



Glen Ellyn School District 41: Ignite Passion. Inspire Excellence. Imagine Possibilities.

## **Minutes**

### **Glen Ellyn School District 41 Board of Education Special Meeting**

**Tuesday, July 8, 2014 – 7:30 PM**

**Central Services Offices  
793 North Main Street  
Glen Ellyn, Illinois**

#### **Call to Order**

Board President John Kenwood called the July 8, 2014 special Meeting to order at 7:30 p.m.

#### **Roll Call**

Upon the roll being called the following answered present: Cathryn Wilkinson, Dean Elger, Joe Bochenski, Erica Nelson, Drew Ellis, Patrick Escalante and John Kenwood. Drew Ellis joined the meeting at 7:32 p.m.

#### **Pledge of Allegiance**

Mr. Kenwood led in the recital of the Pledge of Allegiance.

#### **Public Participation**

- Jeff Cooper reiterated his concern about the funding for the assistant principal positions; suggested the District has not followed through on what was approved by the Board on June 10, 2013; urged the Board to revisit the recommendation and make a correction; expressed a concern with a third trip to Colorado by staff and its impact on taxpayers; questioned paying the newly hired Chief Communications Officer the same salary as the retiring veteran Director of Communications.
- Angel Oakley commented on the red-line draft of Policy 9:00, Acceptable Use of Technology and offered a number suggestions for safety nets that are being utilized by neighboring districts; expressed her disappointment that the draft policy does not disallow any outside devices.

#### **Action Items**

- A. School District Payment Order (June 17 through July 8, 2014): *Board members Ellis moved and Nelson seconded to approve the June 17-July 8, 2014 School District Payment Order as presented on the attached.*

Mr. Bochenski asked for clarification on the payment of construction-related bills. Jack Hayes, FQC, who was also present, explained that the District will be invoiced directly from the contractors.

*On a roll call vote answering "Aye": Nelson, Elger, Ellis, Bochenski, Wilkinson, Escalante and Kenwood; answering "Nay": None. Motion carried.*

(Attachment)

- B. July 8, 2014 Personnel Report: *Board members Escalante moved and Ellis seconded to approve the July 8, 2014 Personnel Report as presented on the attached. On a roll call vote answering "Aye": Bochenski, Ellis, Nelson, Wilkinson, Escalante, Elger and Kenwood; answering "Nay": None. Motion carried.*

(Attachment)

**Presentations, Reports, Initiatives and Updates**

- A. 2014-2015 Tentative Budget Presentation: Superintendent Dr. Paul Gordon and Assistant Superintendent Bob Ciserella gave a presentation via PowerPoint on the [2014-2015 Tentative Budget](#).

(Attachment)

The Board discussed the challenges in anticipating the increasing costs for special education services and asked clarifying questions regarding the calculations for 2013-2014 vs. 2014-2015 salaries and benefits and the inconsistencies of the building allocations (cost per student). Mr. Ciserella reported the Glenbard Districts will be working together this summer to develop a billing system for special education services that is consistent among the districts.

Mr. Bochenski noted that the 2014-2015 budget has been well-vetted by the Finance Committee.

Mr. Kenwood suggested making a notation on the summary page to show the reason for the increase in capital projects due to construction costs. Mr. Ciserella said refinements to Skyward will streamline the report.

The 2014-2015 Budget will be presented to the Board for approval at the August 11, 2014 meeting.

(Attachment)

- A. Abraham Lincoln HVAC Chiller Update: Assistant Superintendent Bob Ciserella reported that price quotes were received on June 26, 2014 from three qualified manufacturers that can have the HVAC unit on site and ready for installation no later than August 11, 2014. Below is a table that reflects the pricing of each manufacturer:



Manufacturer	Equipment Description	Cost
Carrier	40-ton cooling unit with BACnet communications interface, 5 year compressor parts and labor warranty.	Base cost of \$23,600 plus recommended extras of \$2,900 total \$26,500
Trane	40-ton cooling unit with BAS interface and extended warranty	Base cost of \$27,995 plus extras of \$1,925 total \$29,920
Daikin (McQuay)	40-ton cooling unit	Base cost of \$29,530

AMSCO recommends purchasing the Carrier unit in the amount of \$26,500. On June 26, 2014, the district created a purchase order and committed to the purchase. If approved by the Board, the District will be releasing the check to Carrier on July 9, 2014. The final step will be to seek competitive pricing for the installation of the chilling equipment. District engineers anticipate having competitive pricing back from multiple contractors on July 10, 2014, with a recommendation to follow shortly thereafter. Below is a tentative project timeline:

- Competitive pricing back from manufacturers with a recommendation to the district on June 26. AMSCO recommends purchasing the Carrier unit in the amount of \$26,500. (completed)
- Week of July 1: competitive pricing requests sent to qualified contractors (completed)
- Week of July 10: contractor competitive pricing due with recommendation to the district
- Week of August 11: delivery and installation of equipment

**Additional Costs and Information:** Attached is the letter of recommendation from AMSCO Engineering Inc. for the purchase of one 40-ton chilling unit from Carrier in the amount of \$26,500.

(Attachment)

- B. Construction Update: Jack Hayes of FQC provided a project status report for the four elementary school additions for the activities that occurred over the last 30 days at each school location as well as the anticipated work to be completed at each school location over the next 30 days. A copy of the report is attached.

(Attachment)

Board members asked a number of clarifying questions related to contingencies and critical path issues due unanticipated delays (e.g. weather, etc.)

Mr. Kenwood suggested adding a page to the District website with an update on the construction progress.

(Attachment)

### **Discussion Items**

A. Board Policy - First Readings: Dr. Gordon and Policy Committee members Dean Elger and Cathryn Wilkinson reported on their work, July 2, wherein the Policy Committee reviewed the following policies/procedures.

1. 9:00 Acceptable Use of Technology (AUP) – A new comprehensive policy written by the District's legal counsel. Legal counsel is recommending that the District delete all current technology policies and procedures (7:190AP3 – Electronic Devices; 7:242 – Cellular Phone Usage; 6:235 – Access to Electronic Networks), from the Board of Education policy handbook and take the following steps with respect to the new policy:
  - Add the AUP policy to a new, final section (Section 9) of the policy handbook. Although most school districts place technology policies in various sections of the policy handbook – such as the section for instruction or the section for employees – placing the AUP in a separate section ensures that all users of technology are aware that the policy applies to them.
  - Create an administrative procedure (9:00-AP1) for the AUP.
  - Add an Online Privacy Policy as the second administrative procedure (9:00-AP2) following the AUP.
  - At the school district's discretion, place the Acceptable Use of Technology Policy (AUP) Authorization Form as an exhibit (9:00-E1) to the AUP.

The red-line draft attached depicts the changes recommended by the Policy Committee.  
(Attachment)

The ensuing Board discussion focused on:

- School-sponsored extracurricular activities
- Delineation between elementary and junior high
- Policy vs. procedure
- Staff, student and parent training
- Roles and responsibilities of the District and parents
- Flesh out definitions (e.g. during school hours, authorization, etc.)
- Define or measure disruption
- Need feedback from Hadley teachers

#### **Timeline:**

- July 8, 2014 first reading
- July 30, August 2 and possibly 1 more date for community engagement sessions to gather feedback
- Policy Committee meets following the community engagement sessions
- August 11, 2014 Board meeting: 2<sup>nd</sup> reading and possible adoption.
- May need another special meeting to review before adoption

Board members were asked to send any further thoughts/comments to Dr. Gordon prior to the next Policy Committee meeting.

B. 2:110-Qualifications, Terms and Duties of Board Officers: The District's legal counsel is recommending revisions to the current policy based on its interpretation of the Illinois School Code. They interpret the provisions of the school code to mean that the board vice-president



performs the duties of the president without actually becoming the president and without any action of the board only for so long as there is a vacancy in the presidency or if the president is absent or unable to act as president. The Illinois Association of School Boards recognizes, and probably prefers, an alternative interpretation to the effect that when there is a vacancy in the presidency, the vice-president becomes the president for the remainder of the president's term without action by the board, except for the election of a new vice-president to fill the vacancy created in that office when the vice-president becomes the president. The District's legal counsel does not subscribe to this interpretation, primarily because the plain language of Section 10-13.1 of the Illinois School Code is that the vice-president is to "perform the duties of the president if there is a vacancy", rather than providing that the vice-president becomes the president or fills the vacancy. Once the board elects a new president, there is no longer a vacancy and the vice-president continues with his or her duties in that office.

A majority of the Board supported the policy change saying that it provides greater consistency in all three roles (president, vice president and secretary); gives future boards more flexibility; and, it will be pressure tested down the road.

Mr. Kenwood said he does not support the recommendation and does not feel there should be a reorganization of the Board. Mr. Kenwood feels this is the interpretation of the District's legal counsel noting that he has spoken with the general counsel for the Illinois Association of School Boards (IASB) and they feel that the vice president moving into president role is appropriate for reasons of consistency, economy, and community support and eliminates the politics.

It was the consensus of the Board to move forward with a second reading and possible adoption on August 11, 2014

- C. Public Participation in Board Meetings: Board President John Kenwood gave a PowerPoint presentation on public engagement during board meetings and suggested a format change that he felt would make public participation more focused; was more responsive to members of the public and would allow them more flexibility to participate in the meeting. The suggested format change is outlined on the attachment.

(Attachment)

Board members shared their perspectives and insights and while they supported the concept of engaging with the public, expressed caution with responding to questions and/or inquiries in the moment and perhaps misspeaking and engaging with members of the public on "other agenda items" that have already been discussed and enacted upon by the Board.

Board members asked Mr. Kenwood for a copy of the draft proposal so they would have time to review and process.

### **Public Participation**

- Angel Oakley expressed her frustration with the way the pornographic incidents at the schools has been marginalized. She said they were not isolated incidents and there has not been adequate vetting district-wide.
- Kurt Buchholz stated that a non-transparent Board discussion occurred about its succession policy suggesting that a Board member directed Dr. Gordon to look into the policy with the district's legal counsel. Mr. Buchholz also suggested that the technology listening sessions should

have occurred before the Board discussion noting that the Board needs to listen first and then formulate opinions and make decisions.


- Stephanie Clark echoed Mr. Buchholz's comments and added that the July 2 Policy Committee should have been communicated better.
- Jennifer Rath said that questions she submitted during the June 23, 2014 Board meeting have not been answered; suggested using the same process for the listening tours that was used for registration; felt that personal technology during the school day is a want, not a need and it is impossible for teachers to monitor middle school students in a class; commented on the Board's succession policy saying that it was appropriate for the Board vice president to step into the president's role


**Adjourn Meeting**

*There being no further business, Board members Wilkinson moved and Bochenski seconded to adjourn the special meeting at 11:20 p.m. Motion carried on a unanimous voice vote.*

Respectfully submitted,

Maureen Stecker, Board Recording Secretary

  
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John Kenwood, Board President

  
\_\_\_\_\_  
Dean Elger, Board Secretary

Minutes approved: August 11, 2014





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### School District Payment Order

The Treasurer, Robert J. Ciserella, of Glen Ellyn School District 41 in DuPage County, shall pay to the order of the attached list of vendors the sum of \$2,054,023.51 for June accounts payable and payroll liability checks and the sum of \$2,219,033.24 for July interim accounts payable and payroll liability checks.

This order authorizes the Treasurer to pay board-approved bills before the meeting minutes are officially approved.

By order of the School Board of Glen Ellyn District 41.

Order Date: July 8, 2014

President

*John M. Kennedy* 7/8/14

Secretary

*[Signature]*

*We make a difference. We embrace change together. We are a true team of professionals. We build the future.*

Superintendent Dr. Paul Gordon

Glen Ellyn School District 41

793 N. Main St., Glen Ellyn, IL 60137

Phone 630.790.6400 Fax 630.790.1867 [www.d41.org](http://www.d41.org)

CHECK		CHECK		INVOICE	
DATE	NUMBER	VENDOR	AMOUNT	DESCRIPTION	
06/30/2014	18059	JOSTENS	-3,602.89	2013-2014 Hadley yearbook	
06/19/2014	18112	CALL ONE	6,344.05	PHONE SERVICE 5/8-6/9	
06/19/2014	18113	COMMONWEALTH EDISON	88.32	CH ELECT 5/13-6/12	
06/19/2014	18114	INTEGRYS ENERGY SERV	25,354.01	Multiple Invoices	
06/30/2014	18115	A RELIABLE PRINTING	550.00	Hadley programs for graduation	
06/30/2014	18116	ACP	552.60	Multiple Invoices	
06/30/2014	18117	ALEXIAN BROS BEHAVIO	384.00	Hospital Tutoring for D 41 student 2 hours a day @ \$24.00 per hour for 8 days	
06/30/2014	18118	AMERICAN TAXI DISPAT	15,665.00	Multiple Invoices	
06/30/2014	18119	American Reading Com	2,600.00	Professional Development	
06/30/2014	18120	ANDRADE, ANAMELI	12.70	REFUND-CAFE	
06/30/2014	18121	ASSETWORKS INC	1,365.00	Annual Service Plan for Asset Management Software	
06/30/2014	18122	AT&T	43.40	630- Z99-0236 6/16-7/15	
06/30/2014	18123	BATTERIES PLUS	275.54	BATTERIES	
06/30/2014	18124	BAUMANN, GINA	11.00	REFUND-CAFE	
06/30/2014	18125	BISSETT, SANDRA	12.00	REFUND-CAFE	
06/30/2014	18131	BMO MASTERCARD	13,777.22	Multiple Invoices	
06/30/2014	18132	BORKOWSKI, ANDELE	14.35	REFUND-CAFE	
06/30/2014	18133	BOUTON, NANCY	21.00	REFUND-CAFE	
06/30/2014	18134	BRITTON, HEATHER	1,042.50	Multiple Invoices	
06/30/2014	18135	BUSINESS SOLVER	83.25	June Service Fees - Ancillary Plan Services PEPM - non EBC sponsored lines of coverage	
06/30/2014	18136	C ACITELLI HEATING &	985.88	Multiple Invoices	
06/30/2014	18137	CADENCE OCCUPATIONAL	256.50		
06/30/2014	18138	CARE OF TREES	7,454.00	Multiple Invoices	
06/30/2014	18139	CONCEPT WIRELESS COM	197.00	Invoice 156679/Repairs and Purchases	
06/30/2014	18140	CONNECTIONS DAY SCHO	863.04	June Tuition for D41 Student Invoice#19206	
06/30/2014	18141	COOP ASSN FOR SPEC E	31,506.31	Multiple Invoices	
06/30/2014	18142	CORRECT ELECTRIC	1,536.75	CH & HD SERV CALL	
06/30/2014	18143	COSTELLO, COLLEEN	153.11	Reimburse Colleen Costello (Hadley Staff) for supplies purchased for Hadley teachers	
06/30/2014	18144	COTG	4,948.00	Multiple Invoices	
06/30/2014	18145	COUGHLAN COMPANIES I	11,934.98	Capstone Classroom Classroom Collections Hadley	
06/30/2014	18146	CRISIS PREVENTION IN	150.00	CPI Certification Fee for Grace Safien Social Worker	
06/30/2014	18147	DAVIES, LIANNE	30.00	REFUND-CAFE	
06/30/2014	18148	DEL VALLE, TAMMY	20.20	REFUND-CAFE	
06/30/2014	18149	DIST #15, MARQUARDT	46,494.69	FINAL BILL 2013-2014	
06/30/2014	18150	DIST #16, QUEEN BEE	7,071.24	2013-2014 FINAL BILL	
06/30/2014	18151	DIST #44, BD OF ED	9,321.00	FINAL BILL 2013-2014	
06/30/2014	18152	DUPAGE ROE	4,090.00	Multiple Invoices	
06/30/2014	18153	ELIM CHRISTIAN SERVI	8,165.64	Multiple Invoices	
06/30/2014	18154	ENGINEERING IS ELEME	48,128.60	Multiple Invoices	
06/30/2014	18155	ERIKSSON ENGINEERIN	19,883.30	CIVIL ENGINEERING -	
06/30/2014	18156	FEELEY, LISA	75.75	REFUND-CAFE	



CHECK		CHECK		INVOICE	
DATE	NUMBER	VENDOR	AMOUNT	DESCRIPTION	
06/30/2014	18157	FELICIANO, DORIS	19.00	REFUND-CAFE	
06/30/2014	18158	FIVE CORNERS ONE HR	750.00	Hadley Band Uniform Dry Cleaning	
06/30/2014	18159	FOLLETT SCHOOL SOLUT	64.83	ebook order	
06/30/2014	18160	FRANCZEK RADELET & R	13,745.78	Multiple Invoices	
06/30/2014	18161	GAERTNER, ANNE	13.50	REFUND-CAFE	
06/30/2014	18162	GAVAC, ALICE	67.25	REFUND-CAFE	
06/30/2014	18163	GIANT STEPS	31,065.00	Multiple Invoices	
06/30/2014	18164	GLENN, KERRY	476.00	Stipend for PBL presentation April 22 and 23, 2014 \$34 x 7 x 2 (days) = \$476 Check to be issued to: Kerry Glenn, [REDACTED]	
06/30/2014	18165	GLENOAKS THERAPEUTIC	8,231.25	Multiple Invoices	
06/30/2014	18166	GRAINGER INC, W W	116.52	June Tuition for D41 students Invoice #TDS-S-2720 & TDS-N-6386	
06/30/2014	18167	GRAPHICS PLUS INC	1,352.30	Invoice # 31820 D41 Learning Model brochure printing	
06/30/2014	18168	GRAY, ALYSSA	276.25	Reimbursement to Aly Gray for GIP Community Trips, Cooking and Rec Leisure Trips Hadley GIP Teacher	
06/30/2014	18169	GRAYBAR ELECTRIC CO	1,478.91	Multiple Invoices	
06/30/2014	18170	GUNN, LYNNE	28.75	REFUND-CAFE	
06/30/2014	18171	HAAS, KATHLEEN	17.35	REFUND-CAFE	
06/30/2014	18172	HARIVARAM, KHALEEMA	53.85	REFUND-CAFE	
06/30/2014	18173	HARMAN, STEPHANIE	16.60	REFUND-CAFE	
06/30/2014	18174	HEINEMANN	1,017.58	Multiple Invoices	
06/30/2014	18175	HOFFMAN, JOYCE	25.10	REFUND-CAFE	
06/30/2014	18176	HOLLENSBE, JULIE	21.45	REFUND-CAFE	
06/30/2014	18177	HOMES, KELLI	14.80	REFUND-CAFE	
06/30/2014	18178	HOUGHTON MIFFLING RE	63,267.59	Multiple Invoices	
06/30/2014	18179	HOWARD, JENNIFER	11.50	REFUND-CAFE	
06/30/2014	18180	IASB PUBLICATIONS	422.00	2014-2016 Illinois School Code Reference Materials	
06/30/2014	18181	ICE MOUNTAIN SPRING	604.38	Multiple Invoices	
06/30/2014	18182	ILLINOIS ASSN OF SCH	3,645.00	2014 Triple I conference deposit Elger, Bochenski, Ellis, Nelson, Wilkinsen, Gordon, Krehbiel, Campbell, Ciserella	
06/30/2014	18183	ILLINOIS ASSN OF SCH	1,600.00	2014 Triple Housing Deposit Elger, Ellis, Nelson, Wilkinsen, Gordon, Krehbiel, Campbell, Ciserella	
06/30/2014	18185	KAGAN & GAINES INC	2,460.05	Multiple Invoices	
06/30/2014	18186	KELLY SERVICES	1,172.36	PAY ANALYST WEEK ENDING 6/08	
06/30/2014	18187	KENDALL/HUNT PUBLISH	1,458.00	Balls & Ramps Kindergarten Science Materials (EDC Insights)	
06/30/2014	18188	KOSINSKI, MARIOLA	5.39	6/10/2014 reimbursement Mariola Kosinski social work tubs	
06/30/2014	18189	KUEFLER, JANET	41.80	REFUND-CAFE	

CHECK		CHECK	INVOICE	
DATE	NUMBER	VENDOR	AMOUNT	DESCRIPTION
06/30/2014	18190	LAUTH, KELLIE	476.00	Stipend for PBL presentation April 22 and 23, 2014 - \$476.00 (14 hours @ \$34 per hour) Check to be issued to: Kellie Lauth, [REDACTED] [REDACTED] [REDACTED]
06/30/2014	18191	LAWLER, ANITA	26.95	Mileage reimbursement
06/30/2014	18192	LAZEL	5,087.25	Explore Learning Gizmos Department License Item: EXDEPT
06/30/2014	18193	LECTORUM PUBLICATION	144.24	Foreign Language Books
06/30/2014	18194	LEMKE, TAMMY	49.95	REFUND-CAFE
06/30/2014	18195	LIST, ELIZABETH	42.05	REFUND-CAFE
06/30/2014	18196	MACGILL & CO, WM V	305.74	Health Office Supplies
06/30/2014	18197	MAJERNIK, BECKY	6.00	Reimbursement/Majernik
06/30/2014	18198	MARQUARDT SCHOOL DIS	82,344.99	Multiple Invoices
06/30/2014	18199	MC HARGUE, MEILIN	90.35	REFUND-CAFE
06/30/2014	18200	MC MASTER-CARR SUPPL	65.31	FOAM AIR FILTERS
06/30/2014	18201	METRO PROFESSIONAL P	18,531.09	Multiple Invoices
06/30/2014	18202	METZGER, ELAINE	24.70	REFUND-CAFE
06/30/2014	18203	MISCINSKI, NATALIE	23.50	REFUND-CAFE
06/30/2014	18204	MONTGOMERY, BARBIE	17.83	Reimbursement/Montgomery
06/30/2014	18205	NCS PEARSON	3,248.36	Multiple Invoices
06/30/2014	18206	NEUCO	332.60	STARTER
06/30/2014	18207	NORTHERN ILLINOIS GA	36.49	GAR GAS 5/7-6/9
06/30/2014	18208	OFFICE DEPOT	1,456.83	Multiple Invoices
06/30/2014	18209	OLIVE GROVE LANDSCAP	15,450.00	Multiple Invoices
06/30/2014	18210	OLIVIERI, SUZANNE	24.15	REFUND-CAFE
06/30/2014	18211	ORIENTAL TRADING CO	538.67	Multiple Invoices
06/30/2014	18212	ORKIN LLC	2,882.00	Multiple Invoices
06/30/2014	18213	OUNCE OF PREVENTION	500.00	Birth to 3 Program
06/30/2014	18214	PARK AVE GUITARZ LTD	50.00	Fender strings adjustment/repair cracks
06/30/2014	18215	PASTERIK, WENDI	20.00	REFUND-CAFE
06/30/2014	18216	PFISTER, JANIS	686.82	6/10/2014 reimbursement Janis Pfister Book Buddies/Summer Learning Kits
06/30/2014	18217	PORTER, ANGELA	15.00	Field trip refund
06/30/2014	18218	PRIOLA, MICHELLE	476.00	Stipend for PBL presentation April 22 and 23, 2014 7 x \$34 x 2 = \$476.00 Check to be issued to: Michelle Priola
06/30/2014	18219	PRUFROCK PRESS	1,142.57	Science Teacher Resource Materials
06/30/2014	18220	PUBLIC STORAGE	543.00	Multiple Invoices
06/30/2014	18221	PYONE, CHO	531.25	Translating
06/30/2014	18222	RBS ACTIVEWEAR	64.75	Equipment bag



CHECK		CHECK		INVOICE	
DATE	NUMBER	VENDOR	AMOUNT	DESCRIPTION	
06/30/2014	18223	ROSCOE CO	105.77	LTD - 7/1/14 to 7/31/14	
06/30/2014	18224	SAM'S CLUB	213.65	Multiple Invoices	
06/30/2014	18225	SANNA, COLLEEN	45.28	REFUND-CAFE	
06/30/2014	18226	SCHECK, MEGAN	14.50	Reimbursement/Scheck/Library Book	
06/30/2014	18227	SCHMIDT, JENIFER	11.70	REFUND-CAFE	
06/30/2014	18228	SCHOLASTIC INC	1,495.00	Multiple Invoices	
06/30/2014	18229	SCHOOL SPECIALTY	42.56	Laminating Film for Hadley	
06/30/2014	18230	SEAL OF ILLINOIS	30,682.62	Multiple Invoices	
06/30/2014	18231	SENTINEL TECHNOLOGIE	2,618.92	Multiple Invoices	
06/30/2014	18232	SEPTRAN INC	90,873.59	Multiple Invoices	
06/30/2014	18233	SHAW MEDIA	165.48	Legal notices Invoice #0514100703605/2014	
06/30/2014	18234	SIECK, KYLE	29.98	Athletic award paper	
06/30/2014	18235	SIGN IDENTITY	65.00	Name tags and name plates for new board member and new communication officer	
06/30/2014	18236	SINGER, JANET	38.45	REFUND-CAFE	
06/30/2014	18238	SOARING EAGLE ACADEM	23,486.40	Multiple Invoices	
06/30/2014	18239	SOCIAL THINKING	321.50	Multiple Invoices	
06/30/2014	18240	STAFF DEVELOPMENT FO	81.00	ADDTL CONF DAY ERIN FIENE	
06/30/2014	18241	STAPLES ADVANTAGE	101.53	Electric Pencil Sharpeners	
06/30/2014	18242	STREAMWOOD BEHAVIORA	770.00	Multiple Invoices	
06/30/2014	18243	SUPER DUPER SCHOOL C	399.00	Protocols for Speech/Language	
06/30/2014	18244	TEMPERATURE EQUIPMEN	332.12	HVAC supplies/equipment	
06/30/2014	18245	TIGERDIRECT.COM	11,166.74	Multiple Invoices	
06/30/2014	18246	UNIVERSITY OF ARIZON	320.00	Cooties Supplies for Hadley Science-	
06/30/2014	18247	VANGUARD ENERGY SERV	1,265.30	GAS 5/1-5/31	
06/30/2014	18248	VERGO, TRACY	14.25	REFUND-CAFE	
06/30/2014	18249	VILLA PARK OFFICE EQ	3,010.00	Multiple Invoices	
06/30/2014	18250	VOGG, SCOTT	39.50	REFUND-CAFE	
06/30/2014	18251	WAGEWORKS	305.40	FSA administration Invoice #20140092009	
06/30/2014	18252	WANG, YI HUG	35.75	REFUND-CAFE	
06/30/2014	18253	WELCH PACKAGING INC	4,135.83	Multiple Invoices	
06/30/2014	18254	YOUNG, BARB	10.20	REFUND-CAFE	
06/30/2014	18255	YWCA METROPOLITAN CH	10,235.00	Invoice for January 2014 to May 2014 services	
06/30/2014	18256	ZHANG, YIN	26.40	REFUND-CAFE	
06/30/2014	18257	AFLAC	119.62	Multiple Invoices	
06/30/2014	18258	AFSCME	709.05	Multiple Invoices	
06/30/2014	18259	GC SERVICES, L.P.	1,276.25	Payroll accrual	
06/30/2014	18260	SDU	4,091.83	Multiple Invoices	
06/30/2014	18261	TOM VAUGHN, CHAPTER	1,412.50	Payroll accrual	
06/30/2014	18262	CARE OF TREES	870.00	Crown clean Norway Maple and all deadwood, remove to fence height neighbors dead Ash tree hanging over walkway at Churchill	
06/30/2014	18263	HEINEMANN	504.90	Literacy Materials for Elementary Staff	
06/30/2014	18264	ILLINOIS CENTRAL SCH	131,973.57	Multiple Invoices	
06/30/2014	18265	JOSTENS	3,280.39	Multiple Invoices	

