly expenses incurred in the performance of his duties. The Interim Administrator shall itemize

and substantiate all expenses incurred, in accordance with applicable Board policy and procedures.

2. **Other Benefits.** During the term of this Contract, the Interim Administrator shall receive no other benefits of employment other than the compensation provided for in paragraph A.1 above or as required by law.

D. POWERS AND DUTIES

1. **Duties.** The duties of the Interim Administrator shall be those incidental to the office of a Co-Director of Buildings and Grounds serving on an interim basis. As such, he shall assist with the supervision of the operation of the entire Buildings and Grounds department, plus any related contractual services, as the Board and Superintendent shall determine necessary. The Interim Administrator shall also be expected to establish clear lines of communication regarding goals, accomplishments, practices, and policies with administrators, staff, and contractors, understanding that overall goals and expectations have been or will be set by the Director of Buildings and Grounds and/or the Superintendent. The Interim Administrator shall also assist with administrative responsibilities and departmental leadership, under the supervision and direction of the Superintendent, Business Manager/CSBO, and the Board and in accordance with the laws of the State of Illinois and the policies, rules, and regulations of the Board, for the planning, operation, and evaluation of the program and the staff in the entire Buildings and Grounds department, plus any related contractual services. The Interim Administrator shall submit recommendations to the Superintendent or Business Manager/CSBO, as requested, concerning the appointment, retention, promotion, and assignment of all personnel assigned to the entire Buildings and Grounds department, plus any related contractual services, and shall keep such other registers, records, and reports as may be directed by the Superintendent, Business Manager/CSBO, and the Board or required by law. The Interim Administrator shall also be responsible for all obligations contained in the official job description for a Director of Buildings and Grounds.

The Interim Administrator also shall assume any additional administrative responsibilities and duties as may be assigned, under the supervision and direction of the Superintendent and Business Manager/CSBO and in accordance with the laws of the State of Illinois and the policies, rules, and regulations of the Board. Additionally, the Interim Administrator shall keep such records and make such reports as are now or hereafter may be required by law or by the Board.

2. **Extent of Service.** The Interim Administrator shall devote his time, skill, labor, and attention to the business of the School District and related professional activities so as to faithfully perform the duties of an Interim Co-Director of Buildings and Grounds, as set forth in the job description attached as Exhibit A and incorporated in this Contract by reference. With the permission of the Superintendent, the Interim Administrator may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or

educational agency for a short-term duration without loss of salary; or lecture and engage in writing activities and speaking engagements. The Interim Administrator may not jeopardize the functioning of the School District by engaging in or by any lengthy and conspicuous absence for such professional activities.

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E. EVALUATIONS

1. **Evaluation.** The Superintendent or designee shall be responsible for the continuous evaluation of the Interim Administrator's performance. No formal goals or evaluation process shall be required.

F. RENEWAL OR AMENDMENT OF CONTRACT

1. **Non-Renewal.** Notice of intent not to renew this Contract, other than in the case of discharge for cause, shall not be given by the Board to the Interim Administrator. This Contract shall not be renewed for any subsequent term unless mutually agreed to in writing by the parties.
2. **Renewal or Extension.** The Board and the Interim Administrator may renew or extend the Interim Administrator's employment upon such terms and conditions as they may mutually agree. In such event, the Board and the Interim Administrator shall take specific action to enter into a new contract of employment to take effect after the expiration of this Contract.
3. **Amendment.** Any adjustment or modification made during the life of this Contract shall be in the form of a written amendment and shall become a part of this Contract, but such adjustment or modification shall not be construed as a new contract with the Interim Administrator or as an extension of the termination date of this Contract.

G. TERMINATION

1. **Termination.** During the term of this Contract, the Board and Interim Administrator may mutually agree in writing to terminate this Contract. In addition, the Board may, in its sole discretion, terminate this Contract for its convenience with immediate effect by written notice to the Interim Administrator.

H. MISCELLANEOUS

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2. **Governing Law and Venue.** This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect. The parties agree that venue for all actions between the parties shall lie solely in the state court having jurisdiction over Cook County, Illinois, and the Interim Administrator hereby submits to the jurisdiction of that court.
3. **Headings.** Paragraph headings and numbers have been inserted for convenience of reference only and, if there is any conflict between such headings or numbers and the text of this Contract, the text shall control.
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IN WITNESS WHEREOF, the parties have executed this Contract on the date written above, upon formal approval by the Board at a duly convened meeting.

INTERIM ADMINISTRATOR

**BOARD OF EDUCATION OF
LINCOLNWOOD SCHOOL DISTRICT
NO. 74, COOK COUNTY, ILLINOIS**

Grant Sabo

By: _____
Board President

Date: _____

Date: _____

ATTEST

By: _____
Board Secretary

Date: _____

EXHIBIT A

JOB DESCRIPTION – DIRECTOR OF BUILDINGS AND GROUNDS

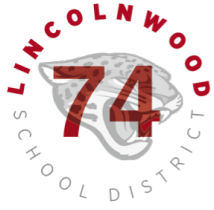


EXHIBIT A

Director of Buildings and Grounds

Job Category: Non-Certified

Status: Exempt

Location: Administration

Reports to: Business Manager

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Five years of supervisory and facility operation and maintenance experience.
- Ability to communicate effectively with the public, staff and vendors, both orally and in writing, and work well with others.
- Thorough working knowledge of HVAC, electricity, plumbing systems, security, roofing, and construction (including experience in reading blueprints).
- Computer literate with experience in computerized energy management systems, spreadsheets, word processing, database, and facility management software.
- Familiar with the Illinois Health Life/Safety Code.
- Experienced in developing and administering a comprehensive preventative maintenance program that includes familiarity with the Illinois Health Life/Safety Code.
- Able to manage teams including scheduling and development of work flows.

Job Goal

To maintain the School District's physical plant in a condition of operating excellence so that full educational use of it may be made at all times; to maintain the grounds of all district schools in a condition of safety, neatness, and aesthetic attractiveness, so that each student may be provided with an outdoor environment both pleasing to look at and good to play in; and to provide students with an attractive, safe, and natural environment in which to learn.

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2. Coordinates and directs the comprehensive overall planning and scheduling of cleaning, maintenance, and repair requirements for all district buildings and grounds, including roof management and inspection.
3. Develops a system for dealing with emergency repairs in all buildings.
4. Confers with school principals, landscape architects and other parties in making plans for landscaping, planning and maintenance of school grounds.

5. Keeps informed of the latest trends, developments, and products in the areas of maintenance, repair, and upkeep, and encourages innovation and experimentation as appropriate and shares this information with custodians.
6. Assists the Business Manager in developing a three to five year facility operations and maintenance plan for all buildings working in conjunction with building principals and in development and monitoring of Operation and Maintenance Budget.
7. Supervises and advises purchasing and bid specifications for all required staff and services. Inspects work and verifies that terms and conditions of contract have been fulfilled before authorizing payment.
8. Makes recommendations for the optimal timing of replacements for vehicles and equipment assigned to the district's buildings, including all necessary equipment to perform grounds and maintenance work.
9. Maintains communications and relationships with all local fire and police departments.
10. Represents the Business Manager in day---to---day contacts with contractors and architects, in connection with school construction programs and inspections and keeps office informed of the progress and quality of work being performed on all construction projects.
11. Develops and maintains an inspection program to monitor the quality of custodial cleaning in all buildings.
12. Recruits, screens, interviews, trains, evaluates, and recommends all employees necessary to the maintenance, grounds and custodial program and recommends the number of engineers needed to properly care for all buildings. Maintains proper employee records.
13. Recruits, recommends, and schedules custodial personnel projects for all summer cleaning and substitutes for absent custodians.
14. Coordinates and supervises after hour or weekend maintenance work by contractors.
15. Organizes and implements an orientation and ongoing training program on proper operation and maintenance of school facilities for custodial, maintenance and grounds personnel. Include training associated with Blood Borne Pathogen, OSHA, and other training as deemed necessary.
16. Provides and updates Material Safety Data Sheets for all cleaning materials and chemicals in each building, and provides technical training and interpretation to all custodial, maintenance and grounds personnel.
17. Orders, receives, stores, inventories, and issues all maintenance and grounds material, supplies, and equipment as needed by buildings. Provide for adequate quantities on hand and their safe storage.
18. Updates and maintain district wide security systems and fire alarm systems in all buildings and responds to emergency calls 24/7.
19. Coordinates required yearly inspections of school buildings with local fire departments and maintain all buildings with Fire and Life Safety Codes and is back---up for emergency drills.
20. Develops and maintains an indoor air quality program, energy management and pest control plan.
21. Maintains manuals and records related to all building and maintenance equipment, regulations, and inspections.
22. Directs the preparation of playing fields, grounds, and other necessary facilities for athletics and other school activities, and coordinates with district athletic director, principals, and community organizations using district facilities.

23. Supervises and schedules snow removal and makes recommendations to the Business Manager for related contractual services.
24. Oversees traffic control.
25. Attends administrative, Facilities Committee and other related meetings and make reports as necessary.
26. Any and all additional duties that may be assigned by the Superintendent or Business Manager.
27. Supervises other building engineers and maintenance staff.

Other essential duties and responsibilities may be assigned

Physical, Sensory and Environmental Demands

The physical demands and work environment described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee frequently is required to sit; use hands to manipulate, handle, or feel; and talk or hear; frequently is required to reach with hands and arms; frequently is required to stand and walk; frequently must lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds; bend, squat, kneel; twist, turn, balance; climb/crawl; reach above shoulder/reach outward; occasionally may be required to drive.

In the work environment, the employee regularly works in interior and exterior environmental conditions. The employee is regularly exposed to outdoor weather conditions. The noise level in the work environment is moderate. The employee occasionally works in evenings or on weekends. The work environment may include exposure to heat and cold; unscheduled interruptions; frequent movement from one work location to another; and public contact requiring appropriate demeanor.

Evaluation

Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Terms of Employment

Twelve---month position. Salary and work year to be established by the Board of Education.

September 2019

February 2023

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

General Personnel

5:90 Abused and Neglected Child Reporting

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child shall: (1) immediately report or cause a report to be made to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873) (within Illinois); 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 designee shall notify local law enforcement. Negligent failure to report occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS.

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 CyberTipline 1-800-THE-LOST (1-800-843-5678) or online at report.cybertip.org/ or www.missingkids.org. 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.

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 three months of initial employment and at least every three years after that date.
3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors (including *sexual misconduct* as defined in *Faith's Law*), and boundary violations as required by law and policy 5:100, *Staff Development Program*.

The Superintendent or designee will display DCFS issued materials that list the DCFS toll free telephone number and methods for making a report under ANCRA in a clearly visible location in each school building. [PRESSPlus1](#)

Alleged Incidents of Sexual Abuse: Investigations

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in [720 ILCS 5/11-9.1A](#), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

If a District employee reports an alleged incident of sexual abuse to DCFS and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC). The Superintendent or designee will implement procedures to coordinate with the CAC.

DCFS and/or the appropriate law enforcement agency will inform the District when its investigation is complete or has been suspended, as well as the outcome of its investigation. The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited*.

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.

When the Superintendent has reasonable cause to believe that a license holder (1) committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA or an act of sexual misconduct under *Faith's Law*, and (2) that act resulted in the license holder's dismissal or resignation from the District, the Superintendent shall notify the State Superintendent and the appropriate Intermediate Service Center Executive Director in writing, providing the Ill. Educator Identification Number as well as a brief description of the misconduct alleged. 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.

The Superintendent shall develop procedures for notifying a student's parents/guardians when a District employee, contractor, or agent is alleged to have engaged in sexual misconduct with the student as defined in *Faith's Law*. The Superintendent shall also develop procedures for notifying the student's parents/guardians when the Board takes action relating to the employment of the employee, contractor, or agent following the investigation of sexual misconduct. Notification shall not occur when the employee, contractor, or agent alleged to have engaged in sexual misconduct is the student's parent/guardian, and/or when the student is at least 18 years of age or emancipated.

The Superintendent shall execute the recordkeeping requirements of *Faith's Law*.

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 ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

If the Board determines that any District employee, other than an employee licensed under [105 ILCS 5/21B](#), has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by ANCRA, the Board may dismiss that employee immediately.

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to the State agencies listed in policy 2:20, *Powers and Duties of the Board of Education; Indemnification*.

LEGAL REF.:

[20 U.S.C. §7926](#), Elementary and Secondary Education Act.

[105 ILCS 5/10-21.9](#), [5/10-23.13](#), [5/21B-85](#), [5/22-85.5](#), and [5/22-85.10](#).

[20 ILCS 1305/1-1](#) *et seq.*, Department of Human Services Act.

[325 ILCS 5/](#), Abused and Neglected Child Reporting Act.

[720 ILCS 5/12C-50.1](#), Criminal Code of 2012.

CROSS REF.: 2:20 (Powers and Duties of the Board of Education; Indemnification), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 4:60 (Purchases and Contracts), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination and Suspensions), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

ADOPTED: January 12, 2016

REVISED: June 1, 2023

REVIEWED: June 1, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to the deletion of 105 ILCS 5/10-23.12(b) by P.A. 103-542, eff. 1-1-24. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Professional Personnel

5:200 Terms and Conditions of Employment and Dismissal

School Year, School Day (Teacher Work Day), Assignments and Transfers, Dismissal, Evaluation

Please refer to the current “Agreement between the Board of Education, School District #74, Lincolnwood, Illinois, and the Lincolnwood Teacher’s Association, Local 1274 IFT/AFT, AFL-CIO and the Lincolnwood Support Staff Union, Local 1274 IFT/AFT, AFL-CIO for additional information, if applicable.”

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

Duty-Free Lunch

Teachers employed for at least four hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer.

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](#).

Salary

Teachers shall be paid according to the salaries fixed by the Board of Education, 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.

LEGAL REF.:

[29 U.S.C. §218\(d\)](#), [Pub. L. 117-328](#), [Pump for Nursing Mothers Act](#), [PRESSPlus1](#)

[42 U.S.C. §2000gg et seq.](#), [Pub. L. 117-328](#), [Pregnant Workers Fairness Act](#).

[105 ILCS 5/10-19](#), [5/10-19.05](#), [5/10-20.65](#), [5/14-1.09a](#), [5/22-95](#), [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-1 through 24A-20](#).

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

[23 Ill.Admin.Code Parts 50](#) (Evaluation of Educator Licensed Employees) and [51](#) (Dismissal of Tenured Teachers).

[Cleveland Bd. of Educ. v. Loudermill](#), 470 U.S. 532(1985).

CROSS REF.: 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

ADOPTED: September 10, 2002

REVISED: February 3, 2022

REVIEWED: February 3, 2022

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

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Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Professional Personnel

5:190 Certification

Please refer to the current Agreement between the Board of Education, School District #74, Lincolnwood, Illinois, and the Lincolnwood Teacher's Association, Local 1274 IFT/AFT, AFL-CIO for additional information, if applicable.

Each certified staff member must have a current Illinois certificate which legally qualifies him or her for the duties for which he or she is employed. The staff member shall be responsible for securing and maintaining a valid educator licensure.

Each teacher shall have a valid proof of certification in the District's central office no later than the end of the first week of school, each school year. On or before each September 1, each teacher must have a complete, up-to-date set of college transcripts, including any new credits, on file with the Superintendent. The teacher shall notify the Superintendent of a certification change within 30 days after it has occurred.

All teachers working in a program supported with federal funds under Title I, Part A must meet applicable State certification and licensure requirements.

LEGAL REF.:

[20 U.S.C. §6312\(e\)\(1\)\(A\)](#).

[105 ILCS 5/10-20.15](#), ~~[5/21-11.4](#)~~, [PRESSPlus1 5/21B-15](#), [5/21B-20](#), [5/21B-25](#), and [5/24-23](#).

[23 Ill.Admin.Code §1.610 et seq.](#), [§1.705 et seq.](#), and [Part 25](#).

ADOPTED: May 6, 2008

REVISED: September 2, 2021

REVIEWED: February 2, 2023

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to the repeal of 105 ILCS 5/21-11.4. **Issue 113, October 2023**

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Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Instruction

6:30 Organization of Instruction

The School District has instructional levels for grades Kindergarten through 8. The grouping and housing of instructional levels in school facilities shall be according to plans developed by the Superintendent and approved by the Board of Education.

Students, for instructional purposes, may be placed in groups within the school which do not necessarily follow grade level designations. For purposes of attendance reporting and other records, however, each student must be identified as to grade-level placement.

Kindergarten

The District maintains a Full-day kindergarten with an instructional program that fulfills the District's curriculum goals and objectives and the requirements of the State law.

LEGAL REF.:

105 ILCS ~~5/10-20.19a~~, 5/10-20.37, and 5/10-22.18. [PRESSPlus1](#)

[23 Ill.Admin.Code §1.420.](#)

CROSS REF.: 6:40 (Curriculum Development), 6:170 (Title I Programs), 7:30 (Student Assignment), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

ADOPTED: May 6, 2008

REVISED:

REVIEWED: May 3, 2018

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to 105 ILCS 5/10-20.19a, repealed by P.A. 103-410. 105 ILCS 5/10-22.18, amended by P.A. 103-410, requires boards to establish a full-day kindergarten program by the beginning of the 2027-2028 school year. Elementary or unit districts that do not offer full-day kindergarten as of 10-1-22, may apply for a two-year extension of the 2027-28 school year full-day kindergarten implementation deadline if the criteria set forth in 105 ILCS 5/10-22.18(b)(1)-(3) are met. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

1. Action to be taken:

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2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Instruction

6:15 School Accountability

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work. To fulfill that purpose, the Ill. State Board of Education (ISBE) prepared *State Goals for Learning and Learning Standards*.

