

**SUNSET RIDGE SCHOOL DISTRICT 29
525 SUNSET RIDGE RD
NORTHFIELD, IL 60093**

Regular Board of Education Meeting:

**Tuesday, May 11, 2021 - 7:00 p.m. at Sunset Ridge School
(525 Sunset Ridge Road, Northfield, IL. 60093)**



SUNSET RIDGE SCHOOL DISTRICT 29

525 Sunset Ridge Road • Northfield, Illinois • 60093

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Cultivating a learning community that engages the hearts and minds of students, one child at a time

**BOARD OF EDUCATION
SCHOOL DISTRICT 29
SUNSET RIDGE SCHOOL – 525 SUNSET RIDGE RD. NORTHFIELD, IL 60093
May 11, 2021 – 7:00 p.m.**

The meeting will include an opportunity to provide public comment. Any member of the public that would like to make a public comment can appear in-person or submit their comments to D29_board@sunsetridge29.org by 3:55 p.m. on May 11, 2021. Public comments submitted via email will be announced during the public comment portion of the meeting. The duration of public comment may be limited and the Board does not respond to public comments.

A live stream feed of the regular monthly Board of Education meeting can be viewed at
<https://www.youtube.com/channel/UCJ6qvSfiic1mlSx0jICEvxQ>

AGENDA

- 1. ROLL CALL:**
- 2. CONSENT AGENDA:**
 - 2.1 Minutes of the Regular Board Meeting – April 13, 2021
 - 2.2 Minutes of the Special Board Meeting – April 27, 2021
 - 2.3 Bills and Salaries
- 3. COMMUNICATIONS:**
 - 3.1 Freedom of Information Act Log
- 4. OLD BUSINESS:**
 - 4.1 Strategic Planning Update
 - 4.2 Full-Day Kindergarten Update
- 5. NEW BUSINESS:**
 - 5.1 Audience Comments/Public Participation
 - 5.2 Board Open Discussion
 - 5.3 Approval: 2021-2022 Board Meeting Calendar
 - 5.4 Approval: 2021-2022 Board Officers, Committee Representatives/Liaisons
- 6. REPORTS:**
 - 6.1 Return To School Task Force Committee
 - 6.1a Report from May 10, 2021 Meeting
 - 6.1a1 Discussion: Potential Mitigation Strategies to Reduce Impact of Quarantine
 - 6.1b Next Meeting: TBD
 - 6.2 Finance/Facilities Committee
 - 6.2a Next Meeting: TBD

6.3 Education Committee

6.3a Next Meeting: TBD

6.4 Policy Committee

6.4a Second Reading and Approval: Board Policy 706 (Student Data Privacy and Security)

6.1b Next Meeting: TBD

6.5 External Relations

6.5a IASB

6.5b PTO

6.5c NSSD

6.5d Northfield Park District

6.5d1 Before and After Care

6.5e Village of Northfield

6.5f Foundation Fund

6.6 Administrative Reports

6.6a Update: 2020-2021 Enrollment

6.6a1 Discussion: Junior High Class Size

6.6b Update: 2020-2021 Staffing

6.6c Approval: 2021 Summer School Bridge Program

6.6d School and Department Reports

7. CLOSED SESSION:

7.1 To Review the Closed Session Minutes of the Board Meeting – April 13, 2021

7.2 To Consider Information Regarding the Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees or Legal Counsel

7.3 To Discuss Matters Relating to Individual Students

7.4 To Discuss Potential Litigation

7.5 To Discuss Collective Bargaining

8. RESUMPTION OF OPEN MEETING:

9. ACTION ITEMS FOR BOARD APPROVAL:

9.1 Closed Session Minutes of the Board Meeting – April 13, 2021

9.2 Employment of Jon Bingaman (7th Grade English/Language Arts Teacher-2021/2022)

9.3 Employment of Meghan Moorman (Special Education Teacher-2021/2022)

9.4 Employment of Jennifer Hope (School Psychologist/Counselor-2021/2022)

9.5 Approval: Maternity Leave (Employee A)

10. ADJOURNMENT:

11. UPCOMING MEETINGS:

Note: Supporting materials for most agenda items are posted publicly no later than 24-hours before the scheduled meeting start time on the District 29 website under the Board of Education tab.

**BOARD OF EDUCATION
525 SUNSET RIDGE ROAD
NORTHFIELD, ILLINOIS 60093
REGULAR BOARD OF EDUCATION MEETING
APRIL 13, 2021
7:00 p.m.**

MINUTES

ROLL CALL: (7:00 p.m.)

Mrs. Detlefsen called the meeting to order at 7:00 p.m. and upon roll call, the following were present:

Present: Mr. Hayes, Mrs. Peterson, Mr. Welch,
Ms. Alpert Knight, Mrs. Detlefsen

Absent: Mr. Spaan

Also Present: Dr. Stange, Mr. Beerheide, Dr. Sukenik, Mrs. Dunham,
Mrs. Kiedaisch, Mrs. Styczen, Mr. Dreher, Mrs. Corral,
Mrs. Kaminsky

APPROVAL OF REMOTE PARTICIPATION:

Mr. Subeck moved to approve the remote participation of Mr. Spaan by phone. Mr. Welch seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Hayes, Mr. Welch,
Ms. Alpert Knight, Mrs. Peterson, Mr. Subeck

Absent: Mr. Spaan

Nay: None

THE MOTION WAS APPROVED

CONSENT AGENDA:

Mrs. Peterson moved to approve the consent agenda as presented. Mr. Subeck seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Mr. Welch,
Ms. Alpert Knight, Mrs. Peterson, Mr. Subeck

Absent: None

Nay: None

THE MOTION WAS APPROVED

COMMUNICATIONS:

Superintendent Dr. Ed Stange reported that there were no FOIA requests Since the last Board meeting.

Dr. Stange shared a local media article profiling 7th grade Sunset Ridge student Logan Keeter and his recent accomplishment of reaching the Drive, Chip, and Putt National Finals at Augusta National Golf Club. Dr. Stange reported on the April 6th election results, which will bring new members Mr. Holt Zeidler, Ms. Abigayil Joseph, and Mr. Sam Dotzler on to the Board at the April 27th Special Board Meeting, at 5pm, replacing existing board members Mrs. Anne Peterson, Mrs. Nancy Detlefsen, and Mr. Bill Hayes.

OLD BUSINESS:

Board Orientation Session

Dr. Stange reported that after reviewing several strategic planning facilitators, two have been chosen as finalists. Interviews will be

Conducted to assist in making a final selection.

NEW BUSINESS

5.1 Audience Comments

D29 parent Mrs. Heather Corral addressed the Board in support of including LGBTQ+ subject matter in District 29's junior high health curriculum, noting its critical role as part of a well-rounded and inclusive SEL/health program. D29 parent Mrs. Erin Kaminsky expressed approval of the District's implementation of state and federal mandates dictating the inclusion LGBTQ+ subject matter in curriculum, equal access to facilities, and equity in support services, adding that honoring each child's differences benefits the community as a whole.

Dr. Stange read submitted emails as requested:

D29 parent Ms. Carolyn Torres Kelley expressed support of the District's efforts to address gender identity concepts and foster open conversations during the school day, and the District's efforts to create an inclusive and empathetic environment that benefits all students.

D29 parent Mr. Tasker Generes described the importance of instructing students in diversity, authenticity, and inclusion as part of developing crucial leadership skills, and noted that avoiding topics such as race and gender threatens student safety.

D29 parent Ms. Sarah Generes expressed approval of the way the District is addressing gender identity and other LGBTQ+ topics during the school day, and urged the administration to provide parent education opportunities regarding gender identity and sexuality in order to help parents feel more comfortable.

D29 parents Mr. and Mrs. Charlie and Jackie Pick expressed their support for the District's implementation of state and federal mandates and regulations regarding LGBTQ+ curriculum, facilities, and support services, noting that it benefits all children to understand and honor each other's differences.

D29 parent Ms. Alison Basofin informed the Board of her support for the District's efforts to comply with state and federal laws and guidelines as they pertain to gender identity, noting the benefits of teaching students to be compassionate and empathetic towards their peers.

5.2 Board Open Discussion

The Board discussed allowing facility rental opportunities to resume, agreeing no inside spaces should be rented yet and that protecting the field grass should be a priority. The Board instructed Dr. Stange to engage in a reevaluation of our field rental rates in order to be competitive. It was agreed that the District would hold off on any rentals for now.

The Board engaged in a discussion regarding gender identity lessons and existing supports for our LGBTQ+ students. Dr. Stange agreed that the District should improve communication around sensitive topics such as

gender identity in health lessons, understanding that curriculum often evolves in response to new mandates and researched-based best practices, and it is the District's responsibility to inform parents/guardians of that evolution. The Board recognized that giving parents/guardians information before sensitive topics are addressed in the classroom not only gives them a better opportunity to reinforce and support those lessons at home, but also an opportunity to make an informed decision on their student's level of participation if inclusion is optional. The Board discussed the ability of and Glenview Youth Services to implement recognized and researched best practices in adolescent health curriculum, and the validity and application of Federal and state law (e.g., Title IX). The Board reviewed the many methods available to the community to contact the Board with comments or concerns, and reiterated that it is a Board member's responsibility to forward any community member communication with specificity to other members prior to the meetings in order for informed Board discussion to take place during Open Session, as dictated by the Open Meetings Act. Dr. Stange informed the Board that the District is following all mandates, guidelines, and best practices that apply to our LGBTQ+ students, as dictated by the IL State Board of Education and confirmed by our legal counsel, and implored the Board to continue to support the District in offering age-appropriate health curriculum that includes LGBTQ+ topics as a way to promote empathy and compassion, educate and prepare students for high school, and create an inclusive and loving environment for students that are at risk for self-harm as they wrestle with emerging gender identity and sexuality questions and their accompanying social impacts.

Finally, the Board discussed the Board meeting calendar, with all future Finance and Education Committee meetings beginning at 5:30pm, and new committee members and officers will be announced at April's Special Board Meeting.

REPORTS:

6.1 Return to School Task Force

Dr. Stange reviewed the local and regional metrics, noting an uptick that bears watching. The new full-day schedule is in full swing and students are handling it well with little issue. The Task Force discussed challenges and future considerations, but noted that not much can be planned for until anticipated official guidance for fall comes. An opportunity to install disinfecting UV lighting in the classrooms has been presented. However, it was decided that our existing practices are sufficient and the high costs do not outweigh the benefits.

6.2 Finance and Facilities Committee Report

**6.2a Discussion and Possible Approval: Long-Term
Disability Insurance Plan Renewal**

After a discussion regarding the Disability Insurance Plan, Mrs. Peterson motioned to approved renewal of the plan as presented. Ms. Alpert Knight seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert
Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

**6.2b Discussion and Possible Approval: Landscaping
Contract**

After a discussion regarding the Landscaping contract, Mr. Hayes motioned to approved renewal of the contract as presented. Mrs. Peterson seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert
Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

**6.2c Discussion and Possible Approval: Custodial Services
Contract**

After a discussion regarding the Custodial contract, Ms. Alpert Knight motioned to approved renewal of the contract as presented. Mr. Spaan seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert
Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

**6.2d Discussion and Possible Approval: Lunch Price
Increase**

After a discussion regarding the increased cost of food items and services, Mr. Hayes motioned to approved increase in lunch prices as presented. Mr. Spaan seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert
Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

6.2e Discussion and Possible Approval: Lunch Service Contract

After a discussion regarding the increased cost of food items and services, Ms. Alpert Knight motioned to approved increase in contract renewal as presented. Mr. Spaan seconded the motion.

The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

The date and time of the next meeting is yet to be determined.

6.3 Education Committee Report

The next meeting is May 11, 2021, at 6pm.

6.4 Policy Committee Report

The Board had a first reading of Policy 706 (Use of Educational Technology: Student Data Privacy and Security).

The next meeting is June 3, 2021, at 9am.

6.5 External Relations

6.5a IASB

Ms. Alpert Knight reported that a concerning bill, HB 7, has passed the House and is on to the Senate for a vote. This bill calls for the creation of a commission that would identify any district that is less than 1000 students and 2 schools or less as required to hold a referendum to consolidate in the next general election. This amounts to 25% of school districts across the state, including District 29.

6.5b PTO

Mrs. Peterson reported the PTO kindly and generously voted to fund a new audio system for Middlefork School from extra funds not spent due to COVID19. They are looking forward to the New Family Ice Cream Social, the Book Fair, and Teacher Appreciation Week. School kit orders have opened, and they are still looking to fill a few open positions on the Board. It was generally decided to not do a virtual Family Fun Fair, but to wait until next year when it is more likely a large event will be possible.

6.5c NSSED

Mr. Bill Hayes reported NSSED is looking forward to implementing their full-day schedule 5 days a week starting on April 19th. They have an approximately \$1.2M budget shortfall--\$350K caused by extra COVID19 expenses, and \$850K due to a decline in students during the pandemic. They plan on addressing

this shortfall by passing on a 1.5% increase to member districts (\$350K) and dipping into fund balance to cover the rest (\$850K). They continue to do a search for a new Chief School Business Official.

6.5d Northfield Park District

Mr. Welch reported that Clarkson Park is on target to be completed at the end of April, with a Grand Opening Scheduled for June.

6.5e Village of Northfield

There was no report.

6.5f Foundation Fund

There was no report.

6.6 Administrative Reports

6.6a School and Department Updates

Dr. Ed Stange noted that the current Kindergarten enrollment stands at 35. We are interviewing finalists for the 7th grade ELA position. Middlefork School Principal Mrs. Jennifer Kiedaisch led a discussion on the staffing and program needs involved in moving to a full-day Kindergarten program. It was agreed that increasing Music and Art minutes, taking out Spanish, and adding Computer Science and Drama would be the best route. As a result, staffing would be impacted in the following ways:

- Art—increasing from a .5 Full Time Employee (FTE) to a .7
- Music—increasing from .5 FTE to .7 and adding Drama responsibilities
- Computer Science—incorporated into Mrs. Johnson’s (Library) responsibilities
- Spanish—1st and 2nd grades would get more Spanish instruction

The Board discussed the option of offering a “refresh” program for the 2 weeks before school starts for any student that wants academic review in preparation for the new school year. Focusing on ELA and Math, it would be offered from 9am-12pm, 5 days a week, for all grades K-8. Dr. Stange intends to send out a survey to parents/guardians to gauge interest and determine staffing needs. The program would free, as it would be covered by CARES Act funds.

Mrs. Jennifer Kiedaisch thanked the community for the smooth transition to an extended-day schedule. Students are rising to the occasion and not having any trouble following instruction. It is exciting to be on the playground! Bike Safety Week is approaching, with all road tests scheduled to be outside, and our remote 3rd graders have been invited to join if they would like. The required IAR state tests are next week and the MAP is next month.

Dr. Ivy Sukenik reported that 4th and 8th grade is scheduled for the IL Science Assessment soon along with the IAR. Most remote students are opting out of the IAR. SELPAC is discussing the film “The Social Dilemma” at their next meeting. Everyone is working on plans for end-of-year transition events and graduation celebrations. The magnetic poetry board is finally installed and students are going to create new words for it. The process for hiring the new 7th grade ELA position is well underway, with 2 finalists chosen out of 38 applicants.

Mrs. Emily Dunham reported that we have not had success finding needed psychology interns to address our needs. Instead, it is recommended that we hire an additional full-time psychologist, understanding that the position will be reevaluated on a yearly basis for need. The Board agreed. Teachers with Special Education training will take part in the proposed refresh program in order to prevent regression in students who receive services.

Mrs. Sheri Styzcen reported that our new Network Manager has jumped right in and is doing very well. The Innovation Team is evaluating our digital resources and reviewing our budgets. Everyone is getting ready for the IAR testing, which requires all hands on deck.

Mr. Corey Dreher reported that the Sunset Ridge’s HVAC system is finally running properly again. We intend to get a summary from all involved parties of all problems encountered and their solutions in order to maintain a complete record.

Mr. Tom Beerheide reported that FEMA has requested additional information in order to fulfill our application for reimbursement of COVID19 expenses. If the results are not to our satisfaction we have the option to appeal.

