

TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO.3

Board of Education

Tri-Valley Unit Office

410 E. Washington Street ♦ Downs, IL 61736

Wednesday, March 15, 2023 ♦ 6:00 P.M.

Board Meeting Agenda

- I. Call to Order**
- II. Roll Call**
- III. Consent Agenda**
 - A. Approve the Minutes from February 2023
 - B. Approve the Board Bills from March 2023
 - C. Approve Student Activity Accounts for February 2023
 - D. Approve Treasurer's Report for February 2023
 - E. Approve the Destruction of Executive Session Tapes Dating Back 18 Months
- IV. Visitors and Reports**
 - A. Visitors:
 - a. Alfonso Berenguer (MS/HS Spanish Teacher)
 - b. Jeff Benter (HS Science Teacher)
 - c. Kate Sudol & Jay Levin (ProStar Energy)
 - B. Committee Reports: None
 - C. Administrative Reports: ES, MS, HS, Superintendent
- V. Action Items**
 - A. Approval and Adoption of the Resolution for Reduction in Force to Discontinue Certain Extra-Curricular Assignments, Duties and Stipends
 - B. Approve Human Resources Guidelines for Employee Paperwork
- VI. Discussion Items**
 - A. Solar Project
 - B. Open Employment Positions
 - C. Social/Emotional Supports for Students
 - D. Grant Funded District Maintenance Projects
 - E. Village of Downs TIF Joint Annual Board Meeting
 - F. Board Reorganization Plan
- VII. Hear Public Comment to the Board**
- VIII. Executive Session**
 - A. To discuss the appointment, employment, resignation of personnel, or acquisition of property, pursuant to Section 2(c)(1) of the Open Meetings Act.
- IX. Approval of the Personnel Report**
- X. Adjournment**

TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO. 3

OFFICIAL MINUTES

February 15, 2023

I. ROLL CALL

The Tri-Valley Board of Education held a meeting in Downs, Illinois, on Wednesday, February 15, 2023. Board President, Mr. Carl Neubauer, called the meeting to order at 6:00 p.m.

Upon roll call, the following members answered present: J.B. Goff, Brian Myers, Carl Neubauer, Jill Messamore, Lori Stickling and Bobby Brown. Others Present: Mr. Ben Derges, Superintendent. Board Secretary, Jessica Alt was absent.

II. CONSENT AGENDA

Motion by Brian Myers to approve the Consent Agenda that included the following items:

- Board Meeting Minutes from January 18 & January 31, 2023;
- Board Bills from February 2023;
- Student Activity Accounts for January 2023;
- Treasurer's Reports for January 2023; and
- Destruction of Executive Session Tapes Dating Back Eighteen Months.

Seconded by Lori Stickling. The following members voted aye: J. B. Goff, Brian Myers, Carl Neubauer, Jill Messamore, Lori Stickling and Bobby Brown. The motion carried.

III. VISITORS AND REPORTS

A. **Visitors:** Jay Levin, ProStar Energy
Cade Hasselbring, District Maintenance and Transportation Director
Jillian Johnson, 6th grade Special Education Teacher
Michael Wallace, Jessica Clark, Amy Ptizer, Jeff Clark, Stacy Bierman, Nancy Warne, Jesse Luesing, Cathy Luesing, Casey Misch, Maggie Durbin, Nisa Johnson, Abby Cervantes, Andrea Raycraft.

B. **Committee Reports:** None

C. **Administrator Reports:** *(reports attached)*

Elementary School: *(see page 4)* Mr. Swearingen reviewed his report, no questions.

Middle School: *(see page 5)* Mrs. Burnett reviewed her report, no questions.

High School: *(see pages 6-7)* Mr. Arnolts reviewed his report, no questions.

Superintendent: *(see page 8)* Mr. Derges reviewed his report, no questions.

Maintenance: *(see page 9)* Mr. Hasselbring reviewed his report, no questions.

IV. ACTION ITEMS

- A. **Approve the 2nd Reading of Board Policy Manual Updates & Revisions**
Motion by J.B. Goff that the Board approve the 2nd reading of Board Policy Manual Updates and Revisions. Seconded by Bobby Brown. The following members voted aye: J. B. Goff, Brian Myers, Carl Neubauer, Jill Messamore, Lori Stickling and Bobby Brown. The motion carried.
- B. **Approve the Superintendent's Evaluation:** *Tabled from January 18 meeting.*
Motion by Jill Messamore that the Board approve the Superintendent's Evaluation. Seconded by Lori Stickling. The following members voted aye: J.B. Goff, Brian Myers, Carl Neubauer, Jill Messamore, Lori Stickling and Bobby Brown. The motion carried.
- C. **Approve the proposed school year 2023-2024 calendar**
Motion by Jill Messamore that the Board approve the proposed School year 2023-2024 calendar. Seconded by Bobby Brown. The following members voted aye: J.B. Goff, Carl Neubauer, Brian Myers, Jill Messamore, Lori Stickling and Bobby Brown. The motion carried.
- D. **Approve the Certified & Non-Certified Employee Seniority lists for 2022-2023**
Motion by Brian Myers that the Board approve the Certified & Non Certified Employee Seniority lists for 2022-2023. Seconded by Jill Messamore. The following members voted aye: J.B. Goff, Carl Neubauer, Brian Myers, Jill Messamore, Lori Stickling and Bobby Brown. The motion carried.

V. DISCUSSION ITEMS

- A. **Solar Energy Project**
Mr. Jay Levin conducted a Q&A for members of the community. A guide is attached. (see page 10-12)
- B. **Annual School Safety Review:**
The following is a summary of recommended changes to the School Safety Plan:
- All representatives felt the plan was largely effective and did not need additional changes beyond the specific area addressed below.
 - Recommendations were made to rewrite Part 3: Evacuation ("Specifics of Reunification Site").
 - The following specific recommendations were made:
 - Change the Reunification sites to facilities within Downs, but away from the three school buildings.
 - Minimize the option of bussing students to a reunification site because of the timing and logistical issues bussing would create.
 - Research and evaluate the effectiveness of the facilities reunification:
 - Downs United Methodist Church
 - Downs Community Fire Protection Building

- Downs Police Department Building
- Starting with the 2023-2024 school year, begin annual, district-wide reunification training. This would be in addition to the annual active shooter training and would be on a separate date each fall.

C. Positions for 2023-2024

Many positions currently open for next school year including: HS Chemistry Teacher, Computer Sciences Teacher, Food Service Director. Immediate positions open: 2nd or 3rd shift Custodian.

VI. PUBLIC COMMENT TO THE BOARD

VII. EXECUTIVE SESSION

Motion made by Brian Myers to move to executive session to discuss the appointment, employment, resignation of personnel, or acquisition of property pursuant to Section 2(c)(1) of the Open Meetings Act.

Seconded by Lori Stickling. Motion carried and all members voted aye. Executive session was entered at 7:50 p.m.

Motion by Bobby Brown to exit executive session. Seconded by Brian Myers. All members voted aye.

Motion by Bryan Myers to approve the closed session minutes previously read in closed session just ended, and seconded by Bobby Brown.

Executive session was exited at 8:02 p.m.

VIII. PERSONNEL REPORT

Motion by Jill Messamore that the Board approves the Personnel Report as presented. Seconded by J.B. Goff. The following members voted aye: J.B. Goff, Brian Myers, Carl Neubauer, Jill Messamore, Lori Stickling and Bobby Brown. The motion carried.

IX. ADJOURNMENT

Motion by J. B. Goff to adjourn the meeting. Seconded by Lori Stickling. The following members voted aye: J.B. Goff, Brian Myers, Carl Neubauer, Jill Messamore, Lori Stickling and Bobby Brown. The motion carried.

The meeting adjourned at 8:33 p.m.

Approved

Board President

Board Secretary

Administrator: Tyler Swearingen
Building: Tri-Valley Elementary
Board Meeting: February 15th

Enrollment:

Total Enrollment (as of 02/7/23): 426
Grade Levels: PK-3rd

Facilities & Finances:

- Looking at raising prices for our Little Viking Program
 - Last rate change was 2018-2019 school year
 - Compared weekly full day rates to Little Jewels, Katie's Kids, Scribbles
 - Little Jewels-\$61/day, Katie's Kids- \$63/day, Scribbles- \$57/day
 - TV Little Vikings - \$47/day
 - Current Prices
 - ½ day preschool- \$18/day
 - ½ day Viking Care- \$16/day
 - Full Day LVS- \$37/day
 - Extended Day LVS- \$47/day
 - Proposed Price increase (5%)
 - ½ day preschool- \$19/day
 - ½ day Viking Care- \$17/day
 - Full Day LVS- \$39/day
 - Extended Day LVS- \$49/day

Educational Opportunities:

- We are looking at ways to increase our STEM offerings through donations from NextEra Energy. Mrs. Mouser is looking at ways to implement into her curriculum but also things to be used in classrooms.
 - Items for consideration:

- Robotic programming sets
 - 3D printers
 - iPads
-
- Staff will lead a PD opportunity on building a classroom culture on February 16th.
 - The Ecology Action Center is visiting to present to the 3rd grade.
 - Parent group is looking into re-starting a chess club at the elementary level and possibly middle school depending on interest.
 - Preschool screening will take place February 21-23rd
 - 18 registered so far

Celebrating Students & Staff:

- All staff are doing a great job promoting a positive culture through cold weather and restless kids.
 - STAR scores in Math and Reading are in from the Winter benchmark
 - Reading: 86% 1-3 graders are at or above benchmark levels
 - Math: 89% 1-3 graders are at or above benchmark levels
-

Administrator: Sara Burnett
Building: MS
Board Meeting: February 2023

Enrollment:

Total Enrollment (as of January 2023): 464

Grade Levels:

4th: 80

5th: 95

6th: 95

7th: 103

8th: 91

Facilities & Finances:

- *In the fall, the middle school had our annual "unfundraiser" which raised \$13,500. This money has just been distributed to each classroom teacher. Everyone in the building received \$250 and the remaining money will stay within the MS office accounts. The remaining money is to purchase updated classroom novels and books to offer choices for literature circles.*

Educational Opportunities:

- *Our TVMS teams have had some fantastic performances and great achievements throughout the cold season and we are very proud of them!*
- *Volleyball is continuing with its strong season. The team will continue the tradition to have a special night supporting St. Jude at the end of February*

- *Scholastic Bowl has had 2 official matches. In total, there are 33 students participating. We have a very strong team with the varsity and 3 separate JV teams which rotate throughout the season. The students have been working hard and are WAY smarter than I am...*
- *Wrestling has also been strong while dominating several matches throughout the season.*

Celebrating Students & Staff:

- *The December Vikings of Valor emphasized the importance of responsibility.*
 - *4th Grade: Chase Johnson, Finnley Wilson, Ansley Bardwell, Addy Epperson*
 - *5th Grade: Henry Hoschek, Ava Redd, Estyn Warne, Avery Pacha*
 - *6th Grade: Charley Lampe, Parker Hawn, Chloe Bruce, Kylee Epperson*
 - *7th Grade: Jayden Jordine, Elle Fesler, Ellison Bryant, Izzy Bruning*
 - *8th Grade: Maddie Gentry, Jacob Julian, Hayden Shine, Nicole Crane*

Administrator: Frank Arnolts
Building: Tri-Valley High School
Board Meeting: February 15, 2023

Enrollment: As of 2/7/23

Grade	Current	Jan 23	Sep 22
12 (2022)	79	80	81
11 (2023)	77	78	78
10 (2024)	70	70	71
9 (2025)	72	72	73
Total	298	300	303

Facilities & Finances:

- Our high school building is in really good shape. The maintenance crew continues to do an excellent job and are paying close attention to details.
- We have used \$1113 out of the Building/NOW account leaving over \$3000 for the remainder of the year. Despite the upcoming graduation and end of year costs, we are projected to be on budget.

Educational Opportunities:

- **Honor Roll** - The First Semester Honor Roll was released via the Viking Scroll.
- **Freshman Orientation** - Tri-Valley High School hosted 8th grade orientation on Wednesday January 25th. We were thrilled that all but three current eighth grade students and their parent(s)/guardians were in attendance.
- On February 22nd TVHS will be taking 20 students to a Construction, Trades, and Manufacturing event at LeRoy High School. The event will have recruiters, employees, and information from over twenty businesses such as: Rivian, Caterpillar, KNAPP Builders, and Stark Excavating.

- The Horticulture and Ag 120 students have been working hard in the greenhouse planting perennial seeds, transplanting cuttings, and making hanging baskets. The community can enjoy their efforts this spring when they host the annual greenhouse sale!