The Board of Education gives priority in the allocation of resources, including funds, time, personnel, and facilities, to fulfilling this purpose.

Quality Assurance

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and ISBE rules, and continuously keep the Board informed:

1. Prepare each school's quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement.
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's *Multiple Measure Index* and corresponding *Annual Measurable Objective* provided by ISBE.
3. If applicable, develop ~~District and~~ [PRESSPlus1](#) School Improvement Plans, present them for Board approval, and supervise their implementation.
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law.
5. In accordance with [105 ILCS 5/2-3.153](#), annually administer a climate survey on the instructional environment within the school to, at minimum, students in grades 4 through 8 and teachers.

The Superintendent shall make regular assessment reports to the Board, including projections whether the District and each school is or will be making adequate yearly progress as defined in State law. The Superintendent shall seek Board approval for each District and/or school improvement plan and otherwise when necessary or advisable.

LEGAL REF.:

[105 ILCS 5/2-3.25](#), [5/2-3.25a](#), [5/2-3.25b](#), [5/2-3.25c](#), [5/2-3.25d-5](#), [5/2-3.25e-5](#), [5/2-3.25f](#), [5/2-3.25f-5](#), [5/2-3.63](#), [5/2-3.64a-5](#), [5/2-3.153](#), [5/10-17a](#), [5/10-21.3a](#), and [5/27-1](#).

[23 Ill.Admin.Code Part 1](#), Subpart A: Recognition Requirements.

CROSS REF.: 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program), 7:10 (Equal Educational Opportunities)

ADOPTED: January 12, 2016

REVISED: January 12, 2023

REVIEWED: January 12, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/2-3.25f(a), amended by P.A. 103-175, providing that the Ill. State Board of Education (ISBE) “shall provide technical assistance to schools in school improvement status to assist with the development and implementation of ~~School and District~~ Improvement Plans.” ISBE is required to provide districts with technical assistance and support by the Elementary and Secondary Education Act. 20 U.S.C. §6303. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 11/10/23

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Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Operational Services

4:10 Fiscal and Business Management

The Business Manager is responsible for the School District's fiscal and business management. This responsibility includes annually preparing and presenting the District's statement of affairs to the Board of Education and publishing it before December 1, as required by State law.

The Superintendent shall ensure the efficient and cost-effective operation of the District's business management through the use of computers, computer software, data management, communication systems, and electronic networks, including electronic mail, the Internet, and security systems. Each person using the District's electronic network shall complete an *Authorization for Access to the District's Electronic Network*.

Budget Planning

The District's fiscal year is from July 1 until June 30. The Superintendent shall present to the Board of Education, no later than the first regular meeting in August, a tentative budget with appropriate explanation. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. The District's budget shall be entered upon the Ill. State Board of Education's (ISBE) *School District Budget Form*. To the extent possible, the tentative budget shall be balanced as defined by ISBE guidelines. The Superintendent shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.

Preliminary Adoption Procedures

After receiving the Superintendent or designee's proposed budget, the Board of Education sets the date, place, and time for:

1. A public hearing on the proposed budget, and
2. The proposed budget to be available to the public for inspection.

The Board of Education Secretary or designee shall make arrangements to publish a notice in a local newspaper stating the date, place, and time of the proposed budget's availability for public inspection and the public hearing. The proposed budget shall be available for public inspection at least 30 days before the time of the budget hearing.

At the public hearing, the proposed budget shall be reviewed including the cash reserve balance of all funds held by the District related to its operational levy and, if applicable, any obligations secured by those funds, and the public shall be invited to comment, question, or advise the Board of Education.

Final Adoption Procedures

The Board of Education adopts a budget before the end of the first quarter of each fiscal year (September 30), or by such alternative procedure as State law may define. To the extent possible, the budget shall be balanced as defined by ISBE; if not balanced, the Board will adopt a deficit reduction plan to balance the District's budget within three years according to ISBE requirements.

The Board of Education adopts the budget by roll call vote. The budget resolution shall be incorporated into the meeting's official minutes. Board of Education members' names voting yea and nay shall be recorded in the minutes.

The Superintendent or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website.
2. Notify parents/guardians that the budget is posted and provide the website's address.
3. File a certified copy of the budget resolution and an estimate of revenues by source anticipated to be received in the following fiscal year, certified by the District's Chief Fiscal Officer, with the County Clerk within 30 days of the budget's adoption.
4. Ensure disclosure to the public of the cash reserve balance of all funds held by the district related to its operational levy and, if applicable, any obligations secured by those funds, at the public hearing at which the Board certifies its operational levy.
5. Present a written report that includes the annual average expenditures of the District's operational funds for the previous three fiscal years at or before the board meeting at which the Board adopts its levy. In the event the District's combined cash reserve balance of its operational funds is more than 2.5 times the annual average expenditures of those funds for the previous three fiscal years, the Board will adopt and file with ISBE a reserve reduction plan by December 31. [PRESSPlus1](#)
6. Make all preparations necessary in order for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act, and file a Certificate of Tax Levy with the County Clerk on or before the last Tuesday in December. The Certificate lists the amount of property tax money to be provided for the various funds in the budget.
7. Submit the annual budget, a deficit reduction plan if one is required by ISBE guidelines, and other financial information to ISBE according to its requirements.

Any amendments to the budget or certificate of tax levy shall be made as provided in the School Code and Truth In Taxation Act.

Budget Amendments

The Board of Education may amend the budget by the same procedure as provided for in the original adoption.

Implementation

The Superintendent or designee shall implement the District's budget and provide the Board of Education with a quarterly financial report that includes all deficit fund balances. The amount budgeted as the expenditure in each fund is the maximum amount that may be expended for that category, except when a transfer of funds is authorized by the Board of Education.

The Board shall act on all interfund loans, interfund transfers, transfers within funds, and transfers from the working cash fund or abatements of it, if one exists.

LEGAL REF.:

[105 ILCS 5/10-17](#), [5/10-22.33](#), [5/17-1](#), [5/17-1.2](#), [5/17-1.3](#), [5/17-1.10](#), [5/17-2A](#), [5/17-3.2](#), [5/17-11](#), [5/20-5](#), [5/20-8](#), and [5/20-10](#).

[35 ILCS 200/18-55](#) et seq., Truth in Taxation Law.

[23 Ill.Admin.Code Part 100.](#)

CROSS REF.: 4:20 (Fund Balances), 4:40 (Incurring Debt), 4:60 (Purchases), 6:235 (Access to Electronic Networks)

ADOPTED: September 10, 2002

REVISED: January 12, 2023

REVIEWED: January 12, 2023

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/17-1.10(a), added by P.A. 103-394, requiring a board to present "at a board meeting" a written report that includes the annual average expenditures of its operational funds, which include the educational, transportation, and operation and maintenance funds. The average expenditures are calculated based on the district's most recently audited annual financial report (AFR). For ease of administration, this sample policy language manages presentation of the report in conjunction with the meeting at which a board adopts its levy, or earlier, if a district's AFR is available. Consult the board attorney if a district's AFR is not available before December 31 (the date by which a reserve reduction plan must be filed, if applicable); the board may need to rely upon estimated numbers in that scenario. If a district's ratio of its combined cash reserves of its operational funds to its average annual expenditures of those funds over the past three fiscal years exceeds 2.5, then the board must adopt and file a plan with the Ill. State Board of Education to reduce its cash reserves to expenditures ratio to at or below 2.5 within three years.

Delete this paragraph if the district receives federal impact funding. Federal impact aid is designed to assist local school districts that have lost a portion of their local tax base because of federal ownership of property (e.g., military bases, low-rent housing properties, or concentrations of students that have parents/guardians in the uniformed services). For more information about federal impact aid, see www.oese.ed.gov/offices/office-of-formula-grants/impact-aid-program/ and www.nafisdc.org/impact-aid-resources/impact-aid-payments/. If the district receives federal impact funding, strike this list item in Edit Mode, and select "Adopted with Additional District Edits" as the Save Status.

Issue 113, October 2023

Press Plus Issue #113 October 2023 - Policy Committee Meeting 11/10/23

1. Action to be taken:

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1st READING

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Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Operational Services

4:30 Revenue and Investments

Revenue

The Superintendent or designee is responsible for making all claims for property tax revenue, State Aid, special State funds for specific programs, federal funds, and categorical grants.

Investments

The Superintendent shall either appoint a Chief Investment Officer or serve as one. The Chief Investment Officer shall invest money that is not required for current operations, in accordance with this policy and State law.

The Chief Investment Officer and Superintendent shall use the standard of prudence when making investment decisions. They shall use the judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as its probable income.

Investment Objectives

The objectives for the School District's investment activities are:

1. Safety of Principal - Every investment is made with safety as the primary and over-riding concern. Each investment transaction shall ensure that capital loss, whether from credit or market risk, is avoided.
2. Liquidity - The investment portfolio shall provide sufficient liquidity to pay District obligations as they become due. In this regard, the maturity and marketability of investments shall be considered.
3. Rate of Return - The highest return on investments is sought, consistent with the preservation of principal and prudent investment principles.
4. Diversification - The investment portfolio is diversified as to materials and investments, as appropriate to the nature, purpose, and amount of the funds.

Authorized Investments

The Chief Investment Officer may invest District funds in one or more of the following:

1. Bonds, notes, certificates of indebtedness, treasury bills, or other securities now or hereafter issued, that are guaranteed by the full faith and credit of the United States of America as to principal and interest.
2. Bonds, notes, debentures, or other similar obligations of the United States of America, its agencies, and its instrumentalities.

The term "agencies of the United States of America" includes: (a) the federal land banks, federal intermediate credit banks, banks for cooperative, federal farm credit banks, or any other entity authorized to issue debt obligations under the Farm Credit Act of 1971 and Acts amendatory

thereto, (b) the federal home loan banks and the federal home loan mortgage corporation, and (c) any other agency created by Act of Congress.

3. Interest-bearing savings accounts, interest-bearing certificates of deposit or interest-bearing time deposits or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act.
4. Short-term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (a) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and that mature not later than three years 270 days from the date of purchase, (b) such purchases do not exceed 10% of the corporation's outstanding obligations, and (c) no more than one-third of the District's funds may be invested in short-term obligations of corporations under this paragraph. [PRESSPlus1](#)
5. Obligations of corporations organized in the United States with assets exceeding \$500,000,000 if: (a) such obligations are rated at the time of purchase at one of the three highest classifications established by at least two standard rating services and which mature more than 270 days but less than three years from the date of purchase, (b) such purchases do not exceed 10% of the corporation's outstanding obligations, and (c) no more than one-third of the District's funds may be invested in obligations of corporations under this paragraph.
5. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraph (1) or (2) and to agreements to repurchase such obligations.
6. Interest-bearing bonds of any county, township, city, village, incorporated town, municipal corporation, school district, the State of Illinois, any other state, or any political subdivision or agency of the State of Illinois or any other state, whether the interest earned is taxable or tax-exempt under federal law. The bonds shall be (a) registered in the name of the municipality, county, or other governmental unit, or held under a custodial agreement at a bank, and (b) rated at the time of purchase within the four highest general classifications established by a rating service of nationally recognized expertise in rating bonds of states and their political subdivisions.
7. Short term discount obligations of the Federal National Mortgage Association or in shares or other forms of securities legally issuable by savings banks or savings and loan associations incorporated under the laws of this State or any other state or under the laws of the United States. Investments may be made only in those savings banks or savings and loan associations, the shares, or investment certificates that are insured by the Federal Deposit Insurance Corporation. Any such securities may be purchased at the offering or market price thereof at the time of such purchase. All such securities so purchased shall mature or be redeemable on a date or dates prior to the time when, in the judgment of the Chief Investment Officer, the public funds so invested will be required for expenditure by the District or its governing authority.
8. Dividend-bearing share accounts, share certificate accounts, or class of share accounts of a credit union chartered under the laws of this State or the laws of the United States; provided, however, the principle office of any such credit union must be located within the State of Illinois. Investments may be made only in those credit unions the accounts of which are insured by applicable law.
9. A Public Treasurers' Investment Pool created under Section 17 of the State Treasurer Act. The District may also invest any public funds in a fund managed, operated, and administered by a bank, subsidiary of a bank, or subsidiary of a bank holding company or use the services of such an entity to hold and invest or advise regarding the investment of any public funds.
10. The Illinois School District Liquid Asset Fund Plus.
11. Repurchase agreements of government securities having the meaning set out in the Government Securities Act of 1986, as now or hereafter amended or succeeded, subject to the provisions of

said Act and the regulations issued there under. The government securities, unless registered or inscribed in the name of the District, shall be purchased through banks or trust companies authorized to do business in the State of Illinois.

- a. Except for repurchase agreements of government securities that are subject to the Government Securities Act of 1986, as now or hereafter amended or succeeded, the District may not purchase or invest in instruments that constitute repurchase agreements, and no financial institution may enter into such an agreement with or on behalf of the District unless the instrument and the transaction meet all of the following requirements:
12. The securities, unless registered or inscribed in the name of the District, are purchased through banks or trust companies authorized to do business in the State of Illinois.
 13. The Chief Investment Officer, after ascertaining which firm will give the most favorable rate of interest, directs the custodial bank to "purchase" specified securities from a designated institution. The "custodial bank" is the bank or trust company, or agency of government that acts for the District in connection with repurchase agreements involving the investment of funds by the District. The State Treasurer may act as custodial bank for public agencies executing repurchase agreements.
 14. A custodial bank must be a member bank of the Federal Reserve System or maintain accounts with member banks. All transfers of book-entry securities must be accomplished on a Reserve Bank's computer records through a member bank of the Federal Reserve System. These securities must be credited to the District on the records of the custodial bank and the transaction must be confirmed in writing to the District by the custodial bank.
 15. Trading partners shall be limited to banks or trust companies authorized to do business in the State of Illinois or to registered primary reporting dealers.
 16. The security interest must be perfected.
 17. The District enters into a written master repurchase agreement that outlines the basic responsibilities and liabilities of both buyer and seller.
 18. Agreements shall be for periods of 330 days or less.
 19. The Chief Investment Officer informs the custodial bank in writing of the maturity details of the repurchase agreement.
 20. The custodial bank must take delivery of and maintain the securities in its custody for the account of the District and confirm the transaction in writing to the District. The custodial undertaking shall provide that the custodian takes possession of the securities exclusively for the District; that the securities are free of any claims against the trading partner; and that any claims by the custodian are subordinate to the District's claims to rights to those securities.
 21. The obligations purchased by the District may only be sold or presented for redemption or payment by the fiscal agent bank or trust company holding the obligations upon the written instruction of the Chief Investment Officer.
 22. The custodial bank shall be liable to the District for any monetary loss suffered by the District due to the failure of the custodial bank to take and maintain possession of such securities.
 23. Any investment as authorized by the Public Funds Investment Act, and Acts amendatory thereto. Paragraph 134 supersedes paragraphs 1-120 and controls in the event of conflict.

Except as provided herein, investments may be made only in banks, savings banks, savings and loan associations, or credit unions that are insured by the Federal Deposit Insurance Corporation or other approved share insurer.

The Chief Investment Officer and Superintendent shall regularly consider material, relevant, and decision-useful sustainability factors in evaluating investment decisions, within the bounds of financial and fiduciary prudence. Such factors include, but are not limited to: (1) corporate governance and leadership factors, (2) environmental factors, (3) social capital factors, (4) human capital factors, and

(5) business model and innovation factors, as provided under the Ill. Sustainable Investing Act, [30 ILCS 238/](#).

Selection of Depositories, Investment Managers, Dealers, and Brokers

The Chief Investment Officer shall establish a list of authorized depositories, investment managers, dealers and brokers based upon the creditworthiness, reputation, minimum capital requirements, qualifications under State law, as well as a long history of dealing with public fund entities. The Board will review and approve the list at least annually.

In order to be an authorized depository, each institution must submit copies of the last two sworn statements of resources and liabilities or reports of examination that the institution is required to furnish to the appropriate State or federal agency. Each institution designated as a depository shall, while acting as such depository, furnish the District with a copy of all statements of resources and liabilities or all reports of examination that it is required to furnish to the appropriate State or federal agency.

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, interest-bearing certificate of deposit, or interest-bearing time deposit if: (1) the District initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government.

The District may consider a financial institution's record and current level of financial commitment to its local community when deciding whether to deposit funds in that financial institution. The District may consider factors including:

1. For financial institutions subject to the federal Community Reinvestment Act of 1977, the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the federal Community Reinvestment Act of 1977;
2. Any changes in ownership, management, policies, or practices of the financial institution that may affect the level of the financial institution's commitment to its community;
3. The financial impact that the withdrawal or denial of District deposits might have on the financial institution;
4. The financial impact to the District as a result of withdrawing public funds or refusing to deposit additional public funds in the financial institution; and
5. Any additional burden on the District's resources that might result from ceasing to maintain deposits of public funds at the financial institution under consideration.