CHECK	CHECK		INVOICE
DATE	NUMBER	VENDOR	DESCRIPTION
06/30/2014	18266	KELLY SERVICES	1,209.46 PAY ANALYST WEEK ENDING 6/22
06/30/2014	18267	LEGO EDUCATION	5,510.80 Multiple Invoices
06/30/2014	18268	MAIL N STUFF	23.92 Multiple Invoices
06/30/2014	18269	NCS PEARSON	1,141.92 Testing Materials for Special Education Dept Magana
06/30/2014	18270	PEARSON EDUCATION	947.84 CMP3 MATH MATERIALS FOR AEC ELEMENTARY
06/30/2014	18271	SKYWARD INC	7,661.00 Skyward New Student Enrollment Module
06/30/2014	18272	COMM CONS DIST #89	158,973.50 FINAL BILLING 2013-2014
06/19/2014	201300844	REV TRAK	1,251.72 May 2014
06/30/2014	201300845	GLEN ELLYN EDUCATION	476.70 Multiple Invoices
06/30/2014	201300846	ILL MUNICIPAL RETIRE	52,143.24 Multiple Invoices
06/30/2014	201300847	ILLINOIS DEPT OF REV	113,457.57 Multiple Invoices
06/30/2014	201300848	INTERNAL REV SERVICE	414,335.12 Multiple Invoices
06/30/2014	201300849	T H I S	44,998.09 Multiple Invoices
06/30/2014	201300850	TEACHERS RETIREMENT	266,901.77 Multiple Invoices
06/30/2014	201300851	WAGeworks	8,783.34 Multiple Invoices
06/30/2014	201300867	THE OMNI GROUP	109,363.77 Multiple Invoices
06/27/2014	201300905	RELIANCE STANDARD LI	301.68 LTD - 7/1/14 to 7/31/14
06/27/2014	201300906	UNUM LIFE INSURANCE	2,553.02 LTD 7/1/14 to 7/31/14 Billing Number 0292605-001 1
06/30/2014	201300939	ILL MUNICIPAL RETIRE	252.03 Multiple Invoices
06/30/2014	201300940	ILLINOIS DEPT OF REV	72.37 Payroll accrual
06/30/2014	201300941	INTERNAL REV SERVICE	334.50 Multiple Invoices
Totals for checks			2,054,023.51

## FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	Education Fund	939,209.92	1,024.18	679,891.96	1,620,126.06
20	Operations & Maintenance Fund	0.00	0.00	108,647.36	108,647.36
40	Transportation Fund	0.00	0.00	238,512.16	238,512.16
50	Social Security/Medicare Fund	45,849.74	0.00	0.00	45,849.74
51	Ill Municipal Retirement Fund	36,828.19	0.00	0.00	36,828.19
60	Capital Projects Fund	0.00	0.00	4,060.00	4,060.00
***	Fund Summary Totals ***	1,021,887.85	1,024.18	1,031,111.48	2,054,023.51

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

CHECK	CHECK	INVOICE
DATE	NUMBER VENDOR	DESCRIPTION
07/07/2014	18273 AAVEX TECH CORP	49,269.50 Multiple Invoices
07/07/2014	18274 ADLER PLUMBING	85,500.00 FG SITE UTILITIES
07/07/2014	18275 AMERICAN CAPITAL FIN	590.00 Documentation Fee - Schedules T and U
07/07/2014	18276 ASSOCIATED ELECTRICA	14,646.00 Multiple Invoices
07/07/2014	18277 AT&T	2,024.51 ACCESS 6/22-7/21
07/07/2014	18278 BISPING CONSTRUCTION	149,641.00 Multiple Invoices
07/07/2014	18279 BRADFORD SYSTEMS COR	3,963.33 Music shelving as per quote #38684 dated 2/27/2014
07/07/2014	18280 CLIC	353,365.00 YEARLY CLIC RENEWAL
07/07/2014	18281 COMM CONS DIST #89	37.50 HOMELESS TRANS 1/21-1/23/14
07/07/2014	18282 DISCOVERY EDUCATION	7,585.00 Annual Subscription Renewal for Discovery Education
07/07/2014	18283 FIRST EAGLE BANK	234,337.24 Multiple Invoices
07/07/2014	18284 FQC	79,595.00 Multiple Invoices
07/07/2014	18285 GLOBAL SCHOLAR	5,196.00 Global Scholar Annual Support Renewal for Pinnacle Grade Book
07/07/2014	18286 GREEN DEMOLITION CON	65,700.00 Multiple Invoices
07/07/2014	18287 ILLINOIS ASSN OF SCH	6,108.00 ANNL DUES 2012-2013
07/07/2014	18288 ILLINOIS ASSN OF SCH	1,545.25 2014-2015 Membership Dues - P. Gordon
07/07/2014	18289 INNOVATIVE MODULAR S	138,250.00 PORTABLE LEASES
07/07/2014	18290 INTEGRYS ENERGY SERV	28,411.61 Multiple Invoices
07/07/2014	18291 KANSAS STATE BANK	639,847.38 Multiple Invoices
07/07/2014	18292 KELLY SERVICES	6,000.00 CONVERSION FEE [REDACTED]
07/07/2014	18293 LEGO EDUCATION	329.40 Lego Simple Machines requisition for 7th grade class next year so I can write my curriculum over the summer.
07/07/2014	18294 MAKE MUSIC INC	22,140.00 Smart Music Subscription Renewal
07/07/2014	18295 METRO PROFESSIONAL P	1,739.35 Multiple Invoices
07/07/2014	18296 MYSTIC BLUE CRUISES	4,025.01 Deposit - Hadley Junior High 8th grade cruise May 22, 2015
07/07/2014	18297 NELSON FIRE PROTECTI	2,340.00 Multiple Invoices
07/07/2014	18298 NORTHERN ILLINOIS GA	1,375.55 Multiple Invoices
07/07/2014	18299 OTIS ELEVATOR INC	9,019.92 Annual elevator service contract agreement all schools
07/07/2014	18300 PARKWAY FORMING	27,000.00 BF BLDG/SITE CONCRETE
07/07/2014	18301 PITNEY BOWES	1,848.00 POSTAGE MACHINE LEASE
07/07/2014	18302 ROBINETTE DEMOLITION	11,700.00 Multiple Invoices
07/07/2014	18303 S & K EXCAVATING & T	26,100.00 CH SITE UTILITIES/EXCAV/GRADE/BKFL
07/07/2014	18304 SENTINEL TECHNOLOGIE	7,929.00 Office Linx Subscription for Unified Messaging
07/07/2014	18305 SHAW MEDIA	479.12 Legal notices - PREV WAGE, BUD AV
07/07/2014	18306 STEEL MANAGEMENT	28,800.00 Multiple Invoices
07/07/2014	18307 TEMPERATURE EQUIPMEN	26,102.50 ABRAHAM LINCOLN SCHOOL CARRIER COOLING SYSTEM PER QUOTE #1416MW-0221
07/07/2014	18308 TIGERDIRECT.COM	10,702.57 Multiple Invoices
07/07/2014	18309 VERIZON WIRELESS	504.34 CELL PHONES 5/27-6/26

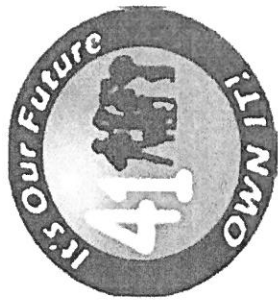
CHECK		CHECK		INVOICE	
DATE	NUMBER	VENDOR	AMOUNT	DESCRIPTION	
07/07/2014	18310	VILLAGE OF GLEN ELLY	5,851.58	Multiple Invoices	
07/07/2014	18311	WAGEWORKS	310.49	FSA administration - Invoice	
				#20140107876	
07/07/2014	18312	WASTE MANAGEMENT WES	4,365.76	Multiple Invoices	
07/07/2014	201400001	MB FINANCIAL BANK	154,758.33	Bond payment - July 2014	
Totals for checks			2,219,033.24		



## FUND SUMMARY

<u>FUND</u>	<u>DESCRIPTION</u>	<u>BALANCE SHEET</u>	<u>REVENUE</u>	<u>EXPENSE</u>	<u>TOTAL</u>
10	Education Fund	310.49	0.00	1,355,259.80	1,355,570.29
20	Operations & Maintenance Fund	0.00	0.00	291,640.12	291,640.12
30	Debt Service Fund	0.00	0.00	154,758.33	154,758.33
40	Transportation Fund	0.00	0.00	37.50	37.50
60	Capital Projects Fund	0.00	0.00	417,027.00	417,027.00
***	Fund Summary Totals ***	310.49	0.00	2,218,722.75	2,219,033.24

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



## **Glen Ellyn School District 41**

### **2014-2015 Tentative Budget Summary**

**July 8, 2014**

Glen Ellyn School District 41  
BUDGET OVERVIEW | 2014-2015

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Budgets, School Accounting, and the Law .....	5

## **DISTRICT 41 VISION STATEMENT**

### **Our Vision**

Ignite passion. Inspire excellence. Imagine possibilities.

### **Our Mission**

We embrace the future with optimism, working in partnership with our community on behalf of our children. We develop intellect, engage creativity, foster responsibility, and build positive and collaborative relationships to enable all children to thrive in a changing and increasingly global society.

### **Our Values**

Our values are the cornerstones of our learning community and direct the actions we take; we must model, teach and live them throughout the district.

- We expect honesty, integrity and ethical behavior of all members of our learning community.
- We empower every child to become a self-directed lifelong learner capable of creative and critical thinking.
- We emphasize written and oral skills which are essential to success, timeless in their importance and are the basis of future learning.
- We encourage flexibility and adaptability knowing they are necessary to succeed in a global and diverse society.
- We leverage our resources and technology to create powerful and equitable educational environments and experiences for all learners.

## GLEN ELLYN SCHOOL DISTRICT 41 | 2014-2015 Budget Overview

Glen Ellyn School District 41 is in a sound financial position and has adequate reserves; our budget is planned so that we can maintain our state rating of Financial Recognition, and our Triple A from Moody's Investors Service. The budget is a spending plan based on the priorities of our educational program and taking into account the overall economic climate, possible changes in state funding and reflecting a proactive approach to financial stewardship. The budget is only a plan, and is subject to change as the fiscal year unfolds.

The budget reflects our educational priorities and is how we bring those priorities to life:

**Teaching/learning:** The budget supports our focus on becoming a leading district in 21<sup>st</sup> Century Teaching and Learning. With an emphasis on professional learning communities (purposeful planning), differentiated instruction, and the District 41 Learner Characteristics, District 41 is on track to become an even stronger district than we already are. The District 41 Model clearly articulates how we will meet the vision set by the Board of Education.

**Hire, retain and train the best:** Our product is education, that product is delivered through people, and our people make a difference in the lives of students; on average 70% of our budget goes to pay salaries and benefits (the percentage works out to a little less in the coming two years due to the construction expenses). We are one of the largest employers in the area, with more 474 individuals (full and part-time), 259 of which are teachers. Our priorities include recruiting, training and retaining the best possible employees; using technology, data and assessments to improve learning; mentoring staff and developing teacher leaders; and teaching the curriculum as planned.

**Technology:** Over the years, our technology expenses have become a greater proportion of the budget. However, it has been very purposeful. We plan for global and distance learning; make sure all students have tech access at school; create sustainable infrastructure, expertise and efficiency; and build student efficacy.

**Facilities:** House all students adequately in light of 21<sup>st</sup> century learning needs by: implementing Phase I additions as planned; planning for Phase II; maintaining buildings, grounds and infrastructure; and providing safety and security. The district committed over 15.5 million dollars to build four new classrooms at each of our elementary buildings. This will reduce our reliance on a number of our portable classrooms that have been in our district since 2002.

**Community:** Involve parents of all cultures; demonstrate commitment to the community, foster commitment to D41 by the community; engage the community in decisions.

### Highlights of the Tentative 2014-2015 budget include:

- Classroom additions at each of the elementary schools with the goal of reducing the district's reliance on portables.
- Continued expansion and updating of mobile student technology including iPads and Chrome Notebooks.
- Continued expansion and updating of district security initiatives.
- Continued implementation of furniture purchases to create a warm and comfortable learning environment.
- Hired four new Problem-based Learning Coaches - these costs were offset by repurposing district budgets to ensure no additional costs to the budget
- Support for our educators as the district fully implements problem-based learning and more individualized/differentiated learning opportunities for all students.



## FINANCIAL STEWARDSHIP

Below are some examples of savings and economies that have helped keep the district in good financial shape:

- Between 2010-2012, saved approximately \$3 million by reducing personnel, including district-level positions, and cutting spending on equipment and supplies.
- Saved \$1 million over three years by changing bus service and food service vendors.
- Saved \$50,000 by changing phone service provider.
- Moderated salary costs by staffing tightly to class-size targets.
- Cut health costs by joining cooperatives, increasing employee share of health benefit premiums; received \$22,000 from our insurance cooperative as reward for outstanding wellness results.
- Brought all projects in on time and under budget. Projects include Hadley courtyard, LMC and parking lot renovations and storm water work; Ben Franklin entry, facade, parking lot, storm water work; new Lincoln stage and soundproofing; HVAC improvements and renovation of paved areas across district; interior repainting of elementary schools.
- Saved \$18,000 on new copier lease, \$111,000 on new printer lease.
- Saved \$10,000 on electric bills.
- Saved \$4,000 by re-negotiating iPad, Netbook leases.
- Received competitive grants for bully-prevention, foreign language planning.

## **DISTRICT 41 FISCAL PHILOSOPHY**

The district's budget is aligned with Board Fiscal Philosophy, Board Policy 4:20 and 4:20AP. Adherence to this philosophy and supporting processes has helped District 41 achieve sound finances, reach the state's highest score of 4.0 (earning Financial Recognition), and earn a Triple A rating from Moody's Investor Service.

### ***Fiscal Philosophy***

*The District shall establish and follow guidelines for the budget development process that provide the community with consistent delivery of high quality educational programs. These programs should be provided in safe and secure learning environments, in facilities that are physically and operationally sound and within the fiscal constraints as deemed necessary by the Board of Education.*

*The Superintendent or his designee shall develop the district budget within the following guidelines:*

- 1. The budget shall provide for the continued delivery of high quality educational programs aligned with long-range priorities without deficit spending.*
- 2. The budget shall provide for educating students in safe and secure facilities, which are maintained and updated to best serve the learning needs of students.*
- 3. The district shall maintain staffing patterns that align with class size targets and state or federally mandated requirements.*
- 4. The unreserved fund balance as of June 30 of each fiscal year on a fully accrued basis (Education, Tort, Working Cash, Operations and Maintenance and Transportation) shall be maintained at 25% of operating expenses in order to continue to provide the community with uninterrupted programs or services, to maintain the highest financial rating the state offers, and to maintain a high investment rating. Under no circumstances should the fund balance be maintained at less than 10% of the preceding year's operating expenditures without approval of the full Board and a written rationale for reducing the reserve below 10%.*

*If fund balances are reduced below 25% of operating expenses:*

- A budget plan will be implemented to annually increase the fund balance to reach 25% of operating expenditures*
- If a one-time expenditure is requested, requiring the use of the fund balances, a written rationale for the expenditure first must be presented to the Finance Committee for review of the expenditure using an established criterion-based rubric, which includes a plan to restore the fund balance, and then to the full Board of Education for approval. If the unreserved fund balances cannot be maintained at the specified levels due to changes in anticipated revenues the administration shall provide the board with alternative operating recommendations.*
- Early tax revenues received by the District prior to July 1 of the fiscal year for which they are intended shall not be expended until the new fiscal year commences.*

*If the fund balance exceeds 25% of operating funds:*

- A plan will be made based on Board approval of recommendations from the superintendent and the Finance Committee.*

## **BUDGETS, SCHOOL ACCOUNTING AND THE LAW**

School budgets are governed by different regulations and practices than typical business or family budgets. The main differences are:

### **Fund accounting**

School district records, budgeting and reporting are on a fund basis. Nine funds are established for specific activities and objectives and operate in accordance with laws and regulations. Each fund is treated as a separate and independent entity with its own assets, liabilities and fund balance:

- Educational Fund: To account for the majority of the instructional and administrative aspects of the district's operations.
- Operations and Maintenance Fund: To account for the repair and maintenance of district property.
- Transportation Fund: To account for activity relating to student transportation to and from school for regular and special education students.
- Municipal Retirement/Social Security Fund: to account for the district's portion of personnel costs.
- Capital Projects Fund: To account for capital improvements in accordance with purposes set forth by the Board of Education.
- Life Safety Fund – To account for Life Safety expenditures in accordance with the Life Safety Code.
- Debt Service Fund: to account for the district's bond and interest payments.
- Working cash Fund: To account for inter-fund borrowing and provide for the district's savings account.

### **Federal and State mandates**

Public schools must fund certain programs and services by law, even if it means deficit spending. Some familiar programs governed by mandates include special education, life-safety and ESL and bilingual programs.

### **Cash balances**

Districts keep cash reserves for emergencies, or if revenues are distributed late, they can make their payments and not accrue penalties.

### **Tax Cap**

The Tax Limitation Law of 1991 limits the increase of total dollars the district can receive over the previous year to 5% or the **CPI**, not including taxes from new construction.

**Glen Ellyn School District 41  
2014-2015 Tentative Budget**

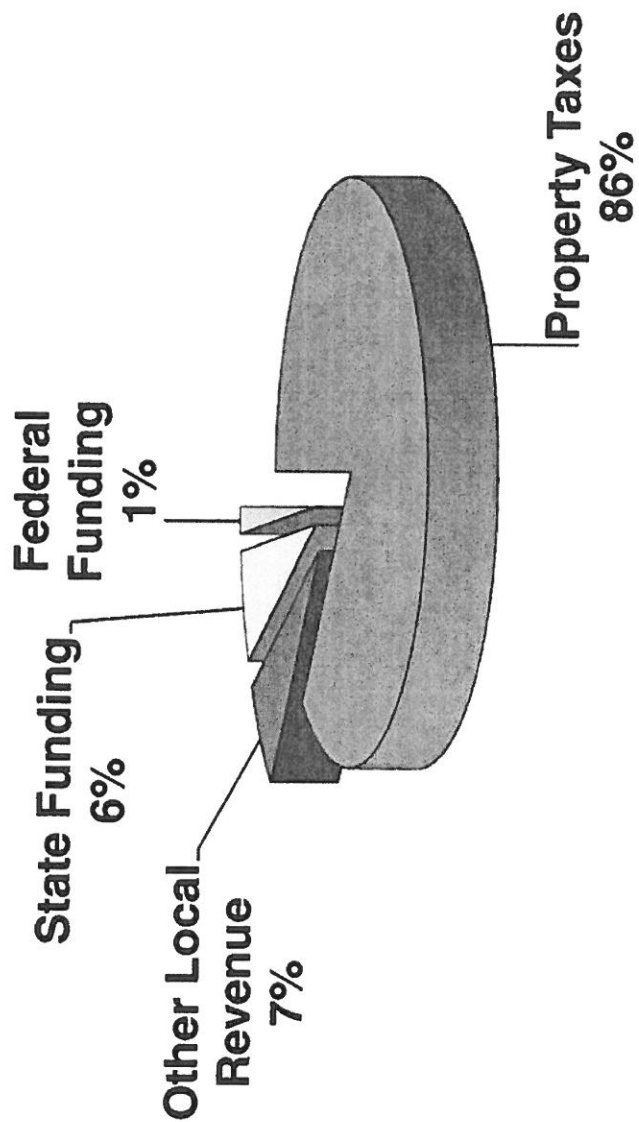
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**Contact:**

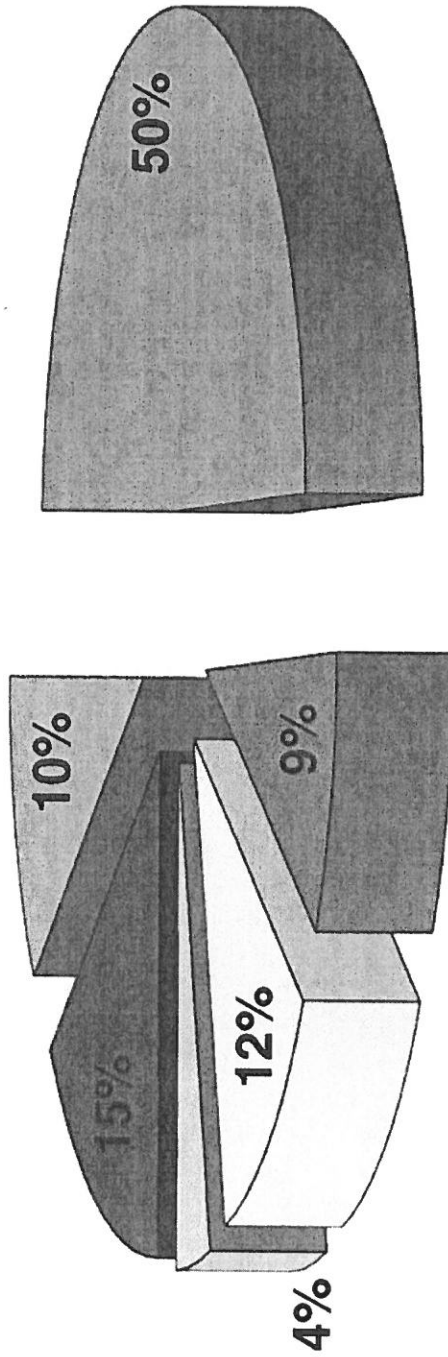
Dr. Paul Gordon  
Superintendent  
Central Services Office  
793 North Main Street  
Glen Ellyn, IL 60137  
630-790-6400

## 2014-2015 Tentative Budget Revenues - All Funds





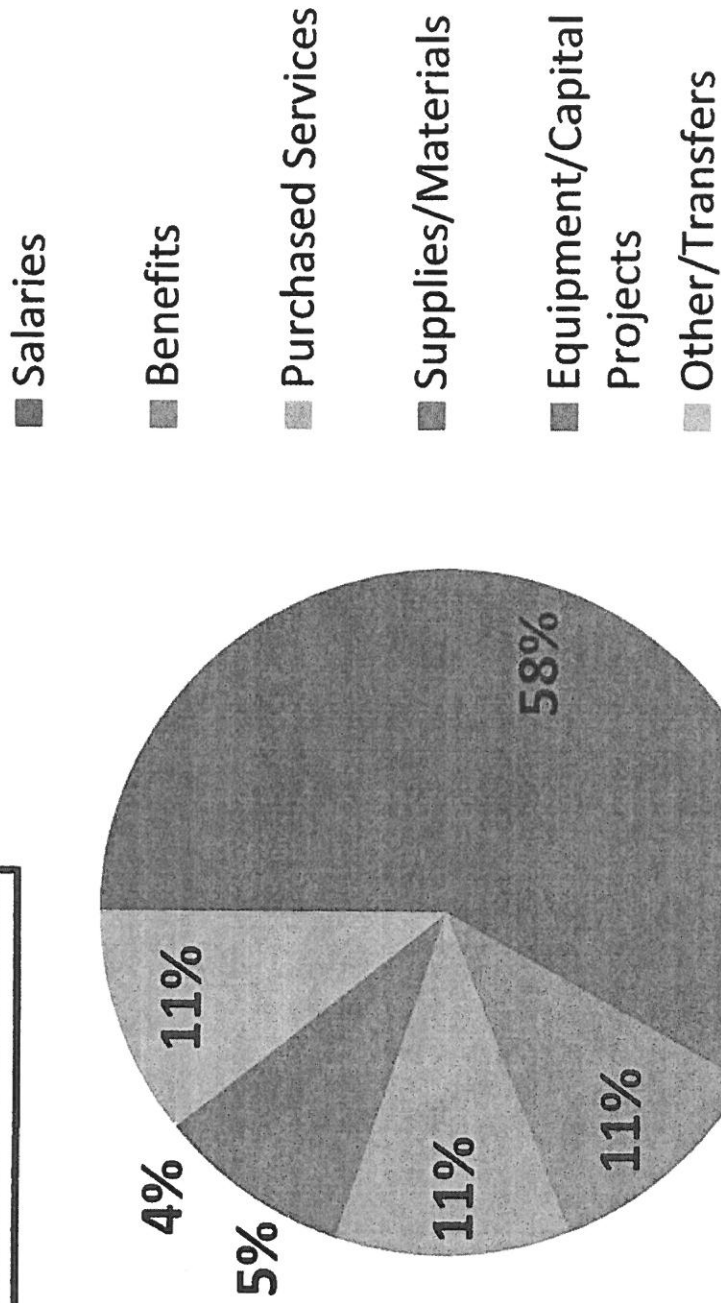
## 2014-2015 Tentative Budget Expenditures - All Funds



- ☐ Salaries\*
- ☐ Benefits\*
- ☐ Purchased Services
- ☐ Supplies/Materials
- ☐ Equipment/Capital Projects
- ☐ Other/Transfers

\* The significant change in salaries/benefits percentages from the 2013/2014 to 2014/2015 budget years is the result of equipment/capital projects purchases projected to be much larger in the next two years as a result of the approved elementary school additions.

