

DECATUR PUBLIC SCHOOL DISTRICT #61  
BOARD OF EDUCATION  
AGENDA

Regular Meeting  
Hope Academy Magnet School  
Room 72 (Library)  
Hope Cafetorium

December 10, 2019  
4:00 PM Open Session  
Closed Session Immediately Following  
6:30 PM Open Session Continuing

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Legend: AI = Action Item      DI = Discussion Item      IO = Information Only

***Strategic Plan Mission:***

*The mission of Decatur Public Schools, the destination district of our community, is to unlock students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:*

- *commitment to the whole person resulting in student growth and confidence*
- *relevant, innovative, personalized academic pathways that promote passion and pride*
- *a learning environment that fosters curiosity and the thirst for achievement and discovery*
- *a culture of diversity, adaptability, and resilience*
- *meaningful and lasting relationships*
- *extraordinary school and community connections*

**The Board of Education Parameters that Guide Our Work:**

- We will make decisions in the best interest of all students.
- We will treat all people with dignity and respect.
- We will seek input and collaboration throughout our diverse community.
- We will practice responsible stewardship of all our resources.

**IO 1.0 CALL TO ORDER – CALL FOR EXECUTIVE SESSION**

The Board of Education will meet in Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, and discussion of collective negotiating matters between the Board and representatives of its employees.

Roll Call

**IO 2.0 PLEDGE OF ALLEGIANCE**

**AI 3.0 APPROVAL OF AGENDA, DECEMBER 10, 2019**

**IO 4.0 COMMUNITY RECOGNITION**

**IO 5.0 PUBLIC PARTICIPATION**

- Identify oneself and be brief.
- Comments should be limited to 3 minutes.

**DI 6.0 BOARD AND/OR OTHER COMMITTEE REPORTS**

- Discipline Action
- Schedule B
- Finance
- DPS Foundation
- Policies
- Human Resources
- Naming
- Joint – City, DPS 61 and Park District

**STUDENT AMBASSADORS’S REPORT**

**BOARD DISCUSSION**

**IO 7.0 SUPERINTENDENT’S REPORT**

- A. Dennis Laboratory School Update
- B. Boundaries Update
- C. Facilities Update
- D. First Read: School Board Policies

**AI 8.0 ROLL CALL ACTION ITEMS**

- A. Personnel Action Items
- B. Freedom of Information Report
- C. ESSA (Every Student Succeeds Act) School Improvement Plans
- D. Resolution: The Tax Amounts Necessary to be Levied for the Year 2019, but Paid in 2020
- E. Resolutions: 2019 Property Tax Abatement
  - Series 2011A Bonds
  - Series 2011B Bonds
- F. Abatement of Working Cash to Capital Projects Fund
- G. SmartNet Renewal
- H. Amendment to Contract for BLDD regarding new Health Life Safety Amendments
- I. Award Bid Package for HVAC Upgrade for Thomas Jefferson Montessori School

**AI 9.0 CONSENT ITEMS**

- A. Minutes: Open/Closed Meetings November 19, 2019
- B. Bills
- C. Job Description: Secretary to Alternative School Principal
- D. ESSA: Learning Partner Contract with Houghton Mifflin Harcourt (HMH)
- E. ESSA: Learning Partner Contract with Illinois Association of Regional School Superintendents (IARSS)
- F. ESSA: Learning Partner Contract with Consortium for Educational Change (CEC)
- G. K-Com Materials for E-Rate Project
- H. Resolution Authorizing the Approval to Recycle Old Equipment
- I. Resubmission of Health Life Safety Amendment for HVAC Upgrade at Thomas Jefferson Montessori School

J. Approval of School Board Policies

**IO 10.0 ANNOUNCEMENTS**

The Board of Education sends condolences to the family of:

Patricia Busboom, who passed away Thursday, November 28, 2019. Mrs. Busboom was the mother-in-law of Paula Busboom, President of Decatur Federation of Teaching Assistants.

**IO 11.0 IMPORTANT DATES**

**December** 20 High School Exams

20 End of 2<sup>nd</sup> Quarter and End of 1<sup>st</sup> Semester

24 – 31 **No School for Students, Holiday and Winter Break**

24 and 25 **Christmas Holidays Observed and All District Offices are Closed**

– District Offices will Re-open on December 26, 2019

**January** 01 **New Year's Holiday Observed**

– **No School and All District Offices are Closed**

– District Offices will Re-open on January 02, 2020

02 **Winter Break Continued, No School for All Students**

03 **Teacher Work Day and No School for All Students**

06 **Full Day of School for All Students and Report Card Distribution**

**NEXT MEETING**

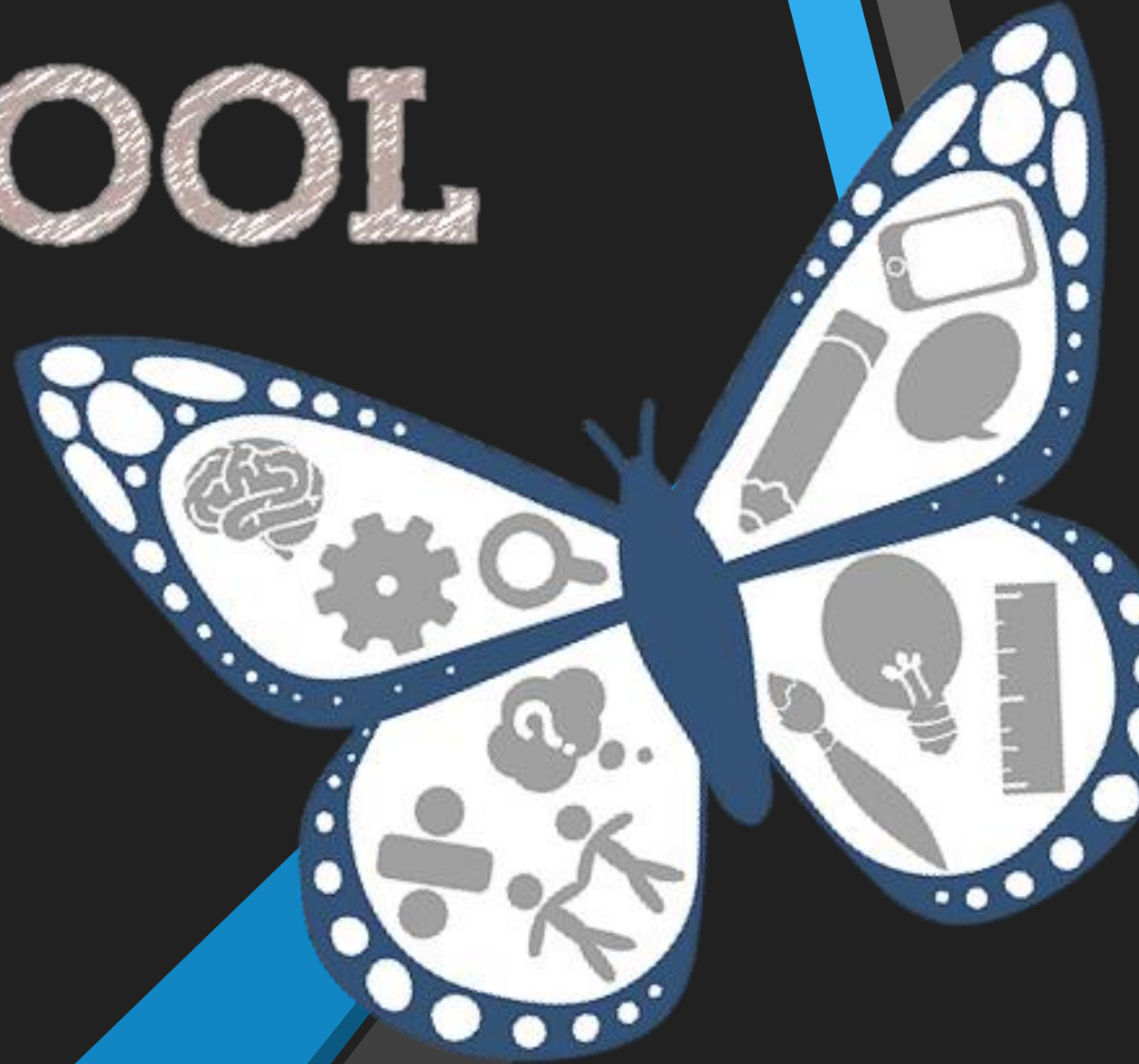
The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, January 14, 2020 in the 1<sup>st</sup> Floor Board Room at the Keil Administration Building.

**12.0 ADJOURNMENT**

# DENNIS LAB SCHOOL

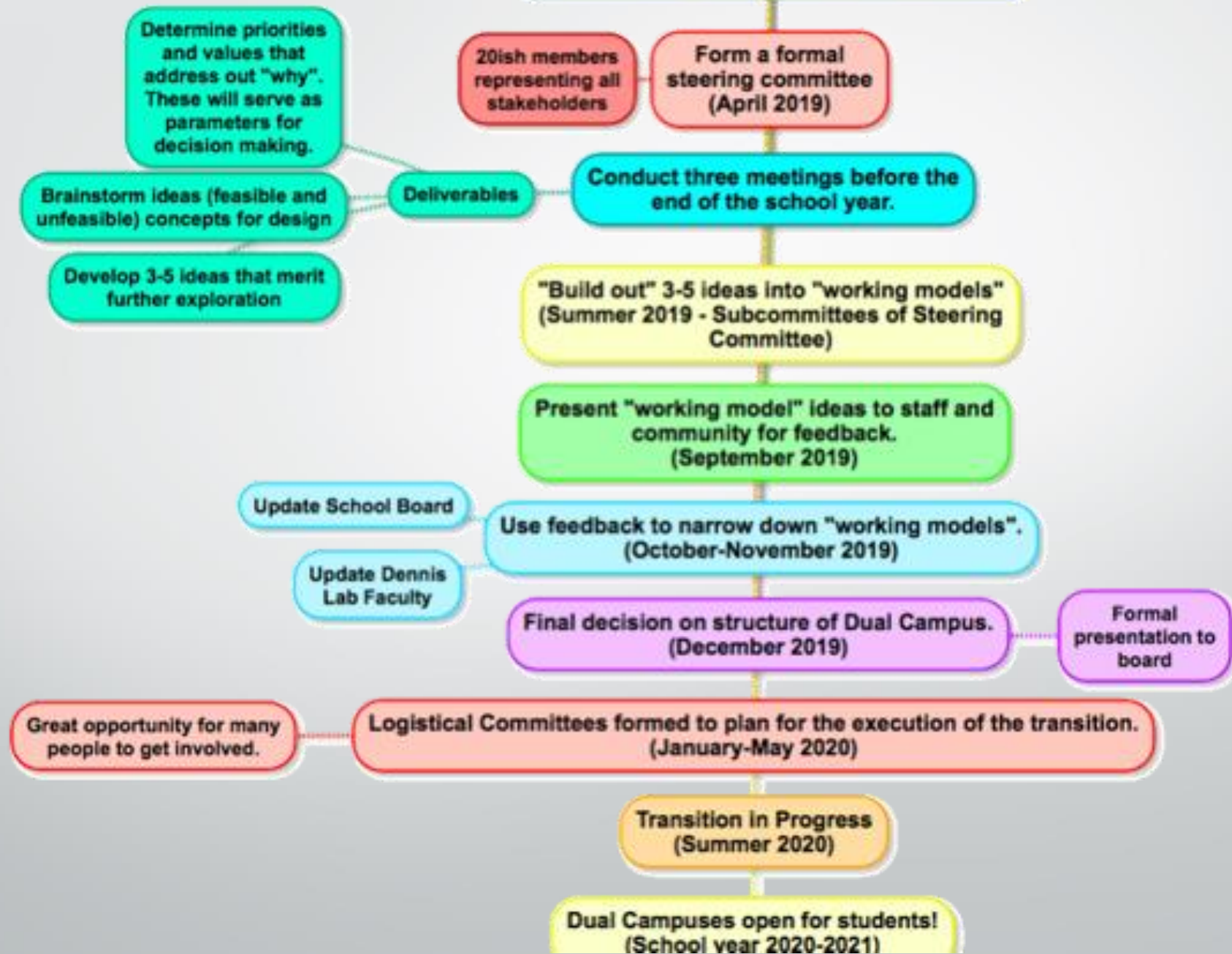
## Dual Campus Organization Proposal

December 10, 2019





## Transition to Dual Campus Flowchart



# Dual Campus Visioning Team Committee Members

Brittany Acree	4th Grade Teacher
Jill Andrews	Parent
Fred Bouchard	Assistant Superintendent
Allie Brinkoetter	7/8 Math Teacher
Shannon Carter	Special Education Teacher
Keith Creighton	Assistant Principal
Krissy Crim	Parent
Shavon Francis	ADM
Quinn Heneghan	Student
Janet Loehr	Teaching Assistant
Dan Lynch	Principal

Cassie Mann	1st Grade Teacher
Abby Martin	5th Grade Teacher
Abi McIntosh	Parent
Angie Mehr	PreK Teacher
Emma Morrison	Art Teacher
Dr. Priscilla Palmer	Richland Community College
Paul Ranstead	Administrator
Leslie Risby	Parent
Maria Robertson	District 61 Communications
Sarah Smith	Instructional Coach
Phill Winecke	7/8 Science Teacher

# Values

- **Community**
- **Collaboration**

Community and collaboration are important values held by the Dual Campus Visioning Team. They believe developing partnerships between students of different grade levels helps enhance students' educational experiences and 21<sup>st</sup> century learning skills. These anchors are vital to Dennis Lab School's belief that our students will one day change the world.





# The Vision

The Dual Campus Visioning Team has worked to develop potential ideas for how to split the two campuses. After developing four different potential ideas and collecting/analyzing feedback from stakeholders, the team has decided the best way to split the campuses is as follows:

## French Campus

- PreK, Kindergarten, & 1<sup>st</sup> Grade
- 4<sup>th</sup> & 5<sup>th</sup> Grade

## Dennis Campus

- 2<sup>nd</sup> & 3<sup>rd</sup> Grade
- Middle School (6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup>)

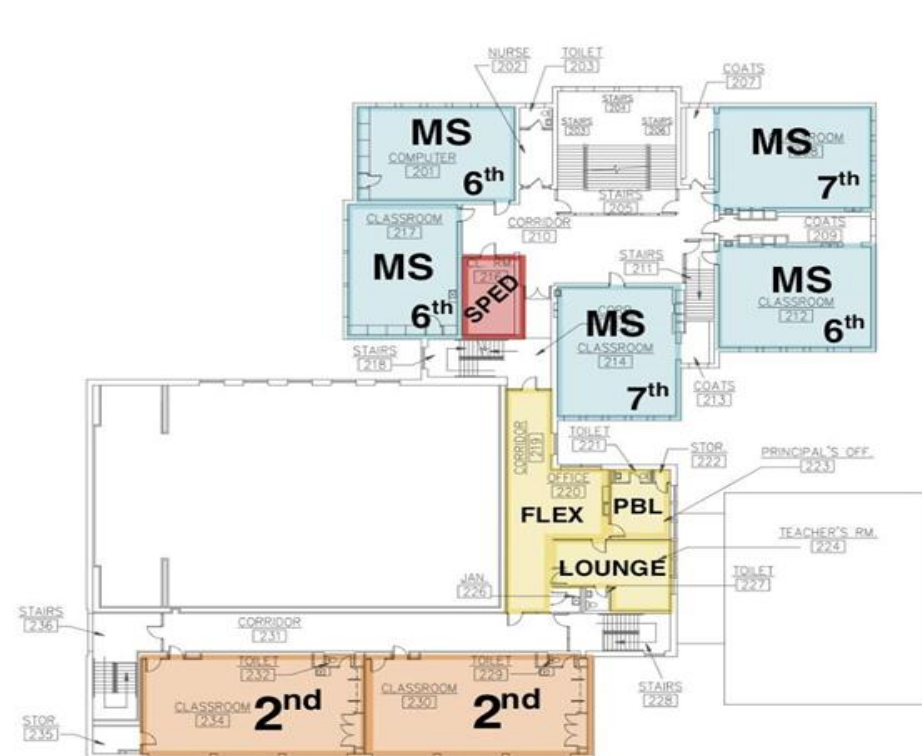




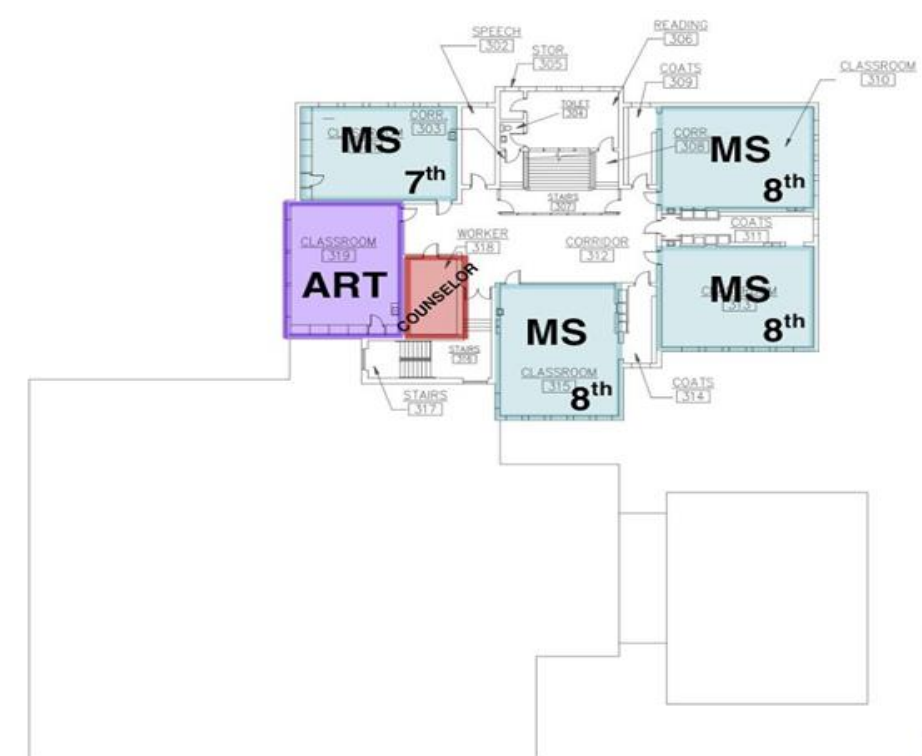
# It Takes a Village

Having students transition between both campuses multiple times in their educational career gives students an ownership of both physical locations that will unite our school with vision and purpose. This configuration of grade levels preserves the “Village” we have created and will serve as an innovative approach to Decatur’s premier Dual-Campus school.

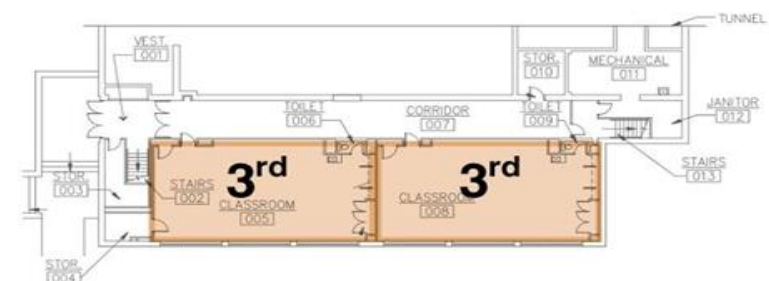




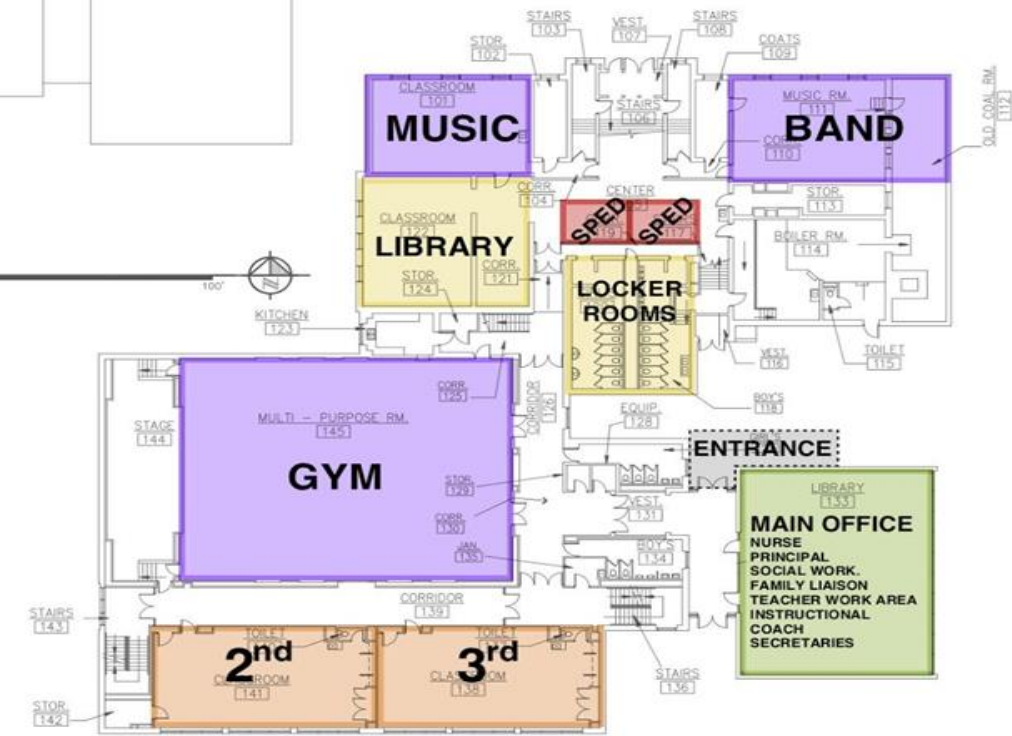
SECOND FLOOR PLAN



THIRD FLOOR PLAN



BASEMENT FLOOR PLAN



FIRST FLOOR PLAN



DENNIS LAB PROGRAM:  
DUAL CAMPUS  
DENNIS LAB BUILDING





## **We believe this arrangement is best for:**

- Developing a sense that students and families are part of one school system instead of two separate buildings
- Cultivating opportunities between older and younger students to build relationships on both campuses
- Strengthening grade-level collaboration and vertical teaming
- Building a strong educational foundation through an early childhood center in grades PreK-1
- Connecting middle school students to Millikin University to foster empowering mindsets of success where students envision themselves as college students
- Developing partnerships between downtown businesses and Dennis Lab through Project Based Learning (PBL)

# Addressing Transportation

- The dual campuses will have staggered start and dismissal times to aid families that have students who attend different campuses.
- The District transportation department will work with Dennis Lab School to identify bussing needs for all students.
- We are looking at creative solutions to ensure that students on each campus can travel to Millikin, the other campus, and other locations in town regularly.





# Secure Entrances

## Current Dennis Campus

- Consult with BLDD to transform the library into the main office
- Add security doors with magnetic locks to ensure that all visitor traffic checks in



## Current French Campus

- Consult with BLDD to convert the office space to allow for one entrance into the rest of the building
- Convert and add magnetic doors to the stairwell and left hallway upon entrance



# Potential Future Needs

## Current Dennis Campus

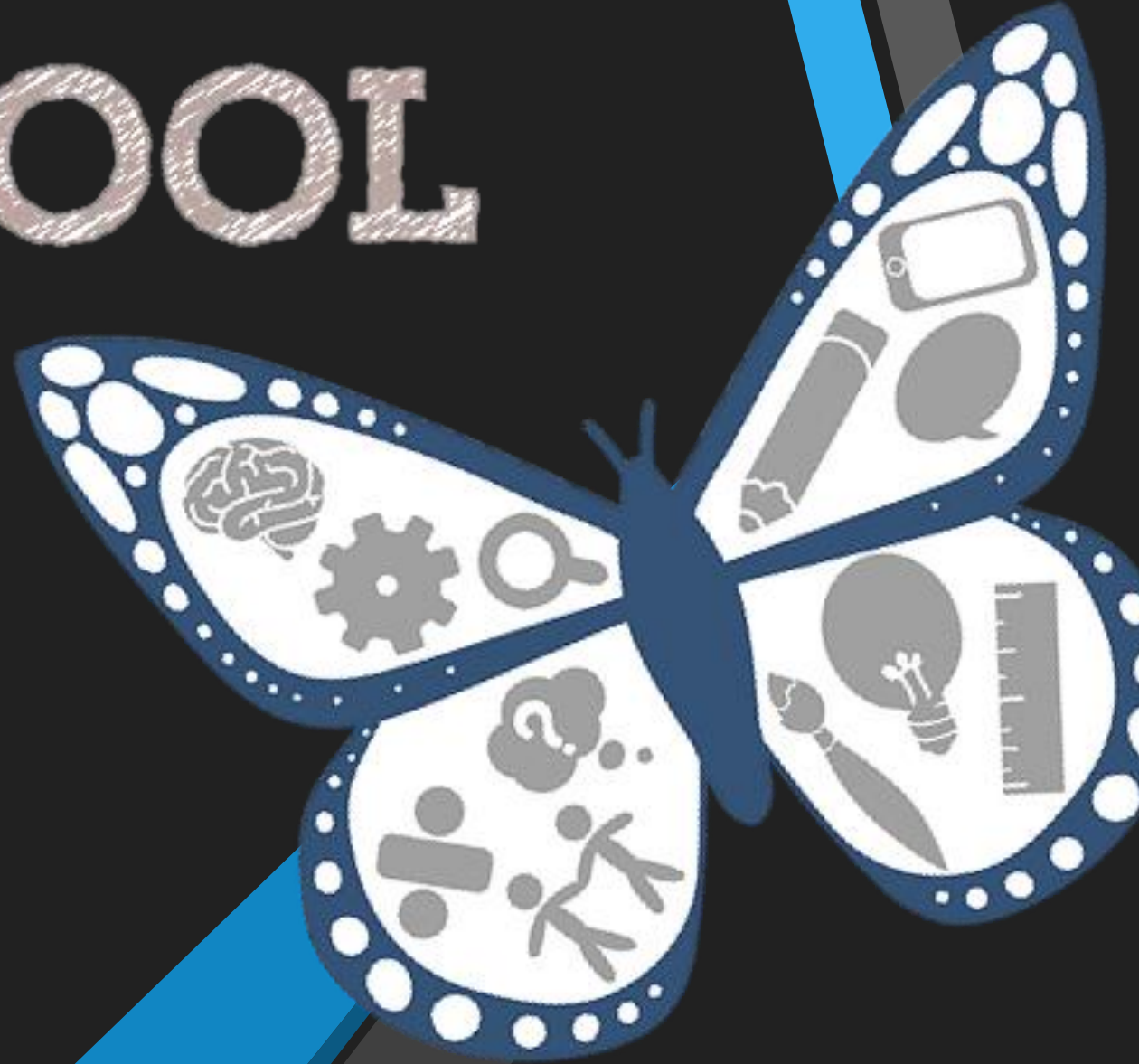
- Additional staffing (including admin, teachers, encore, clerical, support staff, etc.)
- Tile & eye wash station added middle school science lab
- Lockers for middle school for additional students/new middle school wing
- Furniture for new classrooms

## Current French Campus

- Additional staffing (including admin, teachers, encore, clerical, support staff, etc.)
- Computer lab stations removed
- Flexible seating for new primary classrooms
- Furniture for new classrooms
- Guided reading leveled library
- Circle time rugs for new primary classrooms

# DENNIS LAB SCHOOL

**QUESTIONS?**





December 10, 2019

# **BOUNDARY COMMITTEE RECOMMENDATION**

**STRATEGIC PLAN STRATEGY #2: Ensure a student-focused environment**

- **Ensure building and facilities support the success of the educational process**

Why are we changing DPS school boundaries?

**IT'S ALL ABOUT  
EQUITY.**

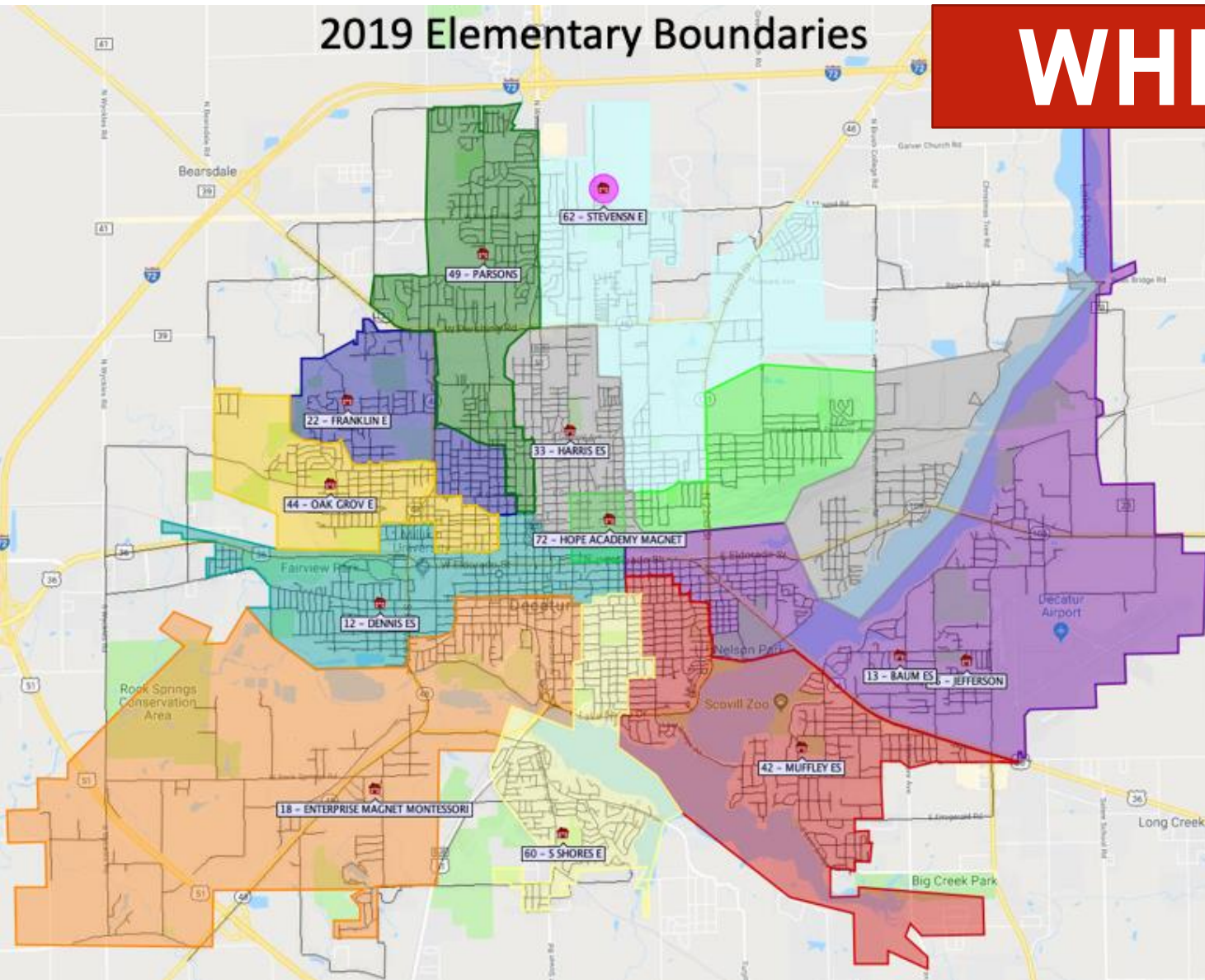


We're working to address the inequities that exist in our current school boundary system and ensure that DPS students have equal access to a high-quality education in their own neighborhood school.

## 2019 Elementary Boundaries

# WHERE WE ARE NOW

- Elementary school boundaries have not been comprehensively evaluated in 20+ years
- Current boundaries:
  - Are hard to define
  - Lack neighborhood emphasis for certain schools
- Pod system and enrollment balancing created inequities
- 89% of respondents to community survey said yes to evaluating and reforming boundaries





# DPS FAMILIES SHARE THEIR PERSONAL STORIES

Family  
Perspective

Student  
Perspective

**500+**  
Students Impacted  
by Enrollment  
Balancing & Pod  
Transfers Last Year

# THE WORK OF THE BOUNDARY COMMITTEE

## Community Committee Members

- Michelle Hazelrigg
  - Dianne Brandt\*
  - Rob Prange\*
  - Eric Dabner
  - Jeffrey Perkins\*
  - Jami Hallam
  - Jill Andrews\*
  - Sara Cothorn\*
  - Cassie Mann\*
  - Deborah Rapson\*
  - Megan Novak\*
  - Amber Carr\*
  - Tony Wilkins\*
  - Nick Crim\*
  - Susie Neisman
  - Chrissy Pettit\*
  - Krystal Johnson
  - Michael Sexton\*
  - Tom Brinkoetter
  - Marvell Manns
- \*Attended 4+ meetings  
Present at final meeting  
when decision was made

## Meeting Dates

- February 6, 2019
  - March 5, 2019
  - April 2, 2019
  - May 7, 2019
  - June 4, 2019
  - August 5, 2019
  - September 3, 2019
  - October 1, 2019
  - October 29, 2019
  - November 12, 2019
  - November 20, 2019
  - December 3, 2019
- **August = 10 open house events at impacted schools**
- **November = 8 open house events at impacted schools**

# COMMUNITY ENGAGEMENT

Throughout the Boundary process, we've worked to engage with parents, staff, and stakeholders to get as much community involvement as possible.



**Parent Meetings**



**Staff Meetings**



**Community  
Conversations**



**Feedback  
and Input**

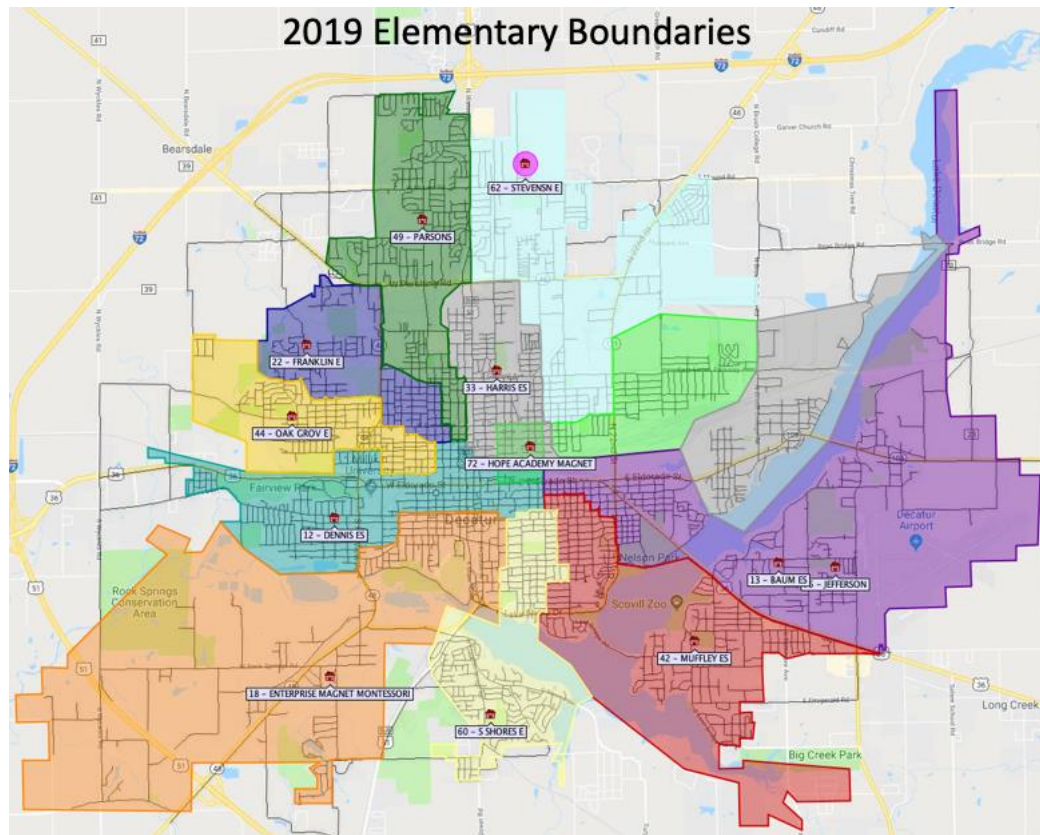


**Survey Results**



# IN-DEPTH ANALYSIS

COMMITTEE EXAMINED THE FOLLOWING FOR ALL ATTENDANCE AREAS



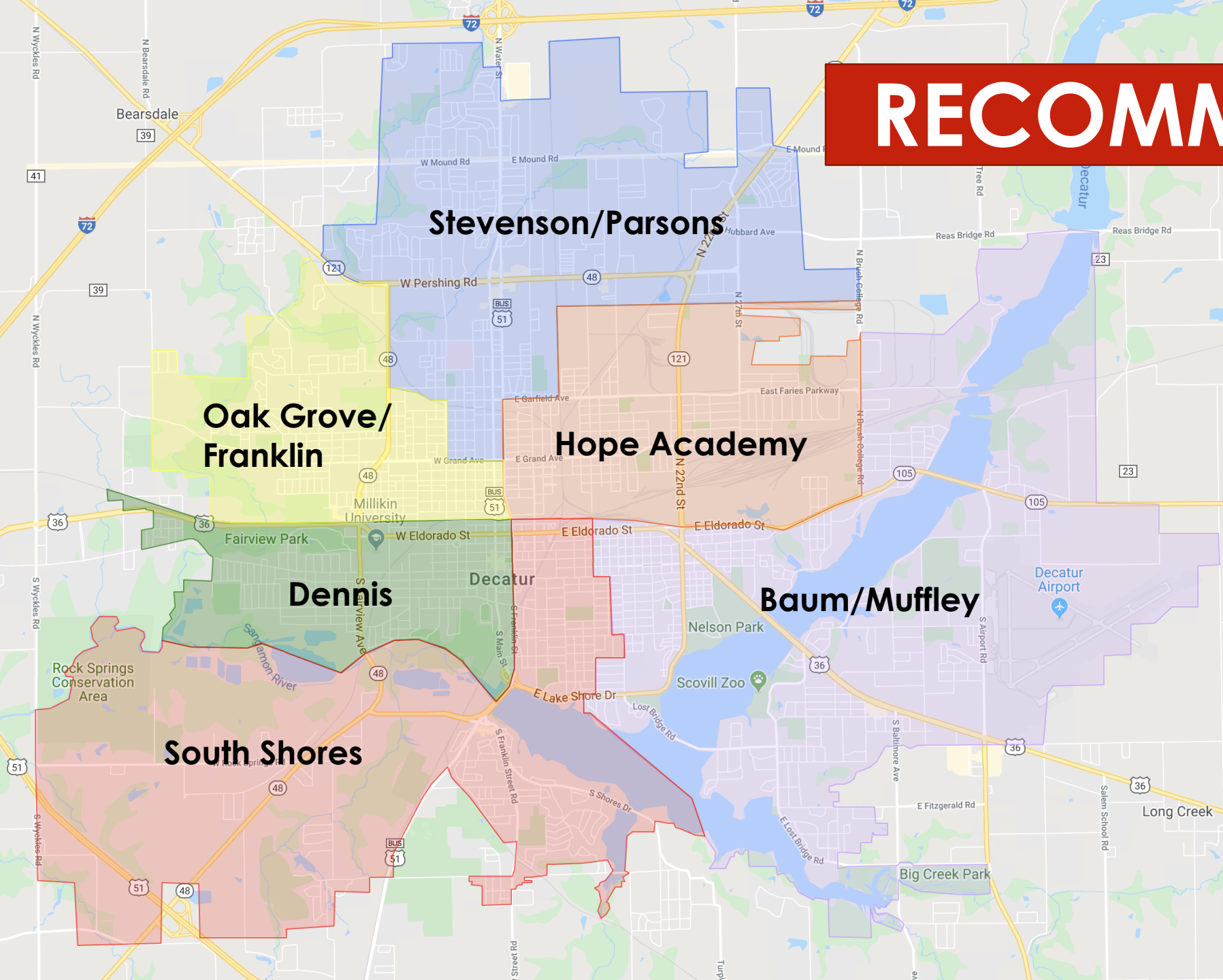
## MAP + DATA

- Total DPS population
- Magnet population
- Diversity percentages
- Free/reduced percentages

# RECOMMENDATION

## NEW BOUNDARIES FOR DPS K-8 & ELEMENTARY SCHOOLS

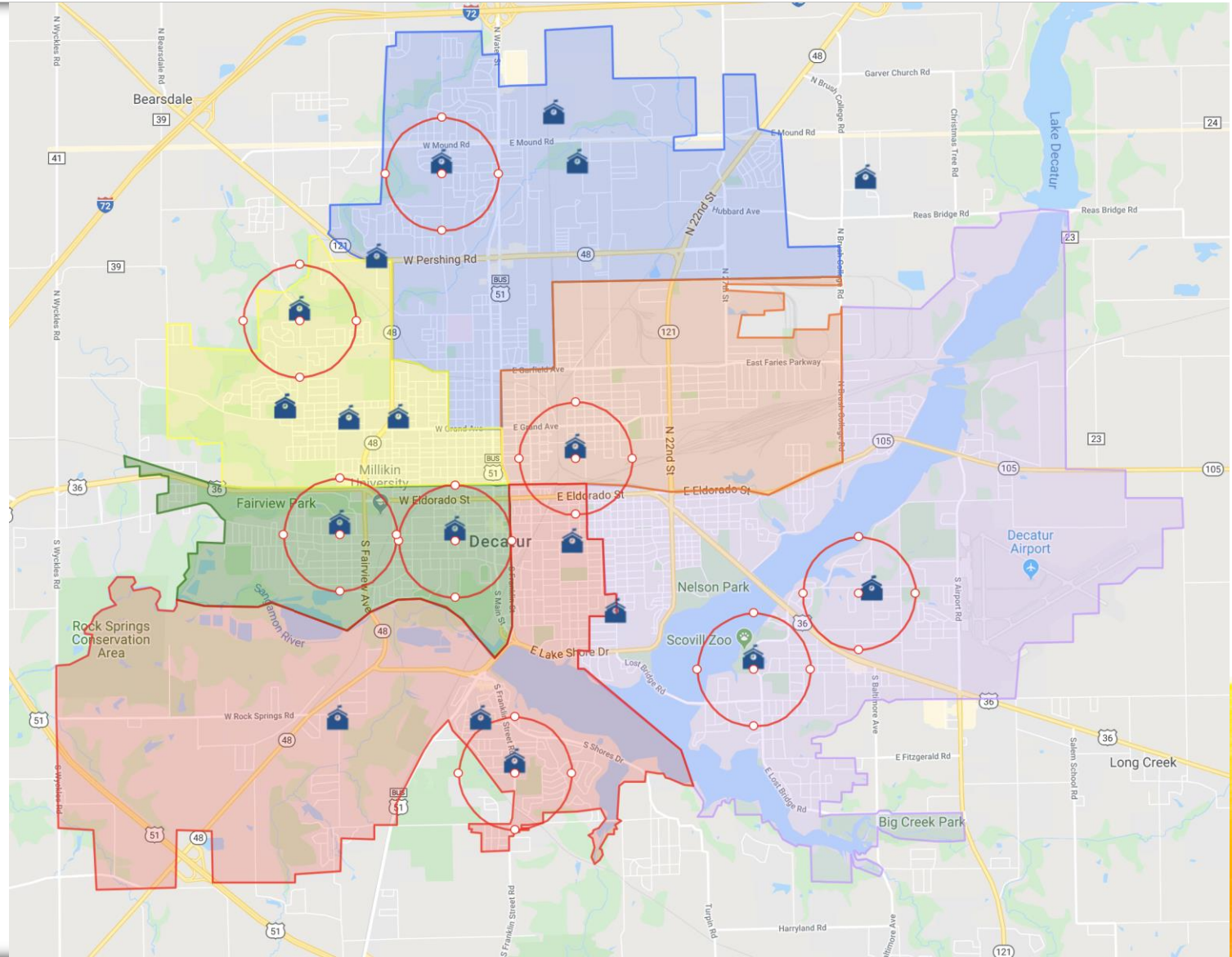
Unanimous recommendation  
from those in attendance at  
Boundary Committee final  
meeting on Dec. 3, 2019





# NEIGHBORHOOD SCHOOL EMPHASIS

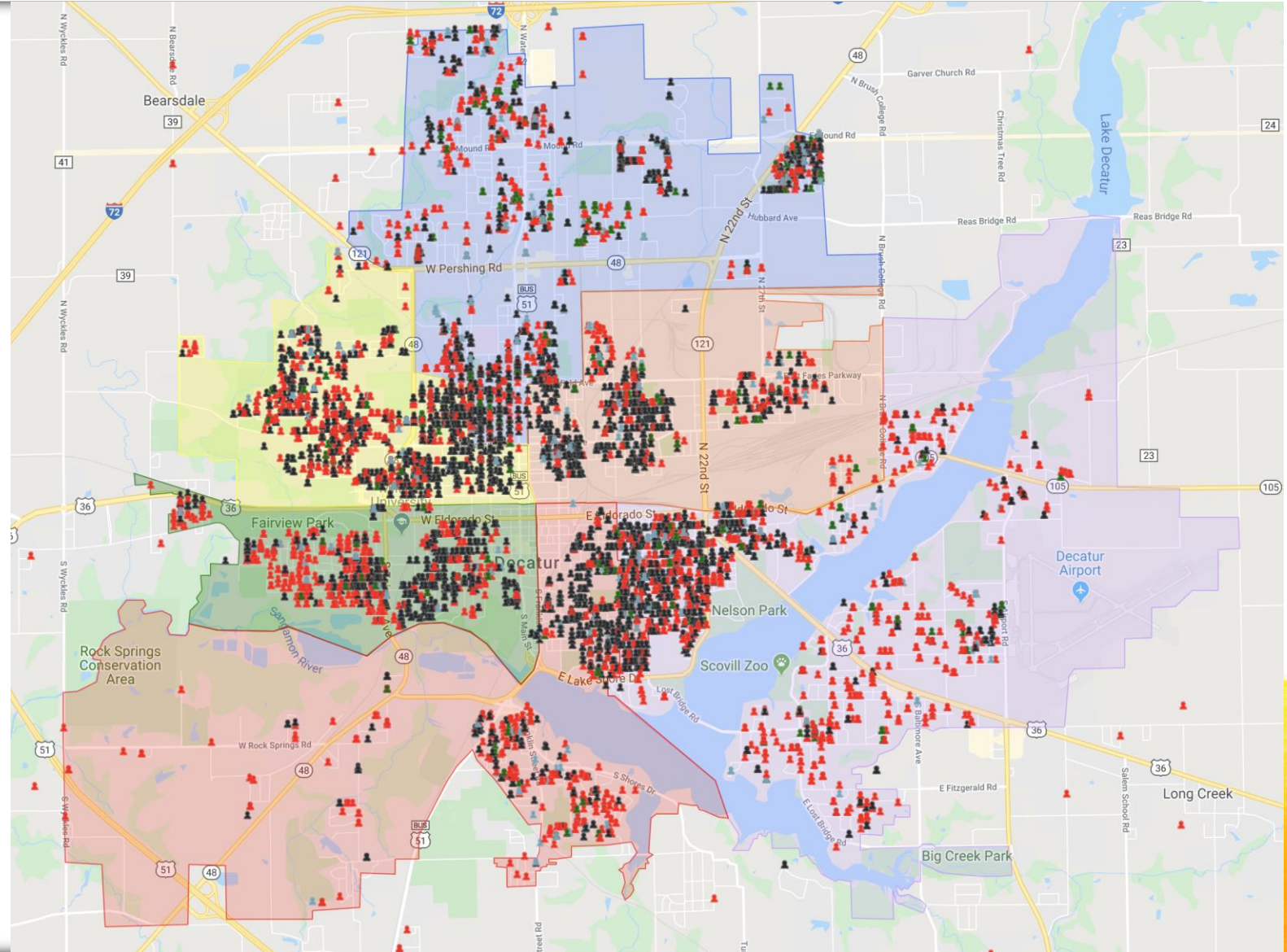
80% of respondents  
to community survey  
said students should  
have the opportunity  
to attend their  
neighborhood  
school





# LOCATING OUR STUDENTS

Mapping tool used  
to determine where  
students live,  
demographics, etc.





# BAUM/MUFFLEY

## Scenario Q

Current Combined Enrollment	718
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Currently Attend Other DPS School Outside Boundary	40
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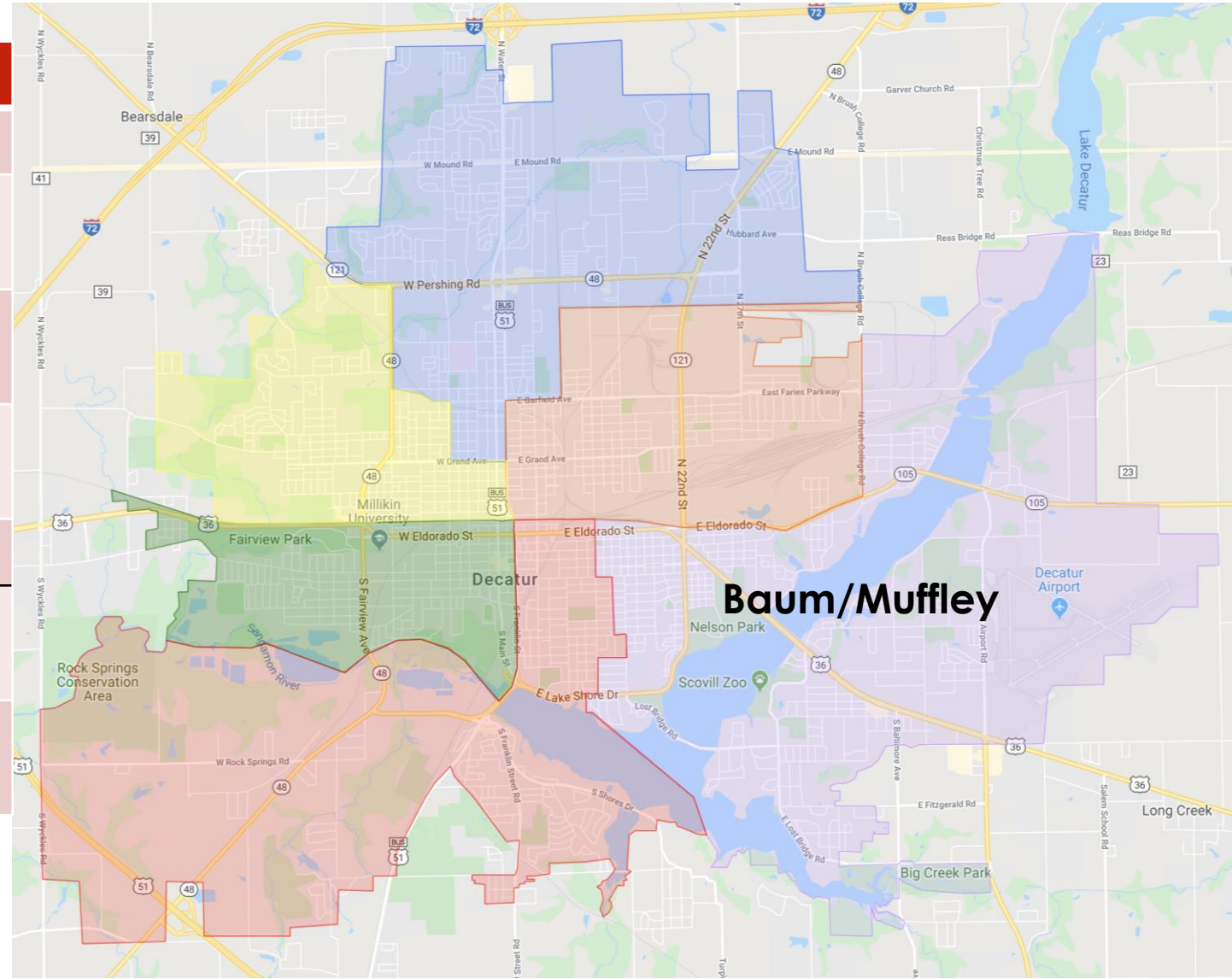
Currently Attend DPS Magnet Program (not including Durfee)	330
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Total Student Population in New Boundary	984
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## Anticipated Enrollment

New Boundary Demographics	42.3% Black 45.9% White
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New Boundary % Receiving Free/Reduced Meals	74.3%
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# RECOMMENDATION



## KEEP BAUM OPEN AS DUAL CAMPUS WITH MUFFLEY

The Boundary Committee evaluated both the student population and BLDD's plan for school additions. The Committee realized the need for flexibility during and beyond the BOLD Plan transitions and recommends keeping Baum open as a solution.



# STEVENSON/PARSONS

## Scenario Q

Current Combined Enrollment	528
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Currently Attend Other DPS School Outside Boundary	47
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Currently Attend DPS Magnet Program (not including Durfee)	372
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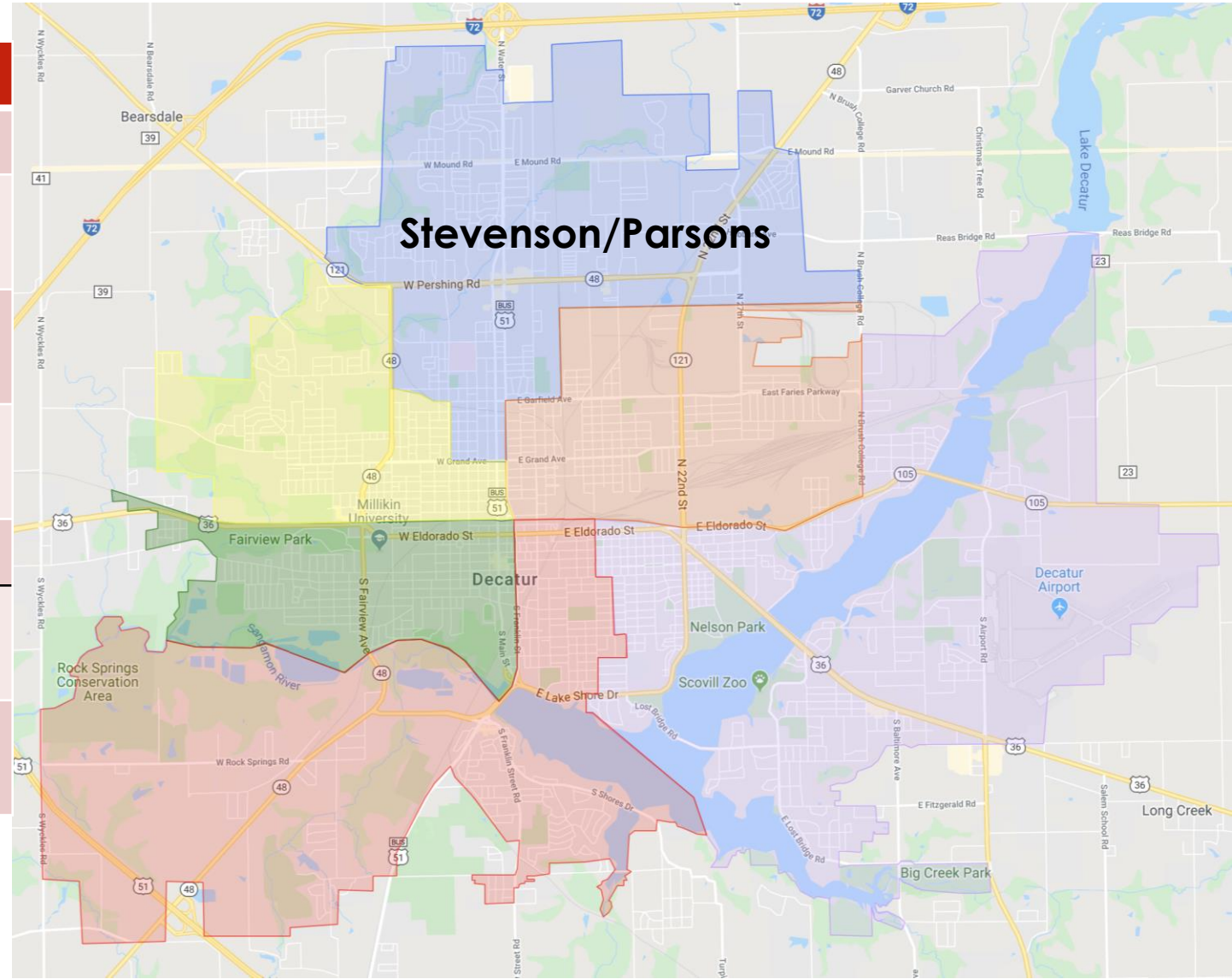
Total Student Population in New Boundary	874
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## Anticipated Enrollment

**550**

New Boundary Demographics	51.4% Black 33.5% White
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New Boundary % Receiving Free/Reduced Meals	70.6%
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# OAK GROVE/FRANKLIN

## Scenario Q

Current Combined Enrollment	522
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Currently Attend Other DPS School Outside Boundary	70
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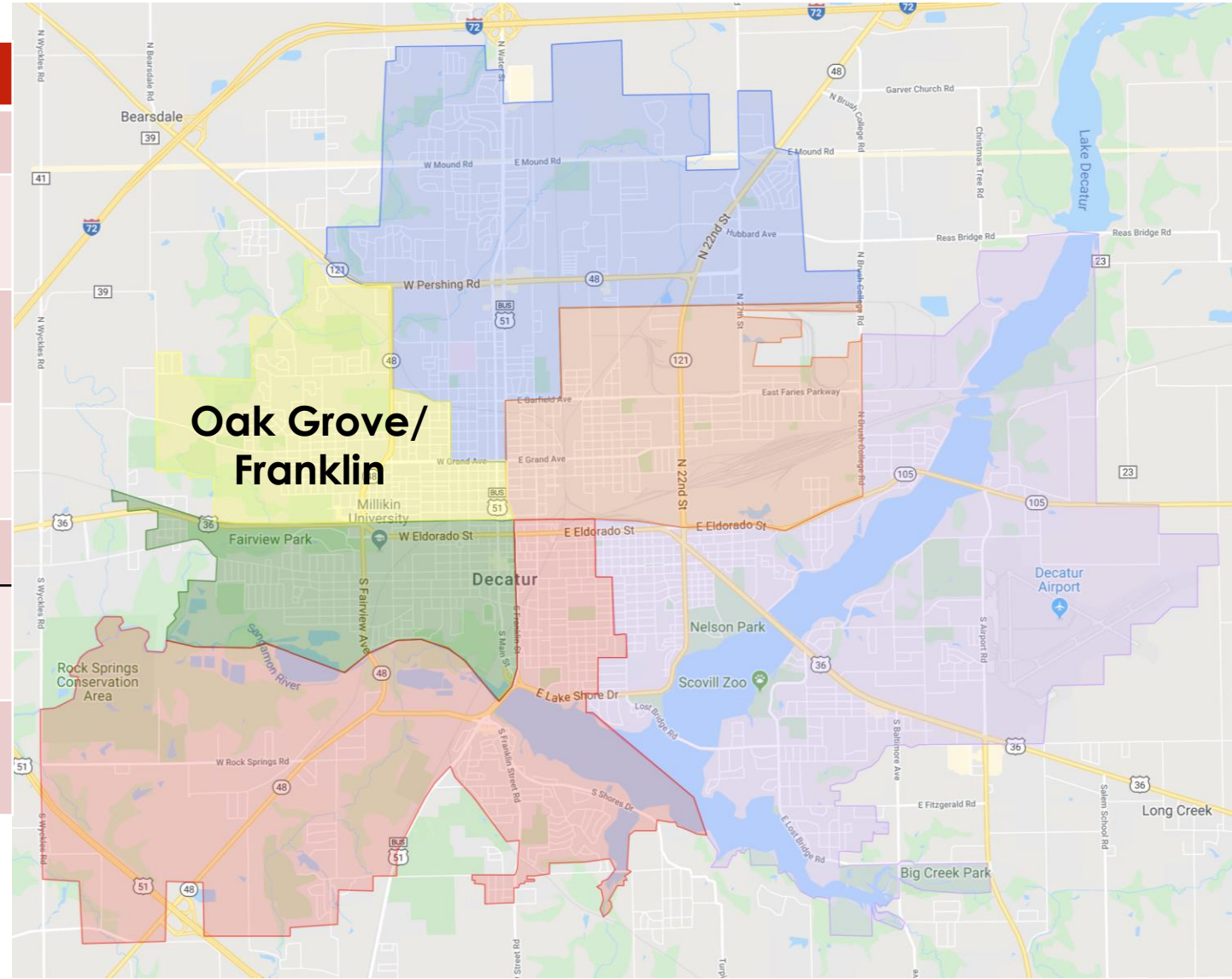
Currently Attend DPS Magnet Program (not including Durfee)	233
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Total Student Population in New Boundary	756
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## Anticipated Enrollment

New Boundary Demographics	62.4% Black 28.8% White
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New Boundary % Receiving Free/Reduced Meals	75.6%
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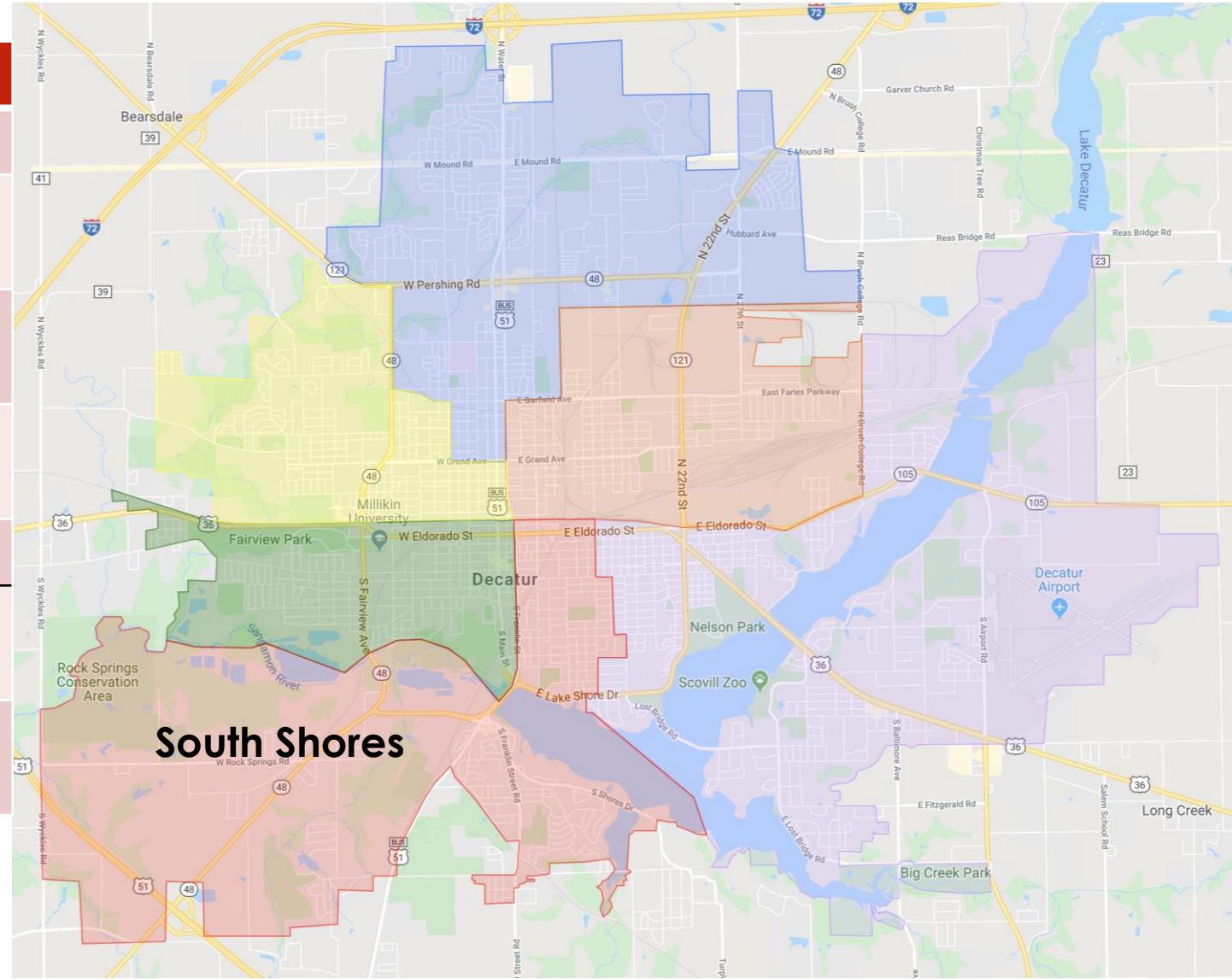




# SOUTH SHORES

## Scenario Q

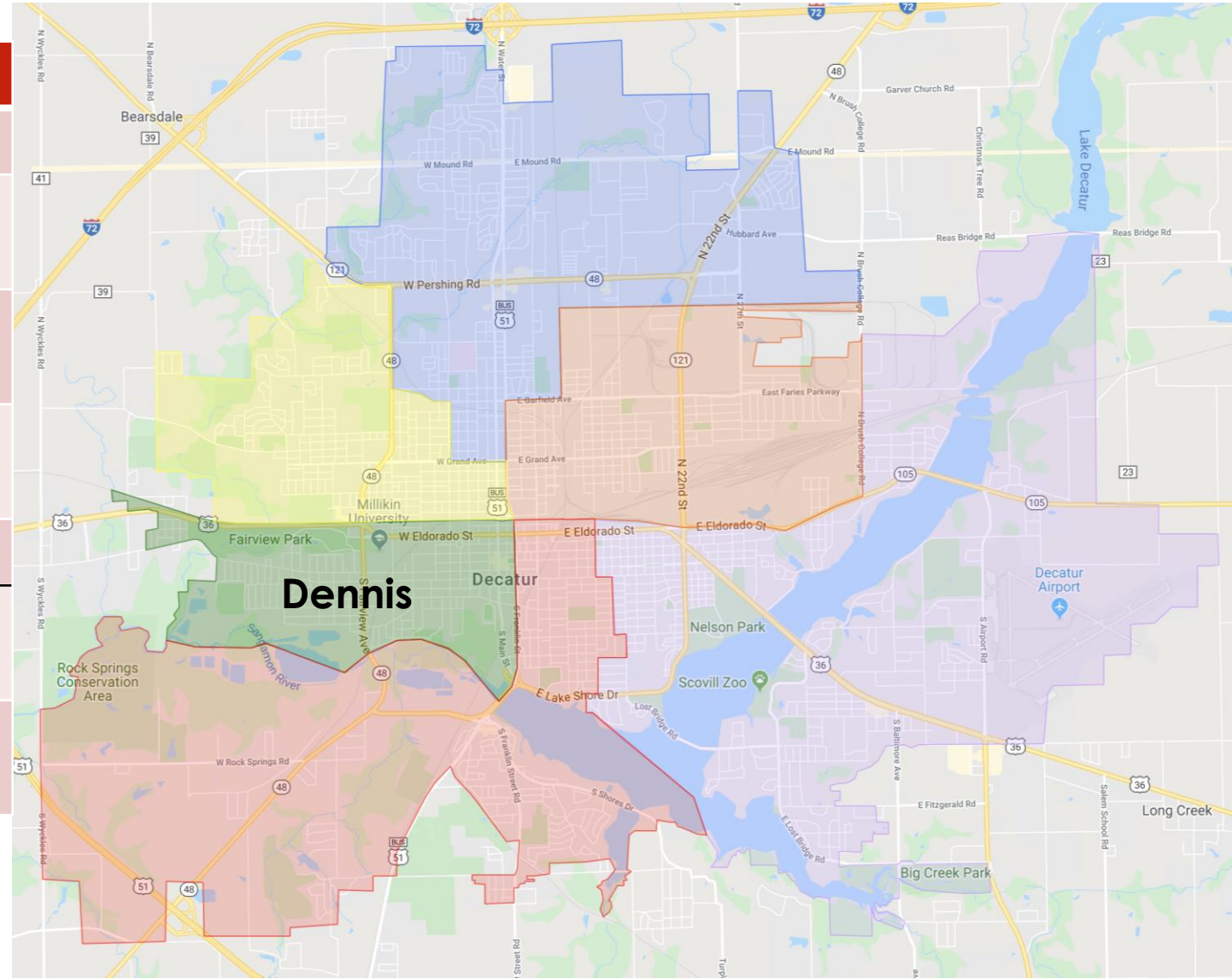
Current Enrollment	291
Currently Attend Other DPS School Outside Boundary	97
Currently Attend DPS Magnet Program (not including Durfee)	253
Total Student Population in New Boundary	569
<b>Anticipated Enrollment</b>	<b>350</b>
New Boundary Demographics	54.4% Black 34.0% White
New Boundary % Receiving Free/Reduced Meals	65.8%



# DENNIS LAB SCHOOL (K-8)

## Scenario Q

Current Enrollment	463
Currently Attend Other DPS School Outside Boundary	130 (Elementary) 75 (Middle School)
Currently Attend DPS Magnet Program (not including Durfee)	286
Total Student Population in New Boundary	896
<b>Anticipated Enrollment</b>	<b>690</b>
New Boundary Demographics	52.1% Black 43.6% White
New Boundary % Receiving Free/Reduced Meals	63.6%

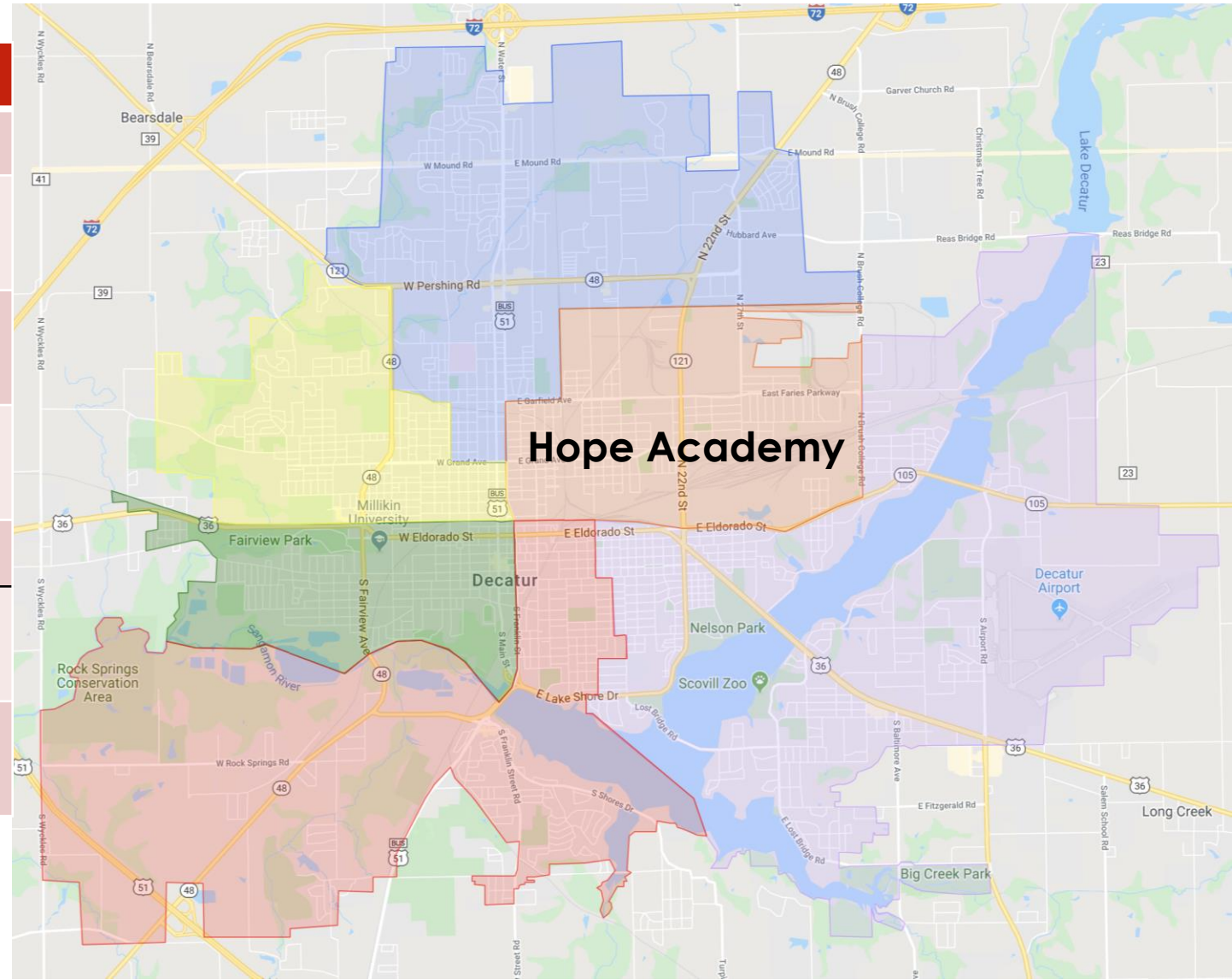




# HOPE ACADEMY (K-8)

## Scenario Q

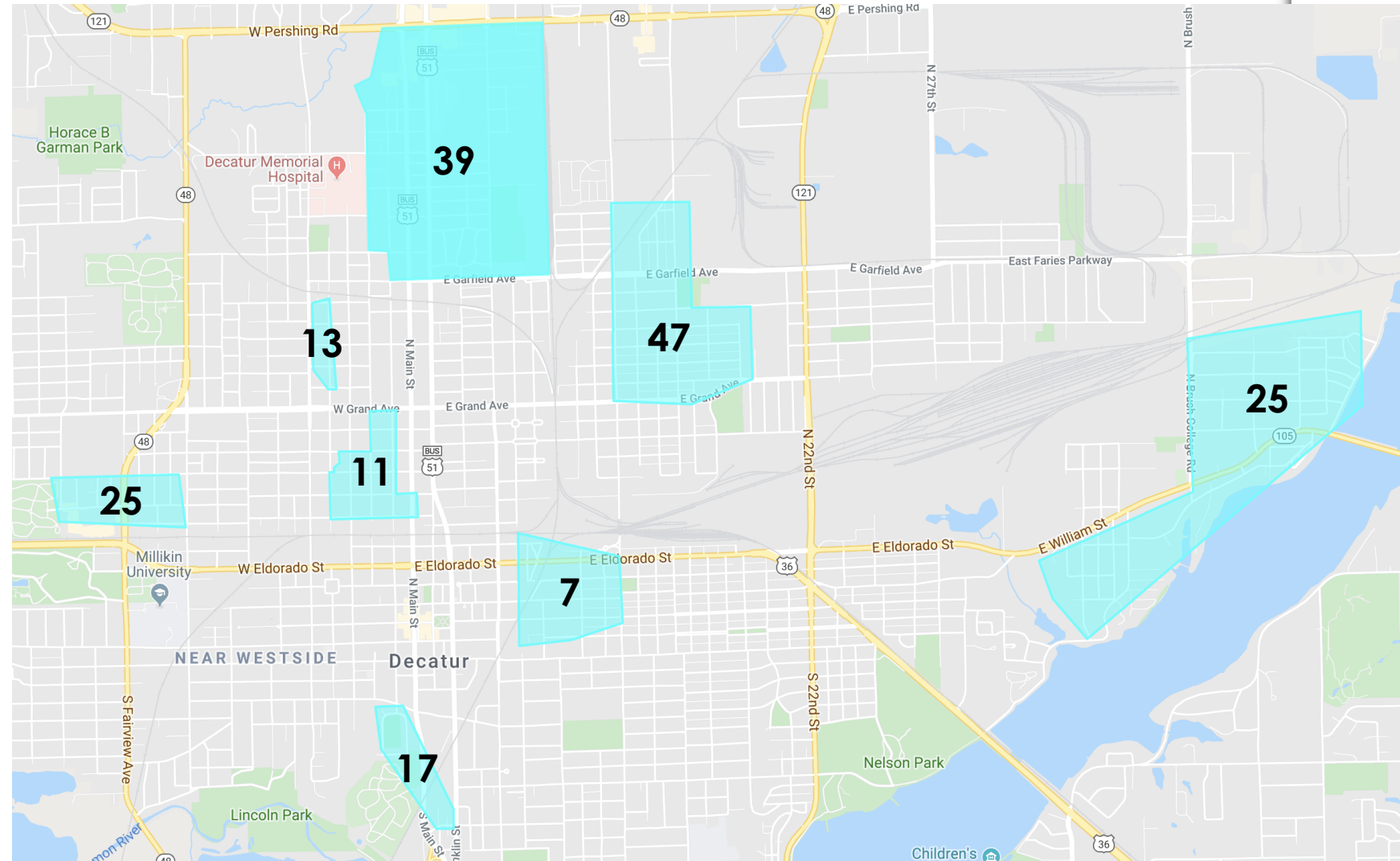
Current Enrollment	733
Currently Attend Other DPS School Outside Boundary	123 (Elementary) 97 (Middle School)
Currently Attend DPS Magnet Program (not including Durfee)	136
Total Student Population in New Boundary	668
<b>Anticipated Enrollment</b>	<b>600</b>
New Boundary Demographics	65.3% Black 23.5% White
New Boundary % Receiving Free/Reduced Meals	77.1%



# IMPACTED AREAS

Map shows areas that are impacted by these changes in boundaries, compared to if we simply combined current school attendance areas

**= 184 ELEMENTARY  
BOUNDARY  
STUDENTS IMPACTED**



# PHASED-IN IMPLEMENTATION

## August 2020

- Students who live in but do not currently attend Dennis and South Shores will have the option to attend those schools OR stay in their current building
- Closing of Durfee Magnet
  - Durfee students will be assigned back to their new boundary schools
  - Durfee families also have the option to apply to a different magnet program
  - Administrators receiving students will meet with Durfee families prior to transition
- New boundaries will apply to all new students, including Kindergartners
- Pod System exists another year
- If enrollment overruns occur, we will do our best to place those students in their future neighborhood school or the school that they are combining with in August 2021

## August 2021

- All students will be assigned to their new neighborhood schools (not including Magnet students)
- Students/families can go through the appeal process to stay at current schools outside of neighborhood boundary





# ESTABLISH APPEAL PROCESS

- Grandfathering: We will continue to be kind to our families throughout these transitions
- Establish appeal process, including clear parameters and deadlines, for staying at current schools outside of neighborhood boundary
- Create District Appeal Committee, made up of a wide range of District stakeholders, to review appeals





# OTHER AREAS OF CONCERN

## BOUNDARY COMMITTEE EXPRESSED CONCERN IN THE FOLLOWING AREAS

### Hope Academy

- The Boundary Committee overwhelmingly believes that Hope Academy would be more successful as a neighborhood school.
- DPS research shows few parents select Hope as a magnet – it's been used primarily for enrollment balancing.
- The Committee believes Hope should find a school theme that best meets the needs of its students.

### Equity of Resources

- Ensuring equity of program resources for all students
- The committee requests District leaders compare PD opportunities and instructional assistance offered to boundary and magnet schools

### Magnet Access

- Ensuring equity of access to magnet schools
  - Example: Johns Hill recruiting from students living in the neighborhood
- Identify possible barriers to access that keep parents from applying to magnet programs

# COMMUNICATION PLAN

- Essential to communicate frequently with parents, families, and our community before and during boundary transitions
- Communication plan includes:
  - Personal conversations
  - Updated webpage
  - Online form to submit questions
  - FAQ document
  - Videos
  - Fact sheet
  - Letter to parents
  - Podcast





**Decatur  
Public  
Schools**

*Educating for Success*

# QUESTIONS?

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Boundary Committee  
Recommendation





SCALE 1" = 160'-0"



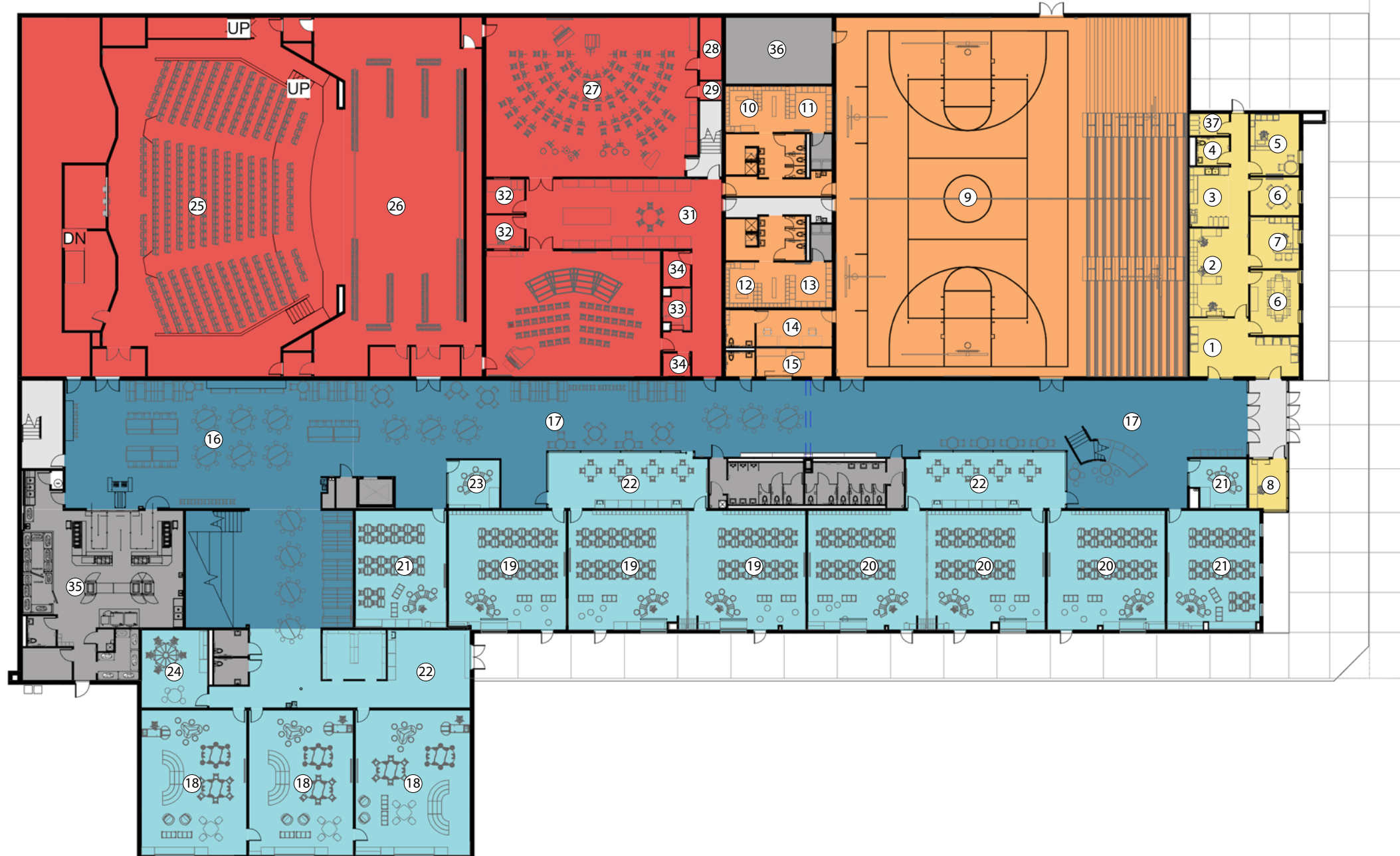




- 1 PARENT DROP OFF PARKING
- 2 BUS DROP OFF
- 3 OLD JOHNS HILL SCHOOL
- 4 EXISTING PLAYGROUND
- 5 SERVICE DOCK
- 6 EXISTING PARKING
- 7 STAFF PARKING
- 8 NEW PLAYGROUND
- 9 OUTDOOR AMPHITHEATER
- 10 RAIN GARDEN
- 11 ART GALLERY
- 12 COUNCIL RING
- 13 EXISTING SOCCER FIELD

SCALE 1" = 80'-0"





**ADMINISTRATION**

- 1 RECEPTION
- 2 SECRETARY
- 3 WORKROOM
- 4 ARCHIVE STORAGE
- 5 PRINCIPAL
- 6 CONFERENCE ROOM
- 7 ASSISTANT PRINCIPAL
- 8 SECURITY

**ASSEMBLY**

- 9 GYM
- 10 BOYS PE LOCKER ROOM
- 11 BOYS ATHLETIC LOCKER RM
- 12 GIRLS PE LOCKER RM
- 13 GIRLS ATHLETIC LOCKER RM
- 14 REF / COACH
- 15 CONCESSION

**COLLABORATION**

- 16 DINING
- 17 COMMONS

**CLASSROOM**

- 18 KINDERGARTEN
- 19 FIRST GRADE
- 20 SECOND GRADE
- 21 ESL
- 22 ACTIVITY
- 23 SPEECH
- 24 CROSS CATEGORY

**MEDIA/ARTS**

- 25 AUDITORIUM
- 26 STAGE
- 27 BAND
- 28 UNIFORM STORAGE
- 29 REPAIR
- 30 CHORUS
- 31 MUSIC COMMONS
- 32 OFFICE
- 33 ROBE STORAGE
- 34 PRACTICE

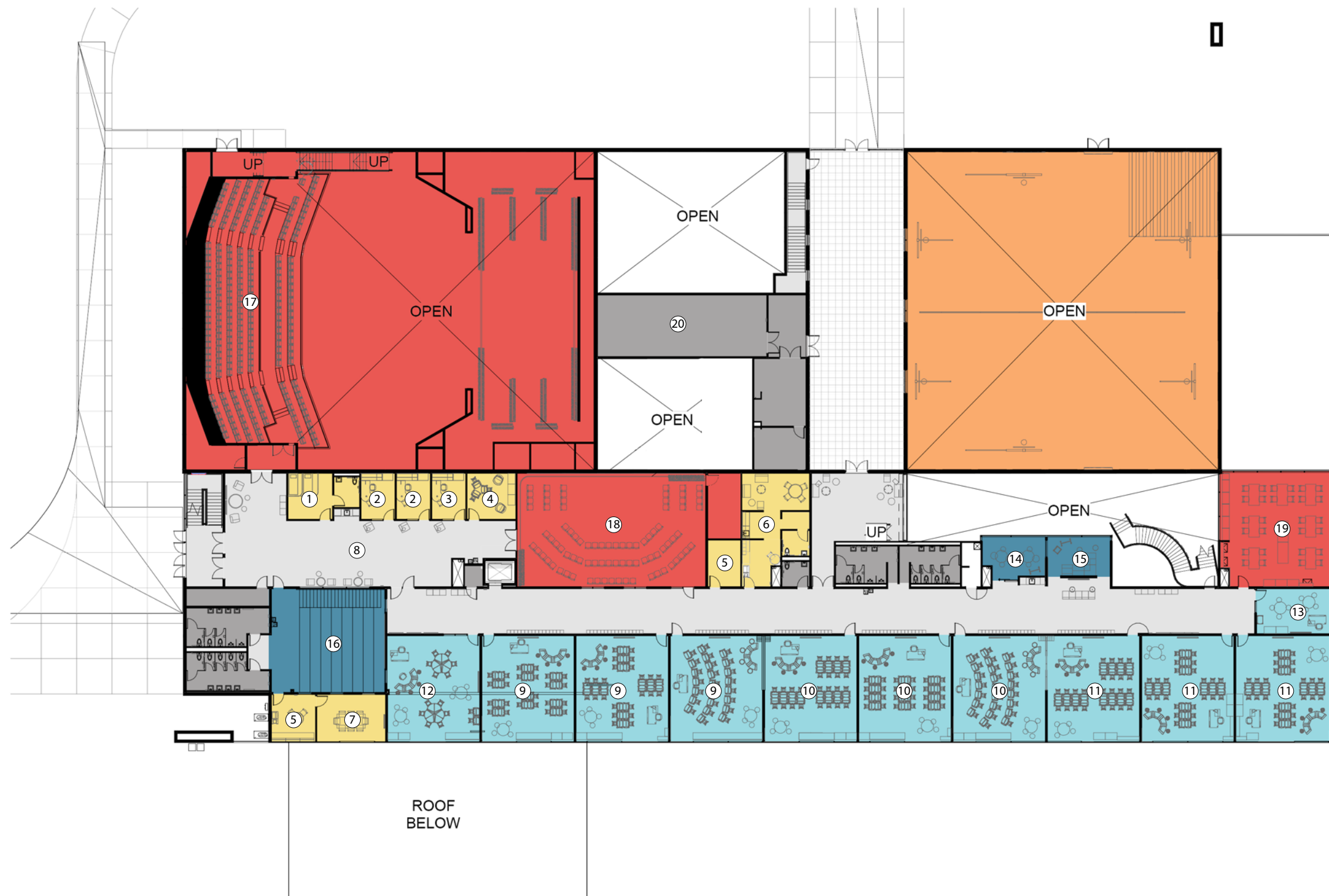
**STORAGE & SUPPORT**

- 35 KITCHEN
- 36 PE / ATHLETIC STORAGE
- 37 ELECTRICAL CLOSET

SCALE 1/32" = 1'-0"

**FIRST FLOOR PLAN**





## ADMINISTRATION

- 1 NURSE
- 2 SOCIAL WORKER
- 3 COUNSELOR
- 4 CARE CONFERENCE
- 5 TEACHER WORKROOM
- 6 TEACHER OASIS
- 7 IEP CONFERENCE

## CIRCULATION

- 8 WELLNESS

## CLASSROOM

- 9 THIRD GRADE
- 10 FOURTH GRADE
- 11 FIFTH GRADE
- 12 ESL
- 13 CROSS CATEGORY

## COLLABORATION

- 14 CAVE
- 15 CAMP
- 16 LEARNING STAIR

## MEDIA/ARTS

- 17 AUDITORIUM BALCONY
- 18 YOGA / DANCE / BLACK BOX
- 19 ART

## STORAGE & SUPPORT

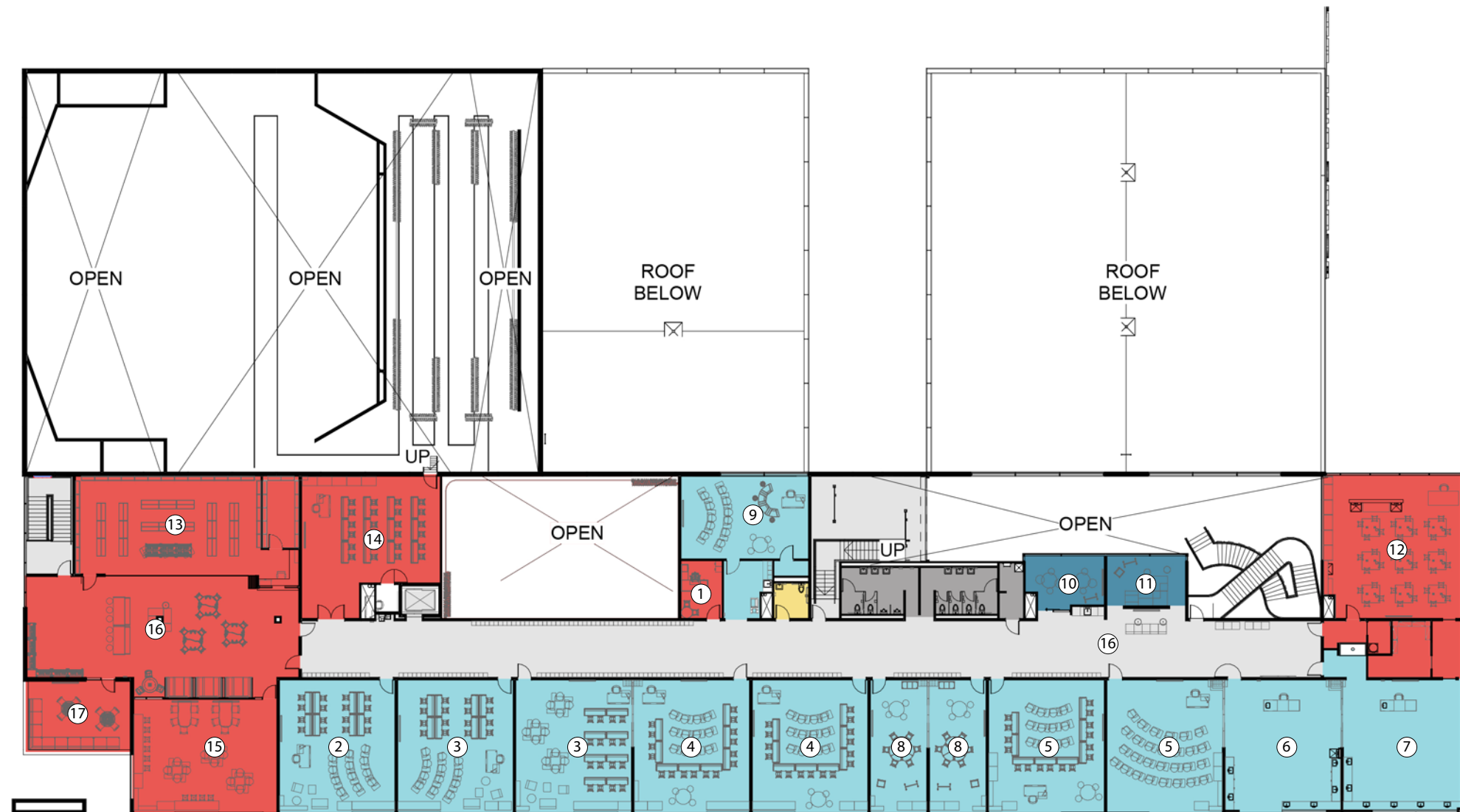
- 20 MECHANICAL

SCALE 1/32" = 1'-0"



# SECOND FLOOR PLAN





- ADMINISTRATION**
  - 1 OFFICE
- CLASSROOM**
  - 2 FOREIGN LANGUAGE
  - 3 LANGUAGE
  - 4 SOCIAL STUDIES
  - 5 MATH
  - 6 SCIENCE
  - 7 LAB
  - 8 ESL
  - 9 CROSS CATEGORY
- COLLABORATION**
  - 10 CAVE
  - 11 CAMP
- MEDIA/ARTS**
  - 12 ART
  - 13 LIBRARY
  - 14 DRAMA
  - 15 DIGITAL ART
  - 16 COLLABORATION
  - 17 BALCONY
  - 18 CATWALK

SCALE 1/32" = 1'-0"

# THIRD FLOOR PLAN





SOUTHEAST VIEW





NORTHWEST VIEW





**NORTHEAST VIEW**





MAIN LOBBY VIEW





GYMNASIUM VIEW





LEARNING STAIR VIEW





**WEST ENTRY VIEW**





**LIBRARY VIEW**





**LIBRARY VIEW**





CAVE VIEW





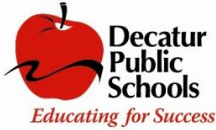
CAVE VIEW





ART ROOM VIEW





## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> First Read: School Board Policies
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> Updated Policies <ul style="list-style-type: none"><li>• Section 02 – Board</li><li>• Section 04 – Operational Services</li><li>• Section 05 – Personnel</li><li>• Section 08 – Community</li></ul>
<b>Reviewed By:</b> Board Policy Committee and Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

The District is a member of the Illinois Association of School Boards and the Policy Reference Education Subscription Service (PRESS), a resource for school administrators and school board members which provides sample policies and the supporting legal rationale and references. The Board's Policy Committee met on November 19 and reviewed the October PRESS release with assessment toward current practices, needed changes to practices, and updates to reflect changes associated with new laws.

The October PRESS release provided 58 policies for review. Due to the large nature of the PRESS release, the policies were grouped into three sub-groups to assist with managing.

The third and final group (Sections 6 and 7) will be submitted for the Board's first review on January 14, 2020.

### CURRENT CONSIDERATIONS:

The policies listed below are from Sections 2 (School Board), 4 (Operational Services), 5 (Personnel), and 8 (Community Relations) and have noteworthy updates. These policies are presented to the Board as a first reading and will be brought back in January for final consideration.

There are several policy updates associated with the Abused and Neglected Child Reporting Act, as amended through Public Act 101-564 on August 23, 2019.

- 2:20 – *School Board – Powers and Duties of the School Board; Indemnification*
- 5:90 – *General Personnel – Abuse and Neglected Child Reporting*
  - Substantial change to mandated reporter training. New hires was one (1) year; now three (3) months. Existing Employees was every five (5) years; now three (3) years.
- 5:120 – *General Personnel – Employee Ethics; Conduct; and Conflict of Interest*

There are several policy updates associated with the Grant Accountability and Transparency Act (GATA) Public Act 101-81 on July 12, 2019.

- 2:100 – *School Board – Board Member Conflict of Interest*
- 4:15 – *Operational Services – Identity Protection*
- 4:80 – *Operational Services – Accounting and Audits*
  - Asset Capitalization Threshold – recommended to keep at \$2,500
  - Removing Language – Workers Compensation Reserves as a revolving account
  - Added Stephen Decatur Middle School petty cash = \$3,500 as a revolving account
- 5:120 – *General Personnel – Employee Ethics; Conduct; and Conflict of Interest*
  - Also updated above through the Abused and Neglected Child Reporting Act

There are several policy updates associated with the updated Employee Ethics Act as amended through Public Act 101-221 on August 9, 2019.

- 2:105 – *School Board – Ethics and Gift Ban*
  - Policy speaks to Board members having to take specific training
- 2:100 – *School Board – Board Member Conflict of Interest*
  - Also updated above through the Grant Accountability and Transparency Act (GATA)
- 2:110 – *School Board – Qualifications, Terms, and Duties of Board Officers*
- 2:260 – *School Board – Uniform Grievance Procedure*
  - Complaint Managers updated to be consistent with other policies
- 5:10 – *General Personnel – Equal Employment Opportunity and Minority Recruitment*
  - Nondiscrimination Coordinator section updated to be consistent with other policies
- 5:20 – *General Personnel – Workplace Harassment Prohibited*
  - Update Nondiscrimination Coordinator section to be consistent with other policies
- 5:250 – *Professional Personnel – Leaves of Absence*
- 5:330 – *General Personnel – Sick Days, Vacation, Holidays, and Leaves*

The following policy was updated due to changes in Public Act 101-459 on August 26, 2019 that added individuals who work for an independent contractor as topic for closed session.

- 2:200 – *School Board – Types of Board of Education Meetings*

The following policy was updated due to Public Act 101-473, Illinois Sustainability Investing Act

- 4:30 – *Operational Services – Revenue and Investments*

The following policy was updated due to Public Acts 98-883 (effective 1/1/15) and 99-30 (effective 7/10/15). The additions of items #6 and #7 were missed under Standards for Facility Construction and Building Programs in prior policy updates.

- 4:150 – *Operational Services – Facility Management and Building Programs*

Public Act 101-531 which amended statutory requirements for fingerprinted criminal history records check and checks against other related databases.

- 2:20 – *School Board – Powers and Duties of the School Board; Indemnification*
  - Also updated above through the Abused and Neglected Child Reporting Act
- 4:60 – *Operational Services – Purchases and Contracts*
  - Changed Purchasing “Director” to Purchasing “Coordinator”
  - Removed the PRESS recommended word “new”
- 5:30 – *General Personnel – Hiring Process and Criteria*
  - Also updated per Public Act 101-77 which disallows employers from asking for applicant’s wage or salary information
- 5:260 – *General Personnel – Student Teachers*
- 5:290 – *General Personnel – Employment Termination and Suspensions*

Public Act 101-27 was signed into law on June 25, 2019 and created the Cannabis Regulation and Tax Act. Although the act legalized cannabis in the State of Illinois, cannabis remains a Schedule I controlled substance under federal law.

- 5:50 – *General Personnel – Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*
  - Policy renamed as noted in the above wording
  - Policy Committee requested discussion with full Board
  - Public Act 101-2 amended the definition of tobacco products to include electronic cigarettes



- 8:30 – *Community Relations – Visitors to and Conduct on School Property*
  - Policy authorizes Administration to deny community members admission to school and/or events due to prohibited conduct. Counsel has informed Administration that the right to a hearing before the Board could be replaced with some other form of due process. The Policy Committee is bringing the topic for discussion with the full Board.

**FINANCIAL CONSIDERATIONS:**

N/A

**STAFF RECOMMENDATION:**

The Members of the Policy Committee respectfully request that the Board of Education accept these policies as a first read. These policies, with recommended changes, would be brought back in January for recommendation of approval.

**RECOMMENDED ACTION:**

☐ Approval  
☒ Information  
☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

## **School Board**

### **Powers and Duties of the School Board; Indemnification**

The major powers and duties of the School Board include, but are not limited to:

1. Organizing the Board after each consolidated election by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with State and federal law.
2. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law.
3. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, including determining whether an employee has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/, and establishing an equal opportunity policy that prohibits unlawful discrimination.
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration.
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit and other aspects of the District's financial operation; and making available a statement of financial affairs as provided by State Law.
6. Entering contracts using the public bidding procedure when required.
7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy.
8. Establishing an equal opportunities policy that prohibits unlawful discrimination.
9. Approving the curriculum, textbooks and educational services.
10. Evaluating the educational program and approving School Improvement and District Improvement Plans.
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School, and student performance.
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it.



13. Establishing attendance units within the District and assigning students to the schools.
14. Establishing the school year.
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11.
16. Providing student transportation services pursuant to State law.
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities.
18. Complying with requirements in the Abused and Neglected Child Reporting Act (ANCRA). Specifically, 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 ~~the Act~~, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse.
19. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.

#### Indemnification

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to 105 ILCS 5/10-22.34, 10-22.34a and 10-22.34b), mentors of certified staff (pursuant to 105 ILCS 5/2-3.53a, 2-3.53b, and 105 ILCS 5/21A-5 et. seq.), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

LEGAL REF.: 105 ILCS 5/10 5/17-1, and 5/27-1.  
115 ILCS 5/, Ill Educational Labor Relations Act.  
325 ILCS 5/4, Abused and Neglected Child Reporting Act.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:210 (Organizational School Board Meeting), 2:140 (Communications To and From the Board), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities) 7:30 (Student Assignment and Intra-District Transfer),

7:190 (Student ~~Behavior~~Discipline), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

REVISED: August 06, 2013  
August 26, 2014  
March 24, 2015  
April 23, 2019



## **School Board**

### **Board Member Conflict of Interest**

No School Board member shall: (1) have a beneficial interest directly or indirectly in any contract, work, or business of the District unless permitted by State or federal law; or (2) solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreement or contracts with the District. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Board members must annually file a “*Statement of Economic Interests*” as required by the Illinois Governmental Ethics Act. Each Board member is responsible for filing the statement with the county clerk of the county in which the District’s main office is located by May 1.

### **Federal and State Grant Awards**

No Board member shall participate in the selection, award, or administration of a contract supported by federal award or State awarded governed by the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) if he or she has a real or apparent conflict of interest. A conflict of interest arises when a Board member or any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with a Board member that may compromise or impair the Board member’s fairness and impartiality, including a member of the Board member’s immediate family or household.
2. The Board member’s business partner; or
3. Any entity that employs or is about to employ the Board member or one of the individuals listed in one or two above.

LEGAL REF.: 5 ILCS 420/4A-101.5, 420/4A-105, 420/4A-106.5, and 420/4A-107.  
30 ILCS 708/Grant Accountability and Transparency Act.  
50 ILCS 105/3.  
105 ILCS 5/10-9.  
2 C.F.R. §200.318(c)(1).

CROSS REF.: 2:105 (Ethics and Gift Ban), 4:60 (Purchases and Contracts), 5:120  
(Employee Ethics; Conduct; and Conflict of Interest)

ADOPTED: December 10, 1996

REVISED: June 22, 2004  
March 24, 2009  
August 26, 2014  
May 23, 2017



## **School Board**

### **Ethics and Gift Ban**

#### **Prohibited Political Activity**

The following precepts govern political activities being conducted by District employees and School Board members:

1. No employee shall intentionally perform any *political activity* during any *compensated time*, as those terms are defined herein.
2. No Board member or employee shall intentionally use any District property or resources in connection with any political activity.
3. At no time shall any Board member or employee intentionally require any other Board member or employee to perform any political activity: (a) as part of that Board member's or employee's duties, (b) as a condition of employment, or (c) during any compensated time off, such as, holidays, vacation, or personal time off.
4. No Board member or employee shall be required at any time to participate in any political activity in consideration for that Board member or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise; nor shall any Board member or employee be awarded additional compensation or any benefit in consideration for his or her participation in any political activity.

A Board member or employee may engage in any activity that: (1) is otherwise appropriate as part of his or her official duties, or (2) is undertaken by the individual on a voluntary basis that is not prohibited by this policy.

#### **Limitations on Receiving Gifts**

Except as permitted by this policy, no Board member or employee, and no spouse of or immediate family member living with a Board member or employee, shall intentionally solicit or accept any *gift* from any *prohibited source*, as those terms are defined herein, or that is otherwise prohibited by law or policy. No prohibited source shall intentionally offer or make a gift that violates this policy.

The following are exceptions to the ban on accepting gifts from a prohibited source:

1. Opportunities, benefits, and services that are available on the same conditions as for the general public.
2. Anything for which the Board member or employee, or his or her spouse or immediate family member, pays the fair market value.
3. Any: (a) contribution that is lawfully made under the Election Code, or (b) activities associated with a fund-raising event in support of a political organization or candidate.
4. Educational materials and missions.
5. Travel expenses for a meeting to discuss business.