Collateral Requirements

All amounts deposited or invested with financial institutions in excess of any insurance limit shall be collateralized in accordance with the Public Funds Investment Act, [30 ILCS 235/](#). The Superintendent or designee shall keep the Board informed of collateral agreements.

Safekeeping and Custody Arrangements

The preferred method for safekeeping is to have securities registered in the District's name and held by a third-party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board (GASB) Statement No. 3, Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, Category I, the highest recognized safekeeping procedures.

Controls and Report

The Chief Investment Officer shall establish a system of internal controls and written operational

procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

The Chief Investment Officer shall provide a quarterly investment report to the Board. The report will: (1) assess whether the investment portfolio is meeting the District's investment objectives, (2) identify each security by class or type, book value, income earned, and market value, (3) identify those institutions providing investment services to the District, and (4) include any other relevant information. The investment portfolio's performance shall be measured by appropriate and creditable industry standards for the investment type.

The School Board will determine, after receiving the Superintendent's recommendation, which fund is in most need of interest income and the Superintendent shall execute a transfer. This provision does not apply when the use of interest earned on a particular fund is restricted.

Ethics and Conflicts of Interest

The School Board and District officials will avoid any investment transaction or practice that in appearance or fact might impair public confidence. Board members are bound by the Board policy 2:100, *Board Member Conflict of Interest*. No District employee having influence on the District's investment decisions shall:

1. Have any interest, directly or indirectly, in any investments in which the District is authorized to invest,
2. Have any interest, directly or indirectly, in the sellers, sponsors, or managers of those investments, or
3. Receive, in any manner, compensation of any kind from any investments in that the agency is authorized to invest.

LEGAL REF.:

[30 ILCS 235/](#), Public Funds Investment Act.

[30 ILCS 238/](#), Ill. Sustainable Investing Act.

[105 ILCS 5/8-7](#), [5/10-22.44](#), [5/17-1](#), and [5/17-11](#).

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:10 (Fiscal and Business Management), 4:80 (Accounting and Audits)

ADOPTED: April 15, 1996

REVISED: February 6, 2020

REVIEWED: February 6, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to 30 ILCS 235/2, amended by P.A. 102-285. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 11/10/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Operational Services

4:60 Purchases

All purchases in excess of \$10,000 need Board of Education approval.

Adoption of the annual budget authorizes the Superintendent or designee to purchase budgeted supplies, equipment, and services. Purchases of items outside budget parameters require prior Board approval, except in an emergency.

All contracts for supplies, materials, or work involving expenditure in excess of \$25,000 shall be made in accordance with the State law bidding procedure, unless specifically exempted. Sealed, competitive bidding, with certain statutory exceptions, is required. The Superintendent or designee shall prepare the necessary legal notices. The contract will be awarded to the lowest responsible bidder, considering conformity with specifications, delivery terms, quality, and serviceability. The Superintendent or designee shall report the results of the bidding to the Board of Education, together with a recommendation and supporting rationale. Contracts will be awarded by the Board of Education at an official meeting. Bid deposits of 10 percent of the bid amount, assuring good faith in bidding, and performance bonds to the extent of 100 percent of the contract amount, may be required.

The Superintendent shall develop procedures which will allow the purchase of good quality products and services at the lowest cost, with consideration for service, quality, and delivery promptness, and in compliance with State law.

When presenting a contract or purchase for Board approval, the Superintendent or designee shall ensure that it complies with applicable federal and State law, including but not limited to, those specified below:

1. Supplies, materials, or work involving an expenditure in excess of ~~\$35,000~~^{25,000} [PRESSPlus1](#) must comply with the State law bidding procedure, [105 ILCS 5/10-20.21](#), unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with [105 ILCS 5/19b-1](#) *et seq.*
4. Third party non-instructional services must comply with [105 ILCS 5/10-22.34c](#).
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with [105 ILCS 5/10-20.21](#)(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with [105 ILCS 5/10-20.21](#)(b-10).

7. The purchase of paper and paper products must comply with [105 ILCS 5/10-20.19c](#) and Board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:
 - a. In accordance with [105 ILCS 5/10-21.9\(f\)](#): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in [105 ILCS 5/10-21.9\(c\)](#) and [5/21B-80\(c\)](#) to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibit any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in [5/21B-80\(b\)](#) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
 - b. In accordance with [105 ILCS 5/22-94](#): (1) prohibit any of its employees from having *direct contact with children or students* if the contractor has not performed a sexual misconduct related employment history review (EHR) of the employee or if the District objects to the employee's assignment based on the employee's involvement in an instance of sexual misconduct as provided in [105 ILCS 5/22-94\(j\)\(3\)](#), which the contractor is required to disclose; (2) discipline, up to and including termination or denial of employment, any employee who provides false information or willfully fails to disclose information required by the EHR; (3) maintain all records of EHRs and provide the District access to such records upon request; and (4) refrain from entering into any agreements prohibited by [105 ILCS 5/22-94\(g\)](#).
 - c. In accordance with [105 ILCS 5/24-5](#): (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease; and (2) require any new or existing employee who provides services to students or in schools to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Dept. of Public Health rules or order of a local health official.
9. Any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act.
10. [Design-build contracts must comply with 105 ILCS 5/15A-1 et seq. PRESSPlus2](#)
11. [Any new contract for a district-administered assessment must comply with 105 ILCS 5/10-20.85. PRESSPlus3](#)
12. Purchases made with federal or State awards must comply with [2 C.F.R. Part 200](#) and [30 ILCS 708/](#), as applicable, and any terms of the award.

The Superintendent or designee shall: (1) execute the reporting and website posting mandates in State law concerning District contracts, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided.

LEGAL REF.:

[2 C.F.R. Part 200](#).

105 ILCS 5/10-20.19c, 5/10-20.21, [5/10-20.85](#), 5/10-21.9, 5/10-22.34c, [5/15A-1 et seq.](#), 5/19b-1 et seq., 5/22-94, and 5/24-5.

[30 ILCS 708/](#), Grant Accountability and Transparency Act.

[410 ILCS 170/](#), Coal Tar Sealant Disclosure Act.

[820 ILCS 130/](#), Prevailing Wage Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation), 4:150 (Facility Management and Expansion Programs), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting)

ADOPTED: September 10, 2002

REVISED: June 1, 2023

REVIEWED: June 1, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-20.21, amended by P.A. 103-8, eff. 1-1-24. **Issue 113, October 2023**

PRESSPlus 2. Updated in response to 105 ILCS 5/15A-1 et seq., added by P.A. 103-491, eff. 1-1-24. Under a *design-build* delivery system for a construction project, a board contracts with a *design-build entity* that furnishes architecture, engineering, land surveying, public art or interpretive exhibits, and other construction services, as required for the project. It allows a single contractor to manage both the design and construction of a project, creating the potential for greater efficiency. Contrast this method with the traditional *design-bid-build* delivery method, in which a board contracts with multiple entities and utilizes a competitive bidding process for certain contractors, such as a general contractor. 105 ILCS 5/15A-1 et seq., added by P.A. 103-491, eff. 1-1-24, does not impact a district's ability to use a qualification-based selection process under 50 ILCS 510/, Local Government Professional Services Act (LGPSA), to select design professionals or construction managers for design-build projects. 105 ILCS 5/15A-50. See sample policy 2:170, *Procurement of Architectural, Engineering, and Land Surveying Services*, available at PRESS Online by logging in at www.iasb.com. For design-build projects, consult with the board attorney as needed to ensure the district: (1) complies with the specific procedural requirements related to requests for proposals (RFPs) and evaluation of RFP submissions for these contracts, and (2) incorporates additional criteria for requests for proposals and evaluation of proposals based on local conditions and the specific project, as permitted by the statute. Note that under 105 ILCS 5/15A-20, added by P.A. 103-491, eff. 1-1-24, a board must employ or contract with an independent design professional or public art designer (as applicable) selected under the LGPSA to assist with developing the scope and criteria for performance for a request for proposal under a design-build delivery system. **Issue 113, October 2023**

PRESSPlus 3. Updated in response to 105 ILCS 5/10-20.85, added by P.A. 103-393. See sample administrative procedure 4:60-AP1, *Purchases*, available at PRESS Online by logging in at www.iasb.com, for specific requirements. A *district-administered assessment* is one that requires all student test takers at any grade level to answer the same questions, or a selection of questions from a common bank of questions. It does *not* include the observational assessment tool used to satisfy the annual kindergarten assessment required by 105 ILCS 5/2-3.64a-10 or an assessment developed by district teachers or administrators that is used to measure student progress at an attendance center. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 11/10/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

General Personnel

5:30 Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board of Education policy on equal employment opportunity and minority recruitment. The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board. If the Superintendent's recommendation is rejected, the Superintendent must submit another. The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board of Education's approval. No individual will be employed who has been convicted of a criminal offense listed in [105 ILCS 5/21B-80\(c\)](#).

Applicants must complete a District application form in order to be considered for employment.

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration.

The Superintendent shall develop and maintain a current, comprehensive job description for each position, however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed. The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database. The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, North Cook Intermediate Service Center [Executive Director](#), State Superintendent, State Educator Preparation and Licensure Board, any other person necessary to the hiring decision, the Ill. [Dept. of State Police](#) and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law. The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law.

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in [105 ILCS 5/21B-80](#) or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant

for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment.

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following:

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation, unless the applicant's wage or salary history is a matter of public record, or is contained in a document completed by the applicant's current or former employer and then made available to the public by the employer, or then submitted or posted by the employer to comply with State or federal law; or the applicant is a current employee applying for a position with the same current employer.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

Sexual Misconduct Related Employment History Review (EHR) [PRESSPlus1](#)

Prior to hiring an applicant for a position involving *direct contact with children or students*, [PRESSPlus2](#) the Superintendent shall ensure that an EHR is performed as required by State law. When the applicant is a superintendent candidate, the Board President shall ensure that the EHR is initiated before a successful superintendent candidate is offered employment by the Board.

Physical Examinations

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, a licensed advanced practice registered nurse, or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations. The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse, or a licensed physician assistant who has been delegated the authority by his or her

supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity. The Board will pay the expenses of any such examination.

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.:

[42 U.S.C. §12112](#), Americans with Disabilities Act; [29 C.F.R. Part 1630](#).

[15 U.S.C. §1681](#) *et seq.*, Fair Credit Reporting Act.

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

[105 ILCS 5/10-16.7](#), [5/10-20.7](#), [5/10-21.4](#), [5/10-21.9](#), [5/10-22.34](#), [5/10-22.34b](#), [5/21B-10](#), [5/21B-80](#), [5/21B-85](#), [5/22-6.5](#), [5/22-94](#), and [5/24-5](#).

[20 ILCS 2630/3.3](#), Criminal Identification Act.

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

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

[820 ILCS 112/](#), Equal Pay Act of 2003. [PRESSPlus3](#)

Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill.2d 482 (Ill. 1987).

Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984).

Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945).

CROSS REF.: 3:50 (Administrative Personnel Other than the Superintendent), 4:175 (Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), [5:120 \(Employee Ethics; Code of Professional Conduct; and Conflict of Interest\)](#), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:220 (Substitute Teachers), 5:280 (Duties and Qualifications)

ADOPTED: September 10, 2002

REVISED: June 1, 2023

REVIEWED: June 1, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-94, added by P.A. 102-702, eff. 7-1-23, requiring districts to initiate an EHR prior to hiring an applicant who will have *direct contact with*

children or students. See sample administrative procedure 5:30-AP3, *Sexual Misconduct Related Employment History Review (EHR)*, available at PRESS Online by logging in at www.iasb.com, for the process, timing, and positions requiring an EHR. See policy 4:60, *Purchases and Contracts*, and sample administrative procedure 4:60-AP4, *Sexual Misconduct Related Employment History Review (EHR) of Contractor Employees*, for EHR requirements for employees of contractors who have *direct contact with children or students*. **Issue 111, March 2023**

PRESSPlus 2. *Direct contact with children or students* is defined as “the possibility of care, supervision, guidance, or control of children or students or routine interaction with children or students.” 105 ILCS 5/22-94(b), added by P.A. 102-702, eff. 7-1-23. **Issue 111, March 2023**

PRESSPlus 3. The Equal Pay Act of 2003, 820 ILCS 112/10(b-25), added by P.A. 103-539, eff. 1-1-25, makes it unlawful for employers with 15 or more employees to fail to include the “pay scale and benefits” for a position in any specific job posting. “Pay scale and benefits” means the wage or salary, or the wage or salary range, and a general description of benefits and other compensation. To satisfy the posting requirement, an employer can include a hyperlink to a public webpage that includes the pay scale and benefit information. If an employer uses a third party to post its job postings, then the employer must provide the pay scale and benefits or a hyperlink containing the information to the third party. The Act also requires employers to inform current employees of promotion opportunities within 14 calendar days after the employer posts externally for the position. Employers are not prohibited from asking applicants about their wage or salary expectations for a position. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 11/10/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Board of Education

2:200 Types of Board of Education Meetings

General

For all meetings of the Board of Education and its committees, the Superintendent or designee shall satisfy all notice and posting requirements contained herein, as well as the Open Meetings Act. This shall include mailing meeting notifications to news media that have officially requested them, and to others as approved by the Board of Education. Unless otherwise specified, all meetings are held in the Village of Lincolnwood Council Chambers or District office. Board policy 2:220 *Board of Education Meeting Procedure*, governs meeting quorum requirements.

The Superintendent is designated on behalf of the Board and each Board committee to receive the training on compliance with the Open Meetings Act that is required by Section 1.05(a) of that Act. The Superintendent may identify other employees to receive the training. In addition, each Board member must complete a course of training on the Open Meetings Act as required by Section 1.05(b) or (c) of that Act.

Electronic Attendance

Board members may attend meetings of the Board of Education and its Committees by means of a telephonic conference and speaker telephone if the member is prevented from physically attending because of: (1) personal illness or disability; (2) employment purposes; (3) business of the public body; (4) a family emergency, or (5) another emergency.

If a Board Member wishes to attend a meeting telephonically, the member must notify the Board's secretary before the meeting, unless advance notice is not practical. For purposes of this rule, the administrative assistant to the Superintendent shall be considered, and is hereby designated, as the agent of the Board's secretary. Notice given to the administrative assistant to the Superintendent shall be sufficient.

A quorum of members must be physically present at the location of an open or closed meeting of the Board of Education. Minutes of all meetings shall reflect if a member was physically present or present by means of telephonic conference.

Upon receipt of notice of intent to participate telephonically, the Board secretary or his/her designees shall make appropriate arrangements for the Board Member to participate telephonically, such as by arranging a speaker-phone for the meeting room and obtaining contact information. The equipment shall provide output sufficient for persons attending the meeting and members of the audience, to hear the member speak and to also allow the member to hear other Board Members and any person who addresses the Board. The telephonic equipment shall be activated at the beginning of a meeting, or at the time requested by the member, so that the member can participate.

If the member who is attending telephonically would normally chair the meeting, a president pro tempore who is physically present may be appointed.

When a member attends a meeting telephonically, all votes shall be by roll call vote. A telephonically-

attending member must identify him/her self by name and be recognized by the President before speaking.

This policy shall apply in like manner to any subsidiary committee, sub-committee or other agency of this body which is a "public body" under the Illinois Open Meetings Act. This policy shall constitute this public body's "rules" regarding electronic attendance as permitted by 5 ILCS 1.7(c).

Regular Meetings

The Board of Education establishes the time and place for its regular meetings at the beginning of each fiscal year. The Superintendent shall prepare and make available the calendar of regular Board of Education meetings in accordance with The School Code. The regular meeting calendar may be changed with 10 days' notice in accordance with State law.

A meeting agenda shall be posted at the District administrative office and the Village of Lincolnwood Council Chambers or other location where the meeting is to be held, at least 48 hours before the meeting. Items not specifically on the agenda may still be considered during the meeting.

Closed Meetings

The Board of Education and Board of Education committees may meet in a closed meeting to consider the following subjects:

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. [5 ILCS 120/2\(c\)\(1\)](#), amended by P.A. 101-459.
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. [5 ILCS 120/2\(c\)\(2\)](#).
3. The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. [5 ILCS 120/2\(c\)\(3\)](#).
4. Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in this Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning. [5 ILCS 120/2\(c\)\(4\)](#).
5. [Evidence or testimony presented to the Board regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2\(c\)\(4.5\).](#) [PRESSPlus1](#)
6. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. [5 ILCS 120/2\(c\)\(5\)](#).
7. The setting of a price for sale or lease of property owned by the public body. [5 ILCS 120/2\(c\)\(6\)](#).

