

AGENDA
The First Meeting of the Month of December
of the Board of Education of Township High School District 214
will be held on Thursday, December 10, 2020
at 7:00 p.m.

The Board of Education meeting will not be conducted in person in the typical manner and, instead, will be conducted remotely for the express purpose of protecting public health and in compliance with directives to avoid public gatherings.

Due to the Governor restricting public gatherings to no more than 10 people, the Board of Education meeting will be conducted via an electronic video-conferencing application known as Zoom. Information regarding access to the audio recording of the Board of Education meeting is available on the District's website, www.d214.org.

COVID-19 Protocols for the 2020 Tax Levy Hearing and Public Comments

Public comments for the 2020 Tax Levy Hearing and for agenda and non-agenda items will be accepted prior to the meeting via submission to the following email: rinn.knoepfle@d214.org.

Submissions must be received by 10:00 a.m. on Thursday, December 10, 2020, must include the sender's name and should follow the decorum standards for public comment. During the public participation portion of the meeting, the Superintendent will read or summarize the emails. The emails will be shared in totality with the Board of Education and will be posted on the District's website.

- I. CALL TO ORDER
President Petro
- II. ROLL CALL
Mrs. Knoepfle
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
Regular Meeting of November 12, 2020
Closed Session Meeting of November 12, 2020
- V. PUBLIC HEARING – 2020 Tax Levy – 7:00 p.m.
- VI. PUBLIC COMMENTS
- VII. SUPERINTENDENT'S REPORT
Freedom of Information Act Report
Adaptive Pause Update
- VIII. BOARD MEMBER UPDATES
- IX. CONSENT CALENDAR
2020-146 Accounts Payable
2020-147 Personnel Transaction Report
2020-148 Destruction of Closed Minutes Audio Recordings
2020-149 Board of Education Policy Revisions – PRESS Edition

2020-150 Job Description – Plumber/Pipe Fitter

- X. ACTION ITEM (The public may comment on each item after Board discussion.)
2020-151 2020 Property Tax Levy

- XI. CLOSED SESSION
 - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;

- XII. RECONVENE IN OPEN MEETING
Immediately following the Closed Session, the Board of Education will reconvene in Open Session and may take action deemed necessary as a result of the Closed Session discussions.

- XIII. ADJOURNMENT

MINUTES

The Minutes of the First Regular Meeting
of the Month of November of the Board of Education
Township High School District 214 held on November 12, 2020
at 7:00 p.m.

At 7:00 p.m., the Regular Meeting of the Board of Education was called to order by President Petro with Notices to Board Members and Members of the Press sent on November 9, 2020, reading as follows:

NOTICE OF CHANGE IN LOCATION OF MEETING

You are hereby notified that members of the Board of Education of Township High School District 214 will hold remote meeting on Thursday, November 12, 2020. The meeting is scheduled at 7:00 p.m.

The Board of Education meeting will not be conducted in person in the typical manner and, instead, will be conducted remotely for the express purpose of protecting public health and in compliance with directives to avoid public gatherings.

Due to the Governor restricting public gatherings to no more than 25 people, the Board of Education meeting will be conducted via an electronic video-conferencing application known as Zoom. Information regarding access to the audio recording of the Board of Education meeting is available on the District's website, www.d214.org.

Public comments on non-agenda items and on Discussion or Action Items, if any, will be accepted prior to the meeting via submission to the following email: julie.laskowski@d214.org. Submissions must be received by 10:00 a.m. on Thursday, November 12, 2020, must include the sender's name and should follow the decorum standards for public comment. During the public participation portion of the meeting, the Superintendent will summarize the emails. The emails will be shared in totality with the Board of Education.

The purpose of the Meeting is set forth in the following agenda for the meeting:

- I. CALL TO ORDER
President Petro
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
Workshop Meeting of October 29, 2020
- V. PUBLIC COMMENTS
- VI. SUPERINTENDENT'S REPORT
Freedom of Information Act Report
Food and Nutrition Services Update
Bond Record Keeping Report
Audit Report
IASBO Recognition – C. Johnson
PHS Updates
- VII. BOARD MEMBER UPDATES
- VIII. CONSENT CALENDAR

- 2020-135 Accounts Payable
- 2020-136 Personnel Transaction Report
- 2020-137 Destruction of Closed Minutes Audio Recordings
- 2020-138 District Lacrosse Uniforms - Bid
- 2020-139 Insurance Pool
- 2020-140 American Education Week Resolution
- 2020-141 School Board Member Day Resolution
- 2020-142 Anti-Racist, Diversity, Equity and Inclusionary Practices Resolution
- IX. ACTION ITEM (The public may comment on each item after Board discussion.)
 - 2020-143 2020 Tentative Tax Levy
 - 2020-144 2021-22 Academic Handbook Revisions and Curriculum Changes
 - 2020-145 Resolution Authorizing and Directing the Execution of a Parameters Resolution: Resolution Providing For The Issue Of Not To Exceed \$19,800,000 General Obligation Limited Refunding School Bonds, Series 2020, For The Purpose Of Refunding Certain Outstanding Bonds Of The District, Providing For The Levy Of A Direct Annual Tax To Pay The Principal And Interest On Said Bonds, And Authorizing The Sale Of Said Bonds To The Purchaser Thereof.
- X. CLOSED SESSION
 - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
 - The placement of individual students in special education programs and other matters relating to individual students. 5ILCS 120/2(c)(10).
- XI. RECONVENE IN OPEN MEETING

Immediately following the Closed Session, the Board of Education will reconvene in Open Session and may take action deemed necessary as a result of the Closed Session discussions.

 - The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
- XII. The placement of individual students in special education programs and other matters relating to individual students. 5ILCS 120/2(c)(10).

XIII. ADJOURNMENT

Signed

Dan Petro
Board President

The following members were present:

William Dussling	Vice President
Mark Hineman	Member
Alva Kreutzer	Member
Mildred Palmer	Member
Dan Petro	President
Leonard Walker	Member
Todd Younger	Member

Absent at roll call:

None

Also present at the meeting were: D. Schuler, superintendent; C. Johnson, associate superintendent for finance and operations; K. Kraft, associate superintendent for human resources; L. Lopez, associate superintendent for teaching and learning; M. Johnson, assistant superintendent for student services; G. Minter, principal, PHS; K. Kendrick, associate principal, PHS; I. Dominguez, associate principal, PHS; F. Mirandola, assistant principal, PHS; P. Mogge, director of community engagement and outreach; T. Schlorff, director of instructional technology and technology services; R. Knoepfle, executive assistant to the school board and superintendent; J. Laskokwski, executive administrative assistant to the superintendent; J. Coyle, auditor, Baker Tilly US, LLP; staff members; and citizens.

President Petro announced that the meeting was being held remotely due to the continuing COVID-19 pandemic. Based on executive declarations, a full-force, in-person meeting was not practical or prudent due to limitations of only 25 individuals in the meeting room. President Petro verified that all members of the Board could hear and participate in the meeting, and he noted that Dr. Schuler and other staff are on-site at the District's Forest View Educational Center. Members of the public could contemporaneously hear all discussion during the meeting through a web-based link available on the D214 website. All votes taken during the meeting were roll-call vote. As required by the Open Meetings Act, a verbatim recording of the open session meeting will be kept and made available to the public on the D214 website.

1. PLEDGE OF ALLEGIANCE

President Petro led the Board and audience in the Pledge of Allegiance.

2. APPROVAL OF MINUTES

It was moved by Palmer and seconded by Kreutzer that the Board of Education approve the minutes of the Workshop Meeting of October 29, 2020.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

3. PUBLIC COMMENTS

D. Schuler read in their entirety the submitted public comments:

- S. McCleish, M. Snell, K. Lusso, A. Sikora, A. Bhansali, B. Wells, R. Moyer, J. Ruckolt, C. Pach, M. Marconi, S. Radcliff, S. Arroyo, L. Stenzel, D. Hernandez, D. Chapman, A. Schultes, S. Flickinger, E. Bennett, E. Hodges, M. Bakas, A. Reif, A. Feeley, B. Huynh, M. Fendley, K. Gach, R. Boorman, L. Cottrell, J. Gronski, D. Utley, D. Caponigro, B. Janu, M. Price, E. Olson, E. Garneau, F. Briody, J. Heilman, J. Wolowiec, C. Wolowiec, K. Ray, W. Stutzman, R. Whippo, A. Syverson Bullis, M. Tantillo, S. Hope, R. Schram, C. MacDonald, A. Park, M. Fonsino, D. Burrier Sanchis, N. Anderson, L. Halleen, A. Bedoya, A. Schaap, T. Schaap, I. Wnek, C. Larson, J. Hamann, J. Aguilar-Lannotti, C. A. Pacyk, R. Lane, A. Pugawko, E. Park, S. Renner, K. Frericks, E. Weseman, S. Smith, A. Neidden, R. Silver, T. Heldmann, M. Kamedula, M. Nava, J. Bale, J. Nilsen, P. Ericksson, C. Pacyk, P. Schoenbeck, S. Tryba, C. Ruiz Bergman, L. Guimon, L. Stock, J. Marshall, C. White, B. Makovec, G. Wallace, District 214 staff members, requesting an adaptive pause to in-person instruction;
- Bhansali, an Arlington Heights resident and WHS staff member, requested 100% remote learning for the next three weeks;
- V. Gonzalez, a WHS teacher, requested a return to remote instruction;
- S. Radcliff, a RMHS teacher, requested an adaptive pause and a return to in-person instruction that focuses on the most vulnerable students;
- D. Chapman, a RMHS teacher, requested the Board consider an adaptive pause for three weeks;
- Bauer, a Mount Prospect resident, requested a return to remote instruction only in the coming weeks;
- E. Bauer, an Arlington Heights resident, presented information on attendance levels and the increase in the rate of Ds and Fs during remote learning;
- J. King, a Rolling Meadows High School parent, requested a move to daily attendance for all students and a facilitation of extra-curricular activities;
- L. Solonicke, a Prospect High School parent; requested a cancellation of final exams this semester;
- M. McCarren, Arlington Heights League of Women Voters, requested District 214 Board of Education support of Illinois Association of School Boards (IASB) Resolution 2 regarding gun safety and the proposed Equity Belief Statement presented by Indian Prairie SD 204 during the Delegate Assembly of the annual IASB conference.