6. A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.
7. Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (a) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (b) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (c) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other Board members or employees, or their spouses or immediate family members.
8. Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are: (a) consumed on the premises from which they were purchased or prepared; or (b) catered. *Catered* means food or refreshments that are purchased ready to consume, which are delivered by any means.
9. Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of a Board member or employee), if the benefits have not been offered or enhanced because of the official position or employment of the Board member or employee, and are customarily provided to others in similar circumstances.
10. Intra-governmental and inter-governmental gifts. *Intra-governmental gift* means any gift given to a Board member or employee from another Board member or employee, and *inter-governmental gift* means any gift given to a Board member or employee from an officer or employee of another governmental entity.
11. Bequests, inheritances, and other transfers at death.
12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the listed exceptions is mutually exclusive and independent of every other.

A Board member or employee, his or her spouse or an immediate family member living with the Board member or employee, does not violate this policy if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under

Section 26 U.S.C § 501(c)(3) of the Internal Revenue Code.



### Enforcement

The Board President and Superintendent shall seek guidance from the Board attorney concerning compliance with and enforcement of this policy and State ethics laws. The Board may, as necessary or prudent, appoint an Ethics Advisor for this task.

Written complaints alleging a violation of this policy shall be filed with the Superintendent or Board President. If attempts to correct any misunderstanding or problem do not resolve the matter, the Superintendent or Board President shall, after consulting with the Board attorney, either place the alleged violation on a Board meeting agenda for the Board's disposition or refer the complainant to Board policy 2:260, *Uniform Grievance Procedure*. A Board member who is related, either by blood or by marriage, up to the degree of first cousin, to the person who is the subject of the complaint, shall not participate in any decision-making capacity for the Board. If the Board finds it more likely than not that the allegations in a complaint are true, it shall notify the State's Attorney and/or consider disciplinary action for the employee.

### Definitions

Unless otherwise stated, all terms used in this policy have the definitions given in the State Officials and Employees Ethics Act, 5 ILCS 430/1-5.

*Political activity* means:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
2. Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.
3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
6. Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.
7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
8. Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.

9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
10. Preparing or reviewing responses to candidate questionnaires.
11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
12. Campaigning for any elective office or for or against any referendum question.
13. Managing or working on a campaign for elective office or for or against any referendum question.
14. Serving as a delegate, alternate, or proxy to a political party convention.
15. Participating in any recount or challenge to the outcome of any election.

With respect to an employee whose hours are not fixed, *compensated time* includes any period of time when the employee is on premises under the control of the District and any other time when the employee is executing his or her official duties, regardless of location.

*Prohibited source* means any person or entity who:

1. Is seeking official action by: (a) a Board member, or (b) an employee, or by the Board member or another employee directing that employee;
2. Does business or seeks to do business with: (a) a Board member, or (b) an employee, or with the Board member or another employee directing that employee;
3. Conducts activities regulated by: (a) a Board member, or (b) an employee or by the Board member or another employee directing that employee;
4. Has an interest that may be substantially affected by the performance or non-performance of the official duties of the Board member or employee;
5. Is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act, except that an entity does not become a prohibited source merely because a registered lobbyist is one of its members or serves on its board of directors; or
6. Is an agent of, a spouse of, or an immediate family member living with a prohibited source.

*Gift* means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of a Board member or employee.

#### Complaints of Sexual Harassment Made Against Board Members by Elected Officials

Pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/70-5), members of the Board and other elected officials are encouraged to promptly report claims of sexual harassment by a Board member. Every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available. If the official feels



comfortable doing so, he or she should directly inform the individual that the individual's conduct or communication is offensive and must stop.

Board members and elected officials should report claims of sexual harassment against a member of the Board to the Board President or Superintendent. If the report is made to the Superintendent, the Superintendent shall promptly notify the President, or if the President is the subject of the complaint, the Vice President. Reports of sexual harassment will be confidential to the greatest extent practicable.

When a complaint of sexual harassment is made against a member of the Board by another Board member or other elected official, the Board President shall appoint a qualified outside investigator who is not a District employee or Board member to conduct an independent review of the allegations. If the allegations concern the President, or the President is a witness or otherwise conflicted, the Vice President shall make the appointment. If the allegations concern both the President and Vice President, and/or they are witnesses or otherwise conflicted, the Board Secretary shall make the appointment. The investigator shall prepare a written report and submit it to the Board.

If a Board member has engaged in sexual harassment, the matter will be addressed in accordance with the authority of the Board.

The Superintendent will post this policy on the District website and/or make this policy available in the District's administrative office.

LEGAL REF.: 5 ILCS 430/, State Officials and Employees Ethics Act.  
10 ILCS 5/9-25.1, Election Interference Prohibition Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:110 (Qualifications, Term, and Duties of Board Officers), 2:260 (Uniform Grievance procedure) 4:60 (Purchase and Contracts), 5:120 (Ethics; ~~and~~ Conduct; and Conflict of Interest)

ADOPTED: April 14, 2015

## **School Board**

### **Qualifications, Term, and Duties of Board Officers**

The School Board officers are: President, Vice President, Secretary, and Treasurer. These officers are elected or appointed by the Board at its organizational meeting.

#### **President**

The Board elects a President from its members for a two-year term. The duties of the President are to:

1. Preside at all meetings;
2. Focus the Board meeting agenda on appropriate content;
3. Make all Board committee appointments unless specifically stated otherwise;
4. Attend and observe any Board committee meeting at his or her discretion;
5. Represent the Board on other boards or agencies;
6. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
7. Call special meetings of the Board;
8. Serve as the *head of the public body* for purposes of the Open Meetings Act and Freedom of Information Act;
9. Ensure that a quorum of the Board is physically present at all Board meetings;
10. Administer the oath of office to new Board members; ~~and~~
11. Serve as or appoint the Board's official spokesperson to the media; and
- ~~11.~~ 12. Except when the Board President is the subject of a complaint of sexual harassment, a witness, or otherwise conflicted, appoint a qualified outside investigator to conduct an independent review of allegations of sexual harassment made against a Board member by another Board member or elected official.

The President is permitted to participate in all Board meetings in a manner equal to all other Board members, including the ability to make and second motions.

The Vice President fills a vacancy in the Presidency.

#### **Vice President**

The School Board elects a Vice President from its members for a two-year term. The Vice President performs the duties of the President if:

1. The office of President is vacant;
2. The President is absent; or
3. The President is unable to perform the office's duties.

A vacancy in the Vice Presidency is filled by special Board election.

#### **Secretary**

The Board elects a Secretary for a two-year term. The Secretary may be, but is not required to be, a Board member. The Secretary may receive reasonable compensation as determined by the Board before appointment. However, if the Secretary is a Board



member, the compensation shall not exceed \$500 per year, as fixed by the Board at least 180 days before the beginning of the term. The duties of the Secretary are to:

1. Keep minutes for all Board meetings, and keep the verbatim record for all closed Board meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent;
5. Act as the local election official for the District;
6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy and such other official documents as directed by the Board.

The Secretary may delegate some or all of these duties, except when State law prohibits the delegation. The Board appoints a secretary pro tempore, who may or may not be a Board member, if the Secretary is absent from any meeting or refuses to perform the duties of the office. A permanent vacancy in the office of Secretary is filled by special Board election.

### **Recording Secretary**

The Board may appoint a Recording Secretary who is a staff member. The Recording Secretary shall:

1. Assist the Secretary by taking the minutes for all open Board meetings;
2. Assemble Board meeting material and provide it, along with prior meeting minutes, to Board members before the next meeting; and
3. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation.

In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means.

### **Treasurer**

The Treasurer of the Board shall be either a member of the Board who serves a one-year term or a non-Board member who serves at the Board's pleasure. A Treasurer who is a Board member may not be compensated. A Treasurer who is not a Board member may be compensated provided it is established before the appointment. The Treasurer must:

- Be at least 21 years old;

- Not be a member of the County Board of School Trustees; and
- Have a financial background or related experience, or 12 credit hours of college-level accounting.

The Treasurer shall:

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and Board; and
5. Receive, hold, and expend District funds only upon the order of the Board.

A vacancy in the Treasurer's office is filled by Board appointment.

LEGAL REF.: 5 ILCS 120/7 and ILCS 420/4A-106.  
105 ILCS 5/8-1, 5/8-2, 5/8-3, 5/8-6, 5/8-16, 5/8-17, 5/10-1, 5/10-5,  
5/10-7, 5/10-8, 5/10-13, 5/10-13.1, 5/10-14, 5/10-16.5, and 5/17-1.

CROSS REF.: 2:80 (Board Member Oath and Conduct), [2:105 \(Ethics and Gift Ban\)](#),  
2.150 (Committees), 2:210 (Organizational School Board Meeting),  
2:220 (School Board Meeting Procedure)

ADOPTED: May 13, 1997

REVISED: August 2004  
March 24, 2009  
August 26, 2014  
August 20, 2019



## **School Board**

### **Types of Board of Education Meetings**

#### **General**

For all meetings of the School Board 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 School Board. Unless otherwise specified, all meetings are held in the District's main office. Board policy 2:220, *School Board 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.

#### **Regular Meetings**

The Board announces the times 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 meetings. 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's main office and the Board's meeting room, or other location, where the meeting is to be held; at least 48 hours before the meeting.

#### **Closed Meetings**

The Board and Board 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. 99-646101-459.
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 the Open Meetings 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 the Open Meetings 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. 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).
6. The setting of a price for sale or lease of property owned by the public body. 5 ILCS 120/2(c)(6).
7. The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
8. 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); ~~amended by P.A. 99-235, eff. 1-1-2016.~~
9. Student disciplinary cases. 5 ILCS 120/2(c)(9).
10. The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
11. 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).
12. 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).
13. 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).
14. Discussion of minutes of meetings lawfully closed under the Open Meetings 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).
15. 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 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 when such meetings will involve the same particular matters and are scheduled to be held within ~~3~~three 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 three members of the Board 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 main 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 ~~N~~notice of emergency meetings will be given as soon as practical, but in any event, before the meeting to news media which have filed a written request for notice.

#### **Posting on the District 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 regular 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 School Board Meetings and Petitions to the Board) 6:235 (Access to Electronic Networks)

ADOPTED: May 13, 1997

REVISED: October 10, 2000  
January 14, 2003  
April 14, 2009  
August 26, 2014  
January 12, 2016  
December 13, 2016



## **School Board**

### **Uniform Grievance Procedure**

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

1. Title II of the Americans with Disabilities Act
2. Title IX of the Education Amendments of 1972
3. Section 504 of the Rehabilitation Act of 1973
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
6. Sexual harassment (~~State Officials and Employees Ethics Act~~, Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972)
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60 (~~P.A. 100-29, final citation pending~~)
8. Bullying, 105 ILCS 5/27-23.7
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children
10. Curriculum, instructional materials, and/or programs
11. Victims' Economic Security and Safety Act, 820 ILCS 180/
12. Illinois Equal Pay Act of 2003, 820 ILCS 112/
13. Provision of services to homeless students
14. Illinois Whistleblower Act, 740 ILCS 174/
15. Misuse of genetic information (Illinois Genetic Information Privacy Act (GIPA), 410 ILCS 513/ and Titles I and II of the Genetic Information Nondiscrimination Act (GINA), 42 U.S.C. §2000ff et seq.)
16. Employee Credit Privacy Act, 820 ILCS 70/-

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

### **Right to Pursue Other Remedies Not Impaired**

The right of a person to prompt and equitable resolution of a complaint filed hereunder shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other

remedies. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

### **Deadlines**

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

### **Filing a Complaint**

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

For any complaint alleging bullying and cyber-bullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy 2:260, *Uniform Grievance Procedure*.

### **Investigation**

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

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

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this policy about the status of the investigation. Within 30 school business days of the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent or designee. The Complaint Manager may request an extension of time.

The Superintendent or designee will keep the Board informed of all complaints.

If a complaint contains allegations involving the Superintendent or Board Member(s), of sexual



~~harassment contains allegations involving the Superintendent,~~ the written report shall be filed with the Board, which will make a decision in accordance with paragraph four of the following section of this policy. ~~The Superintendent or designee will keep the Board informed of all complaints.~~

### **Decision and Appeal**

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

Within 10 school business days after receiving the Superintendent's or designee's decision, the Complainant or the accused may appeal the decision to the Board by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the Board.

Within 30 school business days, the Board shall affirm, reverse, or amend the Superintendent's or designee's decision or direct the Superintendent or designee to gather additional information. Within five school business days of the Board's decision, the Superintendent or designee shall inform the Complainant and the accused of the Board's action.

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by first class U.S. mail as well as to the Complaint Manager.

~~Within 30 school business days, the Board shall affirm, reverse, or amend the Superintendent's or designee's decision or direct the Superintendent or designee to gather additional information. Within five school business days of the Board's decision, the Superintendent or designee shall inform the Complainant and the accused of the Board's action.~~

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

### **Appointing Nondiscrimination Coordinator and Complaint Managers**

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

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

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

**Nondiscrimination Coordinator:**

Deanne Hillman, Human Resource Director

Title

101 W. Cerro Gordo St., Decatur, IL 62523

Address

217 362-3031

Telephone

**Complaint Managers:**

Director of Student Services Jeff Dase, Assistant Superintendent

Fred Bouchard, Assistant Superintendents

Title

Title

~~300 E. Eldorado St.,~~ 101 W. Cerro Gordo St., Decatur, IL 62523 101 W. Cerro Gordo St., Decatur, IL 62523

Address

Address

217 362-306113

~~217 362-3013 and~~ 362-3015

Telephone

Telephone

LEGAL REF.: Age Discrimination in Employment Act, 29 U.S.C. §621 et seq.  
 Americans With Disabilities Act, 42 U.S.C. §12101 et seq.  
 Equal Employment Opportunities Act (Title VII of the Civil Rights Act),  
 42 U.S.C. §2000e et seq.,  
 Equal Pay Act, 29 U.S.C. §206(d).  
 Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.  
 Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.  
 McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq.  
 Rehabilitation Act of 1973, 29 U.S.C. §791 et seq.  
 Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.  
 Title IX of the Education Amendments, 20 U.S.C. §1681 et seq.  
 State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a).  
 105 ILCS 5/2-3.8, 5/3-10, 5/10-20.7a, 5/10-20.60, 5/10-22.5, 5/22-19, 5/24-4,  
 5/27-1, 5/27-23.7, and 45/1-15.  
 Illinois Genetic Information Privacy Act, 410 ILCS 513/.  
 Illinois Whistleblower Act, 740 ILCS 174/.  
 Illinois Human Rights Act, 775 ILCS 5/.  
 Victims' Economic Security and Safety Act, 820 ILCS 180, 56  
 Ill.Admin.Code Part 280.  
 Equal Pay Act of 2003, 820 ILCS 112/.  
 Employee Credit Privacy Act, 820 ILCS 70/.  
 23 Ill.Admin.Code §§1.240 and 200- 40.

CROSS REF.: 2:105 (Ethics and Gift Ban), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring



Process and Criteria), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Preventing Bullying, Intimidation, and Harassment), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

ADOPTED: January 28, 1997

REVISED: June 26, 2001  
January 14, 2003  
June 22, 2004  
April 14, 2009  
February 12, 2013  
August 26, 2014  
October 13, 2015  
September 26, 2017  
January 9, 2018  
March 27, 2018

## **Operational Services**

### **Identity Protection**

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

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

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

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which the District is collecting and using the social security number shall be provided. The stated reason for collection of the social security number must be relevant to the documented purpose.
5. All employees must be advised of this policy's existence and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request.
6. If this policy is amended, employees will be advised of the existence of the amended policy and a copy of the amended policy will be made available to each employee.

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

### **Treatment of Personally Identifiable Information Under Grant Awards**

The Superintendent ensures that the District takes reasonable measures to safeguard: (1) protected personally identifiable information, (2) other information that a federal



awarding agency, pass-through agency or State awarding agency designates as sensitive, such as *personally identifiable information* (PII) and (3) information that the District considers to be sensitive consistent with applicable laws regarding privacy and confidentiality (collectively, *sensitive information*), when administering federal grant awards and State grant awards governed by the Grant Accountability and Transparency Act (30 ILCS 708/).

The Superintendent shall establish procedures for the identification, handling, storage, access, disposal and overall confidentiality of sensitive information. The Superintendent shall ensure that employees and contractors responsible for the administration of a federal or State award for the District receive regular training in the safeguarding of sensitive information. Employees mishandling sensitive information are subject to discipline, up to and including dismissal.

#### **Use of Signature Stamps**

Signatures are used to document an individual's knowledge and approval. The use of a signature stamp (i.e. rubber stamps) does not provide an understanding that the appropriate party reviewed the related document. The use of signature stamps is strongly discouraged and should be avoided regarding business documents. If a signature stamp is used, the stamp must be initialed and dated to acknowledge the operator. Signature stamps must be maintained in a locked secured location when not in use with restricted access to authorized personnel.

LEGAL REF.: 2 C.F.R§200.303(e),  
5 ILCS 179/, Identity Protection Act.  
30 ILCS 708/, Grant Accountability and Transparency Act.  
50 ILCS 205/3, Local Records Act.  
105 ILCS 10/, Illinois School Student Records Act.

CROSS REF: 2:250 (Access to District Public Records), 5:150 (Personnel Records),  
7:340 (Student Records)

ADOPTED: May 2, 2011

REVISED: August 5, 2014  
May 23, 2017  
January 8, 2019

## **Operational Services**

### **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. 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 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.
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 four highest general classifications established by a rating service of national 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.

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:

- a. 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.
- b. 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.
- c. 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.
- d. 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.
- e. The security interest must be perfected.
- f. The District enters into a written master repurchase agreement that outlines the basic responsibilities and liabilities of both buyer and seller.
- g. Agreements shall be for periods of 330 days or less.
- h. The Chief Investment Officer informs the custodial bank in writing of the maturity details of the repurchase agreement.
- i. 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.
- j. 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.
  - k. 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.
12. Any investment as authorized by the Public Funds Investment Act, and Acts amendatory thereto. Paragraph 11 supersedes paragraphs 1-10 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 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 of Education 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 of Education 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 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 of Education. 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 Board of Education will determine, after receiving the Superintendent's recommendation, which fund is in most need of interest income and the Superintendent or designee 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 Board of Education 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 235/7, Public Funds Investment Act.  
30 ILCS 238/, III, 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: May 27, 1997  
REVISED: August 23, 1999  
May 27, 2008  
May 26, 2009  
May 22, 2012  
August 5, 2014  
April 23, 2019

## **Operational Services**

### **Purchases and Contracts**

The Superintendent or designee shall manage the District's purchases and contracts in accordance with State law, the standards set forth in this policy, and other applicable School Board policies.

#### **Standards for Purchasing and Contracting**

All purchases and contracts shall be entered into in accordance with State law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts shall be approved or authorized by the Board.

All purchases and contracts should support a recognized District function or purpose as well as provide for good quality products and services at the lowest cost, with consideration for service, reliability, and delivery promptness, and in compliance with State law. No purchase or contract shall be made or entered into as a result of favoritism, extravagance, fraud, or corruption.

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

The authority to enter contracts, make purchases, and to expend monies properly budgeted shall be vested in the Purchasing ~~Director~~Coordinator under the direction of the Superintendent for those materials, supplies and services whose total cost is not more than twenty-five thousand dollars (\$25,000), provided the Purchasing ~~Director~~Coordinator has secured competitive quotes for items or a group of like items whose total cost is more than or equal to eight thousand dollars (\$8,000), but less than twenty-five thousand dollars (\$25,000). In these instances Board approval is not required for the Purchasing ~~Director~~Coordinator to make purchases after securing the quotes.

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

1. Supplies, materials, or work involving an expenditure in excess of \$25,000 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) prohibits 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 5/24-5: (1) concerning each new employee of a contractor that provides services to students or in schools who begins providing services to the District after June 16, 2014, provide the District evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) required any new or existing employee who has and will have direct, daily contact with one or more student(s) 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.~~inois~~ Department of Public Health rules or order of a local health official.

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.

In addition to other contracts requiring Board approval, any contract(s) with a total amount of less than \$25,000.00 shall be presented to the Board of Education for approval where the contract is for recurring, monthly consulting services related to curriculum, student discipline, and /or student services.

All contracts for consulting services shall include but not be limited to:

1. Dates services are to be provided;
2. Certificate of insurance if vendor will be working on a District site;
3. Payment terms for billing submitted to the District shall contain:
  - a. a detailed itemization of services; and
  - b. a description of what and where services were provided or rendered. Any reimbursement for materials, travel, or other incidental expenses shall be itemized with receipts.
  - c. Any reimbursement must be preapproved for materials, travel, or other incidental expenses and shall be itemized and submitted with an invoice and original receipts.

LEGAL REF.: 105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24.5.  
820 ILCS 130/.

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

ADOPTED: May 27, 1997

REVISED: May 27, 2008  
May 26, 2009  
May 22, 2012  
February 12, 2013  
September 24, 2013  
January 14, 2014  
August 26, 2014  
March 24, 2015  
January 10, 2017



## **Operational Services**

### **Accounting and Audits**

The School District's accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by the Ill. State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board of Education. The Superintendent or designee, in addition to other assigned financial responsibilities, shall report monthly on the District's financial performance, both income and expense, in relation to the financial plan represented in the budget.

### **Annual Audit**

At the close of each fiscal year, the Superintendent or designee shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board of Education and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent. The Superintendent or designee shall annually, on or before October 15, submit an original and one copy of the audit to the Regional Superintendent of Schools.

### **Annual Financial Report**

The Superintendent or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by the (ISBE). The Superintendent or designee shall review and discuss the Annual Financial Report with the Board before it is submitted.

### **Inventories**

The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and cost or estimated replacement cost, unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. 200.313 if applicable. The Superintendent shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and State law.

All personal computer system packages valued at \$2,500 or more are to be recorded on the equipment inventory. Personal computer system packages consist of a central processing unit (CPU), system software, and all accessories necessary to make the property operable. Acquisition cost is the net invoice price of the equipment including the cost of modifications, attachments, accessories, or auxiliary apparatus necessary to make the equipment operable. Other charges such as the cost of installation,

transportation, taxes, duty or protective in-transit insurance, shall be included in determining the acquisition cost.

~~In accordance with the Governmental Accounting Standards Board (GASB) Statement 34 — Basic Financial Statements, the District criteria for determining Capital Equipment is tangible personal property having a useful life of one year or more and an acquisition cost of \$2,500 or more per unit. All equipment meeting this definition shall be recorded on the District's inventory, tagged with a capital equipment number for tracking purposes, and the item shall be added to the District's fixed assets list for property insurance purposes.~~

#### Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$2,500 and have estimated useful life greater than one year.

#### Disposition of District Property

The Superintendent or designee shall notify the Board of Education, as necessary, of the following so that the Board of Education may consider its disposition: (1) District personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Superintendent or designee may unilaterally dispose of personal property of a diminutive value. The Superintendent shall establish procedures for the disposition of property acquired by the District under grant awards that comply with federal and State law.

#### Taxable Fringe Benefits

The Superintendent or designee shall: (1) require that all use of District property or equipment by employees is for the District's convenience and best interests unless it is a Board-approved fringe benefit, and (2) ensure compliance with the Internal Revenue Service regulations regarding when to report an employee's personal use of District property or equipment as taxable compensation.

#### Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent or designee shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds not including ~~workers compensation reserves and flexible spending accounts~~, are limited to a maximum balance of \$5,000 for ~~High School Athletic Accounts~~, \$3,500 for ~~Stephen Decatur Middle School~~, and \$2,500 for K-8 and ~~Middle School Athletic Accounts~~. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.



Control Requirements for Checks

The Board of Education must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Treasurer or Board President, except that checks from an account containing student activity funds and revolving accounts may be signed by the respective account custodian.

Internal Controls

The Superintendent or designee is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board of Education, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, waste, and abuse, as well as employee error, misrepresentation by third parties, or other imprudent employee action.

The Superintendent or designee shall annually audit the District's financial and business operations for compliance with established internal controls and provide the results to the Board of Education. The Board of Education may from time-to-time engage a third-party to audit internal controls in addition to the annual audit.

LEGAL REF.: 2 C.F.R. §200 et. seq.  
30 ILCS 708; Grant Accountability and Transparency Act,  
implemented by 44 Ill. Admin.Code 7000 et. seq.  
105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-  
20.19, 5/10-22.8, and 5/17-1 et seq.  
23 Ill.Admin.Code Part 100.

CROSS REF.: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures),  
4:55 (Use of Credit and Procurement Cards), 4:90 (Activity Funds)

ADOPTED: May 27, 1997

REVISED: May 27, 2008  
May 26, 2009  
May 22, 2012  
August 5, 2014  
July 10, 2018

## **Operational Services**

### **Facility Management and Building Programs**

The Superintendent or designee shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law, the standards set forth in this policy, and other applicable School Board policies. The Superintendent or designee shall facilitate: (1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district, and (3) compliance with the 10-year safety survey process required by the School Code.

#### **Standards for Managing Buildings and Grounds**

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$25,000, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

#### **Standards for Green Cleaning**

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

#### **Standards for Facility Construction and Building Programs**

As appropriate, the Board will authorize a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Design buildings for sufficient flexibility to permit new or modified programs which drive student achievement and accommodate restorative practices.
2. With input from teachers and building staff, base educational specifications for school buildings on identifiable student needs.
3. Meet or exceed all safety requirements and requirements on the accessibility of school facilities to disabled persons as specified in state and federal law.
4. Provide for low maintenance costs, energy efficiency and minimal environmental impact.

5. Develop and implement a communication plan that tells the story to the community about the intention of design, respects the input of stakeholders and their ownership in the process.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.
- 5.7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

#### Naming Buildings and Facilities

Recognizing that the name for a school building, facility, or ground or field reflects on its public image, the Board's primary consideration will be to select a name that enhances the credibility and stature of the school or facility. Any request to name or rename an existing facility should be submitted to the Board. When a facility is to be named or renamed, the Board President will appoint a special committee to consider nominations and make a recommendation, along with supporting rationale, to the Board. The Board will make the final selection. The Superintendent may name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school without using the process in this policy.

LEGAL REF.: 42 U.S.C. §12101 et seq., Americans with Disabilities Act of 1990, implemented by 28 C.F.R. Parts 35 and 36.  
20 ILCS 3130/, Green Buildings Act.  
105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/10-20.63, and 5/17-2.11  
105 ILCS 140/, Green Cleaning Schools Act.  
105 ILCS 230/, School Construction Law.  
410 ILCS 25/, Environmental Barriers Act.  
410 ILCS 35/25, Equitable Restrooms Act.  
820 ILCS 130/, Prevailing Wage Act.  
23 Ill.Admin.Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools.  
71 Ill.Admin.Code Part 400, Ill. Accessibility Code.

CROSS REF.: 2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED: May 29, 1997

REVISED: May 27, 2008  
May 22, 2012  
July 8, 2014  
August 5, 2014  
March 24, 2015  
April 23, 2019



## **General Personnel**

### **Equal Employment Opportunity and Minority Recruitment**

The School District shall provide equal employment opportunities to all persons regardless of their race, color, religion, creed, national origin, sex, sexual orientation, age, ancestry, marital status, arrest record, military status, order of protection status, unfavorable military discharge, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic violence, ~~or~~ sexual violence, or gender violence; genetic information, physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation; pregnancy, childbirth, or related medical conditions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position, or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Pilot Program Act, 410 ILCS 130/.

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or Federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

### **Administrative Implementation**

The Superintendent or designee shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent, designee or a Complaint Manager for the Uniform Grievance Procedure. The Superintendent or designee shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.

#### ***Nondiscrimination Coordinator:***

Name Deanne Hillman, Director of Human Resources  
Address 101 W. Cerro Gordo, Decatur, IL 62523  
Phone 217-362-3031

#### ***Complaint Managers:***

Name ~~Director of Human Resources~~ Jeff Dase, Fred Bouchard, Assistant Superintendent  
Assistant Superintendent  
Address 101 W. Cerro Gordo, Decatur, IL 62523 101 W Cerro Gordo, Decatur, IL 62523  
Phone 217-362-303413 ~~217-362-3013 or~~ 217-362-3015

The Superintendent or designee shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks.

### **Minority Recruitment**

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant minority enrollments. This policy, however, does not require or permit the District to give preferential treatment or special rights based on a protected status without evidence of past discrimination.

LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.  
20 U.S.C. §1681 et seq., Title IX of the Education Amendments of 1972,  
implemented by 34 C.F.R. Part 106.  
29 U.S.C. §206(d), Equal Pay Act.  
29 U.S.C. §621 et seq., Age Discrimination in Employment Act,~~29 U.S.C.~~  
~~§621 et seq.~~  
~~Americans With Disabilities Act, Title I, 42 U.S.C. §12111 et seq.~~  
~~Civil Rights Act of 1991, 42 U.S.C. §1981 et seq.~~  
~~Equal Employment Opportunities Act (Title VII of the Civil Rights Act of~~  
~~1964), 42 U.S.C. §2000e et seq., 29 C.F.R. Part 1601.~~  
~~Equal Pay Act, 29 U.S.C. §206(d).~~  
~~Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.~~  
~~Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.~~  
~~29 U.S.C §701 et seq., Rehabilitation Act of 1973,~~~~29 U.S.C. §791 et seq.~~  
~~Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et seq.~~  
~~Pregnancy Discrimination Act, 42. U.S.C. §2000e(k).~~  
~~Title IX of the Education Amendments, 20 U.S.C. §1681 et seq., 34 C.F.R.~~  
~~Part 106.~~  
38 U.S.C. §4301 et seq., Uniformed Services Employment and  
Reemployment Rights Act (1994),~~38 U.S.C. §§4301 et seq.~~  
42 U.S.C. §1981 et seq., Civil Rights Act of 1991.  
42 U.S.C §2000e et seq., Title VII of the Civil Rights Act of 1964,  
implemented by 29 C.F.R. Part 1601.  
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act of  
2008  
42 U.S.C §2000d et seq., Title VI of the Civil Rights Act of 1964.  
42 U.S.C. §2000e(k), Pregnancy Discrimination Act.  
42 U.S.C. §12111 et seq., Americans with Disabilities Act, Title I.  
 Ill. Constitution, Art. I, §§17, 18, and 19.  
 105 ILCS 5/10-20.7, 5/10-20.7a, 5/10-21.1, 5/10-22.4, 5/10-23.5, 5/22-19,  
 5/24-4, 5/24-4.1, and 5/24-7.  
410 ILCS 130/40, Compassionate Use of Medical Cannabis Program Act.  
410 ILCS 513/25, Genetic Information Privacy~~tection~~ Act,~~410 ILCS~~  
~~513/25.~~  
740 ILCS 174/, Ill. Whistleblower Act,~~740 ILCS 174/.~~

~~775 ILCS 5/1-103, 5/2-102, 103, and 5/6-101, Ill. Human Rights Act, 775 ILCS 5/1-103 5/2-102, 5/2-103, and 5/6-101.~~  
~~775 ILCS 35/5, Religious Freedom Restoration Act, 775 ILCS 35/5.~~  
~~820 ILCS 55/10, Right to Privacy in the Workplace Act, 820 ILCS 55/10.~~  
~~820 ILCS 70/, Employee Credit Privacy Act, 820 ILCS 70/.~~  
~~820 ILCS 75/, Job Opportunities for Qualified Applicants Act, 820 ILCS 820 ILCS 75/.~~  
~~820 ILCS 1212/, Ill. Equal Pay Act of 2003, 820 ILCS 112/.~~  
~~820 ILCS 180/30, Victims' Economic Security and Safety Act, 820 ILCS 180/30.~~  
~~820 ILCS 260/, Nursing Mothers in the Workplace Act, 820 ILCS 260.~~

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and Assignment), 5:300, (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Preventing Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

Adopted: January 28, 1997  
Revised: March 14, 2006  
April 8, 2008  
March 13, 2012  
October 28, 2014  
March 24, 2015  
January 10, 2017



## **General Personnel**

### **Workplace Harassment Prohibited**

The School District expects the workplace environment to be productive, respectful, and free of unlawful harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, color, religion, national origin, ancestry, sex, sexual orientation, age, citizenship status, disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, -nor shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policy 7:20, *Harassment of Students Prohibited*.

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

### **Sexual Harassment Prohibited**

The School District shall provide a workplace environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law.

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes verbal or physical conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment, or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

### **Making a Complaint**

Employees and nonemployees (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors and consultants) are encouraged to promptly report information regarding violations of this policy. Employees/Individuals may choose to report to a person of the individual employee's same gender. Every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available.

Aggrieved employees/individuals, if they feel comfortable doing so, should directly inform the person engaging in the harassing conduct or communication that such conduct or communication is offensive and must stop.

**Whom to Contact with a Report or Complaint**

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager. Employees may also report claims using Board policy 2:260, *Uniform Grievance Procedure*. If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy. ~~5:20, Workplace Harassment Prohibited.~~

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

**Nondiscrimination Coordinator:**

Name Deanne Hillman, Director of Human Resources  
Address 101 W. Cerro Gordo  
Decatur, IL 62523  
Phone 217-362-3031

**Complaint Managers:**

Name	<del>Director of Human Resources</del> <u>Jeff Dase, Assistant Superintendent</u>	<u>Fred Bouchard</u> , Assistant Superintendent
Address	101 W. Cerro Gordo Decatur, IL 62523	101 W. Cerro Gordo Decatur, IL 62523
Phone	217-362-30 <u>31</u> <u>13</u>	<del>217-362-3013</del> <del>or</del> 217-362-3015

**Investigation Process**

Supervisors, Building Principals, or administrators who receive a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. A supervisor or administrator who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment. The District shall investigate alleged workplace harassment when the Nondiscrimination Coordinator or a Complaint Manager becomes aware of an allegation, regardless of whether a written report or complaint is filed.

**Enforcement**

A violation of this policy by an employee may result in discipline, up to and including discharge. A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party of the District, i.e., vendor, parent, invitee, etc. Any employee making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, up to and including discharge.

**Retaliation Prohibited**

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing bona fide complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*), and whistleblower protection may be available under the State Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/).

An employee should report allegations of retaliation to his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employees who retaliate against others for reporting or complaining of violations of this policy or for participating in the reporting or complaint process will be subject to disciplinary action, up to and including discharge.

**Recourse to State and Federal Fair Employment Practice Agencies**

The District encourages all employees who have information regarding violations of this policy to report the information pursuant to this policy. The following government agencies are available to assist employees: the Ill. Dept. of Human Rights and the U.S. Equal Employment Opportunity Commission.

The Superintendent or designee shall also use reasonable measures to inform staff members, ~~and~~ applicants, and nonemployees of this policy, which shall include posting on the District website and/or making this policy available in the District's administrative office, and ~~reprinting~~including this policy in the appropriate handbooks.



- LEGAL REF.: Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq., implemented by 29 C.F.R. §1604.11.  
Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq.; implemented by 34 C.F.R. Part 106.  
State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a).  
Ill. Human Rights Act, 775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/5-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2.  
56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.  
Burlington Industries v. Ellerth,  
Crawford v. Metro. Gov't of Nashville & Davidson County, 555 U.S. 271 (2009).  
Faragher v. City of Boca Raton, 524 U.S. 775 (1998).  
Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).  
Harris v. Forklift Systems, 510 U.S. 17 (1993).  
Jackson v. Birmingham Board of Education, 544 U.S. 167 (2005).  
Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).  
Oncale v. Sundowner Offshore Services, 523 U.S. 75 (1998).  
Porter v. Erie Foods International, Inc., 576 F.3d 629 (7th Cir. 2009).  
Sangamon County Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).  
Vance v. Ball State University, 133 S. Ct. 2434 (2013).
- CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), and 7:20 (Harassment of Students Prohibited)
- ADOPTED: January 28, 1997
- REVISED: October 27, 1998  
February 24, 2004  
April 8, 2008  
March 13, 2012  
October 28, 2014  
March 27, 2018

## **General Personnel**

### **Hiring Process and Criteria**

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School Board policy on equal employment opportunity and minority recruitment. The Superintendent or designee is responsible for recruiting personnel, and making hiring recommendations to the School Board. If the Superintendent or designee's recommendation is rejected, the Superintendent or designee must submit another. No individual will be employed who has been convicted of a criminal offense listed in ~~Section 105 ILCS 5/21B-80(c) of the School Code~~.

The Superintendent or designee may select personnel on a short-term basis for a specific project or emergency condition before approval of the Board of Education.

All applicants must complete a District application 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 or designee shall develop and maintain a current, comprehensive job description for each position or job category; 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 applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are complete. 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 School Board President to keep a conviction record confidential and share it only with the Superintendent or designee, Regional Superintendent, State Superintendent, State Teacher Certification Board, any other person necessary to the hiring decision, or for purposes of clarifying the information, the Ill. Dept. of State Police and/or Statewide Sex Offender Database. 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 an ~~U.S. Citizenship and~~ U.S. Citizenship and Immigration ~~and~~ Naturalization 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 ~~Section 105 ILCS -5/21B-80 of The School Code~~ 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 or designee 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.
- ~~1.5.~~ The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation.
- ~~2.6.~~ 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.
- ~~3.7.~~ 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 website, including a request for passwords to such accounts.
- ~~4.8.~~ The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

### **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, ~~or an a licensed advanced practice registered nurse who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations~~, 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 test 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, ~~or an a licensed advanced practice registered nurse who has a written collaborative agreement with a collaborating physician that authorizes the advance practice nurse to perform health examinations~~, 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 of Education 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: 105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/21B-10, 5/21B-80, 5/10-22.34, 5/10-22.34b, 5/22-6.5, 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

Americans with Disabilities Act, 42 U.S. C. §12212, 29 C.F.R. Part 1630.

Fair Credit Reporting Act, 15 U.S.C. § 1681 et seq.

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

Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1<sup>st</sup> Dist. 1985),  
*aff'd in part and remanded* 505 N.E. 2d 314 (Ill., 1987).

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

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

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:220 (Substitute Teachers), 5:280 (Educational Support Personnel – Duties and Qualifications)

ADOPTED: June 10, 1997

REVISED: March 14, 2006  
April 8, 2008  
March 13, 2012  
October 28, 2014  
March 24, 2015  
January 10, 2017  
January 8, 2019

## General Personnel

### Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

All District workplaces are drug- and alcohol-free workplaces.

All employees shall be prohibited from engaging in any of the following activities while on District premises or while performing work or being on call for the District:

1. Unlawful manufacture, dispensing, distribution, possession, use, or being under the influence of a controlled substance.
2. Distribution, consumption, use, possession, or being under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectable, regardless of when and/or where the use occurred.
3. Distribution, consumption, possession or use, or being impaired by or under the influence of medical cannabis; being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to Ashley's Law, 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests the specific articulable symptoms listed in the Cannabis Regulation and Tax Act (CRTA).

For purposes of this policy a controlled substance means a substance that is:

1. Not legally obtainable;
2. Being used in a manner different than prescribed;
3. Legally obtainable, but has not been legally obtained; or
4. Referenced in federal or State controlled substance acts.

For purposes of this policy, District premises means workplace as defined in the CRTA in addition to District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. School grounds means the real property comprising any school, any conveyance used to transport students to school or a school-related activity, and any public way within 1,000 feet of any school ground, designated school bus stops where students are waiting for the school bus, and school-sponsored or school-sanctioned events or activities. "Vehicles used for school purposes" means school buses or other school vehicles.

As a condition of employment, each employee shall:

1. Abide by the terms of the Board policy respecting a drug- and alcohol-free workplace; and
2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than 5 calendar days after such a conviction.

Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired.

To make employees aware of the dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following:

1. Provide each employee with a copy of the District Drug- and Alcohol-Free Workplace policy;
2. Post notice of the District Drug- and Alcohol-Free Workplace policy in a place where other information for employees is posted;
3. Make available materials from local, state, and national anti-drug and alcohol-abuse organizations;
4. Enlist the aid of community and state agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees;
5. Establish a drug-free awareness program to inform employees about:
  - a. The dangers of drug abuse in the workplace;
  - b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs; and
  - c. The penalties that the District may impose upon employees for violations of this policy.
6. Remind employees that policy 6:60, *Curriculum Content*, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol, and violence.

#### **E-Cigarette, Tobacco and Cannabis Prohibition**

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of e-cigarettes, tobacco, and cannabis products, including electronic cigarettes, applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location.

*Tobacco* shall have the meaning provided in 105 ILCS 5/section 10-20.5b ~~of the School Code~~.

*Cannabis* shall have the meaning provided in the CRTA, 410 ILCS 705/1-10.

*E-Cigarette* is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

#### **District Action Upon Violation of Policy**

An employee who violates this policy may be subject to disciplinary action, including termination. In addition or ~~As~~ alternatively, the School Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, employee-assistance rehabilitation program.

The Board of Education shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction.



Should District employees be engaged in the performance of work under a federal contract or grant, or under a state contract or grant of \$5,000 or more, the Superintendent or designee shall notify the appropriate state or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction.

Disclaimer

The Board reserves the right to interpret, revise or discontinue any provision of this policy pursuant to the **Suspension of Policies** subhead in policy 2:240, *Board Policy Development*.

LEGAL REF.: Americans With Disabilities Act, 42 U.S.C. §12114.  
Controlled Substances Act, 21 U.S.C. §812; 21 C.F.R. §1308.11-1308.15.  
Drug-Free Workplace Act of 1988, 41 U.S.C. §701 et seq.  
Safe and Drug-Free School and Communities Act of 1994, 20 U.S.C. §7101 et seq.,  
30 ILCS 580/, Drug-Free Workplace Act, ~~30 ILCS 580/~~.  
105 ILCS 5/-20.5b  
410 ILCS 82/, Smoke Free Illinois Act.  
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.  
410 ILCS 705/1-1 et seq., Cannabis Regulation and Tax Act.  
720 ILCS 675, Prevention of Tobacco Use by Persons under 21 Years of Age  
and Sale and Distribution of Tobacco Products Act.  
820 ILCS 55/, Right to Privacy in the Workplace Act.  
21 C.F.R. Parts 1100, 1140, and 1143.  
23 Ill.Admin.Code § 22.20

CROSS REF: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:120 (Employment Ethics; Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: January 28, 1997

REVISED: March 14, 2000  
April 8, 2008  
March 13, 201  
October 28, 201  
October 13, 2015

## **General Personnel**

### **Abused and Neglected Child Reporting**

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child or, for a student aged 18 through 21, an abused or neglected individual with a disability, shall: (1) immediately report or cause a report to be made to the Illinois Department of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873) (within Illinois); or 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Superintendent, designee, or Building Principal that a report has been made. The Superintendent or Building Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement. 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 profession 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-THELOST (1-800-843-5678) or online at [www.report.cybertip.org/](http://www.report.cybertip.org/) or [www.missingkids.org](http://www.missingkids.org) [www.cybertipline.com](http://www.cybertipline.com). The Superintendent, designee, 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, designee, 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 ~~one year~~three months -of initial employment and at least every ~~5~~three years after that date.

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

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

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

#### Special School Board Member Responsibilities

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



LEGAL REF.: 105 ILCS 5/10-21.9.

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 School Board), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Ethics and Conduct), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal); 5:290 (Employment Terminations 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 Policy Interviews)

ADOPTED: January 28, 1997

REVISED: March 14, 2006  
April 8, 2008  
March 13, 2012  
October 28, 2014  
January 12, 2016  
January 9, 2018

## **General Personnel**

### **Employee Ethics; Conduct; and Conflict of Interest**

#### Professional and Appropriate Conduct

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional relationships with students, parents, staff members, and others. In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated by reference into this policy. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

#### Statement of Economic Interests

The following employees must file a "Statement of Economic Interests" as required by the Illinois Governmental Ethics Act:

1. Superintendent or designee
2. Building Principal
3. Head of any department
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts including collective bargaining agreement(s), in the amount of \$1,000 or greater
5. Hearing officer
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement

#### Ethics and Gift Ban

Board Policy 2:105, Ethics and Gift Ban, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

#### Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with Section 22-5 of the School Code, "no school officer or teacher shall be interested in District, or in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected" except when the employee is the author or developer of instructional materials listed with the Illinois State Board of Education and adopted for use by the School Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes participation in the selection, award or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) when the employee has a real or apparent conflict of interest. A conflict of interest

arises when an employee or any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with an employee that may compromise or impair the employee's fairness and impartiality, including a member of the employee's immediate family or household;
2. An employee's business partner; or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above. ~~as defined by 2 C.F.R. §200.318(e)(1).~~

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

#### Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours and such other times as are necessary to fulfill appropriate assigned duties.

LEGAL REF.: U.S. Constitution, First Amendment.  
2 C.F.R. §200.318(c)(1)  
5 ILCS 420/4A-101, Ill. Governmental Ethics Act ~~and 430/~~  
5 ILCS 430/, State Officials and Employee Ethics Act.  
50 ILCS 135/, Local Governmental Employees Political Rights Act.  
105 ILCS 5/10-22.39 and 5/22-5.  
325 ILCS 5/, Abused and Neglected Child Reporting Act.  
775 ILCS 5/5A-102-, Ill. Human Rights Act.  
23 Ill.Admin.Code Part 22, Code of Ethics for Illinois Educators.  
Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).  
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF: 2:105 (Ethics and Gift Ban), 4:60 (Purchases and Contracts), 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media; Usage and Conduct)

ADOPTED: February 11, 1997

REVISED: April 8, 2008  
October 28, 2014  
August 11, 2015  
May 23, 2017



## **Professional Personnel**

### **Leaves of Absence**

Each of the provisions in this policy applies to all professional personnel to the extent that it does not conflict with an applicable collective bargaining agreement, a Board approved employment handbook, or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement, a Board approved employment handbook, or individual agreement will control.

### **Child 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 child bereavement leave. The purpose, requirements, scheduling, and all other terms of the leave are governed by the Child Bereavement Leave Act. Child bereavement leave allows for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of his or her child, (2) making arrangements necessitated by the death of the staff member's child, or (3) grieving the death of the staff member's child, without any adverse employment action.

The leave must be completed within 60 days after the date on which the employee received notice of the death of his or her child. However, in the event of the death of more than one child 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 Child Bereavement Leave Act. This policy does not create any right for an employee to take child bereavement leave that is inconsistent with the Child Bereavement Leave Act.

### **Sabbatical Leave**

Sabbatical leave may be granted in accordance with the School Code.

### **Leave of Absence Without Pay**

The Board may grant a leave of absence without pay to tenured professional staff members who have rendered satisfactory service and desire to return to employment in a similar capacity at a time determined by the Board.

Each leave of absence shall be of the shortest possible duration required to meet the leave's purpose consistent with a reasonable continuity of instruction for students.

### **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.

**Child-Rearing Leave**

The Board shall grant a professional staff member's request for a non-paid, child-rearing leave, not to exceed the balance of the school year plus one additional school year (but in no event shall such leave exceed 3 semesters), provided the request complies with this policy. Nothing in this section shall prohibit a professional staff member from using paid sick days as provided in this policy.

A teacher ~~must~~should request, if possible, a child-rearing leave by notifying the Superintendent in writing no later than 90 days before the requested leave's beginning date. The request should include the proposed leave dates. The leave shall end before a new school year begins or before the first day of school after winter recess.

Subject to the insurance carrier's approval, the teacher may maintain insurance benefits at his or her own expense during a child-rearing leave.

A professional staff member desiring to return before the leave's expiration will be assigned to an available vacancy for which the teacher is qualified, subject to scheduling efficiency and instruction continuity.

**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 Leave**

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.

**Leave for Employment in Department of Defense**

The School Board may grant teachers a leave of absence to accept employment in a Dept. of Defense overseas school.

**School Visitation Leave**

An eligible professional staff member is entitled to 8 hours during any school year, no more than 4 hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or ~~classroom activities~~academic meetings related to the teacher's child, if the conference or ~~activity~~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.

The Superintendent or designee shall develop administrative procedures implementing this policy consistent with the School Visitation Rights Act.

**Leaves for Victims of Domestic Violence, ~~or~~ Sexual Violence, or Gender Violence**

An unpaid leave from work is available to any staff member who: (1) is a victim of domestic ~~violence, or~~ sexual violence, ~~or gender violence~~ or (2) has a family, or household member who is a victim of ~~domestic or sexual~~ such violence whose interests are not adverse to the employee as it relates to the domestic ~~violence, or~~ sexual violence, ~~or gender violence~~. The unpaid leave allows the employee to see medical help, legal assistance, counseling, safety planning, and other assistance without suffering adverse employment action.

The Victim's Economic Security and Safety Act 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, 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 of a Specific Organization**

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) 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.



LEGAL REF.: 10 ILCS 5/13-2.5  
~~20 ILCS 1805/30.1 et seq.~~  
~~820 ILCS 154/.~~  
105 ILCS 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.  
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.  
~~820 ILCS 147/4, School Visitation Rights Act and 180/.~~  
820 ILCS 154/, Child 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: June 10, 1997

REVISED: March 23, 2004  
April 8, 2008  
March 13, 2012  
October 28, 2014  
March 24, 2015  
January 10, 2017  
April 23, 2019

## **Professional Personnel**

### **Student Teachers**

The Superintendent or designee is authorized to accept students from university-approved teacher training programs to do student teaching in the District. No individual who has been convicted of a criminal offense ~~that would subject him or her to license suspensions or revocation pursuant to Section 5/21B-80 of the School Code or who has been found to be the perpetrator of sexual or physical abuse of a minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987~~ is permitted to student teach. ~~or complete field or other clinical experience.~~

Before permitting an individual to student teach or participate in any field experience in the District, the Superintendent or designee shall ensure that:

1. The District perform a *complete criminal history records check* as described below; and
2. The individual furnished evidence of physical fitness to perform assigned duties and freedom from communicable disease pursuant to 105 ILCS 5/24-5.

A ~~complete criminal history records check pursuant to~~ 105 ILCS 5/10-21.9(g) *check* shall include:

1. Fingerprint-based checks through (a) the Illinois State Police (ISP) for criminal history records information (CHRI) pursuant to the Uniform Conviction Information Act (20 ILCS 2635/1), and (b) The FBI national crime information databases pursuant to the Adam Walsh Child Protection and Safety Act (P.L. 109-248);
2. A check of the Illinois Sex Offender Registry (see the Sex Offender Community Notification Law (730 ILCS 152/101 et seq.); and
3. A check of the Illinois Murderer and Violent Offender Against Youth Registry (Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS 154/75-105, ~~amended by 97-154~~).

~~The School Code requires Each individual student teacher~~ ing or beginning a required internship to provide the District with written authorization for, and pay the costs of his or her 105 ILCS 5/10-21.9(g) check (including any applicable vendor's fees). Upon receipt of this authorization and payment, the Superintendent or designee will submit the student teacher's name, sex, race, date of birth, social security number, fingerprint images, and other identifiers, as prescribed by the Department of State Police, to the Department of State Police. ~~must provide written authorization form and pay the costs of, his or her criminal history records check (including any applicable vendor's fees), and t~~The Superintendent or designee will provide each student teacher with a copy of his or her report.

### **Assignment**

The Superintendent or designee shall be responsible for coordinating placements of all student teachers within the District. Student teachers should be assigned to supervising teachers whose qualifications are acceptable to the District and the students' respective colleges or universities.

LEGAL REF.: Adam Walsh Child Protection and Safety Act, P.L. 109-248.  
Uniform Conviction Information Act, 20 ILCS 2635/1.  
105 ILCS 5/10-21.9, 5/10-22.34, and 5/24-5.

CROSS REF.: ~~5:190 (Teacher Qualifications)~~; 4:175 (Convicted Child Sex Offender;  
Screening; Notifications); 5:190 (Teacher Qualifications)

ADOPTED: February 11, 1997

REVISED: March 14, 2006  
March 13, 2012  
October 28, 2014  
March 24, 2015  
January 10, 2017



## **Educational Support Personnel**

### **Employment Termination and Suspensions**

#### **Resignation and Retirement**

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

#### **Non-RIF Dismissal**

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

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

The Superintendent or designee is responsible for making dismissal recommendations to the School Board consistent with the School Board's goal of having a highly qualified, high performing staff. This includes recommending a non-licensed employee for immediate dismissal for willful or negligent failure to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/.

#### **Reduction in Force and Recall**

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

#### **Final Paycheck**

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

#### **Suspension**

Except as provided below, the Superintendent or designee is authorized to suspend an employee without pay as disciplinary measure, pursuant to the applicable contract, during an investigation into allegations of misconduct or pending a dismissal hearing whenever, in the Superintendent or

designee's judgment, the employee's presence is detrimental to the District. A disciplinary suspension shall be with pay: (1) when the employee is exempt from the overtime provisions, or (2) until an employee, with an employment contract for a definite term, is provided a notice and hearing according to the suspension policy for professional employees. Upon receipt of a recommendation from the Ill. Dept. Children and Family Services (DCFS) that the District remove an employee from his or her position when he or she is the subject of a pending DCFS investigation that relates to his or her employment with the District, the Board or Superintendent or designee, in consultation with the Board Attorney, will determine whether to:

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

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

LEGAL REF.: 5 ILCS 430 et seq.  
105 ILCS 5/10-22.34c and 5/10-23.5.  
325 ILCS 5/7.4(c-10).  
820 ILCS 105/4a.

CROSS REF.: 5:90 (Abused and Neglected Child Reporting), 5:240 (~~Professional Personnel~~  
~~—Suspension~~), 5:270 (~~Educational Support Personnel~~—Employment At-Will,  
Compensation, and Assignment)

ADOPTED: June 10, 1997

REVISED: March 14, 2006  
April 8, 2008  
March 13, 2012  
October 28, 2014  
August 11, 2015  
October 13, 2015  
June 26, 2018

## **Educational Support Personnel**

### **Sick Days, Vacation, Holidays, and Leaves**

Each of the provisions in this policy applies to all educational support personnel to the extent that it does not conflict with an applicable collective bargaining agreement, the administrative and administrative support handbook, or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

### **Sick and Bereavement Leave**

Full or part-time educational support personnel who work at least 600 hours per year receive 10 paid sick leave days per year. Part-time employees will receive leave pay equivalent to their regular workday. Unused sick leave shall accumulate to a maximum of 180 days, including the leave of the current year.

Sick leave is defined in State law as personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption. The Superintendent and/or designee shall monitor the use of sick leave.

As a condition for paying sick leave after three days absence for personal illness or 30 days for birth or as the Board, Superintendent, or designee deem necessary in other cases, the Board, Superintendent or designee may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a chiropractic physician licensed under the Medical Practice Act, (3) an licensed advanced practice registered nurse ~~who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice registered nurse to perform health examinations~~, (4) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (5) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board, Superintendent, or designee requires a certificate during a leave of less than 3 days for personal illness, the District shall pay the expenses incurred by the employee.

The use of paid sick leave for adoption or placement for adoption is limited to 30 days unless a longer leave is provided in an applicable collective bargaining agreement. The Superintendent or designee may require that the employee provide evidence that the formal adoption process is underway.

### **Vacation**

Twelve-month employees shall be eligible for paid vacation days according to the following schedule:



<u>Length of Employment</u>		<u>Monthly Accumulation</u>	<u>Maximum Vacation Leave Earned Per Year</u>
<u>From:</u>	<u>To:</u>		
Beginning of year 2	End of year 5	0.83 Days	10 Days per year
Beginning of year 6	End of year 15	1.25 Days	15 Days per year
Beginning of year 16	End of year	1.67 Days	20 Days per year

Part-time employees who work at least half-time are entitled to vacation days on the same basis as full-time employees, but the pay will be based on the employee's average number of part-time hours per week during the last vacation accrual year. The Superintendent or designee will determine the procedure for requesting vacation.

Vacation days earned in one fiscal year must be used by the end of the following fiscal year; they do not accumulate. Employees resigning or whose employment is terminated are entitled to the monetary equivalent of all earned vacation.

### **Holidays**

Unless the District has a waiver or modification of the School Code pursuant to Section 2-3.25g or 24-2(b) allowing the District to schedule school on a holiday listed below, District employees will not be required to work on:

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
Abraham Lincoln's Birthday	Veterans Day
Casimir Pulaski's Birthday	Thanksgiving Day
Spring Break Day (e.g. Friday before Easter)	Day after Thanksgiving
Memorial Day	Christmas Eve Day
Independence Day	Christmas Day

To be eligible for holiday pay, the holiday must occur during the respective employee's work year and the employee must be in pay status the day before and the day after the holiday. A holiday will not cause a deduction from an employee's time or compensation. The District may require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

### **Personal Leave**

Full-time educational support personnel have one paid personal leave day per year. The use of a personal day is subject to the following conditions:

1. Except in cases of emergency or unavoidable situations, a personal leave request should be submitted to the Building Principal three days before the requested date.
2. No personal leave day may be used immediately before or immediately after a holiday, or during the first and/or last five (5) days of the school year, unless the Superintendent or designee grants prior approval.
3. Personal leave may not be used in increments of less than one-half day.
4. Personal leave is subject to any necessary replacement's availability.
5. Personal leave may not be used on an in-service training day and/or institute training days.

6. Personal leave may not be used when the employee's absence would create an undue hardship.

**Leave to Serve as a Trustee of the Illinois Municipal Retirement Fund**

Upon request, the Board will grant 20 days of paid leave absence per year to a trustee of the Ill. Municipal Retirement Fund in accordance with 105 ILCS 5/24-6.3.

**Other Leaves**

Educational support personnel receive the following leaves on the same terms and conditions granted professional personnel in Board policy 5:250, *Leaves of Absence*:

1. Leaves for service in the Military and General Assembly.
2. School Visitation Leave.
3. Leaves for Victims of Domestic ~~or Sexual~~ Violence, Sexual Violence, or Gender Violence.
4. Child Bereavement Leave.
5. Leave to serve as an election judge.

LEGAL REF: ~~20 ILCS 1805/30.1 et seq.~~

105 ILCS 5/10-20.7b, 5/24-2, and 5/24-6.

330 ILCS 61/, Service Member Employment and Reemployment Rights Act.

820 ILCS 147, School Visitation Rights Act.

820 ILCS 154/, Child Bereavement Leave Act.

820 ILCS 180/, Victims' Economic Security and Safety Act.

School Dist. 151 v. ISBE, 507 N.E.2d 134 (Ill.App.1, 1987); Elder v. School Dist. No. 127 ½, 208 N.E.2d 423 (Ill.App.1, 1965).

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

ADOPTED: June 10, 1997

REVISED: March 23, 2004  
March 13, 2012  
May 13, 2014  
October 28, 2014  
March 24, 2015  
April 14, 2015  
August 11, 2015  
January 10, 2017  
January 9, 2018  
April 23, 2019

## **Community Relations**

### **Visitors to and Conduct on School Property**

The following definitions apply to this policy:

**School property** - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

**Visitor** - Any person other than an enrolled student or District employee.

All visitors to school property are required to report to the Building Principal's office and receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents/guardians and—friends, and/or community members are invited onto school property or when community members are attending Board meetings, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

Except as provided in the next paragraph, any person wishing to confer with a staff member should contact that staff member ~~by telephone or email~~ to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Superintendent or designee.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, a Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law, or city or county ordinance.
7. Smoke or otherwise use tobacco products, including electronic cigarettes.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug;~~b~~



- ~~8-9.~~ Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
- ~~9-10.~~ Use or possess medical cannabis, unless he or she has compiled with policy 7:270, Administering Medicines to Students, implementing Ashley's Law.
- ~~10-11.~~ Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
- ~~11-12.~~ Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
- ~~12-13.~~ Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive.
- ~~13-14.~~ Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
- ~~14-15.~~ Violate other District policies or regulations, or a directive from an authorized security officer or District employee.
- ~~15-16.~~ Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

#### Convicted Child Sex Offender

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

1. A parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference at the school with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion; or
2. Has permission to be present from the Board, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

#### Exclusive Bargaining Representative Agent

Authorized agents of an exclusive bargaining representative, upon notifying the Building Principal's office, may meet with a school employee (or group of employees) in the school building during duty-free times of such employees.

#### Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from school property. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

#### Procedures to Deny Future Admission to School Events or Meetings

Before any person may be denied admission to school events or meetings as provided in this policy, the person has a right to a hearing before the Board. The Superintendent or designee may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least 10 days before the Board hearing date. The hearing notice must contain:

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing.

LEGAL REF.: Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App.3d 344 (4<sup>th</sup> Dist.730 N.E.2d 96 (Ill.App.4, 2000).  
~~Pro-Children Act of 1994~~, 20 U.S.C. §7181 et seq., ~~Pro-Children Act of 1994~~.  
105 ILCS 5/10-20.5b, ~~5/22-33~~, 5/24-24, ~~and 5/24-25~~ ~~and 5/27-23.7(a)~~.  
410 ILCS 130/, Compassionate Use of Medical Cannabis Pilot Program.  
430 ILCS 66/, Firearm Concealed Carry Act.  
410 ILCS 705/, Cannabis Tax and Regulation Act  
720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Behavior), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

ADOPTED: April 22, 1997

REVISED: October 10, 2000  
September 12, 2006  
July 8, 2014  
October 28, 2014  
January 12, 2016  
January 10, 2017



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Personnel Action
<b>Initiated By:</b> Human Resources Department	<b>Attachments:</b> 7 Pages of Personnel Action
<b>Reviewed By:</b> Deanne Hillman, Director of Human Resources	

### **BACKGROUND INFORMATION:**

Per Board Policy 5:30 Hiring Process and Criteria – The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School board policy on equal employment opportunities and minority recruitment.

### **CURRENT CONSIDERATIONS:**

All offers of employment are contingent upon the approval of the Board of Education. Accordingly, anyone who is offered and begins employment prior to the approval of the Board of Education understands that they will do so as a substitute. If the approval of the Board of Education is obtained, these substitutes will then be made whole retroactive to their first day of employment.

### **FINANCIAL CONSIDERATIONS:**

These positions are in the budget.

### **STAFF RECOMMENDATION:**

Administration respectfully requests the Board of Education approve all personnel action items as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



**To: Board of Education**  
**From: Deanne Hillman**  
**Human Resources Director**  
**Date: December 5, 2019**  
**Board Date: December 10, 2019**  
**Re: Personnel Action**

**EMPLOYMENT RECOMMENDATIONS**

**TEACHERS:**

Name	Position	Effective Date
Kandice Michener	Grade 3, Hope Academy ( <i>Pending Licensure</i> )	January 3, 2020
Edward Pacquer	Montessori Grades 4-6, Garfield ( <i>Pending Licensure</i> )	January 3, 2020

*Pending Licensure- will begin as a Substitute Teacher in the position until Illinois Teacher Licensure is received. Statues states beginning January 2019 conditional upon prior licensure by the Illinois State Board of Education.*

**TEACHING ASSISTANT:**

Name	Position	Effective Date
Antonio Ferguson	Special Ed Assistant, SEAP/Harris Alt Ed, 6 hours per day	November 21, 2019
Kelly Largent	Library Media Assistant, Hope Academy, 5 hours per day	December 5, 2019
Yolanda Mabry	Teaching Assistant, Enterprise, 6 hours per day	January 3, 2020
Kimberly Otis	Special Ed Assistant, MacArthur, 6.5 hours per day	December 9, 2019

**ADMINISTRATIVE SUPPORT:**

Name	Position	Effective Date
Henry Hoang	Educational Media Support Level 1, IT	December 16, 2019

**OUTREACH PERSONNEL:**

Name	Position	Effective Date
Rodriques Wilson	Family Liaison, Stephen Decatur, 5.5 hours per day	November 25, 2019

**CUSTODIANS:**

Name	Position	Effective Date
Jason Roth	2nd Shift Custodian, Stephen Decatur	November 18, 2019
Tyler Tarvin	2nd Shift Custodian, Hope/Stephen Decatur	November 18, 2019

**SCHEDULE B:**

Name	Position	Effective Date
Chambrielle Evans	Middle School Volleyball Coach, Johns Hill	December 2, 2019
Melissa Goede	Student Council Advisor, Parsons	October 7, 2019
Bruce Gray	Head Boys Track Coach, Eisenhower	January 20, 2020
Eric Schultz	Girls Assistant Soccer Coach, MacArthur	March 2, 2020
Benjamin Truong	Middle School Volleyball Coach, Johns Hill	December 2, 2019
Michelle Tucker	ESports/Gamers Club Advisor, MacArthur	December 3, 2019

**TRANSFERS****TEACHERS:**

Name	Position	Effective Date
Dena Cearlock	From .3 FTE Parent Community Liaison, Pershing to .6 FTE Parent Community Liaison/ECSE Teacher, Pershing	January 30, 2020
Aryn Dobrinick	From Montessori Pre K, Enterprise to Kindergarten, Dennis	January 3, 2020
Megan Hull	From SED, Muffley to Cross Categorical, MacArthur	January 3, 2020

Jane Innis	From Speech Language Pathologist, Dennis/Eisenhower to Speech Language Pathologist, Dennis/Johns Hill	January 3, 2020
Tracy Sexton-Long	From Grade 2, Hope to Art/STEAM, Parsons	January 3, 2020
Michael Smothers	From Cross Categorical, Hope to Cross Categorical, Eisenhower	January 3, 2020

#### ADMINISTRATIVE SUPPORT:

Name	Position	Effective Date
Naregis Bonds	From Educational Media Support Level 1, IT to IT Analyst, IT	November 25, 2019

#### TEACHING ASSISTANTS:

Name	Position	Effective Date
Comecko Lewis	From Pre K Assistant, Oak Grove, 6.5 hours per day to Pre K Assistant, RCC/Pershing, 6.5 hours per day	August 14, 2019
Erica Woods	From Cross Categorical Ind Assistant, Enterprise, 6 hours per day to Life Skills Ind Assistant, Enterprise, 6 hours per day	December 9, 2019

#### OUTREACH PERSONNEL:

Name	Position	Effective Date
Kendra Lawrence	From Family Liaison, Oak Grove, 4.5 hours per day to Family Liaison, Oak Grove, 5.5 hours per day	December 2, 2019

### **RESIGNATIONS**

#### TEACHER:

Name	Position	Effective Date
Katherine Coddington	Grade 2, Durfee	January 6, 2020
Judy McGee	Grade 4, Durfee	End of the 2019-2020 School Year



**RETIREMENTS****MAINTENANCE:**

Name	Position	Effective Date
Donald Fuiten	Maintenance Worker, Buildings & Grounds	February 25, 2020

**CUSTODIAN:**

Name	Position	Effective Date
William Davis	2nd Shift Custodian, Muffley	January 31, 2020

**LEAVE OF ABSENCE****OFFICE PERSONNEL:**

Name	Leave	Effective Date
Lori Danner	Medical	December 5, 2019

**TEACHING ASSISTANT:**

Name	Leave	Effective Date
Christine Hobson	Medical	December 5, 2019

**COMPENSATION RECOMMENDATIONS:**

- The following staff members should be compensated for participating in Grade 5 & 6 Q1 Standards Based Grading Rubric Review on November 20 & 21, 2019 at PDI:
 

Marcy Braden	\$25.00	Patricia Paulson	\$25.00
Judy McGee	\$25.00	Hannah Blanck	\$25.00
Linda Stubblefield	\$25.00	Kelli Murray	\$100.00
Dena Flanigan	\$25.00		
- The following staff members should be compensated for participating in Grade 5 & 6 Q1 Standards Based Grading Rubric Review on November 14, 2019 at PDI:
 

Ashley Atchason	\$16.67	Bobbi Clark	\$16.67
Carol Clayton	\$16.67	Abigail Cohlmeier	\$16.67
Melissa Goede	\$16.67	Dawn Hawkins	\$8.34
Rachelle Rico	\$16.67	Ashley Minton	\$16.67
April Bacon	\$16.67	Kelli Murray	\$16.67
Alison Bickel	\$16.67	JoBeth Page	\$16.67
Tami Browning	\$16.67	Julie Turner	\$16.67

- The following staff members should be compensated for participating in School Improvement Planning on November 11, 13, 19, 21 & 22, 2019 at Franklin:

Brianne Barrett	\$16.67	Carie Hughes	\$16.67
Kay Green	\$16.67	Nikki Torbert	\$83.35
Kristin Portis	\$50.00		

- The following staff members should be compensated **\$49.50** for participating in Equal Opportunity Schools on November 5, 2019 at Eisenhower:

Sam Mills	Dora Minnett
Megan Flanigan	Samantha Stark
Justin Hampton	Amanda Duckworth

- The following staff members should be compensated **\$49.50** for participating in Equal Opportunity Schools on October 7, 2019 at Eisenhower:

Megan Flanigan	Dora Minnett
Matthew Gremo	Samantha Stark
Justin Hampton	

- The following staff members should be compensated for participating in 2019 Turkey Tournament from November 26-30, 2019 at SDMS:

Mel Rustio	\$2,850.00	Kim Hulva	\$675.00
Angela Bowman	\$1,400.00	Jason Crutcher	\$500.00
Sevie Jarrett	\$675.00	Scott Blair	\$500.00

- The following staff members should be compensated **\$16.66** for participating in ILT ESSA Meeting on November 19, 2019 at Stevenson:

Leslie Woolsey	Jarry Brown
Denita Hentz	Sheree Park

- The following staff members should be compensated **\$33.32** for participating in ILT ESSA Meeting on November 21, 2019 at Stevenson:

Leslie Woolsey	Sheree Park
Denita Hentz	

- The following staff members should be compensated **\$16.66** for participating in Leadership/SIP Planning on October 29, 2019 at Parsons:

Sarah Hott	April Parpart
Ashley Faulkner	Rhonda Ganley
Melissa Goede	Bailey Cadieux

- The following staff members should be compensated **\$24.99** for participating in Leadership/SIP Planning on November 6, 2019 at Parsons:

Sarah Hott	April Parpart
Ashley Faulkner	Rhonda Ganley

Melissa Goede

Bailey Cadieux

- The following staff members should be compensated **\$75.00** for participating in Guest Teacher PD on October 29, 2019 at EHS:

Mavis Bradford  
Jordan Brown  
Serita Carman  
Brenda Clark  
Bette Felstead  
Larry Garner  
Alyssa Heise  
Susan Howland

Timothy Rapson  
Jennifer Tallent  
Richard Turner  
Kenneth Woolin  
Cari Warren  
Rosalind White  
Melody Wilkinson  
Ellen Young

- The following staff members should be compensated **\$16.67** for participating in Encore Q1 Standards Based Grading Rubric Review on November 19, 2019 at PDI:

Christina Angle  
Renee Comstock  
Larry Garner  
Traci Hayward  
Deborah Kwasny  
Peggy Miller

Karen Moore  
Heather Pistorius  
Chelsea Seapy  
Rhonda Thomas-Cox  
Brandy Vanderberg  
Terry Wolpert

- The following staff members should be compensated for participating in New Educator Academy #2 on October 8, 2019 at PDI:

Ata Bird	\$25.00	Brett Palmer	\$25.00
Hannah Blanck	\$25.00	Patricia Paulson	\$25.00
Brittany Borowski	\$25.00	Krystal Reyes	\$25.00
Marcy Braden	\$25.00	Amy Richards	\$25.00
Annie Brahler	\$25.00	Chelsea Seapy	\$25.00
Paige Brehm	\$25.00	Brooke Segelhorst	\$25.00
Casey Chavez	\$25.00	Shawn Todd	\$25.00
Renee Comstock	\$25.00	Nicole Wilcoxon	\$25.00
Alexandra Daggett	\$25.00	Hang Woollen	\$25.00
Chelsea Davis	\$25.00	Jessica Zavada	\$25.00
Aryn Dobrinick	\$25.00	John Zyck	\$25.00
Kathy Fehrenbach	\$25.00	Michelle Bouchard	\$25.00
Sarah Garrison	\$25.00	Kimberly Taylor	\$25.00
Paula Gruen	\$25.00	Judy McGee	\$25.00
Taylor Hathcoat	\$25.00	Evan Briar	\$25.00
Samantha Johnson	\$25.00	Holly Lewis	\$25.00
Stephen Jones	\$25.00	Rachelle Rico	\$25.00
Joslyn Keathley	\$25.00	Carol Clayton	\$25.00
Amanda Mandrell	\$25.00	Sara Kelly	\$50.00
Tamara Mashaw	\$25.00	Alexandra Nichols	\$50.00



Karen Mercer	\$25.00	Kamie Meador	\$50.00
Leigh-Ann Miller	\$25.00	Jennifer Young	\$50.00
Karen Moore	\$25.00	Michael Coziah	\$50.00

- The following staff member should be compensated **\$4,000.00** for the X-Step for his years of service to Decatur Public Schools:  
Donald Fuiten
- The following staff member should be compensated **\$500.00** for the X-Step for his years of service to Decatur Public Schools:  
William Davis



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Freedom of Information Act (FOIA) Report
<b>Initiated By:</b> Melissa Bradford, Board Secretary and District's FOIA Officer	<b>Attachments:</b> None
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

Full access to the District's public records is available to any person as provided in the Illinois Freedom of Information Act (FOIA). The Superintendent or designee shall: (1) provide the Board with sufficient information and data to permit the Board to monitor the District's compliance with FOIA and this policy, and (2) report any FOIA requests during the Board's regular meetings along with the status of the District's response. The Board Secretary serves as the District's FOIA Officer and will inform the Board of Education of any FOIA Reports from the previous month every first Board meeting of the month.

### CURRENT CONSIDERATIONS:

Please see the below FOIA Report from the District's FOIA Officer for Decatur Public Schools:

#### Freedom of Information Act Report

Date Received	Due Date	Extension Due Date	Requestor/ Company	Topic/ Summary	Date Responded
11/01/19	11/08/19	None	Paul Cicchini, WCIA	Electronic and written communication relating to the contract negotiations between DPS, the BOE and DFTA from 04/01/19-11/01/19.	11/08/19
11/11/19	11/18/19	None	Paul Cicchini, WCIA	If negotiating materials were exempt in accordance with 5 ILCS 140 Sec. 7 (p), but have then been published here: <a href="https://www.dps61.org/Page/15523">https://www.dps61.org/Page/15523</a> per 115 ILCS 5/12 (a-5), wouldn't that set a legal precedent that negotiating materials have been made public and are therefore no longer subject to 5 ILCS 140 Sec. 7 (p)?	11/18/19
11/19/19	11/26/19	None	Paul Cicchini, WCIA	Electronic and written communication relating to 2019 Decatur Public School District 61 holiday party/parties.	11/26/19
11/07/19	11/14/19	11/22/19	DPL Watchdogs	IEP demographics for 2019-2020, 504 plan demographics for 2019-2020, emails between DPS and MPSED for 10/2019, number of due process proceedings in 2018-2019 and 2019-2020 IEP vs 504s, discipline data by race and gender for SDMS and TJ for 2018-2019 and SDMS for 2019-2020, emails between DPS and Innovation Learning for 09/2019.	11/21/19

<b>Date Received</b>	<b>Due Date</b>	<b>Extension Due Date</b>	<b>Requestor/ Company</b>	<b>Topic/ Summary</b>	<b>Date Responded</b>
11/12/19	11/19/19	11/26/19	Justin Weaver, Co-Chair Central IL DSA	Data regarding students left on busses or dropped off at incorrect spot, data on bus driver discipline, communication between DPS and the provider of bussing from 10/11/19-11/12/19, emails between BOE on this subject.	11/26/19
11/20/19	11/26/19	None	Matthew Herbers, Financial Statement Examiner	The District's 12/31/2018 GASB 68 Report for the IMRF.	11/20/19
11/19/19	11/26/19	None	Rachel Conner	The fiscal or budget year start date (mm-dd) for Decatur Public Schools.	11/20/19
11/04/19	11/11/19	None	Adam Harding	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/04/19	11/11/19	11/18/19	Adam Harding	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/04/19	11/11/19	11/18/19	Adam Harding	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	11/18/19
11/04/19	11/11/19	11/18/19	Adam Harding	Emails, district and personal, between the dates of 10/28/19-11/04/19 either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the procurement, origin, delivery or distribution of Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/18/19
11/21/19	12/03/19	None	Adam Harding	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding COBRA notices in DFTA bargaining unit, between 10/25/19-11/21/19.	12/04/19
11/12/19	11/19/19	None	Adam Heenan	Emails, district and personal, between the dates of 10/28/19-11/04/19 either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the procurement, origin, delivery or distribution of Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	12/05/19



<b>Date Received</b>	<b>Due Date</b>	<b>Extension Due Date</b>	<b>Requestor/ Company</b>	<b>Topic/ Summary</b>	<b>Date Responded</b>
11/04/19	11/11/19	None	Amy Alsop	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/04/19	11/11/19	11/18/19	Amy Alsop	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/04/19	11/11/19	11/18/19	Amy Alsop	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	11/18/19
11/15/19	11/22/19	None	Amy Alsop	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/18/19
11/15/19	11/22/19	None	Amy Alsop	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/15/19	11/22/19	None	Amy Alsop	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/06/19.	11/20/19
11/07/19	11/14/19	11/21/19	Analisa Trofimuk, H&R	Emails sent to and from the BOE between the dates of 09/01/19-11/06/19.	11/21/19
11/21/19	12/03/19	None	Analisa Trofimuk, H&R	Emails sent to and from the BOE between the dates of 09/01/19-11/06/19 that include phrases: DFTA, Decatur Federation of Teaching Assistants union, teaching assistants, Busboom, mediator.	12/04/19
11/07/19	11/14/19	None	Andrea Herrera	Who and how much was paid for Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/07/19	11/14/19	11/21/19	Andrea Herrera	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/07/19	11/14/19	11/21/19	Andrea Herrera	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/06/19.	11/20/19

<b>Date Received</b>	<b>Due Date</b>	<b>Extension Due Date</b>	<b>Requestor/ Company</b>	<b>Topic/ Summary</b>	<b>Date Responded</b>
11/04/19	11/11/19	11/18/19	Caroline Staerk	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19. Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19. Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	11/18/19
11/05/19	11/12/19	None	Cathy Mannen	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/05/19	11/12/19	11/19/19	Cathy Mannen	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/05/19	11/12/19	11/19/19	Cathy Mannen	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	11/19/19
11/04/19	11/11/19	None	Don Anton	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/04/19	11/11/19	11/18/19	Don Anton	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/04/19	11/11/19	11/18/19	Don Anton	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	11/18/19
11/05/19	11/12/19	None	Jeannie Ludlow	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/05/19	11/12/19	11/19/19	Jeannie Ludlow	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/05/19	11/12/19	11/19/19	Jeannie Ludlow	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance	11/19/19

				coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	
11/04/19	11/11/19	None	Jennifer White	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/04/19	11/11/19	11/18/19	Jennifer White	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/04/19	11/11/19	11/18/19	Jennifer White	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	11/18/19
11/15/19	11/22/19	None	Jenna Woods	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/18/19
11/15/19	11/22/19	None	Jenna Woods	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/15/19	11/22/19	None	Jenna Woods	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/09/19.	11/20/19
11/04/19	11/11/19	None	Jon Nadler	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/04/19	11/11/19	11/18/19	Jon Nadler	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/04/19	11/11/19	11/18/19	Jon Nadler	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	11/18/19



<b>Date Received</b>	<b>Due Date</b>	<b>Extension Due Date</b>	<b>Requestor/ Company</b>	<b>Topic/ Summary</b>	<b>Date Responded</b>
11/12/19	11/19/19	None	Jon Nadler	Emails, district and personal, between the dates of 10/28/19-11/04/19 either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the procurement, origin, delivery or distribution of Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/18/19
11/21/19	12/03/19	None	Jon Nadler	Invoices from any legal firm for any legal services for the DPS for the purposes of collective bargaining with the DFTA between the dates of 03/01/19-11/21/19	12/04/19
11/15/19	11/22/19	None	Kristin Prine	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/18/19
11/15/19	11/22/19	None	Kristin Prine	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/15/19	11/22/19	None	Kristin Prine	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/09/19.	11/20/19
11/04/19	11/11/19	11/18/19	Marc Girdler (Fusion)	Receipts, emails, communications, etc regarding donuts sent to any DPS locations on 11/1/2019 and emails, communications regarding Paul Fregeau's podcast Here We Go Fregeau, including any expenses or compensation.	11/18/19
11/07/19	11/14/19	None	Marilou Lerner	Who and how much was paid for Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/05/19	11/12/19	None	Natalie Nagel	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/05/19	11/12/19	11/19/19	Natalie Nagel	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/05/19	11/12/19	11/19/19	Natalie Nagel	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/05/19.	11/19/19

<b>Date Received</b>	<b>Due Date</b>	<b>Extension Due Date</b>	<b>Requestor/ Company</b>	<b>Topic/ Summary</b>	<b>Date Responded</b>
11/04/19	11/11/19	None	Scott Busboom, Cromwell	Number of TAs who had crossed the picket line during the ta strike of 10/29-10/31 and the buildings to which those occurred.	11/11/19
11/05/19	11/12/19	11/19/19	Scott Busboom, Cromwell	District and BOE emails with the words Talk 101, WZUS, Byers, or Wolfe sent thru the DPS email system since 09/01/19.	11/19/19
11/05/19	11/12/19	None	Tom McLaughlin	Who and how much was paid for the Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/11/19
11/05/19	11/12/19	11/19/19	Tom McLaughlin	Who and how much was paid for any overtime received for the time period 10/27/19-11/05/19.	11/18/19
11/05/19	11/12/19	11/19/19	Tom McLaughlin	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/04/19.	11/19/19
11/13/19	11/12019	None	Tom McLaughlin	Emails, district and personal, between the dates of 10/28/19-11/04/19 either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the procurement, origin, delivery or distribution of Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/19/19
11/07/19	11/14/19	None	Stacey Hagan	Who and how much was paid for Krispy Kreme Doughnuts provided to DPS buildings on 11/01/19.	11/13/19
11/07/19	11/14/19	11/21/19	Stacey Hagan	Who and how much was paid for any overtime received for the time period 10/27/19-11/06/19.	11/18/19
11/07/19	11/14/19	11/21/19	Stacey Hagan	Emails, district and personal, either from or to BOE, Paul Fregeau, Deanne Hillman, Todd Covault, Maria Robertson, Kim Hulva, Denise Swarthout regarding the cancellation of any insurance coverages or sick leave or personal leave for employees in DFTA bargaining unit, between 10/25/19-11/06/19.	11/20/19
12/02/19	12/09/19	None	Kirsten Hoggatt, Government Proposal Specialist	Bids #777-273, 777-274, and 777-275.	12/05/19

<b>Date Received</b>	<b>Due Date</b>	<b>Extension Due Date</b>	<b>Requestor/ Company</b>	<b>Topic/ Summary</b>	<b>Date Responded</b>
12/05/19	12/12/19	None	Jeff Krause	Invoices and/or billings excluding catering functions from Aramark to DPS for operation of the foodservice program for the time period of 08/2019 through 11/2019 and a copy of the foodservice renewal document page for the 2019-20 school year.	None at this time.

**FINANCIAL CONSIDERATIONS:**

None.

**STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education approve this FOIA Report as presented.

**RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:**\_\_\_\_\_





## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> ESSA School Improvement
<b>Initiated By:</b> Mary Ann Schloz, Assistant Director of Finance, Grants, & Special Projects; Charlotte Thompson, Director of Curriculum and Instruction- Elementary; Dr. Joshua Peters, Director of Curriculum and Instruction- Secondary	<b>Attachments:</b> ESSA School Improvement Plans for each of the following schools: Baum, Dennis, Durfee, Enterprise, Franklin, French, Hope, Muffley, Oak Grove, Parsons, South Shores, Stevenson, and Stephen Decatur Middle School
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

Schools designated as Lowest Performing and Underperforming under the new ESSA guidelines have been working on their needs assessments, writing their School Improvement Plans, selecting learning partners, and finalizing budgets to coincide with those work plans. The State Board of Education requires local Board approval for all School Improvement Plans. The deadline to submit the plans to the state via the IWAS system is December 31, 2019.

### CURRENT CONSIDERATIONS:

The School Improvement Plans serve as a narrative that identifies the processes, programs, and policies that outline how the school will serve the students identified by their ESSA summative designation. These plans guide the professional development, instructional delivery, and interventions for each school and as such are documents that do not remain static but are updated, reviewed, and revised as needed. As a note, Johns Hill Magenot School, Garfield Montessori, Eisenhower High School, MacArthur High School, and Robertson Charter School do not require work plans due to their Commendable ESSA summative designations.

As a note- while academic goals were multi-year, the action steps and budget are for current 2019-2020 school year only.

### FINANCIAL CONSIDERATIONS:

The ESSA School Improvement Budgets will support the costs outlined in the school improvement plans.

### STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the District's ESSA School Improvement Plans as presented.

### RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

**Michael E. Baum Elementary 3 Year Improvement Plan Summary  
SY 2019 – 2020**



**Decatur Public Schools**

*Educating for Success*

**MICHAEL E. BAUM ELEMENTARY  
3 YEAR IMPROVEMENT PLAN**

**IL-EMPOWER**

**Tanya Young, Principal**

[TYoung@dps61.org](mailto:TYoung@dps61.org)

## **Building Snapshot**

School: Michael E. Baum Elementary School

School Year: 2019-2020

Length of SIP Plan: 2019-2022

Members of SIP Team and their roles:

- Tanya Young, Principal
- Jewel Grady, Instructional Specialist
- Katie Hill, Primary Teacher
- Ashley Minton, Intermediate Teacher
- Jess Brinkoetter, Teacher and AR Lead

Learning Partner(s) contact information: Not Required

Current Designation (including student groups): Underperforming- Children With Disabilities

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.



## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	26.9%	29.4%	35%	28.3%	14.6%	29.0%	27.5%	37.5%	19.6%	31.3%
2	22.0%	27.5%	30%	15.2%	16.7%	39.8%	29.4%	37.5%	47.5%	45.8%
3	38.7%	27.5%	32.5%	39.1%	56.3%	23.1%	31.4%	22.5%	19.6%	18.8%
4	12.4%	15.7%	2.5%	17.4%	12.5%	7.0%	7.8%	2.5%	13.0%	4.2%
5	0%	0%	0%	0%	0%	1.1%	3.9%	0%	0%	0%

Currently, Michael E. Baum Elementary School's Assessment scores for **2019 IAR** for all students indicated 88% were in Level 1, 2, or 3. The student growth percentile in ELA/L for the school is 51%. In the area of Mathematics, IAR assessment scores indicate 92% of the students were in Level 1, 2, or 3. The student growth percentile for Mathematics is 42%.

### 2. Identification of opportunity and achievement gaps related to these student groups

Currently, Michael E. Baum Elementary School is identified as **Underperforming- Children With Disabilities (previously known as IDEA services students)**. Assessment scores for 2019 IAR indicate 94.19% were in Level 1, 2, or 3 with 71% at Level 1, 9% at Level 2, and 12% at Level 3 in English Language Arts/Literacy. The student growth percentile in ELA/L for this group is 34%. In the area of Mathematics, IAR assessment scores indicate 91% of the students were in Level 1, 2, or 3 with 68% at Level 1, 2% at Level 2, and 12% at Level 3. The student growth percentile for Mathematics is 41%.

Student groups with more than 20 students include Black or African American (41 students); Two or More Races (31 students); CWD (formerly IDEA Services) (34 students). The total number of students assessed by IAR in 2019 was 196 with 5 no scores and with 127 figured into the Student Growth Percentile. African American student group had 6 students achieving at a Level 4 (Met Expectations)

English Language Arts/Literacy and 0 in Mathematics. Two or More Races student group had 3 students achieving at a Level 4 (Met Expectations) English Language Arts/Literacy and 1 student in Mathematics. Children with Disabilities (CWD) student group had 2 students achieving at a Level 4 (Met Expectations) in English Language Arts/Literacy and 2 students in Mathematics.

- a. Tutoring was offered last year for these student groups and will be offered again beginning in January.
- b. We have school-wide RtI groups across grade levels daily. Specialists work with RtI students as well our CWD groups specifically. Classroom teachers work with small groups which include these groups.
- c. Some classrooms have volunteers that work with individual students.

**3. Potential reasons for your school's current status**

- a. Our number of CWD students has increased in the last few years. In 2017, Baum had 14% of students receiving special education services, 2018 was 19%, and 2019 was 25% with IEP's.
- b. Some of the students that have IEPs are involved in extracurricular activities such as Honor Choir, Band, and Orchestra. A lot of our students are missing out on grade level exposure due to the schedules of the Cross Cat Teachers and refusal to push in. We are not sure what curriculum they use in Reading and Math while they are with the Cross Cat Teachers.

**4. Highest priority of concern based on the school's analysis of data**

- a. Both areas of Math and ELA/L are of concern. Both are in the 90% meeting below standards.
- b. Only two third grade CWD students met standards in ELA/L and only two fifth grade CWD students met standards in Math.

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric:

STANDARD	OVERALL RATING
Standard I: Continuous Improvement	Emerging
Standard II: Culture and Climate	Emerging
Standard III: Shared Leadership	Accomplished
Standard IV: Governance, Management, and Operations	Accomplished
Standard V: Educator and Employee Quality	Accomplished
Standard VI: Family and Community Engagement	Accomplished
Standard VII: Student and Learning Development	Emerging

#### A. Baum Elementary School self-identified areas of strengths are as follows:

1. School leadership team is well established and meets frequently in order to discuss issues surrounding academics and behaviors.
2. School has embedded MTSS supports such as monthly Problem Solving meetings both academically and behaviorally, weekly grade level meetings and more if requested by the teachers, and weekly Admin and Instructional Specialist meetings. These meetings allow teachers and administration to look at data to specifically drive supports for students.
3. Multiple means of communication from school-to-home are actively employed. Communication from teachers to parents are frequent. Some of these include social media pages, DoJo, monthly newsletters sent home from the office, and individual classrooms are sent home either weekly or monthly notes as well. Many of our teachers also use SeeSaw for parent communication.

4. School has increased monthly activities to provide more opportunities for families to make connections and build relationships between home and school.
5. School participates in Central Illinois Network Partnership for Schoolwide SEL. The Consortium for Educational Change (CEC) and the Collaborative for Academic, Social, and Emotional Learning (CASEL) are partnering to offer a systematic approach to the implementation of Social Emotional Learning (SEL). The SEL Team meets monthly and receives professional training to guide the district-wide and school wide implementation process.
6. School has embedded an attendance committee to plan and target chronic absenteeism. This group meets monthly and provides weekly data to staff and students.
7. Innovative Learning allows students to get extra support before and after school.

**B. Baum Elementary School self-identified areas of developing are as follows:**

1. Most teachers promote positive classroom and school environments.
2. Our school has a Student Council made up of 4-6th graders that have extra responsibilities throughout the year. An area we would like to improve is to include them in the sub-Leadership team meetings and listen to their voice.
3. Lot of teacher's time is spent with lower academic students so our higher students are not challenged enough.
4. Principal has arranged schedules so that each grade has a common planning time but not all teachers take advantage.
5. Instructional staff and school leadership are working towards empowering students to take collaborative responsibility for their learning. (Increase student attendance, decrease tardy issues, goal setting and data record keeping, and student led parent teacher conferences).
6. Staff attends trainings led by the district in order to create a better understanding of new curriculum set in place, as well as standards based grading.

**C. Baum Elementary School self-identified areas for improvement are as follows:**

1. Need to prioritize coordinated system of support for the whole child (Social Emotional Learning). This needs to be linked to developing knowledge and skills linked to learning and healthy development outcomes for students.
2. Working with some teachers on the transfer of the utilization of data to adjust strategies to meet the needs of the whole child. (Lesson planning, data utilization to guide instruction, student engagement, classroom management).



3. Improving and fostering teacher and student leadership within the school environment, demonstrate respect for all students and teachers, and to be consistent with challenging students to achieve high expectations. (Classroom management, behavioral supports, instructional supports, mentoring of teachers and students).
4. Our Chronic Absenteeism this past year was 30% which is higher than 2018 26%. This is higher than the state average.

**2. Select the standards that are identified as priorities for improvement using the IQFSR document**

<b>STANDARD</b>	<b>OVERALL RATING</b>
<b>Standard II: Culture and Climate</b>	<b>Emerging</b>
<b>Standard VII: Student and Learning Development</b>	<b>Emerging</b>

The standards selected above align with the emerging standards on the Illinois Quality Framework Supporting Rubric that were most prominent in number and were the focus decided in the discussion of the leadership team.

- a. VIIC: Instructional staff, supported by district/school leadership, utilize instruction, evaluation, and assessment strategies that are informed by research to continuously monitor instruction, adjusting to the needs of the whole child.
- b. IIA: The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning.

**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

- a. VIIC: Our school chose this goal because looking at our Fastbridge and IAR data, our Reading and Math were pretty close so we chose to go with improving ELA this year because it is important to be able to read Math problems. Reading will aid in understanding. We want to have 60% of all of our students in Grades 2-6 at the 30th percentile.
- b. IIA: Our school chose this goal even though the District marked themselves accomplished because of our Chronic Absenteeism which has increased to 30% this year which is an increase of 4% from last year.

## Academic Student Performance- ES

ELA Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22 Consolidating	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	15.7%	25%					
4	2.5%	24.1%		32.5%			
5	17.4%	12.2%		31.6%		39.5%	
6	12.5%	25.6%		20.9%		38.6%	

Math Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22 Consolidating	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	12%	21%					
4	3%	21%		29%			
5	13%	25%		33%		36%	
6	12%	22%		30%		40%	

Science Proficiency- ISA							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	41.3%	60%		64%		68%	

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-6	93%	93%		94%		Consolidating	

Student Attendance Growth							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-6	0%	1%		1%		Consolidating	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-6	30.3%	28%		26%		Consolidating	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Students	93.9%	94.5%		95%		Consolidating	

# School Improvement Plan

## Part 1: School Improvement Plan Summary

**School SMART Goal #1 (IQFSR)** - The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 48% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 28.5% of students were at/above the 50th percentile; Fall 2020 - 35.65%; Fall 2021 - 42.11%; Spring 2022 - 48%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?	STUDENT PERFORMANCE MEASURE HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?
<ul style="list-style-type: none"> <li>A. All teachers will utilize the workshop model in daily lessons.</li> <li>B. All teachers will differentiate in reading instruction through guided instruction.</li> <li>C. All teachers will provide feedback based on formative assessments in reading.</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of teachers will provide daily reading instruction which is evidenced by the reading workshop implementation</li> <li>2. 100% of teachers will provide differentiated reading instruction through conferring and/or guided reading as evidenced by the Learning Walk Protocol document</li> </ul>	<ul style="list-style-type: none"> <li>1. 40% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments</li> <li>2. 25% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment</li> </ul>



**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 76% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 69.7% of students were not chronically absent. SY20: Fall 2020 - 71.8%; Fall 2021 -73.9%; Spring 2022 - 76%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. Staff will establish absenteeism protocol to address attendance.</p> <p>B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).</p>	<ol style="list-style-type: none"> <li>1. 100% of teachers will implement absenteeism protocol.</li> <li>2. Parent liaison and principal will conduct home visits per absenteeism protocol.</li> <li>3. Parent liaison will assist in transporting students to school.</li> </ol>	<ol style="list-style-type: none"> <li>1. 100% of students will keep track of their daily attendance.</li> </ol>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>SMART Goal #1:</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 48% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 28.5% of students were at/above the 50th percentile; Fall 2020 - 35.68%; Fall 2021 -42.11%; Spring 2022 - 48%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading instruction through guided instruction. C. All teachers will provide feedback based on formative assessments in reading.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Dec 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of teachers will provide daily reading instruction which is evidenced by the reading workshop implementation	100%					
100% of teachers will provide differentiated reading instruction through conferring and/or guided reading as evidenced by the ESAIL document	100% (Guided Reading & RtI Instruction)					
Student Practices/Performance Measure	Dec 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
40% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments						

48% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment by Spring 2022						
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## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>SMART Goal #2:</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 76% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 69.7% of students were not chronically absent. SY20: Fall 2020 - 71.8%; Fall 2021 - 73.9%; Spring 2022 - 76%]						
Worthy Target/Objective and Practice/Performance Measures						
A. Staff will establish absenteeism protocol to address attendance. B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Dec 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of teachers will implement absenteeism protocol.						
Parent liaison and principal will conduct conferences and/or home visits per absenteeism protocol.						
Parent liaison will assist in transporting students to school.						
Student Practices/Performance Measure	Dec 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of students will keep track of their daily attendance.						



### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1:** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 48% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 28.5% of students were at/above the 50th percentile; Fall 2020 - 35.68%; Fall 2021 -42.11%; Spring 2022 - 48%]

- A. All teachers will utilize the workshop model in daily lessons.
- B. All teachers will differentiate in reading instruction through guided instruction.
- C. All teachers will provide feedback based on formative assessments in reading.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Not Started	In Progress	Completed
Teachers will provide research based interventions for students who are below 10% schoolwide on FastBridge reading assessments.	Fastbridge reading assessments (aReading/ Early Reading)	Classroom teacher	X	X	X	X	FastBridge		X	
Students identified as Tier II or III, will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge reading assessments (aReading/ Early Reading)	Classroom teacher	X	X	X	X	FastBridge, LLI		X	
Interventionists will provide Tier II or III instructional strategies	Fastbridge reading assessments (aReading/ Early Reading)	Interventionist			X	X	FastBridge, LLI, salary and benefits	X		

Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, SBG, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal	Agendas & notes	Agendas & notes			Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Learning Walks	Learning Walk Protocol	Principal		X	X	X	Clipboard & Checklist		X	
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data		X	
Monthly SIP meetings	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data, \$ money for subs, stipends, benefits		X	
After school Tutoring	Schedule, Student Data	Instructional Specialist			X	X	Transportation, Stipends and benefits, Instructional Materials	X		
PD: Workshop Model, Differentiation, Classroom Instructional Strategies	Learning Walk Protocol	Instructional Specialist	X	X	X	X	\$ money for subs, stipends, benefits	X		

**SMART Goal #2:** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 76% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 69.7% of students were not chronically absent. SY20: Fall 2020 - 71.8%; Fall 2021 -73.9%; Spring 2022 - 76%]

A. Staff will establish absenteeism protocol to address attendance.

B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Not Started	In Progress	Completed
Create absenteeism protocol	Document to be shared	Principal			X	X	Board Policy, shared docs, cabinet approval	X		
Student conferences with students	Chart Goals, Attendance Record	Parent Liaison			X	X	sign in sheets, materials, protocol, goal setting sheets	X		
Home visits/Conferences will be conducted	Chart Goals, Attendance Record	Parent Liaison			X	X	Extended hours, mileage,		X	
Attendance Team will promote school wide attendance through individual class, grade level, & entire school quarterly attendance goals.	Absentee Protocol, Attendance Record	Principal	X	X	X	X	Stipend for time outside contractual hours,		X	

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget- \$30,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.									
After school tutoring - . 4 teachers	January 27	March 2	Instructional Specialist	1584	475.20				2059.20
Raz Kids - 2 years	Now		Instructional Specialist			5,630.40			5,630.40
After School Student Transportation	Jan. 27	March 2	Instructional Specialist				1,128		1,128.00
2 - Interventionists @ 4 hours a day x 78 days	January 6	May 1	Principal, Secretary	10,608	3,182.40				13,790.40
Subs for SIP meetings, Data Meetings, and additional PD sessions as needed, Retreat	Now	May 18	Principal, Secretary	5,000	1,500				6,500.00
TOTAL									\$29,108.00



**Dennis Lab School 3 Year Improvement Plan Summary**  
**SY 2019 – 2020**



**Decatur Public Schools**

*Educating for Success*

**DENNIS LAB SCHOOL K-8**  
**3 YEAR IMPROVEMENT PLAN**

**IL-EMPOWER**

**Daniel Lynch, Principal**

**[DLynch@dps61.org](mailto:DLynch@dps61.org)**

## Building Snapshot

School: Dennis Lab School K-8

School Year: 2019-2020

Length of SIP Plan: 3 Years

Members of SIP Team and their roles:

Name	Position
Dan Lynch	Principal
Sarah Smith	Instructional Specialist
Keith Creighton	Asst. Principal
Jennifer Parks	4th Grade Teacher
Cassie Mann	1st Grade Teacher
Shannon Carter	SPED
Traci Hayward	Physical Education Teacher
Janet Loehr	Library TA

Learning Partner(s) contact information: Not Required

Current Designation (including student groups): Underperforming  
**African American Student Group**

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

### **Data Analysis of Academic and School Quality Indicators Response**

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

# of Students	470
Ethnic Breakdown	White - 59.1% Black - 28.1% Two or More Races - 10.6% Hispanic - 1.3% Asian - 0.4% Native American - 0.4%
Economically Disadvantaged	58%
ELL	0%
Mobility Rate	11%
Truancy Rate	9%
Teacher Retention	82%



## 1. The performance of student groups

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	Grade 7 ELA	Grade 8 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math	Grade 7 Math	Grade 8 Math
1	25.3%	46.2%	22.2%	16%	20%	26.9%	20.8%	37.1%	46.2%	35.2%	32%	27.3%	31.4%	50.9%
2	27.2%	13.5%	38.9%	30%	32.7%	30.8%	17%	39%	21.2%	37%	48%	40%	56.9%	32.1%
3	24.1%	17.3%	18.5%	28%	23.6%	23.1%	34%	13.7%	15.4%	20.4%	6%	23.6%	5.9%	9.4%
4	21.8%	23.1%	14.8%	26%	21.8%	17.3%	28.3%	9.8%	17.3%	7.4%	12%	9.1%	5.9%	7.5%
5	1.6%	0%	5.6%	0%	1.8%	1.9%	0%	0.3%	0%	0%	2%	0%	0%	0%

Currently, Dennis Lab School is identified as **Underperforming for the Black Student Group**.

- Assessment scores for 2019 Illinois Assessment of Readiness indicate 76.6% were in Level 1, 2, or 3 with 25.3% students at Level 1 in English Language Arts/Literacy. The student growth percentile in ELA/L for the school is 45.42.
- In the area of Mathematics, IAR assessment scores indicate 89.9% of the students were in Level 1, 2, or 3 with 37.1% at Level 1. The student growth percentile for Mathematics is 39.15.

Student groups with more than 20 students include Black or African American (81 students); Two or More Races (40 students); White (190 students); IDEA Services (53 students); and FRL/Low Income (182 students). The total number of students assessed by IAR in 2019 was 320 with 250 figured into the Student Growth Percentile. The following chart depicts further analysis of each student group:

Group	Data Type	ELA Proficiency	ELA Growth	Math Proficiency	Math Growth	Science Proficiency	Chronic Absenteeism	Climate Survey	Summative Score Target: 35.09
All	Raw Calculation	23.32	45.66	10.26	39.15	38.83	20.54	97.29	43.51
Black	Raw Calculation	5.06	40.52	1.27	29.03	24.00	34.55	97.01	24.53
CWD	Raw Calculation	9.09	43.44	3.64	42.12		21.62	97.37	39.87
Low Income	Raw Calculation	14.04	43.11	6.21	39.22	24.07	27.59	96.60	37.42
Two or more races	Raw Calculation	15.79	41.97	10.53	41.36		17.78	96.97	40.28
White	Raw Calculation	31.38	48.15	13.90	43.14	44.83	14.69	97.35	50.53

Although the data indicates that Dennis Lab School is consistently above the average of what non-magnet elementary students within Decatur Public Schools are achieving, the results are still below state average.

**2. Identification of opportunity and achievement gaps related to these student groups.**

The opportunity equity afforded to all students is consistent. As evident in the Illinois School report card, our students of color perform below average in comparison to our white students. As importantly, our low-income students also perform below average in comparison to our non-low income students. Our female group out performs their male counterparts in ELA; however, the converse is true when analyzing the math data.

**3. Potential reasons for your school's current status**

- A. Chronic absenteeism was at 23%
- B. Black student groups did not meet state expectations.
- C. Early Childhood foundations and supports are lacking (PreK-2nd)
- D. Inconsistency of procedures, practices, and accountability

**4. Highest priority of concern based on the school's analysis of data**

- A. Due to the amount of students who were chronically absent (23%) and the number of students who were given discipline referrals that resulted in in-school or out-of-school suspension, the number of minutes of instruction lost has an adverse effect on student prerequisite knowledge. In 2018-29 there were 580 discipline referrals that resulted in minutes lost in classroom instruction.
- B. Identified subgroup gap of achievement, and foundational supports for learning in PreK-2nd grade.

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

The two major areas of need and improvement we identified at Dennis Lab School are to build up procedural equity, instructional planning, and increased accountability. These encompass areas dealing with academics, behavior, attendance, and communication with staff, parents, and our community.

STANDARD	OVERALL RATING
Standard I: Continuous Improvement	Emerging
Standard II: Culture and Climate	Accomplished
Standard III: Shared Leadership	Accomplished
Standard IV: Governance, Management, and Operations	Accomplished
Standard V: Educator and Employee Quality	Accomplished
Standard VI: Family and Community Engagement	Accomplished
Standard VII: Student and Learning Development	Accomplished

### 2. Select the standards that are identified as priorities for improvement.

- A. IB (5&6)- *“The school(s) leadership team establishes a well-defined structure for building professional relationships and processes necessary to collaboratively engage all school-level stakeholders in actions to increase student learning through the implementation of a comprehensive school continuous improvement process.”*
- B. IC (1,2,&3)- *“The district and school leadership teams collaboratively monitor changes in practice and implement adjustments, evaluate the results of student learning for all groups of students, and communicate the progress to all stakeholders.”*



- C. VIIA (1,2,&3) *“Instructional staff and district/school leadership ensure that instructional planning is based on the district’s curriculum as aligned with established learning standards and as supported by appropriate resources, funding resources, program and professional development”*

**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

The standards selected above align with the emerging standards on the schools IQFSR that were most prominent in number and were the focus decided in the discussion of the leadership team.