8. The sale or purchase of securities, investments, or investment contracts. [5 ILCS 120/2\(c\)\(7\)](#).
9. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. [5 ILCS 120/2\(c\)\(8\)](#).
10. Student disciplinary cases. [5 ILCS 120/2\(c\)\(9\)](#).
11. The placement of individual students in special education programs and other matters relating to individual students. [5 ILCS 120/2\(c\)\(10\)](#).
12. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. [5 ILCS 120/2\(c\)\(11\)](#).
13. The establishment of reserves or settlement of claims as provided in the Local Government and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member. [5 ILCS 120/2\(c\)\(12\)](#).
14. Self-evaluation, practices and procedures, or professional ethics, when meeting with a representative of a statewide association of which the public body is a member. [5 ILCS 120/2\(c\)\(16\)](#).
15. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. [5 ILCS 120/2\(c\)\(21\)](#).
16. Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. [5 ILCS 120/2\(c\)\(29\)](#).

The Board may hold a closed meeting, or close a portion of a meeting, by a majority vote of a quorum, taken at an open meeting. The vote of each Board of Education member present, and the reason for the closed meeting, will be publicly disclosed at the time of the meeting and clearly stated in the motion and the meeting minutes.

A single motion calling for a series of closed meetings may be adopted by a Board of Education quorum when such meetings will involve the same particular matters and are scheduled to be held within 3 months of the vote.

No final Board of Education action will be taken at a closed meeting.

Reconvened or Rescheduled Meetings

A meeting may be rescheduled or reconvened. Public notice of a rescheduled or reconvened meeting shall be given in the same manner as that for a special meeting, except that no public notice is required when the original meeting is open to the public and (1) is to be reconvened within 24 hours, or (2) an announcement of the time and place of the reconvened meeting was made at the original meeting and there is no change in the agenda.

Special Meetings

Special meetings may be called by the President or by any 3 members of the Board of Education by

giving notice thereof, in writing, stating the time, place, and purpose of the meeting to remaining Board members by mail at least 48 hours before the meeting, or by personal service at least 24 hours before the meeting.

Public notice of a special meeting is given by posting a notice at the District's administration office at least 48 hours before the meeting and by notifying the news media that have filed a written request for notice. A meeting agenda shall accompany the notice.

All matters discussed by the Board at any special meeting must be related to a subject on the meeting agenda.

Emergency Meetings

Public notice of emergency meetings shall be given as soon as practicable, but in any event, before the meeting to news media that have filed a written request for notice.

Posting on the District's Website

In addition to the other notices specified in this policy, the Superintendent or designee shall post the following on the District website: (1) the annual schedule of regular meetings, which shall remain posted until the Board approves a new schedule of regular meetings; (2) a public notice of all Board meetings; and (3) the agenda for each meeting which shall remain posted until the meeting is concluded.

LEGAL REF.:

[5 ILCS 120/](#), Open Meetings Act.

[5 ILCS 140/](#), Freedom of Information Act.

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

CROSS REF.: 2:110 (Qualifications Term, and Duties of Board Officers), 2:120 (Board Member Development), 2:210 (Organizational Board of Education Meetings), 2:220 (Board of Education Meeting Procedure), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board), 6:235 (Access to Electronic Networks), [8:30 \(Visitors to and Conduct on School Property\)](#)

ADOPTED: September 10, 2002

REVISED: December 5, 2019

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Open Meetings Act (OMA), 5 ILCS 120/2(c)(4.5), added by P.A. 103-311. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Educational Support Personnel

5:330 Sick Days, Vacation, Holidays, and Leaves

Please refer to the current agreement: Between the Board of Education, School District #74, Lincolnwood, Illinois and the Lincolnwood Support Staff Union, Local 1274 IFT/AFT, AFL-CIO for additional information, if applicable.

For employees not covered by this agreement:

Sick Days

Sick leave is defined in State law as personal illness, mental or behavioral complications, quarantine at home, illness or death in the immediate family or household, or birth, adoption, placement for adoption, or the acceptance of a child in need of foster care. The Superintendent or designee shall monitor the use of sick leave.

Ten (10) month employees who work at least 600 hours per year receive 15 paid sick days of which 4 shall be considered personal days. Any personal days not used by the end of the employee work year accrue as sick days. Part-time employees will receive sick leave day(s) equivalent to their work day. Unused sick leave shall accumulate without limit.

All full-time twelve (12) month employees will receive 17 paid sick days and 4 personal days. Any personal days not used by June 30 accrue as sick days. Part-time employees will receive sick leave days equivalent to their work day. Unused sick leave shall accumulate without limit.

The Board may require a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a mental health professional licensed in Illinois providing ongoing care or treatment to the staff member, (3) a chiropractic physician licensed under the Medical Practice Act, (4) a licensed advanced practice registered nurse, (5) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (6) if the treatment is by prayer or spiritual means, a spiritual advisor or practitioner of the employee's faith, as a basis for pay during leave after an absence of three (3) days for personal illness, or as it may deem necessary in other cases.

Employees are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or the Superintendent may require medical certification.

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need to foster care. Such leave is limited to 30 days, unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or

Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway.

Sick Days - Retirement

Employees may receive a stipend for each unused sick day in excess of those applied toward their IMRF Retirement Plan upon retirement at the age fifty-five (55) or older. The stipend shall be 1/10 of the employee's per diem wage rate.

This payment will be made in the month after the month following the employee's date of retirement (e.g. an employee who retires as of June 15 will be paid in August).

Vacation

All full-time 12 month personnel shall be entitled to a paid vacation day allotment in accordance with the following schedule: Year One through Year Five, 15 Days; Year Six through Year Ten, 18 Days; Beyond Ten Years, 21 days.

Vacation time will be arranged by mutual agreement between classified office personnel and the Supervising Administrator. Said vacation days shall be used during the period July 1 of the current year to the end of July of the following year (13 months). On August 1 of each year, up to five (5) unused vacation days shall be rolled into the employee's sick leave accumulation and any remaining unused days shall be forfeited unless an exception for an extension is granted by the employee's supervisor.

Holidays

The District will observe all State and federal holidays as identified in the School Code, unless waived exemptions apply. At the discretion of the Superintendent, personnel may be granted additional days off with prior notice. A holiday will not cause a deduction from an employee's time or compensation.

Leaves for Service in the Military and General Assembly

Educational support personnel shall receive the same military and General Assembly leaves that are granted professional staff.

Bereavement Leave

Educational support personnel receive bereavement leave on the same terms and conditions granted professional staff.

School Visitation Leave

An eligible employee is entitled to a school visitation leave on the same terms and conditions granted professional staff.

Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence

Educational support personnel receive a leave for victims of domestic violence, sexual violence, or gender violence on the same terms and conditions granted professional staff.

Leave to Serve as a Trustee of the Ill Municipal Retirement Fund

Upon request, the Board will grant 20 days of paid leave of absence per year to a trustee of the Ill.

Municipal Retirement Fund in accordance with State law.

Family Bereavement Leave

Educational support personnel receive family bereavement leave on the same terms and conditions granted professional staff.

Child Extended Bereavement Leave [PRESSPlus1](#)

Educational support personnel receive child extended bereavement leave on the same terms and conditions granted professional staff.

Leave to Serve as an Election Judge

An eligible employee is entitled to leave to serve as an election judge on the same terms and conditions granted professional staff.

COVID-19 Paid Administrative Leave

Educational support personnel receive COVID-19 paid administrative leave on the same terms and conditions granted professional staff.

LEGAL REF.:

105 ILCS 5/10-20.7b, 5/10-20.83 (final citation pending), 5/24-2, 5/24-6, and 5/24-6.3.

[10 ILCS 5/13-2.5](#), Election Code.

[330 ILCS 61/](#), Service Member Employment and Reemployment Rights Act.

[820 ILCS 147/](#), School Visitation Rights Act.

820 ILCS 154/, ~~Child~~ Family Bereavement Leave Act.

[820 ILCS 156/](#), Child Extended Bereavement Leave Act.

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

School Dist. 151 v. ISBE, 154 Ill.App.3d 375 (1st Dist. 1987); *Elder v. Sch. Dist. No.127 1/2*, 60 Ill.App.2d 56 (1st Dist. 1965).

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:250 (Leaves of Absence)

ADOPTED: September 10, 2002

REVISED: January 12, 2023

REVIEWED: January 12, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Child Extended Bereavement Leave Act, 820 ILCS 156/, added by P.A. 103-466. See the **Question** attached to the PRESS Plus Draft Update for policy

5:250, *Leaves of Absence*. If the district enters a response that fewer than 50 full-time employees are employed by the district, this item and the Legal Reference to 820 ILCS 156/ will be deleted by IASB. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Professional Personnel

5:250 Leaves of Absence

Sick and Bereavement Leave, Business Leave, Leave During Pregnancies and adoptions, placement for adoption, Leave as Delegate to IFT Convention, Special Leave for Tenured Teachers, Sabbatical Leave, and Personal Leave

Please refer to the current “Agreement between the Board of Education, School District #74, Lincolnwood, Illinois, and the Lincolnwood Teacher’s Association, Local 1274 IFT/AFT, AFL-CIO for additional information, if applicable.”

Staff members are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or Superintendent may require medical certification.

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days, unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway.

Family Bereavement Leave

State law allows a maximum of 10 unpaid work days for eligible employees (Family and Medical Leave Act of 1993, [20 U.S.C. §2601 et seq.](#)) to take family bereavement leave. The purpose, requirements, scheduling, and all other terms of the leave are governed by the Family Bereavement Leave Act. Eligible employees may use family bereavement leave, without any adverse employment action, for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of a covered family member, which includes an employee’s child, stepchild, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent (2) making arrangements necessitated by the death of the covered family member, (3) grieving the death of the covered family member, or (4) absence from work due to a Significant Event, which includes: (i) miscarriage, (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure, (iii) a failed adoption match or an adoption that is not finalized because it is contested by another party, (iv) a failed surrogacy agreement, (v) a diagnosis that negatively impacts pregnancy or fertility, or (vi) a still birth. An employee qualifying for leave due to a Significant Event will not be required to identify which specific reason applies to the employee’s request.

The leave must be completed within 60 days after the date on which the employee received notice of the death of the covered family member or the date on which an event under item (4) above occurs.

However, in the event of the death of more than one covered family member in a 12-month period, an employee is entitled to up to a total of six weeks of bereavement leave during the 12-month period, subject to certain restrictions under State and federal law. Other existing forms of leave may be substituted for the leave provided in the Family Bereavement Leave Act. This policy does not create any right for an employee to take family bereavement leave that is inconsistent with the Family Bereavement Leave Act.

Child Extended Bereavement Leave [PRESSPlus1](#)

Unpaid leave from work is available to employees who experience the loss of a child by suicide or homicide. The Child Extended Bereavement Leave Act governs the duration, scheduling, continuity of benefits, and all other terms of the leave. Accordingly, if the District employs 250 or more employees on a full-time basis, ^{Q1} an employee is entitled to a total of 12 weeks of unpaid leave within one year after the employee notifies the District of the loss. An employee may elect to substitute other forms of leave to which the employee is entitled for the leave provided under the Child Extended Bereavement Leave Act.

Leaves for Service in the Military

Leaves for service in the U.S. Armed Services or any of its reserve components and the National Guard, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in military service does not acquire tenure.

General Assembly

Leaves for service in the General Assembly, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in the General Assembly does not acquire tenure.

School Visitation Leave

An eligible professional staff member is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or academic meetings related to the teacher's child, if the conference or meeting cannot be scheduled during non-work hours. Professional staff members must first use all accrued vacation leave, personal leave, compensatory leave, and any other leave that may be granted to the professional staff member, except sick, and disability leave.

Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence

An unpaid leave from work is available to any staff member who: (1) is a victim of domestic violence, sexual violence, gender violence, or any other crime of violence or (2) has a family or household member who is a victim of such violence whose interests are not adverse to the employee as it relates to the domestic violence, sexual violence, gender violence, or any other crime of violence. The unpaid leave allows the employee to seek medical help, legal assistance, counseling, safety planning, and other assistance, and to grieve and attend to matters necessitated by the death of a family or household member who is killed in a crime of violence, [PRESSPlus2](#) without suffering adverse employment action.

The Victims' Economic Security and Safety Act ([VESSA](#)) governs the purpose, requirements, scheduling, and continuity of benefits, and all other terms of the leave. Accordingly, if the District employs at least 50 employees, and subject to any exceptions in VESSA, an employee is entitled to a

total of 12 work weeks of unpaid leave during any 12-month period. Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 ([29 U.S.C. §2601 et seq.](#)).

Leaves to Serve as an Officer, ~~or~~ Trustee, or Representative of a Specific Organization [PRESSPlus3](#)

Upon request, the ~~School~~ Board will grant: (1) an unpaid leave of absence to a teacher who is elected to serve as an officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) up to twenty~~20~~ days of paid leave of absence per year to a trustee of the Teachers' Retirement System to attend meetings and seminars as described in 105 ILCS 5/24-6.3, ~~and~~ (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in 105 ILCS 5/24-6.2, ~~and~~ (4) up to 10 days of paid leave per school term for teachers elected to represent a statewide teacher association in federal advocacy work in accordance with 105 ILCS 5/24-3.5.

Leave to Serve as an Election Judge

Any staff member who was appointed to serve as an election judge under State law may, after giving at least 20-days' written notice to the District, be absent without pay for the purpose of serving as an election judge. The staff member is not required to use any form of paid leave to serve as an election judge. No more than 10% of the District's employees may be absent to serve as election judges on the same Election Day.

COVID-19 Paid Administrative Leave

~~During any time when the Governor has declared a disaster due to a public health emergency under 20 ILCS 3305/7, When applicable, [PRESSPlus4](#) paid administrative leave related to COVID-19 will be granted is available to eligible employees in accordance with State law. if the District, State or any of its agencies, or the local health department has issued guidance, mandates, or rules related to COVID-19 that restrict an employee from being on District property for a reason outlined in State law.~~

~~For an employee to be eligible for COVID-19 paid administrative leave, the employee must be fully vaccinated against COVID-19 as defined in 105 ILCS 5/10-20.83 (final citation pending).~~

~~The employee will receive as many days of administrative leave as required to abide by the public health guidance, mandates, and requirements issued by the Ill. Dept. of Public Health, unless a longer period has been negotiated with the exclusive bargaining representative.~~

~~As a condition of being granted COVID-19 paid administrative leave, an employee shall provide all documentation necessary to substantiate the employee's eligibility for the leave, as requested by the Superintendent or designee. An employee who is on COVID-19 paid administrative leave will receive the employee's regular rate of pay; the leave will not diminish any other leave or benefits of the employee. Employees may not accrue COVID-19 paid administrative leave.~~

LEGAL REF.:

105 ILCS 5/10-20.83 ~~(final citation pending)~~, 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.

[10 ILCS 5/13-2.5](#), Election Code.

[330 ILCS 61/](#), Service Member Employment and Reemployment Rights Act.

[820 ILCS 147/](#), School Visitation Rights Act.

820 ILCS 154/, [Child Family Bereavement Leave Act](#).

[820 ILCS 156/](#), [Child Extended Bereavement Leave Act](#).

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

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

ADOPTED: September 10, 2002

REVISED: February 2, 2023

REVIEWED: February 2, 2023

Questions and Answers:

***Required Question 1. How many full-time employees does the district employ?

- The district employs more than 250 employees. (Default)
- The district employs between 50-249 employees. (IASB will substitute the following sentence: "Accordingly, if the District employs at least 50 but not more than 249 employees on a full-time basis, an employee is entitled to a total of six weeks of unpaid leave within one year after the employee notifies the District of the loss.")
- The district employs fewer than 50 employees. (IASB will delete the subhead regarding Child Extended Bereavement Leave and the Legal Reference to 820 ILCS 156/.)

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Child Extended Bereavement Leave Act, 820 ILCS 156/, added by P.A. 103-466. **Issue 113, October 2023**

PRESSPlus 2. Updated in response to the Victims' Economic Security and Safety Act (VESSA), 820 ILCS 180/, amended by P.A. 103-314, eff. 1-1-24. Under 820 ILCS 180/20(a)(4), added by P.A. 103-314, eff. 1-1-24, an employee is not entitled to more than two work weeks (10 work days) if the leave is to attend a wake or funeral (or an alternative event), make end-of-life arrangements, or grieve due to the death of a family or household member killed in a crime of violence. In these circumstances, the leave must be completed within 60 days after the date on which the employee receives notice of the death. Employees may qualify for unpaid leave under both VESSA and the Family Bereavement Leave Act; leave taken under one act does not diminish the availability of leave under the other. **Issue 113, October 2023**

PRESSPlus 3. Updated in response to 105 ILCS 5/24-3.5, added by P.A. 103-308, eff. 1-1-24. The

statewide teacher association is required to reimburse a district for substitute teaching costs incurred due to the teacher's absence. **Issue 113, October 2023**

PRESSPlus 4. Updated for continuous improvement. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Press Plus Issue #113 - 12/15/23 Policy Committee Meeting

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 5 - Personnel \ Professional Personnel \

Document Status: Draft Update

Professional Personnel

5:220 Substitute Teachers

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

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

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 days beginning with the 2021-2022 through the 2022-2023 school year, otherwise 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 Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year through June 30, 2026, PRESSPlus1 but not more than 100 paid days in the same classroom. Beginning July 1, 2026³, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent appropriate Intermediate Service Center Executive Director has certified that a personnel shortage exists.

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

Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program. Unless otherwise permitted by law, short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Intermediate Service Center (ISC) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30-calendar-day period, the District makes a written request to the ISC for a 30-calendar-day extension and the extension is granted by the ISC. PRESSPlus2

LEGAL REF.:

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

[40 ILCS 5/16-118](#), Ill. Pension Code.