D. Petro thanked everyone for their comments and encouraged everyone to continue to communicate their thoughts with the Board.

4. SUPERINTENDENT'S REPORT

D. Schuler thanked all those men and women who served our country in the military. He reported that the District had a number of powerful Veterans Day programs to honor those who served our country.

This Board meeting was the annual meeting where Comprehensive Annual Financial Report and the 2020 audit are presented to the School Board. The District had another outstanding audit and he commended the business staff and staff from the buildings for their financial management and reporting. Jason Coyle, from Baker Tilly was in attendance during the evening to answer any questions from Board Members.

D. Schuler also noted that this is the meeting the District annually presents the Bond Record Keeping Report and that was included in the Board packet.

Because the Board was not able to visit Prospect High School for the Board Workshop last month, D. Schuler asked Principal Minter and some of his staff and students to share a few updates. D. Schuler introduced G. Minter.

G. Minter thanked the Board for the opportunity for several members of the staff to present this evening on behalf of the 200 staff members of Prospect High School. He introduced C. Cirrincione, the advisor for the Associated Student Body group, which is the newly formed group functioning as an expanded student council to involve a more representative group of students. C. Cirrincione explained that students join one of five teams that more closely align with career pathways of interest. The tagline “Every Knight” was developed to emphasize that everyone has the potential to reach excellence. The school also focused on connecting with the incoming freshmen this year with 47 staff members volunteering time this summer for home visits to start connections with these new Knights. Each freshman has had at least three points of contact and has met at least 10 other freshmen and an additional staff member through the outreach and orientation sessions prior to the start of the school year. G. Minter noted that the school is reimagining all of the student leadership programs through this new lens. He introduced K. Page, the Teaching and Learning Facilitator and a 25-year physics teacher, to provide an example of hybrid learning that is occurring. K. Page showed a video of her teaching using the technology available to all staff to teach the in-person and the remote students simultaneously and showed video of the physics teachers developing materials and labs for their students who are attending remotely and in-person. G. Minter introduced P. Weber, the instructor for the new music production course that has been developed to provide for students who did not start playing an instrument early in their education to become involved in the field of music through other music pathway opportunities. P. Weber described the purpose of the course and the plans for developing a four-year career pathway program. The course this year has fifty students this semester and has a broad demographic mix of students. He played a sample of songs the students have produced.

G. Minter noted that despite the challenges that this year has presented, good education is still being delivered by the creativity of the staff. Board members asked about the difficulties of teaching remotely and how students develop the skills when they are not in person, as well as the concerns about cheating in remote courses. K. Page noted that these circumstances have required teachers to more closely identify the core competencies needed by students and to develop those skills within the students through the work they are doing. Assessments have also changed to be more project based and hands on. Teachers can also assign work that they oversee virtually through Zoom and provide different prompts to students. Board members also asked about the course possibilities for students in the music production pathway and P. Weber described how broad the music field is in terms of both the business and the production of music that can lead to courses as diverse as the science of sound to the science of mixing audio. They are currently looking at university partners for dual-credit opportunities. D. Petro thanked the staff for embracing the use of technology and noted the vision it took by the administration to bring the district to where it is today. D. Schuler thanked the PHS staff for their work and dedication in focusing on the social well-being of students and making those personal connections with the freshmen.

D. Schuler noted that this past year, our associate superintendent for finance and operations, served as president of the Illinois Association of School Business Officials (IASBO) association. Normally, their Executive Director would come and make a personal visit to a Board Meeting of the IASBO President to thank the Board for allowing that individual to serve. With the restrictions on the number of people in a social gathering reduced to 25, they put together a brief video this year to acknowledge C. Johnson for her service IASBO.

M. Altmayer, D. Romano, J. Busch, from the Board of Directors, and M. Jacobi, executive director, from IASBO offered congratulations and thanks to C. Johnson for her time and leadership and thanked the District for supporting C. Johnson's involvement and commitment to IASBO. In honor of C. Johnson's commitment and term as president, the IASBO Foundation presented a check for \$2500.00 to the District 214 Education Foundation in her name

D. Schuler noted that this is an incredibly challenging time for students and teachers across Illinois and the country academically. As is the case with just about every other district, students are overcoming countless personal challenges with many having taken on jobs or providing care to younger siblings. High School District 214 is facing these same challenges and it's measurable in our recent interim grade reports. While the district does have some interim grade reporting, these are not final grades for the semester. Based on our first quarterly progress reports, we had an increase of 2% (1,586) of total grades issued and are maintaining a success rate (A's, B's, and C's) of 86.3% overall, a 4.2% drop from last year. While this is an increase, that is still an excellent percentage for a high school district. There is a potential for impact on final semester grades, but he noted the staff is committed to helping our students succeed.

D. Schuler noted that the District continues to offer on-demand virtual tutoring at all our school sites, the District has hired additional support staff to reach out to students identified by our early intervention teams, teachers are providing access to on-demand curricular resources via our learning management system, and counselors are making personal connections to ensure students are aware of available resources.

D. Schuler acknowledged that noted earlier in public comments that extra-curricular activities are not occurring in the high schools this fall, but that is not the case. Since the school year began, all sports had IHSA-sanctioned contact days and our fall athletic session included boys and girls golf, boys and girls cross country, girls tennis and girls swimming and diving. In addition, the other co-curricular activities that have been meeting this school year include: Math Team, Chess, Band, Orchestra, Choir, robotics, women's empowerment club, student council, speech, drama, tech crew, NJROTC, Wildcat Robotics, Knight's United, Orchestis, Honors District Orchestra, Fall Plays, BG Network TV, National Honors Society, DECA, Journalism, and Class Officers. Staff and students are having a robust co-curricular experience this school year, albeit, a different experience than usual.

D. Schuler reported that this is the quarterly meeting where we update the Board on our Food and Nutrition Services program. When schools opened fully remote the week of August 17, weekly curbside meal bag pickup began on Wednesdays, 3:30-5:30 pm. On September 2, 2020, the USDA announced a waiver to allow all school districts to participate in the Summer Food Service Program (SFSP) and provide free meals to all children 18 and under in the community through December 2020. The SFSP allows the District to provide 7 days of breakfast and lunch meals (including weekends and holidays) to children in need. Meal bags consist of seven complete breakfasts and seven complete lunches containing proteins, whole grains, fruit, vegetables, and milk. Bags contain a mixture of fresh, refrigerated and frozen items and items must be stored in refrigeration within one hour of pickup. Instructions for storing and cooking of the meals are provided in the bag and available on the Food and Nutrition Services page of the District 214 website. Children do not need to be present at the time of pick-up. Parents or students can pick up a meal bag at any District school and do not need an ID for pick-up.

On October 9, 2020, The Summer Meals program waiver was extended allowing schools to continue to offer free meals until the end of the 2020-21 school year. From August 17 through October 31,

2020, 143,524 breakfasts and 141,727 lunches were distributed to our students and children in the community (ages 1-18).

D. Schuler reported that on October 15th, our schools moved to a flex-hybrid model where one-third of our students were invited back into the buildings for on-site learning 2 days in a row. A grab and go meal bag is now offered, which includes a breakfast and lunch, to all students free of charge in attendance while continuing our weekly curbside meal bag pick up for remote learners and children in the community. ISBE recently updated the district's application and the USDA reimburses all meals served.

Students leaving school on Wednesdays can pick up a meal bag on their way home. They speak fondly of seeing our staff members helping distribute food into cars. Our students see the benefits of helping others, and know those in their community care about them.

At 8:13 p.m., B. Dussling left the meeting.

The district received the following Freedom of Information Act requests that were complied with consistent with School Code:

- E. Bauer requested student information.
- R. Degre requested student information.
- Ellingson requested student and staff information.
- V. Espi requested financial information.
- K. Murschel requested student and financial information.
- T. Robb requested personnel information.
- R. Shepard requested financial information.

At 8:16 p.m., B. Dussling reentered the meeting.

D. Schuler announced that there are three resolutions on the Board Agenda for this meeting. This year, November 16-20, 2020 has been declared American Education Week in recognition of the contribution American educators make toward shaping our country's future leaders. This year's tagline is "Reach. Educate. Inspire" and the first resolution is in support of American Education Week.

The second resolution is to support School Board Member Day. To recognize the outstanding efforts of the nearly 6,000 elected school board members throughout the State, November 15, 2020 is designated as "School Board Members Day" in Illinois. This is an opportunity to build community awareness and understanding about the essential role locally elected board of education members assume in a representative democracy. This year's School Board Members Day theme is "Perseverance through Leadership." The honorary day offers an opportunity to recognize the leadership provided by local boards of education as they build stronger relationships between the school board members, the community, faculty, business partners, local civic and parent organizations, and other area community leaders.

D. Schuler noted that the third resolution supports High School District 214 commitment to engaging in Anti-Racism, Diversity, Equity, and Inclusionary practices and initiatives. District 214 will continue to work to create a culture and school climate that supports every student and staff member, and the District commits to ensuring that it will not limit student opportunity, access, and success on the basis of a person's actual or perceived characteristics. National events and racial justice awakening in recent months have prompted District 214 to expand actions and efforts that were underway and had stemmed from many discussions among District 214 leadership, employee groups, and students. A Districtwide Anti-

Racism, Diversity, Equity, and Inclusion Strategic Council composed of staff and a student and parent council have been formed. It is the intent to continue to expand anti-racism, diversity, equity and inclusion professional development training for all staff and administrators; to conduct a curriculum and instructional materials audit; present an annual anti-racism, diversity, equity, and inclusion report to the School Board during a workshop or a regularly scheduled meeting and not hold summer school, summer camps, or other activities on June 19. This third resolution supports that work.