- A. IB (5&6) Due to the lack of processes in place, school leadership is not consistently following student data. The importance of data is also not being communicated well to staff so that a culture of data driven decision making takes place by all school personnel and students. This data must be both universal and formative. All stakeholders will be able to consistently know and implement their data to allow for better interventions and instruction.
- B. IC (1,2&3) There has not been any consistent past practice on continuous implementation and evaluation of the school improvement plan by the entire staff. All stakeholders will be made aware of the plan, and building leadership will empower various leadership teams to take ownership of parts of the plan, and monitor and celebrate the progress and success of the plan.
- C. VIIA (1,2,&3) There has been inconsistency in planning for differentiation, and the rigorous state standards. There is no greater impact on learning than the person in front of the classroom. The goal is to provide support in planning, resources, and time so that build the capacity of our staff to deliver high quality instruction more consistently.

**Approved Learning Partners Response *(If Applicable)* N/A**

1. **Which learning partner(s) did you select?** Not Required
2. What percentage of Title I School Improvement-1003(a) (ESSA)funds is budgeted for your learning partner(s)?
3. For which of the activities have you selected a learning partner to support your school improvement efforts?

## Academic Student Performance- ES (IAR)

ELA Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	23%	32%					
4	21%	32%		39%			
5	26%	29%		39%		45%	
6	24%	34%		36%		45%	
7	19%	32%		41%		43%	
8	28%	28%		39%		47%	

Math Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	17%	27%					
4	7%	27%		34%			
5	14%	18%		34%		40%	
6	9%	25%		26%		40%	
7	6%	19%		33%		34%	
8	8%	16%		27%		40%	

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	38%	44%		50%		55%	
8	42%	42%		51%		56%	

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	94%	<b>95%</b>		<b>96%</b>		<b>97%</b>	

Student Attendance Growth							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	0%	1%		1%		1%	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	23%	20%		18%		16%	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>Students</b>	97.3%	98%		98%		98%	
<b>Teachers</b>	76.3%	98%		99%		100%	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 61% of students in Grades 2-8 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 46.91% of students were at/above the 50th percentile; Spring 2020 - 52.21%; Spring 2021 - 57%; Spring 2022 - 61%]		
<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE</b> <b>WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE</b> <b>HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
<p>A. All teachers will utilize the workshop model in daily lessons.</p> <p>B. All teachers will differentiate in reading through guided reading instruction.</p>	<ol style="list-style-type: none"> <li>1. 100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice. Administrative Team will conduct walk-thru and fidelity check to monitor implementation of the workshop model weekly.</li> <li>2. 100% of teachers will provide differentiated reading instruction through guided reading</li> <li>3. 100% of teacher lesson plans will be standards aligned</li> </ol>	<p>A. 44% of students in grades 3-8 will be have a proficient score (Level 4 or 5) in reading as measured by IAR. RC19 indicated 23% proficiency.</p> <p>B. 57.6% of students in Grades K-1 will score at or above the 50th percentile in Reading on the Fastbridge Early Reading assessments. Fall 2019 benchmark indicated 41.86% of students were at/above the 50th percentile</p> <p>C. 61% of students in Grades 2-8 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment</p>



<b>School SMART Goal #2-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 49% of students in Grades 2-8 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 30.49% of students were at/above the 50th percentile; Spring 2020 - 37.44%; Spring 2021 - 43.7%; Spring 2022 - 49%]		
<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE</b> <b>WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE</b> <b>HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
A. All teachers will utilize the district selected mathematics curriculum in daily lessons	1. 100% of classroom teachers K-8 will implement district selected math curriculum emphasizing hands-on-application, reasoning, and discourse, monitored by Administration/Leadership team	34% of students in grades 3-8 will be score at the proficient level (Level 4 or 5) in Math as measured by IAR. RC19 indicated 10% proficiency.  64.68% of students in Grades K-1 will score at or above the 50th percentile in Reading on the Fastbridge Early Reading assessments. Fall 2019 benchmark indicated 51.56% of students were at/above the 50th percentile  49% of students in Grades 2-8 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment.

**School SMART Goal #3-** Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 83% of students in Grades 1-8 will be present 90% or more of school days. [Summative index on RC19 indicated 77% of students were not chronically absent. Fall 2020: - 79%; Fall 2021 -81%; Fall 2022 - 83%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<ul style="list-style-type: none"> <li>A. Staff will establish absenteeism protocol to address attendance.</li> <li>B. All staff will accurately input student attendance into the student information system.</li> <li>C. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of teachers will monitor class attendance daily</li> <li>2. Parent liaison and principal will conduct home visits per absenteeism protocol.</li> <li>3. Parent liaison will assist in transporting students to school.</li> </ul>	<ul style="list-style-type: none"> <li>A. 100% of students will keep track of their daily attendance.</li> </ul>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 61% of students in Grades 2-8 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 46.91% of students were at/above the 50th percentile; Spring 2020 - 52.21%; Spring 2021 - 57%; Spring 2022 - 61%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading through guided reading instruction.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov/Dec 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice. Administrative Team will conduct walk-thru and fidelity check to monitor implementation of the workshop model weekly.						
100% of teachers will provide differentiated reading instruction through guided reading						
100% of teacher lesson plans will be standards aligned	Based on excel spreadsheet, 100% of teachers have had learning plans available for viewing and were standards aligned for the last three weeks of November.					

<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
44% of students in grades 3-8 will be have a proficient score (Level 4 or 5) in reading as measured by IAR. RC19 indicated 23% proficiency.						
57.6% of students in Grades K-1 will score at or above the 50th percentile in Reading on the Fastbridge Early Reading assessments. Fall 2019 benchmark indicated 41.86% of students were at/above the 50th percentile						
61% of students in Grades 2-8 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment						



## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #2-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 49% of students in Grades 2-8 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 30.49% of students were at/above the 50th percentile; Spring 2020 - 37.44%; Spring 2021 - 43.7%; Spring 2022 - 49%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the district selected mathematics curriculum in daily lessons						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Nov/Dec 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of classroom teachers K-8 will implement district selected math curriculum emphasizing hands-on-application, reasoning, and discourse						
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
34% of students in grades 3-8 will be score at the proficient level (Level 4 or 5) in Math as measured by IAR. RC19 indicated 10% proficiency.						
64.68% of students in Grades K-1 will score at or above the 50th percentile in Reading on the Fastbridge Early Reading assessments. Fall 2019 benchmark indicated 51.56% of students were at/above the 50th percentile						
49% of students in Grades 2-8 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment.						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details							
<b>School SMART Goal #3-</b> Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 83% of students in Grades 1-8 will be present 90% or more of school days. [Summative index on RC19 indicated 23% of students were chronically absent. Fall 2020: - 79%; Fall 2021 -81%; Fall 2022 - 83%]							
Worthy Target/Objective and Practice/Performance Measures							
A. Staff will establish absenteeism protocol to address attendance. B. All staff will accurately input student attendance into the student information system. C. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).							
Measures/Success Criteria	Baseline Data	Progress	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>2018-19</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of teachers will monitor class attendance daily							
Parent liaison and principal will conduct home visits per absenteeism protocol.							
Parent liaison will assist in transporting students to school.							
<b>Student Practices/Performance Measure</b>		<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of students will keep track of their daily attendance.							

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 61% of students in Grades 2-8 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 46.91% of students were at/above the 50th percentile; Spring 2020 - 52.21%; Spring 2021 - 57%; Spring 2022 - 61%]										
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading through guided reading instruction.										
Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Teacher lesson plans will be standards aligned	Admin Team Spreadsheet; Lesson Plans	Principal AP	X	X	X	X	Lesson Plans		X	
All classroom teachers will meet with students in guided reading groups.	Lesson Plans	Classroom Teachers	X	X	X	X	After school PD, materials		X	
100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice.	Google Sheet tracking utilization of workshop model.	Principal, Instructional Specialist	X	X	X	X	PD Stipends		X	
Students identified as Tier II or III, will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge reading assessments (aReading/ Early Reading)	Classroom Teachers	X	X	X	X	FastBridge, LLI		X	

Problem Solving Team meetings will be facilitated monthly for students receiving RTI and in the lowest 20%	Meeting Agenda/ Minutes	Instructional Specialist	X	X	X	X	Team, data, substitutes		X	
Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, SBG, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Provide additional resources to address the foundational skills gaps of students K-2.	Tier 1 forms Data boards Primary Team Feedback	Leadership Team; Principal			X	X	Money			X



**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 49% of students in Grades 2-8 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 30.49% of students were at/above the 50th percentile; Spring 2020 - 37.44%; Spring 2021 - 43.7%; Spring 2022 - 49%]

**A. All teachers will utilize the district selected mathematics curriculum in daily lessons**

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Implementation of district mathematics curriculum (K-8)	100% classrooms/ Walk-thrus	Principal	X	X	X	X	Materials, Money		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	

**School SMART Goal #3-** Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 83% of students in Grades 1-8 will be present 90% or more of school days. [Summative index on RC19 indicated 23% of students were chronically absent. Fall 2020: - 79%; Fall 2021 -81%; Fall 2022 - 83%]

- A. Staff will establish absenteeism protocol to address attendance.
- B. All staff will accurately input student attendance into the student information system.
- C. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Create absenteeism protocol	Document to be shared	Principal			X	X	Board Policy, shared docs, cabinet approval			X
Student conferences with students	Chart Goals, Attendance Record	Parent Liaison		X	X	X	sign in sheets, materials, protocol, goal setting sheets		X	
Attendance Team will promote school wide attendance through individual class, grade level, & entire school quarterly attendance goals	Absentee Protocol, Attendance Record	Principal			X	X	\$6,400 for 2 addition hours of parent liaison		X	
Daily announcement of classroom with 100% attendance.	Attendance Reports	Building Secretary			X	X	Attendance Reports			X
Monthly family newsletters will be sent home focusing on the importance of attendance	Monthly newsletters	Principal			X	X	Newsletters			X

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget- \$30,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.			Person(s) Responsible/						
Find substitute teachers and admin designee subs for all day leadership teams meetings	Aug 2019	May 2020	Principal, AP, Instructional Specialist	\$12,000					\$12,500
Meet with primary department on additional resources.	January 2020	January 2020	Principal, AP	\$450.00					\$450.00
Evaluation and allocation of resources based on primary meeting	January 2020	May 2020	Principal, AP, Instructional Specialist	\$8,900					\$9,400
Creation of Operation Calculus Junior	January 2020	May 2020	Classroom Teacher			\$250			\$250
Celebrate student academic achievement through banners and other reward systems	2/2020	8/2020	Principal, AP, Instructional Specialist	\$1,000					\$1,000
Increase Parent Liaison Hours by 2	9/2019	5/2020	Principal, Parent Liaison	\$6400					\$6400
<b>Totals</b>									\$30,000



**Decatur Public Schools**

*Educating for Success*

**DURFEE TECHNOLOGY MAGNET SCHOOL  
IMPROVEMENT PLAN  
IL-EMPOWER**

**Mary Brady, Principal**  
MBrady@dps61.org



## Building Snapshot

School: Durfee Technology Magnet School

School Year: 2019-2020

Length of SIP Plan: 2019-2020 **\*Building will close June 2020\***

Members of SIP Team and their roles:

- Mary Brady, Principal
- Kristi Mullinix, Assistant Principal
- Rachelle Rico, Instructional Specialist
- Mary Ann Scholz, Assistant Director of Finance
- Heather Herron, 5th Grade Teacher
- Sonya Long, 3rd Grade Teacher
- Alexandria Pomorin, 2nd Grade Teacher
- Karen Walker, 5th Grade Teacher
- Charlotte Thompson, Director of Curriculum (Elementary)

Learning Partner(s) contact information: Houghton Mifflin Harcourt, Amy Waller- 217-597-2432

Current Designation (including student groups): Lowest Performing

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups:

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	53.9	68.0	70.5	32.6	41.9	62.6	73.5	88.6	39.5	46.5
2	31.1	18.0	15.9	46.5	46.5	34.1	24.5	11.4	51.2	51.2
3	11.1	14.0	9.1	14.0	7.0	2.8	2.0	0	9.3	0
4	3.9	0	4.5	7.0	4.7	0.6	0	0	0	2.3
5	0	0	0	0	0	0	0	0	0	0

Currently, Durfee Technology Magnet School is identified as **Low Performing for All Students**.

- Assessment scores for 2019 IAR indicate 94.5% were in Level 1, 2, or 3 with 53% at Level 1 in English Language Arts/Literacy. The student growth percentile in ELA/L for the school is 43.85%. In comparison, assessment scores for 2018 PARCC indicated 95.9% of students were in Level 1, 2, or 3 with 50.3% at Level 1 in ELA/L with a student growth percentile of 32.22.
- In the area of Mathematics, IAR assessment scores indicate 97.3% of the students were in Level 1, 2, or 3 with 61.2% at Level 1. The student growth percentile for Mathematics is 35.75%. The 2018 PARCC assessment scores for Mathematics indicated 98.5% of the students were in Level 1, 2, or 3 with 54.9% at Level 1 with a student growth percentile of 37.83.

### 2. Identification of opportunity and achievement gaps related to these student groups

Student groups with more than 20 students include **Black or African American** (114 students); **Two or More Races** (26 students); **White** (37 students); **IDEA Services** (23 students); and **FRL/Low Income Indicator** (142 students). The total number of students assessed by IAR in 2019 was 183 with 127 figured into the Student Growth Percentile. In 2018 on PARCC no subgroup had more than 9.4% achieving at a Level 4 (Met Expectations) in both English Language Arts/Literacy and Mathematics. On the 2019 IAR Assessment in English Language Arts/Literacy, the subgroup Two or More Races indicated

11.5% achieving Level 4. Each identified subgroup achieved a student growth percentage above 40% in English Language Arts/Literacy. No subgroup achieved greater than 40% student growth in Mathematics; and no subgroup had greater than 9.4% achievement at Level 4.

Overall, all students are demonstrating growth, however, the growth is not significant enough to close the achievement gap and to meet the proficiency targets. Overall 3.8% of the students are achieving at a Level 4 and no students achieved a Level 5. Parental involvement in school activities is low with an average of 68% attendance for the 2019 Parent-Teacher Conferences. Chronic Absenteeism is 46.07% overall. There is a significant difference between the White (35%) and Black (49.14%) student groups. The FRL/Low Income subgroup represents 77.60% of all students who were assessed on the 2019 IAR.

### **3. Potential reasons for your school's current status**

The current Principal is the third Principal in 5 years. In 2018, the role of Assistant Principal was introduced to DTMS, and the school is on their second Assistant Principal. In turn, making the 2019-2020 Administration the fourth in 5 years. Durfee Technology Magnet School is slated for closure as part of the Decatur Public Schools #61 BOLD Facilities plan at the end of the 2019-2020 school year. Staff was made aware of the decision to close the school in the fall of 2018.

In 2018-2019, there were 5 staff members brand new to school with 17 classroom teachers, 9 of which are teaching grades 3-6. In 2019-2020, there are 14 classrooms in grades K-6; and 8 classrooms grades 3-6. Four teachers are new to DTMS, three of those are in grades 3-6. There are two full time substitutes, one in grade 2 and one in grade 6. There is a new to DTMS and new to teaching PE teacher and the music teacher is full time substitute.

The cross categorical teachers are retired teachers, who are limited to 100 days of instruction. Despite the posting for a full-time Social Worker, the position remains vacant, and a Social Worker has been assigned 2 days a week to meet the minutes for Children with Disabilities. General Education students are not able to receive support from the Social Worker. A new Special Education Administrator was also assigned to DTMS for the 2019-2020 school year. A special education classroom aide was introduced for the 2019-2020 in order to more fully support specific students.

In September 2019, the Instructional Specialist who had been with DTMS for 3 years moved to an Administrative Support position within the District. A replacement was not found until October, and individual hired is new to DPS #61 and DTMS. The position of literacy specialist was eliminated by the district for the 2019-2020 school year.

Parental involvement in school activities is low with an average of 68% attendance for the 2019 Parent-Teacher Conferences.

Chronic Absenteeism is 46.07% overall. There is a significant difference (14 % points) between the White (35%) and Black (49.14%) subgroups in terms of chronic absenteeism. The White subgroup has the best attendance of all subgroups; and it is significantly lower (35% vs 46.07%) than that for all students. The FRL/Low Income subgroup represents 77.60% of all students who were assessed on the 2019 IAR.



From August 16 to October 30, 2019 there were 80 referrals processed through the Principal/Assistant Principal from 45 students (18.44% of student enrollment). The 80 referrals include 41 (51.2% physical confrontation) and 17 (21.3% gross defiance). In contrast, in August - October 2018, there were 163 referrals of which 77 were for physical confrontation. For the 2018-2019 school year there were a total of 542 referrals written of which 214 were for physical confrontation. From January to May 2019, DTMS had a Behavioral Specialist who was full time to support the students. Throughout the 2018-2019 school year, there were 28 students who were on formal Check In/Check Out and tracked through the administrative team. For the 2019-2020 there are 2 students who have been transferred to Harris Alternative School, and 10 students who are Check In/Check Out.

#### **4. Highest priority of concern based on the school's analysis of data**

The highest priority of concern based on data analysis are: lack of fundamental skills in basic reading (phonemic awareness, vocabulary, fluency) and basic mathematical skills (facts, number sense, problem solving). Students start Kindergarten without foundational skills and this is a disadvantage that continues to grow throughout their time at DTMS.

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

STANDARD	2018-2019	2019-2020
Standard I: Continuous Improvement	Ineffective - Emerging	Accomplished
Standard II: Culture and Climate	Emerging	Emerging
Standard III: Shared Leadership	Emerging	Accomplished
Standard IV: Governance, Management, and Operations	Emerging	Accomplished
Standard V: Educator and Employee Quality	Emerging	Accomplished
Standard VI: Family and Community Engagement	Emerging	Accomplished
Standard VII: Student and Learning Development	Ineffective	Emerging

The IQFSR has been completed for the second year in 2019-2020. There have been improvements in the areas of Continuous Improvement (Standard I); Shared Leadership (Standard III); Governance, Management, and Operations (Standard IV); Educator and Employee Quality (Standard V); Family and Community Engagement (Standard VI); and Student and Learning Development (Standard VII).

Culture and Climate (Standard II) remained in the Emerging category for the second year in a row. The school and district have a shared vision, however, there is a disconnect in terms of high expectations for all and safe and engaging learning community, which contributes to Culture and Climate continuing to be in the emerging category.

2. Select the standards that are identified as priorities for improvement

STANDARD	OVERALL RATING
<p><b>II: Culture and Climate</b></p> <p><b>B. The school culture supports educators in practicing effective and responsive instruction to meet the needs of the whole child and promotes the celebration of district, school, and student improvement.</b></p> <p>1. Evidence suggests school culture inconsistently promotes meaningful celebrations of district, school, and student improvement</p> <p><b>C. The district and school climate supports the whole child and well-being of all students and personnel, contributing to an engaging and inclusive learning community.</b></p> <p>1. Evidence suggests district and school climate inconsistently supports the physical, cultural, and socio-economic needs of all students and staff</p>	Emerging
<p><b>VII: Student and Learning Development</b></p> <p><b>A. Instructional staff and district/school leadership ensure that instructional planning is based on the district's curriculum as aligned with established learning standards and as supported by appropriate resources, funding resources, program and professional development.</b></p> <p>1. Evidence suggests district/school leadership ensure that instructional planning documents are sometimes based on district curriculum</p> <p><b>B. Instructional staff and district/school leadership collaborate to provide an instructional environment that equitably engages all students regardless of characteristics, native/home language, and educational needs by using effective, varied, and research-based practices to meet the academic and social emotional needs of the whole child and empower students to share responsibility for their learning.</b></p> <p>4. Evidence suggests instructional staff and district/school leadership sometimes ensure that instruction addresses the academic and social-emotional needs of the whole child</p>	Emerging

**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

Durfee Technology Magnet School is slated for closure at the end of the 2019-2020 school year, it is essential to focus on climate and culture, specifically those celebrations of success for school and the students. The focus on success keeps the students and teachers achieving and striving for academic success in a year of transition for staff and students. Two of the four testing grade levels have teachers who are new to DTMS, DPS #61, and teaching; therefore, a focus on instructional planning in alignment with district curriculum is essential to student academic success as well teacher instructional development. The transition the students will face impact schools within DPS #61, therefore, the academic and social emotional needs of the whole child and empowering students to share responsibility for their learning are the center of focus for DTMS for the 2019-2020 school year.

**Approved Learning Partners Response *(If Applicable)***

**1. Which learning partner(s) did you select?**

HMH Math Solutions

**2. What percentage of Title I School Improvement-1003(a) (ESSA) funds is budgeted for your learning partner(s)?**

Approximately 12% of the Title I School Improvement-1003(a) (ESSA) funds are budgeted for HMH Math Solutions.

**3. For which of the activities have you selected a learning partner to support your school improvement efforts?**

HMH Math Solutions have been selected as a learning partner to specifically focus on teacher Professional Development in the area of mathematics instruction.



## Academic Student Performance- ES

ELA Proficiency- IAR			
Grade	SY 18-19	SY 19-20	
	Actual	Goal	Actual
3	0.0%	5%	
4	4.5%	10%	
5	7%	15%	
6	3.9%	17%	

Math Proficiency- IAR			
Grade	SY 18-19	SY 19-20	
	Actual	Goal	Actual
3	0%	5%	
4	0%	10%	
5	0%	10%	
6	0%	10%	

Science Proficiency			
Grade	SY 18-19	SY 19-20	
	Actual	Goal	Actual
5	4.70%	14%	

## Non-Academic Student Performance

Student Attendance			
Grade	SY 18-19	SY 19-20	
	Actual	Goal	Actual
<b>K-8</b>	<b>86.34%</b>	<b>89.0%</b>	

Student Attendance Growth		
Grade	SY 19-20	
	Goal	Actual
<b>K-8</b>	<b>2.66%</b>	

Chronic Absenteeism			
Grade	SY 18-19	SY 19-20	
	Actual	Goal	Actual
<b>K-8</b>	<b>46.07%</b>	<b>44%</b>	

5 Essentials Climate Survey			
	SY 18-19	SY 19-20	
	Actual	Goal	Actual
<b>Students</b>	<b>100.00%</b>	<b>100.00%</b>	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C.), by the end of the 2019-2020 school year, at least 25% of students in Grades 2-6 will score at or above the 50th percentile in reading on the Fastbridge aReading assessment. Fall 2019 benchmark indicated 21.3% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020)

<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
<ul style="list-style-type: none"> <li>A. All teachers will utilize the workshop model in daily lessons.</li> <li>B. All teachers will differentiate in reading instruction through guided instruction.</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of teachers will provide daily reading instruction which is evidenced by the reading workshop implementation.</li> <li>2. 100% of reading teachers will attend bi-monthly lesson planning sessions supported by the Instructional Specialist and Instructional Leadership Team as evidenced by sign-in sheets and Learning Walk Protocol document.</li> </ul>	<ul style="list-style-type: none"> <li>1. 20% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments.</li> <li>2. 25% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment.</li> </ul>

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 17% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. Fall 2019 benchmark indicated 8.14% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020.)

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
A. All teachers will utilize district selected mathematics curriculum in daily lessons.	<ol style="list-style-type: none"> <li>1. 100% of K-6 classroom teachers will attend Professional Development provided by HMM learning partner.</li> <li>2. Principal will conduct walk-thru and fidelity check to monitor implementation in 100% of all classrooms weekly.</li> </ol>	<ol style="list-style-type: none"> <li>1. 17% of K-1 students will be at or above the 50% percentile in Math on the FastBridge Early Math Assessments.</li> <li>2. 17% of Grades 2-6 students will be at or above the 50% percentile in Math on the FastBridge aMath Assessment.</li> </ol>

**School SMART Goal #3-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2019-2020 school year, at least 58% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 53.93% of students were not chronically absent.] (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020.)

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?	STUDENT PERFORMANCE MEASURE HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?
<p>A. Staff will establish absenteeism protocol to address attendance.</p> <p>B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).</p> <p>C. All teachers will provide weekly SEL lessons using the district selected SEL curriculum</p>	<ol style="list-style-type: none"> <li>1. 100% of teachers will implement absenteeism protocol.</li> <li>2. Parent liaison and principal will conduct home visits per absenteeism protocol.</li> <li>3. Parent liaison will assist in transporting students to school</li> <li>4. 100% of the teachers will utilize district selected SEL curriculum 2 days a week as evidenced by the Learning Walk Protocol document</li> <li>5. 100% of the teachers will utilize CIRCLES 2 days a week as evidenced by the Learning Walk Protocol document</li> </ol>	<p>1. 100% of students will keep track of their daily attendance.</p>



## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details			
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 25% of students in Grades 2-6 will score at or above the 50th percentile in reading on the Fastbridge aReading assessment. Fall 2019 benchmark indicated 21.3% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020.)			
Worthy Target/Objective and Practice/Performance Measures			
A. All teachers will utilize the workshop model in daily lessons.			
B. All teachers will differentiate in reading instruction through guided instruction.			
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020
1. 100% of teachers will provide daily reading instruction which is evidenced by the reading workshop implementation.			
2. 100% of reading teachers will attend weekly lesson planning sessions supported by the Instructional Coach and Instructional Leadership Team as evidenced by sign-in sheets and Learning Walk Protocol document.			
Student Practices/Performance Measure	Nov 2019	Jan 2020	May 2020
20% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments.			
25% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment.			

**Part 2: Implementation and Monitoring Details for all Goals Cont...**

Implementation and Monitoring Details			
<b>School SMART Goal #2-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 17% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. Fall 2019 benchmark indicated 8.14% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020.)			
Worthy Target/Objective and Practice/Performance Measures			
All teachers will utilize district selected mathematics curriculum in daily lessons.			
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
100% of classroom teachers will attend Professional Development provided by HMM (learning partner).			
Principal will conduct walk-thru and fidelity check to monitor implementation in 100% of all classrooms bi-weekly.			
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
17% of K-1 students will be at or above the 50% percentile in reading on the FastBridge Early Reading Assessments.			
17% of Grades 2-6 students will be at or above the 50% percentile in reading on the FastBridge aReading Assessment.			

Implementation and Monitoring Details			
<b>School SMART Goal #3-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2019-2020 school year, at least 58% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 53.93% of students were not chronically absent.] (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020.)			
Worthy Target/Objective and Practice/Performance Measures			
A. Staff will establish absenteeism protocol to address attendance. B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent). C. All teachers will provide weekly SEL lessons using the district selected SEL curriculum			
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
100% of teachers will implement absenteeism protocol.			
Parent liaison and principal will conduct home visits per absenteeism protocol.			
Parent liaison will assist in transporting students to school.			
100% of the teachers will utilize district selected SEL curriculum 2 days a week as evidenced by the Learning Walk Protocol document.			
100% of the teachers will utilize CIRCLES 2 days a week as evidenced by the Learning Walk Protocol document.			
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
100% of students will keep track of their daily attendance.			

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 25% of students in Grades 2-6 will score at or above the 50th percentile in reading on the Fastbridge aReading assessment. Fall 2019 benchmark indicated 21.3% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020)

Worthy Target/Objectives:

- A. All teachers will utilize the workshop model in daily lessons.
- B. All teachers will differentiate in reading instruction through guided instruction.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug. - Oct.	Nov. - Dec.	Jan.- Mar	April - May		Not Started	In Progress	Completed
Bi-Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, SBG, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X	X	X	X	Data & money for subs, stipends, benefits		X	
Learning Walks	Learning Walk Protocol	Principal			X	X	Clipboard & Checklist	X		

Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal		X	X	X	Data		X	
Monthly SIP meetings	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data, \$ money for subs, stipends, benefits		X	
Provide authentic learning experiences for students that align to state standards	Attendance and lesson plan alignment	Instructional Specialist/Class room Teacher	X	X	X	X	Money for experiences, transportation		X	



**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 17% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. Fall 2019 benchmark indicated 8.14% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020.)

Worthy Target/Objectives:

A. All teachers will utilize district selected mathematics curriculum in daily lessons.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- Mar	April - May		Not Started	In Progress	Completed
Professional Development provided by HMH Learning Partner	100% attendance/ Sign in Sheets	Principal			X	X	Learning Partner (HMH), Materials, Money, Stipend	X		
Implementation of district mathematics curriculum (K-6)	100% classrooms/ Walk-thrus	Principal	X	X	X	X	Materials, Money		X	
Provide authentic learning experiences for students that align to state standards	Attendance and lesson plan alignment	Instructional Specialist/ Classroom Teacher	X	X	X	X	Money for experiences, transportation		X	

**School SMART Goal #3-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2019-2020 school year, at least 58% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 53.93% of students were not chronically absent.] (Growth targets were not set beyond the 2019-2020 school year as DTMS will close May 2020.)

- A. Staff will establish absenteeism protocol to address attendance.
- B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent)
- C. All teachers will provide weekly SEL lessons using the district selected SEL curriculum

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- Mar	April - May		Not Started	In Progress	Completed
Create absenteeism protocol	Document to be shared	Principal			X	X	Board Policy, shared docs, cabinet approval	X		
Student conferences with students	Chart Goals, Attendance Record	Parent Liaison			X	X	sign in sheets, materials, protocol, goal setting sheets	X		
Home visits will be conducted	Chart Goals, Attendance Record	Parent Liaison			X	X	Extended hours, mileage,	X		

Attendance Team will promote school wide attendance through individual class, grade level, & entire school quarterly attendance goals.	Absentee Protocol, Attendance Record	Principal			X	X	Stipend for time outside contractual hours,	X		
Instruction of SEL Curriculum 2 X week	100% Classrooms/Walk thru	Principal	Oct	X	X	X	Materials, Money		X	
Implementation of CIRCLES 2 X Week	100% Classrooms/Walk thru	Principal	Oct	X	X	X	Materials, Money		X	
Provide family nights that support engaging parental and community involvement	Sign In Sheets	Parent Liaison/ Instructional Specialist			X	X	Stipends, Supply, Community Partners	X		

<b>KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?</b>	<b>Timeline</b>		<b>Accountability</b>	<b>Budget \$100,000</b>					
	<b>Start Date</b>	<b>Completion Date</b>		<b>Salaries/ Stipends</b>	<b>Fringe Benefits</b>	<b>Materials/ Supplies</b>	<b>Other Services</b>	<b>Capital Outlay</b>	<b>TOTAL</b>
Fountas & Pinnell IRA Classroom (Grade 4) - purchase	10/1/2019	10/1/2019	Principal			3500			\$3,500.00
One School, One Book	12/2/2019	12/20/2019	Principal			2000			\$2,000.00
Learning Experiences	9/1/2019	5/21/2020	Principal				10,000		\$10,000.00
Transportation to Learning Experiences							5000		\$5,000.00
Instructional Planning Sessions	12/2/2019	5/15/2020	Principal			7000	3500		\$10,500.00
Classroom/Instructional Materials	08/12/2019	05/21/2020	Principal			13500			\$18,500.00
Professional Development Stipends	12/2019	05/2020	Principal						\$9,800
Increase Library TA hours (.75 hours)	01/06/2020	05/21/2020	Principal	10000.00	1800.00				\$11,800.00
Increase parent liaison hours (2 hrs)	09/2019	05/2020	Principal	10000.00	1800.00				\$11,800.00
Learning Partner: HMH - PD	01/2020	03/2020	Learning Partner				13,600		\$13,600.00
Family Nights	11/2019	04/2020	Asst. Principal	1000.00	300.00	1700	500.00		\$3,500.00
<b>TOTAL</b>									<b>\$ 100,000</b>

# **Enterprise Montessori School 3 Year Improvement Plan Summary SY 2019 – 2020**



**Decatur Public Schools**

*Educating for Success*

## **ENTERPRISE MONTESSORI SCHOOL 3 YEAR IMPROVEMENT PLAN**

**IL-EMPOWER**

**Ann Mathieson, Principal**

**[AMathieson@dps61.org](mailto:AMathieson@dps61.org)**



## **Building Snapshot**

School: Enterprise Montessori School

School Year: 2019-2020

Length of SIP Plan: 2019-2020

Members of SIP Team and their roles:

- Ann Mathieson, Principal
- Pamela Helm, Instructional Specialist
- Lori Griffy, Social Worker
- Lindsey Fuller, Elementary 2 Montessori Teacher
- Patsy Woodland, Elementary 2 Montessori Teacher
- Ashley Kitson, Elementary 1 Montessori Teacher
- Ashley Lofland Elementary 1 Montessori Teacher
- Juanita Williams, Early Childhood Montessori Teacher
- Melanie Anderson, Parent

Learning Partner(s) contact information: Not Required

Current Designation (including student groups): Commendable

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups:

Enterprise Montessori School was identified Underperforming for our Low Income and African American Student Groups in 2018-2019. In 2019, Enterprise was identified as Commendable. We are still targeting the same student groups in this plan. The following table depicts student proficiency levels in ELA and Math for Grades 3-6.

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	49%	71.9%	41.4%	46.2%	28.6%	58%	81.3%	55.2%	50%	38.1%
2	26%	12.5%	27.6%	34.6%	33.3%	30%	15.6%	17.2%	50%	42.9%
3	16%	15.6%	6.9%	19.2%	23.8%	9%	3.1%	20.7%	0%	14.3%
4	9%	0%	24.1%	0%	14.3%	3%	0%	6.9%	0%	4.8%
5	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

### 2. Identification of opportunity and achievement gaps related to these student groups.

- **2018** Assessment scores on the 2018 PARCC in English Language Arts/Literacy for Low Income Students (85 students) The Student Growth Percentile in ELA/L for this student group was **44.82%**. The Student Growth Percentile in Mathematics for this student group was **45.58%**.
- **2019** Assessment scores on the 2019 IAR in ELA for Low Income Students ( 81 students) The Student Growth Percentile in ELA for this student group was **52.57%** . The Student Growth Percentile in Mathematics for this group was **40.52%**.
- **2018** Assessment scores on the 2018 PARCC for the African/American Student Group (51 students) The Student Growth Percentile for this student group was **44.9%**. The Student Growth Percentile in Mathematics for this student group was **41.5%**.
- **2019** Assessment scores on the 2019 IAR in ELA for African American students (54 students) The Student Growth Percentile for this group was **52.31%**. The Student Growth Percentile in Mathematics for this group was **40.51%**.

### 3. Potential reason for your school's current status.

- This year's student group in ELA for Low Income grew **7.75%**. In Mathematics this student group decreased by **5.06%**.
- In ELA, the African American student group grew **7.41%**. In Mathematics for this student group decreased by **1%**.
- An interventionist was hired second semester to work daily with this specific group in Tier 2 interventions. The interventions also pulled these groups to work with comprehension and fluency.
- The classroom teachers also differentiated instruction and made sure their Tier 1 instruction was aligned to the standards.
- Our Learning Partner, The Regional Office of Education #39 observed the classrooms and then targeted professional development in ELA. The staff also received additional training in SEL. Additional ELA materials were purchased to supplement Tier One ELA instruction. With the strong focus on ELA, we accredit the drop in math proficiency.

### 4. Highest priority of concern based on the school's analysis of data.

We will continue our focus on ELA with resources and strategies that were put in place the previous year and then put stronger focus on Math by adding Math talks, daily word problems, strengthening our Tier 1 instruction with Montessori Materials and supplementing with added core math materials. Add a strong emphasis on writing in both ELA and math. We will continue with an interventionist to work specifically with these groups in Tier 2 intervention.

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

Standard	Overall Rating 2018-2019	Overall Rating 2019-2020
Standard I: Continuous Improvement	Emerging	Emerging
Standard II: Culture and Climate	Accomplished	Accomplished
Standard III: Shared Leadership	Emerging	Accomplished
Standard IV: Governance, Management, and Operations	Ineffective	Accomplished
Standard V: Educator and Employee Quality	Emerging	Accomplished
Standard VI: Family and Community Engagement	Emerging	Accomplished
Standard VII: Student and Learning Development	Emerging	Accomplished

Our Leadership Team felt we needed to show the growth of our previous year to the current year. There were many factors that were put in place that allowed us to increase our rating. **Standard III: Shared Leadership:** Our Leadership team is well established and meets regularly in order to discuss issues surrounding academics and behaviors. Our staff meets weekly during grade level meetings to analyze data and improve instruction. We also have a strong student council that plans events using the focus of the school's plan. **Standard IV: Governance, Management, and Operations:** Our discipline has significantly decreased, due to Restorative Practices and SEL curriculum embedded in our daily routines. Our staff is stable and trained in Montessori Curriculum. Our building utilized ESSA funds to directly target and improve instruction in the identified student groups. **Standard V: Educator and Employee Quality:** Our staff has remained solid in Montessori training, with the addition of a grade level. The staff meets weekly in teams to disaggregate data to improve instruction. There is a supportive staff and trust with evidence from the 5 Essentials. **Standard VI Family and Community Engagement:** Our parent liaison made connections to our families with scheduling monthly family nights, making home visits and providing resources for families in need. **Standard VII: Student and Learning Development:** Collaboration with the Garfield staff over the past year in planning the combination of our Montessori programs and aligning the curriculum with state standards has been valuable. We combined our professional development and monitor the progress.

**2. Select the standards that are identified as priorities for improvement**

STANDARD	2018-2019	2019-2020
<b>Standard I: Continuous Improvement</b> Indicator A: Focused and Coherent Direction <ul style="list-style-type: none"> <li>• I.A.3- Evidence suggests district leadership team inconsistently reviews and addresses opportunity and achievement gaps for all students</li> <li>• I.B.5- Evidence suggests school leadership team inconsistently uses a continuous improvement process</li> <li>• I.C.2- Evidence suggests district leadership teams and school leadership teams inconsistently adjust educational practice and student learning for all groups of students based on monitoring data</li> </ul>	Emerging	Emerging



**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system.** In each of these indicators our leadership team needs to document evidence that we are reviewing and addressing achievement gaps, and provide a consistent continuous improvement process. We will review the progress monitoring of our students and communicate to the staff the practice that needs to be adjusted. This will be monitored in our Tier Progress Charts.

### **Approved Learning Partners Response *(If Applicable)***

- 1. Which learning partner(s) did you select?**
- 2. What percentage of Title I School Improvement-1003(a) (ESSA) funds is budgeted for your learning partner(s)?**
- 3. For which of the activities have you selected a learning partner to support your school improvement efforts?**

## Academic Student Performance- ES

ELA Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	0%	10%		Consolidating		Consolidating	
4	24.1%	10%					
5	0%	33%					
6	14.3%	10%					

Math Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	0%	10%		Consolidating		Consolidating	
4	6.9%	10%					
5	0%	26%					
6	4.8%	10%					

Science Proficiency					
Grade	SY 18-19	SY 19-20		SY 20-21	SY 21-22
	Actual	Goal	Actual	Consolidating	Consolidating
5	12%	10%			

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	<b>92%</b>	<b>93.0%</b>		<b>Consolidating</b>		<b>Consolidating</b>	

Student Attendance Growth							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	<b>2%</b>	<b>3%</b>		<b>Consolidating</b>		<b>Consolidating</b>	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	<b>33%</b>	<b>31%</b>		<b>Consolidating</b>		<b>Consolidating</b>	

5 Essentials Climate Survey- Students							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>Survey</b>	<b>97.4%</b>	<b>100%</b>		<b>Consolidating</b>		<b>Consolidating</b>	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2019-2020 school year, at least 72% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 67% of students were not chronically absent.] (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)		
<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE</b> <b>WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE</b> <b>HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
A. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).	<ol style="list-style-type: none"> <li>1. Parent liaison and principal will conduct home visits per absenteeism protocol.</li> <li>2. Parent liaison will assist in transporting students to school</li> </ol>	1. 100% of students will meet with designee (teacher, principal, parent liaison) to set a weekly attendance goal.

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 33% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 27% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. All teachers will differentiate instruction through guided reading.</p>	<p>1. 100% of teachers will provide daily reading instruction through NSGRA with Montessori materials, Fountas and Pinnell curriculum, Waseca and Leveled Literacy Intervention.</p>	<p>65 % of students will increase their NSGRA level by one or more reading levels.</p> <p>59% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments</p> <p>33% of students in grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment</p>



**School SMART Goal #3-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 23% of students in grades 2-6 will score at or above the 50%ile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 10% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. Teachers will use research based strategies in alignment with Montessori math materials to improve vocabulary and approach to mathematical concepts and procedures with professional development, staff PLC's, and focused math intervention.</p>	<ol style="list-style-type: none"> <li>1. Principal will conduct walk-thru and fidelity check to monitor implementation in 100% of all classrooms weekly. (Documentation will be in grade level meetings, talent ed observations and Tier data.</li> <li>2. Teachers will be held accountable through lesson plans, fastbridge data, and student work brought to grade level meetings.</li> </ol>	<p>63% of K-1 students will be at or above the 50% percentile in Math on the FastBridge Early Math Assessments</p> <p>23% of students in grades 2-6 will score at or above the 50%ile on the Fastbridge aMath assessment.</p>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details			
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2019-2020 school year, at least 72% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 67% of students were not chronically absent.] (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)			
Worthy Target/Objective and Practice/Performance Measures			
A. Staff will establish absenteeism protocol to address attendance (ex. conferences, home visits) B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).			
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
100% of teachers will implement absenteeism protocol.			
Parent liaison and principal will conduct home visits per absenteeism protocol.			
Parent liaison will assist in transporting students to school			
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
100% of students will meet with designee (teacher, principal, parent liaison) to set a weekly attendance goal			

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details			
<b>School SMART Goal #2-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 33% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 27% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)			
Worthy Target/Objective and Practice/Performance Measures			
A. All teachers will differentiate in reading instruction through guided instruction.			
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
All teachers will differentiate in reading instruction through guided instruction.			
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
65 % of students will increase their NSGRA level by one or more reading levels.			
59% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments			
33% of students in grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment			

Implementation and Monitoring Details			
<b>School SMART Goal #3-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 23% of students in grades 2-6 will score at or above the 50%ile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 10% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)			
Worthy Target/Objective and Practice/Performance Measures			
A. All teachers will follow Montessori selected curriculum in daily lessons. B. Develop strategies in alignment with Montessori math lessons to improve vocabulary and approach to mathematical concepts and procedures with professional development, staff PLC's, and focused math intervention.			
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
Principal will conduct walk-thru and fidelity check to monitor implementation in 100% of all classrooms weekly			
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>
63% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments			
23% of students in grades 2-6 will score at or above the 50%ile on the Fastbridge aMath assessment.			

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2019-2020 school year, at least 72% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 67% of students were not chronically absent.] (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)

Worthy Targets/Objectives:

- A. Staff will establish absenteeism protocol to address attendance (ex. conferences, home visits)
- B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug-Oct	Nov - Dec	Jan-Mar	April - May		Not Started	In Progress	Completed
Create absenteeism protocol	Document to be shared	Principal		X	X	X	Board Policy, shared docs, cabinet approval		X	
Conferences with students	Chart Goals, Attendance Record	Parent Liaison		X	X	X	sign in sheets, materials, protocol, goal setting sheets		X	
Parent Liaison will identify a list of chronically absent students in grades K-5, and make at least 1 home visit to the 10 most chronic absent students monthly.	Chart Goals, Attendance Record	Parent Liaison		X	X	X	Extended hours, mileage,		X	
Promote school wide attendance by displaying the data weekly and recognizing classes that meet or exceed the monthly attendance goal.	Chart Goals, Attendance Record	Parent Liaison			X	X	Attendance data	X		
Increase parent liaison hours by 1 hour to focus specifically on absenteeism	Payroll	Principal Parent Liaison	X				Money for additional hour			X



All classroom teachers will facilitate a weekly 30 min. lesson focusing on one of the 7 Mindsets in order to encourage increased attendance	Learning Walk Protocol	Principal			X	X	7 Mindsets lesson plans, pacing guide	X		
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**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 33% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 27% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)]

Worthy Targets/Objectives:

All teachers will differentiate in reading instruction through guided instruction.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug-Oct	Nov-Dec	Jan-Mar	April - May		Not Started	In Progress	Completed
Hire a teaching assistant as an interventionist for to work with the student groups in Tier 2 instruction.	Fastbridge reading assessments (aReading/ Early Reading)	Interventionist			X	X	FastBridge, LLI, salary and benefits	X		
85% of classroom teachers will attend bi-weekly lesson planning sessions supported by the Instructional Specialist and Instructional Leadership Team	Meeting Agenda/ Minutes	Instructional Specialist			X	X		X		
Learning Walks	Learning Walk Protocol	Principal			X	X	Clipboard & Checklist	X		

Teachers will provide research based interventions for students who are below 10% schoolwide on FastBridge reading assessments.	Fastbridge reading assessments (aReading/ Early Reading)	Classroom teacher	X	X	X	X	FastBridge		X	
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data		X	
Monthly SIP meetings	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data, Money for subs, stipends, benefits		X	
Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, SBG, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data, Money for subs, stipends, benefits		X	
Students identified as Tier II or III, will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge reading assessments (aReading/ Early Reading)	Classroom teacher	X	X	X	X	FastBridge, LLI		X	

**School SMART Goal #3-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2019-2020 school year, at least 23% of students in grades 2-6 will score at or above the 50%ile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 10% of students were at/above the 50th percentile. (Growth targets were not set beyond the 2019-2020 school year as Enterprise Montessori will merge with Garfield Montessori to become one Montessori campus)]

**Worthy Targets/Objectives:**

- A. All teachers will follow Montessori selected curriculum in daily lessons.
- B. Develop strategies in alignment with Montessori math lessons to improve vocabulary and approach to mathematical concepts and procedures with professional development, staff PLC's, and focused math intervention.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov. - Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Students identified as Tier II or III in Math, will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge reading assessments (aMath/ Early Math)	Classroom teacher	X	X	X	X	FastBridge, LLI		X	
Learning Walks	Learning Walk Protocol	Principal			X	X	Clipboard & Checklist		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	

KEY TASKS AND STRATEGIES	Timeline		Accountability	Budget- \$30,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.									
Hire an interventionist- 6 hour teaching assistant- 5 days a week	January 2020	May 2020	Principal	\$10,000	\$1,000				\$11,000
Supplementary Materials for interventions	January 2020	May 2020	Principal			\$1,500			\$1,500
Instructional Materials	January 2020	May 2020	Principal			\$3,150			\$3,150
Program/home visits/connections with community resources	November 2019	May 2020	Principal Parent Liaison				\$500 (Mileage)		\$500
Increase parent liaison hours by 1 hour to focus specifically on absenteeism	December 2019	May 2020	Principal/ Liaison	\$3,500	\$350				\$3,850
7 Mindsets	August 2019	August 2020	Building Secretary			10,000			\$10,000
<b>Totals</b>									<b>\$30,000</b>

**Franklin School 3 Year Improvement Plan Summary**  
**SY 2019 – 2020**



**Decatur Public Schools**

*Educating for Success*

**BENJAMIN FRANKLIN ELEMENTARY SCHOOL**  
**3 YEAR IMPROVEMENT PLAN**

**IL-EMPOWER**

**Stephanie Strang, Principal**

**[SStrang@dps61.org](mailto:SStrang@dps61.org)**



## **Building Snapshot**

School: Franklin Elementary School

School Year: 2019-2020

Length of SIP Plan: 2019-2020

Members of SIP Team and their roles:

- Stephanie Strang- Principal
- Nichole Torbert- Instructional Specialist
- Brianne Barrett- 1st Grade Teacher
- Kay Green- 2nd grade Teacher
- Kristin Portis- 4th Grade Teacher
- Carie Hughes- Lead Literacy Interventionist/Teacher Leader for Reading Recovery
- Chonda Chisenall- Teaching Assistant

Learning Partner(s) contact information: Houghton Mifflin Harcourt, Amy Waller- 217-597-2432

Current Designation (including student groups): Lowest Performing  
Student Groups: All, Black, Low Income, White

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

IAR scores indicate the following percentages of students were not proficient (scored in Level 1, 2, or 3) for English Language Arts/Literacy and Mathematics

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	44%	65.7%	42.9%	50%	18.5%	60%	65.7%	82.1%	62.5%	29.6%
2	30%	14.3%	32.1%	25%	48.1%	26%	14.3%	10.7%	33.3%	44.4%
3	15%	11.4%	7.1%	25%	14.8%	10%	8.6%	7.1%	4.2%	18.5%
4	11%	8.6%	17.9%	0%	18.5%	5%	11.4%	0%	0%	7.4%
5	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Franklin Elementary is identified as Lowest Performing for All Students. Illinois Assessment of Readiness indicates that 88.7% were in Level 1, 2 or 3. The student growth percentile in ELA for the school is 45.8. In the area of Mathematics, IAR scores indicated that 94.8% of the students were in Level 1, 2, or 3. The student growth percentile for Mathematics is 37.3.

### 2. Identification of opportunity and achievement gaps related to these student groups

Student groups include Black or African American (60 students); White (41 students); Economic Disadvantage (82 students). Although students are making growth, there is still a significant achievement gap between our scores and the proficiency targets. Overall we have no students who achieved a Level 5 in ELA or Math. The Black or African American subgroup is the lowest performing. Chronic Absenteeism is 41% overall. There is only a difference of 1.1% between the White and Black subgroups in terms of chronic absenteeism. The FRL/Low Income subgroup represents 78.7% of all students who were assessed on the 2019 IAR.

### **3. Potential reasons for your school's current status**

The students at Ben Franklin have attendance issues-

- Chronic Absenteeism (41%) and student mobility(20%).
- We have had some turnover in staff the past 2 years.
- For 2019-2020, we have 12 classrooms teachers, 3 are 1st year teachers, 3 long term subs and one unfilled position with no sub. There is an instructional specialist, 2 cross-categorical teachers (1 is a long term sub), a music teacher, a sub in the PE position, and a half-time speech pathologist.
- Our social work position is unfilled and we have a social worker from another school who is assigned to us for 2 days a week.
- There was a new ELA adoption for the K-2 classrooms this year with an adoption of a new Mathematics curriculum during the 2018-2019 school year. Both areas need additional professional development.

### **4. Highest priority of concern based on the school's analysis of data**

Our highest priority of concern at this time, is all students. All of our student groups are underperforming in both ELA and Math. Math scores were concerning because when looking at trend data, the scores continue to decline. In ELA, our students come to us in kindergarten lacking skills in basic reading skills and they continue to fall farther behind and the gap continues to widen as they move up in grades. Basic mathematical skills are also a concern for our students.

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

Standard	Overall Rating
Standard I:Continuous Improvement	Accomplished
Standard II:Culture and Climate	Accomplished
Standard III:Shared Leadership	Exemplary
Standard IV:Governance, Management and Operations	Accomplished
Standard V:Educator and Employee Quality	Accomplished
Standard VI: Family and Community Engagement	Emerging
Standard VII:Student and Learning Development	Emerging

### 2. Select the standards that are identified as priorities for improvement

Standard	Overall Rating
Standard VI: Family and Community Engagement	Emerging
Standard VII:Student and Learning Development	Emerging



**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

We chose standard VII because it was our lowest scoring standard. Indicator A is *Instructional Planning and Preparation*. Indicator B is *Instructional Environment* and Indicator C is *Delivery of Instruction*. We have many teachers on our staff that have less than 5 years of experience and several long term subs with no teaching experience or education. All of these areas tie into student engagement which is often low due to lack of proper planning, interruptions in the learning environment, and a lack of fidelity with instructional practices. These issues often lead to poor school climate.

**Approved Learning Partners Response (If Applicable)**

- 1. Which learning partner(s) did you select?** Houghton Mifflin Harcourt, Amy Waller- 217-597-2432
- 2. What percentage of Title I School Improvement-1003(a) (ESSA) funds is budgeted for your learning partner(s)?**  
60% for 2019-2020
- 3. For which of the activities have you selected a learning partner to support your school improvement efforts?**  
Activities aligned to Goal #2:
  - A.** Provide math curriculum and resources/professional development for primary and intermediate classroom teachers.
  - B.** Provide professional development that increases student engagement

## Academic Student Performance- ES

ELA Proficiency - IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	8.6%	10%		15%		Consolidating	
4	17.9%	19%		19%		Consolidating	
5	0%	27%		28%		Consolidating	
6	18.5%	10%		35%		Consolidating	

Math Proficiency - IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	11.4%	13%		18%		Consolidating	
4	0%	21%		22%		Consolidating	
5	0%	10%		30%		Consolidating	
6	7.4%	10%		19%		Consolidating	

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	25%	33%		40%		Consolidating	

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	90%	91%		92%		Consolidating	

Student Attendance Growth						
Grade	SY 19-20		SY 20-21		SY 21-22	
	Goal	Actual	Goal	Actual	Goal	Actual
K-8	1%		1%		Consolidating	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	41.2%	39%		37%		Consolidating	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Students	97.4%	98%		99%		Consolidating	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 45% of students in Grades 2-6 will score at or above the 50th percentile in reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 23.5% of students were at/above the 50th percentile; Spring 2020 - 31%; Spring 2021 - 37.9%; Spring 2022 - 45%]		
<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE</b> <b>WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE</b> <b>HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading instruction through guided instruction.	1. 100% of classroom teachers K-6 will utilize the workshop model for reading instruction-including whole group, small group, and opportunities for independent reading practice. 2. 100% of teachers will provide differentiated reading instruction through guided reading	A. 41% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments  B. 45% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 33% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 8.15% of students were at/above the 50th percentile; Spring 2020 - 17.33%; Spring 2021 - 25.60%; Spring 2022 - 33%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. All teachers will utilize district selected curriculum in daily lessons.</p> <p>B. All teachers K-6 will participate in professional development that increases student engagement in mathematics</p>	<p>1. 100% of classroom teachers will attend Professional Development provided by HMH learning partner.</p> <p>2. Principal will conduct walk-thru and fidelity check to monitor implementation in 100% of all classrooms bi-weekly.</p>	<p>A. 41% of K-1 students will be at or above the 50% percentile in Math on the FastBridge Early Math Assessments. Fall 2019 benchmark indicated 18.56% of students were at/above the 50th percentile.</p> <p>B. 33% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment.</p>

**School SMART Goal #3-** By the end of the 2021-2022 school year, at least 65% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 59% of students were not chronically absent. SY20: Fall 2020 - 61%; Fall 2021 -63%; Spring 2022 - 65%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. All teachers will establish absenteeism protocol to address attendance.</p> <p>B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).</p>	<p>1. 100% of teachers will implement absenteeism protocol.</p> <p>2. Parent liaison and principal will conduct home visits per absenteeism protocol.</p>	<p>A. 100% of students will keep track of their daily attendance.</p>



## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 45% of students in Grades 2-6 will score at or above the 50th percentile in reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 23.5% of students were at/above the 50th percentile; Spring 2020 - 31%; Spring 2021 - 37.9%; Spring 2022 - 45%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading instruction through guided instruction. C. All teachers will establish absenteeism protocol to address attendance. D. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice.						
100% of teachers will provide differentiated reading instruction through conferring and/or guided reading as evidenced by the Learning Walk Protocol document						

100% of teachers will implement absenteeism protocol.						
Parent liaison and principal will conduct home visits per absenteeism protocol.						
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
41% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments						
45% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment						
100% of students will keep track of their daily attendance.						

### Implementation and Monitoring Details

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 33% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 8.15% of students were at/above the 50th percentile; Spring 2020 - 17.33%; Spring 2021 - 25.60%; Spring 2022 - 33%]

#### Worthy Target/Objective and Practice/Performance Measures

A. All teachers will utilize district selected curriculum in daily lessons.

B. All teachers K-6 will participate in professional development that increases student engagement in mathematics

Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of classroom teachers will attend Professional Development provided by HMH learning partner.						
Principal will conduct walk-thru and fidelity check to monitor implementation in 100% of all classrooms bi-weekly.						
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41% of K-1 students will be at or above the 50% percentile in Math on the FastBridge Early Math Assessments. Fall 2019 benchmark indicated 18.56% of students were at/above the 50th percentile.						
33% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment.						

Implementation and Monitoring Details						
<b>School SMART Goal #3-</b> By the end of the 2021-2022 school year, at least 65% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 59% of students were not chronically absent. SY20: Fall 2020 - 61%; Fall 2021 -63%; Spring 2022 - 65%]						
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100% of teachers will implement absenteeism protocol.						
Parent liaison and principal will conduct home visits per absenteeism protocol.						
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of students will keep track of their daily attendance.						

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 45% of students in Grades 2-6 will score at or above the 50th percentile in reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 23.5% of students were at/above the 50th percentile; Spring 2020 - 31%; Spring 2021 - 37.9%; Spring 2022 - 45%]

Worthy Targets/Objectives:

- A. All teachers will utilize the workshop model in daily lessons.
- B. All teachers will differentiate in reading instruction through guided instruction.
- C. All teachers will establish absenteeism protocol to address attendance.
- D. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, SBG, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Learning Walks	Learning Walk Protocol	Principal			X	X	Clipboard & Checklist			X
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data		X	



Monthly SIP meetings	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data, \$ money for subs, stipends, benefits		X	
Provide PD on Fountas and Pinnell Classroom K-5	Meeting Agenda/ Minutes	Curriculum & Instruction Staff			X	X	FPC Materials, funding			X
Provide professional development for all classroom teachers in the workshop model and effective differentiation strategies	Meeting Agenda/ Minutes, lesson plans	Instructional Specialist			X	X	Materials and funding			X

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 33% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 8.15% of students were at/above the 50th percentile; Spring 2020 - 17.33%; Spring 2021 - 25.60%; Spring 2022 - 33%]

Worthy Targets/Objectives:

A. All teachers will utilize district selected mathematics curriculum in daily lessons.

B. All teachers K-6 will participate in professional development that increases student engagement in mathematics

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Weekly Grade Level Meetings will be conducted that focus on Math strategies, looking at data, SBG, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Create learning partner contract with Houghton Mifflin Harcourt/Math Solutions	Contract	Principal		X			funding	X		
Professional Development and Math Coaching support provided by HMH Learning Partner	100% attendance/ Sign in Sheets	Principal			X	X	Learning Partner (HMH), Materials, Money, Stipend			X
Implementation of district math curriculum (K-6)	100% classrooms/ Walk-thrus	Principal		X	X	X	Materials, Money		X	

**School SMART Goal #3-** By the end of the 2021-2022 school year, at least 65% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 59% of students were not chronically absent. SY20: Fall 2020 - 61%; Fall 2021 -63%; Spring 2022 - 65%]

Worthy Targets/Objectives:

- A. All teachers will establish absenteeism protocol to address attendance.
- B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Create absenteeism protocol	Document to be shared	Principal			X	X	Board Policy, shared docs, cabinet approval			X
Student conferences with students	Chart Goals, Attendance Record	Parent Liaison		X	X	X	sign in sheets, materials, protocol, goal setting sheets		X	
Home visits will be conducted	Chart Goals, Attendance Record	Parent Liaison	X	X	X	X	Extended hours, mileage,		X	
Attendance Team will promote school wide attendance through individual class, grade level, & entire school quarterly attendance goals.	Absentee Protocol, Attendance Record	Principal		X	X	X	Stipend for time outside contractual hours,		X	
Create a spreadsheet to track attendance per classroom	Attendance Spreadsheet	Parent Liaison		X	X	X	Attendance Reports		X	

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget- \$100,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.			Person(s) Responsible/						
Solicit quotes for instructional materials	December 2019	May 2020	Instructional Specialist			\$20,095			\$20,095
HMH learning partner support (coaching and professional development)	November 2019	May 2020	Principal				\$60,000		\$60,000
Reading Professional Development	December 2019	May 2020	Instructional Specialist/ Principal	\$5,330	\$750				\$6,080
Schedule subs for math coaching days	January 2020	May 2020	Secretary	\$2,700	\$400				\$3,100
Schedule math PD sessions	January 2020	May 2020	Instructional Specialist/ Principal	\$2,500	\$375				\$2,875
Schedule summer math PD days	March 2020	May 2020	Instructional Specialist/ Principal	\$3000	\$450				\$3,450
Increase parent liaison hours by 1 hour to focus specifically on absenteeism	November 2019	5/20/2020	Principal/ Liaison	\$3,500					\$3,500
Totals									\$100,000

# **French STEM Academy 3 Year Improvement Plan Summary**

## **SY 2019 – 2020**



**Decatur Public Schools**

*Educating for Success*

## **FRENCH STEM ACADEMY**

## **3 YEAR IMPROVEMENT PLAN**

**IL-EMPOWER**

**Julie Fane, Principal**

**[JFane@dps61.org](mailto:JFane@dps61.org)**



## **Building Snapshot**

School: French STEM Academy

School Year: 2019-2020

Length of SIP Plan: 2019 - 2021

Members of SIP Team and their roles:

Julie Fane (Principal)

Cathy Jones (Instructional Specialist)

Maria Wiggins (Teacher)

Merijha Branson (Teacher)

Learning Partner(s) contact information:

IARSS (ROE 39)

Nancy Brodbeck

217-872-3720

Current Designation (including student groups): Underperforming (Low Income)

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

Student Proficiency Levels - By Grade Level										
Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	41.4%	61.9%	50%	37%	13.2%	58.3%	78.6%	58.3%	47.8%	50%
2	34.4%	23.8%	33.3%	41.3%	39.5%	28.8%	11.9%	27.8%	41.3%	31.6%
3	19%	11.9%	13.9%	13%	39.5%	9.2%	9.5%	11.1%	4.3%	13.2%
4	4.9%	2.4%	2.8%	8.7%	5.3%	3.7%	0%	2.8%	6.5%	5.3%
5	0.6%	0%	0%	0%	2.6%	0%	0%	0%	0%	0%

### 2. Identification of opportunity and achievement gaps related to these student groups

Overall, students have performed higher than they have in years past. However, at the small rate of growth we are experiencing we will not close the achievement gap amongst our student population with an emphasis on our low income students. We have an opportunity to increase math in levels 3-5.

### 3. Potential reasons for your school's current status

French is working hard to maintain the balance of STEM work along with reading. Last year our focus was on increasing literacy and the focus was on our literacy block. This year we need to get back focused on math and all components of STEM.

### 4. Highest priority of concern based on the school's analysis of data

- In house data (FastBridge) - setting data goals with all individual students.
- Tier 1 instruction in area of Math - Math is the area of greatest concern regarding the given scores.
- 87% of students scored at level 1 and level 2 in Math.

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

STANDARD	2018-2019	2019-2020
Standard I: Continuous Improvement	Emerging	Accomplished
Standard II: Culture and Climate	Emerging	Accomplished
Standard III: Shared Leadership	Emerging	Exemplary
Standard IV: Governance, Management, and Operations	Emerging	Accomplished
Standard V: Educator and Employee Quality	Emerging	Accomplished
Standard VI: Family and Community Engagement	Emerging	Exemplary
Standard VII: Student and Learning Development	Emerging	Accomplished

### 2. Select the standards that are identified as priorities for improvement

STANDARD	2018-2019	2019-2020
<b>Standard V: Educator and Employee Quality</b> <ul style="list-style-type: none"> <li>D.4-virtually all licensed personnel will collaborate with administrators and school leaders to develop professional goals based on evaluation results.</li> </ul>	Emerging	Accomplished

### 3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system

By focusing on professional goals that are tied to standards based instruction, staff will have the ability to use this to increase student achievement.

**Approved Learning Partners Response *(If Applicable)***

**1. Which learning partner(s) did you select?**

IARSS (ROE 39)

Nancy Brodbeck

217-872-3720

**2. What percentage of Title I School Improvement-1003(a) (ESSA) funds is budgeted for your learning partner(s)?**

\$3400

**3. For which of the activities have you selected a learning partner to support your school improvement efforts?**

Both

## Academic Student Performance- ES

ELA Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	2.4%	12.16%					
4	2.8%	12.52%		20.94%			
5	8.7%	17.83%		21.27%		28.85%	
6	7.9%	17.11%		26.04%		29.14%	

Math Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	0%	10%					
4	2.8%	12.52%		19%			
5	6.5%	15.85%		21.27%		29%	
6	5.3%	14.77%		24.27%		29.14%	

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	9%	18%		26%		33%	



## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	92.4%	93.16%		93.84%		93.24%	

Student Attendance Growth						
Grade	SY 19-20		SY 20-21		SY 21-22	
	Goal	Actual	Goal	Actual	Goal	Actual
K-8	0.76%		0.68%		0.6%	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	29%	27.1%		25.1%		23.1%	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Students	97.5%	97.5%		98%		98.5%	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

**School SMART Goal #1- Related to the IQFSR-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 40% of students in grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 18.31% of students were at/above the 50th percentile; Spring 2020 - 26.48%; Spring 2021 - 33.83%; Spring 2022 - 40%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?	STUDENT PERFORMANCE MEASURE HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?
<ul style="list-style-type: none"> <li>A. All teachers will utilize the workshop model in daily lessons.</li> <li>B. All teachers will track individual learning goals K-6</li> <li>C. All teachers will provide feedback based on formative assessments in reading.</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice. Administrative Team will conduct walk-thru and fidelity check to monitor implementation of the workshop model</li> <li>2. 100% of K-6 grade teaching staff will utilize individual student growth tracking sheets for aReading.</li> <li>3. 100% of classroom teachers will attend Professional Development provided by IARSS (ROE#39) learning partner.</li> </ul>	<ul style="list-style-type: none"> <li>A. 47% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments</li> <li>B. 40% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment</li> </ul>

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 38% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 14.40% of students were at/above the 50th percentile; Spring 2020 - 22.96%; Spring 2021 - 30.66%; Spring 2022 - 38%]

<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
<ul style="list-style-type: none"> <li>A. All teachers will utilize district selected mathematics curriculum in daily lessons.</li> <li>B. All teachers will provide feedback based on formative assessments in mathematics.</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of K-6 grade teaching staff will utilize individual student growth tracking sheets for aMath.</li> <li>2. 60% of full time certified employees will attend Saturday/After school trainings for math instruction.</li> </ul>	<ul style="list-style-type: none"> <li>A. 56% of K-1 students will be at or above the 50% percentile in Math on the FastBridge Early Math Assessments</li> <li>B. 38% of Grades 2-6 students will be at or above the 50% percentile in Math on the FastBridge aMath Assessment</li> </ul>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1- Related to the IQFSR-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 40% of students in grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 18.31% of students were at/above the 50th percentile; Spring 2020 - 26.48%; Spring 2021 - 33.83%; Spring 2022 - 40%]						
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100% of K-6 grade teaching staff will utilize individual student growth tracking sheets for aReading.						
100% of classroom teachers will attend Professional Development provided by IARSS (ROE#39) learning partner.						

<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
47% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments						
40% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>SMART Goal #2: (Aligned to Student Success Indicators)</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 38% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 14.40% of students were at/above the 50th percentile; Spring 2020 - 22.96%; Spring 2021 - 30.66%; Spring 2022 - 38%]						
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Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of K-6 grade teaching staff will utilize individual student growth tracking sheets for aMath.						
60% of full time certified employees will attend Saturday/After school trainings for mathematics instruction.						
Student Practices/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
56% of K-1 students will be at or above the 50% percentile in Math on the FastBridge Early Math Assessments						
38% of Grades 2-6 students will be at or above the 50% percentile in Math on the FastBridge aMath Assessment						



### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1- Related to the IQFSR-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 40% of students in grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 18.31% of students were at/above the 50th percentile; Spring 2020 - 26.48%; Spring 2021 - 33.83%; Spring 2022 - 40%]

Worthy Target/Objectives:

- A. All teachers will utilize the workshop model in daily lessons.
- B. All teachers will track individual student learning goals K-6
- C. All teachers will provide feedback based on formative assessments in reading.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Certified K-6 personnel will collaborate with administrators and school leaders to develop professional goals based on evaluation results tied to student performance.	Professional Goal plans for each certified staff	Principal	X		X			X		
Establish data collection protocols	Pre/Post Assessment data collected and evidence kept with student work attached.	Instructional Staff	X	X					X	
Teachers will provide research based interventions for students who are	Fastbridge reading assessments (aReading/	Classroom teacher	X	X	X	X	FastBridge		X	

below 10% schoolwide on FastBridge reading assessments.	Early Reading)									
Students identified as Tier II or III, will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge reading assessments (aReading/ Early Reading)	Classroom teacher	X	X	X	X	FastBridge, LLI		X	
Reading Interventionist will provide Tier II or III instructional strategies	Fastbridge reading assessments (aReading/ Early Reading)	Interventionist	X	X	X	X	FastBridge, LLI, salary and benefits	X		
Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, SBG, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring) for reading	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data		X	
Monthly SIP meetings	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data, \$ money for subs, stipends, benefits		X	
Schedule professional development on utilizing formative assessments in reading and the workshop model framework	Learning Partner and In-House PD	Leadership Team/ Learning Partner			X	X	\$20,000			X

One School One Book	PO	Principal			X	X	\$2000			X
Family Night	Sign in Sheet/Data	Leadership Team/Community Engagement Committee			X	X	\$5000			X
Schedule professional development on utilizing formative assessments in reading and reading practices	Meeting/Agenda Minutes/Scope	Learning Partner/Principal		X	X	X	\$20,000 (Stipends for PD) \$17,000 (Learning Partner)			X
Parent Liaison supporting classrooms with RTI and Parental Support with home visits	Charts/Data	Principal	X	X	X	X	\$10,000		X	
Purchase Instructional Supplies aligned to reading	PO	Principal			X	X	\$10,000		X	
Learning Experiences	Agenda	Classroom Teachers			X	X	\$15,000		X	
Progress Monitoring Meetings	Agenda/Data	Classroom Teachers/Instructional Specialist/Principal			X	X	\$6000 (subs)		X	

**SMART Goal #2: (Aligned to Student Success Indicators)** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 38% of students in grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 14.40% of students were at/above the 50th percentile; Spring 2020 - 22.96%; Spring 2021 - 30.66%; Spring 2022 - 38%]

**Worthy Target/Objective and Practice/Performance Measures**

Worthy Target/Objectives:

- A. 100% of K-6 grade teaching staff will utilize individual student growth tracking sheets for aMath.
- B. 60% of full time certified employees will attend Saturday/After school trainings for mathematics instruction.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Comp leted	In Progress	Not Started
Teachers will provide research based interventions for students who are below 10% schoolwide on FastBridge math assessments.	Fastbridge reading assessments (aMath/ Early Math)	Classroom teacher	X	X	X	X	FastBridge		X	
Students identified as Tier II or III, will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge reading assessments (aMath/ Early Math)	Classroom teacher	X	X	X	X	FastBridge		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring) for mathematics	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Stipends/Sub \$26,000		X	
Schedule professional development on utilizing formative assessments	Meeting/Agenda Minutes/Scope	Learning Partner/Principal			X	X	\$20,000 (Stipends for PD)			X

in mathematics and mathematical practices							\$17,000 (Learning Partner)			
Pre/Post assessments will be given for each power standard in Mathematics K-6	pre/post assessment data; lesson plans	Leadership Team			X	X	Pre/post data			X
Instructional staff submits evidence of pre/post assessment with aligned student work to principal quarterly	Ongoing per standard	Instructional Staff			X	X				X
Family Night	Sign in Sheet	Leadership Team/Community Engagement Committee			X	X	\$5000			X
Parent Liaison supporting classrooms with RTI and Parental Support with home visits	Charts/Data	Principal	X	X	X	X	\$10,000		X	
Learning Experiences	Agenda	Classroom Teachers			X	X	\$15,000		X	
Progress Monitoring Meetings	Agenda/Data	Classroom Teachers/Instructional Specialist/Principal			X	X	\$6000 (subs)		X	

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget- \$100,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.			Person(s) Responsible/						
Parent Liaison Increase in Hours	09/2019	05/2020	Principal/ Liaison	\$10,000					\$10,000
Roving Sub Hired to provide instructional support in Tier II	1/6/20	5/20/20	Principal	\$14,000	\$1,000				\$15,000
Learning Partner	1/2020	8/2020	Learning Partner	\$17,000					\$17,000
Stipends for teachers for PD	1/2020	8/2020	Principal	\$19,000					\$19,000
Benefits for teacher stipend	1/2020	8/2020	Payroll/HR		\$2000				\$2000
Learning Experiences	2/2020	5/2020	Principal				\$10,000		\$10,000
Learning Experiences Transportation	2/2020	5/2020	Principal				\$5,000		\$5,000
Instructional Supplies	1/2020	5/2020	Leadership Team			\$10,000			\$10,000
Family Night	1/2020	5/2020	Principal			\$5,000			\$5000
One School One Book	1/2020	5/2020	Principal			\$2,000			\$2000
Progress Monitoring Meetings	1/2020	5/2020	Principal/ Instructional Team	\$6000 - Subs					
Total							\$1000		\$100,000



# Hope Academy 3 Year Improvement Plan Summary SY 2019 – 2020



**Decatur Public Schools**

*Educating for Success*

## HOPE ACADEMY 3 YEAR IMPROVEMENT PLAN IL-EMPOWER

Sarah Schrader, Principal  
[SSchrader@dps61.org](mailto:SSchrader@dps61.org)

## **Building Snapshot**

School: Hope Academy

School Year: 2019-2020

Length of SIP Plan: 2019-2020

Members of SIP Team and their roles:

- Sarah Schrader (Principal),
- Kristina Sommer (Instructional Specialist),
- Molly Miller (Instructional Specialist),
- Stacey Williams (Kindergarten teacher),
- Autumn Lourash (7/8th grade ELA teacher),
- Elizabeth Alva (Guidance Counselor),
- William Miller (7/8 Social Studies teacher),
- Michelle Nixon (Cross Categorical teacher),
- Danyel Brinkmeyer (Essential Skills teacher),
- Mary Rossi (3rd grade teacher)

Learning Partner(s) contact information: Consortium for Educational Change (CEC)

Current Designation (including student groups): Lowest Performing

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	Grade 7 ELA	Grade 8 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math	Grade 7 Math	Grade 8 Math
1	49.4%	72%	44.2%	56.3%	33%	38.3%	48.9%	68%	80.3%	66.7%	65.6%	75.5%	41.3%	75.6%
2	34.3	14%	38.4%	32.9%	45%	40.4%	37.9%	28.2%	14.3%	29.4%	34.4%	20.8%	50%	22.2%
3	12.6%	12.2%	13.5%	4.6%	17%	19.3%	11.1%	3.8%	5.4%	3.9%	0%	3.7%	8.7%	2.2%
4	3.7%	1.8%	3.9%	6.2%	5%	2%	2.1%	0%	0%	0%	0%	0%	0%	0%
5	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Currently, Hope Academy Magnet School is identified as Lowest-Performing for all students. Student groups included at Hope for 2018-2019 school year are Black or African American (221 students), Two or More Races (48 students), and White (45 students); IDEA Services (49 students); FR/Low Income (273 students). The highest achieving student group were the students in the FRL/Low Income Indicator with 3.6% meeting proficiency in English Language Arts/Literacy. None of the student groups at Hope Academy met proficiency on the Mathematics assessment. The total number of students assessed on the 2019 IAR assessment was 321 students, with 252 factored into the Student Growth Percentile in English Language Arts and 250 factored into the Student Growth Percentile in Mathematics.

### 2. Identification of opportunity and achievement gaps related to these student groups

Overall, all students are demonstrating slight growth in reading but did not make the proficiency target. All students decreased in math from 2018 to 2019. This will not close the achievement gap in reading or math. Overall 3.7% of the students were achieving at Level 4 and no students achieved a Level 5 in ELA. Overall no students achieved level 4 or 5 in math. The Two or More Races and White subgroups were the highest performing in ELA. The Black or African American subgroup was

the lowest performing subgroup. Chronic Absenteeism is 30% which increased by 2% from the 2018 school year. There is a thirteen percentage point difference between Black (28%) and White (41%).

**3. Potential reasons for your school's current status**

- Hope Academy is currently on its 5th principal in 14 years.
- There have been multiple staff changes this school year. There are 55 certified positions at Hope Academy, 16 of which are tenured. Staff vacancies include fourteen teachers, one elementary counselor, a behavioral teaching assistant, and a calm care room teacher. The Reading Recovery teacher is on medical leave all of 1st semester. The student support team at Hope Academy is not fully staffed. Hope Academy has one full time middle school counselor and one long term substitute counselor. Hope Academy has two part-time school social workers (two days/week).
- This year, 2019-2020, Hope Academy merged with Harris Elementary, moving from a little over 500 students to approximately 750 students. The campus welcomed the K-6 students from Harris as well as the Essential skills program. Hope construction took place to accommodate the addition of students in the district's BOLD facilities plan. The merge has maximized the space at Hope Academy. The teachers lounge, teacher workroom, two storage rooms, an overflow cafeteria, and family consumer science classroom were repurposed for classroom space.

**4. Highest priority of concern based on the school's analysis of data**

- In house data (FastBridge) - K-1 concepts of print, K-3 - phonemic awareness and phonics
- Tier 1 instruction in areas of ELA and Math - Math is the area of greatest concern regarding the given scores.
- 67% (214 out of 321) of students scored at level 1 in Math and 49% (157 out of 321) scored level 1 in ELA.

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

STANDARD	OVERALL RATING
Standard I: Continuous Improvement	Emerging
Standard II: Culture and Climate	Ineffective
Standard III: Shared Leadership	Emerging
Standard IV: Governance, Management, and Operations	Accomplished
Standard V: Educator and Employee Quality	Exemplary
Standard VI: Family and Community Engagement	Accomplished
Standard VII: Student and Learning Development	Emerging

Based on the IQFSR, our teachers have done a great job consolidating as one staff. However, with the amount of vacant positions this has had an adverse effect. We have developed and established a regular meeting schedule that positively received by the majority of staff. Climate and culture has been identified as an ongoing area of concern with a negative impact on student achievement.

### 2. Select the standards that are identified as priorities for improvement

STANDARD	OVERALL RATING
Standard II: Culture and Climate <ul style="list-style-type: none"> <li>II.A.1 - Evidence suggests district and school vision statements are not aligned</li> <li>II.C.1 - Evidence suggests district and school climate does not support the physical, cultural, and socio-economic needs of all students and staff</li> </ul>	Ineffective



Standard VII: Student and Learning Development <ul style="list-style-type: none"> <li>• VII.B.3 - Evidence suggests instructional staff and district/school leadership sometimes ensure that instruction is effective and utilizes research-based practices</li> <li>• VII.B.4 - Evidence suggests instructional staff and district/school leadership sometimes ensure that instruction addresses the academic and social-emotional needs of the whole child</li> </ul>	Emerging
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**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

There is a need for a collective mission and vision statement to drive our climate and culture. With the help of our learning partner we will explore our mission and vision for educating students at Hope Academy as a combined staff.

There is a need to provide a safe environment for students and staff. Our students show significant signs of trauma and need support. As a result, teachers need to continue to increase their ability to use supportive language with students.

Engaging learning for all students is an area of weakness at Hope Academy. Additionally, a focus on rigor and high expectations for all students is needed. With the expectation of rigor and lesson planning, teachers need additional guidance and time.

**Approved Learning Partners Response *(If Applicable)***

**1. Which learning partner(s) did you select?** Our learning partner is Consortium for Educational Change (CEC).

**2. What percentage of Title I School Improvement-1003(a) (ESSA)funds is budgeted for your learning partner(s)?**  
\$61,000

**3. For which of the activities have you selected a learning partner to support your school improvement efforts?**

A. Strategic Leadership Support - to establish and strengthen key collaborative leadership structures and processes focused on addressing the academic, social and emotional needs of students. CEC will provide strategic support for the following leadership teams at Hope Academy:

- Administrative Team (II.C.1)
- Leadership Team (II.C.1)

- MTSS Tier 2 & 3 Problem-Solving Team (VII.B.3)
  - BIST Vision/SEL Team. (VII.B.4)
- B. Targeted Support – to strengthen SEL competencies and BIST strategies among students and adults at Hope Academy
- Utilize CASEL (Collaborative for Academic, Social and Emotional Learning) school-wide SEL implementation resources to address the SEL needs of all students.
  - Utilize BIST (Behavior Interventions Support Team) supports to provide additional interventions to help increase student success.

## II. Outcomes, Timelines and Costs

Month	Areas of Support	Outcomes	Time	Costs
September, 2019	BIST Targeted Support	Coaching to improve BIST Processing Skills among Administration and Teacher Leaders	2 Full Days BIST Consulting = 2 Days	2 x \$2400 = \$4800
October, 2019	Strategic Leadership Support	<ul style="list-style-type: none"> <li>• Calendar of Meetings</li> <li>• Establish Roles &amp; Responsibilities &amp; Norms</li> </ul>	3 Half Days CEC Consulting = 1.5 Days	3 x \$1200 = \$3600
November, 2019	Strategic Leadership Support	<ul style="list-style-type: none"> <li>• Review and Revise CEC-Hope Academy School Improvement Work Plan</li> <li>• Set and Communicate Priority Areas of Improvement</li> </ul>	1 Full Day CEC Consulting = 1 Day	1 x \$2400 = \$2400

December, 2019	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> </ul>	<ul style="list-style-type: none"> <li>• Review Team Member Roles &amp; Responsibilities to align with School-wide Improvement Goals</li> <li>• Review Team Meeting Norms</li> <li>• Embed Continuous Improvement Protocols into Team Meetings</li> <li>• Communicate Key Messages from Team Meetings</li> <li>• Implement Staff Survey to assess Professional Learning Needs for Second Semester</li> </ul>	3 Half Day CEC Consulting = 1.5 Days	3 x \$1200 = \$3600
January, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Implement Mid-Year Continuous Improvement review of School-wide Goals (</li> <li>• Review Student behavior data, staff development data and achievement data to determine priorities, strategies and supports for Second Semester</li> <li>• Communicate Key Messages with Faculty, Staff, Students and Families</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	5 Half Day CEC Consulting = 2.5 Days	5 x \$1200 = \$6000
February, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Review Student behavior data, staff development data and achievement data to track &amp; monitor progress for each team area of focus</li> <li>• Communicate key messages to faculty, staff, students, families</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	6 Half Day CEC Consulting = 3 Days	6 x \$1200 = \$7200

March, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Review Student behavior data, staff development data and achievement data to track &amp; monitor progress for each team area of focus</li> <li>• Communicate key messages to faculty, staff, students, families</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	5 Half Day CEC Consulting – 2.5 Days	5 x \$1200 = \$6000
April, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Review Student behavior data, staff development data and achievement data to track &amp; monitor progress for each team area of focus</li> <li>• Communicate key messages to faculty, staff, students, families</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	4 Half Day CEC Consulting = 2 Days	4 x \$1200 = \$4800
May, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Review Student behavior data, staff development data and achievement data to track &amp; monitor progress for each team area of focus</li> <li>• Communicate key messages to faculty, staff, students, families</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	Half Day CEC Consulting = 1.5 Days	3 x \$1200 = \$3600

June, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Plan &amp; Implement Hope Academy Leadership Retreat to view strengths, challenges, threats, opportunities</li> <li>• Review &amp; Revise SIP to address data driven areas of need</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	2.5 CEC Consulting Days	2.5 x \$2400 = \$6000
Summer	<ul style="list-style-type: none"> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• BIST Leadership Conference:</li> </ul>	3 Day Conference – Registration & Travel	\$7200

## Academic Student Performance- ES

ELA Proficiency (IAR)							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	1.7%	11.5%		20.35%		28.3%	
4	3.8%	13.4%		22.1%		29.99%	
5	6.1%	15.5%		23.95%		31.55%	
6	5%	14.5%		23.05%		30.75%	
7	2%	11.8%		20.62%		28.56%	
8	2%	11.8%		20.62%		28.56%	

Math Proficiency (IAR)							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	0%	10%		19%		27%	
4	0%	10%		19%		27%	
5	0%	10%		19%		27%	
6	0%	10%		19%		27%	
7	0%	10%		19%		27%	
8	0%	10%		19%		27%	

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	8%	17.2%		25.48%		32.93%	
8	16%	24.4%		31.96%		38.76%	



## Non-Academic Student Performance

Student Attendance							
Grade	SY18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	92.3%	93.5%		94.7%		95.9%	

Student Attendance Growth							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8		1.2%		1.2%		1.2%	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	30%	23%		15.3%		6.83%	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Students	98.1%	98.5%		99%		99.5%	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 76% of students at Hope Academy Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 70% of students were not chronically absent; Fall 2020- 72%; Fall 2021 -74%; Fall 2022 - 76%]		
<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE</b> <b>WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE</b> <b>HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
A. Staff will establish absenteeism protocol to address attendance. B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent). C. All teachers will provide weekly SEL lessons using BIST strategies D. Staff will establish data collection protocol for disruptive behavior determined by Behavior Intervention Strategy Team.	1. 100% of teachers will implement absenteeism protocol. 2. Parent liaison and principal will conduct home visits per absenteeism protocol. 3. Parent liaison will assist in transporting students to school. 4.	A. 100% of students will keep track of their daily attendance.

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of 2021-2022 school year, 40% of students in Grades 2-8 will be at or above the 50th percentile in reading as measured by Fastbridge aReading. [Fall 2019 benchmark indicated 17.55% of students were at/above the 50th percentile; Spring 2020 - 25.8%; Spring 2021 - 33.22%; Spring 2022 - 40%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<ul style="list-style-type: none"> <li>A. All teachers K-6 will utilize the Daily 5/Cafe Framework in daily lessons.</li> <li>B. All teachers will differentiate in reading instruction through guided instruction.</li> <li>C. All teachers will provide feedback based on formative assessments in reading.</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of teachers K-6 will provide daily reading instruction utilizing Daily 5/CAFE strategies</li> <li>2. 100% of teachers will provide differentiated reading instruction through conferring and/or guided reading as evidenced by the Learning Walk Protocol document</li> <li>3. 60% of full time certified employees will attend Saturday/After school trainings for Daily 5 strategies.</li> </ul>	<ul style="list-style-type: none"> <li>A. 37% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments. Current benchmark indicated 14.73% of students were at/above the 50th percentile</li> <li>B. 40% of students in Grades 2-8 will be at or above the 50th percentile in reading as measured by Fastbridge aReading.</li> </ul>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 76% of students at Hope Academy Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 70% of students were not chronically absent; Fall 2020- 72%; Fall 2021 -74%; Fall 2022 - 76%]						
Worthy Target/Objective and Practice/Performance Measures						
A. Staff will establish absenteeism protocol to address attendance. B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent). C. All teachers will provide weekly SEL lessons using BIST strategies D. Staff will establish data collection protocol for disruptive behavior determined by Behavior Intervention Strategy Team.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov/Dec 2019	Jan/Feb 2020	March/April/May/June 2020	Sept 2020	Jan 2021	May 2021
100% of teachers will implement absenteeism protocol.						
Parent liaison and principal will conduct home visits per absenteeism protocol.						
Parent liaison will assist in transporting students to school.						
Student Practices/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of students will keep track of their daily attendance.						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #2-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of 2021-2022 school year, 40% of students in Grades 2-8 will be at or above the 50th percentile in reading as measured by Fastbridge aReading. [Fall 2019 benchmark indicated 17.55% of students were at/above the 50th percentile; Spring 2020 - 25.8%; Spring 2021 - 33.22%; Spring 2022 - 40%]						
<b>Worthy Target/Objective and Practice/Performance Measures</b>						
A. All teachers K-6 will utilize the Daily 5/Cafe Framework in daily lessons. B. All teachers will differentiate in reading instruction through guided instruction. C. All teachers will provide feedback based on formative assessments in reading.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of teachers K-6 will provide daily reading instruction utilizing Daily 5/CAFE strategies						
100% of teachers will provide differentiated reading instruction through conferring and/or guided reading as evidenced by the Learning Walk Protocol document						
60% of full time certified employees will attend Saturday/After school trainings for Daily 5 strategies.						
Student Practices/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021

37% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments. Current benchmark indicated 14.73% of students were at/above the 50th percentile						
40% of students in Grades 2-8 will be at or above the 50th percentile in reading as measured by Fastbridge aReading.						



### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 76% of students at Hope Academy Grades 1-6 will be present 90% or more of school days.  
[Summative index on RC19 indicated 70% of students were not chronically absent; Fall 2020- 72%; Fall 2021 -74%; Fall 2022 - 76%]

Worthy Target/Objectives:

- A. Staff will establish absenteeism protocol to address attendance.
- B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).
- C. All teachers will provide weekly SEL lessons using Second Steps Curriculum.
- D. Staff will establish data collection protocol for disruptive behavior determined by Behavior Intervention Strategy Team.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Create absenteeism protocol	Absenteeism protocol document	Principal			X	X	Board Policy, shared docs, cabinet approval			X
Student conferences with students	Chart Goals, Attendance Record	Parent Liaison			X	X	sign in sheets, materials, protocol, goal setting sheets			X
Home visits will be conducted	Chart Goals, Attendance Record	Parent Liaison			X	X	Extended hours, mileage			X
Promote school wide attendance through individual class, grade level, & entire school quarterly attendance goals.	Absenteeism Protocol, Attendance Record	Principal			X	X	Stipend for time outside contractual hours			X

Create a mission and vision statement for every classroom K-8	Every classroom will post the mission and vision statement.	Principal		X			Time		X	
Follow data collection protocols for disruptive behavior determined by the Behavior Intervention Strategy Team.	80% of students entering the office will have a data sheet for record keeping.	Assistant Principal	X	X	X	X			X	
Create positive behavior intervention activities to support decreased negative behaviors.		Assistant Principal	X	X	X	X	Referral data		X	

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of 2021-2022 school year, 40% of students in Grades 2-8 will be at or above the 50th percentile in reading as measured by Fastbridge aReading. [Fall 2019 benchmark indicated 17.55% of students were at/above the 50th percentile; Spring 2020 - 25.8%; Spring 2021 - 33.22%; Spring 2022 - 40%]

Worthy Targets/Objectives:

- A. All teachers K-6 will utilize the Daily 5/Cafe Framework in daily lessons.
- B. All teachers will differentiate in reading instruction through guided instruction.
- C. All teachers will provide feedback based on formative assessments in reading.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
School Leadership will perform monthly learning walks	Monthly data tracking.	Principal		X	X	X			X	
Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, SBG, and looking at student work	Meeting Agenda/ Minutes	Instructional Specialists, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialists	X		X	X	Data & money for subs, stipends, benefits		X	
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data		X	
Monthly SIP meetings	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data, \$ money for subs, stipends, benefits		X	

PD: Daily 5/Cafe, Differentiation, Classroom Instructional Strategies	Learning Walk Protocol	Instructional Specialists		X	X	X	\$ money for subs, stipends, benefits		X	
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KEY TASKS AND STRATEGIES	Timeline	Accountability	Budget- \$140,174
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HOW WILL THE ABOVE ACTIONS GET DONE?									
Order of Tasks to accomplish the action.	Start Date	Completion Date	Person(s) Responsible/	Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Instructional Planning sessions	December 2019	May 2020	Principal	1500.00	150.00				\$1650.00
Increase skills development using BIST and SEL to address behavior concerns with additional support from a behavior teaching assistant. Leadership team will attend the BIST leadership conference.	August 2019	August 2020	Assistant Principal/ Principal	5000.00					\$5000.00
Increase Parent Liaison hours by 1 hour 5 days per week	August 2019	May 2020	Principal	10,000	200.00				\$10,200.00
Hire a Behavioral TA to assist the school team with the development of behavior plans	August	May 2020	Principal	14,000	6,000				\$20,000.00
Work with CEC to build capacity within the building with regard to the development of administrative leadership. Admin staff will work with CEC to assess strengths and weaknesses to strengthen processes	August 2019	July 2020	Principal				61,200.00		\$61,200.00

that impact student achievement.									
Instructional Materials	August 2019	July 2020	Principal			38,000			\$33,624.00
Monthly Professional Development sessions surrounding Daily 5/CAFE	January 2020	August 2020	Instructional Specialists	7,000		1,500			\$8,500.00
<b>TOTALS</b>									\$140,174



# Muffley Elementary School 3 Year Improvement Plan Summary SY 2019 – 2020



**Decatur Public Schools**

*Educating for Success*

## MUFFLEY ELEMENTARY 3 YEAR IMPROVEMENT PLAN IL-EMPOWER

Carrie Hogue, Principal  
CHogue@dps61.org

## Building Snapshot

School: Muffley Elementary

School Year: 2019-2020

Length of SIP Plan: 2019-2020

Members of SIP Team and their roles:

- Carrie Hogue, Principal
- Libby Kirkland, Instructional Specialist
- Stephanie Meis, 3rd Grade Teacher
- Hilda Nicholls, 5th Grade Teacher
- Diane Orr, 1st Grade Teacher

Learning Partner(s) contact information:

Houghton Mifflin Harcourt (Math Solutions)

Anne Irwin, Partnership Executive

[anne.irwin@hnhco.com](mailto:anne.irwin@hnhco.com)

260.241.1665

Current Designation (including student groups): **UnderPerforming**

Student Groups: African American & Children with Disabilities

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

Student Proficiency Levels - By Grade Level										
Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	36.9%	55.6%	37.3%	34.8%	23.2%	39.2%	46.7%	49.0%	37.0%	26.3%
2	33.3%	35.6%	31.4%	32.6%	33.9%	35.7%	33.3%	29.4%	34.8%	43.9%
3	20.2%	4.4%	25.5%	21.7%	26.8%	23.6%	20.0%	19.6%	26.1%	28.1%
4	9.6%	4.4%	5.9%	10.9%	16.1%	0.5%	0.0%	2.0%	0.0%	0.0%
5	0.0%	0.0%	0.0%	0.0%	0.0%	1.0%	0.0%	0.0%	2.2%	1.8%

Student Proficiency Levels - By Student Group										
Level	AA ELA	Multi ELA	White ELA	CWD ELA	FRL ELA	AA Math	Multi Math	White Math	CDW Math	FRL Math
1	45.2%	28.1%	33.7%	62.2%	40.5%	50.0%	31.3%	33.7%	50.0%	38.9%
2	37.0%	37.5%	28.3%	27.0%	33.8%	36.5%	34.4%	34.8%	39.5%	39.6%
3	17.8%	25.0%	20.7%	10.8%	19.6%	13.5%	34.4%	28.3%	10.5%	20.1%
4	0.0%	9.4%	17.4%	0.0%	6.1%	0.0%	0.0%	1.1%	0.0%	0.7%
5	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2.2%	0.0%	0.7%

Student Growth Percentage - By Grade Level				
Student Groups	2018 Scores (ELA)	2019 Scores (ELA)	2018 Scores (Math)	2019 Scores (Math)
All	37.86%	44.82%	43.21%	46.05%
4th Grade	38.76%	43.92%	47.87%	42.02%
5th Grade	35.18%	42.27%	34.87%	45.11%
6th Grade	39.55%	47.90%	47.42%	50.64%

Student Growth Percentage - By Student Group				
Student Groups	2018 Scores (ELA)	2019 Scores (ELA)	2018 Scores (Math)	2019 Scores (Math)
African American	39%	45.72%	42.48%	45.31%
Two or More Races	40.14%	44.96%	44.76%	47.24%
White	36.32%	43.90%	44.16%	45.97%
CWD	40.27%	42.12%	51.09%	40.96%
Low Income	37.31%	43.81%	41.90%	47.05%

- Currently, Muffley Elementary School is identified as UnderPerforming for African American students and Children with Disabilities.
- 2019 Illinois Assessment of Readiness ELA
  - Assessment scores indicate 90.4% were in Level 1, 2, or 3 with 36.9% students at Level 1
  - The student growth percentile in ELA/L for the school is 44.82%.
- 2019 Illinois Assessment of Readiness Math
  - Assessment scores indicate 98.5% of the students were in Level 1, 2, or 3 with 39.2% at Level 1. The student growth percentile for Mathematics is 46.05%.
- Muffley Elementary has had consistent leadership over the last 5 years. Prior to that, the principal was present for 13 years. There are 20 classroom teachers (including 4 full-time SED teachers), 10 of which are teaching grades 3-6. In addition, there is 1 Instructional Specialist, 1 Reading Recovery teacher, 3 cross-categorical teachers, 1 full-time social worker, 1 full-time PE teacher, 1 full-time speech pathologist, 1 half-time music teacher, 1 half-time Second Step teacher. There is currently 1 teacher new to the building.

## **2. Identification of opportunity and achievement gaps related to these student groups**

- Student groups with more than 20 students:
  - Black or African American: 76 students
  - Two or More Races: 33 students
  - White: 92 students
  - IDEA Services: 40 students
  - FRL/Low Income: 151 students
- Total number of students assessed in 2019: 202 students
  - 147 figured into the Student Growth Percentile
  - 151 out of 202 are considered low income (75%)

Overall, students are demonstrating growth, however, the growth is not significant enough to close the achievement gap and to meet the proficiency targets. Overall 9.6% of the students are achieving at a Level 4 and 0.0% achieved a Level 5 in ELA. Overall 0.5% of the students are achieving at a Level 4 and 1.0% achieved a Level 5 in Math.

All groups showed growth with the exception of 4th grade math and CWD math. Starting on March 4th one of our 4th grade teachers took FMLA until May 24th. We were unable to find a long term sub and had inconsistent subs for the remainder of the year.



In ELA: African American had the highest Student Growth Percentile (SGP) with 45.72, Two or More had the next highest with 44.96, White had an SGP of 43.90, FRL/Low Income students had an SGP of 43.81, and CWD student group had an SGP of 42.12.

In Math: Two or More student group had the highest SGP of 47.24, FRL/Low Income student group had an SGP of 47.05, White had an SGP of 45.97, African American had an SGP of 45.31, and CWD had an SGP of 40.96.

Chronic Absenteeism is at 34% overall. The differences in Chronic Absenteeism are as follows: White 26%, African American 45%, Two or More Races 27%, CWD 45%, and Low Income 35% student groups.

**3. Potential reasons for your school's current status**

- Additional professional development is needed to support newly adopted curriculum in ELA and Math.
  - First year of Go Math
  - Not a consistent reading curriculum
- We house the SED program which can lead to more suspensions/hospitalizations.
- The African American student group did not meet state expectations.
- CDW student group did not meet state expectations.

**4. Highest priority of concern based on the school's analysis of data**

- Math
- African American
- CWD

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

<b>STANDARD</b>	<b>2018-2019</b>	<b>2019-2020</b>
<b>Standard I: Continuous Improvement</b>	Emerging	Accomplished
<b>Standard II: Culture and Climate</b>	Accomplished	Accomplished
<b>Standard III: Shared Leadership</b>	Emerging	Accomplished
<b>Standard IV: Governance, Management, and Operations</b>	Accomplished	Accomplished
<b>Standard V: Educator and Employee Quality</b>	Emerging	Accomplished
<b>Standard VI: Family and Community Engagement</b>	Emerging	Exemplary
<b>Standard VII: Student and Learning Development</b>	Emerging	Accomplished

### 2. Select the standards that are identified as priorities for improvement

<b>STANDARD</b>	<b>OVERALL RATING</b>
<b>Standard I: Continuous Improvement</b>	Accomplished
<b>Standard VII: Student and Learning Development</b>	Accomplished

**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

● **Standard I: Continuous Improvement**

- Indicator C: Monitoring for Results
  - I.C.1 - School leadership team will consistently monitor improvement plan.
  - I.C.2 - MTSS Team will focus not only tier 2 and 3 students but also high achieving students.

● **Standard VII: Student and Learning Development**

- Indicator A: Instructional Planning and Preparation
  - VII.A.2 - School leadership ensures instructional planning documents are consistently based on district curriculum fully aligned with appropriate learning standards and frameworks.
- Indicator C: Delivery of Instruction
  - VII.C.3 - School leadership will ensure that instructional staff consistently use strategies to continuously monitor instruction.
  - VII.C.4 - Instructional staff consistently utilize instructional data to adjust strategies and supports to meet the needs of the whole child.