Celebrating Students & Staff:

- The **LeRoy/Tri-Valley wrestling** team has had an incredible season. Over the last month they were crowned HOIC Dual Team Champions, HOIC Individual Team Champions and recently won the IHSA Regional Championship. Among those advancing to Sectionals are: **Brady Mouser, Connor Lyons, Colton Prosser, Jack Green and Jacob Bischoff.**
- The Boys basketball and Girls basketball teams are reaching the conclusion of their seasons. Last Tuesday the girls basketball team celebrated: **Izabelle Hasselbring, Katelyn Ashenbremer and Caitlyn Swearingen** during their senior night. The Lady Vikings are the #7 seed and will open the IHSA Regional at home on Saturday, February 4th at 1 p.m. against Monticello. The boys basketball team and cheerleading squad will celebrate their seniors on Friday, February 6th against El-Paso Gridley. Seniors to be recognized are: **Reagan Waugh, Logan Petrilli, Will McNeely, and Luke Simpson** as well as cheerleaders, **Kami Myers, Kenna Trower, James Clark, Lauren O'Rourke, and Kaelyn Thoele.**
- The Tri-Valley Speech team spent Saturday, Feb 4th, in Olympia at IHSA Regionals. Both **Sarah Hill** (Oratory) and **Callie Davis** (Radio) broke into Varsity Finals. The girls ended their season, both placing 7th in their respective events.

Administrator: Ben Derges
Level: District
Board Meeting: February 2023

Finances:

- Researching the potential benefits of moving our board packets, minutes, and agendas to an online platform called BoardDocs LT. Annual subscription would allow for our district office to create, edit, and share these items to you and the community in real time. The financial considerations of making this change would be the annual subscription and the access to Chromebooks by board members during meetings.

Facilities:

- Board Retreat meeting on January 31 focused on researching and considering future facilities work. This included presentations by Stifel financial advisor Kevin Heid, and BLDD architect Damion Schlitt. Currently no new facility builds or bonding actions are planned.
- MS Gym HVAC project planning and prep continues. Anticipated delivery for the new units will not be until October which has pushed completion date until November 2023.

Educational Opportunities:

- Superintendent is participating in the regional HEAT working group. Initial meeting was held on January 23, with the next meeting scheduled for February 21. The HEAT (Healthcare, Engineering, Agri-Business, Technology) Academy is a developing concept through a collaborative of McLean County Schools, the Bloomington Area Career Center, Heartland Community College, and local Business/Industry partners. Currently working on timelines (3 years) and presentations to local communities.

Community Relations:

- Meeting with Downs mayor Mike James and Maintenance Director Cade Hasselbring to discuss and review water quality. T-V3 has established a plan to be prepared in advance for a future boil order announcement.
- A new format has been established for our Board Minutes with the intention of providing more details from the meeting. This includes digital note-taking and new administrator reports. The new format started with the January meeting and was approved in this month's consent agenda.
- Initial stages of planning a district statement and invitation to the community to attend the presentation from ProStar concerning the solar energy project in March. This is dependent upon progress in negotiations of the lease and usage agreement terms.

TRI-VALLEY MAINTENANCE AND TRANSPORTATION BOARD OF EDUCATION REPORT
MAINTENANCE: ROE INSPECTION WAS A SUCCESS!!

ELEMENTARY SCHOOL

- Compressor change on the chiller \$25,000 - Grant
- Exterior wall pack LED upgrade
- Custodian position OPEN

MIDDLE SCHOOL

- AC for the gym starts in May
- 4,5,6 grade wing roof will need repairs from wind damage

HIGH SCHOOL

- Custodian position OPEN
- RTU #4 operation
- HS and MS gyms are getting refinished over spring break
 - This will eliminate the scheduling challenges for the summer

ATHLETICS

- Spring sports challenges - Fields, track, transportation
- New scoreboards for SB and BB will be installed this summer

COMPLETED PROJECTS

- ES parking lot
- ES roof
- MS entrance concrete
- Roof on MS baseball shed
- Asbestos abatement
- Solar energy

TRANSPORTATION:

We are an approved federal training facility

Two new drivers needed

One driver in training

Route efficiency

- Travel Tracker Software
- Example
 - Eliminate 2 stops on a route
 - 4 stops total am/pm route
 - 4x180=720 stops eliminated
 - Brakes, door, stop arm, crossing arm, time=\$\$\$\$\$\$

Lease

- **5 year lease on half our fleet and a 5 year lease to own on the other half**
- **Delivery of new buses around April-May timeframe**
- **We have done a good job of monitoring miles and keeping up on PM**
- **Bus cameras???** We have 3 buses with cameras. Additional camera systems are \$4500.
- **We received our activity bus!!!!**

To: Benjamin Derges, Superintendent for Tri-Valley CUSD #3
From: Kate Sudol, VP of Business Development for ProStar Energy Solutions
Cc: Jay Levin, VP of Renewables for ProStar Energy Solutions
Re: Q&A for Tri-Valley CUSD #3 Boarding Meeting
Date: Tuesday, February 6, 2023

Q1: What are the benefits of proposed Community Solar ("Project") to the school district and community?

A1: Tri-Valley will benefit by purchasing nearly all its annual electric load from this clean energy source, taking advantage of Illinois' strong incentive program for community solar. Energy will be priced at a discount to current electric rates and act as a hedge against rising power costs. Since Tri-Valley only needs 40% of the solar project's power to offset its annual load, the remaining 60% is available to be purchased by members of the community through community solar subscriptions.

Q2: How will community members sign up?

A2: ProStar Energy Solutions ("ProStar") will have a sign-up sheet for community members interested in purchasing energy from the facility. This will include 1-, 2-, or 3-year term options.

Q3: Why solar versus wind?

A3: Illinois Shines (i.e., Adjustable Block Program) is a solar incentive program that creates favorable economics for the Project. Additionally, solar has lower upfront capital and development costs and lower ongoing maintenance compared to wind, which also optimized the economics for a renewable energy project to utilize a land area of this size.

Q4: Why hire ProStar to develop and execute the Project versus a local company?

A4: ProStar's depth and breadth of national experience in delivering over 400 MW of commercial and utility scale solar, including in Illinois, mitigates execution risk and delivers reliability for the community. This experience is particularly important now, during a time when many projects have become stranded due to a variety of economic factors, such as rising interest rates, changing policy, supply chain

constraints, and international trade laws. Additionally, as required by the Illinois Shines (i.e., Adjustable Block Program), ProStar will be partnering with local companies and technicians to install the Project and administer the REC contracts.

Q5: Why should we execute now, amidst high prices with global supply chain challenges?

A5: The following economic and risk factors will be mitigated with immediate action:

1. Our preliminary due diligence indicates minimal utility upgrades at the Project's expense; however, waiting could result in additional projects entering the queue for this circuit that exposes us to the possibility of the utility requiring more extensive and expensive upgrades to accommodate the Project.
2. There is a temporary ban on new US solar panel tariffs that expires in June 2024, which could lead to supply shortages.
3. The Illinois Adjustable Block Program (ABP) for solar has a "first come, first served" allocation for schools.

Q6: What if solar technology improves in the future?

A6: Solar efficiency has slowly improved over the last fifteen (15) years, but there has been no game-changing technology. The system will continue to produce power for its entire asset life. Since the system is offsetting nearly 100% of Tri-Valley's load, there will be no reason to replace the system with newer solar panels.

Q7: What are the solar panels made out of? Are there any hazardous materials?

A7: ProStar will use polysilicon solar photovoltaic modules with aluminum frames, a polyvinyl fluoride-based backsheet, an EVA adhesive encapsulate membrane, copper/aluminum conductors, and a thin glass cover. There are no hazardous materials.

Q8: How long will the system operate and what happens at the end?

A8: The system has a design life of thirty-five (35) years; however, many engineers within the solar industry believe they (these systems) will continue to produce power well beyond that timeframe.

Before the system is fully commissioned, ProStar is required to submit a "deconstruction plan" to McLean County consistent with the standards of the Illinois Department of Agriculture and provide a financial surety (e.g. a "decommissioning bond") for the removal of the system.

Q9: What is the Project execution timeline?

A9: After interconnection approval and acceptance into the Adjustable Block Program, the Project will take approximately four (4) months to permit, then an additional five (5) months from the start of construction to system operation.

Q10a: Who owns the system?

A9a: A third party solar asset owner referred to as an "IPP" (Independent Power Producer) will own the system and be responsible for selling power to Tri-Valley and other energy subscribers throughout the life of the system.

Q10b: How is the system operated and maintained?

A9b: ProStar will operate and maintain the performance of the system for the IPP system owner. They will dispatch technicians to the field once a year for routine preventive maintenance, along with troubleshooting the system when required. Additionally, the lawn will be mowed, as needed, to prevent vegetation from interfering with solar production.

Q11: Do the panels need to be washed?

A11: Typically, the panels are not washed in areas that routinely get rainfall. However, if the system is not producing its expected power due to soiling, the Operator (ProStar) will wash the panels.

Q12: Will the solar array be protected?

A12: Yes. The National Electric Code requires a 7-foot fence around the perimeter of the facility.

School Board

Exhibit - Motion to Adjourn to Closed Meeting

Motion to Adjourn to Closed Meeting

Date: 2-15-23 Time: 8:02 pm

Location: Tri-Valley Unit Office

A motion was made by Bobby Brown, and seconded by Brian Myers, to adjourn to closed meeting to discuss:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1), amended by P.A. 99-646.
- Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).
- The selection of a person to fill a public office, including a vacancy in a public office, when the District is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the District is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).
- Evidence or testimony presented in open hearing, or in closed hearing where authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the body prepares and makes available for public inspection a written decision with its determinative reasoning. 5 ILCS 120/2(c)(4).
- The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5).
- The setting of a price for sale or lease of property owned by the District. 5 ILCS 120/2(c)(6).
- The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
- Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8), amended by P.A. 99-235.
- Student disciplinary cases. 5 ILCS 120/2(c)(9).
- The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
- Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11).
- The establishment of reserves or settlement of claims as provided in the Local Government and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the District or any intergovernmental risk management association or self insurance pool of which the District is a member. 5 ILCS 120/2(c)(12).
- Self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the District is a member. 5 ILCS 120/2(c)(16).
- Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).
- Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. 5 ILCS 120/2(c)(29).

Closed Meeting Roll Call:

"Yeas"	"Nays"
6	0

Motion: Carried Failed

VENDOR	CHECK DATE	CHECK NUMBER	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
ACE-HI GLASS CO	03/10/2023	45819	SCREEN REPLACEMENT: UO	20E010 2540 4010 00 000000	20.50
AIRGAS USA, LLC	03/10/2023	45820	MONTHLY: FEBRUARY 2023	20E010 2540 3230 00 000000	258.14
AMAZON CAPITAL SERVI	03/10/2023	45821	UNIT OFFICE SUPPLIES LIBRARY ORDER	10E010 2520 4010 00 000000	49.74
AMAZON CAPITAL SERVI	03/10/2023	45821	UNIT OFFICE SUPPLIES LIBRARY ORDER	10E050 2220 4000 00 000000	652.21
AMAZON CAPITAL SERVI	03/10/2023	45821	UNIT OFFICE SUPPLIES	10E010 2520 4010 00 000000	31.46
AMAZON CAPITAL SERVI	03/10/2023	45821	MAINTENANCE SUPPLIES	20E010 2540 4010 00 000000	232.92
AMAZON CAPITAL SERVI	03/10/2023	45821	ES SUPPLIES	10E020 1110 4010 00 000000	730.54
AMAZON CAPITAL SERVI	03/10/2023	45821	BOARD SUPPLIES TECH SUPPLIES	10E050 2220 4100 00 000000	505.08
AMAZON CAPITAL SERVI	03/10/2023	45821	BOARD SUPPLIES TECH SUPPLIES	10E010 2310 4010 00 000000	77.04
AMEREN ILLINOIS	03/10/2023	45822	FIRE PUMP: MONTHLY 1/31-3/01	20E010 2540 4660 00 000000	28.65
AMERICAN PEST CONTRO	03/10/2023	45823	PRODUCT SALE	20E010 2540 4010 00 000000	175.00
B & B AWARDS AND REC	03/10/2023	45824	TROPHIES	10E060 1500 4010 00 000000	1,000.16
BILL'S KEY AND LOCK	03/10/2023	45825	SUPPLIES	20E010 2540 4010 00 000000	35.52
BRAINSTORM	03/10/2023	45826	LIBRARY BOOKS	10E050 2220 4100 00 000000	198.98
BUSHUE BACKGROUND SC	03/10/2023	45827	BACKGROUND CHECKS: K. WHITWOOD, B. SHAFFER, P. GRAFF	80E010 2365 3000 00 000000	162.00
CASEY'S GARDEN SHOP	03/10/2023	45828	FLOWERS: WINGER FAMILY	10E010 2310 4010 00 000000	85.00
CENTRAL STATES BUS S	03/10/2023	45829	BRAKE SUPPLIES	40E010 2550 4010 00 000000	418.79
CENTRAL STATES BUS S	03/10/2023	45829	SUPPLIES	40E010 2550 4010 00 000000	3,487.97
CENTRAL STATES BUS S	03/10/2023	45829	PARTS	40E010 2550 4010 00 000000	1,766.58
CENTRAL SUPPLY CO	03/10/2023	45830	REPLACEMENT BATTERY	20E010 2540 4010 00 000000	199.00
CENTRAL SUPPLY CO	03/10/2023	45830	SUPPLIES	20E010 2540 4010 00 000000	154.46
CHAPMAN AND CUTLER L	03/10/2023	45831	FY23 ANNUAL DISCLOSURE COMPLIANCE & FILING	10E010 2310 3100 00 000000	1,000.00
CIRBN, LLC	03/10/2023	45832	MONTHLY: APRIL 2023	20E010 2540 3500 00 000000	1,248.38
CULLIGAN WATER CONDI	03/10/2023	45833	MS SALT: 2/2/23	20E010 2540 4010 00 000000	31.75
CULLIGAN WATER CONDI	03/10/2023	45833	ES: SALT	20E010 2540 4010 00 000000	85.90
CULLIGAN WATER CONDI	03/10/2023	45833	MS: SALT	20E010 2540 4010 00 000000	60.73
CULLIGAN WATER CONDI	03/10/2023	45833	MONTHLY: GREENHOUSE 2/28/23-3/27/23	20E010 2540 4010 00 000000	169.00
DECKER EQUIPMENT	03/10/2023	45834	SUPPLIES	20E010 2540 4010 00 000000	303.99
DILIGENT CORPORATION	03/10/2023	45835	BOARD DOCS 1 YEAR SUBSCRIPTION 2/14/23-2/13/24	10E010 2310 4010 00 000000	2,500.00
EDUCATIONAL CONSORTI	03/10/2023	45836	MID YEAR ERATE FEE	10E010 2310 3100 00 000000	561.77
ESGI	03/10/2023	45837	ESGI 12 month license WINN, JOHNSON, NIGG, NELSON, KINKAID	10E050 2220 3100 00 000000	1,170.00
EVERGREEN FS, INC	03/10/2023	45838	FUEL	40E010 2550 4640 00 000000	3,422.32
EVERGREEN FS, INC	03/10/2023	45838	FUEL	40E010 2550 4640 00 000000	2,421.60
EVERGREEN FS, INC	03/10/2023	45838	FUEL	40E010 2550 4640 00 000000	2,813.83
EVERGREEN FS, INC FS	03/10/2023	45839	FIELD SUPPLIES	20E010 2540 4030 00 000000	37.90
EVERGREEN FS, INC FS	03/10/2023	45839	FIELD SUPPLIES	20E010 2540 4030 00 000000	94.75
FASTENAL	03/10/2023	45840	SUPPLIES	20E010 2540 4010 00 000000	89.62
FIRST BANK CARD	03/10/2023	45842	CALENDAR WIZ	10E050 2220 3100 00 000000	15.00
FIRST BANK CARD	03/10/2023	45842	JW PEPPER: D. FELICIANO	10E060 1500 4120 00 000000	4.99
FIRST BANK CARD	03/10/2023	45842	IL READING COUNCIL CONFERENCE: K. DETERS, E. ENGLE, B. PETT, M. SMITH, L. WELP, D. ZENOR	10E010 2215 3140 00 000000	1,970.00
FIRST BANK CARD	03/10/2023	45842	UO SUPPLIES	10E010 2520 4010 00 000000	1,167.75
FIRST BANK CARD	03/10/2023	45842	PROTONMAIL	10E050 2220 4100 00 000000	4.99
FIRST BANK CARD	03/10/2023	45842	S. MARTELL: UPLI FOUNDATIONS	10E020 1110 4010 00 000000	160.00
FIRST BANK CARD	03/10/2023	45842	23-24 IL MARCHING BAND	10E060 1500 6400 00 000000	450.00

VENDOR	CHECK DATE	CHECK NUMBER	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			CHAMPIONSHIP FEE		
FIRST BANK CARD-1	03/10/2023	45843	CANVA SUBSCRIPTION	10E010 2520 4010 00 000000	44.88
FIRST BANK CARD-2	03/10/2023	45844	YEZEK & SONS, LLC: \$274.07 WESTLUND: \$46.17 SAM'S: \$170.21	10E010 2520 4010 00 000000	170.21
FIRST BANK CARD-2	03/10/2023	45844	YEZEK & SONS, LLC: \$274.07 WESTLUND: \$46.17 SAM'S: \$170.21	20E010 2540 4010 00 000000	46.17
FIRST BANK CARD-2	03/10/2023	45844	YEZEK & SONS, LLC: \$274.07 WESTLUND: \$46.17 SAM'S: \$170.21	40E010 2550 4010 00 000000	274.07
FRONTIER	03/10/2023	45845	MONTHLY: 2/28/23-3/27/23 ACCT #: 618-714-0893-033116-5	20E010 2540 3400 00 000000	233.83
FRONTIER	03/10/2023	45845	224-159-0179-012297-5	20E010 2540 3400 00 000000	1,716.02
GLOBAL WATER TECHNOL	03/10/2023	45846	ANNUAL WATER TREATMENT	80E010 2365 5000 00 000000	1,837.50
HEART TECHNOLOGIES	03/10/2023	45847	REMOTE SESSION & SOFTWARE DOWNLOAD	10E050 2220 4100 00 000000	57.50
HEART TECHNOLOGIES	03/10/2023	45847	NEW PHONE SET UP	10E050 2220 4100 00 000000	115.00
HEART TECHNOLOGIES	03/10/2023	45847	PHONE ISSUE	10E050 2220 4100 00 000000	437.47
HEYWORTH PRINTING	03/10/2023	45848	BUS INSPECTION FORMS	40E010 2550 3230 00 000000	770.00
ILLINI FIRE EQUIPMEN	03/10/2023	45849	MS: TANK MAINTENANCE	80E010 2365 5000 00 000000	164.00
ILLINI FIRE EQUIPMEN	03/10/2023	45849	HS: TANK MAINTENANCE	80E010 2365 5000 00 000000	163.75
IMPREST FUND	03/10/2023	45850	IMPREST REIMB: MARCH 2023	10A000 1050 0000 00 000000	3,450.56
IMPREST FUND	03/10/2023	45850	IMPREST REIMB: MARCH 2023	40A000 1050 0000 00 000000	4.00
INTEGRATED SYSTEMS C	03/10/2023	45851	MONTHLY: APRIL 2023	10E010 2310 3100 00 000000	691.20
IXL LEARNING	03/10/2023	45852	IXL UPGRADE: GRADE 7 SOCIAL STUDIES QUOTE #: 1800500-2022-002-3	10E050 2220 3100 00 000000	375.00
JOSTENS, INC	03/10/2023	45853	DIPLOMA	10E040 1130 4010 00 000000	15.65
JW PEPPER & SON INC	03/10/2023	45854	PO REQ: 0302300023 D. FELICIANO	10E060 1500 4120 00 000000	22.50
KOHL WHOLESAL	03/10/2023	45857	ES: FOOD	10E010 2560 4020 00 000000	1,756.54
KOHL WHOLESAL	03/10/2023	45857	ES: FOOD	10E010 2560 4020 00 000000	1,762.84
KOHL WHOLESAL	03/10/2023	45857	ES: FOOD	10E010 2560 4020 00 000000	4.80
KOHL WHOLESAL	03/10/2023	45857	ES: FOOD	10E010 2560 4020 00 000000	1,078.14
KOHL WHOLESAL	03/10/2023	45857	ES: FOOD	10E010 2560 4020 00 000000	234.63
KOHL WHOLESAL	03/10/2023	45857	ES: FOOD	10E010 2560 4020 00 000000	1,874.14
KOHL WHOLESAL	03/10/2023	45857	ES: FOOD	10E010 2560 4020 00 000000	99.34
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	2,628.54
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	2,781.39
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	14.40
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	2,165.49
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	2,498.97
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	502.93
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	2,397.98
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	2,515.48
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	367.14
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	2,575.73
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	2,783.63
KOHL WHOLESAL	03/10/2023	45857	MS: FOOD	10E010 2560 4020 00 000000	356.45
KRETLING ROOFING CO	03/10/2023	45858	MS ROOF REPAIR	20E010 2540 3230 00 000000	2,200.00
KRETLING ROOFING CO	03/10/2023	45858	MS ROOF REPAIR	20E010 2540 4010 00 000000	193.98
KUBOTA CREDIT CORPOR	03/10/2023	45859	LEASE PAYMENT: APRIL-JUNE 2023 ACCT #: 86100393	10E010 2310 3250 00 000000	3,401.52
LINDE GAS & EQUIPMENT	03/10/2023	45860	MONTHLY: 1/20/23-2/20/23	20E010 2540 3230 00 000000	35.78
MCI	03/10/2023	45861	MONTHLY: MARCH 2023	20E010 2540 3400 00 000000	48.40

VENDOR	CHECK DATE	CHECK NUMBER	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MENARDS	03/10/2023	45862	SUPPLIES	20E010 2540 4010 00 000000	91.35
MENARDS	03/10/2023	45862	SUPPLIES	20E010 2540 4010 00 000000	179.20
MILLER, TRACY, BRAUN	03/10/2023	45863	MONTHLY: FEB. 2023	10E010 2310 3100 00 000000	1,443.75
NAPA AUTO PARTS	03/10/2023	45864	SUPPLIES	40E010 2550 4010 00 000000	24.48
NEXTERA ENERGY SERVI	03/10/2023	45865	MONTHLY: 12/30/22-1/31/23	20E010 2540 4660 00 000000	16,596.96
NICOR GAS	03/10/2023	45866	MONTHLY: ES 1/23/23-2/21/23	20E010 2540 4650 00 000000	2,382.93
NICOR GAS	03/10/2023	45866	MONTHLY: BUS SHOP 1/23/23-2/21/23	20E010 2540 4650 00 000000	430.74
NICOR GAS	03/10/2023	45866	MONTHLY: HS 1/23/23-2/21/23	20E010 2540 4650 00 000000	4,536.85
NICOR GAS	03/10/2023	45866	MONTHLY: MS 1/23/23-2/21/23	20E010 2540 4650 00 000000	2,907.02
NICOR GAS	03/10/2023	45866	MONTHLY: UO 1/23/23-2/21/23	20E010 2540 4650 00 000000	364.07
NORD OUTDOOR POWER C	03/10/2023	45867	SUPPLIES	20E010 2540 4010 00 000000	42.53
NORD OUTDOOR POWER C	03/10/2023	45867	SUPPLIES	20E010 2540 4010 00 000000	189.98
ODP BUSINESS SOLUTIO	03/10/2023	45868	UO SUPPLIES	10E010 2520 4010 00 000000	33.99
ODP BUSINESS SOLUTIO	03/10/2023	45868	UO SUPPLIES	10E010 2520 4010 00 000000	35.00
PENN STATE INDUSTRIE	03/10/2023	45869	IND TECH SUPPLIES: WIDE DRIVE BELT	10E040 1130 4010 00 000000	24.95
PITNEY BOWES PURCHAS	03/10/2023	45870	POSTAGE: REFILL HS	10E010 2520 3230 00 000000	300.00
RICOH USA, INC.	03/10/2023	45871	MONTHLY: MARCH 2023	10E020 1110 4010 00 000000	742.98
RICOH USA, INC.	03/10/2023	45871	MONTHLY: MARCH 2023	10E030 1120 4010 00 000000	358.36
RICOH USA, INC.	03/10/2023	45871	MONTHLY: MARCH 2023	10E040 1130 4010 00 000000	239.96
RICOH USA, INC.	03/10/2023	45871	MONTHLY: MARCH 2023	10E010 2520 4010 00 000000	10.90
RICOH USA, INC.	03/10/2023	45872	MONTHLY: RENTAL 3/15/23-4/14/23	10E010 2310 3250 00 000000	2,531.49
SHERWIN-WILLIAMS	03/10/2023	45873	SUPPLIES	20E010 2540 4010 00 000000	352.44
SPENCER OIL CO	03/10/2023	45874	BUS TESTS: 25, 30, 22	40E010 2550 3230 00 000000	120.00
SPENCER OIL CO	03/10/2023	45874	BUS TESTS: WHITE VAN, #3, BLUE VAN, MAROON VAN, DR, ED VAN, #2	40E010 2550 3230 00 000000	156.00
SPENCER OIL CO	03/10/2023	45874	BUS TESTS: #32, 21, 31, 40, 50, 36, 41, 23, 27, 33, 26, 24, 34	40E010 2550 3230 00 000000	520.00
STL TECHNOLOGY PARTN	03/10/2023	45875	MONTHLY: MARCH 2023	20E010 2540 3500 00 000000	160.00
SUPREME RADIO COMMUN	03/10/2023	45876	MONTHLY: FEBRUARY 2023	40E010 2550 3230 00 000000	899.87
TASC	03/10/2023	45877	HRA ADMIN FEES	10E010 2520 3230 00 000000	1,497.57
THE HOME DEPOT PRO	03/10/2023	45878	SUPPLIES	20E010 2540 4010 00 000000	477.37
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook Repair - G3YLH93	10E050 2220 4000 00 000000	38.67
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook Repair - PC0L4P4E	10E050 2220 4100 00 000000	101.99
TRAFERA FINANCIAL SE	03/10/2023	45880	Chromebook Repair - P202F0DN	10E050 2220 4100 00 000000	227.99
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook Repair - P2026G99	10E050 2220 4000 00 000000	82.99
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook - LR08EJLL	10E050 2220 4100 00 000000	140.66
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook Repair	10E050 2220 4100 00 000000	98.66
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook Repair	10E050 2220 4100 00 000000	98.66
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook Repair - LR08EL1J	10E050 2220 4000 00 000000	162.66
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook Repair - P202F1PM	10E050 2220 4000 00 000000	98.66
TRAFERA FINANCIAL SE	03/10/2023	45880	MS Chromebook Repair - LR08EL1M	10E050 2220 4000 00 000000	73.99
TRI COUNTY SP ED	03/10/2023	45881	2022-23 ASSESSMENT: MARK & APRIL	10E010 1200 6400 00 000000	47,340.80
TRI-VALLEY ATHLETIC	03/10/2023	45882	REVTRAK REIMB - FEBRUARY 2023	10L000 4300 0000 00 000000	3,230.34
TRI-VALLEY ELEM SCHO	03/10/2023	45883	REVTRAK REIMB - FEBRUARY 2023	10L000 4300 0000 00 000000	8.00