D. Schuler commended the staff, who are doing outstanding work in the schools providing instruction to students. He noted that these are not easy times with the number of cases rising dramatically throughout our community, but the District continues to not see many cases in the schools and have not experienced in-building spread of the infection, due to the mitigation efforts of students and staff. They are doing a great job of maintaining social distancing, wearing a mask at all times and washing their hands frequently.

D. Schuler ended his report by celebrating the unsung heroes who are cleaning the facilities on an on-going and daily basis. He is incredibly proud of the Custodial and Maintenance staff.

5. BOARD MEMBER UPDATES

A. Kreutzer reported on the IASB North Cook Division meetings, announcing that that Spring meeting will be held on March 17, 2021 and will feature a speaker on finance. The evening will include a pre-meeting for school board candidates. She noted that the district was one of three to receive recognition at the Fall division meeting for the Board Governance Recognition award. The IASB Delegate Assembly will be meeting on Saturday to discuss the proposed resolutions for the year. She indicated she is still waiting on two additional ballots from Board members, and based on the current ballots, the District will be supporting the proposed equity belief statement. Additionally, A. Kreutzer attended the Elk Grove TIF Joint Review Board annual meeting. There will be a \$600,000 rebate coming from one of the TIFs, and an additional TIF will be coming off the rolls that had an original EAV of just over \$656,000 that was frozen for the life of the TIF and the EAV is now projected at over \$14,860,000. The Village has preliminary work being done on two additional TIF proposals.

B. Dussling attended the Insurance Committee and reported that expenses are running between 84-85% versus premiums, and that they anticipate that will increase, but it is where it was projected to be for this time of year. He acknowledged E. Bennett, BGHS choir director, who has been nominated for the second year in a row for the High School Educators Grammy Award, and M. Malek, WHS band director, who was named an outstanding educator by University of Chicago students who are District alumni.

D. Petro acknowledged the staff and students at EGHS who have continued their outreach to the Oasis Trailer Park community with a coat drive, in addition to library access. JHHS is also running a blood drive through the Scrubs Club.

M. Palmer acknowledged the work of JHHS graduate Kati Standefer who currently has a book, *Lightning Flowers, My Journey to Uncover the Cost of Saving a Life*, on the best sellers lists. She acknowledged the emails she receives from the parents and the public, noting she reads them all and is listening to the concerns, but there is no way she can respond to each one personally. She announced that tomorrow evening, RMHS will be virtually hosting it V-Show and as well as PHS hosting theirs. She also reported that she has met with senior officials at Northwest Community Healthcare regarding the community response to COVID-19 and she will be attending additional upcoming meetings.

M. Hineman thanked the community members for their emails and for sharing their concerns. He announced that there is a lot going on with Community Education, including the rebranding of the

swimming programs to “Core Aquatics,” with an overall increase of 25% in participation this fall. They will be including individual swim lessons in the spring. He noted that the Adult Literacy program is celebrating its 35th year of teaching reading and writing skills. The program started in 1985 with 8 students. To date, there have been over 6200 tutors and over 13,000 students. M. Hineman acknowledged the student volunteer efforts at JHHS to host the annual blood drive and the 51st annual food drive, which this year will be this Saturday as a drive through/drop off process due to the pandemic. Individuals can also contribute by purchasing \$50.00 gift cards through the JHHS website. All donations are distributed through the St. Alphonsus Liguori food pantry and the Northwest Compass food pantry.

L. Walker reported on the various celebrations honoring veterans held at each of the schools, from videos to new display cases honoring fallen veterans to 5k walks, as he acknowledged all of the veterans who have served over the years, including B. Dussling, a Vietnam veteran. He attended the WHS school band performance for the Friday night lights production and he thanked J. Randall and F. Mirandola for coordinating the district-wide event.

B. Dussling reported that the State Comptroller’s office is approximately \$1.2 million behind in remitting Illinois State Board of Education approved funds to the district.

6. APPROVE CONSENT CALENDAR 2020-135 through 2020-141

Items 2020-135 through 2020-141 appearing on the Consent Calendar were presented for the Board’s consideration.

A. Kreutzer requested that items 2020-140, 2020-141 and 2020-142 be considered separately.

It was moved by Kreutzer and seconded by Hineman that the Board of Education approve Items 2020-135 through 2020-139 appearing on the Consent Calendar as presented.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

A. Approve Accounts Payable 2020-135

Transfers Dated October 1-31, 2020 listing:

Educational Fund Listing	\$2,301,227.89
Operations and Maintenance	38,878.16
TOTAL	\$2,340,106.05

Actual October 29, 2020 listing:

Educational Fund Listing	\$842,291.66
Operations and Maintenance	204,048.34
Transportation Fund	746,226.98
Capital Projects	297,295.24
TOTAL	\$2,089,862.22

Checks Dated: October 29, 2020

Check Numbers: 739741 through 740037

B. Personnel Transaction Report 2020-136

Approved Personnel Transaction Report attached to these minutes.

C. Destruction of Closed Meeting Audio Recordings 2020-137

Approved the destruction of closed session audio recordings for the following meetings:

April 11, 2019

April 25, 2019

D. District Lacrosse Uniforms - Bid 2020-138

Accepted the bids totaling \$25,200 from Kalci Soccer for the purchase of boy's and girl's lacrosse uniforms and practice pinnies. As this recommendation is significantly less than the funds budgeted for lacrosse uniforms, it is recommended that the District purchase an additional pair of shorts for each uniform for \$7,650 to increase the longevity of each uniform for a total cost of \$32,850.

E. Insurance Pool 2020-139

Approved the contract and bylaws of the Secondary School Cooperative Risk Management Program Health Pool (SSCRMP Health Pool) effective January 1, 2021, and authorized the Associate Superintendent for Finance & Operations / CSBO to confirm the school district's participation in the SSCRMP Health Pool through December 2025.

7. AMERICAN EDUCATION WEEK RESOLUTION 2020-140

It was moved by Kretuzer and seconded by Dussling that the Board of Education approve the American Education Week Resolution appearing on the Consent Calendar as presented.

A. Kretuzer requested that this item be considered separately to draw attention to the significance of American Education Week and to read the Resolution.

There was no further discussion.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

Approved the resolution in support of public schools as part of American Education Week. *Resolution attached to official minutes.*

8. SCHOOL BOARD MEMBER DAY RESOLUTION 2020-141

It was moved by Dussling and seconded by Kreutzer that the Board of Education approve the School Board Member Day Resolution appearing on the Consent Calendar as presented.

A. Kreutzer requested that this item be considered separately to draw attention to the volunteer contributions of School Board members. B. Dussling read the resolution.

There was no further discussion.

Upon roll call, the motion carried.

Ayes: Dussling, Kreutzer, Hineman, Palmer, Walker, Younger, Petro

Nays: None

Approved the resolution in support and recognition of School Board Member Day as a way to honor those citizens who devote so much of their time and energy for the education of our children. *Resolution attached to official minutes.*

9. ANTI-RACISM, DIVERSITY, EQUITY AND INCLUSION RESOLUTION 2020-142

It was moved by Kreutzer and seconded by Hineman that the Board of Education approve Item 2020-142 appearing on the Consent Calendar as presented.

A. Kreutzer pulled this resolution so that it could be read to the public in support of the District's Anti-Racist, Diversity, Equity, and Inclusionary Practices and Initiatives. D. Petro read the resolution.

There was no further discussion.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

Approved the Resolution on High School District 214's Board of Education's Support for Anti-Racist, Diversity, Equity, and Inclusionary Practices and Initiatives. *Resolution attached to official minutes.*

10. 2020 TENTATIVE TAX LEVY 2020-143

It was moved by Palmer and seconded by Kreutzer that the Board of Education approve approve the tentative levy as outlined; that the Board of Education authorize a public hearing to be held concerning the proposed levy on December 10, 2020, at 7:00 p.m. at the Forest View Educational Center, 2121 S. Goebbert Rd., Arlington Heights, Illinois; and that the Board of Education authorize the Secretary to publish notice of the public hearing.

D. Schuler reported that the Tentative Tax Levy is based on the CPI rate of 2.3% and the need to capture new property with three TIFs coming off the tax rolls. The tentative levy is set for 4.99% which is down from last year's request of 6%. With TIFs, the property tax burden is shifted to the residential owners and other business owners outside of the TIF. To capture those TIF properties now will reduce that burden.

Discussion included:

- questioning how the 4.99% figure was arrived at versus using a higher percentage, such as 8%, to make sure the District captures all new property;
- how the new property dollars could potentially affect the average homeowner.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro
Nays: None

11. 2021-22 ACADEMIC HANDBOOK REVISIONS AND CURRICULUM CHANGES 2020-144

It was moved by Palmer and seconded by Kreutzer that the Board of Education approve the 2021-22 Academic Handbook Revisions and Curriculum Changes.

D. Schuler noted that there were no changes since the last meeting's presentation and discussion by the Board. Final modifications to curriculum proposals will come to the Board in February.

There was no further discussion.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro
Nays: None

12. RESOLUTION AUTHORIZING AND DIRECTING THE EXECUTION OF A PARAMETERS RESOLUTION: RESOLUTION PROVIDING FOR THE ISSUE OF NOT TO EXCEED \$19,800,000 GENERAL OBLIGATION LIMITED REFUNDING SCHOOL BONDS, SERIES 2020, FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING BONDS OF THE DISTRICT, PROVIDING FOR THE LEVY OF A DIRECT ANNUAL TAX TO PAY THE PRINCIPAL AND INTEREST ON SAID BONDS, AND AUTHORIZING THE SALE OF SAID BONDS TO THE PURCHASER THEREOF 2020-145

The President announced that the next item for consideration was the issuance of not to exceed \$19,800,000 general obligation limited bonds to be issued by the District pursuant to Article 19 of the School Code for the purpose of refunding certain of the District's outstanding bonds and the adoption of a resolution providing for the issue of said bonds and the levy of a direct annual tax to pay the principal and interest thereon. The resolution sets forth the parameters for the issuance of said bonds and sale thereof by designated officials of the District and summarized the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest, purchase price and tax levy for said bonds.