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

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

ADOPTED: February 5, 2015

REVISED: February 2, 2023

REVIEWED: February 2, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to Ill. Pension Code, 40 ILCS 5/16-118, amended by P.A.s 103-88 and 103-525, permitting TRS annuitants to substitute teach for 120 paid days or 600 paid hours in each school year through 6-30-26. **Issue 113, October 2023**

PRESSPlus 2. Updated in response to 105 ILCS 5/21B-20(3), amended by P.A. 103-193, eff. 1-1-24. In order for a substitute teacher to remain in a vacant position for up to 90 days, or until the end of the semester, whichever is greater, the position must remain vacant and the district must continue to actively seek qualified candidates and provide documentation to the appropriate Intermediate Service Center that it has provided training specific to the position, including training on meeting the needs of students with disabilities and English learners if applicable. **Issue 113, October 2023**

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Professional Personnel

5:210 Resignations

Please refer to the current “Agreement between the Board of Education, School District #74, Lincolnwood, Illinois, and the Lincolnwood Teacher’s Association, Local 1274 IFT/AFT, AFL-CIO for additional information, if applicable ”

Termination of Employment by Teacher[PRESSPlus1](#)

1. ~~A teacher who has entered into contractual continued service (“tenure”) may resign at any time by obtaining concurrence of the Board of Education or by serving at least 30 days written notice upon the Secretary of the Board of Education or the Superintendent. A teacher may resign outside of a school term if the teacher provides written notice to the secretary of the Board, at least 30 calendar days prior to the first student attendance day of the following school year. Teachers who resign with less than 30 days’ notice prior to the first student attendance day of the following school term will be deemed to have resigned during the school term.~~[PRESSPlus2](#) If a tenured teacher provides at least 30 days written notice, he/she cannot unilaterally revoke the resignation.
2. A non-tenured teacher may resign outside of the school term without concurrence of the Board of Education. Once a non-tenured teacher has provided notice of resignation, he/she cannot unilaterally revoke the resignation.
3. No teacher may resign during the school term, without the concurrence of the Board of Education, in order to accept another teaching assignment.
4. If concurrence by the full Board of Education is impractical or time is of the essence, the Board President, in consultation with the Board’s attorney, is authorized to instruct the Superintendent to issue a concurrence on behalf of the Board of Education.

LEGAL REF.:

[105 ILCS 5/24-14.](#)

Park Forest Heights School Dist. v. State Teacher Certification Bd., 363 Ill.App.3d 433 (1st Dist. 2006).

ADOPTED: September 10, 2002

REVISED: September 2, 2021

REVIEWED: September 2, 2021

PRESSPlus Comments

PRESSPlus 1. This policy's content is unique to the district. Please consult the author and the **PRESS** sample, available by logging in at www.iasb.com, to determine whether further changes

are necessary. **Issue 113, October 2023**

PRESSPlus 2. 105 ILCS 5/24-14, amended by P.A.s 102-552 and 103-549, refers to a school term as commencing on the first day of student attendance. A teacher who resigns during the school term, without the board's permission, or who resigns in order to accept another teaching assignment may be referred by the board to the State Superintendent of Education, who shall convene an informal evidentiary hearing within 90 days after receipt of a district's referral. The referral to the State Superintendent must be submitted within 10 business days after the board denies acceptance of the resignation and contain: (1) a dated copy of the teacher's resignation letter; (2) a copy of the reporting district's current school year calendar; (3) proof of employment for the school year at issue; (4) documentation showing that the board did not accept the teacher's resignation; and (5) evidence that the teacher left the district in order to accept another teaching assignment. The district must also notify the teacher of the referral within five business days after submitting it to the State Superintendent.

Issue 113, October 2023

Press Plus Issue #113 October 2023 - Policy Committee Meeting 12/15/23

1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

2. Policy Committee to Determine:

Adopt as Presented (change "revised" & "reviewed" date)

Adopt with Additional District Edits (change "revised" & "reviewed" date)

Not Adopt (change "reviewed" date)

Document Status: Draft Update

Instruction

6:50 School Wellness

Student wellness, including good nutrition and physical activity, shall be promoted in the District'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 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. 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:

- Schools will support and promote sound nutrition for students.
- Schools 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 Board policy 6:60, *Curriculum Content*.

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools 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 policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- During the school day, all students will be required to engage in a physical education course as required by Illinois Law, unless otherwise exempted. See policies 6:60, *Curriculum Content* and 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 Ill. State Board of Education (ISBE).

Goals for Other School-Based Activities [PRESSPlus1](#)

The goals for school-based activities include the following:

- Schools will support and promote a healthy eating environment for students.
- Schools will promote and participate in wellness activities.
- Schools will offer other school-based activities to support student health and wellness, including coordinated events and clubs.

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

Students will be offered and schools will promote nutritious food and beverage choices during the school 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).

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

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. 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.

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.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

Monitoring

Annually, the Superintendent shall 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 annual report). This annual 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
- How the District will make the results of the assessment available to the public
- 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*.

Community Involvement

The Board and Superintendent will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and 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 the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board*.

Recordkeeping

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

LEGAL REF.:

[Pub. L. 108-265](#), Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.

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

42 U.S.C. §1751 et seq., [Richard B. Russell](#) National School Lunch Act.

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

[42 U.S.C. §1771 et seq., Child Nutrition Act of 1966.](#)

[42 U.S.C. §1779](#), as implemented by [7 C.F.R. §§210.11](#) and [210.31](#).

[50 ILCS 205/](#), Local Records Act.

[105 ILCS 5/2-3.139](#) and [5/2-3.189](#).

[23 Ill.Admin.Code Part 305](#), Food Program.

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

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

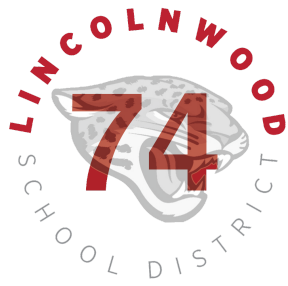
ADOPTED: May 30, 2006

REVISED: January 12, 2023

REVIEWED: January 12, 2023

PRESSPlus Comments

PRESSPlus 1. Updated in response to a request from the Ill. State Board of Education (ISBE) Nutrition Dept. and to federal requirements in 7 C.F.R. §210.31 for local school wellness policies. This is a required topic, but the local board may determine what goals are appropriate. 42 USC §1758b(b) (1); 7 C.F.R. §210.31(c)(1). The third sample goal comes from ISBE's Local Wellness Policy Template for Schools, available at: www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx. **Issue 113, October 2023**



Executive Summary Board of Education Meeting

DATE: January 11, 2024

TOPIC: Approval of the Final 2024-25, 2025-26, 2026-27 District Calendars

PREPARED BY: Dominick Lupo

Recommended for:

- Action
- Discussion
- Information

Purpose:

The Board of Education must approve the final District Calendar for each school year.

Background:

Drafts of the attached calendars were on the Board of Education agenda at the December 7, 2023 for Board of Education and community review.

The attached final calendars were created with the following considerations:

- Past district practice
- State regulations
- Many consistent weeks of instruction
- Family-friendly release time
- Township guidelines
- Feedback from the December 7, 2023 Board of Education Meeting

Fiscal Impact:

None

Recommendation: It is the Administrative recommendation that the Board Education approve the final 2024-25, 2025-26, 2026-27 District Calendars, as presented.

LINCOLNWOOD SCHOOL DISTRICT 74

2024-2025 School Calendar

August 2024

S	M	T	W	T	F	S
25	26	27	28	29	30	31

September 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Opening/Closing Days of School

Wednesday, August 28, 2024 First day of school
 Thursday, June 12, 2025 Last day of school
 (pending no emergency days used)
 Friday, June 20, 2025 Possible last day of school if
 emergency days are used

Student Non-Attendance Days

Monday, August 26 Teacher Institute Day*
 Tuesday, August 27 Teacher Institute Day*
 Monday, September 2 Labor Day
 Monday, October 14 Columbus Day
 Tuesday, October 15 Teacher Institute Day*
 Tuesday, November 5 Election Day | No School
 Monday, November 25 No School
 Tuesday, November 26 No School
 Wednesday, November 27 No School
 Thursday, November 28 Thanksgiving
 Friday, November 29 No School
 Monday, December 23-
 Friday, January 3 Winter Break (10 days)
 Monday, January 20 Martin Luther King, Jr. Day
 Tuesday, January 21 Teacher Institute Day*
 Monday, March 3 Casimir Pulaski Day
 Monday, March 24- March
 28 Spring Break (5 days)
 Friday, April 18 No School
 Monday, May 26 Memorial Day

AM ONLY - Student Attendance

Friday, September 20
 Thursday, October 31
 Friday, December 20
 Friday, February 14
 Friday, March 21

Parent-Teacher Conferences

Fall 2024 - Two Dates in November
 Spring 2025 - Two Dates in March

Please check individual school
 calendars online for specific dates
 at each school.

*All Staff are in attendance on Institute Days.

February 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	

LINCOLNWOOD SCHOOL DISTRICT 74

2025-2026 School Calendar

August 2025

S	M	T	W	T	F	S
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Opening/Closing Days of School

Wednesday, August 27, 2025 First day of school
 Tuesday, June 9, 2026 Last day of school
 (pending no emergency days used)
 Tuesday, June 16, 2026 Possible last day of school if
 emergency days are used

Student Non-Attendance Days

Monday, August 25 Teacher Institute Day*
 Tuesday, August 26 Teacher Institute Day*
 Monday, September 1 Labor Day
 Monday, October 13 Columbus Day
 Tuesday, October 14 Teacher Institute Day*
 Monday, November 24 No School
 Tuesday, November 25 No School
 Wednesday, November 26 No School
 Thursday, November 27 Thanksgiving
 Friday, November 28 No School
 Monday, December 22-
 Friday, January 2 Winter Break (10 days)
 Monday, January 19 Martin Luther King, Jr. Day
 Monday, February 16 Presidents' Day
 Monday, March 2 Casimir Pulaski Day
 Monday, March 23- March
 27 Spring Break (5 days)
 Friday, April 24 Teacher Institute Day*
 Monday, May 25 Memorial Day

AM ONLY - Student Attendance

Friday, September 19
 Friday, October 31
 Friday, December 19
 Friday, February 13
 Friday, March 20

Parent-Teacher Conferences

Fall 2025 - Two Dates in November
 Spring 2026 - Two Dates in March

Please check individual school calendars online for specific dates at each school.

*All Staff are in attendance on Institute Days.

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16				

LINCOLNWOOD SCHOOL DISTRICT 74

2026-2027 School Calendar

August 2026

S	M	T	W	T	F	S
23	24	25	26	27	28	29
30	31					

September 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2027

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Opening/Closing Days of School

Wednesday, August 26, 2026 First day of school
 Thursday, June 10, 2027 Last day of school
 (pending no emergency days used)
 Thursday, June 17, 2027 Possible last day of school if emergency days are used

Student Non-Attendance Days

Monday, August 24 Teacher Institute Day*
 Tuesday, August 25 Teacher Institute Day*
 Monday, September 7 Labor Day
 Monday, October 12 Columbus Day
 Tuesday, October 13 Teacher Institute Day*
 Tuesday, November 3 Election Day
 Monday, November 23 No School
 Tuesday, November 24 No School
 Wednesday, November 25 No School
 Thursday, November 26 Thanksgiving
 Friday, November 27 No School
 Monday, December 21- Friday, January 1 Winter Break (10 days)
 Monday, January 18 Martin Luther King, Jr. Day
 Monday, February 15 Presidents' Day
 Monday, March 1 Casimir Pulaski Day
 Friday, March 26 No School
 Monday, March 29- April 2 Spring Break (5 days)
 Friday, May 7 Teacher Institute Day*
 Monday, May 31 Memorial Day

AM ONLY - Student Attendance

Friday, September 18
 Friday, October 30
 Friday, December 18
 Friday, January 15
 Friday, February 12

Parent-Teacher Conferences

Fall 2026 - Two Dates in November
 Spring 2027 - Two Dates in March

Please check individual school calendars online for specific dates at each school.

*All Staff are in attendance on Institute Days.

February 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2027

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17		

Lincolnwood School District 74

Fund Balances

Fiscal Year: 2023-2024

Month: October

Year: 2023

Fund Type:

Include Cash Balance

FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATIONAL	\$14,185,013.40	\$1,647,944.70	(\$4,883,284.69)	\$0.00	\$10,949,673.41
20	OPERATIONS & MAINTENANCE	\$4,215,122.81	\$89,962.96	(\$932,276.84)	\$0.00	\$3,372,808.93
30	DEBT SERVICE	\$805,374.06	\$39,989.26	\$0.00	\$0.00	\$845,363.32
40	TRANSPORTATION	\$1,742,536.99	\$257,538.16	(\$301,625.04)	\$0.00	\$1,698,450.11
50	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
51	IMRF	\$808,701.76	\$19,645.75	(\$54,974.72)	\$0.00	\$773,372.79
52	SOCIAL SECURITY AND MEDICARE	\$405,685.77	\$21,241.76	(\$97,807.94)	\$0.00	\$329,119.59
60	CAPITAL PROJECTS	\$4,594,191.64	\$447,072.40	(\$1,174,702.50)	\$0.00	\$3,866,561.54
70	WORKING CASH	\$586,340.43	\$3,320.96	\$0.00	\$0.00	\$589,661.39
80	TORT IMMUNITY	\$439,581.77	\$6,625.67	\$0.00	\$0.00	\$446,207.44
90	FIRE PREVENTION & SAFETY	\$2,946,220.34	\$18,805.80	(\$1,156,305.26)	\$0.00	\$1,808,720.88
99	LINCOLNWOOD SCHOOLS ACTIVITY FUN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$30,728,768.97	\$2,552,147.42	(\$8,600,976.99)	\$0.00	\$24,679,939.40

End of Report

Lincolnwood School District 74

Treasurers Report FUND- All Funds As of 10/31/2023

Fiscal Year: 2023-2024

ASSETS

CASH & INVESTMENTS

Cash in Bank (+)	\$24,361,985.71
Imprest Fund (+)	\$14,395.06
Petty Cash (+)	\$100.00

Sub-total : CASH & INVESTMENTS	\$24,376,480.77
--------------------------------	-----------------

DUE FROM OTHER GOVERNMENTS

Inter-Governmental Loans (+)	(\$467.03)
------------------------------	------------

Sub-total : DUE FROM OTHER GOVERNMENTS	(\$467.03)
--	------------

Total : ASSETS	\$24,376,013.74
----------------	-----------------

LIABILITIES

ACCOUNTS PAYABLE

Accounts Payable (+)	\$61,290.18
----------------------	-------------

Sub-total : ACCOUNTS PAYABLE	\$61,290.18
------------------------------	-------------

OTHER CURRENT LIABILITIES

Other Liabilities (+)	\$35,103.40
Payroll Liabilities (+)	(\$400,319.24)

Sub-total : OTHER CURRENT LIABILITIES	(\$365,215.84)
---------------------------------------	----------------

Total : LIABILITIES	(\$303,925.66)
---------------------	----------------

FUND BALANCE

Unreserved Fund Balance

Fund Balance (+)	\$30,728,768.97
------------------	-----------------

Sub-total : Unreserved Fund Balance	\$30,728,768.97
-------------------------------------	-----------------

NET INCREASE (DECREASE)

NET INCREASE (DECREASE) (+)	(\$6,048,829.57)
-----------------------------	------------------

Sub-total : NET INCREASE (DECREASE)	(\$6,048,829.57)
-------------------------------------	------------------

Total : FUND BALANCE	\$24,679,939.40
----------------------	-----------------

Total LIABILITIES + FUND BALANCE	\$24,376,013.74
----------------------------------	-----------------

End of Report

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 10/01/2023 through 10/31/2023