CLOSED SESSION: At 9:43 p.m. it was moved by Mr. Subeck and seconded by Mr. Hayes that the Board enter into closed session to discuss the closed session minutes of the March 9, 2021 meeting; to discuss the release of closed session minutes; to consider information regarding employment, compensation discipline, or dismissal of specific employees or legal counsel; to discuss the placement of individuals in special education programs or matters related to individual students; to discuss potential litigation; and to discuss collective bargaining. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

**RESUMPTION OF
OPEN MEETING:**

Upon resumption of the open meeting at 10:21 p.m., the following recommendations were made:

9.1 Approval: Closed Session Minutes – March 9, 2021

Mr. Welch moved to approve the minutes as presented. Ms. Alpert Knight seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

9.2 Employment of Ryan Czok

Mr. Welch moved to approve the resignation as presented. Ms. Alpert Knight seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

9.3 Leave of Absence (A. Nikolopoulos)

Ms. Alpert Knight moved to approve the request as presented. Ms. Alpert Knight seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

9.4 Retirement (A. Mertes)

Mr. Welch moved to approve the request as presented. Mrs. Peterson seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

9.5 Multi-Year Contract (C. Dreher)

Mrs. Peterson moved to approve the contract as presented. Mr. Subeck seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert
Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

9.6 Resolution to Allow Service Credit for Military Service

Mr. Welch moved to approve the resolution as presented. Mr. Hayes seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert
Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

9.7 Memorandum of Understanding with SREA

Mr. Subeck moved to approve the MOU as presented. Mrs. Peterson seconded the motion. The Board voted as follows:

Aye: Mrs. Detlefsen, Mr. Spaan, Mr. Hayes, Ms. Alpert
Knight, Mr. Subeck, Mr. Welch, Mrs. Peterson

Absent: None

Nay: None

THE MOTION WAS APPROVED

ADJOURNMENT:

It was moved by Mr. Welch and seconded by Mr. Subeck to adjourn the meeting at 10:24 p.m. All were in favor.

President, Board of Education

Secretary, Board of Education

Approved _____, 2021

**BOARD OF EDUCATION
525 SUNSET RIDGE ROAD
NORTHFIELD, ILLINOIS 60093
SPECIAL BOARD OF EDUCATION MEETING
APRIL 27, 2021
5:00 p.m.**

MINUTES

ROLL CALL: (5:00 p.m.)

Mr. Spaan called the meeting to order at 5:00 p.m. and upon roll call, the following were present:

Present: Ms. Alpert Knight, Mrs. Detlefsen, Mr. Hayes, Mrs. Peterson, Mr. Spaan, Mr. Subeck, Mr. Welch

Absent: None

Also Present: Mrs. Kiedaisch, Dr. Sukenik, Mrs. Styczen, Mrs. Dunham, Mr. Dreher, Mrs. Papas, Dr. Stange, Mrs. Joseph, Mr. Zeidler, Mr. Dotzler, Mrs. Zogby, Mrs. Bell

NEW BUSINESS

2.1 Public Comment

Community member Mrs. Debbie Papas thanked the outgoing Board members (Mrs. Detlefsen, Mr. Hayes, Mrs. Peterson) for the countless hours of service to the District 29 community, steadfast leadership of the District, and unwavering advocacy for the students of District 29 as Board of Education members.

2.2 Board Open Discussion

There was no open discussion.

2.3 Board Resolutions

Dr. Stange read three District 29 Board of Education Resolutions, one for each outgoing Board member thanking them for their leadership and service to the District.

Dr. Stange thanked the outgoing Board members for their leadership and service to the District and personal support to him and the District during their tenure.

Sunset Ridge Education Association Co-Presidents Mrs. Robin Zogby and Mrs. Martha Bell thanked the outgoing Board members for their partnership with the teachers' union and leadership and service to the District.

Board President Adelbert Spaan thanked each of the outgoing Board members for their individual and collective contributions to the District 29 community during their tenure as Board members.

Outgoing Board member, Mrs. Anne Peterson thanked her fellow Board members, the administrative team, and District 29 staff for their leadership and partnership.

ADJOURNMENT: It was moved by Ms. Alpert Knight and seconded by Mrs. Peterson to adjourn the meeting at 6:02 p.m. All were in favor.

_____	_____
President, Board of Education	Secretary, Board of Education
Approved _____, 2021	

NORTHFIELD TOWNSHIP SCHOOL TREASURER SCHOOL DISTRICT 29 PAYROLL CERTIFICATION

PAYROLL DATES

4/5/2021

4/20/2021

**This is to certify that the Board of Education, Northfield Township School District 29,
at its regular meeting of 5/11/2021 took action to ratify employee gross salaries
totaling \$682,604.67. The following payroll check numbers were used:**

Direct Deposit Advices:

9000004883 - 9000004995

9000004998 - 9000005106

Payroll ACH Payments:

9000004996 - 9000004997

9000005107 - 9000005108

Payroll Checks and Payroll A/P Checks:

50351

50352

50353

50354 - 50356

Payroll A/P Manual Checks:

Payroll Check Void:

Payroll A/P Advices:

201800737 - 201800740

201800742 - 201800751

Secretary, Board of Education

President, Board of Education

Date

Date

Payroll Expense Summary Report

Check Date: 4/1/2021 12:00:00 AM - 4/30/2021 12:00:00 AM

Sunset Ridge School District 29, IL

Full Name	Pay Account	Total Paid	Total Benefits
ALBRIGHT, KIMBERLY A	10 E 200 1110 1100 00 000000	6,275.70	570.06
ALLEN, ADELAIDE W	10 E 200 1110 1150 00 000000	17.25	0.72
ALLEN, ADELAIDE W	10 E 200 1110 1305 00 000000	93.15	3.90
ALLEN, ADELAIDE W	10 E 200 2140 1100 00 000000	7,140.88	2,090.70
ANDERSON, CAITLIN E	10 E 100 1110 1280 00 000000	247.62	10.40
ANDERSON, CAITLIN E	10 E 300 1110 1100 00 000000	5,776.50	1,110.42
ARENSON, CARON L	10 E 200 1200 1104 00 000000	3,246.48	2,643.34
AUGUSTIN, KATHERINE	10 E 200 1200 1104 00 000000	2,164.18	1,469.08
BAILEN, DOROTHY DUCKER	10 E 300 1200 1100 00 000000	11,964.06	1,390.64
BALDWIN, ALLISSA M	10 E 200 1110 1100 00 000000	6,453.60	1,592.60
BALDWIN, ALLISSA M	10 E 200 1110 1150 00 000000	34.50	1.45
BALDWIN, ALLISSA M	10 E 200 1110 1305 00 000000	155.25	6.49
BALDWIN, ALLISSA M	10 E 200 1110 1320 00 000000	383.76	16.07
BALDWIN, ALLISSA M	10 E 200 1110 1370 00 000000	269.10	11.28
BARRY, LAURIE G	10 E 300 1110 1150 00 000000	17.25	0.72
BARRY, LAURIE G	10 E 300 1200 1100 00 000000	10,711.36	996.74
BAUER, JORDAN L	10 E 200 1200 1100 00 000000	1,372.60	970.51
BEERHEIDE, THOMAS R	10 E 100 2510 1101 00 000000	15,082.50	2,216.86
BEERHEIDE, THOMAS R	10 E 100 2510 2111 00 000000	1,240.56	51.98
BELL, MARTHA SCHREIBER	10 E 300 1110 1100 00 000000	6,889.62	596.84
BENNETT, MARTI C	10 E 200 1110 1150 00 000000	103.50	18.17
BENNETT, MARTI C	10 E 200 1110 1210 00 000000	289.80	50.89
BENNETT, MARTI C	10 E 200 1110 1240 00 000000	165.60	29.08
BENNETT, MARTI C	10 E 200 1110 1370 00 000000	828.00	145.40
BENNETT, MARTI C	10 E 200 1200 1104 00 000000	2,400.00	1,965.77
BERKHOF, RACHEL CROUCH	10 E 300 1110 1100 00 000000	11,007.68	730.07
BERKHOF, RACHEL CROUCH	10 E 300 1110 1150 00 000000	34.50	1.45
BOZEDAY, LINDSAY E	10 E 300 1110 1100 00 000000	8,319.06	653.16
BROUILLETTE, MONICA	10 E 100 1650 1100 00 000000	6,446.04	577.50
BROUILLETTE, MONICA	10 E 300 1110 1305 00 000000	227.70	9.54
BROWN, SARA F	10 E 300 1110 1150 00 000000	103.50	4.33
BROWN, SARA F	10 E 300 1110 1305 00 000000	310.50	13.01
BROWN, SARA F	10 E 300 2150 1100 00 000000	6,874.18	596.17
BRUMWELL, LISA A	10 E 300 1110 1100 00 000000	8,617.72	2,256.78
BUCHER, MARK	10 E 100 1110 1800 00 000000	676.69	19.97
BURGETT, ELIZABETH M	10 E 300 1110 1150 00 000000	103.50	18.18
BURGETT, ELIZABETH M	10 E 300 1200 1104 00 000000	2,290.00	1,941.65
CANDEA, AGNES M	10 E 300 1110 1104 00 000000	2,490.00	2,136.35
CANDEA, AGNES M	10 E 300 1110 1150 00 000000	103.50	18.18
CHASE-EVERSON, CHRISTINA K	10 E 300 1110 1150 00 000000	103.50	18.18
CHASE-EVERSON, CHRISTINA K	10 E 300 1200 1104 00 000000	2,660.00	827.74
COHEN, CARLY M	10 E 200 1110 1230 00 000000	1,458.00	61.09
COHEN, CARLY M	10 E 200 1110 1305 00 000000	155.25	6.50
COHEN, CARLY M	10 E 200 1200 1100 00 000000	5,040.26	1,129.06
COLON, ANGELENA M	10 E 300 1110 1150 00 000000	86.25	15.15
COLON, ANGELENA M	10 E 300 1200 1104 00 000000	2,180.00	1,029.90
CZOK, RYAN J	10 E 100 1110 1103 00 000000	7,247.11	1,272.59
DAVIS, HILLARY E	10 E 300 1110 1100 00 000000	5,942.56	1,117.98

Payroll Expense Summary Report

Check Date: 4/1/2021 12:00:00 AM - 4/30/2021 12:00:00 AM

Sunset Ridge School District 29, IL

Full Name	Pay Account	Total Paid	Total Benefits
DAVIS, HILLARY E	10 E 300 1110 1290 00 000000	186.30	7.82
DEMPSEY, PAIGE A	10 E 300 1110 1100 00 000000	7,721.74	1,192.06
DENGSAVANG, SARAH E	10 E 300 1110 1100 00 000000	6,433.92	1,067.14
DORSEY, DANA B	10 E 200 1110 1305 00 000000	134.55	5.65
DORSEY, DANA B	10 E 200 1110 1370 00 000000	155.26	6.50
DORSEY, DANA B	10 E 200 1200 1100 00 000000	6,473.44	578.70
DOWNNS, KATHLEEN M	10 E 200 1110 1150 00 000000	69.00	5.28
DOWNNS, KATHLEEN M	10 E 200 2140 1105 00 000000	1,300.00	99.46
DRAKA, MELISSA A	10 E 300 1110 1150 00 000000	155.25	27.27
DRAKA, MELISSA A	10 E 300 2410 1103 00 000000	3,926.70	1,229.03
DREHER, COREY L	20 E 100 2540 1101 00 000000	8,133.38	2,947.22
DUNHAM, EMILY A	10 E 100 2330 1101 00 000000	11,249.40	786.98
EGOFSKE, BARBARA A	10 E 100 1200 1800 00 000000	3,814.63	55.31
FABER, COLLEEN M	10 E 100 2520 1103 00 000000	7,301.44	1,562.28
FURMAN, NINA L	10 E 200 1200 1100 00 000000	6,276.38	2,154.48
GARCIA, OSCAR	10 E 100 1110 1103 00 000000	3,877.50	2,108.32
GEORGE, SUSAN E	10 E 300 1110 1150 00 000000	34.50	1.45
GEORGE, SUSAN E	10 E 300 2120 1100 00 000000	6,416.62	1,138.59
GIDRON, MICHELLE	10 E 200 1200 1104 00 000000	2,180.00	1,414.74
GOLUB, MINDY J	10 E 100 1110 1220 00 000000	377.38	15.80
GOLUB, MINDY J	10 E 200 1110 1100 00 000000	8,569.04	1,018.36
GOLUB, MINDY J	10 E 200 1110 1370 00 000000	131.96	5.54
GONZALEZ, KRISTIN L	10 E 200 1110 1100 00 000000	8,319.06	1,806.32
GONZALEZ, KRISTIN L	10 E 200 1110 1305 00 000000	155.25	6.50
GRAY, LAUREN M	10 E 200 1110 1100 00 000000	5,282.40	767.70
GRAY, LAUREN M	10 E 200 1110 1150 00 000000	86.25	3.61
GRAY, LAUREN M	10 E 200 1110 1370 00 000000	429.54	18.01
HANDELMAN, ADRIENNE J	10 E 200 1110 1100 00 000000	7,453.28	674.20
HANSON, KIMBERLY	10 E 200 1110 1100 00 000000	5,080.92	758.94
HANSON, KIMBERLY	10 E 200 1110 1150 00 000000	103.50	4.34
HANSON, KIMBERLY	10 E 200 1110 1305 00 000000	155.25	6.50
HARDIMAN, SEAN P	10 E 200 1200 1104 00 000000	2,180.00	1,410.90
JOHNSON, HEATHER L	10 E 200 1110 1100 00 000000	9,765.86	2,204.26
JOHNSON, KELLIE J	10 E 300 1110 1100 00 000000	7,423.08	620.06
JOHNSON, KELLIE J	10 E 300 1110 1290 00 000000	124.20	5.20
JOHNSTON, NICOLE E	10 E 200 1110 1100 00 000000	6,683.98	2,074.58
KAHLENBERG, JENNIFER R	10 E 200 1110 1100 00 000000	8,386.74	2,145.58
KAHLENBERG, JENNIFER R	10 E 200 1110 1150 00 000000	138.00	5.78
KAMP, DEBRA A	10 E 100 1110 1800 00 000000	80.00	2.36
KASPER, DONNA K	10 E 300 1110 1100 00 000000	9,510.44	1,857.70
KASPER, DONNA K	10 E 300 1110 1290 00 000000	124.20	5.20
KASPER, DONNA K	10 E 300 1110 1305 00 000000	155.25	6.50
KELLY, SHELLEY J	10 E 100 1110 1800 00 000000	80.00	1.16
KEOPRASEUTH, CHRISTINE J	10 E 200 1110 1100 00 000000	6,866.54	554.18
KEOPRASEUTH, CHRISTINE J	10 E 200 1110 1290 00 000000	330.26	13.84
KIEDAISCH, JENNIFER A	10 E 300 2410 1101 00 000000	11,250.00	798.84
KIEDAISCH, JENNIFER A	10 E 300 2410 2111 00 000000	925.32	38.78
KISIEL, JULIA	10 E 300 1110 1100 00 000000	4,947.38	1,122.72