It was moved by Dussling and seconded by Hinemen that the Board of Education approve the execution of a Parameters Resolution: Resolution Providing For The Issue Of Not To Exceed \$19,800,000 General Obligation Limited Refunding School Bonds, Series 2020, For The Purpose Of Refunding Certain Outstanding Bonds Of The District, Providing For The Levy Of A Direct Annual Tax To Pay The Principal And Interest On Said Bonds, And Authorizing The Sale Of Said Bonds To The Purchaser Thereof.

D. Schuler indicated that C. Johnson was able to identify the potential to refinance these bonds with the same maturity date while saving between \$2 million to \$2.5 million in interest over the remaining life of the bonds. He noted that the administration recommends approval.

Discussion included:

- o thanking C. Johnson for identifying the advantageous rate.

Upon roll call, the motion carried. *Resolution attached to official minutes.*

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

13. CLOSED SESSION

It was moved by Kreutzer and seconded by Palmer that the Board of Education convene in Closed Session for the purpose of discussing:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1), amended by P.A. 101-459;
- The placement of individual students in special education programs and other matters relating to individual students. 5ILCS 120/2(c)(10).

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

The Board convened in Closed Session at 9:05 p.m.

14. RECONVENE IN OPEN SESSION

It was moved by Kretuzer and seconded by Palmer that the Board of Education reconvene in Open Session.

Upon roll call, the motion carried.

Ayes: Dussling, Hineman, Kreutzer, Palmer, Walker, Younger, Petro

Nays: None

The Board reconvened in Open Session at 9:42 p.m.

15. ADJOURNMENT

It was moved by Dussling and seconded by Hineman to adjourn. The motion carried.

The meeting adjourned at 9:43 p.m.

F. Daniel Petro, president

William J. Dussling, vice president

PERSONNEL TRANSACTION REPORT

EMPLOYMENT OF EDUCATION ASSOCIATION PERSONNEL 2020-2021

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
POULOS, ZACHARY	0.6 FTE English - JHHS	\$70,230.00* *prorated for days worked
<u>Remarks</u> Degree	M+30 none, step 1 M.Ed. M.A. B.A. Effective November 17, 2020	DePaul University, Chicago, IL DePaul University, Chicago, IL University of Illinois, Chicago, IL

CHANGE IN STATUS - EA

<u>Name</u>	<u>Assignment</u>
WIGGIN, DANIEL	From .6 FTE English - JHHS
<u>Remarks</u>	To 1.0 FTE English - JHHS Effective November 17, 2020

CLASSIFIED PERSONNEL TRANSACTION REPORT

EMPLOYMENT OF CUSTODIAL MAINTENANCE PERSONNEL 2020 - 2021

CHANGE OF STATUS

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
TAIPOVIC, NASER			
Remarks:	Custodian I - 3rd Shift (EGHS) Resignation Effective: November 11, 2020		

EMPLOYMENT OF CUSTODIAL MAINTENANCE PERSONNEL 2020 - 2021

NEW

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
ENGELKING, JUSTIN			
Remarks:	Lead Building Maintenance (CM) Grade III, MMS 31, Step 8 Initial Location: BGHS Effective: December 11, 2020	\$28.79	40
NORWELL, MARK			
Remarks:	Weekend Holiday Generalist - 2nd Shift (CM) Grade I, WHG 10, Step 1 Initial Location: JHHS Effective: December 11, 2020	\$18.78	40
SALDANA, PATRICK			
Remarks:	Plumber/Pipefitter (CM) Grade IV, MMS41, Step 18 Initial Location: CM Effective: December 11, 2020	\$38.85	40

EMPLOYMENT OF EDUCATIONAL SUPPORT PERSONNEL 2020 - 2021

CHANGE

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
ALBRECHT, LAUREN			
Remarks:	Instructional Assistant - Student Services (SS) Leave of Absence - Student Teaching Effective: January 3, 2021 - March 19, 2021		

BERNARDI, RAMON

Remarks: **Instructional Assistant - Student Services (PAC)**
Resignation
Effective: June 1, 2021

PREJNA, LEONARD

Remarks: **Campus Security (RMHS)**
Resignation
Effective: December 31, 2020

EMPLOYMENT OF TEMPORARY AND GRANT-FUNDED PERSONNEL 2020 - 2021

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Hrs./Week</u>
DORMAN, EVELYN			
Remarks:	AVID Assistant (RMHS)		
	Grade 3, Row 80	\$21.39	16.25
	Effective: December 14, 2020 - May 28, 2021		
PEREZ, LEAH			
Remarks:	Instructional Assistant - Student Services (RMHS)		
	Grade 4, Row 80	\$22.32	37.5
	Effective: December 11, 2020 - June 1, 2021		

ITEM NO: 2020-148
DATE: December 10, 2020
FILE: Meetings

Subject: Destruction of Closed Meeting Audio Recordings

BACKGROUND INFORMATION:

The Illinois Open Meetings Act (5 ILCS 120/2.06) requires that Boards of Education keep a verbatim record of their closed meetings in the form of an audio or video recording. After 18 months have passed since being made, the audio or video recording of a closed meeting may be destroyed, provided the Board approved: 1) its destruction; and, 2) minutes of the particular closed meeting.

ADMINISTRATIVE CONSIDERATION:

The Board of Education approved the following minutes of the closed meetings as indicated:

<u>Date of Meeting</u>	<u>Date of Approval</u>
May 13, 2019	June 13, 2019
May 16, 2019	June 13, 2019

RECOMMENDED ACTION:

That the Board of Education approve the destruction of closed session audio recordings for the following meetings:

May 13, 2019
May 16, 2019

ITEM 2020-149
DATE: December 10, 2020
FILE: Policy

SUBJECT: Board of Education Policy Manual Revisions – PRESS Editions

BACKGROUND

One of the goals of the Board of Education and administration for the 2007-08 school year was to conduct a comprehensive review the District 214 Board of Education Policy Manual. After researching possible methods to accomplish a thorough review, the Board agreed to work with the Illinois Association of School Boards (IASB) for a complete review and revision of Board policies. A working group met over the course of five months to review and revise each policy for District 214. The IASB consultant met with the Board of Education on June 30, 2008 to present the revised Policy Manual at a Board Workshop. The Board of Education approved the new manual on August 7, 2008.

In addition to the comprehensive review, the District 214 Board of Education is using the Policy Reference Education Subscription Service (PRESS) of IASB to keep the policy manual up to date. This resource provides the legal rationale and references for suggested policy revisions to assist the Board in focusing on their leadership role while complying with state and federal law.

ADMINISTRATIVE CONSIDERATION

The IASB Policy Reference Manual provides a system for regular updating of policies to ensure legal compliance and provides cross-referencing of related policies and the legal references. Every policy is reviewed at least once every five years or as a result of state or federal, Illinois School Code, or Illinois School Board of Education regulation or rule changes. The administration also makes recommendations for policy revisions as needed. Additionally, the Board is required by School Code to review select policies either annually or biennially.

RECOMMENDATION

That the Board of Education approve the recommended policy revisions from PRESS as presented:

Policies that were reviewed in the five-year cycle that required no new revisions are:

5:270 6:315 7:300

PRESS and Administration Recommended Revised Policies:

3:40	4:90	6:310	7:100
4:55	6:20	6:320	7:140
4:80	6:300	6:340	7:325

General School Administration

Superintendent

Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools in accordance with Board of Education policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law. The Superintendent is authorized to develop administrative procedures and take other action as needed to implement Board policy and otherwise fulfill his or her responsibilities. The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated.

Qualifications

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board.

Evaluation

The Board will evaluate, at least annually, the Superintendent's performance and effectiveness, using standards and objectives developed by the Superintendent and Board that are consistent with the Board's policies and the Superintendent's contract. A specific time should be designated for a formal evaluation session with all Board members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

The Superintendent shall annually present evidence of professional growth through attendance at educational conferences, in-service training, or similar continuing education pursuits.

Compensation and Benefits

The Board and the Superintendent shall enter into an employment agreement that conforms to Board policy and State law. This contract shall govern the employment relationship between the Board and the Superintendent. The terms of the Superintendent's employment agreement, when in conflict with this policy, will control.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.47, 5/10-21.4, 5/10-23.8, 5/21B-20, 5/21B-25, 5/24-11, and 5/24A-3.
23 Ill.Admin.Code §§1.310, 1.705, and ~~25.35529.130~~.

CROSS REF: 2:20 (Powers and Duties of the School Board; Indemnification), 2:130 (Board-Superintendent Relationship), 2:240 (Board Policy Development), 3:10 (Goals and Objectives)

ADOPTED: ~~June 18, 2015~~

Operational Services

Use of Credit and Procurement Cards

The Superintendent and employees designated by the Superintendent are authorized to use District credit and procurement cards to simplify the acquisition, receipt, and payment of purchases and travel expenses incurred on the District's behalf. Credit and procurement cards shall only be used for those expenses that are for the District's benefit and serve a valid and proper public purpose; they shall not be used for personal purchases. Cardholders are responsible for exercising due care and judgment and for acting in the District's best interests.

The Superintendent or designee shall manage the use of District credit and procurement cards by employees. It is the Board's responsibility, through the audit and approval process, to determine whether District credit and procurement card use by the Superintendent is appropriate.