VENDOR	CHECK DATE	CHECK NUMBER	INVOICE DESCRIPTION	ACCOUNT NUMBER	AMOUNT
			LIBRARY: \$8.00		
TRI-VALLEY FINE ARTS	03/10/2023	45886	REVTRAK REIMB - FEBRUARY 2023	10L000 4300 0000 00 000000	2,391.23
TRI-VALLEY HIGH SCHO	03/10/2023	45884	REVTRAK REIMB - FEBRUARY 2023	10L000 4300 0000 00 000000	1,836.88
			95L0409402 \$1581.11		
			95L0409110 (PARKING) \$85.77		
			SOPHOMORE CLASS DONATION:		
			\$170.00		
TRI-VALLEY HIGH SCHO	03/10/2023	45884	OFFICIALS REIMBURSEMENT	10E060 1500 3000 00 000000	1,315.00
TRI-VALLEY MIDDLE SC	03/10/2023	45885	REVTRAK REIMB - FEBRUARY 2023	10L000 4300 0000 00 000000	515.00
			LIBRARY: \$515.00		
VILLAGE OF DOWNS	03/10/2023	45887	ES: 1/17/23-2/16/23	20E010 2540 3700 00 000000	383.49
VILLAGE OF DOWNS	03/10/2023	45887	HS: 1/17/23-2/16/23	20E010 2540 3700 00 000000	299.45
VILLAGE OF DOWNS	03/10/2023	45887	MS: 1/17/23-2/16/23	20E010 2540 3700 00 000000	345.29
VILLAGE OF DOWNS	03/10/2023	45887	UO: 1/17/23-2/16/23	20E010 2540 3700 00 000000	151.93
WIDMER INTERIORS	03/10/2023	45888	UNIT OFFICE FURNITURE	20E010 2540 3230 00 000000	1,330.12
WIDMER INTERIORS	03/10/2023	45888	UNIT OFFICE FURNITURE	20E010 2540 4010 00 000000	6,282.51
WIDMER INTERIORS	03/10/2023	45888	UNIT OFFICE FURNITURE	20E010 2540 5400 00 000000	3,947.42
WORLD BOOK, INC	03/10/2023	45889	ONLINE SUBSCRIPTION \$850	10E050 2220 4000 00 000000	1,260.00
			LIBRARY GRANT \$410		
			10E05022204000		

Totals for checks 184,334.69

FUND SUMMARY

FUND	DESCRIPTION	BALANCE SHEET	REVENUE	EXPENSE	TOTAL
10	Education Fund	11,432.01	0.00	104,323.88	115,755.89
20	Oper, Build, & Maint Fund	0.00	0.00	49,152.04	49,152.04
40	Transportation Fund	4.00	0.00	17,095.51	17,099.51
80	TORT FUND	0.00	0.00	2,327.25	2,327.25
***	Fund Summary Totals ***	11,436.01	0.00	172,898.68	184,334.69

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

FDT	FUNC	Beginning Balance	February 2022-23 Debits	February 2022-23 Credits	Ending Balance
95A020	1995 0000 00 000000	33,014.88	4,172.02	5,265.46	26,970.54
95L020	9101 0000 00 000000	0.00	1.27	2.27	-5.69
95L020	9102 0000 00 000000	-2,090.06	142.95	60.00	2,912.60
95L020	9103 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9104 0000 00 000000	-75.70	0.00	0.00	-75.70
95L020	9105 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9106 0000 00 000000	-20,018.44	3,150.70	2,093.52	-18,071.41
95L020	9113 0000 00 000000	-2,976.32	0.00	0.00	-6,276.32
95L020	9301 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9304 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9406 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9408 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9409 0000 00 000000	-3,758.82	1,970.54	2,016.23	-2,346.12
95L020	9412 0000 00 000000	-19.70	0.00	0.00	-19.70
95L020	9413 0000 00 000000	-1,676.10	0.00	0.00	-1,646.14
95L020	9414 0000 00 000000	-1.11	0.00	0.00	-1.11
95L020	9416 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9420 0000 00 000000	-752.50	0.00	0.00	205.18
95L020	9421 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9422 0000 00 000000	-1,474.33	0.00	0.00	-1,474.33
95L020	9602 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9604 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9610 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9612 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9628 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9630 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9632 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9634 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9644 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9646 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9658 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9660 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9662 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9664 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9666 0000 00 000000	0.00	0.00	0.00	0.00
95L020	9682 0000 00 000000	-171.80	0.00	0.00	-171.80

Number of Accounts: 36

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

03/06/23

MS

TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO. 3
*MS ACTIVITY ACCOUNT REPORT (Date: 2/2023)

3fribud12.p 76-4
05.23.02.00.00

Account Level	Description	Beginning Balance	Encumbered Amount	February 2022-23 Monthly Activity	Ending Balance
MS-ACTIVITY CASH		98,919.42		-7,801.96	103,851.72
		98,919.42		-7,801.96	103,851.72
		98,919.42		-7,801.96	103,851.72
Counselor		-6,778.80		2,466.95	-5,536.05
RTI		-17.36			-17.36
Enrichment		-1,133.22		129.73	-1,155.35
MS-BUILDING-NOW		-468.18			-468.18
MS-BUILDING-OFFICE		-364.06			-364.06
MS-BUILDING-FLOWER FUND		-198.83			-893.83
MS-BUILDING-SCIENCE CHALLENGE		-8,960.45		2,596.68	-8,434.83
MS-BUILDING-WASHINGTON D.C.				820.00	3,540.00
MS-Social-Fund				820.00	3,540.00
MS-ATHLETICS-OFFICIALS		-6,291.56			-6,291.56
MS-EXT CURRIC-CHESS					
MS-EXT CURRIC-CIVIL WAR DAZE					
MS-EXT CURRIC-DESTINATION IMAG					
MS-EXT CURRIC-DRAMA					
MS-EXT CURRIC-STUDENT COUNCIL					
MS-EXT CURRIC-YEARBOOK					
SALVAGING SISTERHOOD BOOK CLUB					
MS-CURRICULAR-ART		-21,437.44		851.63	-21,513.96
MS-CURRICULAR-BAND		-1,743.41		904.57	-1,852.79
MS-CURRICULAR-RTI		-67.54			-67.54
MS-CURRICULAR-CHORUS		-785.71		-20.00	-250.00
MS-CURRICULAR-ENRICHMENT		-604.46			-675.31
MS-CURRICULAR-IMC		-4,397.96		2,699.00	-958.81
MS-CURRICULAR-PHYSICAL ED		-3,268.98		363.20	-2,361.65
MS-CURRICULAR-TMH-RELOCY CAMP					
MS-CURRICULAR-DISNEY TRIP		-42,431.62		3,946.77	-2,643.79
MS-TEAM-4TH GRADE		-53,299.68			-47,934.02
MS-TEAM-5TH GRADE		-3,500.73		433.95	-56,743.91
MS-TEAM-6TH GRADE		-972.58			-4,346.92
MS-TEAM-7TH GRADE		-14.72			-1,089.61
MS-TEAM-8TH GRADE		-2,952.62		63.92	-803.45
		-1,883.36		194.75	-4,771.96
					-1,291.01

03/06/23

TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO. 3
*MS ACTIVITY ACCOUNT REPORT (Date: 2/2023)

3fzrbud12.p 76-4
05.23.02.00.00

Account Level	Description	Beginning Balance	Encumbered Amount	February 2022-23 Monthly Activity	Ending Balance
MS-TEAM-SPECIAL ED		-2,181.25		-1,366.58	-4,333.18
MS COUNSELOR		-378.05			-359.83
		-11,883.31		-675.96	-16,995.96
		-718.00			-718.00
GRANT-TVEF-LIVING GARDEN					
MS-GRANT-TVEF-READ 2 SUCCEED		-760.36			-760.36
MS-GRANT-TVEF-BLUSTEM READERS		-8.09			-8.09
GRANT-TVEF-MY OWN WORKSPACE		43.94			43.94
GRANT-TVEF-MOOK READER		273.54		262.84	-90.98
MS-GRANT-TVEF-SCHOLASTIC BOWL		-93.05			-93.05
MS-GRANT-TVEF-TIME 4 KIDS		-1,248.99			-1,248.99
MS-GRANT-TVEF-EXPL-MIST-SCIENC		-31.52			-31.52
MS-GRANT-TVEF-FLUFF US UP		-139.57			-139.57
MS-GRANT-TVEF-SAY WHAT?		16.49			16.49
MS-GRANT-TVEF-SHOW YOUR WORK		-10.56			-10.56
GRANT-TVEF-MATH MANIPULATIVES		-17.15			-17.15
GRANT-TVEF-KEEPING MATH FUN		-1.98			-1.98
GRANT-TVEF-4TH LITERARY LIBRAR		-24.24			-24.24
GRANT-TVEF-YOUNG READERS					
GRANT-TVEF-SCHOLASTIC DICT		-149.99			-149.99
GRANT-TVEF-PEAR DECK		-11.55			-11.55
MS-GRANT-TVEF-IPADS		-0.25			-0.25
GRANT-TVEF-MATH MY FINGERTIPS		-231.00			-231.00
MS-GRANT-TVEF-TIMB4KIDS					
GRANT-TVEF-MATH CALCULATORS					
GRANT-TVEF-Caudill Reading Pro					
GRANT-TVEF-BLAST OFF					
MS-GRANT-TVEF-LIFESCI					
MS-GRANT-TVEF-COOKIES COMMON C		-210.62			-210.62
MS-STATEM-HEALTH		-15.59			-15.59
MS-GRANT-6JCLASSROOMN					
		-3,338.54		262.84	-3,703.06
MS-ACTIVITY-THERAPY-DOG					
		-98,919.42		7,801.96	-103,851.72

03/06/23

TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO. 3
*MS ACTIVITY ACCOUNT REPORT (Date: 2/2023)