Payroll Expense Summary Report

Check Date: 4/1/2021 12:00:00 AM - 4/30/2021 12:00:00 AM

Sunset Ridge School District 29, IL

Full Name	Pay Account	Total Paid	Total Benefits
KLAWITTER, JULIE M	10 E 200 1200 1104 00 000000	2,820.00	1,528.16
KOLAKOWSKI, DONALD J	10 E 200 1110 1320 00 000000	558.50	98.06
KOLAKOWSKI, DONALD J	10 E 300 1200 1104 00 000000	2,580.00	1,542.78
KOTULA, JACQUELINE	10 E 100 1110 1103 00 000000	3,231.26	1,477.28
KOTULA, JACQUELINE	10 E 200 1110 1370 00 000000	236.56	41.52
KRAMER, YEFIM	10 E 100 2545 3000 00 000000	250.00	19.13
KRAMER, YEFIM	20 E 200 2540 1103 00 000000	5,810.14	2,374.70
KRAMER, YEFIM	20 E 200 2540 1300 00 000000	200.32	35.17
KRISTEN, ANNA	10 E 100 2520 1103 00 000000	6,805.22	2,063.32
LEAL RAMOS, GLORIA MARIA	10 E 200 1110 1100 00 000000	4,761.76	744.65
LEAL RAMOS, GLORIA MARIA	10 E 200 1110 1150 00 000000	17.25	0.72
LEARY, CAITLIN S	10 E 300 1110 1100 00 000000	6,284.52	1,591.18
LEWIS, JOSEPH G	10 E 200 1110 1100 00 000000	5,788.08	1,110.14
LEWIS, JOSEPH G	10 E 200 1110 1150 00 000000	103.50	4.33
LEWIS, JOSEPH G	10 E 200 1110 1320 00 000000	754.76	31.62
LEWIS, JOSEPH G	10 E 200 1110 1370 00 000000	357.00	14.96
LOFDAHL, DEBRA G	10 E 100 2320 1103 00 000000	3,714.98	955.32
LOGAN, HILARY S	10 E 200 1110 1100 00 000000	7,387.72	1,106.53
LOGAN, HILARY S	10 E 200 1110 1150 00 000000	155.25	6.51
LOGAN, HILARY S	10 E 200 1110 1305 00 000000	134.55	5.64
LOGAN, HILARY S	10 E 200 1110 1320 00 000000	566.00	23.71
LOGAN, HILARY S	10 E 200 1110 1370 00 000000	269.10	11.28
MAISEL, MICHELE	10 E 200 1200 1104 00 000000	2,400.00	1,499.42
MANCIO-TANSLEY, DELMA	10 E 200 1110 1150 00 000000	51.75	9.09
MANCIO-TANSLEY, DELMA	10 E 200 1200 1104 00 000000	2,290.00	1,045.54
MARSHALL, NORA P	10 E 100 1110 1800 00 000000	80.00	2.36
MATTERA, LISA M	10 E 200 1110 1100 00 000000	18,103.22	2,433.00
MATTERA, LISA M	10 E 200 1110 1150 00 000000	207.00	8.68
MATTERA, LISA M	10 E 200 1110 1210 00 000000	621.00	26.02
MATTERA, LISA M	10 E 200 1110 1240 00 000000	124.20	5.20
MATTERA, LISA M	10 E 200 1110 1305 00 000000	155.25	6.50
MATTERA, LISA M	10 E 200 1110 1370 00 000000	745.20	31.21
MERTES, ANN B	10 E 300 2130 1103 00 000000	4,721.34	1,373.06
MEZIERE, DAWN A	10 E 200 1110 1100 00 000000	10,709.02	758.62
MICHALEK, MARGARET O	10 E 300 1110 1100 00 000000	4,761.76	504.18
MIKRUT-MARZEC, KATARZYNA S	10 E 200 1800 1104 00 000000	3,265.40	2,275.66
MORGAN, DENISE G	10 E 100 1110 1800 00 000000	320.01	13.20
NAGY, ROBIN A	10 E 300 1110 1100 00 000000	3,220.12	280.74
NAVARRO, ALONDRA V	10 E 200 1200 1104 00 000000	2,180.00	742.68
NELSON, LYNN S	10 E 300 1110 1100 00 000000	5,862.34	531.94
NELSON, LYNN S	10 E 300 1110 1150 00 000000	34.50	1.45
NELSON, LYNN S	10 E 300 1110 1305 00 000000	103.50	4.33
NEUHAUSEL, TIFFANY L	10 E 200 1110 1100 00 000000	7,147.44	1,167.02
NIKOLOPOULOS, ANNA	10 E 100 1650 1104 00 000000	2,740.00	2,160.94
O'LOONEY, MAUREEN A	10 E 300 1110 1150 00 000000	86.25	3.62
O'LOONEY, MAUREEN A	10 E 300 1110 1290 00 000000	124.20	5.20
O'LOONEY, MAUREEN A	10 E 300 1110 1305 00 000000	144.90	6.06
O'LOONEY, MAUREEN A	10 E 300 1200 1100 00 000000	6,288.94	1,063.11

Payroll Expense Summary Report

Sunset Ridge School District 29, IL

Check Date: 4/1/2021 12:00:00 AM - 4/30/2021 12:00:00 AM

Full Name	Pay Account	Total Paid	Total Benefits
OSSYRA, MAUREEN	10 E 100 1110 1800 00 000000	580.03	66.56
OSSYRA, MAUREEN	10 E 100 1200 1800 00 000000	918.35	81.66
OYER, AMY K	10 E 200 1200 1104 00 000000	2,290.00	1,487.54
PARKS, DAVID L	20 E 300 2540 1103 00 000000	5,529.68	2,325.50
PECK, MARCI C	10 E 200 2130 1103 00 000000	6,000.00	2,891.80
PENGIEL, BRITTANY A	10 E 200 2150 1100 00 000000	7,611.54	2,108.28
PHILLIPS, CHRISTINA M	10 E 200 1110 1150 00 000000	34.50	6.06
PHILLIPS, CHRISTINA M	10 E 200 1200 1104 00 000000	2,290.00	720.10
PROMMER, ROSEMARY F	10 E 300 1110 1104 00 000000	2,180.00	2,065.47
PROMMER, ROSEMARY F	10 E 300 1110 1150 00 000000	103.50	18.18
QUESADA, KYLA H	10 E 200 2410 1103 00 000000	4,243.00	2,029.54
RASSO, CLAIRE A	10 E 200 1110 1150 00 000000	69.00	2.90
RASSO, CLAIRE A	10 E 200 1110 1305 00 000000	144.90	6.06
RASSO, CLAIRE A	10 E 200 1200 1100 00 000000	7,140.88	607.76
RICE, JULIE R	10 E 100 1110 1800 00 000000	180.00	5.31
ROBERTS, CHRISTINE D	10 E 200 1110 1100 00 000000	10,410.36	969.22
ROSEN, SHAWNA G	10 E 300 1110 1100 00 000000	4,729.58	340.98
SARAIYA, DEEPA N	10 E 300 1110 1150 00 000000	103.50	18.18
SARAIYA, DEEPA N	10 E 300 1200 1104 00 000000	2,290.00	762.16
SCHMIDT, KATHARINE A	10 E 300 1110 1104 00 000000	2,180.00	1,468.04
SCHRADER, RACHEL A	10 E 200 1110 1100 00 000000	9,171.16	1,305.30
SCHRADER, RACHEL A	10 E 200 1110 1305 00 000000	103.50	4.33
SCHUR, REBECCA L	10 E 200 1110 1150 00 000000	17.25	0.73
SCHUR, REBECCA L	10 E 200 1110 1305 00 000000	155.25	6.50
SCHUR, REBECCA L	10 E 200 1200 1100 00 000000	5,931.80	1,117.48
SHAH, MONIKA C	10 E 200 1110 1150 00 000000	69.00	12.12
SHAH, MONIKA C	10 E 200 1200 1104 00 000000	2,180.00	2,079.96
SISLOW, DAVID J	10 E 200 1110 1100 00 000000	6,228.92	1,517.56
SISLOW, DAVID J	10 E 200 1110 1150 00 000000	103.50	4.33
SISLOW, DAVID J	10 E 200 1110 1305 00 000000	62.10	2.61
SMITH, LOIS C	10 E 100 1110 1800 00 000000	186.68	14.28
STANGE, ED J	10 E 100 2320 1101 00 000000	20,181.32	2,599.20
STANGE, ED J	10 E 100 2320 2111 00 000000	1,954.74	81.90
STONEQUIST, SUSAN M	10 E 200 1110 1100 00 000000	15,589.72	1,025.79
STONEQUIST, SUSAN M	10 E 200 1110 1150 00 000000	103.50	4.35
STONEQUIST, SUSAN M	10 E 200 1110 1290 00 000000	330.26	13.84
STONEQUIST, SUSAN M	10 E 200 1110 1305 00 000000	155.25	6.50
STONEQUIST, SUSAN M	10 E 200 1110 1370 00 000000	703.80	29.49
STYCZEN, SHERI L	10 E 100 1110 1101 00 000000	10,625.00	2,371.66
SUKENIK, IVY D	10 E 200 2410 1101 00 000000	12,936.68	2,730.86
SUKENIK, IVY D	10 E 200 2410 2111 00 000000	1,064.06	44.58
SWANSON, ELIZABETH C	10 E 200 1110 1100 00 000000	5,276.42	2,114.21
SWANSON, ELIZABETH C	10 E 200 1110 1150 00 000000	51.75	2.17
TALBOT, PATRICIA	10 E 100 1110 1800 00 000000	320.02	9.44
TALBOT, PATRICIA	10 E 100 1200 1800 00 000000	280.01	21.42
TENNENBAUM, JOANN	10 E 100 1110 1800 00 000000	320.02	5.80
TENNENBAUM, JOANN	10 E 100 1200 1800 00 000000	160.00	6.96
TIVERS, SARA R	10 E 300 1110 1150 00 000000	103.50	18.18

Payroll Expense Summary Report

Check Date: 4/1/2021 12:00:00 AM - 4/30/2021 12:00:00 AM

Sunset Ridge School District 29, IL

Full Name	Pay Account	Total Paid	Total Benefits
TIVERS, SARA R	10 E 300 1200 1104 00 000000	2,400.00	1,962.40
TREMONT, SHANNON A	10 E 200 1110 1100 00 000000	4,945.00	1,526.14
TREMONT, SHANNON A	10 E 200 1110 1230 00 000000	972.00	40.72
VARUGHESE, NEHA R	10 E 100 1800 1100 00 000000	5,677.74	1,036.27
VARUGHESE, NEHA R	10 E 300 1110 1150 00 000000	34.50	1.45
VARUGHESE, NEHA R	10 E 300 1110 1305 00 000000	134.55	5.64
VICTORN, ANITA M	10 E 100 1110 1800 00 000000	80.01	2.32
VICTORN, ANITA M	10 E 100 1200 1800 00 000000	80.00	2.32
WARSHAUER, DOUGLAS R	10 E 100 1110 1800 00 000000	240.01	7.08
WENDT, ANNA G	10 E 300 1110 1100 00 000000	5,944.26	1,118.02
WENDT, ANNA G	10 E 300 1110 1290 00 000000	186.30	7.82
WESTFALL, PILAR M	10 E 200 1110 1100 00 000000	9,215.04	654.95
WESTFALL, PILAR M	10 E 200 1110 1150 00 000000	34.50	1.45
WESTFALL, PILAR M	10 E 200 1110 1210 00 000000	331.20	13.89
WESTFALL, PILAR M	10 E 200 1110 1230 00 000000	1,458.00	61.08
WIDDES, MICHELE L	10 E 200 1110 1100 00 000000	9,812.60	1,732.80
WIDDES, MICHELE L	10 E 200 1110 1150 00 000000	51.75	2.18
WIDDES, MICHELE L	10 E 200 1110 1305 00 000000	155.25	6.50
WIDDES, MICHELE L	10 E 200 1110 1370 00 000000	155.26	6.50
WIEDRICH, JILLIAN K	10 E 300 1110 1100 00 000000	5,561.66	1,097.98
WILKINSON, MATTHEW A	10 E 100 1110 1280 00 000000	247.62	10.40
WILKINSON, MATTHEW A	10 E 100 1650 1100 00 000000	5,776.48	1,162.25
WILKINSON, MATTHEW A	10 E 200 1110 1150 00 000000	34.50	1.44
WILKINSON, MATTHEW A	10 E 300 1110 1305 00 000000	248.40	10.40
ZOGBY, ROBIN C	10 E 200 1110 1100 00 000000	9,215.04	696.50
ZOGBY, ROBIN C	10 E 200 1110 1150 00 000000	34.50	1.45
ZOGBY, ROBIN C	10 E 200 1110 1305 00 000000	155.25	6.50
Totals:		682,604.67	143,811.22

Bank Account Details

Sunset Ridge School District 29, IL

Check Number	Check Date	Name on Check	Amount	Type
50351	04/05/2021	SMITH, LOIS C	163.16	R - Regular
50352	04/05/2021	ILLINOIS EDUCATION ASSOCIATION	2,052.96	R - Regular
50353	04/20/2021	ILLINOIS EDUCATION ASSOCIATION	2,052.96	R - Regular
50354	04/30/2021	EDUCATIONAL BENEFIT COOPERATIVE	104,855.24	R - Regular
50355	04/30/2021	MADISON NATIONAL LIFE	895.38	R - Regular
50356	04/30/2021	NCPERS GROUP LIFE INS	25.00	R - Regular
201800737	04/05/2021	ILLINOIS DEPARTMENT OF REVENUE	13,144.77	W - Wire Transfer
201800738	04/05/2021	INTERNAL REVENUE SERVICE	48,971.96	W - Wire Transfer
201800739	04/05/2021	THIS	5,901.13	W - Wire Transfer
201800740	04/05/2021	TRS	26,235.94	W - Wire Transfer
201800742	04/20/2021	ILLINOIS DEPARTMENT OF REVENUE	13,287.04	W - Wire Transfer
201800743	04/20/2021	IMRF	19,437.00	W - Wire Transfer
201800744	04/20/2021	INTERNAL REVENUE SERVICE	50,953.44	W - Wire Transfer
201800745	04/20/2021	THIS	5,861.98	W - Wire Transfer
201800746	04/20/2021	TRS	26,062.33	W - Wire Transfer
201800747	04/30/2021	DELTA DENTAL OF IL	4,056.00	W - Wire Transfer
201800748	04/30/2021	RELIANCE STANDARD LIFE INSURANCE COMPANY	386.96	W - Wire Transfer
201800749	04/30/2021	TRUSTMARK VOLUNTARY BENEFIT SOLUTIONS,	350.18	W - Wire Transfer
201800750	04/30/2021	UNITED HEALTHCARE VISION	436.32	W - Wire Transfer
201800751	04/10/2021	HORACE MANN	21.00	W - Wire Transfer
Check Grand Totals:			325,150.75	

Bank Account Details

Sunset Ridge School District 29, IL

Check Number	Check Date	Name on Check	Amount	Type
9000004996	04/05/2021	TSA CONSULTING GROUP, INC.	23,223.82	A - ACH
9000004997	04/05/2021	WAGEWORKS	7,762.43	A - ACH
9000005107	04/20/2021	TSA CONSULTING GROUP, INC.	23,758.17	A - ACH
9000005108	04/20/2021	WAGEWORKS	7,762.43	A - ACH
Check Grand Totals:			62,506.85	

SUNSET RIDGE SCHOOL DISTRICT 29 VENDOR DISBURSEMENTS LIST #1

This is to certify that the Board of Education, Northfield Township School District 29, at its regular meeting of 5/11/2021 took action to ratify the attached **Accounts Payable Bills, totaling \$91,935.38.**

The following check numbers were used:

Vendor A/P:

A/P Checks	51168-51208	\$ 88,903.81
		Total: \$ 88,903.81
 A/P ACH's	 9000000062-9000000071	 \$ 3,031.57
		Total: \$ 3,031.57
		 Grand Total: \$ 91,935.38

Secretary, Board of Education

President, Board of Education

Date

Date

Check Listing with Detail

Sunset Ridge School District 29, IL

Check Number	Vendor Name	Invoice Description	Check Date	Amount
51168	ALEJANDRO, ANTONIO	Traffic Control (Apr'2021) - 12 shifts	05/11/2021	840.00
51169	ALVARADO, RICHARD A	Traffic Control (Apr'2021) - 5 shifts	05/11/2021	350.00
51170	APPLE INC.	Charging Cable Extenders (Qty: 50) Final Cut Pro (5 licenses)	05/11/2021	1,949.95
51171	CAROLINA BIOLOGICAL SUPPLY CO	Science Supplies	05/11/2021	291.91
51172	CDW GOVERNMENT, INC.	Laptop for BO - Lenovo ThinkBook 13.3" Core i7	05/11/2021	887.29
51173	CENTRAL RESTAURANT PRODUCTS	MFS: Convection oven Vulcan VC4GD, natural gas single convection oven	05/11/2021	3,986.04
51174	CLASSROOM CONNECTION DAY SCHOOL	Student Tuition (Mar'2021) Student Tuition (Feb'2021) & Adjustment for ISBE rate increase Rate increase adjustment effective 8/24/20 (\$3.07/day); this is the 3rd rate change for this school year	05/11/2021	14,999.48
51175	DEMCO, INC.	Shelf adapters for Learning Center	05/11/2021	2,608.13
51176	FRANCZEK P.C.	Legal Fees rendered through 3/31/2021	05/11/2021	3,022.50
51177	GENERAL MECHANICAL SERVICES	SRS: HVAC maintenance contract quarterly, 4/1/21-6/30/21 MFS: HVAC maintenance contract quarterly, 4/1/21-6/30/21	05/11/2021	2,500.00
51178	HEINEMANN PUBLISHING	1 copy of Ink and Ideas	05/11/2021	30.00
51179	HILL MECHANICAL SERVICES, INC	SRS: Troubleshooting on ACCU-5/6/7 (labor & materials)	05/11/2021	3,157.80
51180	HOUSE OF RENTAL & SALES, INC.	MFS: Tent rental (3/29-6/9/21)	05/11/2021	5,285.00
51181	IASB	New Board Member Online Trainings (for three new Board Members)	05/11/2021	375.00
51182	IMAGE SPECIALTIES OF GLENVIEW INC.	Music Awards 2020-21 school year	05/11/2021	353.00
51183	IMPACT NETWORKING, LLC	Copier meter group overage charges (MF & SRS) (1/15-4/14/21)	05/11/2021	3,892.87
51184	INTEGRATED DESIGN SPECIALISTS	Middlefork gymnasium sound system - 50% payment due on contract acceptance (50% upon project completion) Refer to Quote for sound system detail	05/11/2021	5,210.57
51185	INTEGRATED SYSTEMS CORPORATION	Service Bureau Subscription Fee	05/11/2021	134.00
51186	INTERMOUNTAIN DEACONESS CHILDREN'S SERVICES	Student services (1/26-2/23/21 Stage 3 Final)	05/11/2021	700.00
51187	MACGILL & CO	SRS School nurse supplies	05/11/2021	218.49
51188	MIDAMERICAN ENERGY COMPANY	SR Service 2/16-3/17/21 (Energy Supply & Electricity Distribution) MF Service 2/17-3/18/21 (Energy Supply & Electricity Distribution)	05/11/2021	6,288.08