In addition to the other limitations contained in this and other Board policies, District credit and procurement cards are governed by the following restrictions:

1. Credit and/or procurement cards may only be used to pay certain job-related expenses or to make purchases on behalf of the Board or District or any student activity fund, or for purposes that would otherwise be addressed through a conventional revolving fund.
2. The Superintendent or designee shall instruct the issuing bank to block the cards' use at unapproved merchants.
3. The Superintendent shall limit the amount each cardholder may charge in a single purchase or within a given month and inform the issuing bank of these limitations.
4. The Superintendent or designee must approve the use of a District credit or procurement card whenever such use is by telephone, fax, and the Internet. Permission shall be withheld when the use violates any Board policy, is from a vendor whose reputation has not been verified, or would be more expensive than if another available payment method were used.
5. The consequences for unauthorized purchases include, but are not limited to, reimbursing the District for the purchase amount, loss of cardholding privileges, and, if made by an employee, discipline up to and including discharge.
6. All cardholders must sign a statement affirming that they are familiar with this policy.
7. The Superintendent shall implement a process whereby all purchases using a District credit or procurement card are reviewed and approved by someone other than the cardholder or someone under the cardholder's supervision.
8. Cardholders must submit the original, itemized receipt to document all purchases.
9. No individual may use a District credit or procurement card to make purchases in a manner contrary to State law, including, but not limited to, the bidding and other purchasing requirements in 105 ILCS 5/10-20.21, or any Board policy.
10. The Superintendent or designee shall account for any financial or material reward or rebate offered by the company or institution issuing the District credit or procurement card and shall ensure that it is used for the District's benefit.

LEGAL REF.: 105 ILCS 5/10-20.21.
23 Ill.Admin.Code §100.70(d).

CROSS REF.: 4:50 (Payment Procedures), 4:60 (Purchases and Contracts), 4:80 (Accounting and Audits), 4:90 ([Student Activity](#) [and Fiduciary](#) Funds), 5:60 (Expenses)

ADOPTED: September 4, 2014

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. The Superintendent, 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 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 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 shall annually, on or before October 15, submit an original and one copy of the audit to the appropriate Intermediate Service Center.

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 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.

Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$5,000 and have an estimated useful life greater than one year.

Disposition of District Property

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board 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 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 are limited to a maximum balance of \$1500.00. 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 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~~ accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodian.

Internal Controls

The Superintendent is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, 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. The Board 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 (Student Activity and Fiduciary Funds)

ADOPTED: ~~December 12, 2019~~

Operational Services

Student Activity and Fiduciary Funds

The Board, upon the Superintendent or designee's recommendation, establishes student activity funds to be managed by student organizations under the guidance and direction of a staff member for educational, recreational, or cultural purposes. The Board, upon the Superintendent or designee's recommendation, also establishes fiduciary funds to be supervised by the Superintendent or designee. The District has custodial responsibilities for fiduciary funds but no direct involvement in the management of such funds.

Student Activity Funds

The Superintendent or designee shall be responsible for supervising student activity funds in accordance with Board policy 4:80, *Accounting and Audits*; State law; and the ~~Ill.~~ ~~inois~~ State Board of Education (~~ISBE~~) rules for student activity funds. The Board will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with the School Code. The treasurer shall have all of the responsibilities specific to the treasurer listed in the ~~ISBE~~ ~~Illinois State Board of Education~~ rules for school activity funds, including the authority to make loans between activity funds.

Unless otherwise instructed by the Board, a student activity fund's balance will carry over to the next fiscal year. An account containing student activity funds that is inactive for 12 consecutive months may be closed and its funds transferred to another student activity fund or authorized fund with a similar purpose.

Fiduciary Funds

The Superintendent or designee shall be responsible for supervising fiduciary funds in accordance with Board policy 4:80, *Accounting and Audits*; State law; and ISBE rules for fiduciary funds. The Board will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with the School Code. The treasurer shall have all of the responsibilities specific to the treasurer in the ISBE rules for fiduciary funds.

LEGAL REF.: 105 ILCS 5/8-2 and 5/10-20.19.
23 Ill.Admin.Code §§100.20, ~~and~~ 100.80, and 100.85.

CROSS REF.: 4:80 (Accounting and Audits), 7:325 (Student Fundraising Activities)

ADOPTED: August 15, 2019

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 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, [5/10-20.53](#), 5/10-24.46, [5/10-30](#), 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; Indemnification), [4:180 \(Pandemic Preparedness; Management; and Recovery\)](#), 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: ~~December 12, 2019~~

Educational Support Personnel

Employment At-Will, Compensation, and Assignment

Employment At-Will

Unless otherwise specifically provided, District employment is at-will, meaning that employment may be terminated by the District or employee at any time for any reason, other than a reason prohibited by law, or no reason at all. Nothing in Board of Education policy is intended or should be construed as altering the employment at-will relationship.

Exceptions to employment at-will may include employees who are employed annually, have an employment contract, or are otherwise granted a legitimate interest in continued employment. The Superintendent is authorized to make exceptions to employing nonlicensed employees at-will but shall maintain a record of positions or employees who are not at-will.

Compensation

Please refer to the following current agreements:

- Custodial and Maintenance Personnel Agreement.**
- Educational Support Personnel Association Agreement.**
- Food Service Department Employee Handbook**

For employees not covered by these agreements:

The Board will determine salary and wages for educational support personnel. Increments are dependent on evidence of continuing satisfactory performance. An employee covered by the overtime provisions in State or federal law, shall not work overtime without the prior authorization from the employee’s immediate supervisor. Educational support personnel are paid twice a month.

Assignment

The Superintendent is authorized to assign and transfer educational support personnel in accordance with current collective bargaining agreements.

Temporary Assignments

Please refer to the following current agreements:

- Custodial and Maintenance Personnel Agreement.**
- Educational Support Personnel Association Agreement.**

LEGAL REF.: 105 ILCS 5/10-22.34 and 5/10-23.5.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment) 5:35 (Compliance with the Fair Labor Standards Act), 5:290 (Educational Support Personnel - Employment Termination and Suspensions), 5:310 (Educational Support Personnel - Compensatory Time-Off)

ADOPTED: **September 3, 2015**

Instruction

Graduation Requirements

Unless otherwise exempted, each student must successfully accomplish the following in order to graduate from high school:

1. Complete all District graduation requirements that are in addition to the State requirements, as listed in the Academic Handbook.
2. Completing all courses as provided in the School Code, 105 ILCS 5/27-22.
3. Complete all minimum requirements for graduation as specified ~~in State law by Illinois State Board of Education rule, 23 Ill. Admin. Code §1.440.~~
4. Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance.
5. Participating in State assessments that are required for graduation by ~~State law the School Code, 105 ILCS 5/2-3.64a-5(e).~~
6. ~~Beginning with the 2020-2021 school year, f~~Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.

A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements

The Superintendent or designee is responsible for: (1) maintaining a description of all course offerings that comply with the above graduation requirements, (2) notifying students and their parents/guardians of graduation requirements, (3) developing the criteria for determining when a student accomplishes number 4 as well as a method for recording that fact in the student's school record, (4) complying with State law requirements for students who transfer during their senior year because their parent(s)/guardian(s) are on active military duty, this includes making reasonable adjustments to ensure graduation if possible, or efforts to ensure that the original (transferor) school district issues the student a diploma, and (5) taking all other actions needed or necessary to implement this policy.

Early Graduation

The Superintendent or designee shall implement procedures for students to graduate early, provided they meet all graduation requirements.

Certificate of Completion

A student with a disability who has an Individualized Education Program prescribing special education, transition planning, transition services, or related services beyond the student's four years of high school, qualifies for a certificate of completion after the student has completed four years of high school. The student is encouraged to participate in the graduation ceremony of his or her high

school graduation class. The Superintendent or designee shall provide timely written notice of this requirement to children with disabilities and their parents/guardians.

Service Member Diploma

The District will award a diploma to a service member who was killed in action while performing active military duty with the U.S. Armed Forces or an honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict, provided that he or she: (1) resided within an area currently within the District at the time he or she left high school, (2) left high school before graduating in order to serve in the U.S. Armed Forces, and (3) has not received a high school diploma.

LEGAL REF.: 105 ILCS 5/2-3.64a-5, 5/22-27, 5/27-3, 5/27-22, and 5/27-22.10.
105 ILCS 70/, Educational Opportunity for Military Children Act.
23 Ill.Admin.Code §1.440.

CROSS REF.: 6:30 (Organization of Instruction), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 6:315 (High School Credit for Students in Grades 7 or 8), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

ADOPTED: April 7, 2016

REVISED: January 18, 2018; December 12, 2019

Instruction

High School Credit for District/Non-District Experiences; Course Substitutions; Re-Entering Students

Credit for Non-District Experiences

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

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

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

Substitutions for Required Courses

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

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

Registered Apprenticeship Program. The Superintendent or designee will ensure that the District complies with State law requirements for registered apprenticeship programs. The opportunities and

requirements for registered apprenticeship programs contained in this policy will be posted on the District's website, and parents/guardians and students will also be notified of such opportunities in the appropriate student handbook(s).

A student in grades 9-12 who is 16 years or older may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing a registered apprenticeship program if:

1. The registered apprenticeship program meets all criteria contained in State law;
2. The registered apprenticeship program is listed by the District, or the student identifies a registered (but not listed) apprenticeship program with a business or organization if one is not offered in the District;
3. The student enrolled in the registered apprenticeship program has the opportunity to earn post-secondary credit toward a certificate or degree, applicable;
4. The student's parent/guardian requests and approves the substitution(s) in writing on forms provided by the District and on its website;
5. The building principal approves the substitution(s); and
6. All non-academic requirements mandated by School Code for high school graduation that would otherwise prohibit or prevent the student from participating in the registered apprenticeship program are waived.