3frbud12.p 76-4
05.23.02.00.00

Account Level	Beginning	Encumbered	February 2022-23	Ending
Description	Balance	Amount	Monthly Activity	Balance
EDFLOC FUNC OBJ SJ	98,919.42		-7,801.96	103,851.72
Grand Asset Totals	-98,919.42		7,801.96	-103,851.72
Grand Liability Totals				
Grand Totals				

Number of Accounts: 66

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

03/01/23

TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO. 3
HS ACTIVITY ACCOUNT REPORT (Date: 2/2023)

3fcbud12.p.76-4
05.23.02.00.00

EDTLOC	FUNC	OBJ	SJ	Account Level	Beginning Balance	Encumbered Amount	February 2022-23 Monthly Activity	Ending Balance
95A040	1995	0000	00	000000	170,634.86		-2,603.51	187,990.24
95A040	19---	----	---	----	170,634.86		-2,603.51	187,990.24
95A040	----	----	----	----	170,634.86		-2,603.51	187,990.24
95L040	9101	0000	00	000000	-1,113.26		52.51	-3,119.71
95L040	9102	0000	00	000000	-175.01			-313.07
95L040	9103	0000	00	000000	-8.07			-601.54
95L040	9107	0000	00	000000	-601.54			-3,584.40
95L040	9108	0000	00	000000	-3,646.46			-4,569.78
95L040	9109	0000	00	000000	-5,254.04		-171.54	-1,772.50
95L040	9110	0000	00	000000	-1,799.73			-20.00
95L040	9112	0000	00	000000	-167.00		451.00	-134.07
95L040	9114	0000	00	000000	-134.07			-22,055.35
95L040	9116	0000	00	000000	-5,323.84			-2,401.99
95L040	9117	0000	00	000000	-1,422.98		-395.98	-300.00
95L040	9119	0000	00	000000	-300.00			-8,286.00
95L040	9121	0000	00	000000	-8,286.00			-1,343.00
95L040	9122	0000	00	000000	-1,343.00		-64.01	-48,501.41
95L040	9123	0000	00	000000	-29,575.00		336.36	-11,168.19
95L040	9124	0000	00	000000	-675.54			1,315.00
95L040	91--	----	---	----	-13,041.67		-1,985.45	-9,363.17
95L040	9201	0000	00	000000	-9,633.56		1,000.00	-8,967.60
95L040	9202	0000	00	000000	-409.25		-51.00	-4,530.46
95L040	9203	0000	00	000000	-3,384.15		159.00	-7,092.24
95L040	9204	0000	00	000000	-4,161.66		-70.94	-6,842.20
95L040	9210	0000	00	000000	-1,971.40			-2,185.14
95L040	9211	0000	00	000000	-2,166.43			-2,716.43
95L040	9212	0000	00	000000	-2,543.13		510.00	-2,173.13
95L040	9213	0000	00	000000	-7,526.94			-8,525.34
95L040	9214	0000	00	000000	-9.16			-157.31
95L040	9215	0000	00	000000	-1,167.94		227.78	-1,048.16
95L040	9216	0000	00	000000	-1,424.77		-172.00	-1,371.83
95L040	9217	0000	00	000000	-58.00			-58.00
95L040	9218	0000	00	000000	-2,010.03			-1,294.80
95L040	9219	0000	00	000000	-544.02			-297.02
95L040	9251	0000	00	000000				
95L040	9252	0000	00	000000				
95L040	9253	0000	00	000000				
95L040	9254	0000	00	000000				
95L040	9255	0000	00	000000				
95L040	9256	0000	00	000000				

TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO. 3
HS ACTIVITY ACCOUNT REPORT (Date: 2/2023)

3fribud12.p 76-4
05.23.02.00.00

Account Level	Beginning Balance	Encumbered Amount	February 2022-23 Monthly Activity	Ending Balance
MS-ATHLETICS-TRACK	-50.00			-50.00
MS-ATHLETICS-VOLLEYBALL	-3,588.25		3,111.00	-1,940.14
ATHLETICS-MSVB 5TH 6TH GRADE	-2,538.00			-2,538.00
	-56,883.90		168.25	-71,533.41
HS-EXT CURRIC-SCHOOL STORE	-1,203.50			-1,148.93
HS-EXT CURRIC-MS DRAMA	-15,263.58		102.45	-10,894.22
HS-EXT CURRIC-FFA	-19,160.43		6,311.68	-11,530.73
HS-EXT CURRIC-GREENHOUSE	-1,382.75			-1,278.07
HS-EXT CURRIC-KEY CLUB	-1,028.45			-890.95
HS-EXT CURRIC-MADRIGALS	-123.27		-515.00	-1,813.10
HS-EXT CURRIC-NAT HONOR SOC	-117.24			-117.24
HS-EXT CURRIC-FFA FOOD SCIENCE	-915.43			-915.43
HS-EXT CURRIC-ART CLUB	-323.50		-140.00	-303.50
HS-EX CURR - WEATHER BALLOON	-4,370.30		89.28	-4,946.01
HS-EXT CURRIC-S.T.A.R.S.	-209.00			-209.00
HS-EXT CURRIC-SCHOLASTIC BOWL	-9,473.30		-830.00	-6,597.89
HS-EXT CURRIC-SPANISH	-6,707.64		-250.00	-1,972.00
HS-EXT CURRIC-STUDENT COUNCIL	-1,820.74			-1,725.22
HS-EXT CURRIC-ESPORTS	-62,099.13		4,766.41	-44,254.29
HS-EXT CURRIC-YEARBOOK	-738.37			-1,200.37
HS-EXT CURRIC-THEATER	-4,626.03			-513.68
HS-HEALTH SUPPLIES	-44.67			-188.06
HS-CURRICULAR-ART	-376.01		305.17	-1,046.01
HS-CURRICULAR-BAND	-250.00			-250.00
HS-CURRICULAR-BUSINESS	-257.64			-257.64
HS-CURRICULAR-CHORUS	-3,170.79			-3,416.45
HS-CURRICULAR-SCHOOL STORE	-117.34		109.88	-7.46
HS-CURRICULAR-IMC	-852.09			-852.09
HS-CURRICULAR-INDUSTRIAL TECH	-10,432.94		415.05	-7,731.76
HS-CURRICULAR-MARCHING BAND	-882.00			-131.00
HS-CURRICULAR-PHYSICAL ED	-1,639.17		-1,819.19	-2,122.01
HS-CURRICULAR-SPECIAL ED	-8,139.21		-865.00	-8,754.41
HS-CURRICULAR-TMH	-508.36			-2,752.47
CURRICULAR-DRIVERS ED				
HS-CLASS-FRESHMEN				
HS-CLASS-SOPHOMORE				
HS-CLASS-JUNIOR				
HS-CLASS-SENIOR				

03/01/23

TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO. 3
HS ACTIVITY ACCOUNT REPORT (Date: 2/2023)

3frbud12.p.76-4
05.23.02.00.00

Account Level Description	Beginning Balance	Encumbered Amount	February 2022-23 Monthly Activity	Ending Balance
95L040 95--	-11,168.74		-2,684.19	-13,759.89
HS-GRANT-STATE FARM GOOD NEIGH				
HS-GRANT - FUN W/FLOAL DESIGN				
GRANT-TVEF-EQUIP OUR STUDENTS	-37.34			-32.33
GRANT-TVEF-MATH TEACHERS LEARN				
GRANT-TVEF-OPEN				
GRANT-TVEF-HS OPEN	-3.21			-1,200.00
GRANT-TVEF-HS OPEN				
GRANT-TVEF-HS SCIENCE IS HOT				
GRANT-TVEF-HS OPEN				
GRANT-TVEF-WHAT IN CARNATION				
GRANT-TVEF-STRETCHWALL				
GRANT-TVEF-AG AND EPA				
HS-GRANT-TVEF-RELUCTANT READER				
HS-GRANT-TVEF-SPEC ED/TRANS				
HS-GRANT-TVEF-YEARBOOK TECH				
HS-GRANT-TVEF-SHIFT	-207.56			-690.11
GRANT-TVEF-LANDSCAPE				
GRANT-TVEF-MEASURING VELOCITY				
GRANT-TVEF-TVHS MATH				
GRANT-TVEF-SPEECH				
GRANT-TVEF-FINE ARTS TRANSPARE				
HS-GRANT-AGMECH	-248.11			-1,982.44
			2,603.51	-187,763.20
	-170,407.82			
Grand Asset Totals	170,634.86		-2,603.51	187,990.24
Grand Liability Totals	-170,407.82		2,603.51	-187,763.20
Grand Totals	227.04			227.04

Account Level Description Beginning Balance Encumbered Amount February 2022-23 Monthly Activity Ending Balance

FDILOC FUNC OBJ SJ Number of Accounts: 104

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

FY23 February Fund Balance Report

Fund	Month to Date		Year to Date		Fund Balance		
	Expenses	Revenue	Expenses	Revenue	YTD Change	Beginning	Current
10	\$734,822	\$316,635	\$6,547,997	\$5,640,337	-\$907,660	\$4,903,619	\$3,995,959
20	\$105,745	\$254	\$1,128,759	\$717,258	-\$411,501	\$646,048	\$234,547
30	\$0	\$2,000	\$893,705	\$575,088	-\$318,617	\$957,123	\$638,506
40	\$29,789	\$1,630	\$549,303	\$592,824	\$43,520	\$503,873	\$547,393
50	\$23,009	\$583	\$220,852	\$149,816	-\$71,035	\$533,451	\$462,416
60	\$0	\$0	\$0	\$0	\$0	\$7	\$7
70	\$0	\$9,528	\$0	\$58,726	\$58,726	\$2,049,943	\$2,108,669
80	\$22,145	\$1	\$324,218	\$168,888	-\$155,330	\$154,408	-\$922
90	\$0	\$213	\$0	\$43,017	\$43,017	\$145,006	\$188,023
	\$915,509	\$330,844	\$9,664,833	\$7,945,953	-\$1,718,881	\$9,893,478	\$8,174,597

Tri-Valley Board Reports

Administrator: Tyler Swearingen

Building: Tri-Valley Elementary

Board Meeting: Mar 15, 2023

Enrollment:

Total Enrollment (as of 02/7/23): 426

Grade Levels: PK-3rd

Facilities & Finances:

- Preparing for summer cleaning
- Looking at a quote for a digital sign to be shared by the elementary and high school.
 - Hoping for PTO to help fundraise

Educational Opportunities:

- We are looking at an intervention program called UFLI
 - Newer program
 - Intended to help our struggling readers and build a strong foundation for reading in our lower grades.
- IAR testing is complete for our 3rd graders
 - Scores will be reported in the fall of 2024

Celebrating Students & Staff:

- Jami Garber, Susan Martell, and Sam Day went over to Fisher grade school to watch UFLI in action on February 28th.
 - We will be sending classroom teachers in April
- Recognize Sirena Brooks for her contributions to the district
 - Served on multiple committees
 - Coached volleyball at the middle and high school
 - Highly rated and successful teacher through evaluations

Middle School Tri-Valley Board Reports

Administrator: Sara Burnett

Building: MS

Board Meeting: March 2023

Enrollment:

Total Enrollment (as of February 2023): 463

Grade Levels:

4th: 79

5th: 95

6th: 95

7th: 103

8th: 91

Facilities & Finances:

- *Our current district finances are well within normal limits at this point of the school year.*

Educational Opportunities:

- *6th through 8th grade science is investigating how we structure our science curriculum in each grade level. Currently, 6th grade focuses on earth science, 7th grade with biology, and 8th grade concentrates on physical science. Best practice is to cover all 3 disciplines of science into each grade level, this way the students are continuously learning about earth, biological, and physical science. We have begun the research to move our science curriculum in this direction.*
- *LTV Wrestling has had both individual and team success. The team finished 17-1 on the season and placed 2nd in the IESA Regional and 4th in the Sectional. Trevon Hadfield qualified for State by placing 3rd in the Sectional and currently has an individual record of 31-9. Hadfield won the regional and Colton Haas placed third in the regional at 105 lbs with a final individual record of 17-9. Placing 4th in the regional and going to the Sectional as alternates were Dylan Martinez at 185 lbs and Austin Pacha at 85 lbs. TVMS will have a walk of champions Thursday morning March 9 to wish Trevon good luck at the IESA State Wrestling Meet.*
- *Volleyball has won both the regular season Sangamon Valley Conference and the conference tournament at both the 7th and 8th-grade levels, a very rare occurrence. The 7th-grade team also won the IESA Regional and advanced to the IESA Sectional at Gridley vs Eureka on Monday, March 6. The 8th-grade team begins regional play at Gibson City on Tuesday, March 7. Good luck ladies!*
- *Track & Field has begun practicing with a whopping 103 athletes!!!*
- *Scholastic Bowl is off to a great start with a 6-0 record as they continue to compete with local schools and prepare for the postseason. They have already defeated five Sangamon Valley Conference foes and next on the list is El Paso Gridley.*

Celebrating Students & Staff:

- *The December Vikings of Valor emphasized the importance of friendship.*
 - *4th Grade: Cohen Cervantes, Liam Frazier, Clay Johnson, Matthew Hickman*
 - *5th Grade: Kenley Ragen, Charlie Hoschek, Lucy Young, Katie Tate*
 - *6th Grade: Harry Tilley, Lorelai Smith, Finlee Engle, Maggie Westerfield*
 - *7th Grade: Caroline Dardis, Claire Conroy, Harper Knobloch, Noah Roberts*
 - *8th Grade: Phoenix Kleiboeker, Trevin Hadfield, Annabelle Bischoff, Kix Yaklich*

Tri-Valley Board Reports Template

Page limit: 1-2 pages

Administrator: Frank Arnolts
Building: Tri-Valley High School
Board Meeting: March 2023

Enrollment:

Total Enrollment (as of 03/06/23):
Grade Levels:

Grade	Current	Feb 23	Sep 22
12 (2022)	79	79	81
11 (2023)	77	77	78
10 (2024)	69	70	71
9 (2025)	72	72	73
Total	297	298	303

Facilities & Finances:

- Baseball and Softball Scoreboards will be installed this summer. There is a need to order steel for the baseball field scoreboard.