**Approved Learning Partners Response (*If Applicable*)**

**1. Which learning partner(s) did you select? -**

Houghton Mifflin Harcourt (Math Solutions)

Anne Irwin, Partnership Executive

[anne.irwin@hnhco.com](mailto:anne.irwin@hnhco.com)

260.241.1665

**2. What percentage of Title I School Improvement-1003(a) (ESSA)funds is budgeted for your learning partner(s)?**  
19%

**3. For which of the activities have you selected a learning partner to support your school improvement efforts?**

Improve math practices through a ½ day of program coaching, 4 days of job-embedded coaching aligned to Go Math!, and one day of job-embedded coaching for building coaches and leadership

### Academic Student Performance- ES

ELA Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	4%	10%		10%		10%	
4	6%	14%		19%		19%	
5	11%	16%		23%		28%	
6	16%	20%		25%		31%	

Math Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	0%	10%		10%		10%	
4	2%	11%		19%		19%	
5	2%	12%		20%		27%	
6	2%	12%		21%		28%	

Science Proficiency- ISA							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	20%	28%		36%		44%	

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-6</b>	92.5%	93.5%		94.5%		95.5%	

Student Attendance Growth							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-6</b>	1%	1%		1%		1%	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-6</b>	34%	32%		30%		28%	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>Students</b>	100%	100%		100%		100%	

# School Improvement Plan

## Part 1: School Improvement Plan Summary

**School SMART Goal #1** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 51% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 32.4% of students were at/above the 50th percentile; Spring 2020 - 39.16%; Spring 2021 - 45.24%; Spring 2022 - 51%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. All teachers will utilize the workshop model in daily lessons.</p> <p>B. All teachers will differentiate in reading instruction through guided reading instruction.</p>	<ol style="list-style-type: none"> <li>1. At least 90% of staff will attend professional development sessions focusing on foundations in reading, vocabulary, fluency, and comprehension</li> <li>2. At least 90% of staff will attend grade level meetings</li> <li>3. 100% of classroom teachers K-6 will utilize the workshop model for reading instruction-including whole group, small group, and opportunities for independent reading practice</li> <li>4. 100% of teachers will provide differentiated reading instruction through guided reading as evidenced by the Learning Walk Protocol document</li> </ol>	<p>A. 51% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading assessments. Fall 2019 benchmark indicated 32.41% of students were at/above the 50th percentile</p> <p>B. 51% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment</p>



**School SMART Goal #2** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 43% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 21.8% of students were at/above the 50th percentile; Spring 2020 - 29.62%; Spring 2021 - 36.66%; Spring 2022 - 43%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. All teachers will utilize the district selected mathematics curriculum in daily lessons</p>	<ol style="list-style-type: none"> <li>1. At least 90% of staff will attend monthly grade level meetings focusing specifically on mathematics strategies</li> <li>2. 100% of classroom teachers will attend Professional Development provided by HMH (learning partner).</li> <li>3. 100% of K-6 classroom teachers will follow the pacing guide for GO Math!</li> <li>4. Admin Team will conduct walk-thru and fidelity check to monitor implementation in 100% of all classrooms weekly</li> </ol>	<ol style="list-style-type: none"> <li>A. 57% of K-1 students will be at or above the 50% percentile in Math on the FastBridge Early Math assessments. Fall 2019 benchmark indicated 41% of students were at/above the 50th percentile</li> <li>B. 43% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment</li> </ol>

**School SMART Goal #3-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, we will decrease the amount of Grades 2-6 Muffley students who view themselves as high risk to 49% on their Social Academic Emotional Behavioral Risk Screener (mySAEBRS). [Fall 2019 benchmark indicated 62% of students viewed themselves as high risk; Spring 2020 -58.2%; Spring 2021 -54%; Spring 2022 - 49%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<ul style="list-style-type: none"> <li>A. All teachers will provide weekly SEL lessons using the building selected SEL curriculum</li> <li>B. All teachers will utilize the 5 Trauma Traits in their classrooms daily</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of teachers will utilize the 5 Trauma Traits in their classrooms daily as evidenced by the Learning Walk Protocol document</li> <li>2. 100% of the teachers will utilize CIRCLES at least 2 days a week</li> </ul>	<ul style="list-style-type: none"> <li>A. 49% of students in Grades 2-6 will view themselves as high risk on the mySAEBRS assessment</li> </ul>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 51% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 32.4% of students were at/above the 50th percentile; Spring 2020 - 39.16%; Spring 2021 - 45.24%; Spring 2022 - 51%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading instruction through guided reading instruction.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
At least 90% of staff will attend professional development sessions focusing on foundations in reading, vocabulary, fluency, and comprehension						
At least 90% of staff will attend weekly grade level meetings						
100% of classroom teachers K-6 will utilize the workshop model for reading instruction-including whole group, small group, and opportunities for independent reading practice						
100% of teachers will provide differentiated reading instruction through guided reading as evidenced by the						

Learning Walk Protocol document						
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
51% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading assessments. Fall 2019 benchmark indicated 32.41% of students were at/above the 50th percentile						
51% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #2</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 43% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 21.8% of students were at/above the 50th percentile; Spring 2020 - 29.62%; Spring 2021 - 36.66%; Spring 2022 - 43%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the district selected mathematics curriculum in daily lessons						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
At least 90% of staff will attend monthly grade level meetings focusing specifically on mathematics strategies						
100% of classroom teachers will attend Professional Development provided by HMM (learning partner).						
100% of K-6 classroom teachers will follow the pacing guide for GO Math!						
Admin Team will conduct walk-thru and fidelity check to monitor implementation in 100% of all classrooms weekly						

Student Practices/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
57% of K-1 students will be at or above the 50% percentile in Math on the FastBridge Early Math assessments. Fall 2019 benchmark indicated 41% of students were at/above the 50th percentile						
43% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment						



## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #3-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, we will decrease the amount of Grades 2-6 Muffley students who view themselves as high risk to 49% on their Social Academic Emotional Behavioral Risk Screener (mySAEBRS). [Fall 2019 benchmark indicated 62% of students viewed themselves as high risk; Spring 2020 -58.2%; Spring 2021 -54%; Spring 2022 - 49%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will provide weekly SEL lessons using the building selected SEL curriculum B. All teachers will utilize the 5 Trauma Traits in their classrooms daily						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of teachers will utilize the 5 Trauma Traits in their classrooms daily as evidenced by the Learning Walk Protocol document						
100% of the teachers will utilize CIRCLES at least 2 days a week						
Student Practices/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
49% of students in Grades 2-6 will view themselves as high risk on the mySAEBRS assessment						

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 51% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 32.4% of students were at/above the 50th percentile; Spring 2020 - 39.16%; Spring 2021 - 45.24%; Spring 2022 - 51%]

A. All teachers will utilize the workshop model in daily lessons.

B. All teachers will differentiate in reading instruction through guided reading instruction.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, SBG, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Learning Walks	Learning Walk Protocol	Principal	X	X	X	X	Clipboard & Checklist		X	
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data		X	
Monthly SIP meetings	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data, \$ money for subs, stipends, benefits		X	

All classroom teachers will meet with students in guided reading groups.	Lesson Plans	Classroom Teachers	X	X	X	X	After school PD, materials		X	
Problem Solving Team meetings will be facilitated monthly for students receiving RTI and in the lowest 20%	Meeting Agenda/ Minutes	Instructional Specialist	X	X	X	X	Team, data, substitutes		X	
Students identified as Tier II or III, will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge Reading assessments	Classroom teachers	X	X	X	X	Fastbridge, LLI, Reading Recovery		X	
Reading Interventionist will provide Tier II or III instructional support K-2	Fastbridge Reading assessments	Reading Interventionist	X	X	X	X	Reading Recovery, LLI		X	

**School SMART Goal #2** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 43% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 21.8% of students were at/above the 50th percentile; Spring 2020 - 29.62%; Spring 2021 - 36.66%; Spring 2022 - 43%]

A. All teachers will utilize the district selected mathematics curriculum in daily lessons

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Professional Development provided by HMH Learning Partner	100% attendance/ Sign in Sheets	Principal			X	X	Learning Partner (HMH), Materials, Money, Stipend			X
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Implementation of district mathematics curriculum (K-6)	100% classrooms/ Walk-thrus	Principal	X	X	X	X	Materials, Money		X	

**School SMART Goal #3-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, we will decrease the amount of Grades 2-6 Muffley students who view themselves as high risk to 49% on their Social Academic Emotional Behavioral Risk Screener (mySAEBRS). [Fall 2019 benchmark indicated 62% of students viewed themselves as high risk; Spring 2020 -58.2%; Spring 2021 -54%; Spring 2022 - 49%]

A. All teachers will provide weekly SEL lessons using the building selected SEL curriculum

B. All teachers will utilize the 5 Trauma Traits in their classrooms daily

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Instruction of SEL Curriculum weekly	100% Classrooms/ Walk thru	Classroom teachers	Oct	X	X	X	Materials		X	
Implementation of CIRCLES at least twice per week	100% Classrooms/ Walk thru	Classroom teachers	Oct	X	X	X	Materials		X	
Implementation of 5 Trauma Traits	100% Classrooms/ Walk thru	Classroom teachers	Oct	X	X	X	Materials		X	

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget \$106,120					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.			Person(s) Responsible/						
½ Day Building Level Go Math! Program Coaching	2/5/20	2/5/20	Principal, Learning Partner	0	0	0	\$1,400	0	\$10,206
Job-Embedded Coaching Aligned to Go Math! 4 days	1/28/20	4/28/20	Principal, Learning Partner	0	0	0	\$13,608	0	\$13,608
Job-Embedded Coaching for Building Coaches and Leadership	1/28/20	5/6/20	Principal, Learning Partner	0	0	0	\$4,050	0	\$4,050
Summer MS	June 2019	June 2019	Principal, Learning Partner	\$2000			\$3402		\$5402
FPC Guided Reading for 4-6	11/21/20	5/21/20	Principal, Instructional Specialist	0	0	\$16,270	0	0	\$16,270
FPC Readers Notebook (8 - 25 sets for 2nd-4th)	12/4/19	5/21/20	Principal, Instructional Specialist	0	0	\$1,260	0	0	\$1,260
FPC Book Clubs and multi-book sets for 3rd-5th	11/21/20	5/21/20	Principal, Instructional Specialist	0	0	\$12,672	0	0	\$12,672
Heggerty for K & 3rd	10/31/19	5/21/20	Principal, Instructional Specialist	0	0	\$239.97	0	0	\$275
Kindergarten FUNdations teachers kit	10/31/19	5/21/20	Principal, Instructional Specialist	0	0	\$379.90	0	0	\$500



FUNdations student kits	12/4/19	5/21/20	Principal, Instructional Specialist	0	0	\$4,000	0	0	\$4,000
SEL Picture Books	11/21/20	5/21/20	Principal, Instructional Specialist, Library Media TA, Second Step Teacher	0	0	\$1,500	0	0	\$1,500
<a href="#">Conscious Discipline Books</a> (x 35)	12/4/19	5/21/20	Principal, Instructional Specialist, Second Step Teacher	0	0	\$1,015	0	0	\$1,500
<a href="#">Understanding Trauma Webinar Series, Site License, 1-year</a>	12/4/19	5/21/20	Principal, Instructional Specialist	0	0	0	\$175	0	\$200
<a href="#">Movement/Sensory Hallway</a>  OR <a href="#">Another one</a>	12/4/19	5/21/20	Principal, Instructional Specialist, Second Step Teacher	0	0	\$5,860	0	0	\$6,000
Calm Corner Items	12/4/19	5/21/20	Principal, Instructional Specialist, Second Step Teacher, Social Worker	0	0	\$4,000	0	0	\$4,000
<a href="#">Mindfulness Activity Cards</a> (22 sets)	12/4/19	5/21/20	Principal, Instructional Specialist	0	0	\$329.78	0	0	\$500
Light Covers (aquarium, sky, ect.)	12/4/19	5/21/20	Principal, Instructional Specialist	0	0	\$3,450	0	0	\$3,500

Stipends/Summer PD (2 days)	12/4/19	5/21/20	Principal	\$5,400	0	0	0	0	\$5,400
Colored Printer	12/4/19	5/21/20	Principal	0	0	\$800	0	0	\$800
<a href="#">Second Step K-5 Principal Tool Kit</a>	12/4/19	5/21/20	Principal	0	0	\$199	0	0	\$250
<a href="#">Second Step Principal Toolkit Talk-It-Over Tool</a> (x's 2)	12/4/19	5/21/20	Principal, Care Room Assistant	0	0	\$98	0	0	\$150
Storia Subscription	12/4/19	5/21/20	Principal, Instructional Specialist	0	0	\$2,500	0	0	\$2,500
<a href="#">Second Step 6th Grade Curriculum</a>	12/4/19	5/21/20	Principal, Second Step Teacher	0	0	\$199	0	0	\$200
Classroom Supplies	12/4/19	5/21/20	Principal, Instructional Specialist	0	0	\$5,177	0	0	\$5,177
<a href="#">Second Step Bullying Prevention Unit Kindergarten - 5th Grade Unit</a>	12/4/19	5/21/20	Principal, Second Step Teacher	0	0	\$1,129	0	0	\$1,200
<a href="#">LLI Purple</a> (5th Grade)	12/4/19	5/21/20	Principal, Instructional Specialist	0	0	\$4,950	0	0	\$5,000

# Oak Grove Elementary School 3 Year Improvement Plan Summary SY 2019 – 2020



**Decatur Public Schools**

*Educating for Success*

## OAK GROVE ELEMENTARY 3 YEAR IMPROVEMENT PLAN

IL-EMPOWER

**Dianne Brandt, Principal**

[DBrandt@dps61.org](mailto:DBrandt@dps61.org)

## Building Snapshot

School: Oak Grove Elementary

School Year: 2019-2020

Length of SIP Plan: 2019-2020

Members of SIP Team and their roles:

- Dianne Brandt, Principal
- Kamie Meador, Curriculum & Instruction Coordinator
- Joni Grubbs, Instructional Specialist
- Alison Bickel, 5th Grade Teacher
- Melissa Schulz, Kindergarten Teacher
- Tammy Schmitt, Cross Categorical Teacher
- Carolynn Keizer, 4th Grade Teacher
- Alicia Alves, 6th Grade Teacher

Learning Partner(s) contact information: Learning Partner will be selected by June 30th

Current Designation (including student groups): Lowest Performing

**Student Groups: All, Black, Low Income and White**

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	36.5%	56.1%	35%	52%	11.4%	43.2%	52.5%	48.7%	44%	37.1%
2	30.4%	36.6%	25%	36%	31.4%	35.8%	27.5%	30.8%	48%	51.4%
3	24.3%	7.3%	35%	8%	48.6%	12.8%	17.5%	20.5%	4%	8.6%
4	4.2%	0%	5%	4%	8.6%	2.1%	2.5%	0%	4%	2.9%
5	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Currently, Oak Grove Elementary School is identified as **Lowest Performing for All Students**. Assessment scores for 2019 Illinois Assessment of Readiness indicate 91.2% were in Level 1, 2, or 3 with 36.5% students were at Level 1 in English Language Arts/Literacy. The student growth percentile in ELA/L for the school is 45.61%.

In the area of Mathematics, IAR assessment scores indicate 91.8% of the students were in Level 1, 2, or 3 with 43% at Level 1. The student growth percentile for Mathematics is 36.10%.

Student groups with more than 13 students include Black or African American (56 students); Two or More Races (17 students); White (70 students); IDEA Services (30 students); and FRL/Low Income (109 students). The total number of students assessed by IAR in 2019 was 148 with 93 of those students actually being figured into the Student Growth Percentile. 109 out of 148 students qualify FRL/low income.

There are 14 classroom teachers, Pre-K-6 grade, (only 3 of which are tenured), 7 of which are teaching grades 3-6. There is also an instructional specialist, Reading Recovery teacher, 2 cross-categorical teachers, a part-time social worker (2 days a week), a full time Music teacher, PE teacher, and full-time speech pathologist. There are currently 5 teachers new to the building.



## **2. Identification of opportunity and achievement gaps related to these student groups**

Overall, all students are demonstrating growth, however, the growth is not significant enough to close the achievement gap and to meet the proficiency targets. Overall 4.3% of the students are achieving at a Level 4 and no students achieved a Level 5 in ELA. Overall 2.2% of the students are achieving at a Level 4 and no students achieved a Level 5 in Math. The Black or African American and Hispanic subgroups are the highest performing whereas White and Two or More Races are lower with Two or More Races being the lowest performing group in English Language Arts/Literacy. The Black or African American, Hispanic, and White subgroups are within nine percentage points of performance, and Two or More Races are the lowest performing subgroup in Mathematics.

Chronic Absenteeism is 41% overall. There is a nine percentage point difference between the White (39%) and Black (48%) subgroups in terms of chronic absenteeism. The White subgroup has the best attendance of all subgroups; and is significantly lower (35% vs 46.07%) than for all students. The FRL/Low Income subgroup represents 77.60% of all students who were assessed on the 2019 IAR. 2019 Parent-Teacher Conferences had an average of 77% parental attendance.

## **3. Potential reasons for your school's current status**

- Oak Grove Elementary is currently on the fourth administrator in 7 years.
- There have been multiple staff changes over the last three years, which has left only 5 tenured staff members at Oak Grove.
- Despite the posting for a full-time Social Worker, the position remains vacant, and a Social Worker has been assigned 2 days a week to meet the minutes for Children with Disabilities. General Education students are not able to receive support from the Social Worker.
- Increased student enrollment by approximately 80 new students for the 2019-2020 school year. Oak Grove had a 19% student mobility rate in 2019.
- There is a new ELA Curriculum for K - 2 staff which will need additional professional development. The 2018-2019 school year there was an adoption of a new K-6 Mathematics curriculum which also needs additional professional development. There is also a new district K-5 writing curriculum adopted in the 2018-2019 school year. Oak Grove 6th grade classroom is piloting a new ELA curriculum for district implementation for the 2020-2021 school year. Oak Grove is piloting an SEL curriculum- 7 Mindsets. Additional professional development is needed for all curricular adoptions to ensure fidelity.
- During the 2018-2019 school year, Oak Grove was not proactive with absenteeism and community connections.

## **4. Highest priority of concern based on the school's analysis of data**

The highest priority of concern based on data analysis are: lack of fundamental skills in basic reading (phonemic awareness, vocabulary, fluency) and basic mathematical skills (facts, number sense, problem solving). Students start Kindergarten without foundational

skills and this is a disadvantage that continues to grow throughout their time at Oak Grove. For the 2019-2020 school year, 0% of incoming kindergarteners (44 students) were “kindergarten ready.” Twelve out of 44 students did not attend PreK.

### **System Needs Assessment Response**

#### **1. Summarize your findings from the Illinois Quality Framework Supporting Rubric**

<b>STANDARD</b>	<b>OVERALL RATING</b>
<b>Standard I: Continuous Improvement</b>	<b>Emerging</b>
<b>Standard II: Culture and Climate</b>	<b>Emerging</b>
<b>Standard III: Shared Leadership</b>	<b>Accomplished</b>
<b>Standard IV: Governance, Management, and Operations</b>	<b>Accomplished</b>
<b>Standard V: Educator and Employee Quality</b>	<b>Accomplished</b>
<b>Standard VI: Family and Community Engagement</b>	<b>Exemplary</b>
<b>Standard VII: Student and Learning Development</b>	<b>Emerging</b>

#### Key Foundational Supports for School Improvement- What’s Going Well-

##### **Standard I: Continuous Improvement**

- Building Mentoring and collaboration
- Grade level meetings occurring weekly with Instructional Specialist and Principal
- All classrooms are staffed with full-time certified teachers

##### **Standard II: Culture and Climate**

- Community Circles with staff and in all classrooms
- New SEL Curriculum beginning schoolwide
- All staff are involved in school-wide events and have a role in school committees

## **Standard VII: Student and Learning Development**

- Problem solving team meeting monthly to discuss academic and behavioral challenges
- All classroom teachers utilizing Class Dojo for parent communication and tracking behavior data
- 1:1 technology with iPads in use for all students. Teachers incorporate technology to increase engagement and support learning through curriculum provided programs as well as Moby Max, Learning A-Z, Mystery Science, Flocabulary, BrainPop/BrainPop Jr., Kahoot/Quizizz, Epic!
- Student government supporting school goals
- We are proactively addressing attendance issues, student needs, and partnerships with local organizations

### **2. Select the standards that are identified as priorities for improvement**

<b>STANDARD</b>	<b>OVERALL RATING</b>
<b>Standard II: Culture and Climate</b>	<b>Emerging</b>
<b>Standard VII: Student and Learning Development</b>	<b>Emerging</b>

### **3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

There is a need for a collective mission and vision statement to drive our climate and culture. There is a need to provide a safe environment and engaging learning for all students. Additionally, a focus on rigor and high expectations for all students is needed. With the expectation of rigor and lesson planning, teachers need additional guidance and time. During the 2018-2019 school year, Oak Grove was not proactive with absenteeism.

### **Approved Learning Partners Response *(If Applicable)***

- 1. Which learning partner(s) did you select?** Learning Partner will be selected by June 30, 2020.
- 2. What percentage of Title I School Improvement-1003(a) (ESSA) funds is budgeted for your learning partner(s)?**  
\$15,000 of our budget will be spent on planning this year. This will include deciding upon a Learning Partner.
- 3. For which of the activities have you selected a learning partner to support your school improvement efforts?**  
None at this time.

## Academic Student Performance- ES

ELA Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	0%	10%				Consolidating	
4	9.5%	10%		19%			
5	9.6%	18.6%		19%			
6	9.1%	18.6%		27%			

Math Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	2.5%	12.3%				Consolidating	
4	0%	12.3%		21%			
5	4%	10%		21%			
6	2.9%	13.6%		19%			

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	32%	38.8%		44.9%		Consolidating	

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-6	91%	92%		93%		Consolidating	

Student Attendance Growth						
Grade	SY 19-20		SY 20-21		SY 21-22	
	Goal	Actual	Goal	Actual	Goal	Actual
K-6	1%		2%		Consolidating	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-6	34%	32%		30%		Consolidating	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Students	100%	100%		100%		Consolidating	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

<b>School SMART Goal #1 (IQFSR)-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 44% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 19.7% of students were at/above the 50th percentile; Spring 2020 - 28%; Spring 2021 - 36%; Spring 2022 - 44%] (Growth targets were not set beyond the 2021-2022 school year as Oak Grove Elementary will consolidate with Benjamin Franklin Elementary)		
<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading instruction through guided instruction.	1. 100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice.  2. 100% of teachers will provide differentiated reading instruction through guided reading as evidenced by the Learning Walk Protocol document	A. 56% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments  B. 44% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment



**School SMART Goal #2 (Student Success)-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 70.8% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 59% of students were not chronically absent. SY20: Fall 2020 - 64.9%; Fall 2021 -70.8% ]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<ul style="list-style-type: none"> <li>A. Staff will establish absenteeism protocol to address attendance.</li> <li>B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).</li> <li>C. All teachers will provide weekly SEL lessons using the district selected SEL curriculum</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of teachers will implement absenteeism protocol.</li> <li>2. Parent liaison and principal will conduct home visits per absenteeism protocol.</li> <li>3. Parent liaison will assist in transporting students to school.</li> <li>4. 100% of the teachers will utilize district selected SEL curriculum 2 days a week as evidenced by the Learning Walk Protocol document</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of students will keep track of their daily attendance.</li> </ul>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1 (IQFSR)-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 44% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 19.7% of students were at/above the 50th percentile; Spring 2020 - 28%; Spring 2021 - 36%; Spring 2022 - 44%] (Growth targets were not set beyond the 2019-2020 school year as Oak Grove Elementary will consolidate with Benjamin Franklin Elementary)						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading instruction through guided instruction.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Oct. 2019	Jan. 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of classroom teachers K-6 will utilize the workshop model for reading instruction-including whole group, small group, and opportunities for independent reading practice.						
100% of teachers will provide differentiated reading instruction through conferring and/or guided reading as evidenced by the Learning Walk Protocol document						

<b>Student Practices/Performance Measure</b>	<b>Oct 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
56% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading Assessments						
44% of Grades 2-6 students will be at or above the 50% percentile in Reading on the FastBridge aReading Assessment						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #2 (Student Success)-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 70.8% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 59% of students were not chronically absent. SY20: Fall 2020 - 64.9%; Fall 2021 -70.8% ]						
<b>Worthy Target/Objective and Practice/Performance Measures:</b>						
A. Staff will establish absenteeism protocol to address attendance. B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent). C. All teachers will provide weekly SEL lessons using the district selected SEL curriculum						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of teachers will implement absenteeism protocol.						
Parent liaison and principal will conduct home visits per absenteeism protocol.						
Parent liaison will assist in transporting students to school.						
100% of the teachers will utilize district selected SEL curriculum 2 days a week as evidenced by the Learning Walk Protocol document						

<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of Students will keep track of their daily attendance.	0%					

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

School SMART Goal #1 (IQFSR)- The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 44% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 19.7% of students were at/above the 50th percentile; Spring 2020 - 28%; Spring 2021 - 36%; Spring 2022 - 44%] (Growth targets were not set beyond the 2019-2020 school year as Oak Grove Elementary will consolidate with Benjamin Franklin Elementary)										
Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Weekly Grade Level Meetings will be conducted that focus on tracking student goals and data driven instruction	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Learning Walks	Learning Walk Protocol	Principal			X	X	Clipboard & Checklist			X
All classroom teachers will meet with students in guided reading groups.	Lesson Plans	Classroom Teachers	X	X	X	X	After school PD, materials		X	
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data		X	
Problem Solving Team meetings will be facilitated monthly for students receiving RTI and in the lowest 20%	Meeting Agenda/ Minutes	Instructional Specialist	X	X	X	X	Team, data, substitutes		X	

**School SMART Goal #2 (Student Success)-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 70.8% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 59% of students were not chronically absent. SY20: Fall 2020 - 64.9%; Fall 2021 -70.8% ]

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Create absenteeism protocol	Document to be shared	Principal			X	X	Board Policy, shared docs, cabinet approval			X
Student conferences with students	Chart Goals, Attendance Record	Parent Liaison			X	X	sign in sheets, materials, protocol, goal setting sheets			X
Home visits will be conducted	Chart Goals, Attendance Record	Parent Liaison			X	X	Extended hours, mileage,			X
Attendance Team will promote school wide attendance through individual class, grade level, & entire school quarterly attendance goals.	Absentee Protocol, Attendance Record	Principal			X	X	Stipends			X
Monthly family newsletters will be sent home focusing on the importance of attendance	Monthly newsletters	Principal			X	X				X



Promote school wide attendance by displaying the data weekly	Attendance Reports	Family Liaison			X	X				X
Daily announcement of classroom with 100% attendance.	Attendance Reports	Building Secretary			X	X				X
Building leadership team will map out/design the 7 Mindsets Focus for each month (classroom/ building wide activity)	7 Mindsets Pacing Guide	Classroom Teachers	X	X	X	X	7 Mindsets lesson plans, pacing guide		X	
All classroom teachers will facilitate a weekly 30 min. lesson focusing on one of the 7 Mindsets	Learning Walk Protocol	Principal		X	X	X	7 Mindsets lesson plans, pacing guide		X	
Students will complete the 7 Mindsets Student Survey (fall-pre and spring-post) to determine student understanding of specific SEL strategies.	Survey Data	Instructional Specialist		X		X	7 Mindsets survey		X	
Students demonstrate monthly SEL goal by creating an artifact aligned with the current 7 Mindset focus.	Artifact grade level portfolio	Instructional Specialist		X	X	X	7 Mindsets lesson plans, pacing guide		X	

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget \$45,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.			Person(s) Responsible/						
One School One Book	1/2020	5/2021	Principal/ Instructional Specialist			\$3,500			\$3,500
Family Reading Night	1/2020	5/2020	Principal/ Instructional Specialist/ Teachers			\$500			\$500
Guided Reading PD	1/2020	6/2020	Instructional Specialist/ Curriculum Coordinators	\$3,000	\$300	\$600			\$3,900
Classroom Materials	1/2020	6/2020	Principal			\$5,380			\$5,380
After school tutoring - 4 teachers	January 27	5/2020	Instructional Specialist/ Teachers	2500	250				\$2,750
Raz Kids - 2 years	Now		Instructional Specialist			\$6,000			\$6,000
After School Student Transportation	Jan. 27	March 2	Instructional Specialist				\$1,500		\$1,500
Subs for data meetings	Jan 2020	May 2020	Principal	\$1,500	\$150				\$1,650
Summer Retreat	July 2020	July 2020	Principal/ Instructional Specialist	\$5,000	\$500				\$5,500
Increase parent liaison hours by 1 hour to focus specifically on absenteeism	11/25/2019	5/20/2020	Principal/ Liaison	\$3,307					\$3,307

Learning Partner	3/2020	6/2020	Principal/ Instructional Specialist	\$5,000					\$5,000
SEL Professional Development	1/2020	6/2020	Principal/ Instructional Specialist	\$6,000					\$6,000
								Total	\$44,987

# Parsons Elementary 3 Year Improvement Plan Summary SY 2019 – 2020



**Decatur Public Schools**

*Educating for Success*

## PARSONS ELEMENTARY 3 YEAR IMPROVEMENT PLAN

IL-EMPOWER

Mrs. Holly Kitson, Principal

[HKitson@dps61.org](mailto:HKitson@dps61.org)

## **Building Snapshot**

School: Parsons Elementary School

School Year: 2019-2020

Length of SIP Plan:

Members of SIP Team and their roles:

- Holly Kitson, Principal
- April Parpart, Instructional Specialist
- Melissa Goede, 6th Grade Teacher
- Dawn Hawkins, 5th Grade Teacher
- Sarah Hott, 1st Grade Teacher
- Rhonda Ganley, 1st Grade Teacher
- Colleen Johnson, Cross Categorical Teacher
- Ashley Faulkner, Music Teacher (ENCORE)
- Bailey Cadeux, Life Skills Teacher

Learning Partner(s) contact information: Not Required

Current Designation (including student groups):

Underperforming - Two Student Groups

Black - Summative Score 33.55

CWD - Summative Score 30.84

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	33.7%	39.1%	41.8%	25%	24.5%	49.4%	43.5%	60%	39.3%	49%
2	28.1%	15.2%	34.5%	14.3%	40.6%	32.6%	32.6%	27.3%	39.3%	34.7%
3	24.7%	34.8%	12.7%	25%	28.6%	12.9%	15.2%	9.1%	14.3%	14.3%
4	13.5%	10.9%	10.9%	35.7%	6.1%	5.1%	8.7%	3.6%	7.1%	2%
5	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Currently, Parsons Elementary School is identified as **Underperforming for African American and Children with Disabilities**. Assessment scores for 2019 Illinois Assessment of Readiness indicate 86.5% were in Level 1, 2, or 3 with 33.7% students were at Level 1 in English Language Arts/Literacy. The student growth percentile in ELA/L for the school is 48.07.

In the area of Mathematics, IAR assessment scores indicate 94.9% of the students were in Level 1, 2, or 3 with 49.4% at Level 1. The student growth percentile for Mathematics is 41.36.

Parsons Accelerated School is currently on the third administrator in 4 years. There are 13 classroom teachers, 4 Life Skills Classroom, 3 Cross-category Special Education Teachers, of which 7 are teaching 3-6 general education, 2 teaching, 3rd-6th Grade Life skills and 2 Cross-cat teachers support 3rd-6th grade students with IEPs. There is also an instructional specialist, a full-time social worker, a full time Music teacher, a PE teacher, an Art teacher and full-time speech pathologist. There are currently 6 teachers new to the building.



## **2. Identification of opportunity and achievement gaps related to these student groups**

Student groups with more than 13 students include Black or African American (60 students); Two or More Races (26 students); White (81 students); IDEA Services (50); and FRL/Low Income (128 students). The total number of students assessed by IAR in 2019 was 183 with 122 figured into the Student Growth Percentile.

Twelve students in the Hispanic or Latino subgroup, 60% were in Level 1, 2, or 3 with a student growth percentile of 40.38, which scored below our Underperforming African American subgroup which had 88.1% in Level 1, 2, or 3 and had a student growth percentile of 44.6%. In addition, IDEA (CWD) Student group was underperforming with 95% of students were in Level 1, 2, or 3 with student growth percentile of 41.06. In Mathematics, the African American Sub group the student growth percent was also low with a percentile of 37%. Low results were similar for the CWD Student Group in Mathematics, with a student growth percentile of 41.9%.

In ELA, Student Group: Two or more races, had the highest student growth percentile at 52.33, which outscored the African American student group which scored at 44.6, the White student group which scored 50.67, and IDEA (CWD) student group that had a student growth percentile of 41.06.

In Mathematics, the White student group had the highest student growth percentile at 43.57, which outscored the Low Income Student group which scored at 42.16, the IDEA (CWD) student group which scored at 41.19, the subgroup Two or More Races at 37.22, and the African American subgroup, which scored 37.

## **3. Potential reasons for your school's current status**

- During the 2018-2019 school year, teachers supporting the IDEA (CWD) student group consisted of multiple long term substitutes for the entire school year, in which consistency was a concern.
- There have been multiple staff changes over the last three years, which has left only six staff members that are considered veteran teachers at Parsons Accelerated School (Teacher retention rate dropped from 80% to 71% between 2018 to 2019)
- There have been three administrative changes over the past 4 years. Staff changes and turnover created a struggling culture and climate, based on staff perception and 5 Essential data.
- Additional professional development is needed to support newly adopted curriculum in ELA and Mathematics
- Chronic Absenteeism increased from 25% to 36%, which could be a contributing factor to the school's current status.
- Student groups: African American and CWD had the highest mobility rates out of all sub groups. African American (24%) and CWD (25%), with the All School percentage at 21%.

4. **Highest priority of concern based on the school's analysis of data**
  - Increasing academic achievement for all students.
  - Increasing leadership capacity as instructional leaders in the building.
  - Increasing teacher capacity to utilize best practices for effective instructional delivery.

### **System Needs Assessment Response**

1. **Summarize your findings from the Illinois Quality Framework Supporting Rubric**

<b>STANDARD</b>	<b>OVERALL RATING</b>
<b>Standard I: Continuous Improvement</b>	Emerging
<b>Standard II: Culture and Climate</b>	Accomplished
<b>Standard III: Shared Leadership</b>	Accomplished
<b>Standard IV: Governance, Management, and Operations</b>	Accomplished
<b>Standard V: Educator and Employee Quality</b>	Accomplished
<b>Standard VI: Family and Community Engagement</b>	Accomplished
<b>Standard VII: Student and Learning Development</b>	Emerging

**2. Select the standards that are identified as priorities for improvement**

<b>STANDARD</b>	<b>OVERALL RATING</b>
<b>Standard I: Continuous Improvement-</b> District and School Leadership will work to consistently implement and monitor our school improvement plan, and adjust educational practice and student learning for all student groups based on monitoring of data.	Emerging
<b>Standard VII: Student and Learning Development-</b> Instructional staff will work to utilize research-based strategies for instruction, evaluation, and assessment	Emerging

**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

1. IC (1, 2 & 3) There has not been any consistent past practice on continuous implementation and evaluation of the school improvement plan by the entire staff. In addition to monitoring our plan we need to utilize data driven decision making to adjust educational practices. All stakeholders will be made aware of the plan, and building leadership will empower all stakeholders to take ownership of the plan. As a team, we will monitor and celebrate our progress and successes.
2. VII.C. (2, 3, & 4) There has been inconsistency in the use of research based strategies for instruction, evaluation, and assessment. There is no greater impact on learning than the person in front of the classroom. The goal is to provide support in planning, resources, and time to build the capacity of our staff to deliver high quality instruction more consistently.

**Approved Learning Partners Response *(If Applicable)***

1. **Which learning partner(s) did you select?** Not Required
2. **What percentage of Title I School Improvement-1003(a) (ESSA)funds is budgeted for your learning partner(s)?**
3. **For which of the activities have you selected a learning partner to support your school improvement efforts?**

## Academic Student Performance- ES

ELA Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	8.9%	18%		26%		33%	
4	10.90%	18%		26%		33%	
5	35.70%	20%		26%		33%	
6	6.10%	42%		48%		33%	

Math Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	6.7%	16%		24%		24%	
4	3.6%	16%		24%		24%	
5	7.10%	14%		24%		24%	
6	2%	17%		23%		32%	

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	50%	55%		60%		64%	

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	<b>91.7%</b>	<b>93%</b>		<b>94%</b>		<b>Consolidating</b>	

Student Attendance Growth						
Grade	SY 19-20		SY 20-21		SY 21-22	
	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	<b>1%</b>		<b>1%</b>		<b>Consolidating</b>	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-8</b>	<b>35%</b>	<b>30%</b>		<b>25%</b>		<b>Consolidating</b>	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>Students</b>	<b>99.2%</b>	<b>100%</b>		<b>100%</b>		<b>Consolidating</b>	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 50.86% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 39.33% of students were at/above the 50th percentile; Spring 2020 - 45.4%; Spring 2021 - 50.86%] Growth targets were not set beyond 2020-2021 as Parsons will be merging with Stevenson Elementary School.

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<ul style="list-style-type: none"> <li>A. All teachers will utilize the workshop model in daily lessons.</li> <li>B. All teachers will differentiate in reading through guided reading instruction.</li> </ul>	<ul style="list-style-type: none"> <li>1. 100% of classroom teachers K-6 will utilize the workshop model for reading instruction-including whole group, small group, and opportunities for independent reading practice</li> <li>2. 100% of teachers will provide differentiated reading instruction through guided reading as evidenced by the Learning Walk Protocol document</li> <li>3. 25% of ELA professional development for the year will be focused on vocabulary, morphology, discourse, reasoning and application of the state standards.</li> <li>4. 90% of Leadership Meetings will focus on data driven decision making in order to support instructional practices monitored through agendas/action plans.</li> </ul>	<ul style="list-style-type: none"> <li>A. 30% of students in grades 3-6 will score proficient (Level 4 or 5) in reading as measured by the Illinois Assessment of Readiness (IAR). RC19 indicated 14% proficiency.</li> <li>B. 50% of students in Grades K-1 will score at or above the 50th percentile in Reading on the Fastbridge Early Reading Assessments. Fall 2019 benchmark indicated 38.01% of students were at/above the 50th percentile</li> <li>C. 50.86% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment</li> </ul>

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 18.28% of students were at/above the 50th percentile; Spring 2020 - 26.45%; Spring 2021 - 34%] Growth targets were not set beyond 2020-2021 as Parsons will be merging with Stevenson Elementary School.

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. All teachers will utilize the district selected mathematics curriculum in daily lessons</p>	<p>100% of classroom teachers K-6 will implement district selected math curriculum emphasizing hands-on-application, reasoning, and discourse, monitored by Administration/Leadership teams through Learning Walks, bi/weekly</p> <p>90% of staff will attend professional development sessions focused on operational practices and number sense to include but not limited to reasoning, discourse, vocabulary, and application</p>	<p>31% of students in grades 3-6 will be have a proficient score (Level 4 or 5) in math as measured by IAR. RC19 indicated 5% proficiency.</p> <p>54% of students in Grades K-1 will score at or above the 50th percentile in Math on the Fastbridge Early Math Assessments. Fall 2019 benchmark indicated 43.28% of students were at/above the 50th percentile</p> <p>34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment</p>



## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 50.86% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 39.33% of students were at/above the 50th percentile; Spring 2020 - 45.4%; Spring 2021 - 50.86%] Growth targets were not set beyond 2020-2021 as Parsons will be merging with Stevenson Elementary School.						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading through guided reading instruction.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of classroom teachers K-6 will utilize the workshop model for reading instruction-including whole group, small group, and opportunities for independent reading practice	N/A					
100% of teachers will provide differentiated reading instruction through guided reading as evidenced by the Learning Walk Protocol document	25%					

25% of ELA professional development for the year will be focused on vocabulary, morphology, discourse, reasoning and application of the state standards.	0%					
90% of Leadership Meetings will focus on data driven decision making in order to support instructional practices monitored through agendas/action plans.	75%					
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
30% of students in grades 3-6 will score proficient (Level 4 or 5) in reading as measured by the Illinois Assessment of Readiness (IAR). RC19 indicated 14% proficiency.						
50% of students in Grades K-1 will score at or above the 50th percentile in Reading on the Fastbridge Early Reading Assessments. Fall 2019 benchmark indicated 38.01% of students were at/above the 50th percentile						
50.86% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #2-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 18.28% of students were at/above the 50th percentile; Spring 2020 - 26.45%; Spring 2021 - 34%] Growth targets were not set beyond 2020-2021 as Parsons will be merging with Stevenson Elementary School.						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the district selected mathematics curriculum in daily lessons						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of classroom teachers K-6 will implement district selected math curriculum emphasizing hands-on-application, reasoning, and discourse, monitored by Administration/Leadership teams through Learning Walks, bi/weekly						
90% of staff will attend professional development sessions focused on operational practices and number sense to include but not limited to reasoning, discourse, vocabulary, and application						

<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
31% of students in grades 3-6 will be have a proficient score (Level 4 or 5) in math as measured by IAR. RC19 indicated 5% proficiency.						
54% of students in Grades K-1 will score at or above the 50th percentile in Math on the Fastbridge Early Math Assessments. Fall 2019 benchmark indicated 43.28% of students were at/above the 50th percentile						
34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment						

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 50.86% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 39.33% of students were at/above the 50th percentile; Spring 2020 - 45.4%; Spring 2021 - 50.86%] Growth targets were not set beyond 2020-2021 as Parsons will be merging with Stevenson Elementary School.

- A. All teachers will utilize the workshop model in daily lessons.  
B. All teachers will differentiate in reading through guided reading instruction.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Monthly Leadership Meetings will focus on data driven decision making in order to support instructional practices monitored through agendas/action plans.	Sign-in sheets, Agendas	Principal, Instructional Specialist	X	X	X	X	Materials, funding,		X	
Weekly grade level meetings will focus on data driven decision making and planning	Sign-in sheets, Agendas	Principal, Instructional Specialist	X	X	X	X	Materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits			X
Learning Walks	Learning Walk Protocol	Principal			X	X	Clipboard & Checklist			X

Classroom teachers K-6 will utilize the workshop model for reading instruction - whole group, small group, and opportunities for independent practice.	Bi-Weekly Learning Walks/Admin - Leadership Teams	Principal, Instructional Specialist	X	X	X	X	Materials, technology			X
Staff will attend professional development sessions focused on the implementation of the workshop model for reading instruction	Sign-in sheets, Agendas	Instructional Specialist			X	X	Materials			X
Staff will attend ELA professional development focused on vocabulary, morphology, discourse, reasoning and application of the standards.	Sign-in sheets, Agendas	Instructional Specialist			X	X	Materials			X
Students identified as Tier II or III will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge Reading assessments	Classroom Teachers	X	X	X	X	Fastbridge, LLI		X	
Problem Solving Team meetings will be facilitated monthly for students receiving RTI and in the lowest 20%	Meeting Agenda/ Minutes	Instructional Specialist	X	X	X	X	Team, data, substitutes		X	
After school Tutoring	Schedule, Student Data	Instructional Specialist			X		Transportation, Stipends and benefits, Instructional Materials			X

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 18.28% of students were at/above the 50th percentile; Spring 2020 - 26.45%; Spring 2021 - 34%] Growth targets were not set beyond 2020-2021 as Parsons will be merging with Stevenson Elementary School.

A. Worthy Target/Objective: All teachers will utilize the district selected mathematics curriculum in daily lessons

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.-Dec.	Jan.-March	April - May		Completed	In Progress	Not Started
Classroom teachers K-6 will implement district approved mathematics curriculum emphasizing hands-on-application, reasoning, and discourse	FastBridge AMath	Principal		X	X	X	Learning Walk protocol		X	
Staff will attend professional development sessions focused on operational practices and number sense to include but not limited to reasoning, discourse, vocabulary, and application.	Sign-in sheets, Agendas	Principal			X	X	Materials, resources, stipends		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	



KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget- \$15,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.			Person(s) Responsible/						
ELA/Reader's Workshop Professional Development	January 2020	August 2021	Principal	\$1500	\$300	\$2000			\$3800
Learning Experiences to support ELA/Math/Science or Social Studies Standards.	February 2020	May 2021	Principal			\$500	\$1500		\$2000
ELA professional development will be focused on vocabulary, morphology, discourse, reasoning and application of the standards.	April 2020	May 2021	Principal, Instructional Specialist			\$3500			\$3500
ELA Tutoring Sessions provided by certified staff members	30 hours on instructional time, 80% attendance rate	January 2020	Principal	\$1000	\$200				\$1200
Mathematics Professional Development	February 2020	May 2021	Principal	\$1800		\$1200			\$3000
Implementation of GoMath Curriculum focused on Hands-on-application, etc.	February 2020	May 2021	Principal			\$1500			\$1500
Totals									\$15,000

# **Stephen Decatur Middle School 3 Year Improvement Plan Summary SY 2019 – 2020**



**Decatur Public Schools**

*Educating for Success*

## **STEPHEN DECATUR MIDDLE SCHOOL 3 YEAR IMPROVEMENT PLAN**

**IL-EMPOWER**

**Matthew Fraas, Principal**

**[MFraas@dps61.org](mailto:MFraas@dps61.org)**

## **Building Snapshot**

School: Stephen Decatur Middle School

School Year: 2019-2020

Length of SIP Plan: 2019-2020

Members of SIP Team and their roles:

- Matt Fraas, Principal
- Stephene Beller, Instructional Specialist
- Jennifer Hopkins, Language Arts Teacher
- Matt Grossman, Math Teacher
- Tom Beller, Science Teacher
- Penny Jones, Social Studies Teacher
- Merry Lanker, Art Teacher
- Anne Cooper, PE Teacher
- Ata Bird, Library Media Specialist

Learning Partner(s) contact information: IARSS (ROE 39)  
Regional Office of Education 39  
Nancy Brodbeck  
217-872-3720  
[www.maconpiattroe.org](http://www.maconpiattroe.org)

Current Designation (including student groups): Lowest Performing

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. 1. The performance of student groups

Level	All ELA	Grade 7 ELA	Grade 8 ELA	All Math	Grade 7 Math	Grade 8 Math
1	40.6	41.5	39.3	45	31.7	63.3
2	29.4	29	30	36.3	45.7	23.3
3	19.3	29.3	18	15.1	18.3	10.7
4	9.5	9.2	10	3.6	4.3	2.7
5	1.1	0	2.7	0	0	0

Currently, Stephen Decatur Middle School is identified as **Lowest Performing for all student groups**. Assessment scores for 2019 Illinois Assessment of Readiness indicate 89.3% were in Level 1, 2, or 3 with 40.6% students were at Level 1 in English Language Arts/Literacy. The student growth percentile in ELA/L for the school is 48.8%.

In the area of Mathematics, IAR assessment scores indicate 96.4% of the students were in Level 1, 2, or 3 with 45% at Level 1. The student growth percentile for Mathematics is 41.1%.

Student groups with more than 13 students include Black or African American (167 students); Two or More Races (51 students); White (134 students); IDEA Services (47 students); and FRL/Low Income (241 students). The total number of students assessed by IAR in 2019 was 367 with 323 of those students actually being figured into the Student Growth Percentile.

**2. Identification of opportunity and achievement gaps related to these student groups**

Overall, all students are demonstrating growth, however, the growth is not significant enough to close the achievement gap and to meet the proficiency targets. Overall 10.6% of the students are achieving at a Level 4 and no students achieved a Level 5 in ELA. Overall 3.6% of the students are achieving at a Level 4 and no students achieved a Level 5 in Math. The Black or African American and Hispanic subgroups are the highest performing whereas White and Two or More Races are lower with Two or More Races being the lowest performing group in English Language Arts/Literacy. The Black or African American, Hispanic, and White subgroups are within nine percentage points of performance, and Two or More Races are the lowest performing subgroup in Mathematics. Chronic Absenteeism is 53% overall.

**3. Potential reasons for your school's current status**

For the past several years student attendance has been low. The average daily attendance rate has continued to drop over the last three years from 90% in 2017, 89% in 2018 to 88% the previous year. We continue to have our family liaison and TAEOP case workers work with students and families to increase attendance.

Teacher attendance has also been an area of concern for the past several years. Stephen Decatur has been below the state average in teacher attendance for the past three years. In 2017, 31% of the teachers missed more than 10 days of school. In 2018, that number grew to 36% and in 2019 there were 29% of teachers that missed 10 days of school. The amount of instructional time lost when you combine the student and teacher attendance rates becomes a barrier to achievement.

Classroom management and student discipline are other factors that work together to negatively impact student achievement. When teachers don't have the skills to maintain productive classrooms, and students are sent out of class, more instructional time gets lost. One factor in inconsistent management of student discipline comes from the 35% teacher retention rate at the school. High turnover of teachers leads to gaps in the school wide behavior management system.

**4. Highest priority of concern based on the school's analysis of data**

Reading/English/Language Arts achievement on the IAR and FastBridge assessment tools.

Math Achievement on the IAR and FastBridge assessment tools.

Student chronic absenteeism and average daily attendance.

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

<b>STANDARD</b>	<b>OVERALL RATING</b>
Standard I: Continuous Improvement	Emerging
Standard II: Culture and Climate	Emerging
Standard III: Shared Leadership	Emerging
Standard IV: Governance, Management, and Operations	Accomplished
Standard V: Educator and Employee Quality	Accomplished
Standard VI: Family and Community Engagement	Emerging
Standard VII: Student and Learning Development	Emerging

### 2. Select the standards that are identified as priorities for improvement

Standard III: Shared Leadership	Emerging
Standard VI: Family and Community Engagement	Emerging
Standard VII: Student and Learning Development	Emerging



**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

We chose Standard VII to help us address the low academic achievement of our students. When we looked at the IAR and FastBridge data, both ELA and math are areas of concern. We chose to focus on ELA as our priority area for our goal. We feel reading strategies are able to be instructed in more classrooms as part of the regular curriculum, no matter the content.

Our team chose Standard VI to help us focus on increasing the attendance rates of our students. The trend data that shows more students being chronically absent over the past three years needs to be addressed. The indicators in Standard VI will help us track our strategies when working with students and families.

Standard III was chosen because it relates to both goals. The indicators in this standard address the learning environment for staff and students. If the learning environment improves, instructional time will be more effective. We also anticipate an increase in attendance of the students feel valued and see the relevance of their school experience.

**Approved Learning Partners Response *(If Applicable)***

**1. Which learning partner(s) did you select?**

IARSS (ROE 39)

**2. What percentage of Title I School Improvement-1003(a) (ESSA) funds is budgeted for your learning partner(s)?**

12%

**3. For which of the activities have you selected a learning partner to support your school improvement efforts?**

Data analysis and standards based instructional planning

## Academic Student Performance- ES

ELA Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
7	9.2	18.3		26.5		33.8	
8	12.7	21.4		29.3		36.4	

Math Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
7	4.3	13.9		22.5		30.3	
8	2.7	12.4		21.1		29	

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
8	34	40.6		46.5		51.9	

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	88.4	89.6		90.6		91.5	

Student Attendance Growth							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	-1%	1.2%		1.0%		0.9%	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-8	53	48.3		43.1		37.4	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Students	98.8	98.9		99		99	

# School Improvement Plan

## Part 1: School Improvement Plan Summary

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 49.6% of 7th grade students will score at or above the 50th percentile on the FastBridge aReading assessment. [Fall 2019 benchmark indicated 30.7% were at or above the 50th percentile; Spring 2020 - 37.8%, Spring 2021 - 44%, Spring 2022 - 49.6%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?	STUDENT PERFORMANCE MEASURE
<ul style="list-style-type: none"> <li>A. All courses will update the syllabus and indicate the Illinois English/Language Arts Standards being covered.</li> <li>B. All courses will update a curriculum map that indicates when the Illinois English/Language Arts Standards are being covered.</li> <li>C. All teachers will participate in professional development focused on reading strategy instruction.</li> <li>D. All teachers will participate in collaboration sessions to plan for reading strategy instruction.</li> </ul>	<ul style="list-style-type: none"> <li>A. 100% of teachers will use the course syllabus.</li> <li>B. 100% of teachers will follow the curriculum map for their courses.</li> <li>C. 100% of teachers will participate in reading strategy professional development.</li> <li>D. 100% of teachers will participate in department meetings to plan reading strategies.</li> </ul>	<ul style="list-style-type: none"> <li>A. 49.6% of 7th grade students will be at or above the 50th percentile on the FastBridge aReading Assessment</li> </ul>

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, 62.6% of 7th and 8th students will not be chronically absent. [Summative index on the 2019 Illinois School Report Card indicated that 47% of students were not chronically absent; Spring 2020 - 51.7%, Spring 2021 - 56.9%, Spring 2022 - 62.6%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<ul style="list-style-type: none"> <li>A. Staff will create an absenteeism protocol to address attendance.</li> <li>B. All staff will accurately input student attendance into the student information system.</li> <li>C. Staff will target students with historical data indicating chronic absenteeism.</li> </ul>	<ul style="list-style-type: none"> <li>A. 100% of teachers will implement the absenteeism protocol.</li> <li>B. 100% of teachers will input accurate attendance information for each class period.</li> <li>C. 100% of the attendance team will participate in supporting targeted students who have a history of chronic absenteeism.</li> </ul>	<ul style="list-style-type: none"> <li>A. 100% of students will create a quarterly daily attendance goal.</li> <li>B. 100% of students will keep track of their daily attendance.</li> </ul>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 49.6% of 7th grade students will score at or above the 50th percentile on the FastBridge aReading assessment. [Fall 2019 benchmark indicated 30.7% were at or above the 50th percentile; Spring 2020 - 37.8%, Spring 2021 - 44%, Spring 2022 - 49.6%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All courses will update the syllabus and indicate the Illinois English/Language Arts Standards being covered. B. All courses will update a curriculum map that indicates when the Illinois English/Language Arts Standards are being covered. C. All teachers will participate in professional development focused on reading strategy instruction. D. All teachers will participate in collaboration sessions to plan for reading strategy instruction.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of teachers will use the course syllabus.						
100% of teachers will follow the curriculum map for their courses.						
100% of teachers will participate in reading strategy professional development.						
100% of teachers will participate in department meetings to plan reading strategies.						
Student Practices/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
49.6% of 7th grade students will be at or above the 50th percentile on the FastBridge aReading Assessment						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #2-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, 62.6% of 7th and 8th students will not be chronically absent. [Summative index on the 2019 Illinois School Report Card indicated that 47% of students were not chronically absent; Spring 2020 - 51.7%, Spring 2021 - 56.9%, Spring 2022 - 62.6%]						
Worthy Target/Objective and Practice/Performance Measures						
A. Staff will create an absenteeism protocol to address attendance. B. All staff will accurately input student attendance into the student information system. C. Staff will target students with historical data indicating chronic absenteeism.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of teachers will implement the absenteeism protocol.						
100% of teachers will input accurate attendance information for each class period.						
100% of the attendance team will participate in supporting targeted students who have a history of chronic absenteeism.						
Student Practices/Performance Measure	Nov 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of students will create a quarterly daily attendance goal.						
100% of students will keep track of their daily attendance.						



### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 49.6% of 7th grade students will score at or above the 50th percentile on the FastBridge aReading assessment. [Fall 2019 benchmark indicated 30.7% were at or above the 50th percentile; Spring 2020 - 37.8%, Spring 2021 - 44%, Spring 2022 - 49.6%]

- A. All courses will update the syllabus and indicate the Illinois English/Language Arts Standards being covered.
- B. All courses will update a curriculum map that indicates when the Illinois English/Language Arts Standards are being covered.
- C. All teachers will participate in professional development focused on reading strategy instruction.
- D. All teachers will participate in collaboration sessions to plan for reading strategy instruction.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Not Started	In Progress	Completed
Professional development will be offered to help with reading strategy instruction.	Catalog of offerings  Sign in sheets	Administration  Instructional Specialists			X	X	stipends, presenters	X		
Collaboration time for the department teachers to focus on reading strategies.	Scheduled meeting agendas	Department chairs  Administration  Instructional Specialists	X	X	X	X	stipends		X	
Data dive into FastBridge and IAR results to target the area of need.	Scheduled meeting agendas  Sign in sheets	Administration  Instructional Specialist  IARSS		X	X	X	stipends		X	

Utilize the Illinois Digital Library during monthly department meetings.	Scheduled meeting agendas	Department chairs  ROE			X	X	stipends	X		
Share a Word of the Day in the announcements.	Daily announcements	Administration		X	X	X			X	
Increase independent reading time during school	Lesson plans	Teachers	X	X	X	X	classroom library books		X	
Create an updated course syllabus for course.	Updated syllabus	Department chairs  Teachers			X	X	stipends	X		
Update the curriculum map for the language arts department.	Updated Curriculum map	Department chairs  Teachers			X	X	stipends	X		
Interventionists will provide Tier II or III instructional strategies	Fastbridge reading assessments (aReading)	Interventionist			X	X	FastBridge, salary and benefits	X		
Weekly Grade Level Meetings will be conducted that focus on Reading strategies, looking at data, and looking at student work.	Meeting Agenda/ Minutes	Instructional Specialist, Principal			X	X	Shared documents and materials	X		
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist		X	X	X	Data & money for subs, stipends, benefits		X	

Learning Walks	Learning Walk Protocol	Principal			X	X	Clipboard & Checklist	X		
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal		X	X	X	Data		X	
Monthly SIP meetings	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data, \$ money for subs, stipends, benefits		X	

**School SMART Goal #2-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, 62.6% of 7th and 8th students will not be chronically absent. [Summative index on the 2019 Illinois School Report Card indicated that 47% of students were not chronically absent; Spring 2020 - 51.7%, Spring 2021 - 56.9%, Spring 2022 - 62.6%]

- A. Staff will create an absenteeism protocol to address attendance.
- B. All staff will accurately input student attendance into the student information system.
- C. Staff will target students with historical data indicating chronic absenteeism.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.-March	April - May		Not Started	In Progress	Completed
Create absenteeism protocol	Document to be shared	Principal			X	X	Board Policy, shared docs, cabinet approval	X		
Student conferences with students	Chart Goals, Attendance Record	Parent Liaison		X	X	X	sign in sheets, materials, protocol, goal setting sheets		X	
Attendance Team will promote school wide attendance through individual class, grade level, & entire school quarterly attendance goals.	Absentee Protocol, Attendance Record	Principal			X	X	Stipend for time outside contractual hours,	X		
Teachers and Parent Liaison will target students and families that are chronically absent as well as students who have high absenteeism by parent communication and home visits on a monthly basis.	Parent communication logs  Attendance reports	Teachers  Family liaisons		X	X	X	Additional family liaison		X	
Attendance Team will promote school wide attendance by displaying the data weekly and recognizing	Attendance reports	TAEOP			X	X	Display materials	X		

classes that meet or exceed the quarterly attendance goal.		Family liaisons								
		Administration								
We will target our students that are chronically absent and celebrate them every 20 days.	Attendance reports	TAEOP		X	X	X			X	
		Family liaisons								
		Administration								

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget- \$100,000					
	Start Date	Completion Date	Person(s) Responsible/	Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
IARSS (ROE 39) department meetings	January 2020	May 2020	Administration	\$2,500		\$300	\$12,000		\$14,800
Department collaboration meetings	January 2020	May 2022	Department Chairs	\$12,000		\$500			\$12,500
Academic Interventionist	February 2020	May 2022	Administration	\$36,000	\$11,000				\$47,000
Classroom library sets	February 2020	May 2022	Departement Chairs  Librarian			\$3,450			\$3,450
Posted chart showing weekly attendance numbers			Academy secretaries			\$250			\$250
Additional family liaison	December 2019	May 2022	Administration	\$20,000	\$200				\$22,000
								<b>Total</b>	<b>\$100,000</b>

# South Shores Elementary 3 Year Improvement Plan Summary SY 2019 – 2020



**Decatur Public Schools**

*Educating for Success*

## SOUTH SHORES ELEMENTARY 3 YEAR IMPROVEMENT PLAN

IL-EMPOWER

Eldon Conn, Principal  
EConn@dps61.org



## Building Snapshot

School: South Shores Elementary

School Year: 2019-2020

Length of SIP Plan: 2019-2022

Members of SIP Team and their roles:

Eldon Conn Jr.- Principal,

Josh Fazekas- Social Worker

Greg Smith- 5th Grade Teacher

Kimberly Hainline- 2nd Grade Teacher

Heather Scott- Cross Categorical Teacher

Debra Harper- Instructional Specialist

Learning Partner(s) contact information: Not Required

Current Designation (including student groups): Underperforming  
**African American and Economically Disadvantaged**

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	40%	47.6%	45.5%	33.3%	31.4%	41.3%	50%	59.1%	21.2%	28.6%
2	34.2%	38.1%	31.8%	21.2%	42.9%	41.9%	35.7%	27.3%	54.4%	54.3%
3	15.5%	4.8%	13.6%	27.3%	20%	13.5%	11.9%	13.6%	15.2%	14.3%
4	9.7%	9.5%	6.8%	18.2%	5.7%	3.2%	2.4%	0%	9.1%	2.9%
5	0.6%	0%	2.3%	0%	0%	0%	0%	0%	0%	0%

Currently, South Shores Elementary School is identified as **Underperforming for African American and Economically Disadvantaged student groups**. Assessment scores for 2019 Illinois Assessment of Readiness indicate 89.7% were in Level 1, 2, or 3 with 40% students were at Level 1 in English Language Arts/Literacy. The student growth percentile in ELA/L for the school is 43.37%.

In the area of Mathematics, IAR assessment scores indicate 96.7% of the students were in Level 1, 2, or 3 with 41.9% at Level 2. The student growth percentile for Mathematics is 46.87%.

Student groups with more than 13 students include Black or African American (63 students); Two or More Races (22 students); White (70 students); IDEA Services (31 students); and FRL/Low Income (113 students). The total number of students assessed by IAR in 2019 was 161 with 103 of those students actually being figured into the Student Growth Percentile. 113 out of 161 students qualify FRL/low income.

There are 13 classroom teachers, K-6 grade, (only 9 of which are tenured), 6 of which are teaching grades 3-6. There is also an instructional specialist, Reading Recovery teacher, 2 cross-categorical teachers, a part-time social worker (3 days a week), a full time Music teacher, 0.6 part time PE teacher, and .8 part time speech pathologist. There is currently 1 teacher new to the building.

## **2. Identification of opportunity and achievement gaps related to these student groups**

Overall, all students are demonstrating growth, however, the growth is not significant enough to close the achievement gap and to meet the proficiency targets. Overall 9.7% of the students are achieving at a Level 4 and .6% students achieved a Level 5 in ELA. Overall 3.2% of the students are achieving at a Level 4 and no students achieved a Level 5 in Math. The White and Hispanic subgroups are the highest performing whereas Black or African American and Two or More Races are lower with Black or African American being the lowest performing group in English Language Arts/Literacy. The White subgroup are the highest performing, and all other subgroups didn't meet at all in Mathematics.

Chronic Absenteeism is 46% overall. There is a 19.45 percentage point difference between the White (34.74%) and Black (15.32%) subgroups in terms of chronic absenteeism. The White subgroup has the best attendance of all subgroups. The FRL/Low Income subgroup represents 70% of all students who were assessed on the 2019 IAR.

## **3. Potential reasons for your school's current status**

- Curriculum: There are new ELA resources for K - 2 staff to support our district adopted balanced literacy framework- which will need additional professional development. During the 2018-2019 school year there was an adoption of a new K-6 Mathematics curriculum and K-5 writing curriculum- both of which need additional professional development and training. Need for more professional development, along with the short time we've used this curriculum account for some deficiency.
- Staffing Changes: Due to the lack of Social Workers in the district, ours has been pulled from our building two days per week. This creates a void for students who need his support.
- Mobility: This year in particular, we have a high mobility rate, in the second quarter we've had over 20 new students start.
- Absenteeism: Chronic absenteeism is high in our building. Student absences equal missed instructional time- missed instructional time equals deficits.

## **4. Highest priority of concern based on the school's analysis of data**

- African American and Socio-Economically Disadvantaged student group

## System Needs Assessment Response

### 1. Summarize your findings from the Illinois Quality Framework Supporting Rubric

STANDARD	OVERALL RATING
Standard I: Continuous Improvement	Accomplished
Standard II: Culture and Climate	Accomplished
Standard III: Shared Leadership	Exemplary
Standard IV: Governance, Management, and Operations	Accomplished
Standard V: Educator and Employee Quality	Exemplary
Standard VI: Family and Community Engagement	Exemplary
Standard VII: Student and Learning Development	Accomplished

### 2. Select the standards that are identified as priorities for improvement

STANDARD	OVERALL RATING
<b>Standard I: Continuous Improvement</b> - B(5&6)- “The school(s) leadership team establishes a well-defined structure for building professional relationships and processes necessary to collaboratively engage all school-level stakeholders in actions to increase student learning through the implementation of a comprehensive school continuous improvement process.	Accomplished
<b>Standard II: Culture and Climate</b>	Accomplished

**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system**

When looking at Continuous Improvement we have to address the basic foundational gap in reading instructions that our African American and Low Income Students exhibit. Without basic reading skills their comprehension, math, writing will all suffer. When looking at Climate and Culture we have to improve our absences. We have a chronic absenteeism rate of 46%. Any student suffering from chronic absenteeism is missing a minimum of 300 instructional minutes per day they are absent which contributes to the deficits we see in our IAR report.

**Approved Learning Partners Response *(If Applicable)***

- 1. Which learning partner(s) did you select? Not Required**
- 2. What percentage of Title I School Improvement-1003(a) (ESSA) funds is budgeted for your learning partner(s)?**
- 3. For which of the activities have you selected a learning partner to support your school improvement efforts?**

## Academic Student Performance- ES

ELA Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	9.5%	19%		24%		34%	
4	6.8%	19%		24%		34%	
5	18.2%	16%		27%		34%	
6	5.7%	26%		24%		34%	

Math Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	14.3%	23%		31%		38%	
4	13.6%	23%		31%		38%	
5	9.1%	23%		31%		38%	
6	2.9%	18%		31%		38%	

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	36%	42%		48%		53%	



## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-6	90%	91%		92%		93%	

Student Attendance Growth							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-6	90%	1%		2%		3%	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
K-6	46%	41%		35%		29%	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
Students	100%	100%		100%		100%	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 44% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 22.87% of students were at/above the 50th percentile; Spring 2020 - 30.58%; Spring 2021 - 37.52%; Spring 2022 - 44%]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. All teachers will utilize the workshop model in daily lessons.</p> <p>B. All teachers will differentiate in reading through guided reading instruction.</p>	<p>1. 100% of classroom teachers K-6 will teach an additional 60 minutes of reading per week (building wide intervention)</p> <p>2. 100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice</p> <p>3. 100% of teachers will provide differentiated reading instruction through guided reading as evidenced by the Learning Walk Protocol document</p>	<p>A. 100% of students will update their data notebooks as they make growth- this includes tracking their current levels and setting new goals as they meet their current goals.</p> <p>B. 42% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading assessments. Fall 2019 benchmark indicated 19.85% of students were at/above the 50th percentile</p> <p>C. 44% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment</p> <p>D. By the end of the 2019-2020 school year, 43.69% students will be reading on grade level as evidenced by NSGRA. Current Fall 2019 benchmark indicated 37.43% of students K-6 were reading on grade level.</p> <p>E. 100% of students will be included in morning RTI Block to ensure student participation while addressing Tier II and III supports in academics and SEL.</p>

**School SMART Goal #2 (Student Success)-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 66% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 54% of students were not chronically absent. SY20: 58.6% SY21 - 62.7%; SY22 -66% ]

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. Staff will establish absenteeism protocol to address attendance.</p> <p>B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).</p>	<ol style="list-style-type: none"> <li>1. 100% of teachers will monitor class attendance daily</li> <li>2. Parent liaison and principal will conduct home visits per absenteeism protocol.</li> <li>3. Parent liaison will assist in transporting students to school.</li> </ol>	<p>A. 100% of students will keep track of their daily attendance.</p>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 44% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 22.87% of students were at/above the 50th percentile; Spring 2020 - 30.58%; Spring 2021 - 37.52%; Spring 2022 - 44%]						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading instruction through guided reading instruction.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Dec 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of classroom teachers K-6 will teach an additional 60 minutes of reading per week (building wide intervention)						
100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice						
100% of teachers will provide differentiated reading instruction through guided reading as evidenced by the Learning Walk Protocol document						

<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of students will update their data notebooks as they make growth- this includes tracking their current levels and setting new goals as they meet their current goals.						
42% of K-1 students will be at or above the 50% percentile in Reading on the FastBridge Early Reading assessments. Fall 2019 benchmark indicated 19.85% of students were at/above the 50th percentile						
44% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment						
By the end of the 2019-2020 school year, 43.69% students will be reading on grade level as evidenced by NSGRA. Current Fall 2019 benchmark indicated 37.43% of students K-6 were reading on grade level.						
100% of students will be included in morning RTI Block to ensure student participation while addressing Tier II and III supports in academics and SEL.						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #2 (Student Success)-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 66% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 54% of students were not chronically absent. SY20: 58.6% SY21 - 62.7%; SY22 -66% ]						
Worthy Target/Objective and Practice/Performance Measures						
A. Staff will establish absenteeism protocol to address attendance. B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of teachers will monitor class attendance daily						
Parent liaison and principal will conduct home visits per absenteeism protocol.						
Parent liaison will assist in transporting students to school.						
<b>Student Practices/Performance Measure</b>	<b>Nov 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of students will keep track of their daily attendance.						

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2021-2022 school year, at least 44% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 22.87% of students were at/above the 50th percentile; Spring 2020 - 30.58%; Spring 2021 - 37.52%; Spring 2022 - 44%]

- A. All teachers will utilize the workshop model in daily lessons.  
B. All teachers will differentiate in reading instruction through guided reading instruction.

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Students identified as Tier II or III will receive progress monitoring support weekly. Progress will be tracked in Fastbridge.	Fastbridge Reading assessments	Classroom Teachers	X	X	X	X	Fastbridge, LLI, Reading Recovery		X	
Reading Interventionist will provide Tier II or III instructional support K-2	Fastbridge Reading assessments	Reading Interventionist	X	X	X	X	Reading Recovery, LLI		X	
Weekly Grade Level Meetings will be conducted that focus on tracking student goals and data driven instruction	Meeting Agenda/ Minutes	Instructional Specialist, Principal	X	X	X	X	Shared documents and materials		X	
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Learning Walks	Learning Walk Protocol	Principal		X	X	X	Clipboard & Checklist		X	



All classroom teachers will meet with students in guided reading groups.	Lesson Plans	Classroom Teachers	X	X	X	X	After school PD, materials		X	
Meet weekly between the Principal and Instructional Specialist	Meeting Agenda/ Minutes	Principal	X	X	X	X	Data		X	
Teach an additional 60 minutes of reading per week and track in schoolwide Tracking Form (intervention time from 7:45-8:15)	Google Form Tracking	Classroom Teachers		X	X	X	LLI Materials Guided Reading		X	

**School SMART Goal #2 (Student Success)-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (II.A), by the end of the 2021-2022 school year, at least 66% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 54% of students were not chronically absent. SY20: 58.6% SY21 - 62.7%; SY22 -66% ]

A. Staff will establish absenteeism protocol to address attendance.

B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Create absenteeism protocol	Document to be shared	Principal			X	X	Board Policy, shared docs, cabinet approval			X
Student conferences with students	Chart Goals, Attendance Record	Parent Liaison			X	X	sign in sheets, materials, protocol, goal setting sheets			X
Home visits will be conducted	Chart Goals, Attendance Record	Parent Liaison			X	X	Extended hours, mileage,			X
Attendance Team will promote school wide attendance through individual class, grade level, & entire school quarterly attendance goals.	Absentee Protocol, Attendance Record	Principal			X	X	Stipend for time outside contractual hours,			X
Bi-monthly newsletters will be sent home focusing on the importance of attendance (green sheet)	Monthly newsletters	Principal, Family Liaison			X	X	Green paper			X
Promote school wide attendance by displaying the data weekly	Attendance Reports	Family Liaison			X	X	Materials			X

Daily announcement of classroom with 100% attendance.	Attendance Reports	Building Secretary			X	X	Daily attendance rate			X
Instruction of SEL Curriculum weekly in order to increase attendance rates	100% Classrooms/ Walk thru	Classroom teachers	Oct	X	X	X	Materials		X	

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget- \$30,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.									
7 Mindsets	August 2019	August 2020	Building Secretary			10,000			
Professional Development (stipends and subs)	January 2020	August 2020	Principal	7,500					
Benefits for PD stipends and subs	January 2020	August 2020	Principal/Payrol 1		927				
Classroom Supplies	August 2019	August 2020	Building Secretary			5,500			
Reading Books (Students)	August 2019	August 2020	Building Secretary			2,073			
After School Tutoring Stipends	January 2020	August 2020	Principal	4,0000					

# Stevenson Elementary School 3 Year Improvement Plan Summary SY 2019 – 2020



**Decatur Public Schools**

*Educating for Success*

## STEVENSON ELEMENTARY 3 YEAR IMPROVEMENT PLAN IL-EMPOWER

Anthony Mansur, Principal  
[AMansur@dps61.org](mailto:AMansur@dps61.org)

## **Building Snapshot**

School: Stevenson Elementary

School Year: 2019-2020

Length of SIP Plan: 2019-2021

Members of SIP Team and their roles:

- Anthony Mansur, Principal
- Jarry Brown, Instructional Specialist
- Leslie Woolsey, 5th Grade Teacher
- Denita Hentz, Reading Recovery Teacher
- Sheree Park, 2nd Grade Teacher

Learning Partner(s) contact information: Learning Partner will be selected by June 30th per ISBE.

Current Designation (including student groups): Lowest Performing

## **Decatur Public Schools Strategic Plan**

### **Mission:**

The mission of Decatur Public Schools, the destination district of our community, is to unlock a students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- Commitment to the whole person resulting in student growth and confidence
- Relevant, innovative, personalized academic pathways that promote passion and pride
- A learning environment that fosters curiosity and the thirst for achievement and discovery
- A culture of diversity, adaptability, and resilience
- Meaningful and lasting relationships
- Extraordinary school and community connections

### **Strategies:**

1. We will ensure unique, innovative learning experiences for all students.
2. We will ensure a student-focused environment that expands learning beyond the traditional expectations to engage students.
3. We will establish a support network that will identify and address students' physical, social/emotional, and mental health needs to allow each student to reach their full potential.
4. We will attract and retain talented and invested staff by ensuring they feel valued and supported.
5. We will create and foster mutually beneficial relationships throughout the community.

## Data Analysis of Academic and School Quality Indicators Response

*Describe your school's findings from analysis of the core academic and school quality indicators and attach data/evidence*

### 1. The performance of student groups

Level	All ELA	Grade 3 ELA	Grade 4 ELA	Grade 5 ELA	Grade 6 ELA	All Math	Grade 3 Math	Grade 4 Math	Grade 5 Math	Grade 6 Math
1	34.1%	60.7%	30.3%	27.3%	21.9%	42.9%	25.0%	45.5%	48.5%	50.0%
2	30.2%	10.7%	30.3%	33.3%	43.8%	32.5%	28.6%	21.2%	42.4%	37.5%
3	23.0%	14.3%	24.2%	27.3%	25.0%	18.3%	28.6%	27.3%	6.1%	12.5%
4	12.7%	14.3%	15.2%	12.1%	9.4%	6.3%	17.9%	6.1%	3.0%	0%
5	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Currently, Stevenson Elementary School is identified as **Lowest Performing for All Students**.

- Assessment scores for 2019 Illinois Assessment of Readiness indicate 87.3% were in Level 1, 2, or 3 with 34.1% students were at Level 1 in English Language Arts/Literacy. The student growth percentile in ELA/L for the school is 46.89.
- In the area of Mathematics, IAR assessment scores indicate 93.7% of the students were in Level 1, 2, or 3 with 42.9% at Level 1. The student growth percentile for Mathematics is 34.78.

Student groups with more than 20 students include Black or African American (58 students); Two or More Races (23 students); White (43 students); IDEA Services (23 students); and FRL/Low Income (88 students). The total number of students assessed by IAR in 2019 was 126 with 90 figured into the Student Growth Percentile. 88 out of 126 students qualify for FRL/low income.

Stevenson Elementary is currently on its 3rd administrator in 4 years. There are 12 classroom teachers, 6 of which are teaching grades 3-6. There is also an instructional specialist, Reading Recovery teacher, 2 cross-categorical teachers, a part-time social worker (2 days per week), a part-time Music teacher, a part-time Music substitute, PE teacher, and part-time speech pathologist. There is currently 1 teacher new to the building. In total, there are six new staff members to the building this year.



## **2. Identification of opportunity and achievement gaps related to these student groups**

Student groups with more than 20 students include Black or African American (58 students); Two or More Races (23 students); White (43 students); IDEA Services (23 students); and FRL/Low Income (88 students). The total number of students assessed by IAR in 2019 was 126 with 90 figured into the Student Growth Percentile. 88 out of 126 students qualify for FRL/low income.

Overall, students are demonstrating growth, however, the growth is not significant enough to close the achievement gap and to meet the proficiency targets. Overall 12.7% of the students are achieving at a Level 4 and 0.0% achieved a Level 5 in ELA. Overall 6.3% of the students are achieving at a Level 4 and 0.0% achieved a Level 5 in Math.

In ELA: Black or African American had the highest Student Growth Percentile (SGP) with 49.27, White had the next highest with 47.32, FRL/Low Income students had an SGP of 44.20, Two or More Races had an SGP of 43.06, and IDEA (CWD) student group had an SGP of 37.54.

In Math: IDEA (CWD) student group had the highest SGP of 42.08, White student group had an SGP of 40.00, FRL/Low Income students had an SGP of 35.05, Two or More Races and Black or African American both had an SGP of 32.44.

Chronic Absenteeism for students in grades 3-6 is at 37.74% overall. The differences in Chronic Absenteeism are as follows: White (38.89%), Black (36.84%), and Low Income (41.06%) subgroups.

## **3. Potential reasons for your school's current status**

- Stevenson Elementary is currently on its 3rd administrator in 4 years
- There are 12 classroom teachers, 6 of which are teaching grades 3-6, 1 teacher new to the building at this level, 4th and 5th grade only have 1 teacher. Multiple teaching positions changed during the year last year resulting in the building's structure having to be adapted
- No full-time social worker. We currently share a part-time social worker that is available at our school for student support 1-2 days per week
- Student mobility rate of 19%
- New curriculum adoptions
- Lack of reading curriculum in Grades 4-6 (adoption cycle 2020)
- Student Attendance and Chronic Absenteeism

**4. Highest priority of concern based on the school's analysis of data**

- Math curriculum development and supports
- Students lacking foundational reading skills
- Student attendance/Chronic Absenteeism

**System Needs Assessment Response**

**1. Summarize your findings from the Illinois Quality Framework Supporting Rubric**

<b>STANDARD</b>	<b>2019 OVERALL RATING</b>
<b>Standard I: Continuous Improvement</b>	Emerging
<b>Standard II: Culture and Climate</b>	Emerging
<b>Standard III: Shared Leadership</b>	Accomplished
<b>Standard IV: Governance, Management, and Operations</b>	Accomplished
<b>Standard V: Educator and Employee Quality</b>	Accomplished
<b>Standard VI: Family and Community Engagement</b>	Accomplished
<b>Standard VII: Student and Learning Development</b>	Accomplished

**2. Select the standards that are identified as priorities for improvement**

<b>Standard I: Continuous Improvement</b>	Emerging
<b>Standard II: Culture and Climate</b>	Emerging

**3. Provide a rationale for selecting the standard(s), explaining how focusing on the standard(s) will improve the system.**

**Standard I: Continuous Improvement:**

- I.B.5 - Evidence suggests school leadership team does not use a continuous improvement process.
  - Focusing on this goal will give our leadership team a consistent goal for our building development.
  - The Instructional Leadership Team will focus on mission and vision statement alignment.
- I.B.6 - Evidence suggests there is no consistent focus of continuous improvement.
  - A focus on this standard will ensure our leadership team consistently views student data and achievement.
  - This team will also work to ensure alignment of standards and objectives to grade-level work.

**Standard II: Culture and Climate:**

- II.C.1 - Evidence suggests district and school climate inconsistently supports the physical, cultural and socio-economic needs of all students and staff.
  - Attendance rates and chronic absenteeism has been an increased issue for the climate and culture of our building.
  - We plan to address this through targeted use of our Parent Liaison, community partnerships, staff and student attendance goals. A focus on attendance will directly correlate with student achievement. The more they're in attendance, the more they're able to learn.

### **Approved Learning Partners Response *(If Applicable)***

- 1. Which learning partner(s) did you select?** Learning Partner will be selected by June 30th.
- 2. What percentage of Title I School Improvement-1003(a) (ESSA) funds is budgeted for your learning partner(s)?**  
\$15,000 of our budget will be spent on planning this year. This will include deciding upon a learning partner.
- 3. For which of the activities have you selected a learning partner to support your school improvement efforts?**  
None at this time.

## Academic Student Performance- ES

ELA Proficiency- IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	14.3%	24%		31.6%		Consolidating	
4	15.2%	24%		31.6%		Consolidating	
5	12.1%	25%		31.6%		Consolidating	
6	9.4%	22%		29.8%		Consolidating	
All	12.7%	24%		31.6%		Consolidating	

Math Proficiency-IAR							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
3	17.9%	27%		34.3%		Consolidating	
4	6.1%	27%		34.3%		Consolidating	
5	3.0%	17%		34.3%		Consolidating	
6	0.0%	13%		25.3%		Consolidating	
All	6.3%	19%		27.1%		Consolidating	

Science Proficiency							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
5	28%	35.2%		41.68%		Consolidating	

## Non-Academic Student Performance

Student Attendance							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-6</b>	<b>89.7%</b>	<b>90.7%</b>		<b>91.6%</b>		<b>Consolidating</b>	

Student Attendance Growth							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-6</b>	<b>-2%</b>	<b>1.0%</b>		<b>0.9%</b>		<b>Consolidating</b>	

Chronic Absenteeism							
Grade	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>K-6</b>	<b>44%</b>	<b>38.4%</b>		<b>32.2%</b>		<b>Consolidating</b>	

5 Essentials Climate Survey							
	SY 18-19	SY 19-20		SY 20-21		SY 21-22	
	Actual	Goal	Actual	Goal	Actual	Goal	Actual
<b>Students</b>	<b>99.9%</b>	<b>99.9%</b>		<b>99.9%</b>		<b>Consolidating</b>	

## School Improvement Plan

### Part 1: School Improvement Plan Summary

**School SMART Goal #1-** The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 40% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 25.65% of students were at/above the 50th percentile; Spring 2020 - 33%; Spring 2021 - 40%] Growth targets were not set beyond 2020-2021 as Stevenson Elementary School will be merging with Parsons Accelerated School.

WORTHY TARGETS/OBJECTIVES	ADULT PERFORMANCE MEASURE	STUDENT PERFORMANCE MEASURE
<p>A. All teachers will utilize the workshop model in daily lessons.</p> <p>B. All teachers will differentiate in reading through guided reading instruction.</p>	<ol style="list-style-type: none"> <li>1. 100% of 3rd-6th grade staff will use a created spreadsheet for tracking student scores/progress on IAR released item practice to help drive instruction and check for understanding in reading</li> <li>2. 100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice. Administrative Team will conduct walk-thru and fidelity check to monitor implementation of the workshop model bi-weekly.</li> <li>3. 100% of teachers will provide differentiated reading instruction through guided reading as evidenced by the Learning Walk Protocol document</li> <li>4. 90% of teaching staff will attend PD sessions targeted to support students in tracking their own data.</li> </ol>	<p>A. At least 90% of IAR released items completed by students will be collected to guide current understanding of grade-level standards in ELA</p> <p>B. 50% of students in Grades K-1 will score at or above the 50th percentile in Reading on the Fastbridge Early Reading assessments. Fall 2019 benchmark indicated 38.9% of students were at/above the 50th percentile</p> <p>C. 40% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment</p>

**School SMART Goal #2** - The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 18.3% of students were at/above the 50th percentile; Spring 2020 - 26.47%; Spring 2021 - 34%] Growth targets were not set beyond 2020-2021 as Stevenson Elementary School will be merging with Parsons Accelerated School.

<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
A. All teachers will utilize the district selected mathematics curriculum in daily lessons	<ol style="list-style-type: none"> <li>1. 100% of 3rd-6th grade staff will use a created spreadsheet for tracking student scores/progress on IAR released item practice to help drive instruction and check for understanding in mathematics.</li> <li>2. 100% of classroom teachers K-6 will implement district selected math curriculum emphasizing hands-on-application, reasoning, and discourse, monitored by Administration/Leadership teams through Learning Walks, bi/weekly</li> <li>3. 90% of staff will attend professional development sessions focused on operational practices and number sense to include but not limited to reasoning, discourse, vocabulary, and application</li> </ol>	<ol style="list-style-type: none"> <li>A. At least 90% of IAR released items completed by students will be collected to guide current understanding of grade-level standards in Mathematics</li> <li>B. 100% of students in Grades 2-6 will track their own growth over the course of the year in aMath.</li> <li>C. 55% of students in Grades K-1 will score at or above the 50th percentile in Math on the Fastbridge Early Math Assessments. Fall 2019 benchmark indicated 44.95% of students were at/above the 50th percentile</li> <li>D. 34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment</li> </ol>



**School SMART Goal #3** - By the end of the 2020-2021 school year, at least 64% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 56% of students were not chronically absent. SY20: Fall 2020 - 60.4%; Fall 2021 - 64%]

<b>WORTHY TARGETS/OBJECTIVES</b>	<b>ADULT PERFORMANCE MEASURE WHAT WILL ADULTS DO TO MEET THE OBJECTIVE?</b>	<b>STUDENT PERFORMANCE MEASURE HOW WILL YOU MEASURE THE PROGRESS STUDENTS ARE MAKING?</b>
<p>A. Staff will establish absenteeism protocol to address attendance.</p> <p>B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).</p>	<ol style="list-style-type: none"> <li>1. 100% of teachers will monitor class attendance daily</li> <li>2. Parent liaison and principal will conduct home visits per absenteeism protocol.</li> <li>3. Parent liaison will assist in transporting students to school.</li> <li>4. At least 95% of observed classroom walkthroughs will show use of Behavior Intervention Support Team (BIST) language and utilize the safe seat, buddy room, and care room continuum as tracked by the principal at least bi-weekly.</li> </ol>	<p>A. 100% of students will keep track of their daily attendance.</p>

## Part 2: Implementation and Monitoring Details for all Goals

Implementation and Monitoring Details						
<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 40% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 25.65% of students were at/above the 50th percentile; Spring 2020 - 33%; Spring 2021 - 40%] Growth targets were not set beyond 2020-2021 as Stevenson Elementary School will be merging with Parsons Accelerated School.						
Worthy Target/Objective and Practice/Performance Measures						
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading through guided reading instruction.						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Dec 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of 3rd-6th grade staff will use a created spreadsheet for tracking student scores/progress on IAR released item practice to help drive instruction and check for understanding in reading	0%					
100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice. Administrative Team will conduct walk-thru and fidelity check to monitor implementation of the workshop model bi-weekly.						
100% of teachers will provide differentiated reading	100%					

instruction through guided reading as evidenced by the Learning Walk Protocol document						
90% of teaching staff will attend PD sessions targeted to support students in tracking their own data.	0%					
<b>Student Practices/Performance Measure</b>	<b>Dec 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
At least 90% of IAR released items completed by students will be collected to guide current understanding of grade-level standards	0%					
50% of students in Grades K-1 will score at or above the 50th percentile in Reading on the Fastbridge Early Reading assessments. Fall 2019 benchmark indicated 38.9% of students were at/above the 50th percentile						
40% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment						

### Implementation and Monitoring Details

**School SMART Goal #2** - The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 18.3% of students were at/above the 50th percentile; Spring 2020 - 26.47%; Spring 2021 - 34%] Growth targets were not set beyond 2020-2021 as Stevenson Elementary School will be merging with Parsons Accelerated School.

#### Worthy Target/Objective and Practice/Performance Measures

A. All teachers will utilize the district selected mathematics curriculum in daily lessons

Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
Adult Practice/Performance Measure	Dec 2019	Jan 2020	May 2020	Sept 2020	Jan 2021	May 2021
100% of 3rd-6th grade staff will use a created spreadsheet for tracking student scores/progress on IAR released item practice to help drive instruction and check for understanding in mathematics.	0%					
100% of classroom teachers K-6 will implement district selected math curriculum emphasizing hands-on-application, reasoning, and discourse, monitored by Administration/Leadership teams through Learning Walks, bi/weekly	100%					
90% of staff will attend professional development sessions focused on operational practices and	0%					

number sense to include but not limited to reasoning, discourse, vocabulary, and application						
<b>Student Practices/Performance Measure</b>	<b>Dec 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
At least 90% of IAR released items completed by students will be collected to guide current understanding of grade-level standards in Mathematics	0%					
100% of students in Grades 2-6 will track their own growth over the course of the year in aMath.						
55% of students in Grades K-1 will score at or above the 50th percentile in Math on the Fastbridge Early Math Assessments. Fall 2019 benchmark indicated 44.95% of students were at/above the 50th percentile						
34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment						

## Part 2: Implementation and Monitoring Details for all Goals Cont...

Implementation and Monitoring Details						
<b>School SMART Goal #3</b> - By the end of the 2020-2021 school year, at least 64% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 56% of students were not chronically absent. SY20: Fall 2020 - 60.4%; Fall 2021 - 64%]						
Worthy Target/Objective and Practice/Performance Measures						
A. Staff will establish absenteeism protocol to address attendance. B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).						
Measures/Success Criteria	Baseline Data	Progress Data	Progress Data	Progress Data	Progress Data	Progress Data
<b>Adult Practice/Performance Measure</b>	<b>Dec 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
100% of teachers will monitor class attendance daily	100%					
Parent liaison and principal will conduct home visits per absenteeism protocol.						
Parent liaison will assist in transporting students to school.						
At least 95% of observed classroom walkthroughs will show use of Behavior Intervention Support Team (BIST) language and utilize the safe seat, buddy room, and care room continuum as tracked by the principal at least bi-weekly.	92%					
<b>Student Practices/Performance Measure</b>	<b>Dec 2019</b>	<b>Jan 2020</b>	<b>May 2020</b>	<b>Sept 2020</b>	<b>Jan 2021</b>	<b>May 2021</b>
<ul style="list-style-type: none"> <li>100% of students will track their daily attendance.</li> </ul>	0%					

### Part 3: SIP Goal Actions and Key Tasks and Strategies for School Year 2019-2020

<b>School SMART Goal #1-</b> The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 40% of students in Grades 2-6 will score at or above the 50th percentile in Reading on the Fastbridge aReading assessment. [Fall 2019 benchmark indicated 25.65% of students were at/above the 50th percentile; Spring 2020 - 33%; Spring 2021 - 40%] Growth targets were not set beyond 2020-2021 as Stevenson Elementary School will be merging with Parsons Accelerated School.										
A. All teachers will utilize the workshop model in daily lessons. B. All teachers will differentiate in reading through guided reading instruction.										
Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Create Google sheet to track IAR released item data for each 3rd-6th class	100% of 3rd-6th grade staff will use a created spreadsheet to track student scores/progress on IAR released item practice.	Principal, Instructional Specialist			X		PD Stipends			X
All classroom teachers will meet with students in guided reading groups.	Lesson Plans	Classroom Teachers	X	X	X	X	After school PD, materials		X	
Stevenson will implement a building-wide RTI targeted support time called "Tiger Time," 30 minutes per day, that addresses Tier II and III supports in academics and SEL	100% of students in building included on Tiger Time List	Principal, Instructional Specialist, Teaching Staff	X	X	X	X	Tiger Time Google Sheet, LLI, Reading Recovery		X	
At least 90% of staff will attend additional PD offered by the Instructional Specialist, Reading Recovery Specialist, ILT, and	Staff Sign-In Sheets	Principal	X	X	X	X	PD Stipends, additional LLI, FPC, and GoMath		X	

outside resources at staff PD meetings to support classrooms and grade-levels using LLI, FPC, and additional resources effectively and efficiently.							Training Support			
Grades 2-6 aReading grade-level growth will be posted in the main hallway of the building after each district benchmark assessment.	Increase in student achievement in aReading after each benchmark	Principal, Instructional Specialist			X	X	Bulletin Boards, Support from Assessment Administrator, PD Stipends, Subs			X
Grades 2-6 aReading classroom-level growth charts will be posted outside each classroom	Increase in student achievement in aReading after each benchmark	Instructional Specialist			X	X	Bulletin Boards			X
100% of Grades 2-6 teaching staff will utilize student growth tracking sheets for aReading.	Tracking Sheet for staff created	ILT			X	X	PD Stipends for Grade-Level and coaching meetings.			X
At least 90% of teaching staff will attend PD sessions targeted to support students in tracking their own data.	Sign-In Sheets, Universal Student Data Tracking Sheet	Principal, Instructional Specialist			X	X	PD Stipends			X
Collect monthly data on standards alignment based on student work. a. At least 98% of observed student work will partially or fully meet grade-level standards.	Student work samples aligned to grade level standards	Principal, Leadership Team	X	X	X	X	Student work samples		X	
100% of classroom teachers K-6 will utilize the workshop model for reading instruction- including whole group, small group, and opportunities for independent reading practice.	Google Sheet tracking utilization of workshop model.	Principal, Instructional Specialist	X	X	X	X	PD Stipends		X	



**School SMART Goal #2** - The district and school(s) have aligned vision statements and goals that support a learning environment that is physically, socially, emotionally, and behaviorally safe and conducive to learning. Based on the IQFSR (VII.C), by the end of the 2020-2021 school year, at least 34% of students in Grades 2-6 will score at or above the 50th percentile in Math on the Fastbridge aMath assessment. [Fall 2019 benchmark indicated 18.3% of students were at/above the 50th percentile; Spring 2020 - 26.47%; Spring 2021 - 34%] Growth targets were not set beyond 2020-2021 as Stevenson Elementary School will be merging with Parsons Accelerated School.

**A. All teachers will utilize the district selected mathematics curriculum in daily lessons**

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Benchmark Data Meetings will be facilitated after each FastBridge administration (fall, winter, spring)	Meeting Agenda/ Minutes	Instructional Specialist	X		X	X	Data & money for subs, stipends, benefits		X	
Implementation of district mathematics curriculum (K-6)	100% classrooms/ Walk-thrus	Principal	X	X	X	X	Materials, Money		X	
Grades 2-6 aMath grade-level growth will be posted in the main hallway of the building after each district benchmark assessment.	Increase in student achievement in aReading after each benchmark	Principal, Instructional Specialist			X	X	Bulletin Boards, Support from Assessment Administrator, PD Stipends, Subs			X
Grades 2-6 aMath classroom-level growth charts will be posted outside each classroom	Increase in student achievement in aReading after each benchmark	Instructional Specialist			X	X	Bulletin Boards			X
100% of Grades 2-6 teaching staff will utilize student growth tracking sheets for aMath.	Tracking Sheet for staff created	ILT			X	X	PD Stipends for Grade-Level and coaching meetings.			X

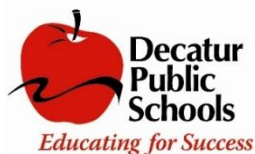
**School SMART Goal #3** - By the end of the 2020-2021 school year, at least 64% of students in Grades 1-6 will be present 90% or more of school days. [Summative index on RC19 indicated 56% of students were not chronically absent. SY20: Fall 2020 - 60.4%; Fall 2021 - 64%]

A. Staff will establish absenteeism protocol to address attendance.

B. All staff will target students with historical data indicating chronic absenteeism (greater than 10% days absent).

Actions	Success Criteria/ Data Sources	Person(s) Responsible	Implementation Timeline				Resources & Support Needed (e.g., \$, materials, technology, partnerships)	Progress		
			Aug.- Oct.	Nov.- Dec.	Jan.- March	April - May		Completed	In Progress	Not Started
Parent Liaison increased hour pay - Helps address chronic absenteeism.	Log of how home visits and parent calls made for 3, 5, and 7, and 9+ days absent.	Parent Liaison, Principal	X	X	X	X	\$3,307		X	
BIST Language or SEL Curriculum use within building by all staff.	Principal Goal #1 Tracking	Principal	X	X	X	X	SEL Curriculum - \$500, SEL Training		X	
Attendance data for 100% of classes distributed to all teaching staff at least bi-weekly.	Attendance Records tracked through Skyward	Secretarial Staff		X	X	X			X	
A section of our monthly family newsletter will be dedicated to attendance. This will show grade-level attendance data from the previous month and stress its importance.	Attendance Data by Class for the month, Family Monthly Newsletter	Principal, Secretary, Family Liaison			X	X				X
Attendance chart in lobby created and tracked.	Attendance chart up-to-date	Principal, Secretary, Family Liaison			X	X				X

KEY TASKS AND STRATEGIES HOW WILL THE ABOVE ACTIONS GET DONE?	Timeline		Accountability	Budget- \$45,000					
	Start Date	Completion Date		Salaries/ Stipends	Fringe Benefits	Materials/ Supplies	Other Services	Capital Outlay	TOTAL
Order of Tasks to accomplish the action.			Person(s) Responsible/						
Classroom Supplies	12/2019	8/2020	Principal			\$15,040			\$15,040
Professional Development stipends/Subs	8/2019	8/2020	Principal	\$15,500	\$2,103		Subs - 1000		\$18,603
Grade-level/Coaching Meetings offered for data tracking training	12/2019	5/2020	Principal, Instructional Specialist	\$500		\$250	Subs - 500		\$1,250
Increase Parent Liaison hours by 1 per day	9/2019	5/2020	Parent Liaison	\$3,307					\$3,307
Parent Liaison/Principal Mileage	9/2019	5/2020	Parent Liaison, Principal				\$800		\$800
SEL PD	1/2020	8/2020	Principal	\$1,500		\$1,000	\$3,000		\$5,500
SEL Curriculum	8/2019	8/2020	Principal			\$500			\$500
<b>Totals</b>				\$20,807	\$2,103	\$16,790	\$2,600	\$0	\$45,000



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> 2019 Tax Levy
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> <ul style="list-style-type: none"><li>• 2019 Tax Levy with Comparison</li><li>• ISBE Levy Form</li><li>• Resolution Regarding Annual Tax Levy</li><li>• Truth in Taxation Certificate of Compliance</li></ul>
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

Each fall the Board of Education approves a tentative tax levy not less than 20 days prior to adopting the levy in December. The final levy must be filed with Macon County before the end of December. The Board approved the tentative estimated levy on November 5, 2019.

The District is required to hold a public hearing if the levy rate is anticipated to increase by 5.0% or more. Since the operational levy request is an increase of 2.7% over the prior year, no public hearing is required.

### **CURRENT CONSIDERATIONS:**

The attached spreadsheet provides comparison data for the 2019 levy request and the estimated tax rate as compared to the actual tax extension and tax rate for 2018. The final extension and extension tax rate are contingent upon the final District's Equalized Assessed Value (EAV).

Since the Preliminary Levy, the estimated EAV has been reduced from \$703,000,000 to a projected EAV of \$701,000,000. The levy request is a balloon levy; more funds are requested than anticipated.

The total levy request was decreased to \$31,291,900, a decrease from the preliminary levy request of \$31,381,300. In addition to this estimated change, the Tort request was diminished from \$3,032,000 to \$2,781,000; the Social Security request was increased from \$1,775,500 to \$1,875,500; and the IMRF request was increased from \$2,250,000 to \$2,380,800.

### **FINANCIAL CONSIDERATIONS:**

The annual levy provides one of the primary sources of revenues to the District. For all non debt service funds, the District anticipates that the tax revenues would be just shy of \$31.3 million.

With an estimated EAV of \$701 million, the operational levy rate request would be neutral (no increase/no decrease). The structure of the recent bond issuance was intended to raise the levy rate by \$0.02 (two cents) based upon future EAV projections with no increase. With the estimated EAV increase, the levy rate would increase modestly, \$0.0079 less than the two penny intent.

**STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education approve the attached 2019 Tax Levy Resolution as presented.

**RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

## Final Levy Request 2019 Taxes Paid in 2020

	<b>Estimated 2019 EAV</b>	<b>701,000,000</b>	<b>2018 EAV</b>	<b>682,488,061</b>		
<b>Fund</b>	<b>2019 Tax Year</b>	<b>2019 Rate (estimated)</b>	<b>2018 Extension</b>	<b>2018 Rate</b>	<b>Difference 2019 vs 2018 (Dollars)</b>	<b>Different 2019 vs 2018 (Rate)</b>
Education	18,015,700	2.5700	17,539,943.17	2.57000	475,756.83	-
Operations & Maintenance	3,505,000	0.5000	3,412,440.30	0.50000	92,559.70	-
Transportation	1,402,000	0.2000	1,364,976.12	0.20000	37,023.88	-
Working Cash	350,500	0.0500	341,244.03	0.05000	9,255.97	-
IMRF	2,380,800	0.3396	1,465,984.35	0.21480	914,815.65	0.1248
FICA/Medicare	1,875,500	0.2675	2,441,942.28	0.35780	(566,442.28)	(0.0903)
Life Safety	350,500	0.0500	341,244.03	0.05000	9,255.97	-
Tort Liability	2,781,000	0.3967	2,943,571.00	0.43130	(162,571.00)	(0.0346)
Special Education	280,400	0.0400	272,995.22	0.04000	7,404.78	-
Leasing	350,500	0.0500	341,244.03	0.05000	9,255.97	-
Operational Total	31,291,900	4.4639	30,465,584.53	4.46390	826,315.47	(0.0000)
Debt Service Payment	3,180,215	0.4537	3,042,531.77	0.44580	137,683.51	0.0079
Total	34,472,115	4.9176	33,508,116.30	4.90970	963,998.98	0.0079

## **IMRF - SS**

Fiscal Year	Expenses	Ending Fund Balance
2009	2,840,744	806,612
2010	3,120,782	3,046,373
2011	2,981,555	3,544,102
2012	3,099,196	3,996,015
2013	3,353,293	4,335,151
2014	3,235,204	4,219,644
2015	3,297,398	4,268,558
2016	3,604,462	4,268,593
2017	3,671,684	4,430,427
2018	4,243,894	2,566,287
2019	4,353,752	2,731,794

25% of SS

rest in IMRF

plan for 3%ile add-on for IMRF

What the balance of IMRF

What is the balance of SS

What is the expense in FY20 for IMRF

What is the expense in Fy20 for SS

What is the current levy for IMRF

What is the current levy for SS

## **TORT**

Fiscal Year	Expenses	Ending Fund Balance
2009	1,162,511	3,140,157
2010	1,554,546	2,104,709
2011	2,143,032	1,432,217
2012	1,535,037	1,593,891
2013	1,089,908	2,936,778
2014	1,752,558	2,974,770
2015	1,424,737	2,741,862
2016	1,770,778	2,762,173
2017	2,242,483	2,926,203
2018	2,920,995	2,000,597
2019	2,850,240	2,464,674

1,928,431

2,446,124

2,671,239



FY20	Expenses	3.25%
	IMRF	
	SS	

## ILLINOIS STATE BOARD OF EDUCATION

School Business Services Division

217/785-8779

Original: ☒   
 Amended: ☐

## CERTIFICATE OF TAX LEVY

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

District Name	District Number	County
Decatur Public School District #61	39-055-0610-25	Macon

## Amount of Levy

Educational	\$ 18,015,700	Fire Prevention & Safety *	\$ 350,500
Operations & Maintenance	\$ 3,505,000	Tort Immunity	\$ 2,781,000
Transportation	\$ 1,402,000	Special Education	\$ 280,400
Working Cash	\$ 350,500	Leasing	\$ 350,500
Municipal Retirement	\$ 2,380,800	Other	\$
Social Security	\$ 1,875,500	Other	\$
		Total Levy	\$ 31,291,900

\* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

## See explanation on reverse side.

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

## We hereby certify that we require:

the sum of 18,015,700 dollars to be levied as a special tax for educational purposes; and  
the sum of 3,505,000 dollars to be levied as a special tax for operations and maintenance purposes; and  
the sum of 1,402,000 dollars to be levied as a special tax for transportation purposes; and  
the sum of 350,500 dollars to be levied as a special tax for a working cash fund; and  
the sum of 2,380,800 dollars to be levied as a special tax for municipal retirement purposes; and  
the sum of 1,875,500 dollars to be levied as a special tax for social security purposes; and  
the sum of 350,500 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and  
the sum of 2,781,000 dollars to be levied as a special tax for tort immunity purposes; and  
the sum of 280,400 dollars to be levied as a special tax for special education purposes; and  
the sum of 350,500 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_; and  
the sum of 0 dollars to be levied as a special tax for \_\_\_\_\_  
on the taxable property of our school district for the year \_\_\_\_\_.

Signed this 10th day of December 20 19 . \_\_\_\_\_  
(President)

\_\_\_\_\_  
(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them. The county clerk shall extend the tax for bonds and interest as set forth in the certified copy of the resolution, each year during the life of the bond issue. Therefore to avoid a possible duplication of tax levies, the school board should not include a levy for bonds and interest in the district's annual tax levy.

Number of bond issues of said school district that have not been paid in full 3 .

-----  
(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. 61 , Macon County, Illinois, on the equalized assessed value of all taxable property of said school district for the year 2019 , was filed in the office of the County Clerk of this County on \_\_\_\_\_.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year 2019 , is \$ \_\_\_\_\_.

\_\_\_\_\_  
(Signature of County Clerk)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(County)

## EXPLANATION

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for educational purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for operations and maintenance purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax annually, for transportation purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax known as a Working Cash Fund Tax upon all the taxable property of the district, annually (Section 20-3 of the School Code).

The school board of any school district may levy a tax for municipal retirement purposes in a sum sufficient to provide all the contributions required of the school district by including the amount to be levied for such purposes in the Certificate of Tax Levy for other school taxes, or such district may file with the county clerk a separate certificate or resolution setting forth the amount of tax to be levied for such purpose (40 ILCS 5/7-171).

The school board of any school district may levy a tax for social security (includes Medicare only) purposes in a sum sufficient to provide all the contributions required of the school district by including the amount to be levied for such purposes in the Certificate of Tax Levy for other taxes, or such district may file with the county clerk a separate certificate or resolution setting forth the amount of tax to be levied for such purpose (40 ILCS 5/21-110, 21-110.1).

The school board of any school district having a population of less than 500,000 inhabitants may levy a tax upon all the taxable property of the district at the value as equalized or assessed by the Department of Revenue for the purposes of professional surveys, alterations, and reconstruction for fire prevention, safety, energy conservation, disabled accessibility, school security, and specified repair purposes upon meeting certain statutory conditions (Section 17-2.11 of the School Code).

The school board of any school district may levy a tax upon all the taxable property within the district for tort immunity purposes in a sum sufficient to pay the costs of purchasing such insurance or sufficient to pay any tort judgment, settlement, or insurance imposed upon it under the Local Government and Governmental Employees Tort Immunity Act including liabilities under the Workers' Compensation Act, Occupational Diseases Act, or the Unemployment Insurance Act 745 ILCS 10/9-107 and Section 17-2.5 of the School Code).

The school board of any school district may levy, with voter approval, a tax upon the full, fair cash value as equalized or assessed by the Department of Revenue within the district for capital improvement purposes (which levy is in addition to that for building purposes) and such funds are to be levied, accumulated, and spent only in accordance with Section 17-2.3 of the School Code.

The school board of any school district having a population of less than 500,000 inhabitants, by proper resolution, may levy an annual tax upon the full, fair cash value as equalized or assessed by the Department of Revenue for special education purposes including the purposes authorized by Section 10-22.31b and Section 17-2.2a of the School Code.

The school board of any school district having a population of less than 500,000 inhabitants, with voter approval, may levy a tax annually, for summer school purposes, upon all the taxable property of the district at the value, as equalized or assessed by the Department of Revenue (Section 17-2.1 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may, by proper resolution, levy an annual tax upon the value as equalized or assessed by the Department of Revenue for a period of not more than five years for area vocational education building purposes including the purposes authorized by Section 10-22.31b of the School Code, upon the condition that there are not sufficient funds available in the operations and maintenance fund of the district to pay the cost thereof. Such tax shall not be levied without the prior approval of the State Superintendent of Education and prior approval by a majority of the electors voting upon the proposition at a general or special election (Section 17-2.4 of the School Code).

The school board of any school district having a population of less than 500,000 inhabitants may levy an annual tax not to exceed 0.05% upon the taxable property, as equalized or assessed by the Department of Revenue, for the purposes of leasing educational facilities or computer technology or both, and for temporary relocation expense (Section 17-2.2c of the School Code).

The school board of any school district, upon determining that a surplus of funds is available, shall adopt a resolution or ordinance reducing the tax levy of such district for the year for which the resolution or ordinance is adopted. The district shall certify the action to the county clerk who shall abate the levy in accordance with the provision of the ordinance (35 ILCS 200/18-20).

The Truth in Taxation Law affects all units of local government, school districts, and community colleges, including home rule units, who are authorized to levy property taxes. For the requirements of the law, refer to 35 ILCS 200/18-55 et seq.

## **RESOLUTION REGARDING ANNUAL TAX LEVY**

**WHEREAS**, the total amount of the corporate and special purpose tax levy (“aggregate levy”) extended by the County Clerk of Macon County, Illinois on behalf of Decatur School District No. 61, Macon County, Illinois (the “School District”) for Tax Year 2018, plus any amount abated by the School District before extension, was \$30,465,584.53; and

**WHEREAS**, the total corporate and special purpose taxes to be levied by the School District for Tax Year 2019 are \$31,291,900; and

**WHEREAS**, the amount to be levied for Tax Year 2019 is not in excess of one hundred five percent (105%) of the previous year’s extension; and

**WHEREAS**, because the amount to be levied is not in excess of one hundred five percent (105%) of the previous year’s extension, no hearing is required to be held pursuant to the Truth in Taxation Law; and

**WHEREAS**, a certification has been completed by the Secretary of the Board of Education certifying that the Board has fully complied with the Truth in Taxation Law; and

**WHEREAS**, the Board hereby finds and determines that the levy for Tax Year 2019 fully complies with the Truth in Taxation Law.

**NOW, THEREFORE**, be it and it is hereby resolved by the Board of Education of the School District as follows:

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

**Section 2.** The Treasurer is hereby authorized and directed to file the School District’s annual tax levy, together with the certification of compliance signed by the President of the Board,

with the County Clerk of Macon County, Illinois.

**Section 3.** This Resolution shall be effective forthwith upon its adoption.

ADOPTED this 10<sup>th</sup> day of December, 2019, by the following roll-call vote:

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

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

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

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

ATTEST:

\_\_\_\_\_  
Secretary

## CERTIFICATION

I, Melissa Bradford, Secretary of the Board of Education of Decatur School District No. 61, Macon County, Illinois do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Board of Education on December 10, 2019, by the following roll-call vote:

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

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

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

and that the motion was duly declared carried by the President of the Board.

Dated this \_\_\_\_ day of December, 2019.

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

## TRUTH IN TAXATION CERTIFICATE OF COMPLIANCE

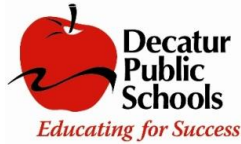
I, the undersigned, hereby certify that I am the presiding officer of the Board of Education of Decatur School District No. 61, Macon County, Illinois, and as such presiding officer I certify that the 2019 tax levy, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with, the provisions of Sections 18-60 through 18-85 of the "Truth in Taxation Law."