Check Listing with Detail

Sunset Ridge School District 29, IL

Check Number	Vendor Name	Invoice Description	Check Date	Amount
51189	MILIEU DESIGN LLC	SRS: Landscaping services for May 2021	05/11/2021	2,299.88
51190	NEWHOPE ACADEMY	Student Tuition (Apr'2021)	05/11/2021	4,491.00
51191	OFFICE DEPOT	6th Grade Classroom Supplies (1st shipment) 6th Grade Classroom Supplies (2nd shipment) 6th Grade Classroom Supplies (3rd/final shipment) 2nd grade closet order (1st shipment) 2nd grade closet order (2nd/final shipment) PE Office Supplies (1st invoice/shipment) PE Office Supplies (2nd invoice/shipment) PE Office Supplies (3rd invoice/shipment) PE Office Supplies (4th invoice/shipment)	05/11/2021	1,373.67
51192	PALOS SPORTS - SCHOOL HEALTH CORPORATION	PE & recess equipment for 2021 (1st invoice/shipment received) PE & recess equipment for 2021 (2nd invoice/shipment received) PE & recess equipment for 2021 (3rd invoice/shipment received) PE & recess equipment for 2021 (4th invoice/shipment received) PE & recess equipment for 2021 (5th invoice/shipment received)	05/11/2021	2,475.10
51193	PLTW	Automation & Robotics and Green Architecture supplies for the return to full-in-person for 7th and 8th Grade Computer Science classes Invoice #2 Automation & Robotics and Green Architecture supplies for the return to full-in-person for 7th and 8th Grade Computer Science classes. Invoice #1	05/11/2021	9,039.75
51194	QUINLAN & FABISH MUSIC	Book orders Books Book order Book order	05/11/2021	1,073.32
51195	RAMROD DISTRIBUTORS	Hand sanitizer - Covid-19 related purchase (Payment made on behalf of Christian Heritage Academy)	05/11/2021	89.50
51196	ROBBINS SCHWARTZ	Legal Fees rendered through 2/28/2021	05/11/2021	67.50
51197	SCHOOL SPECIALTY INC.	Words I Use When I Write GR 2 (48 copies)	05/11/2021	139.78
51198	SEMICOLON BOOKSTORE, LLC	Useful resources for 8th grade Social Studies	05/11/2021	43.94
51199	SFM CONSULTANTS INC.	Traffic Control (Apr'2021) - 10 shifts & management fee	05/11/2021	1,000.00
51200	SOLUTION TREE	Motivating Students Who Don't Care, Second Edition	05/11/2021	32.95
51201	SPAAN, MR. & MRS. ADELBERT	Reimbursement for out-going Board member gifts	05/11/2021	317.85
51202	SYMMETRY ENERGY SOLUTIONS, LLC	Natural gas supplier/commodity charges (Mar'2021)	05/11/2021	2,147.00
51203	TELCOM INNOVATIONS GROUP	Annual Maintenance - Mitel Software Assurance Renewal (Quote #35475)	05/11/2021	1,091.79
51204	TSA CONSULTING GROUP, INC.	Retirement Plan Administration & Compliance Services - May'21	05/11/2021	50.00
51205	UNITED DISPATCH AGENT FOR 303 TRANS	Student Transportation (Mar'2021)	05/11/2021	1,760.80
51206	WASTE MANAGEMENT NORTH	Waste hauling services - MF Waste hauling services - SRS	05/11/2021	699.87

Check Listing with Detail

Sunset Ridge School District 29, IL

Check Number	Vendor Name	Invoice Description	Check Date	Amount
51207	WNEK, JOSEPH MICHAEL	Traffic Control (Apr'2021) - 9 shifts	05/11/2021	630.00
51208	YOUTH SERVICES OF GLENVIEW/NORTHBROOK	Sexual Health and Relationship Education (SHARE) Program	05/11/2021	3,000.00
Grand Total:				88,903.81

Check Listing with Detail

Sunset Ridge School District 29, IL

Check Number	Vendor Name	Invoice Description	Check Date	Amount
9000000062	BEERHEIDE, THOMAS R	Cell phone reimbursement	05/11/2021	50.00
9000000063	CZOK, RYAN J	Cell phone reimbursement	05/11/2021	50.00
9000000064	DEMPSEY, PAIGE A	Items purchased for classroom and grade level. All receipts provided to Business Office for support.	05/11/2021	446.30
9000000065	DRAKA, MELISSA A	Items for Teachers Appreciation Day. Receipt provided for support.	05/11/2021	41.00
9000000066	DREHER, COREY L	Cell phone reimbursement	05/11/2021	50.00
9000000067	DUNHAM, EMILY A	Cell phone reimbursement	05/11/2021	50.00
9000000068	KIEDAISCH, JENNIFER A	Cell phone reimbursement	05/11/2021	50.00
9000000069	LEWIS, JOSEPH G	Reimbursement for Spring Play Purchases. Receipts submitted for support. (1) Costume Rental (Broadway Costumes) (2) Hardware Store for Prop construction (Lowe's)	05/11/2021	2,194.27
9000000070	STYCZEN, SHERI L	Cell phone reimbursement	05/11/2021	50.00
9000000071	SUKENIK, IVY D	Cell phone reimbursement	05/11/2021	50.00
Grand Total:				3,031.57

SUNSET RIDGE SCHOOL DISTRICT 29 VENDOR DISBURSEMENTS LIST #2

This is to certify that the Board of Education, Northfield Township School District 29, at its regular meeting of 5/11/2021 took action to ratify additional Vendor disbursements issued during April and May 2021.

The following check numbers were used:

Vendor A/P:

A/P Checks	51141-51166	\$ 100,812.64
	51167	\$ 286.39
		<u>\$ 101,099.03</u>
A/P ACH's	9000000057-9000000061	<u>\$ 1,532.12</u>
A/P Voids	None	<u>\$ -</u>
A/P Advice(s)	201800464	\$ 4,182.96
	201800465	\$ 2,092.67
	201800466	\$ 24,159.40
		<u>\$ 30,435.03</u>
A/P Total :		<u><u>\$ 133,066.18</u></u>

Student Activity:

Checks	None	\$ -
Student Activity Total:		<u><u>\$ -</u></u>

Secretary, Board of Education

President, Board of Education

Date

Date

Check Listing with Detail

Sunset Ridge School District 29, IL

Check Number	Vendor Name	Invoice Description	Check Date	Amount
51141	AAA LOCK & KEY INC.	MFS: Keys cut for K doors	04/26/2021	23.45
51142	ALPHA PRIME COMMUNICATIONS	SRS: Replacement battery for 2-way radio	04/26/2021	90.00
51143	APPLE INC.	Apple Mac Mini Apple Tech Supplies - Mice Apple Tech Supplies - Keyboards Apple Tech Supplies: charging cables, adapters, etc.	04/26/2021	1,994.70
51144	CALL ONE	Phone Service: 4/15-5/14/21	04/26/2021	1,072.95
51145	CDW GOVERNMENT, INC.	Network Manager Set Up - MS Surface Pro Dock, (2) Dell 27" Monitors, Dual Desk Mount District Document Camera Refresh - ELMO MX-P2 Visual Presenter (Qty: 50)	04/26/2021	21,475.89
51146	COMCAST BUSINESS	Internet Service 4/13-5/12/21 (Acct: 8771 10 130 0311103)	04/26/2021	345.51
51147	GOPHER	PE Equipment - Order #OR26071 PE Equipment	04/26/2021	1,259.21
51148	HEINEMANN PUBLISHING	Curricular books	04/26/2021	179.63
51149	HILL MECHANICAL SERVICES, INC	SRS: Compressor replacement on ACCU-9 (5 compressors replaced) SRS: Repairs and leak checking on ACCU-5/6/7	04/26/2021	43,216.04
51150	HOME DEPOT PRO	District: Janitorial supplies District: Hand sanitizing wipes (COVID-19 related)	04/26/2021	703.16
51151	NELS J. JOHNSON TREE EXPERTS INC	MFS: Rout dead tree stump	04/26/2021	162.50
51152	NUTOYS LEISURE PRODUCTS	SRS: Replacement swing chains	04/26/2021	562.60
51153	OFFICE DEPOT	MF - School Supplies - 1st invoice MF - School Supplies - 2nd/final invoice for PO 3rd grade closet order - 1st invoice 3rd grade closet order - 2nd/final invoice	04/26/2021	874.20
51154	ORIENTAL TRADING CO.	Hats for 3rd grade IAR	04/26/2021	105.95
51155	ORKIN	MFS: Pest management services for April 2021 SRS: Pest management services for April 2021	04/26/2021	120.00
51156	PEGGY NOTEBAERT NATURE MUSEUM	Seed Investigations Virtual Field Trip for 3 classrooms (5/4/2021) Confirmation #2000095R Teacher email: andersonc@sunsetridge29.org	04/26/2021	330.00
51157	PRESTWICK HOUSE	Books - 1st shipment Books - 2nd shipment	04/26/2021	274.53
51158	RAMROD DISTRIBUTORS	Hand Sanitizer - Covid-19 related purchase Payment on behalf of Christian Heritage Academy MFS: Hand sanitizer (COVID-19 related) MFS: Janitorial supplies SRS: Janitorial supplies	04/26/2021	1,159.77
51159	SAVVAS LEARNING COMPANY (PEARSON EDUCATION)	Words Their Way- Within Word Patterns Volume 2 (for 2nd Grade) GR3 - 51 copies D'Nealian order for FY2021-2022	04/26/2021	912.82
51160	SCHOOL SPECIALTY INC.	Supplies - 1st invoice Supplies - 2nd/final invoice Classroom supplies	04/26/2021	416.49

Check Listing with Detail

Sunset Ridge School District 29, IL

Check Number	Vendor Name	Invoice Description	Check Date	Amount
51161	SWAN, KATHLEEN	Professional Development and consulting services related to the Inquiry Design Model for the 2020-2021 School Year	04/26/2021	10,000.00
51162	TEACHERS PAY TEACHERS (TPT)	Spanish classroom support materials - QUOTE #246203	04/26/2021	85.22
51163	USA SEALING, INC.	District: Polycarbonate U-Shape Divider Lunchroom Shields (Qty: 110) + S&H	04/26/2021	6,200.40
51164	VILLAGE OF NORTHFIELD	Water/Sewer - Sunset Ridge (2/25-3/26/21) (Acct: 670400360000) Water/Sewer - Middlefork (2/25-3/24/21) (Acct: 670400340000)	04/26/2021	563.58
51165	VOYAGER SOPRIS LEARNING, INC - CAMBIUM LEARNING GROUP, INC.	Voyager Sopris Learning: REWARDS Secondary resources Teacher's Guide & posters (access to Online Teacher Resources); Student Books	04/26/2021	134.04
51166	ZOOM VIDEO COMMUNICATIONS, INC.	Zoom Service Renewal (4/2/2021-4/1/2022) (Purchase due to Covid-19)	04/26/2021	8,550.00
51167	COMCAST BUSINESS	Internet Service 4/15-5/14/21 (Acct: 8771 10 130 0411903)	05/04/2021	286.39
Grand Total:				101,099.03

Check Listing with Detail

Sunset Ridge School District 29, IL

Check Number	Vendor Name	Invoice Description	Check Date	Amount
9000000057	BOZEDAY, LINDSAY E	Games and supplies for SEL time, recycling bin (Amazon receipts provided)	04/26/2021	302.61
9000000058	BRUMWELL, LISA A	Reimbursement for classroom supplies. 13 receipts from Really Good Stuff, Amazon, and Container Store have been provided for support.	04/26/2021	848.99
9000000059	JOHNSON, HEATHER L	TpT Resources - Class Curriculum projects and materials	04/26/2021	218.81
9000000060	SCHRADER, RACHEL A	TPT Classroom Resources (9/3/20-3/22/21); receipts have been submitted	04/26/2021	82.89
9000000061	WILKINSON, MATTHEW A	Classroom Materials; Amazon receipts submitted for support	04/26/2021	78.82
Grand Total:				1,532.12

Check Listing with Detail

Sunset Ridge School District 29, IL

Check Number	Vendor Name	Invoice Description	Check Date	Amount
201800464	COMCAST	Ethernet Service (Acct 901517718)	04/22/2021	4,182.96
201800465	NICOR GAS	MF Gas delivery charges - Acct: 8033550000 7 (2/1-3/1/21) SRS Gas delivery charges - Acct: 4438752580 9 (2/1-3/1/21)	04/22/2021	2,092.67
201800466	MASTERCARD	Card 9958 Kiedalsch - Marshall Memo, Amazon, Etsy.com, Notebaert Museum, Fivebelow.com, NCTN, Panera, Card 9958 Kiedalsch - Amazon (Purchases resulting from Covid-19) Card 8395 Sukienik - Amazon (Purchases resulting from Covid-19) Card 8395 Sukienik - Amazon, Indeed, Musicnotes.com, Sheetmusicplus.com, Semicolon Bookstore, Peloton Membership, MasterClass Card 3150 Styczen - Screencloud, Amazon, Networksolutions, Edpuzzle Pro Teacher, Breakout, Texthelp Inc, Screencastify Unlimited, Explain Everything, Apple Store Card 9065 Sunset Ridge Account 3 (MF) - Marianos Card 6857 Beerheide - Illinois Asbo, Oriental Inst Programs, NCTM, Keurig, Goode & Fresh Pizza Bakery Card 3983 Stange - Corner Bakery Card 3092 Dunham - Boom Learning, Audible, Amazon, William H. Sadler, Kindle Card 1630 Dreher - Amazon, Cubesmart, Spot Coolers, Lowes, Goldstar Products Inc Card 1630 Dreher - Amazon (Covid-19 related purchases)	04/16/2021	24,159.40
Grand Total:				30,435.03




SUNSET RIDGE SCHOOL DISTRICT 29

525 Sunset Ridge Road • Northfield, Illinois • 60093
847 881 9400 • Fax: 847 446 6388 • www.sunsetridge29.net

Cultivating a learning community that engages the hearts and minds of students, one child at a time

TO: District 29 Board of Education

FROM: Edward J. Stange 

DATE: May 11, 2021

SUBJECT: Freedom of Information Act Requests Log

The District received the following Freedom of Information Act (FOIA) request since the April 2021 Board of Education meeting.

Requestor	Date of Request	Information Requested	Response	Date of Response
J DOE foia.blind@gmail.com	04/15/21	Information for all non-certified staff -Position/Job Title -Current Wage or Salary Rate for each position -Whether 12-month, 10-month or 9-month position -Whether the District offers health insurance, dental insurance and/or vision insurance -For each type of insurance offered, the respective monthly premium contribution for employer and employee -Percentage or dollar increases to wages or salary for each position for FY22, if know	Provided all requested information	04/19/21




SUNSET RIDGE SCHOOL DISTRICT 29

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Cultivating a learning community that engages the hearts and minds of students, one child at a time

TO: District 29 Board of Education

FROM: Edward J. Stange 

DATE: May 11, 2021

SUBJECT: Preparation for Strategic Planning

Recently, Mr. Spaan, Ms. Alpert Knight, and myself met to interview two potential external strategic planning facilitators.

The proposals from each of the two firms are attached for your review.

We expect to bring a recommendation to the May 2021 Board of Education meeting.

Please contact me if you have any questions.