Fiscal Year: 2023-2024

	<u>10/01/2023 - 10/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
REVENUE					
LOCAL SOURCES					
Property Tax Receipts (+)	\$0.00	\$519,097.45	\$27,268,336.00	\$26,749,238.55	1.9%
Payments in Lieu of Taxes (+)	\$252,107.71	\$605,308.39	\$1,290,000.00	\$684,691.61	46.9%
Tuition Payments Received (+)	\$0.00	\$37,265.00	\$240,000.00	\$202,735.00	15.5%
Interest Revenue Received (+)	\$37,643.09	\$168,988.71	\$630,000.00	\$461,011.29	26.8%
Sales to Pupils & Adults (+)	\$23,162.60	\$68,107.58	\$200,000.00	\$131,892.42	34.1%
Activity Fees Received (+)	\$7,019.25	\$49,177.53	\$122,500.00	\$73,322.47	40.1%
Other Local Revenue (+)	\$16,532.38	\$54,309.60	\$295,222.00	\$240,912.40	18.4%
Rental Revenue (+)	\$6,315.75	\$49,451.87	\$98,000.00	\$48,548.13	50.5%
Sub-total : LOCAL SOURCES	\$342,780.78	\$1,551,706.13	\$30,144,058.00	\$28,592,351.87	5.1%
STATE SOURCES					
State Grants & Aid Received (+)	\$238,773.84	\$562,276.29	\$1,622,000.00	\$1,059,723.71	34.7%
Sub-total : STATE SOURCES	\$238,773.84	\$562,276.29	\$1,622,000.00	\$1,059,723.71	34.7%
FEDERAL SOURCES					
Federal Grants & Aid Received (+)	\$0.00	\$438,165.00	\$1,238,804.00	\$800,639.00	35.4%
Sub-total : FEDERAL SOURCES	\$0.00	\$438,165.00	\$1,238,804.00	\$800,639.00	35.4%
Total : REVENUE	\$581,554.62	\$2,552,147.42	\$33,004,862.00	\$30,452,714.58	7.7%
EXPENDITURES					
REGULAR K-12 PROGRAMS					
Salaries (-)	\$612,914.25	\$1,495,214.21	\$8,010,572.00	\$6,515,357.79	18.7%
Employee Benefits (-)	\$111,836.05	\$239,219.78	\$1,372,227.00	\$1,133,007.22	17.4%
Termination Benefits (-)	\$43,613.98	\$113,424.66	\$403,608.00	\$290,183.34	28.1%
Purchased Services (-)	\$15,026.50	\$48,177.48	\$220,600.00	\$172,422.52	21.8%
Supplies & Materials (-)	\$32,068.24	\$140,703.88	\$660,788.00	\$520,084.12	21.3%
Capital Expenditures (-)	\$2,655.54	\$124,109.25	\$258,600.00	\$134,490.75	48.0%
Other Objects (-)	\$0.00	\$0.00	\$1,200.00	\$1,200.00	0.0%
Non-Capitalized Equipment (-)	\$2,151.43	\$2,279.39	\$113,250.00	\$110,970.61	2.0%
Sub-total : REGULAR K-12 PROGRAMS	(\$820,265.99)	(\$2,163,128.65)	(\$11,040,845.00)	(\$8,877,716.35)	19.6%
PRE-K PROGRAMS					
Salaries (-)	\$19,774.48	\$49,436.20	\$278,422.00	\$228,985.80	17.8%
Employee Benefits (-)	\$6,720.61	\$15,961.33	\$72,205.00	\$56,243.67	22.1%
Supplies & Materials (-)	\$345.66	\$396.53	\$4,200.00	\$3,803.47	9.4%
Capital Expenditures (-)	\$0.00	\$1,837.70	\$1,850.00	\$12.30	99.3%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Sub-total : PRE-K PROGRAMS	(\$26,840.75)	(\$67,631.76)	(\$357,177.00)	(\$289,545.24)	18.9%
SPECIAL ED PROGRAMS K-12					
Salaries (-)	\$102,653.84	\$253,472.11	\$1,350,598.00	\$1,097,125.89	18.8%
Employee Benefits (-)	\$27,366.31	\$61,189.40	\$363,836.00	\$302,646.60	16.8%
Purchased Services (-)	\$0.00	\$472.80	\$800.00	\$327.20	59.1%
Supplies & Materials (-)	\$204.62	\$313.52	\$3,500.00	\$3,186.48	9.0%
Capital Expenditures (-)	\$0.00	\$1,845.00	\$5,500.00	\$3,655.00	33.5%
Other Objects (-)	\$0.00	\$250.00	\$200.00	(\$50.00)	125.0%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 10/01/2023 through 10/31/2023

Fiscal Year: 2023-2024

	<u>10/01/2023 - 10/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Non-Capital Equipment (-)	\$112.22	\$234.98	\$3,500.00	\$3,265.02	6.7%
Sub-total : SPECIAL ED PROGRAMS K-12	(\$130,336.99)	(\$317,777.81)	(\$1,727,934.00)	(\$1,410,156.19)	18.4%
REMEDIAL & SUPPLEMENTAL K-12					
Salaries (-)	\$46,674.44	\$116,686.10	\$606,768.00	\$490,081.90	19.2%
Employee Benefits (-)	\$8,062.12	\$16,985.71	\$98,830.00	\$81,844.29	17.2%
Purchased Services (-)	\$7,515.80	\$53,083.02	\$53,490.00	\$406.98	99.2%
Supplies & Materials (-)	\$119.90	\$426.40	\$9,965.00	\$9,538.60	4.3%
Sub-total : REMEDIAL & SUPPLEMENTAL K-12	(\$62,372.26)	(\$187,181.23)	(\$769,053.00)	(\$581,871.77)	24.3%
INTERSCHOLASTIC PROGRAMS					
Salaries (-)	\$2,310.23	\$4,527.29	\$100,000.00	\$95,472.71	4.5%
Employee Benefits (-)	\$148.40	\$290.83	\$4,300.00	\$4,009.17	6.8%
Supplies & Materials (-)	\$0.00	\$1,764.58	\$6,500.00	\$4,735.42	27.1%
Capital Expenditures (-)	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
Other Objects (-)	\$0.00	\$3,500.00	\$3,500.00	\$0.00	100.0%
Sub-total : INTERSCHOLASTIC PROGRAMS	(\$2,458.63)	(\$10,082.70)	(\$115,800.00)	(\$105,717.30)	8.7%
SUMMER SCHOOL PROGRAMS					
Salaries (-)	\$0.00	\$37,467.38	\$71,000.00	\$33,532.62	52.8%
Employee Benefits (-)	\$0.00	\$1,654.88	\$3,545.00	\$1,890.12	46.7%
Supplies & Materials (-)	\$0.00	\$0.00	\$2,500.00	\$2,500.00	0.0%
Sub-total : SUMMER SCHOOL PROGRAMS	\$0.00	(\$39,122.26)	(\$77,045.00)	(\$37,922.74)	50.8%
GIFTED PROGRAMS					
Salaries (-)	\$38,652.14	\$96,630.35	\$502,478.00	\$405,847.65	19.2%
Employee Benefits (-)	\$7,673.48	\$15,926.10	\$93,752.00	\$77,825.90	17.0%
Supplies & Materials (-)	\$808.02	\$2,112.29	\$3,950.00	\$1,837.71	53.5%
Sub-total : GIFTED PROGRAMS	(\$47,133.64)	(\$114,668.74)	(\$600,180.00)	(\$485,511.26)	19.1%
BILINGUAL PROGRAMS					
Salaries (-)	\$52,741.88	\$131,753.31	\$689,408.00	\$557,654.69	19.1%
Employee Benefits (-)	\$8,849.22	\$18,484.56	\$110,064.00	\$91,579.44	16.8%
Purchased Services (-)	\$0.00	\$0.00	\$3,200.00	\$3,200.00	0.0%
Supplies & Materials (-)	\$220.59	\$220.59	\$10,000.00	\$9,779.41	2.2%
Sub-total : BILINGUAL PROGRAMS	(\$61,811.69)	(\$150,458.46)	(\$812,672.00)	(\$662,213.54)	18.5%
ATTENDANCE & SOCIAL WORK					
Salaries (-)	\$31,857.20	\$79,643.00	\$414,143.00	\$334,500.00	19.2%
Employee Benefits (-)	\$3,871.12	\$8,219.68	\$47,683.00	\$39,463.32	17.2%
Purchased Services (-)	\$0.00	\$0.00	\$300.00	\$300.00	0.0%
Supplies & Materials (-)	\$0.00	\$221.16	\$2,000.00	\$1,778.84	11.1%
Sub-total : ATTENDANCE & SOCIAL WORK	(\$35,728.32)	(\$88,083.84)	(\$464,126.00)	(\$376,042.16)	19.0%
HEALTH SERVICES					
Salaries (-)	\$18,435.80	\$44,560.24	\$173,000.00	\$128,439.76	25.8%
Employee Benefits (-)	\$4,407.92	\$10,019.89	\$60,611.00	\$50,591.11	16.5%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 10/01/2023 through 10/31/2023

Fiscal Year: 2023-2024

	<u>10/01/2023 - 10/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Purchased Services (-)	\$25,281.50	\$30,906.50	\$80,500.00	\$49,593.50	38.4%
Supplies & Materials (-)	\$286.14	\$1,538.93	\$5,400.00	\$3,861.07	28.5%
Capital Expenditures (-)	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0.0%
Other Objects (-)	\$0.00	\$0.00	\$750.00	\$750.00	0.0%
Non-Capital Equipment (-)	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
Sub-total : HEALTH SERVICES	(\$48,411.36)	(\$87,025.56)	(\$324,761.00)	(\$237,735.44)	26.8%
PSYCHOLOGICAL SERVICES					
Salaries (-)	\$14,267.54	\$35,668.85	\$185,478.00	\$149,809.15	19.2%
Employee Benefits (-)	\$3,241.74	\$6,696.95	\$39,511.00	\$32,814.05	16.9%
Purchased Services (-)	\$0.00	\$1,035.30	\$2,300.00	\$1,264.70	45.0%
Supplies & Materials (-)	\$0.00	\$0.00	\$1,400.00	\$1,400.00	0.0%
Sub-total : PSYCHOLOGICAL SERVICES	(\$17,509.28)	(\$43,401.10)	(\$228,689.00)	(\$185,287.90)	19.0%
SPEECH PATHOLOGY & AUDIOLOGY					
Salaries (-)	\$19,347.98	\$51,952.00	\$284,658.00	\$232,706.00	18.3%
Employee Benefits (-)	\$3,432.22	\$7,251.37	\$42,774.00	\$35,522.63	17.0%
Purchased Services (-)	\$0.00	\$233.10	\$2,000.00	\$1,766.90	11.7%
Supplies & Materials (-)	\$0.00	\$360.63	\$1,450.00	\$1,089.37	24.9%
Sub-total : SPEECH PATHOLOGY & AUDIOLOGY	(\$22,780.20)	(\$59,797.10)	(\$330,882.00)	(\$271,084.90)	18.1%
OTHER SUPPORT SERVICES - PUPILS					
Salaries (-)	\$9,644.63	\$20,023.59	\$86,000.00	\$65,976.41	23.3%
Employee Benefits (-)	\$607.97	\$1,242.52	\$5,870.00	\$4,627.48	21.2%
Sub-total : OTHER SUPPORT SERVICES - PUPILS	(\$10,252.60)	(\$21,266.11)	(\$91,870.00)	(\$70,603.89)	23.1%
IMPROVEMENT OF INSTRUCTION					
Salaries (-)	\$35,149.12	\$132,766.69	\$377,126.00	\$244,359.31	35.2%
Employee Benefits (-)	\$4,658.50	\$18,830.29	\$62,781.00	\$43,950.71	30.0%
Purchased Services (-)	\$2,216.50	\$20,079.73	\$67,785.00	\$47,705.27	29.6%
Supplies & Materials (-)	\$35.13	\$218.32	\$2,000.00	\$1,781.68	10.9%
Other Objects (-)	\$0.00	\$0.00	\$4,425.00	\$4,425.00	0.0%
Sub-total : IMPROVEMENT OF INSTRUCTION	(\$42,059.25)	(\$171,895.03)	(\$514,117.00)	(\$342,221.97)	33.4%
EDUCATIONAL MEDIA					
Salaries (-)	\$21,820.52	\$54,551.30	\$283,667.00	\$229,115.70	19.2%
Employee Benefits (-)	\$2,682.24	\$5,707.36	\$33,184.00	\$27,476.64	17.2%
Supplies & Materials (-)	\$4,530.22	\$7,084.14	\$19,000.00	\$11,915.86	37.3%
Non-Capital Equipment (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Sub-total : EDUCATIONAL MEDIA	(\$29,032.98)	(\$67,342.80)	(\$336,351.00)	(\$269,008.20)	20.0%
ASSESSMENT & TESTING					
Purchased Services (-)	\$0.00	\$45,492.30	\$45,493.00	\$0.70	100.0%
Supplies & Materials (-)	\$0.00	\$0.00	\$100.00	\$100.00	0.0%
Sub-total : ASSESSMENT & TESTING	\$0.00	(\$45,492.30)	(\$45,593.00)	(\$100.70)	99.8%
ADMIN SERVICES - BOARD OF ED					

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 10/01/2023 through 10/31/2023

Fiscal Year: 2023-2024

	<u>10/01/2023 - 10/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Employee Benefits (-)	\$9,571.23	\$9,571.23	\$3,550.00	(\$6,021.23)	269.6%
Purchased Services (-)	\$16,045.22	\$59,377.25	\$230,000.00	\$170,622.75	25.8%
Supplies & Materials (-)	\$0.00	\$281.49	\$2,500.00	\$2,218.51	11.3%
Other Objects (-)	\$0.00	\$380.00	\$16,000.00	\$15,620.00	2.4%
Sub-total : ADMIN SERVICES - BOARD OF ED	(\$25,616.45)	(\$69,609.97)	(\$252,050.00)	(\$182,440.03)	27.6%
SUPERINTENDENT					
Salaries (-)	\$19,949.28	\$90,760.77	\$270,330.00	\$179,569.23	33.6%
Employee Benefits (-)	\$3,706.09	\$25,485.65	\$57,282.00	\$31,796.35	44.5%
Purchased Services (-)	\$0.00	\$2,279.74	\$7,500.00	\$5,220.26	30.4%
Supplies & Materials (-)	\$29.10	\$482.57	\$2,300.00	\$1,817.43	21.0%
Other Objects (-)	\$30.99	\$211.98	\$3,500.00	\$3,288.02	6.1%
Sub-total : SUPERINTENDENT	(\$23,715.46)	(\$119,220.71)	(\$340,912.00)	(\$221,691.29)	35.0%
ADMIN SERVICES - SPECIAL ED					
Salaries (-)	\$11,761.98	\$52,928.91	\$153,103.00	\$100,174.09	34.6%
Employee Benefits (-)	\$3,773.75	\$15,410.34	\$46,285.00	\$30,874.66	33.3%
Other Objects (-)	\$0.00	\$0.00	\$750.00	\$750.00	0.0%
Sub-total : ADMIN SERVICES - SPECIAL ED	(\$15,535.73)	(\$68,339.25)	(\$200,138.00)	(\$131,798.75)	34.1%
WORKERS COMPENSATION INSURANCE					
Purchased Services (-)	\$0.00	\$0.00	\$75,800.00	\$75,800.00	0.0%
Sub-total : WORKERS COMPENSATION INSURANCE	\$0.00	\$0.00	(\$75,800.00)	(\$75,800.00)	0.0%
PROPERTY INSURANCE					
Purchased Services (-)	\$0.00	\$0.00	\$120,000.00	\$120,000.00	0.0%
Sub-total : PROPERTY INSURANCE	\$0.00	\$0.00	(\$120,000.00)	(\$120,000.00)	0.0%
PRINCIPAL					
Salaries (-)	\$55,325.28	\$246,266.31	\$710,378.00	\$464,111.69	34.7%
Employee Benefits (-)	\$17,505.72	\$75,180.85	\$235,906.00	\$160,725.15	31.9%
Purchased Services (-)	\$95.98	\$757.86	\$5,050.00	\$4,292.14	15.0%
Supplies & Materials (-)	\$236.88	\$573.65	\$4,000.00	\$3,426.35	14.3%
Capital Expenditures (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Other Objects (-)	\$180.00	\$180.00	\$2,400.00	\$2,220.00	7.5%
Sub-total : PRINCIPAL	(\$73,343.86)	(\$322,958.67)	(\$958,734.00)	(\$635,775.33)	33.7%
OPERATION OF BUSINESS SERVICES					
Salaries (-)	\$15,215.56	\$68,470.02	\$197,803.00	\$129,332.98	34.6%
Employee Benefits (-)	\$2,758.15	\$11,327.24	\$33,823.00	\$22,495.76	33.5%
Other Objects (-)	\$1,134.00	\$1,263.79	\$1,300.00	\$36.21	97.2%
Sub-total : OPERATION OF BUSINESS SERVICES	(\$19,107.71)	(\$81,061.05)	(\$232,926.00)	(\$151,864.95)	34.8%
FISCAL SERVICES					
Salaries (-)	\$18,726.55	\$84,275.81	\$243,583.00	\$159,307.19	34.6%
Employee Benefits (-)	\$8,148.38	\$34,047.66	\$101,468.00	\$67,420.34	33.6%
Purchased Services (-)	\$544.21	\$1,153.34	\$108,600.00	\$107,446.66	1.1%