Check One of the Choices Below:

- ☐ 1) The taxing district published a notice in the newspaper and conducted a hearing meeting the requirements of the "Truth in Taxation Law."
- ☒ 2) The taxing district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a notice and a hearing were not necessary.
- ☐ 3) The proposed aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year's extension and a notice was published within 15 days of its adoption in accordance with the "Truth in Taxation Law."
- ☐ 4) The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the "Truth in Taxation Law."

Date \_\_\_\_\_

Presiding Officer \_\_\_\_\_



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> 2019 Property Tax Abatement <ul style="list-style-type: none"><li>• Series 2011A</li><li>• Series 2011B</li></ul>
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> <ul style="list-style-type: none"><li>• Abatement Resolutions (2)</li><li>• Certificates (2)</li><li>• County Filing Documents (2)</li></ul>
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

The District issued series 2011A Alternate Revenue Bonds in the amount of \$70,920,000 and series 2011B Qualified Zone Academy Bonds in the amount of \$4,675,000. The Board intended to repay these bonds through revenues collected from the \$0.01 County Sales Tax.

### CURRENT CONSIDERATIONS:

Macon County has an obligation to levy property taxes for the Alternate Revenue Bonds. In order to ensure that property taxes are not levied, the Board of Education files two resolutions with Macon County to “abate” these taxes. The resolutions notify the County that adequate sales tax revenues will be available to make the debt service payments. Over the past fiscal year, the District collected 118% of revenues necessary for the debt service payments.

The resolutions must be approved by the Board and filed with Macon County annually. Upon approval of the resolutions, the Secretary of the Board will sign the Certificates of Resolution; the Resolutions will be filed with Macon County along with the Filing Certificates.

### FINANCIAL CONSIDERATIONS:

For Fiscal Year 2021 the payment for 2011A will be \$4,519,775; the payment for 2011B will be \$105,187.50. The approval and filing of these resolutions will instruct the County to suppress the collection of 2019 property taxes for the 2011A and 2011B debt service payments.

### STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the Resolutions to Abate 2019 Taxes for the 2011A and 2011B Bond Series as presented.

### RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



RESOLUTION abating the tax heretofore levied for the year 2019 to pay debt service on General Obligation School Bonds (Alternate Revenue Source), Series 2011A, of Decatur School District Number 61, Macon County, Illinois.

\* \* \*

WHEREAS, the Board of Education (the “*Board*”) of Decatur School District Number 61, Macon County, Illinois (the “*District*”), by resolution adopted on the 27th day of September, 2011 (as supplemented by a Notification of Sale, the “*Bond Resolution*”), did provide for the issue of \$70,920,000 General Obligation School Bonds (Alternate Revenue Source), Series 2011A (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the Board has determined and does hereby determine that lawfully available funds of the District are available in the Bond Fund (as defined in the Bond Resolution) in the amount of \$626,671 to pay debt service due on the Bonds on July 1, 2020, and on January 1, 2021 (the “*Funds on Hand*”); and

WHEREAS, the Board has further determined and does hereby determine that the Pledged Revenues (as defined in the Bond Resolution) provide an amount not less than 1.25 times principal of and interest on all outstanding Bonds due on July 1, 2020, and on January 1, 2021, and all outstanding Taxable General Obligation School Bonds (Alternate Revenue Source), Series 2011B (Qualified Zone Academy Bonds), due on June 15, 2020, and on December 15, 2020, net of the Funds on Hand; and

WHEREAS, it is necessary and in the best interests of the District that the tax heretofore levied for the year 2019 to pay the Bonds be abated:

NOW, THEREFORE, Be It and It is Hereby Resolved by the Board of Education of Decatur School District Number 61, Macon County, Illinois, as follows:

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

*Section 2. Abatement of Tax.* The tax heretofore levied for the year 2019 in the Bond Resolution is hereby abated in its entirety.

*Section 3. Filing of Resolution.* Forthwith upon the adoption of this resolution, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Macon County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2019 in accordance with the provisions hereof.

*Section 4. Effective Date.* This resolution shall be in full force and effect forthwith upon its adoption.

Adopted December 10, 2019.

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President, Board of Education

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Secretary, Board of Education

STATE OF ILLINOIS                 )  
  ) SS  
COUNTY OF MACON                 )

**CERTIFICATION OF RESOLUTION AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education (the "*Board*") of Decatur School District Number 61, Macon County, Illinois (the "*District*"), and as such official I am the keeper of the records and files of the District and the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 10<sup>th</sup> day of December, 2019, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION abating the tax heretofore levied for the year 2019 to pay debt service on General Obligation School Bonds (Alternate Revenue Source), Series 2011A, of Decatur School District Number 61, Macon County, Illinois.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board on a day other than a Saturday, Sunday or legal holiday in the State of Illinois and at least 48 hours in advance of the holding of said meeting, that said agenda contained a separate specific item concerning the proposed adoption of said resolution, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

Secretary, Board of Education

STATE OF ILLINOIS                 )  
  ) SS  
COUNTY OF MACON                 )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Macon, Illinois, and as such official I do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION abating the tax heretofore levied for the year 2019 to pay debt service on General Obligation School Bonds (Alternate Revenue Source), Series 2011A, of Decatur School District Number 61, Macon County, Illinois.

duly adopted by the Board of Education of the Decatur School District Number 61, Macon County, Illinois, on the 10<sup>th</sup> day of December, 2019, and that the same has been deposited in the official files and records of my office.

I do further certify that the tax heretofore levied for the year 2019 for the payment of General Obligation School Bonds (Alternate Revenue Source), Series 2011A, as described in said resolution be abated in its entirety as provided in said resolution.

IN WITNESS WHERETO, I hereunto affix my official signature and the seal of said County, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

County Clerk of The County of Macon,  
Illinois

(SEAL)

RESOLUTION abating the tax heretofore levied for the year 2019 to pay debt service on Taxable General Obligation School Bonds (Alternate Revenue Source), Series 2011B (Qualified Zone Academy Bonds), of Decatur School District Number 61, Macon County, Illinois.

\* \* \*

WHEREAS, the Board of Education (the “*Board*”) of Decatur School District Number 61, Macon County, Illinois (the “*District*”), by resolution adopted on the 11<sup>th</sup> day of October, 2011 (the “*Bond Resolution*”), did provide for the issue of \$4,675,000 Taxable General Obligation School Bonds (Alternate Revenue Source), Series 2011B (Qualified Zone Academy Bonds) (the “*Bonds*”), and the levy of a direct annual tax sufficient to pay the principal of and interest on the Bonds; and

WHEREAS, the Board has determined and does hereby determine that lawfully available funds of the District are available in the Bond Fund (as defined in the Bond Resolution) in the amount of \$14,750 to pay debt service due on the Bonds on June 15, 2020, and on December 15, 2020 (the “*Funds on Hand*”); and

WHEREAS, the Board has determined and does hereby determine that the Pledged Revenues (as defined in the Bond Resolution) provide an amount not less than 1.25 times principal of and interest on all outstanding Bonds on June 15, 2020, and on December 15, 2020, and all outstanding General Obligation School Bonds (Alternate Revenue Source), Series 2011A, due on July 1, 2020, and on January 1, 2021, net of the Funds on Hand; and

WHEREAS, it is necessary and in the best interests of the District that the tax heretofore levied for the year 2019 to pay the Bonds be abated:

NOW, THEREFORE, Be It and It is Hereby Resolved by the Board of Education of Decatur School District Number 61, Macon County, Illinois, as follows:

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

*Section 2. Abatement of Tax.* The tax heretofore levied for the year 2019 in the Bond Resolution is hereby abated in its entirety.

*Section 3. Filing of Resolution.* Forthwith upon the adoption of this resolution, the Secretary of the Board shall file a certified copy hereof with the County Clerk of Macon County, Illinois, and it shall be the duty of said County Clerk to abate said tax levied for the year 2019 in accordance with the provisions hereof.

*Section 4. Effective Date.* This resolution shall be in full force and effect forthwith upon its adoption.

Adopted December 10, 2019.

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President, Board of Education

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Secretary, Board of Education

STATE OF ILLINOIS                 )  
  ) SS  
COUNTY OF MACON                 )

**CERTIFICATION OF RESOLUTION AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education (the "*Board*") of Decatur School District Number 61, Macon County, Illinois (the "*District*"), and as such official I am the keeper of the records and files of the District and the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 10<sup>th</sup> day of December, 2019, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION abating the tax heretofore levied for the year 2019 to pay debt service on Taxable General Obligation School Bonds (Alternate Revenue Source), Series 2011B (Qualified Zone Academy Bonds), of Decatur School District Number 61, Macon County, Illinois.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board on a day other than a Saturday, Sunday or legal holiday in the State of Illinois and at least 48 hours in advance of the holding of said meeting, that said agenda contained a separate specific item concerning the proposed adoption of said resolution, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

Secretary, Board of Education

STATE OF ILLINOIS                 )  
  ) SS  
COUNTY OF MACON                 )

**FILING CERTIFICATE**

I, the undersigned, do hereby certify that I am the duly qualified and acting County Clerk of The County of Macon, Illinois, and as such official I do further certify that on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, there was filed in my office a duly certified copy of a resolution entitled:

RESOLUTION abating the tax heretofore levied for the year 2019 to pay debt service on Taxable General Obligation School Bonds (Alternate Revenue Source), Series 2011B (Qualified Zone Academy Bonds), of Decatur School District Number 61, Macon County, Illinois.

duly adopted by the Board of Education of the Decatur School District Number 61, Macon County, Illinois, on the 10<sup>th</sup> day of December, 2019, and that the same has been deposited in the official files and records of my office.

I do further certify that the tax heretofore levied for the year 2019 for the payment of Taxable General Obligation School Bonds (Alternate Revenue Source), Series 2011B (Qualified Zone Academy Bonds), as described in said resolution be abated in its entirety as provided in said resolution.

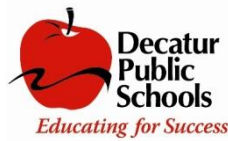
IN WITNESS WHERETO, I hereunto affix my official signature and the seal of said County, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

County Clerk of The County of Macon,  
Illinois

(SEAL)





## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Resolution Authorizing the Abatement of Working Cash Fund
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> Resolution Authorizing the Abatement of Working Cash Fund
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

At the November 5, 2019 board meeting, the District issued bonds to pay for the Building better Opportunities for Learning in Decatur (BOLD) Facility Plan. On December 5, 2019, the respective bond issue closed and the funds were wired to the District in the amount of \$9,714,845.77.

During the July 9, 2019 board meeting, the Board approved an abatement agreement to permanently transfer Working Cash funds in the amount of \$4,485,424.71 to the Capital Project funds (60) with the intent that the future bond issue would be first used to offset this abatement.

### CURRENT CONSIDERATIONS:

The differential between the funds received from the bond issue (\$9,714,845.77) and the \$4,485,424.71 previously abated from working cash is \$5,229,421.06. The attached resolution authorizes the Treasurer to abate \$5,229,421.06 from the Working Cash Fund to the fund in most need, the Capital Projects Fund.

### FINANCIAL CONSIDERATIONS:

Funds will be used for associated expenses for the BOLD Facility Plan.

### STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve the Resolution as Submitted to Abate \$5,229,421.06 from the Working Cash Fund to the Capital Projects Fund, the Fund in Most Need.

### RECOMMENDED ACTION:

☒ Approval  
☐ Information  
☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

**RESOLUTION AUTHORIZING THE  
ABATEMENT OF WORKING CASH FUND**

**WHEREAS**, the Board of Education (the “Board”) of Decatur Public School District No. 61 (the “District”) has heretofore created and established a working cash fund in and for the District, pursuant to Article 20 of the Illinois School Code, 105 ILCS 5/20-1, *et seq.* (the “Fund”); and

**WHEREAS**, the Board is authorized by law to abate the Fund and direct the partial permanent transfer of moneys in that Fund to any fund or funds of the District most in need of the money, provided that the District maintains an amount to the credit of the Working Cash Fund, including taxes levied pursuant to Section 20-3 of the School Code and not yet collected and amounts transferred pursuant to Section 20-4 of the School Code and to be reimbursed to the Working Cash Fund, at least equal to 0.05% of the then current value, as equalized or assessed by the Department of Revenue, of the taxable property in the District; and

**WHEREAS**, the Board of Education hereby determines and finds that the Capital Projects Fund is the fund of the District most in need of the money; and

**WHEREAS**, the current balance of the Working Cash Fund, including any taxes levied but not yet collected, is Ten Million, Three Hundred Sixty-nine Thousand, Eight Hundred Twenty-two Dollars and Eight-five Cents (\$10,369,822.85); and

**WHEREAS**, any moneys which have heretofore been transferred from the Working Cash Fund to another fund of the District pursuant to Section 20-4 of the School Code have been repaid to the Working Cash Fund in full; and

**WHEREAS**, an abatement of the Working Cash Fund and a transfer Five Million, Two Hundred Twenty-Nine Thousand, Four Hundred Twenty-one Dollars and Six Cents

(\$5,229,421.06) from that Fund to the Capital Projects Fund will maintain an amount to the credit of the Working Cash Fund sufficient to meet the minimum requirement of the School Code; and

**WHEREAS**, the Board has determined and does hereby determine that it is necessary and in the best interests of the District that the Working Cash Fund be abated so that the sum of Five Million, Two Hundred Twenty-Nine Thousand, Four Hundred Twenty-one Dollars and Six Cents (\$5,229,421.06) be permanently transferred to the Capital Projects Fund;

**NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED** by the Board of Education of Decatur Public School District No. 61 as follows:

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

**Section 2.** That the Working Cash Fund be abated effective December 10, 2019, so that the sum of Five Million, Two Hundred Twenty-Nine Thousand, Four Hundred Twenty-one Dollars and Six Cents (\$5,229,421.06) shall be permanently transferred to the Capital Projects Fund and may be used for such purposes as are allowable for the Capital Projects Fund.

**Section 3.** That, except as so abated, the Working Cash Fund shall continue to be used for the purposes for which it was created.

**Section 4.** That all resolutions or parts thereof in conflict herewith shall be and the same are hereby repealed and that this resolution shall be in effect forthwith upon its adoption.

**ADOPTED** this 10th day of December, 2019, by the following roll-call vote:

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

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

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

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

ATTEST:

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

## CERTIFICATION

I, \_\_\_\_\_, Secretary of the Board of Education of Decatur Public School District No. 61, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Board of Education on December 10, 2019, by the following roll-call vote:

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

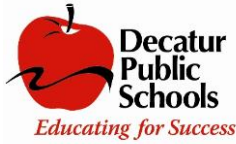
NAYS: \_\_\_\_\_

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

and that the motion was duly declared carried by the President of the Board.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Presidio Smartnet Renewal
<b>Initiated By:</b> Maurice Payne, Director of Information Technology	<b>Attachments:</b> DPS61 - Presidio SmartNet Renewal 2019
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

**BACKGROUND INFORMATION:**

This agreement ensures that critical data center equipment has service agreement coverage to warrant most current hardware and software are up to date.

**CURRENT CONSIDERATIONS:**

The total amount is inclusive of maintenance releases of Cisco IOS software, Essential software with upgrades, telephone software licensing, and 24/7 access to the Cisco technical support team.

**FINANCIAL CONSIDERATIONS:**

This purchase is being funded under the Information Technology budget for the 2019-2020 school year. The agreement from Presidio amounts to a total cost of \$115,352.32.

**STAFF RECOMMENDATION:**

The Administration recommends that the Board of Education approve the Renewal Agreement (12/11/2019 through 12/10/2020) with Presidio Smartnet as presented.

**RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

**TO:** Decatur Public School District 61  
Maurice Payne  
101 W Cerro Gordo St  
Decatur, IL 62523  
  
MPayne@dps61.org  
(p) 2174243085

**FROM:** Presidio Networked Solutions Group, LLC  
Tadd Gerst  
401 SW Water St  
Suite 601  
Peoria, IL 61602  
  
tgerst@presidio.com

**BILL TO:** Decatur Public School District #61  
Accounts Payable  
101 West Cerro Gordo  
Decatur, IL 62523  
  
ACCTSPAY@DPS61.ORG  
(p) 217-362-3023

**SHIP TO:** Stephen Decatur Middle School  
Maurice Payne  
#1 Educational Park Dr.  
Decatur, IL 62526  
  
MPayne@dps61.org  
(p) 2174243085

**Customer#:** DECAT009  
**Account Manager:** Tadd Gerst  
**Inside Sales Rep:** Alecia Zielinski  
**Title:** 2019 Maintenance Renewal

#	Part #	Description	Unit Price	Qty	Ext Price
1	CON-SMARTNET RENEWAL	CON-SMARTNET RENEWAL  Start Date: 12/11/2019 End Date: 12/10/2020 Comments: Quote Number 491035164	\$74,496.93	1	\$74,496.93
2	PAC-SNTP	Presidio Advanced Coverage 24x7x4  Start Date: 12/11/2019 Contract #: New Contract End Date: 12/10/2020 Billing Frequency: Total In Advance	\$40,855.39	1.0000 (12.0000 months)	\$40,855.39

			<b>Sub Total:</b>	<b>\$115,352.32</b>
			<b>Grand Total:</b>	<b>\$115,352.32</b>



Quote valid for 30 days unless otherwise noted.

#### Additional Terms

The following terms and conditions shall govern this agreement unless a valid Master Services & Product Agreement or other similar agreement ("Master Agreement") between the parties has been executed and is in force, in which case the terms of the Master Agreement shall prevail to the extent that they are inconsistent with the following terms and conditions.

1. Purchase Orders, Invoicing, Payment and Acceptance. Any purchase order submitted by CLIENT in connection with this agreement shall be deemed subject to these Additional Terms and this agreement. Unsigned, electronically submitted purchase orders shall be deemed to include CLIENT's electronic signature and shall be binding to the extent accepted by Presidio. Presidio's performance of such purchase order shall not constitute Presidio's acceptance of new or different terms, including pre-printed terms on such order. In absence of a purchase order, CLIENT agrees that its signature below grants Presidio the right to invoice CLIENT and authorizes payment to Presidio for the amounts owed. Further, CLIENT represents that Presidio can rely on such CLIENT signature for payment.

Presidio shall invoice CLIENT for the Products and/or Services in accordance with the terms stated in the agreement. The price included herein reflects a 3% discount for payment by cash, check or wire transfer. This discount will not apply in the event that CLIENT pays using a credit card or debit card.

CLIENT shall make payment to Presidio within thirty (30) days from the date of invoice. Except for taxes due on Presidio's net income, CLIENT shall pay all taxes. Presidio reserves the right to bill CLIENT for additional work requested by CLIENT and performed by Presidio, and for applicable expenses incurred by Presidio pursuant to providing such additional services, which are not described in this agreement.

Unless otherwise indicated in this agreement, CLIENT agrees that staff augmentation services and services performed on a time and materials basis shall be deemed accepted as performed. Unless otherwise indicated in this agreement, Projects shall be deemed accepted upon the earlier of Presidio's receipt a signed Project Completion and Acceptance document which has been signed and dated by an authorized representative of CLIENT, or thirty (30) calendar days from the date of the delivery of the final Project deliverable. If acceptance is refused, the Client shall provide, in writing to Presidio, its reasonable basis for refusal, prior to the expiration of the thirty (30) calendar day period. Presidio shall address the issue before subsequent work is undertaken.

2. Shipment of Product. All Products delivered to CLIENT hereunder shall be shipped FOB origin, freight collect. Title and risk of loss shall pass to CLIENT at point of origin. Products shall be deemed accepted upon delivery.

3. Limitations of Warranties. Presidio warrants that Services shall be provided by competent personnel in accordance with applicable professional standards. ALL PRODUCTS PROVIDED BY PRESIDIO ARE PROVIDED "AS IS", WITH ALL FAULTS. PRESIDIO MAKES NO OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. ANY AND ALL ORIGINAL EQUIPMENT MANUFACTURER (OEM) WARRANTIES, CERTIFICATIONS AND GUARANTEES, IF ANY, ARE PASSED THROUGH TO CLIENT.

4. Intellectual Property. CLIENT acknowledges that Presidio, its vendors, and/or its licensors retain all patents and/or copyrights in and to all proprietary data, processes and programs, if any, provided in connection with Services performed hereunder; any Presidio software provided to CLIENT as part of the Services provided shall be subject to the vendor's, licensor's or OEM's copyright and licensing policy. To the extent such software is prepared by Presidio, it is provided by nontransferable, nonexclusive license for CLIENT'S internal use only, subject strictly to the terms and conditions of this Agreement, and shall terminate upon termination or expiration of this Agreement. CLIENT shall not duplicate, use or disclose for the benefit of third parties, reverse engineer or decompile any such software.

5. Confidential Information. The parties agree that Confidential Information means any information disclosed by the disclosing party to the receiving party, either directly or indirectly, in writing, orally or by inspection of tangible objects (including without limitation documents, prototypes, samples, plant and equipment, "CLIENT" lists or other "CLIENT" information not known to the public), which is designated as "Confidential," "Proprietary" or some similar designation, or is the type of information which should reasonably be recognized as Confidential or Proprietary. The receiving party shall not use any Confidential Information of the disclosing party for any purpose except to evaluate and engage in discussions concerning this Proposal. Each party agrees to protect the other party's Proprietary and Confidential Information to the same extent that it protects its own Proprietary and Confidential Information but with no less than a reasonable degree of care.

6. Limitation of Liability. IN NO EVENT SHALL PRESIDIO BE LIABLE TO CLIENT FOR ANY INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, EXEMPLARY, OR PUNITIVE DAMAGES OF ANY KIND WHATSOEVER, ARISING IN CONTRACT, TORT OR OTHERWISE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. PRESIDIO'S ENTIRE LIABILITY AND CLIENT'S EXCLUSIVE REMEDY FOR DAMAGES FROM ANY CAUSE WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, NONPERFORMANCE OR MISREPRESENTATION, AND REGARDLESS OF THE FORM OF ACTIONS, SHALL BE LIMITED TO THE AMOUNT WHICH HAS BEEN ACTUALLY PAID TO PRESIDIO BY CLIENT FOR SERVICES AND/OR PERFORMANCE HEREUNDER. Without limiting the foregoing, Presidio will have no responsibility for the adequacy or performance of (in) any third party software provided to Presidio under this agreement; (ii) any hardware, and (iii) any services provided by any third party.

7. Non-Solicitation Provision. During the term of this agreement and for twelve (12) months thereafter, CLIENT will not solicit for a permanent or other position any employee or subcontractor of the other party to whom that party was introduced as a result of this agreement. Should CLIENT solicit and/or hire an employee or contractor from PRESIDIO, CLIENT shall pay to PRESIDIO an administrative fee equal to 1 year's salary of the employee's new salary at CLIENT.

8. Export Law Compliance. CLIENT has been advised that all Products purchased hereunder and Presidio Confidential Information is subject to the U.S. Export Administration Regulations. CLIENT agrees to comply with all applicable United States export control laws, and regulations, as from time to time amended, including without limitation, the laws and regulations administered by the United States Department of Commerce and the United States Department of State.

9. Force Majeure. Neither party shall be liable for any failure or delay in performance of its obligations hereunder where such performance is prevented or delayed by causes beyond its reasonable control, including without limitation, flood, war, embargo, strike or other labor dispute, riot, acts of God or the intervention of any government authority.

10. Choice of Law and Venue. The parties will attempt to settle any claim or controversy arising under this agreement through consultation and negotiation in good faith and a spirit of mutual cooperation. This agreement and all matters relating thereto shall be governed exclusively by the substantive law of the State of Michigan. Any dispute relating directly or indirectly to this agreement or any other contract or agreement between the parties which cannot be resolved through the process of consultation and negotiation shall be brought in a court of competent jurisdiction in Kent County, Michigan, that being the exclusive venue for any dispute between or any claims held by any of the parties to this agreement.

11. Miscellaneous. This agreement constitutes the entire agreement of the parties and supersedes all prior written or oral agreements, representations and understandings relating to the subject matter hereof, with the exception of a valid Master Services and Product Agreement between the parties under the terms of which this agreement shall be incorporated. This agreement shall not be amended or modified except by written instrument signed by the parties. Should additional work beyond the scope of the Services detailed herein by Presidio be requested by CLIENT, fees for such additional Services will be negotiated with CLIENT prior to performing such work and will be memorialized in writing between the Parties by utilizing a Project Change Request form ("PCR") or an additional agreement as appropriate. Presidio will invoice CLIENT for any additional work performed and expenses incurred which are not described in this agreement. The Parties agree that neither may assign its rights or duties under this contract without the prior written consent of the other Party, which consent shall not be unreasonably withheld.

12. Severability. The provisions of this Agreement are severable. If any provision of this Agreement or its application to any person or circumstance is ever held by any court of competent jurisdiction to be invalid for any reason, the remainder of this Agreement and the application of such provision or part of this Agreement to other persons or circumstances shall not be affected.

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date





## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Amendment to Contract for BLDD regarding new Health Life Safety Amendments
<b>Initiated By:</b> Dr. Fred Bouchard, Assistant Superintendent	<b>Attachments:</b> Amendment to the BLDD Contract
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent and Dr. Todd Covault, Treasurer	

### **BACKGROUND INFORMATION:**

The Board issued Health Life Safety (HLS) bonds in 2016 in the amount of \$1,355,000. In addition, the District generates approximately \$350,000 annually from a modest tax levy of five cents. At the end of October, the Treasurer's report indicates approximately \$3.5 million available in the HLS fund.

The District's architect, BLDD, previously identified HLS needs at Thomas Jefferson / Montessori, Parsons, Franklin, South Shores and Muffley for which available HLS dollars could be used to address HLS need as well as enhance aspects of the BOLD projects. The board previously approved amendments for these HLS needs and the requisite applications were submitted to the Illinois State Board of Education for consideration.

### **CURRENT CONSIDERATIONS:**

The attached amendment reflects a change to BLDD's contract for architectural services for work associated with design development of the associated HLS work.

### **FINANCIAL CONSIDERATIONS:**

The existing contract with BLDD provides a fee for services based upon the project costs. The increase of the basic fee for architectural services, \$274,438, is based upon the increased project costs due to the additional Health Life Safety work. Upon approval by the Illinois State Board of Education the HLS amendments, the funding for the projects as well as the architectural services would be paid from available HLS funds.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education authorize the Contract Amendment with BLDD to provide architectural services for the Health Life Safety Amendments as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

## Amendment to the Professional Services Agreement

**TO OWNER:** Dr. Paul Fregeau  
Superintendent **AMENDMENT NUMBER:** 004

**IN ACCORDANCE WITH THE AGREEMENT DATED:** 11/16/2018

**BETWEEN THE OWNER:** Board of Education  
Decatur Public School District #61  
101 W. Cerro Gordo  
Decatur, IL 51412

**AND THE ARCHITECT:** BLDD Architects, Inc.

**FOR THE PROJECT:** BOLD Facility Plan Improvements  
**New Johns Hill School**

**BLDD PROJECT**  
**(ORIGINAL NUMBER):** 186EX16.400

**BLDD PROJECT**  
**(ADDITIONAL SERVICES):** N/A

☒ Authorization is given to proceed with Additional Services or a Change in Services as follows:


Replace the two Exhibit A pages with the revised Exhibit A pages attached to this Amendment. The revised Exhibit A includes additional fees for the Health, Life Safety work added to Thomas Jefferson, South Shores, Muffley, Franklin and Parsons Schools.

The following adjustments shall be made to compensation and/or time:  
*(insert provisions in accordance with the Agreement, or as otherwise agreed by the parties)*

**COMPENSATION:** The fee for Basic Services will increase by \$274,438

**PROMPT WRITTEN NOTICE TO THE ARCHITECT FROM THE OWNER IS REQUIRED TO DISCONTINUE THE DESCRIBED SERVICE.**

### ARCHITECT

Submitted by:   
Steven T. Oliver, AIA, NCARB, LEED AP®  
Principal  
*(Printed Name and Title)*

11/12/2019

*(Date)*

### OWNER

Agreed to: \_\_\_\_\_  
*(Signature)*  
\_\_\_\_\_  
*(Printed Name and Title)*

*(Date)*

**EXHIBIT A****Decatur Public Schools District #61  
BOLD Facility Plan Implementation**

Decatur, Illinois



11/12/2019

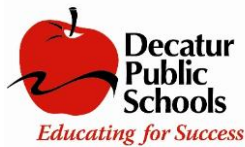
Fee Breakdown		Original Contract		Added HLS Scope		Total
Design Services		Design Fee	HLS \$	Design Fee		
New Johns Hill School Construction Budget		\$26,775,000				
Basic Services Fee (6.85%)		\$1,835,000				
Architectural Design Services		3.96%	\$1,060,000			
Mechanical/Electrical/Plumbing Engineering		1.79%	\$480,000			
Structural Engineering		0.50%	\$135,000			
Civil Engineering		0.35%	\$95,000			
Interior Design / Environmental Graphics Design		0.24%	\$65,000			
Additional Services						
Programming			\$20,000			
Food Service Consultant			\$25,000			
Theater, Lighting, & Rigging Design Consultant			\$60,000			
Acoustical / Audio / Video Design Consultant			\$50,000			
Technology Design Services			\$50,000			
Furniture, Fixture & Equipment Design			\$35,000			
Total			\$2,075,000			
Thomas Jefferson MS Montessori Renovation Construction Budget		\$5,100,000		\$962,400		
Basic Services Fee (9.20%)		\$470,000		\$73,784		\$543,784
Architectural Design Services		6.76%	\$345,000			
Mechanical/Electrical/Plumbing Engineering		2.45%	\$125,000			
Additional Services						
Programming			\$15,000			
Furniture, Fixture & Equipment Design			\$20,000			
Technology Design Services			\$25,000			
Total			\$530,000			
Stephen Decatur Middle School Renovation Construction Budget		\$500,000				
Basic Services Fee (10%)			\$50,000			
Programming			\$15,000			
Furniture (hourly)						
Total			\$65,000			

**EXHIBIT A**  
**Decatur Public Schools District #61**  
**BOLD Facility Plan Implementation**  
Decatur, Illinois



11/12/2019

Fee Breakdown		Original Contract		Added HLS Scope		Total
Design Services		Design Fee	HLS \$	Design Fee		
South Shores ES Addition & Air Conditioning Construction Budget		\$1,700,000		\$712,080		
Basic Services Fee (10.58%)		\$180,000		\$59,340		\$239,340
Architectural Design Services		6.06%	\$103,000			
Mechanical/Electrical/Plumbing Engineering		3.24%	\$55,000			
Civil Engineering		0.71%	\$12,000			
Interior Design / Environmental Graphics Design		0.59%	\$10,000			
Total		\$180,000				
Muffley ES Addition & Air Conditioning Construction Budget		\$4,250,000		\$752,910		
Basic Services Fee (9.30% - 1% = 8.30% assuming similar)		\$350,000		\$52,076		\$402,076
Architectural Design Services		4.12%	\$175,000			
Mechanical/Electrical/Plumbing Engineering		2.47%	\$105,000			
Structural Engineering		0.82%	\$35,000			
Civil Engineering		0.35%	\$15,000			
Interior Design / Environmental Graphics Design		0.47%	\$20,000			
Total		\$350,000				
Franklin ES Addition & Air Conditioning Construction Budget		\$4,250,000		\$596,713		
Basic Services Fee (9.30% - 1% = 8.30% assuming similar)		\$350,000		\$41,272		\$391,272
Architectural Design Services		4.12%	\$175,000			
Mechanical/Electrical/Plumbing Engineering		2.47%	\$105,000			
Structural Engineering		0.82%	\$35,000			
Civil Engineering		0.35%	\$15,000			
Interior Design / Environmental Graphics Design		0.47%	\$20,000			
Total		\$350,000				
Parsons ES Addition & Air Conditioning Construction Budget		\$4,250,000		\$693,474		
Basic Services Fee (9.30% - 1% = 8.30% assuming similar)		\$350,000		\$47,966		\$397,966
Architectural Design Services		4.12%	\$175,000			
Mechanical/Electrical/Plumbing Engineering		2.47%	\$105,000			
Structural Engineering		0.82%	\$35,000			
Civil Engineering		0.35%	\$15,000			
Interior Design / Environmental Graphics Design		0.47%	\$20,000			
Total		\$350,000				



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Upgrading HVAC at TJ Montessori
<b>Initiated By:</b> Steve Kline- Director of Buildings and Grounds	<b>Attachments:</b> Bid Forms and Bid Tab Summary
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

Currently Thomas Jefferson Montessori (TJ) is air conditioned with a two-pipe system, which only allows it to function in heating or cooling only. It does not allow for dehumidification of the air. The equipment has also outlived its life expectancy and requires frequent maintenance. The HVAC is currently listed as a Health Life Safety amendment that was approved last BOE meeting.

### **CURRENT CONSIDERATIONS:**

By allowing Burdick Plumbing & Heating via CM O'Shea Builders to proceed with upgrading TJ to a four-pipe system by adding the additional two pipes, boilers and unitvents; this will allow the system to have a re-heat mode, which will allow the system to dehumidify the air as it cools. New DDC controls will also improve comfort and efficiency and provide an Ameren incentive. This is the ideal time to do this upgrade while ceilings are opened up during the current renovation.

### **FINANCIAL CONSIDERATIONS:**

Funds will be paid through Health Life Safety pending ISBE final approval. We will not proceed on the project until ISBE approves the resubmission of amendment.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education approve Burdick Plumbing & Heating via CM O'Shea Builders to move forward with the upgrades in the bid amount of \$1,106,500.00 for the mechanical portion of this work plus \$293,221.40 in changes to current contracts for associated non-mechanical work, pending ISBE approval. This brings the total amount to \$1,399,721.40 to be applied to this Health Life Safety Funded upgrade.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



**Bid Form – Revised 11.27.19**

Project: Thomas Jefferson Middle School Montessori  
HVAC Upgrades  
Decatur Public Schools

Sales Tax Status: Project is exempt from sales tax.

Bidding Firm Name: Burdick Plumbing & Heating Co., Inc.

Contact Person: Brandon Burdick

Email Address: brandon@burdickplumbing.com

Phone Number: 217-429-2385

Bid To: O'Shea Builders Acknowledged Addenda:

No: 1	Date: 11/21	No:	Date:
No: 2	Date: 11/27	No:	Date:
No:	Date:	No:	Date:

\*\*\*\*\*

Bid Package No: 15700

Bid Package Description: HVAC Upgrade

Base Bid Amount: \$1,080,000

One million Eighty Thousand dollars

Identify manufacturer of unit ventilators, pumps & boilers:

Carrier, Aerco, B&G

Alternate Bid(s) Submitted: Yes X No         

Alternate Bid: Provide a Performance and Payment Bond  
All Bidders Add Amount

\$ 12,000

Plumbing, Heating, Vent, Temperature Control and Electrical trades are required to identify the extent of any required cutting and patching work exposed to view and associated with their scope of work.

By completing the following table the subcontractor agrees that any cutting and patching exceeding the stated quantities below will be cause for back-charging the subcontractor for additional patching costs incurred by O'Shea Builders.

**Table 1 - Cutting and Patching Quantities Exposed to View**

Item	Description	Units	Required Amount
1	Plaster channeling 4 inches wide or less	LF	
2	Plaster cutting greater than 4 inches wide	SF	
3	Terrazzo cutting and patching	SF	
4	Marble removal and replacement	SF	Provide list of locations w/ L x W dimensions
5	Column terra cotta removal and replacement	SF	Provide list of locations w/ L x W dimensions
6	Glazed tile removal and replacement	SF	Provide list of locations w/ L x W dimensions
7	Plaster repair at light fixtures	Each	
8	Concrete saw cutting not shown on D sheets	SF	Provide list of locations w/ L x W dimensions



**Table 2 – Estimated Patching Quantities and Unit Costs**

Item	Description	Units	Unit Cost	Quantity Included in the Base Bid
1	Plaster channeling 4 inches wide or less	\$/LF		
2	Plaster cutting greater than 4 inches wide	\$/SF		
3	Terrazzo cutting and patching	\$/SF		
4	Marble removal and replacement	\$/SF or each location		
5	Column terra cotta removal and replacement	\$/SF or each location		
6	Glazed tile removal and replacement	\$/SF or each location		
7	Plaster repair at light fixtures	\$/Each		

## Construction Manager Alternates:

\*\*\*\*\*

**Alternate No CM-1: Provide Branch Piping Only (Exclude Mechanical Room Work, New Equipment, only installing branch piping with insulation above ceilings to within 2' of existing units)**

BP 15700: Provide branch piping only with insulation above ceiling to within 2' of existing units. (Ceiling Removal/Reinstall by Others.)

Deduct Amount: (\$935,000)

**Alternate No CM-2: DDC Alternate C-1 Bid: The DDC Controls in the new unit ventilators, fan coil units and air handlers shall now factory be "DDC Ready" for controller to be field installed by CC including room sensors to execute the control sequences on M604.**

BP 15700: DDC Alternate C-1 Bid: The DDC Controls in the new unit ventilators, fan coil units and air handlers shall now factory be "DDC Ready" for controller to be field installed by CC including room sensors to execute the control sequences on M604.

Add Amount: \$14,500

\*\*\*\*\*

**End of Alternates**

THE BIDDER AGREES TO:

1. Accept the provisions of the Instructions to Bidders in the project manual
2. Hold this bid open for 90 calendar days after bid opening date or as required in the project manual
3. Enter into and execute a Subcontract Agreement (copy included in the project manual) with O'Shea Builders if awarded on the basis of this bid
4. Comply with the Contract Documents with respect to all bonds, insurance, work requirements, schedule, and wage rates and
5. Comply with the project schedule as included in the project manual.

THE BIDDER MAKES THE BELOW REPRESENTATIONS AND CERTIFICATIONS

- A. SURETY. I have notified a surety company that I am submitting a bid for work to be performed on the project. The surety company has agreed to issue a Performance Bond and Labor and Material Payment Bond for my Work on the form provided by the owner if my bid is accepted and O'Shea Builders awards me the Subcontract Agreement accepting the alternate bid for the Performance & Payment Bond.
- B. AVAILABILITY. The number and amount of the other contracts and awards pending which I am or will become obligated to perform, now and during the course of my work on this project, will not interfere with or hinder the timely prosecution of my work.
- C. INDEPENDENT PRICE DETERMINATION. The contract sum in this bid has been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition.
- D. OPEN COMPETITION. I have not offered any money or other valuable thing to any person to induce him/her not to bid on this project, or as recompense for his/her not having bid on this project, and therefore have not violated the prevention of competition in preparing my bid.
- E. BID PACKAGE. I have received the Bid Package and Scope of Work documents for the Bid Package on which I am submitting a bid and have read and understand them.
- F. SUB-CONTRACT. I have received a sample copy of O'Shea Builders' Standard Subcontract Agreement for review and my bid is based on entering into an unmodified version of this Agreement with O'Shea Builders.
- G. INSURANCE. I have reviewed the insurance requirements outlined in the Subcontract Agreement with my insurance provider, and my bid is based on providing the insurance as required by the Subcontract Agreement.

Name of Firm: Burdick Plumbing & Heating Co., Inc.

Signature:  Title: President

Email Address: doug@burdickplumbing.com

Witness: Jeff Burdick

Address: 1175 N. 20th Steet, Decatur, IL 62521

Phone: 217-429-2385

Fax: 217-429-9781

Date: 12/4/2019



## **Thomas Jefferson Middle School Montessori HVAC Upgrade**

### **15700 HVAC – Revised 11.27.19**

#### **Scope of Work:**

1. All trade contractors shall be responsible for clean up of debris resulting from their work.
2. When caulking is required between two dissimilar materials the trade whose work is installed last shall be responsible for providing caulking. Caulking shall comply with the project specification. If no caulking is specified, submit proposed caulking materials to the construction manager for approval.
3. All trade contractors shall be responsible for the layout of their own work.
4. By submitting a bid, trade contractors agree that construction manager's interpretations of the intent of the design document is final and agree to carry out all work in accordance with said interpretation.
5. For the purpose of delineating the scope of work certain specification sections have been identified in defining the bid packages. It should be noted that the general requirements of the specifications pertain to all contractors working on the site.
6. The Trade Contractor shall be responsible for any cutting, coring and demolition required to complete their work with the exception of exposed masonry surfaces. With their bid each contractor shall submit a list of masonry cutting and patching required for their work. Any patching required not submitted with the bids shall be completed at the trade contractors expense.

#### **Definitions:**

Furnish: Materials only to job site, no labor

Install: Labor only to install material

Provide: Furnish and install

#### **Specification Sections:**

Division 0	General Conditions – As it pertains to your scope of work
Division 1	General Requirements – As it pertains to your scope of work
07 8413	Penetration Firestopping (As it pertains to your scope)
07 9200	Joint Sealants (As it pertains to this scope.)
Division 23	HVAC - Complete

#### **Inclusions:**

- 100 Bids submitted on this bid package must be accompanied with a Bid Bond in the amount of 5% of the value of the bid.

- 101 Provide payment and performance bond.
- 200 Provide demolition and/or salvage of existing HVAC equipment and components including labor required to put debris in a dumpster provided under this contract.
- 201 Provide for caps/sealing on the existing ductwork system during upgrade as required.
- 202 Provide demolition of existing Fan Coil Units (FCU), Air Handling Units (AHU), and Unit Ventilators (UV) in a manner to allow installation of new units.
- 203 Provide demolition of hot water pumps, supports and piping in a manner to allow for installation of new per plans and specs.
- 204 Provide demolition of existing boiler, flue & branch piping per plans and specifications.
- 205 Provide roof repair as required for demolition of existing boiler and flue.
- 206 Provide demolition of existing CHW piping in mechanical room used for 2 pipe system and cap per plans and specifications.
- 207 Provide roof repair where infilling utilizing materials consistent with existing roof to maintain structural integrity. Coordinate with roofing contractor to ensure repairs maintain watertightness.
- 208 Provide any other miscellaneous component demolition as it relates to unit replacements and or removals whether called out specifically but in accordance with removal and or salvage instructions.
- 300 Provide a complete upgraded HVAC system for the project including but not limited to Chilled water piping, Unit Ventilators (UV), Air Handling Units (AHU), Fan Coil Units (FCU) per plans and specifications.
- 301 Provide a new main and branch piping system as identified on contract drawings including but not limited to lay out, supports, valves, and insulation.
- 302 Provide layout and coordination with gypsum board contractor who will be responsible for removing ceiling tile and grid for new mechanical system installation.
- 303 Maintain and/or Provide temporary heat in building in coordination with other contractors and at the direction of the Construction Manager throughout mechanical system upgrades.
- 304 Provide new modulating condensing hot water boilers per plans including but not limited to all necessary piping, expansion tanks, relief valves and unit controls per plans.
- 305 Provide all new chilled water and heating hot water pumps and associated piping, supports, bases per plans. Acceptable manufactures include B&G and TACO.
- 306 Provide units, pumps, boilers based on the plans and equipment schedule. Acceptable manufactures include Carrier, Trane and Daikin to include factory mounted DDC controls per drawings.
- 307 Provide boilers per contract documents to include acceptable manufacturer of Benchmark and Lochnivar Crest. Ensure boiler specific controls/staging system is compatible with the project DDC controls.
- 308 Provide exhaust and transfer fans per plans and specifications complete to include curbs, disconnects dampers, fan speed controllers and vibration isolation.
- 309 Provide Unit heater for mechanical room per plans.
- 310 Provide for gravity vents per drawings.
- 311 Provide a complete air distribution system including but not limited to duct, dampers diffusers, grills and all transitions necessary to accommodate connection to new equipment.
- 312 Provide for sealing of louvers as required with metal panel per plans and specifications.
- 313 Provide for all ductwork to be sealed from the point of fabrication and maintained until the system is started-up.
- 314 Provide new chilled water (CHW) piping, hot water (hw) piping, condensate water piping to include insulation per project schedules

- 315 Provide a complete new Direct Digital Controls as identified on drawings. Controls to be provided by ENTEC and included under this contract. VFDs for pumps to be furnished by ENTEC and installed by others outside this contract. (Contact Terry Setterlund at ENTEC)
- 316 Provide new equipment that is DDC ready per plans and in coordination with DDC Vendor.
- 317 Provide roof curbs complete including but not limited to pitched as required for roof, insulation, sheet metal interior liner, wood nailer, and other options as specified or required for proper installation.
- 318 Provide final testing and balancing of all systems as required.
- 319 Provide make up water and or chemicals required to restore systems upon completion.
- 320 Provide approved fire stopping sealant system and/or acoustical sealant system for all penetrations through new and existing rated floor and wall assemblies for the work required in this bid package including but not limited to insulation, sealants, coatings, sleeves, and wraps.
- 321 Provide pipe and valve identification as required.
- 322 Provide all housekeeping and mechanical pads.
- 323 Provide sleeves in wall and floor penetrations as specified.
- 324 Provide any necessary access panels required for work under this bid package.
- 325 Provide for all inspections, permits, and fees as may be required.
- 326 Provide for unloading and hoisting of materials and equipment.
- 327 Provide markings required for layout of work on floors walls and ceilings with a removable marking substance. All marking substances shall be removed in their entirety prior to the installation of finish materials of any kind
- 328 Provide layout/coordination drawings and coordinate with electrical contractor, plumbing contractor, fire protection contractor, and temperature controls contractor.
- 329 Provide for coordination with utility companies including but not limited to natural gas.
- 330 Provide coordination and information to the Gypsum Board Contractor for top of wall penetrations including but not limited to size of overall opening, elevation A.F.F, and location of each penetration for all walls extending to deck. Gypsum board partition walls will be topped out prior to MEP/FP above ceiling rough-in.
  
- 400 Provide for installation of finish products such as diffusers, louvers, and grilles in a manner that does not leave fingerprints or clean finish products prior to completion.
- 401 Provide certified signaler, certified rigger, and certified crane operator if required for equipment hoisting.
  
- 500 Provide all necessary documentation required by ISBE and or other AHJ for work under this bid package.
- 501 Provide start-up of all equipment by a factory representative. Factory trained personnel employed by subcontractor is not an acceptable substitution.

**Exclusions:**

- 1. Ceiling Demolition.

**Allowances:**

- 1. Carry Allowance in base bid for \$25,000 for system glycol fill. Actual fill requirements to be determined based on existing conditions encountered.

PETITION FOR WAIVER OF MBE/WBE PARTICIPATION

**A. BIDDER/PROPOSER HEREBY REQUESTS:**

☐

FULL MBE WAIVER

☐

FULL WBE WAIVER

☒

REDUCTION (PARTIAL MBE and/or WBE PARTICIPATION)

       % of Reduction for MBE Participation  
  2   % of Reduction for WBE Participation

**B. REASON FOR FULL/REDUCTION WAIVER REQUEST**

Bidder/Proposer shall check each item applicable to its reason for a waiver request. Additionally, supporting documentation shall be submitted with this request. If such supporting documentation cannot be submitted with bid/proposal/quotation, such documentation shall be submitted directly to the Office of Contract Compliance no later than three (3) days from the date of submission date.

☐

(1) No MBEs/WBEs responded to our invitation to bid.

☐

(2) No subcontracting opportunities exist. (Attach explanation)

☐

(3) The award of subcontract(s) is impracticable. (Attach explanation)

☐

(4) There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms. (Attach explanation)

**C. GOOD FAITH EFFORTS TO OBTAIN MBE/WBE PARTICIPATION**

☒

(1) Made timely written solicitation to identified MBEs and WBEs for utilization of goods and/or services; and provided MBEs and WBEs with a timely opportunity to review and obtain relevant specifications, terms and conditions of the proposal to enable MBEs and WBEs to prepare an informed response to solicitation. (Attach explanation)

☐

(2) Followed up initial solicitation of MBEs and WBEs to determine if firms are interested in doing business. (Attach explanation)

☐

(3) Advertised in a timely manner in one or more daily newspapers and/or trade publication for MBEs and WBEs for supply of goods and services. (Attach explanation)

☐

(4) Used the services and assistance of the Office of Contract Compliance staff. (Attach explanation)

☐

(5) Engaged MBEs & WBEs for indirect participation. (Attach explanation)

**D. OTHER RELEVANT INFORMATION**

Attach any other documentation relative to Good Faith Efforts in complying with MBE/WBE participation.



ILLINOIS

JB Pritzker, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

Janel L. Forde, Acting Director

April 15, 2019

Mrs. DEBRA SANDIFER  
DLS Investments, Inc. DBA Decatur Bolt Company  
2099 East Garfield Avenue  
PO Box 2380  
Decatur, IL 62526

Dear DEBRA SANDIFER:

Re: Women Business Enterprise (WBE)  
Certification Term Expires: April 12, 2020

Congratulations! After reviewing the information that you supplied, we are pleased to inform you that your firm has been granted certification under the Business Enterprise Program (BEP) for Minority, Females, and Persons with Disabilities.

This certification is in effect with the State of Illinois until the date specified above..

At least 15 days prior to the anniversary date of your certification, you will be notified by BEP through email to update your certification as a condition of continued certification. It is your responsibility to ensure that the contact email address listed in the system is accurate and up to date and that the email account is checked regularly so that you do not miss any important notifications. In addition, should any changes occur in ownership and/or control of the business or other changes affecting the firm's operations, you are required to notify BEP within two weeks. Failure to notify our office of changes will result in the decertification of your firm.

Your firm's name will appear in the State's Directory as a certified vendor with the Business Enterprise Program in the specialty area(s) of:

NIGP 32000: FASTENERS: BOLTS, NUTS, PINS, RIVETS, SCREWS, ETC., INCLUDING PACKAGING, STRAPPING AND TYING EQUIPMENT AND SUPPLIES

Your firm will only show up in the database of BEP-certified vendors under the NIGP codes listed above, so PLEASE REVIEW THE LIST CAREFULLY TO ENSURE THAT ALL RELEVANT NIGP CODES ARE INCLUDED.

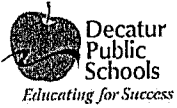
Also, please be advised that this certification does not guarantee that you will receive a State contract. Please visit the Vendor Registration page on [www.opportunities.illinois.gov](http://www.opportunities.illinois.gov) and be sure to register with each of the Procurement Bulletins listed so that you are notified of upcoming solicitations in your NIGP codes. Certification with the Business Enterprise Program does not ensure you receive notifications; you must also register with Procurement Bulletins.

Thank you for your participation in the Business Enterprise Program. We welcome your participation and wish you continued success.

Sincerely,

Carlos Gutiérrez  
Certification Manager  
Business Enterprise Program





Decatur Public School District 61  
101 W. Cerro Gordo Street  
Decatur, IL 62523

RETURN WITH BID

## Subcontractor Utilization Statement

Date:	12/4/2019	Project Title:	Thomas Jefferson Middle School Montessori HVAC Upgrades	
Total Contract Value:	\$1,080,000	Project Number:		

### Section I: Prime Contractor Information

Prime Contractor: Burdick Plumbing & Heating Co., Inc.  
Address: 1175 N 20th Street, Decatur, IL 62521  
  
Phone: 217-429-2385  
Contact Person: Brandon Burdick  
Email: brandon@burdickplumbing.com

### Section II: Selected Subcontractors

Subcontractor Name	MBE or Non-MBE	Amount	% of Total Contract	Scope of Work
BPI Testing	WBE	\$18,000	2%	Testing & Balancing
Premier Insulation	non	\$60,000	5%	Insulation
BEC Mechanical	non	\$110,000	10%	Ventilation
Entec	non	\$185,000	17%	Controls
Totals				

- If more subcontractors are utilized, please copy this form and attach the additional information.

### Section III: MBE subcontractors that submitted bids but were not selected

Subcontractor Name	Scope of Work Bid	Reason for Denial

**Section III Continued: MBE subcontractors that submitted bids but were not selected**

Subcontractor Name	Scope of Work Bid	Reason for Denial
<ul style="list-style-type: none"> <li>If more firms submitted quotes, please copy this form and attach the additional information.</li> </ul>		

**Section IV: MBE subcontractors that were contacted for this project**

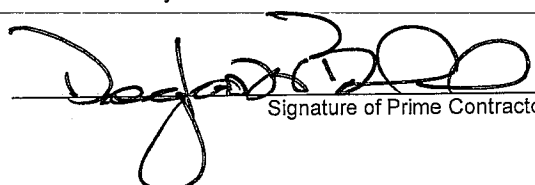
Subcontractor Name	Method of Contact	Contact Outcome
<i>BPI Testing</i>	<i>E-mail</i>	<i>Bidding</i>
<ul style="list-style-type: none"> <li>If more firms were contacted, please copy this form and attach the additional information.</li> </ul>		

**Section V:**

Decatur Public Schools is committed to promoting minority participation in construction projects and in accordance with Policy 4:61, has established the subcontractor utilization goal of 15% Minority Business Enterprises and 20% ethnic minority workforce that are to be used in the execution of this project. Prime Contractors have an obligation to make a good faith effort to advance the District's commitment to increase diversity among the firms working on District construction projects.

**This form must be completed and submitted with the bid proposal.** All subcontractors intended for use on this project shall be listed in the columns above; along with the total amount to be paid to the subcontractors; percentage of total contract; and scope of work. If for whatever reason the Prime Contractor has to utilize a subcontractor not listed above, they must submit a **Notification of Change in Participation** with the necessary support documentation.

The undersigned certifies that the information included herein is true and correct; the subcontractors listed above have agreed to perform the scope of work described. The undersigned further certifies that it has no controlling, dominating, or conflict of interest in any of the listed subcontractors.

  
 Signature of Prime Contractor

12/4/19  
 Date

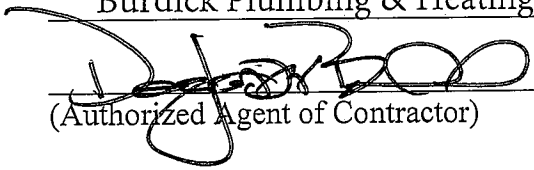
CERTIFICATE OF COMPLIANCE  
WITH ILLINOIS PREVAILING WAGE ACT

The undersigned hereby certifies to Decatur Public School District #61 that it will comply with all of the applicable provisions of the Illinois Prevailing Wage Act (820 ILCS 130), and as such, the undersigned will pay laborers, workers and mechanics performing services on this project not less than the prevailing hourly wage rate determined by the Illinois Department of Labor for Macon County, Illinois for the craft or type of worker needed.

SIGNED this 4th day of December, 2019.

Firm Name: Burdick Plumbing & Heating Co., Inc.

By:

  
(Authorized Agent of Contractor)

Title:

President

SUBSCRIBED AND SWORN TO BEFORE ME on this 4th day of  
December, 2019.



NOTARY PUBLIC

My Commission Expires:

6/23/21

**Official Seal**  
**Rhonda J. Moyer**  
**Notary Public, State of Illinois**  
**My Commission Expires June 23, 2021**

CERTIFICATION OF COMPLIANCE  
WITH SMOKING AND TOBACCO POLICY

The undersigned hereby certifies to Decatur Public School District #61 that it will comply with the below Smoking and Tobacco Policy:

The use of tobacco by any school personnel, student, or other person is prohibited on Decatur Public School District #61 property used for any school purposes. This prohibition applies to such property before, during and after the regular school day, and on days when school is not in session.

The term "Tobacco" will mean cigarettes, cigars, or tobacco in any form, including smokeless tobacco which is any loose, cut, shredded, ground, powdered, compressed or leaf tobacco intended to be placed in the mouth without being smoked.

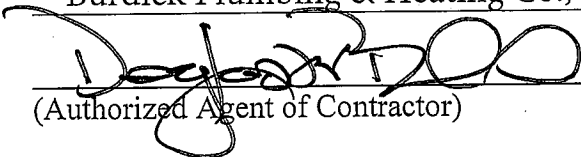
"School Property" includes without limitation, any area within a school building or other indoor facility used for school purposes, and areas outside buildings and facilities, whether owned, leased or contracted by the District.

"School Purposes" include all events, activities or other uses of school property that the Board or the Officials of the District authorize or permit, including without limitation, all interscholastic or extra-curricular athletic, academic or other events sponsored by the Board or in which pupils of the District participate.

SIGNED this 4th day of December, 2019.

Firm Name: Burdick Plumbing & Heating Co., Inc.

By:

  
(Authorized Agent of Contractor)

Title:

President

SUBSCRIBED AND SWORN TO BEFORE ME on this 4th day of  
December, 2019.

  
NOTARY PUBLIC

My Commission Expires: 6/23/21

Official Seal  
Rhonda J. Moyer  
Notary Public, State of Illinois  
My Commission Expires June 23, 2021

CERTIFICATION OF COMPLIANCE WITH  
CRIMINAL BACKGROUND CHECK, CHECK OF SEX OFFENDER DATABASE  
AND CHECK OF STATEWIDE MURDERER AND VIOLENT OFFENDER AGAINST  
YOUTH DATABASE

The undersigned hereby certifies to Decatur Public School District #61 ("the School District"), that it will comply with the below requirements.

The undersigned Contractor shall be responsible for conducting a criminal background check, a check of the Illinois Statewide Sex Offender Database and a check of the Statewide Murderer and Violent Offender Against Youth Database as to all persons who have direct daily contact with pupils who are working within a school building or other indoor facility used for school purposes and areas outside buildings and facilities, whether owned, leased or contracted by the School District. This includes all employees of the Contractor or any sub-contractor, all independent contractors, casual laborers, workers obtained through union halls or hiring halls, and all other individuals present on the School District's property at any time during the performance of the Contract.

No person shall be permitted to work on or within the School District's property who:

- (1) has been convicted of any of the enumerated criminal or drug offenses found in 105 ILCS 5/10-21.9(c); or
- (2) has been convicted, within seven (7) years of the date of this Certification of Compliance, of any other felony under the laws of the State of Illinois, or of any offense committed or attempted in any other state or against the laws of the United States that, if committed or attempted in the State of Illinois, would have been punishable as a felony under the laws of this State; or
- (3) is on the Illinois Sex Offender Database; or
- (4) is on the Statewide Murderer and Violent Offender Against Youth Database.

The Contractor must submit records directly to the School District to verify that the aforementioned checks have been performed on all persons working on or within School District property. All such records must be updated at least every twelve months.


The School District reserves the right to order the Contractor to remove any person from the School District's work who the School District determines to be a threat to safety of students, School District employees, other workers, parents, visitors, or otherwise.

All workers must follow School District policies, regulations and rules as to building access and security.

SIGNED this 4th day of December, 2019.

Firm Name: Burdick Plumbing & Heating Co., Inc.

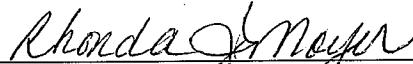
By:

  
(Authorized Agent of Contractor)

Title:

President

SUBSCRIBED AND SWORN TO BEFORE ME on this 4th day of  
December                     , 2019.



NOTARY PUBLIC

My Commission Expires:

6/23/21

**Official Seal**  
**Rhonda J. Moyer**  
**Notary Public, State of Illinois**  
**My Commission Expires June 23, 2021**

CERTIFICATE OF COMPLIANCE  
WITH THE ILLINOIS HUMAN RIGHTS ACT

The undersigned hereby certifies to Decatur Public School District #61 that in accordance with 775 ILCS 5/2-105, it will comply with the provisions of the Illinois Human Rights Act dealing with equal employment opportunities and will adopt and implement a written sexual harassment policy that contains the following elements:

1. A statement that sexual harassment is illegal.
2. The definition of sexual harassment under the Illinois Human Rights Act.
3. A description of the acts that constitute sexual harassment, utilizing examples.
4. The undersigned's internal compliant procedure, including penalties.
5. The legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Illinois Human Rights Commission.
6. Information as to how a person can contact the Illinois Department of Human Rights and the Illinois Human Rights Commission.
7. Information regarding the protection against retaliation under Section 6-101 of the Illinois Human Rights Act.

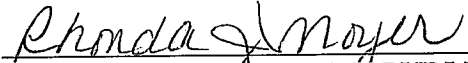
SIGNED this 4th day of December, 2019.

Firm Name: Burdick Plumbing & Heating Co., Inc.

By:   
(Authorized Agent of Contractor)

Title: President

SUBSCRIBED AND SWORN TO BEFORE ME on this 4th day of  
December, 2019.

  
NOTARY PUBLIC

My Commission Expires: 6/23/21

Official Seal  
Rhonda J. Moyer  
Notary Public, State of Illinois  
My Commission Expires June 23, 2021

CERTIFICATE OF COMPLIANCE  
ILLINOIS DRUG-FREE WORKPLACE ACT

Pursuant to 30 ILCS 580/1 et seq. (the "Drug Free Workplace Act") the undersigned contractor hereby certifies to Decatur Public School District #61 that it will provide a drug-free workplace by:

- A. Publishing a statement:
  - 1. Notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, including cannabis, is prohibited in the contractor's workplace.
  - 2. Specifying the actions that will be taken against employees for violations of such prohibition.
  - 3. Notifying the employee that, as a condition of employment on such contract, the employee will;
    - a. abide by the terms of the statement; and
    - b. notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- B. Establishing a drug-free awareness program to inform employees about:
  - 1. The dangers of drug abuse in the workplace;
  - 2. The contractor's policy of maintaining a drug-free workplace;
  - 3. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - 4. The penalties that may be imposed upon employees for drug violations.
- C. Making it a requirement to give a copy of the statement required by Paragraph A herein to each employee engaged in the performance of the contract and to post the statement in a prominent place in the workplace.
- D. Notifying the contracting or granting agency within ten (10) days after receiving notice under Paragraph A(3)(b) herein from an employee or otherwise receiving actual notice of such conviction.
- E. Imposing a sanction on or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by Section 5 of the Drug Free Workplace Act.
- F. Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- G. Making a good faith effort to continue to maintain a drug-free workplace through implementation of Section 3 of the Drug Free Workplace Act.



- H. Failure to abide by this Drug Free Workplace Certification shall subject the contractor to the penalties set forth in sections 6, 7 and 8 of the Drug Free Workplace Act.

NOTICE: This Drug Free Workplace Certification is to be completed by any corporations, partnerships or other entities with twenty-five or more employees at the time of the contract, or a department, division, or unit thereof, directly responsible for the performance of a contract of \$5,000 or more with Decatur Public School District #61

SIGNED this 4th day of December, 2019.

Firm Name: Burdick Plumbing & Heating Co., Inc.

By:

(Authorized Agent of Contractor)

Title:

President

SUBSCRIBED AND SWORN TO BEFORE ME on this 4th day of December, 2019.

Rhonda J. Moyer

NOTARY PUBLIC

My Commission Expires:

6/23/21

**Official Seal**  
**Rhonda J. Moyer**  
**Notary Public, State of Illinois**  
**My Commission Expires June 23, 2021**

NON-COLLUSION AFFIDAVIT

STATE OF ILLINOIS                    )  
  )  
COUNTY OF   Macon                    )

The undersigned bidder or agent, being duly sworn, on oath says that he/she has not, nor has any other member, representative, nor agent of the firm, company, corporation, or partnership represented by him/her entered into any combination, collusion, or agreement with any person relative to the price to be bid by anyone at such letting, nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding, or combination with any other person in reference to such bidding.

SIGNED this   4th   day of   December  , 2019.



AFFIANT - Bidder or Agent for:

  Burdick Plumbing & Heating Co., Inc.    
(Firm or Corporation)

SUBSCRIBED AND SWORN TO BEFORE ME on this   4th   day of  
  December  , 2019.

  
NOTARY PUBLIC

My Commission Expires:   6/23/21  

**Official Seal**  
**Rhonda J. Moyer**  
**Notary Public, State of Illinois**  
**My Commission Expires June 23, 2021**

## BIDDER ELIGIBILITY CERTIFICATION

Article 33E of the Criminal Code of 2012 (720 ILCS 5/33E), requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid proposal.  
FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION OF THE BIDDER.

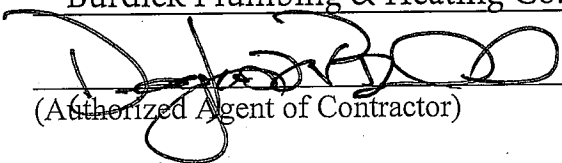
Burdick Plumbing & Heating Co., Inc. (Name of Contractor),  
as part of its bid on a contract for the Work for Decatur Public School District #61, hereby  
certifies that the said contractor is not barred from bidding on the aforementioned contract as a  
result of a violation of either Section 33E-3 or 33E-4 of Article 33E of Chapter 720 of the Illinois  
Compiled Statutes.

SIGNED this 4th day of December, 2019.

Firm Name:

Burdick Plumbing & Heating Co., Inc.

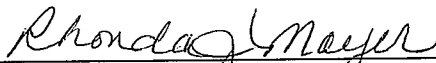
By:

  
(Authorized Agent of Contractor)

Title:

President

SUBSCRIBED AND SWORN TO BEFORE ME on this 4th day of  
December, 2019.



NOTARY PUBLIC

My Commission Expires:

6/23/21

**Official Seal**  
**Rhonda J. Moyer**  
**Notary Public, State of Illinois**  
**My Commission Expires June 23, 2021**



# AIA Document A310tm - 2010

## Bid Bond

### Contractor:

*(Name, Legal Status and Address)*

Burdick Plumbing & Heating Co. Inc.  
P O Box 496  
Decatur IL 62525

### Surety:

*(Name, Legal Status and Principal Place of Business)*

Travelers Casualty and Surety Company of America  
One Tower Square  
Hartford CT 06183-6014

### Owner:

*(Name, Legal Status and Address)*

Decatur Public School District #61  
101 W. Cerro Gordo Street  
Decatur, IL 62523

**Bond Amount:** Five percent of bid

### Project:

*(Name, location or address, and Project number, if any)*

Thomas Jefferson HVAC (Revised)  
4735 E. Cantrell St.  
Decatur, IL 62521

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and give such bond or bonds as may be Specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waived any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

The document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

Signed and sealed this 4th day of December, 2019

Burdick Plumbing & Heating Co. Inc.

*(Contractor as Principal)*

*(Seal)*

Rhonda J. Meyer

*(Witness)*

[Signature]

*(Title)*

Travelers Casualty and Surety Company of America

*(Surety)*

*(Seal)*

Lisa Bailey

*(Witness)*

[Signature]

*(Title)* Blake E Allison Attorney-in-Fact

State of Illinois

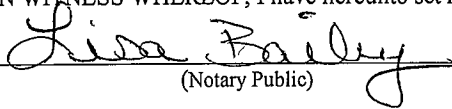
} ss:

County of Macon

On 4th day of December, 2019 before me, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn,  
personally appeared **Blake E Allison**

known to me to be Attorney-in-Fact of Travelers Casualty and Surety Company of America  
the corporation described in and that executed the within and foregoing instrument, and known to me to be the person who executed the said instrument  
in behalf of the said corporation, and he duly acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year stated in this certificate above.

  
(Notary Public)





**Travelers Casualty and Surety Company of America  
Travelers Casualty and Surety Company  
St. Paul Fire and Marine Insurance Company**

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS:** That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Blake E. Allison, of Forsyth, Illinois**, their true and lawful Attorney-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

**IN WITNESS WHEREOF**, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **3rd day of February, 2017**.



State of Connecticut

City of Hartford ss.

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

*Robert L. Raney*  
Robert L. Raney, Senior Vice President

On this the **3rd day of February, 2017**, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

**In Witness Whereof**, I hereunto set my hand and official seal.

My Commission expires the **30th day of June, 2021**



*Marie C. Tetreault*  
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 4th day of December, 2019



*Kevin E. Hughes*  
Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.  
Please refer to the above-named Attorney-in-Fact and the details of the bond to which the power is attached.**

**Decatur Public School District #61**  
**Bid Tab**

**Project:** Thomas Jefferson Middle School Montessori HVAC Upgrades  
**Location:** 4735 E. Cantrell Street, Decatur IL  
**Project No.:**  
**Date/Time:** December 4, 2019 @ 2:00 p.m.  
**Trade:** HVAC Work

DECLINE ALTERNATE

[illegible]



**DECATUR DISTRICT 61 BOARD OF EDUCATION  
REGULAR MEETING MINUTES**

DATE/TIME: November 19, 2019

4:00 PM

LOCATION: MacArthur High School  
1499 W. Grand Avenue  
Decatur, IL 62522

PRESENT: Beth Nolan, President  
Kendall Briscoe (arrived 4:03 PM)  
Regan Lewis (arrived 4:05 PM)  
Andrew Taylor  
Courtney Carson, Vice President  
Beth Creighton  
Dan Oakes

STAFF: Superintendent Dr. Paul Fregeau, Board Secretary Melissa Bradford, Attorney Brian Braun and others

President Nolan called the meeting to order at 4:00 PM.

TOPIC	DISCUSSION	ACTION
<b>Call for Closed Executive Session</b>	President Nolan called the meeting to order and moved into Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, pending and/or imminent litigation and discussion of collective negotiating matters between the Board and representatives of its employees, seconded by Vice President Carson.	Board moved to Closed Executive Session at 4:00 PM.
	Hearing no questions, President Nolan called for a Roll Call Vote: Aye: Carson, Nolan, Oakes, Taylor, Creighton Nay: None Absent: Briscoe (arrived at 4:03 PM) and Lewis (arrived at 4:05 PM) Roll Call Vote: 5 Aye, 0 Nay, 2 Absent	
<b>Return to Open Session</b>	President Nolan motioned to return to Open Session, seconded by Mrs. Lewis. All were in favor.	Returned to Open Session at 6:18 PM.
<b>Open Session Continued</b>	President Nolan noted that the Board of Education had been in Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, pending and/or imminent litigation and discussion of collective negotiating matters between the Board and representatives of its employees. No action was taken during Closed Executive Session.	
<b>Pledge of Allegiance</b>	President Nolan led the Pledge of Allegiance.	
<b>Student Ambassadors</b>	President Nolan noted that Student Ambassadors Loren Lindsey and Londarius Hayes were present.	Information only.

TOPIC	DISCUSSION	ACTION
<b>Approval of Agenda, November 19, 2019</b>	<p>Superintendent Fregeau recommended the Board approve the November 19, 2019 Open Session Board Meeting agenda as presented.</p> <p>Mr. Oakes moved to approve the recommendation, seconded by Mrs. Briscoe. All were in favor.</p>	Agenda was approved as presented.
<b>District Highlight</b>	<p>Mel Roustio, Turkey Tournament Coordinator, presented an update on the 50<sup>th</sup> Annual Turkey Tournament, which will take place November 26-27 and 29-30, 2019 at Stephen Decatur Middle School.</p> <p>President Nolan noted that during Public Participation, the Board of Education asked for the following:</p> <ul style="list-style-type: none"> <li>• Identify oneself and be brief.</li> <li>• Comments should be limited to 3 minutes.</li> <li>• During any Board of Education meeting and public participation, Board Members do not respond and/or comment to public comments.</li> </ul>	Information only.
<b>Public Participation</b>	Linda Shroyer, Substitute School Nurse, spoke to the Board regarding her support for the Teaching Assistants (TA) and the value of them and the LPN nursing staff. Their experiences were invaluable and cannot be replaced. She also invited the Board and the Superintendent to visit a classroom with a TA.	Information only.
<b>Board and/or Other Committee Reports</b>	<p>Mrs. Creighton noted that the Policy Committee met on November 19<sup>th</sup> to discuss and review several upcoming policies that will be presented to the Board Members soon.</p> <p>President Nolan noted that the Naming Committee has met with the principals of the buildings that will have considerations for re-naming their buildings. This was due to merges and/or transitions. The considerations will be presented to the Board in January 2020.</p> <p>Superintendent Fregeau noted that the Joint Working Group Committee met and discussed opportunities to leverage tax dollars. There will be a news release in the future regarding these outcomes. Mrs. Creighton asked if the Joint Group could discuss the City bus's schedule as it related to our high school students. The arrival schedule, at this time, was not convenient for high school students in the morning and/or afternoon.</p> <p>Vice President Carson noted that the Discipline Action Committee (DAC) met and suggested that a Task Force be formed as it related to student suspension transitions.</p>	Information only.
<b>Student Ambassador's Report</b>	None at this time.	Information only.

TOPIC	DISCUSSION	ACTION
<b>Board Discussion</b>	President Nolan suggested having a mid-year three hour discussion regarding the Strategic Plan. She asked for availability on Tuesday, December 17 <sup>th</sup> . More information forthcoming.	Information only.
	Vice President Carson acknowledged and thanked Maria Robertson and Team for the video “I Choose You” that went viral.	
<b>Supt’s Reports Annual Report Robertson Charter School</b>	<p>Bishop Glen Livingston, President/CEO of Robertson Charter School (RCS) and Niki Fenderson, Principal of RCS, presented an annual report (see attached) and shared information as follows:</p> <ul style="list-style-type: none"> <li>• 2019 Commendable School (2<sup>nd</sup> year)</li> <li>• Current enrollment 350 K-8 students</li> <li>• Recent Enhancements <ul style="list-style-type: none"> <li>◦ Staffing, curriculum, technology, facility and decision-making.</li> </ul> </li> <li>• Accomplishments <ul style="list-style-type: none"> <li>◦ Average attendance</li> <li>◦ Tardies (decrease)</li> <li>◦ Planning center visits</li> <li>◦ Building relationships</li> </ul> </li> </ul> <p>RCS had space limitations, therefore, they recently purchased a facility on Eldorado Street. The following departments were moved to that facility:</p> <ul style="list-style-type: none"> <li>• Business office</li> <li>• IT Department</li> <li>• Maintenance</li> <li>• Transportation</li> <li>• Training Center</li> </ul> <p>President Nolan asked if RCS could provide student growth data regarding reading and math for the 2018-2019 school year. Principal Fenderson replied that they will provide that information.</p> <p>If additional space is needed, RCS will ask the District.</p>	Information only.
<b>School Transitions/ Recommendations for Building Closures- Consolidations</b>	<p>Dr. Fred Bouchard, Assistant Superintendent of Support Services, and other principals presented information regarding School Transitions (see attached).</p> <p>By August 2020, the following transitions would be completed as planned:</p> <ul style="list-style-type: none"> <li>• Enterprise Montessori and Garfield combine at Thomas Jefferson Montessori School.</li> <li>• French STEM Academy moves to Enterprise Elementary School</li> <li>• Dennis Lab School expands into the French building and makes Dennis a two-campus school.</li> <li>• South Shores Elementary School expands.</li> <li>• Durfee Magnet School will be closed.</li> </ul>	Information only.

TOPIC	DISCUSSION	ACTION
<b>School Transitions/ Recommendations for Building Closures- Consolidations Continued</b>	Please note: There is also a Contingency Plan in case there were some unforeseen circumstances during the construction projects.	Information only.
	There were committee meetings and various additional discussions regarding these transitions. The Harris, Enterprise, Dennis, French and Thomas Jefferson buildings are having discussions regarding a “new” name.	
	For 2020-2021 school year, the closure recommendations were Durfee, Southeast and Garfield buildings.	
	Deanne Hillman noted that the Durfee teachers could apply for current open positions. If they apply for an open position now, the employee would remain at Durfee then assigned after the traditional displaced process was over. All DEA members are obligated to be interviewed, but they are not obligated to be chosen. The open positions should be a part of the displaced process, which would take place in March 2020. Contract language must be followed. As soon as the District is aware of the number of students in the buildings after the transitions, the staff openings and/or positions would be created and posted.	
	President Nolan asked about the conversation surrounding French STEM expanding to a K-8 building. Dr. Fred Bouchard replied that there were some facility challenges and the District needs to re-visit the space issues. More information forthcoming.	
<b>Facilities Update</b>	Mrs. Creighton asked if the Contingency Plan caused any issues, if used. Superintendent Fregeau replied no, the Board would have to approve a temporary opening, which would then have to be communicated to ISBE.	
	Mr. Taylor asked about the buildings that would become offline. Dr. Bouchard replied that utilization and direction would be discussed with the Board Members.	
	The two-campus for Dennis is due to overcapacity at the current Dennis Lab School. All of the current students in the current Dennis boundary are not able to attend due to space issues.	
	The Thomas Jefferson Montessori School will have some color throughout the building.	
	Representatives from BLDD presented a Facilities Update regarding the Schematic Designs (see attached) for the following elementary schools:	Information only.
	<ul style="list-style-type: none"> <li>• South Shores</li> <li>• Franklin</li> <li>• Muffley</li> <li>• Parsons</li> </ul>	

TOPIC	DISCUSSION	ACTION
	Erin Gunn, IDG Architects, noted that they were the consulting architects, through BLDD, for the <b>BOLD</b> Facilities Plan. They will be working on the conceptual design of the interior core spaces at Parsons, Muffley and Franklin. They will continue to engage staff regarding their plans to utilize those spaces, then finalize the concepts based on the feedback. With this information, they will move forward with the completion of the design development phase in order for O'Shea to create the budget for the possible renovations and/or additions. At this time, the goal is January 14, 2020.	
	Tim Hickey, O'Shea Builders, shared an estimate matrix (with costs) and a schedule of the four elementary schools (see attached).	
	Mr. Hickey noted that they were currently ahead of schedule at Thomas Jefferson Montessori School. The completion date is anticipated to be May 26, 2020.	
<b>Personnel Action Items</b>	<p>Superintendent Fregeau recommended the Board approve the Personnel Action Items listed in the Memo from Deanne Hillman, Director of Human Resources as presented.</p> <p>Mrs. Creighton moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote:  Aye: Nolan, Taylor, Briscoe, Creighton, Oakes, Carson, Lewis  Nay: None  Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. The Personnel Action Items were approved as presented.</p>
<b>Consent Items</b>	<p>Superintendent Fregeau recommended the Board approve the Consent Items as presented.</p> <p>A. Minutes: Open/Closed Meetings November 05, 2019  B. Bills  C. Financial Conditions Report  D. Treasurer's Report  E. Authorize BLDD to Submit Health/Life/Safety Amendments  F. School Board Policy:  <ul style="list-style-type: none"> <li>2:150 Board Committees</li> </ul> G. Administrative Procedures:  <ul style="list-style-type: none"> <li>4:150 Opening and Closing an Attendance Center</li> <li>8:20 Exhibit Application and Procedures for Use of School Facilities</li> </ul> </p> <p>Mr. Taylor moved to approve the recommendation, seconded by Mrs. Briscoe. Hearing no questions, President Nolan called for a Roll Call Vote:  Aye: Carson, Briscoe, Taylor, Creighton, Oakes, Lewis, Nolan  Nay: None  Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried. The Consent Items were approved as presented.</p>

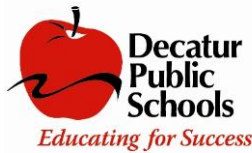
TOPIC	DISCUSSION	ACTION
<b>Important Dates</b>	<p><b><u>November</u></b></p> <p>26-27 and 29-30 Annual Turkey Tournament at Stephen Decatur Middle School</p> <p>27 Veteran's Day Holiday Observed in DPS 61</p> <p>– <b>No School and District Offices are Closed</b></p> <p>28 – 29 Thanksgiving Holidays</p> <p>– <b>No School and District Offices are Closed</b></p> <p><b><u>December</u></b></p> <p>02 Midterm Distribution</p> <p>20 High School Exams</p> <p>20 End of 2<sup>nd</sup> Quarter and End of 1<sup>st</sup> Semester</p> <p>24 – 31 <b>No School for Students, Holiday and Winter Break</b></p> <p>24 and 25 <b>Christmas Holidays Observed and All District Offices are Closed</b></p> <p>– District Offices will Re-open on December 26, 2019</p> <p><b>NEXT MEETING</b></p> <p>The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, December 10, 2019 in the 1<sup>st</sup> Floor Board Room at the Keil Administration Building.</p>	Information only.
<b>Adjournment</b>	President Nolan asked for a motion to adjourn the Open Session Meeting. Mrs. Lewis Board motioned, seconded by Mrs. Briscoe. All were in favor.	adjourned at 8:04 PM.

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 Beth Nolan, President

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 Melissa Bradford, Board Secretary



## Board of Education Decatur Public School District 61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Monthly Board Bills
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> <ul style="list-style-type: none"><li>• Employee Monthly Check Listing (12 Pages)</li><li>• Vendor Monthly Check Listing (131 Pages)</li><li>• Employee Out of Line Check Listing (4 Pages)</li><li>• Voided Check Listing (1 Page)</li><li>• Disbursements via ACH (1 Page)</li></ul>
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

**BACKGROUND INFORMATION:**

Attached is the listing of monthly bills for Board approval. The total amount of the check register on November 30, 2019 was \$6,144,758.18.

Employee Monthly Total	\$19,881.37
Vendor Monthly Total	\$6,130,773.50
Employee Out of Line Monthly Total	\$2,055.47
Voided Check Total	(\$7,952.16)
<b>Total</b>	<b>\$6,144,758.18</b>

**CURRENT CONSIDERATIONS:**

N/A

**FINANCIAL CONSIDERATIONS:**

N/A

**STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education Retroactively Approve the Monthly Bills as presented.

**RECOMMENDED ACTION:**

- ☒ Approval  
☐ Information  
☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: CONSOLIDATED ACCOUNT 2

Bank Account: 2892733

NCB	11/30/2019	1159	FITZGERALD, ALYSSA D	V103065	12.00.2210.0810.0.332	2019 CONF MILEAGE – 2019 CONF MILEAGE	\$191.98
NCB	11/30/2019	1159	CHLEBUS, JILL S	V105286	12.00.1216.0923.0.640	REIMBURSEMENT FOR ASHA MEMBERSHIP	\$250.00
NCB	11/30/2019	1159	ROBBINS, SAMANTHA S	V106957	12.00.1207.0812.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$316.56
NCB	11/30/2019	1159	ENYART, KAYCEE J	V12656	12.00.1216.0870.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$20.53
NCB	11/30/2019	1159	MAYER, KAREN	V140965	10.06.3850.0185.2.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$55.97
NCB	11/30/2019	1159	SCHOEMPERLEN, TAMMY F	V141544	10.06.2210.0187.2.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$51.33
NCB	11/30/2019	1159	WICKLINE, TRACY N	V150748	10.00.3900.0117.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$28.65
NCB	11/30/2019	1159	REEDY, MAIRI	V159730	12.00.2132.0880.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$60.32
NCB	11/30/2019	1159	IGNATOWSKI, ASHLEY K	V162266	10.49.2640.0000.0.640	REIMBURSEMENT – MEMBERSHIP DUES TO ASHA	\$225.00
NCB	11/30/2019	1159	SMITH, BLAKE	V173063	10.93.2222.4300.2.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$66.58
NCB	11/30/2019	1159	HARRIS, BROOKE R	V177565	10.00.2112.0000.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$101.44
NCB	11/30/2019	1159	ENGELGAU, SUSAN	V190406	12.00.2132.0880.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$182.93
NCB	11/30/2019	1159	MCCOY, LORI B	V197750	12.00.2210.0810.0.332	2019 CONF MILEAGE – 2019 CONF MILEAGE	\$185.60



## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☐ Exclude Voided Checks☐ Exclude Manual Checks☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	MCCOY, LORI B	V197750	12.00.2210.0810.0.332	LUNCH - PARTIAL DAY - LUNCH - PARTIAL DAY	\$15.00
NCB	11/30/2019	1159	MCCOY, LORI B	V197750	12.00.2210.0810.0.332	DINNER - PARTIAL DAY - DINNER - PARTIAL DAY	\$70.00
NCB	11/30/2019	1159	BLADES, PAMELA S	V203243	10.13.2640.0000.0.640	REIMBURSEMENT - JOINT MEMBERSHIP DUES TO NSTA	\$95.00
NCB	11/30/2019	1159	WRIGHT, MARVA L	V219166	10.72.1100.0000.0.410	REIMBURSEMENT - HOBBYLOBBY SUPPLIES FOR	\$1.99
NCB	11/30/2019	1159	WRIGHT, MARVA L	V219166	10.72.1100.0000.0.410	HOBBYLOBBY SUPPLIES FOR CLASSROOM EXPERIEMENT	\$18.96
NCB	11/30/2019	1159	WRIGHT, MARVA L	V219166	10.72.1100.0000.0.410	WALMART SUPPLIES FOR CLASSROOM EXPERIEMENT	\$38.77
NCB	11/30/2019	1159	WRIGHT, MARVA L	V219166	10.72.1100.0000.0.410	DOLLAR TREE SUPPLIES FOR CLASSROOM EXPERIEMENT	\$3.00
NCB	11/30/2019	1159	MOYER, CHARLES	V219314	10.62.2190.0047.0.333	CROSSING GUARD MILEAGE- CHARLES MOYER	\$227.48
NCB	11/30/2019	1159	MICHENER, KIM E	V225277	10.03.2220.0100.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$58.17
NCB	11/30/2019	1159	BARNETT, SABRINA	V226946	10.44.2640.0000.0.640	REIMBURSEMENT - MEMBERSHIP DUES TO ASHA	\$250.00
NCB	11/30/2019	1159	ZILZ, CAROL JEAN	V227086	12.00.2132.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$38.45
NCB	11/30/2019	1159	TOZER, THERESSA D	V271796	10.03.1125.0182.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$29.93
NCB	11/30/2019	1159	TOZER, THERESSA D	V271796	10.03.1125.0182.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$26.91
NCB	11/30/2019	1159	TOZER, THERESSA D	V271796	10.03.1125.0182.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$38.16
NCB	11/30/2019	1159	TOZER, THERESSA D	V271796	10.03.1125.0182.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$40.60

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	TOZER, THERESSA D	V271796	10.03.1125.0182.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$11.08
NCB	11/30/2019	1159	HETTINGER, ANDREA M	V27425	12.00.2210.0810.0.332	DINNER - PARTIAL DAY - DINNER - PARTIAL DAY	\$70.00
NCB	11/30/2019	1159	HOTWICK, DIANA	V277584	10.01.2210.0123.0.332	2019 CONF MILEAGE - 2019 CONF MILEAGE	\$83.52
NCB	11/30/2019	1159	ALLEN, CHRISTINE	V282433	12.00.2211.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$283.45
NCB	11/30/2019	1159	ALLEN, CHRISTINE	V282433	12.00.2211.0870.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$283.45
NCB	11/30/2019	1159	HUNTER, DONNA	V28366	12.00.2191.0879.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$9.28
NCB	11/30/2019	1159	BROWN, DEREK R	V284435	10.93.2540.0105.0.410	SAFETY BOOTS - CUSTODIANS - SAFETY	\$99.66
NCB	11/30/2019	1159	CARIE, VINCENT L	V28637	10.81.2111.3695.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$22.27
NCB	11/30/2019	1159	PLAIN, TATUM MICHELE	V291317	12.00.2210.0810.0.332	2019 CONF MILEAGE - 2019 CONF MILEAGE	\$92.80
NCB	11/30/2019	1159	PLAIN, TATUM MICHELE	V291317	12.00.2210.0810.0.332	LUNCH - PARTIAL DAY - LUNCH - PARTIAL DAY	\$30.00
NCB	11/30/2019	1159	GUMBEL, KATHLEEN S	V311071	12.00.2132.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$67.98
NCB	11/30/2019	1159	DENDARIARENA, RUTH	V314774	10.50.3850.0180.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$72.62
NCB	11/30/2019	1159	WICKLINE, TRACY N	V316601	10.00.3900.0117.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$28.83
NCB	11/30/2019	1159	ARMSTRONG, MELINDA S	V325645	10.93.2130.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$24.88
NCB	11/30/2019	1159	ARMSTRONG, MELINDA S	V325645	10.93.2130.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$8.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	STINE, JENNIFER E	V330521	12.00.2132.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$187.05
NCB	11/30/2019	1159	SCHWARTZ, ABIGAIL R	V350775	10.50.3850.0180.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$59.62
NCB	11/30/2019	1159	LEWIS, CYNTHIA M	V354642	12.00.1216.0820.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$52.13
NCB	11/30/2019	1159	DOUGLASS, TY C	V358484	10.82.2210.4620.2.312	REGISTRATION-EMPLOY PAID -	\$280.00
NCB	11/30/2019	1159	DOUGLASS, TY C	V358484	10.82.2210.4620.2.332	2019 CONF MILEAGE - 2019 CONF MILEAGE	\$47.56
NCB	11/30/2019	1159	DOUGLASS, TY C	V358484	10.82.2210.4620.2.332	PER DIEM - PER DIEM	\$60.00
NCB	11/30/2019	1159	DOUGLASS, TY C	V358484	10.82.2210.4620.2.332	BREAKFAST - PARTIAL DAY - BREAKFAST - PARTIAL	\$10.00
NCB	11/30/2019	1159	DOUGLASS, TY C	V358484	10.82.2210.4620.2.332	HOTEL - EMPLOYEE PAID - HOTEL - EMPLOYEE PAID	\$134.47
NCB	11/30/2019	1159	LILLY, LORI J	V359284	12.00.2140.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$353.05
NCB	11/30/2019	1159	RANSONE, FRANCES M	V361448	12.00.2132.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$85.26
NCB	11/30/2019	1159	MORROW, JENNIFER E	V378505	10.82.1100.0005.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$76.21
NCB	11/30/2019	1159	ST PIERRE, MICHELLE	V434673	12.00.2210.0810.0.332	2019 CONF MILEAGE - 2019 CONF MILEAGE	\$122.96
NCB	11/30/2019	1159	ST PIERRE, MICHELLE	V434673	12.00.2210.0810.0.332	BREAKFAST - PARTIAL DAY - BREAKFAST - PARTIAL	\$10.00
NCB	11/30/2019	1159	ST PIERRE, MICHELLE	V434673	12.00.2210.0810.0.332	LUNCH - PARTIAL DAY - LUNCH - PARTIAL DAY	\$15.00
NCB	11/30/2019	1159	ST PIERRE, MICHELLE	V434673	12.00.2210.0810.0.332	DINNER - PARTIAL DAY - DINNER - PARTIAL DAY	\$35.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	WALCZYK, SARAH J	V442557	10.60.1100.0036.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$56.96
NCB	11/30/2019	1159	PETERS, AARON M	V450843	20.93.2540.0601.0.410	SAFETY BOOT - MAINTENANCE - SAFETY	\$200.00
NCB	11/30/2019	1159	BLACK, MARIANNE	V451848	12.00.2332.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$55.68
NCB	11/30/2019	1159	WALDROP, KIONA J	V459904	10.00.2111.0171.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$36.37
NCB	11/30/2019	1159	FRANCIS, AMANDA	V464583	10.93.2540.0105.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$16.53
NCB	11/30/2019	1159	KOERWITZ, CHRISTOPHER R	V469151	12.00.2210.0810.0.332	2019 CONF MILEAGE - 2019 CONF MILEAGE	\$56.84
NCB	11/30/2019	1159	BORN, LORI A	V469570	10.50.1216.0048.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$52.90
NCB	11/30/2019	1159	BORN, LORI A	V469570	10.50.1216.0048.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$22.27
NCB	11/30/2019	1159	SHAFFER, GLENN	V510846	10.82.1100.0030.0.410	REIMBURSEMENT - SUPPLIES PURCHASED FOR APPLIED	\$46.48
NCB	11/30/2019	1159	SHAFFER, GLENN	V510846	10.82.1100.0030.0.410	LOWE'S RECEIPT	\$27.96
NCB	11/30/2019	1159	WITTS, STACY	V512350	10.50.2410.0103.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$162.63
NCB	11/30/2019	1159	ROSSI, MARY	V51818	10.72.1100.0000.0.410	REIMBURSEMENT - HOBBY LOBBY CRAFTS - AND	\$12.49
NCB	11/30/2019	1159	ROSSI, MARY	V51818	10.72.1100.0000.0.410	CURTIS ORCHARD & PUMPKIN PATCH MINI	\$44.09
NCB	11/30/2019	1159	HORATH, KATHLEEN R	V524549	12.00.2330.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$178.18
NCB	11/30/2019	1159	KNUPPEL, SARAH E	V538252	10.50.1125.3705.2.410	REIMBRUSEMENT - AMAZON RECIEPT AND CC	\$123.90

# Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	CLINE, MICHELLE L	V539547	12.00.2140.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$132.76
NCB	11/30/2019	1159	HART, TIFFANY L	V540446	10.93.2130.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$58.12
NCB	11/30/2019	1159	ROTRAMEL, ANNALISA K	V553969	12.00.1208.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$432.10
NCB	11/30/2019	1159	HIGH, MARY	V554450	10.72.1216.0048.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$20.59
NCB	11/30/2019	1159	ZAHM, AMY	V555751	10.82.2410.0103.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$242.44
NCB	11/30/2019	1159	LAPPEGARD, TAYLOR M	V560079	10.81.2111.3695.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$23.72
NCB	11/30/2019	1159	HETTINGER, ANDREA M	V560360	12.00.2330.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$212.45
NCB	11/30/2019	1159	WICKLINE, TRACY N	V568669	10.00.3900.0117.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$30.04
NCB	11/30/2019	1159	MULLINIX, KRISTI	V573146	10.24.1100.0000.0.410	REIMBURSEMENT - KROGER- HRSY CHOCK	\$19.99
NCB	11/30/2019	1159	MULLINIX, KRISTI	V573146	10.24.1100.0000.0.410	DOLLAR GENERAL - VIP DAY	\$17.00
NCB	11/30/2019	1159	MULLINIX, KRISTI	V573146	10.24.1100.0000.0.410	WALGREENS - PHOTOFINISHING - VIP DAY	\$6.71
NCB	11/30/2019	1159	MILLER, ERIN M	V590709	10.72.1100.0000.0.410	REIMBURSEMENT - DOWLING MAGNETS FUN W	\$239.84
NCB	11/30/2019	1159	CARIE, VINCENT L	V600804	10.81.2111.3695.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$30.51
NCB	11/30/2019	1159	MOORE, JEREMY	V613829	10.82.1100.0021.0.410	REIMBURSEMENT - STUDENT WORKBOOK	\$37.75
NCB	11/30/2019	1159	NOVAK, MEAGAN	V614629	10.00.2640.0000.0.230	REIMBURSEMENT - SOCIAL WELFARE POL CLASS 4	\$1,400.00

# Decatur School District #61

## Disbursement Detail Listing

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Date Range: 11/01/2019 - 11/30/2019

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Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	NOVAK, MEAGAN	V614629	10.00.2640.0000.0.230	HBSE 1:HUMAN DEVELOPMENT CLASS 4	\$1,400.00
NCB	11/30/2019	1159	HUGHES, MARK J	V615745	12.00.2330.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$487.72
NCB	11/30/2019	1159	MAVIS, CASSIE	V618313	10.50.2210.3705.2.332	CONFERENCE REIMBURSEMENT	\$20.00
NCB	11/30/2019	1159	MAVIS, CASSIE	V618313	10.50.2210.3705.2.332	LUNCH REIMBURSEMENT FOR CASSIE MAVIS DURING	\$30.00
NCB	11/30/2019	1159	MAVIS, CASSIE	V618313	10.50.2210.3705.2.332	DINNER REIMBURSEMENT FOR CASSIE MAVIS DURING	\$35.00
NCB	11/30/2019	1159	RYAN, DEBRA L	V627973	12.00.2140.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$68.32
NCB	11/30/2019	1159	YOUNG, MARGARET	V630495	12.00.1207.0812.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$459.82
NCB	11/30/2019	1159	WETZEL, ANGELA ANN	V63701	10.93.2130.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$90.42
NCB	11/30/2019	1159	MAGGIO, AILEEN M	V640253	12.00.2210.0810.0.332	2019 CONF MILEAGE - 2019 CONF MILEAGE	\$106.98
NCB	11/30/2019	1159	MAGGIO, AILEEN M	V640253	12.00.2210.0810.0.332	BREAKFAST - PARTIAL DAY - BREAKFAST - PARTIAL	\$10.00
NCB	11/30/2019	1159	MAGGIO, AILEEN M	V640253	12.00.2210.0810.0.332	LUNCH - PARTIAL DAY - LUNCH - PARTIAL DAY	\$15.00
NCB	11/30/2019	1159	MAGGIO, AILEEN M	V640253	12.00.2210.0810.0.332	DINNER - PARTIAL DAY - DINNER - PARTIAL DAY	\$35.00
NCB	11/30/2019	1159	MAGGIO, AILEEN M	V640253	12.00.2332.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$387.38
NCB	11/30/2019	1159	DONLEY, KRISTINA L	V659166	10.72.2410.0000.0.410	REIMBURSEMENT - AMAZON.COM PRIME FAKE	\$67.96
NCB	11/30/2019	1159	HENSON DUNNING, PENNY I	V674902	10.82.1100.0044.0.410	REIMBURSEMENT - SUPPLIES PURCHASED FOR LABS AND	\$20.97

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	HENSON DUNNING, PENNY I	V674902	10.82.1100.0044.0.410	WALMART RECEIPT	\$9.27
NCB	11/30/2019	1159	HENSON DUNNING, PENNY I	V674902	10.82.1100.0044.0.410	KROGER RECEIPT	\$25.60
NCB	11/30/2019	1159	FAFARA, MARY	V678846	10.21.2640.0000.0.640	REIMBURSEMENT – MEMBERSHIP DUES TO ASHA	\$225.00
NCB	11/30/2019	1159	DETMERS, JENNIFER M	V680157	12.00.1206.0811.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$381.06
NCB	11/30/2019	1159	KOERWITZ, CHRISTOPHER R	V685667	12.00.2332.0810.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$171.16
NCB	11/30/2019	1159	MILLS-JONES, SUSAN F	V686257	12.00.2130.0871.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$16.08
NCB	11/30/2019	1159	MILLS-JONES, SUSAN F	V686257	12.00.2130.0904.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$25.68
NCB	11/30/2019	1159	BRASE, JAMES	V688684	10.93.2130.0000.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$15.66
NCB	11/30/2019	1159	HAWK, MATTHEW	V689356	12.00.1202.0870.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$94.25
NCB	11/30/2019	1159	TRIMBLE, LAWRENCE	V697999	10.00.2112.0000.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$29.46
NCB	11/30/2019	1159	TRIMBLE, LAWRENCE	V697999	10.00.2112.0000.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$19.14
NCB	11/30/2019	1159	SPITZZERI, ALFRED A	V701026	12.00.2140.0880.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$140.53
NCB	11/30/2019	1159	DASE, JEFF	V702170	10.00.2322.0000.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$157.70
NCB	11/30/2019	1159	YOCKEY, ASHLEY D	V72212	12.00.2140.0880.0.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$94.02
NCB	11/30/2019	1159	LEWIS, CYNTHIA M	V72337	10.22.1216.0048.0.333	OCTOBER MILEAGE	\$78.20
NCB	11/30/2019	1159	GAFFRON, LINDA	V726512	12.00.1206.0851.2.333	2019 MILEAGE IN DISTRICT – 2019 MILEAGE IN	\$43.62

# Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1159 - 1159

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	CHLEBUS, JILL S	V729463	12.00.1216.0923.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$46.69
NCB	11/30/2019	1159	LANE, SABRINA A	V746906	12.00.2132.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$201.61
NCB	11/30/2019	1159	HILL, TARA SUE	V747015	12.00.2211.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$255.61
NCB	11/30/2019	1159	RUSSELL, MARLA	V757473	10.49.2410.0103.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$85.84
NCB	11/30/2019	1159	MURRAY, KELLI M	V759530	10.03.2210.0084.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$84.45
NCB	11/30/2019	1159	STANZIONE, MORGAN R	V760525	10.50.3850.0180.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$53.71
NCB	11/30/2019	1159	ACKLEY, DYLAN A	V76397	10.93.2222.4300.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$17.17
NCB	11/30/2019	1159	ACKLEY, DYLAN A	V76397	10.93.2222.4300.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$19.43
NCB	11/30/2019	1159	MCDERMITH, LINDA S	V765081	12.00.2191.0879.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$26.80
NCB	11/30/2019	1159	LORD, ELLYN M	V765901	12.00.2330.0879.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$30.16
NCB	11/30/2019	1159	NOVAK, MEAGAN	V769665	10.00.3900.0117.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$71.92
NCB	11/30/2019	1159	CLONEY, COLIN J	V777935	10.00.2630.0131.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$36.13
NCB	11/30/2019	1159	CLONEY, COLIN J	V777935	10.00.2630.0131.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$41.53
NCB	11/30/2019	1159	CLONEY, COLIN J	V777935	10.00.2630.0131.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$24.65
NCB	11/30/2019	1159	CLONEY, COLIN J	V777935	10.00.2630.0131.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$14.50



# Decatur School District #61

## Disbursement Detail Listing

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Date Range: 11/01/2019 - 11/30/2019

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Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	TERHARK, KELLY	V779867	10.85.2113.0048.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$38.86
NCB	11/30/2019	1159	CARIE, VINCENT L	V788444	10.81.2111.3695.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$33.64
NCB	11/30/2019	1159	MCCOY, LORI B	V790658	12.00.2332.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$244.64
NCB	11/30/2019	1159	HOGAN, TROY	V797292	10.93.2540.0105.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$35.09
NCB	11/30/2019	1159	WITTS, STACY	V817299	10.50.2410.0103.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$169.71
NCB	11/30/2019	1159	KINSELLA, CONNIE J	V820003	12.00.2140.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$224.75
NCB	11/30/2019	1159	INNIS, JANE A	V845458	10.12.2640.0000.0.640	REIMBURSEMENT - MEMBERSHIP DUES TO THE	\$250.00
NCB	11/30/2019	1159	DAVIS, RISE'	V870595	12.00.1208.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$97.90
NCB	11/30/2019	1159	BOUCHARD, FREDERICK L	V879005	10.00.2322.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$34.45
NCB	11/30/2019	1159	BOUCHARD, FREDERICK L	V879005	10.00.2322.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$39.09
NCB	11/30/2019	1159	BOUCHARD, FREDERICK L	V879005	10.00.2322.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$26.97
NCB	11/30/2019	1159	BOUCHARD, FREDERICK L	V879005	10.00.2322.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$33.64
NCB	11/30/2019	1159	BOUCHARD, FREDERICK L	V879005	10.00.2322.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$36.31
NCB	11/30/2019	1159	BOUCHARD, FREDERICK L	V879005	10.00.2322.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$25.46
NCB	11/30/2019	1159	ST PIERRE, MICHELLE	V891236	12.00.2211.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$105.73

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	LAPPEGARD, TAYLOR M	V908255	10.81.2111.3695.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$40.14
NCB	11/30/2019	1159	HACKMAN, JILL K	V918328	12.00.1206.0811.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$566.02
NCB	11/30/2019	1159	RALEIGH, JENNIFER	V926564	10.18.2640.0000.0.640	REIMBURSEMENT - MEMBERSHIP DUES TO THE	\$225.00
NCB	11/30/2019	1159	COX, MORGAN A	V929535	10.00.2111.0171.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$43.27
NCB	11/30/2019	1159	YOUNG, TANYA	V92987	10.13.1100.0080.0.410	REIMBURSEMENT - PBIS "CAUGHT BEING GOOD"	\$131.91
NCB	11/30/2019	1159	FITZGERALD, ALYSSA D	V9299	12.00.2150.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$497.99
NCB	11/30/2019	1159	HULVA, DARRAH	V93115	10.93.2130.0000.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$20.94
NCB	11/30/2019	1159	REMMERT, CHERYL L	V943794	10.72.2640.0000.0.640	REIMBURSEMENT - MEMBERSHIP DUES TO ASHA	\$250.00
NCB	11/30/2019	1159	KRUSE, LORI L	V94390	12.00.1208.0809.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$111.36
NCB	11/30/2019	1159	JELKS, HELENIA N	V950996	10.93.2222.4300.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$42.69
NCB	11/30/2019	1159	JELKS, HELENIA N	V950996	10.93.2222.4300.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$41.64
NCB	11/30/2019	1159	JELKS, HELENIA N	V950996	10.93.2222.4300.2.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$22.33
NCB	11/30/2019	1159	FRIEDRICH, TRAVIS A	V954122	12.00.2331.0810.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$127.77
NCB	11/30/2019	1159	RUFENER, KENNETH	V95722	10.82.1100.0016.0.410	REIMBURSEMENT - FLASH DRIVES PURCHASED FOR	\$65.98
NCB	11/30/2019	1159	RUFENER, KENNETH	V95722	10.82.1100.0016.0.410	AMAZON RECEIPT 98.97	\$98.97

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1159 - 1159

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
NCB	11/30/2019	1159	RUFENER, KENNETH	V95722	38.82.8272.0000.0.699	SAM'S CLUB RECEIPT - PSAT SNACKS	\$45.35
NCB	11/30/2019	1159	ISOM, DENISE L	V963830	12.00.1206.0811.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$141.17
NCB	11/30/2019	1159	PLAIN, TATUM MICHELE	V970803	12.00.1208.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$179.39
NCB	11/30/2019	1159	DAVIS, RISE'	V974982	12.00.2210.0810.0.312	REGISTRATION-EMPLOY PAID -	\$280.00
NCB	11/30/2019	1159	BRYANT, JADAWN G	V985085	10.00.2111.0171.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$12.53
NCB	11/30/2019	1159	LAPPEGARD, TAYLOR M	V995937	10.00.2210.3695.2.332	2019 CONF MILEAGE - 2019 CONF MILEAGE	\$200.68
NCB	11/30/2019	1159	LAPPEGARD, TAYLOR M	V995937	10.00.2210.3695.2.332	OTHER - OTHER	\$9.00
NCB	11/30/2019	1159	THOMAS, KIA A	V996507	12.00.2131.0880.0.333	2019 MILEAGE IN DISTRICT - 2019 MILEAGE IN	\$157.06
Check Total:							\$19,881.37
Bank Total:							\$19,881.37