**2013-2014 Budget  
Expenditures - All Funds**



**Glen Ellyn School District 41**  
**2014-2015**  
**Tentative Budget - Comparisons by Category**

	2013-2014 Final Budget	2014-2015 Tentative Budget	Amount Change (Amended to Final)	% Change (Amended to Final)	Amount Change Expressed as a % of Total Final Budget
<b>Revenues</b>					
Property Taxes	43,189,524	44,176,040	986,516	2.28%	1.91%
Other Local Revenues	2,905,965	3,424,845	518,880	17.86%	1.01%
State Funding	3,194,075	3,194,075	-	0.00%	0.00%
Federal Funding	754,291	754,291	-	0.00%	0.00%
<b>Total</b>	<b>50,043,855</b>	<b>51,549,251</b>	<b>1,505,396</b>	<b>3.01%</b>	<b>2.92%</b>
<b>Expenditures</b>					
Salaries	28,964,996	28,953,547	(11,449)	-0.04%	-0.02%
Benefits	5,468,917	5,392,299	(76,618)	-1.40%	-0.13%
Purchased Services	5,551,269	6,986,077	1,434,808	25.85%	2.45%
Supplies/Materials	2,729,612	2,453,606	(276,006)	-10.11%	-0.47%
Capital Equipment/Projects	1,816,310	8,921,987	7,105,677	391.21%	12.12%
Other/Dues & Fees/Transfers	5,361,944	5,912,980	551,036	10.28%	0.94%
<b>Total</b>	<b>49,893,048</b>	<b>58,620,496</b>	<b>8,727,448</b>	<b>17.49%</b>	<b>14.89%</b>

# Glen Ellyn School District 41 2014-2015

## Tentative Budget - Fund Summary

	2013-2014 Final Budget	2014-2015 Tentative Budget	Amount Change (Amended to Final)	% Change (Amended to Final)
<b>Revenues</b>				
Education	41,257,362	41,474,556	217,194	0.53%
Operations & Maintenance	2,945,500	3,781,004	835,504	28.37%
Transportation	1,338,899	1,308,899	(30,000)	-2.24%
Bond & Interest	3,190,948	3,676,854	485,906	15.23%
IMRF/Social Security	1,252,230	1,249,068	(3,162)	-0.25%
Capital Projects/Developer Donations	21,500	21,500	-	0.00%
Working Cash	36,208	36,162	(46)	-0.13%
Tort	1,208	1,208	-	
Fire Prevention & Safety	-	-	-	
<b>Total</b>	50,043,855	51,549,251	1,505,396	3.01%
<b>Expenditures</b>				
Education	40,101,587	40,418,020	316,433	0.79%
Operations & Maintenance	4,173,449	4,008,480	(164,969)	-3.95%
Transportation	1,203,737	1,376,028	172,291	14.31%
Bond & Interest	3,159,800	3,576,831	417,031	13.20%
IMRF/Social Security	1,254,475	1,320,704	66,229	5.28%
Capital Projects/Developer Donations	-	7,920,633	7,920,633	0.00%
Working Cash	-	-	-	0.00%
Tort	-	-	-	0.00%
Fire Prevention & Safety	-	-	-	
<b>Total</b>	49,893,048	58,620,496	8,727,448	17.49%
<b>Surplus (Deficit)</b>				
Education	1,155,775	1,056,536		
Operations & Maintenance	(1,227,949)	(227,476)		
Transportation	135,162	(67,129)		
Bond & Interest	31,148	100,023		
IMRF/Social Security	(2,245)	(71,636)		
Capital Projects/Developer Donations	21,500	(7,899,133)		
Working Cash	36,208	36,162		
Tort	1,208	1,208		
Fire Prevention & Safety	-	-		
<b>Total</b>	150,807	(7,071,445)		

**Glen Ellyn School District 41**  
**2014-2015**  
**Tentative Budget - Revenue**

	10	20	30	40	50	60	70	80	Fire Prevention Safety	Total
<b>Description</b>	<b>Education Fund</b>	<b>Operations &amp; Maintenance</b>	<b>Debt Service</b>	<b>Transportation</b>	<b>IMRF/Soc Sec</b>	<b>Capital Projects</b>	<b>Working Cash</b>	<b>Tort</b>		
<b>Local Revenues</b>										
General Property Tax Levy	35,308,404	3,712,004	2,870,924	879,602	1,110,038		1,162	1,208		43,893,342
1140 Special Ed Levy	292,698									292,698
Total Property Tax Levies	35,601,102	3,712,004	2,870,924	879,602	1,110,038		1,162	1,208		44,176,040
1230 Corporate Personal Property Taxes	790,000				137,530					927,530
1342 Special Ed Tuition	289,535									289,535
1510 Interest Income	60,000	9,000	4,000	1,500	1,500	500	35,000	-		111,500
1611 Food Service - Hadley	692,550									692,550
1690 Milk Program - K-5	22,600									22,600
1720 Student Fees	402,200			30,500						432,700
1910 Building Rentals	-									-
1999 Other Revenues	65,000	60,000	801,930	500	-	21,000				948,430
Total Other Local Revenue	2,321,885	69,000	805,930	32,500	139,030	21,500	35,000	-		3,424,845
<b>Total Local Revenue</b>	<b>37,922,987</b>	<b>3,781,004</b>	<b>3,676,854</b>	<b>912,102</b>	<b>1,249,068</b>	<b>21,500</b>	<b>36,162</b>	<b>1,208</b>		<b>47,600,885</b>
<b>State Revenues</b>										
3001 General State Aid	1,200,800									1,200,800
Restricted Grants-In-Aid										
3100-3199 Special Education	1,285,563									1,285,563
3305/3310 Bilingual/ESL	249,214									249,214
3360 Free Lunch/Milk	3,700									3,700
3500 Regular Transportation										
3510 Spec Ed Transportation				25,000						25,000
3705 Pre-K At Risk				371,797						371,797
3715 Reading Improvement	31,266									31,266
3775 Safety/ADA Block Grant	-									-
3999 Library Grant	2,735									2,735
3999 Other State Revenue	24,000									24,000
Total Restricted Grants-In-Aid	1,596,478	-	-	396,797	-	-	-	-		1,993,275
<b>Total State Revenue</b>	<b>2,797,278</b>			<b>396,797</b>						<b>3,194,075</b>
<b>Federal Revenues</b>										
4100 Title V - Innovative Programs										
4210 NSLP Reimbursement	200,000									200,000
4215 Milk Program - K-5	26,135									26,135
4300 Title I - Low Income	215,776									215,776
4400 Title IV - Safe Schools	-									-
4850 ARRA IDEA Flow-Thru	-									-
4905 Title III - Emergency Immigrant	-									-
4909 Title III - English Language	68,550									68,550
4932 Title II - Teacher Quality	109,830									109,830
4991 Medicaid - Admin Outreach	120,000									120,000
4999 Other Federal Revenue	14,000									14,000
<b>Total Federal Revenue</b>	<b>754,291</b>									<b>754,291</b>
<b>Total Revenues</b>	<b>41,474,556</b>	<b>3,781,004</b>	<b>3,676,854</b>	<b>1,308,899</b>	<b>1,249,068</b>	<b>21,500</b>	<b>36,162</b>	<b>1,208</b>		<b>51,549,251</b>



Glen Ellyn School District 41

2014-2015

Tentative Budget - Expenditures

Function	Description	100	200	300	400	500	600	Total
<b>Education Fund</b>								
<b>Direct Instruction Programs</b>								
1100	Regular Instruction	15,439,691	1,876,131	84,937	688,977	66,184	1,700	18,157,620
1125	Pre-K At Risk	155,347	38,991	-	9,265	-	-	203,603
1200	Special Programs							
1220	EBD/GIP/MIP	979,408	180,968	1,000	12,800	-	-	1,174,176
1225	ECE	598,302	99,921	1,250	15,850	2,150	-	717,473
1220	Resource/Inclusion	1,335,267	220,867	5,025	26,850	12,100	-	1,600,109
1251	Title I	101,779	22,950	13,341	526	-	-	138,596
1252	Reading Improvement Program	185,010	53,198	-	-	-	-	238,208
1500	Interscholastic	95,006	-	10,500	20,250	2,500	4,100	132,356
1600	Summer School							
1650	Gifted	467,831	35,580	-	680	-	-	504,091
1800	ESL/Bi-Lingual	1,518,377	193,558	119,637	15,465	-	240	1,847,277
1912	Spec Ed Tuition Private Facility	-	-	-	-	-	700,000	700,000
	Sub-total	20,876,018	2,722,164	235,690	790,663	82,934	706,040	25,413,509
<b>Support Services - Student</b>								
2110	Social Work Services	514,057	55,356	1,335	6,500	-	-	577,248
2120	Guidance Services	328,078	37,501	-	500	-	-	366,079
2130	Health Services	379,542	74,955	2,200	6,400	1,000	-	464,097
2140	Psychological Services	297,805	33,127	-	8,000	-	-	341,252
2142	Pre-School Screening	-	-	1,000	500	-	-	1,500
2150	Speech Services	311,361	24,928	1,500	5,680	-	-	343,469
	Sub-total	1,830,843	225,867	8,355	27,580	1,000	-	2,093,645
<b>Support Services - Instructional Staff</b>								
2210	Improvement of Instruction	273,702	40,221	188,513	20,000	-	1,500	523,936
2220	Educational Media Services	746,202	97,271	29,942	66,488	3,500	500	943,903
2230	Assessment Services	-	-	-	-	-	-	-
	Sub-total	1,019,904	137,492	218,455	86,488	3,500	2,000	1,467,839
<b>Support Services - General Administration</b>								
2310	Board of Education Services	-	87,720	696,442	18,500	-	15,000	817,662
2320	Executive Administration Services	363,401	60,971	20,000	6,700	300	6,000	457,372
2330	Special Area Administration Services	174,513	45,252	6,000	5,500	2,000	2,000	235,265
	Sub-Total	537,914	193,943	722,442	30,700	2,300	23,000	1,510,299
<b>Support Services - Building Administration</b>								
2410	Office of the Principal	1,521,129	337,459	12,600	2,000	500	5,500	1,879,188
<b>Support Services - Business</b>								
2510	Direction of Business	138,796	33,786	1,750	100	-	500	174,932
2520	Fiscal Services	225,176	33,788	39,150	16,000	1,000	36,000	351,114
2540	Building Operations	1,200,108	242,941	515	-	-	-	1,443,564
2560	Food Services	289,000	332	650,000	500	-	900	940,732
2570	Internal Services	-	-	1,000	-	-	-	1,000
	Sub-total	1,853,080	310,847	692,415	16,600	1,000	37,400	2,911,342
<b>Support Services Central</b>								
2620	Planning, Research, Development	110,800	1,074	107,620	41,180	-	5,750	266,424
2630	Information Services	75,000	11,621	20,000	750	500	500	108,371
2640	Human Resources	449,094	45,195	30,500	3,000	-	8,000	535,799
2660	Network/IT Services	561,559	64,844	1,024,302	462,000	131,000	400	2,244,105
	Sub-total	1,196,453	122,734	1,182,422	506,930	131,500	14,650	3,154,689

**Glen Ellyn School District 41**  
**2014-2015**  
**Tentative Budget - Expenditures**

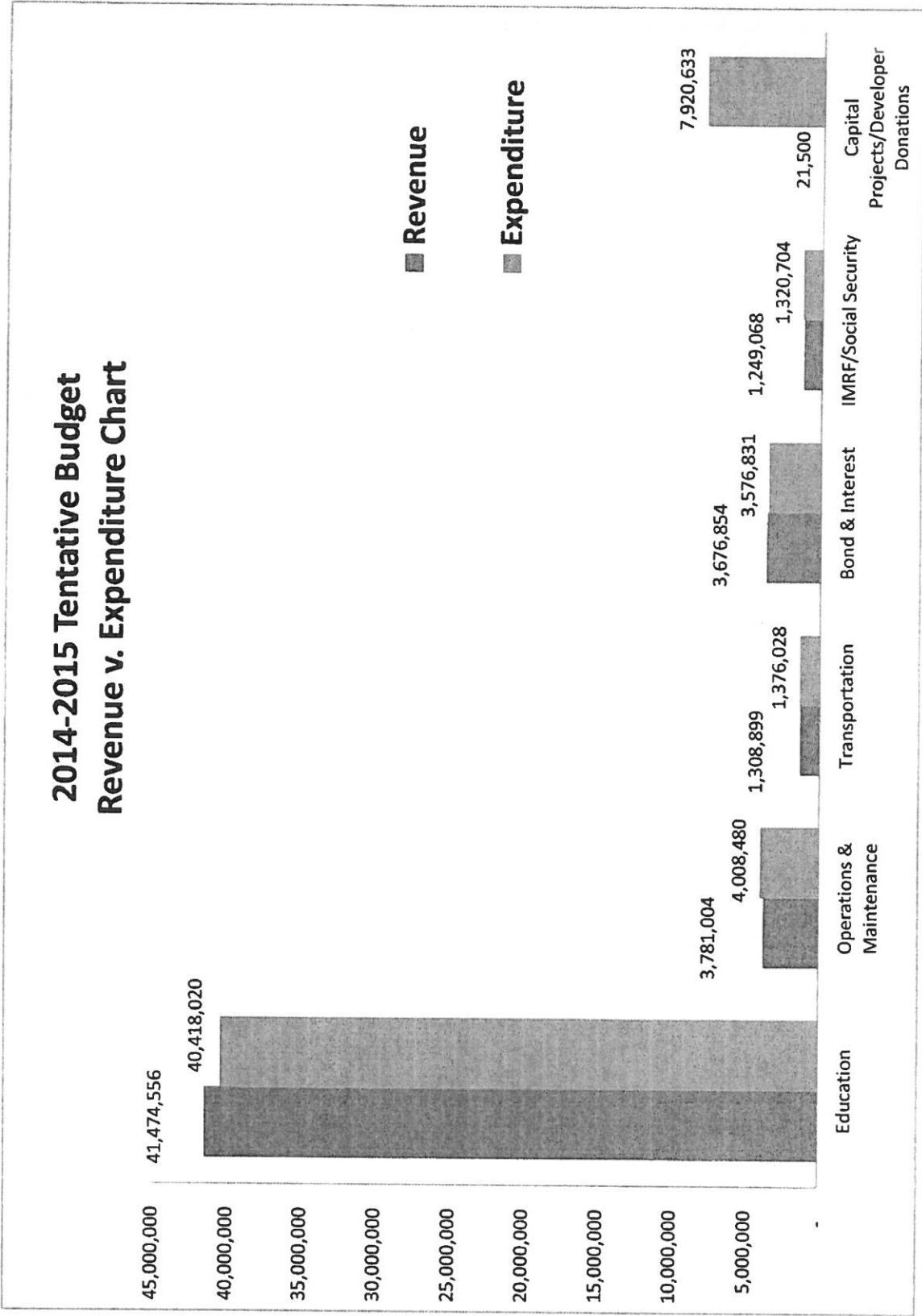
Function	Description	Salaries	Benefits	Purchased Services	Supplies/ Materials	Equipment	Other Objects	Total
Community Services								
	3000 Community Services	118,206	20,979	32,418	5,776	12,510	-	189,889
	Payments to Other Local Education Agencies							
	4120 Payments to Other Entities	-	-	-	-	45,000		45,000
	4220 Special Education Tuition						1,550,000	1,550,000
	Sub-total	-	-	-	-	45,000	1,550,000	1,595,000
	8000 Lease Payments						202,620	202,620
	Sub-total						202,620	202,620
<b>Total Education Fund</b>		28,953,547	4,071,485	3,104,797	1,466,737	280,244	2,541,210	40,418,020
	<b>Operations &amp; Maintenance Fund</b>							
	2540 Operation & Maintenance of Facilities			1,453,957	982,869	-	3,319	2,440,145
	Modular Classroom Leases			142,700				142,700
	Utilities			541,125				541,125
	Furniture/Fixtures/Equipment					275,000		275,000
	Capital Projects					10,000	599,510	609,510
	<b>Total Operations &amp; Maintenance Fund</b>	-	-	2,137,782	982,869	285,000	602,829	4,008,480
	<b>Bond &amp; Interest Fund</b>							
	5220 Bond Interest			1,850		-	865,394	867,244
	5270 Capital Leases Interest			17,520				17,520
	5320 Bond Principal - Principal			-		-	1,907,657	1,907,657
	5370 Capital Leases Principal			185,100				185,100
	5380 Capital Borrowing - Additions					599,310		599,310
	<b>Total Bond &amp; Interest Fund</b>	-	-	204,470	-	599,310	2,773,051	3,576,831
	<b>Transportation Fund</b>							
	2550 Pupil Transportation							
	Regular			721,028				721,028
	Pre-K At Risk			85,000				85,000
	Special Education			515,000				515,000
	Homeless			55,000				55,000
	<b>Total Transportation Fund</b>	-	-	1,376,028	-	-	-	1,376,028
	<b>IMRF/Social Security Fund</b>							
Direct Instruction Programs								
	1100 Regular Instruction		304,268	-	-	-	-	304,268
	1125 Pre-K At Risk		21,553					21,553
	1200 Special Programs		140,851	-	-	-	-	140,851
	1225 ECE		32,205					32,205
	1251 Title I		21,545	-	-	-	-	21,545
	1252 Reading Improvement		49,950					49,950
	1500 Interscholastic		2,039	-	-	-	-	2,039
	1600 Summer School		134	-	-	-	-	134
	1650 Gifted		7,955	-	-	-	-	7,955
	1800 ESL/Bi-Lingual		45,089	-	-	-	-	45,089
	Sub-total	-	625,589	-	-	-	-	625,589

## Tentative Budget - Expenditures

Function	Description	Salaries	Benefits	Purchased Services	Supplies/ Materials	Equipment	Other Objects	Total
Support Services - Student								
	2110 Social Work Services	-	9,241	-	-	-	-	9,241
	2120 Guidance Services	-	4,945	-	-	-	-	4,945
	2130 Health Services	-	25,313	-	-	-	-	25,313
	2140 Psychological Services	-	4,463	-	-	-	-	4,463
	2142 Pre-School Screening	-	489	-	-	-	-	489
	2150 Speech Services	-	7,103	-	-	-	-	7,103
	Sub-total	-	51,554	-	-	-	-	51,554
Support Services - Instructional Staff								
	2210 Improvement of Instruction	-	6,948	-	-	-	-	6,948
	2220 Educational Media Services	-	39,506	-	-	-	-	39,506
	2230 Assessment Services	-	-	-	-	-	-	-
	Sub-total	-	46,454	-	-	-	-	46,454
Support Services - General Administration								
	2310 Board of Education Services	-	-	-	-	-	-	-
	2320 Executive Administration Services	-	31,466	-	-	-	-	31,466
	2330 Special Area Administration Services	-	12,292	-	-	-	-	12,292
	Sub-Total	-	43,758	-	-	-	-	43,758
Support Services - Building Administration								
	2410 Office of the Principal	-	66,173	-	-	-	-	66,173
Support Services - Business								
	2510 Direction Business Services	-	2,165	-	-	-	-	2,165
	2520 Fiscal Services	-	51,520	-	-	-	-	51,520
	2540 Building Services	-	211,108	-	-	-	-	211,108
	2550 Transportation Services	-	-	-	-	-	-	-
	2560 Food Services	-	39,894	-	-	-	-	39,894
	Sub-total	-	304,687	-	-	-	-	304,687
Support Services Central								
	2620 Planning, Research, Development	-	7,889	-	-	-	-	7,889
	2630 Information Services	-	21,571	-	-	-	-	21,571
	2640 Human resources	-	24,454	-	-	-	-	24,454
	2660 Network/IT Services	-	105,378	-	-	-	-	105,378
	Sub-total	-	159,292	-	-	-	-	159,292
Community Services								
	3000 Community Services	-	23,197	-	-	-	-	23,197
<b>Total IMRF/Social Security Fund</b>		-	<b>1,320,704</b>	-	-	-	-	<b>1,320,704</b>
	<b>Capital Projects Fund</b>			163,000		7,757,433		7,920,433
<b>Total Cap Proj/Developer Donations Fund</b>		-	-	163,000	-	7,757,433	-	7,920,433
	<b>Tort Immunity Fund</b>							
	Workers' Compensation Insurance			-				-
	Liability Insurance			-				-
<b>Total Tort Immunity Fund</b>		-	-	-	-	-	-	-
<b>Grand Total All Expenditures All Funds</b>		28,953,547	5,392,299	6,986,077	2,453,606	8,921,987	5,912,980	58,620,496

**Glen Ellyn School District 41**  
**2014-2015**  
**Tentative Budget - Fund Summary**

	Education Fund	Operations & Maintenance	Debt Service *	Transportation	IMRF/Soc Sec	Capital Projects/ Developer Donations	Working Cash	Tort	Fire Prevention Safety	Totals
Cash Balance as of 6/30/2014	27,293,034	1,711,731	747,978	945,260	963,517	7,078,278	3,353,203	6,761	-	42,099,763
Revenue 2014-2015	41,474,556	3,781,004	3,676,854	1,308,899	1,249,068	21,500	36,162	1,208	-	51,549,251
Expenditures 2014-2015	40,418,020	4,008,480	3,576,831	1,376,028	1,320,704	7,920,633	-	-	-	58,620,496
Excess (Deficit) for the Year	1,056,536	(227,476)	100,023	(67,129)	(71,636)	(7,899,133)	36,162	1,208	-	(7,071,245)
Projected Ending Cash Balances	28,349,570	1,484,255	848,001	878,131	891,881	(820,855)	3,389,365	7,969	-	35,028,518
Less:										
Projected June 2015 Taxes Received	17,874,307	1,467,143	1,434,374	507,042	551,364	-	604	604		21,835,437
Undesignated Fund Balance	10,475,263	17,113	(586,373)	371,089	340,518	(820,855)	3,388,761	7,365	-	13,193,081
Individual Projected Fund Balance Comparisons										
% of Expenditures	25.92%	0.43%	-16.39%	26.97%	25.78%	0.00%	0.00%	0.00%	0.00%	22.51%
% of Operating Expenditures										23.78%





**Glen Ellyn District 41**  
**2014-2015**  
**Departmental Expenditure Comparison**

Function	Description	2013-2014 Total Budget	2014-2015 Total Budget	Year to Year Comparison
<b>Education Fund</b>				
<b>Direct Instruction Programs</b>				
1100	Regular Instruction	18,205,360	18,159,324	(46,036)
1125	Pre-K At Risk	144,426	203,603	59,177
1200	Special Programs			
1220	EBD/GIP/MIP			
1225	ECE	1,231,742	1,174,176	(57,566)
1220	Resource/Inclusion	409,089	717,473	308,384
1251	Title I	1,727,037	1,600,109	(126,928)
1252	Reading Improvement Program	143,472	138,596	(4,876)
1500	Interscholastic	202,569	238,208	35,639
1600	Summer School	129,227	132,356	3,129
1650	Gifted	9,330	-	(9,330)
1800	ESL/Bi-Lingual	542,107	504,091	(38,016)
1912	Spec Ed Tuition Private Facility	1,789,906	1,847,277	57,371
	Sub-total	550,000	700,000	150,000
		25,084,265	25,415,213	330,948
<b>Support Services - Student</b>				
2110	Social Work Services	601,542	577,248	(24,294)
2120	Guidance Services	349,427	366,079	16,652
2130	Health Services	492,983	464,097	(28,886)
2140	Psychological Services	365,406	341,252	(24,154)
2142	Pre-School Screening	1,000	1,500	500
2150	Speech Services	506,949	343,469	(163,480)
	Sub-total	2,317,307	2,093,645	(223,662)
<b>Support Services - Instructional Staff</b>				
2210	Improvement of Instruction	517,471	523,936	6,465
2220	Educational Media Services	1,030,063	943,903	(86,160)
2230	Assessment Services	6,200	-	(6,200)
	Sub-total	1,553,734	1,467,839	(85,895)
<b>Support Services - General Administration</b>				
2310	Board of Education Services	685,075	817,662	132,587
2320	Executive Administration Services	462,447	457,372	(5,075)
2330	Special Area Administration Services	229,949	235,265	5,316
	Sub-Total	1,377,471	1,510,299	132,828

**Glen Ellyn District 41**  
**2014-2015**  
**Departmental Expenditure Comparison**

Support Services - Building Administration					
2410 Office of the Principal		2,200,736		1,879,188	(321,548)
Support Services - Business					
2510 Direction of Business		171,824		174,932	3,108
2520 Fiscal Services		395,544		351,114	(44,430)
2540 Building Operations		1,502,086		1,441,860	(60,226)
2560 Food Services		942,286		940,732	(1,554)
2570 Internal Services		108,180		1,000	(107,180)
Sub-total		3,119,920		2,909,638	(210,282)
Support Services Central					
2620 Planning, Research, Development		250,616		266,424	15,808
2630 Information Services		145,239		108,371	(36,868)
2640 Human Resources		352,873		535,789	182,916
2660 Network/IT Services		1,898,651		2,244,105	345,454
Sub-total		2,647,379		3,154,689	507,310
Community Services					
3000 Community Services		187,725		189,889	2,164
Payments to Other Local Education Agencies					
4120 Payments to Other Entities		45,000		45,000	-
4220 Special Education Tuition		1,250,000		1,550,000	300,000
Sub-total		1,295,000		1,595,000	300,000
8000 Lease Payments		318,000		202,620	(115,380)
Sub-total		318,000		202,620	(115,380)
<b>Total Education Fund</b>		<b>40,101,537</b>		<b>40,418,020</b>	<b>316,483</b>
<b>Operations &amp; Maintenance Fund</b>					
2540 Operation & Maintenance of Facilities		1,919,220		2,440,145	520,925
Modular Classroom Leases		142,700		142,700	-
Utilities		541,125		541,125	-
Furniture/Fixtures/Equipment		565,000		275,000	(290,000)
Capital Projects		1,005,404		609,510	(395,894)
<b>Total Operations &amp; Maintenance Fund</b>		<b>4,173,449</b>		<b>4,008,480</b>	<b>(164,969)</b>
<b>Bond &amp; Interest Fund</b>					
5220 Bond Interest		934,193		867,244	(66,949)
5270 Capital Leases Interest		27,500		17,520	(9,980)
5320 Bond Principal - Principal		1,907,657		1,907,657	-
5370 Capital Leases Principal		290,500		185,100	(105,400)
5380 Capital Borrowing - Additions		-		599,310	599,310
<b>Total Bond &amp; Interest Fund</b>		<b>3,159,850</b>		<b>3,576,831</b>	<b>416,981</b>



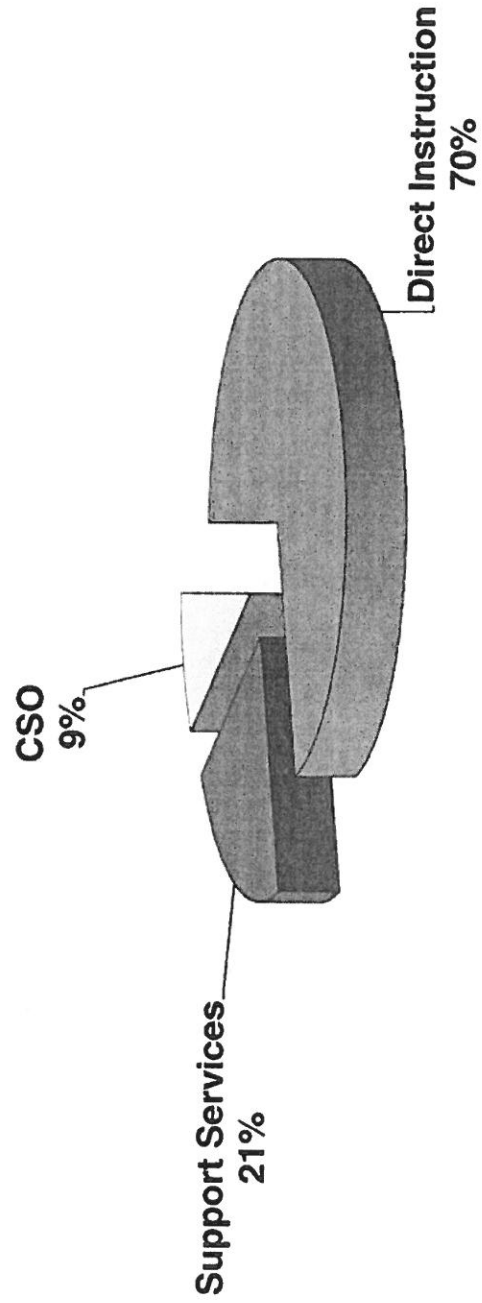
**Glen Ellyn District 41**  
**2014-2015**  
**Departmental Expenditure Comparison**

<b>Transportation Fund</b>					
2550 Pupil Transportation	Regular	688,737	721,028		32,291
	Pre-K At Risk	65,000	85,000		20,000
	Special Education	450,000	515,000		65,000
	Homeless	-	55,000		55,000
<b>Total Transportation Fund</b>		<b>1,203,737</b>	<b>1,376,028</b>		<b>172,291</b>
<b>IMRF/Social Security Fund</b>					
<b>Direct Instruction Programs</b>					
1100 Regular Instruction		293,218	304,268		11,050
1125 Pre-K At Risk		20,727	21,553		826
1200 Special Programs		135,437	140,851		5,414
1225 ECE		18,042	32,205		14,163
1251 Title I		20,718	21,545		827
1252 Reading Improvement		26,460	49,950		23,490
1500 Interscholastic		1,782	2,039		257
1600 Summer School		134	134		-
1650 Gifted		7,643	7,955		312
1800 ESL/Bi-Lingual		41,374	45,089		3,715
Sub-total		565,535	625,589		60,054
<b>Support Services - Student</b>					
2110 Social Work Services		8,886	9,241		355
2120 Guidance Services		4,755	4,945		190
2130 Health Services		24,341	25,313		972
2140 Psychological Services		4,292	4,463		171
2142 Pre-School Screening		471	489		18
2150 Speech Services		6,830	7,103		273
Sub-total		49,575	51,554		1,979
<b>Support Services - Instructional Staff</b>					
2210 Improvement of Instruction		7,640	6,948		(692)
2220 Educational Media Services		37,989	39,506		1,517
2230 Assessment Services		-	-		-
Sub-total		45,629	46,454		825
<b>Support Services - General Administration</b>					
2310 Board of Education Services		-	-		-
2320 Executive Administration Services		32,984	31,466		(1,518)
2330 Special Area Administration Services		12,804	12,292		(512)
Sub-Total		45,788	43,758		(2,030)

## Departmental Expenditure Comparison

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**2014-2015 Tentative Budget  
Salaries/Benefits by Department**