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

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

1. Participation in a marching band program for credit;
2. Enrollment in Reserve Officer's Training Corps (ROTC) program sponsored by the District;
3. Ongoing participation in an interscholastic or extracurricular athletic program;
4. Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or
5. Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

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

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

Re-Entering Students

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

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

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

LEGAL REF.: 105 ILCS 5/2-3.44, 5/2-3.108, 5/2-3.115, 5/2-3.142, [5/2-3.175](#), 5/10-22.43a, 5/27-6, 5/27-22.3, and 5/27-22.05.
110 ILCS 27/, Dual Credit Quality Act
23 Ill.Admin.Code §§1.425(e), 1.440(f), and 1.470(c).

CROSS REF.: 6:180 (Extended Instructional Programs), 6:300 (Graduation Requirements), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:260 (Exemption from Physical Education)

ADOPTED: January 5, 2017

REVISED: January 18, 2018, January 17, 2019

Instruction

High School Credit for Students in Grade 7 or 8

The Superintendent or designee may investigate, coordinate, and implement a program for students in grades 7 and 8 to enroll in a course required for a high school diploma.

If a program is available, students in grades 7 and 8 may enroll in a course required for a high school diploma when the course is offered by the high school that the elementary student would attend and either of the following is satisfied: (1) the student participates in the course at the high school and the elementary student’s enrollment in the course would not prevent a high school student from being able to enroll, or (2) upon written agreement with a student’s sender district, the student participates in the course where the student attends school as long as the course is taught by a teacher who holds a professional educator license with an endorsement for the grade level and content area of the course.

A student who successfully completes a course required for a high school diploma while in grades 7 and 8 shall receive academic credit for the course. That academic credit shall satisfy the requirements of Section 27-22 of the School Code for purposes of receiving a high school diploma, unless evidence about the course’s rigor and content show that the course did not address the relevant Illinois learning standard at the level appropriate for the high school grade during which the course is usually taken. The student’s grade in the course shall also be included in the student’s grade point average.

LEGAL REF.: 105 ILCS 5/10-22.43 and 5/27-22.10.
23 Ill.Admin.Code §1.460.

CROSS REF.: 6:300 (Graduation Requirements), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 6:320 (High School Credit for Proficiency)

ADOPTED: ~~April 7, 2016~~

Instruction

High School Credit for Proficiency

Proficiency Credits

Subject to the limitations in this policy and State law, the Superintendent or designee is authorized to establish and approve a program for granting credit for proficiency with the goal of allowing a student who would not benefit from a course because the student is proficient in the subject area to receive credit without having to take the course. A student who demonstrates competency under this program will receive course credit for the applicable course and be excused from any requirement to take the course as a graduation prerequisite. No letter grade will be given for purposes of the student's cumulative grade point average. The Superintendent or designee shall notify students of the availability of and requirements for receiving proficiency credit.

Proficiency credit will be offered in the following subject areas:

Other proficiency testing - The program for granting credit for proficiency may allow, as the Superintendent deems appropriate, course credit to be awarded on the basis of a local examination to a student who has achieved the necessary proficiency through independent study or work taken in or through another institution. Proficiency testing may also be used to determine eligible credit for other subjects whenever students enter from non-graded schools, non-recognized or non-accredited schools, or were in a home-schooling program.

LEGAL REF.: 105 ILCS 5/10-22.43, 5/10-22.43a, 5/27-22, and 5/27-24.3.
23 Ill.Admin.Code ~~Part 680§1.460~~.

CROSS REF.: 6:300 (Graduation Requirements), 6:310 (High School Credit for District/Non-District Experiences; Course Substitutions; Re-Entering Students), 6:315 (High School Credit for Students in Grades 7 or 8)

ADOPTED: ~~April 7, 2016~~

Instruction

Student Testing and Assessment Program

The District student assessment program provides information for determining individual student achievement and instructional needs; curriculum and instruction effectiveness; and school performance measured against District student learning objectives and statewide norms.

The Superintendent or designee shall manage the student assessment program that, at a minimum:

1. Administers to students the State all standardized assessments required by the Ill. State Board of Education (ISBE) system—and/or any other appropriate assessment methods and instruments, including norm and criterion-referenced achievement tests, aptitude tests, proficiency tests, and teacher-developed tests.
2. Informs students of the timelines and procedures applicable to their participation in every State assessment.
3. Provides each student’s parents/guardians with the results or scores of each State assessment and an evaluation of the student’s progress. See policy 6:280, *Grading and Promotion*.
4. Utilizes professional testing practices.

Overall student assessment data on tests required by State law will be aggregated by the District and reported, along with other information, on the District’s annual report card. All reliable assessments administered by the District and scored by entities outside of the District must be (1) reported to ISBE on its form by the 30th day of each school year, and (2) made publicly available to parents/ guardians of students. Board policy 7:340, *Student Records*, and its implementing procedures govern recordkeeping and access issues.

LEGAL REF.: 20 U.S.C. §1232g, Family Educational Rights and Privacy Act.
105 ILCS 10/, Illinois School Student Records Act.
105 ILCS 5/2-3.63, 5/2-3.64a-5, 5/10-17a, 5/22-82, and 5/27-1.

CROSS REF.: 6:15 (School Accountability), 6:280 (Grading and Promotion), 7:340 (Student Records)

ADOPTED: January 5, 2017

REVISED: January 18, 2018, August 15, 2019

Students

Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parent(s)/guardian(s) shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health (IDPH), within one year prior to:

1. Entering the ninth grade; and
2. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required for students in grade 12.

As required by State law:

1. The required health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice registered nurse ~~who has a written collaborative agreement with a collaborating physician authorizing the advanced practice nurse to perform health examinations~~, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening is a required part of each health examination; diabetes testing is not required.
3. ~~Beginning with the 2017-2018 school year, a~~An age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.
4. The District will provide informational materials regarding influenza, influenza vaccinations, meningococcal disease, and meningococcal vaccinations developed, provided or approved by the IDPH when it provides information on immunizations, infectious diseases, medications, or other school health issues to the students' parent(s)/guardian(s).

Unless an exemption or extension applies, the failure to comply with the above requirements by the first day of school of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students who register after the first day of school of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by the first day of school, the student must present, by the first day of school, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have the required proof of immunizations by the first day of school may attend classes only if he or she has proof that an appointment for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is

permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parent(s)/guardian(s) are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parent(s)/guardian(s) of students entering an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches or a licensed optometrist must perform the required eye examination.

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parent(s)/guardian(s) are notified of this eye examination requirement in compliance with the rules of the IDPH. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in ninth grade must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the IDPH.

If a child in the ninth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that the parent(s)/guardian(s) are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the IDPH, a student will be exempted from this policy's requirements for:

1. Religious grounds, if the student's parent(s)/guardian(s) present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parent(s)/guardian(s) of exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease* and State rules if there is an outbreak of one or more diseases from which the student is not protected;
2. Health examination or immunization requirements on medical grounds, if the examining physician, advanced ~~registered~~-practice registered nurse, or physician assistant provides written verification; or
3. Eye examination requirement if the student's parents/guardians show an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist.
4. Dental examination requirement, if the student's parent(s)/guardian(s) show an undue burden or a lack of access to a dentist.

Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. Board of Education policy 6:140, *Education of Homeless Children*, governs the enrollment of homeless children.

LEGAL REF.: 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act,
105 ILCS 5/27-8.1 and 45/1-20.
410 ILCS 45/7.1 and 315/2e.
23 Ill.Admin.Code §1.530.
77 Ill.Admin.Code Part 665.
77 Ill.Admin.Code Part 690.

CROSS REF.: 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children), 7:50
(School Admissions and Student Transfers To and From Non-District Schools),
7:280 (Communicable and Chronic Infectious Disease)

ADOPTED: December 10, 2015

REVISED: April 7, 2016; April 13, 2017, January 17, 2019

Students

Search and Seizure

In order to maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. This paragraph applies to vehicles parked on school property. In addition, Building Principals shall require each high school student, in return for the privilege of parking on school property, to consent in writing to school searches of his or her vehicle, and personal effects therein, without notice and without suspicion of wrongdoing.

The Superintendent or his/her designee, may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the District's student conduct rules. The search itself must be conducted in a manner that is reasonably related to its objective and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

When feasible, the search should be conducted as follows:

1. Outside the view of others, including students,
2. In the presence of a school administrator or adult witness, and
3. By a certificated employee or liaison police officer of the same sex as the student.

Immediately following a search, a written report shall be made by the school authority who conducted the search, and given to the Superintendent or designee.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the District's policies or rules, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

Notification Regarding Student Accounts or Profiles on Social Networking Websites

The Superintendent or designee shall notify students and their parents/guardians of each of the following in accordance with the Right to Privacy in the School Setting Act, 105 ILCS 75/:

1. School officials may not request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website.
2. School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-22.6, and 5/10-22.10a.
 Right to Privacy in the School Setting Act, 105 ILCS 75/
Cornfield v. Consolidated High School Dist. No. 230, 991 F.2d 1316 (7th Cir., 1993).
People v. Dilworth, ~~169 Ill.2d 195~~~~661 N.E.2d 310 (Ill., 1996)~~, *cert. denied*, 116 S.Ct. 1692 (1996).
People v. Pruitt, ~~278 Ill.App.3d 194~~ ~~662 N.E. 2d 540 (Ill.App.1, 1st Dist. 1996)~~, *app. denied*, 667 N.E. 2d 1061 (Ill.App.1, 1996).
T.L.O. v. New Jersey, ~~405 S.Ct. 733~~~~469 U.S. 325~~-(1985).
Vernonia School Dist. 47J v. Acton, ~~415 S.Ct. 2386~~ ~~515 U.S. 646~~ (1995).
Safford Unified School Dist. No. 1 v. Redding, ~~429 S. Ct. 2633~~ ~~557 U.S. 364~~ (2009).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:150 (Agency and Police Interviews), 7:190 (Student Behavior), District 214 Student and Parent Handbook

ADOPTED: ~~December 10, 2015~~

Students

Co-curricular Athletics

Student participation in school-sponsored co-curricular athletic activities is contingent upon the following:

1. The student must meet the academic criteria set forth in Board policy 6:190, *Co-Curricular Activities*, and IHSA guidelines.
2. A parent/guardian of the student must provide written permission for the student's participation, giving the District full waiver of responsibility of the risks involved.
3. The student must present a completed child health examination form from the Department of Human Services issued by a licensed physician, an advanced practice registered nurse, or a physician assistant. The *Pre-Participation Physical Examination Form*, offered by the Illinois High School Association and the Illinois Elementary School Association, is the preferred certificate of physical fitness.
4. The student must agree to follow all conduct rules and the coaches' instructions.
5. The student and his or her parent(s)/guardian(s) must: (a) comply with the eligibility rules of, and complete any forms required by, any sponsoring association (such as, the Illinois Elementary School Association, the Illinois High School Association (IHSA), or the Southern Illinois Junior High School Athletic Association), and (b) complete all forms required by the District including, without limitation, signing an acknowledgment of receiving information about the Board's concussion policy 7:305, *Student Athlete Concussions and Head Injuries*.