Operating Statement with Budget

Lincolnwood School District 74

Treasurers Report FUND- All Funds For the Period 10/01/2023 through 10/31/2023

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	<u>10/01/2023 - 10/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Supplies & Materials (-)	\$188.81	\$1,104.03	\$5,500.00	\$4,395.97	20.1%
Other Objects (-)	\$2,697.68	\$8,210.22	\$29,900.00	\$21,689.78	27.5%
Sub-total : FISCAL SERVICES	(\$30,305.63)	(\$128,791.06)	(\$489,051.00)	(\$360,259.94)	26.3%
FACILITY ACQUISITION & CONSTRUCTION					
Purchased Services (-)	\$62,407.79	\$212,862.63	\$315,504.00	\$102,641.37	67.5%
Capital Expenditures (-)	\$95,092.89	\$975,600.84	\$1,689,139.00	\$713,538.16	57.8%
Sub-total : FACILITY ACQUISITION & CONSTRUCTION	(\$157,500.68)	(\$1,188,463.47)	(\$2,004,643.00)	(\$816,179.53)	59.3%
OPERATION & MAINTENANCE OF PLANT					
Salaries (-)	\$43,085.40	\$187,702.07	\$542,404.00	\$354,701.93	34.6%
Employee Benefits (-)	\$13,346.84	\$55,777.14	\$175,110.00	\$119,332.86	31.9%
Purchased Services (-)	\$105,600.89	\$444,273.66	\$1,011,473.00	\$567,199.34	43.9%
Supplies & Materials (-)	\$42,529.98	\$215,986.79	\$408,966.00	\$192,979.21	52.8%
Capital Expenditures (-)	\$36,742.24	\$1,198,793.52	\$1,588,362.00	\$389,568.48	75.5%
Other Objects (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Non-Capitalized Equipment (-)	\$0.00	\$136.96	\$6,500.00	\$6,363.04	2.1%
Sub-total : OPERATION & MAINTENANCE OF PLANT	(\$241,305.35)	(\$2,102,670.14)	(\$3,733,815.00)	(\$1,631,144.86)	56.3%
PUPIL TRANSPORTATION					
Purchased Services (-)	\$128,811.91	\$301,625.04	\$1,451,000.00	\$1,149,374.96	20.8%
Sub-total : PUPIL TRANSPORTATION	(\$128,811.91)	(\$301,625.04)	(\$1,451,000.00)	(\$1,149,374.96)	20.8%
FOOD SERVICES					
Salaries (-)	\$24,661.93	\$63,776.72	\$259,800.00	\$196,023.28	24.5%
Employee Benefits (-)	\$9,890.18	\$29,624.18	\$134,163.00	\$104,538.82	22.1%
Purchased Services (-)	\$0.00	\$0.00	\$17,000.00	\$17,000.00	0.0%
Supplies & Materials (-)	\$36,015.33	\$72,993.01	\$262,500.00	\$189,506.99	27.8%
Capital Expenditures (-)	\$0.00	\$0.00	\$8,000.00	\$8,000.00	0.0%
Other Objects (-)	\$600.00	\$600.00	\$800.00	\$200.00	75.0%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$4,000.00	\$4,000.00	0.0%
Termination Benefits (-)	\$5,250.00	\$37,276.18	\$32,000.00	(\$5,276.18)	116.5%
Sub-total : FOOD SERVICES	(\$76,417.44)	(\$204,270.09)	(\$718,263.00)	(\$513,992.91)	28.4%
INTERNAL SERVICES					
Purchased Services (-)	\$4,187.58	\$5,167.00	\$24,500.00	\$19,333.00	21.1%
Supplies & Materials (-)	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.0%
Sub-total : INTERNAL SERVICES	(\$4,187.58)	(\$5,167.00)	(\$26,000.00)	(\$20,833.00)	19.9%
INFORMATION SERVICES					
Salaries (-)	\$6,041.08	\$27,184.86	\$78,534.00	\$51,349.14	34.6%
Employee Benefits (-)	\$3,797.36	\$15,657.81	\$47,297.00	\$31,639.19	33.1%
Purchased Services (-)	\$0.00	\$3,068.88	\$30,500.00	\$27,431.12	10.1%
Supplies & Materials (-)	\$1,120.46	\$4,416.73	\$8,000.00	\$3,583.27	55.2%
Capital Expenditures (-)	\$0.00	\$513.54	\$0.00	(\$513.54)	0.0%
Other Objects (-)	\$0.00	\$420.00	\$500.00	\$80.00	84.0%

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	<u>10/01/2023 - 10/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Sub-total : INFORMATION SERVICES	(\$10,958.90)	(\$51,261.82)	(\$164,831.00)	(\$113,569.18)	31.1%
OTHER SUPPORT SERVICES - ADMIN					
Salaries (-)	\$43,826.04	\$185,474.71	\$554,265.00	\$368,790.29	33.5%
Employee Benefits (-)	\$13,957.08	\$54,164.62	\$170,323.00	\$116,158.38	31.8%
Purchased Services (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Supplies & Materials (-)	\$0.00	\$0.00	\$200.00	\$200.00	0.0%
Other Objects (-)	\$0.00	\$0.00	\$500.00	\$500.00	0.0%
Sub-total : OTHER SUPPORT SERVICES - ADMIN	(\$57,783.12)	(\$239,639.33)	(\$725,788.00)	(\$486,148.67)	33.0%
COMMUNITY SERVICES					
Purchased Services (-)	\$0.00	\$0.00	\$1,000.00	\$1,000.00	0.0%
Supplies & Materials (-)	\$0.00	\$0.00	\$830.00	\$830.00	0.0%
Sub-total : COMMUNITY SERVICES	\$0.00	\$0.00	(\$1,830.00)	(\$1,830.00)	0.0%
PAYMENTS TO OTHER LEAs					
Purchased Services (-)	\$0.00	\$0.00	\$164,676.00	\$164,676.00	0.0%
Other Objects (-)	\$36,069.60	\$83,543.94	\$2,557,723.00	\$2,474,179.06	3.3%
Sub-total : PAYMENTS TO OTHER LEAs	(\$36,069.60)	(\$83,543.94)	(\$2,722,399.00)	(\$2,638,855.06)	3.1%
DEBT SERVICE - INTEREST					
Interest on Bonds Outstanding (-)	\$0.00	\$0.00	\$600,725.00	\$600,725.00	0.0%
Sub-total : DEBT SERVICE - INTEREST	\$0.00	\$0.00	(\$600,725.00)	(\$600,725.00)	0.0%
DEBT SERVICE - PRINCIPAL					
Principal Payments on Bonds Outstanding (-)	\$0.00	\$0.00	\$1,205,000.00	\$1,205,000.00	0.0%
Sub-total : DEBT SERVICE - PRINCIPAL	\$0.00	\$0.00	(\$1,205,000.00)	(\$1,205,000.00)	0.0%
Total : EXPENDITURES	(\$2,257,653.36)	(\$8,600,976.99)	(\$33,861,000.00)	(\$25,260,023.01)	25.4%
NET INCREASE (DECREASE)	(\$1,676,098.74)	(\$6,048,829.57)	(\$856,138.00)	\$5,192,691.57	706.5%

End of Report

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
10 - EDUCATIONAL					
0 - EXPENDITURES					
1100 - REGULAR K-12 PROGRAMS					
100 - SALARIES	\$8,010,572.00	\$612,914.25	\$1,495,214.21	\$6,189,920.56	\$325,437.23
200 - EMPLOYEE BENEFITS	\$1,245,577.00	\$101,774.37	\$215,329.73	\$995,932.00	\$34,315.27
300 - PURCHASED SERVICES	\$220,600.00	\$15,026.50	\$48,177.48	\$1,244.00	\$171,178.52
400 - SUPPLIES & MATERIALS	\$660,788.00	\$32,068.24	\$140,703.88	\$15,139.81	\$504,944.31
500 - CAPITAL OUTLAY	\$258,600.00	\$2,655.54	\$124,109.25	\$0.00	\$134,490.75
600 - OTHER OBJECTS	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00
700 - NON-CAPITAL EQUIPMENT	\$113,250.00	\$2,151.43	\$2,279.39	\$0.00	\$110,970.61
800 - TERMINATION/VACATION PAYMENTS	\$403,608.00	\$43,613.98	\$113,424.66	\$99,709.16	\$190,474.18
1125 - PRE-K PROGRAMS					
100 - SALARIES	\$278,422.00	\$19,774.48	\$49,436.20	\$194,950.15	\$34,035.65
200 - EMPLOYEE BENEFITS	\$60,905.00	\$5,907.79	\$13,924.97	\$51,204.09	(\$4,224.06)
400 - SUPPLIES & MATERIALS	\$4,200.00	\$345.66	\$396.53	\$0.00	\$3,803.47
500 - CAPITAL OUTLAY	\$1,850.00	\$0.00	\$1,837.70	\$0.00	\$12.30
700 - NON-CAPITAL EQUIPMENT	\$500.00	\$0.00	\$0.00	\$1,307.55	(\$807.55)
1200 - SPECIAL ED PROGRAMS K-12					
100 - SALARIES	\$1,350,598.00	\$102,653.84	\$253,472.11	\$1,038,366.81	\$58,759.08
200 - EMPLOYEE BENEFITS	\$298,046.00	\$21,508.19	\$46,999.34	\$192,432.37	\$58,614.29
300 - PURCHASED SERVICES	\$800.00	\$0.00	\$472.80	\$0.00	\$327.20
400 - SUPPLIES & MATERIALS	\$3,500.00	\$204.62	\$313.52	\$253.67	\$2,932.81
500 - CAPITAL OUTLAY	\$5,500.00	\$0.00	\$1,845.00	\$0.00	\$3,655.00
600 - OTHER OBJECTS	\$200.00	\$0.00	\$250.00	\$0.00	(\$50.00)
700 - NON-CAPITAL EQUIPMENT	\$3,500.00	\$112.22	\$234.98	\$440.00	\$2,825.02
1250 - REMEDIAL & SUPPLEMENTAL K-12					
100 - SALARIES	\$606,768.00	\$46,674.44	\$116,686.10	\$480,081.91	\$9,999.99
200 - EMPLOYEE BENEFITS	\$90,559.00	\$7,421.36	\$15,366.43	\$82,848.74	(\$7,656.17)
300 - PURCHASED SERVICES	\$53,490.00	\$7,515.80	\$53,083.02	\$12,440.00	(\$12,033.02)
400 - SUPPLIES & MATERIALS	\$9,965.00	\$119.90	\$426.40	\$137.48	\$9,401.12
1500 - INTERSCHOLASTIC PROGRAMS					
100 - SALARIES	\$100,000.00	\$2,310.23	\$4,527.29	\$40,045.92	\$55,426.79
200 - EMPLOYEE BENEFITS	\$1,100.00	\$19.74	\$38.97	\$407.58	\$653.45
400 - SUPPLIES & MATERIALS	\$6,500.00	\$0.00	\$1,764.58	\$1,619.61	\$3,115.81

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
500 - CAPITAL OUTLAY	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
600 - OTHER OBJECTS	\$3,500.00	\$0.00	\$3,500.00	\$0.00	\$0.00
1600 - SUMMER SCHOOL PROGRAMS					
100 - SALARIES	\$71,000.00	\$0.00	\$37,467.38	\$0.00	\$33,532.62
200 - EMPLOYEE BENEFITS	\$1,145.00	\$0.00	\$496.32	\$0.00	\$648.68
400 - SUPPLIES & MATERIALS	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
1650 - GIFTED PROGRAMS					
100 - SALARIES	\$502,478.00	\$38,652.14	\$96,630.35	\$405,847.65	\$0.00
200 - EMPLOYEE BENEFITS	\$86,949.00	\$7,152.56	\$14,604.13	\$71,824.61	\$520.26
400 - SUPPLIES & MATERIALS	\$3,950.00	\$808.02	\$2,112.29	\$394.94	\$1,442.77
1800 - BILINGUAL PROGRAMS					
100 - SALARIES	\$689,408.00	\$52,741.88	\$131,753.31	\$553,789.34	\$3,865.35
200 - EMPLOYEE BENEFITS	\$100,030.00	\$8,132.84	\$16,670.79	\$81,734.78	\$1,624.43
300 - PURCHASED SERVICES	\$3,200.00	\$0.00	\$0.00	\$0.00	\$3,200.00
400 - SUPPLIES & MATERIALS	\$10,000.00	\$220.59	\$220.59	\$0.00	\$9,779.41
2110 - ATTENDANCE & SOCIAL WORK					
100 - SALARIES	\$414,143.00	\$31,857.20	\$79,643.00	\$334,500.00	\$0.00
200 - EMPLOYEE BENEFITS	\$41,899.00	\$3,427.73	\$7,101.94	\$34,523.78	\$273.28
300 - PURCHASED SERVICES	\$300.00	\$0.00	\$0.00	\$247.50	\$52.50
400 - SUPPLIES & MATERIALS	\$2,000.00	\$0.00	\$221.16	\$0.00	\$1,778.84
2130 - HEALTH SERVICES					
100 - SALARIES	\$173,000.00	\$18,435.80	\$44,560.24	\$99,167.10	\$29,272.66
200 - EMPLOYEE BENEFITS	\$36,101.00	\$1,667.56	\$3,500.58	\$5,423.88	\$27,176.54
300 - PURCHASED SERVICES	\$80,500.00	\$25,281.50	\$30,906.50	\$46.70	\$49,546.80
400 - SUPPLIES & MATERIALS	\$5,400.00	\$286.14	\$1,538.93	\$7,995.19	(\$4,134.12)
500 - CAPITAL OUTLAY	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00
600 - OTHER OBJECTS	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00
700 - NON-CAPITAL EQUIPMENT	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00
2140 - PSYCHOLOGICAL SERVICES					
100 - SALARIES	\$185,478.00	\$14,267.54	\$35,668.85	\$149,809.15	\$0.00
200 - EMPLOYEE BENEFITS	\$37,026.00	\$3,051.54	\$6,213.11	\$30,625.43	\$187.46
300 - PURCHASED SERVICES	\$2,300.00	\$0.00	\$1,035.30	\$76.70	\$1,188.00
400 - SUPPLIES & MATERIALS	\$1,400.00	\$0.00	\$0.00	\$0.00	\$1,400.00
2150 - SPEECH PATHOLOGY & AUDIOLOGY					
100 - SALARIES	\$284,658.00	\$19,347.98	\$51,952.00	\$203,154.05	\$29,551.95

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
200 - EMPLOYEE BENEFITS	\$38,931.00	\$3,175.44	\$6,545.59	\$31,904.34	\$481.07
300 - PURCHASED SERVICES	\$2,000.00	\$0.00	\$233.10	\$0.00	\$1,766.90
400 - SUPPLIES & MATERIALS	\$1,450.00	\$0.00	\$360.63	\$61.18	\$1,028.19
2190 - OTHER SUPPORT SERVICES - PUPILS					
100 - SALARIES	\$86,000.00	\$9,644.63	\$20,023.59	\$26,660.31	\$39,316.10
200 - EMPLOYEE BENEFITS	\$450.00	\$40.03	\$87.26	\$206.59	\$156.15
2210 - IMPROVEMENT OF INSTRUCTION					
100 - SALARIES	\$377,126.00	\$35,149.12	\$132,766.69	\$231,341.80	\$13,017.51
200 - EMPLOYEE BENEFITS	\$48,534.00	\$3,462.57	\$13,832.31	\$29,109.86	\$5,591.83
300 - PURCHASED SERVICES	\$67,785.00	\$2,216.50	\$20,079.73	\$0.00	\$47,705.27
400 - SUPPLIES & MATERIALS	\$2,000.00	\$35.13	\$218.32	\$12,861.20	(\$11,079.52)
600 - OTHER OBJECTS	\$4,425.00	\$0.00	\$0.00	\$0.00	\$4,425.00
2220 - EDUCATIONAL MEDIA					
100 - SALARIES	\$283,667.00	\$21,820.52	\$54,551.30	\$229,115.70	\$0.00
200 - EMPLOYEE BENEFITS	\$29,216.00	\$2,393.36	\$4,955.81	\$24,102.69	\$157.50
400 - SUPPLIES & MATERIALS	\$19,000.00	\$4,530.22	\$7,084.14	\$3,310.95	\$8,604.91
700 - NON-CAPITAL EQUIPMENT	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
2230 - ASSESSMENT & TESTING					
300 - PURCHASED SERVICES	\$45,493.00	\$0.00	\$45,492.30	\$0.00	\$0.70
400 - SUPPLIES & MATERIALS	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00
2310 - BOARD OF EDUCATION					
200 - EMPLOYEE BENEFITS	\$3,550.00	\$9,571.23	\$9,571.23	\$0.00	(\$6,021.23)
300 - PURCHASED SERVICES	\$230,000.00	\$16,045.22	\$59,377.25	\$0.00	\$170,622.75
400 - SUPPLIES & MATERIALS	\$2,500.00	\$0.00	\$281.49	\$0.00	\$2,218.51
600 - OTHER OBJECTS	\$16,000.00	\$0.00	\$380.00	\$0.00	\$15,620.00
2320 - SUPERINTENDENT					
100 - SALARIES	\$270,330.00	\$19,949.28	\$90,760.77	\$169,568.88	\$10,000.35
200 - EMPLOYEE BENEFITS	\$53,282.00	\$3,417.83	\$24,173.64	\$27,584.33	\$1,524.03
300 - PURCHASED SERVICES	\$7,500.00	\$0.00	\$2,279.74	\$0.00	\$5,220.26
400 - SUPPLIES & MATERIALS	\$2,300.00	\$29.10	\$482.57	\$0.00	\$1,817.43
600 - OTHER OBJECTS	\$3,500.00	\$30.99	\$211.98	\$0.00	\$3,288.02
2330 - ADMINISTRATIVE SERVICES SPECIAL ED					
100 - SALARIES	\$153,103.00	\$11,761.98	\$52,928.91	\$99,976.73	\$197.36
200 - EMPLOYEE BENEFITS	\$41,382.00	\$3,404.05	\$13,742.42	\$27,358.61	\$280.97
600 - OTHER OBJECTS	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
2410 - PRINCIPAL					
100 - SALARIES	\$710,378.00	\$55,325.28	\$246,266.31	\$463,270.75	\$840.94
200 - EMPLOYEE BENEFITS	\$202,588.00	\$14,832.06	\$63,693.87	\$131,949.98	\$6,944.15
300 - PURCHASED SERVICES	\$5,050.00	\$95.98	\$757.86	\$0.00	\$4,292.14
400 - SUPPLIES & MATERIALS	\$4,000.00	\$236.88	\$573.65	\$0.00	\$3,426.35
500 - CAPITAL OUTLAY	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
600 - OTHER OBJECTS	\$2,400.00	\$180.00	\$180.00	\$0.00	\$2,220.00
2510 - DIRECTION OF BUSINESS SUPPORT SERVICES					
100 - SALARIES	\$197,803.00	\$15,215.56	\$68,470.02	\$129,332.16	\$0.82
200 - EMPLOYEE BENEFITS	\$30,973.00	\$2,539.15	\$10,340.93	\$20,497.53	\$134.54
600 - OTHER OBJECTS	\$1,300.00	\$1,134.00	\$1,263.79	\$0.00	\$36.21
2520 - FISCAL SERVICES					
100 - SALARIES	\$243,583.00	\$18,726.55	\$84,275.81	\$159,068.04	\$239.15
200 - EMPLOYEE BENEFITS	\$66,309.00	\$5,504.25	\$22,045.07	\$44,062.07	\$201.86
300 - PURCHASED SERVICES	\$108,600.00	\$544.21	\$1,153.34	\$0.00	\$107,446.66
400 - SUPPLIES & MATERIALS	\$5,500.00	\$188.81	\$1,104.03	\$0.00	\$4,395.97
600 - OTHER OBJECTS	\$29,900.00	\$2,697.68	\$8,210.22	\$0.00	\$21,689.78
2560 - FOOD SERVICES					
100 - SALARIES	\$259,800.00	\$24,661.93	\$63,776.72	\$160,366.21	\$35,657.07
200 - EMPLOYEE BENEFITS	\$93,105.00	\$5,993.46	\$17,579.10	\$47,955.01	\$27,570.89
300 - PURCHASED SERVICES	\$17,000.00	\$0.00	\$0.00	\$0.00	\$17,000.00
400 - SUPPLIES & MATERIALS	\$262,500.00	\$36,015.33	\$72,993.01	\$0.00	\$189,506.99
500 - CAPITAL OUTLAY	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00
600 - OTHER OBJECTS	\$800.00	\$600.00	\$600.00	\$0.00	\$200.00
700 - NON-CAPITAL EQUIPMENT	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00
800 - TERMINATION/VACATION PAYMENTS	\$32,000.00	\$5,250.00	\$37,276.18	\$0.00	(\$5,276.18)
2570 - INTERNAL SERVICES					
300 - PURCHASED SERVICES	\$24,500.00	\$4,187.58	\$5,167.00	\$0.00	\$19,333.00
400 - SUPPLIES & MATERIALS	\$1,500.00	\$0.00	\$0.00	\$499.90	\$1,000.10
2630 - INFORMATION SERVICES					
100 - SALARIES	\$78,534.00	\$6,041.08	\$27,184.86	\$51,349.14	\$0.00
200 - EMPLOYEE BENEFITS	\$34,788.00	\$2,877.92	\$11,520.33	\$23,032.01	\$235.66
300 - PURCHASED SERVICES	\$30,500.00	\$0.00	\$3,068.88	\$3,956.00	\$23,475.12
400 - SUPPLIES & MATERIALS	\$8,000.00	\$1,120.46	\$4,416.73	\$0.00	\$3,583.27
500 - CAPITAL OUTLAY	\$0.00	\$0.00	\$513.54	\$0.00	(\$513.54)