# Lincoln School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11121	10E100 1100 3230 10 000000	CONF/MTGS/VISUAL ARTS/AL	0	0	0
11743	10E000 1100 3320 00 000000	CONFERENCES/MTGS/AL	0	0	0
11131	10E100 1100 3320 00 000000	CONF/MTGS/VOCAL MUSIC/AL	0	0	0
11196	10E100 1100 3320 15 000000	CONF/MTGS/MATH SPEC/AL	0	0	0
11201	10E100 1100 3320 16 000000	CONF/MTGS/LITERACY/AL	0	0	0
11140	10E100 1100 3320 19 000000	CONF/MTGS/ELEM PE/AL	0	0	0
11921	10E100 1100 3380 00 141100	FIELD TRIPS/AL	3,500	5,000	1,500
10070	10E100 1100 4100 00 000000	GENERAL SUPPLIES/AL	30,014	30,820	806
11081	10E100 1100 4100 00 192200	SUPPLIES/AL/INFANT WELFARE	0	0	0
10115	10E100 1100 4100 10 000000	GEN SUPPLIES/VISUAL ARTS/AL	2,000	2,500	500
10105	10E100 1100 4100 11 000000	GEN SUPPLIES/VOCAL MUSIC/AL	850	850	0
11154	10E100 1100 4100 15 000000	SUPPLIES/MATH SPEC/AL	500	1,500	1,000
11160	10E100 1100 4100 16 000000	SUPPLIES/LITERACY/AL	500	1,500	1,000
10015	10E100 1100 4100 19 000000	GEN SUPPLIES/ELEM PE/AL	1,250	1,250	0
11041	10E100 1100 4190 00 000000	SMALL EQUIPMENT/AL	3,000	3,000	0
11292	10E100 1100 4190 11 000000	SMALL EQUIP/VOCAL MUSIC/AL	500	500	0
11139	10E100 1100 4190 19 000000	SMALL EQUIP/ELEM PE/AL	835	800	(35)
10090	10E100 1100 4210 00 000000	CONSUMABLES/AL	0	0	0
10100	10E100 1100 4220 00 000000	SUPP MATLS FOR TEXTS/AL	0	0	0
11241	10E100 1100 4400 00 000000	PERIODICALS/AL	2,300	2,300	0
10110	10E100 1100 5500 00 000000	EQUIPMENT/AL	2,000	2,000	0
10287	10E100 1100 5500 11 000000	EQUIPMENT/VOCAL MUSIC/AL	0	0	0
10139	10E100 1100 5500 19 000000	EQUIPMENT/ELEM PE/AL	400	400	0
10273	10E100 1220 4100 00 000000	SUPPLIES/RIT-INCL/AL	300	0	(300)
11334	10E100 1220 4190 00 000000	SMALL EQUIP/RIT-INCL/AL	0	0	0
11071	10E100 1650 3320 00 000000	CONF/MTGS/GIFTED SVCS/AL	0	0	0
11186	10E100 1650 4100 00 000000	SUPPLIES/GIFTED SVC/AL		0	0
10570	10E100 2130 4100 00 000000	HEALTH SUPPLIES/AL	700	800	100
11570	10E100 2130 4190 00 000000	SMALL EQUIPMENT/HEALTH/AL	250	0	(250)
10525	10E100 2150 4100 00 000000	GENERAL SUPPLIES/SPEECH/AL	0	0	0
10760	10E100 2222 3230 00 000000	EQUIPMENT REPAIR/MEDIA/AL	730	0	(730)
11730	10E100 2222 3320 00 000000	CONF/MTGS/MEDIA/AL	0	0	0

# Lincoln School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
10725	10E100 2222 4100 00 000000	GENERAL SUPPLIES/MEDIA/AL	300	350	50
11795	10E100 2222 4190 00 000000	SMALL EQUIPMENT/MEDIA/AL	0	0	0
10740	10E100 2222 4300 00 000000	LIBRARY BOOKS/AL	8,000	8,000	0
11790	10E100 2222 4300 00 380000	LIBRARY BOOKS/AL/STATE GRANT	0	0	0
10770	10E100 2222 4400 00 000000	PERIODICALS/MEDIA/AL	400	450	50
10730	10E100 2222 4750 00 000000	AV INSTRUCTIONAL MATLS/AL	0	0	0
10780	10E100 2222 5500 00 000000	EQUIPMENT/LLC/AL	0	0	0
10890	10E100 2410 3320 00 000000	CONF/MTG/WKSH/AL PRINCIPAL	1,600	1,600	0
10910	10E100 2410 4100 00 000000	OFFICE SUPPLIES/AL PRINCIPAL	500	500	0
10920	10E100 2410 5500 00 000000	EQUIPMENT/AL PRINCIPAL	500	500	0
10930	10E100 2410 6400 00 000000	DUES & FEES/AL PRINCIPAL	1,000	1,000	0
10025	10E100 2621 3140 00 000000	PURCH SVC/CONT IMP/AL	2,000	1,000	(1,000)
10035	10E100 2621 3320 00 000000	CONF/MTG/WKSH/CONT IMP/AL	15,000	12,000	(3,000)
10085	10E100 2621 4100 00 000000	GENERAL SUPPLIES/CONT IMP/AL	5,500	3,000	(2,500)
<b>Building Budget Total</b>			<b>84,429</b>	<b>81,620</b>	<b>(2,809)</b>
Building Allocation				<b>81,620</b>	
Building Enrollment 2/28/14				<b>583</b>	
Per Student Allocation				<b>140</b>	
Building Access/Not available for General Building Use					
10925	10E100 2213 1200 00 000000	SUB SALARIES/PROF DEV/AL			
10918	10E100 2213 2113 00 000000	TRS 2.2 BD SHARE/PROF DEV/AL			
15918	10E100 2213 2114 00 000000	THIS BD SHARE/PROF DEV/AL			
52241	50E100 2213 2140 00 000000	MEDICARE/PROF DEV SUBS/AL			
11120	10E100 3000 1120 04 000000	AL EXTRA DUTY PARENT INVOLVMT			
11151	10E100 3000 2112 04 000000	AL PARENT INVOLVMT THIS			
11150	10E100 3000 2113 04 000000	AL PARENT INVOLVMT TRS 2.2			
11153	10E100 3000 3140 04 000000	AL PARENT INVOLVMT SUPPLIES			
11260	10E100 3000 4100 04 000000	AL PARENT INVOLVMT SUPPLIES			
41130	40E100 2550 3313 04 000000	AL PARENT INVOLVMT TRANSPORT			
53014	50E100 3000 2120 04 000000	AL PARENT INVOLVMT IMRF			
53015	50E100 3000 2130 04 000000	AL PARENT INVOLVMT SOC SEC			
			District Will Complete These Budgets		

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# Franklin School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year To Year Comparisons
11132	10E110 1100 3320 00 000000	CONF/MTGS/VOCAL MUSIC/BF	0	0	0
11197	10E110 1100 3320 15 000000	CONF/MTGS/MATH SPEC/BF	0	0	0
11202	10E110 1100 3320 16 000000	CONF/MTGS/LITERACY/BF	0	0	0
11141	10E110 1100 3320 19 000000	CONF/MTGS/ELEM PE/BF	272	280	8
11922	10E110 1100 3380 00 141100	FIELD TRIPS/BF	3,000	3,000	0
10071	10E110 1100 4100 00 000000	GENERAL SUPPLIES/BF	25,594	25,586	(8)
11082	10E110 1100 4100 00 192200	SUPPLIES/BF/INFANT WELFARE	0	0	0
10116	10E110 1100 4100 10 000000	GEN SUPPLIES/VISUAL ARTS/BF	2,000	2,000	0
10106	10E110 1100 4100 11 000000	GEN SUPPLIES/VOCAL MUSIC/BF	800	800	0
11155	10E110 1100 4100 15 000000	SUPPLIES/MATH SPEC/BF	0	0	0
11161	10E110 1100 4100 16 000000	SUPPLIES/LITERACY/BF	400	0	(400)
10016	10E110 1100 4100 19 000000	GEN SUPPLIES/ELEM PE/BF	1,428	1,428	0
11042	10E110 1100 4190 00 000000	SMALL EQUIPMENT/BF	5,000	4,600	(400)
11293	10E110 1100 4190 11 000000	SMALL EQUIP/VOCAL MUSIC/BF	600	600	0
11145	10E110 1100 4190 19 000000	SMALL EQUIP/ELEM PE/BF	500	500	0
10091	10E110 1100 4210 00 000000	CONSUMABLES/BF	0	0	0
10101	10E110 1100 4220 00 000000	SUPP MTLS FOR TEXTS/BF	3,000	12,586	9,586
11242	10E110 1100 4400 00 000000	PERIODICALS/BF	0	0	0
10111	10E110 1100 5500 00 000000	EQUIPMENT/BF	2,000	2,000	0
10145	10E110 1100 5500 19 000000	EQUIPMENT/ELEM PE/BF	0	0	0
10274	10E110 1220 4100 00 000000	SUPPLIES/RIT-INCL/BF	0	0	0
11335	10E110 1220 4190 00 000000	SMALL EQUIP/RIT-INCL/BF	0	0	0
11072	10E110 1650 3320 00 000000	CONF/MTGS/GIFTED SVCS/BF	220	0	(220)
11187	10E110 1650 4100 00 000000	SUPPLIES/GIFTED SVC/BF	0	0	0
10571	10E110 2130 4100 00 000000	HEALTH SUPPLIES/BF	1,000	1,000	0
11571	10E110 2130 4190 00 000000	SMALL EQUIPMENT/HEALTH/BF	0	400	400
10526	10E110 2150 4100 00 000000	GENERAL SUPPLIES/SPEECH/BF	0	0	0
10761	10E110 2222 3230 00 000000	EQUIPMENT REPAIR/MEDIA/BF	500	500	0
11731	10E110 2222 3320 00 000000	CONF/MTGS/MEDIA/BF	813	813	0
10726	10E110 2222 4100 00 000000	GENERAL SUPPLIES/MEDIA/BF	770	770	0
11796	10E110 2222 4190 00 000000	SMALL EQUIPMENT/MEDIA/BF	1,000	1,000	0
10741	10E110 2222 4300 00 000000	LIBRARY BOOKS/BF	8,000	8,000	0
11791	10E110 2222 4300 00 380000	LIBRARY BOOKS/BF/STATE GRANT	0	0	0

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# Franklin School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year To Year Comparisons
10771	10E110 2222 4400 00 000000	PERIODICALS/MEDIA/BF	717	717	0
10731	10E110 2222 4750 00 000000	AV INSTRUCTIONAL MATLS/BF	1,000	1,000	0
10781	10E110 2222 5500 00 000000	EQUIPMENT/LLC/BF	1,000	1,000	0
10891	10E110 2410 3320 00 000000	CONF/MTG/WKSHHP/BF PRINCIPAL	1,000	1,000	0
10911	10E110 2410 4100 00 000000	OFFICE SUPPLIES/BF PRINCIPAL	0	0	0
10931	10E110 2410 6400 00 000000	DUES & FEES/BF PRINCIPAL	1,000	1,000	0
10026	10E110 2621 3140 00 000000	PURCH SVC/CONT IMP/BF	0	0	0
10036	10E110 2621 3320 00 000000	CONF/MTG/WKSHHP/CONT IMP/BF	6,000	10,620	4,620
10086	10E110 2621 4100 00 000000	GENERAL SUPPLIES/CONT IMP/BF	2,000	0	(2,000)
Total Building Budget			69,614	81,200	11,586
Building Allocation				81,200	
Enrollment 2/28/14				580	

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# Forest Glen Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year To Year Comparisons
11136	10E130 1100 3320 00 000000	CONF/MTGS/VOCAL MUSIC/FG	150	150	0
11199	10E130 1100 3320 15 000000	CONF/MTGS/MATH SPEC/FG	0	0	0
11204	10E130 1100 3320 16 000000	CONF/MTGS/LITERACY/FG	0	0	0
11143	10E130 1100 3320 19 000000	CONF/MTGS/ELEM PE/FG	275	275	0
11924	10E130 1100 3380 00 141100	FIELD TRIPS/FG	4,000	4,000	0
10073	10E130 1100 4100 00 000000	GENERAL SUPPLIES/FG	22,447	23,815	1,368
11084	10E130 1100 4100 00 192200	SUPPLIES/FG/INFANT WELFARE			0
10118	10E130 1100 4100 10 000000	GEN SUPPLIES/VISUAL ARTS/FG	3,000	3,000	0
10108	10E130 1100 4100 11 000000	GEN SUPPLIES/VOCAL MUSIC/FG	1,000	1,000	0
11157	10E130 1100 4100 15 000000	SUPPLIES/MATH SPEC/FG	0	0	0
11165	10E130 1100 4100 16 000000	SUPPLIES/LITERACY/FG	0	0	0
10018	10E130 1100 4100 19 000000	GEN SUPPLIES/ELEM PE/FG	2,000	2,000	0
11044	10E130 1100 4190 00 000000	SMALL EQUIPMENT/FG	7,500	8,000	500
11295	10E130 1100 4190 11 000000	SMALL EQUIP/VOCAL MUSIC/FG	1,000	1,000	0
11148	10E130 1100 4190 19 000000	SMALL EQUIP/ELEM PE/FG	2,000	2,000	0
10093	10E130 1100 4210 00 000000	CONSUMABLES/FG	2,500	2,000	(500)
10103	10E130 1100 4220 00 000000	SUPP MTLs FOR TEXTS/FG	0	0	0
11244	10E130 1100 4400 00 000000	PERIODICALS/FG	0	0	0
10113	10E130 1100 5500 00 000000	EQUIPMENT/FG	1,000	1,000	0
10148	10E130 1100 5500 19 000000	EQUIPMENT/ELEM PE/FG	600	600	0
10276	10E130 1220 4100 00 000000	SUPPLIES/RIT-INCL/FG	0	0	0
11337	10E130 1220 4190 00 000000	SMALL EQUIP/RIT-INCL/FG	0	0	0
11074	10E130 1650 3320 00 000000	CONF/MTGS/GIFTED SVCS/FG	0	0	0
11163	10E130 1650 4100 00 000000	SUPPLIES/GIFTED SVC/FG	0	0	0
10573	10E130 2130 4100 00 000000	HEALTH SUPPLIES/FG	1,000	1,000	0
11573	10E130 2130 4190 00 000000	SMALL EQUIPMENT/HEALTH/FG	500	500	0
10528	10E130 2150 4100 00 000000	GENERAL SUPPLIES/SPEECH/FG	0	0	0
10763	10E130 2222 3230 00 000000	EQUIPMENT REPAIR/MEDIA/FG	600	600	0
11733	10E130 2222 3320 00 000000	CONF/MTGS/MEDIA/FG	500	500	0
10729	10E130 2222 4100 00 000000	GENERAL SUPPLIES/MEDIA/FG	1,500	1,500	0
11798	10E130 2222 4190 00 000000	SMALL EQUIPMENT/MEDIA/FG	500	500	0
10743	10E130 2222 4300 00 000000	LIBRARY BOOKS/FG	9,000	9,000	0

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# Forest Glen Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year To Year Comparisons
11793	10E130 2222 4300 00 380000	LIBRARY BOOKS/FG/STATE GRANT	0	0	0
10773	10E130 2222 4400 00 000000	PERIODICALS/MEDIA/FG	1,000	1,000	0
10733	10E130 2222 4750 00 000000	AV INSTRUCTIONAL MATLS/FG	800	800	0
10783	10E130 2222 5500 00 000000	EQUIPMENT/LLC/FG	2,500	2,500	0
10893	10E130 2410 3320 00 000000	CONF/MTG/WKSH/FG PRINCIPAL	2,000	2,000	0
10913	10E130 2410 4100 00 000000	OFFICE SUPPLIES/FG PRINCIPAL	0	0	0
10933	10E130 2410 6400 00 000000	DUES & FEES/FG PRINCIPAL	1,000	1,000	0
10028	10E130 2621 3140 00 000000	PURCH SVC/CONT IMP/FG	0	0	0
10038	10E130 2621 3320 00 000000	CONF/MTG/WKSH/CONT IMP/FG	5,000	5,000	0
10088	10E130 2621 4100 00 000000	GENERAL SUPPLIES/CONT IMP/FG	6,600	6,600	0
Building Budget Total			79,972	81,340	1,368
Building Allocation				81,340	
Enrollment 2/28/14				581	
Per Student allocation				140	
Building Access/Not available for General Building Use					
11129	10E130 3000 1120 04 000000	FG EXTRA DUTY PARENT INVOLVMT	Districtg Will Complete These Budgets		
11374	10E130 3000 2112 04 000000	FG PARENT INVOLVEMNT THIS			
11375	10E130 3000 2113 04 000000	FG PARENT INVOLVEMNT TRS 2.2			
11376	10E130 3000 3140 04 000000	FG PARENT INVOLVEMNT SERVICES			
11377	10E130 3000 4100 04 000000	FG PARENT INVOLVEMNT SUPPLIES			
41133	40E130 2550 3313 04 000000	FG PARENT INVOLVEMNT TRANSPORT			
53023	50E130 3000 2120 04 000000	FG PARENT INVOLVEMNT IMRF			
53024	50E130 3000 2130 04 000000	FG PARENT INVOLVEMNT SOC SEC			
53025	50E130 3000 2140 04 000000	FG PARENT INVOLVEMNT MEDICARE			
40014	40E130 2550 3313 00 172600	FIELD TRIPS/REG TRANS/FG			
10928	10E130 2213 1200 00 000000	SUB SALARIES/PROF DEV/FG			
10923	10E130 2213 2113 00 000000	TRS 2.2 BD SHARE/PROF DEV/FG			
15923	10E130 2213 2114 00 000000	THIS BD SHARE/PROF DEV/FG			
52244	50E130 2213 2140 00 000000	MEDICARE/PROF DEV SUBS/FG			

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# Churchill School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year To Year Comparisons
11123	10E120 1100 3230 10 000000	CONF/MTGS/VISUAL ARTS/CH	50	50	0
11133	10E120 1100 3320 00 000000	CONF/MTGS/VOCAL MUSIC/CH	50	50	0
11198	10E120 1100 3320 15 000000	CONF/MTGS/MATH SPEC/CH	200	200	0
11203	10E120 1100 3320 16 000000	CONF/MTGS/LITERACY/CH	200	200	0
11142	10E120 1100 3320 19 000000	CONF/MTGS/ELEM PE/CH	400	400	0
11923	10E120 1100 3380 00 141100	FIELD TRIPS/CH	2,000	0	(2,000)
10072	10E120 1100 4100 00 000000	GENERAL SUPPLIES/CH	39,631	35,000	(4,631)
11083	10E120 1100 4100 00 192200	SUPPLIES/CH/INFANT WELFARE	0	0	0
10117	10E120 1100 4100 10 000000	GEN SUPPLIES/VISUAL ARTS/CH	3,000	3,000	0
10107	10E120 1100 4100 11 000000	GEN SUPPLIES/VOCAL MUSIC/CH	1,400	1,400	0
11156	10E120 1100 4100 15 000000	SUPPLIES/MATH SPEC/CH	180	180	0
11162	10E120 1100 4100 16 000000	SUPPLIES/LITERACY/CH	180	180	0
10017	10E120 1100 4100 19 000000	GEN SUPPLIES/ELEM PE/CH	1,400	1,400	0
11043	10E120 1100 4190 00 000000	SMALL EQUIPMENT/CH	1,840	0	(1,840)
11294	10E120 1100 4190 11 000000	SMALL EQUIP/VOCAL MUSIC/CH	566	0	(566)
11149	10E120 1100 4190 19 000000	SMALL EQUIP/ELEM PE/CH	400	0	(400)
10092	10E120 1100 4210 00 000000	CONSUMABLES/CH	500	0	(500)
10102	10E120 1100 4220 00 000000	SUPP MTLS FOR TEXTS/CH	0	0	0
11243	10E120 1100 4400 00 000000	PERIODICALS/CH	2,000	2,000	0
10112	10E120 1100 5500 00 000000	EQUIPMENT/CH	0	0	0
10149	10E120 1100 5500 19 000000	EQUIPMENT/ELEM PE/CH	0	0	0
10275	10E120 1220 4100 00 000000	SUPPLIES/RIT-INCL/CH	360	360	0
11336	10E120 1220 4190 00 000000	SMALL EQUIP/RIT-INCL/CH	0	0	0
11073	10E120 1650 3320 00 000000	CONF/MTGS/GIFTED SVCS/CH	200	0	(200)
11188	10E120 1650 4100 00 000000	SUPPLIES/GIFTED SVCS/CH	180	180	0
10572	10E120 2130 4100 00 000000	HEALTH SUPPLIES/CH	500	500	0
11572	10E120 2130 4190 00 000000	SMALL EQUIPMENT/HEALTH/CH	0	0	0
10527	10E120 2150 4100 00 000000	GENERAL SUPPLIES/SPEECH/CH	180	180	0
10762	10E120 2222 3230 00 000000	EQUIPMENT REPAIR/MEDIA/CH	200	0	(200)
11732	10E120 2222 3320 00 000000	CONF/MTGS/MEDIA/CH	500	180	(320)
10727	10E120 2222 4100 00 000000	GENERAL SUPPLIES/MEDIA/CH	800	800	0
11797	10E120 2222 4190 00 000000	SMALL EQUIPMENT/MEDIA/CH	500	0	(500)
10742	10E120 2222 4300 00 000000	LIBRARY BOOKS/CH	6,000	5,000	(1,000)
11792	10E120 2222 4300 00 380000	LIBRARY BOOKS/CH/STATE GRANT	0	0	0

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# Churchill School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year To Year Comparisons
10772	10E120 2222 4400 00 000000	PERIODICALS/MEDIA/CH	200	200	0
10732	10E120 2222 4750 00 000000	AV INSTRUCTIONAL MATLS/CH	0	0	0
10782	10E120 2222 5500 00 000000	EQUIPMENT/LLC/CH	1,816	0	(1,816)
	10E120 2410 3140 00 000000	PURCH SVC/CONT IMP/CH	0	0	0
10892	10E120 2410 3320 00 000000	CONF/MTG/WKSH/CH PRINCIPAL	1,000	1,000	0
10912	10E120 2410 4100 00 000000	OFFICE SUPPLIES/CH PRINCIPAL	1,000	1,000	0
10932	10E120 2410 6400 00 000000	DUES & FEES/CH PRINCIPAL	1,000	1,000	0
10027	10E120 2621 3140 00 000000	PURCH SVC/CONT IMP/CH	4,033	20,000	15,967
10037	10E120 2621 3320 00 000000	CONF/MTG/WKSH/CONT IMP/CH	9,897	0	(9,897)
10087	10E120 2621 4100 00 000000	GENERAL SUPPLIES/CONT IMP/CH	3,000	18,080	15,080
Building Budget Total			85,363	92,540	7,177
	Building Allocation			92,540	
	Enrollment 2/28/14			661	
	Per Student Allocation			140	
Building Access/Not available for General Building Use					
40013	40E120 2550 3313 00 172600	FIELD TRIPS/REG TRANS/CH			
41132	40E120 2550 3313 04 000000	CH PARENT INVOLVMENT TRANSPORT			
53020	50E120 3000 2120 04 000000	CH PARENT INVOLVEMNT IMRF			
53021	50E120 3000 2130 04 000000	CH PARENT INVOLVEMNT SOC SEC			
53022	50E120 3000 2140 04 000000	CH PARETN INVOLVEMNT MEDICARE			
10927	10E120 2213 1200 00 000000	SUB SALARIES/PROF DEV/CH	District will Complete These Budgets		
10921	10E120 2213 2113 00 000000	TRS 2.2 BD SHARE/PROF DEV/CH			
15921	10E120 2213 2114 00 000000	THIS BD SHARE/PROF DEV/CH			
52243	50E120 2213 2140 00 000000	MEDICARE/PROF DEV SUBS/CH			
11130	10E120 3000 1120 04 000000	CH EXTRA DUTY PARENT INVOLVMENT			
11370	10E120 3000 2112 04 000000	CH PARENT INVOLVMENT THIS			
11371	10E120 3000 2113 04 000000	CH PARENT INVOLVMENT TRS 2.2			
11372	10E120 3000 3140 04 000000	CH PARENT INVOLVMENT SERVICES			
11373	10E120 3000 4100 04 000000	CH PARENT INVOLVMENT SUPPLIES			



# Hadley Jr. High School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11185	10E200 1100 3140 00 000000	PURCHASED SVCS/HAD	2,500	3,500	1,000
11227	10E200 1100 3140 24 000000	PURCHASED SVC/INSTR MUSIC	2,000	2,000	-
10214	10E200 1100 3190 24 000000	JUDGES FEES/INSTR MUSIC	625	625	-
11209	10E200 1100 3230 00 000000	EQUIPMENT REPAIRS	500	1,000	500
11126	10E200 1100 3230 19 000000	EQUIPMENT REPAIR/PE/HAD	500	500	-
11252	10E200 1100 3230 22 000000	EQUIP REPAIR/FACS	225	250	25
10218	10E200 1100 3230 24 000000	INSTRUMENT REPAIR/INSTR MUSIC	6,000	6,000	-
11925	10E200 1100 3313 00 141100	FIELD TRIPS/HAD	5,000	5,000	-
	10E200 1100 3320 00 000000	CONF/MTG/WKSHIP/HAD	-	1,500	1,500
12137	10E200 1100 3320 10 000000	CONF/MTG/ART	300	175	(125)
12140	10E200 1100 3320 11 000000	CONF/MTG/GEN/VOCAL MUSIC	300	175	(125)
12143	10E200 1100 3320 12 000000	CONF/MTG/ART TECH	175	175	-
11786	10E200 1100 3320 14 000000	CONF/MTGS/HAD/SOC STUDIES	750	500	(250)
11784	10E200 1100 3320 15 000000	CONF/MTGS/HAD/MATH	4,640	2,000	(2,640)
11268	10E200 1100 3320 16 000000	CONF/MTGS/LITERACY/HAD	500	2,000	1,500
11217	10E200 1100 3320 17 000000	CONF/MTG/WKSHIP LANG ARTS	1,500	0	(1,500)
11233	10E200 1100 3320 18 000000	CONF/MTG SCIENCE	2,500	2,000	(500)
11124	10E200 1100 3320 19 000000	CONF/MTGS/PE/HAD	500	600	100
12144	10E200 1100 3320 20 000000	CONF/MTG/HEALTH	100	150	50
11783	10E200 1100 3320 21 000000	CONF/MTGS/HAD/FOREIGN LANGUAGE	1,000	800	(200)
12147	10E200 1100 3320 22 000000	CONF/MTG/FACS	50	150	100
12151	10E200 1100 3320 23 000000	CONF/MTG/TECH ED	125	175	50
11225	10E200 1100 3320 24 000000	CONF/MTG/WKSHIP/INSTR MUSIC	600	500	(100)
11264	10E200 1100 3320 25 000000	CONF/MTGS/MATH SPEC/HAD	500	300	(200)
10179	10E200 1100 4100 00 000000	GENERAL SUPPLIES/HAD	30,014	40,000	9,986
11773	10E200 1100 4100 10 000000	SUPPLIES/EXPL ARTS/VISUAL ART	2,000	2,000	-
11770	10E200 1100 4100 11 000000	SUPPLIES/EXPL ARTS/MUSIC	2,700	1,500	(1,200)
11771	10E200 1100 4100 12 000000	SUPPLIES/EXPL ARTS/ART TECH	-	1,500	1,500
11762	10E200 1100 4100 14 000000	SUPPLIES/HAD/SOC STUDIES	2,000	2,000	-