A home-schooled student may participate in co-curricular activities if the student is enrolled and registered in his/her resident school, is taking a minimum of twenty-five credit hours of work at the resident high school or in a program approved by the resident school, and the student is granted credit for the work taken in the approved program toward graduation from the resident school. The student must pay applicable fees at the resident school and meet all IHSA eligibility requirements.

The Superintendent or designee (1) is authorized to impose additional requirements for a student to participate in co-curricular athletics, provided the requirement(s) comply with Board policy 7:10, *Equal Educational Opportunities*, and (2) shall maintain the necessary records to ensure student compliance with this policy.

LEGAL REF.: 105 ILCS 5/10-20.30, 5/10-20.54, 5/22-80, and 25/2.
23 Ill.Admin.Code §1.530(b).

CROSS REF.: 4:100 (Insurance Management), 4:170 (Safety and Crisis Plan), 6:190 (Co-Curricular Activities), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:305 (Student Concussions and Head Injuries), 7:340 (Student Records)

ADOPTED: ~~December 10, 2015~~

Students

Student Fundraising Activities

No individual or organization is allowed to ask students to participate in fundraising activities while the students are on school grounds during school hours or during any school activity. Exceptions are:

1. School-sponsored student organizations; and
2. Parent organizations and booster clubs that are recognized pursuant to policy 8:90, *Parent Organizations and Booster Clubs*.

The Superintendent or designee shall manage student fundraising activities in alignment with the following directives:

1. Fundraising efforts shall not conflict with instructional activities or programs.
2. For any school that participates in the School Breakfast Program or the National School Lunch Program, fundraising activities involving the sale of food and beverage items to students during the school day while on the school campus must comply with the Ill. State Board of Education rules concerning the sale of competitive food and beverage items.
3. Participation in fundraising efforts must be voluntary.
4. Student safety must be paramount.
5. For school-sponsored student organizations, a school staff member must supervise the fundraising activities and the student activity funds treasurer must safeguard the financial accounts.
6. The fundraising efforts must be to support the organization's purposes and/or activities, the general welfare, a charitable cause, or the educational experiences of students generally.
7. The funds shall be used to the maximum extent possible for the designated purpose.
8. Any fundraising efforts that solicit donor messages for incorporation into school property (e.g., tiles or bricks) or placement upon school property (e.g., posters or placards) must:
 - a. Develop viewpoint neutral guidelines for the creation of messages;
 - b. Inform potential donors that all messages are subject to review and approval, and that messages that do not meet the established guidelines must be resubmitted or the donation will be returned; and
 - c. Place a disclaimer on all fundraising information and near the completed donor messages that all messages are "solely the expression of the individual donors and not an endorsement by the District of any message's content."

LEGAL REF.: 105 ILCS 5/10-20.19(3).
23 Ill.Admin.Code Part 305, School Food Service.

CROSS REF.: 4:90 (Student Activity and Fiduciary Funds), 4:120 (Food Services), 8:80 (Gifts to the District), 8:90 (Parent Organizations and Booster Clubs)

ADOPTED: April 16, 2020

ITEM NO: 2020-150
DATE: December 10, 2020
FILE: Job Description

Subject: New Job Description

BACKGROUND INFORMATION:

During the 2017-18 school year the administration, in cooperation with the CMA, reviewed and updated all CMA job descriptions on the organizational charts. Since that time, it has been determined that the attached job description needed additional updating to reflect changes in district supervision, job duties and state licensing requirements.

ADMINISTRATIVE CONSIDERATIONS:

The job description has been reviewed by the administration and the CMA and aligns with current supervision, job duties and Illinois Department of Public Health requirements.

RECOMMENDED ACTION:

That the Board of Education approves the following job description:

Plumber/Pipe Fitter

JOB TITLE: PLUMBER/PIPE FITTER

ORGANIZATIONAL UNIT: Central Maintenance

ORGANIZATIONAL RELATIONSHIPS:

Reports to: Central Operations Supervisor

ASSIGNMENT: 12-month employee

SALARY GRADES: Maintenance Grade Three

GENERAL RESPONSIBILITIES:

Perform specialized plumbing, pipe fitting, pump maintenance and irrigation system maintenance, troubleshooting, repair, and new installation tasks to meet the needs of students, staff, and the general public. Coordinate and monitor water treatment programs at all District sites. Provide specialized skills not ordinarily available from the buildings' maintenance staff in the maintenance, repair, and upgrading of District equipment and facilities. Work with other divisions as directed. Communicate knowledge and work with personnel in the performance of their duties.

QUALIFICATIONS:

Must possess and maintain a current Illinois Department of Public Health Plumbing License.

Must be Illinois Department of Public Health certified to inspect and repair backflow preventers.

Must have maintained regular attendance with no occurrences of attendance abuse during the previous two years as described in Article 13 Section E of the current agreement.

Must be able to communicate effectively and appropriately, as well as exhibit patience and understanding with students, staff, and the general public.

Must be able to understand and follow written and verbal instructions.

Must be able to use prescribed safety and personal protective equipment.

Must be able to lift up to 40 lbs. on a frequent basis and up to 80 lbs. on an occasional basis.

Must be able to perform difficult physical labor in variable weather conditions such as hot, cold, rain, snow, wind, etc.

Must be able to climb stairs and ladders on a frequent basis, and work from scaffolding and lifts on an occasional basis.

Must be able to stand, walk, bend, twist, and reach while performing various assignments as

well as operate all related equipment.

Must have an appropriate and valid driver's license and a safe driving record.

Must be able to demonstrate the knowledge, skills, and physical ability necessary to perform specialized plumbing and pipe fitting tasks for corrective and preventive maintenance on plumbing and piping systems, pump maintenance, chemical tests, valve repair and maintenance and plumbing fixture installations.

Must be able to demonstrate the knowledge, skills, and physical ability necessary to read and understand blueprints and drawings and perform plumbing layouts from this information.

Must be able to demonstrate the use and performance of Operations technologies.

Must have experience in plumbing maintenance of the type typical of those found in District 214.

Must be able to demonstrate the safe and efficient use of all tools, equipment, machines, and technologies in the plumbing division.

POSITION EXPECTATIONS:

Maintain the knowledge, skills, and physical ability necessary to perform corrective and preventative maintenance tasks on plumbing, pipe fitting, pumps, and irrigation systems including but not limited to water mains, sanitary sewers, storm sewers, heating and cooling piping, and plumbing fixtures.

Maintain the knowledge, skills, and physical ability necessary to operate all District irrigation system controllers and perform seasonal startup and shutdown tasks on all District irrigation systems.

Maintain the knowledge, skills, and physical ability necessary to coordinate and monitor water treatment programs at all District sites.

Maintain the knowledge, skills, and physical ability necessary to evaluate and prioritize job assignments, material and time requirements, personnel needs, and special equipment necessary to complete assignments.

Maintain the knowledge, skills, and physical ability necessary to assist the Buyer to maintain records, inventory, and supplies.

Maintain the knowledge, skills, and physical ability necessary for the use and performance of Operations technologies.

Maintain an appropriate and valid driver's license and a safe driving record.

Complete specialized tasks not ordinarily performed by the buildings' maintenance staff

including the operation of specialized equipment not otherwise available in the District for special job assignments.

Ensure assigned vehicles and equipment are properly maintained and in good operating condition at all times.

Cooperate with and assist others in maintaining, repairing, and remodeling District facilities as required. Work with and direct others in completion of job assignments as well as train others in the operation and repair of District facilities and equipment.

Keep both the designated supervisor and Central Operations Supervisor informed on the status of job assignments.

Work with the designated supervisor and Central Operations Supervisor in developing, implementing, and maintaining an approved preventive maintenance program.

Be observant and inform the supervisor of potential trouble spots in the operation of building systems and equipment to prevent a failure or breakdown.

Observe and comply with appropriate required codes.

Perform snow removal and salting on an occasional basis as needed.

Perform assigned tasks in the amount of time appropriate to the task at hand.

Identify and act to remedy potential safety and health problems.

Project a positive image of the District to students, staff, and the general public.

Report in writing to the supervisor any observed misuses and needed repairs to District property.

Participate in District-sponsored training programs to maintain and update knowledge, skills, certifications, and licenses as required for this position

Effectively communicate and appropriately respond to various forms of electronic communication provided by the District.

Perform additional related duties as assigned.