Educational Opportunities:

- Sophomores and Juniors finished and presented their innovation projects. The innovation project is a great opportunity for Sophomores and Juniors to work on a supplemental project during 9th hour. Students worked with a partner or small group to MAKE something, LEARN something or DO something for social good. This year students created incredible projects that allowed them to learn about new cultures, build school spirit and contribute to organizations such as the Baby Fold, The Humane Society and St. Jude.
- TVHS Celebrated National FFA Week. Mrs. Davis and Mr. Nigg represents the FFF as sponsors. The FFA organization is an integral part of our school and gives students the opportunity to gain leadership skills and learn about careers in the science, business and technology of agriculture. TVHS celebrated with dress up days, sold pancakes, held class games, among other things.
- SAT/PSAT Tests will take place on April 12th during the school day.
 - Freshman/Sophomores - PSAT
 - Juniors - SAT
 - Seniors - Service opportunity

Celebrating Students & Staff:

- Tri-Valley High School welcomed the best musicians from every school in the Heart of Illinois Conference. All of the students spent the day at TVHS rehearsing as a group, which culminated in a large group performance.
 - TVHS Band representatives: Cadence Geiser Morgan Mouser Eric Mushrush Alayna Sheese Ashley Smock Abby Vandiver Molly Vandiver Hunter Zachow
 - TVHS Choir representatives: Lily Johnson Kylie Stroyls Callie Davis

- The TVHS Art students listed below who had their work accepted to the 96th annual McLean County Amateur Art Exhibition!

- **Lauren Casada**, "Break Away", Painting **Piper Christian**, "Alone", Painting **Emma Hall**, "Time", Drawing **Bella Sampson**, "Fun Guys", Sculpture **Leah Thompson**, "Farm Life", Painting **Hailey Warfel**, "Pink", Painting **Laura Wilkinson**, "A Memory", Painting

- Congratulations to Tri-Valley Junior **Joey Brown** and Senior **Eric Mushrush** who have both been recommended for their State FFA Degree. This is the highest honor the Illinois FFA can bestow on a member, and only about 3% of members achieve the degree.

Tri-Valley Board Report

Administrator: Ben Derges

Level: District

Board Meeting: March 2023

Finances:

- No information to report this month.

Facilities:

- **Fiber Internet upgrade:** Tri-Valley is looking to leverage E-rate funds and ICN (Illinois Century Network) to upgrade our current LAN (Local Area Network) between each of our buildings. This work will allow for faster internet speeds, moving from 1 Gigabit to 10 Gigabit. This project will be completed at no charge to the district with funding provided by ICN and our E-rate fund allocations.
- **HVAC Project:** Material delays have pushed the HVAC project for the middle school back until at least December. The district had hoped to complete initial demo work this summer and then install the new unit in the fall. All work will now be delayed until a definitive date is set for the arrival of materials.

Educational Opportunities:

- **23-24 SIP Plan:** The administration team has started initial planning for the 2023-2024 School Improvement Plan. The administrative team will be establishing district-wide and building-level goals for the year to improve teaching and learning. This process will include areas of focus set by the Curriculum and Cultural Awareness district committees.
- **HEAT Academy:** The district continues to be involved with a regional planning team for the Bloomington Area Career Center HEAT Academy (Careers in Healthcare, Engineering, Agri-Business, Technology). High school principals and counselors are now included in conversations to develop options for schedules and course elections. Individual school districts will be provided more details, including the phased rollout of these new student opportunities, within the next few months.

Community Relations:

- **Legal update:** The superintendent attended two separate meetings concerning pending legislation with State Senator Sally Turner and then IASA Director Brent Clark. Discussion included potential bills involving proposing a county one-percent sales tax, proposing additional state funding for early childhood education (Pre-K), and proposing increases to the minimum wage for teachers and support personnel.
- **Solar Project Communication:** The district is still planning to provide public information concerning the solar energy project. The district is working with ProStar energy to release a community information letter as well as an informational night. This is dependent upon progress in negotiations of the lease and usage agreement terms.
- **Board Candidate Info Night:** PTO is hosting a Board Candidate Meet & Greet Night on Wednesday, March 22. It will be at the high school commons, beginning at 6:00 PM. This will be a great opportunity for all community members and parents to hear from the candidates prior to the local election on April 4th.

**RESOLUTION REFERENCE DECISION TO DISCONTINUE
CERTAIN EXTRA-CURRICULAR ASSIGNMENTS, DUTIES AND STIPENDS**

WHEREAS, the Board of Education of Tri-Valley Community Unit School District No. 3 has requested and has received and considered recommendations from members of the District's administrative staff regarding certain extra-curricular assignments, duties and stipends for the 2023-2024 school year and thereafter; and

WHEREAS, because of sound educational and financial planning, the Board of Education herewith and does hereby find and determine that it is in the best interest of the District to accept the administrative recommendations heretofore made and thereby honorably discontinue the employment of persons holding certain extra-curricular assignments, duties and stipends during the 2022-2023 school year, which persons are not otherwise employed in the District; and

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Board of Education of Tri-Valley Community Unit School District No. 3 as follows:

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

Section 2. That the assignments, duties and corresponding stipends of **TRAVIS GOVEIA AND DAN MURRIN** for work as **Assistant Football Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 3. That the assignments, duties and corresponding stipends of **KENNETH ALBIN** for work as **High School Cross Country Coach and High School Track Assistant Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 4. That the assignments, duties and corresponding stipends of **GARY SAVAGE** for work as **Middle School Cross Country Assistant Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 5. That the assignments, duties and corresponding stipends of **BONNIE MITCHELL** for work as **Accompanist** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 6. That the assignments, duties and corresponding stipends of **STEVEN HEMPEN** for work as **Assistant Marching Band Director** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 7. That the assignments, duties and corresponding stipends of **LAUREN JAMES** for work as **Assistant Marching Band Flags Director** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 8. That the assignments, duties, and corresponding stipends of **GREG LEIPOLD** for work as **Middle School Girls Softball Head Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 9. That the assignments, duties and corresponding stipends of **LISA BARTELS** for work as **High School Assistant Softball Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 10. That the assignments, duties and corresponding stipends of **TODD KAGEL** for work as **High School Boys Basketball Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 11. That the assignments, duties and corresponding stipends of **ANDY WHITTMAN** for work as **Assistant High School Boys Basketball Coaches** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 12. That the assignments, duties, and corresponding stipends of **AUSTIN SPROLES** for work as **High School Girls Golf Head Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 13. That the assignments, duties and corresponding stipends of **NATASHA WARLOW** for work as **Play Director** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 14. That the assignments, duties and corresponding stipends of **TONY GRIFFIN** for work as **8th Grade Girls Basketball Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 15. That the assignments, duties and corresponding stipends of **DONNA DULLE** for work as **High School and 8th Grade Girls Volleyball Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 16. That the assignments, duties and corresponding stipends of **BETHANY DULLE** for work as **High School Girls Volleyball Assistant Coach and 7th Grade Girls Volleyball Coach** are hereby discontinued effective at the conclusion of the 2022-2023 school year.

Section 17. That the Superintendent is hereby directed and authorized to prepare written notices of honorable discontinuation for signature by the President and Secretary of the Board of Education; that following the signing of said written notices, the Superintendent is Hereby directed and authorized to mail said notices to **TRAVIS GOVEIA, DAN MURRIN, AUSTIN SPROLES, KENNETH ALBIN, BONNIE MITCHELL, NATASHA WARLOW, LISA BARTELS, TODD KAGEL, ANDY WITTMAN, GREG LEIPOLD, GARY SAVAGE, STEVEN HEMPEN, TONY GRIFFIN, DONNA DULLE, BETHANY DULLE AND LAUREN JAMES** by certified mail, return receipt requested.

Section 18. That this resolution shall be in full force and effect forthwith upon its adoption.

ADOPTED this 15th day of March, 2023, by the following roll-call vote:

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Education

Secretary, Board of Education

CERTIFICATION

I, _____, Secretary of the Board of Education of Tri-Valley Community Unit School District No. 3, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Board of Education on March 15, 2023, by the following roll-call vote:

AYES: _____

NAYS: _____

ABSENT _____,

And that the motion was duly declared carried by the President of the Board.

Dated this ___ day of _____, 2023.

Secretary, Board of Education

AMENDED SEXUAL ABUSE AND MOLESTATION GUIDELINES:

Accepted this ____ day of _____. Name: _____

I. General Definitions

A. Types of Abuse

1. Physical abuse is injury that is intentionally inflicted upon a student.
2. Sexual abuse is any contact of a sexual nature that occurs between a student and an adult or between two students. This includes any activity which is meant to arouse or gratify the sexual desires of the adult or the other student.
3. Emotional abuse is mental or emotional injury to a student that results in an observable and material impairment in the consumer's growth, development, or psychological functioning.
4. Neglect is the failure to provide for a consumer's basic needs or the failure to protect a student from harm.

II. Code of Conduct with Students

The following policies are intended to assist employees and volunteers in making decisions about interactions with students. For clarification of any guideline, or to inquire about behaviors not addressed here, contact the Superintendent.

The school is committed to creating an environment for students that is safe, nurturing, empowering, and that promotes growth and success.

No form of abuse will be tolerated and confirmed abuse will result in immediate dismissal. All reports of suspicious or inappropriate behavior with consumers or allegation of abuse will be taken seriously. The school will fully cooperate with authorities if allegations of abuse are made that require investigation.

The Conduct with Students outlines specific expectations of the employees and volunteers as we strive to accomplish our mission together.

1. Students will be treated with respect at all times.
2. Students will be treated fairly regardless of race, sex, sexual orientation, gender identification, age, or religion.
3. Employees and volunteers will adhere to uniform standards of displaying affection as outlined by our organization.
4. Employees and volunteers will avoid affection with students that cannot be observed by others.

5. Employees and volunteers will adhere to uniform standards of appropriate and inappropriate verbal interactions as outlined by our organization.
6. Employees and volunteers will not stare at or comment on students' bodies.
7. Employees and volunteers will not date or become romantically involved with students.
8. Employees and volunteers will not use or be under the influence of alcohol or illegal drugs in the presence of students.
9. Employees and volunteers will not have sexually oriented materials, including printed or online pornography, on our organization's property.
10. Employees and volunteers will not have secrets with consumers and will only give gifts with prior permission.
11. Employees and volunteers will comply with our organization's policies regarding interactions with students outside of our programs.
12. Employees and volunteers will not engage in inappropriate electronic communication with students.
13. Employees and volunteers are prohibited from working one-on-one with students in a private setting. Employees and volunteers will use common areas when working with individual students.
14. Employees and volunteers will not abuse students in anyway including (but not limited to) the following:
 - Physical abuse:* hitting, spanking, shaking, slapping, unnecessary restraints
 - Verbal abuse:* degrading, threatening, cursing
 - Sexual abuse:* inappropriate touching, exposing oneself, sexually oriented conversations
 - Mental abuse:* shaming, humiliation, cruelty
 - Neglect:* withholding food, water, shelter
15. Our organization will not tolerate the mistreatment or abuse of one student by another student. In addition, our organization will not tolerate any behavior that is classified under the definition of bullying, and to the extent that such actions are disruptive, we will take steps needed to eliminate such behavior.