CEC Work Plan Proposal

Client Information	
School District/Entity	Point of Contact
Sunset Ridge School District 29	Dr. Edward Stange
525 Sunset Ridge Road	Superintendent
Northfield, IL 60093	stangee@sunsetridge29.org ; 847-881-9456

Work Plan			
Work Plan Title	Strategic Planning Readiness		
Time/Date	Task Name	Description	Cost
1 half-day TBD	Readiness #1	Introduction to Strategic Planning to District Leaders: Management, BOE, Union	.5 x 2600= \$1,300
1 half-day TBD	Readiness #2	Environmental Scan, Data Retreat District Presentations Preparation Data Presenters: Student Achievement, Culture-Learning and Working Environments, and Finance/Facilities/Tech	.5 x 2600= \$1,300
TOTAL PLAN COST			\$ 2,600

CONSORTIUM FOR EDUCATIONAL CHANGE

Work Plan			
Work Plan Title	Strategic Planning		
Time/Date	Task Name	Description	Cost
1 half-day TBD	Orientation	Introduction to Strategic Planning	.5 x 2600= \$1,300
1 day TBD	Data Retreat	Facilitation of Data Retreat	1 x 2600= \$2,600
1 half-day TBD	Findings of data retreat	Synthesis of Data Retreat team work and development of draft SWOT analysis	.5 x 2600= \$1,300
1 day TBD	Vision Retreat	Facilitation of Vision Retreat	1 x 2600= \$2,600
1 half-day TBD	Findings of Vision Retreat	Synthesis of Vision Retreat team work and development of draft Preferred Future Statement	.5 x 2600= \$1,300
1 day TBD	Setting Direction Retreat	Facilitation of Setting Direction Retreat	1 x 2600= \$2,600
1 half-day TBD	Draft of Strategic Plan	Synthesis of Setting Direction Retreat team work and development of draft strategic plan	.5 x 2600= \$1,300
1 half-day TBD	Final Meeting of Plan Team	Facilitation of final meeting to revise draft strategic plan	.5 x 2600= \$1,300
1 half-day TBD	Strategic Plan Final Documents	Development of strategic plan documents and preparation for BOE report	.5 x 2600= \$1,300
1 half-day TBD	Living the Plan	Meeting with Superintendent and Cabinet to share tools and strategies for Living the Plan	.5 x 2600= \$1,300
TOTAL PLAN COST			\$ 16,900

Work Plan			
Work Plan Title	Stakeholder Engagement Feedback		
Time/Date	Task Name	Description	Cost
1 day	SWOT feedback survey	Survey preparation, data analysis, and report writing	1 x 2600= \$2,600
1 day	SWOT feedback forums/focus groups	Preparation, facilitation, data analysis & report writing (Half-day of feedback sessions: student, staff, parent/community)	1 x 2600= \$2,600
1 day	Draft Plan feedback survey	Survey preparation, data analysis, and report writing	1 x 2600= \$2,600



CONSORTIUM FOR EDUCATIONAL CHANGE

1 day	Draft Plan feedback focus groups	Preparation, facilitation, data analysis & report writing (Half-day of feedback sessions: student, staff, parent/community)	1 x 2600= \$2,600
TOTAL PLAN COST			\$ 10,400

\$2,600/daily rate

*If travel is required, mileage is built into the cost.

*District will provide Zoom technical support for any online sessions.

*District will provide materials and supplies for any in-person sessions.



PROPOSAL FOR:

Portrait of a Graduate & Strategic Planning Services

PRESENTED TO: Sunset Ridge SD 29

Date: May 4, 2021

Battelle
for**Kids**

Realizing the power and
promise of 21st century
learning for every student

4525 Trueman Blvd. | Hilliard, OH 43026 | 614.481.3141 | bfk.org
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EXECUTIVE SUMMARY

Every school system is unique, but they are connected by a shared aspiration: that all students have an educational experience preparing them to be effective lifelong learners and contributors.

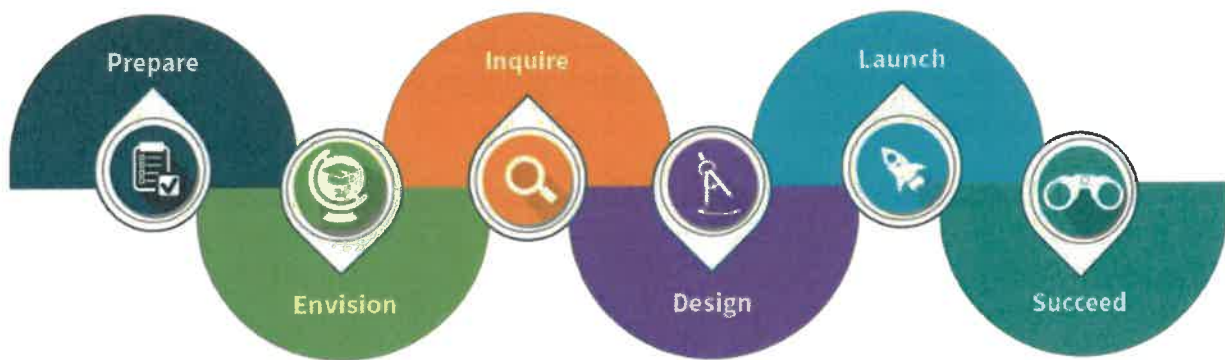
Now more than ever, that experience must not only provide for the acquisition of rigorous academic content, but it must also be more intentional about fostering critical thinking, communication, collaboration, creativity, and other 21st century skills our young people need to thrive in this complex, rapidly changing world.

Many school systems across the country have engaged the broader community in developing a strategic plan anchored by a collective vision that articulates the community's aspirations for its students in its Portrait of a Graduate.

Locally developed, but globally positioned, the Portrait of a Graduate serves as a North Star for system transformation. Providing strategic direction for the redesign of the overall educational experience for students, this collective vision reinvigorates and re-engages students, teachers, and community stakeholders by answering critical questions such as:

- What are the **hopes, aspirations, and dreams** that our community has for our young people?
- What are the **skills and habits of mind** that our children need for success in this rapidly changing and complex world?
- What are the **implications for the learning experiences** we provide in our school systems?

Battelle for Kids' strategic planning process is built around this central construct. The following proposal describes the six-phase process to develop a strategic plan that incorporates the development of a Portrait of a Graduate, is driven by community input, and elevates teacher and student voice.



STRATEGIC PLANNING

Phase 1: Prepare



Since a good beginning predicts a good ending, the Prepare phase is critical to the plan's success by ensuring thoughtful community engagement and elevating the voice of teachers and students. Battelle for Kids (BFK) will begin by facilitating a virtual **District Leadership Orientation Meeting**. During this meeting, BFK will review the district's expectations and conditions for success, clarifying how we will engage and discuss key considerations for the identification of Design Team members. The District Leadership Team will be responsible for shepherding the plan to success.

At the District Leadership Orientation meeting, BFK will also share the **Strategic Planning Communication Tools**, including letters of invitation to Design Team members, website and social media messaging and talking points for District Leadership Team for use with the board, Design Team, and other community members. Throughout the engagement BFK will provide phase appropriate communications for district leadership to use with internal and external stakeholders designed to keep the community up to date on their strategic planning efforts.



Following the District Leadership Orientation meeting and identification of Design Team members, BFK will deliver the **Project Charter**. Informed by the scope of work and orientation meeting, the charter will outline the strategic planning design process, including key messages, timing, and design team members.

Additionally, this phase initiates a series of monthly **Consultation and Capacity Building** phone calls that will run through the duration of our engagement, to ensure status alignment and build capacity of district leaders to guide the planning process through to ultimate success.

Note: All timelines can shift based on actual start date and ground-level realities.

Milestone/ Deliverable	Description	Est. Timeline
District Leadership Orientation Meeting	A virtual meeting designed to provide a thorough understanding of the strategic planning process to the District Leadership Team	June/July 2021
Prepare Phase Communications Tools	Resources for communicating with internal and external stakeholder groups during the Prepare phase	July 2021
Project Charter	A guiding document outlining the strategic planning design process	July 2021
Consultation and Capacity Building	Monthly phone call with BFK and the district to review the overall strategic direction of the engagement and build district capacity.	Monthly starting with Orientation

Phase 2: Envision – Portrait of a Graduate



The **Envision Phase** guides the development of a Portrait of a Graduate. This design process involves a sustained community conversation leading to a shared agreement on a unique community-owned picture of what graduates need for success. While every community and its school system are unique, the proposed four-meeting process below will guide this phase of developing your Portrait of a Graduate.

During **Portrait Design Team Meeting #1**, BFK will orient the Design Team through an overview of the Portrait process. During this meeting, Design Team members will discuss the overarching questions that guide the work. BFK will facilitate an in-depth examination on the landscape shifts that necessitate educational transformation.

During **Portrait Design Team Meeting #2**, BFK will facilitate discussion around what competencies young people need to address the changes in society identified in Design Team Meeting #1 and support the district in prioritizing these for the district's unique local context. Through a series of individual and group activities, the Design Team will begin to identify competencies for their Portrait.

The focus of **Portrait Design Team Meeting #3** is converging on a set of Portrait competencies and contextualizing competency descriptions. Design Team members will also share their creative inspiration to inform the graphic design of their Portrait visual.

During **Portrait Design Team Meeting #4**, BFK will present a draft designed Portrait with competencies and description statements. District Leadership will share any community feedback to augment the important work of the Portrait Design Team and to assist the team in finalizing the Portrait. The Design Team will discuss—through an activity facilitated by BFK—how to implement their Portrait and identify what success looks like.

To support the District Leadership Team throughout the Envision Phase, BFK will provide the **Communication Toolkit**, including meeting reminders, thank you letters, and sample messaging to the broader community around the development process and how this connects to the forthcoming phases.

Lastly, ongoing consultation will be provided through the monthly **Consultation and Capacity Building** phone calls.

Milestone/ Deliverable	Description	Est. Timeline
Portrait Design Team Meeting #1	Facilitation of a 2.5–3 hour meeting to kick off the Design Team work	August 2021
Portrait Design Team Meeting #2	Facilitation of a 2.5–3 hour meeting around necessary competencies	September 2021
Portrait Design Team Meeting #3	Facilitation of a 2.5–3 hour meeting to reach consensus on competencies, description statements, and visuals	October 2021
Portrait Design Team Meeting #4	Facilitation of a 2.5–3 hour virtual meeting to finalize the recommended Portrait and recommendations for how it can be actualized in the district	November 2021
Graphic Design Support of your Portrait	Battelle for Kids will present 2-3 sketch visuals designed with community input and 2 rounds of adaptations	October/ November 2021
Communications Toolkit	Includes talking points, invitation to Design Team members, meeting reminders, community vetting survey questions, thank you emails, and sample messaging for board members and district staff.	Ongoing

Phase 3: Inquire



Once the vision for success is identified as the Portrait of a Graduate, the District Leadership Team closely reviews its current state. BFK will provide **Current State Analysis Support** by mining available qualitative and quantitative data such as student achievement data, attendance data, existing focus group and survey findings (family, student, staff and community), policies, report cards, etc. At this point in the engagement, the Portrait Design Team becomes the Strategic Planning Design Team. BFK will work with the district to determine the Strategic Planning Design Team Planning and Meeting Process. This will include support in determining the number of meetings, topics, and structure.

BFK will facilitate **Strategic Design Team Meeting #1** to gather additional input from Design Team members on the district's current state. Framed by the district's analysis of its current state and by the envisioning process through Portrait of a Graduate, BFK will work with the district leadership team to align on the gaps between current and desired future states. During

this session a system self-assessment and SWOT analysis will occur. BFK will also work with the District Leadership Team to complete a self-assessment of its system.

Additionally, BFK will work with the district to produce an **Asset Inventory**, identifying potential internal and external assets that could be leveraged to drive systems transformation.

The **Current State Analysis Report** will summarize the findings from the district's SWOT Analysis, system self-assessment, and portrait implementation implications activity. The findings will guide the district's next steps and preview of considerations the district should address in the Launch Phase (managing change, building capacity, translating the Strategic Plan into learning and assessment frameworks, etc.).

The team will be supported with **communications tools** (including Strategic Design Team reminders, follow-up, and thank-you emails) and ongoing **Consultation and Capacity Building** phone calls.

Milestone/ Deliverable	Description	Est. Timeline
Strategic Design Team Meeting #1	BFK will co-facilitate a meeting to collect qualitative perception data from Strategic Design Team members. This will include a SWOT Analysis, 21 st Century System Self-Assessment, Portrait Implications discussion and an Asset Inventory.	December 2021
Current State Analysis Report	Summary report of the proceedings to guide the district into its next steps.	January 2022
Communications Tools	Resources for communicating with internal and external stakeholder groups including: <ul style="list-style-type: none"> • Invitations to join Strategic Design Team • Design Team Meeting reminders • Follow-up and thank-you emails 	Ongoing
Consultation and Capacity Building	Continued monthly phone calls with BFK to review the overall strategic direction of the engagement and build the district's capacity.	Ongoing

Phase 4: Design



The Design phase is focused on capturing input and reactions from key stakeholders to the strategic planning framework and to begin writing the plan.

As the district welcomes many voices and elicits ongoing input, people will see themselves as part of a movement toward a shared vision of the district's Portrait of a Graduate. This phase of the strategic planning process broadens the sources of input to the plan to transform the school system.

BFK will produce a draft **Strategic Planning Framework** for the district's review prior to community sharing. Based on the vision formed by the district's Portrait and the findings from

the Current State Analysis Report, the Strategic Planning Framework encapsulates the district’s proposed priority areas and suggests potential metrics and evidence of success and additional resources for the District Leadership Team to consider. This tool will help translate the priority areas into the goals and strategies for the district’s Strategic Plan.

The priority areas of the Strategic Planning Framework will be vetted during **Strategic Design Team Meeting #2**. Then BFK will facilitate a virtual session with District Leadership to review feedback from the Strategic Design Team and identify goals, strategies, and metrics for each priority area. Additionally, BFK will share resources and prepare the district for writing its plan with **Strategic Plan Creation Consultation**. BFK will provide technical assistance and available resources, such as exemplar case studies from other districts, that will help District Leadership develop goals and strategies for each priority area. While the plan is being written, BFK and the District Leadership Team will have weekly hand-offs for comments and vetting.

To operationalize the Strategic Plan, BFK will also provide a year-to year action planning template to link the strategies and metrics outlined in the Strategic Plan with tactical efforts. Key district and school leadership will use the action planning template to begin drafting content with staff responsible for executing work plans to activate the Strategic Plan while the District Leadership Team ensures alignment with the overarching framework.

Strategic Design Team Meeting #3 will provide an opportunity for the Strategic Design Team to share their reactions and feedback to the draft components of the Strategic Plan.

Continued counsel will be provided through the **Consultation and Capacity Building** phone calls throughout the writing process. The BFK team will work with the District Leadership Team to assess progress, work through any specific issues, accelerate the writing process, and check that the draft strategic plan follows the direction set by the district’s Portrait of a Graduate.

Milestone/ Deliverable	Description	Est. Timeline
Strategic Planning Framework	Outlines the district’s proposed priority areas, recommended metrics and evidence of success, and resources for developing goals and strategies.	February 2022
Strategic Design Team Meeting #2	A meeting with Strategic Design Team to vet the priority areas for strategic planning and to unpack strategic framework and feedback from Design Team and develop draft goals and strategies.	February 2022
BFK and Leadership Team (or subset) will trade iterations of the unfolding SP	Either BFK or Leadership Team will draft SP and the other group will vet. There will be weekly hand-offs over about a six-week period.	Weekly – February 2022 & March 2022

Strategic Plan Creation Consultation	Technical assistance and resources for scaling district transformation that will help District Leadership develop goals and strategies for each priority area.	Ongoing – March 2022
Strategic Design Team Meeting #3	A meeting with Strategic Design Team to vet draft components of the Strategic Plan.	April 2022
Strategic Plan Completion	Facilitator and District Leadership Team engage in the iteration process until the plan is complete and finalized.	May 2022
Consultation and Capacity Building	Continued monthly phone calls with BFK to review the overall strategic direction of the engagement and build the district's capacity.	Ongoing
Communications Tools	Resources for communicating with internal and external stakeholder groups including: <ul style="list-style-type: none"> • Design Team Meeting reminders • Follow-up and thank-you emails 	Ongoing

Phase 5: Launch



The Launch phase is the moment when the plan truly comes to life. Everyone involved in creating the strategic plan should be enlisted as an ambassador to help tell the story about its inception and how it will frame the district's work moving forward.