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# Hadley Jr. High School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11765	10E200 1100 4100 15 000000	SUPPLIES/HAD/MATH	2,963	2,500	(463)
11760	10E200 1100 4100 16 000000	SUPPLIES/HAD/LITERACY	1,300	3,000	1,700
11766	10E200 1100 4100 17 000000	SUPPLIES/HAD/LANG ARTS	6,053	0	(6,053)
11767	10E200 1100 4100 18 000000	SUPPLIES/HAD/SCIENCE	10,259	8,000	(2,259)
10224	10E200 1100 4100 19 000000	GENERAL SUPPLIES/PE/HAD	500	1,000	500
11769	10E200 1100 4100 20 000000	SUPPLIES/EXPL ARTS/HEALTH	2,198	1,000	(1,198)
11785	10E200 1100 4100 21 000000	SUPPLIES/HAD/FOREIGN LANGUAGE	4,268	2,000	(2,268)
11774	10E200 1100 4100 22 000000	SUPPLIES/EXPL ARTS/FACS	7,536	6,000	(1,536)
11772	10E200 1100 4100 23 000000	SUPPLIES/EXPL ARTS/TECH ED	1,242	2,000	758
10215	10E200 1100 4100 24 000000	GENERAL SUPPLIES/INSTR MUSIC	7,500	7,000	(500)
11158	10E200 1100 4100 25 000000	SUPPLIES/MATH SPEC/HAD	300	500	200
11768	10E200 1100 4100 27 000000	SUPPLIES/EXPL ARTS/FLEX LANG	300	0	(300)
11086	10E200 1100 4100 37 000000	SUPPLIES/HADLEY U	1,000	0	(1,000)
11079	10E200 1100 4190 00 000000	SMALL EQUIPMENT/HAD	2,525	4,000	1,475
12138	10E200 1100 4190 10 000000	SMALL EQUIP/ART	600	500	(100)
12141	10E200 1100 4190 11 000000	SMALL EQUIP/GEN MUSIC/VOCAL	500	800	300
11210	10E200 1100 4190 12 000000	SMALL EQUIPMENT/EXPL ARTS	1,200	2,000	800
11118	10E200 1100 4190 18 000000	JH SCIENCE SMALL EQUIPMENT	3,518	3,500	(18)
11125	10E200 1100 4190 19 000000	SMALL EQUIPMENT/PE/HAD	200	500	300
12145	10E200 1100 4190 20 000000	SMALL EQUIP/HEALTH	-	0	-
12148	10E200 1100 4190 22 000000	SMALL EQUIPMENT/FACS	-	500	500
12152	10E200 1100 4190 23 000000	SMALL EQUIP/TECH ED	-	0	-
11226	10E200 1100 4190 24 000000	SMALL EQUIPMENT/INSTR MUSIC	25,000	2,000	(23,000)
10180	10E200 1100 4200 00 000000	TEXTBOOKS/HAD	2,000	4,000	2,000
10181	10E200 1100 4210 00 000000	CONSUMABLES/HAD	500	1,500	1,000
10182	10E200 1100 4220 00 000000	SUPP MTLS FOR TEXTS/HAD	-	0	-
11245	10E200 1100 4400 00 000000	PERIODICALS/HAD	-	0	-

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# Hadley Jr. High School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
10109	10E200 1100 4700 00 000000	SOFTWARE/HAD	2,200	0	(2,200)
10183	10E200 1100 5500 00 000000	EQUIPMENT/HAD	2,800	5,000	2,200
12139	10E200 1100 5500 10 000000	EQUIPMENT/ART	1,600	500	(1,100)
12142	10E200 1100 5500 11 000000	EQUIPMENT/GEN MUSIC/VOCAL	1,700	0	(1,700)
10206	10E200 1100 5500 12 000000	EQUIPMENT/EXPL ARTS		500	500
10225	10E200 1100 5500 19 000000	EQUIPMENT/PE/HAD	4,200	5,000	800
12146	10E200 1100 5500 20 000000	EQUIPMENT/HEALTH	-	0	-
12150	10E200 1100 5500 22 000000	EQUIPMENT/FACS	-	500	500
12153	10E200 1100 5500 23 000000	EQUIPMENT/TECH ED	-	1,000	1,000
10186	10E200 1100 6400 00 000000	DUES & FEES/HAD	500	1,000	500
10217	10E200 1100 6400 24 000000	DUES & FEES/INSTR MUSIC	2,500	1,200	(1,300)
10574	10E200 2130 4100 00 000000	HEALTH SUPPLIES/HAD	1,000	1,000	-
11574	10E200 2130 4190 00 000000	SMALL EQUIPMENT/HEALTH/HAD	-	0	-
10529	10E200 2150 4100 00 000000	GENERAL SUPPLIES/SPEECH/HAD	500	500	-
11504	10E200 1650 4100 00 000000	GEN SUPPLIES/GIFTED SVCS/HAD	1,500	500	(1,000)
11565	10E000 2120 4100 00 000000	GENERAL SUPPLIES/GUIDANCE	500	500	-
10764	10E200 2222 3230 00 000000	EQUIPMENT REPAIR/MEDIA/HAD	-	500	500
11734	10E200 2222 3320 00 000000	CONF/MTGS/MEDIA/HAD	675	250	(425)
10737	10E200 2222 4100 00 000000	GENERAL SUPPLIES/MEDIA/HAD	900	1,000	100
11799	10E200 2222 4190 00 000000	SMALL EQUIPMENT/MEDIA/HAD	1,000	1,000	-
10744	10E200 2222 4300 00 000000	LIBRARY BOOKS/HAD	18,968	10,000	(8,968)
11229	10E200 2222 4300 00 192900	LLC MATLS PTA CURR ENHANCE	-	0	-
11794	10E200 2222 4300 00 380000	LIBRARY BOOKS/HAD/STATE GRANT	-	0	-
11764	10E200 2222 4310 00 000000	REBINDING/MEDIA/HAD	-	0	-
10774	10E200 2222 4400 00 000000	PERIODICALS/MEDIA/HAD	619	1,000	381
10734	10E200 2222 4750 00 000000	AV INSTRUCTIONAL MATLS/HAD	600	600	-
10784	10E200 2222 5500 00 000000	EQUIPMENT/LLC/HAD	-	0	-
10894	10E200 2410 3320 00 000000	CONF/MTG/WKSH/HAD PRINCIPAL	7,000	7,000	-
10914	10E200 2410 4100 00 000000	OFFICE SUPPLIES/HAD PRINCIPAL	600	500	(100)
10934	10E200 2410 6400 00 000000	DUES & FEES/HAD PRINCIPAL	1,000	1,500	500
10029	10E200 2621 3140 00 000000	PURCH SVC/CONT IMP/HAD	4,000	6,000	2,000
10039	10E200 2621 3320 00 000000	CONF/MTG/WKSH/CONT IMP/HAD	2,500	3,000	500
10089	10E200 2621 4100 00 000000	GENERAL SUPPLIES/CONT IMP/HAD	2,500	1,000	(1,500)
Total Building Budget			208,428	179,925	(28,503)

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# Hadley Jr. High School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11502	10E200 1510 3140 39 0000000	PURCHASED SVC/DRAMA	-	0	-
11575	10E200 1510 3140 51 0000000	PURCH SVCS/BAND, ORCH, CHORUS	1,000	0	(1,000)
10521	10E200 1510 3190 00 0000000	ATHLETIC OFFICIALS	5,500	5,500	-
10522	10E200 1510 4100 00 0000000	GENERAL SUPPLIES/ATHLETICS	1,000	1,500	500
11536	10E200 1510 4100 30 0000000	SUPPLIES/WRESTLING	1,100	1,000	(100)
11580	10E200 1510 4100 31 0000000	SUPPLIES/VOLLEYBALL	600	600	-
11562	10E200 1510 4100 32 0000000	SUPPLIES/BASKETBALL/GIRLS	500	600	100
11582	10E200 1510 4100 34 0000000	SUPPLIES/XCTRY & TRACK	2,000	1,500	(500)
11584	10E200 1510 4100 35 0000000	SUPPLIES/SOFTBALL	300	300	-
11527	10E200 1510 4100 36 0000000	SUPPLIES/INTRAMURAL SPORTS	800	1,000	200
11594	10E200 1510 4100 39 0000000	SUPPLIES/DRAMA	1,500	1,500	-
11538	10E200 1510 4100 40 0000000	SUPPLIES/HANDBELLS	-	0	-
11567	10E200 1510 4100 41 0000000	SUPPLIES/CHESS	300	300	-
11591	10E200 1510 4100 42 0000000	SUPPLIES/CHEERLEADING	1,200	1,400	200
11568	10E200 1510 4100 43 0000000	SUPPLIES/MATHLETES	300	300	-
11593	10E200 1510 4100 44 0000000	SUPPLIES/BASKETBALL/BOYS	550	600	50
11561	10E200 1510 4100 45 0000000	SUPPLIES/STUDENT COUNCIL	750	750	-
11537	10E200 1510 4100 46 0000000	SUPPLIES/MADRIGAL CHOIR	250	0	(250)
11589	10E200 1510 4100 47 0000000	SUPPLIES/SCIENCE OLYMPICS	-	0	-
11583	10E200 1510 4100 48 0000000	SUPPLIES/SOCCER	500	1,000	500
11501	10E200 1510 4100 49 0000000	SUPPLIES/TREBLE CONC CHOIR	2,100	1,500	(600)
11519	10E200 1510 4100 50 0000000	SUPPLIES/LEGO ROBOTICS	500	800	300
11587	10E200 1510 4100 51 0000000	SUPPLIES/BAND, ORCH & CHORUS	2,500	0	(2,500)
11599	10E200 1510 4100 52 0000000	SUPPLIES/R C CLUB	2,600	2,000	(600)
15131	10E200 1510 4100 53 0000000	DARE TO DREAM CLUB SUPPLIES	500	500	-
15132	10E200 1510 4100 54 0000000	GUITAR CLUB SUPPLIES	500	500	-
11525	10E200 1510 4190 00 0000000	SMALL EQUIPMENT/ATHLETICS	600	2,000	1,400
11606	10E200 1510 4190 30 0000000	SMALL EQUIPMENT/WRESTLING	1,000	0	(1,000)
10553	10E200 1510 5500 00 0000000	EQUIPMENT/ATHLETICS	2,500	2,500	-
11526	10E200 1510 6400 00 0000000	DUES & FEES/ATHLETICS	700	800	100
11523	10E200 1510 6400 30 0000000	DUES & FEES/WRESTLING	1,750	1,000	(750)
11596	10E200 1510 6400 31 0000000	DUES & FEES/VOLLEYBALL	350	350	-
11560	10E200 1510 6400 32 0000000	DUES & FEES/GIRLS BASKETBALL	350	350	-
11569	10E200 1510 6400 35 0000000	DUES & FEES/SOFTBALL	600	350	(250)

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# Hadley Jr. High School Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11590	10E200 1510 6400 44 0000000	DUES & FEES/BOYS BASKETBALL	600	600	-
11521	10E200 1510 6400 45 0000000	DUES & FEES/STUDENT COUNCIL	150	150	-
11520	10E200 1510 6400 50 0000000	DUES & FEES/LEGO ROBOTICS	400	500	100
40021	40E200 2550 3312 00 0000000	ATHLETIC TRIPS/REG TRANS	20,000	15,000	(5,000)
Total Interscholastics/Clubs/Activities			55,850	46,750	(9,100)
Total Building Interscholastics				50,000	
Building Allocation				175,000	
Enrollment				1,250	
Allocation Per Student				140	

6/6/2014

# TLA Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11180	10E000 1100 3140 00 000000	PURCHASED SVCS/DIST	-	-	-
11170	10E000 1100 3140 16 000000	PURCHASED SVC/LITERACY	-	-	-
11152	10E000 1100 3230 00 000000	EQUIPMENT REPAIR/DIST	-	-	-
11111	10E000 1100 3320 15 000000	CONF/MTG/WKSHIP/MATH SPEC	2,250	2,250	-
11171	10E000 1100 3320 16 000000	CONF/MTG/WKSHIP/LITERACY	2,700	2,700	-
10154	10E000 1100 3380 00 172500	OUTDOOR ED FEES	5,000	-	(5,000)
10074	10E000 1100 4100 00 000000	GENERAL SUPPLIES/DIST	16,875	16,000	(875)
11063	10E000 1100 4100 00 172900	MATH RESOURCE BOOKS	-	-	-
11110	10E000 1100 4100 11 000000	GENERAL MUSIC SUPPLIES	-	400	400
11112	10E000 1100 4100 15 000000	GENERAL SUPPLIES/MATH SPEC	-	-	-
11172	10E000 1100 4100 16 000000	GENERAL SUPPLIES/LITERACY	-	-	-
11087	10E200 1100 4100 80 000000	SUPPLIES/HADLEY NEW HORIZONS	8,000	-	(8,000)
10114	10E000 1100 4190 00 000000	SMALL EQUIPMENT/DIST	750	750	-
11114	10E000 1100 4190 15 000000	SMALL EQUIPMENT/MATH SPEC	-	-	-
11173	10E000 1100 4190 16 000000	SMALL EQUIPMENT/LITERACY	-	-	-
11088	10E200 1100 4190 80 000000	SMALL EQUIP/HADLEY NEW HORIZON	-	-	-
10084	10E000 1100 4200 00 000000	TEXTBOOKS/DIST	147,375	125,000	(22,375)
11119	10E000 1100 4200 15 000000	TEXTBOOKS/MATH SPEC	-	-	-
10094	10E000 1100 4210 00 000000	CONSUMABLES/DIST	60,000	45,000	(15,000)
10104	10E000 1100 4220 00 000000	SUPP MTLs FOR TEXTS/DIST	150,000	100,000	(50,000)
11256	10E000 1100 4700 15 000000	SOFTWARE/MATH SP/HAD	-	-	-
11179	10E000 1100 4700 16 000000	SOFTWARE/LITERACY/ELEM	-	-	-
10184	10E000 1100 5500 00 000000	EQUIPMENT/DIST	15,700	2,000	(13,700)
11257	10E000 1100 5500 15 000000	EQUIPMENT/MATH SPEC/HAD	-	-	-
11089	10E200 1100 5500 80 000000	EQUIPMENT/HADLEY NEW HORIZONS	-	-	-
11115	10E000 1100 6400 15 000000	DUES & FEES/MATH SPEC	-	-	-
11194	10E000 1100 6400 16 000000	DUES & FEES/LITERACY	-	-	-
11631	10E000 2212 1122 00 000000	SUMMER WORK/CURR DEV	60,000	45,000	(15,000)
10600	10E000 2212 1123 00 000000	CURR COMM/CURR DEV	30,000	30,000	-
11607	10E000 2212 3140 00 000000	PURCHASED SVC/CURR DEV	25,000	15,000	(10,000)
10605	10E000 2212 3320 00 000000	CONF/MTG/WKSHIP/CURR DEV	35,000	15,000	(20,000)
10602	10E000 2212 3600 00 000000	PRINTING/CURR DEV	7,000	2,000	(5,000)

6/6/2014

# TLA Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
10603	10E000 2212 4100 00 000000	GENERAL SUPPLIES/CURR DEV	20,000	10,000	(10,000)
11628	10E000 2212 4190 00 000000	SMALL EQUIPMENT/CURR DEV	-	-	-
11611	10E000 2212 4700 00 000000	SOFTWARE/CURR DEV	35,000	10,000	(25,000)
10604	10E000 2212 5500 00 000000	EQUIP/CURR DEV	-	-	-
11610	10E000 2212 6400 00 000000	DUES & FEES/CURR DEV	2,000	1,500	(500)
10590	10E000 2230 3140 00 000000	PURCHASED SVCS/TEST SVCS	5,200	-	(5,200)
10591	10E000 2230 4100 00 000000	GENERAL SUPPLIES/TEST SVCS	1,000	-	(1,000)
10592	10E000 2230 4190 00 000000	SMALL EQUIPMENT/TEST SVCS	-	-	-
10569	10E000 2230 6400 00 000000	DUES & FEES/TEST SVCS	-	-	-
40017	40E000 2550 3313 00 172500	FIELD TRIPS/OUTDOOR ED	4,000	4,000	-
40019	40E000 2550 3314 00 000000	MUSIC TRIPS/REG TRANS	5,000	4,500	(500)
Total TLA Budget			637,850	431,100	(206,750)

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**Pre-K Program Budget Worksheet  
(Excludes ECSE)**

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
10437	10E000 1125 3140 00 370500	PURCHASED SVCS/AT RISK	-	-	-
10436	10E000 1125 3320 00 370500	CONF/MTGS/AT RISK	-	-	-
11437	10E000 1125 4100 00 000000	GENERAL SUPPLIES/PRE-K DIST	-	-	-
10435	10E000 1125 4100 00 370500	GENERAL SUPPLIES/AT RISK	3,000	3,000	-
11477	10E000 1125 4100 00 370570	GENERAL SUPPLIES/PRE-K FOR ALL	2,000	2,000	-
11479	10E000 1125 4100 70 000000	SUPPLIES/PRE-K FOR ALL/DIST	-	-	-
11436	10E000 1125 4110 00 000000	FOOD SUPPLIES/PRE-K DIST	1,765	1,765	-
10443	10E000 1125 4110 00 370500	FOOD SUPPLIES/AT RISK	2,500	2,500	-
11481	10E000 1125 4110 00 370570	FOOD SUPPLIES/PRE-K FOR ALL	-	-	-
11478	10E000 1125 4110 70 000000	FOOD/PRE-K FOR ALL/DIST	-	-	-
10409	10E000 1125 4190 00 370500	SMALL EQUIPMENT/AT RISK	-	-	-
40016	40E000 2550 3313 00 370500	FIELD TRIPS/PRE-K	500	500	-
40033	40E000 2550 3313 00 370570	FIELD TRIPS PRE SCHL FOR ALL	-	-	-
District Pre-K At Risk Program			9,765	9,765	-
10160	10E000 3801 3140 00 370501	PURCHASED SVC/MODEL PARENT 0-3	379	379	-
10157	10E000 3801 3320 00 370501	CONF/MTGS/MODEL PARENT 0-3	460	460	-
10193	10E000 3801 4100 00 370501	GEN SUPPLIES/MODEL PARENT 0-3	400	400	-
10198	10E000 3801 4110 00 370501	FOOD SUPPLIES/MODEL PARENT 0-3	250	250	-
Birth to 3 Program			1,489	1,489	-

6/6/2014



# ELL/Bilingual/LIPLES Program Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons (240.00)
10456	10E000 1800 1120 00 000000	EX DUTY STIPENDS/ESL	9,520.00	9,280.00	-
11549	10E000 1800 3140 00 000000	TRANSLATION SERVICES	20,000.00	20,000.00	-
11347	10E000 1800 3320 00 000000	DIR CONF/MTG/WRKSHOP EXP	4,500.00	4,500.00	-
10516	10E000 1800 4100 00 000000	GENERAL SUPPLIES/ESL/DIST	8,300.00	8,300.00	-
10518	10E000 1800 4190 00 000000	SMALL EQUIPMENT/ESL	-	-	-
10285	10E000 1810 4100 00 000000	GENERAL SUPPLIES/BIL/DIST	6,924.00	6,924.00	-
11351	10E000 1800 6400 00 000000	DIR DUES & FEES	-	240.00	240.00
Total District ELL/Bilingual Program			49,244.00	49,244.00	-
11672	10E000 1830 3140 00 490900	PURCH SVCS/TITLE III/	10,725.00	10,725.00	-
11668	10E000 1830 3320 00 490900	CONF/MTGS/TITLE III	1,100.00	1,100.00	-
11667	10E000 1830 4100 00 490900	GEN SUPPLIES/TITLE III	-	-	-
11670	10E000 1830 4190 00 490900	SMALL EQUIP/TITLE III/LIPLES	-	-	-
11660	10E000 1830 4300 00 490900	LIBRARY BOOKS	-	-	-
11673	10E000 1830 6700 00 490900	SUMMER SCHOOL TUITION	-	-	-
13409	10E000 3100 1130 00 490900	LIPLES/PARENT LIAISON	-	-	-
11678	10E000 3100 3140 00 490900	PROF SVCS/LIPLES	14,150.00	22,640.00	8,490.00
11679	10E000 3100 4100 00 490900	SUPPLIES & MATLS/LIPLES	4,450.00	4,450.00	-
40023	40E000 2550 3313 00 490900	FIELD TRIPS/TITLE III/LIPLES	-	-	-
40047	40E000 2550 3310 00 490900	TITLE III/LIPLES TRANS	-	-	-
Total Title III/LIPLES Grant Program			30,425.00	38,915.00	8,490.00
11412	10E000 1100 4100 21 000000	FLES Supplies and Materials	10,000.00	10,000.00	-
22122	10E000 2213 3320 21 000000	FLES Conference/Meetings/Workshops	1,000.00	10,000.00	9,000.00
22121	10E000 2213 3140 21 000000	FLES Professional Services	1,500.00	2,000.00	500.00
Total FLES Program			12,500.00	22,000.00	9,500.00

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# Special Education Budget

Quick Key Type Purchase	Account # / Program type	Account Description / Build Location	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
Key	Account Number	Description			
11366	10E000 1220 1120 00 000000	EXTRA DUTY STIPENDS/RIT-INCL	3,000.00	4,500.00	1,500.00
10365	10E000 1220 1240 00 000000	HOMEBOUND TUTOR/RIT-INCL	4,000.00	4,000.00	-
10315	10E000 1220 3140 00 000000	PURCHASED SVCS/RIT-INCL	-	-	-
10398	10E000 1220 3141 00 000000	TUTORING SERVICES/RIT-INCL	-	-	-
10313	10E000 1220 3320 00 000000	CONF/MTG/WKSHIP/RIT-INCL	2,000.00	2,000.00	-
10237	10E000 1220 4100 00 000000	SUPPLIES/RIT-INCL	20,000.00	15,450.00	(4,550.00)
11333	10E000 1220 4190 00 000000	SMALL EQUIPMENT/RIT-INCL	4,000.00	4,000.00	-
11304	10E000 1220 4700 00 000000	SOFTWARE/RIT-INCL	3,000.00	6,000.00	3,000.00
11339	10E000 1220 5500 00 000000	EQUIPMENT/RIT-INCL	12,100.00	12,100.00	-
Total RIT/Incl Program			48,100.00	48,050.00	(50.00)
11313	10E000 1222 3320 00 000000	CONF/WKSHIP//MIP	1,500.00	500.00	(1,000.00)
10249	10E000 1222 4100 00 000000	SUPPLIES/MIP	8,000.00	6,000.00	(2,000.00)
10247	10E000 1222 4190 00 000000	SMALL EQUIP/MIP	1,000.00	1,000.00	-
10239	10E000 1222 4700 00 000000	SOFTWARE/MIP	250.00	800.00	550.00
Total MIP Program			10,750.00	8,300.00	(2,450.00)
11311	10E000 1223 3320 00 000000	CONF/WKSHIP/GIP/	500.00	250.00	(250.00)
10238	10E000 1223 4100 00 000000	SUPPLIES/GIP	3,000.00	1,000.00	(2,000.00)
10240	10E000 1223 4190 00 000000	SMALL EQUIP/GIP	2,000.00	1,000.00	(1,000.00)
Total GIP Program			5,500.00	2,250.00	(3,250.00)
11314	10E000 1224 3320 00 000000	CONF/WKSHIP/BD	250.00	250.00	-
10236	10E200 1224 4100 00 000000	SUPPLIES/BD/HAD	4,000.00	3,000.00	(1,000.00)
Total Cross/Cat (BD) Program			4,250.00	3,250.00	(1,000.00)



# Special Education Budget

10263	10E000 1225 1120 00 0000000	EXTRA DUTY/ECE	3,000.00	3,000.00	-
10385	10E000 1225 3320 00 0000000	CONF/MTG/WKSHIP/ECE	500.00	500.00	-
10244	10E000 1225 4100 00 0000000	SUPPLIES/ECE	2,875.00	3,000.00	125.00
11775	10E100 1225 4100 00 0000000	SUPPLIES/ECE/AL	-	-	-
10348	10E130 1225 4100 00 0000000	SUPPLIES/ECE/FG	-	-	-
12254	10E000 1225 4110 00 0000000	ECE STUDENT SNACKS	2,500.00	2,500.00	-
12219	10E000 1225 4190 00 0000000	SMALL EQUIPMENT/ECE	-	1,500.00	1,500.00
11776	10E100 1225 4190 00 0000000	SMALL EQUIPMENT/ECE/AL	-	-	-
11388	10E130 1225 4190 00 0000000	SMALL EQUIP/ECE/FG	-	-	-
10349	10E130 1225 5500 00 0000000	EQUIPMENT/EC/FG	-	-	-
Total ECSE Program			8,875.00	10,500.00	1,625.00
10429	10E000 2110 1120 00 0000000	EX DUTY STIPENDS/SOCIAL WORK	-	-	-
11513	10E000 2110 3140 00 0000000	PURCH SVC/SOCIAL WORK	-	-	-
11317	10E000 2110 3320 00 0000000	CONF/WKSHIP/SOC WORK	500.00	500.00	-
11545	10E000 2110 4100 00 0000000	GENERAL SUPPLIES/SOC WORK	6,000.00	6,000.00	-
11493	10E000 2110 4700 00 0000000	SOFTWARE/SOC WORK	500.00	500.00	-
Total Social Work Services			15,875.00	17,500.00	1,625.00
10461	10E000 2130 3230 00 0000000	EQUIP REPAIR/HEALTH SVCS	400.00	400.00	-
11319	10E000 2130 3320 00 0000000	CONF/WKSHIP//HEALTH	600.00	600.00	-
10575	10E000 2130 4100 00 0000000	HEALTH SUPPLIES/DIST	1,200.00	1,200.00	-
10576	10E000 2130 4190 00 0000000	SMALL EQUIPMENT/HEALTH	-	-	-
10637	10E000 2130 5500 00 0000000	EQUIPMENT/HEALTH	-	1,000.00	1,000.00
Total Health Services			2,200.00	3,200.00	1,000.00
10248	10E000 2140 3140 00 0000000	PURCH SERV/PSYCH/	2,000.00	500.00	(1,500.00)
10558	10E000 2140 3320 00 0000000	CONF/MTG/WKSHIP/PSYCH	3,000.00	1,000.00	(2,000.00)
0	10E000 2140 3390 00 0000000	CONTRACT TRAVEL/PSYCH	600.00	600.00	-
10250	10E000 2140 4100 00 0000000	SUPPLIES//PSYCH	6,000.00	8,000.00	2,000.00
Total Psych Services			11,600.00	10,100.00	(1,500.00)

# Special Education Budget

10597	10E000 2142 1120 00 0000000	EX DUTY/PRE-SCHOOL SCREENING	-	-	-
10598	10E000 2142 3140 00 0000000	PURCH SVCS/PRE-SCHOOL SCREEN	500.00	1,000.00	500.00
10599	10E000 2142 4100 00 0000000	GEN SUPPLIES/PRE-SCHOOL SCREEN	500.00	500.00	-
Total Pre-School Screening			1,000.00	1,500.00	500.00
11316	10E000 2150 3320 00 0000000	CONF/MKSHIP//SPEECH	1,500.00	1,500.00	-
10246	10E000 2150 4100 00 0000000	SUPPLIES//SPEECH/DIST	5,000.00	5,000.00	-
Total Speech Services			6,500.00	6,500.00	-
10258	10E000 2330 3140 00 0000000	PURCH SVCS/SPEC SERV/	1,000.00	2,000.00	1,000.00
10262	10E000 2330 3320 00 0000000	CONF/MTGS/SPEC SVC/	4,000.00	4,000.00	-
10251	10E000 2330 4100 00 0000000	SUPPLIES//SPEC SVCS	4,000.00	3,500.00	(500.00)
12345	10E000 2330 4100 00 462000	IDEA PROP SHARE SUPPLIES	-	-	-
10868	10E000 2330 4190 00 0000000	SMALL EQUIP//SPEC SVCS	1,000.00	2,000.00	1,000.00
12344	10E000 2330 4190 00 462000	PROPORTIONATE SHARE	-	-	-
12341	10E000 2330 4190 00 485000	ARRA SMALL EQUIPMENT	-	-	-
12343	10E000 2330 4190 00 485600	ARRA PRE-SCHOOL SMALL EQUIP	-	-	-
12339	10E300 2330 4190 00 485000	SMALL EQUIP ARRA IDEA ST PETS	-	-	-
10252	10E000 2330 5500 00 0000000	EQUIPMENT/SPEC SVCS	-	2,000.00	2,000.00
12342	10E000 2330 5500 00 485000	ARRA EQUIPMENT	-	-	-
12340	10E300 2330 5500 00 485000	EQUIP ARRA IDEA ST PETS	-	-	-
10685	10E000 2330 6400 00 0000000	DUES & FEES/SPEC SVCS	2,000.00	2,000.00	-
Total Spec Svcs Department			12,000.00	15,500.00	3,500.00
10372	10E000 4120 3110 00 0000000	MEMBERSHIP FEE/CASE	45,000.00	45,000.00	-
10990	10E000 4220 6700 00 0000000	PUBLIC SCHOOL TUITION	1,255,000.00	1,550,000.00	295,000.00
10371	10E000 1912 6700 00 0000000	PRIVATE TUITION	420,000.00	700,000.00	280,000.00
Total Tuition			1,675,000.00	2,250,000.00	575,000.00
40030	40E000 2550 3315 00 0000000	SP ED TRANS/ROUTE CONTRACT	-	-	-
10412	10.E.000.1226.3320.00.0000000	CONF/MTG/MKSHIP/EC STRUCTURED	750.00	500.00	(250.00)
10415	10.E.000.1226.4100.00.0000000	SUPPLIES/EC STRUCTURED	2,500.00	2,400.00	(100.00)