<u>Fund</u>	<u>Amount</u>
10	\$9,707.96
12	\$9,928.06
20	\$200.00
38	\$45.35
<b>Fund Totals:</b>	<b>\$19,881.37</b>

End of Report

Disbursements Grand Total: \$19,881.37

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: CONSOLIDATED ACCOUNT 2

Bank Account: 2892733

331867	11/01/2019	1130	7 MINDSETS ACADEMY	2183	10.11.1100.0112.1.327	FULL ACCESS TO 7 MINDSETS ONLINE	\$10,000.00
						Check Total:	\$10,000.00
331868	11/01/2019	1130	ATLAS TRAVEL	0090423	10.01.2210.0123.0.332	INVOICE #0090423 ATLAS TRAVEL FLIGHT FOR JEY	\$306.60
331868	11/01/2019	1130	ATLAS TRAVEL	0090423	10.01.2210.0123.0.332	SERVICE FEE	\$35.00
						Check Total:	\$341.60
331869	11/01/2019	1130	CITY OF DECATUR-WATER	40784618	20.21.2540.0690.0.370	STORMWATER UTILITY/ERU (FRENCH)	\$98.22
331869	11/01/2019	1130	CITY OF DECATUR-WATER	40784765	20.21.2540.0690.0.370	STORMWATER UTILITY/ERU (DURFEE)	\$491.28
						Check Total:	\$589.50
331870	11/01/2019	1130	FEDEX	6-770-93231	10.12.2410.0000.0.341	INVOICE 6-770-93231 - FEDEX GROUND SERVICES	\$164.30
						Check Total:	\$164.30
331871	11/01/2019	1130	HEARTLAND COMMUNITY CHURCH	08.05.2018	38.81.8102.0000.0.699	INVOICE DATED 27 SEPTEMBER 2019 FOR	\$420.00
						Check Total:	\$420.00
331872	11/01/2019	1130	HILTON CHICAGO/OAK BROOK HILLS	31219	10.74.2210.4909.2.332	INVOICE #31219 DATED 10/17/19 HOTEL	\$167.61
						Check Total:	\$167.61
331873	11/01/2019	1130	HYATT REGENCY DALLAS	CONF #4371093401	10.01.2210.0123.0.332	INVOICE - JEFFONNE OWENS CONFIRMATION NO.	\$901.56
331873	11/01/2019	1130	HYATT REGENCY DALLAS	CONF #4371093401	10.01.2210.0123.0.332	TOURISM PID REIMBURSEMENT FEE	\$15.92
						Check Total:	\$917.48
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1201.0871.0.410	PETTY CASH REPLENISHMENT FOR	\$48.13

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$2.00
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$3.29
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$3.29
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$2.29
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$22.99
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$5.00
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$7.01
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$2.50
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$1.00
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$5.16
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$37.76
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$38.98
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$8.38
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$48.84
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$12.24

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$33.74
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$33.69
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$9.00
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.1202.0870.0.410	PETTY CASH REPLENISHMENT FOR	\$6.00
331874	11/01/2019	1130	KATHLEEN HORATH	V507377	12.00.2210.0810.0.410	REIMBURSEMENT/S. ROBBINS/WALMART/HEARIN	\$31.68
Check Total:							\$362.97
331875	11/01/2019	1130	MAURICE PAYNE	V231304	10.00.0000.0000.0.913	ESTABLISH PETTY CASH FOR THE 2019-2020 SCHOOL	\$300.00
Check Total:							\$300.00
331876	11/01/2019	1130	MCCLENDON, JOHNNY	V194179	80.00.0000.0000.0.991	TTD PAYMENT - CLAIM #0344-19-05105	\$798.72
Check Total:							\$798.72
331877	11/01/2019	1130	NATL ALLIANCE OF BLACK SCHL V249967 EDUCATORS		10.01.2210.0123.0.312	REGISTRATION FOR THE NATIONAL ALLIANCE OF	\$640.00
331877	11/01/2019	1130	NATL ALLIANCE OF BLACK SCHL V791067 EDUCATORS		10.00.2642.0000.0.640	EXHIBITOR CONTRACT FOR NATIONAL ALLIANCE FOR	\$700.00
Check Total:							\$1,340.00
331878	11/01/2019	1130	ROBERTSON CHARTER SCHOOL 2ND QTR PER CAPITA		10.90.1115.0189.0.390	CORRECTION FOR ENROLLMENT DISCREPANCY	\$5,030.54
Check Total:							\$5,030.54
331879	11/01/2019	1130	SCHOLASTIC BOOK FAIRS.	W4356833BF	38.85.8544.0000.0.002	CREDIT CARD/PO SALES CREDIT	(\$5,131.34)
331879	11/01/2019	1130	SCHOLASTIC BOOK FAIRS.	W4356833BF	38.85.8544.0000.0.699	SALES FROM THE BOOK FAIR HELD IN SEPTEMBER, 2019.	\$5,380.13
Check Total:							\$248.79

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331880	11/01/2019	1130	STAR SILKSCREEN	53861	38.95.9511.0000.0.699	INVOICE # 53861 MACARTHUR FOOTBALL	\$364.00
331880	11/01/2019	1130	STAR SILKSCREEN	53861	38.95.9511.0000.0.699	2XL TSHIRTS	\$103.95
331880	11/01/2019	1130	STAR SILKSCREEN	53861	38.95.9511.0000.0.699	3XL TSHIRTS	\$21.90
331880	11/01/2019	1130	STAR SILKSCREEN	53861	38.95.9511.0000.0.699	4XL TSHIRT	\$12.45
331880	11/01/2019	1130	STAR SILKSCREEN	53861	38.95.9511.0000.0.699	LICENSE FEE	\$75.00
331880	11/01/2019	1130	STAR SILKSCREEN	53861	38.95.9511.0000.0.699	.08% ROYALTY FEE	\$41.71
331880	11/01/2019	1130	STAR SILKSCREEN	53861	38.95.9511.0000.0.699	SET UP CHARGE	\$19.00
Check Total:							\$638.01
331881	11/01/2019	1130	SVENDSEN FLORISTS	930039	38.82.8288.0000.0.699	INVOICE #930039 FOR FLOWERS PURCHASED FOR	\$42.50
Check Total:							\$42.50
331882	11/01/2019	1130	THE CENTER.	V756083	10.74.2210.4909.2.312	CONFERENCE REGISTRATION FOR MICHELLE DAVIS TO	\$150.00
331882	11/01/2019	1130	THE CENTER.	V842276	10.74.2210.4909.2.312	CONFERENCE REGISTRATION FOR BILLIE HALL TO ATTEND	\$150.00
Check Total:							\$300.00
331883	11/01/2019	1130	WINDSTREAM	71907482	10.00.0000.0000.0.908	LONG DISTANCE	\$0.40
331883	11/01/2019	1130	WINDSTREAM	71907482	10.01.2540.0107.0.342	LONG DISTANCE	(\$0.01)
331883	11/01/2019	1130	WINDSTREAM	71907482	10.01.2540.0107.0.342	LONG DISTANCE	\$59.65
331883	11/01/2019	1130	WINDSTREAM	71907482	10.11.2410.0000.0.342	LONG DISTANCE	\$0.47
331883	11/01/2019	1130	WINDSTREAM	71907482	10.12.2410.0000.0.342	LONG DISTANCE	\$2.72
331883	11/01/2019	1130	WINDSTREAM	71907482	10.13.2410.0000.0.342	LONG DISTANCE	\$8.45
331883	11/01/2019	1130	WINDSTREAM	71907482	10.18.2540.0107.0.342	LONG DISTANCE	\$0.45
331883	11/01/2019	1130	WINDSTREAM	71907482	10.21.2410.0000.0.342	LONG DISTANCE	\$1.73
331883	11/01/2019	1130	WINDSTREAM	71907482	10.22.2410.0000.0.342	LONG DISTANCE	\$4.41
331883	11/01/2019	1130	WINDSTREAM	71907482	10.22.2540.0107.0.342	LONG DISTANCE	\$5.52
331883	11/01/2019	1130	WINDSTREAM	71907482	10.24.2410.0000.0.342	LONG DISTANCE	\$3.17
331883	11/01/2019	1130	WINDSTREAM	71907482	10.24.2540.0107.0.342	LONG DISTANCE	\$0.20
331883	11/01/2019	1130	WINDSTREAM	71907482	10.42.2410.0000.0.342	LONG DISTANCE	\$1.50
331883	11/01/2019	1130	WINDSTREAM	71907482	10.44.2540.0107.0.342	LONG DISTANCE	\$2.69

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331883	11/01/2019	1130	WINDSTREAM	71907482	10.49.2410.0000.0.342	LONG DISTANCE	\$0.95
331883	11/01/2019	1130	WINDSTREAM	71907482	10.49.2540.0107.0.342	LONG DISTANCE	\$2.37
331883	11/01/2019	1130	WINDSTREAM	71907482	10.60.2410.0000.0.342	LONG DISTANCE	\$2.08
331883	11/01/2019	1130	WINDSTREAM	71907482	10.62.2410.0000.0.342	LONG DISTANCE	\$0.67
331883	11/01/2019	1130	WINDSTREAM	71907482	10.72.2540.0107.0.342	LONG DISTANCE	\$0.60
331883	11/01/2019	1130	WINDSTREAM	71907482	10.74.2410.0000.0.342	LONG DISTANCE	\$0.30
331883	11/01/2019	1130	WINDSTREAM	71907482	10.74.2540.0107.0.342	LONG DISTANCE	\$1.16
331883	11/01/2019	1130	WINDSTREAM	71907482	10.81.2540.0107.0.342	LONG DISTANCE	\$6.85
331883	11/01/2019	1130	WINDSTREAM	71907482	10.82.2540.0107.0.342	LONG DISTANCE	\$411.07
331883	11/01/2019	1130	WINDSTREAM	71907482	12.00.2330.0810.0.342	LONG DISTANCE	\$0.46
Check Total:							\$517.86
331884	11/08/2019	1141	D F T A #4324	V817790	10.00.0000.0000.0.068	DUES - DECATUR FEDERATION OF TEACHING	\$6,123.78
Check Total:							\$6,123.78
331885	11/08/2019	1141	DECATUR EDUCATION ASSOCIATION	V558967	10.00.0000.0000.0.064	DUES - DEA	\$22,084.79
Check Total:							\$22,084.79
331886	11/08/2019	1141	DECATUR EDUCATIONAL SUPPORT	V349462	10.00.0000.0000.0.067	DUES - DESPA	\$1,336.58
Check Total:							\$1,336.58
331887	11/08/2019	1141	EDUCATIONAL BENEFIT COOPERATIVE	V309719	10.00.0000.0000.0.060	health insurance	\$1,272,144.40
331887	11/08/2019	1141	EDUCATIONAL BENEFIT COOPERATIVE	V309719	10.00.0000.0000.0.061	cobra/retiree	\$9,288.64
331887	11/08/2019	1141	EDUCATIONAL BENEFIT COOPERATIVE	V309719	10.00.0000.0000.0.062	er basic life	\$4,913.34
331887	11/08/2019	1141	EDUCATIONAL BENEFIT COOPERATIVE	V309719	10.00.0000.0000.0.077	ee basic life	\$1.15
Check Total:							\$1,286,347.53
331888	11/08/2019	1141	IL DEPT OF REVENUE	V1984	10.00.0000.0000.0.076	ILLINOIS TAX LEVY ON WAGES	\$232.94
Check Total:							\$232.94
331889	11/08/2019	1141	U S DEPARTMENT OF EDUCATION AWG	V349176	10.00.0000.0000.0.070	WAGE DEDUCTION	\$1,193.92
Check Total:							\$1,193.92



## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331890	11/08/2019	1139	AAA TROPHIES	228583	38.85.8567.0000.0.699	TROPHY FOR WRESTLING, INVOICE #228583	\$21.00
331890	11/08/2019	1139	AAA TROPHIES	228583	38.85.8567.0000.0.699	TROPHY FOR WRESTLING	\$10.25
331890	11/08/2019	1139	AAA TROPHIES	228583	38.85.8567.0000.0.699	MEDALS FOR WRESTLING	\$48.00
331890	11/08/2019	1139	AAA TROPHIES	228583	38.85.8567.0000.0.699	TROPHY FOR WRESTLING	\$31.50
Check Total:							\$110.75
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.01.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$845.80
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.03.2540.0687.0.465	ELECTRIC DISTRIBUTION	\$68.76
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.03.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$67.45
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.08.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$428.51
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.11.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$874.25
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.12.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$1,738.22
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.13.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$1,497.92
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.18.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$853.52
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.21.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$1,170.83
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.22.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$605.67
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.24.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$979.46
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.33.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$1,893.76
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.42.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$939.86
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.44.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$904.23
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.49.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$860.21
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.50.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$1,952.69
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.58.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$194.91
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.60.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$406.36
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.62.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$735.80
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.72.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$7,055.17
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.74.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$1,374.32
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.75.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$2,030.58
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.81.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$7,387.69
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.82.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$8,488.95

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.85.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$5,990.79
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.85.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$319.23
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	20.99.2540.0688.0.466	ELECTRIC DISTRIBUTION	\$2,382.11
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	22.00.2540.0810.0.466	ELECTRIC DISTRIBUTION	\$168.15
331891	11/08/2019	1139	AMEREN ILLINOIS	V775151	22.00.2540.0844.0.466	ELECTRIC DISTRIBUTION	\$252.22
Check Total:							\$52,467.42
331892	11/08/2019	1139	AT & T	217 -362 -2007	10.85.2410.0010.0.342	POTS LINES AT MHS	\$391.42
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.00.0000.0000.0.908	TELEPHONE	\$62.51
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.00.2660.0110.0.342	TELEPHONE	\$100.10
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.01.2540.0107.0.342	TELEPHONE	\$599.80
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.01.2540.0107.0.342	TELEPHONE	\$0.01
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.03.2330.4300.2.342	TELEPHONE	\$31.17
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.03.2330.4300.2.342	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.03.2540.0107.0.342	TELEPHONE	\$62.24
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.08.2540.0107.0.342	TELEPHONE	\$69.02
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.11.2410.0000.0.342	TELEPHONE	\$94.47
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.11.2540.0107.0.342	TELEPHONE	\$37.86
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.12.2410.0000.0.342	TELEPHONE	\$34.09
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.12.2540.0107.0.342	TELEPHONE	\$37.86
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.13.2410.0000.0.342	TELEPHONE	\$71.70
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.13.2540.0107.0.342	TELEPHONE	\$37.86
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.18.2410.0000.0.342	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.18.2540.0107.0.342	TELEPHONE	\$76.50
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.21.2410.0000.0.342	TELEPHONE	\$62.58
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.21.2540.0107.0.342	TELEPHONE	\$37.86
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.22.2410.0000.0.342	TELEPHONE	\$62.44
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.22.2540.0107.0.342	TELEPHONE	\$42.40
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.24.2410.0000.0.342	TELEPHONE	\$65.08
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.24.2540.0107.0.342	TELEPHONE	\$70.42
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.33.2540.0107.0.342	TELEPHONE	\$37.86

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.33.2540.0107.0.342	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.42.2410.0000.0.342	TELEPHONE	\$62.54
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.42.2540.0107.0.342	TELEPHONE	\$37.90
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.44.2410.0000.0.342	TELEPHONE	\$67.65
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.44.2540.0107.0.342	TELEPHONE	\$37.90
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.49.2410.0000.0.342	TELEPHONE	\$62.42
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.49.2540.0107.0.342	TELEPHONE	\$102.82
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.58.2540.0107.0.342	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.58.2540.0107.0.342	TELEPHONE	\$75.73
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.60.2410.0000.0.342	TELEPHONE	\$65.42
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.60.2540.0107.0.342	TELEPHONE	\$68.98
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.62.2410.0000.0.342	TELEPHONE	\$63.05
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.62.2540.0107.0.342	TELEPHONE	\$37.86
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.72.2540.0107.0.342	TELEPHONE	\$100.24
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.72.2540.0107.0.342	TELEPHONE	\$54.62
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.74.2410.0000.0.342	TELEPHONE	\$62.96
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.74.2540.0107.0.342	TELEPHONE	\$163.78
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.75.2540.0107.0.342	TELEPHONE	\$68.98
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.75.2540.0107.0.342	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.81.2540.0107.0.342	TELEPHONE	\$187.16
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.82.2410.0010.0.342	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.82.2410.0010.0.342	TELEPHONE	\$115.27
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.85.2410.0010.0.342	TELEPHONE	\$115.27
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.93.2540.0107.0.342	TELEPHONE	\$20.75
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.99.2540.0107.0.342	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -424 -3000	10.99.2540.0107.0.342	TELEPHONE	\$31.15
331892	11/08/2019	1139	AT & T	217 -424 -3000	12.00.1220.0843.0.342	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -424 -3000	12.00.2330.0810.0.342	TELEPHONE	\$131.87
331892	11/08/2019	1139	AT & T	217 -424 -3000	20.03.2540.0669.0.342	TELEPHONE	\$54.62
331892	11/08/2019	1139	AT & T	217 -424 -3000	20.08.2540.0669.0.342	TELEPHONE	\$54.62

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331892	11/08/2019	1139	AT & T	217 -424 -3000	38.44.4410.0000.0.699	TELEPHONE	\$31.12
331892	11/08/2019	1139	AT & T	217 -R16 -0424	10.01.2540.0107.0.342	PRI LINES AT KEIL	\$632.74
331892	11/08/2019	1139	AT & T	217 -R16 -1116	10.00.2660.0110.0.342	VOIP SERVICE-DIGITAL PHONE SERVICE	\$575.55
Check Total:							\$5,417.18
331893	11/08/2019	1139	CITY OF DECATUR	V280742	20.93.2540.0651.0.464	LOCAL MOTOR FUEL TAX FOR NON-DIESEL FUEL,	\$63.90
331893	11/08/2019	1139	CITY OF DECATUR	V280742	40.00.2550.0000.0.464	INTERNAL BLANKET -LOCAL MOTOR FUEL TAX FOR	\$488.68
Check Total:							\$552.58
331894	11/08/2019	1139	COMMERCIAL MAIL SERVICES	105.19.10	10.00.2310.0108.0.341	BLANKET ORDER FOR COMMERCIAL MAIL	\$769.48
Check Total:							\$769.48
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.01.2540.0688.0.466	ELECTRIC	\$778.12
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.03.2540.0688.0.466	ELECTRIC	\$35.14
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.08.2540.0688.0.466	ELECTRIC	\$409.27
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.08.2540.0688.0.466	ELECTRIC	\$239.75
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.11.2540.0688.0.466	ELECTRIC	\$813.80
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.12.2540.0688.0.466	ELECTRIC	\$1,892.47
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.13.2540.0688.0.466	ELECTRIC	\$2,213.36
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.18.2540.0688.0.466	ELECTRIC	\$1,161.21
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.21.2540.0688.0.466	ELECTRIC	\$1,527.30
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.22.2540.0688.0.466	ELECTRIC	\$605.48
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.24.2540.0688.0.466	ELECTRIC	\$1,050.61

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.33.2540.0688.0.466	ELECTRIC	\$1,908.25
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.42.2540.0688.0.466	ELECTRIC	\$792.24
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.44.2540.0688.0.466	ELECTRIC	\$914.97
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.49.2540.0688.0.466	ELECTRIC	\$817.09
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.50.2540.0688.0.466	ELECTRIC	\$1,851.31
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.58.2540.0688.0.466	ELECTRIC	\$133.36
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.60.2540.0688.0.466	ELECTRIC	\$500.62
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.62.2540.0688.0.466	ELECTRIC	\$685.64
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.72.2540.0688.0.466	ELECTRIC	\$12,996.16
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.74.2540.0688.0.466	ELECTRIC	\$1,901.47
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.75.2540.0688.0.466	ELECTRIC	\$2,975.77
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.81.2540.0688.0.466	ELECTRIC	\$11,979.66
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.82.2540.0688.0.466	ELECTRIC	\$16,620.32
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.85.2540.0688.0.466	ELECTRIC	\$9,736.47
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	20.99.2540.0688.0.466	ELECTRIC	\$3,865.09
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	22.00.2540.0810.0.466	ELECTRIC	\$272.83
331895	11/08/2019	1139	CONSTELLATION NEWENERGY INC	15990142401	22.00.2540.0844.0.466	ELECTRIC	\$409.25
Check Total:							\$79,087.01
331896	11/08/2019	1139	DECATUR AREA ARTS COUNCIL	V267997	38.49.4901.0000.0.699	INVOICE PASS FIELD TRIP DECATUR ARTS COUNCIL	\$180.00
Check Total:							\$180.00

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331897	11/08/2019	1139	J THOMAS MCNAMARA	V623012	38.95.9528.0000.0.699	CONTRACT DATED 1/10/619 – AD AND	\$1,420.00
Check Total:							\$1,420.00
331898	11/08/2019	1139	MACON COUNTY CONSERVATION DISTRICT	015	38.12.1262.0000.0.699	INVOICE #015 FOR TWO PROGRAMS ON THE PRAIRIE	\$141.00
Check Total:							\$141.00
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	PETTY CASH REPLENISHMENT HOBBY	\$13.86
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	HOBBY LOBBY RECEIPT TEACHER CLASSROOM	\$12.87
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	SAMS CLUB RECEIPT PARENT TEACHER CONFERENCE	\$43.35
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	DOLLAR GENERAL RECEIPT CLASSROOM ACTIVITY	\$4.00
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	PANERA RECEIPT PARENT TEACHER CONFERENCE	\$12.38
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	MONICALS RECEIPT PARENT TEACHER CONFERENCE	\$34.00
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	WAL MART RECEIPT CLASSROOM ACIVITY	\$27.00
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	WALMART RECEIPT BACK PACKS	\$21.00
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	WAL MART RECEIPT BACK PACKS	\$16.00
331899	11/08/2019	1139	STACY WITTS	V321019	10.06.3850.0185.2.410	WALGREENS RECEIPT STUDENT PICTURES FOR	\$6.44
Check Total:							\$190.90
331900	11/08/2019	1139	TANYA YOUNG*	V296407	10.13.1100.0000.0.410	REPLENISH OUR PETTY CASH FUND – SCHOOLWIDE	\$32.09

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331900	11/08/2019	1139	TANYA YOUNG*	V296407	10.13.1100.0080.0.410	PBIS INCENTIVES/PRIZES FOR "CAUGHT BEING GOOD"	\$13.90
331900	11/08/2019	1139	TANYA YOUNG*	V296407	38.13.1301.0000.0.699	MATERIALS TO CREATE CLASS/GRADE/STAFF	\$47.11
331900	11/08/2019	1139	TANYA YOUNG*	V296407	38.13.1302.0000.0.699	LIBRARY BOOKS PURCHASED THROUGH SCHOOL BOOK	\$100.42
331900	11/08/2019	1139	TANYA YOUNG*	V296407	38.13.1306.0000.0.699	PBIS "GOTCHA DAY" BINGO PRIZES, STAFF BEADS &	\$116.23
Check Total:							\$309.75
331901	11/08/2019	1139	TISH, D MICHAEL	V402686	80.00.0000.0000.0.991	TTD PAYMENT - CLAIM #0344-18-06698	\$1,344.04
Check Total:							\$1,344.04
331902	11/08/2019	1139	VERIZON WIRELESS	9840477230	10.00.2660.0110.0.345	CELL PHONES	\$2,431.82
331902	11/08/2019	1139	VERIZON WIRELESS	9840477230	10.00.3700.4300.2.345	CELL PHONES	\$67.16
331902	11/08/2019	1139	VERIZON WIRELESS	9840477230	10.50.1125.0182.2.345	CELL PHONES	\$38.01
331902	11/08/2019	1139	VERIZON WIRELESS	9840477230	12.00.2330.0810.0.345	CELL PHONES	\$551.10
331902	11/08/2019	1139	VERIZON WIRELESS	9840477230	20.08.2540.0601.0.345	CELL PHONES	\$217.76
331902	11/08/2019	1139	VERIZON WIRELESS	9840477230	20.08.2540.0601.0.345	CELL PHONES	\$262.44
331902	11/08/2019	1139	VERIZON WIRELESS	9840477230.	10.00.2660.0110.0.345	CONFIRMING - ORDER MB7000001182793 -	\$59.98
Check Total:							\$3,628.27
331903	11/15/2019	1145	ART MOORE	GAME 10	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331904	11/15/2019	1145	BRADLEY DEAN PARRISH	GAME 4	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331905	11/15/2019	1145	CARL MEDLEY	GAME 10	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331906	11/15/2019	1145	CITY OF DECATUR-WATER	40798992	20.72.2540.0690.0.370	HOPE - WATER/SEWER	\$30.43

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$30.43
331907	11/15/2019	1145	DANE EVERETT SEVERADO	GAME 7	38.95.9528.0000.0.699	TURKEY TOURNAMENT	\$70.00
OFFICIAL PAYMENT - GAME							
Check Total:							\$70.00
331908	11/15/2019	1145	DANIEL L SCHIEBER	GAME 9	38.95.9528.0000.0.699	TURKEY TOURNAMENT	\$70.00
OFFICIAL PAYMENT - GAME							
Check Total:							\$70.00
331909	11/15/2019	1145	DARRIN SORTER	GAME 1	38.95.9528.0000.0.699	TURKEY TOURNAMENT	\$70.00
OFFICIAL PAYMENT - GAME							
Check Total:							\$70.00
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.11.1520.0511.0.319	VOLLEYBALL- GARFIELD	\$33.33
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.11.1520.0512.0.319	OFFICIAL ASSIGNER FOR	\$83.34
SOFTBALL- GARFIELD							
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.11.1560.0501.0.319	OFFICIAL ASSIGNER FOR	\$83.33
BASEBALL- GARFIELD							
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.12.1520.0511.0.319	CONTRACT FOR	\$33.33
ASSIGNMENT OF OFFICIALS							
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.72.1520.0511.0.319	VOLLEYBALL- HOPE	\$33.33
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.74.1520.0511.0.319	VOLLEYBALL- JOHNS HILL	\$33.33
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.81.1520.0511.0.319	VOLLEYBALL- SDMS	\$33.33
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.81.1520.0512.0.319	SOFTBALL- SDMS	\$83.34
331910	11/15/2019	1145	DAVID W CARTER	V273092	10.81.1560.0501.0.319	BASEBALL- SDMS	\$83.34
Check Total:							\$500.00
331911	11/15/2019	1145	DECATUR MEMORIAL HOSPITAL	VOUCHER #000040708	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED	\$11,232.02
EXPLANATION OF BENEFITS							
331911	11/15/2019	1145	DECATUR MEMORIAL HOSPITAL	VOUCHER #000040716	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED	\$403.26
EXPLANATION OF BENEFITS							
331911	11/15/2019	1145	DECATUR MEMORIAL HOSPITAL	VOUCHER #000040722	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED	\$295.78
EXPLANATION OF BENEFITS							
Check Total:							\$11,931.06



# Decatur School District #61

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331912	11/15/2019	1145	DERALD RICHARD DOMAN	GAME 4	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331913	11/15/2019	1145	DMH CORPORATE HEALTH SERVICES	VOUCHER #000040719	80.00.2362.0201.0.384	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$147.49
331913	11/15/2019	1145	DMH CORPORATE HEALTH SERVICES	VOUCHER #000040724	80.00.2362.0201.0.384	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$86.25
Check Total:							\$233.74
331914	11/15/2019	1145	EDGAR BRUMMETT	GAME 11	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331915	11/15/2019	1145	EDWARD W ALEXANDER	GAME 10	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331916	11/15/2019	1145	FEATHERSTUN, GAUMER, STOCKS, FLYNN	VOUCHER #000040709	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$4,624.00
Check Total:							\$4,624.00
331917	11/15/2019	1145	FOWLER, TAMI	V197460	80.00.0000.0000.0.991	TEMPORARY TOTAL DISABILITY PAYMENT FOR	\$644.98
Check Total:							\$644.98
331918	11/15/2019	1145	GALLAGHER BASSETT SERVICES, INC.	002857-002189-EO-01	10.00.2310.0200.0.319	PAYMENT - CLAIM #002857-002189-EO-01	\$2,535.00
Check Total:							\$2,535.00
331919	11/15/2019	1145	HSBS ST MARYS HOSPITAL	VOUCHER #000040718	80.00.2362.0201.0.384	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$1,036.22
Check Total:							\$1,036.22
331920	11/15/2019	1145	IL ELEMENTARY SCHOOL ASSN	V700370	38.60.6001.0000.0.699	INVOICE FOR 2019-2020 IESA REGISTRATION FOR	\$90.00
Check Total:							\$90.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	5125105706	20.03.2540.0669.0.640	PAY INVOICE# 5125105706 - PDI - CONVEYANCE	\$75.00

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	5125105706	20.85.2540.0669.0.640	MACARTHUR - CONVEYANCE CERTIFICATE	\$75.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	5125105706	20.85.2540.0669.0.640	MACARTHUR - CONVEYANCE CERTIFICATE	\$75.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	5125105706	20.85.2540.0669.0.640	MACARTHUR - CONVEYANCE CERTIFICATE	\$75.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	5125105738	20.08.2540.0669.0.640	WAREHOUSE - CONVEYANCE CERTIFICATE	\$75.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	5125105738	20.82.2540.0669.0.640	PAY INVOICE# 5125105738 - EISENHOWER -	\$75.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	5125105738	20.82.2540.0669.0.640	EISENHOWER - CONVEYANCE CERTIFICATE	\$75.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	5125105738	20.82.2540.0669.0.640	EISENHOWER - CONVEYANCE CERTIFICATE	\$75.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	9621216	80.44.2367.0649.0.319	PAY INVOICE# 9621216 - OAK GROVE - SERMETA -	\$70.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	9621216	80.44.2367.0649.0.319	OAK GROVE - SERMETA - WATERTUBE STATE	\$30.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	9621216	80.44.2367.0649.0.319	OAK GROVE - SERMETA - WATERTUBE CERTIFICATE	\$70.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	9621216	80.44.2367.0649.0.319	OAK GROVE - SERMETA - WATERTUBE STATE	\$30.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	9621216	80.44.2367.0649.0.319	OAK GROVE - SERMETA - WATERTUBE CERTIFICATE	\$70.00
331921	11/15/2019	1145	IL OFFICE OF THE STATE FIRE MARSHAL	9621216	80.44.2367.0649.0.319	OAK GROVE - SERMETA - WATERTUBE STATE	\$60.00
Check Total:							\$930.00
331922	11/15/2019	1145	JEFF NELSON	GAME 12	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00

# Decatur School District #61

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331923	11/15/2019	1145	JEFFREY P ALBEE	GAME 1	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331924	11/15/2019	1145	JEWELL D COLEMAN	GAME 6	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331925	11/15/2019	1145	JOHN C KEFALAS, MD SC	VOUCHER #000040705	80.00.2362.0201.0.384	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$538.45
331925	11/15/2019	1145	JOHN C KEFALAS, MD SC	VOUCHER #000040712	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$268.50
331925	11/15/2019	1145	JOHN C KEFALAS, MD SC	VOUCHER #000040713	80.00.2362.0201.0.384	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$75.13
Check Total:							\$882.08
331926	11/15/2019	1145	JOSH DOUTHIT	GAME 7	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331927	11/15/2019	1145	KEITH M JOHNSON	GAME 4	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME 4	\$70.00
Check Total:							\$70.00
331928	11/15/2019	1145	KIRK RILEY	GAME 11	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331929	11/15/2019	1145	LARRY W OSBORNE DMD LTD	VOUCHER #000040714	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$312.13
Check Total:							\$312.13
331930	11/15/2019	1145	LEW SILL	GAME 1	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331931	11/15/2019	1145	LYNDON J GOODLY	GAME 11	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00

# Decatur School District #61

## Disbursement Detail Listing

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331932	11/15/2019	1145	MARK E JONTRY	GAME 6	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331933	11/15/2019	1145	MARK L POWELL	GAME 8	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331934	11/15/2019	1145	MATTHEW BARNARD	GAME 5	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331935	11/15/2019	1145	MCLENDON, JOHNNY	VOUCHER #000040729	80.00.2362.0201.0.384	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$798.72
Check Total:							\$798.72
331936	11/15/2019	1145	MCDONALDS RESTAURANT	V435303	12.00.1220.0879.2.410	PURCHASE REWARD CARDS FOR VOCATIONAL	\$60.00
Check Total:							\$60.00
331937	11/15/2019	1145	MIKE KROEGER	GAME 3	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331938	11/15/2019	1145	MILLIKIN DINING	11.06.2019	38.12.1267.0000.0.699	INVOICE - CATERING FOR STAFF TO MILLIKIN	\$650.00
Check Total:							\$650.00
331939	11/15/2019	1145	ORTHOAPEDIC & REHABILITATION SPECIALISTS	VOUCHER #000040723	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$124.09
Check Total:							\$124.09
331940	11/15/2019	1145	PMSI, LLC	VOUCHER #000040717	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$73.48
Check Total:							\$73.48
331941	11/15/2019	1145	RANDY MOSS	GAME 5	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331942	11/15/2019	1145	RAPTOR TECHNOLOGIES, LLC	119814	10.82.1100.0110.0.319	RENEWAL 57759 -ONE YEAR RAPTOR 6 ANNUAL ACCESS	\$525.00

# Decatur School District #61

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$525.00
331943	11/15/2019	1145	RICKY D JONES	GAME 9	38.95.9528.0000.0.699	TURKEY TOURNAMENT	\$70.00
OFFICIAL PAYMENT - GAME							
Check Total:							\$70.00
331944	11/15/2019	1145	ROBERTSON CHARTER SCHOOL V525856		10.00.0000.0000.0.035	PAYMENT FOR OCTOBER	\$18,347.64
TITLE 1 SALARIES AND							
Check Total:							\$18,347.64
331945	11/15/2019	1145	ROLLIN D BARTON II	GAME 8	38.95.9528.0000.0.699	TURKEY TOURNAMENT	\$70.00
OFFICIAL PAYMENT - GAME							
Check Total:							\$70.00
331946	11/15/2019	1145	SCOTT HOOD	GAME 3	38.95.9528.0000.0.699	TURKEY TOURNAMENT	\$70.00
OFFICIAL PAYMENT - GAME							
Check Total:							\$70.00
331947	11/15/2019	1145	SOLDIER FIELD	11519TL	10.24.1250.4331.2.640	INVOICE #111519TL -	\$301.50
ADULT VIP TOUR							
331947	11/15/2019	1145	SOLDIER FIELD	11519TL	10.24.1250.4331.2.640	STUDENT VIP TOUR	\$681.50
Check Total:							\$983.00
331948	11/15/2019	1145	STEPHEN C MITZE	GAME 2	38.95.9528.0000.0.699	TURKEY TOURNAMENT	\$70.00
OFFICIAL PAYMENT - GAME							
Check Total:							\$70.00
331949	11/15/2019	1145	SVENDSEN FLORISTS	932764	38.85.8553.0000.0.699	INVOICE #932764 FOR	\$80.00
PLANTS/FLOWERS FOR							
331949	11/15/2019	1145	SVENDSEN FLORISTS	933426	38.12.1267.0000.0.699	INVOICE #933426 FOR	\$30.00
FLOWERS FOR A TEACHER IN							
Check Total:							\$110.00
331950	11/15/2019	1145	TERRY THOMPSON	GAME 6	38.95.9528.0000.0.699	TURKEY TOURNAMENT	\$70.00
OFFICIAL PAYMENT - GAME							
Check Total:							\$70.00
331951	11/15/2019	1145	TISH, D MICHAEL	VOUCHER #000040728	80.00.0000.0000.0.991	PAYMENT FOR ATTACHED	\$1,344.04
EXPLANATION OF BENEFITS							
Check Total:							\$1,344.04

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331952	11/15/2019	1145	TORREY POINTS	GAME 2	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331953	11/15/2019	1145	TYLER BUSINESS FORMS	V978127	10.00.2520.0104.0.410	1099-MISC 2-UP BLANK FORM WITH INSTRUCTIONS	\$222.15
331953	11/15/2019	1145	TYLER BUSINESS FORMS	V978127	10.00.2520.0104.0.410	BLANK 4-UP W-2 FORMS WITH INSTRUCTIONS ON	\$661.00
331953	11/15/2019	1145	TYLER BUSINESS FORMS	V978127	10.00.2520.0104.0.410	REGULAR SEAL DOUBLE WINDOW ENVELOPE FOR	\$118.00
331953	11/15/2019	1145	TYLER BUSINESS FORMS	V978127	10.00.2520.0104.0.410	REGULAR SEAL DOUBLE WINDOW ENVELOPES (ITEM	\$87.00
Check Total:							\$1,088.15
331954	11/15/2019	1145	WALMART SUPERCENTER	V510777	12.00.1220.0879.2.410	PURCHASE REWARD CARDS FOR VOCATIONAL	\$450.00
Check Total:							\$450.00
331955	11/15/2019	1145	WALMART SUPERCENTER	V828390	12.00.1220.0879.2.410	PURCHASE REWARD CARDS FOR VOCATIONAL	\$450.00
Check Total:							\$450.00
331956	11/15/2019	1145	WALMART SUPERCENTER	V401662	12.00.1220.0879.2.410	PURCHASE REWARD CARDS FOR VOCATIONAL	\$450.00
Check Total:							\$450.00
331957	11/15/2019	1145	WALMART SUPERCENTER	V504479	12.00.1220.0879.2.410	PURCHASE REWARD CARDS FOR VOCATIONAL	\$90.00
Check Total:							\$90.00
331958	11/22/2019	1147	AARON JANSSEN	GAME 5	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331959	11/22/2019	1147	ADAM HOLLEMAN	GAME 2	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.00.0000.0000.0.907	FUEL CREDIT	(\$21,696.79)

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.12.2555.4300.1.331	DENNIS	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.13.2555.4300.1.331	INV 1068 & INV 1069 KINDERGARTEN CAMP	\$691.36
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.24.2555.4300.1.331	DURFEE	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.33.2555.0000.0.331	INV 1068 SP ED JULY HAMMITT	\$6,820.85
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.42.2555.4300.1.331	MUFFLEY	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.44.2555.4300.1.331	OAK GROVE	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.49.2555.4300.1.331	PARSONS	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.60.2555.4300.1.331	SOUTH SHORES	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.62.2555.4300.1.331	STEVENSON	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.72.2555.0000.0.331	INV 1068 HOPE RT 202 TRANSPORTATION	\$8,819.00
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1068	40.72.2555.4300.1.331	HOPE	\$2,157.72
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1069	40.11.2555.4300.1.331	GARFIELD	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1069	40.13.2555.4300.1.331	INV 1068 & INV 1069 KINDERGARTEN CAMP	\$1,466.20
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1069	40.18.2555.4300.1.331	ENTERPRISE	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1069	40.21.2555.4300.1.331	FRENCH	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1069	40.22.2555.4300.1.331	FRANKLIN	\$2,157.56
331960	11/22/2019	1147	ALLTOWN BUS COMPANY, LLS	1069	40.74.2555.4300.1.331	JOHNS HILL	\$2,157.56
Check Total:							\$24,149.06
331961	11/22/2019	1147	AT & T	217- 423- 0413	10.82.2410.0010.0.342	POTS LINES AT EHS	\$220.14
Check Total:							\$220.14
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.00.3700.4300.2.332	CONFIRMATION 32MH2FK6 -- HOTEL FEES FOR NON	\$542.39
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.03.2210.4932.2.332	CONFIRMATION 32MHPPCS -- HOTEL FEES FOR JULIE	\$361.59
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.03.2210.4932.2.332	CONFIRMATION 32MHL6KV -- HOTEL FEES FOR	\$542.39

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.21.2210.4932.2.332	CONFIRMATION 32MFRQL8 -- HOTEL FEES FOR	\$180.79
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.22.2210.4932.2.332	CONFIRMATION 32MFRQL8 -- HOTEL FEES FOR CARIE	\$180.80
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.42.2210.4932.2.332	CONFIRMATION 71938347 -- HOTEL FEES FOR CARYN	\$180.79
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.44.2210.4932.2.332	CONFIRMATION 71938347 -- HOTEL FEES FOR	\$180.80
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.60.2210.4932.2.332	CONFIRMATION 32MFNRVR -- HOTEL FEES FOR ANITA	\$180.80
331962	11/22/2019	1147	CHICAGO MARRIOTT DOWNTOWN MAGNIFICENT MI	V225184	10.62.2210.4932.2.332	CONFIRMATION 32MFNRVR -- HOTEL FEES FOR DENITA	\$180.79
Check Total:							\$2,531.14
331963	11/22/2019	1147	CODY TREE SERVICE INC	RECEIPT #121178	20.93.2540.0676.0.550	VERMEER 2010 BC1000 XL WOOD CHIPPER - RECEIPT#	\$19,000.00
Check Total:							\$19,000.00
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2685553-1	20.50.2540.0687.0.465	NATURAL GAS	\$91.05
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.01.2540.0687.0.465	NATURAL GAS	\$72.25
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.03.2540.0687.0.465	NATURAL GAS	\$64.34
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.08.2540.0687.0.465	NATURAL GAS	\$156.91
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.11.2540.0687.0.465	NATURAL GAS	\$123.51
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.12.2540.0687.0.465	NATURAL GAS	\$370.13
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.18.2540.0687.0.465	NATURAL GAS	\$126.52
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.21.2540.0687.0.465	NATURAL GAS	\$68.57
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.22.2540.0687.0.465	NATURAL GAS	\$87.30



## Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.24.2540.0687.0.465	NATURAL GAS	\$339.09
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.33.2540.0687.0.465	NATURAL GAS	\$201.74
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.42.2540.0687.0.465	NATURAL GAS	\$102.65
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.44.2540.0687.0.465	NATURAL GAS	\$113.71
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.49.2540.0687.0.465	NATURAL GAS	\$104.69
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.50.2540.0687.0.465	NATURAL GAS	\$96.00
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.58.2540.0687.0.465	NATURAL GAS	\$85.75
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.60.2540.0687.0.465	NATURAL GAS	\$139.83
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.62.2540.0687.0.465	NATURAL GAS	\$87.31
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.72.2540.0687.0.465	NATURAL GAS	\$2,802.35
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.74.2540.0687.0.465	NATURAL GAS	\$383.23
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.75.2540.0687.0.465	NATURAL GAS	\$390.72
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.81.2540.0687.0.465	NATURAL GAS	\$216.38
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.82.2540.0687.0.465	NATURAL GAS	\$349.30
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	20.99.2540.0687.0.465	NATURAL GAS	\$243.27
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	22.00.2540.0810.0.465	NATURAL GAS	\$17.17
331964	11/22/2019	1147	CONSTELLATION NEWENERGY GAS DIV.	2729423	22.00.2540.0844.0.465	NATURAL GAS	\$25.76
Check Total:							\$6,859.53
331965	11/22/2019	1147	DAVID A FIGUEIRA	OFFICIAL SIGNUPS	38.95.9528.0000.0.699	2019 TT - CONTRACT FOR OFFICIAL SIGNUPS	\$150.00
Check Total:							\$150.00

# Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331966	11/22/2019	1147	DECATUR AREA ARTS COUNCIL	V157690	38.42.4204.0000.0.699	INVOICE - 2ND GRADE PASS PROGRAM ON	\$255.00
Check Total:							\$255.00
331967	11/22/2019	1147	DECATUR PUBLIC SCHLS FOUNDATION	V531316	38.13.1380.0000.0.002	RETURN UNUSED MONEY TO FOUNDATION	\$22.31
Check Total:							\$22.31
331968	11/22/2019	1147	DERALD RICHARD DOMAN	GAME 8	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331969	11/22/2019	1147	I.D.P.H. - VISION AND HEARING	V273656	10.01.2210.0123.0.312	REGISTRATION - 325 0000 15 - VISION TRAINING	\$200.00
331969	11/22/2019	1147	I.D.P.H. - VISION AND HEARING	V273656	10.01.2210.0123.0.312	305 0000 15 HEARING TRAINING COURSE	\$200.00
Check Total:							\$400.00
331970	11/22/2019	1147	IL ASSN OF SCHOOL BOARDS	302869	10.00.2310.0000.0.312	INVOICE 302869 IL ASSOCIATION OF SCHOOL	\$100.00
Check Total:							\$100.00
331971	11/22/2019	1147	IL DEPT OF EMPLOYMENT SECURITY	UI ACCT 805895	80.00.2363.0202.0.385	INVOICE- UNEMPLOYMENT SERVICES FROM JULY 2019	\$5,152.00
Check Total:							\$5,152.00
331972	11/22/2019	1147	IL OFFICE OF THE STATE FIRE MARSHAL	9609089	80.85.2367.0649.0.319	PAY INVOICE# 9609089 - MACARTHUR - AO SMITH -	\$70.00
331972	11/22/2019	1147	IL OFFICE OF THE STATE FIRE MARSHAL	9609089	80.85.2367.0649.0.319	MACARTHUR - AO SMITH - FIRED STORAGE WATER	\$70.00
331972	11/22/2019	1147	IL OFFICE OF THE STATE FIRE MARSHAL	9609089	80.85.2367.0649.0.319	MACARTHUR - AO SMITH - FIRED STORAGE WATER	\$70.00
331972	11/22/2019	1147	IL OFFICE OF THE STATE FIRE MARSHAL	9609089	80.85.2367.0649.0.319	MACARTHUR - LOCHINVAR - CAST ALUMINUM	\$70.00
331972	11/22/2019	1147	IL OFFICE OF THE STATE FIRE MARSHAL	9609089	80.85.2367.0649.0.319	MACARTHUR - LOCHINVAR - CAST ALUMINUM	\$70.00
Check Total:							\$350.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331973	11/22/2019	1147	ILLINOIS STATE BOARD OF EDUCATION	V522958	10.85.3235.0129.1.003	RETURN OF OVERPAYMENT OF AGRICULTURAL	\$2,338.00
331973	11/22/2019	1147	ILLINOIS STATE BOARD OF EDUCATION	V896721	10.00.3705.3705.1.003	RETURN OF OVERPAYMENT OF EARLY CHILDHOOD	\$16,905.00
331973	11/22/2019	1147	ILLINOIS STATE BOARD OF EDUCATION	V937667	10.00.3999.0112.1.003	RETURN OF OVERPAYMENT OF HEALTHY COMMUNITIES	\$32,608.00
Check Total:							\$51,851.00
331974	11/22/2019	1147	IVY REHAB PHYSICAL THERAPY, VOUCHER #000039401 PLLC		80.00.0000.0000.0.991	PAYMENT FOR ATTACHED EXPLANATION OF BENEFITS	\$138.39
Check Total:							\$138.39
331975	11/22/2019	1147	KANSAS CITY BARBECUE PIT	INV0003	38.81.8102.0000.0.699	INVOICE INV0003 DATED 22 OCTOBER 2019 FOR	\$269.00
Check Total:							\$269.00
331976	11/22/2019	1147	KLEINHENN COMPANY	9,180	38.82.8210.0000.0.699	INVOICE #9180 - FUND RAISING ITEMS	\$2,204.65
331976	11/22/2019	1147	KLEINHENN COMPANY	9,183	38.82.8210.0000.0.002	INTERNET RECEIPTS INVOICE #9183	(\$230.60)
Check Total:							\$1,974.05
331977	11/22/2019	1147	MACARTHUR HIGH SCHOOL	V493981	38.95.9528.0000.0.699	CONTRACT WITH BOOSTER CLUB TO RUN HOSPITALITY	\$2,000.00
Check Total:							\$2,000.00
331978	11/22/2019	1147	MATTHEW CLARK	V210420	10.74.1811.0250.0.003	REIMBURSEMENT OF INSTRUCTIONAL MATERIAL	\$80.00
Check Total:							\$80.00
331979	11/22/2019	1147	MIKE BELL	GAME 7	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331980	11/22/2019	1147	MT ZION HIGH SCHOOL	V61970	38.85.8568.0000.0.699	INVOICE DATED 10/1/2019 FOR CENTRAL ILLINOIS	\$110.00
Check Total:							\$110.00

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331981	11/22/2019	1147	NATIONAL ACADEMIC QUIZ TOURNAMENTS	29280	38.85.8568.0000.0.699	INVOICE #29280 FOR OMNIBUS LIST COLLECTION	\$107.00
Check Total:							\$107.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.00.3700.4300.2.312	CON REGISTRATION FEE FOR PAULA LEFFLER TO ATTEND	\$575.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.00.3700.4300.2.312	CONFIRMATION JZNB4M6PZH2 - -	\$575.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.03.2210.4932.2.312	CONFIRMATION HFNKKJ5L4ZC - -	\$375.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.03.2210.4932.2.312	CONFIRMATION JFN36HH598H - -	\$495.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.03.2210.4932.2.312	CONFIRMATION N4NML3Z4JSX - -	\$575.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.21.2210.4932.2.312	CONFIRMATION VGNJFWJ8XD2 - -	\$495.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.22.2210.4932.2.312	CONFIRMATION JTNTW7BPWPQ - -	\$375.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.42.2210.4932.2.312	REGISTRATION FEE FOR CARYN FUITEEN TO ATTEND	\$495.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.44.2210.4932.2.312	CONFIRMATION N4NML3Z4JSX - -	\$495.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.60.2210.4932.2.312	CONFIRMATION LMNB98NPSHQ - -	\$495.00
331982	11/22/2019	1147	NATIONAL LOUIS UNIVERSITY	V933400	10.62.2210.4932.2.312	CONFIRMATION G9NTH79THSP - -	\$495.00
Check Total:							\$5,445.00
331983	11/22/2019	1147	NOTARY PUBLIC ASSOCIATION	V569832	10.00.2310.0000.0.640	NOTARY PUBLIC RENEWAL - MELISSA BRADFORD	\$54.00
Check Total:							\$54.00

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
331984	11/22/2019	1147	SEAN LEE	GAME 9	38.95.9528.0000.0.699	TURKEY TOURNAMENT OFFICIAL PAYMENT - GAME	\$70.00
Check Total:							\$70.00
331985	11/22/2019	1147	THE CAMBRIAN GROUP	V251710	10.01.2210.0123.0.312	REGISTRATION STRATEGIC PLANNING	\$1,995.00
Check Total:							\$1,995.00
331986	11/22/2019	1147	TMG, LLC	V758589	10.24.1250.4331.2.640	INVOICE - ALL SCHOOL EVENT AT AVON THEATHER	\$1,560.00
Check Total:							\$1,560.00
331987	11/22/2019	1147	UNIVERSITY OF ILLINOIS PSEP	ORDER #94088	80.93.2367.0635.0.312	INVOICE # 94088 - COMMERCIAL PESTICIDE	\$50.00
331987	11/22/2019	1147	UNIVERSITY OF ILLINOIS PSEP	ORDER #94088	80.93.2367.0635.0.312	COMMERCIAL PESTICIDE TRAINING - GENERAL	\$50.00
331987	11/22/2019	1147	UNIVERSITY OF ILLINOIS PSEP	ORDER #94088	80.93.2367.0635.0.312	COMMERCIAL PESTICIDE TRAINING - GENERAL	\$50.00
331987	11/22/2019	1147	UNIVERSITY OF ILLINOIS PSEP	ORDER #94088	80.93.2367.0635.0.312	COMMERCIAL PESTICIDE TRAINING - GENERAL	\$50.00
Check Total:							\$200.00
331988	11/22/2019	1153	BLITT AND GAINES PC	V367168	10.00.0000.0000.0.070	WAGE DEDUCTION	\$267.02
331988	11/22/2019	1153	BLITT AND GAINES PC	V802961	10.00.0000.0000.0.070	WAGE DEDUCTION	\$267.02
Check Total:							\$534.04
331989	11/22/2019	1153	BOLEN ROBINSON & ELLIS	V158859	10.00.0000.0000.0.070	WAGE DEDUCTION	\$426.95
331989	11/22/2019	1153	BOLEN ROBINSON & ELLIS	V498179	10.00.0000.0000.0.070	WAGE DEDUCTION	\$487.29
Check Total:							\$914.24
331990	11/22/2019	1153	CLERK OF THIS COURT	V239049	10.00.0000.0000.0.070	WAGE DEDUCTION	\$301.17
331990	11/22/2019	1153	CLERK OF THIS COURT	V67718	10.00.0000.0000.0.070	WAGE DEDUCTION	\$301.17
Check Total:							\$602.34
331991	11/22/2019	1153	D F T A #4324	V991632	10.00.0000.0000.0.068	DUES - DECATUR FEDERATION OF TEACHING	\$6,077.96
Check Total:							\$6,077.96
331992	11/22/2019	1153	DECATUR EDUCATION ASSOCIATION	V368966	10.00.0000.0000.0.064	DUES - DEA	\$22,084.79

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$22,084.79
331993	11/22/2019	1153	DECATUR EDUCATIONAL SUPPORT	V321747	10.00.0000.0000.0.067	DUES - DESPA	\$1,336.58
Check Total:							\$1,336.58
331994	11/22/2019	1153	DECATUR PUBLIC SCHLS FOUNDATION	V589196	10.00.0000.0000.0.081	FOUNDATION	\$928.00
331994	11/22/2019	1153	DECATUR PUBLIC SCHLS FOUNDATION	V741838	10.00.0000.0000.0.081	FOUNDATION	\$4,319.00
Check Total:							\$5,247.00
331995	11/22/2019	1153	DELTA DENTAL OF ILLINOIS	V309902	10.00.0000.0000.0.079	dental/vision high	\$32,970.34
331995	11/22/2019	1153	DELTA DENTAL OF ILLINOIS	V309902	10.00.0000.0000.0.079	dental/vision low	\$6,577.56
331995	11/22/2019	1153	DELTA DENTAL OF ILLINOIS	V309902	10.00.0000.0000.0.079	dental/vision cobra low	\$15.40
Check Total:							\$39,563.30
331996	11/22/2019	1153	ECMC	V728988	10.00.0000.0000.0.070	WAGE DEDUCTION	\$74.38
331996	11/22/2019	1153	ECMC	V926141	10.00.0000.0000.0.070	WAGE DEDUCTION	\$74.38
Check Total:							\$148.76
331997	11/22/2019	1153	EDWARD Q COSTA	V186276	10.00.0000.0000.0.070	WAGE DEDUCTION	\$224.87
331997	11/22/2019	1153	EDWARD Q COSTA	V346384	10.00.0000.0000.0.070	WAGE DEDUCTION	\$439.32
Check Total:							\$664.19
331998	11/22/2019	1153	IDEAL AUTO SALES	V407176	10.00.0000.0000.0.070	WAGE DEDUCTION	\$273.94
331998	11/22/2019	1153	IDEAL AUTO SALES	V653086	10.00.0000.0000.0.070	WAGE DEDUCTION	\$67.80
Check Total:							\$341.74
331999	11/22/2019	1153	ILLINOIS STUDENT ASSISTANCE COMMISSION	V704087	10.00.0000.0000.0.070	WAGE DEDUCTION	\$140.54
331999	11/22/2019	1153	ILLINOIS STUDENT ASSISTANCE COMMISSION	V806189	10.00.0000.0000.0.070	WAGE DEDUCTION	\$87.70
Check Total:							\$228.24
332000	11/22/2019	1153	KOHN LAW FIRM S.C.	V770494	10.00.0000.0000.0.070	WAGE DEDUCTION	\$274.51
332000	11/22/2019	1153	KOHN LAW FIRM S.C.	V897990	10.00.0000.0000.0.070	WAGE DEDUCTION	\$287.55
Check Total:							\$562.06
332001	11/22/2019	1153	MARSHA L COMBS-SKINNER	V248757	10.00.0000.0000.0.070	WAGE DEDUCTION	\$514.73
332001	11/22/2019	1153	MARSHA L COMBS-SKINNER	V316593	10.00.0000.0000.0.070	WAGE DEDUCTION	\$514.73
Check Total:							\$1,029.46
332002	11/22/2019	1153	MIDWEST CREDIT & COLLECTION	V216136	10.00.0000.0000.0.070	WAGE DEDUCTION	\$111.44

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332002	11/22/2019	1153	MIDWEST CREDIT & COLLECTION	V230730	10.00.0000.0000.0.070	WAGE DEDUCTION	\$76.72
332002	11/22/2019	1153	MIDWEST CREDIT & COLLECTION	V915508	10.00.0000.0000.0.070	K Hudson	(\$91.02)
Check Total:							\$97.14
332003	11/22/2019	1153	N Y S H E S C	V486438	10.00.0000.0000.0.070	WAGE DEDUCTION	\$279.73
332003	11/22/2019	1153	N Y S H E S C	V796153	10.00.0000.0000.0.070	WAGE DEDUCTION	\$289.26
Check Total:							\$568.99
332004	11/22/2019	1153	NCPERS GROUP LIFE INS.	V2564	10.00.0000.0000.0.063	LIFE INSURANCE – IMRF VOLUNTARY	\$560.00
332004	11/22/2019	1153	NCPERS GROUP LIFE INS.	V442767	10.00.0000.0000.0.063	C Hobson pre-pay	(\$16.00)
Check Total:							\$544.00
332005	11/22/2019	1153	P A B INC	V3119	10.00.0000.0000.0.070	K Softley–Brummett	\$383.57
332005	11/22/2019	1153	P A B INC	V985563	10.00.0000.0000.0.070	WAGE DEDUCTION	\$191.78
332005	11/22/2019	1153	P A B INC	V997513	10.00.0000.0000.0.070	WAGE DEDUCTION	\$168.74
Check Total:							\$744.09
332006	11/22/2019	1153	PIONEER CREDIT RECOVERY INC	V357921	10.00.0000.0000.0.070	WAGE DEDUCTION	\$255.98
332006	11/22/2019	1153	PIONEER CREDIT RECOVERY INC	V662620	10.00.0000.0000.0.070	WAGE DEDUCTION	\$255.98
Check Total:							\$511.96
332007	11/22/2019	1153	S E I U LOCAL 73	V142020	10.00.0000.0000.0.065	DUES – BUILDING SERVICE	\$435.20
332007	11/22/2019	1153	S E I U LOCAL 73	V731047	10.00.0000.0000.0.065	DUES – BUILDING SERVICE	\$4,394.26
Check Total:							\$4,829.46
332008	11/22/2019	1153	ST. MARY'S DECATUR HOSPITAL	V3154	10.00.0000.0000.0.070	WAGE DEDUCTION	\$212.06
332008	11/22/2019	1153	ST. MARY'S DECATUR HOSPITAL	V513385	10.00.0000.0000.0.070	WAGE DEDUCTION	\$84.16
332008	11/22/2019	1153	ST. MARY'S DECATUR HOSPITAL	V674565	10.00.0000.0000.0.070	er fees	(\$25.00)
Check Total:							\$271.22
332009	11/22/2019	1153	TEAMSTERS LOCAL NO. 916	V652016	10.00.0000.0000.0.066	DUES – TEAMSTERS	\$143.00
332009	11/22/2019	1153	TEAMSTERS LOCAL NO. 916	V93764	10.00.0000.0000.0.066	DUES – TEAMSTERS	\$143.00
Check Total:							\$286.00
332010	11/22/2019	1153	THE COOK LAW OFFICE, PLLC	V303585	10.00.0000.0000.0.070	WAGE DEDUCTION	\$358.20
332010	11/22/2019	1153	THE COOK LAW OFFICE, PLLC	V74595	10.00.0000.0000.0.070	WAGE DEDUCTION	\$199.65
Check Total:							\$557.85

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332011	11/22/2019	1153	U S DEPARTMENT OF EDUCATION AWG	V154453	10.00.0000.0000.0.070	WAGE DEDUCTION	\$1,516.65
Check Total:							\$1,516.65
332012	11/22/2019	1153	UNITED WAY	V2683	10.00.0000.0000.0.074	UNITED WAY	\$693.00
332012	11/22/2019	1153	UNITED WAY	V480164	10.00.0000.0000.0.074	UNITED WAY	\$183.00
Check Total:							\$876.00
332013	11/30/2019	1158	7 MINDSETS ACADEMY	2178	10.60.1250.4331.2.327	PAY INVOICE 2178 FOR THE PURCHASE OF FULL ACCESS	\$10,000.00
332013	11/30/2019	1158	7 MINDSETS ACADEMY	2181	10.18.1250.4331.2.327	PAY INVOICE 2181 - SELECT OPTION 1 - FULL ACCESS	\$10,000.00
Check Total:							\$20,000.00
332014	11/30/2019	1158	AAA TROPHIES	228729	10.00.2630.0131.0.360	QUOTE DATED 11.4.19 DESK WEDGE WITH	\$38.00
332014	11/30/2019	1158	AAA TROPHIES	228729	10.00.2630.0131.0.360	OFFICE SIGNAGE NAME	\$15.00
Check Total:							\$53.00
332015	11/30/2019	1158	ABLENET INC	CI1911948	12.00.1201.0855.0.410	BIG CANDY CORN PROXIMITY SENSOR SWITCH	\$236.50
332015	11/30/2019	1158	ABLENET INC	CI1911948	12.00.1201.0855.0.410	BIGMACK	\$297.00
332015	11/30/2019	1158	ABLENET INC	CI1911948	12.00.1201.0855.0.410	ITALK2 WITH LEVELS	\$209.00
332015	11/30/2019	1158	ABLENET INC	CI1911948	12.00.1201.0855.0.410	BIG RED	\$214.50
332015	11/30/2019	1158	ABLENET INC	CI1911948	12.00.1201.0855.0.410	BLUE2 (OLD MODEL)	\$203.50
332015	11/30/2019	1158	ABLENET INC	CI1911948	12.00.1201.0855.0.410	ALL-TURN-IT SPINNER	\$137.50
332015	11/30/2019	1158	ABLENET INC	CI1911948	12.00.1201.0855.0.410	SWITCH ADAPTED BUMP-N-GO BUBBLE TRAIN	\$44.00
332015	11/30/2019	1158	ABLENET INC	CI1911948	12.00.1201.0855.0.410	SWITCH ADAPTED PENGUIN RACE	\$60.50
Check Total:							\$1,402.50
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.01.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$73.96
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.03.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$55.47
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.08.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$110.94



## Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.08.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$18.49
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.11.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$168.94
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.12.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$277.35
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.13.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$184.90
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.18.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$184.90
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.21.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$166.40
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.22.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$166.40
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.24.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$277.35
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.33.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$166.40
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.42.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$166.40
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.44.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$184.90
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.49.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$168.94
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.50.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$166.40
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.58.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$110.94
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.60.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$166.40
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.62.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$184.90
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.72.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$277.35
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.74.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$277.35
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.75.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$110.93

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2  
Bank Account: 2892733

Date Range: 11/01/2019 - 11/30/2019  
Voucher Range: 1130 - 1158

Sort By: Check  
Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names    ☒ Exclude Voided Checks    ☐ Exclude Manual Checks    ☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.81.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$540.44
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.82.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$540.44
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.85.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$540.44
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.99.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$39.98
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	10.99.2540.0109.0.321	GARBAGE DISPOSAL SERVICE	\$62.87
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	12.00.2540.0810.0.321	GARBAGE DISPOSAL SERVICE	\$4.44
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002804155	12.00.2540.0844.0.321	GARBAGE DISPOSAL SERVICE	\$6.66
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002806954	10.01.2540.0109.0.321	ADDITIONAL DUMPS AT ANNEX AT NEW PRICE	\$300.00
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002806954.	10.75.2540.0109.0.321	30 FT DUMPSTER - THOMAS JEFFERSON- 4735 E	\$300.00
332016	11/30/2019	1158	ADVANCED DISPOSAL - DECATUR - F3	F30002806954..	10.81.2540.0109.0.321	30 FT DUMPSTER - STEPHEN-DECATUR - 1	\$275.00
Check Total:							\$6,276.28
332017	11/30/2019	1158	AIRWELD INCORP	00324954	20.93.2540.0613.0.410	BLANKET ORDER FOR WELDING SUPPLIES AS	\$11.93
332017	11/30/2019	1158	AIRWELD INCORP	00325141	20.93.2540.0613.0.410	BLANKET ORDER FOR WELDING SUPPLIES AS	\$31.50
Check Total:							\$43.43
332018	11/30/2019	1158	ALLENDAL ASSOCIATION	20191104190608	12.00.1220.0855.0.671	PAY INVOICE 20191104190608: OCT'19	\$5,439.00
Check Total:							\$5,439.00
332019	11/30/2019	1158	ALLIANCE ILLINOIS	19145	80.93.2367.0635.0.319	BLANKET ORDER FOR PROFESSIONAL SERVICES	\$800.00
Check Total:							\$800.00
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	38.18.1802.0000.0.699	ENTERPRISE	\$597.90
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	38.42.4204.0000.0.699	MUFFLEY	\$183.21

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	38.42.4280.0000.0.699	MUFFLEY FOUNDATION	\$175.82
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	38.85.8563.0000.0.699	MHS EXCURSIONS	\$490.04
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	38.95.9511.0000.0.699	ASSISTANT SUP JEFF DAASE	\$934.27
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.11.2554.0550.0.331	GARFIELD	\$229.33
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.11.2554.0551.0.331	GARFIELD	\$335.23
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.12.2554.0550.0.331	DENNIS	\$229.33
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.12.2554.0551.0.331	DENNIS	\$549.63
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.24.2556.0000.0.331	DURFEE	\$651.58
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.72.2554.0551.0.331	HOPE	\$1,030.64
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.74.2554.0550.0.331	JOHNS HILL	\$505.66
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.74.2554.0551.0.331	JOHNS HILL	\$611.53
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.81.2554.0550.0.331	SDMS	\$1,017.51
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.81.2554.0551.0.331	SDMS	\$652.57
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.82.2554.0070.0.331	EHS FINE ARTS	\$1,157.38
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.82.2554.0550.0.331	BOYS ATHLETICS EHS	\$5,052.09
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.82.2554.0551.0.331	GIRLS ATHLETICS EHS	\$1,207.13
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.85.2554.0550.0.331	MHS	\$3,630.74
332020	11/30/2019	1158	ALLTOWN BUS COMPANY, LLS	1076	40.85.2554.0551.0.331	MHS	\$2,829.44
Check Total:							\$22,071.03
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	10.02.3700.4300.2.466	SECURITY LIGHTS	\$83.90
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.03.2540.0688.0.466	SECURITY LIGHTS	\$27.18
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.03.2540.0688.0.466	SECURITY LIGHTS	\$252.11
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.08.2540.0688.0.466	SECURITY LIGHTS	\$117.96
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.12.2540.0688.0.466	SECURITY LIGHTS	\$26.01
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.22.2540.0688.0.466	SECURITY LIGHTS	\$33.98
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.49.2540.0688.0.466	SECURITY LIGHTS	\$37.91
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.74.2540.0688.0.466	SECURITY LIGHTS	\$113.08
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.75.2540.0688.0.466	SECURITY LIGHTS	\$74.44
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.85.2540.0688.0.466	SECURITY LIGHTS	\$188.74
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.96.2540.0688.0.466	SECURITY LIGHTS	\$61.96

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	20.99.2540.0688.0.466	SECURITY LIGHTS	\$201.70
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	22.00.2540.0810.0.466	SECURITY LIGHTS	\$14.24
332021	11/30/2019	1158	AMEREN ILLINOIS	01302.46731	22.00.2540.0844.0.466	SECURITY LIGHTS	\$21.36
Check Total:							\$1,254.57
332022	11/30/2019	1158	ANITA GIFFORD	0002	10.82.1100.0017.0.319	INVOICE #0002 FOR ACCOMPANIST FOR CHIOR	\$100.00
Check Total:							\$100.00
332023	11/30/2019	1158	APPLE COMPUTER INC	AB07350971	10.00.2660.0110.0.750	PROPOSAL 2104014315 - 13" MACBOOK PRO WITH	\$1,199.00
332023	11/30/2019	1158	APPLE COMPUTER INC	AB08332076	10.00.2660.0110.0.750	USB-C DIGITAL AV MULTIPORT ADAPTER	\$69.00
332023	11/30/2019	1158	APPLE COMPUTER INC	AB12506664	10.00.2660.0110.0.410	BRENTHAVEN EDGE 360 CASE FOR 9.7 INCH IPAD	\$3,495.00
Check Total:							\$4,763.00
332024	11/30/2019	1158	ARAMARK	21920750	10.00.2570.0106.0.410	BLANKET ORDER FOR TRANSPORTATION	\$16.00
332024	11/30/2019	1158	ARAMARK	21938160	20.93.2540.0601.0.410	BLANKET ORDER FOR MAINTENANCE UNIFORMS	\$493.50
Check Total:							\$509.50
332025	11/30/2019	1158	ASCD	0013305733	10.01.2210.4932.1.410	IS MY SCHOOL A BETTER SCHOOL BECAUSE I LEAD IT	\$333.00
332025	11/30/2019	1158	ASCD	0013344287	10.12.1250.4331.1.410	ASCD #000002452864 ISBN-13:978-1-4166-2033	\$507.95
Check Total:							\$840.95
332026	11/30/2019	1158	ASSET GENIE, INC	1434978	10.00.2660.0110.0.323	BLANKET FOR K-12 IPAD APPLE DEVICE REPAIRS PER	\$129.00
332026	11/30/2019	1158	ASSET GENIE, INC	1435259	10.00.2660.0110.0.323	BLANKET FOR K-12 IPAD APPLE DEVICE REPAIRS PER	\$189.00
Check Total:							\$318.00
332027	11/30/2019	1158	AUTO ACCESSORY	323157	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$104.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332027	11/30/2019	1158	AUTO ACCESSORY	323525	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$36.00
332027	11/30/2019	1158	AUTO ACCESSORY	394190	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$24.00
332027	11/30/2019	1158	AUTO ACCESSORY	394312	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$35.50
332027	11/30/2019	1158	AUTO ACCESSORY	395395	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$105.45
332027	11/30/2019	1158	AUTO ACCESSORY	395489	10.85.1700.3370.0.410	SGD866AC – PADS – TICKET# 395489	\$24.00
332027	11/30/2019	1158	AUTO ACCESSORY	395489	10.85.1700.3370.0.410	EV86645 – QSC	\$16.00
332027	11/30/2019	1158	AUTO ACCESSORY	395489	10.85.1700.3370.0.410	ES3614 – QSC	\$18.00
332027	11/30/2019	1158	AUTO ACCESSORY	395489	10.85.1700.3370.0.410	RK620066 – MOOG	\$120.00
332027	11/30/2019	1158	AUTO ACCESSORY	395489	10.85.1700.3370.0.410	RK620065 – MOOG	\$120.00
332027	11/30/2019	1158	AUTO ACCESSORY	395489	10.85.1700.3370.0.410	AX900610 – ROTOR	\$24.00
Check Total:							\$626.95
332028	11/30/2019	1158	B & B GLASS	15793	20.93.2540.0609.0.410	BLANKET FOR PURCHASING REPLACEMENT GLASS	\$106.96
332028	11/30/2019	1158	B & B GLASS	15838	20.01.2540.0609.0.410	PAY INVOICE# 15838 – 1/4" CLEAR TEMPERED GLASS –	\$261.00
332028	11/30/2019	1158	B & B GLASS	15864	20.93.2540.0609.0.410	BLANKET FOR PURCHASING REPLACEMENT GLASS	\$50.54
332028	11/30/2019	1158	B & B GLASS	15876	20.93.2540.0609.0.410	BLANKET FOR PURCHASING REPLACEMENT GLASS	\$27.01
332028	11/30/2019	1158	B & B GLASS	15906	20.72.2540.0620.0.410	INVOICE# 15906 – VON DUPRIN 99 END CAP KIT	\$113.45
Check Total:							\$558.96
332029	11/30/2019	1158	B K D L L P	BK01115326	10.00.2310.0104.0.317	PAY INVOICE #BK01115326 – CLIENT #0069955 – FINAL	\$6,500.00
Check Total:							\$6,500.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332030	11/30/2019	1158	B L D D ARCHITECTS	1273	60.49.2530.0749.0.319	INVOICE# 1273 - PROJECT# 186EX16.405 - PARSONS EX	\$34,125.01
332030	11/30/2019	1158	B L D D ARCHITECTS	1275	60.60.2530.0760.0.319	INVOICE# 1275 - PROJECT# 186EX16.402 - SOUTH	\$17,767.44
332030	11/30/2019	1158	B L D D ARCHITECTS	1276	60.22.2530.0722.0.319	INVOICE# 1276 - PROJECT# 186EX16.040 - FRANKLIN	\$34,125.00
332030	11/30/2019	1158	B L D D ARCHITECTS	1277	60.42.2530.0742.0.319	PAY INVOICE# 1277 - PROJECT# 186EX16.403 -	\$34,125.00
332030	11/30/2019	1158	B L D D ARCHITECTS	1320	60.81.2530.0798.0.319	INVOICE# 1320 - PROJECT# 186EX16.406 -	\$90.00
332030	11/30/2019	1158	B L D D ARCHITECTS	1328	60.74.2530.0774.0.319	INVOICE# 1328 - PROJECT# 186EX16.400 - JOHNS HILL	\$129,440.13
Check Total:							\$249,672.58
332031	11/30/2019	1158	BECKS STUDIO	002258	10.03.2210.0084.0.360	2 X 10 NAMEPLATE. LINE 1: TERI MOORE; LINE 2:	\$10.00
Check Total:							\$10.00
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	283229	20.93.2540.0650.0.410	BLANKET ORDER FOR TIRES AND TIRE REPAIRS FOR	\$66.20
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	366550	20.93.2540.0650.0.410	BLANKET ORDER FOR TIRES AND TIRE REPAIRS FOR	\$23.50
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368149	20.93.2540.0650.0.410	BLANKET ORDER FOR TIRES AND TIRE REPAIRS FOR	\$101.50
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368227	10.82.1700.3370.0.323	WHEEL BALANCE -	\$20.00
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368227	10.82.1700.3370.0.323	ENVIRONMENTAL FEE (ISTT)	\$5.00
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368227	10.82.1700.3370.0.323	DISPOSAL FEE PASSENGER	\$7.00
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368227	10.82.1700.3370.0.323	MOUNT/DISMOUNT - PASSENGER	\$16.00
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368227	10.82.1700.3370.0.323	4 WHEEL ALIGNMENT - PASSENGER	\$89.95

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368227	10.82.1700.3370.0.410	PAY INVOICE# 368227 - 205/70R15 FIRE	\$126.52
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368227	10.82.1700.3370.0.410	PASS VALVE STEM	\$4.00
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368259	10.85.1700.3370.0.323	PAY INVOICE# 368259 - 4 WHEEL ALIGNMENT -	\$89.95
332032	11/30/2019	1158	BEST ONE OF CENTRAL ILLINOIS	368448	20.93.2540.0650.0.410	BLANKET ORDER FOR TIRES AND TIRE REPAIRS FOR	\$96.83
Check Total:							\$646.45
332033	11/30/2019	1158	BLACK & COMPANY	11461523	10.00.0000.0000.0.973	*QUOTE# 333-876* 3M LARGE RECTANGULAR	\$45.00
332033	11/30/2019	1158	BLACK & COMPANY	11461825	10.00.0000.0000.0.973	*QUOTE# 333-876* 3M LARGE RECTANGULAR	\$272.75
332033	11/30/2019	1158	BLACK & COMPANY	11461841.	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING SUPPLIES AND	\$45.00
332033	11/30/2019	1158	BLACK & COMPANY	11461841..	10.00.0000.0000.0.973	*QUOTE# 333-876* 3M LARGE RECTANGULAR	(\$45.00)
332033	11/30/2019	1158	BLACK & COMPANY	11462287	10.00.0000.0000.0.973	*QUOTE# 1119265* OSSIAN TITAN ICE MELTER, 50# BAG	\$900.00
332033	11/30/2019	1158	BLACK & COMPANY	11462288	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING SUPPLIES AND	\$43.74
332033	11/30/2019	1158	BLACK & COMPANY	11462347	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING SUPPLIES AND	\$93.54
332033	11/30/2019	1158	BLACK & COMPANY	11462348	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING SUPPLIES AND	\$6.61
332033	11/30/2019	1158	BLACK & COMPANY	11462440	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING SUPPLIES AND	\$61.36
Check Total:							\$1,423.00
332034	11/30/2019	1158	BLACKBOARD INC	1334591	10.00.2660.0110.0.327	BLACKBOARD RENEWAL AGREEMENT -BLACKBOARD	\$32,490.00

# Decatur School District #61

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Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332034	11/30/2019	1158	BLACKBOARD INC	1334591	10.00.2660.0110.0.327	8,490 – BLACKBOARD MOBILE COMMUNICATIONS	\$10,640.22
332034	11/30/2019	1158	BLACKBOARD INC	1334591	10.00.2660.0110.0.327	8,490 – BLACKBOARD MASS NOTIFICATIONS	\$10,158.48
332034	11/30/2019	1158	BLACKBOARD INC	1334591	10.00.2660.0110.0.327	8,490 – TEACHER COMMUNICATION	\$8,680.13
332034	11/30/2019	1158	BLACKBOARD INC	1334591	10.00.2660.0110.0.327	PREMIUM VIDEO APP PER SITE	\$3,552.74
332034	11/30/2019	1158	BLACKBOARD INC	1334591	10.00.2660.0110.0.327	BLACKBOARD SOCIAL MEDIA MANAGER	\$0.00
332034	11/30/2019	1158	BLACKBOARD INC	1334591	10.00.2660.0110.0.327	APP STORE MAINTENANCE SERVICE	\$0.00
332034	11/30/2019	1158	BLACKBOARD INC	1334591	10.00.2660.0110.0.327	IMPLEMENTATION: TEACHER COMMUNICATION	\$0.00
Check Total:							\$65,521.57
332035	11/30/2019	1158	BODINE ELECTRIC	W162842-1	20.81.2540.0604.0.750	20HP 1800 TEFC 254-256T SD 3PH – STK-DECATUR,	\$879.00
Check Total:							\$879.00
332036	11/30/2019	1158	BOOKSOURCE	850361	10.62.1250.4331.1.410	QUOTE#: Q41661 – COMPLETE STARTER GRADE	\$2,006.85
332036	11/30/2019	1158	BOOKSOURCE	850361	10.62.1250.4331.1.410	COMPLETE STARTER GRADE 5 LIBRARY	\$4,086.56
332036	11/30/2019	1158	BOOKSOURCE	850361	10.62.1250.4331.1.410	COMPLETE STARTER GRADE 6 LIBRARY	\$4,330.16
332036	11/30/2019	1158	BOOKSOURCE	852685	10.62.1250.4331.1.410	COMPLETE STARTER GRADE 5 LIBRARY	(\$2,079.51)
Check Total:							\$8,344.06
332037	11/30/2019	1158	BRL2 PUBLISHING	257	12.00.1206.0811.0.410	QUOTE 102419 FOR 1 COPY OF PROOF POSITIVE ON USB	\$79.00
Check Total:							\$79.00



# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332038	11/30/2019	1158	BSN SPORTS	905432979	10.81.1100.0039.0.750	INVOICE # 905432979 DATED 07/17/2019 FOR	\$7,546.47
332038	11/30/2019	1158	BSN SPORTS	905857410	10.85.1549.0506.0.410	QUOTE# 4749246 ROY/WHT-WOMENS	\$350.00
332038	11/30/2019	1158	BSN SPORTS	905857410	10.85.1549.0506.0.410	ROY/WHT-WOMENS NIKECOURT DRY SKIRT,	\$320.00
332038	11/30/2019	1158	BSN SPORTS	905857410	10.85.1549.0506.0.410	MACARTHUR TENNIS	\$25.00
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1520.0502.0.410	QUOTE DATED 5/13/19: TUFF TEK JUNIOR-EMPTY	\$171.83
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1520.0502.0.410	MARK V BASKETBALL SCOREBOOK	\$27.89
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1520.0511.0.410	SLIPP-NOTT LG. REPL PAD 26X26-75 SHEET	\$103.29
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0502.0.410	CRAMER 750 ATHLETIC TAPE (CS OF 32)	\$77.22
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0502.0.410	VOLLEYBALL SCOREBOOK	\$13.94
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0502.0.410	TUFF TEK JUNIOR-EMPTY	\$171.83
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0502.0.410	MARK V BASKETBALL SCOREBOOK	\$27.89
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0550.0.410	SLIPP-NOTT LG.REPL PAD 26X26-75 SHEET	\$103.29
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0550.0.410	MONSTER BALL CART	\$273.52
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0550.0.410	WHITE/BLUE-SELECT DIAMOND SZ5-10 PACK	\$260.65
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0550.0.410	2-TONE HEX SOCCER NET-BLK/WH	\$255.29
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0550.0.410	RAWLINGS CNTR295-IESA	\$300.30
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0550.0.410	RAWLINGS CNTR285-IESA	\$300.30
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0550.0.410	RAWLINGS VB202 IESA VOLLEYBALL	\$454.82

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332038	11/30/2019	1158	BSN SPORTS	906211511	10.81.1560.0550.0.410	MUELLER INSTANT COLD PACK 6" X 9"	\$57.91
332038	11/30/2019	1158	BSN SPORTS	906614131	10.74.1529.0502.0.410	QUOTE DATED MAY 28, 2019 - UA WOMENS	\$1,044.00
332038	11/30/2019	1158	BSN SPORTS	906614131	10.74.1529.0502.0.410	UA WOMENS CUSTOM SHORT - GREY, 5/S, 5/M,	\$972.00
332038	11/30/2019	1158	BSN SPORTS	906614131	10.74.1529.0502.0.410	UA WOMENS CUSTOM JERSEY TOP - WHITE SIZES:	\$972.00
332038	11/30/2019	1158	BSN SPORTS	906614131	10.74.1529.0502.0.410	US WOMENS CUSTOM SHORT - WHITE - 5/S, 5/M.	\$972.00
332038	11/30/2019	1158	BSN SPORTS	906614131	10.74.1529.0502.0.410	UA WOMENS CUSTOM SHOOTING SHIRT - ORANGE	\$0.00
332038	11/30/2019	1158	BSN SPORTS	906640177	10.82.1532.0504.0.410	CUSTOM FOOTBALL JERSEY TO MATCH **BSN QUOTE	\$58.85
332038	11/30/2019	1158	BSN SPORTS	906814606	38.12.1268.0000.0.699	*QUOTE# 5420436* RAWLINGS- CNTR285 - IESA	\$61.03
332038	11/30/2019	1158	BSN SPORTS	906814606	38.12.1268.0000.0.699	RAWLINGS CNTR295 - IESA	\$61.03
332038	11/30/2019	1158	BSN SPORTS	906831674	10.11.1573.0511.0.410	VOLLEYBALLS- GARFIELD	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.12.1573.0511.0.410	VOLLEYBALLS- DENNIS	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.13.1573.0511.0.410	QUOTE # 5438504 SOFT TRAINING VB ROYAL	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.18.1573.0511.0.410	VOLLEYBALLS- ENTERPRISE	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.21.1573.0511.0.410	VOLLEYBALLS- FRENCH	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.22.1573.0511.0.410	VOLLEYBALLS- FRANKLIN	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.24.1573.0511.0.410	VOLLEYBALLS- DUFFEE	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.42.1573.0511.0.410	VOLLEYBALLS- MUFFLEY	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.44.1573.0511.0.410	VOLLEYBALLS- OAK GROVE	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.49.1573.0511.0.410	VOLLEYBALLS- PARSONS	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.60.1573.0511.0.410	VOLLEYBALLS- SOUTH	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.62.1573.0511.0.410	VOLLEYBALLS- STEVENSON	\$124.62

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332038	11/30/2019	1158	BSN SPORTS	906831674	10.72.1573.0511.0.410	VOLLEYBALLS- HOPE	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906831674	10.74.1573.0511.0.410	VOLLEYBALLS- JOHNS HILL	\$124.60
332038	11/30/2019	1158	BSN SPORTS	906849379	38.82.8211.0000.0.699	SUBLIM - NO CUST LOGO-DIGITAL JORDAN RIO	\$1,005.00
332038	11/30/2019	1158	BSN SPORTS	906849379	38.82.8211.0000.0.699	SUBLIM - 1 CUST LOGO-DIGITAL JORDAN RIO	\$975.00
332038	11/30/2019	1158	BSN SPORTS	906977770	10.82.1532.0502.0.410	WILSON EVOLUTION BASKETBALL 29.5" OFFICI	\$508.00
332038	11/30/2019	1158	BSN SPORTS	906977770	10.82.1532.0502.0.410	WILSON EVOLUTION BASKETBALL 29.5" OFFICI	\$180.00
332038	11/30/2019	1158	BSN SPORTS	906977770	10.82.1532.0502.0.410	PANTHER HEAD LOGO	\$0.00
332038	11/30/2019	1158	BSN SPORTS	906977770	10.82.1532.0502.0.410	MARK V BASKETBALL SCOREBOOK	\$22.50
332038	11/30/2019	1158	BSN SPORTS	906977770	10.82.1532.0502.0.410	GATORADE 7/OZ DISPOSABLE CUPS -	\$115.00
332038	11/30/2019	1158	BSN SPORTS	906977770	10.82.1532.0502.0.410	SLIPP-NOTT PREL PAD 15X18-75 SHEET	\$60.00
332038	11/30/2019	1158	BSN SPORTS	906983675	38.12.1260.0000.0.699	400 - BLUE/WH-KD TREY 5 VII SHOES- SIZE 8	\$109.00
332038	11/30/2019	1158	BSN SPORTS	906983675	38.12.1260.0000.0.699	400 - BLUE/WH-KD TREY 5 VII SHOES- 4 OF SIZE 8.5	\$268.00
332038	11/30/2019	1158	BSN SPORTS	906983675	38.12.1260.0000.0.699	400 - BLUE/WH-KD TREY 5 VII SHOES SIZE-9	\$67.00
332038	11/30/2019	1158	BSN SPORTS	906983675	38.12.1260.0000.0.699	400 - BLUE/WH-KD TREY 5 VII SHOES SIZE-9.5	\$201.00
332038	11/30/2019	1158	BSN SPORTS	906983675	38.12.1260.0000.0.699	400 - BLUE/WH-KD TREY 5 VII SHOES TWO OF- SIZE 11	\$134.00
332038	11/30/2019	1158	BSN SPORTS	906983675	38.12.1260.0000.0.699	400 - BLUE/WH-KD TREY 5 VII SHOES-11.5	\$67.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332038	11/30/2019	1158	BSN SPORTS	906983675	38.12.1260.0000.0.699	400 - BLUE/WH-KD TREY 5 VII SHOES- SIZE 12.5	\$67.00
332038	11/30/2019	1158	BSN SPORTS	906983675	38.12.1260.0000.0.699	400 - BLUE/WH-KD TREY 5 VII SHOES -SIZE 13	\$67.00
332038	11/30/2019	1158	BSN SPORTS	907004665	10.82.1542.0502.0.410	WILSON EVOLUTION BASKETBALL 29.5" INTER	\$508.00
332038	11/30/2019	1158	BSN SPORTS	907004665	10.82.1542.0502.0.410	WILSON EVOLUTION BASKETBALL 29.5" INTER	\$180.00
332038	11/30/2019	1158	BSN SPORTS	907004665	10.82.1542.0502.0.410	PANTHER HEAD LOGO	\$0.00
332038	11/30/2019	1158	BSN SPORTS	907004665	10.82.1542.0502.0.410	MARK V BASKETBALL SCOREBOOK	\$22.50
332038	11/30/2019	1158	BSN SPORTS	907004665	10.82.1542.0502.0.410	GATORADE 7/OZ DISPOSABLE CUPS -	\$115.00
332038	11/30/2019	1158	BSN SPORTS	907004665	10.82.1542.0502.0.410	SLIPP-NOTT PREL PAD 15X18-75 SHEET	\$60.00
332038	11/30/2019	1158	BSN SPORTS	907005091	10.85.1542.0502.0.410	QUOTE #5188695 - JUMPMAN GIRLS PRACTICE	\$35.00
332038	11/30/2019	1158	BSN SPORTS	907005091	10.85.1542.0502.0.410	MACARTHUR GENERALS WITH NUMBERS	\$450.00
332038	11/30/2019	1158	BSN SPORTS	907031480	38.12.1262.0000.0.699	BLUE/WH-KD TREY 5 VII SHOES 2PAIRS SIZE 8 BSN	\$140.00
332038	11/30/2019	1158	BSN SPORTS	907085523	10.82.1532.0501.0.410	*SEE ATTACHED CART* BK/SL-ELITE-X CUSTOM	\$684.98
332038	11/30/2019	1158	BSN SPORTS	907085523	10.82.1532.0501.0.410	WILSON HIGH SCHOOL SST BASEBALL	\$600.00
332038	11/30/2019	1158	BSN SPORTS	907156152	38.85.8506.0000.0.699	CUSTOM PULSE FLEXFIT CAPS, QUOTE #5307541	\$738.00
332038	11/30/2019	1158	BSN SPORTS	907156152	38.85.8506.0000.0.699	CUSTOM PULSE FLEXFIT CAPS, NO CHARGE	\$30.00

# Decatur School District #61

## Disbursement Detail Listing

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Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332038	11/30/2019	1158	BSN SPORTS	907157115	10.82.1549.0502.0.410	QUOTE#4925026 SUBLIM - NO CUST LOGO-WOMENS	\$1,035.00
332038	11/30/2019	1158	BSN SPORTS	907157115	10.82.1549.0502.0.410	SUBLIM - 1 CUST LOGO-WOMENS DIGITAL	\$975.00
332038	11/30/2019	1158	BSN SPORTS	907157115	10.82.1549.0502.0.410	SUBLIM - NO CUST LOGO-WOMENS DIGITAL	\$975.00
332038	11/30/2019	1158	BSN SPORTS	907157115	10.82.1549.0502.0.410	SUBLIM - 1 CUST LOGO-WOMENS DIGITAL	\$975.00
Check Total:							\$28,095.75
332039	11/30/2019	1158	BUSHUE BACKGROUND SCREENING	8904	10.00.2640.0000.0.319	PAY INV # 8904 HUMAN RESOURCES SAFETY &	\$18,600.00
332039	11/30/2019	1158	BUSHUE BACKGROUND SCREENING	DECATUR61-20191031	10.00.2640.0000.0.319	BLANKET FOR BACKGROUND/FINGERPRINT	\$592.00
Check Total:							\$19,192.00
332040	11/30/2019	1158	CAPITAL ONE EQUIPMENT FINANCE.	0005374256	30.00.5220.0000.0.620	PAY INVOICE #0005374256 - LOAN #100361240 -	\$52,593.75
Check Total:							\$52,593.75
332041	11/30/2019	1158	CENTRAL ILLINOIS AUCTIONS	10.26.2019	10.00.2570.0125.0.390	AUCTIONEER'S FEE - AUCTION OCTOBER 26,	\$3,285.40
Check Total:							\$3,285.40
332042	11/30/2019	1158	CHASTAIN & ASSOCIATES LLC	7268-01	60.74.2530.0774.0.319	INVOICE# 7268-01 - JOHNS HILL MAGNET -	\$2,317.78
Check Total:							\$2,317.78
332043	11/30/2019	1158	CINTAS CORPORATION	1900883370	20.93.2540.0601.0.410	BLANKET ORDER FOR MAINTENANCE UNIFORMS	\$516.00
332043	11/30/2019	1158	CINTAS CORPORATION	1900884230	10.93.2540.0105.0.410	BLANKET ORDER FOR CUSTODIAL UNIFORMS FOR	\$451.50
332043	11/30/2019	1158	CINTAS CORPORATION	1900886453	10.00.2570.0106.0.410	BLANKET ORDER FOR TRANSPORTATION	\$146.48
Check Total:							\$1,113.98

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332044	11/30/2019	1158	CITY OF DECATUR	1032111	20.93.2540.0651.0.464	INVOICE# 1032111 - 624.60 GALLONS DIESEL	\$1,528.29
332044	11/30/2019	1158	CITY OF DECATUR	7713	20.93.2540.0633.0.410	INVOICE# 7713 - SALT - 11/11/19 FOUR TONS,	\$2,209.74
Check Total:							\$3,738.03
332045	11/30/2019	1158	CITY OF DECATUR - MLK BANQUET	V196769	10.00.2630.0131.0.350	INVOICE - ORDER FORM FOR 1 FULL PAGE 8 X 10.5	\$100.00
Check Total:							\$100.00
332046	11/30/2019	1158	CITY OF DECATUR ILLINOIS	7712	10.00.2660.0110.0.319	QUOTE # DECIFIBER-DPS61 - 2 FIBERS (12.8 FIBER MILES)	\$12,800.00
332046	11/30/2019	1158	CITY OF DECATUR ILLINOIS	7712	10.00.2660.0110.0.319	CITY FIBER SPLICING FEES FOR THIS ROUTE	\$990.00
332046	11/30/2019	1158	CITY OF DECATUR ILLINOIS	7712	10.00.2660.0110.0.323	ONGOING FIBER MAINTENANCE PER FIBER	\$460.80
Check Total:							\$14,250.80
332047	11/30/2019	1158	CLEAR TALK	209879	10.93.2223.0101.0.410	*ESTIMATE# 6600* MOTOROLA PMNN4071A	\$600.00
332047	11/30/2019	1158	CLEAR TALK	209879	10.93.2223.0101.0.410	MOTOROLA RLN5707A MINITOR NIMH BATTERY	\$40.00
Check Total:							\$640.00
332048	11/30/2019	1158	COCHLEAR AMERICAS	2759997	12.00.2150.0880.0.410	QUOTE #906228 FOR COCHLEAR WIRELESS MINI	\$430.00
332048	11/30/2019	1158	COCHLEAR AMERICAS	2759997	12.00.2150.0880.0.410	NUCLEUS 7 TRUE WIRELESS USER GUIDE ENGLISH CAM	\$0.00
Check Total:							\$430.00
332049	11/30/2019	1158	CONNOR COMPANY	S8776833.001	20.62.2540.0602.0.410	WHITE MANSFIELD QUANTUM WM R-O 1.6	\$480.24
332049	11/30/2019	1158	CONNOR COMPANY	S8776833.001	20.62.2540.0602.0.410	BEMIS ELG OFLC PLST ST	\$27.25
332049	11/30/2019	1158	CONNOR COMPANY	S8795956.002	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$18.75
332049	11/30/2019	1158	CONNOR COMPANY	S8801533.001	20.50.2540.0602.0.410	3/4 X 10 HARD TUBE L	\$20.58

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332049	11/30/2019	1158	CONNOR COMPANY	S8801533.001	20.50.2540.0602.0.410	CONFIRMING ORDER-DO NOT DUPLICATE - WATTS	\$22.71
332049	11/30/2019	1158	CONNOR COMPANY	S8801533.001	20.50.2540.0602.0.410	3/4 PXP WROT LR 90 ELL PF02734	\$20.50
332049	11/30/2019	1158	CONNOR COMPANY	S8801533.001	20.50.2540.0602.0.410	1-1/4 X 3/4 PXP WROT DPL PF01058	\$22.95
332049	11/30/2019	1158	CONNOR COMPANY	S8801533.001	20.50.2540.0602.0.410	1-1/4 X 3/4 PXPXP WROT T PF04070	\$15.73
332049	11/30/2019	1158	CONNOR COMPANY	S8801533.001	20.50.2540.0602.0.410	MV 3/4 200# PXP LF BRS BV PRESS	\$22.26
332049	11/30/2019	1158	CONNOR COMPANY	S8801533.001	20.50.2540.0602.0.750	AOS 80 GALLON ELECTRIC WATER HEATER	\$1,127.06
332049	11/30/2019	1158	CONNOR COMPANY	S8807994.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$153.65
332049	11/30/2019	1158	CONNOR COMPANY	S8816712.001	20.44.2540.0603.0.410	CONFIRMING ORDER-DO NOT DUPLICATE - 3/4 PXP	\$41.00
332049	11/30/2019	1158	CONNOR COMPANY	S8816712.001	20.44.2540.0603.0.410	3/4 PXPXP WROT TEE PF04031	\$16.33
332049	11/30/2019	1158	CONNOR COMPANY	S8816712.001	20.44.2540.0603.0.410	3/4 PXM WROT ADAPTER PF01146	\$25.82
332049	11/30/2019	1158	CONNOR COMPANY	S8816712.001	20.44.2540.0603.0.410	3/4 PXP WROT CPLG 2/STOP PF10146	\$11.10
332049	11/30/2019	1158	CONNOR COMPANY	S8816712.001	20.44.2540.0603.0.410	3/4 PXP UNION PF08004	\$60.80
332049	11/30/2019	1158	CONNOR COMPANY	S8816712.001	20.44.2540.0603.0.410	ANVIL CT138R 3/4 CPR SPLIT RING HANGER F/ROD	\$23.72
332049	11/30/2019	1158	CONNOR COMPANY	S8816712.001	20.44.2540.0603.0.410	ANVIL CT138R 1 CFPR SPLIT RING HANGER F/ROD	\$26.09
332049	11/30/2019	1158	CONNOR COMPANY	S8817438.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$27.80

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332049	11/30/2019	1158	CONNOR COMPANY	S8819639.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$20.00
332049	11/30/2019	1158	CONNOR COMPANY	S8823061.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$145.55
332049	11/30/2019	1158	CONNOR COMPANY	S8823701.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	(\$154.05)
332049	11/30/2019	1158	CONNOR COMPANY	S8824115.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$32.11
332049	11/30/2019	1158	CONNOR COMPANY	S8824526.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$37.20
332049	11/30/2019	1158	CONNOR COMPANY	S8824560.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$41.93
332049	11/30/2019	1158	CONNOR COMPANY	S8826034.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$62.68
332049	11/30/2019	1158	CONNOR COMPANY	S8827845.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$128.67
332049	11/30/2019	1158	CONNOR COMPANY	S8831743.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$51.02
332049	11/30/2019	1158	CONNOR COMPANY	S8833550.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$26.24
332049	11/30/2019	1158	CONNOR COMPANY	S8836398.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$153.76
332049	11/30/2019	1158	CONNOR COMPANY	S8837956.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$6.84
332049	11/30/2019	1158	CONNOR COMPANY	S8840949.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$62.68
332049	11/30/2019	1158	CONNOR COMPANY	S8843187.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$158.73
332049	11/30/2019	1158	CONNOR COMPANY	S8843681.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$22.54



# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332049	11/30/2019	1158	CONNOR COMPANY	S8852193.001	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING REPAIR PARTS AND	\$102.52
Check Total:							\$3,062.76
332050	11/30/2019	1158	CONSOCIATE GROUP	2822	10.00.2520.0104.0.319	BLANKET ORDER FOR FLEXIBLE SPENDING	\$646.00
Check Total:							\$646.00
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.11.1571.0508.0.410	MEDALS- GARFIELD	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.11.1571.0508.0.410	TSHIRTS- GARFIELD	\$21.71
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.12.1571.0508.0.410	TSHIRTS- DENNIS	\$21.71
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.12.1571.0508.0.410	MEDALS- DENNIS	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.13.1571.0508.0.410	QUOTE DATED 10.8.19 WRESTLING MEDALS WITH	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.13.1571.0508.0.410	YELLOW T'SHIRTS WITH PRINTING ON THE FRONT IN	\$21.71
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.18.1571.0508.0.410	TSHIRTS- ENTERPRISE	\$21.71
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.18.1571.0508.0.410	MEDALS- ENTERPRISE	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.21.1571.0508.0.410	MEDALS- FRENCH	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.21.1571.0508.0.410	TSHIRTS- FRENCH	\$21.71
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.22.1571.0508.0.410	TSHIRTS- FRANKLIN	\$21.71
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.22.1571.0508.0.410	MEDALS- FRANKLIN	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.24.1571.0508.0.410	MEDALS- DURFEE	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.24.1571.0508.0.410	TSHIRTS- DURFEE	\$21.71
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.42.1571.0508.0.410	MEDALS- MUFFLEY	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.42.1571.0508.0.410	TSHIRTS- MUFFLEY	\$21.72
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.44.1571.0508.0.410	TSHIRTS- OAK GROVE	\$21.72
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.44.1571.0508.0.410	MEDALS- OAK GROVE	\$2.85
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.49.1571.0508.0.410	MEDALS- PARSONS	\$2.85
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.49.1571.0508.0.410	TSHIRTS- PARSONS	\$21.72
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.60.1571.0508.0.410	TSHIRTS- SOUTH SHORES	\$21.72
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.60.1571.0508.0.410	MEDALS- SOUTH SHORES	\$2.85

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.62.1571.0508.0.410	MEDALS- STEVENSON	\$2.85
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.62.1571.0508.0.410	TSHIRTS- STEVENSON	\$21.72
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.72.1571.0508.0.410	MEDALS- HOPE	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.72.1571.0508.0.410	TSHIRTS- HOPE	\$21.71
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.74.1571.0508.0.410	TSHIRTS- JOHNS HILL	\$21.72
332051	11/30/2019	1158	CUSTOM TROPHIES	93578	10.74.1571.0508.0.410	MEDALS- JOHNS HILL	\$2.86
332051	11/30/2019	1158	CUSTOM TROPHIES	93623	10.11.1566.0562.0.410	*QUOTE DATED 10/3/19* FOR RIBBON 2 X 8 WITH	\$42.00
332051	11/30/2019	1158	CUSTOM TROPHIES	93623	10.12.1566.0562.0.410	DENNIS	\$42.00
332051	11/30/2019	1158	CUSTOM TROPHIES	93623	10.72.1566.0562.0.410	HOPE	\$42.00
332051	11/30/2019	1158	CUSTOM TROPHIES	93623	10.74.1566.0562.0.410	JOHNS HILL	\$42.00
332051	11/30/2019	1158	CUSTOM TROPHIES	93623	10.81.1566.0562.0.410	SDMS	\$42.00
Check Total:							\$554.00
332052	11/30/2019	1158	DANSIG GROUP	1458	80.00.2362.0201.0.384	INVOICE #1458 - ADDITIONAL PREMIUM DUE	\$4,834.00
Check Total:							\$4,834.00
332053	11/30/2019	1158	DECATUR ACE HARDWARE	530643.	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$10.00
332053	11/30/2019	1158	DECATUR ACE HARDWARE	532800	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$24.89
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533052	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$11.20
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533579	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$16.60
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533705	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$13.49
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533723	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$49.46
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533747	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$34.64

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533749	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$7.19
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533778	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$8.09
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533779	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$39.58
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533787	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$14.02
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533884	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$3.67
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533900	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$3.37
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533911	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$32.61
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533935	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$8.08
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533939	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$52.69
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533941	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$66.56
332053	11/30/2019	1158	DECATUR ACE HARDWARE	533993	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$19.99
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534007	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$26.08
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534041	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$11.69
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534043	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$14.18
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534052	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$10.32

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534079	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$16.14
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534091	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$12.39
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534114	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$3.13
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534115	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$56.82
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534121	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$12.57
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534127	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$99.99
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534128	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$5.03
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534140	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$26.93
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534183	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$4.49
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534194	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$69.76
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534223	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$19.03
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534235	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$11.32
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534271	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$20.50
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534283	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$11.31
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534287	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$28.49

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534297	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$9.68
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534310	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$10.52
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534314	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$17.08
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534318	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$51.08
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534322	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$31.99
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534323	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$8.99
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534341	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$27.50
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534349	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$15.07
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534397	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$27.37
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534421	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$8.63
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534468	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$6.27
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534478	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$7.90
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534480	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$3.58
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534493	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$9.87
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534508	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$19.03

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332053	11/30/2019	1158	DECATUR ACE HARDWARE	534514	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES AND	\$25.52
Check Total:							\$1,156.38
332054	11/30/2019	1158	DECATUR AMBULANCE SERVICE INC	190829-060	80.85.2367.0504.0.319	BLANKET FOR AMBULANCE SERVICE DURING HOME	\$294.50
332054	11/30/2019	1158	DECATUR AMBULANCE SERVICE INC	190830-077	80.82.2367.0504.0.319	BLANKET FOR AMBULANCE SERVICE DURING HOME	\$294.50
332054	11/30/2019	1158	DECATUR AMBULANCE SERVICE INC	190830-083	80.85.2367.0504.0.319	BLANKET FOR AMBULANCE SERVICE DURING HOME	\$323.00
332054	11/30/2019	1158	DECATUR AMBULANCE SERVICE INC	190906-072	80.82.2367.0504.0.319	BLANKET FOR AMBULANCE SERVICE DURING HOME	\$294.50
332054	11/30/2019	1158	DECATUR AMBULANCE SERVICE INC	190909-091	80.82.2367.0504.0.319	BLANKET FOR AMBULANCE SERVICE DURING HOME	\$247.00
332054	11/30/2019	1158	DECATUR AMBULANCE SERVICE INC	190912-057	80.85.2367.0504.0.319	BLANKET FOR AMBULANCE SERVICE DURING HOME	\$171.00
Check Total:							\$1,624.50
332055	11/30/2019	1158	DECATUR BOLT CO INC	269787	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY PARTS AND	\$9.88
332055	11/30/2019	1158	DECATUR BOLT CO INC	269830	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY PARTS AND	\$57.20
332055	11/30/2019	1158	DECATUR BOLT CO INC	269892	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY PARTS AND	\$2.49
332055	11/30/2019	1158	DECATUR BOLT CO INC	269925	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY PARTS AND	\$6.38
332055	11/30/2019	1158	DECATUR BOLT CO INC	270199	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY PARTS AND	\$32.09
332055	11/30/2019	1158	DECATUR BOLT CO INC	270523	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY PARTS AND	\$108.44
Check Total:							\$216.48