This phase will feature a **Portrait to Practice Session** with district leaders, focused on how to move the plan forward, leading and managing change, and how to deconstruct the district strategic plan with systemic coherence. This learning session will help to ensure the district is well equipped to implement and fully leverage the shared assets of the district and community. To accompany this session, BFK will provide a **Summary Report**, which will outline the entire process, along with recommendations for next steps.

Launch also means promoting the story behind the strategic plan, leveraging social media, website and signage updates, and other brand experience transformation inspired by the plan. The district will be responsible for the launch; to assist with this, BFK will provide, through the **Launch Phase Communications Tools**, internal and external communications recommendations, and guidance on the use of social media, websites, partners, and events as channels to reach all stakeholders.

The literal launch of the plan culminates in a community celebration to unveil it, first with staff (typically in an in-service session) and then with the community, as an evening event or series of events in schools. Many districts launch at the beginning of the school year, followed by school-level celebrations as part of back to school sessions early in the year.

As with earlier phases, BFK will continue to support through **Consultation and Capacity Building** phone calls with district leadership team.

Milestone/ Deliverable	Description	Est. Timeline
Portrait to Practice Session and Summary Report	Virtual session with District Leadership Team. Report describes both the portrait and strategic planning processes, and recommendations for next steps.	May 2022
Launch Phase Communications Tools	Resources for communicating with internal and external stakeholder groups specific to the Launch Phase Activities	May 2022
Consultation and Capacity Building	Monthly phone call with BFK to review on overall strategic direction of the engagement and build district capacity	Ongoing



Phase 6: Succeed

The successful plan requires successful implementation. BFK will schedule a strategic plan status check six months after the launch to review successes and challenges and further support the district leadership's success in putting the plan into action.

BFK will assist in planning and co-facilitating (virtually) the first six-month **Status Check** meeting. During this meeting District Leadership will share with the Design Team members progress to date on the goals outlined in their strategic plan.

These implementation status checks are recommended on an annual basis. Should the district wish additional support, BFK would be available.

Milestone/ Deliverable	Description	Est. Timeline
Status Check	Virtual session with District Leadership to discuss updates on activities to support the strategic plan	6 months from completion

Optional: Getting to Success – Network Membership

The successful Portrait of a Graduate requires successful implementation.

Join districts across the country who are working to implement their Portrait in our EdLeader21 network of national leaders. Member benefits include a 10% discount on BFK services as well as the following:

- Vision and Strategy
 - 3-Year Roadmap & STEP21
 - Portrait of a Graduate Working Groups & Getting Started Guide
 - Portrait of a Graduate Communications Getting Started Guide

- Workshops, Keynotes and Webinars
- Strategy Sessions
- Implementation Tools and Resources
 - 4Cs Rubrics
 - Stakeholder Toolkits
 - 7 Step Resource Guides
 - Student Outcome Resource Documents
 - Common 4Cs Performance Assessment
 - 4Cs Performance Assessment Bank
- Professional Learning
 - Learn effective techniques for 4Cs teaching and learning at members-only regional professional learning days
 - Engage in workshops and webinars with national education thought leaders, such as Tony Wagner, Yong Zhao, Barbara Chow, and Daniel Pink
- Networking and Collaboration
 - Engage with hundreds of forward-thinking education leaders at the members-only Annual Event (one free registration)
 - Connect and share with fellow members from across the country in an exclusive online community, the Collaboration Platform
 - Collaborate with colleagues on key issues in education through professionally managed working groups

COST OF SERVICES

Following are cost estimates for the services and solutions to support this engagement. Estimates are subject to change should the scope be modified.

Strategic Planning	
Prepare	<ul style="list-style-type: none"> District Leadership Orientation Meeting Project Charter Communications Toolkit and Consultation and Capacity Building (ongoing)
Envision	<ul style="list-style-type: none"> Portrait Design Team Meetings 1 - 4 Graphic Design Support for your Portrait of a Graduate
Inquire	<ul style="list-style-type: none"> Current State Analysis Support & Report Strategic Design Team Meeting 1
Design	<ul style="list-style-type: none"> Strategic Planning Framework Strategic Design Team Meetings 2 & 3 Strategic Plan Creation Counsel & District Leadership Consultation on Writing Strategic Plan Completion
Launch	<ul style="list-style-type: none"> Portrait to Practice Session and Summary Report
Succeed	<ul style="list-style-type: none"> Status Check

OPTION 1: Strategic Planning/Portrait of a Graduate – Fully Virtual Model

<i>Portrait of a Graduate (Phases 1 & 2)</i>	<i>\$28,800</i>
<i>Continuation of Strategic Planning (Phases 3-6)</i>	<i>\$42,800</i>
Total:	\$71,600
<i>EdLeader21 Discount (\$71,600 @ 10%)</i>	<i>(\$7,160)</i>
<i>EdLeader21 membership</i>	<i>\$2,500</i>
Total, including EdLeader21 Membership (10% discount on services applied)	\$66,940

While some sessions can be done in person or virtually, BFK has taken precautionary measures, including limiting travel and onsite visits for BFK staff, to protect the health and safety of everyone involved. BFK will plan to engage with you virtually and will keep you updated regarding any relevant changes to our policies regarding staff travel that may affect this engagement. **All travel will be planned and approved by the district prior to any expense incurred.**

OPTION 2: Portrait of a Graduate – Coaching Support

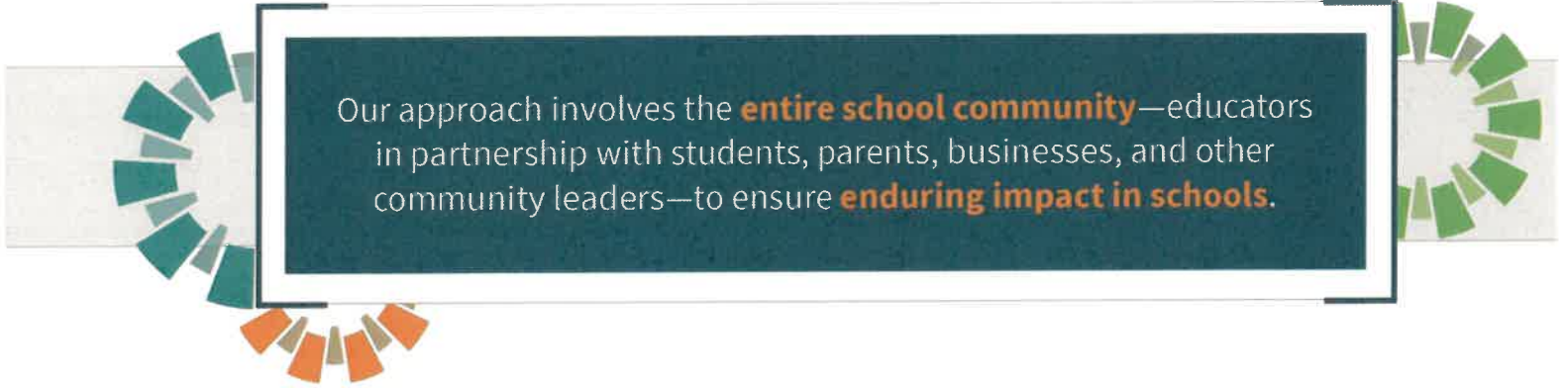
(Phases 1 & 2 only) Virtual Orientation & Wrap-up with Leadership Team; District Facilitates all Design Team Meetings with coaching calls from BFK; No Communications or Graphic Design Support included	\$7,600
Optional Services	
Design of Portrait (Option 3 ONLY - Included w/ Options 1 & 2)	\$3,200
Communications Toolkit (Option 3 ONLY - Included w/ Options 1 & 2)	\$1,600
Extra onsite days	\$1,500
EdLeader21 Membership	\$2,500

ABOUT BATTELLE FOR KIDS

Battelle for Kids (BFK) is a national not-for-profit organization committed to collaborating with school systems and communities to realize the power and promise of 21st century learning for every student.

Our team of experienced educators alongside communications, technology, and business professionals innovates and partners with school systems to offer an educational experience that prepares all students to become lifelong learners and contributors in an ever-changing world.

We advance our mission by strengthening the **coherence**, **capacity**, and **connections** school systems and communities need to redefine learner success and accelerate the design and implementation of 21st century learning systems for all students. A systems approach ensures equitable access to rigorous 21st century learning systems for every student, regardless of where they live, what school they attend, or to which classroom they are assigned.



Our approach involves the **entire school community**—educators in partnership with students, parents, businesses, and other community leaders—to ensure **enduring impact in schools**.

TRAVEL RESTRICTIONS NOTICE

Battelle for Kids continues to closely monitor the COVID-19 pandemic and will continue to make decisions regarding staff travel based on the recommendations and guidelines from the Centers for Disease Control and Prevention (CDC), and other city, state and federal agencies. BFK has taken precautionary measures, including limiting travel and onsite visits for BFK staff, to protect the health and safety of everyone involved. BFK will continue to engage with you virtually and will keep you updated regarding any relevant changes to our policies regarding staff travel that may affect this engagement.



SUNSET RIDGE SCHOOL DISTRICT 29

525 Sunset Ridge Road • Northfield, Illinois • 60093

847 881 9400 • Fax: 847 446 6388 • www.sunsetridge29.net

Cultivating a learning community that engages the hearts and minds of students, one child at a time

TO: District 29 Board of Education

FROM: Edward J. Stange 

DATE: May 11, 2021

SUBJECT: Full-Day Kindergarten Program

Since announcing plans to move to a full-day Kindergarten schedule next year, the District has heard from several parents that are pleased with the move and excited for the new opportunities for their children.

However, we have also heard from a handful of parents that have concerns about immediately moving from being “at home all day” to a full day of school next year.

We always want to listen to our parent concerns and partner as best we can to meet the needs of “one child at a time.” To this end, it is possible to consider an alternative option for parents that are not immediately “ready” to engage in a full-day Kindergarten program.

Based on discussions with Mrs. Kiedaisch and the Kindergarten team, we believe it is possible offer parents that are not comfortable with an immediate full-day program to participate in a half-day program (dismissal at lunch) for the first two-weeks of the 2021-2022 school year. Following the Labor Day holiday weekend, we would ask parents to commit to the full-day program for the remainder of the school year.

I would like to discuss the possible options with the Board of Education to gather your input and direction.

Please contact me if you have any questions.




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TO: District 29 Board of Education

FROM: Edward J. Stange 

DATE: May 11, 2021

SUBJECT: 2021-2022 Board Meeting Calendar

As we look toward the seating of new District 29 Board of Education members and planning for the 2021-2022 school year, we need to begin thinking about the 2021-2022 Board of Education meeting calendar.

Attached is a proposed calendar for Board meetings for the upcoming year. As you will see in the proposed calendar:

- Board meetings are generally scheduled for the second Tuesday each month.
- Policy Committee meetings are scheduled on a quarterly basis prior to the scheduled monthly Board meeting to allow sufficient time to review and prepare policy recommendations for the upcoming meeting.
- Finance Committee meetings are scheduled on a quarterly basis and scheduled to begin at 5:30 p.m. (versus the historic 6:00 p.m.) to allow ample time for presentations and discussions.
- Education Committee meetings are scheduled to begin at 5:30 p.m. (versus the historic 6:00 p.m.) to allow ample time for presentations and discussions. I have also added one additional Education Committee meeting to the calendar to allow for more discussion of curriculum and practices in the District.
- Return to School Task Force meetings have not been scheduled as this is an evolving committee.

I am recommending that the Board approve the attached calendar.

Please contact me if you have any questions.



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Proposed 2021-2022 Board of Education Meeting Calendar

All Meetings are held at Sunset Ridge School located at 525 Sunset Ridge Rd., Northfield, Illinois unless otherwise indicated.

July 13, 2021	Finance/Facilities Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
August 17, 2021	Regular Board Meeting – 5:30 p.m.
September 8, 2021	Policy Committee Meeting – 9:00 a.m.
September 14, 2021	Education Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
October 12, 2021	Finance/Facilities Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
November 16, 2021	Education Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
December 8, 2021	Policy Committee Meeting – 9:00 a.m.
December 14, 2021	Education Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
January 11, 2022	Finance/Facilities Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
February 15, 2022	Education Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
March 9, 2022	Policy Committee Meeting – 9:00 a.m.
March 15, 2022	Education Committee – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
April 12, 2022	Finance/Facilities Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
May 17, 2022	Education Committee Meeting – 5:30 p.m. Regular Board Meeting – 7:00 p.m.
June 8, 2022	Policy Committee Meeting – 9:00 a.m.
June 14, 2022	Regular Board Meeting – 5:30 p.m.




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TO: District 29 Board of Education

FROM: Edward J. Stange 

DATE: May 11, 2021

SUBJECT: 2021-2022 Board Officers and Committee Representatives

Attached is a list of the proposed Board Officers and Committee Representatives for your review.

We will look to identify the Board Committee Representatives at May 11, 2021 meeting.

Please contact me if you have any questions.



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SUNSET RIDGE SCHOOL DISTRICT 29

BOARD OF EDUCATION OFFICERS AND COMMITTEE APPOINTMENTS

BOARD OFFICERS:

President: **Scott Subeck**

Vice-President: **Amanda Alpert Knight**

BOARD COMMITTEES:

Education Committee:

Chairperson: Abigayil Joseph

Members (2): Sam Dotzler, Adelbert Spaan

Finance & Facilities Committee:

Chairperson: Rory Welch

Members (2): Amanda Alpert Knight, Holt Zeidler

Policy Committee:

Chairperson: Sam Dotzler

Members (2): Adelbert Spaan, Rory Welch

Professional Growth & Service Committee:

Members (1): Abigayil Joseph

Benefits Committee:

Member (1): Holt Zeidler

Return to School Task Force:

Chairpersons: Amanda Alpert Knight

Members (2): Abigayil Joseph, Sam Dotzler

External Relations:

- IASB/Legislative Affairs Representative – Sam Dotzler
- PTO Liaison – Abigayil Joseph
- NSSD Liaison – Adelbert Spaan
- Northfield Park District/Community Center Liaison – Holt Zeidler
- Village of Northfield Liaison – Rory Welch
- Foundation Fund Liaison – Amanda Alpert Knight

Internal Relations:

- Coordinator of Annual Events: Amanda Alpert Knight
 - Staff Orientation Day Welcome (August)
 - Back to School Luncheon/Staff Service Recognition (August)
 - Board/Faculty Get Togethers (September & January)
 - Teacher Appreciation Day (Spring)
 - Teacher Retirement Reception (Spring)
- Communications Liaison: Holt Zeidler
 - Board Reports (PTO Bulletin, Board Web Page, Board Meeting Notes)
 - District Newsletter (Bi-Annual)



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Cultivating a learning community that engages the hearts and minds of students, one child at a time

DATE: May 11, 2021

TO: Board of Education
Dr. Ed Stange, Superintendent

FROM: Tom Beerheide, Chief School Business Official

RE: IMRF Employer ^{TRB}Audit

The District was contacted back in February by IMRF that we were randomly selected for an Employer Audit. An IMRF Employer Audit is considered best practice for public pension funds and helps ensure employers avoid liability by inadvertently violating employees' pension rights. The audit was conducted to:

- Ensure individuals are properly enrolled in IMRF
- Review the earnings and contributions the District reports to IMRF
- Ensure all earnings and contributions are in compliance with the Illinois Pension Code

At the completion of the audit, the District was notified regarding one audit finding as identified per the attached document. As you will recall, up until last July, the District had been levying 50% for IMRF and 50% for social security for years. Although this is a common practice for many school districts, it is not best practice. After consulting with our auditors (Lauterbach & Amen, LLP) last Spring, it was agreed to establish Fund 51 to record our IMRF revenues and expenditures and keep Fund 50 to record our social security revenues and expenditures. The reason for splitting the funds is to allow us to more accurately levy our known expenditures in each fund whereas before the expenditures were comingled into one fund and thus by levying 50/50 we were actually under levying for social security expenses and over levying for IMRF expenses.

As of July 1, 2020, Lauterbach & Amen assisted us in creating Fund 51 and provided us with the appropriate audit adjusting entry to correctly establish the fund balance in each fund based upon a ten-year analysis we provided to them. The corrective measure was to split the original combined Fund 50 fund balance into two separate funds starting with FY 20-21. The adjusting entry resulted in a Fund 50 social security beginning fund balance of (\$139,516) and a Fund 51 IMRF beginning fund balance of \$421,903. Since before the split, the combined fund balance was only \$282,387, the IMRF auditor indicated that the IMRF levied money was actually being

used to pay for social security expenses. Since this is not permissible, it resulted in the audit finding identified herein.