Bullying is aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength. Bullying can take on various forms, including:

- a. *Physical bullying* – when one person engages in physical force against another person, such as by hitting, punching, pushing, kicking, pinching, or restraining another.
- b. *Verbal bullying* – when someone uses their words to hurt another, such as by belittling or calling another hurtful names.

- c. *Nonverbal or relational bullying* – when one person manipulates a relationship or desired relationship to harm another person. This includes social exclusion, friendship manipulation, or gossip. This type of bullying also includes intimidating another person by using gestures.
- d. *Cyberbullying* – the intentional and overt act of aggression toward another person by way of any technological tool, such as email, instant messages, text messages, digital pictures or images, or website postings (including blogs). Cyberbullying can involve:
 - Sending mean, vulgar, or threatening messages or images.
 - Posting sensitive, private information about another person.
 - Pretending to be someone else in order to make that person look bad.
 - Intentionally excluding someone from an online group.
 - Hazing – an activity expected of someone joining or participating in a group humiliates, degrades, abuses, or endangers that person regardless of that person’s willingness to participate.
 - Sexualized bullying – when bullying involves behaviors that are sexual in nature. Examples of sexualized bullying behaviors include sexting, bullying that involves exposures of private body parts, and verbal bullying involving sexualized language or innuendos.

Anyone who sees an act of bullying, and who then encourages it, is engaging in bullying. This policy applies to all consumers, employees and volunteers.

16. All employees must follow state specific mandatory reporting requirements. Employees should be trained to be aware of and understand their legal and ethical obligation to recognize and report suspicions of mistreatment and abuse. Employees will:
 - a. Be familiar with the symptoms of child abuse and neglect, including physical, sexual, verbal, and emotional abuse.
 - b. Know and follow organization policies and procedures that protect consumers against abuse.
 - c. Report suspected child abuse or neglect to the appropriate authorities as required by state mandated reporter laws.
 - d. Follow up to ensure that appropriate action has been taken.
17. Employees and volunteers will report concerns or complaints about other employees, volunteers, adults, or consumers to our organization’s supervisor.
18. Our organization cooperates fully with the authorities to investigate all cases of alleged abuse. Any employees or volunteer shall cooperate to the fullest extent possible in any external

investigation by outside authorities or internal investigation conducted by the organization or persons given investigative authority by the organization. Failure to cooperate fully may be grounds for termination.

19. Employees and volunteers may not have engaged in or been accused or convicted of consumer abuse, indecency with a consumer, or injury to a student.

PROHIBITING THE ABUSE OR MISTREATMENT OF STUDENTS

This organization has **zero tolerance** for abuse and will not tolerate the mistreatment or abuse of students in its programs. Any mistreatment or abuse by an employee or volunteer will result in disciplinary action, up to and including termination of employment or volunteer service and cooperation with law enforcement.

III. Policies

Policies define the bandwidth of acceptable behavior in an organization. Because offenders often violate policies to gain access to students, when employees know and understand policies, they can identify, interrupt, and report policy violations. Simply interrupting a policy violation can prevent a false allegation of abuse or put an offender on notice that no one works in private, the rules apply to everyone, and violations will be detected.

A. Physical Contact

Our organization's physical contact policy promotes a positive, nurturing environment while protecting students, employees and volunteers. Our organization encourages appropriate physical contact with students and prohibits inappropriate displays of physical contact. Any inappropriate physical contact by employees or volunteers towards students in the organization's programs will result in disciplinary action, up to and including termination of employment.

The organization's policies for appropriate and inappropriate physical interactions include but are not limited to:

APPROPRIATE PHYSICAL INTERACTIONS

- Pats on the shoulder or back
- Handshakes
- High-fives and hand slapping
- Pats on the head when culturally appropriate
- Touching hands, shoulders and arms
- Arms around shoulders
- Holding hands (with young children in escorting situations)

INAPPROPRIATE PHYSICAL INTERACTIONS

- Full-frontal hugs
- Kisses
- Showing affection in isolated areas or while one-on-one
- Lap sitting
- Piggyback rides, wrestling
- Tickling
- Allowing a student to cling to an employee's or volunteer's leg
- Allowing students, older than kindergarten, to sit on an employee or volunteer's lap
- Any type of massage given by or to a student outside of accepted and documented medical treatment
- Any form of affection that is unwanted by the student or the employee or volunteer
- Touching bottom, chest, or genital areas that are outside authorized and documented personal care assistance.

B. Verbal Interactions

Employees and volunteers are prohibited from speaking to students in a way that is, or could be construed by any observer, as harsh, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating. Employees and volunteers must not initiate sexually oriented conversations with students.

Employees and volunteers are not permitted to discuss their own sexual activities with students. Our organization's policies for appropriate and inappropriate verbal interactions are:

APPROPRIATE VERBAL INTERACTIONS

- Positive reinforcement
- Appropriate jokes
- Encouragement
- Praise

INAPPROPRIATE VERBAL INTERACTIONS

- Name-calling
- Discussing sexual encounters or in any way involving students in the personal problems or issues of employees and volunteers
- Secrets
- Cursing
- Off-color or sexual jokes
- Shaming

- Belittling
- Derogatory remarks
- Harsh language that may frighten, threaten or humiliate students
- Derogatory remarks about the student or his/her family

C. One-on-One Interactions

Most abuse occurs when an adult is alone with a student. Our school aims to eliminate or reduce these situations and prohibits private one-on-one interactions unless approved in advance by the school administration.

In those situations where one-on-one interactions are approved, employees and volunteers should observe the following additional guidelines to manage the risk of abuse or false allegations of abuse:

ADDITIONAL GUIDELINES FOR ONE-ON-ONE INTERACTIONS

- When meeting one-on-one with a student, always do so in a public place where you are in full view of others.
- Avoid physical affection that can be misinterpreted. Limit affection to pats on the shoulder, high-fives, and handshakes.
- If meeting in a room or office, leave the door open or move to an area that can be easily observed by others passing by.
- Inform other employees and volunteers that you are alone with a student and ask them to randomly drop in.
- Document and immediately report any unusual incidents, including disclosures of abuse or maltreatment, behavior problems and how they were handled, injuries, or any interactions that might be misinterpreted.

1. Tutoring/Private Coaching

- Employees and volunteers will seek approval for any one-on-one tutoring or private coaching sessions.
- Employees or administration must keep a schedule of private tutoring and coaching sessions, which will include times, students involved, and location of the sessions.

D. Off-site Contact

The school strongly encourages employees and volunteers to refrain from outside contact with students. Realizing that there may be activities that cannot be prevented such as:

- Babysitting arrangements
- Tutoring
- Private lessons/coaching

- Mentorship
- Social interactions between employee's or volunteer's children such as:
 - Playdates and birthday parties
 - Sleepovers
 - Overnight trips and vacations
 - Rides to/from organization or extracurricular activities and events
 - Attending public events in a shared community (like graduation, sports events, and religious ceremonies)

Teachers and volunteers must be sure that parents or guardians are aware of the situation. If there are any questions about the type of interaction contact the school Superintendent before agreeing to the off-site contact.

E. Electronic Communication

[The terms "electronic communications" and "social media" or "social network" refer to activities that integrate technology, telecommunications, and social interaction through the use of words, images, video or audio tools. Examples include, but are not limited to: social websites, blogs, message boards, wikis, podcasts, image- and video-sharing sites, and text and voice chat platforms for gaming, live webcasting, and real-time web communities. Additionally, sending text messages between two or more mobile phones or fixed or portable devices over a phone or wireless network is included within these definitions.]

This organization strongly encourages employees and volunteers to refrain from electronic communication and/or social media use with students. However, if these interactions are part of programming or otherwise unavoidable, this organization offers the following guidelines:

- Employees and volunteers are prohibited from sending text messages to students and/or replying to text messages from a student. If a student attempts to communicate with an employee or volunteer via text, a supervisor must be notified immediately.
- All e-mail communications with students who are minors must be directed to the student's parents/guardians. An organization may also designate an employee to be copied on all electronic communication with students. Employees and volunteers are prohibited from all other forms of electronic communications and instant messaging with students.
- Employees and volunteers are prohibited from communicating with students using social networks, including direct messaging through social media and gaming platforms.
- Personal social media accounts and blogs of employees and volunteers must be private and inaccessible to students. Employees and volunteers with profiles on social media sites may not request to be friends with or follow students or approve friend/follow requests from students.

F. Electronic Communication and Social Media Code of Conduct

In recent years, electronic communication and social media platforms have become increasingly popular. While these tools provide many benefits, they also present the potential for inappropriate behavior, increased access to vulnerable students, and privacy violations. Employees, volunteers, and students participating in the school's programs, events, and activities shall adhere to the following Social Media Code of Conduct:

1. Do not engage in behavior or comments that are, or could be construed by any observer to be, harsh, abusive, coercive, threatening, intimidating, shaming, derogatory, demeaning, or humiliating.
2. Do not engage in personal attacks, sexually oriented conversations, or discussions about sexual activity.
3. Be a positive role model by exhibiting professionalism in all interactions; portray an attitude of respect, loyalty, patience, courtesy, tact, and maturity.
4. Only program-related messaging may be communicated electronically between employees and volunteers of the school and students, parents, and guardians. Such communication should generally occur during standard business hours.
5. Employees and volunteers are prohibited from sending private messages to students and/or replying to private messages from a student. If a student attempts to privately communicate with an employee or volunteer electronically, the Superintendent must be notified immediately.
6. Personal social networking profiles and/or blogs of employees and volunteers shall be private and not shared with students. Employees and volunteers with profiles on social networking sites shall not request to be "friends" with or follow students or approve friend or follow requests from students.
7. Employees and volunteers may not engage in electronic communication or social media contact with other family members or friends of students.
8. Never reveal sensitive or confidential information, including identifiable details or photos of a student without written consent from their parent or legal guardian.
9. Employees and volunteers may not post or share on their personal social media accounts any photographs or videos of students participating in the organization's programs.
10. Employees and volunteers may not post or share inappropriate photos or comments on photos of students.
11. Do not make pornography in any form available to students participating in the organization's programs, events, and activities or assist students in any way in gaining access to pornography.
12. Employees and volunteers may not create web pages on behalf of the organization unless they have prior approval to do so and may not misrepresent their work with the school or the school itself.
13. Employees and volunteers engaging in social media and online communication become a public figure associated with the school and are responsible to help protect the school and its students. Always act in a professional and constructive manner and use sound judgement before posting or sharing content.
14. Rather than personally defend the school's reputation, employees and volunteers should notify the superintendent of a negative comment or online representation or if any member of the media contacts them about any matter related to the school.

15. Employees and volunteers must adhere to uniform standards of electronic communication and social media use as outlined in any applicable organizational policies and procedures.

16. This Code of Conduct and associated policies and procedures shall be provided to parents/guardians of students. It shall also be available on the organization's website for public view.

17. Students and Parents/guardians may request in writing that a student not be contacted through any form of electronic communication or social media by an employee or volunteer of the school.

G. Gift Giving

Molesters routinely groom students by giving gifts, thereby endearing themselves to the student. They might instruct the student to keep the gifts a secret, which then starts teaching the student to keep secrets from parents/guardians. For this reason, employees and volunteers should only give gifts to groups of students, and only under the following circumstances:

1. Administration must be made aware of and approve the gift.
2. Parents/guardians must be notified.

IV. Training Requirements

All employees and volunteers with regular and repeated access to students are required to participate in the training of the Sexual Abuse and Molestation Guidelines each year before students are in the classrooms. Signatures are to be gathered at the end of the yearly session.

V. Monitoring and Supervision

When staff and students are adequately supervised, they are less likely to engage in inappropriate interactions with others. Similarly, the school must be monitored, particularly out-of-the-way locations or locations that might permit an offender undue access to or privacy with a student. Effective supervision and monitoring require that a variety of methods be used frequently, at both scheduled and random times.

A. Facility Monitoring

Employees and volunteers will be made aware of all areas in the school that have unlocked privacy areas so the risk is managed. Other private areas will remain locked. These areas will be monitored by those appointed by the Superintendent. Examples of areas are but not limited to:

- Bathrooms, activity rooms, closets, boiler rooms, any unauthorized areas.

For playgrounds, employees and volunteers should be positioned around the perimeter of the playground to ensure that students are supervised and that they remain in the assigned area. Employees and volunteers should also be stationed near playground equipment (such as tunnels and jungle gyms) that do not allow for line-of-sight supervision.