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08168990	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$4.34
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169004	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$26.46
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169014	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$44.30
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169019	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$70.89
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169020	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$16.36
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169021	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$54.66
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169028	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$79.16
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169056	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$54.64
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169077	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$79.16
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169084	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$43.04
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169085	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$24.06
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169086	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$5.63
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169100	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$20.06
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169101	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$18.69
332056	11/30/2019	1158	DECATUR PAINT & VARNISH	08169102	20.93.2540.0608.0.410	BLANKET ORDER FOR PAINT & PAINTING SUPPLIES	\$81.99

# Decatur School District #61

## Disbursement Detail Listing

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Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$623.44
332057	11/30/2019	1158	DECATUR PUBLIC TRANSIT SYSTEM	4086	40.50.2552.3705.2.339	DECATUR PUBLIC TRANSIT ESTIMATE#1002 YELLOW	\$460.00
332057	11/30/2019	1158	DECATUR PUBLIC TRANSIT SYSTEM	4086	40.50.2552.3705.2.339	ADULT BUS TOKENS	\$125.00
Check Total:							\$585.00
332058	11/30/2019	1158	DICK BLICK ART MATERIALS	2252645	10.81.1100.0012.0.410	QUOTE QBP1545-120 9 - BLICK VALUE PACKS 11X14	\$22.86
332058	11/30/2019	1158	DICK BLICK ART MATERIALS	2368651	10.85.1100.0250.0.410	SPDBLL ETCHING PRESS 24X30 BLANKETS 2 SET	\$299.94
332058	11/30/2019	1158	DICK BLICK ART MATERIALS	2376079	10.85.1100.0250.0.410	SPDBLL ETCHING PRESS LIP 24X36 STD PHNLCD	\$556.99
332058	11/30/2019	1158	DICK BLICK ART MATERIALS	2376079	10.85.1100.0250.0.410	SPDBLL ETCHING PRESS IDT 24X36 PHNLC BGDR	\$3,143.99
332058	11/30/2019	1158	DICK BLICK ART MATERIALS	2405916	10.85.1100.0250.0.410	YARKA STUDENT WC SET 12 TUBES 7.5ML	\$167.97
332058	11/30/2019	1158	DICK BLICK ART MATERIALS	2437120	10.72.1100.0250.0.410	FOLDING SCREEN DT SATIN ALUM H60XW72	\$657.80
332058	11/30/2019	1158	DICK BLICK ART MATERIALS	2471492	10.85.1100.0012.0.410	*QUOTE# QBP1545121* BLICK GLOSS GLAZE	(\$17.86)
332058	11/30/2019	1158	DICK BLICK ART MATERIALS	2471901	10.85.1100.0012.0.410	*QUOTE# QBP1545121* BLICK GLOSS GLAZE	\$17.86
Check Total:							\$4,849.55
332059	11/30/2019	1158	DISCOUNT SCHOOL SUPPLY	P39006070101	10.50.1125.3705.2.410	QUOTE DATED 11/5/19 - SELF ADHESIVE POM POMS	\$447.50
Check Total:							\$447.50
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-338898	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$11.87
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-339512	20.93.2540.0650.0.410	INVOICE# 8959-339512 - ANTIFREEZE EXTND F/S -	\$167.88
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-339512	20.93.2540.0650.0.410	OIL DRI, 40 LB BAG/50PLT	\$71.22



# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340012	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$7.12
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340049	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$40.62
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340293	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$26.86
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340329	10.93.2540.0225.0.410	CONFIRMING ORDER – DO NOT DUPLICATE – MASS AIR	\$111.47
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340369	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$21.16
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340370	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$42.08
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340371	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$198.00
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340372	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$110.71
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340412	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$117.05
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340421	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$78.29
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340425	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	(\$21.16)
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340461	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$83.56
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340467	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$19.64
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340548	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$46.34
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340682	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$140.37

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340683	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	(\$108.00)
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340835	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$40.52
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-340846	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$165.56
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341032	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$54.66
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341043	20.93.2540.0650.0.410	CONFIRMING ORDER-DO NOT DUPLICATE - TANK	\$237.00
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341043	20.93.2540.0650.0.410	TIE ROD END	\$175.00
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341043	20.93.2540.0650.0.410	TIE ROD END	\$170.00
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341159	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$65.99
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341166	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	(\$57.25)
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341167	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$207.96
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341380	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$52.15
332060	11/30/2019	1158	DONNELLY AUTOMOTIVE	8959-341824	20.93.2540.0650.0.410	BLANKET ORDER FOR TRUCK/TRACTOR REPAIR	\$28.46
Check Total:							\$2,305.13
332061	11/30/2019	1158	DRUNK BUSTERS OF AMERICA, LLC	25006	38.85.8580.0000.0.699	5-PACK DRUNK BUSTERS GOGGLES, ALL IMPAIRMENT	\$413.00
Check Total:							\$413.00
332062	11/30/2019	1158	DUNKER ELECTRIC SUPPLY INC	55603-1	20.93.2540.0606.0.410	4P/23 CAT6+ CABLE RISER RATED WITH YELLOW	\$1,150.00
332062	11/30/2019	1158	DUNKER ELECTRIC SUPPLY INC	55783-1	20.44.2540.0603.0.410	INVOICE# 55783-1 - 4IN SQUARE BOX 1-1/2IN DEEP	\$2.43

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332062	11/30/2019	1158	DUNKER ELECTRIC SUPPLY INC	55783-1	20.44.2540.0603.0.410	4IN SQUARE RAISED COVER (1) TOGGLE SWITCH	\$4.50
332062	11/30/2019	1158	DUNKER ELECTRIC SUPPLY INC	55783-1	20.44.2540.0603.0.410	20A 120/277V 1-POLE SWITCH BACK AND SIDE	\$11.16
332062	11/30/2019	1158	DUNKER ELECTRIC SUPPLY INC	55783-1	20.44.2540.0603.0.410	16-14 FORK TERMINAL VINYL INSULATED NO 6	\$52.47
332062	11/30/2019	1158	DUNKER ELECTRIC SUPPLY INC	55783-1	20.44.2540.0603.0.410	16-14 MALE DISCONNECT TERMINAL .250IN WIDE	\$47.10
332062	11/30/2019	1158	DUNKER ELECTRIC SUPPLY INC	55783-1	20.44.2540.0603.0.410	16-14 FEM DISCONNECT TERMINAL .250IN WIDE	\$72.55
332062	11/30/2019	1158	DUNKER ELECTRIC SUPPLY INC	56471-1	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$189.40
Check Total:							\$1,529.61
332063	11/30/2019	1158	DYNAGRAPHICS INC/FAST IMPRESSIONS	186484	10.85.2410.0010.0.360	NAME BADGE W/MAGNETIC FASTENER, 3"(w) X 1.5"(t). 1	\$188.30
Check Total:							\$188.30
332064	11/30/2019	1158	EASTBAY	1110699	38.85.8517.0000.0.699	JORDAN JUMPMAN 2020, QUOTE DATED 10/23/19	\$934.89
Check Total:							\$934.89
332065	11/30/2019	1158	EICHENAUER SERVICES INC	0071772	10.85.2560.0225.0.410	PAY INVOICE# 0071772 - THERMOMETER DIGITAL (F)	\$434.51
Check Total:							\$434.51
332066	11/30/2019	1158	ENTEC SERVICES, INC.	SIN032668	20.81.2540.0618.0.410	INVOICE# SIN032668 - UL294 DOOR CONTROLLER	\$680.83
332066	11/30/2019	1158	ENTEC SERVICES, INC.	SIN032668	20.81.2540.0618.0.410	CARD READER	\$496.37
Check Total:							\$1,177.20
332067	11/30/2019	1158	ENVIRONMENTAL ASSURANCE, LLC	PAY REQUEST #1	60.18.2530.0775.0.319	ENTERPRISE - ASBESTOS ABATEMENT - MUST BEGIN	\$26,053.83
332067	11/30/2019	1158	ENVIRONMENTAL ASSURANCE, LLC	PAY REQUEST #1	60.50.2530.0775.0.319	PERSHING - ASBESTOS ABATEMENT - MUST BEGIN	\$26,053.83

# Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332067	11/30/2019	1158	ENVIRONMENTAL ASSURANCE, LLC	PAY REQUEST #2	60.18.2530.0775.0.319	ENTERPRISE - ASBESTOS ABATEMENT - MUST BEGIN	\$30,765.42
332067	11/30/2019	1158	ENVIRONMENTAL ASSURANCE, LLC	PAY REQUEST #2	60.50.2530.0775.0.319	PERSHING - ASBESTOS ABATEMENT - MUST BEGIN	\$30,765.42
332067	11/30/2019	1158	ENVIRONMENTAL ASSURANCE, LLC	PAY REQUEST #3	60.18.2530.0775.0.319	ENTERPRISE - ASBESTOS ABATEMENT - MUST BEGIN	\$6,313.25
332067	11/30/2019	1158	ENVIRONMENTAL ASSURANCE, LLC	PAY REQUEST #3	60.50.2530.0775.0.319	PERSHING - ASBESTOS ABATEMENT - MUST BEGIN	\$6,313.25
Check Total:							\$126,265.00
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	*QUOTE# 206079* HOLLOWAY ADULT ARC	\$54.32
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	HOLLOWAY ADULT ARC POLO; LIGHT GOLD/WHITE;	\$46.18
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	HOLLOWAY ADULT ARC POLO; LIGHT GOLD/WHITE;	\$23.09
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	VKM ADULT YOUTH UNISEX HIGH SHEEN SOCCER	\$5.98
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	VKM ADULT YOUTH UNISEX HIGH SHEEN SOCCER	\$5.98
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	VKM ADULT YOUTH UNISEX HIGH SHEEN SOCCER	\$2.99
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	BADGER ADULT SPORT BLEND 1 / 4 ZIP SHIRT;	\$35.98
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	BADGER ADULT SPORT BLEND 1 / 4 ZIP SHIRT;	\$35.98
332068	11/30/2019	1158	EPIC SPORTS INC	4470359	38.82.8211.0000.0.699	BADGER ADULT SPORT BLEND 1 / 4 ZIP SHIRT;	\$17.99
Check Total:							\$228.49
332069	11/30/2019	1158	EVERGREEN FS INC	101984	10.00.0000.0000.0.979	10% ETHANOL UNLEADED GASOLINE FOR SDMS, #1	\$2,656.30

# Decatur School District #61

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332069	11/30/2019	1158	EVERGREEN FS INC	101984	10.00.0000.0000.0.979	\$-0.01 Pro-rated Adjustment Applied - 10%	(\$0.01)
332069	11/30/2019	1158	EVERGREEN FS INC	101986	20.93.2540.0651.0.464	10% ETHANOL UNLEADED GASOLINE **PLEASE NOTE:	\$3,163.76
						Check Total:	\$5,820.05
332070	11/30/2019	1158	FASTENAL COMPANY	ILDEC157684	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$153.52
332070	11/30/2019	1158	FASTENAL COMPANY	ILDEC157814	20.93.2540.0613.0.410	INVOICE# ILDEC157814 - 7' CLOSED FOR MAINT BARR	\$160.26
332070	11/30/2019	1158	FASTENAL COMPANY	ILDEC157814	20.93.2540.0613.0.410	3-5/8" 18TPI RECIP	\$15.38
						Check Total:	\$329.16
332071	11/30/2019	1158	FHEG RICHLAND CC BOOKSTORE	951445	10.85.1100.0255.0.420	CONFIRMING ORDER - DO NOT DUPLICATE - ALLYN	\$2,120.00
						Check Total:	\$2,120.00
332072	11/30/2019	1158	FIRST TO THE FINISH	SI-712710	10.85.1532.0503.0.410	GILDAN 6.1 OZ ULTRA COTTEN T-SHIRT GILDAN	\$34.95
332072	11/30/2019	1158	FIRST TO THE FINISH	SI-712710	10.85.1532.0503.0.410	GILDAN 6.1 OZ ULTRA COTTON T-SHIRT GILDAN	\$104.85
332072	11/30/2019	1158	FIRST TO THE FINISH	SI-712710	10.85.1532.0503.0.410	1-COLOR SCREEN PRINTING FEE, MACARTHUR ARCHED	\$110.00
332072	11/30/2019	1158	FIRST TO THE FINISH	SI-712710	10.85.1532.0503.0.410	1-COLOR SCREEN PRINTING FEE LEFT ARM, 15 - 300	\$126.99
						Check Total:	\$376.79
332073	11/30/2019	1158	FITNESS FINDERS, INC.	INV2671	38.49.4901.0000.0.699	QUOTE EST402 TWINKLE TOES (75) FOR PHYSICAL	\$15.95
332073	11/30/2019	1158	FITNESS FINDERS, INC.	INV2671	38.49.4901.0000.0.699	FROSTY TOES (75)	\$7.95
332073	11/30/2019	1158	FITNESS FINDERS, INC.	INV2671	38.49.4901.0000.0.699	#40 MILE MEDAL (25)	\$5.79
						Check Total:	\$29.69
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	2388553B	10.81.1100.0255.0.420	GAVITY AND KINETIC ENERGY TEXTBOOK -	\$112.00

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	2452681B	10.82.1100.0250.0.420	2006 FIVE PEOPLE YOU MEET IN HEAVEN	\$124.20
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	2452681C	10.82.1100.0250.0.420	2006 FIVE PEOPLE YOU MEET IN HEAVEN	\$496.80
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	580223	10.03.2220.0100.0.430	BOOKS PER ATTACHED QUOTE #10082773 FOR	\$222.46
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	580223F	10.03.2220.0100.0.430	BOOKS PER ATTACHED QUOTE #10082773 FOR	\$89.98
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	581566F	10.11.2220.0100.0.430	ISBN 97800624677698 "THE BAD SEED" FOR	\$13.94
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	581566F	10.74.2220.0100.0.430	PROCESSING ON BOOKS	\$0.90
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	581584F	10.72.2220.0100.0.430	ISBN 97800624677698 " THE BAD SEED" FOR HOPE	\$13.94
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	581584F	10.74.2220.0100.0.430	PROCESSING ON BOOKS	\$0.90
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	581588F	10.12.2220.0100.0.430	ISBN 978006246776998 " THE BAD SEED" FOR DENNIS	\$13.94
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	581588F	10.74.2220.0100.0.430	PROCESSING ON BOOKS	\$0.90
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	581590F	10.74.2220.0100.0.430	BOOKS PER ATTACHED QUOTE #10082783 THE	\$13.94
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	581590F	10.74.2220.0100.0.430	PROCESSING ON BOOKS	\$0.90
332074	11/30/2019	1158	FOLLETT SCHOOL SOLUTIONS INC	589586F	10.93.2220.0100.0.410	BOOKS PER ATTACHED QUOTE #10101507 FOR	\$279.60
Check Total:							\$1,384.40
332075	11/30/2019	1158	FUN AND FUNCTION	388278	12.00.1201.0871.0.410	QUOTE 388278 FOR 5' X 5' CRASH MAT COVER	\$94.97
332075	11/30/2019	1158	FUN AND FUNCTION	388278	12.00.1201.0871.0.410	PORTABLE SWING FRAME	\$245.99
332075	11/30/2019	1158	FUN AND FUNCTION	388278	12.00.1201.0871.0.410	ADJUSTABLE SWING CHAIN HARDWARE W/SAFETY	\$49.99

## Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$390.95
332076	11/30/2019	1158	G J BUILDERS HARDWARE INC	197600	20.93.2540.0620.0.410	BLANKET ORDER FOR DOOR HARDWARE AND	\$6.34
332076	11/30/2019	1158	G J BUILDERS HARDWARE INC	197639	20.33.2540.0620.0.410	INVOICE# 197639 - FULL MORTISE SECURITY HINGE	\$107.10
332076	11/30/2019	1158	G J BUILDERS HARDWARE INC	197682	20.93.2540.0620.0.410	BLANKET ORDER FOR DOOR HARDWARE AND	\$8.34
Check Total:							\$121.78
332077	11/30/2019	1158	GALLAGHER BASSETT SERVICES, INC.	002857-001436-EP-01	10.00.2310.0200.0.319	PAYMENT FOR CLAIM #002857-0001436-EP-01	\$8,640.00
Check Total:							\$8,640.00
332078	11/30/2019	1158	GOVCONNECTION, INC..	57243867	10.33.2660.0110.0.750	QUOTE 24901888.02W1 JOEY 40 CART	\$5,015.44
332078	11/30/2019	1158	GOVCONNECTION, INC..	57254986	10.03.2660.0110.0.750	QUOTE #24905798.02.W1 CARRIER 15 CHARGING	\$4,419.14
Check Total:							\$9,434.58
332079	11/30/2019	1158	GRAINGER	9341180124	20.82.2540.0603.0.410	CCW ELECTRIC ACTUATOR, 25 IN, -LB., 24VAC	\$444.92
332079	11/30/2019	1158	GRAINGER	9341180124	20.85.2540.0603.0.410	CCW ELECTRIC ACTUATOR, 25 IN. -LB., 24VAC	\$444.92
Check Total:							\$889.84
332080	11/30/2019	1158	GRAYBAR	9313011855	10.00.0000.0000.0.971	DURACELL "AAA" ALKALINE BATTERY *QUOTE#	\$892.80
332080	11/30/2019	1158	GRAYBAR	9313011855	10.00.0000.0000.0.971	DURACELL "D" ALKALINE BATTERY	\$78.48
Check Total:							\$971.28
332081	11/30/2019	1158	HALSEYS HYDRAULIC SERVICE	5053	20.93.2540.0676.0.410	INVOICE# 5053 - WESTERN 1.5 X 12 CYLINDER	\$174.95
Check Total:							\$174.95
332082	11/30/2019	1158	HEALTH RESOURCE SERVICE MGMT	1909014	12.00.2330.0855.0.319	PAY INVOICE 1909014: BILLING SRVCS FOR	\$4,535.98

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$4,535.98
332083	11/30/2019	1158	HEINEMANN	7118589	10.42.1250.4331.2.410	QUOTE #5536484* FOUNTAS / READERS	\$3,685.60
332083	11/30/2019	1158	HEINEMANN	7118589	10.42.1250.4331.2.410	FOUNTAS / LLI BLUE GRADE 2 2ND ED	\$4,321.20
332083	11/30/2019	1158	HEINEMANN	7118589	10.42.1250.4331.2.410	DISCOUNT	(\$1,969.98)
332083	11/30/2019	1158	HEINEMANN	7121025	10.42.1250.4331.2.410	FOUNTAS / REASERS NOTEBOOK PRIMARY 5 PK	\$672.82
332083	11/30/2019	1158	HEINEMANN	7121025	10.42.1250.4331.2.410	DISCOUNT	(\$201.90)
Check Total:							\$6,507.74
332084	11/30/2019	1158	HERALD & REVIEW...	111-00023051	10.00.2320.0000.0.410	INVOICE DATED 10/22/19 ACCOUNT# 111-00023051	\$620.00
Check Total:							\$620.00
332085	11/30/2019	1158	HOME DEPOT PRO	520248287	10.00.0000.0000.0.973	RUBBERMAID GRAY UTILITY BUCKET, HARD PLASTIC	\$359.28
332085	11/30/2019	1158	HOME DEPOT PRO	520248287	10.00.0000.0000.0.973	SPARTAN SPOT REMOVER - CARPET, LIQUID, SCREWCAP,	\$219.84
332085	11/30/2019	1158	HOME DEPOT PRO	520248295	10.00.0000.0000.0.973	**QUOTE# 333-878** BOARDWALK/IMPACT	\$69.00
332085	11/30/2019	1158	HOME DEPOT PRO	520961244	10.00.0000.0000.0.973	**QUOTE# 333-878** BOARDWALK/IMPACT	\$138.00
Check Total:							\$786.12
332086	11/30/2019	1158	HOPE SCHOOL	34705	40.93.2555.0048.0.331	INVOICE DATED 11/6/2019 TRANSPORTATION FOR	\$418.00
Check Total:							\$418.00
332087	11/30/2019	1158	IL ASSN OF SCHOOL BOARDS	299817	10.00.2310.0000.0.640	INVOICE 299817 POLICY REFERENCE EDUCATION	\$490.00
Check Total:							\$490.00
332088	11/30/2019	1158	ILLINI SUPPLY INC	12413	10.00.0000.0000.0.976	*QUOTE# 666-71* TENNSCO 2-DOOR LOCKING	\$1,354.95



# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332088	11/30/2019	1158	ILLINI SUPPLY INC	12413	10.00.0000.0000.0.976	HON SECRETARIAL BLACK LOW BACK TASK CHAIR	\$962.10
Check Total:							\$2,317.05
332089	11/30/2019	1158	ILLINOIS COUNSELING ASSOCIATION (ICA)	200006037	10.81.2210.4932.2.312	PAY INVOICE # 200006037 DATED 1 NOVEMBER 2019	\$315.00
332089	11/30/2019	1158	ILLINOIS COUNSELING ASSOCIATION (ICA)	200006060	10.81.2210.4932.2.312	PAY INVOICE # 200006060 DATED 05 NOVEMBER 2019	\$165.00
Check Total:							\$480.00
332090	11/30/2019	1158	INDUSTRIAL RUBBER, INC	3534878	20.93.2540.0650.0.410	INVOICE# 3534878 - 1/2" COUPLER	\$75.70
332090	11/30/2019	1158	INDUSTRIAL RUBBER, INC	3534878	20.93.2540.0650.0.410	1/2" FEM NPT NIPPLE	\$33.30
Check Total:							\$109.00
332091	11/30/2019	1158	INTEGRITY SCHOOLS	167923	10.00.2660.0110.0.327	INVOICE 167923 - SECURITY AWARENESS	\$500.00
Check Total:							\$500.00
332092	11/30/2019	1158	INTEGRITY TECHNOLOGY SOLUTIONS	167924	10.00.2660.0110.0.327	INVOICE 167924 - MANAGED BACK UP &	\$250.00
332092	11/30/2019	1158	INTEGRITY TECHNOLOGY SOLUTIONS	167924	10.00.2660.0110.0.327	MANAGED BACK UP & DISASTER RECOVERY PER GB	\$466.00
332092	11/30/2019	1158	INTEGRITY TECHNOLOGY SOLUTIONS	167924	10.00.2660.0110.0.327	MANAGED BACK UP & DISASTER RECOVERY PER	\$150.00
332092	11/30/2019	1158	INTEGRITY TECHNOLOGY SOLUTIONS	167924	10.00.2660.0110.0.327	MANAGED BACK UP & DISASTER RECOVERY PER GB	\$124.00
Check Total:							\$990.00
332093	11/30/2019	1158	INTERSTATE ALL BATTERY CENTER	1900402005928	20.93.2540.0606.0.410	6V 7AH SLA .187 FASTON - QUOTE# 90055569000086	\$229.00
332093	11/30/2019	1158	INTERSTATE ALL BATTERY CENTER	1900402005928	20.93.2540.0606.0.410	12V 8AH SLA 187 FASTON	\$287.20
332093	11/30/2019	1158	INTERSTATE ALL BATTERY CENTER	1900402005928	20.93.2540.0606.0.410	18V 3AH LION MILW 54WH	\$724.90
Check Total:							\$1,241.10

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332094	11/30/2019	1158	IXL SUBSCRIPTIONS DEPARTMENT	S363298	10.72.1100.0000.0.327	QUOTE 689629: 1 YEAR IXL CLASSROOM LICENSE FOR	\$549.00
Check Total:							\$549.00
332095	11/30/2019	1158	JENKINS AUTOMOTIVE SERVICE 32978		40.93.2553.0000.0.319	PAY INVOICE# 32978 - MUFFLER INSTALLATION	\$125.00
332095	11/30/2019	1158	JENKINS AUTOMOTIVE SERVICE 33043		20.93.2540.0650.0.319	INVOICE# 33043 - LABOR FOR EXHAUST REPAIR ON	\$60.00
Check Total:							\$185.00
332096	11/30/2019	1158	KAPLAN FULFILLMENT CENTER 0005223583		10.50.1125.3705.1.410	RAMPTASTIC- ITEM DISCONTINUED WILL NOTBE	\$42.46
332096	11/30/2019	1158	KAPLAN FULFILLMENT CENTER 0005265155		10.50.1125.3705.2.410	QUOTE #308536 -SPRING SCISSOR SET OF 6	\$42.53
332096	11/30/2019	1158	KAPLAN FULFILLMENT CENTER 0005265155		10.50.1125.3705.2.410	FOLD AND GO TRAMPOLINE	\$99.95
Check Total:							\$184.94
332097	11/30/2019	1158	KELLEYS SEPTIC TANK SERVICE 2320		20.81.2540.0602.0.323	PAY INVOICE# I2022 - SDMS - RAN 3" CUTTER OUT	\$135.00
332097	11/30/2019	1158	KELLEYS SEPTIC TANK SERVICE I2218		10.82.2560.0225.0.323	EISENHOWER-GREASE TRAP PUMPING & SCRAPE	\$50.00
332097	11/30/2019	1158	KELLEYS SEPTIC TANK SERVICE I2222		10.81.2560.0225.0.323	STEPHEN-DECATUR-GREASE TRAP PUMPING & SCRAPE	\$50.00
332097	11/30/2019	1158	KELLEYS SEPTIC TANK SERVICE I2224		10.85.2560.0225.0.323	MACARTHUR-GREASE TRAP PUMPING & SCRAPE	\$50.00
Check Total:							\$285.00
332098	11/30/2019	1158	KEMMERER VILLAGE	SMITH, TESSA	12.00.1220.0855.0.671	PAY INVOICE OCT'19 TUITION PRIV FACILITY ED	\$3,830.19
Check Total:							\$3,830.19
332099	11/30/2019	1158	KONE, INC	1157875982	20.82.2540.0669.0.323	INVOICE# 1157875982 - EISENHOWER - LABOR TO	\$2,117.49
Check Total:							\$2,117.49
332100	11/30/2019	1158	KRANOS CORPORATION	2442695	10.82.1532.0504.0.323	PAY SCHUTT INVOICE #2256320 **HELMET	\$2,930.05

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$2,930.05
332101	11/30/2019	1158	KROGER CO..	0919628817	10.50.3850.4902.2.410	BLANKET FOR 19-20 FAMILY FUN NIGHT FOOD	\$86.61
332101	11/30/2019	1158	KROGER CO..	0919629433	10.50.3850.0180.2.410	BLANKET FOR 19-20 FAMILY FUN NIGHT FOOD &	\$39.74
332101	11/30/2019	1158	KROGER CO..	1019630000	10.50.3850.3705.2.410	BLANKET FOR 19-20 FAMILY FUN NIGHT FOOD &	\$97.00
332101	11/30/2019	1158	KROGER CO..	1019631842	10.50.3850.4902.2.410	BLANKET FOR 19-20 FAMILY FUN NIGHT FOOD	\$78.53
Check Total:							\$301.88
332102	11/30/2019	1158	KROGER CO...	0919629224	10.85.1100.0028.0.410	BLANKET MISC. FOOD PREPARATION ITEMS	\$69.07
332102	11/30/2019	1158	KROGER CO...	1019629636	10.85.1100.0028.0.410	BLANKET MISC. FOOD PREPARATION ITEMS	\$98.06
332102	11/30/2019	1158	KROGER CO...	1019632229	10.85.1100.0028.0.410	BLANKET MISC. FOOD PREPARATION ITEMS	\$72.65
332102	11/30/2019	1158	KROGER CO...	1019632230	10.85.1100.0028.0.410	BLANKET MISC. FOOD PREPARATION ITEMS	\$65.54
Check Total:							\$305.32
332103	11/30/2019	1158	KROGER CO....	1019630005	10.82.1100.0028.0.410	BLANKET ORDER FOR MISCELLANEOUS SUPPLIES	\$92.59
332103	11/30/2019	1158	KROGER CO....	1019632634	10.82.1100.0028.0.410	BLANKET ORDER FOR MISCELLANEOUS SUPPLIES	\$73.96
Check Total:							\$166.55
332104	11/30/2019	1158	KURENT SAFETY INC	008012	20.93.2540.0613.0.410	BLANKET ORDER FOR REPAIR PARTS AND SUPPLIES	\$48.03
332104	11/30/2019	1158	KURENT SAFETY INC	008104	20.93.2540.0613.0.410	BLANKET ORDER FOR REPAIR PARTS AND SUPPLIES	\$17.14
332104	11/30/2019	1158	KURENT SAFETY INC	008257	20.93.2540.0613.0.410	BLANKET ORDER FOR REPAIR PARTS AND SUPPLIES	\$183.83

# Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332104	11/30/2019	1158	KURENT SAFETY INC	008284	20.93.2540.0613.0.410	BLANKET ORDER FOR REPAIR PARTS AND SUPPLIES	\$37.54
Check Total:							\$286.54
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	LAKESHORE SHOPPING CART 9.11.19 FEED THE	\$119.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	SAND AND WATER ACTIVITY TABLE	\$79.99
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	HARDWOOD SIDE TABLE	\$99.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	BEGINNERS HAMMERING KIT	\$59.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	STAND UP MAGNETIC WRITE AND WIPE CENTER	\$99.50
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	CLASSROOM CARRY ALL SUPPLY CADDY	\$74.97
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	RHYTHM STICK ACTIVITY	\$69.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	CLASSIC BIRCH SPACEMAKER STORAGE	\$998.00
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	MAGNETIC BOARD SUPPLY CADDY	\$29.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	BIRCH 11 1/2 CHAIR	\$159.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	CLASSIC BIRCH STORE ANYTHING LOW	\$1,495.00
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	TABLETOP LIGHT PANEL	\$159.00
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	SEE INSIDE CUBBY BINS SET OF 10	\$238.50
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	COMFY COUCH LISTENING CENTER	\$698.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	COLORS OF NATURE TEACHERS STACKING CHAIR	\$119.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	COLORS OF NATURES TEACHERS STACKING CHAIR	\$59.99
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	UNLOCK IT NUMBER MATCH	\$59.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	CLEAR VIEW BINS SET OF 10	\$137.00
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	SNAP BOTS	\$119.97
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	FOLLOWING DIRECTIONS BUILDING SET	\$59.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	POSE AND PLAY DOLLS AFRICAN AMERICAN FAMILY	\$39.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	POSE AND PLAY DOLLS CAUCASION FAMILY	\$39.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	A SPOT FOR EVERYONE CLASSROOM CARPET 30	\$479.00
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	TREEHOUSE FURNITURE SET	\$129.00
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	CALMING COLORS 3 IN 1 CHAIR SET	\$229.00
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	CALMING COLORS GIANT PILLOW SEA BLUE	\$139.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	LIGHT TABLE ALPHABET TRACING TILES	\$59.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	SNAP DINOS	\$79.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	1822060919	10.50.1125.0185.1.410	LAKESHORE MANIPULATIVE LIBRARY 2	\$378.00
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE SHOPPING CART 10.31.19 LIQUID FLOOR	\$3,725.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

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☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 344000	(\$171.53)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 319820	(\$145.54)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 361391	(\$178.30)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 350536	(\$197.28)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 358972	(\$557.26)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 356020	(\$387.56)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 355234	(\$885.33)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 324013	(\$275.92)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3153421119	10.50.1125.3705.2.410	LAKESHORE MERCHANDISE CERTIFICATE # 321711	(\$697.87)
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181161119	10.06.1125.0185.2.410	LAKESHORE SHOPPING CART 10.30.19 LIQUID	\$79.99
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181161119	10.06.1125.0185.2.410	CLEAN SAND 25 LB BOX	\$45.98
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181161119	10.06.1125.0185.2.410	TILT AND TURN LIQUID SENSORY WINDOWS	\$149.97
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181221119	10.50.1125.3705.2.410	LAKESHORE SHOPPING CART 10.29.19MEDIUM TUFF	\$649.50
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181221119	10.50.1125.3705.2.410	LARGE TUFF TOTE	\$679.60
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181221119	10.50.1125.3705.2.410	CLEAR ADHESIVE ROLLS - 20 FT	\$99.90

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181221119	10.50.1125.3705.2.410	CLEAR ADHESIVE ROLL 60	\$86.97
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181221119	10.50.1125.3705.2.410	MAGENTIC NUMBERS	\$9.99
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3181221119	10.50.1125.3705.2.410	CALMING COLORS LITTLE BEANBAG SEAT SKY BLUE	\$59.99
332105	11/30/2019	1158	LAKESHORE LEARNING MATERIALS	3195451119	10.00.3700.4300.2.410	QUOTE 69579 -- CLASSROOM MAGNETIC	\$55.38
Check Total:							\$8,660.32
332106	11/30/2019	1158	LEARNING A - Z	2191769	10.18.1100.0000.0.327	ORDER SUMMARY -- READING A-Z (RENEWAL) 1	\$109.95
Check Total:							\$109.95
332107	11/30/2019	1158	LEE/O KEEFE INSURANCE AGENCY INC.	145580	80.00.2364.0203.0.383	PAYMENT FOR ATTACHED INVOICE 145580 -- SURETY	\$2,447.00
Check Total:							\$2,447.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	BOOKER T. WASHINGTON: CIVIL RIGHTS **QUOTE	\$182.36
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CLARENCE THOMAS: CONSERV. SUPREME	\$31.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	FREDERICK DOUGLASS: ABOL. & WRITER	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	IDA B. WELLS--BARNETT: SUFFRAGETTE	\$31.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	JACKIE ROBINSON: BARRIER--BREAKING	\$31.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	JOHN LEWIS: CIVIL RIGHTS CHAMPION	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	ANDREW CARNEGIE: INDUSTRIALIST	\$31.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	BENJAMIN FRANKLIN: INVENTOR	\$31.95

# Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CORNELIUS VANDERBILT: RAILROAD TY	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	HENRY FORD: ASSEMBLY LINE & AUTO	\$31.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	MADAM C.J. WALKER: ENTREPRENEUR	\$31.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	THOMAS EDISON: INVENTOR & INNOV.	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CELEBERTIES IN POLITICS	\$31.52
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	MALE PRIVILEGE	\$31.52
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	PUBLIC OUTRAGE &	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	THE OPIOID CRISIS	\$31.52
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	VAPING	\$31.52
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	WRONGFUL CONVICTION & EXONERATION	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CRYPTOCURRENCIES & BLOCKCHAIN TECH	\$37.12
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	HISTORICAL REVISIONISM	\$37.12
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	SOFT POWER & DIPLOMACY	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	TARIFFS & THE FUTURE OF TRADE	\$37.12
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	THE INDUSTRIAL FOOD COMPLEX	\$37.12
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	WHISTLEBLOWERS	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CHEMICAL & BIOLOGICAL WARFARE	\$36.96
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CITIZENSHIP IN THE 21ST CENTURY	\$36.96
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CLIMATE CHANGE & POPULATION DISPL	\$0.00



# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	GENDER DIVERSITY IN GOVERNMENT	\$36.96
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	REPRODUCTIVE RIGHTS	\$36.96
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	THE RISE OF AUTHORITARIANISM	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CAPITALISM & MORAL RESPONSIBILITY	\$33.60
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CULTURAL APPROPRIATION	\$33.60
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	ETHICS IN JOURNALISM	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	INCARCERATION OF	\$33.60
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	SCHOOL SHOOTINGS	\$33.60
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	STUDENT PROTESTS	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	AUTOMATION OF LABOR	\$39.04
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	DEVELOPMENT, LAND USE, & ENVIRONM	\$39.04
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	THE BLOCKADE OF THE GAZA STRIP	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	THE FUTURE OF SPACE EXPLORATION	\$39.04
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	DNA TESTING & PRIVACY	\$39.04
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	BIRTH CONTROL	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	HIGHER EDUCATION	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	MEDICAL TREATMENTS	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	RELIGIOUS FREEDOM	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	THE DEATH PENALTY	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	ASSISTED SUICIDE: RIGHT.....CHOICE?	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	BIG PHARMA: BEHIND THE PILLS	\$0.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CENSORSHIP: MOTIVES....SUPPRESSION	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CONSPIRACY THEORIES: REAL....MANUF.	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	WHITE NATIONALIST: WHO....BELIEVE?	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CROWDFUNDING	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	DRONE WARFARE	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	EXTRATERRESTRIALS AND U.F.O.S	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	FILTER BUBBLES & TARGETED ADV.	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CIVIL RIGHTS ADVOCATES	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	CULT LEADERS: CHARLES MANSON, JIM	\$0.00
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	FROM TV TO THE STAGE: ARIANA GRAND	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	LEBRON JAMES	\$39.95
332108	11/30/2019	1158	LIBRARIANS BOOK EXPRESS	1316792	10.82.2220.0032.0.430	RUTH BADER GINSBURG	\$0.00
Check Total:							\$1,598.37
332109	11/30/2019	1158	LINCOLN OFFICE	512188	60.81.2530.0798.0.410	BID-BLDD PROJECT 186EX16.407 PACKAGE #7-	\$580.22
332109	11/30/2019	1158	LINCOLN OFFICE	512188	60.81.2530.0798.0.410	BID PACKAGE #9- C-4 WORKING CAFE ARMLESS	\$277.98
332109	11/30/2019	1158	LINCOLN OFFICE	512188	60.81.2530.0798.0.410	BID PACKAGE #11 ST-1 (132), ST-2 (8) WORKING	\$3,150.78
332109	11/30/2019	1158	LINCOLN OFFICE	512188	60.81.2530.0798.0.750	BID PACKAGE #8- T-2 MAKER SPACE TABLE,	\$575.92
332109	11/30/2019	1158	LINCOLN OFFICE	512478	60.81.2530.0798.0.410	BID-BLDD PROJECT 186EX16.407 PACKAGE #7-	\$1,750.80

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332109	11/30/2019	1158	LINCOLN OFFICE	512478	60.81.2530.0798.0.410	BID PACKAGE #9- C-4 WORKING CAFE ARMLESS	\$512.32
332109	11/30/2019	1158	LINCOLN OFFICE	512478	60.81.2530.0798.0.410	BID PACKAGE #11 ST-1 (132), ST-2 (8) WORKING	\$12,283.75
332109	11/30/2019	1158	LINCOLN OFFICE	512478	60.81.2530.0798.0.750	BID PACKAGE #8- T-2 MAKER SPACE TABLE,	\$1,777.39
332109	11/30/2019	1158	LINCOLN OFFICE	512538	60.81.2530.0798.0.410	BID-BLDD PROJECT 186EX16.407 PACKAGE #7-	\$180.56
332109	11/30/2019	1158	LINCOLN OFFICE	512538	60.81.2530.0798.0.410	BID PACKAGE #9- C-4 WORKING CAFE ARMLESS	\$115.36
332109	11/30/2019	1158	LINCOLN OFFICE	512538	60.81.2530.0798.0.410	BID PACKAGE #11 ST-1 (132), ST-2 (8) WORKING	\$757.95
332109	11/30/2019	1158	LINCOLN OFFICE	512538	60.81.2530.0798.0.750	BID PACKAGE #8- T-2 MAKER SPACE TABLE,	\$235.97
Check Total:							\$22,199.00
332110	11/30/2019	1158	LOWES OF DECATUR	04909	10.85.1100.0030.0.410	BLANKET FOR MISC. BUILDING MATERIALS FOR	\$82.15
332110	11/30/2019	1158	LOWES OF DECATUR	06142	10.82.1100.0030.0.410	BLANKET FOR MISCELLANEOUS SUPPLIES	\$96.77
332110	11/30/2019	1158	LOWES OF DECATUR	72264	10.50.1125.3705.2.750	*QUOTE# 593328718* GPE12FGKBB - GE 11.55 CU	\$883.50
332110	11/30/2019	1158	LOWES OF DECATUR	911020	10.85.1100.0030.0.410	BLANKET FOR MISC. BUILDING MATERIALS FOR	\$232.18
332110	11/30/2019	1158	LOWES OF DECATUR	997218	10.50.1125.3705.2.750	ITEM# GPE12FGKBB - GE 11.55 CU FT TOP MOUNT	\$883.50
Check Total:							\$2,178.10
332111	11/30/2019	1158	MACGILL & COMPANY	IN0699578	10.12.2130.0000.0.410	QUOTE #QT0061398 - CHILD SILICONE FACE MASK	\$38.25
332111	11/30/2019	1158	MACGILL & COMPANY	IN0699578	10.12.2130.0000.0.410	ADULT SILICONE FACE MASK	\$29.75

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332111	11/30/2019	1158	MACGILL & COMPANY	IN0699578	10.12.2130.0000.0.410	CARRAKLENZ WOUND AND SKIN CLEANSER, 16 OZ	\$66.72
332111	11/30/2019	1158	MACGILL & COMPANY	IN0699578	10.12.2130.0000.0.410	(NB) ORTHODONTIST WAX 5 STICKS PER PKG	\$4.00
Check Total:							\$138.72
332112	11/30/2019	1158	MACON PIATT REGIONAL OFFICE OF ED	08/14/19 - 10/18/19	10.00.4120.0128.0.314	INVOICE 11/5/19 HOSP ED SRVCS AT ST MARY'S (DOS	\$5,670.00
332112	11/30/2019	1158	MACON PIATT REGIONAL OFFICE OF ED	QTRLY TUITN/10.11.19	10.00.4211.0137.0.670	INVOICE FOR MILLIGAN ACADEMY 1ST QTR TUITION	\$8,120.00
Check Total:							\$13,790.00
332113	11/30/2019	1158	MAGAZINES.COM	C130077673	10.82.2220.0032.0.440	ESSENCE MAGAZINE (12 ISSUES) **MAGAZINE.COM	\$18.00
332113	11/30/2019	1158	MAGAZINES.COM	C130077673	10.82.2220.0032.0.440	TIME MAGAZINE (52 ISSUES)	\$30.00
332113	11/30/2019	1158	MAGAZINES.COM	C130077673	10.82.2220.0032.0.440	NATIONAL GEOGRAPHIC (12 ISSUES)	\$39.00
332113	11/30/2019	1158	MAGAZINES.COM	C130077673	10.82.2220.0032.0.440	SCIENTIFIC AMERICAN (12 ISSUES)	\$39.99
332113	11/30/2019	1158	MAGAZINES.COM	C130077673	10.82.2220.0032.0.440	DISCOVER (16 ISSUES)	\$29.95
332113	11/30/2019	1158	MAGAZINES.COM	C130077673	10.82.2220.0032.0.440	SMITHSONIAN (11 ISSUES)	\$19.00
332113	11/30/2019	1158	MAGAZINES.COM	C130077673	10.82.2220.0032.0.440	ROLLING STONE (12 ISSUES)	\$49.95
Check Total:							\$225.89
332114	11/30/2019	1158	MARQUIS BEVERAGE SERVICE	2860:335198	10.03.2210.0084.0.410	PAY INVOICE 2860:335198 -- BREWED COFFEE FOR	\$500.00
Check Total:							\$500.00
332115	11/30/2019	1158	MENARDS	47404	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$20.56
332115	11/30/2019	1158	MENARDS	47408	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$91.73
332115	11/30/2019	1158	MENARDS	47583	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$33.95

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332115	11/30/2019	1158	MENARDS	47592	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$8.68
332115	11/30/2019	1158	MENARDS	47601	60.81.2530.0798.0.410	PAY INVOICE# 47601 - CARPENTRY SUPPLIES FOR	\$266.83
332115	11/30/2019	1158	MENARDS	47704	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$15.81
332115	11/30/2019	1158	MENARDS	47711	20.93.2540.0610.0.410	BLANKET ORDER FOR CUSTODIAL SUPPLIES	\$15.96
332115	11/30/2019	1158	MENARDS	47712	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$74.46
332115	11/30/2019	1158	MENARDS	47766	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$38.96
332115	11/30/2019	1158	MENARDS	47767	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$3.02
332115	11/30/2019	1158	MENARDS	47775	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$70.92
332115	11/30/2019	1158	MENARDS	47778	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$50.92
332115	11/30/2019	1158	MENARDS	47861	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$12.98
332115	11/30/2019	1158	MENARDS	47865	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$6.10
332115	11/30/2019	1158	MENARDS	47879	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$144.99
332115	11/30/2019	1158	MENARDS	47904	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$111.94
332115	11/30/2019	1158	MENARDS	47944	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$27.98
332115	11/30/2019	1158	MENARDS	47957	10.00.0000.0000.0.973	*QUOTE# 333-878* PLUMB WORKS PLUNGER,	\$49.90

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332115	11/30/2019	1158	MENARDS	47978	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$30.57
332115	11/30/2019	1158	MENARDS	48163	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$42.95
332115	11/30/2019	1158	MENARDS	48185	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$134.06
332115	11/30/2019	1158	MENARDS	48189	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$85.79
332115	11/30/2019	1158	MENARDS	48217	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$19.76
332115	11/30/2019	1158	MENARDS	48239	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$88.97
332115	11/30/2019	1158	MENARDS	48257	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$41.99
332115	11/30/2019	1158	MENARDS	48271	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$7.99
332115	11/30/2019	1158	MENARDS	48272	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$67.28
332115	11/30/2019	1158	MENARDS	48319	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$35.99
332115	11/30/2019	1158	MENARDS	48321	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$129.75
332115	11/30/2019	1158	MENARDS	48323	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$5.79
332115	11/30/2019	1158	MENARDS	48337	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$28.35
332115	11/30/2019	1158	MENARDS	48349	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$8.28
332115	11/30/2019	1158	MENARDS	48352	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$14.98

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332115	11/30/2019	1158	MENARDS	48354	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$69.90
332115	11/30/2019	1158	MENARDS	48399	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$43.23
332115	11/30/2019	1158	MENARDS	48425	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$24.23
332115	11/30/2019	1158	MENARDS	48434	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$9.96
332115	11/30/2019	1158	MENARDS	48484	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$14.99
332115	11/30/2019	1158	MENARDS	48512	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$9.89
332115	11/30/2019	1158	MENARDS	48690	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$5.29
332115	11/30/2019	1158	MENARDS	48694	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$14.96
332115	11/30/2019	1158	MENARDS	48708	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$13.97
332115	11/30/2019	1158	MENARDS	48766	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$33.95
332115	11/30/2019	1158	MENARDS	48768	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$19.71
332115	11/30/2019	1158	MENARDS	48773	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$19.20
332115	11/30/2019	1158	MENARDS	48834	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$121.88
332115	11/30/2019	1158	MENARDS	48866	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$28.06
332115	11/30/2019	1158	MENARDS	48876	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$12.82

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332115	11/30/2019	1158	MENARDS	48959	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$20.46
332115	11/30/2019	1158	MENARDS	49000	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$27.42
332115	11/30/2019	1158	MENARDS	49210	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$9.97
332115	11/30/2019	1158	MENARDS	49238	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$6.00
332115	11/30/2019	1158	MENARDS	49335	20.93.2540.0607.0.410	BLANKET ORDER FOR CARPENTRY SUPPLIES	\$23.28
Check Total:							\$2,317.36
332116	11/30/2019	1158	MERDON INC	2572	38.85.8511.0000.0.699	QUOTE DATED 8/2/19 - RENTAL OF PORTABLE	\$1,060.00
Check Total:							\$1,060.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.01.2540.0109.0.321	INTERNAL BLANKET - MONTHLY RECYCLING FEES	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.03.2540.0109.0.321	RECYCLING FEES - PROFESSIONAL	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.08.2540.0109.0.321	RECYCLING FEES - BUILDINGS & GROUNDS	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.11.2540.0109.0.321	RECYCLING FEES - GARFIELD	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.12.2540.0109.0.321	RECYCLING FEES - DENNIS	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.13.2540.0109.0.321	RECYCLING FEES - BAUM	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.18.2540.0109.0.321	RECYCLING FEES - ENTERPRISE	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.21.2540.0109.0.321	RECYCLING FEES - FRENCH	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.22.2540.0109.0.321	RECYCLING FEES - FRANKLIN	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.24.2540.0109.0.321	RECYCLING FEES - DURFEE	\$30.00



# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.33.2540.0109.0.321	RECYCLING FEES – HARRIS	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.42.2540.0109.0.321	RECYCLING FEES – MUFFLEY	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.44.2540.0109.0.321	RECYCLING FEES – OAK GROVE	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.49.2540.0109.0.321	RECYCLING FEES – PARSONS	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.50.2540.0109.0.321	RECYCLING FEES –	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.58.2540.0109.0.321	RECYCLING FEES – SOUTHEAST	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.60.2540.0109.0.321	RECYCLING FEES – SOUTH SHORES	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.62.2540.0109.0.321	RECYCLING FEES – STEVENSON	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.72.2540.0109.0.321	RECYCLING FEES – HOPE	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.74.2540.0109.0.321	RECYCLING FEES – JOHNS HILL	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.75.2540.0109.0.321	RECYCLING FEES – THOMAS JEFFERSON	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.81.2540.0109.0.321	RECYCLING FEES – STEPHEN DECATUR	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.82.2540.0109.0.321	RECYCLING FEES – EISENHOWER	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.85.2540.0109.0.321	RECYCLING FEES – MACARTHUR	\$30.00
332117	11/30/2019	1158	MIDWEST FIBER RECYCLING	242309	10.99.2540.0109.0.321	RECYCLING FEES – ALTERNATIVE ED –	\$30.00
Check Total:							\$750.00
332118	11/30/2019	1158	MIDWEST MONTESSORI TEACHER	569	10.11.2210.4932.1.332	INVOIVE #569 MAY 5 2019 2019 EARLY CHILDHOOD	\$7,000.00
332118	11/30/2019	1158	MIDWEST MONTESSORI TEACHER	569	10.11.2210.4932.1.332	EARLY CHILDHOOD SELF DIRECTED TRAINING FOR	\$300.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332118	11/30/2019	1158	MIDWEST MONTESSORI TEACHER	581	10.11.2210.4932.1.332	INVOICE #581 JUNE 6 2019 FOR MONTESSORI TRAINING	\$7,300.00
332118	11/30/2019	1158	MIDWEST MONTESSORI TEACHER	581	10.11.2210.4932.1.332	ELEMENTARY EARLY CHILDHOOD OVERVIEW	\$400.00
Check Total:							\$15,000.00
332119	11/30/2019	1158	MILES CHEVROLET	870994	42.00.2550.0870.0.323	INVOICE# 870994 - 1001 ENGINE DIAGNOSIS - 2063	\$79.99
332119	11/30/2019	1158	MILES CHEVROLET	871304	10.85.2540.3370.0.390	MHS BRAKE AND MIRROR CHANGES/MAINTENANCE	\$466.93
332119	11/30/2019	1158	MILES CHEVROLET	871395	10.82.2540.3370.0.390	EHS BRAKE AND MIRROR CHANGES/MAINTENANCE	\$466.93
332119	11/30/2019	1158	MILES CHEVROLET	DRIVERS ED/EHS	10.82.2540.3370.0.325	BLANKET- EHS 2020 CHEVY MALIBU (SHADOW GRAY)	\$1,000.00
332119	11/30/2019	1158	MILES CHEVROLET	DRIVERS ED/MHS	10.85.2540.3370.0.325	MHS 2020 CHEVY MALIBU (WHITE) DRIVERS ED	\$1,000.00
332119	11/30/2019	1158	MILES CHEVROLET	DRIVERS ED/ST TERESA	10.00.3700.3370.0.325	BLANKET-ST TERESA HIGH SCHOOL 2020 CHEVY	\$1,000.00
Check Total:							\$4,013.85
332120	11/30/2019	1158	MILLER TRACY BRAUN FUNK & MILLER	95512	10.00.2310.0000.0.318	INVOICE #95512 - GENERAL LEGAL SERVICES THROUGH	\$31,621.16
Check Total:							\$31,621.16
332121	11/30/2019	1158	MORGAN DISTRIBUTING INC	22556	40.00.0000.0000.0.907	BLANKET FOR CONTACT FUEL CREDIT/EXCESS BUS	\$13,844.88
332121	11/30/2019	1158	MORGAN DISTRIBUTING INC	307311	40.00.0000.0000.0.907	BLANKET FOR CONTACT FUEL CREDIT/EXCESS BUS	\$20,432.40
Check Total:							\$34,277.28
332122	11/30/2019	1158	MOTION INDUSTRIES	IL62-910007	20.93.2540.0603.0.410	BLANKET ORDER FOR HEATING SUPPLIES	\$31.80
Check Total:							\$31.80
332123	11/30/2019	1158	MUSIC SHOPPE OF NORMAL INC	2825853	38.12.1265.0000.0.699	INVOICE #2825853 FOR SAX MOUTH PIECE	\$28.50

# Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
Check Total:							\$28.50
332124	11/30/2019	1158	MUSICIANS FRIEND INCORPORATED	ARINV50870228	10.09.1100.0090.0.410	YAMAHA PA130 POWER ADAPTER FOR PORTABLE	\$13.50
Check Total:							\$13.50
332125	11/30/2019	1158	NASCO	602871	10.72.1250.4331.1.410	BALL FUNNY FACE 10" ST8	\$108.64
Check Total:							\$108.64
332126	11/30/2019	1158	NATIONAL PEN COMPANY	111109829	12.00.2210.0810.0.410	INVOICE 111109829 FOR NEON NOTEPAD AND PEN	\$122.00
Check Total:							\$122.00
332127	11/30/2019	1158	NATL COUNCIL FOR BEHAVIORAL HEALTH	100036735	10.00.2210.4998.1.410	QUOTE DATED AUGUST 16, 2019 -YOUTH MENTAL	\$2,274.00
Check Total:							\$2,274.00
332128	11/30/2019	1158	NICHOLS PAPER & SUPPLY CO	7238352-00	10.00.0000.0000.0.973	*QUOTE# 333-878* CHICOPEE DUST CLOTHS,	\$1,253.25
Check Total:							\$1,253.25
332129	11/30/2019	1158	OFFICE DEPOT	397151305001	10.00.0000.0000.0.971	*ORDER# 393912379-001* SCOTCH DISPENSER FOR	\$155.88
332129	11/30/2019	1158	OFFICE DEPOT	397546491001	10.00.0000.0000.0.971	*QUOTE# 111-1659* OFFICE DEPOT BRAND	\$130.54
332129	11/30/2019	1158	OFFICE DEPOT	397546491001	10.00.0000.0000.0.971	\$-0.02 Pro-rated Adjustment Applied -	(\$0.02)
Check Total:							\$286.40
332130	11/30/2019	1158	OFFICE ESSENTIALS, INC.	CIV1075052	10.00.0000.0000.0.971	*QUOTE#111-1661* UNIVERSAL 1" WHITE	\$32.64
332130	11/30/2019	1158	OFFICE ESSENTIALS, INC.	CIV1075067	10.00.0000.0000.0.971	*QUOTE# 111-1659* ACCO 1" BRASS FASTENERS,	\$75.00
Check Total:							\$107.64
332131	11/30/2019	1158	OMEGA STEEL COMPANY	110196	20.93.2540.0650.0.410	PLT 1/4" HR 48 X 96 - QUOTE# 26290	\$390.00
332131	11/30/2019	1158	OMEGA STEEL COMPANY	110246	20.93.2540.0613.0.410	BLANKET ORDER TO PURCHASE SHEET STEEL	\$105.00
Check Total:							\$495.00

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332132	11/30/2019	1158	OMNITRACS LLC	100033862	20.93.2540.0650.0.327	PAY INVOICE# 100033862 – ROADNET TELEMATICS –	\$317.11
332132	11/30/2019	1158	OMNITRACS LLC	100033862	20.93.2540.0650.0.327	RN TELEMATICS LEASED HW: FOR PERIOD	\$81.89
332132	11/30/2019	1158	OMNITRACS LLC	100039564	20.93.2540.0650.0.327	PAY INVOICE# 100039564 – ROADNET TELEMATICS –	\$317.11
332132	11/30/2019	1158	OMNITRACS LLC	100039564	20.93.2540.0650.0.327	RN TELEMATICS LEASED HW: FOR PERIOD	\$81.89
332132	11/30/2019	1158	OMNITRACS LLC	100041364	20.93.2540.0650.0.327	INVOICE# 100041364 – ROADNET TELEMATICS –	\$317.11
332132	11/30/2019	1158	OMNITRACS LLC	100041364	20.93.2540.0650.0.327	RN TELEMATICS LEASED HW: FOR PERIOD	\$81.89
Check Total:							\$1,197.00
332133	11/30/2019	1158	ONARGA ACADEMY	191017	12.00.1220.0855.0.671	PAY INVOICE 191017: OCT'19 PRIV FACILITY ED	\$3,458.18
Check Total:							\$3,458.18
332134	11/30/2019	1158	ORIENTAL TRADING	699321541-01	10.50.3850.0180.2.410	QUOTE 699244769-01 – NEON SPIRAL NOTEBOOK	\$78.45
332134	11/30/2019	1158	ORIENTAL TRADING	699321541-01	10.50.3850.0180.2.410	CONFETTI WATER BEAD SQUEEZE BALL	\$39.98
332134	11/30/2019	1158	ORIENTAL TRADING	699321541-01	10.50.3850.0180.2.410	STRETCH BALL	\$31.38
332134	11/30/2019	1158	ORIENTAL TRADING	699321541-01	10.50.3850.0180.2.410	MINI MESH STRESS BALLS	\$19.98
332134	11/30/2019	1158	ORIENTAL TRADING	699321541-01	10.50.3850.0180.2.410	MERCHANDISE DISCOUNT	(\$8.49)
Check Total:							\$161.30
332135	11/30/2019	1158	OSHEA BUILDERS	6560	60.60.2530.0760.0.319	SOUTH SHORES – PRE-CONSTRUCTION FEE –	\$522.52
332135	11/30/2019	1158	OSHEA BUILDERS	6560	60.74.2530.0774.0.319	JOHNS HILL – PRE-CONSTRUCTION FEE –	\$16,720.72
332135	11/30/2019	1158	OSHEA BUILDERS	6560	60.75.2530.0748.0.319	INVOICE# 6560 – JOB# 6255 – THOMAS	\$3,918.92

# Decatur School District #61

## Disbursement Detail Listing

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Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332135	11/30/2019	1158	OSHEA BUILDERS	6585	60.22.2530.0722.0.319	FRANKLIN – PRE-CONSTRUCTION FEE –	\$1,306.31
332135	11/30/2019	1158	OSHEA BUILDERS	6585	60.42.2530.0742.0.319	MUFFLEY – PRE-CONSTRUCTION FEE –	\$1,306.31
332135	11/30/2019	1158	OSHEA BUILDERS	6585	60.49.2530.0749.0.319	PARSONS – PRE-CONSTRUCTION FEE –	\$1,306.31
332135	11/30/2019	1158	OSHEA BUILDERS	6585	60.60.2530.0760.0.319	SOUTH SHORES – PRE-CONSTRUCTION FEE –	\$522.52
332135	11/30/2019	1158	OSHEA BUILDERS	6585	60.74.2530.0774.0.319	JOHNS HILL – PRE-CONSTRUCTION FEE –	\$8,360.35
332135	11/30/2019	1158	OSHEA BUILDERS	6585	60.75.2530.0748.0.319	THOMAS JEFFERSON – PRE-CONSTRUCTION FEE –	\$1,567.57
332135	11/30/2019	1158	OSHEA BUILDERS	6585	60.81.2530.0798.0.319	INVOICE# 6585 – JOB# 6255 – STEPHEN-DECATUR –	\$130.63
Check Total:							\$35,662.16
332136	11/30/2019	1158	PALOS SPORTS INC	334764-00	10.00.0000.0000.0.978	CHAMPION HEAVY-DUTY METAL WHISTLE**PLEASE	\$63.89
Check Total:							\$63.89
332137	11/30/2019	1158	PAVILION FOUNDATION	DECATUR1112	10.00.1220.0128.2.671	INVOICE DECATUR1112: HOSP ED SRVCS (DOS	\$924.00
332137	11/30/2019	1158	PAVILION FOUNDATION	DECATUR1112	10.00.1220.0128.2.671	INVOICE DECATUR1112: HOSP ED SRVCS (DOS	\$264.00
Check Total:							\$1,188.00
332138	11/30/2019	1158	PEARSON.	7562549	12.00.2113.0855.0.410	CONNERS 3-P(S) QUIKSCORE ENG (25/PKG) Parent Short	\$222.60
332138	11/30/2019	1158	PEARSON.	7562549	12.00.2113.0855.0.410	CONNERS 3 SELF-RPT RESPONSE BKLTS (25/pkg)	\$74.20
Check Total:							\$296.80
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	INVOICE DATED 11/8/19 FOR UA BACKPACK, ROYAL,	\$810.00
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	X2 BEADED JUMP ROPE	\$20.70

# Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	PRO GLOVE, XL	\$13.50
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	NEOPRENE ELBOW, 1 /LRG, 1 /XL	\$21.60
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	WEIGHTED JUMP ROPE	\$18.00
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	4" LIFTING BELT, XL	\$18.00
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	6" LIFTING BELT, XXL	\$22.50
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	COACHES TEE W/LETTERING	\$29.98
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	ADIDAS JACKET	\$18.99
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	WATER BOTTLE POP TOP	\$36.00
332139	11/30/2019	1158	PLAY IT AGAIN SPORTS	11.08.2019	10.85.1532.0508.0.410	4" MAT TAPE	\$40.00
Check Total:							\$1,049.27
332140	11/30/2019	1158	PLAY WITH A PURPOSE	9656490	10.50.1125.0187.2.410	QUOTE 522344 LIFE SIZE SOFT BODIED DOLLS SET OF	\$301.86
332140	11/30/2019	1158	PLAY WITH A PURPOSE	9656490	10.50.1125.0187.2.410	NUTRI PLAY ADVENTURE ACTIVITY PACK	\$1,088.10
332140	11/30/2019	1158	PLAY WITH A PURPOSE	9656490	10.50.1125.0187.2.410	EGG AND SPOON RACE SET OF 12	\$93.48
332140	11/30/2019	1158	PLAY WITH A PURPOSE	9656490	10.50.1125.0187.2.410	RAINBOW BIG TOP BUCKETZ SET	\$233.88
332140	11/30/2019	1158	PLAY WITH A PURPOSE	9656490	10.50.1125.0187.2.410	LACE AND TRACE ANIMAL PACK	\$75.99
Check Total:							\$1,793.31
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013419012403	10.42.2660.0110.0.410	MUFFLEY ELEMENTARY CISCO US PHOnE 7841	\$5,269.14
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013419012403	10.49.2660.0110.0.410	INVOICE 6013419012403 PARSONS ELEMENTARY	\$5,269.14
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013419012438	10.22.2660.0110.0.410	INVOICE 6013419012438 FRANKLIN ELEMENTARY	\$4,974.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013419012438	10.60.2660.0110.0.410	SOUTH SHORES ELEMENTARY CISCO US	\$4,448.41

# Decatur School District #61

## Disbursement Detail Listing

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Date Range: 11/01/2019 - 11/30/2019  
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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.1920.0065.0.001	E-RATE CREDIT	(\$76,623.83)
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200 24-PORT DATA ONLY,	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$180.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.750	LIEBERT GXT4 2000VA/1800W/120V UPS	\$1,950.06
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.00.2660.0110.0.750	KEIL - CATALYST 9200L 24-PORT DATA ONLY,	\$3,442.50

## Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200 24-PORT DATA ONLY,	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$120.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$1,400.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.750	125W AC CONFIG 5 POOWER SUPPLY -	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.03.2660.0110.0.750	PDI - CATALYST 9200L 24-PORT DATA ONLY,	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$1,364.00



# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$678.30
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$60.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$15.30
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$787.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$882.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.08.2660.0110.0.750	B&G-CATALYST 9200L 24-PORT DATA ONLY,	\$1,721.25
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.327	C9200 NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+ MODULES,	\$180.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.410	10GBASE-SSR SFP MODULE, ENTERPRISE CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.750	LIEBERT GXT4 2000VA/1800W/120V UPS	\$1,950.06
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.11.2660.0110.0.750	GARFIELD - CATALYST 9200L 24-PORT DATA	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$3,890.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$120.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.12.2660.0110.0.750	DENNIS - CATALYST 9200L 24-PORT DATA ONLY, 4X10	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$120.00

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.13.2660.0110.0.750	QUOTE #: 2003418806389-05 -	\$4,357.62
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$120.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$739.50

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.18.2660.0110.0.750	ENTERPRISE - CATALYST 9200L 24-PORT DATA	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$240.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.550	GXT4 3000VA OL UPS	\$2,804.18
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.750	FRENCH - CATALYST 9200 24-PORT DATA ONLY,	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.21.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$180.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.750	LIEBERT GXT4 2000VA/1800W/120V UPS	\$1,950.06
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.22.2660.0110.0.750	FRANKLIN - CATALYST 9200L 24-PORT DATA	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2192.0099.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+MODULES,	\$120.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.33.2660.0110.0.750	HARRIS - CATALYST 9200L 24-PORT DATA ONLY,	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.410	MERAKI 10GBE TWINAX CABLE WITH SFP+	\$180.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.750	LIEBERT GXT4 2000VA/1800W/120V UPS	\$1,950.06



# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.42.2660.0110.0.750	MUFFLEY - CATALYST 9200L 24-PORT DATA	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$120.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.49.2660.0110.0.750	PARSONS - CATALYST 9200L 24-PORT DATA	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$120.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.50.2660.0110.0.750	PERSHING - CATALYST 9200L 24-PORT DATA	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$6,750.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$180.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.750	LIEBERT GXT4 2000VA/1800W/120V UPS	\$1,950.06
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.750	SOUTHEAST - CATALYST 9200L 24-PORT DATA	\$2,660.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$2,625.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.58.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$2,940.00

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.327	C9200 NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$200.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.410	10GBASE-SR SFP MODULE, ETNERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,320.28
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.60.2660.0110.0.750	SOUTH SHORES - CATALYST 9200L 24-PORT DATA	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.319	SNTC-24X7X4 CATALYST 9300 24-PORT DATA ONLY,	\$3,776.00

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.327	C9300 NETWORK ADVANTAGE, 24-PORT	\$1,326.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	UNIVERSAL	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	350W AC CONFIG 1 POWER SUPPLY	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	350W AC CONFIG 1 SECONDARY POWER SUPPLY	\$780.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	50CM TYPE 1 STACKING CABLE	\$102.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	CATALYST STACK POWER CABLE 30 CM	\$96.90
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	CATALYST 9300 8 X 10GE NETWORK MODULE	\$2,601.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+ MODULE,	\$60.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$1,848.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.550	HOPE - CATALYST 9300 24-PORT DATA ONLY, K12	\$5,018.40
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.72.2660.0110.0.750	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.01

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.319	SNTC-24X7X4 CATALYST 9200L 24-PORT DATA	\$2,728.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.327	C9200L NETWORK ADVANTAGE, 24-PORT	\$1,356.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$30.60
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$180.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$739.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.410	CATALYST 9200 STACK MODULE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.410	50CM TYPE 4 STACKING CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.750	LIEBERT GXT4 2000VA/1800W/120V UPS	\$1,950.06
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.750	CISCO CATALYST 9200L STACK MODULE	\$1,575.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.750	125W AC CONFIG 5 POWER SUPPLY - SECONDARY	\$1,764.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.74.2660.0110.0.750	JOHNS HILL - CATALYST 9200L 24-PORT DATA	\$3,442.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.319	SNTC-24X7X4 CATALYST 9300 24-PORT DATA ONLY,	\$3,776.00

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.327	C9300 NETWORK ADVANTAGE, 24-PORT	\$1,326.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	UNIVERSAL	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	350W AC CONFIG 1 POWER SUPPLY	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	NORTH AMERICA AC TYPE A POWER CABLE	\$0.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	350W AC CONFIG 1 SECONDARY POWER SUPPLY	\$780.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	CONSOLE CABLE 6FT WITH USB TYPE A AND MINI-B	\$200.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	50CM TYPE 1 STACKING CABLE	\$102.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	CATALYST STACK POWER CABLE 30CM	\$96.90
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	CATALYST 9300 8 X 10GE NETWORK MODULE	\$2,601.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	MERAKI 10 GBE TWINAX CABLE WITH SFP+	\$240.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$1,479.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	VERTIV GEIST PDU BASIC VERTICAL	\$150.55
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.410	10GBASE-SR SFP MODULE, ENTERPRISE-CLASS	\$369.75
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.550	GXT4 3000VA OL UPS	\$2,804.18
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519001184	10.81.2660.0110.0.550	STEPHEN DECATUR - CATALYST 9300 24-PORT	\$5,018.40

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## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519006100	10.81.1100.0110.0.327	MERAKI MS225-48FP ENTERPRISE LICENSE AND	\$529.14
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519006100	10.81.2660.0110.0.410	MERAKI MS225-48FP L2 STCK CLD-MNGD 48X GIGE	\$3,114.68
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519006775	10.00.2660.0110.0.550	QUOTE#: 2003519007232-01 -	\$30,640.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519007086	10.24.2660.0110.0.410	LIEBERT GXT4 1500VA/1350W/120V UPS	\$3,321.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519007086	10.50.2660.0110.0.410	LIEBERT GXT4 1500VA/1350W/120V UPS	\$1,660.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519007086	10.72.2660.0110.0.410	LIEBERT GXT4 1500VA/1350W/120V UPS	\$8,302.50
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519007086	10.75.2660.0110.0.410	LIEBERT GXT4 1500VA/1350W/120V UPS	\$6,641.99
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6013519007086	10.81.2660.0110.0.410	LIEBERT GXT4 2000VA/1800W/120V UPS	\$2,005.88
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6023419006884	10.00.2660.0110.0.319	BLANKET FOR SUPPORT SERVICES AND	\$1,850.00
332141	11/30/2019	1158	PRESIDIO NETWORKED SOLUTIONS GROUP LLC	6023419006896	10.00.2660.0110.0.319	BLANKET FOR SUPPORT SERVICES AND	\$206.25
Check Total:							\$262,981.36
332142	11/30/2019	1158	PURITAN SPRINGS WATER	1063015/10.31.2019	10.00.2520.0104.0.410	FY20 BLANKET ORDER FOR BOTTLED WATER AND	\$46.97
332142	11/30/2019	1158	PURITAN SPRINGS WATER	1349026/10.31.2019	10.03.2210.0084.0.410	BLANKET ORDER FOR MONTHLY COOLER RENTAL	\$29.17
332142	11/30/2019	1158	PURITAN SPRINGS WATER	1404979/10.31.2019	10.00.2640.0000.0.410	BLANKET FOR WATER COOLER RENTAL AND	\$31.77
332142	11/30/2019	1158	PURITAN SPRINGS WATER	1609445/10.31.2019	10.00.2660.0110.0.410	BLANKET FOR WATER COOLER RENTAL AND	\$70.57



# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332142	11/30/2019	1158	PURITAN SPRINGS WATER	1675669/10.31.2019	10.00.2320.0000.0.410	BLANKET FOR WATER COOLER RENTAL AND	\$33.27
332142	11/30/2019	1158	PURITAN SPRINGS WATER	1684091/10.17.2019	38.82.8272.0000.0.699	BLANKET FOR COOLER RENTAL AND WATER JUG	\$44.22
332142	11/30/2019	1158	PURITAN SPRINGS WATER	1684091/11.14.2019	38.82.8272.0000.0.699	BLANKET FOR COOLER RENTAL AND WATER JUG	\$47.21
Check Total:							\$303.18
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1028210	10.00.0000.0000.0.973	*QUOTE# 333-876* RUBBERMAID WIRE FRAME	\$33.36
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1028210	10.00.0000.0000.0.973	RUBBERMAID WIRE FRAME FOR DUST MOP, 5" X 48",	\$54.24
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1028210	10.00.0000.0000.0.973	RUBBERMAID WIRE FRAME FOR DUST MOP, 5" X 72",	\$97.08
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1028210	10.00.0000.0000.0.973	ETC/AMR SQUARE RED SCRUB PAD FLOOR MACHINE	\$334.50
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1028210	10.00.0000.0000.0.973	RUBBERMAID UTILITY BARREL ON CASTERS,	\$875.61
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1028674	20.93.2540.0610.0.410	BLANKET ORDER FOR CUSTODIAL SUPPLIES	\$19.10
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1029092	10.00.0000.0000.0.973	CLEAN BY PEROXY*PRICE PER ZACH STORTZUM ON	\$5,879.00
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1029092	10.00.0000.0000.0.973	PEROXY 4D DISINFECTANT	\$3,143.40
332143	11/30/2019	1158	R D MCMILLEN ENTERPRISES	1029586	20.93.2540.0610.0.410	BLANKET ORDER FOR CUSTODIAL SUPPLIES	\$27.62
Check Total:							\$10,463.91
332144	11/30/2019	1158	REALLY GOOD STUFF	6955085	10.62.1200.0255.0.410	DISCONTINUED - CANCELLED - NUMERACY	\$0.00
332144	11/30/2019	1158	REALLY GOOD STUFF	6955085	10.62.1200.0255.0.410	MATH SKILLS NUMERACY CENTERS K-3	\$175.89

# Decatur School District #61

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Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332144	11/30/2019	1158	REALLY GOOD STUFF	6955085	10.62.1200.0255.0.410	DISCONTINUED - CANCELLED - FRY SIGHT	\$0.00
332144	11/30/2019	1158	REALLY GOOD STUFF	7135833	10.50.1125.3705.2.410	QUOTE # 6706235 EARLY CHILD TAKE HOME FOLDERS	\$2,350.88
332144	11/30/2019	1158	REALLY GOOD STUFF	7141014	10.72.1100.0000.0.410	ALPHA STORAGE CASE W/STICKERS	\$73.11
332144	11/30/2019	1158	REALLY GOOD STUFF	7141014	10.72.1100.0000.0.410	12X9 MAGNETIC DRY ERASE BOARD 12PK	\$65.74
332144	11/30/2019	1158	REALLY GOOD STUFF	7141014	10.72.1100.0000.0.410	EZ READ SOFT MAGNET LOWERCASE	\$50.97
Check Total:							\$2,716.59
332145	11/30/2019	1158	REFRESHMENT SERVICES PEPSI	0057117312	38.81.8100.0000.0.699	INVOICE # 0057117312 DATED 30 SEPTEMBER 2019	\$310.40
332145	11/30/2019	1158	REFRESHMENT SERVICES PEPSI	0057117407	38.81.8100.0000.0.699	INVOICE #0057117407 - 9/9/19 DELIVERY	\$132.77
332145	11/30/2019	1158	REFRESHMENT SERVICES PEPSI	0057117563	38.81.8100.0000.0.699	INVOICE #0057117563 - 9/16/19 DELIVERY	\$255.02
332145	11/30/2019	1158	REFRESHMENT SERVICES PEPSI	0057126095	38.49.4911.0000.0.699	INVOICE 0057126095 PEPSI SERVICES FOR LOUNGE	\$76.44
Check Total:							\$774.63
332146	11/30/2019	1158	REXX DISCOUNT BATTERY SALES	219100946	20.93.2540.0606.0.410	INVOICE# 219100946 - 6 VOLT SLA - 5.96X1.33X3.72	\$199.50
332146	11/30/2019	1158	REXX DISCOUNT BATTERY SALES	219102831	20.93.2540.0650.0.410	BLANKET ORDER FOR BATTERIES FOR	\$179.90
332146	11/30/2019	1158	REXX DISCOUNT BATTERY SALES	219103008	20.93.2540.0650.0.410	BLANKET ORDER FOR BATTERIES FOR	\$99.95
332146	11/30/2019	1158	REXX DISCOUNT BATTERY SALES	219103110	20.93.2540.0650.0.410	BLANKET ORDER FOR BATTERIES FOR	\$79.95
332146	11/30/2019	1158	REXX DISCOUNT BATTERY SALES	219111123	20.93.2540.0650.0.410	BLANKET ORDER FOR BATTERIES FOR	\$99.95

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332146	11/30/2019	1158	REXX DISCOUNT BATTERY SALES	219111811	20.93.2540.0650.0.410	BLANKET ORDER FOR BATTERIES FOR	\$129.95
332146	11/30/2019	1158	REXX DISCOUNT BATTERY SALES	219111812	20.93.2540.0650.0.410	BLANKET ORDER FOR BATTERIES FOR	\$129.95
Check Total:							\$919.15
332147	11/30/2019	1158	RICHLAND COMMUNITY COLLEGE	2020-FRCC	10.06.2540.0185.2.325	THIS LINE ITEM IS THE REMAINING 50%	\$22,193.16
332147	11/30/2019	1158	RICHLAND COMMUNITY COLLEGE	2020-FRCC	10.50.2540.3705.2.325	INVOICE #2020-FRCC RENT FOR RICHLAND PRE K	\$22,193.16
Check Total:							\$44,386.32
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	INVOICE #950891760 FOR RECONDITIONING OF	\$482.31
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	RECERTIFICATION OF HELMETS (69)	\$68.31
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	FACE PROTECTORS REMOVED (75)	\$149.25
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	REMOVAL/INSPECTION INTERIOR PARTS (69)	\$269.10
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	FACE PROTECTORS REINSTALLED (69)	\$137.31
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	SHELL PREPARATION AND/OR BUFFING (69)	\$410.55
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	HELMETS PAINTED (68)	\$714.00
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW SNAP HARDWARE INSTALLED (69)	\$68.31
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW FACE PROTECTOR HARDWARE INSTALLED (69)	\$275.31
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW GROMEETS INSTALLED (59)	\$59.00

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW QR RECEPTACLE PAIRS INSTALLED (26)	\$65.00
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW INTERIOR PARTS INSTALLED (25)	\$638.75
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW S-PADS/Z-PADS INSTALLED (8)	\$48.00
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW SPEEDFLEX HARD CUP CHIN STRAPS INSTALLED (9)	\$108.00
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW HARD CUP CHIN STRAPS INSTALLED (9)	\$108.00
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW SPEED FACE PROTECTORS (5)	\$150.00
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW QUICK RELEASE SYSTEM INSTALLED (6)	\$60.00
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	SURCHARGE FOR NOCSAE LICENSE (69)	\$13.80
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	*NEW SPEEDFLEX FACE PROTECTORS (4)	\$445.06
332148	11/30/2019	1158	RIDDELL	950891760	10.85.1532.0504.0.323	HELMETS REJECTED (6)	\$0.00
Check Total:							\$4,270.06
332149	11/30/2019	1158	RIFTON EQUIPMENT	L729A-1	12.00.2131.0880.0.410	QUOTE 53275 FOR R341 CHAIR, SIZE 4	\$415.00
332149	11/30/2019	1158	RIFTON EQUIPMENT	L729A-1	12.00.2131.0880.0.410	DISCOUNT	(\$103.75)
332149	11/30/2019	1158	RIFTON EQUIPMENT	L958A-1	12.00.1202.0870.0.410	QUOTE FOR 54949 FOR COMPASS CHAIR SIZE 3	\$450.00
332149	11/30/2019	1158	RIFTON EQUIPMENT	L958A-1	12.00.1202.0870.0.410	CHAIR, SIZE 3 (350.00)	\$0.00
332149	11/30/2019	1158	RIFTON EQUIPMENT	L958A-1	12.00.1202.0870.0.410	SEATBELT, SIZE 3 (40.00)	\$0.00
332149	11/30/2019	1158	RIFTON EQUIPMENT	L958A-1	12.00.1202.0870.0.410	STABILITY FEET (60.00)	\$0.00
332149	11/30/2019	1158	RIFTON EQUIPMENT	L958A-1	12.00.1202.0870.0.410	DISCOUNT	(\$112.50)
Check Total:							\$648.75

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332150	11/30/2019	1158	RIVER CITY RACE MANAGEMENT	2019-73	10.85.1534.0503.0.325	SERVICES PROVIDED FOR THE IHSA CROSS COUNTRY	\$844.20
Check Total:							\$844.20
332151	11/30/2019	1158	ROBBINS SCHWARTZ	856527	10.00.2310.0000.0.318	PAYMENT FOR PROFESSIONAL SERVICES	\$812.50
Check Total:							\$812.50
332152	11/30/2019	1158	ROGERS SUPPLY CO INC	S3220070.001	20.93.2540.0604.0.410	BLANKET ORDER FOR ROOF TOP UNIT REPAIR PARTS	\$84.63
332152	11/30/2019	1158	ROGERS SUPPLY CO INC	S3253760.001	20.93.2540.0604.0.410	BLANKET ORDER FOR ROOF TOP UNIT REPAIR PARTS	\$131.70
332152	11/30/2019	1158	ROGERS SUPPLY CO INC	S3268305.001	20.93.2540.0604.0.410	BLANKET ORDER FOR ROOF TOP UNIT REPAIR PARTS	\$2.38
Check Total:							\$218.71
332153	11/30/2019	1158	S & S WORLDWIDE	IN100129909	10.09.1251.4300.1.410	QUOTE QU9258 -- ASSORTED PEPPERELL LOOP	\$41.98
Check Total:							\$41.98
332154	11/30/2019	1158	SCHOLASTIC INC	19830714	10.72.1250.4331.1.410	QUOTE 2020-08-21 82: I SPY BOARD BOOKS (4)	\$170.04
332154	11/30/2019	1158	SCHOLASTIC INC	19830714	10.72.1250.4331.1.410	I SPY LITTLE BUNNIES	\$34.27
332154	11/30/2019	1158	SCHOLASTIC INC	19830714	10.72.1250.4331.1.410	I SPY GOLD CHALLENGER!	\$112.92
332154	11/30/2019	1158	SCHOLASTIC INC	19830714	10.72.1250.4331.1.410	I SPY: A BOOK OF PICTURE RIDDLES	\$108.45
332154	11/30/2019	1158	SCHOLASTIC INC	19830714	10.72.1250.4331.1.410	I SPY FUN HOUSE: A BOOK OF PICTURE RIDDLES	\$114.01
332154	11/30/2019	1158	SCHOLASTIC INC	19830714	10.72.1250.4331.1.410	I SPY SCHOOL DAYS	\$114.01
332154	11/30/2019	1158	SCHOLASTIC INC	19830714	10.72.1250.4331.1.410	DEAR DUMB DIARY GR	\$58.87
332154	11/30/2019	1158	SCHOLASTIC INC	20273475	10.72.1250.4331.1.410	I SPY A TO Z	\$114.34
Check Total:							\$826.91
332155	11/30/2019	1158	SCHOLASTIC INC.	20348585	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR JOHNS HILL. DNE	\$10.86

## Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332155	11/30/2019	1158	SCHOLASTIC INC.	20363101	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR MUFFLEY SCHOOL. DNE	\$1,157.63
332155	11/30/2019	1158	SCHOLASTIC INC.	20363112	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR DURFEE SCHOOL. DNE	\$745.33
332155	11/30/2019	1158	SCHOLASTIC INC.	20363113	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR HOPE ACADEMY. NO	\$2,035.43
332155	11/30/2019	1158	SCHOLASTIC INC.	20363115	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR OAK GROVE SCHOOL.	\$866.12
332155	11/30/2019	1158	SCHOLASTIC INC.	20363130	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR FRENCH ACADEMY.	\$945.03
332155	11/30/2019	1158	SCHOLASTIC INC.	20363135	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR GARFIELD	\$940.37
332155	11/30/2019	1158	SCHOLASTIC INC.	20363143	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR STEVENSON SCHOOL.	\$721.03
332155	11/30/2019	1158	SCHOLASTIC INC.	20363148	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR FRANKLIN SCHOOL. DO	\$604.43
332155	11/30/2019	1158	SCHOLASTIC INC.	20363170	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR SOUTH SHORES	\$755.65
332155	11/30/2019	1158	SCHOLASTIC INC.	20363192	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR PARSONS SCHOOL. DNE	\$764.11
332155	11/30/2019	1158	SCHOLASTIC INC.	20371463	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR FRANKLIN SCHOOL. DO	\$57.00
332155	11/30/2019	1158	SCHOLASTIC INC.	20378909	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR DENNIS SCHOOL. NO	\$1,205.96
332155	11/30/2019	1158	SCHOLASTIC INC.	20422915	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR HOPE ACADEMY. NO	\$114.00
332155	11/30/2019	1158	SCHOLASTIC INC.	20427627	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR DENNIS SCHOOL. NO	\$2.27
332155	11/30/2019	1158	SCHOLASTIC INC.	20427628	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR GARFIELD	\$2.27

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332155	11/30/2019	1158	SCHOLASTIC INC.	20427631	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR SOUTH SHORES	\$57.00
332155	11/30/2019	1158	SCHOLASTIC INC.	20428425	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR PARSONS SCHOOL. DNE	\$75.50
332155	11/30/2019	1158	SCHOLASTIC INC.	2063104	38.03.0385.0000.0.699	BOOKS PER ATTACHED LIST FOR JOHNS HILL. DNE	\$1,422.37
Check Total:							\$12,482.36
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	GK LETS FIND OUT + SCIENCE SPIN - LACY	\$177.94
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	GK LETS FIND OUT + SCIENCE SPIN - LORRAINE	\$177.94
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G1 SCHOLASTIC NEWS + SCIENCE SPIN - CARL BRAD	\$177.94
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G1 SCHOLASTIC NEWS + SCIENCE SPIN - JENNIIFER	\$177.94
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G2 SCHOLASTIC NEWS + SCIENCE SPIN - MARY	\$177.94
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G2 SCHOLASTIC NEWS + SCIENCE SPIN - KIM	\$177.94
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G3 SCHOLASTIC NEWS + SCIENCE SPIN - TRICIA	\$200.18
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G3 SCHOLASTIC NEWS + SCIENCE SPIN - SUE KRAUSE	\$200.18
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G4 SCHOLASTIC NEWS + SCIENCE SPIN - JEANENE	\$200.18
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G4 SCHOLASTIC NEWS + SCIENCE SPIN - STEPHEN	\$200.18
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G5 / G6 SCHOLASTIC NEWS + SCIENCE SPIN - SARA	\$200.18

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G5 / G6 SCHOLASTIC NEWS + SCIENCE SPIN - CRYSTAL	\$200.18
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G5 / G6 SCHOLASTIC NEWS + SCIENCE SPIN - GREG	\$200.18
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6802592	10.60.1100.0255.0.440	G5 / G6 SCHOLASTIC NEWS + SCIENCE SPIN - BOBBI	\$200.18
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	GK LETS FIND OUT + SCIENCE SPIN - HARL	\$96.39
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	G1 SCHOLASTIC NEWS + SCIENCE SPIN - HARL	\$96.39
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	G2 SCHOLASTIC NEWS + SCIENCE SPIN - TAMMY	\$96.39
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	G2-3 STORY WORKS JR. - TAMMY STONEBURG	\$121.41
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	G3 SCHOLASTIC NEWS + SCIENCE SPIN - TAMMY	\$96.39
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	G4 SCHOLASTIC NEWS + SCIENCE SPIN - SHERYL	\$96.39
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	G5-G6 SCHOLASTIC NEWS + SCIENCE SPIN - SHERYL	\$96.39
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	G6 ELA SCHOLASTIC SCOPE - JODI ALLEN	\$142.86
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	G6 SCIENCE WORLD - JODI ALLEN	\$135.71
332156	11/30/2019	1158	SCHOLASTIC MAGAZINE INC	M6881191	10.94.1200.0255.0.440	CHOICES - KATIE JOSTES	\$156.59
Check Total:							\$3,803.99
332157	11/30/2019	1158	SCHOOL HEALTH CORP	3685673-00	10.00.0000.0000.0.977	*QUOTE# 3680771-00* SCHOOL HEALTH BRAND 3"	\$9.02
332157	11/30/2019	1158	SCHOOL HEALTH CORP	3685673-00	10.00.0000.0000.0.977	CALADRYL CLEAR LOTION, 6 OZ.	\$97.29



# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332157	11/30/2019	1158	SCHOOL HEALTH CORP	3685674-00	10.00.0000.0000.0.977	*QUOTE# 3681134-00* SCHOOL HEALTH BRAND	\$1,220.87
332157	11/30/2019	1158	SCHOOL HEALTH CORP	3685674-00	10.00.0000.0000.0.977	SCHOOL HEALTH SUPPLY EXAM GLOVES, SMALL,	\$279.06
Check Total:							\$1,606.24
332158	11/30/2019	1158	SCHOOL NURSE SUPPLY	0765363-in	10.00.0000.0000.0.977	*QUOTE# 777-286* SCHOOL NURSE SUPPLY	\$100.08
332158	11/30/2019	1158	SCHOOL NURSE SUPPLY	0765363-in	10.00.0000.0000.0.977	NATURELLE SANITARY NAPKINS,# 8 FLATBOX,	\$584.20
Check Total:							\$684.28
332159	11/30/2019	1158	SCHOOL OUTFITTERS	INV13270018	10.72.1250.4331.1.410	BLACK SPLASH CORKBOARD W/ALUMINUM FRAME 8"W X	\$532.52
332159	11/30/2019	1158	SCHOOL OUTFITTERS	INV13270018	10.72.1250.4331.1.750	QUOTE# QUO11057065 ATTACHED: SHAREWALL	\$2,441.66
332159	11/30/2019	1158	SCHOOL OUTFITTERS	INV13280685	10.49.2410.0000.0.410	QUOTE QUO11081926 MEGAPHONE W/SIREN	\$57.79
Check Total:							\$3,031.97
332160	11/30/2019	1158	SCHOOL SPECIALTY	208123860279	10.81.1200.0255.0.410	GAME BINGO TELLING TIME - 7790096263	\$9.84
332160	11/30/2019	1158	SCHOOL SPECIALTY	208123860279	10.81.1200.0255.0.410	MEASUREMENT SET	\$52.66
332160	11/30/2019	1158	SCHOOL SPECIALTY	208123860279	10.81.1200.0255.0.410	MINI MONEY KIT	\$13.19
332160	11/30/2019	1158	SCHOOL SPECIALTY	208123860279	10.81.1200.0255.0.410	FLASHCARDS MONEY	\$8.03
332160	11/30/2019	1158	SCHOOL SPECIALTY	208123860279	10.81.1200.0255.0.410	FRACTION TILES	\$14.26
332160	11/30/2019	1158	SCHOOL SPECIALTY	208123860279	10.81.1200.0255.0.410	EVAN MOOR MATH SKILL SHARPENERS G3	\$8.97
332160	11/30/2019	1158	SCHOOL SPECIALTY	208123860279	10.81.1200.0255.0.410	EVAN MOOR MATH SKILL SHARPENERS G2	\$8.97
332160	11/30/2019	1158	SCHOOL SPECIALTY	208124070369	10.42.1250.4331.1.410	STORAGE CABINET SANDUSKY LEE MOBILE	\$543.56
332160	11/30/2019	1158	SCHOOL SPECIALTY	208124199586	10.00.0000.0000.0.971	*QUOTE# 7791178296* SCHOOLSMART	\$115.20

# Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332160	11/30/2019	1158	SCHOOL SPECIALTY	208124199586	10.00.0000.0000.0.971	SCHOOLSMART WHITE LEGAL PADS, 3/8" RULED,	\$508.20
332160	11/30/2019	1158	SCHOOL SPECIALTY	208124199586	10.00.0000.0000.0.971	ADDITIONAL ITEMS THAT WERE SHIPPED BUT NOT	\$93.88
332160	11/30/2019	1158	SCHOOL SPECIALTY	208124199586	10.00.0000.0000.0.971	ADDITIONAL ITEMS THAT WERE SHIPPED BUT NOT	\$414.15
332160	11/30/2019	1158	SCHOOL SPECIALTY	208124235741	10.00.0000.0000.0.971	*QUOTE# 7791178296* SCHOOLSMART	(\$336.67)
332160	11/30/2019	1158	SCHOOL SPECIALTY	208124247153	10.00.0000.0000.0.971	*QUOTE# 7791178296* SCHOOLSMART	(\$160.68)
Check Total:							\$1,293.56
332161	11/30/2019	1158	SCREENVISION MEDIA	LOC_000224336	10.00.2630.0131.0.350	AGREEMENT SIGNED 10/3/19 - ADVERTISING	\$300.00
332161	11/30/2019	1158	SCREENVISION MEDIA	LOC_000224336	10.00.2630.0131.0.350	AMC CLASSIC DECATUR 10 THEATER 10 SCREENS	\$300.00
332161	11/30/2019	1158	SCREENVISION MEDIA	LOC_000224336	10.00.2630.0131.0.350	BLOOMINGTON GALAXY 14 THEATER 14 SCREENS	\$600.00
Check Total:							\$1,200.00
332162	11/30/2019	1158	SECURLY INC	2018-101798	10.00.2660.0110.0.327	QUOTE DATED 9/30/19 PER JOE MELDRICH- 1ST YEAR	\$24,000.00
332162	11/30/2019	1158	SECURLY INC	2018-101798	10.00.2660.0110.0.327	9000 - SECURLY; // 24	\$12,000.00
332162	11/30/2019	1158	SECURLY INC	2018-101798	10.00.2660.0110.0.327	9000 - AUDITOR PERMIUM	\$8,000.00
332162	11/30/2019	1158	SECURLY INC	2018-101798	10.00.2660.0110.0.327	9000 - INCLUDED W/ 24	\$0.00
332162	11/30/2019	1158	SECURLY INC	2018-101798	10.00.2660.0110.0.327	DISCOUNT	(\$11,000.00)
Check Total:							\$33,000.00
332163	11/30/2019	1158	SEQUEL YOUTH AND FAMILY SERVICES	ACCT #000221-1	12.00.1220.0855.0.671	PAY INVOICE NIA000044: OCT'19 PRIV FACILITY ED	\$3,739.56
Check Total:							\$3,739.56
332164	11/30/2019	1158	SHERWIN-WILLIAMS CO	5564-2	20.93.2540.0608.0.410	BLANKET ORDER FOR ASSORTED GALLON COLORS	\$21.97

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

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Dollar Limit: \$0.00

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332164	11/30/2019	1158	SHERWIN-WILLIAMS CO	5993-3	20.93.2540.0608.0.410	BLANKET ORDER FOR ASSORTED GALLON COLORS	\$66.59
Check Total:							\$88.56
332165	11/30/2019	1158	SKYWARD, INC	0000200925	10.00.2620.0000.0.312	STUDENT MANAGEMENT SUITE TRAINING	\$200.00
332165	11/30/2019	1158	SKYWARD, INC	0000200925	10.00.2620.0000.0.327	PROJECT MANAGEMENT FOR BLACKBOARD CONNECT	\$330.00
332165	11/30/2019	1158	SKYWARD, INC	0000200925	10.00.2620.0000.0.327	STUDENT MANAGEMENT SOFTWARE SUITE UNTIL	\$1,724.00
332165	11/30/2019	1158	SKYWARD, INC	0000201220	10.00.2620.0000.0.312	INVOICE #0000201220 - ONSITE TRAINING FOR	\$16,650.00
Check Total:							\$18,904.00
332166	11/30/2019	1158	SOLARWINDS, INC	IN454922	10.00.2520.0150.0.323	SOLARWINDS NETWORK PERFORMANCE MONITOR	\$3,904.00
332166	11/30/2019	1158	SOLARWINDS, INC	IN454922	10.00.2520.0150.0.323	KIWI CATTOOLS - FULL INSTALL 12 MONTH	\$213.00
332166	11/30/2019	1158	SOLARWINDS, INC	IN454922	10.00.2520.0150.0.323	KIWI SYSLOG SERVER - SINGLE INSTALL 12 MONTH	\$106.00
332166	11/30/2019	1158	SOLARWINDS, INC	IN454922	10.00.2660.0110.0.323	QUOTE QN1223697 - SOLARWINDS WEB HELP	\$1,731.10
332166	11/30/2019	1158	SOLARWINDS, INC	IN454987	10.00.2660.0110.0.327	QUOTE QN1359359 SOLARWINDS WEB HELP	\$1,380.00
332166	11/30/2019	1158	SOLARWINDS, INC	IN454987	10.00.2660.0110.0.327	DISCOUNT	(\$207.00)
Check Total:							\$7,127.10
332167	11/30/2019	1158	SONOVA USA, INC	5130593908	12.00.2150.0880.0.410	**QUOTE DATED 10/18/19* CUSTOM EARMOLDS	\$79.18
332167	11/30/2019	1158	SONOVA USA, INC	5130593908	12.00.2150.0880.0.410	QUOTE 5120148090 FOR PHONAK SKY B50-SP, P4	\$1,256.81
Check Total:							\$1,335.99
332168	11/30/2019	1158	SOUTH SHORES PTA	V712628	10.60.3850.4331.2.410	REIMBURSEMENT - PURCHASE FOOD AND	\$145.25

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332168	11/30/2019	1158	SOUTH SHORES PTA	V712628	10.60.3850.4331.2.410	KROGER - MISC FOOD/SUPPLIES	\$42.44
332168	11/30/2019	1158	SOUTH SHORES PTA	V712628	10.60.3850.4331.2.410	DOLLAR GENERAL - MISC FOOD/SUPPLIES	\$49.75
332168	11/30/2019	1158	SOUTH SHORES PTA	V712628	10.60.3850.4331.2.410	KONA ICE - MISC FOOD/ SUPPLIES	\$292.80
Check Total:							\$530.24
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100581383.003	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$59.97
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100582579.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$11.54
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100582719.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$94.66
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100584115.002	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$79.31
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100584178.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$155.99
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100584184.002	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$57.26
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100585144.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$139.50
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100585343.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$162.78
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100585369.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$199.99
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100585371.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$199.99
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100586028.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$11.54

# Decatur School District #61

## Disbursement Detail Listing

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100586245.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$104.34
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100586539.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$6.80
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100586542.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$200.00
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100586595.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$56.09
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100587011.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$75.02
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100587061.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$46.63
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100587673.002	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$127.85
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100587712.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$199.99
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100587715.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$191.66
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100587716.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$191.66
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100587717.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$199.99
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100587742.002	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$25.69
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100588015.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$25.06
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100588281.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$188.05
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100588595.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$30.76

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332169	11/30/2019	1158	SOUTH SIDE CONTROL SUPPLY	S100589181.001	20.93.2540.0604.0.410	BLANKET ORDER FOR AIR CONDITIONING AND	\$8.54
Check Total:							\$2,850.66
332170	11/30/2019	1158	SOUTH SIDE PET CENTER	08057120	38.50.5003.0000.0.699	BLANKET - FOR MONTHLY FISH TANK MAINTENANCE	\$50.00
Check Total:							\$50.00
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6269262.001	20.85.2540.0606.0.410	CONFIRMING ORDER - 8-1 / 5 POR SKT W/CSS NP -	\$211.80
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6299356.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$12.87
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6301112.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$44.28
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6304625.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$15.02
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6305582.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$64.60
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6310247.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$195.48
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6310425.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$114.37
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6311309.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$176.40
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6311676.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$53.88
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6312901.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$10.35
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6313298.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$34.98
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6316032.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$146.53

## Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6317650.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$193.46
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6317714.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$53.76
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6319319.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$4.78
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6321341.001	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$73.23
332171	11/30/2019	1158	SPRINGFIELD ELECTRIC	S6323284.002	20.93.2540.0606.0.410	BLANKET ORDER FOR ELECTRICAL SUPPLIES	\$77.00
Check Total:							\$1,482.79
332172	11/30/2019	1158	STEPHEN ROPP	V971598	10.00.3300.0131.0.390	PAY CONTRACT FOR PHOTOGRAPHY SERVICES	\$125.00
Check Total:							\$125.00
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	180500	10.11.2410.0000.0.410	PAY INVOICE DATED 9/5/19 #180500 FOR TONER FOR	\$145.02
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	180500.1	10.11.2410.0000.0.410	INVOICE #180500.1 - PO #10190765 BACKORDERED	\$266.12
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181290	10.03.2210.0084.0.410	*QUOTE: ANDREABARRY9.24.19* HP	\$29.92
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181290	10.03.2210.0084.0.410	HP 711, (CZ129A) BLACK ORIGINAL INK CARTRIDGE	\$35.98
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181290	10.03.2210.0084.0.410	HP 711, (CZ131A) MAGENTA ORIGINAL INK CARTRIDGE	\$29.92
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181290	10.03.2210.0084.0.410	HP 711, (CZ130A) CYAN ORIGINAL INK CARTRIDGE	\$29.92
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181290	10.03.2210.0084.0.410	PROXIMITY ID BADGE HOLDER, HORIZONTAL, 3	\$159.39
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181291	10.00.2620.0000.0.410	*QUOTE# 9.18DMCINERNEY* INFINITY	\$479.99

## Decatur School District #61

## Disbursement Detail Listing

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Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181931	12.00.1220.0844.0.410	*QUOTE PER RYAN KATT ON 10/9/19* CABLE ZIP TIES	\$48.99
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181931	12.00.1220.0844.0.410	DIVIDER TABS, 8 TAB, MULTI COLOR, 24 SET/BOX	\$31.04
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181931	12.00.1220.0844.0.410	CLOROX DISINFECTING	\$20.99
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	181931	12.00.1220.0844.0.410	ONE INCH SINGLE BOOK RINGS 100/BOX	\$22.99
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182013	10.49.1100.0000.0.410	QUOTE 10.21 B BURROWS HP 410 (CF412A) YELLOW	\$229.72
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182013	10.49.1100.0000.0.410	HP 410A (CF413A) MAGENTA ORIGINAL	\$229.72
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182013	10.49.1100.0000.0.410	HP 410X (CF411X) HIGH YIELD CYAN ORIGINAL	\$193.54
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182013	10.49.1100.0000.0.410	MSE REMANUFACTURED EXTRA HIGH YIELD	\$156.45
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182055	10.13.1100.0000.0.410	BLANKET ORDER FOR MISCELLANEOUS OFFICE	\$120.83
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182095	10.85.2410.0010.0.410	NAME BADGE W/LOGO 1-1/2" X 3", FOR CORDELL	\$92.75
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182158	10.21.2410.0000.0.410	TAB FOLDERS WITH FASTENERS QUOTE # 10.28	\$25.16
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182158	10.21.2410.0000.0.410	ES DATER, RECEIVED + DATE STAMP QUOTE #	\$23.95
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182161	10.00.2660.0110.0.410	BLANKET FOR MISCELLANEOUS OFFICE	\$43.88
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182169	10.00.2320.0000.0.410	BLANKET FOR INK AND TONER FOR PRINTERS	\$509.21
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182197	10.00.2520.0104.0.410	FELLOWES MEMORY FOAM MOUSE PAD WRIST REST, 7	\$18.61



# Decatur School District #61

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182197	10.00.2520.0104.0.410	SMEAD EXPANDABLE INDEXED SORTER, A-Z,	\$17.87
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182197	10.00.2520.0104.0.410	PILOT G2 PREMIUM RETRACTABLE GEL PEN,	\$14.29
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182197	10.00.2520.0104.0.410	PILOT REFILL FOR GS GEL, DR. GRIP GEL/LTD,	\$14.64
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182197	10.00.2520.0104.0.410	IBM WHEELWRITER TYPEWRITER CORRECTION	\$12.18
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182197	10.00.2520.0104.0.410	IBM WHEELWRITER TYPEWRITER LIFT-OFF TAPE	\$11.90
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182197	10.00.2520.0104.0.410	HP970 BLACK ORIGINAL INK CARTRIDGE FOR OFFICE	\$151.24
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	1822256	10.13.2225.0062.0.410	QUOTE #10.23 T WEAVER - CIG REMANUFACTURED	\$145.02
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182241	10.93.2560.0225.0.410	BLANKET ORDER FOR DELL PRINTER CARTRIDGES FOR	\$88.84
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182284	10.00.0000.0000.0.971	*QUOTE# 111-1659* UNIVERSAL R.T.I. LAVENDAR	\$61.10
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182285	10.00.0000.0000.0.971	*QUOTE# 111-1661* UNIVERSAL YELLOW STICKY	\$123.60
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182285	10.00.0000.0000.0.971	UNIVERSAL STAPLER, FULL STRIP	\$601.44
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182328	10.93.2560.0225.0.410	BLANKET ORDER FOR DELL PRINTER CARTRIDGES FOR	\$485.40
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182330	10.72.1100.0255.0.410	QUOTE 10.22: ECONOMY ROUND RING VIEW BINDER 3	\$24.60
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182330	10.72.1100.0255.0.410	ECONOMY ROUND RING VIEW BINDER, 3 RINGS, 2"	\$38.10
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182372	10.00.2520.0104.0.410	VARIO WALL REFERENCE SYSTEM, 10 PANELS,	\$78.21

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

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Dollar Limit: \$0.00

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☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182372	10.00.2520.0104.0.410	3M ASSORTED STICKY TABS, 1"WIDE, 100/PK	\$16.98
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182372	10.00.2520.0104.0.410	FELLOWES LIBERTY HEAVY DUTY STRENGTH STORAGE	\$110.12
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182372	10.00.2520.0104.0.410	SAF LOCKING TOP MOBILE TUB FILE, ONE SHELF,	\$299.99
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182388	10.06.1125.0185.2.410	*QUOTE# 11.1SHASKELL* RECYCLED PLASTIC LARGE	\$183.60
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182388	10.06.1125.0185.2.410	PLASTIC COMB BINDINGS, 1/2" DIAMETER, 90 SHEET	\$9.36
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182390	12.00.2660.0855.0.410	COMPATIBLE BLACK CARTRIDGE (FOR HP 05X	\$244.50
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182390	12.00.2660.0855.0.410	HP 26X LASERJET -BLACK	\$618.24
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182390	12.00.2660.0855.0.410	COMPATIBLE BLACK CARTRIDGE (FOR DELL	\$194.54
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182392	10.49.2410.0000.0.410	QUOTE 11.4 B BURROWS HP305A (CE410A) BLACK	\$195.08
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182406	10.00.2660.0110.0.410	BLANKET FOR MISCELLANEOUS OFFICE	\$26.70
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182419	10.50.1125.3705.2.410	QUOTE 10.30.19 STICKY BACK FASTENERS WITH	\$140.70
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182419	10.50.1125.3705.2.410	STICKY BACK FASTENERS REMOVABLE ADHESIVE	\$81.30
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182419	10.50.1125.3705.2.410	HP655A CLACK ORIGINAL LASER JET TONER	\$1,049.25
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182419	10.50.1125.3705.2.410	METAL BOOK RINGS 1" DIAMETER 100 RINGS / BOX	\$59.25
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182419	10.50.1125.3705.2.410	METAL BOOK RINGS 1 1/2" DIAMETER 100 RINGS /BX	\$67.53

# Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182419	10.50.1125.3705.2.410	DOUBLE SIDED PERMANENT TAPE IN HANDHELD	\$38.05
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.410	EMAIL QUOTE DATED 11.5.19 FOR DENISE	\$121.58
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.410	VL616 STACKING GUEST CHAIR WITH ARMS, BLACK	\$340.32
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.410	HVL105 EXECUTIVE HIGH-BACK LEATHER CHAIR	\$255.23
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.410	42" ROUND TABLE TOP	\$103.06
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.410	BASE FOR TABLE	\$71.55
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.750	35" BRIDGE PL193	\$81.16
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.750	BOW FRONT PL1774	\$266.46
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.750	CREDENZA PL143	\$133.05
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.750	OPEN HUTCH PL144OH	\$192.34
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.750	TACKBOARD PL118	\$73.71
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182423	10.00.2630.0131.0.750	B/B/F PED PL166	\$182.85
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182434	12.00.2330.0810.0.410	QUOTE 02743 FOR B8 PREMIUM STAPLES, 1/4"	\$7.04
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182434	12.00.2330.0810.0.410	SWINGLINE HEAVY DUTY STAPLES, 3/8, 1000/BOX	\$12.86
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182434	12.00.2330.0810.0.410	II POWER DUSTER, 10 OZ CAN, 6/PK	\$35.43
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182470	10.03.2210.0084.0.410	BLANKET ORDER FOR MISCELLANEOUS OFFICE	\$34.67
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182476	10.00.2320.0000.0.410	BLANKET FOR INK AND TONER FOR PRINTERS	\$591.30
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182551	10.85.2410.0010.0.410	(CLI-271) INK, BLACK/CYAN/MAGENTA/YE	\$47.99
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182551	10.85.2410.0010.0.410	(CLI-271) INK, GRAY	\$12.99

## Decatur School District #61

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Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182551	10.85.2410.0010.0.410	(PGI-270) INK, PIGMENT BLACK	\$14.99
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182552	10.33.1900.0010.0.410	QUOTE # ASHLEI AMETTIS – HP 508A (CF362A) YELLOW	\$194.00
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182552	10.33.1900.0010.0.410	HP508A (CF363A) MAGENTA ORIGINAL LASER JET TONER	\$197.23
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182552	10.33.1900.0010.0.410	HP508A (CD360A) BLACK ORIGINAL LASER JET TONER	\$154.73
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182596	12.00.1207.0812.0.410	ULTIMA 35 EZLOAD THERMAL ROLL	\$151.98
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182623	10.00.2640.0000.0.410	BLANKET FOR MISCELLANEOUS OFFICE	\$271.53
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182664	10.82.2410.0010.0.410	BLANKET FOR MISCELLANEOUS OFFICE	\$191.14
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182700	10.00.2520.0104.0.410	BROTHER TONER FOR BROTHER 2920 FAX	\$158.30
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182722	10.00.2640.0000.0.410	QUOTE 11.14 D WILKERSON – HP 508A (CF363A)	\$185.06
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182722	10.00.2640.0000.0.410	HP 508A (CF362A) YELLOW ORIGINAL LASERJET TONER	\$182.04
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	182722	10.00.2640.0000.0.410	HP 508A (CF361A) CYAN ORIGINAL LASERJET TONER	\$194.00
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0004	10.12.2410.0000.0.323	BLANKET ORDER FOR MAINT OF SHARP MXM350N COPIER	\$378.10
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0004	10.12.2410.0000.0.323	BLANKET ORDER FOR MAINT OF SHARP MXM 753 SER#	\$1,972.19
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0004	10.12.2410.0000.0.323	BLANKET ORDER FOR MAINT OF SHARP MXM 363 SER#	\$331.64
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0005	10.24.2410.0000.0.323	BLANKET ORDER FOR MAINT. OF SHARP	\$273.74

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0005	10.24.2410.0000.0.323	BLANKET ORDER FOR MAINT. OF SHARP	\$624.79
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0005	10.24.2410.0000.0.323	BLANKET ORDER FOR MAINT. OF SHARP	\$104.93
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0006	10.82.2410.0010.0.323	BLANKET FOR MAINT. OF SHARP COPIER MXM350N	\$88.04
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0006	10.82.2410.0010.0.323	BLANKET FOR MAINT. OF SHARP COPIER MXM350N	\$77.80
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0006	10.82.2410.0010.0.323	BLANKET FOR MAINT. OF SHARP COPIER MXM350N	\$102.71
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0006	10.82.2410.0010.0.323	BLANKET FOR MAINT. OF SHARP COPIER MXM550N	\$1,801.61
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0006	10.82.2410.0010.0.323	BLANKET FOR MAINT. OF SHARP COPIER MXM450N	\$102.29
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0006	10.82.2410.0010.0.323	BLANKET FOR MAINT. OF SHARP COPIER MXM700N	\$1,201.37
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0006	10.82.2410.0010.0.323	BLANKET FOR MAINT. OF SHARP COPIER MXM550N	\$1,632.82
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0006	10.82.2410.0010.0.323	BLANKET FOR MAINT. OF SHARP COPIER MXM623N	\$1,843.06
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0007	10.18.2410.0000.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$243.44
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0007	10.18.2410.0000.0.323	BLANKET FOR MAINTENANCE FOR SHARP	\$573.66
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0008	10.22.2410.0000.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$124.46
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0008	10.22.2410.0000.0.323	BLANKET ORDER FOR MAINTENANCE FOR SHARP	\$251.65
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0008	10.22.2410.0000.0.323	BLANKET ORDER FOR MAINTENANCE FOR SHARP	\$851.72

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0009	10.21.2410.0000.0.323	BLANKET FOR SHARP MXM350N, \$0055 PER COPY	\$267.22
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0009	10.21.2410.0000.0.323	BLANKET FOR SHARP MXM550N, \$005 PER COPY	\$922.06
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0010	10.11.2410.0000.0.323	BLANKET FOR MAINT. OF SHARP MXM623,	\$869.66
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0011	10.74.2410.0000.0.323	BLANKET ORDER FOR SHARP MXM453N COPIER, ROOM	\$496.68
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0011	10.74.2410.0000.0.323	BLANKET ORDER FOR SHARP MXM450N COPIER, OFFICE	\$227.28
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0011	10.74.2410.0000.0.323	BLANKET ORDER FOR SHARP MXM550N COPIER, LOUNGE	\$804.04
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0011	10.74.2410.0000.0.323	BLANKET ORDER FOR SHARP MXM550N COPIER, ROOM	\$1,080.11
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0012	10.85.2410.0010.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$294.36
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0012	10.85.2410.0010.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$628.66
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0012	10.85.2410.0010.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$1,825.96
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0012	10.85.2410.0010.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$297.66
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0012	10.85.2410.0010.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$193.13
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0012	10.85.2410.0010.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$138.02
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0012	10.85.2410.0010.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$78.16
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0012	10.85.2410.0010.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$271.28

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0013	10.42.2410.0000.0.323	BLANKET MAINT. OF SHARP AR-M257 COPIER. \$.0055	\$75.12
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0013	10.42.2410.0000.0.323	MAINT OF SHARP MX-M503N COPIER, \$.0055	\$1,036.92
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0013	10.42.2410.0000.0.323	MAINT. OF SHARP MX-M453N COPIER,	\$1,274.71
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0014	10.44.2410.0000.0.323	BLANKET MAINT FOR OUR SHARP MXM550N COPIER	\$1,063.23
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0014	10.44.2410.0000.0.323	BLANKET FOR MAINT OF OUR SHARP MXM450N	\$232.80
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0014	10.44.2410.0000.0.323	BLANKET FOR MAINT FOR OUR SHART MXM350N	\$216.00
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0015	10.49.1100.0000.0.410	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$919.95
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0015	10.49.1100.0000.0.410	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$354.54
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0015	10.49.1100.0000.0.410	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$245.76
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0016	10.50.2410.0000.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$506.97
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0016	10.50.2410.0000.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$357.31
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0017	10.33.1900.0255.0.323	BLANKET FOR MAINT. OF SHARP MXM450N COPIER	\$350.22
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0018	10.60.2410.0000.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$401.54
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0018	10.60.2410.0000.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$1,225.07
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0019	10.62.2410.0000.0.323	BLANKET FOR SHARP MXM350N COPIER	\$134.36

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0019	10.62.2410.0000.0.323	BLANKET FOR SHARP MXM365 COPIER	\$550.46
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191113-0019	10.62.2410.0000.0.323	BLANKET FOR SHARP MXM465 COPIER	\$623.89
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0001	10.00.2660.0110.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$2.08
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0002	10.00.2320.0000.0.410	BLANKET MAINT. OF SHARP MXM700U COPIER \$.0055	\$219.25
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0004	10.00.2320.0000.0.410	BLANKET MAINT. OF SHARP MXM7001N COPIER \$.005	\$582.36
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0005	10.00.2640.0000.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$136.06
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0006	10.00.2112.0000.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$55.32
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0006	10.00.2112.0000.0.323	BLANKET FOR MAINTENANCE OF SHARP	\$441.34
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0007	10.03.2210.0084.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$99.61
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0007	10.03.2210.0084.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$135.13
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0008	10.03.2210.0084.0.323	BLANKET ORDER FOR SHARP MX4101N COLOR COPIER,	\$4,346.67
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0009	10.93.2130.0000.0.323	BLANKET MAINT. OF SHARP MXM350N	\$117.69
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0010	20.08.2540.0601.0.323	MAINTENANCE OF SHARP MXM350N COPIER	\$101.74
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0011	12.00.2330.0855.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$145.65
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0012	12.00.1206.0855.0.323	BLANKET ORDER FOR MAINTENANCE OF SHARP	\$13.33



## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0013	12.00.2330.0855.0.323	BLANKET ORDER FOR MNTN ON SHARP MXM450 COPIER	\$564.43
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-0014	10.06.3850.0185.2.323	BLANKET FOR SHARP MXN350N COPIER	\$83.19
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-003	10.00.2520.0104.0.323	BLANKET MAINTENANCE OF SHARP MXM620N COPIER,	\$215.52
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-003	10.00.2520.0104.0.323	BLANKET MAINTENANCE OF SHARP MXM700U COPIER,	\$57.78
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-003	10.00.2520.0104.0.323	BLANKET MAINTENANCE OF SHARP MXM350N COPIER,	\$164.17
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191115-003	10.00.2520.0104.0.323	BLANKET MAINTENANCE OF SHARP MXM350N COPIER,	\$27.70
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0002	10.72.2410.0000.0.323	NEW BLANKET TO COMBINE HARRIS AND HOPE – MAINT.	\$478.42
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0002	10.72.2410.0000.0.323	MAINT. SHARP COPIER MXM453N \$.0055 /COPY	\$232.36
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0002	10.72.2410.0000.0.323	MAINT. SHARP COPIER MXM350N \$.0055 /COPY	\$482.82
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0002	10.72.2410.0000.0.323	MAINT. SHARP COPIER MXM350N \$.0055 /COPY	\$598.00
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0002	10.72.2410.0000.0.323	MAINT. SHARP COPIER MXM350N \$.0055 /COPY	\$687.59
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0002	10.72.2410.0000.0.323	MAINT. SHARP COPIER MXM363N \$.0055 /COPY	\$356.94
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0002	10.72.2410.0000.0.323	MAINT. SHARP COPIER MXM453N \$.0055 /COPY	\$338.65
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0003	10.13.2410.0000.0.323	BLANKET PO FOR MAINTENANCE OF SHARP	\$281.22
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0003	10.13.2410.0000.0.323	MAINTENANCE OF SHARP MXM450N COPIER	\$622.55

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2  
Bank Account: 2892733

Date Range: 11/01/2019 - 11/30/2019  
Voucher Range: 1130 - 1158

Sort By: Check  
Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names    ☒ Exclude Voided Checks    ☐ Exclude Manual Checks    ☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0003	10.13.2410.0000.0.323	MAINTENANCE OF SHARP MXM623N COPIER	\$850.39
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	BLANKET FOR MAINT. OF SHARP MXM350N COPIER	\$507.02
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	MAINT. OF SHARP MXM350N COPIER LOCATED	\$275.33
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	MAINT. OF SHARP MXM450N LOCATED IN	\$481.14
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	MAINT. OF SHARP MXM450N COPIER LOCATED	\$147.35
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	MAINT. OF SHARP MXM450N COPIER LOCATED	\$564.95
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	MAINT. OF SHARP MXM450N COPIER LOCATED	\$359.08
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	MAINT. OF SHARP MXM450N COPIER LOCATED	\$97.63
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	MAINT. OF SHARP MXM350N COPIER LOCATED	\$516.33
332173	11/30/2019	1158	STRIGLOS/HAINES & ESSICK	191118-0005	10.81.1100.0010.0.323	MAINT. OF SHARP MXM700N COPIER LOCATED	\$1,136.18
Check Total:							\$59,672.42
332174	11/30/2019	1158	SUPERIOR ELEVATOR INSPECTIONS, LLC	17451	80.24.2367.0699.0.319	PAY INVOICE# 17451 - DURFEE - ANNUAL	\$125.00
Check Total:							\$125.00
332175	11/30/2019	1158	SURE SHARP	79424	20.93.2540.0650.0.323	BLANKET ORDER FOR EQUIPMENT REPAIRS	\$52.32
332175	11/30/2019	1158	SURE SHARP	79456	20.93.2540.0650.0.410	BLANKET ORDER FOR EQUIPMENT SUPPLIES	\$189.57
332175	11/30/2019	1158	SURE SHARP	79571	20.93.2540.0650.0.410	BLANKET ORDER FOR EQUIPMENT SUPPLIES	\$107.66

## Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332175	11/30/2019	1158	SURE SHARP	79574	20.93.2540.0650.0.410	BLANKET ORDER FOR EQUIPMENT SUPPLIES	\$27.96
332175	11/30/2019	1158	SURE SHARP	79628	20.93.2540.0650.0.410	BLANKET ORDER FOR EQUIPMENT SUPPLIES	\$132.90
Check Total:							\$510.41
332176	11/30/2019	1158	SWANN SPECIAL CARE CENTER	ACCT 539 01	12.00.1220.0855.0.671	PAY INVOICE 10/31: OCT'19 PRIV FACILITY ED	\$4,889.06
Check Total:							\$4,889.06
332177	11/30/2019	1158	SYNCB/AMAZON	469468546636	10.81.1100.0250.0.410	CRICUT EASY PRESS 2 – HEAT PRESS MACHINE FOR T	\$189.00
332177	11/30/2019	1158	SYNCB/AMAZON	473464763565	10.50.1125.0187.2.410	AMAZON SHOPPING CART 10.21.19 SONY STEREO CD	\$341.94
332177	11/30/2019	1158	SYNCB/AMAZON	473464763565	10.50.2210.0187.2.410	THE ONWARD WORKBOOK: DAILY ACTIVITIES TO	\$426.75
332177	11/30/2019	1158	SYNCB/AMAZON	473464763565	10.50.2210.0187.2.410	ONWARD: CULTIVATING EMOTIONAL RESILIENCE IN	\$398.25
332177	11/30/2019	1158	SYNCB/AMAZON	494363675745	10.50.1125.3705.2.410	AMAZON SHOPPING CART 11.4.19 LIVEBEST MULTI	\$155.94
332177	11/30/2019	1158	SYNCB/AMAZON	496687834636	10.44.1100.0000.0.410	RUBBERMAID COMMERCIAL PRODUCTS 2 SHELF	\$133.18
332177	11/30/2019	1158	SYNCB/AMAZON	656446856553	10.00.2660.0110.0.410	YOUTHINK BLUETOOTH WIRELESS BARCODE	\$58.48
332177	11/30/2019	1158	SYNCB/AMAZON	657967384335	10.50.1125.3705.2.410	MILLIARD SENSORY PAD WITH FOAM BLOCKS FOR	\$131.49
332177	11/30/2019	1158	SYNCB/AMAZON	738847843756	10.01.2210.0123.0.410	BOOK– WHERE TEACHERS THRIVE: ORGANIZING	\$850.00
332177	11/30/2019	1158	SYNCB/AMAZON	848434783845	20.99.2540.0603.0.410	UFO S–15 ELECTRIC INFRARED HEATER, 1500	\$141.99
332177	11/30/2019	1158	SYNCB/AMAZON	876963468775	10.50.3850.3705.2.410	AMAZON SHOPPOING CART 11.5.19 HOUSE OF	\$156.45

## Decatur School District #61

## Disbursement Detail Listing

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Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

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☒ Print Employee Vendor Names☒ Exclude Voided Checks☐ Exclude Manual Checks☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332177	11/30/2019	1158	SYNCB/AMAZON	989747887757	10.21.1100.0000.0.410	POP THE PIG GAME	\$19.98
332177	11/30/2019	1158	SYNCB/AMAZON	989747887757	10.21.1100.0000.0.410	SORRY THE GAME	\$20.00
Check Total:							\$3,023.45
332178	11/30/2019	1158	TFD SUPPLIES	TFD19830	12.00.1220.0844.0.410	QUOTE D1796 FOR HEADPHONES	\$227.70
Check Total:							\$227.70
332179	11/30/2019	1158	THE BABY FOLD	11318	10.00.1220.0128.2.671	INVOICE 11318: OCT'19 1:1 AIDE CHALLENGES	\$833.00
332179	11/30/2019	1158	THE BABY FOLD	11318	12.00.1220.0855.0.671	INVOICE 11318: OCT'19 PRIV FACILITY ED SRVCS	\$7,226.52
332179	11/30/2019	1158	THE BABY FOLD	11368	10.00.1220.0128.2.671	INVOICE 11368: OCT'19 1:1 AIDE CHALLENGE (K.QUILTY)	\$1,386.00
332179	11/30/2019	1158	THE BABY FOLD	11368	12.00.1220.0855.0.671	INVOICE 11368: OCT'19 PRIV FACILITY ED SRVCS	\$7,226.52
332179	11/30/2019	1158	THE BABY FOLD	11371	12.00.1220.0855.0.671	INVOICE 11371: OCT'19 PRIV FACILITY ED SRVCS	\$7,226.52
332179	11/30/2019	1158	THE BABY FOLD	11388	12.00.2210.0810.0.314	INVOICE 11388 FOR OCTOBER 2019	\$2,850.00
Check Total:							\$26,748.56
332180	11/30/2019	1158	THE BANK OF NEW YORK MELLON...	V308393	30.00.5220.0000.0.620	INTEREST AMOUNT DUE – LOAN # SD61GO11A –	\$1,585,225.01
332180	11/30/2019	1158	THE BANK OF NEW YORK MELLON...	V308393	30.00.5320.0000.0.610	PRINCIPAL AMOUNT DUE – LOAN # SD61GO11A –	\$1,305,000.00
Check Total:							\$2,890,225.01
332181	11/30/2019	1158	THE HOPE INSTITUTE	34705-34706	12.00.1220.0855.0.671	PAY INVOICE 34705: OCT'19 PRIVATE FACILITY	\$6,143.50
332181	11/30/2019	1158	THE HOPE INSTITUTE	34705-34706	12.00.1220.0855.0.671	PAY INVOICE 34706: OCT'19 PRIV FACILITY ED SRVCS	\$9,178.18
332181	11/30/2019	1158	THE HOPE INSTITUTE	34783	12.00.1220.0855.0.671	PAY INVOICE 34783: OCT'19 PRIV FACILITY ED SRVCS	\$9,178.18
Check Total:							\$24,499.86

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1130 - 1158

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332182	11/30/2019	1158	TREMCO INC	95740783	20.93.2540.0614.0.410	INVOICE# 95740783 - TREMFIX 3 GL	\$315.57
Check Total:							\$315.57
332183	11/30/2019	1158	U S GAMES	906871525	10.00.0000.0000.0.978	VOIT JUNIOR SIZE BASKETBALL **PLEASE NOTE:	\$117.96
Check Total:							\$117.96
332184	11/30/2019	1158	UNICOM ARC	008057-0000	10.00.2310.0000.0.319	PROFESSIONAL SERVICES FOR ENGAGEMENT &	\$4,800.00
332184	11/30/2019	1158	UNICOM ARC	008058-0000	10.00.2310.0000.0.319	PROFESSIONAL SERVICES FOR ENGAGEMENT &	\$296.30
Check Total:							\$5,096.30
332185	11/30/2019	1158	VERMEER SALES & SERVICE OF CENTRAL IL	R13009	20.93.2540.0612.0.325	INVOICE# R13009 - RENTAL OF WOOD CHIPPER FROM	\$2,500.00
332185	11/30/2019	1158	VERMEER SALES & SERVICE OF CENTRAL IL	R13386	20.93.2540.0612.0.325	CREDIT ISSUED FOR RETURN OF WOOD CHIPPER ON	(\$834.00)
Check Total:							\$1,666.00
332186	11/30/2019	1158	WALLENDER-DEDMAN PRINTING INC	91063	38.95.9528.0000.0.699	QUOTE DATED 10/16/19 - PRINTING TICKETS FOR	\$70.00
332186	11/30/2019	1158	WALLENDER-DEDMAN PRINTING INC	91243	10.00.2520.0104.0.360	DECATUR PUBLIC SCHOOL DISTRICT 61 EMPLOYEE	\$3,220.00
332186	11/30/2019	1158	WALLENDER-DEDMAN PRINTING INC	91327	10.42.2410.0000.0.360	QUOTE DATED 8/26/2019 - SET OF 15 MATRIX POSTERS	\$15.00
332186	11/30/2019	1158	WALLENDER-DEDMAN PRINTING INC	91327	10.42.2410.0000.0.360	SET OF 10 MUFFLEY PRIDE POSTERS FOR CLASSROOMS	\$10.00
Check Total:							\$3,315.00
332187	11/30/2019	1158	WALTER LAWSON'S CHILDREN HOME	ACCT #1012 01	12.00.1220.0855.0.671	PAY INVOICE 10/31/19: OCT'19 PRIV FACILITY ED	\$4,486.46
Check Total:							\$4,486.46
332188	11/30/2019	1158	WATTS COPY SYSTEMS INC	911203	10.81.1100.0010.0.323	PLEASE INCREASE BLANKET FOR SHARP COPIER	\$969.00
Check Total:							\$969.00

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2  
Bank Account: 2892733

Date Range: 11/01/2019 - 11/30/2019  
Voucher Range: 1130 - 1158

Sort By: Check  
Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☒ Exclude Voided Checks

☐ Exclude Manual Checks

☐ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
332189	11/30/2019	1158	WEJT/WYDS/WZNX/WZUS	735-00035-0002	10.00.2630.0131.0.350	BLANKET ORDER FOR SPORTSCAST	\$200.00
332189	11/30/2019	1158	WEJT/WYDS/WZNX/WZUS	735-00036-0001	10.00.2630.0131.0.350	BLANKET ORDER FOR SPORTSCAST	\$750.00
Check Total:							\$950.00
332190	11/30/2019	1158	WILSON LANGUAGE TRAINING CORP	1769226	10.42.1250.4331.1.410	QUOTE #Q1027932 - FOUNDATIONS STUDENT KIT	\$1,220.83
Check Total:							\$1,220.83
332191	11/30/2019	1158	WOODFORD TEST LANE INC	1091	80.93.2367.0650.0.319	BLANKET ORDER FOR INSPECTION OF	\$74.00
Check Total:							\$74.00
Bank Total:							\$6,130,773.50

<u>Fund</u>	<u>Amount</u>
10	\$2,310,231.72
12	\$89,042.17
20	\$197,003.95
22	\$1,180.98
30	\$2,942,818.76
38	\$34,077.58
40	\$79,732.81
42	\$79.99
60	\$436,383.35
80	\$40,222.19
Fund Totals:	\$6,130,773.50

End of Report

Disbursements Grand Total: \$6,130,773.50

## Decatur School District #61

### Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1131 - 1131

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: CONSOLIDATED ACCOUNT 2

Bank Account: 2892733

NCB	11/01/2019	1131	KNUPPEL, SARAH E	V118091	38.50.5001.0000.0.699	REIMBURSEMENT - PAPA JOHNS - FOOD FOR STAFF	\$124.14
NCB	11/01/2019	1131	WEST, BENJAMIN	V293424	38.11.1106.0000.0.699	REIMBURSEMENT-. HE PLACED THREE ORDERS FOR	\$1,185.75
NCB	11/01/2019	1131	MANSUR, ANTHONY	V333108	38.62.6206.0000.0.699	REIMBURSEMENT - JUICE PURCHASED FOR FALL	\$41.86

Check Total: \$1,351.75

Bank Total: \$1,351.75

<u>Fund</u>	<u>Amount</u>
38	\$1,351.75

Fund Totals: \$1,351.75

End of Report

Disbursements Grand Total: \$1,351.75

# Decatur School District #61

## Disbursement Detail Listing

Fiscal Year: 2019-2020

Bank Name: CONSOLIDATED ACCOUNT 2

Bank Account: 2892733

Date Range: 11/01/2019 - 11/30/2019

Voucher Range: 1140 - 1140

Sort By: Check

Dollar Limit: \$0.00

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: CONSOLIDATED ACCOUNT 2

Bank Account: 2892733

NCB	11/08/2019	1140	COOK, TERRY F	V114071	38.82.8211.0000.0.699	REIMBURSEMENT - GAS IN PANTHER BUS DURING AN	\$20.00
NCB	11/08/2019	1140	COOK, TERRY F	V114071	38.82.8211.0000.0.699	CIRCLE K RECEIPT	\$30.00
NCB	11/08/2019	1140	DURBIN-STAPLES, MELISSA	V702521	38.82.8288.0000.0.699	REIMBURSEMENT - SUPPLIES PURCHASED FOR	\$141.28
NCB	11/08/2019	1140	DOUGLASS, TY C	V767781	38.82.8251.0000.0.699	REIMBURSEMENT - PURCHASED FOR CROSS	\$40.76
NCB	11/08/2019	1140	DOUGLASS, TY C	V767781	38.82.8251.0000.0.699	LITTLE CEASERS RECEIPT	\$22.25
NCB	11/08/2019	1140	PRITTS, CAROLINE A	V87211	38.82.8266.0000.0.699	REIMBURSEMENT - SUPPLIES PURCHASED FOR LIFE SKILLS	\$139.53

Check Total: \$393.82

Bank Total: \$393.82

Fund	Amount
38	\$393.82

Fund Totals: \$393.82

End of Report

Disbursements Grand Total: \$393.82



# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1146 - 1146

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: CONSOLIDATED ACCOUNT 2

Bank Account: 2892733

NCB	11/15/2019	1146	FAZEKAS, JOSHUA P	V322564	38.60.6001.0000.0.699	2019 CHAMPAIGN CHESS CHAMPIONSHIP	\$20.00
NCB	11/15/2019	1146	FAZEKAS, JOSHUA P	V322564	38.60.6001.0000.0.699	REIMBURSEMENT TO JOSHUA FAZEKAS FOR THE	\$7.43

Check Total: \$27.43

Bank Total: \$27.43

Fund	Amount
38	\$27.43

Fund Totals: \$27.43

End of Report

Disbursements Grand Total: \$27.43

# Decatur School District #61

## Disbursement Detail Listing

Bank Name: CONSOLIDATED ACCOUNT 2

Date Range: 11/01/2019 - 11/30/2019

Sort By: Check

Bank Account: 2892733

Voucher Range: 1148 - 1148

Dollar Limit: \$0.00

Fiscal Year: 2019-2020

☒ Print Employee Vendor Names

☐ Exclude Voided Checks

☐ Exclude Manual Checks

☒ Include Non Check Batches

Check Number	Date	Voucher	Payee	Invoice	Account	Description	Amount
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Bank Name: CONSOLIDATED ACCOUNT 2

Bank Account: 2892733

NCB	11/22/2019	1148	HAMILTON, NATASHA	V546184	38.82.8272.0000.0.699	REIMBURSEMENT - SUPPLIES PURCHASED FOR TEACHER	\$64.23
NCB	11/22/2019	1148	HAMILTON, NATASHA	V546184	38.82.8272.0000.0.699	DOLLAR TREE RECEIPT	\$17.58
NCB	11/22/2019	1148	MASSEY, BECCA	V618916	38.82.8266.0000.0.699	REIMBURSEMENT - SUPPLIES PURCHASED FOR LIFE	\$33.98
NCB	11/22/2019	1148	FRAAS, MATTHEW R	V85182	38.81.8102.0000.0.699	REIMBURSEMENT - SUBWAY SANDWICHES/ DINNERS FOR	\$166.68

Check Total: \$282.47

Bank Total: \$282.47

Fund	Amount
38	\$282.47

Fund Totals: \$282.47

End of Report

Disbursements Grand Total: \$282.47

# Decatur School District #61

## Void Check Listing

Fiscal Year: 2019-2020

Criteria:

Bank Account: CONSOLIDATED ACCOUNT 2 2892733

From Date: 11/01/2019

To Date: 11/30/2019

From Check:

To Check:

From Voucher:

To Voucher:

Account: 2892733

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
325844	04/13/2018	MARISSA BASHAM	\$77.00	1285	Void	Expense	<input checked="" type="checkbox"/>	11/21/2019	11/21/2019
327509	09/14/2018	I A E A	\$199.00	1068	Void	Expense	<input checked="" type="checkbox"/>	11/21/2019	11/21/2019
328077	10/31/2018	TARA COOK	\$75.00	1116	Void	Expense	<input checked="" type="checkbox"/>	11/21/2019	11/21/2019
330026	05/30/2019	IVY BOUTIQUE HOTEL	\$1,145.84	1341	Void	Expense	<input checked="" type="checkbox"/>	11/21/2019	11/21/2019
330132	05/31/2019	ILLINOIS PORTABLE TOILETS	\$245.00	1339	Void	Expense	<input checked="" type="checkbox"/>	11/21/2019	11/21/2019
330259	05/31/2019	UNICOM ARC	\$5,860.32	1339	Void	Expense	<input checked="" type="checkbox"/>	11/21/2019	11/21/2019
330780	07/31/2019	LAUREL AND THE LINDEN	\$350.00	1025	Void	Expense	<input checked="" type="checkbox"/>	11/21/2019	11/21/2019

Total Amount: \$7,952.16

End of Report

**DISBURSEMENTS VIA ACH**  
**November 2019**

**TSA Consulting Group, Inc.**

Tax Sheltered 403b/457 Contributions	37,836.75
Tax Sheltered 403b/457 Contributions	37,980.56

**Illinois Department of Revenue**

Illinois Income Tax Withholding	105,371.77
Illinois Income Tax Withholding	109,867.67

**Internal Revenue Service**

Federal Payroll Taxes	364,252.07
Federal Payroll Taxes	388,508.87

**Teacher Retirement System**

Member & Employer Contributions	173,361.59
Health Insurance Security	37,530.47
Member & Employer Contributions	6,212.97
Member & Employer Contributions	173,413.93
Health Insurance Security	37,514.33

**Illinois Municipal Retirement**

Member & Employer Contributions	269,688.13
Member & Employer Contributions	38,893.33

**Illinois State Disbursement Unit**

Child Support Payments	8,104.89
Child Support Payments	8,139.87

**Bank of Montreal**

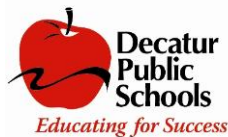
Procurement Card Payment	5,434.62
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**DISBURSEMENTS VIA FUND TRANSFERS**

Payroll #9	1,771,810.70
Payroll #10	1,835,395.60
Flexible Spending Account	24,771.46
Athletic Revolving Fund Replenishment SDMS	3,405.00
Athletic Revolving Fund Replenishment EHS	4,304.00

**DISBURSEMENTS VIA ACCOUNTING ENTRY**

From: District 61		To: Macon-Piatt Special Education
Tuition - October		976,200.10
Private Facility - FY19 reimbursement		65,691.96



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Job Description: Secretary to Alternative School Principal
<b>Initiated By:</b> Deanne Hillman, Director of Human Resources	<b>Attachments:</b> Job Description: Secretary to Alternative School Principal
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

Human Resources staff and administrators are conducting an ongoing review of job descriptions for compliance with state and federal laws, district policies and agreements; and the alignment of the descriptions with the essential duties and expectations of the position.

### CURRENT CONSIDERATIONS:

The job description was created to align the responsibilities and duties with the expectations of the position. The following job description was reviewed and updated as indicated:

Position Title	Changes/Updates
Secretary to Alternative School Principal	Updated Terms of Employment to add eighteen (18) four (4) hour days to the position during summer

### FINANCIAL CONSIDERATIONS:

Pending Board approval, this expenditure will be incorporated into this year's budget.

### STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve this Job Description as presented.

### RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

**TITLE:** Secretary to Alternative School Principal

**PURPOSE:** To assure smooth and efficient operation of the school office so that the office's maximum positive impact of the education of children can be realized.

**QUALIFICATIONS:**

1. High School diploma or equivalent.
2. Accurate word processing, filing, bookkeeping, computer skills, and ability to operate other office machines.
3. Ability to maintain confidentiality.
4. Good public relations, organizational, and telephone skills.
5. Ability to work semi-independently, recognize priorities in work load, and shift from job-to-job as needed.

**REPORTS TO:** Principal

**DUTIES & RESPONSIBILITIES:**

1. Serve as receptionist in person or by telephone.
2. Prepare, type, distribute and file correspondence, forms, bulletins, reports, work orders and school mail.
3. Compile, process, maintain, and enter into computer student information such as student demographics, attendance, discipline, grades and schedules.
4. Maintain student record files such as registration, instructional materials fees, lunch forms, office record cards, student folders, bussing, etc.
5. Compile, process, and maintain employee records such as payroll time sheets, employee absence reports, and substitutes.
6. Compile, process, maintain and handle business records such as bank deposits, activity accounts, requisitions, petty cash, receiving and instructional materials.
7. Assist with care of sick and injured children.
8. Maintain, stock, and enter warehouse order in computer.
9. Maintain office equipment and building inventory.
10. Perform other job related duties as assigned.

**GRADE LEVEL:** C

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

**TERMS OF EMPLOYMENT:** 8 hours per day/220 days; 4 hours per day/18 days during summer in accordance with the negotiated agreement.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

The conditions herein 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 job functions.

**ENVIRONMENT:**

The noise level in the work environment is usually moderate. The job is performed under minimal temperature variations and a generally hazard free environment.

**PHYSICAL:**

While performing the duties of this job, the employee is regularly required to use repetitive hand motions, including prolonged use of a computer terminal. The employee is frequently required to sit, see, talk, and hear. The employee is occasionally required to stand and walk. The employee must frequently lift and/or move up to 20 pounds.

**VISION:**

Specific vision abilities required by this job include close vision, depth perception, and ability to adjust focus with or without correction.

**HEARING:**

Hear in the normal audio range with or without correction.

**MENTAL DEMANDS:**

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, instruct, synthesize, evaluate, use interpersonal skills, compile, and negotiate. The employee frequently is required to compute. The employee occasionally is required to copy.



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> ESSA Learning Partner Service Agreement with Houghton Mifflin Harcourt (HMH)
<b>Initiated By:</b> Mary Ann Schloz, Assistant Director of Finance, Grants, and Special Projects, Charlotte Thompson, Director of Curriculum and Instruction, Elementary, Jeff Dase, Assistant Superintendent of Teaching and Learning	<b>Attachments:</b> IL-EMPOWER Service Agreement for Learning Partner services for Muffley Elementary, Durfee Magnet, and Franklin Elementary Schools
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

Schools designated as lowest performing under the new ESSA guidelines are required to engage the services of a Learning Partner. As part of the statewide structure of support through IL-EMPOWER, ISBE provides a network of pre-approved, quality-vetted, and cost-controlled professional Learning Partners to serve as options for Underperforming and Lowest Performing schools. Learning Partners must demonstrate evidence of the development of services in areas of governance and management, curriculum and instruction, and culture and climate.

### CURRENT CONSIDERATIONS:

At the December 10, 2019 Board meeting, the Board will be presented with School Improvement Work Plans for consideration. The results of the School Improvement Work Plans identified the needs for the schools and allowed schools to select the most appropriate provider for their needs. Muffley Elementary, Durfee Magnet, and Franklin Elementary School's Work Plan has provided for a Learning Partner with the Houghton Mifflin Harcourt (HMH). That attached contract is for the service relationship between Muffley Elementary, Durfee Magnet, and Franklin Elementary Schools and Houghton Mifflin Harcourt (HMH).

### FINANCIAL CONSIDERATIONS:

The Learning Partner contracts are paid from the ESSA School Improvement grants.

### STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the Learning Partner Service Agreement and subsequent school service plans as presented.

### RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



# Increasing Capacity for Mathematical Learning

## 2019-2020 Proposed Scope of Work for: Durfee Elementary School

Implementation Timeline		
Date	Event	Audience
January 14, 2020	Job-Embedded Coaching Aligned to GO Math! 1-day	Instructional Coach and Grade Level Teams
January 16, 2020	Job-Embedded Coaching Aligned to GO Math! 1-day	Instructional Coach and Grade Level Teams
February 5, 2020	Instructional Practices Inventory ½-day	Leadership, Instructional Coach
	Foundational Math Instruction PD ½-day	Instructional Coach, Teachers
February 26, 2020	Job-Embedded Coaching Aligned to GO Math! 1-day	Instructional Coach and Grade Level Teams

Investment Summary		
Description	Investment if contracted after December 13 <sup>th</sup>	Investment if contracted by or before December 13 <sup>th</sup>
<b>Job Embedded Coaching Aligned to GO Math!</b> <i>Includes 3 days of Onsite Professional Development</i>	\$12,150.00	\$10,206.00
<b>Instructional Practices Inventory and Foundational Math Instruction</b> <i>Includes 1 days of Onsite Professional Development</i>	\$4,050.00	\$3,402.00
<b>Total Price (All Inclusive)</b>	<b>\$16,200.00</b>	<b>\$13,604.00</b>

Presented by:

Anne Irwin, Partnership Executive

Email: [anne.irwin@hnhco.com](mailto:anne.irwin@hnhco.com) | Phone: 260.241.1665

Amy Waller, Account Executive

Email: [amy.waller@hnhco.com](mailto:amy.waller@hnhco.com) | Phone: 217.597.2432

Nicole Kirksey, Director of Professional Development

Email: [NKirksey@MathSolutions.com](mailto:NKirksey@MathSolutions.com) | Phone: 231.327-9079

## SERVICES AGREEMENT

CP: 007491115

DATE: DECEMBER 3, 2019

NAME OF SCHOOL: DURFEE ELEMENTARY SCHOOL

ADDRESS OF SCHOOL: 1000 W. GRAND AVE., DECATUR, IL 62522

Days	Description	Cost
1	Instructional Practices Inventory and Foundational Math Instruction	\$3,402.00
3	Job-Embedded Coaching Aligned to GO Math!	\$10,206.00
<b>Total (All Inclusive)</b>		<b>\$13,604.00</b>

Total Cost Includes	
<b>Travel and Expenses</b>	<ul style="list-style-type: none"> <li>- Airfare</li> <li>- Ground transportation</li> <li>- Lodging</li> <li>- Meals</li> <li>- All other travel expenses</li> </ul>
<b>Materials</b>	- Instructional materials used during the session (as applicable)

*Services Agreement valid until December 13, 2019 -*

*Subject to terms and conditions, located at: <https://www.hmhc.com/terms-of-use/services>*

The district referenced above hereby accepts and agrees to the details set forth in this Services Summary, including dates and fees, subject to the terms and conditions.

**CLIENT:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

- Will a PO be issued for this purchase? ☐ Yes ☐ No PO Required
- Is the PO attached? ☐ Yes ☐ No If no, anticipated date of PO: \_\_\_\_\_
- Please invoice from Houghton Mifflin Harcourt: ☒ Upon delivery of service or ☐ Upfront
- If invoice 'upon delivery of service' is selected, please indicate funding/PO expiration/last date HMH can invoice: \_\_\_\_\_
- Please return Services Agreement and PO (payable to Houghton Mifflin Harcourt) to: [ashley.ahlborn@hmhc.com](mailto:ashley.ahlborn@hmhc.com), or via eFax 720 294 6424.

## Increasing Capacity for Mathematical Learning

### 2019-2020 Proposed Scope of Work for: Franklin Elementary School

Proposed Implementation Timeline		
2019-2020		
Date	Event	Audience
January 2020	Instructional Practices Inventory <i>1-day</i>	Building Level Leadership and Instructional Coach
	Job-Embedded Coaching Aligned to GO Math! <i>2-days</i>	Instructional Coach and Grade Level Teams
February 2020	Job-Embedded Coaching and Professional Development Aligned to GO Math! <i>February 5 ½-day</i>	Building Level Leadership and Instructional Coach
	Foundational Math Instruction PD <i>February 5, ½-day</i>	Instructional Coach and Teachers
	Job-Embedded Coaching Aligned to GO Math! <i>2-days</i>	Instructional Coach and Grade Level Teams
March 2020	Job-Embedded Coaching Aligned to GO Math! <i>3-days</i>	Instructional Coach and Grade Level Teams
April 2020	Job-Embedded Coaching Aligned to GO Math! <i>4-days</i>	Instructional Coach and Grade Level Teams
May 2020	Job-Embedded Coaching Aligned to GO Math! <i>3-days</i>	Instructional Coach and Grade Level Teams
Summer 2020	Professional Development Aligned to GO Math! <i>2-days</i>	Leadership Teams, Coaches, and Teacher Teams

## Investment Summary

Description	Investment if contracted after December 13 <sup>th</sup>	Investment if contracted by or before December 13 <sup>th</sup>
<b>Instructional Practices Inventory</b> <i>Includes 1 day of Onsite Professional Development</i>	\$4,050.00	\$3,402.00
<b>Job Embedded Coaching Aligned to GO Math!</b> <i>Includes 14 days of Onsite Professional Development</i>	\$56,700.00	\$47,628.00
<b>Foundational Math Instruction</b> <i>Includes 3 days of Onsite Professional Development</i>	\$12,150.00	\$10,206.00
<b>Total Price (All Inclusive)</b>	<b>\$72,900.00</b>	<b>\$61,236.00</b>

*Presented by:*

Anne Irwin, Partnership Executive

Email: [anne.irwin@hnhco.com](mailto:anne.irwin@hnhco.com) | Phone: 260.241.1665

Amy Waller, Account Executive

Email: [amy.waller@hnhco.com](mailto:amy.waller@hnhco.com) | Phone: 217.597.2432

Nicole Kirksey, Director of Professional Development

Email: [NKirksey@MathSolutions.com](mailto:NKirksey@MathSolutions.com) | Phone: 231.327-9079

## SERVICES AGREEMENT

CP: 007491115  
DATE: DECEMBER 3, 2019

NAME OF SCHOOL: FRANKLIN ELEMENTARY SCHOOL  
ADDRESS OF SCHOOL: 22400 N. SUMMIT AVE., DECATUR, IL 62526

Days	Description	Cost
1	Instructional Practices Inventory	\$3,402.00
3	Foundational Math Instruction Professional Development	\$10,206.00
14	Job-Embedded Coaching Aligned to GO Math!	\$47,628.00
<b>Total (All Inclusive)</b>		<b>\$61,236.00</b>

Total Cost Includes	
<b>Travel and Expenses</b>	<ul style="list-style-type: none"> <li>- Airfare</li> <li>- Ground transportation</li> <li>- Lodging</li> <li>- Meals</li> <li>- All other travel expenses</li> </ul>
<b>Materials</b>	- Instructional materials used during the session (as applicable)

Services Agreement valid until December 13, 2019 -

Subject to terms and conditions, located at: <https://www.hmhco.com/terms-of-use/services>

The district referenced above hereby accepts and agrees to the details set forth in this Services Summary, including dates and fees, subject to the terms and conditions.

**CLIENT:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

- Will a PO be issued for this purchase? ☐ Yes ☐ No PO Required
- Is the PO attached? ☐ Yes ☐ No If no, anticipated date of PO: \_\_\_\_\_
- Please invoice from Houghton Mifflin Harcourt: ☒ Upon delivery of service or ☐ Upfront
- If invoice 'upon delivery of service' is selected, please indicate funding/PO expiration/last date HMH can invoice: \_\_\_\_\_
- Please return Services Agreement and PO (payable to Houghton Mifflin Harcourt) to:  
[ashley.ahlborn@hmhco.com](mailto:ashley.ahlborn@hmhco.com), or via eFax 720 294 6424.

## Increasing Capacity for Mathematical Learning

### 2019-2020 Proposed Scope of Work for: Muffley Elementary School

Proposed Implementation Timeline		
2019-2020		
Date	Event	Audience
January 2020	<b>Job-Embedded Coaching Aligned to GO Math!</b> <i>1-day</i>	Instructional Coach and Grade Level Teams
February 2020	<b>Instructional Practices Inventory/Goal Setting</b> <i>February 3, 1-day</i> <i>Instructional Practices Inventory</i> <i>Goal Setting with Leadership/Coach</i> <i>2:15-3:15 Issue-based workshop</i>	Leadership Teams, Instructional Coach, and Grade Level Teams
	<b>Job-Embedded Coaching Aligned to GO Math!</b> <i>February 4, 1-day</i>	Instructional Coach and Grade Level Teams
	<b>Job-Embedded Coaching Aligned to GO Math!</b> <i>February 5, ½-day am</i>	Instructional Coach and Grade Level Teams
	<b>Foundational Math Instruction PD</b> <i>February 5, ½-day pm</i>	Instructional Coach and Teachers
March 2020	<b>Job-Embedded Coaching Aligned to GO Math!</b> <i>1-day</i>	Instructional Coach and Grade Level Teams
April 2020	<b>Job-Embedded Coaching Aligned to GO Math!</b> <i>1-days</i>	Instructional Coach and Grade Level Teams
May 2020	<b>Job-Embedded Coaching Aligned to GO Math!</b> <i>1-days</i>	Instructional Coach and Grade Level Teams
June 2020	<b>Professional Development Aligned to GO Math!</b> <i>1-days</i>	Leadership Teams, Coaches, and Teacher Teams

## Investment Summary

Description	Investment if contracted after December 13 <sup>th</sup>	Investment if contracted by or before December 13 <sup>th</sup>
<b>Instructional Practices Inventory</b> <i>Includes 1 day of Onsite Professional Development</i>	\$4,050.00	\$3,402.00
<b>Job Embedded Coaching Aligned to GO Math!</b> <i>Includes 6 days of Onsite Professional Development</i>	\$24,300.00	\$20,412.00
<b>Foundational Math Instruction</b> <i>Includes 1 days of Onsite Professional Development</i>	\$4,050.00	\$3,402.00
<b>Total Price (All Inclusive)</b>	<b>\$32,400.00</b>	<b>\$27,216.00</b>

*Presented by:*

Anne Irwin, Partnership Executive

Email: [anne.irwin@hnhco.com](mailto:anne.irwin@hnhco.com) | Phone: 260.241.1665

Amy Waller, Account Executive

Email: [amy.waller@hnhco.com](mailto:amy.waller@hnhco.com) | Phone: 217.597.2432

Nicole Kirksey, Director of Professional Development

Email: [NKirksey@MathSolutions.com](mailto:NKirksey@MathSolutions.com) | Phone: 231.327-9079

## SERVICES AGREEMENT

CP: 007491115

DATE: DECEMBER 4, 2019

NAME OF SCHOOL: MUFFLEY ELEMENTARY SCHOOL

ADDRESS OF SCHOOL: 88 S. COUNTRY CLUB RD., DECATUR, IL 62521

Days	Description	Cost
1	Instructional Practices Inventory	\$3,402.00
1	Foundational Math Instruction Professional Development	\$3,402.00
6	Job-Embedded Coaching Aligned to GO Math!	\$20,412.00
<b>Total (All Inclusive)</b>		<b>\$27,216.00</b>

Total Cost Includes	
<b>Travel and Expenses</b>	<ul style="list-style-type: none"> <li>- Airfare</li> <li>- Ground transportation</li> <li>- Lodging</li> <li>- Meals</li> <li>- All other travel expenses</li> </ul>
<b>Materials</b>	- Instructional materials used during the session (as applicable)

*Services Agreement valid until December 13, 2019 -*

*Subject to terms and conditions, located at: <https://www.hmhco.com/terms-of-use/services>*

The district referenced above hereby accepts and agrees to the details set forth in this Services Summary, including dates and fees, subject to the terms and conditions.

**CLIENT:**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

- Will a PO be issued for this purchase? ☐ Yes ☐ No PO Required
- Is the PO attached? ☐ Yes ☐ No If no, anticipated date of PO: \_\_\_\_\_
- Please invoice from Houghton Mifflin Harcourt: ☒ Upon delivery of service or ☐ Upfront
- If invoice 'upon delivery of service' is selected, please indicate funding/PO expiration/last date HMH can invoice: \_\_\_\_\_
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## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> ESSA Learning Partner Service Agreement with Illinois Association of Regional School Superintendents (IARSS, ROE #39)
<b>Initiated By:</b> Mary Ann Schloz, Assistant Director of Finance, Grants, and Special Projects, Charlotte Thompson, Director of Curriculum and Instruction, Elementary, Jeff Dase, Assistant Superintendent of Teaching and Learning	<b>Attachments:</b> IL-EMPOWER Service Agreement for Learning Partner services for Stephen Decatur Middle School and French Elementary School
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

Schools designated as lowest performing under the new ESSA guidelines are required to engage the services of a Learning Partner. As part of the statewide structure of support through IL-EMPOWER, ISBE provides a network of pre-approved, quality-vetted, and cost-controlled professional Learning Partners to serve as options for Underperforming and Lowest Performing schools. Learning Partners must demonstrate evidence of the development of services in areas of governance and management, curriculum and instruction, and culture and climate.

### **CURRENT CONSIDERATIONS:**

At the December 10, 2019 Board meeting, the Board will be presented with School Improvement Work Plans for consideration. The results of the School Improvement Work Plans identified the needs for the schools and allowed schools to select the most appropriate provider for their needs. Stephen Decatur Middle School and French Elementary School's Work Plan has provided for a Learning Partner with the Illinois Association of Regional School Superintendents (IARSS, ROE #39). That attached contract is for the service relationship between Stephen Decatur Middle School and French Elementary School and Illinois Association of Regional School Superintendents (IARSS, ROE #39).

### **FINANCIAL CONSIDERATIONS:**

The ESSA School Improvement Budgets will support the costs outlined in the contracts.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education approve the Learning Partner Service Agreement and subsequent school service plans as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

# SERVICE AGREEMENT

## Scope of Services

School: Stephen Decatur Middle School Principal: Matt Fraas

**A. 1. Governance and Management** (Insert general description of services as needed here and in the chart below. Create additional rows in the chart as needed.)

Scope of Services	Timelines	Benchmarks/Deliverables	Costs

## A. 2. Curriculum and Instruction

Scope of Services	Timelines	Benchmarks/Deliverables	Costs
ELA curriculum alignment, including social sciences	2 <sup>nd</sup> and 4 <sup>th</sup> Thursdays of each month: January-May	January—review assessment data/identify targeted standards and where they are addressed February—identify instructional gaps March—align standards to instruction April and May—create an aligned scope and sequence of ELA	<b>20 hours of service at \$300 per hour per person (2 ROE staff per session)=\$12,000</b>
Facilitate and assist in PBL academy challenges	February, March, and May	Facilitate planning sessions with staff to establish the academy challenge; define the process; and create rubrics.	<b>9 hours of service @ \$300 per hour=\$2,700</b>

### A. 3. Climate and Culture

Scope of Services	Timelines	Benchmarks/Deliverables	Costs

### EXHIBIT B—BUDGET

(Insert information in the chart below. Create additional rows in the chart as needed.)

Activity	Detail	Timeline of Deliverable	Cost per Unit	Total Cost
ELA Curriculum Alignment	Assessment data review; Standards identification;	January, 2020-May, 2020	\$300 per hour	\$12,000.00
Academy challenge design	Establish project; design process; create rubric	3 hours in February, including February 5 competition; 3 hours in March, including March 25 event; 3 hours in May, including May 6 event.	\$300 per hour	\$2,700.00
			<b>Total</b>	<b>\$14,700.00</b>

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Signature of District/School Fiscal Agent

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Signature of Service Provider

# SERVICE AGREEMENT

## Scope of Services

School: French STEM Academy

Principal: Mrs. Julie Fane

**A. 1. Governance and Management** (Insert general description of services as needed here and in the chart below. Create additional rows in the chart as needed.)

Scope of Services	Timelines	Benchmarks/Deliverables	Costs

**B. 2. Curriculum and Instruction**

Scope of Services	Timelines	Benchmarks/Deliverables	Costs
Professional Development on the eight mathematical practices, standards based Pre/Post Assessment with inclusion of the 12 powerful words in connection with Danielson Domain 1-Planning and Preparation	7 sessions in 2 hour segments held in January-May	<p>Session 1—K-6 Staff, 3:00-5:00 overview of 12 powerful words and standards based Pre/Post assessment practices</p> <p>Sessions 2, 3, 4---- 3<sup>rd</sup>-6<sup>th</sup> grade staff, 3:00-5:00 sessions for standards based Pre/Post assessment design</p> <p>Sessions 5, 6, 7 – K-2<sup>nd</sup> grade staff, 3:00-5:00 sessions for standards based Pre/Post assessment design</p>	<p>\$300 per delivery hour x 2 presenters=\$600 per delivery hour</p> <p><b>\$8400.00</b></p>
Facilitation of articulation among grade levels	Sessions as needed in May-July as needed, not to exceed 3 2-hour sessions	Development of standards based Pre/Post assessments	<p>\$300 per delivery hour x 2 presenters=\$600 per delivery hour</p> <p><b>\$3600.00</b></p>

Summer Bootcamp	2 day bootcamp not to exceed 6 hours per day	Topic to be determined after staff needs assessment	\$2500 per day <b>\$5000.00</b>
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### C. 3. Climate and Culture

Scope of Services	Timelines	Benchmarks/Deliverables	Costs

## EXHIBIT B—BUDGET

(Insert information in the chart below. Create additional rows in the chart as needed.)

Activity	Detail	Timeline of Deliverable	Cost per Unit	Total Cost
Professional Development	Standards-based pre/post assessments; 12 powerful words; Danielson Domain 1- Planning and Preparation		\$300 per delivery hour x 2 presenters = \$600 per delivery hour	<b>\$8400.00</b>
Professional Development	Facilitation of creation of standards based Pre/Post Assessments		\$300 per delivery hour x 2 presenters = \$600 per delivery hour	<b>\$3600.00</b>
Summer Bootcamp	Topic to be determined after staff needs assessment		\$2500 per day	<b>\$5000.00</b>
			<b>Total</b>	<b>\$17,000.00</b>

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Signature of District/School Fiscal Agent

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Signature of Service Provider



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> ESSA Learning Partner Service Agreement with Consortium for Educational Change (CEC)
<b>Initiated By:</b> Mary Ann Schloz, Assistant Director of Finance, Grants, and Special Projects, Charlotte Thompson, Director of Curriculum and Instruction, Elementary, Jeff Dase, Assistant Superintendent of Teaching and Learning	<b>Attachments:</b> IL-EMPOWER Service Agreement for Learning Partner services for Hope Academy
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

Schools designated as lowest performing under the new ESSA guidelines are required to engage the services of a Learning Partner. As part of the statewide structure of support through IL-EMPOWER, ISBE provides a network of pre-approved, quality-vetted, and cost-controlled professional Learning Partners to serve as options for Underperforming and Lowest Performing schools. Learning Partners must demonstrate evidence of the development of services in areas of governance and management, curriculum and instruction, and culture and climate.

### **CURRENT CONSIDERATIONS:**

At the December 10, 2019 Board meeting, the Board will be presented with School Improvement Work Plans for consideration. The results of the School Improvement Work Plans identified the needs for the schools and allowed schools to select the most appropriate provider for their needs. Hope Academy's Work Plan has provided for a Learning Partner with the Consortium for Educational Change (CEC). That attached contract is for the service relationship between Hope and CEC.

### **FINANCIAL CONSIDERATIONS:**

The Learning Partner contracts are paid from the ESSA School Improvement grants.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education approve the Learning Partner Service Agreement and subsequent school service plans as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



Jo Anderson, Co-Executive Director  
Mary Jane Morris, Co Executive Director

## Consulting Services Agreement

Dear Dr. Fregeau

We are pleased to submit this Letter of Agreement between the Consortium for Educational Change ("CEC") and Decatur Public Schools ("District"). This Agreement covers services to be provided by CEC to the District as described in the **Scope of Services** which forms part of this Agreement.

The **Scope of Services** is attached. It is understood that CEC is performing its obligations and services as an independent contractor and no employment, partnership, or other business relationship is created through this relationship. CEC will provide the services provided in the attached **Scope of Services** with due diligence and professionalism.

As compensation for the services rendered, the District agrees to pay CEC \$2,400 (IL EMPOWER Grant Rate) inclusive of travel and supplemental publications per day per consultant as set forth in the attached **Scope of Services**. The District agrees to pay CEC based on the schedule provided in the **Scope of Services**, and in accordance with the Illinois Prompt Payment Act. Both CEC and the District agree to make appropriate staff available to ensure that CEC is able to perform its obligations under the **Scope of Services**.

Additional days mutually agreed upon will be at the IL EMPOWER Grant Rate of \$2,400 inclusive of travel and supplemental publications per day per consultant.

Both CEC and the District agree to provide at least 72 hours notice if either is not able to fulfill its commitment to deliver or take delivery of the services under the Scope of Services. If the District cancels within 72 hours, the District shall be responsible for the total contracted amount as defined in the **Scope of Service**.

It will be the District's responsibility to provide copies of the materials that are expected to be sent a week in advance by CEC as well as provide all presenters equipment requirements. Materials may only be reproduced for the use at the session(s) indicated within the **Scope of Service**.

All content and materials are the exclusive rights of CEC and copyrighted by the Consortium for Educational Change. All rights reserved. No part of CEC presentations, documentation or content may be reproduced, recorded, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or otherwise, without prior written permission of Consortium for Educational Change.

Thank you for this opportunity, and we look forward to working with your District. If you are in agreement with the above, please sign below.

Sincerely,

November 26, 2019

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Mary Jane Morris, Co-Executive Director  
Consortium for Educational Change

Jo Anderson Jr., Co-Executive Director  
Consortium for Educational Change

Date

*I, Dr. Paul Fregeau, Superintendent of Decatur Public Schools, have read the above and agree to comply with the obligations described herein.*

---

Superintendent

Date





Jo Anderson, Co-Executive Director  
Mary Jane Morris, Co Executive Director

## CEC Scope of Services

**Paul Fregeau** Superintendent

Decatur Public Schools  
101 W. Cerro Gordo Street  
Decatur, IL 62523  
217-362-3000

Email Agreement to:

Mary Ann Schloz – MGalligan@dps61.org

## Service Summary

Detailed descriptions of each of these services are provided in the "Detailed Service Description" section on the following pages.

### Programs & Services – IL EMPOWER

Strategic Leadership Support	20 Consultant Days
BIST Leadership Conference	
SEL Leadership Training	

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<b>Total Consultant Days</b>	<b>20 Consultant Days</b>
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### CEC Cost

Total Days: 20 days at \$2,400/consultant/day	\$48,000.00
BIST Leadership Conference	\$7,200.00
SEL Leadership Training	\$6,000.00

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<b>Total Project Cost</b>	<b>\$ 61,200.00</b>
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*(CEC will invoice the District in the month after which services have been performed).*

## Detailed Service Description

This section provides a detailed description of each day of work to be performed.

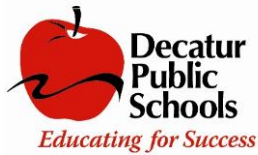
CEC Consultant: Mary McDonald, [Mary.McDonald@cecweb.org](mailto:Mary.McDonald@cecweb.org)

Month	Areas of Support	Outcomes	Time	Costs
September 2019	BIST Targeted Support	Coaching to improve BIST Processing Skills among Administration and Teacher Leaders	2 Full Days BIST Consulting = 2 Days	2 x \$2400 = \$4800
October, 2019	Strategic Leadership Support	<ul style="list-style-type: none"> <li>Calendar of Meetings</li> <li>Establish Roles &amp; Responsibilities &amp; Norms</li> </ul>	3 Half Days CEC Consulting = 1.5 Days	3 x \$1200 = \$3600
November, 2019	Strategic Leadership Support	<ul style="list-style-type: none"> <li>Review and Revise CEC-Hope Academy School Improvement Work Plan</li> <li>Set and Communicate Priority Areas of Improvement</li> </ul>	1 Full Day CEC Consulting = 1 Day	1 x \$2400 = \$2400
December, 2019	<ul style="list-style-type: none"> <li>Strategic Leadership Support,</li> <li>Setting &amp; Communicating Direction</li> </ul>	<ul style="list-style-type: none"> <li>Review Team Member Roles &amp; Responsibilities to align with School-wide Improvement Goals</li> <li>Review Team Meeting Norms</li> <li>Embed Continuous Improvement Protocols into Team Meetings</li> <li>Communicate Key Messages from Team Meetings</li> <li>Implement Staff Survey to assess Professional Learning Needs for Second Semester</li> </ul>	3 Half Day CEC Consulting = 1.5 Days	3 x \$1200 = \$3600
January, 2020	<ul style="list-style-type: none"> <li>Strategic Leadership Support,</li> <li>Setting &amp; Communicating Direction</li> <li>Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>Implement Mid-Year Continuous Improvement review of School-wide Goals (</li> <li>Review Student behavior data, staff development data and achievement data to determine priorities, strategies and supports for Second Semester</li> <li>Communicate Key</li> </ul>	5 Half Day CEC Consulting = 2.5 Days	5 x \$1200 = \$6000

		<p>Messages with Faculty, Staff, Students and Families</p> <ul style="list-style-type: none"> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>		
February, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Review Student behavior data, staff development data and achievement data to track &amp; monitor progress for each team area of focus</li> <li>• Communicate key messages to faculty, staff, students, families</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	6 Half Day CEC Consulting = 3 Days	6 x \$1200 = \$7200
March, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Review Student behavior data, staff development data and achievement data to track &amp; monitor progress for each team area of focus</li> <li>• Communicate key messages to faculty, staff, students, families</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	5 Half Day CEC Consulting – 2.5 Days	5 x \$1200 = \$6000
April, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> <li>• Setting &amp; Communicating Direction</li> <li>• Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>• Review Student behavior data, staff development data and achievement data to track &amp; monitor progress for each team area of focus</li> <li>• Communicate key messages to faculty, staff, students, families</li> <li>• Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	4 Half Day CEC Consulting = 2 Days	4 x \$1200 = \$4800
May, 2020	<ul style="list-style-type: none"> <li>• Strategic Leadership Support,</li> </ul>	<ul style="list-style-type: none"> <li>• Review Student behavior data, staff development data and achievement data to track &amp; monitor progress for</li> </ul>	Half Day CEC Consulting = 1.5 Days	3 x \$1200 = \$3600

	<ul style="list-style-type: none"> <li>Setting &amp; Communicating Direction</li> <li>Strengthening BIST &amp; SEL Strategies</li> </ul>	each team area of focus <ul style="list-style-type: none"> <li>Communicate key messages to faculty, staff, students, families</li> <li>Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>		
June, 2020	<ul style="list-style-type: none"> <li>Strategic Leadership Support,</li> <li>Setting &amp; Communicating Direction</li> <li>Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>Plan &amp; Implement Hope Academy Leadership Retreat to view strengths, challenges, threats, opportunities</li> <li>Review &amp; Revise SIP to address data driven areas of need</li> <li>Provide targeted, differentiated professional learning opportunities based on data analysis of faculty and staff needs</li> </ul>	2.5 CEC Consulting Days	2.5 x \$2400 = \$6000
Summer	<ul style="list-style-type: none"> <li>Strengthening BIST &amp; SEL Strategies</li> </ul>	<ul style="list-style-type: none"> <li>BIST Leadership Conference:</li> </ul>	3 Day Conference – Registration & Travel	\$7200
Spring, Summer 2020	<ul style="list-style-type: none"> <li>SEL Leadership Training</li> </ul>	<ul style="list-style-type: none"> <li>To lead Hope Academy through a process for systemic SEL implementation to address 4 fundamental focus areas:</li> <li>Build Foundational Support &amp; Plan,</li> <li>Strengthen Adult SEL,</li> <li>Promote SEL for Students,</li> <li>Practice Continuous Improvement</li> </ul>	5 Sessions x 4-6 Team Members	\$6000
Summary of Costs:  20 CEC Consulting Days x \$2400 = \$48,000 BIST Leadership Conference - \$7200 SEL Leadership Training = \$6000  <b>TOTAL: \$61,200</b>				

\*District will provide copies of all materials that will be sent electronically one week in advance by CEC. District will also provide the basic materials and supplies for these events which typically includes – charts, chart paper, handouts, post-it notes, etc.



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> K Com Materials for E-Rate Project
<b>Initiated By:</b> Maurice Payne, Director of Information Technology	<b>Attachments:</b> K Com Technologies – Fiber Upgrade Material Only Quote
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

In the current 5 year E-Rate cycle, the district is using E-Rate funds to replace our layer 2 edge switches, rack power units, and cabling updates. E-Rate funds are used to help eligible schools obtain affordable telecommunications and internet access. The funds allocated to our district must be used before the 5 year cycle ends.

### **CURRENT CONSIDERATIONS:**

To connect all the new networking devices, a purchase of wiring materials is needed. The fiber connections will run between network closets as well as between equipment within the network closets.

### **FINANCIAL CONSIDERATIONS:**

The payment will be made from the 2019/2020 IT budget in the amount of \$67,928.00. The district will request a reimbursement from USAC for the E-Rate eligible portion in the amount of \$57,738.80. The district is responsible to pay 15% of E-Rate expenses, which is \$10,189.20.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests the Board of Education approve the purchase of wiring materials from K Com Technologies in the amount of \$67,928.00 as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



6301 S. W. Washington

Bartonville, IL 61607

Phone: (309) 697-5650 Fax: (309) 697-5366

March 19, 2019

TO: Maurice Payne  
RE: Fiber Upgrade Material Only

Maurice,

The following is our price for equipment only for 15 different buildings.

Material

14,500	Corning 6 Strand Armored Plenum OM4 Fiber
44	Panduit Fiber Trays
348	Panduit LC OM4 Fiber Connectors
58	Panduit OM\$ LC Fiber Adapter Modules for Fiber Trays
2000	Panduit J-Hooks
1	Lot of Miscellaneous Hardware

Baum Elementary:	\$2,473.00
Data Center:	\$4,586.00
Dennis Lab School:	\$2,473.00
Durfee Tech Magnet School:	\$2,473.00
Enterprise Elementary:	\$4,586.00
Franklin Elementary:	\$2,473.00
Garfield Montessori School:	\$2,473.00
Harris Elementary:	\$2,473.00
Hope Academy:	\$11,305.00
Johns Hill Magnet:	\$4,586.00
Muffley Elementary School:	\$2,473.00
Oak Grove Elementary:	\$2,473.00
Parsons Elementary:	\$2,473.00
South Shore Elementary:	\$2,473.00
Thomas Jefferson Middle School:	\$18,135.00

**K-Com Shall:**

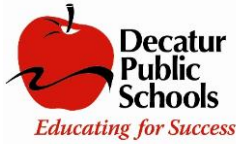
1. Provide all listed material
2. Provide 1 year warranty on Equipment.

**Please Note:**

1. Proposal is good for 30 days.
2. Proposal does not include tax.
3. Proposal does include freight.

Sincerely,

Lance Bounds  
K-Com Technologies



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Request to Dispose of Surplus Electronics with little or no value to Green Wave Computer Recycling
<b>Initiated By:</b> Maurice Payne, Director of Information Technology	<b>Attachments:</b> Resolution and Exhibit A
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

When electronic items are no longer used or are replaced with newer models in buildings, the items are sent to the IT Department to be sorted and deemed recyclable.

### **CURRENT CONSIDERATIONS:**

IT will enter an agreement with Green Wave Computer Recycling to dispose of electronic equipment. Their services include pick up equipment from multiple locations, perform stacking and loading, and proper data destruction documentation.

### **FINANCIAL CONSIDERATIONS:**

Green Wave Computer Recycling offers a base price for computer units while accepting all other items for free. The IT Department is requesting the Board to approve the surplus of unused and outdated electronic items be recycled.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests that the Board of Education adopt the Resolution Authorizing the Disposal of Outdated Electronics through Green Wave Computer Recycling as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_



**RESOLUTION AUTHORIZING DONATION-RECYCLING  
OF SCHOOL PERSONAL PROPERTY**

**WHEREAS,** the Board of Education of Decatur Public School District No. 61 is authorized by Section 10-22.8 of the School Code of Illinois to sell at public or private sale any personal property belonging to the School District and no longer needed for public purposes; and

**WHEREAS,** the Board of Education currently owns various computer equipment, which items are outdated, not working or unsupported by current software and which have no market value (hereinafter “said equipment”), all of which is more specifically described in Exhibit A, attached hereto and incorporated herein by reference; and

**WHEREAS,** the Board of Education hereby finds and determines that said equipment are no longer necessary or needed for educational purposes and the equipment has no market value; and

**WHEREAS,** the Board of Education further finds and determines that it is in the best interests of Decatur Public School District No. 61 that the School District donate said equipment and supplies for recycling on terms satisfactory to the School District;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Decatur Public School District No. 61 as follows:

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

**Section 2.** The Superintendent of Schools is hereby authorized to donate said equipment to a recycler.

**Section 3.** That this Resolution shall be in full force and effect forthwith upon its passage.

**ADOPTED** this \_\_\_\_ day of December 2019, by the following roll-call vote:

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

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

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

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

ATTEST:

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

## CERTIFICATION

I, \_\_\_\_\_, Secretary of the Board of Education of Decatur Public School District No. 61, do hereby certify that the foregoing Resolution was adopted at a \_\_\_\_\_ meeting of the Board of Education on \_\_\_\_\_, 2019, by the following roll-call vote:

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

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

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

and that the motion was duly declared carried by the President of the Board.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2019.

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

**Exhibit A - Recycle Inventory 2019-2020**

<b>Item</b>	<b>Quantity</b>	<b>Reason for Recycle</b>
Misc Cables and Cords	300	No Educational Purpose / Excess Equipment
Monitors	30	No Educational Purpose / Excess Equipment
PCs	150	No Educational Purpose / Excess Equipment
Keyboards	75	No Educational Purpose / Excess Equipment
Mice	75	No Educational Purpose / Excess Equipment
Printers	3	No Educational Purpose / Excess Equipment
TVs	1	No Educational Purpose / Excess Equipment
Copy Machines	1	No Educational Purpose / Excess Equipment
Promethean Responders	30	No Educational Purpose / Excess Equipment
Device Carts	15	No Educational Purpose / Excess Equipment



## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Authorize BLDD to re-submit Health Life Safety Amendments for the HVAC Upgrade at Thomas Jefferson
<b>Initiated By:</b> Dr. Fred Bouchard, Assistant Superintendent	<b>Attachments:</b>
<b>Reviewed By:</b> Dr. Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

The Board issued Health Life Safety (HLS) bonds in 2016 in the amount of \$1,355,000. In addition, the District generates approximately \$350,000 annually from a modest tax levy of five cents. Currently the Treasurer's report indicates approximately \$3.5 million available in the HLS fund.

### **CURRENT CONSIDERATIONS:**

In order to expend funds from HLS, the Board must approve amendments indicating the specific intended work. The District has identified work at Thomas Jefferson Middle School to upgrade the HVAC system for which HLS funds could be expended. The Board of Education previously authorized BLDD to submit the Health Life Safety Amendment (Number 6) for this same scope of work. Bids were received on Wednesday, December 4, 2019 for the HVAC Upgrade. The cost exceeds those identified by estimate in the amendment; therefore, the amendment will need to resubmitted correcting the requested value.

BLDD will resubmit the amendment upon approval by the Board of Education. After the amendments have been approved by the Regional Office of Education and the State Board of Education Superintendent, work will proceed.

### **FINANCIAL CONSIDERATIONS:**

The project will be an upgrade to the HVAC systems.

HVAC Upgrade: \$ 1,399,721.40

Upon approval of this HLS amendment, and board approval to proceed with the additional project, the funding of the \$1,399,721.40 in this project would be paid from the HLS Fund.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests the Board of Education authorize BLDD to resubmit the Health Life Safety Amendment to the Regional Office of Education on behalf of Decatur Public School District 61 as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

## Board of Education Decatur Public School District #61

<b>Date:</b> December 10, 2019	<b>Subject:</b> Approval of Board of Education Policies
<b>Initiated By:</b> Todd Covault, EdD, Chief Operational Officer	<b>Attachments:</b> Updated Policies <ul style="list-style-type: none"> <li>• Section 02 – School Board</li> <li>• Section 05 – Professional Personnel</li> <li>• Section 06 – Instruction</li> <li>• Section 07 – Students</li> </ul>
<b>Reviewed By:</b> Board Policy Committee and Dr. Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

The District is a member of the Illinois Association of School Boards and the Policy Reference Education Subscription Service (PRESS), a resource for school administrators and school board members which provides sample policies and the supporting legal rationale and references. The Board's Policy Committee met on November 19 and reviewed the October PRESS release with a perspective on current practices, needed changes to practices, and updates to reflect changes associated with new laws.

The October PRESS release provided 58 policies for review. Due to the large nature of the PRESS release, the policies were grouped into three sub-groups to assist with managing.

### CURRENT CONSIDERATIONS:

The policies listed below have insignificant changes and are presented to the Board as a first and final reading.

- 2:70 – *School Board – Vacancies on the School Board – Filling Vacancies*
  - Legislative changed 60 days to 45 days
- 2:220 – *School Board – School Board Meeting Procedure*
  - Due to a court case from Springfield 186, the Superintendent will return to publically reciting the consent items prior to Board action
  - The requirement to notify the Superintendent 24 hours in advance to participate is not required by statute and is being removed
- 5:100 – *General Personnel – Staff Development Program*
  - Human Resources confirmed that new employees will have training within 3 months
  - Legal References updated
- 5:125 – *General Personnel – Personal Technology and Social Media; Usage and Conduct*
  - Updated Legal References and Cross References
- 5:200 – *General Personnel – Terms and Conditions of Employment and Dismissal*
  - Legal References updated
- 5:220 – *General Personnel – Substitute Teachers*
  - Legal References updated
- 5:285 – *General Personnel – Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers*
  - Legal References updated
- 6:20 – *Instruction – School Year Calendar and Day*
  - Legal References updated
- 7:180 – *Students – Preventing Bullying, Intimidation, and Harassment*
  - Nondiscrimination Coordinator and Complaint Manager updated

- Legal References updated
- 7:200 – *Students – Suspension Procedures*
  - Stylistic change
- 7:290 – *Students – Suicide and Depression Awareness and Prevention*
  - Cross References updated
- 7:340 – *Students – Student Records*
  - Legal References updated

The policies are presented showing changes. The final posted version will remove all tracking.

**FINANCIAL CONSIDERATIONS:**

N/A

**STAFF RECOMMENDATION:**

The Members of the Policy Committee respectfully requests that the Board of Education approve the School Board Policies (listed above) as presented.

**RECOMMENDED ACTION:**

☒ Approval  
☐ Information  
☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

**School Board****Vacancies on the School Board - Filling Vacancies****Vacancy**

Elective office of a School Board member becomes vacant before the term's expiration when any of the following occurs:

1. Death of the incumbent,
2. Resignation in writing filed with the Secretary of the Board,
3. Legal disability,
4. Conviction of a felony, bribery, perjury, or other infamous crime or of any offense involving a violation of official oath or of a violent crime against a child,
5. Removal from office,
6. The decision of a competent tribunal declaring his or her election void,
7. Ceasing to be an inhabitant of the District or a particular area from which he or she was elected, if the residential requirements contained in the School Code are violated,
8. An illegal conflict of interest, or
9. Acceptance of a second public office that is incompatible with Board membership.

**Filling Vacancies**

Whenever a vacancy occurs, the remaining members shall notify the Regional Superintendent of Schools of that vacancy within 5five days after its occurrence and shall fill the vacancy until the next regular board election, at which election a successor shall be elected to serve the remainder of the unexpired term. However, if the vacancy occurs with fewerless than 868 days remaining in the term or fewerless than 88 days before the next regularly scheduled election, the person so appointed shall serve the remainder of the unexpired term, and no election to fill the vacancy shall be held. Members appointed by the remaining members of the Board to fill vacancies shall meet any residential requirements as specified in the School Code. The Board shall fill the vacancy within 4560 days after it occurred by a public vote at a meeting of the Board.

Immediately following a vacancy on the Board, the Board will publicize it and accept résumés from District residents who are interested in filling the vacancy. After reviewing the applications, the Board may invite the prospective candidates for personal interviews to be conducted during duly scheduled closed meetings.

LEGAL REF.: 105 ILCS 5/10-10 and 5/10-11

CROSS REF.: 2:40 (Board Member Qualifications), 2:60 (Board Member Removal from Office), 2:120 (Board Member Development)

ADOPTD: May 13, 1997

REVISED: February 24, 1998  
July 25, 2000  
March, 2009  
August 26, 2014  
September 27, 2016



## **School Board**

### **School Board Meeting Procedure**

#### **Agenda**

The School Board President is responsible for focusing the Board meetings agendas on appropriate content. The Superintendent shall prepare agendas in consultation with the Board President. The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require extensive discussion ~~or explanation~~ before Board action. Upon the request of any Board member, an item will be withdrawn from the consent agenda and placed on the regular agenda for independent consideration.

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting. Items submitted by Board members to the Superintendent or the President shall be placed on the agenda for an upcoming meeting. District residents may suggest inclusions for the agenda. The Board will take final action only on items contained in the posted agenda; items not on the agenda may still be discussed.

The Superintendent shall provide a copy of the agenda, with adequate data and background information, to each Board member at least 48 hours before each meeting, except a meeting held in the event of an emergency. The meeting agenda shall be posted in accordance with Board policy 2:200, *Types of School Board Meetings*.

The Board President shall determine the order of business at regular Board meetings. Upon consent of a majority of members present, the regular order of business at any meeting may be changed.

#### **Voting Method**

Unless otherwise provided by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of *abstain* or *present*, or a vote other than *yea* or *nay* or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law.

The sequence for casting votes shall be rotated.

On all questions involving the expenditure of money and on all questions involving the closing of a meeting to the public, a roll call vote shall be taken and entered in the Board's minutes. An individual Board member may request that a roll call vote be taken on any other matter; the President or other presiding officer may approve or deny the request but a denial is subject to being overturned by a majority vote of the members present.

**Minutes**

The Board Secretary shall keep written minutes of all Board meetings (whether open or closed), which shall be signed by the President and the Secretary.

The minutes include:

1. The meeting's date, time, and place;
2. Board members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. On all matters requiring a roll call vote, a record of who voted *yea* and *nay*;
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act authorizing the closed meeting;
7. A record of all motions, including individuals making and seconding motions;
8. Upon request by a Board member, a record of how he or she voted on a particular motion; and
9. The type of meeting, including any notices and, if a reconvened meeting, the original meeting's date.

The minutes shall be submitted to the Board for approval or modification at its next regularly scheduled open meeting. Minutes for open meetings must be approved within 30 days after the meeting or at the second subsequent regular meeting, whichever is later.

At least semi-annually in an open meeting, the Board: (1) reviews minutes from all closed meetings that are currently unavailable for public release, and (2) decides which, if any, no longer require confidential treatment and are available for public inspection. The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release.

The Board meeting minutes must be submitted to the Board Treasurer at such times as the Treasurer may require.

The official minutes are in the custody of the Board Secretary. Open meeting minutes are available for inspection during regular office hours within ~~ten~~10 days after the Board's approval; they may be inspected in the District's main office, in the presence of the Secretary, the Superintendent or designee, or any Board member.

Minutes from closed meetings are likewise available, but only if the Board has released them for public inspection (1) in the District's administrative offices or their official storage location, and (2) in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. The minutes, whether reviewed by members of the public or the Board, shall not be removed from the District's administrative offices or their official storage location except by vote of the Board or by court order.

The Board's open meeting minutes shall be posted on the District website within ten days after the Board approves them; the minutes will remain posted for at least 60 days.

### **Verbatim Record of Closed Meetings**

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings. If neither is present, the Board President or presiding officer shall assume this responsibility. After the closed meeting the person making the audio recording shall label the recording with the date and store it in a secure location. The Superintendent shall ensure that: (1) an audio recording device and all necessary accompanying items are available to the Board for every closed meeting, and (2) a secure location for storing closed meeting audio recordings is maintained close to the Boards' regular meeting location.

After 18 months have passed since being made, the audio recording of a closed meeting is destroyed provided the Board approved: (1) its destruction, and (2) minutes of the particular closed meeting.

Individual Board members may listen to verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's official storage location. Requests shall be made to the Superintendent or Board President. While a Board member is listening to a verbatim recording, it shall not be re-recorded or removed from the District's Main office or official storage location, except by vote of the Board or by court order.

Before making such requests, Board members should consider whether such requests are germane to their responsibilities, service to District, and/or Oath of Office in policy 2:80, *Board Member Oath and Conduct*. In the interest of encouraging free and open expression by Board members during closed meetings, the recordings of closed meetings should not be used by Board members to confirm or dispute the accuracy of recollections.

### **Quorum and Participation by Audio or Video Means**

A quorum of the Board must be physically present at all Board meetings. A majority of the full members of the Board constitutes a quorum.

Provided a quorum is physically present, a Board member may attend a meeting by video or audio conference if he or she is prevented from physically attending because of: (1) personal illness or disability (2) employment or District business, or (3) a family or other emergency. If a member wishes to attend a meeting by video or audio means, he or she must notify the recording secretary or Superintendent ~~at least 24 hours before the meeting unless advance notice is impractical~~. The recording secretary or Superintendent will inform the Board President and make appropriate arrangements. A Board member, who attends a meeting by audio or video means, as provided in this policy, may participate in all aspects of the Board meeting including voting on any item.

**Rules of Order**

Unless State law or Board-adopted rules apply, The Board President, as the presiding officer, will use Robert's Rules of Order Newly Revised (1~~1~~<sup>0</sup>th Edition), as a guide when a question arises concerning procedure.

**Broadcasting and Recording Board Meetings**

Any person may record or broadcast an open Board. Special requests to facilitate recording or broadcasting an open Board meeting, such as seating, writing surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public.

The Board President may designate a location for recording equipment, may restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.: 5 ILCS 120/2a, 120/2.02, 120/2.05, and 120/2.06.  
105 ILCS 5/10-6, 5/10-7, 5/10-12 and 5/10-16.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:200 (Types of School Board Meetings), 2:150 (Committees), 2:210 (Organizational School Board Meeting), 2:230 (Public Participation at School Board Meetings and Petitions to the Board)

ADOPTED: May 27, 1997

REVISED: October 28, 1997  
July 25, 2000  
April 14, 2009  
August 26, 2014  
December 13, 2016

## General Personnel

## Staff Development Program

The Superintendent or designee shall implement a staff development program. The goal of such program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for certificated staff members shall be designed to effectuate the District and School Improvement Plan(s) so that student learning objectives meet or exceed goals established by the District and State.

The staff development program shall provide, at a minimum, at least once every 2 years, the in-service training of certificated school personnel and administrators shall include training on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children.

The staff development program shall provide, at a minimum, once every 2 years, the in-service training of licensed school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children.

The staff development program shall provide, at a minimum, once every two years, the in-service training of all District staff on educator ethics, teacher-student conduct, and school employee-student conduct.

The Superintendent shall develop protocols for administering youth suicide awareness and prevention education to staff consistent with Board Policy 7:290, *Suicide and Depression Awareness and Prevention*.

LEGAL REF.:  
 Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. §1758b, Pub. L. 111-296.  
 7 C.F.R. Parts 210 and 235  
 105 ILCS 5/2-3.62, 5/10-20.17a, 5/10-20.61 , 5/10-22.6(c-5), 5/10-22.39, 5/10-23.12, 5/22-80(h) and 5/24-5.  
 105 ILCS 25/1.15, Interscholastic Athletic Organization Act.  
105 ILCS 150/25, Seizure Smart School Act.  
 105 ILCS 110/3, Critical Health Problems and Comprehension Health Education Act.  
 325 ILCS 5/4, Abused and Neglected Child Reporting Act.  
 745 ILCS 49/, Good Samaritan Act.  
775 ILCS 5/2-109, Ill. Human Rights Act.  
 23 Ill.Admin.Code §§ 22.20, 226.800, and Part 525.  
 77 Ill.Admin.Code § 527.800

CROSS REF.: 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 5:20 (Workplace Harassment Prohibited), 5:90 (General Personnel - Abused and Neglected Child Reporting), 5:120 (Ethics and Conduct), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:160 (English Language Learners), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Food Allergy Management Program), 7:290 (Suicide Awareness and Prevention Program), 7:305 (Student Athlete Concussions and Head Injuries)

ADMIN PROC.: 4:160-AP (Environmental Quality of Buildings and Grounds), 4:170-AP6 (Plan for Responding to a Medical Emergency at an Indoor Physical Fitness Facility), 5:100-AP (Staff Development Program), 5:150-AP (Personnel Records), 7:250-AP1 (Measures to Control the Spread of Head Lice at School)

ADOPTED: June 10, 1997

REVISED: November 23, 1999  
April 8, 2008  
March 13, 2012  
October 28, 2014  
January 12, 2016  
January 10, 2017  
January 8, 2019

## **General Personnel**

### **Personal Technology and Social Media; Usage and Conduct**

#### **Definitions**

**Includes** - Means “includes without limitation” or “includes, but is not limited to.”

**Social media** - Media for social interaction, using highly accessible communication techniques through the use of web-based and mobile technologies to turn communication into interactive dialogue. This includes *Facebook, LinkedIn, Twitter, Instagram, SnapChat, and YouTube*.

**Personal technology** - Any device that is not owned or leased by the District or otherwise authorized for District use and: (1) transmits sounds, images, text, messages, videos, or electronic information, (2) electronically records, plays, or stores information, or (3) accesses the Internet, or private communication or information networks. This includes laptop computers (e.g., laptops, ultrabooks, and chromebooks), tablets (e.g., iPads®, Kindle®, Microsoft Surface®, and other Android® platform or Windows® devices), smartphones (e.g., iPhone®, BlackBerry®, Android® platform phones, and Windows Phone®), and other devices (e.g., iPod®).

#### **Usage and Conduct**

All District employees who use personal technology and social media shall:

1. Adhere to the high standards for appropriate school relationships required by policy 5:120, *Ethics and Conduct* at all times, regardless of the ever-changing social media and personal technology platforms available. This includes District employees posting images or private information about themselves or others in a manner readily accessible to students and other employees that is inappropriate as defined by policy 5:20, *Workplace Harassment Prohibited*; 5:100, *Staff Development Program*, 5:120, *Ethics and Conduct*; 6:235, *Access to Electronic Networks*; 7:20, *Harassment of Students Prohibited*; and the Ill. Code of Educator Ethics, 23 Ill.Admin.Code §22.20.
2. Choose a District-provided or supported method whenever possible to communicate with students and their parents/guardians.
3. Not interfere with or disrupt the educational or working environment, or the delivery of education or educational support services.
4. Comply with policy 5:130, *Responsibilities Concerning Internal Information*. This means that personal technology and social media may not be used to share, publish, or transmit information about or images of students and/or District employees without proper approval. For District employees, proper approval may include implied consent under the circumstances.
5. Refrain from using the District’s logos without permission and follow Board policy 5:170, *Copyright*, and all District copyright compliance procedures.
6. Use personal technology and social media for personal purposes only during non-work times or hours. Any duty-free use must occur during times and places that the use will not interfere with job duties or otherwise be disruptive to the school environment or its operation.
7. Assume all risks associated with the use of personal technology and social media at school or school-sponsored activities, including students’ viewing of inappropriate

Internet materials through the District employee's personal technology or social media. The Board expressly disclaims any responsibility for imposing content filters, blocking lists, or monitoring of its employees' personal technology and social media.

8. Be subject to remedial and any other appropriate disciplinary action for violations of this policy ranging from prohibiting the employee from possessing or using any personal technology or social media at school to dismissal and/or indemnification of the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of this policy.

The Superintendent shall:

1. Inform District employees about this policy during the in-service on educator ethics, teacher-student conduct, and school employee-student conduct required by Board policy 5:120, Employee Ethics; ~~and Conduct~~; and Conflict of Interest.
2. Direct Building Principals to annually:
  - a. Provide their building staff with a copy of this policy.
  - b. Inform their building staff about the importance of maintaining high standards in their school relationships.
  - c. Remind their building staff that those who violate this policy will be subject to remedial and any other appropriate disciplinary action up to and including dismissal.
3. Build awareness of this policy with students, parents, and the community.
4. Ensure that no one for the District, or on its behalf, requests of an employee or applicant access in any manner to his or her social networking website or requests passwords to such sites.
5. Periodically review this policy and any procedures with District employee representatives and electronic network system administrator(s) and present proposed changes to the Board.



LEGAL REF.: 105 ILCS 5/21B-75 and 5/21B-80.  
Ill. Human Rights Act, 775 ILCS 5/5A-102.  
Code of Ethics for Ill. Educators, 23 Ill.Admin.Code §22.20.  
Garcetti v. Ceballos, 547 U.S. 410 (2006).  
Pickering v. High School Dist. 205, 391 U.S. 563 (1968).  
Mayer v. Monroe County Community School Corp., 474 F.3d 477 (7th Cir. 2007).

CROSS REF.: 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; and Conduct; and Conflict of Interest), 5:130 (Responsibilities Concerning Internal Information), 5:150 (Personnel Records), 5:170 (Copyright), 5:200 (Terms and Conditions of Employment and Dismissal), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:340 (Student Records)

ADOPTED: April 14, 2015

REVISED: January 10, 2017

## **Professional Personnel**

### **Terms and Conditions of Employment and Dismissal**

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

### **School Year and Day**

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

### **School Day**

Teachers are required to work the school day adopted by the School Board. 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.

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

### **Salary**

Teachers shall be paid according to the salary schedule negotiated between the Board of Education and the Decatur Education Association, but in no case less than the minimum salary provided in the School Code. Teachers shall be paid at least monthly, on a 10- or 12- month basis.

### **Assignments and Transfers**

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

### **School Social Worker Services Outside of District Employment**

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in 105 ILCS 5/14-109a.

### **Dismissal**

The District will follow State law when dismissing a teacher.

**Evaluation**

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

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

- LEGAL REF.: 105 ILCS 5/10-19, 5/10-19.05, 5/10-20.65 (~~P.A. 100-356, final citation pending~~), 5/14-1.09a, ~~5/18-8~~, 5/22.4, 5/24-16.5, 5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, 5/24A-1 through 24A-20.  
820 ILCS 260/1 et seq.  
23 Ill.Admin.Code Parts 50 (Evaluation of ~~Certified Employees~~Educator Licensed Employees) and 51 (Dismissal of Tenured Teachers).  
Cleveland Board of Education v. Loudermill, 105 S.Ct. 1487(1985).
- CROSS REF.: 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)
- ADOPTED: June 10, 1997
- REVISED: May, 2008  
March 13, 2012  
October 28, 2014  
January 9, 2018

## **Professional Personnel**

### **Substitute Teachers**

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

A substitute teacher must hold either a valid teaching or substitute license or short-term 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 only for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.
3. A short-term substitute teacher holding a short-term substitute teaching license may teach for any one licensed teacher under contract with the District only for a period not to exceed five consecutive school days.

The Illinois Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2020, 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 has certified that a personnel shortage exists.

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

### **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. 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 Regional Office of Education within five business days after the employment of a substitute teacher in an emergency situation.

LEGAL REF.: 105 ILCS 5/10-20.6~~87 (P.A. 100-596, final citation pending)~~, 5/21B-20(2),  
5/21B-20(3), and 5/21B-20(4).  
23 Ill.Admin.Code §1.790 (Substitute Teacher) and §25.520 (Substitute  
Teaching License).

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

ADOPTED: June 10, 1997

REVISED: March 23, 1999  
March 14, 2006  
March 13, 2012  
May 13, 2014  
March 24, 2015  
July 10, 2018  
January 8, 2019

**Educational Support Personnel****Drug and Alcohol Testing For School Bus and Commercial Vehicle Drivers**

The District shall adhere to State and federal law and regulations requiring a drug and alcohol testing program for school bus and commercial vehicle drivers. The Superintendent or designee manage a program to implement State and federal law defining the circumstances and procedures for the testing.

LEGAL REF.: 625 ILCS 5/6-106.1 and 5/6-106.1c.  
49 U.S.C. §31301-~~et seq.~~, Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991, P.L. 102-143).  
49 C.F.R. Parts 40 (Procedures for Transportation Workplace Drug and Alcohol Testing Programs), 382 (Controlled Substance and Alcohol Use and Testing), and 395 (Hours of Service of Drivers).

CROSS REF.: 4:110 (Transportation), 5:30 (Hiring Process and Criteria), 5:280 (Duties and Qualifications)

ADOPTED: June 10, 1997

REVISED: March 13, 2012  
October 28, 2014  
May 23, 2017

## **Instruction**

### **School Year Calendar and Day**

#### **School Calendar**

The Board of Education, upon the Superintendent's recommendation and subject to State regulations, annually establishes the dates for opening and closing classes, teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays. The school calendar shall have a minimum of 185 days to ensure 176 days of actual student attendance.

#### **Commemorative Holidays**

The teachers and students shall devote a portion of the school day on each commemorative holiday designated in the School Code to study and honor the commemorated person or occasion. The Board may, from time to time, designate a regular school day as a commemorative holiday.

#### **School Day**

The Board establishes the length of the school day with the recommendation of the Superintendent or designee and subject to State law requirements. The Superintendent or designee shall ensure that observances required by State law are followed during each day of school attendance.

LEGAL REF.: 105 ILCS 5/10-19, [5/10-19.05](#), 5/10-24.46, 5/18-8.05, 5/18-12, 5/18-12.5, 5/24-2, 5/27-3, 5/27-18, 5/27-19, 5/27-20, 5/27-20.1, 5/27-20.2 and 20/1.  
10 ILCS 5/11-4.1.  
23 Ill.Admin.Code §1.420(f).  
Metzl v. Leininger, 850 F.Supp. 740 (N.D. Ill., 1994), *aff'd* by 57 F.3d 618 (7th Cir., 1995).

CROSS REF.: 2:20 (Powers and Duties of the School Board), 5:200 (Terms and Conditions of Employment and Dismissal), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

ADOPTED: June 24, 1997

REVISED: January 10, 2006  
December 9, 2008  
August 7, 2012  
January 27, 2015

## **Students**

### **Preventing Bullying, Intimidation, and Harassment**

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

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

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

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

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

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

*Cyberbullying* means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or



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

*Restorative measures* means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school.

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

#### Bullying Prevention and Response Plan

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

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

members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted.

**Nondiscrimination Coordinator:**

~~Lawrence Trimble~~ Deanne Hillman, Director of ~~Student Services~~ Human Resources  
~~300 E. Eldorado St.~~ 101 West Cerro Gordo Street  
~~ltrimble@dps61.org~~ dhillman@dps61.org  
217-362-3063

**Complaint Manager:**

~~Bobbi Williams~~ Jeff Dase, Assistant Superintendent  
101 West Cerro Gordo Street  
~~bwilliamsj~~ dase@dps61.org  
217-362-3013

**Complaint Manager:**

Fred Bouchard, Assistant Superintendent  
101 West Cerro Gordo Street  
~~mdugan~~ fbouchard@dps61.org  
217-362-3015

4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
  - a. Making all reasonable efforts to complete the investigation within ten (10) school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
  - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
  - c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
  - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

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

6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. A student's act of reprisal or retaliation will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as *bullying* for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan must be based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's Internet website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must also be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
11. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation:
  - a. The frequency of victimization;
  - b. Student, staff, and family observations of safety at a school;
  - c. Identification of areas of a school where bullying occurs;
  - d. The types of bullying utilized; and
  - e. Bystander intervention or participation.

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

12. The Superintendent or designee shall fully implement the Board policies, including without limitation to the following:

- a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
- b. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
- c. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.
- d. 6:235, *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
- e. 7:20, *Harassment of Students Prohibited*. This policy prohibits *any* person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
- f. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
- g. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
- h. 7:310, *Restrictions on Publications; Elementary Schools*, and 7:315, *Restrictions on Publications; High Schools*. ~~These~~<sup>is</sup> ~~policies~~<sup>y</sup> prohibits students from and provides consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

LEGAL REF.: 405 ILS 49/, Children's Mental Health Act.  
105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7.  
23 Ill.Admin.Code §§1.240 and §1.280.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restriction on Publications; High School)

ADOPTED: December 9, 2008

REVISED: February 12, 2013  
January 27, 2015  
January 9, 2018  
April 23, 2019

## **Students**

### **Suspension Procedures**

#### **In-School Suspension**

The Superintendent or designee is authorized to maintain an in-school suspension program. The program shall include, at a minimum, each of the following:

1. Before assigning a student to in-school suspension, the charges will be explained and the student will be given an opportunity to respond to the charges.
2. Students are supervised by licensed school personnel.
3. Students are given the opportunity to complete classroom work during the in-school suspension for equivalent academic credit.

#### **Out-of-School Suspension**

The Superintendent or designee shall implement suspension procedures that provide, at a minimum, for each of the following:

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before he or she may be suspended.
2. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. An attempted phone call to the student's parent(s)/guardian(s).
4. A written notice of suspension to the parent(s)/guardian(s) and the student, which shall:
  - a. Provide notice to the parent(s)/guardian(s) of their child's right to a review of the suspension;
  - b. Include information about an opportunity to make up work missed during the suspension for equivalent academic credit;
  - c. Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
  - d. Provide rationale or an explanation of how the chosen number of suspension days will address the threat or disruption posed by the student or his or her act of gross disobedience or misconduct; and
  - e. Depending upon the length of the out-of-school suspension, include the following applicable information:
    - f.i. For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose:
      - i.a. A threat to school safety, or

- LEGAL REF.: 105 ILCS 5/10-22.6;  
Goss v. Lopez, 95 S.Ct. 729 (1975).  
Sieck v. Oak Park River-Forest High School, 807 F.Supp. 73 (N.D. Ill., E.D.,  
1992).
- CROSS REF.: 5:100 (Staff Development), 7:130 (Student Rights and Responsibilities), 7:190  
(Student Behavior) and 7:220 (Bus Conduct)

Revised: December 9, 2008  
February 12, 2013  
May 12, 2015  
April 26, 2016

## **Students**

### **Suicide and Depression Awareness and Prevention**

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important Board goals.

### **Suicide and Depression Awareness and Prevention Program**

The Superintendent or designee shall develop, implement, and maintain a suicide and depression awareness and prevention program (Program) that advances the Board's goals of increasing awareness and prevention of depression and suicide. This program must be consistent with the requirements of Ann Marie's Law listed below; each listed requirement, 1-6, corresponds with the list of required policy components in the School Code Section 5/2-3.166(c)(2)-(7). The Program shall include:

1. Protocols for administering youth suicide awareness and prevention education to students and staff.
  - a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements 105 ILCS 5.2-3.139 and 105 ILCS 5/27-7 (requiring education for students to develop a sound mind and a health body).
  - b. For staff, implementation will incorporate Board policy 5:100, *Staff Development*, and teacher's institutes under 105 ILCS 5/3-14.8 (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
  - a. The training required by 105 ILCS 5/10-22.39 for licensed school personnel and administrators who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and
  - b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to Ann Marie's Law on ISBE's website.
3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide. Implementation will incorporate paragraph number 2, above, along with:
  - a. Board policy 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and 405 ILCS 49/15(b) (requiring student social and emotional development in the District's educational program);

- b. Board policy 6:270, *Guidance and Counseling Program*, implementing guidance and counseling program(s) for students, and 105 ILCS 5/10-22.24a and 22.24b, which allow a qualified guidance specialist or any licensed staff member to provide school counseling services.
  - c. Board policy 7:250, *Student Support Services*, implementing the Children's Mental Health Act of 2003, 405 ILCS 49/ (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and
  - d. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to Ann Marie's Law.
4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*.
5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program*, and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.
6. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program.

#### Illinois Suicide Prevention Strategic Planning Committee

The Superintendent or designee shall attempt to develop a relationship between the District and the Illinois Suicide Prevention Strategic Planning Committee, the Illinois Suicide Prevention Coalition Alliance, and/or a community mental health agency. The purpose of the relationship is to discuss how to incorporate the goals and objectives of the Illinois Suicide Prevention Strategic Plan into the District's Suicide Prevention and Depression Awareness Program.

#### Monitoring

The Board will review and update this policy pursuant to Ann Marie's Law and Board policy 2:240, *Board Policy Development*.

#### Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website. The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District.

#### Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Children's Mental Health Act of 2003, 405 ILCS 49/, Mental Health and Development Disabilities Confidentiality Act, 740 ILCS 110/, and the Individuals with Disabilities Education Act, 42 U.S.C § 12101 et seq.



The District, Board, and its staff are protected from liability by the Local Governmental and Governmental Employees Tort Immunity Act. Services provided pursuant to this policy: (1) do not replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in suicide prevention, assessments and counseling services, (2) are strictly limited to the available resources within the District, (3) do not extend beyond the school day and/or school-sponsored events, and (4) cannot guarantee or ensure the safety of a student or the student body.

LEGAL REF.: 105 ILCS 5/2-3.166, 5/14-1.01 et seq., 5/14-7.05, and 5/14-7.02b.  
745 ILCS 10/.

CROSS REF.: [2:240 \(Board Policy Development\)](#), 5:100 (Staff Development Program), 6:60 (Curriculum Content), [6:65 \(Student Social and Emotional Development\)](#), [6:120 \(Education of Children with Disabilities\)](#), [6:270 \(Guidance and Counseling Program\)](#), [7:180 \(Prevention of and Response to Bullying, Intimidation, and Harassment\)](#), [7:250 \(Student Support Services\)](#)

ADOPTED: July 8, 1997

REVISED: December 9, 2008  
January 8, 2013  
January 27, 2015  
January 12, 2016  
January 8, 2019

## **Students**

### **Student Records**

School student records are confidential. Information from them shall not be released other than as provided by law. A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Records kept in a staff member's sole possession;
2. Records maintained by law enforcement officers working in the school;
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student; and
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 17 years who has been arrested or taken into custody.

State and federal law grant students and parent(s)/guardian(s) certain rights, including the right to inspect, copy, and challenge their or their child's school records. The information contained in school student records shall be kept current, accurate, clear and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but parent(s)/guardian(s) shall have the right to object to the release of information regarding his or her child. However, the District will comply with an *ex parte* court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to, or the consent of the students' parent(s)/guardian(s). Upon request, the District discloses school student records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law.

The Superintendent or designee shall fully implement this policy and designate an *official records custodian* for each school who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, and inform students and their parents/guardians of their rights regarding school student records.

### **Student Biometric Information Collection**

The Superintendent or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention. Such recommendation shall be consistent with budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

Before collecting student biometric information, the District shall obtain written permission from the person having legal custody/parental responsibility or the student (if over the age of 18). Upon a student's 18<sup>th</sup> birthday, the District shall obtain written permission from the student to collect student biometric information. Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.

All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, lease, or other disclosure of biometric information to another person or entity is strictly prohibited.

The District will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from the School District, or (2) the District receives a written request to discontinue use of biometric information from the person having legal custody/parental responsibility of the student or the student (if over the age of 18). Requests to discontinue using a student's biometric information shall be forwarded to the Superintendent or designee.

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law.

LEGAL REF.: 20 U.S.C. §1232g, Family Educational Rights and Privacy Act,  
implemented by 34 C.F.R. Part 99.  
Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill.App.3d 60(1st  
Dist.2002).  
Owasso I.S.D. No. I-011 v. Falvo, 634 U.S. 426 (2002)  
50 ILCS 205/7.  
105 ILCS 5/10-20.21b, 20.37, 20.40, 5/14-1.01 et seq.  
105 ILCS 10/, Ill. School Student Records Act.  
Family Educational Rights and Privacy Act, 20 U.S.C. §1232g,  
implemented by 34 C.F.R. Part 99.  
325 ILCS 17/, Children's Privacy Protection and Parental Empowerment Act,  
325 ILCS 17/. 105 ILCS 5/10-20.21b, 20.37, 20.40, 5/14-1.01 et seq.  
50 ILCS 205/7.  
750 ILCS 5/602.11, Ill. Marriage and Dissolution of Marriage Act.  
23 Ill.Admin.Code Parts 226 and 375.  
Owasso I.S.D. No I-011 v Falvo, 534 U.S. 426 (2002).  
Chicago Tribune Co. v. Chicago Bd. Of Ed., 332 Ill.App.3d 60 (1<sup>st</sup> Dist.  
2002).

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct)

ADMIN PROC.: 7:15-E (Notification to Parents of Family Privacy Rights), 7:340-AP1 (School Student Records), 7:340-AP1, E1 (Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records), 7:340-AP1, E3 (Letter to Parents Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information), 7:340-AP1, E4 (Frequently Asked Questions Regarding Military Recruiter Access to Students and Student Information, 7:340-AP1, E5 (Biometric Information Collection Authorization), 7:340-AP2 (Storage and Destruction of School Student Records), 7:340-AP2, E1 (Schedule for Destruction of School Student Records)

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