# Special Education Budget

10417	10.E.000.1226.4190.00.0000000	SMALL EQUIPMENT/EC STRUCTURED	2,000.00	1,200.00	(800.00)
10419	10.E.000.1226.5500.00.0000000	EQUIPMENT/EC STRUCTURED	-	1,150.00	1,150.00
Total EC Structured			5,250.00	5,250.00	-
10414	10.E.000.1227.3320.00.0000000	CONF/MTG/WKSHP/EMO SUP/HA	500.00	250.00	(250.00)
10416	10.E.000.1227.4100.00.0000000	SUPPLIES/EMO SUP/HA	3,000.00	3,000.00	-
10418	10.E.000.1227.4190.00.0000000	SMALL EQUIPMENT/EMO SUP/HA	2,000.00	2,250.00	250.00
10420	10.E.000.1227.5500.00.0000000	EQUIPMENT/EMO SUP/HA			-
Total ESP			5,500.00	5,500.00	-

# BOE/Supt/Cont Imp Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11816	10E000 2310 00 000000	WELLNESS PROGRAM	10,500	10,500	-
10804	10E000 2310 3110 00 000000	CONTRACTED SVCS/BOARD	45,500	45,500	-
10806	10E000 2310 3180 00 000000	LEGAL SERVICES	160,000	160,000	-
10808	10E000 2310 3320 00 000000	CONF/MTG/WKSH/BOARD	7,500	7,500	-
10817	10E000 2310 4100 00 000000	GENERAL SUPPLIES/BOARD	8,500	8,500	-
10815	10E000 2310 4190 00 000000	SMALL EQUIPMENT/BOARD	185	-	(185)
10818	10E000 2310 5500 00 000000	EQUIPMENT/BOARD	-	-	-
10814	10E000 2310 6400 00 000000	DUES & FEES/BOARD	15,000	15,000	-
Total/BOE Budget			247,185	247,000	(185)
10826	10E000 2320 3110 00 000000	PURCHASED SVCS/EXEC SVCS	10,000	10,000	-
10827	10E000 2320 3320 00 000000	CONF/MTG/WKSH/EXEC	18,500	10,000	(8,500)
10835	10E000 2320 4100 00 000000	GENERAL SUPPLIES/EXEC SVCS	6,500	6,500	-
11836	10E000 2320 4190 00 000000	SMALL EQUIPMENT/EXEC	700	200	(500)
11835	10E000 2320 4700 00 000000	SOFTWARE/EXEC SVCS	500	-	(500)
10836	10E000 2320 5500 00 000000	EQUIPMENT/EXEC SVCS	1,000	300	(700)
10837	10E000 2320 6400 00 000000	DUES & FEES/EXEC SVCS	6,075	6,000	(75)
Total Supt Budget			43,275	33,000	(10,275)
11326	10E000 2621 3140 00 000000	PURCH SVCS/CONTINUOUS IMP	16,600	10,000	(6,600)
11327	10E000 2621 3320 00 000000	CONF/MTGS/WKSH/CONT IMP	8,000	6,000	(2,000)
11328	10E000 2621 4100 00 000000	GEN SUPPLIES/CONTINUOUS IMP	18,224	8,000	(10,224)
11329	10E000 2621 4190 00 000000	SMALL EQUIPMENT/CONTINUOUS IMP	500	500	-
11331	10E000 2621 6400 00 000000	DUES & FEES/CONTINUOUS IMP	1,500	1,500	-
11636	10E000 2627 3140 00 000000	PURCHASED SERVICES/BLT	2,060	2,000	(60)
11638	10E000 2627 4100 00 000000	GENERAL SUPPLIES/BLT	1,000	1,000	-
Total Cont Imp/BLTBudget			47,884	29,000	(18,884)

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# Teams for Excellence Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11622	10E000 2626 3140 00 0000000	PURCHASED SERVICES/CIT	10,500.00	10,500.00	-
11623	10E000 2626 4100 00 0000000	GENERAL SUPPLIES/CIT	4,000.00	4,000.00	-
Total CIT Budget			14,500.00	14,500.00	-
11676	10E000 2628 3140 00 0000000	PURCHASED SERVICES/LLT	-	-	-
11677	10E000 2628 4100 00 0000000	GENERAL SUPPLIES/LLT	-	-	-
Total LLT Budget			-	-	-
11682	10E000 2629 3140 00 0000000	PURCHASED SERVICES/PDT	27,500.00	21,500.00	(6,000.00)
11782	10E000 2629 3320 00 0000000	CONF/MTGS/ PDT MEMBERS	1,000.00		(1,000.00)
11683	10E000 2629 4100 00 0000000	GENERAL SUPPLIES/PDT	900.00		(900.00)
11685	10E000 2629 6400 00 0000000	DUES & FEES/PDT	350.00		(350.00)
Total PDT Budget			29,750.00	21,500.00	(8,250.00)

6/6/2014



# Community Information Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
10970	10E000 2630 3110 00 000000	CONSULTANT SERV/INFO SVCS	-	1,000	1,000
11965	10E000 2630 3140 00 000000	PURCHASED SVCS/INFO SVCS	-	12,000	12,000
11969	10E000 2630 3320 00 000000	CONF/MTG/WKSHIP/INFO SVCS	-	-	-
11966	10E000 2630 3500 00 000000	ADVERTISEMENTS/INFO SVCS	-	-	-
10989	10E000 2630 3600 00 000000	PRINTING/INFO SVCS	-	-	-
10973	10E000 2630 3610 00 000000	DISTRICT PUBLICATIONS	20,000	7,000	(13,000)
10967	10E000 2630 4100 00 000000	GENERAL SUPPLIES/INFO SVCS	-	-	-
11978	10E000 2630 4700 00 000000	S/W SUBSCRIPTIONS/INFO SVCS	-	750	750
11977	10E000 2630 5500 00 000000	EQUIPMENT/INFO SVCS	1,780	500	(1,280)
11968	10E000 2630 6400 00 000000	DUES & FEES/INFO SVCS	-	500	500
Total Community Information Budget			21,780	21,750	(30)
13083	10E000 1100 3140 08 399900	BULLYING GRANT SERVICES	18,000	18,000	-
13084	10E000 1100 3320 08 399900	BULLYING GRANT CONF/MTG/WRKSHIP	-	-	-
Total Bullying Grant Budget			18,000	18,000	-
11135	10.E.000.1100.4100.00.192000	SUPPLIES/PEP	-	-	-
11137	10.E.000.1100.5500.00.192000	EQUIPMENT/PEP	-	-	-
11134	10.E.000.1100.3140.00.192000	PROF SERVICES FOR INSTRUCTION/PEP	9,957	9,957	-
Total PEP Budget			9,957	9,957	-

6/6/2014



# FFO Budget Worksheet

				2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11780	10E000 2510 3320 00 0000000	CONF/MTGS/ FFO ADMIN		1,750	1,750	0
11781	10E000 2510 4100 00 0000000	SUPPLIES/FFO ADMIN		100	100	0
11789	10E000 2510 6400 00 0000000	DUES & FEES/FFO ADMIN		500	500	0
Total Assistant Superintendent				2,350	2,350	0
10943	10E000 2520 3110 00 0000000	PURCHASED SVCS/FISCAL SVCS		220	7,000	6,780
11269	10E000 2520 3252 00 0000000	POSTAGE METER LEASE/MAINT		5,500	5,500	0
10944	10E000 2520 3320 00 0000000	CONF/MTG/WKSHIP/FISCAL SVCS		2,500	1,500	-1,000
10971	10E000 2520 3410 00 0000000	POSTAGE		25,700	20,000	-5,700
10972	10E000 2520 3500 00 0000000	LEGAL NOTICES		5,150	5,150	0
10945	10E000 2520 4100 00 0000000	GEN SUPPLIES/FISCAL SVCS		17,100	15,000	-2,100
11949	10E000 2520 4190 00 0000000	SMALL EQUIPMENT/FISCAL SVCS		1,000	1,000	0
10947	10E000 2520 5500 00 0000000	EQUIPMENT/FISCAL SVCS		1,000	1,000	0
10948	10E000 2520 6400 00 0000000	DUES & FEES/FISCAL SVCS		1,000	1,000	0
10938	10E000 2520 6410 00 0000000	BANK FEES/FISCAL SVCS		35,000	35,000	0
Total FFO				94,170	92,150	-2,020

# Food Service Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11962	10E000 2560 3150 00 0000000	Contract Management	650,000	650,000	-
10957	10E000 2560 4120 00 0000000	School Milk	22,600	-	(22,600)
12562	10E000 2560 5500 00 0000000	Equipment Purchases	15,000	13,000	(2,000)
11964	10E000 2560 6400 00 0000000	Permits	900	900	-
20957	20E000 2560 3230 00 0000000	Repairs	2,000	2,000	-
Total Food Service Budget			690,500	665,900	(24,600)

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# Human Resources Dept Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11990	10E000 1100 3330 00 0000000	CONTRACT TRAVEL/INSTRUCTION	600	600	-
10219	10E200 1100 3330 24 0000000	CONTRACT TRAVEL/INSTR MUSIC	250	750	500
10367	10E000 1220 3330 00 0000000	CONTRACT TRAVEL/RIT-INCL	510	525	15
11456	10E000 1252 3330 00 0000000	CONTRACT TRAVEL/RDG IMP	-	-	-
10514	10E000 1800 3330 00 0000000	CONTRACT TRAVEL/ESL	510	1,100	590
10542	10E000 2110 3330 00 0000000	CONTRACT TRAVEL/SOC WORK	510	525	15
10564	10E000 2130 3330 00 0000000	CONTRACT TRAVEL/HEALTH SVCS	810	1,200	390
10583	10E000 2140 3330 00 0000000	CONTRACT TRAVEL/PSYCHOLOGIST	250	220	(30)
10595	10E000 2150 3330 00 0000000	CONTRACT TRAVEL/SPEECH	310	-	(310)
10718	10E000 2212 3330 00 0000000	CONTRACT TRAVEL/CURR DEV	300	-	(300)
10639	10E000 2225 3330 00 0000000	CONTRACT TRAVEL/TECH SVCS	520	-	(520)
10807	10E000 2310 2311 00 0000000	EMPLOYEE ASSISTANCE PROGRAM	7,250	720	(6,530)
11818	10E000 2310 3100 00 0000000	STAFF IMMUNIZATIONS	1,000	1,000	-
10811	10E000 2310 3804 00 0000000	UNEMPLOYMENT INSURANCE	50,000	75,000	25,000
10813	10E000 2310 4130 00 0000000	SUPPLIES/RECOG ACTIVITIES	10,000	10,000	-
10987	10E000 2640 1120 00 0000000	EX DUTY STIPENDS/STAFF SERV	-	-	-
11989	10E000 2640 1290 00 0000000	TEMPORARY HELP/HUMAN RESRC	-	-	-
10991	10E000 2640 3110 00 0000000	BROKER CONSULTANT SERVICES	10,000	-	(10,000)
10975	10E000 2640 3140 00 0000000	PURCHASED SVCS/HUMAN RESRC	27,000	27,000	-
10992	10E000 2640 3220 00 0000000	INSURANCE SERVICES/COBRA	-	-	-
10974	10E000 2640 3320 00 0000000	CONF/MTG/WKSH/ HUMAN RESCR	3,000	3,000	-
10979	10E000 2640 3501 00 0000000	ADVERTISEMENTS	300	500	200
10791	10E000 2640 3600 00 0000000	PRINTING/HUMAN RESRC	-	-	-
10976	10E000 2640 4100 00 0000000	GENERAL SUPPLIES/HUMAN RESRC	2,500	2,500	-
12605	10E000 2640 4100 05 0000000	WELLNESS SUPPLIES/MATERIALS	1,250	-	(1,250)
11984	10E000 2640 4190 00 0000000	SMALL EQUIP/HUMAN RESRC	-	500	500
11971	10E000 2640 4700 00 0000000	SOFTWARE/HUMAN RESOURCES	-	-	-
10969	10E000 2640 5500 00 0000000	EQUIPMENT/HUMAN RESRC	-	-	-
11987	10E000 2640 6400 00 0000000	DUES & FEES/HUMAN RESRC	1,000	1,000	-
10988	10E000 2640 6420 00 0000000	BACKGROUND INV/HUMAN RESRC	7,000	7,000	-
11943	10E000 2640 6900 00 0000000	UNASSIGNED STAFF	-	-	-
Total HR Budget			124,870	133,140	8,270

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**Human Resources  
Teams for Excellence Budget Worksheet**

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-2015	Year to Year Comparisons
11622	10E000 2626 3140 00 000000	PURCHASED SERVICES/CIT			
11623	10E000 2626 4100 00 000000	GENERAL SUPPLIES/CIT	-		
Total CIT Budget			-	-	-
11676	10E000 2628 3140 00 000000	PURCHASED SERVICES/LLT	-		
11677	10E000 2628 4100 00 000000	GENERAL SUPPLIES/LLT	-		
Total LLT Budget			-	-	-
11682	10E000 2629 3140 00 000000	PURCHASED SERVICES/PDT	18,500	18,500	-
11782	10E000 2629 3320 00 000000	CONF/MTGS/ PDT MEMBERS	3,000	-	(3,000)
11683	10E000 2629 4100 00 000000	GENERAL SUPPLIES/PDT	3,000	3,000	-
11685	10E000 2629 6400 00 000000	DUES & FEES/PDT	250	300	50
Total PDT Budget			24,750	21,800	(2,950)

6/6/2014

# Technology Services Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
11737	10E000 2222 3140 00 0000000	VIDEOSTREAMING SVC	-	-	-
10192	10E000 2222 4700 00 0000000	SOFTWARE MAINT/MEDIA	10,000	10,000	-
11994	10E000 2660 1290 00 0000000	TEMPORARY HELP/DATA PROC	10,000	10,000	-
10980	10E000 2660 3110 00 0000000	PURCHASED SVCS/DATA PROC	25,000	25,000	-
11997	10E000 2660 3230 00 0000000	EQUIPMENT REPAIR/DATA PROC	30,000	25,000	(5,000)
11998	10E000 2660 3254 00 0000000	EQUIPMENT LEASES/DATA PROC	775,000	775,000	-
11999	10E000 2660 3256 00 0000000	STORAGE RENTAL/DATA PROC	-	-	-
12638	10E000 2660 3258 00 0000000	Printer Services/Toner Program*	162,000	140,000	(22,000)
11985	10E000 2660 3320 00 0000000	CONF/MTG/WKSHPS/DATA PROC	5,000	5,000	-
10985	10E000 2660 4100 00 0000000	SUPPLIES/DATA PROC	15,000	15,000	-
11988	10E000 2660 4190 00 0000000	SMALL EQUIP/DATA PROC	96,658	70,000	(26,658)
10981	10E000 2660 4700 00 0000000	SOFTWARE/DATA PROC	310,000	377,000	67,000
10982	10E000 2660 5500 00 0000000	EQUIPMENT/DATA PROC	92,400	121,000	28,600
19261	10E000 2660 5501 00 0000000	IEP REQUIRED TECH EQUIPMENT	10,000	10,000	-
11993	10E000 2660 6400 00 0000000	DUES & FEES/DATA PROC	400	400	-
10986	10E000 2660 3110 23 0000000	Purchased Services/Skyward	-	10,000	10,000
Total Tech Services Budget			1,541,458	1,593,400	51,942
* \$100,000 Moved from 2574 (Internal Service) to 2660 to Tech Department					
30159	30E000 5270 3255 00 0000000	EQUIPMENT LEASE/INTEREST	27,500	17,520	(9,980)
30158	30E000 5370 3255 00 0000000	EQUIPMENT LEASE/PRINCIPAL	290,500	185,100	(105,400)
Total Capitalized Lease Budgets			318,000	202,620	(115,380)
10786	10E000 2225 1120 00 0000000	XTRA DUTY STIPENDS	16,640	16,640	-
10673	10E000 2225 3140 00 0000000	PURCHASED SERV	22,120	15,000	(7,120)
10616	10E000 2225 3320 00 0000000	CONF/WKSHIP	6,600	6,600	-
10707	10E000 2225 4100 00 0000000	GEN SUPPLIES	3,000	3,000	-
11639	10E000 2225 4190 00 0000000	SMALL EQUIPMENT	880	800	(80)
10639	10E000 2225 3330 00 0000000	CONTRACT TRAVEL	525	500	(25)
Total Instructional Technology Budget			49,765	42,540	(7,225)

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# Buildings and Grounds Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
20306	20E000 2540 3201 00 000000	HVAC REPAIRS	45,000	45,000	-
20321	20E000 2540 3202 00 000000	ELECTRICAL REPAIRS	14,253	14,253	-
20312	20E000 2540 3203 00 000000	PLUMBING REPAIRS	15,000	15,000	-
20065	20E000 2540 3210 00 000000	DISPOSAL SERVICES	35,500	35,500	-
20185	20E000 2540 3220 00 000000	CONTRACT MAINTENANCE	512,500	512,500	-
20070	20E000 2540 3221 00 000000	LAUNDRY SERVICES	6,335	6,335	-
20245	20E000 2540 3230 00 000000	EQUIPMENT REPAIRS/DIST	6,318	6,318	-
20346	20E000 2540 3231 00 000000	SYSTEMS MAINT/REPAIR	15,836	15,836	-
20210	20E000 2540 3232 00 000000	VEHICLE REPAIRS	5,279	5,279	-
20331	20E000 2540 3233 00 000000	SITE MAINTENANCE REPAIRS	528	528	-
20140	20E000 2540 3240 00 000000	ARCHITECTURAL/ENG FEES	400,000	1,036,825	636,825
20281	20E100 2540 3251 00 000000	PORTABLE LEASE PMTS/AL	24,908	24,908	-
20282	20E110 2540 3251 00 000000	PORTABLE LEASE PMTS/BF	12,556	12,556	-
20283	20E120 2540 3251 00 000000	PORTABLE LEASE PMTS/CH	23,524	23,524	-
20284	20E130 2540 3251 00 000000	PORTABLE LEASE PMTS/FG	24,395	24,395	-
20285	20E200 2540 3251 00 000000	PORTABLE LEASE PMTS/HAD	56,324	56,324	-
20047	20E000 2540 3257 00 000000	SPACE RENTAL/BLDG ADMIN	5,125	5,125	-
20254	20E000 2540 3260 00 000000	TESTING & INSPECTIONS/DIST	5,000	5,000	-
20255	20E000 2540 3280 00 000000	DISTRICT SECURITY	50,000	50,000	-
20190	20E000 2540 3320 00 000000	CONF/MTG/WKSH/MAINT	1,000	1,000	-
20080	20E000 2540 3400 00 000000	TELEPHONE SERVICE/CENTREX	143,476	143,476	-
20072	20E000 2540 3700 00 000000	WATER/SEWER SERVICES	44,000	44,000	-
20211	20E000 2540 3805 00 000000	VEHICLE INSURANCE	7,300	7,300	-
20005	20E000 2540 4100 00 000000	MAINTENANCE SUPPLIES	52,788	52,788	-
20231	20E100 2540 4100 00 000000	BOTTLED WATER/PORTABLES/AL	2,153	2,153	-
20232	20E110 2540 4100 00 000000	BOTTLED WATER/PORTABLES/BF	1,538	1,538	-
20233	20E120 2540 4100 00 000000	BOTTLED WATER/PORTABLES/CH	2,255	2,255	-
20234	20E130 2540 4100 00 000000	BOTTLED WATER/PORTABLES/FG	820	820	-
20235	20E200 2540 4100 00 000000	BOTTLED WATER/PORTABLES/HAD	2,665	2,665	-
20045	20E000 2540 4102 00 000000	OFFICE SUPPLIES/BLDG ADMIN	1,025	1,025	-
20110	20E000 2540 4160 00 000000	CUSTODIAL SUPPLIES	112,750	112,750	-
20046	20E000 2540 4190 00 000000	SMALL EQUIPMENT/DIST	432,500	275,000	(157,500)

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## Buildings and Grounds Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
20196	20E001 2540 4190 00 000000	SMALL EQUIPMENT/ADM	3,200	-	(3,200)
20191	20E100 2540 4190 00 000000	SMALL EQUIPMENT/AL	3,000	3,000	
20192	20E110 2540 4190 00 000000	SMALL EQUIPMENT/BF	3,000	3,000	
20193	20E120 2540 4190 00 000000	SMALL EQUIPMENT/CH	3,000	3,000	
20194	20E130 2540 4190 00 000000	SMALL EQUIPMENT/FG	3,000	3,000	
20195	20E200 2540 4190 00 000000	SMALL EQUIPMENT/HAD	7,500	7,500	
20212	20E000 2540 4640 00 000000	GASOLINE	10,250	10,250	
20074	20E000 2540 4650 00 000000	NATURAL GAS	189,625	189,625	
20076	20E000 2540 4660 00 000000	ELECTRICITY	307,500	307,500	
20146	20E001 2540 5300 00 000000	BUILDING IMPROVEMENTS/ADM	1,000	1,000	
20141	20E100 2540 5300 00 000000	BUILDING IMPROVEMENTS/AL	15,000	210,000	195,000
20142	20E110 2540 5300 00 000000	BUILDING IMPROVEMENTS/BF	15,000	15,000	
20143	20E120 2540 5300 00 000000	BUILDING IMPROVEMENTS/CH	15,000	15,000	
20144	20E130 2540 5300 00 000000	BUILDING IMPROVEMENTS/FG	15,000	15,000	
20145	20E200 2540 5300 00 000000	BUILDING IMPROVEMENTS/HAD	1,260,000	15,000	(1,245,000)
20157	20E000 2540 5400 00 000000	SITE IMPROVEMENTS/DIST	0	-	
20156	20E001 2540 5400 00 000000	SITE IMPROVEMENTS/ADM	2,500	2,500	
20151	20E100 2540 5400 00 000000	SITE IMPROVEMENTS/AL	2,500	2,500	
20152	20E110 2540 5400 00 000000	SITE IMPROVEMENTS/BF	2,500	2,500	
20153	20E120 2540 5400 00 000000	SITE IMPROVEMENTS/CH	2,500	2,500	
20154	20E130 2540 5400 00 000000	SITE IMPROVEMENTS/FG	2,500	2,500	
20155	20E200 2540 5400 00 000000	SITE IMPROVEMENTS/HAD	5,000	5,000	
20166	20E000 2540 5500 00 000000	EQUIPMENT/DIST	46,304	10,000	(36,304)
20165	20E001 2540 5500 00 000000	EQUIPMENT/ADM	1,000	1,000	
20160	20E100 2540 5500 00 000000	EQUIPMENT/AL	2,000	2,000	
20161	20E110 2540 5500 00 000000	EQUIPMENT/BF	49,400	2,000	(47,400)
20162	20E120 2540 5500 00 000000	EQUIPMENT/CH	41,200	2,000	(39,200)
20163	20E130 2540 5500 00 000000	EQUIPMENT/FG	2,000	2,000	
20164	20E200 2540 5500 00 000000	EQUIPMENT/HAD	77,500	10,000	(67,500)
20213	20E000 2540 5510 00 000000	VEHICLES	2,500	2,500	
20149	20E000 2540 6400 00 000000	FEES & PERMITS	2,819	2,819	
20048	20E001 2540 6400 00 000000	MEMBERSHIP DUES & FEES/DIST	500	500	

6/6/2014

## Buildings and Grounds Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
20957	20E000 2560 3230 00 0000000	CAFETERIA EQUIP REPAIRS	2,000	2,000	-
20956	20E000 2560 4190 00 0000000	SMALL EQUIPMENT/CAFETERIA	5,000	5,000	-
20955	20E000 2560 4700 00 0000000	SOFTWARE/CAFETERIA	0	-	-
20958	20E000 2560 5500 00 0000000	CAFETERIA EQUIPMENT	10,000	10,000	-
20086	20E000 5370 5350 00 0000000	TRANSFER TO OTHER FUND	0	599,310	599,310
Total B&G			3,851,988	4,008,479	156,491

6/6/2014

# Transportation Budget Worksheet

Quick Key	Account Number	Account Level Description	2013-14 Budget	2014-15 Budget	Year to Year Comparisons
40010	40E000 2550 3310 00 0000000	Regular Transportation	562,300	610,000	47,700
40032	40E000 2550 3310 00 370500	Pre K Program	65,000	85,000	20,000
40111	40E000 2550 3311 00 0000000	Homeless Program	55,000	55,000	-
42517	40E000 2550 3317 00 0000000	Choice Routes	51,300	51,300	-
40030	40E000 2550 3315 00 0000000	Special Education	450,000	515,000	65,000
40021	40E000 2550 3312 00 0000000	Athletic Trips	20,000	15,000	(5,000)
40025	40E000 2550 3313 00 0000000	Field Trips	51,440	44,728	(6,712)
Total Transportation Budget			1,255,040	1,376,028	120,988

6/6/2014



**AMSCO**  
ENGINEERING INC.

5115A BELMONT  
DOWNERS GROVE, IL 60515  
PHONE: (630) 515-1555  
FAX: (630) 515-1583

June 26, 2014

Glen Ellyn School District 41  
793 North Main Street  
Glen Ellyn, Illinois 60137

RE: Abraham Lincoln School  
2014 Chiller Replacement

Attention: Bob Ciserella

Bob,

I have reviewed the equipment proposals received on 6/25/14 for the above referenced project. A total of 3 proposals from Carrier, Daikin (McQuay) and Trane were received for the replacement chiller. A fourth proposal was requested from Johnson Controls (York) but was not received since the requested timeline could not be met by this manufacturer.

After reviewing these proposals, Carrier appears to have the lowest cost for the equipment while still being able to have equipment on site no later than 8/11/14. This proposal includes multiple delivery options for the equipment. The first option (\$26,500 total) is for a chiller ordered from the manufacturer with the appropriate selected options. The second option (\$27,300 total) is for a stock chiller that would require additional field labor to install all the selected options. AMSCO Engineering Inc. therefore recommends acceptance of the Carrier proposal for this project. It appears that the first option is feasible if the chiller is ordered in the next 5 business days.

Please call if you need any additional information.

Sincerely,

Daniel K. McCurdy



Glen Ellyn SD 41  
Four Elementary School Additions  
Project Status Report  
07/02/2014

**WORK RECAP**

The following recaps the activities that occurred over the last 30 days at each location:

**Franklin Elementary:** Mass excavation took place for the building addition. Soil was stockpiled on-site, pending ability to transport to Churchill. As temporary access road construction at Churchill, weather and conditions allowed, some soil was transported. The balance of the stockpiled soil will be transported in the next couple of weeks. Excavation for footings and structure has begun and forming for footings is taking place. Concrete pours for footings are scheduled to begin as of July 7 and foundations as of July 10.

Also, interior modifications took place to construct the temporary emergency egress corridor through the music/art rooms, including all associated ceiling and HVAC work. All interior service extensions of MEP/FP work took place inside the school to support the future addition.

**Lincoln Elementary:** The primary activity that took place was the relocation of the existing Mobiles to the new location behind the school. This involved demolition of the exterior ramps/canopy, disconnection of power, grading/stone pad installation and landscape retaining wall construction for the new installation. Inside the building, disconnect and make-safe work occurred for piping rough-in and installation of temporary partitions/corridors. Selective demolition took place for construction of temporary egress and inside the building where new work will occur. ComEd relocation was completed and site utility relocation work began. AT&T relocation is pending.

**Forest Glen Elementary:** Similar to Lincoln, the primary activity over the last month at Forest Glen was the relocation of the Mobile classrooms to their new location. Grading and stone pad installation took place as well as moving of the classroom trailers. Final portable electrical connections are occurring at this time. Preparation for site utilities work and underground detention took place with site fencing installed and delivery of underground piping.

**Churchill Elementary:** Following completion of the construction access road, site development work began. As weather allowed, spoils from the other schools (primarily Franklin) were hauled in and used for building the playground pad up. Excavation for the new underground stormwater detention system began.