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
600 - OTHER OBJECTS	\$500.00	\$0.00	\$420.00	\$0.00	\$80.00
2660 - OTHER SUPPORT SERVICES - PUPILS					
100 - SALARIES	\$554,265.00	\$43,826.04	\$185,474.71	\$368,685.92	\$104.37
200 - EMPLOYEE BENEFITS	\$109,878.00	\$9,320.00	\$34,882.71	\$74,754.59	\$240.70
300 - PURCHASED SERVICES	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
400 - SUPPLIES & MATERIALS	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
600 - OTHER OBJECTS	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
3000 - COMMUNITY SERVICES					
300 - PURCHASED SERVICES	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
400 - SUPPLIES & MATERIALS	\$830.00	\$0.00	\$0.00	\$0.00	\$830.00
4120 - PAYMENTS FOR SPECIAL ED PROGRAMS					
300 - PURCHASED SERVICES	\$164,676.00	\$0.00	\$0.00	\$0.00	\$164,676.00
600 - OTHER OBJECTS	\$2,557,723.00	\$36,069.60	\$83,543.94	\$0.00	\$2,474,179.06
10 - EDUCATIONAL Total:	\$24,181,070.00	\$1,689,964.61	\$4,883,284.69	\$13,969,584.69	\$5,328,200.62

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
20 - OPERATIONS & MAINTENANCE					
0 - EXPENDITURES					
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
100 - SALARIES	\$542,404.00	\$43,085.40	\$187,702.07	\$322,643.25	\$32,058.68
200 - EMPLOYEE BENEFITS	\$92,037.00	\$6,968.31	\$27,928.13	\$55,801.37	\$8,307.50
300 - PURCHASED SERVICES	\$1,011,473.00	\$105,600.89	\$444,273.66	\$9,197.50	\$558,001.84
400 - SUPPLIES & MATERIALS	\$408,966.00	\$42,529.98	\$215,986.79	\$25,129.66	\$167,849.55
500 - CAPITAL OUTLAY	\$153,000.00	\$36,742.24	\$56,249.23	\$1,430.00	\$95,320.77
600 - OTHER OBJECTS	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00
700 - NON-CAPITAL EQUIPMENT	\$6,500.00	\$0.00	\$136.96	\$0.00	\$6,363.04
20 - OPERATIONS & MAINTENANCE Total:	\$2,215,380.00	\$234,926.82	\$932,276.84	\$414,201.78	\$868,901.38

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Preliminary 2024 Range To Date Year To Date Encumbrance Budget Balance

30 - DEBT SERVICE

 0 - EXPENDITURES

 5140 - DEBT SERVICE - INTEREST PAYMENTS

600 - OTHER OBJECTS	\$600,725.00	\$0.00	\$0.00	\$0.00	\$600,725.00
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 5200 - INTEREST ON BONDS OUTSTANDING

600 - OTHER OBJECTS	\$1,205,000.00	\$0.00	\$0.00	\$0.00	\$1,205,000.00
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30 - DEBT SERVICE Total:	\$1,805,725.00	\$0.00	\$0.00	\$0.00	\$1,805,725.00
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Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Preliminary 2024 Range To Date Year To Date Encumbrance Budget Balance

40 - TRANSPORTATION

0 - EXPENDITURES

2550 - PUPIL TRANSPORTATION

300 - PURCHASED SERVICES

\$1,451,000.00	\$128,811.91	\$301,625.04	\$0.00	\$1,149,374.96
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40 - TRANSPORTATION Total:	\$1,451,000.00	\$128,811.91	\$301,625.04	\$0.00	\$1,149,374.96
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Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
51 - IMRF					
0 - EXPENDITURES					
1100 - REGULAR K-12 PROGRAMS					
200 - EMPLOYEE BENEFITS	\$2,710.00	\$148.39	\$340.51	\$337.74	\$2,031.75
1125 - PRE-K PROGRAMS					
200 - EMPLOYEE BENEFITS	\$5,000.00	\$384.00	\$960.00	\$3,072.01	\$967.99
1200 - SPECIAL ED PROGRAMS K-12					
200 - EMPLOYEE BENEFITS	\$27,690.00	\$2,605.63	\$6,274.70	\$23,339.25	(\$1,923.95)
1500 - INTERSCHOLASTIC PROGRAMS					
200 - EMPLOYEE BENEFITS	\$700.00	\$55.32	\$106.66	\$178.53	\$414.81
1600 - SUMMER SCHOOL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$500.00	\$0.00	\$130.27	\$0.00	\$369.73
1800 - BILINGUAL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00
2130 - HEALTH SERVICES					
200 - EMPLOYEE BENEFITS	\$13,000.00	\$1,395.60	\$3,245.46	\$7,507.03	\$2,247.51
2190 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$500.00	\$34.09	\$66.05	\$59.66	\$374.29
2210 - IMPROVEMENT OF INSTRUCTION					
200 - EMPLOYEE BENEFITS	\$5,000.00	\$376.76	\$1,695.42	\$3,202.46	\$102.12
2330 - ADMINISTRATIVE SERVICES SPECIAL ED					
200 - EMPLOYEE BENEFITS	\$1,600.00	\$116.10	\$522.45	\$986.85	\$90.70
2410 - PRINCIPAL					
200 - EMPLOYEE BENEFITS	\$14,400.00	\$1,104.44	\$4,765.77	\$8,858.29	\$775.94
2520 - FISCAL SERVICES					
200 - EMPLOYEE BENEFITS	\$19,000.00	\$1,417.62	\$6,379.76	\$12,041.61	\$578.63
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
200 - EMPLOYEE BENEFITS	\$43,700.00	\$3,258.65	\$14,195.92	\$24,399.32	\$5,104.76
2560 - FOOD SERVICES					
200 - EMPLOYEE BENEFITS	\$22,838.00	\$1,725.04	\$4,653.12	\$11,090.67	\$7,094.21
2630 - INFORMATION SERVICES					
200 - EMPLOYEE BENEFITS	\$6,500.00	\$457.30	\$2,057.85	\$3,887.05	\$555.10
2660 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$31,300.00	\$2,326.59	\$9,580.78	\$19,485.76	\$2,233.46
51 - IMRF Total:	\$194,638.00	\$15,405.53	\$54,974.72	\$118,446.23	\$21,217.05

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance
 Include Inactive Accounts
 Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
52 - SOCIAL SECURITY AND MEDICARE					
0 - EXPENDITURES					
1100 - REGULAR K-12 PROGRAMS					
200 - EMPLOYEE BENEFITS	\$123,940.00	\$9,913.29	\$23,549.54	\$86,761.60	\$13,628.86
1125 - PRE-K PROGRAMS					
200 - EMPLOYEE BENEFITS	\$6,300.00	\$428.82	\$1,076.36	\$3,933.38	\$1,290.26
1200 - SPECIAL ED PROGRAMS K-12					
200 - EMPLOYEE BENEFITS	\$38,100.00	\$3,252.49	\$7,915.36	\$30,545.15	(\$360.51)
1250 - REMEDIAL & SUPPLEMENTAL K-12					
200 - EMPLOYEE BENEFITS	\$8,271.00	\$640.76	\$1,619.28	\$6,532.72	\$119.00
1500 - INTERSCHOLASTIC PROGRAMS					
200 - EMPLOYEE BENEFITS	\$2,500.00	\$73.34	\$145.20	\$923.85	\$1,430.95
1600 - SUMMER SCHOOL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$1,900.00	\$0.00	\$1,028.29	\$0.00	\$871.71
1650 - GIFTED PROGRAMS					
200 - EMPLOYEE BENEFITS	\$6,803.00	\$520.92	\$1,321.97	\$5,487.94	(\$6.91)
1800 - BILINGUAL PROGRAMS					
200 - EMPLOYEE BENEFITS	\$9,834.00	\$716.38	\$1,813.77	\$7,542.98	\$477.25
2110 - ATTENDANCE & SOCIAL WORK					
200 - EMPLOYEE BENEFITS	\$5,784.00	\$443.39	\$1,117.74	\$4,664.81	\$1.45
2130 - HEALTH SERVICES					
200 - EMPLOYEE BENEFITS	\$11,510.00	\$1,344.76	\$3,273.85	\$7,413.01	\$823.14
2140 - PSYCHOLOGICAL SERVICES					
200 - EMPLOYEE BENEFITS	\$2,485.00	\$190.20	\$483.84	\$2,004.38	(\$3.22)
2150 - SPEECH PATHOLOGY & AUDIOLOGY					
200 - EMPLOYEE BENEFITS	\$3,843.00	\$256.78	\$705.78	\$2,708.08	\$429.14
2190 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$4,920.00	\$533.85	\$1,089.21	\$894.64	\$2,936.15
2210 - IMPROVEMENT OF INSTRUCTION					
200 - EMPLOYEE BENEFITS	\$9,247.00	\$819.17	\$3,302.56	\$5,912.74	\$31.70
2220 - EDUCATIONAL MEDIA					
200 - EMPLOYEE BENEFITS	\$3,968.00	\$288.88	\$751.55	\$3,205.12	\$11.33
2320 - SUPERINTENDENT					
200 - EMPLOYEE BENEFITS	\$4,000.00	\$288.26	\$1,312.01	\$2,450.71	\$237.28
2330 - ADMINISTRATIVE SERVICES SPECIAL ED					

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
200 - EMPLOYEE BENEFITS	\$3,303.00	\$253.60	\$1,145.47	\$2,159.13	(\$1.60)
2410 - PRINCIPAL					
200 - EMPLOYEE BENEFITS	\$18,918.00	\$1,569.22	\$6,721.21	\$12,432.22	(\$235.43)
2510 - DIRECTION OF BUSINESS SUPPORT SERVICES					
200 - EMPLOYEE BENEFITS	\$2,850.00	\$219.00	\$986.31	\$1,862.31	\$1.38
2520 - FISCAL SERVICES					
200 - EMPLOYEE BENEFITS	\$16,159.00	\$1,226.51	\$5,622.83	\$10,520.15	\$16.02
2540 - OPERATIONS & MAINTENANCE OF PLANTS					
200 - EMPLOYEE BENEFITS	\$39,373.00	\$3,119.88	\$13,653.09	\$23,271.46	\$2,448.45
2560 - FOOD SERVICES					
200 - EMPLOYEE BENEFITS	\$18,220.00	\$2,171.68	\$7,391.96	\$10,377.69	\$450.35
2630 - INFORMATION SERVICES					
200 - EMPLOYEE BENEFITS	\$6,009.00	\$462.14	\$2,079.63	\$3,928.19	\$1.18
2660 - OTHER SUPPORT SERVICES - PUPILS					
200 - EMPLOYEE BENEFITS	\$29,145.00	\$2,310.49	\$9,701.13	\$19,460.91	(\$17.04)
52 - SOCIAL SECURITY AND MEDICARE Total:	\$377,382.00	\$31,043.81	\$97,807.94	\$254,993.17	\$24,580.89

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ????????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Preliminary 2024 Range To Date Year To Date Encumbrance Budget Balance

60 - CAPITAL PROJECTS

 0 - EXPENDITURES

 2530 - FACILITY ACQUISITION & CONSTRUCTION

300 - PURCHASED SERVICES	\$269,504.00	\$54,570.99	\$199,101.66	\$0.00	\$70,402.34
500 - CAPITAL OUTLAY	\$1,689,139.00	\$95,092.89	\$975,600.84	\$0.00	\$713,538.16
60 - CAPITAL PROJECTS Total:	\$1,958,643.00	\$149,663.88	\$1,174,702.50	\$0.00	\$783,940.50

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Preliminary 2024 Range To Date Year To Date Encumbrance Budget Balance

80 - TORT IMMUNITY

0 - EXPENDITURES

2362 - WORKERS COMPENSATION INSURANCE

300 - PURCHASED SERVICES

\$75,800.00 \$0.00 \$0.00 \$0.00 \$75,800.00

2371 - PROPERTY INSURANCE

300 - PURCHASED SERVICES

\$120,000.00 \$0.00 \$0.00 \$0.00 \$120,000.00

80 - TORT IMMUNITY Total: \$195,800.00 \$0.00 \$0.00 \$0.00 \$195,800.00

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ??????????????????

Account Type: EXPENDITURE

Print accounts with zero balance Include Inactive Accounts Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT

Preliminary 2024 Range To Date Year To Date Encumbrance Budget Balance

90 - FIRE PREVENTION & SAFETY

0 - EXPENDITURES

2530 - FACILITY ACQUISITION & CONSTRUCTION

300 - PURCHASED SERVICES

\$46,000.00 \$7,836.80 \$13,760.97 \$0.00 \$32,239.03

2540 - OPERATIONS & MAINTENANCE OF PLANTS

500 - CAPITAL OUTLAY

\$1,435,362.00 \$0.00 \$1,142,544.29 \$0.00 \$292,817.71

90 - FIRE PREVENTION & SAFETY Total: \$1,481,362.00 \$7,836.80 \$1,156,305.26 \$0.00 \$325,056.74

Lincolnwood School District 74

General Ledger - OBJECT REPORT

Fiscal Year: 2023-2024 From Date:10/1/2023 To Date:10/31/2023

Account Mask: ??????????????????

Account Type: EXPENDITURE

- Print accounts with zero balance
- Include Inactive Accounts
- Include PreEncumbrance

FUND / TYPE / FUNCTION / OBJECT	Preliminary 2024	Range To Date	Year To Date	Encumbrance	Budget Balance
Grand Total:	\$33,861,000.00	\$2,257,653.36	\$8,600,976.99	\$14,757,225.87	\$10,502,797.14

End of Report