In order to offset the negative fund balance of (\$139,516) in Fund 50, the District over the next couple of years will plan to levy more in the social security fund and less in the IMRF fund. The end result will allow us over time to reduce the deficit in Fund 50 and draw down the fund balance in Fund 51. This corrective plan of action has been communicated and received by the IMRF auditor who is comfortable with the approach to rectify the fund balance in Fund 50.

Attachment



**Internal Audit Department
Employer Audit Report
Of
#2247 Sunset Ridge SD 29
April 14, 2021**

FINDINGS AND RECOMMENDATIONS

#	Finding	Recommendation	Due Date
1	During our review of the District's most recent audit report June 30, 2020 we noted that the IMRF fund had interfund loans receivable from Social Security totaling \$139,515.91.	IMRF monies are legally restricted for use on IMRF pension contributions. Accordingly, the interfund loans should be repaid immediately.	4/28/2021

STUDENTS

Use of Educational Technologies: Student Data Privacy and Security

Educational technologies used in the District shall further the objectives of the District's educational program, as set forth in Board policy. The Superintendent shall ensure that the use of educational technologies in the District meets the above criteria.

The District and/or vendors under its control may need to collect and maintain data that personally identifies students in order to use certain educational technologies for the benefit of student learning or District operations. Federal and State law govern the protection of student data, including school student records and/or *covered information*. The sale, rental, lease, or trading of any school student records or covered information by the District is prohibited. Protecting such information is important for legal compliance, District operations, and maintaining the trust of District stakeholders, including parents, students and staff.

Definitions

Covered information means personally identifiable information (PII) or information linked to PII in any media or format that is not publicly available and is any of the following: (1) created by or provided to an operator by a student or the student's parent/guardian in the course of the student's or parent/guardian's use of the operator's site, service or application; (2) created by or provided to an operator by an employee or agent of the District; or (3) gathered by an operator through the operation of its site, service, or application.

Operators are entities (such as educational technology vendors) that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes.

Breach means the unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of covered information maintained by an operator or the District.

Operator Contracts

The Superintendent or designee designates which District employees are authorized to enter into written agreements with operators for those contracts that do not require separate Board approval. Contracts between the Board and operators shall be entered into in accordance with State law and Board policy 4:60, *Purchases and Contracts*, and shall include any specific provisions required by State law.

Security Standards

The Superintendent or designee shall ensure the District implements and maintains reasonable security procedures and practices that otherwise meet or exceed industry standards designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure. In the event the District receives notice from an operator of a breach or has determined a breach has occurred, the Superintendent or designee shall also ensure that the District provides any breach notifications required by State law.

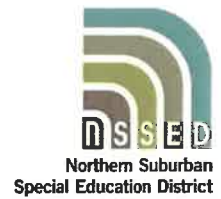
STUDENTS

LEGAL REF.: 20 U.S.C. §1232g, Family and Educational Rights and Privacy Act, implemented by 34 C.F.R.
Part 99.
105 ILCS 10/, Ill. School Student Records Act.
105 ILCS 85/, Student Online Personal Protection Act.

APPROVED: May 2021
Page 2 of 2

NSSD LEADERSHIP COUNCIL MEETING

April 14, 2021



RECOGNITION



Ms. Erin Claydon, North Shore Academy Elementary Principal, recognized Anthony Rocco, North Shore Academy Elementary Student from Lake Forest School District 67. Anthony experienced a series of challenges as a young boy. After a difficult kindergarten year in District 67, he attended North Shore Academy Elementary from first through fifth grade. At NSAE, Anthony built strong relationships with students and staff members, including his classroom teacher Ms. Catherine Rector and Dr. Amanda Rohan, school psychologist. Anthony learned positive coping skills and grew in his ability to manage his big feelings and access learning consistently. While in fourth grade, Anthony began a transition back to his home school, Cherokee Elementary School in Lake

Forest. In January 2021, after navigating school closures and remote learning, he successfully completed his full transition back to Deerpath Middle School. Deerpath Middle School team members LBS Lina Cisternino and social worker Susie Bruginoni worked alongside the NSAE team to support Anthony. Their partnership through challenging circumstances related to the pandemic helped pave the way for Anthony's successful transition.

Governing Board Retirees

Dr. Kurt A. Schneider and Leadership Council President Suzanne Sands thanked the retiring members of the Leadership Council for their work in serving all students across the region. These members are Ed Feld (Northbrook SD 27), Michael Gilmore (Northbrook SD 28), Bill Hayes (Sunset Ridge SD 29), Melissa Estes (Glencoe SD 35), John Gottschall (Kenilworth SD 38), Nancy Nervick (Bannockburn SD 106), Katie Bittner (Deerfield SD 109), Ted Moorman (Lake Forest HSD 115), Karen Hanley (Glenbrook HSD 225). Dr. Schneider also thanked Dr. Erin Murphy (Northfield Region) and Dr. Scott Herrmann (Northern Region) who will leave the Leadership Council in June. Retiring Leadership Council members were thanked for their years of service and support of the cooperative.

Superintendent's Report

Site Visits & District Outreach (Unity)

Dr. Schneider shared that he visited staff and students at the Transition and North Shore Academy sites. At the Transition site, he observed the Chew On This micro-business. At North Shore Academy, staff shared their excitement to continue spending more in-person learning time with students.

Assessment Update

Due to the pandemic, the Illinois State Board of Education offered districts a choice between administering assessments in spring 2021 or fall 2021. NSSD chose to administer assessments this spring and is following other assessment adjustments made by ISBE as well.

Branding Update

The cooperative continues to prepare for the launch of its new identity, TrueNorth Educational Cooperative 804, on July 1, 2021; staff are notifying agencies, financial institutions and vendors, updating the website, and engaging stakeholders. A small group of stakeholders is providing feedback on the rollout plan. Finally, NSSD has engaged SocialMedia4Schools to maintain social media accounts for the cooperative, beginning on July 1.

ROE Audit

The cooperative continues to work through the audit process with the Lake County Regional Office of Education. The Professional Development portion of the audit has been successfully completed and the remaining two portions (licensure and compliance) are expected to be complete soon.

EOY Celebration/Graduation

The administrative team is reviewing expectations for safe celebrations as the end of the school year approaches and planning events that align to all safety measures recommended by local health authorities.

APS Best Practices

For the last 20 years NSSSED's Association of Parents and Staff has sponsored a Best Practices Event celebrating inspiring models of school inclusion throughout NSSSED member districts. For the 2021 event, members of the APS board are working on an alternative format and timeline that reflects the unique learning experiences of our students and families. APS will be gathering nominations this spring, soliciting success stories of parents and staff during the pandemic; the learning and its impact on future work will be highlighted in a program planned for the fall.

Emergency Preparation

NSSSED safety consultant Michael Lange is working with the administration to ensure safety drills of all types have been completed. The administrative team has reflected on strengths and areas for improvement as we continue to prepare for full in-person learning April 19, 2021.

Transportation Agreement Update

NSSSED's 3-year contract for transportation service with National Express School/Durham School Services (Septran) expired June 30, 2018. This contract has been renewed annually over the last three years. Administration expects to bring an extension to the Leadership Council for review at the May 12, 2021 meeting.

CSBO Search Update

As previously shared, Dr. Gary Zabilka, search consultant for Education Leadership Solutions, agreed to lead the search process for our next Chief School Business Official. The position was posted on March 16, with a deadline to submit applications by April 20. Interviews are planned for May with a goal of presenting a candidate to the Leadership Council on June 9, 2021. As is our common practice, Andy Piper, Assistant Superintendent of Human Resources, will identify interview teams and dates, which will include NSSSED and member-district staff.

Survey Feedback

Ms. Mary Morgan Ryan, Assistant Superintendent for Technology, Communication and Data Services, shared data from a survey of the leadership of each of our 18 member districts. The five-question survey asks member district administrators to share areas of growth and areas of strength for the cooperative. This data helps inform the district's continuous improvement work. Ms. Morgan Ryan also shared data from staff evaluations of their experience at the March Institute Day. Staff reported understanding of (i) the upcoming name change to TrueNorth Educational Cooperative 804, (ii) innovative practices from across the cooperative, and (iii) the importance of culture in the work environment.

FY21 Budget Update and COVID Expenses

Ms. Julie Dillon, Chief Financial Officer, provided an update on the FY21 financial projections. The Governing Board approved a budget adjustment to support the costs of COVID expenses, while NSSSED reserves will support any costs related to an enrollment shortfall.

Internal Audit Control Update

Last summer NSSSED contracted with Sikich, an audit and consulting firm, to conduct an internal controls review of various policies and procedures. Ms. Julie Dillon shared staff progress implementing Sikich's recommendations.

Transfer Title of Red Oak Property to TrueNorth Educational Cooperative 804

Ms. Julie Dillon shared a proposed resolution to approve a quitclaim deed to transfer title to the buildings on the Red Oak campus from NSSD to TrueNorth Educational Cooperative 804 effective July 1, 2021.

Reopening Update

Dr. Kristen Ninni, Assistant Superintendent for Instructional Design and Innovation, provided an update on the shift to Phase 3: In-Person learning. NSSD programs increased in-person instruction beginning March 29th with Arbor Academy, culminating with all programs in person by April 19th. Finally, Dr. Ninni outlined specific safety protocols and measures being implemented from now until the end of the school year.

Honorable Dismissal of Teachers

Mr. Andy Piper, Assistant Superintendent for Human Resources, shared that through a combination of retirement, resignations, and reassignment it is not necessary to engage in the Honorable Dismissal of Teachers process this year.

Financial Communication Plan

Ms. Julie Dillon conveyed information on the FY22 budget preparation and process. A draft of the overall budget was presented and discussed. A detailed FY22 budget will be presented for Leadership Council review at the May 12th meeting.

Election of Officers

The Governing Board approved the following slate of officers for 2021-2022: Suzanne Sands, President; Natalie Jachtorowycz, Vice President; Maxie Clarke, Secretary. The Governing Board also appointed the following members to the Advisory Committee: Suzanne Sands, Chair; Natalie Jachtorowycz, Vice Chair; Maxie Clarke, Secretary, and Jodie Shapira, High School Representative. The superintendents appointed to the Leadership Council and the Advisory Committee are Dr. Trisha Kocanda, New Trier Region; Dr. Lisa Leali, Northern Region; and Dr. Dane Delli, Northfield Region.

COVID Expenses

The Leadership Council approved a motion to assist the cooperative with the COVID-19 portion of the deficit via a percentage of total FY21 billing not to exceed 1.55% applicable to members and non-members.

Next Leadership Council Meeting: May 12, 2021 at 7:00 p.m



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ENROLLMENT REPORT

May 11, 2021

April 7, 2021 - June 8, 2021

<u>Grade</u>	<u>Sections</u>	<u>In-Person/ Remote</u>
K	(15/1, 16/1, 15/1, 15/0)	61/3
1	(15/2, 16/2, 15/2)	46/6
2	(14/2, 17/0, 15/1)	46/3
3	(15/0, 14/1, 13/2)	42/3
		Total: 195/14 = 209 (93.3% In-Person)

2021-2022

<u>Grade</u>	<u>Sections</u>	<u>ENROLLMENT</u>
K	3 (12, 12, 12)	36 (41)
1	4 (17, 17, 17, 17)	68
2	3 (17, 17, 18)	52
3	3 (16, 16, 17)	49

Total: 205

<u>Grade</u>	<u>Sections</u>	<u>In-Person/ Remote</u>
4	(13/2, 14/1, 14/2)	41/5
5	(15/0, 15/0, 17/0)	47/0
6	(12/0, 11/1, 14/0, 11/0)	48/1
7	(18/0, 14/1, 11/0, 15/0)	58/1
8	(9/1, 13/1, 14/0, 13/0)	49/2

**Total: 243/9 = 252
(96.4% In-Person)**

<u>Grade</u>	<u>Sections</u>	<u>ENROLLMENT</u>
4	3 (15, 15, 15)	45
5	3 (15, 15, 16)	46
6	3 (15, 16, 16)	47
7	3 (16, 16, 17)	49
8	4 (15, 15, 15, 15)	60

Total: 247



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TO: District 29 Board of Education

FROM: Edward J. Stange 

DATE: My 11, 2021

SUBJECT: 2020-2021 Staffing Update

This following delineates staffing matters for the 2020-2021 school year.

Posted Vacancies

Middlefork School Nurse
Psychologist/Counselor

Proposed Actions

Employment of Jon Bingam (7th Grade English/Language Arts Teacher)
Employment of Meghan Moorman (Middlefork SLE Teacher)
Employment of Jennifer Hope (School Psychologist/Counselor)
FMLA Maternity Leave (Employee A)

Approved

Employment of Teaching Assistants

Anlondra Navarro, Rosemary Prommer, Katharine Schmidt, Angelena Colon, Monika Shah, Sean Hardiman, Michele Girdon

Resignation of Teaching Assistants

Joy Kunny, Amy Oyer, Alicia Cohen

Employment of Staff

Ryan Czok (Network Manager/Data Security Specialist)
Gloria Ramos (Sunset Ridge School Spanish Teacher)
Marci Peck (Sunset Ridge School Nurse)
Carly Cohen (7th Grade Student Services Teacher)
Kathleen Downs (School Psychologist Intern)
Margaret Michalek (Kindergarten Teacher)
Jillian Wiedrich (1st Grade Teacher)
Betsy Swanson (Sunset Ridge Art Teacher)
Shannon Tremont (Sunset Ridge Math Teacher)

Resignation of Staff

Amanda Martinsen (Junior High Math Teacher)
Linda Curry (Sunset Ridge School Nurse)
Evelyn Levin (Sunset Ridge School Spanish Teacher)
Andrienne Handelman (7th Grade English/Language Arts Teacher)

Retirement of Certified Staff

Anne Mertes (Middlefork School Nurse)
Lynn Horne (Sunset Ridge Art Teacher)

Transfer of Certified Staff

Matt Wilkinson (Advanced Learning Program Teacher – Humanities)
Hillary Davis (2nd Grade Teacher)

Leave of Absence

Anna Nikolopoulos (Teaching Assistant)
Caitlyn Leary (3rd Grade Teacher) – September 2020
Kellie Johnson (Middlefork Library) – October 2020
Kim Albright (Computer Science) – October 2020
Sarah Dengsavang (2nd Grade Teacher) – November 2020
Jordan Bauer (Student Services Teacher) – January 2021




SUNSET RIDGE SCHOOL DISTRICT 29

525 Sunset Ridge Road • Northfield, Illinois • 60093
847 881 9400 • Fax: 847 446 6388 • www.sunsetridge29.net

Cultivating a learning community that engages the hearts and minds of students, one child at a time

TO: District 29 Board of Education

FROM: Edward J. Stange 

DATE: May 11, 2021

SUBJECT: 2021 Summer Bridge Program Proposal

In an effort to ensure that District 29 students are in the best position for a 2021-2022 school year, we would like to propose the implementation of a “Summer Bridge Program” for our students.

An overview of the general logistics is provided below for your review:

- Dates: August 2, 2021 – August 13, 2021
- Times: 9: 00 a.m. – 12:00 p.m.
- Grade Levels: K-8
- Location: Middlefork and Sunset Ridge Schools
- Programming: English Language Arts & Mathematics
- Staffing: Instruction provided by District 29 Staff
- Fee Structure: Free of Charge (Funding Through CARES Act)

I look forward to discussing this option for our students at the May 11, 2021 Board of Education Meeting.

Please contact me if you have any questions.



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To: Dr. Edward J. Stange, Superintendent

From: Ivy Sukenik, Principal of Sunset Ridge School

Date: May 11, 2021

Re: 2021-2022 Math Scheduling

Each year we place students into 2 different math levels as they enter 7th grade and matriculate to 8th grade. The 7th grade/8th grade math path and the pre-algebra/algebra path. Typically, the numbers are approximately one-third of the class on one path, and two-thirds of the class on the other.

In our current model, the 8th grade math teacher teaches one section of math in 7th grade and the 8th grade science teacher teaches one section of science in 7th grade, since we only have 3 core teachers in 7th grade (ELA, Social Studies, Math/Science).