BOE Approval 12/10/2020

ITEM: 2020-151
DATE: December 10, 2020
FILE: Tax Levy

Subject: 2020 Property Tax Levy

BACKGROUND INFORMATION:

On November 12, 2020, the Board of Education established the following tentative 2020 Tax Levy for capped funds:

<u>FUND</u>	2019 <u>EXTENSION</u>	2019 <u>RATE</u>	<u>2020 LEVY</u>	<u>CHANGE</u>
Education-General	\$178,500,000	1.8366	\$185,500,000	3.9%
Education-Special Education	1,600,000	0.0165	1,800,000	12.5%
Operations & Maintenance	29,998,077	0.3720	33,500,000	11.7%
Transportation	9,800,000	0.1008	10,650,000	8.7%
Municipal Retirement	4,500,000	0.0463	4,625,000	2.8%
Social Security	4,000,000	0.0453	4,150,000	3.8%
Working Cash	3,800,000	0.0391	3,900,000	2.6%
Total Capped Funds	232,198,077	2.4566	244,125,000	5.14%
Debt Service	3,578,138	0.0357	3,406,000	-4.8%
Grand Total	\$235,776,215	2.4923	\$247,531,000	4.99%

For 2020, the tax cap will limit tax growth by the rate of inflation (2019 CPI 2.3 percent), plus any new property, construction, and TIF expirations. Two TIF districts in Prospect Heights are expiring in 2020, Milwaukee & Palatine and the Palatine Road TIFs. The Grove Mall TIF in Elk Grove is also expiring. The additional EAV is projected to be just over \$24m. The 2020 tentative tax levy, including debt service, results in an overall levy increase of 4.99% which will capture the value of existing property, new property, and construction, some of which may be greater than projected. The actual tax levy will be established by the Cook County Clerk's office.

The Tentative 2020 Corporate and Special Purpose Property Tax Levy of \$244,125,000 represents a 5.14 percent increase over the 2019 Corporate and Special Purpose Property Tax Extension of \$232,198,077.

Additionally, the tentative levy for non-capped funds (Debt Service) of \$3,406,000 represents a 4.8 percent decrease over the 2019 extension for Debt Service of \$3,578,138. The overall levy increase, which includes Debt Service in 2020, is 4.99 percent.

ADMINISTRATIVE CONSIDERATIONS:

Although the total proposed levy increase is 4.99 percent, it is anticipated that, as in previous years, the actual tax extension will be reduced by the tax cap.

In compliance with the Truth in Taxation Law, a levy hearing has been scheduled for December 10, 2020. After the hearing it is recommended that the Board approve the various levy related resolutions and certifications that are attached.

ITEM: 2020-151
DATE: December 10, 2020
FILE: Tax Levy

RECOMMENDED ACTION:

Subsequent to the public hearing regarding the 2020 tax levy:

- 1) That the Board of Education adopt and certify the Tax Levy Resolution regarding the 2020 Tax Levy as presented.
- 2) That the President and the Secretary be directed to also certify such levy on the Certificate of Tax Levy form.
- 3) That the President and the Secretary be directed to execute the Resolution Authorizing Reduction of Certain Fund Levies for the 2020 Levy Year.
- 4) That the President be directed to sign the Certification of Compliance with the Truth-In-Taxation Law.
- 5) That the Secretary be directed to file said documents with the Clerk of Cook County on or before December 29, 2020.

Att.

TAX LEVY RESOLUTION

WHEREAS, the Board of Education of Township High School District 214, Cook County, Illinois, has determined the amount of money, exclusive of election costs and bond principal and interest levies, that is necessary to be raised by taxation for the year 2020; and

WHEREAS, the Board of Education disclosed at a public meeting its intention to adopt a levy; and

WHEREAS, the Board of Education advertised its intent to adopt a levy.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Board of Education of Township High School District 214, Cook County, Illinois, as follows:

1. That there shall be and there is hereby levied by the Board levies for the year 2020 upon which all sums are hereby declared to be required for the next ensuing year:

Amount levied for Education-General	\$185,500,000
Amount levied for Education-Special Education	1,800,000
Amount levied for Operations & Maintenance	33,500,000
Amount levied for Transportation	10,650,000
Amount levied for Municipal Retirement	4,625,000
Amount levied for Social Security	4,150,000
Amount levied for Working Cash	3,900,000
Amount levied for Tort	0
<hr/>	
Aggregate Levy	\$244,125,000

2. That the sums set forth above shall be incorporated into the Certificate of Tax Levy for the year 2020, attached hereto as Exhibit A.

3. That the administration is hereby authorized and directed to file the Certificate of Tax Levy and all support data and Certifications with the County Clerk of Cook County, Illinois.

A motion was made by _____ and seconded by _____ that the Tax Levy Resolution be adopted as presented. Upon roll call the following members answered:

AYES: _____

NAYS: _____

ABSENT: _____

The President declared the motion carried and the Resolution adopted.

CERTIFICATION

I DO HEREBY CERTIFY that I am the duly elected and acting Secretary of the Board of Education of Township High School District 214, Cook County, Illinois, and as such I am the keeper of the records and minutes of said Board.

I DO FURTHER CERTIFY that the above resolution is a correct and complete copy of the Tax Levy resolution as adopted by said Board of Education at its meeting held on December 10th, 2020.

Secretary, Board of Education
Township High School District 214,
Cook County, Illinois

ILLINOIS STATE BOARD OF EDUCATION

School Business Services Division
217/785-8779

Original: X
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 Township High School District 214	District Number 04-2150-000	County Cook
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Amount of Levy

Educational	\$ 185,500,000	Fire Prevention & Safety *	\$ _____
Operations & Maintenance	\$ 33,500,000	Tort Immunity	\$ _____
Transportation	\$ 10,650,000	Special Education	\$ 1,800,000
Working Cash	\$ 3,900,000	Leasing	\$ _____
Municipal Retirement	\$ 4,625,000	Other	\$ _____
Social Security	\$ 4,150,000	Other	\$ _____
		Total Levy	\$ 244,125,000

* 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 185,500,000 dollars to be levied as a special tax for educational purposes; and
 the sum of 33,500,000 dollars to be levied as a special tax for operations and maintenance purposes; and
 the sum of 10,650,000 dollars to be levied as a special tax for transportation purposes; and
 the sum of 3,900,000 dollars to be levied as a special tax for a working cash fund; and
 the sum of 4,625,000 dollars to be levied as a special tax for municipal retirement purposes; and
 the sum of 4,150,000 dollars to be levied as a special tax for social security purposes; and
 the sum of 0 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 0 dollars to be levied as a special tax for tort immunity purposes; and
 the sum of 1,800,000 dollars to be levied as a special tax for special education purposes; and
 the sum of 0 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 2020.

(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 4.

(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. 04-2150-000, Cook County, Illinois, on the equalized assessed value of all taxable property of said school district for the year 2020, was filed in the office of the County Clerk of this County on 2020.

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 _____, 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 AUTHORIZING REDUCTION OF CERTAIN FUND LEVIES FOR THE
2020 LEVY YEAR**

WHEREAS, on December 10, 2020, the Board of Education of Township High School District 214, Cook County, Illinois ("School District") did adopt a certificate of tax levy for the 2020 levy year and subsequently filed the same with the County Clerk of Cook County ("County Clerk"); and

WHEREAS, the County Clerk has notified each Cook County taxing district which is now subject to the Property Tax Extension Limitation Act ("PTELA") that it may direct the County Clerk's Office, by proper resolution, to make specific and necessary reductions to its tax levy for the 2020 levy year to meet the requirements of the PTELA.

NOW THEREFORE, BE IT RESOLVED by the Board of Education of Township High School District 214, Cook County, Illinois as follows:

Section 1. That the Board of Education hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does hereby incorporate them into this Resolution by reference.

Section 2. That the Board of Education hereby authorizes and directs the County Clerk to make the necessary reductions to the School District's tax levy for the 2020 levy year in order that the levies by fund shall be no less than the following amounts as indicated:

Education-General	\$185,500,000
Education-Special Education	1,800,000
Operations & Maintenance	33,500,000
Transportation	10,650,000
Municipal Retirement	4,625,000
Social Security	4,150,000
Working Cash	3,900,000
Tort	0
<hr/> Total Capped Funds	\$244,150,000

Section 3. That the Board of Education further authorizes and directs the County Clerk that if any additional reductions are required to be made to the School District's tax levy beyond those projected and specified by the Board of Education in Section 2 above, that such reductions shall be made to the following funds as indicated:

Section 4. That the Superintendent of Schools of this School District be and is hereby directed to file a certified copy of this Resolution with the County Clerk as soon as practicable following its adoption and execution.

Section 5. That all other resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed and this Resolution shall be in full force and effect immediately and forthwith upon its passage.

AYES: _____

NAYS: _____

ABSENT: _____

Adopted this 10th day of December, 2020.

President, Board of Education
Township High School District 214,
Cook County, Illinois

ATTEST:

Secretary, Board of Education
Township High School District 214,
Cook County, Illinois

STATE OF ILLINOIS)

) SS

COUNTY OF COOK)

CERTIFICATION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education (the "Board") of Township High School District 214, Cook 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 attached hereto is a true and correct copy of a resolution entitled "Resolution Authorizing Reduction of Certain Fund Levies for the 2020 Levy Year" duly adopted by the Board at a public meeting conducted on December 10, 2020.

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 new media requesting such notice, 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 10th day of December, 2020.

Secretary, Board of Education
Township High School District 214,
Cook County, Illinois

CERTIFICATION OF COMPLIANCE
WITH THE TRUTH-IN-TAXATION LAW

I, Dan Petro, the duly qualified and presiding officer of the Board of Education of Township High School District 214, Cook County, Illinois, do hereby certify that the levy resolution of Township High School District 214, a copy of which is attached hereto, was adopted in full compliance with the provisions of the "Truth in Taxation Law," 35 ILCS 200/18-55 et seq.

IN WITNESS THEREOF, I have placed my official signature this 10th day of December, 2020.

Dan Petro
Board President,
Board of Education
Township High School District 214
Cook County, Illinois

(SEAL)