Processing and review of shop drawings, submittals, & RFI's is ongoing. Communication between the District, FGM and FQC is good and project level cooperation is going well. Owner / Arch / CM coordination meetings occur formally on a weekly basis. CM / Trade Contractor meetings also occur formally on a weekly basis.



### **WORK OUTLOOK**

Work to be completed over the next 30 days at each location is projected as follows:

**Franklin Elementary:** The primary activity over the next 30 days will be to pour the addition foundations and to begin masonry bearing structure. These activities will be coordinated with foundation drainage, waterproofing and removal of stockpiled soil from the site.

**Lincoln Elementary:** Work at Lincoln will include starting work on the additions. This work will include site demolition, excavation for structures, site utility work, cast in place concrete foundations, masonry bearing structure and underground plumbing. Interior modifications will continue in the areas adjacent to the addition. A pre-construction coordination meeting is being held with the roofer to develop a final schedule and sequence for roof replacement work. Finally, the work at the trailer will continue to complete the move/reinstallation.

**Forest Glen Elementary:** Work at Forest Glen will include final installation of the trailers and coordination with IMS on ramps, stairs and canopy. Underground stormwater detention work will occur, including excavation and installation of underground piping. Mass grading for the building pad will take place as well.

**Churchill Elementary:** Work at Churchill will consist of mass grading for site development of the hard surface playground and excavation for the underground stormwater detention system.

FQC onsite personnel and office personnel will continue management of ongoing work onsite and coordination of future work items.

### **CONTRACTING/BIDDING**

The next major group of trade packages to be bid will be the building additions for Forest Glen and Churchill. As this bid schedule is developed, we will advise the Board.

### **PROJECT SCHEDULE/BUDGET**

Rain has had an impact on the project schedule. It has slowed progress at Churchill and delayed the move of the portable trailers, versus the anticipated dates. Neither of these situations are critical path items and the remaining work schedule for both is achievable.

Start of concrete footings/foundations at Franklin, which is a critical path schedule item, has lost four days due to the weather. Over the next 30 days FQC will monitor this situation and attempt to recover some or all of this schedule impact. The main issue with schedule slippage at Franklin is the need to maintain a second emergency egress path from the existing gym, which goes through the new construction area. Attached is an updated critical path project schedule.

Costs for the project are within budget and the budget continues to contain contingency funds for unforeseen conditions.





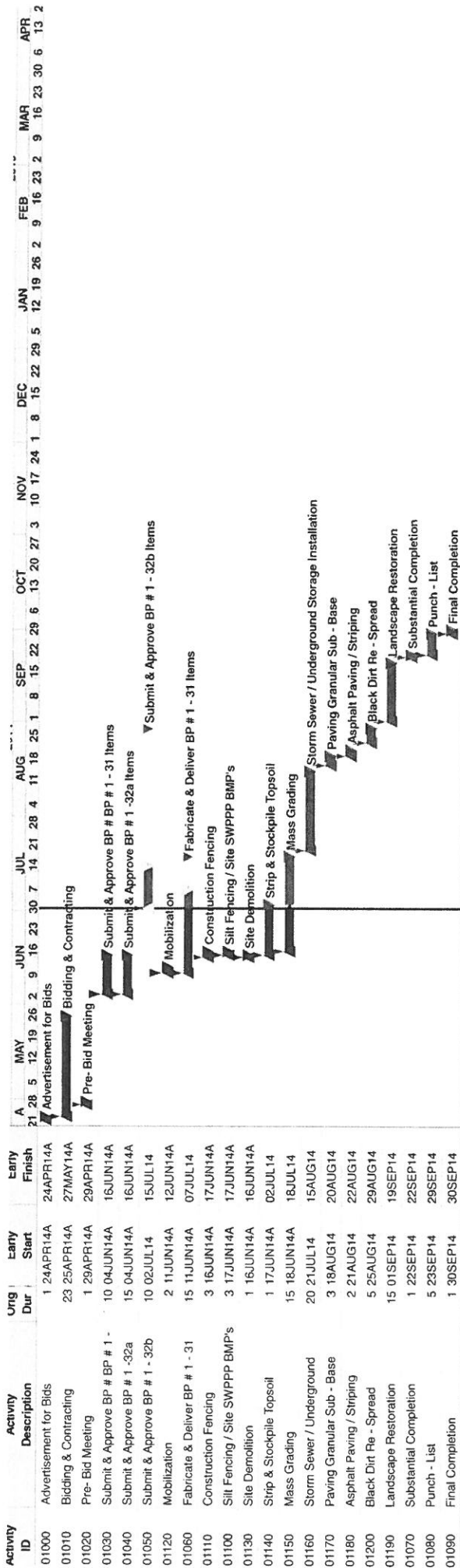




Activity ID	Activity Description	Orig	Start	Early Finish
L0100-570	Electrical Rough IN - Wire -	2	09JUL14	10JUL14
L0100-020	Site Demolition	4	02JUL14	07JUL14
L0100-430	HVAC Rough IN - Piping -	7	14JUL14	22JUL14
L0100-060	Storm Sewer Modifications /	5	08JUL14	14JUL14
L0100-440	HVAC Trim - Unit Ventilators	3	23JUL14	25JUL14
L0100-080	Excavation for Structures	3	15JUL14	17JUL14
L0100-070	Site Sanitary Sewer Piping	3	15JUL14	17JUL14
L0100-090	CIP Concrete Footings /	6	18JUL14	25JUL14
L0100-220	Underground Plumbing	8	28JUL14	06AUG14
L0100-100	Masonry Bearing Walls	18	28JUL14	20AUG14
L0100-480	Hollow Metal Door & Borrowed	6	28JUL14	04AUG14
L0100-730	CIP Concrete - Slab on Grade	3	07AUG14	11AUG14
L0100-530	Rm 104 Casework Modifications	2	07AUG14	08AUG14
L0100-540	Rm 105 Casework Modifications	2	07AUG14	08AUG14
L0100-520	Masonry Infills	4	12AUG14	15AUG14
L0100-230	Plumbing Rough - Waste, Water	6	12AUG14	19AUG14
L0100-180	Aluminum Windows - Rm 103	1	18AUG14	18AUG14
L0100-190	Aluminum Windows Rm 106	1	18AUG14	18AUG14
L0100-460	Structural Steel Framing	7	21AUG14	29AUG14
L0100-680	Masonry Veneer	10	21AUG14	03SEP14
L0100-700	Electrical Rough IN - Conduit	15	21AUG14	10SEP14
L0100-670	Fall 2014 Start of School	1	20AUG14	20AUG14*
L0100-470	Roof Decking	3	01SEP14	03SEP14
L0100-630	Roof Blocking	3	04SEP14	08SEP14
L0100-240	Plumbing Rough - Roof Drainage	4	04SEP14	09SEP14
L0100-330	Building Addition Roofing	5	09SEP14	15SEP14
L0100-710	Electrical Rough IN - Wire	5	11SEP14	17SEP14
L0100-210	HVAC Sheet Metal Rough IN	10	16SEP14	29SEP14
L0100-130	Aluminum Curtain Wall - North	3	16SEP14	18SEP14
L0100-110	Aluminum Curtain Wall - North	1	16SEP14	16SEP14
L0100-120	Storm Water Detention System	5	16SEP14	22SEP14
L0100-390	HVAC Rough IN - RTU's	2	16SEP14	17SEP14
L0100-420	HVAC Rough IN - EF's	5	17SEP14	23SEP14
L0100-340	Building Addition Roof Screening	5	18SEP14	24SEP14
L0100-140	Aluminum Curtain Wall South	4	19SEP14	24SEP14
L0100-740	Site Concrete	4	23SEP14	26SEP14
L0100-150	Aluminum Curtain Wall - South	4	25SEP14	30SEP14
L0100-640	Landscape Restoration	5	29SEP14	03OCT14
L0100-290	Fire Protection Rough IN	7	30SEP14	08OCT14
L0100-690	HVAC Piping Rough IN - Addition	8	30SEP14	09OCT14
L0100-410	HVAC Rough IN - TC	7	30SEP14	08OCT14

Electrical Rough IN - Wire - Existing  
 Site Demolition  
 HVAC Rough IN - Piping - Existing  
 Storm Sewer Modifications / Bypass  
 HVAC Trim - Unit Ventilators  
 Excavation for Structures  
 Site Sanitary Sewer Piping  
 CIP Concrete Footings / Foundations  
 Underground Plumbing  
 Masonry Bearing Walls  
 Hollow Metal Door & Borrowed Light Frames  
 CIP Concrete - Slab on Grade  
 Rm 104 Casework Modifications  
 Rm 105 Casework Modifications  
 Masonry Infills  
 Plumbing Rough - Waste, Water & Vent  
 Aluminum Windows - Rm 103  
 Aluminum Windows Rm 106  
 Structural Steel Framing  
 Masonry Veneer  
 Electrical Rough IN - Conduit  
 Fall 2014 Start of School  
 Roof Decking  
 Roof Blocking  
 Plumbing Rough - Roof Drainage  
 Building Addition Roofing  
 Electrical Rough IN - Wire  
 HVAC Sheet Metal Rough IN  
 Aluminum Curtain Wall - North Bldg - SE  
 Aluminum Curtain Wall - North Bldg - NE  
 Storm Water Detention System  
 HVAC Rough IN - RTU's  
 HVAC Rough IN - EF's  
 Building Addition Roof Screening  
 Aluminum Curtain Wall South Bldg - NE  
 Site Concrete  
 Aluminum Curtain Wall - South bldg - SE  
 Landscape Restoration  
 Fire Protection Rough IN  
 HVAC Piping Rough IN - Addition  
 HVAC Rough IN - TC







## Purpose

The purposes of the Acceptable Use of Technology Policy (AUP) are:

- **Section I:** For all students, employees, and other “users” of the School District’s “electronic resources,” as those terms are defined in this AUP, defining authorized access to and acceptable use of the District’s electronic resources; mitigating the risk of disclosure or unauthorized access to private and protected information through the District’s electronic resources; and complying with requirements of federal laws protecting student’s use of electronic resources in public schools.
- **Section II:** For all students, defining authorized use of Personal Cell Phone or Personal Technology for Emergency Situations, as those terms are defined in this AUP.
- **Section III:** For all employees, defining authorized use of personal technology to conduct “District business,” as that term is defined in this AUP, including in BYOD or BYOT programs.<sup>1</sup>
- **Section IV:** For all students, defining authorized use of technology for personal purposes on District property and at related events and activities.
- **Section V:** For all employees, defining authorized use of technology for personal purposes on District property, at related events and activities, and with “members of the District community,” as that term is defined in this AUP.
- **Section VI:** For all employees and students, defining the terms under which official District Internet and social media websites may be operated and when one may operate an Internet or social media website to conduct District business or for educational or extra-curricular purposes.
- **Section VII:** Outlining the consequences of violating of the AUP.
- **Section VIII:** Setting forth requirements regarding notification and acknowledgement of the AUP by students, employees, and users of the District’s electronic resources.

## Definitions

- **“Bring your own device (BYOD) or bring your own technology (BYOT) program”:** Programs under which students and/or employees are authorized to use personal technology devices not owned or licensed by the District, including personal computers, cell phones, and smart phones, for certain educational, extra-curricular, and/or business purposes identified in the program.
- **“District business”:** Any work conducted as an employee of the District, whether for educational, extra-curricular, or other business or operational purposes of the District. This

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Footnotes should not be included in final version of policy

<sup>1</sup> Section III does not cover protected concerted union activity. Protected concerted union activity is not conducting “District business” and so is covered by Section V.

includes communications with members of the District community in which the employee conducts or performs such work. District business might relate to education, instruction, student and employee relations and discipline, extra-curricular activities, professional activities, and other District operations. "District business" does not include protected concerted union activity.

- **"on District property or during District-sponsored activities and events"**: Use is considered to be on District property or at a related event or activity when it occurs on, or within sight of, school grounds at any time, including before, during, and after school hours and/or during District-sponsored activities or events, regardless of location; off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school; and when traveling to or from school or a school activity, function, or event through District-sponsored transportation. Simply because use does not occur on District property or at a related event or activity does not mean the use is not subject to this AUP or other District policies and procedures, including discipline policies and procedures. For example, student or employee misconduct on technology may lead to consequences under this AUP or other District policies and procedures if the conduct materially and substantially interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of an employee; or (b) endanger the health or safety of students, employees, or school property, regardless of when or where that misconduct occurs.
- **"Electronic resources"**: The District's "electronic resources" include, but are not limited to, the District's electronic networks and information systems, such as the Internet, Wi-Fi, electronic data networks, and infrastructure for oral, visual, and written electronic communication, including electronic mail, text messaging, instant messaging, and chat programs. "Electronic resources" also include technology owned or licensed by the District and provided by the District for use by its employees or students, including, if offered, technology issued to students and/or employees (i.e., a "one-to-one" program), and District and District-authorized webpages and social media or websites. If a user accesses the District's electronic resources, including Internet service or Wi-Fi, with a personal technology device, that use is also considered use of "electronic resources" that is covered by this AUP.
- **"Includes" or "Including"**: When used in this AUP and any related administrative procedures, handbooks, and guidelines implementing this AUP, "includes" means "includes, but not limited to" and "including" means "including, but not limited to" and reference a non-exhaustive list.
- **"Internet publications"**: Webpages that are limited to the provision of information, allowing users to view content but not to contribute to the content of the webpage.
- **"Members of the District community"**: Students, parents, residents, employees, contractors and volunteers of the District, and other individuals serving, served by, and/or working with or for the District.
- **"One-to-one program"**: Program through which the District issues all students and/or employees, or certain groups of students and/or employees, District-owned or -licensed personal technological devices, such as personal computers and laptop computers, for educational, extra-curricular and/or business purposes identified in the program. The participant in the one-to-one program typically may take the technological device with them when they leave school grounds for use outside of normal school or business hours.

- **“Personal purposes”**: Any uses other than uses for “District business,” such as accessing personal cell or smart phones, email, and social media websites such as Twitter, Facebook, and others for purposes other than District business. “Personal purposes” includes protected concerted union activity.
- **“Personal technology”**: All technology that is not owned or licensed by the District.
- **“Protected concerted union activity”**: Actions by employees concerning wages or working conditions, such as discussing work-related issues or terms and conditions of employment between employees or with members of the District community.
- **“Social media websites”**: Webpages that do not simply provide information, but rather allow users to comment, exchange or share content, collaborate, and/or interact. Also known as social networking websites. Examples of social media websites include Internet forums, weblogs (or “blogs”), video logs (or “vlogs”), wikis, social networks (such as Facebook, Twitter, and MySpace), podcasts, photograph and video sharing programs (such as YouTube and Instagram), rating websites, music-sharing websites, and crowdsourcing.
- **“Technology”**: Includes desktop computers, laptop computers, tablet computers, cell phones and smart phones, text messaging services, instant messaging services, and other technology, as well as any webpages or social media profiles, such as Internet forums, weblogs (or “blogs”), video logs (or “vlogs”), wikis, social networks and social media pages (such as Facebook, Twitter, and MySpace), podcasts, photograph and video sharing programs (such as YouTube and Instagram), rating websites, music-sharing websites, and crowdsourcing.
- **“User”**: A user of the District’s electronic resources is any person who uses the District’s electronic resources, with or without District authorization, and may include students, parents, employees, contractors, and volunteers of the District.

## **Section I**

### **Acceptable Use of the District’s Electronic Resources**

#### **Applicability**

This section applies to all “users” of the District’s electronic resources, including students and employees.

#### **Acceptable Use – General**

Only authorized users may access the District’s electronic resources. This includes connecting personal technology devices to the District’s electronic resources, including the Internet and Wi-Fi.

Access to the District’s electronic resources is intended for educational and extra-curricular purposes and District business and is subject to the parameters of this AUP. Employees may use District electronic resources for incidental personal use during non-work times as long as that use complies with the other parameters of this AUP and any implementing procedures and does not interfere with the employee’s job duties or the provision of education and services by the District. Students may only use the District’s electronic resources for incidental personal use

during non-instructional times if the student is authorized to use the particular electronic resource at the time used, and if the use complies with the other parameters of this AUP and any implementing procedures, and if the use does not violate any other District policy or state or federal law, including 7:190 – Student Discipline implementing procedures.<sup>2</sup>

Users must take reasonable steps to protect the security of the District’s electronic resources. Among other things, users may not share passwords or allow others to access electronic resources using the user’s password or profile. Any user who becomes aware of a security breach must notify a District representative immediately.

Users are responsible for appropriately using the District’s electronic resources. If a user has questions about whether a particular use is acceptable, the user is expected to speak to a supervisor (for employees) or teacher or administrator (for students and all other users) before engaging in the particular use.

### **Acceptable Use - District-Issued Technology**

The District may issue technology to users, including students and employees, for educational or extra-curricular purposes and/or District business, including through a one-to-one program. Use of District-issued technology is governed by this AUP, including the Acceptable and Unacceptable Use provisions of this AUP, regardless of when, where, or for what purpose the use occurs. This includes use that occurs outside of normal school hours (for students), before or after work times (for employees), for personal purposes, and/or off District property or away from related events or activities.

The user is responsible for reasonable care of District-issued technology at all times during which the technology is issued to the user, regardless of whether the technology is on school property or at related events or activities. This includes the requirement that the user not allow others to use the technology without authorization from an administrator. The procedures implemented by the Superintendent or designee for this AUP may contain further guidelines regarding responsible use, as may handbooks and other guidelines issued at the school level. Costs associated with repair or replacement of technology damaged as a result of a user’s failure to exercise reasonable care shall be the responsibility of the user, including any fees for insurance premiums and deductibles, regardless of whether the damage is caused by the user or a third party.<sup>3</sup> Users may be required to obtain and/or pay for insurance for District-issued technology in order to be issued such technology by the District.

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<sup>2</sup> The language regarding incidental use is recommended in light of the reality that students, employees, and other users often use a school district’s electronic resources from time to time for incidental personal purposes. For instance, it is not uncommon for employees or students to check personal webmail accounts or social media accounts through District electronic resources. If the District has an outright ban on such personal use of technology, it may find it more difficult to discipline a user who is using technology for personal purposes in a more egregious manner (for example, a teacher who consistently checks email during times when she should be supervising students). The District may nonetheless prohibit all personal use of electronic resources by all users or some subset of users (e.g., just students, just employees, etc.). To do so, the red language should be replaced with: *[Employees or Students or Users] may not use District electronic resources for personal purposes.*

#### **Footnotes should not be included in final version of policy**

<sup>3</sup> If an employee or student uses reasonable care, the District may have difficulty requiring the user to pay costs associated with repair or replacement. For this reason, we advise including the “reasonable care” language in the AUP.



Students may only use or access District-issued technology outside of school with parental or guardian supervision. The District is not responsible for unacceptable use of District-issued technology by students at any time, including outside of school, although students may face consequences for such misuse under this and other District policies.

### **Unacceptable Use – General**

Users are expected to conform to general expectations of norms outlined in this AUP and other District policies when using the District's electronic resources. This AUP sets forth some general examples of unacceptable use, but does not attempt to set forth all prohibited uses.

The following are examples of uses of the District's electronic resources that are strictly prohibited:

- Any use at a time or in manner that is not authorized or approved, or in a manner that causes or reasonably could be foreseen to cause a substantial and material disruption to the educational environment or invasion of the rights of others;
- Knowingly or recklessly causing a security breach or disruption of service to an individual or system;
- Damaging District electronic resources or the electronic resources of others via District electronic resources, including accessing or attempting to access any content to which the user is not authorized, including "hacking";
- Misrepresenting one's identity or using another person's password, user profile, or technology or allowing another to use one's identity, password, or technology without authorization;
- Any use in a manner that violates State or federal law including using materials that are subject to intellectual property laws, such as copyright and trademark laws, without authorization;
- Any use that violates any Board policy, including policies addressing bullying, harassment, and hazing, and student and employee discipline policies or codes of conduct;
- Publishing or transmitting private information, including photographic, video, and audio depictions of others, without authorization;
- Any transmission, access, creation, or transmission of material that is sexually graphic or explicit, obscene, threatening, intimidating, abusive, harassing, or otherwise indecent, or that reasonably could be interpreted as promoting illegal activity, including illegal drug use;
- Any use for a commercial purpose where the user does not have the express written authorization of the Superintendent or designee;
- Uploading or downloading material, including software, without express authorization of a member of the District's technology staff;
- Accessing or participating in any games without the express authorization of a supervisor (for employees) or teacher or administrator (for students and other users), or using the District's electronic resources for more than incidental<sup>4</sup> personal use;

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Footnotes should not be included in final version of policy

- Providing personal information, including photographs, about themselves or another; and
- Any attempt to do any of the above.

A user should notify the District's Complaint Manager or Nondiscrimination Coordinator immediately under Board Policy 2:260 upon receipt of a communication through the District's electronic resources that the user believes is inappropriate or that makes the user feel threatened or uncomfortable.

### **Internet Filtering, Safety, and Security Measures**

The District will implement technology protection measures on each District computer with Internet access, including filtering devices to block user access to visual depictions of material that is obscene, pornographic, or otherwise harmful to minors as defined by the Children's Internet Protection Act (CIPA). The procedures implemented by the Superintendent or designee for this AUP shall allow users to make requests, including anonymous requests, to disable the filter for bona fide research or other lawful purposes.<sup>5</sup>

The District also will take steps, to the extent practical, to promote the safety and security of users of its electronic resources. The steps taken shall include efforts to prevent inappropriate network use such as: (a) unauthorized access, including "hacking," and other unlawful activities; and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors. The steps taken also shall include efforts to protect student and employee privacy, safety, and security when using electronic communications.

The District and its employees shall take steps, to the extent practical, to educate, supervise, and monitor students' uses of electronic resources as required by CIPA and other federal and state laws.

### **Confidentiality of Private Information**

Users of the District's electronic resources must comply with all policies and procedures that govern confidentiality of private information, including policies governing school student records and personnel records or information, when using the District's electronic resources.

### **Maintenance of Records**

Certain laws require the District to maintain business records, including public records, school student records, and personnel records, for certain periods of time. Users of the District's electronic resources are responsible for maintaining records as required by District policy, District procedures, and/or relevant laws. This may include maintaining school student records and local records as required by state and federal law.

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<sup>4</sup> If, in relation to footnote 2, above, the District prohibited all personal use of District electronic resources, the red language should be deleted.

**Footnotes should not be included in final version of policy**

<sup>5</sup> Requests should be granted at the discretion of the Superintendent or designee without consideration of the viewpoint of the information sought to be accessed.



## Disclaimer, Limitation of Liability, and Indemnification

The District does not guarantee the quality of the services provided through its electronic resources. The District makes no guarantees about the accuracy of information accessed through its electronic resources. The District is not responsible for: (i) any loss or damages resulting from the unavailability or failure of its electronic resources; (ii) any information that is rendered unavailable because of its electronic resources or lack thereof; or (iii) any inaccurate information accessed through its electronic resources.

All users assume full responsibility for any costs, liabilities, or damages arising from their use of the District's electronic resources, and must reimburse the District for any loss, including reasonable attorney's fees, incurred as a result of their use to the extent allowed by law.<sup>6</sup> The District is not liable for the actions of users of its electronic resources.

## No Expectation of Privacy

Users of the District's electronic resources have no expectation of privacy with respect to use of the District's electronic resources, including access of the District's Internet or Wi-Fi using personal technology, or with respect to any material created, transmitted, accessed, or stored via District electronic resources. This includes material created, transmitted, accessed, or stored for personal use, including incidental personal use, on or through the District's electronic resources. The District reserves the right to monitor users' activities on District electronic resources at any time for any reason without prior notification; to access, review, copy, store, and/or delete any electronic information accessed or stored therein; and to disclose such information to others as it deems necessary and/or as required by law. Users should be aware that information may remain on the District's electronic resources even after it has been deleted by the user. This section of this policy may only be altered through amendment of this policy, and may not be altered or diminished by the verbal or written assurances of any employee or representative of the District.<sup>7</sup>

Footnotes should not be included in final version of policy

<sup>6</sup> School districts should be aware that this provision may be difficult to enforce. In order to provide the greatest possible protection to districts, however, we suggest including the language in the policy even if it may not be entirely enforceable.

<sup>7</sup> A 2010 U.S. Supreme Court case, *City of Ontario, California v. Quon*, made clear that it is not sufficient to simply have a policy provision notifying employees that they have no expectation of privacy in use of the employer's electronic resources. The policy must also be implemented effectively, especially by those who have supervisory roles over the employees who use the electronic resources. In *Quon*, although an employer's policy warned that employees had no expectation of privacy in employer-issued technology devices, the Court found that an employee had an expectation of privacy to private messages sent on such a device his supervisor assured him that if he took certain precautions, his employer would not review his personal messages. This section of this policy attempts to prevent a supervisor from changing the policy in that manner by providing that the policy may only be changed by amendment by the Board. Supervisors also should be directed and trained that they may not direct employees that they have any expectation of privacy in personal use of District electronic resources.

## **Section II: Student Use of Personal Cell Phone or Personal Technology**

### **Cell Phone:**

The School Board is committed to providing all students a safe and secure learning environment. In order to achieve this goal, cellular phones will be allowed on school grounds for use by students. Such use will have the following limitations.

1. Except in the event of an emergency, cell phones will not be utilized during school hours.
2. During school hours, cell phones will be required to be turned off and kept out of sight.
3. Cell phone usage shall not disrupt the learning environment.
4. Cell phones shall not be used for inappropriate purposes or for any illegal activity.
5. The decision of what constitutes an emergency or inappropriate cell use will be the responsibility of the district administration.

If cell phone usage is deemed to have been inappropriate or resulted in a disruption of learning environment, the appropriate disciplinary action will be taken as outline in Student Discipline Policy 7:190.

### **BYOD and BYOT – Personal Technology:**

Due to the vast number of district owned computers, laptops, tablets and other electronic devices, there is no need for any student to bring their own personal device to school for academic purposes.

Students may use a cell phone on District property or at related events and activities only at times, at places, and for purposes expressly permitted and as outlined in Section II, by the Student Use of Personal Cell Phone or Personal Technology of Policy 9:00. When a student uses personal technology at a time, at a place, in a manner, or for a purpose authorized by the Policy, the student's use of the personal technology is governed by Section I of this AUP, all other District policies, administrative procedures, handbooks and guidelines governing use of the District's electronic resources, and Student Discipline Policy 7:190. At all other times while on District property or at related events and activities, students must comply with requirements for the use of personal technology on District property or at related events and activities outlined in Section IV of this AUP.

### **Section III: Employee Use of Personal Technology to Conduct District business** **(Employee BYOD or BYOT)<sup>8</sup>**

#### **Applicability**

This section applies to all employees of the District.

#### **Authorized Use of Personal Technology to Conduct District Business**

District employees are expected to use the District's electronic resources, as that term is defined in this AUP, to conduct District business when such technology is available, and to request to use personal technology only when a District electronic resource is not available. This includes using District email accounts to conduct written District business with members of the District community whenever practicable.

The Superintendent or designee may authorize employees to use personal technology to conduct District business. With respect to communicating with students when conducting District business, the Superintendent or designee<sup>9</sup> only may authorize use of personal technology to communicate with designated groups of students.<sup>10</sup> If the Superintendent or designee elects to allow such communications with groups of students, the Superintendent or designee shall create an administrative procedure which, along with handbooks and guidelines at the building level, shall govern such use.

To use personal technology to conduct District business, the employee must abide by the parameters of this AUP. ~~have prior written approval from the Superintendent or designee. Authorization for such use of technology may be granted through a formal BYOD or BYOT~~

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Footnotes should not be included in final version of policy

<sup>8</sup> Section III does not cover protected concerted union activity. Protected concerted union activity is conducted for personal purposes and so is covered by Section V.

<sup>9</sup> The person identified to grant authorization can be changed to fit the District's needs. For instance, the person identified could be a building-level administrator or employee in the information technology department. This policy identifies the Superintendent but allows delegation to other employees, as well. If the District wishes to identify another person to grant authorization, the red language should be deleted in this paragraph and the next and replaced with that person's title.