We currently have 61 students projected for the 2021-2022 8th grade class. Five of these students are enrolled in the New Trier math program, 26 students will be enrolled in pre-algebra and 29 will be enrolled in algebra. Under the current staffing plan, we would divide the algebra class into two sections (15 and 14 students) and have a single class of 26 students in 8th-grade math.. Please note that this class of 26 students would travel to all subjects together, not just the 8th-grade math class. Before we move forward with this plan, and given the historic class sizes in District 29, I wanted to be sure that you and the Board are knowledgeable about the options and supportive of the plan.

Options	Benefits	Concerns
<u>Option A -</u> Maintain a single class size of 26 in 8th grade for the 2021-2022 school year	- No change in staffing	-Reduced physical distancing -Less individual student support
<u>Option B -</u> Reallocate ALP/Computer Science teachers to break the class of 16 into two smaller groups	-Smaller class sizes -No new staff required	-Less ALP/CS services -Staff teaching new content in non-specialty area
<u>Option C -</u> Assign a 7th grade humanities teacher to teach math/science	-Smaller class sizes	-Staff teaching new content in non-specialty area
<u>Option D -</u> Hire a temporary .5 FTE math/science teacher	-Provide entire instructional program with class sizes in line with SRS precedent (17/17/17/14/14/13/13)	-Use of CARES Act funding that might have been used in other areas -Setting precedent for future “bubble” classes
<u>Option E -</u> Class size of 26 plus a teaching assistant	-Decreased cost of additional staff (compared to certified teacher)	-Difficulty providing more individualised support -Inability to physically distance
<u>Option F-</u> Increase teaching load of 2 current teachers	-No cost impact	-Change in working conditions -Inequity across staff- Additional teaching time with loss of plan time

Based on the academic and social/emotional needs of students for the upcoming school year, the continued uncertainty of potential mitigation protocols, and availability of CARES Act money, my recommendation is Option D.



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TO: Board of Education
Dr. Ed Stange, Superintendent

FROM: Tom Beerheide, Chief School Business Official
TJB

DATE: May 11, 2021

SUBJECT: District 29 Unaudited Monthly Financial Summary

The financial summary through April is as follows:

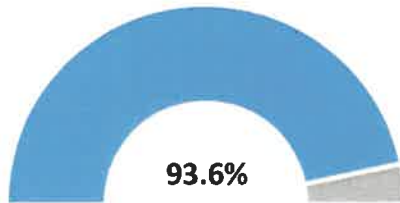
Revenue Sources	Highlights Compared to Last Year Same Time Period
Local Property Taxes	Although Spring tax due date was pushed back to May 3, 2021, District collected more than anticipated in March; still forecasting to collect approximately \$600K
CPPRT	Exceeded original estimate from State
Investment Earnings	Drop in interest rates and outlook not favorable into next year
Other Local Revenue	Significantly lower; will not be collecting any lunch receipts this year
State Revenue	Similar to last year
Federal Revenue	Small amount collected in April – IDEA Flow Through
Expenditures by Object	
Salaries	Slightly higher than last year through April; limited stipend payments this year due to COVID
Benefits	Similar to last year
Purchased Services	Significantly down from a year ago due to no lunch or transportation service costs incurred to date
Supplies	Higher than last year due to PPE purchases
Capital Outlay	Down significantly due to no Middlefork construction costs from a year ago
Tuition/Other	Higher this year due to change in payment schedule to NSSD and additional needed services

Sunset Ridge School District 29

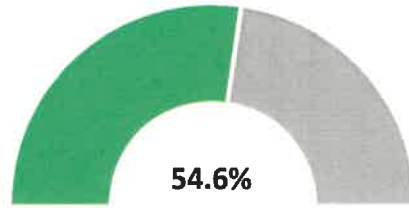
Operating Funds (Ed, O & M, Trans, IMRF/SS, Working Cash, Tort)

REVENUES - For the Period Ending April 2021

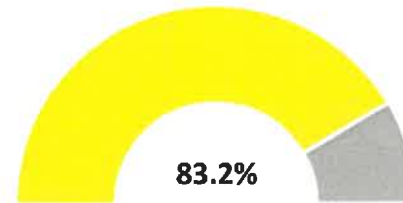
Actual YTD Local Taxes



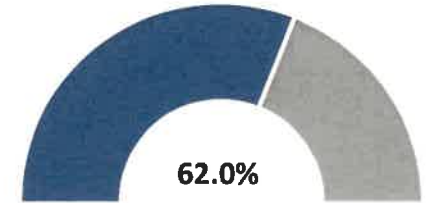
Actual YTD Other Local Revenue



Actual YTD State Revenue



Actual YTD Federal Revenue

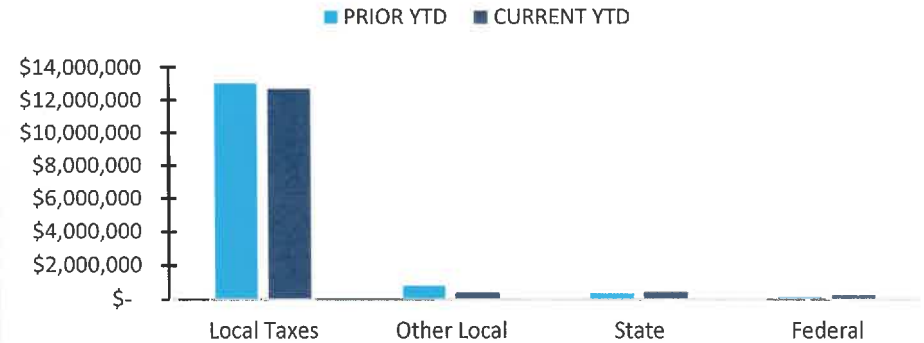


Sources of Revenue YTD

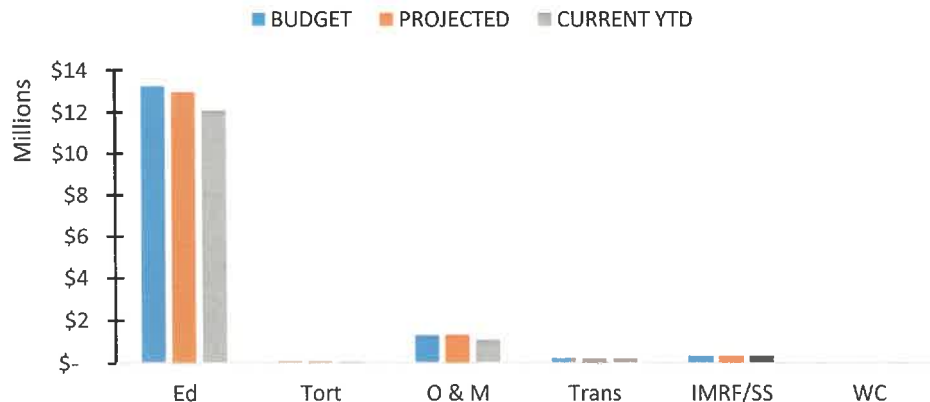
Local Property Taxes	\$ 12,738,241
CPPRT	\$ 114,843
Investment Earnings	\$ 48,650
Other Local Revenue	\$ 227,877
State Revenue	\$ 411,730
Federal Revenue	\$ 248,311

Percent of Total Revenue YTD 90.6%

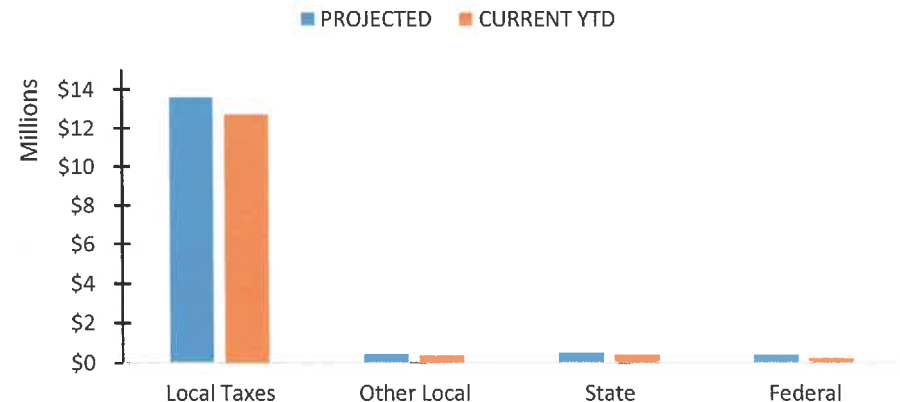
Revenues by Source



Revenues by Fund



Revenues by Source

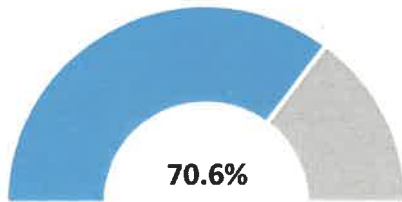


Sunset Ridge School District 29

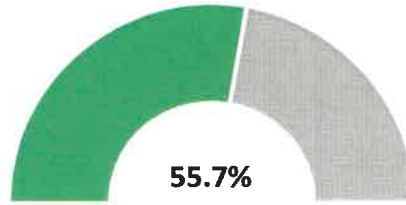
Operating Funds (Ed, O & M, Trans, IMRF/SS, Working Cash, Tort)

EXPENDITURES - For the Period Ending April 2021

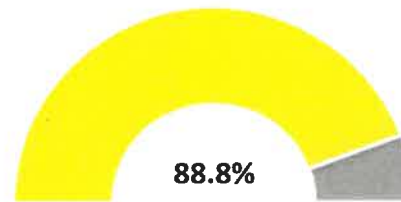
Actual YTD Salaries/Benefits



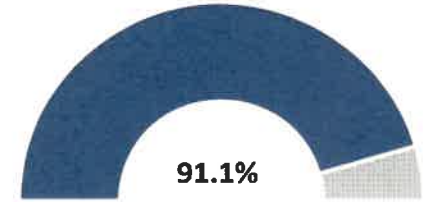
Actual YTD Purchased Services



Actual YTD Supplies



Actual YTD Cap Outlay/Other

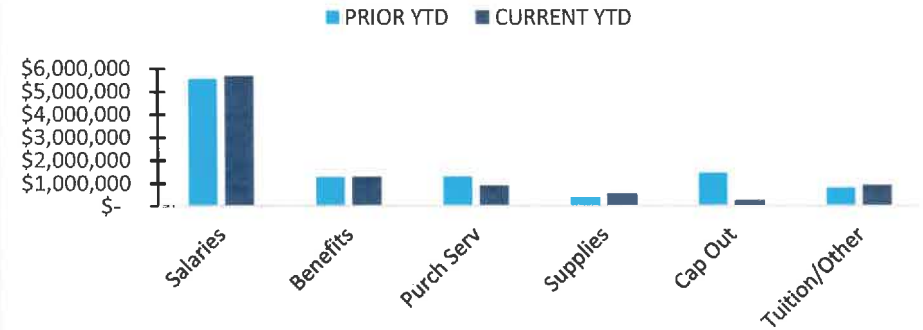


Expenditures by Object YTD

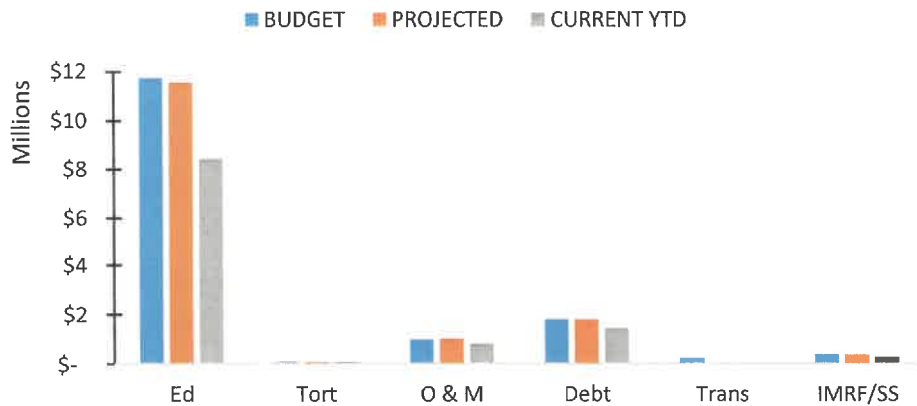
Salaries	\$ 5,707,256
Benefits	\$ 1,288,825
Purchased Services	\$ 902,713
Supplies	\$ 491,470
Capital Outlay	\$ 245,438
Tuition/Other	\$ 918,657

Percent of Total Expenditures YTD 71.5%

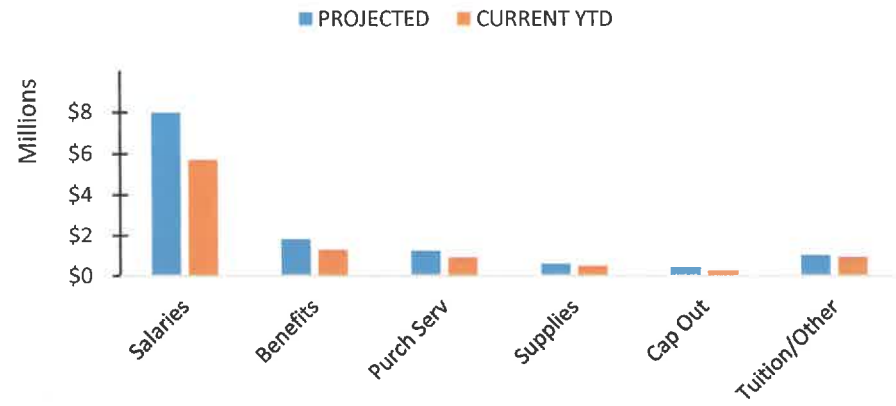
Expenditures by Object



Expenditures by Fund



Expenditures by Object



Sunset Ridge School District 29
Summary Statement of Revenues and Expenditures
Operating Funds (Ed, O & M, Trans, IMRF/SS, Working Cash, Tort)
April 2021

REVENUES	PY Month Actual	PY YTD Actual	Budget	Current Year Month Actual	Current Year YTD Actual	YTD %	Re-Forecast
Local Taxes	\$ 242,396	\$ 13,082,537	\$ 13,609,748	\$ 528,147	\$ 12,738,241	93.6%	\$ 13,609,748
CPPRT	\$ 26,869	\$ 108,665	\$ 103,890	\$ 34,744	\$ 114,843	110.5%	\$ 134,843
Investment Earnings	\$ 20,000	\$ 250,639	\$ 135,311	\$ 5,470	\$ 48,650	36.0%	\$ 60,311
Other Local Revenue	\$ (408)	\$ 431,147	\$ 477,100	\$ 30	\$ 227,877	47.8%	\$ 261,600
State Revenue	\$ 33,579	\$ 329,221	\$ 494,615	\$ 69,635	\$ 411,730	83.2%	\$ 494,615
Federal Revenue	\$ 395	\$ 121,908	\$ 400,553	\$ 3,359	\$ 248,311	62.0%	\$ 400,553
TOTAL REVENUE	\$ 322,831	\$ 14,324,117	\$ 15,221,217	\$ 641,384	\$ 13,789,652	90.6%	\$ 14,961,670

EXPENDITURES	PY Month Actual	PY YTD Actual	Budget	Current Year Month Actual	Current Year YTD Actual	YTD %	Re-Forecast
Salaries	\$ 656,744	\$ 5,581,043	\$ 8,085,694	\$ 677,170	\$ 5,707,256	70.6%	\$ 7,992,694
Benefits	\$ 146,185	\$ 1,278,679	\$ 1,826,862	\$ 150,548	\$ 1,288,825	70.5%	\$ 1,826,862
Purchased Services	\$ 148,040	\$ 1,299,867	\$ 1,620,719	\$ 154,886	\$ 902,713	55.7%	\$ 1,221,769
Supplies	\$ 21,400	\$ 365,275	\$ 553,670	\$ 59,437	\$ 491,470	88.8%	\$ 582,120
Capital Outlay	\$ 1,951	\$ 1,458,558	\$ 388,400	\$ 26,314	\$ 245,438	63.2%	\$ 389,020
Tuition/Other	\$ 318,758	\$ 814,009	\$ 888,794	\$ 211,299	\$ 918,657	103.4%	\$ 1,002,794
TOTAL EXPENDITURES	\$ 1,293,078	\$ 10,797,431	\$ 13,364,139	\$ 1,279,654	\$ 9,554,360	71.5%	\$ 13,015,259

REVENUE UNDER (OVER) EXPENDITURES			\$ 1,857,078	\$ (638,270)	\$ 4,235,292		\$ 1,946,411
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