<sup>10</sup> For example, employees who supervise athletic and extracurricular activities might be authorized to send text messages to members of the team or group about practice or event times. Teachers might be authorized to send text messages to all students in a class with reminders for homework assignments. The guiding star should be to allow employees to only communicate with designated groups of students to push out general information, not to communicate with individual students about individual issues.

program or on a case-by-case basis. When authorization is through a BYOD or BYOT program, each employee must return a signed BYOD or BYOT agreement, created by the Superintendent or designee, before participating in the program. Absent authorization, use of personal technology to conduct District business, including communicating with students when conducting District business, is prohibited.

For the most part, employees of the District have no need to use social media to conduct District business. In certain cases, the District may decide that such use is in the District's interest and may authorize particular employees to use specific social media tools within guidelines established by the District. Absent such authorization, use of social media accounts, including personal social media accounts, is prohibited for conducting District business. Any social media accounts used to conduct District business must be created using the employee's District-issued email account, and the employee must provide a copy of any user name, account passwords, or other information related to the account to building administration when the account is created and any time the account information is changed.<sup>11</sup> Any user names, accounts, passwords, etc. used to conduct District business and any communications or information contained in or transmitted via such an account are the sole property of the District to the full extent permitted by any applicable law, or user or license agreements. This includes "followers," "contacts," and "friends" associated with any account used to conduct District business. Social media tools not provided by the District should not be used to conduct District business, including communicating with members of the District community when conducting District business.

When an employee uses personal technology to conduct District business, the employee's use of the personal technology is governed by Section I of this AUP and all other District policies, administrative procedures, handbooks and guidelines governing use of the District's electronic resources. At all other times on District property or at related events and activities, employees must comply with requirements for the use of personal technology on District property or at related events and activities outlined in Section V of this AUP, regardless of whether the personal technology device used is one that is authorized for use to conduct District business.

### No Expectation of Privacy

District employees and representatives may not request personal social networking passwords or information from strictly personal social networking websites from current or prospective employees unless authorized by law. Nothing prevents the District from obtaining and relying on publicly available information from employee personal social networking websites.

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#### Footnotes should not be included in final version of policy

<sup>11</sup> On August 1, 2012, Illinois became the second state to prohibit employers from requesting *personal* social networking passwords or information from personal social networking websites from current or prospective employees. This prohibition makes it difficult for school districts to investigate complaints of improper conduct by employees through their personal social media accounts. Although an amendment to the law will go into effect on January 1, 2014 that purports to limit the law to only accounts used "exclusively" by the employee for "personal communications unrelated to any business purposes of the employer," the effectiveness of the exemption is untested in the courts. For this reason, we advise that school districts continue to prohibit the use of personal social media accounts by employees to conduct District business.

Moreover, nothing prevents the District from requesting and, in some cases, requiring access to personal technology and/or related account paperwork for personal technology used by the employee to conduct District business, or from reviewing information related to District business stored on such technology or related paperwork. When using personal technology to conduct District business, employees have no expectation of privacy in material that is stored, transmitted, or received via that technology or related paperwork and agree that the District may request and, in some cases, require the employee to relinquish control of that technology and/or related paperwork for the District's legitimate business purposes. Examples of legitimate business purposes include installing necessary software or hardware, responding to information requests, and investigating allegations of misconduct by employees or students.

The District will take reasonable steps to limit access to employee personal technology used to conduct District business and related paperwork to only that access necessary to obtain and review information related to District business. It may, however, be necessary for the District incidentally to view or review personal information contained on personal technology and/or related paperwork in order to access information related to District business.

This section of this policy may only be altered through amendment of this policy, and may not be altered or diminished by the verbal or written assurances of any employee or representative of the District.<sup>12</sup>

#### **Section IV: Student Personal Use of Technology**

##### **Applicability**

This section applies to all students of the District when on District property and at school related events and activities.

##### **Acceptable and Unacceptable Personal Use of Technology on District Property and at Related Events and Activities**

Students may bring personal technology on District property and to school related events and activities, but must keep such technology powered off at all times except when used in accordance with this AUP~~using the technology in an approved BYOD or BYOT program or during an emergency.~~<sup>13</sup>

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Footnotes should not be included in final version of policy

<sup>12</sup> See footnote 7, above.

Footnotes should not be included in final version of policy



Student use of technology, including District electronic resources and personal technology, on District property and at school related events and activities must comply with ~~Section 4~~ the parameters of this AUP, all other District policies, administrative procedures, handbooks and guidelines governing use of the District's electronic resources, as well as Student Discipline Policy 7:190.

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13 We advise requiring technology to be powered off during the school day except when being used in an approved BYOD or BYOT program. The District may prohibit having devices powered on only during certain times, such as during non-instructional times, by replacing the red language with the following: *Students may bring personal technology on District property and to school related events and activities, and may power on such technology during non-instructional times or when using the technology in an approved BYOD or BYOT program.* The District also may allow students to keep personal technology powered on all day by replacing the red language with the following: *Students may bring personal technology on District property and to school related events and activities, and may keep such technology powered on during the school day.* The District may prohibit all personal technology on school property and at related events and activities by replacing the red language with the following: *Students may not bring personal technology on District property and to school related events and activities.*



## **Section V: Employee Personal Use of Technology**

### **Applicability**

This section applies to all employees of the District when on District property and at school related events and activities.

### **Acceptable and Unacceptable Personal Use of Technology on District Property and at Related Events and Activities**

District employees may bring personal technology on District property and to school related events and activities and may keep such technology powered on during the work day.<sup>14</sup>

Employees may only use or access technology, including personal and District-issued technology, for personal purposes before or after work times or in emergencies. Any use of technology for personal purposes at school or related events or activities must comply with Section I the parameters of this AUP and all other District policies, administrative procedures, handbooks and guidelines governing use of the District's electronic resources, and must not be in a manner that adversely affects or reasonably could be foreseen to adversely affect an employee's job performance, the performance of others, members of the District community, or the ability of the District to provide efficient services or conduct its business operations.<sup>15</sup>

### **Personal Communications with Members of the District Community**

Employees are prohibited from using technology to communicate with a student for personal purposes if they do not have a legitimate independent relationship with the student. Examples of a legitimate independent relationship include a familial relationship or pre-existing relationship through an outside organization such as a religious house of worship. This prohibition includes communicating with students through electronic mail, personal messaging programs or text messaging, and "friending" or "following" students' social media profiles for personal purposes. If an employee has any doubt about whether a legitimate independent relationship justifies an exception to this prohibition, the employee is expected to speak with the Superintendent or Building Principal regarding the relationship prior to deviating from this prohibition.

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Footnotes should not be included in final version of policy

<sup>14</sup> The District may prohibit having devices powered on during certain times, such as during work times, by replacing the red changes with the following: *and may power on such technology during non-work times*. The District also may prohibit having devices powered on at any time by using the following: *but must keep such technology powered off at all times except when using the technology in an approved BYOD or BYOT program*. It is not advisable to have, and would be difficult to enforce, a prohibition on all employee personal technology on school property and at related events and activities.

<sup>15</sup> If the District elects to prohibit personal devices from being powered on at any time, the red language should be deleted.

How an employee otherwise uses technology to communicate with other members of the District community for personal purposes is within his or her own discretion. In general, what employees do on their own time is their affair. However, activities outside of work that may adversely affect an employee's job performance, the performance of others, members of the District community, or the ability of the District to provide efficient services or conduct its business operations may be the subject of discipline. Employees are strongly encouraged to take steps to strictly control the privacy of their online activity, although such measures may not prevent the imposition of discipline.<sup>16</sup>

### **Disclaimer, Limitation of Liability, and Indemnification**

An employee who uses personal technology for personal purposes on District property, at school related events or activities, or with members of the District community, agrees by such use to assume all risks associated with such use, including the risk that students may view or gain access to inappropriate material through the employee's personal technology or that suspicions may arise regarding the nature of a relationship between an employee and a student. Unless the employee is using personal technology to access the District's Internet services, filters may not necessarily be in place to control or monitor use of an employee's technology. It is thus the employee's responsibility to prevent any risks associated with the use of personal technology. An employee will be responsible to indemnify, hold harmless, and defend the District, to the extent allowed by law, for any use of technology for personal purposes, on District property, at school-related events or activities, or with members of the District community that violates this policy, any other District policy, or any relevant law.<sup>17</sup>

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**Footnotes should not be included in final version of policy**

<sup>16</sup> The District may allow employees to communicate with students through technology for personal purposes, although it is not advised. If so, the District should delete all red language in the preceding two paragraphs.

<sup>17</sup> School districts should be aware that this provision may be difficult to enforce. In order to provide the greatest possible protection to districts, however, we suggest including the language in the policy even if it may not be entirely enforceable.

## **Section VI: Internet Publications and District Social Media**

### **Applicability**

This section applies to all students and employees of the District who establish and/or operate Internet publications and/or social media websites (“websites”) for educational, extra-curricular, or other purposes related to District business, and any other individual operating or attempting to operate a website suggesting approval by or official affiliation with the District.

### **Official District Websites**

Only the Superintendent or designee<sup>18</sup> may operate or approve for operation by District employees official websites on behalf of the District, including the District’s website, blogs, and social media accounts. No third-party website may suggest that it is an official District website without the express written authorization from the Superintendent or designee. No website shall be operated using the District’s logos or other marks in a manner suggesting approval by or official affiliation with the District without express written authorization from the Superintendent or designee.

### **Other Websites**

Employees and students who wish to establish websites for educational, extra-curricular, or other purposes related to District business, including websites for departments, student courses, field trips, fundraisers, and clubs and teams, must obtain prior written authorization from the Superintendent or designee. Administrative procedures implementing this policy shall set forth the manner by which authorization must be requested and the factors the Superintendent or designee will consider in addressing such requests. No students shall be authorized to establish or operate a website by the District unless an employee of the District agrees to supervise the website.

### **Monitoring Responsibilities**

Employees assigned to operate the District’s official websites, employees or students who are authorized to operate websites for educational, extra-curricular, or other purposes related to District business, and employees who supervise students operating authorized websites are responsible for maintaining and monitoring those websites. The administrative procedures implementing this policy shall set forth maintenance requirements, including the requirement that content be kept current and accurate and comply with all relevant laws and District policies and procedures, including Section I of this AUP and all other District policies, administrative procedures, handbooks and guidelines governing use of the District’s electronic resources. The

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Footnotes should not be included in final version of policy

<sup>18</sup> The person identified to grant authorization can be changed to fit the District’s needs. For instance, the person identified could be a building-level administrator or employee in the information technology department. This policy identifies the Superintendent but allows delegation to other employees. If the District wishes to identify another person to grant authorization, the red language should be deleted in this paragraph and the next paragraph and replaced with that person’s title.

administrative procedures shall also set forth monitoring requirements, including the requirement that user content be monitored on a regular basis by a District employee for compliance with relevant laws and District policies and procedures, including age-appropriateness of content.

### **Confidentiality, Privacy, and Non Discrimination**

All District official websites and websites operated by students and/or employees for educational, extra-curricular, or other purposes related to District business shall comply with relevant confidentiality and privacy policies and laws, including laws governing educational or student records, and non-discrimination policies and laws. No personally identifying student information shall be posted on such websites unless written authorization has been obtained from the student's parent/guardian, except that photographs of and other content created by students while participating in public extracurricular activities, including sports and theater and musical productions, may be used without parental/guardian permission. Employees operating District official websites and websites operated by students and/or employees for educational, extra-curricular, or other purposes related to District business have no expectation of privacy in materials contained on those websites.

### **Links to Outside Websites and User Contents**

Each website operated on behalf of the District or by students and/or employees for educational, extra-curricular, or other purposes related to District business must state clearly that it is not an open or limited open forum for public use. Contributions from the public on a website, through links, comments, and other types of user content, may vary based on the characteristics of the particular website, but in no case does the District intend to create an open forum or a limited open forum over which no control of user content may be exercised.

Employees assigned to operate the District's official websites, employees or students who are authorized to operate websites for educational, extra-curricular, or other purposes related to District business, and employees who supervise students operating authorized websites shall only link to outside websites and allow comments that conform with the publicly stated purpose of the website. The website shall state that links to outside websites and comments from third parties do not constitute an endorsement by the District of the opinions, products, or services presented on any website linked to or listed on a website that is linked to, or of any comment. The administrative procedures implementing this policy may set forth additional requirements and limitations on links to outside websites and/or comments.<sup>19</sup>

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Footnotes should not be included in final version of policy

<sup>19</sup> School districts must be careful about which links they allow to outside websites and whether they allow comments. Once a school district allows links to some websites or comments from some users, it may be limited as to what links and comments it may refuse be added to the website. The District may prohibit linking to outside websites and comments completely by replacing the red language with the following: *not link to any outside websites.*

Regardless of the characteristics of the website in question, employees assigned to operate the District's official websites, employees or students who are authorized to operate websites for educational, extra-curricular, or other purposes related to District business, and employees who supervise students operating authorized websites shall delete user comments or other submissions that: (i) include vulgar language; (ii) include personal attacks of any kind; (iii) reasonably can be interpreted as discrimination or animus on the basis of any protected or other immutable characteristic; (iv) contain spam or links to commercial websites; (v) are clearly off topic; (vi) advocate illegal activity; (vii) constitute marketing of particular services, products, or political organizations; (viii) infringe on copyrights or trademarks; (ix) contain personally identifiable medical information or other privileged or confidential information; (x) may compromise the safety or security of the District or its students, employees, or other members of the District community; (xi) do not conform with the purpose of the particular website in question; or (xii) interfere with, disrupt, or adversely affect the school environment, school operations, or an educational function, including comments or other submissions that may reasonably be considered to: (a) be a threat or an attempted intimidation of an employee; or (b) endanger the health or safety of students, employees, or school property.

### **Section VII: Consequences of Violating AUP**

The activities covered by this policy are privileges, not rights. The District reserves the right to place reasonable limits and prohibitions on such privileges. Failure to comply with this AUP and any implementing administrative procedures, handbooks, or guidelines may lead to the loss of such privileges and may lead to other consequences including discipline, referral for civil and/or criminal prosecution, and any other consequence authorized by law.

The District's ability to impose consequences for violations of this AUP is not limited to conduct that occurs on District property, at school related events and activities, or during school/business hours. For example, student or employee misconduct on technology may lead to consequences under this AUP or other District policies and procedures if the conduct materially and substantially interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of an employee; or (b) endanger the health or safety of students, employees, or school property, regardless of when or where that misconduct occurs.



### **Section VIII: Notification of Policy and Acknowledgement**

All students, employees, and users of the District's electronic resources are required to sign and return to the District an acknowledgement form indicating that the user has reviewed, understands, and agrees to abide by this AUP and any related administrative procedures, handbooks, and guidelines. A parent/guardian of each student must also sign and return an authorization form. Any person who fails to return a signed authorization form as required by this Section shall be refused the privileges of accessing or using the District's electronic resources, using personal technology for educational purposes or District business, using personal technology on District property and at related events, and operating Internet and social media websites for the District or as a student or employee of the District. A signed authorization form shall remain valid and on file indefinitely, although the Superintendent or designee may require a new form be completed from time to time.

Even if there is no signed form on file, any person who accesses the District's electronic resources, uses personal technology to conduct District business, uses personal technology on District property and at related events, or operates Internet and social media websites for the District or for educational, extra-curricular, or other District business purposes agrees by that conduct to abide by the terms of this AUP and any implementing administrative procedures, handbooks, or guidelines.

Students shall be provided age-appropriate training regarding the standards and acceptable use of the District's electronic resources; Internet safety; appropriate behaviors while online, on social networking websites, and in chat rooms; cyberbullying awareness and response; and other requirements for compliance with CIPA and other federal and state laws before use of the District's electronic resources or technology for educational purposes begins. The District shall communicate to students regarding this AUP and any implementing administrative procedures, handbooks, and/or guidelines each year through a training or the curriculum.

The District shall communicate to employees this AUP and any implementing administrative procedures, handbooks, and/or guidelines each year at an in-service training.



## ACCEPTABLE USE OF TECHNOLOGY POLICY (AUP) AUTHORIZATION FORM

**\*\*\*\*The following section must be completed by all employees, students, and users of District electronic resources \*\*\*\***

By signing below, I acknowledge that I have received, read, and understand Policy 9:00, the *Acceptable Use of Technology Policy (AUP)*, and any implementing administrative procedures, handbooks, and guidelines. I agree to all terms of the AUP and related materials. I understand that it is my responsibility to become acquainted with the AUP and related materials, and to keep up-to-date on any changes that may be implemented from time to time. I understand that I am expected to comply by the AUP and related materials, that I may not be notified immediately by the District of changes to the AUP and related materials, and that my ignorance of the AUP and related materials is not an excuse for a violation or other misconduct. I understand that I may be disciplined (up to and including suspension and expulsion, for students, and dismissal, for employees) and/or subject to other legal action for violations of the AUP and related materials.

User's Full Name	User's Position (for Employees), Grade (for Students), or Relationship with District (for All Other Users)
User's Signature	Date

**\*\*\*\*The following section must be completed by each student user's parent/guardian \*\*\*\***

As the parent/guardian of the student signing above, I acknowledge that I have received, read, and understand Policy 9:00, the *Acceptable Use of Electronic Resources (AUP)*, and any implementing administrative procedures, handbooks, and guidelines. I agree to all terms of the AUP and related materials for myself and for my student. I understand that it is my responsibility to make sure my student and I are acquainted with the AUP and related materials and keep up-to-date on any changes that may be implemented from time to time. I understand that my student is expected to comply with the AUP and related materials, that my student and I may not be notified immediately by the District of changes to the AUP and related materials, and that my or my student's ignorance of the AUP and related materials is not an excuse for a violation or other misconduct. I understand that my student may be disciplined (up to and including suspension and expulsion) and/or subject to other legal action for violations of the AUP and related materials.

Parent/Guardian's Full Name	
Parent/Guardian's Signature	Date

**9:00 Administrative Procedure:  
ONLINE PRIVACY POLICY**

Thank you for using the Glen Ellyn District 41's websites. This policy describes the privacy policy of the District regarding information collected from users of the District's websites. Any user of the District's websites agrees by such use that he or she has read, understands, and agrees to the terms of this Online Privacy Policy, including disclaimer and choice of law provisions.

**Collection and Use of Anonymous Information**

Anonymous information about users may be collected by the District's websites, including network traffic information, web visit information, and "cookies." This information allows the District to monitor network traffic, manage its websites, and improve service, among other purposes. The information collected is anonymous and so a user cannot be personally identified through the information.

A user may be able to disable the collection of certain anonymous information, such as "cookies." A "cookie" is a small text file sent between the District's Internet server and a user's internet browser when the user accesses the District's Internet server through the browser. Cookies allow the District to identify repeated users of its websites and track use of its Internet server by users. If a user disables the collection of anonymous information, including cookies, it may impact the functionality of the District's websites for that user.<sup>20</sup>

**Collection and Use of Personal Information**

Personal information is information about an individual by which that individual may readily be identified. The District does not collect personal information about users unless voluntarily provided by users. For example, the District might collect information from a user if the user sends an e-mail to a District e-mail address, requests to be added to an e-mail list, participates in a survey on the District's websites, or completes an on-line form on the District's websites. If a visitor to the District's website indicates that he or she is under the age of 13, the District will not collect any personal information from that user. If a user elects not to provide certain solicited information, that refusal may impact the user's ability to access the District's websites and/or other services of the District.<sup>21</sup>

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**Footnotes should not be included in final version of administrative procedure**

**20** This section should be tailored depending on the exact types of information that the District collects on an anonymous basis from users of its websites. The examples provided here are some common types of data that may be collected. If the District's website does not collect any anonymous data, the red language should be replaced with: *The District does not collect or use anonymous data from users of its websites.*

**21** If the District does not collect personal information from users, the red language should be replaced with: *The District does not collect personal information from users of its websites.*

The District uses all information voluntarily provided by users for internal purposes only. The District may use information in e-mails from users to address any request or concern raised in the e-mail, and may forward the e-mail and any information in the e-mail to employees of the District for that purpose.<sup>22</sup>

### **Exchange, Release, and Sale of Information Regarding Users**

The District does not exchange, release, or sell any anonymous or personal information regarding users to third parties, other than those hired to manage the District's websites for the District, except to the extent required by law or unless explicitly identified at the time voluntary information is solicited from a user.<sup>23</sup>

### **Security**

Although the District makes no guarantees of the security of information collected and stored regarding users of the District's websites, the District takes reasonable precautions to protect such information. Servers containing personal information of users are stored in secured locations, and such information may only be accessed by authorized employees or representatives of the District for legitimate business purposes.

### **Email Lists**

A user may request to be removed from an e-mail list at any time by contacting **[insert email address of the webmaster]** and identifying the email list from which he or she would like to be removed.<sup>24</sup>

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#### **Footnotes should not be included in final version of administrative procedure**

**22** If the District does not collect personal information from users, the red language should be deleted.

**23** If the District does exchange, release, and/or sell information regarding users, it should replace the red language with language identifying what information will be exchanged, released, or sold in this policy or with language indicating that it will identify when collecting information when that information might be exchanged, released, or sold, such as: *The District may exchange, release, and/or sell voluntary information provided by users, but only to the extent that is explicitly identified at the time the information is solicited.*

**24** If emails within distribution lists include information regarding who to contact to be removed, the red language should be replaced with: *A user may request to be removed from an e-mail list at any time by contacting the appropriate individual identified in the e-mails and asking to be removed.* If the District does not have e-mail lists to which users of its websites may subscribe, this section may be deleted.

## **Links to Outside Websites and Comments From Users**

The District's websites may contain links to outside websites and/or allow comments from users. The presence of a link to an outside website or a comment from a user is not intended to create an open or a limited open forum for public use. The presence of a link or a user's comment on the District's websites does not constitute an endorsement by the District of the opinions, products, or services presented on any website linked to or listed on a website that is linked to, or of any comment. If a user links to another website, he or she should be aware that this policy no longer governs his or her use.

## **Choice of Law**

The laws of the State of Illinois shall apply to any use of the District's websites and any use governed by this policy.

## **Questions**

A user may contact Mike Wood, Director of Technology with questions about this policy.

## **School Board**

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

The School Board officers are: President, Vice President, Secretary, and Treasurer. These officers are elected or appointed at the Board's organizational meeting, and as necessary at other times to fill a vacancy.

#### **President**

The School Board elects a President from its members for a 2-year term. The duties of the President are:

1. Preside at all meetings;
2. Make all Board committee appointments; unless specifically stated otherwise subject to Board approval
3. Be a non-voting ex-officio member of all Board committees;
4. Represent the Board on other boards or agencies;
- ~~5. Serve as chairperson of the Education Officers Electoral Board which hears challenges to School Board candidate nominating petitions;~~
5. ~~6.~~ Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
6. ~~7.~~ Call special meetings of the Board;
7. ~~8.~~ Serve as the *head of the public body* for purposes of the Open Meetings Act and Freedom of Information Act.
8. ~~9.~~ Ensure that a quorum of the Board is physically present at all Board meetings
9. ~~10.~~ Administer the oath of office to new Board members; ~~and~~
10. ~~11.~~ Serve as the Board's official spokesperson to the media; and
11. Perform such other duties as required by law and/or action of the Board

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

~~The Vice President fills~~ A vacancy in the office of Presidency ~~is filled by a special Board election.~~ Until the vacancy is filled, the Vice President performs the duties of the President.

#### **Vice President**

The School Board elects a Vice President from its members for a 2-year term. The Vice President performs the duties of the President if:

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

The Vice President shall also perform such duties as required by law and/or by action and/or rules of the Board.

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

### Secretary

The Board elects a Secretary for a 2-year term. The secretary may be, but is not required to be, a Board member. The duties of the Secretary are to:

1. Sign official District documents requiring the Secretary's signature; ~~and~~
2. Record all closed meeting minutes; and
3. Perform such other duties as required by law and/or action of the Board.

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

### Recording Secretary

The Board will appoint a Recording Secretary who is a staff member. The Recording Secretary's primary responsibility shall be the keeping of records of all transactions of the School Board in regular and special open meetings. In addition, the Recording Secretary shall record all closed meeting minutes and receive notification from Board members who desire to attend a Board meeting by video or audio means pursuant to Board policy 2:220, School Board Meeting Procedure. The Recording Secretary shall perform the following duties:

1. Keep Board meeting minutes;
2. Prepare Board meeting agendas and provide them, along with prior meeting minutes to Board members before the next Board meeting;
3. Mail meeting notification and agenda to news media who have officially requested copies;
4. Keep records of the Board's official acts;
5. Maintain Board Policy; and
6. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation.

~~Treasurer - Class I county school units and Class II county school districts that have withdrawn from the authority of the Township Treasurer.~~

The Treasurer of the Board shall be an appointed non-Board member who serves at the Board's pleasure. A Treasurer may be compensated provided it is established before the appointment. An appointed Treasurer must:

- Be at least 21 years old;
- Not be a member of the County Board of School Trustees; ~~and~~
- Have a financial background or related experience, or 12 credit hours of college-level accounting; and
- Meet all other qualifications required by law and/or set by the Board

The Treasurer shall:

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and Board; ~~and~~
5. Receive, hold, and expend District funds only upon the order of the Board; and
6. Perform such duties as required by law and/or action of the Board.



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

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

CROSS REF.: 2:210 (Organizational School Board Meeting). 2:150 (Committees)

Reviewed: October 20, 2003; January 18, 2011, February 11, 2013

Adopted: November 17, 2003

Revision Adopted: January 26, 2004; December 18, 2006; January 22, 2007, February 1, 2010,  
February 7, 2011, February 25, 2013, June \_\_, 2014

## Public Engagement During Board Meetings

DRAFT DISCUSSION DOCUMENT  
JULY 8, 2014

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### Current State – Public Participation

- One way communication – Public to Board/Admin
- Inconvenient - Public has to be on time or stay until the end of the meeting
- Perception that Board members are not responsive, by their silence during public participation.
- Often get comments before critical information in the presentations are provided
- Pressure on time
- No clear closure

Draft for discussion purposes only - Not Board Policy

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### Future State – Public Participation

- Two way communication
- Respond where possible, document action items on remaining points
- Provide more flexibility for the public to participate
- Allow public to be more informed during public participation
- Guiding Principles:
  - Hard to answer when asked on the spot so need to recognize that the board can't respond to everything, but where we can, we should
  - Commit to respond by next board meeting, unless stated otherwise
  - Not necessarily a time for decision making
  - Still have time constraints due to completing business meeting activities

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### Overall Framework

- Initial Public Participation
- Action items from previous public participation
- Public comments after discussions and presentations followed by Board discussion
- End of meeting Public Participation

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### Initial Public Participation

- **What: Initial Public Participation on non agenda items at the beginning of the meeting:**
- **How:**
  - Board President identifies items that will be discussed on the agenda, and offers people the opportunity to speak on items not on the agenda.
  - Initial public participation will be limited to 30 minutes in total (can be extended), and each individual will be given 3-5 minutes to address the board.
  - During this time, if a response can be provided to the public, it will be provided, or an action item will be assigned to the appropriate person for follow-up.
  - Follow-up, should be provided by the next board meeting, unless stated otherwise.
  - Board may decide to direct the administration not to commit time to certain inquiries

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### Action items from previous public participation

- **What: Board/Administration respond to previous action items identified in the previous Initial Public Participation:**
- **How:**
  - Board President facilitates response to action item identified in the previous meeting by directing the appropriate Board member, or administration person to respond

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### Public comments after discussions and presentations

- Following a presentation or discussion item, on the agenda, the board president will offer people the opportunity to provide comments.
- Comments will be limited to a total of 10 minutes, and participants will be asked to provide their comments succinctly and not repeat what has been previously stated.
- Once the comments are provided, the board will ask their questions, or provide their comments

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### Public Participation – End of meeting

- Similar to current state
- Close out any additional action items if possible

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### Public Engagement – Next Steps

- Engage Erika Krehbiel (CCO)
- Social Media
- Video Taping
- Listening Sessions

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# Glen Ellyn School District 41

# Board of Education

## Special Meeting

July 8, 2014

Please sign in so that we may have record of your attendance. Thank you

[illegible]