1. Bath Room Activates

- a. Prohibit staff from using the bathroom at the same time as students.
- b. Minimize students of different ages using the bathroom at the same time.
- c. If assisting young students in the stalls, the staff should keep the door to the stall open.
- d. All staff should check bathrooms on a frequented basis.
- e. Single use restroom: staff must provide permission for student use.
- f. Staff are required to take groups of two or more students to the bathroom – following the “rule of three” or more.
- g. If the bathroom only has one stall, only one student should enter the restroom while the other wait outside with the staff.

2. Locker Room Activities

The locker room procedures include:

- a. Requiring employees to stand within earshot of the locker room when in use by students.
- b. Requiring employees to routinely check inside the locker room so users know the locker room is monitored.
- c. Discouraging the use of locker rooms by students of different ages at the same time.
- d. Prohibiting the use of locker room horseplay such as towel snapping.
- e. When possible, arrange lockers to minimize unnecessary privacy.

3. Shower Activities

Employees and students must shower at different times. Create shower schedules that will permit supervision of the students while employees shower.

While the students shower, at least one employee should stand in the bathroom doorway and within earshot of the students. Ensure that only one student is in each shower (Consider utilizing shower curtains that do not go all the way to the floor, so that employees can easily see how many students are in each shower stall).

4. Transition Times and Free Times

Transition times and free-choice times (or free times) pose a high risk for incidents because during these times, employees and volunteers may not be assigned a particular group of students to supervise. To decrease the risk of incidents, implement the following procedures:

- a. Require students to remain in line-of-site of employees at all times.
- b. Specify the employees-to-student ratio.
- c. Specify narrow geographic boundaries in the program areas.
- d. Ensure that all employees are assigned specific areas to supervise (“zone monitoring”).
- f. Require periodic roll calls for each age group.
- g. Require supervisors to conduct periodic check-ins and sweeps of the entire activity area.

5. Playground Activities

The playground procedures require:

- a. Students to remain in line-of-site of employees at all times.
- b. Definition of specific and narrow geographic boundaries around the playground area.
- c. Specific instructions on how to monitor barriers of supervision (such as storage sheds, playhouses, tunnels and shrubs).
- d. That all employees are assigned specific areas to supervise (“zone monitoring”).
- e. Specific bathroom procedures.
- f. Employees to conduct periodic roll calls for each age group.
- g. Supervisors to conduct periodic check-ins and assessments of the activity period and of the entire activity area.

6. Transportation Activities

Transporting students may increase the risk of abuse or false allegations of abuse because employees and volunteers may be alone with a student or may make unauthorized stops with students. In addition, transportation activities may provide a time for unsupervised students to engage in student-to-student sexual activity.

The transportation guidelines:

- a. Require written parent/guardian permission from all students on the trip. Employees take these permission forms and medical releases with them on the trip.
- b. Require employees to have a list of the students on the trip. The employees take roll when boarding the bus, when leaving the bus, periodically throughout the trip, and then again when boarding the bus.
- c. Specify employees-to-student ratios. When possible, do not count the driver in the supervision ratio.
- d. Require employees to sit in seats that permit maximum supervision.
- e. Discourage mixed age groups from sitting together. When possible, high risk students are seated by themselves or with an employee’s member.

- f. Prohibit drivers from making unauthorized stops.
- g. Where applicable (such as in mentoring programs), require employees to document the beginning and ending time of the trip and the mileage, names of the students being transported, and the destination.
- h. Require documentation of any unusual occurrences.

When public transportation is used:

- a. In addition to the transportation procedures listed above, students should remain in one area of the bus, if possible.
- b. Employees and volunteers that are assigned to a group should remain with that group on the bus.
- c. Take a head count or call roll immediately after entering and leaving the bus.

In situations where employees transport students in non-organization vehicles:

- a. Administrators must be notified of all transportation activities.
- b. Use the “rule of three” when transporting students: At least two adults must transport a single student, or at least two students must be present if transported by a single adult.
- c. Students must never be transported without written permission from a parent/guardian.
- d. Students must be transported directly to their destination. No unauthorized stops may be made.
- e. An employee’s member must document beginning and ending times and mileage, the names of students, and other employees and volunteers who are involved in transportation, purpose of the transportation, and destination.
- f. Employees must avoid unnecessary physical contact with students while in vehicles.
- g. When possible, employees should avoid engaging in sensitive conversations with students.

7. Off-Site Activities

The off-site procedures include:

- a. Requiring supervisor approval for all off-site activities.
- b. Requiring parent/guardian approval.

- c. Specifying employees-to-student ratios for the activity.
- d. Requiring employees and students to be easily identifiable.
- e. Including specific bathroom and locker room procedures as applicable to outing.
- f. Including transportation procedures.
- g. Including instructions for a supervisor to observe the off-site activities at scheduled times and random intervals.
- h. Considering specific recommendations based on the location and type of activity (for example, Amusement parks, Water Parks, Arcades, etc.).

8. Overnight Activities

Overnight stays are discouraged and must be approved by the administration. Overnight stays present unique risks to students and employees. They often involve changing clothes, groups of both genders and different ages in a more intimate atmosphere than usual, more unstructured activities, and increased supervision demands for employees.

Supervision Guidelines:

- All overnight activities must be documented and approved in writing by the Program Director.
- Administrators are expected to regularly and randomly observe overnight activities on a scheduled and periodic basis.
- The Superintendent will appoint an employee to supervise the overnight. A meeting with all employees is conducted to discuss the unique risks of overnight trips, unique elements of the specific overnight trip and to review the specific policies and procedures.
- Provide parents/guardians with written information about the overnight activity. All parents/guardians must sign a permission slip for their student to attend the overnight.
- Determine the appropriate employees-to-student ratios before the event and schedule employees accordingly.
- Meetings with the group should be hosted in open and observable areas; meetings should not be hosted in employees or consumer rooms.

B. Checking Members into a Facility:

1. When anyone (members, guests, residents, construction workers, maintenance, cleaning crews, etc.) enters the school during operational hours, they must check in with the front desk.
2. When possible, create a single point of entry and exit in the facility.
3. If there is more than one entrance or exit, ensure these other points of access are consistently

monitored.

4. Require periodic roll calls for each age group.
5. Require supervisors to conduct periodic check-ins and sweeps of the entire activity area.

C. Abuse Risk Management Items for Job Descriptions and Performance Evaluations

Employees and volunteers who directly supervise students will:

- Adhere to policies related to boundaries with students.
- Attend required abuse risk management training.
- Adhere to procedures related to managing high-risk activities and supervising students.
- Report suspicious or inappropriate behaviors and policy violations.
- Follow mandated abuse reporting requirements.

Employees and volunteers who do not directly supervise students will:

- Adhere to policies related to boundaries with students.
- Attend required abuse risk management training.
- Report suspicious and inappropriate behaviors and policy violations.
- Follow mandated abuse reporting requirements.
- Adhere to job specific abuse risk management responsibilities.
- Maintenance employees and volunteers—ensure unused rooms and closets remain locked; routinely monitor high-risk locations (locker-rooms and bathrooms), etc.
- Front desk personnel—ensure consumers are properly signed in and signed out, ensures only authorized adults are allowed in the facility, etc.

Supervisors and administrators will:

- Follow employees and volunteers screening requirements and use screening instruments to screen for abuse risk.
- Provide employees and volunteers with on-going supervision and training related to abuse risk.
- Provide employees and volunteers with regular feedback regarding their boundaries with students.
- Require employees and volunteers to adhere to policies and procedures related to abuse risk.
- Respond quickly to policy and procedure violations using the organization's progressive disciplinary procedures.
- Respond seriously and confidentially to reports of suspicious and inappropriate behaviors.
- Follow mandated reporting requirements.
- Communicate to all employees and volunteers the organization's commitment to protect their students from abuse.
- Report essential abuse risk management information to the board of directors.

Performance Evaluations

Abuse Risk Management Items for Performance Evaluations:

- **Trainability:** Attends all required trainings. Able to comprehend and behaviorally incorporate new information and skills. Willing to utilize training and supervision to modify and improve performance. Keeps required training hours current.
- **Teaching:** Able to identify opportunities for teaching and to use these opportunities to help others develop and maintain new ideas and skills.
- **Team Interaction:** Able to communicate with others in a helpful manner while simultaneously building credibility and rapport. Able to accept the suggestions and feedback of others and provide suggestions and feedback in a manner that is conducive to success.
- **Policy Adherence:** Able to conform to established policies and procedures in all functions of job performance, both with clients and with colleagues.
- **Judgment:** Able to solve problems by considering all aspects of a situation. Able to balance the desires and needs of students with the concerns of parents. Consistently exhibits good decision-making and a realistic understanding of issues even when dealing with emotional or sensitive topics.
- **Spoken Communication:** Able to verbalize information clearly. Able to influence or persuade others in both positive and negative circumstances. Able to listen well and understand others. Able to communicate directly and appropriately with supervisors, co-workers, parents, and students.
- **Boundaries:** Able to establish rapport with students without relinquishing the adult role. Able to separate personal needs and issues from those of the students in care.

VI. Responding

How an organization responds to suspicious or inappropriate interactions, policy violations, and incidents or allegations of abuse can dramatically affect the harm to the individuals involved and the damage to the organization. Once an employee, volunteer, student, or parent/guardian has expressed a concern or made an allegation about the treatment of a student, swift and determined action must be taken to reduce any subsequent risk to the student, to the accused employees or volunteer, and to the school. The school must establish precise, unequivocal requirements for reporting to the authorities and for adhering to a serious-incident response plan.

A. Responding to Suspicious or Inappropriate Behaviors or Policy Violations

Because our school is dedicated to maintaining zero tolerance for abuse, it is imperative that every employee actively participates in the protection of students. In the event that employee observes any suspicious or inappropriate behaviors and/or policy violations on the part of other employees or volunteers, it is their personal responsibility to immediately report their observations. Remember, at our school, the policies apply to everyone.

Examples of Suspicious or Inappropriate Behaviors

- Violation of the abuse prevention policies described above
- Seeking private time or one-on-one time with students
- Buying gifts for individual students
- Making suggestive comments to students
- Picking favorites

All reports of suspicious or inappropriate behavior with students will be taken seriously. Our procedures will be carefully followed to ensure that the rights of all those involved are protected.

1. Employees and Volunteer Response:

If employees witness suspicious or inappropriate behaviors or policy violations from another employees or volunteer, the employees or volunteer is instructed to do the following:

- Interrupt the behavior.
- Report the behavior to a supervisor, director, or other authority.
- If you are not comfortable making the report directly, make it anonymously.
- If the report is about a supervisor or administrator, contact the next level of management.
- Document the report but do not conduct an investigation.
- Keep reporting until the appropriate action is taken.

2. Supervisor and Administrator Response:

In the event that a supervisor or an administrator receives a report of suspicious or inappropriate behaviors or policy violations from an employee or volunteer, the supervisor is instructed to do the following:

- Report to the next level of administration and determine the appropriate administrator to respond to the concern.
- Determine the appropriate response based on the report.
- Speak with the employees or volunteer who has been reported.
- Review the file of the employees or volunteer to determine if similar complaints were reported.
- Document the report on the appropriate form.
- If at any point in gathering information about a report of suspicious or inappropriate behavior, a concern arises about possible abuse, contact the state authorities and file a report.
- If appropriate, notify parents and/or guardians.
- Advise the person who reported the behavior that the report is being taken seriously.

Based on the information gathered, the following may be required:

- a. Increase monitoring or supervision of the employees, volunteer, or program.
- b. If policy violations with students are confirmed, the employees or volunteer must be subject to disciplinary action up to and including termination and prosecution. Disciplinary action will follow the Progressive Disciplinary Process outlined in this manual. If more information is needed, interview and/or survey other employees and volunteers or consumers.

3. Organizational Response:

- Review the need for increased supervision.
- Review the need for revised policies or procedures.
- Review the need for additional training.

B. Responding to Suspected Abuse by an Adult

1. Employees or Volunteer Response to Abuse:

As required by mandated reporting laws, employees and volunteers must report any suspected abuse or neglect of a student—whether on or off organization property or whether perpetrated by employees, volunteers, or others—to state authorities. Reports may be made confidentially or anonymously.

A person who mistakenly reports suspected abuse is immune from civil or criminal liability as long as the report was made in good faith and without malice. **Refer to state specific mandated reporting requirements for definitions of abuse and more specific reporting information.* In addition to reporting to state authorities, employees and volunteers are required to report any suspected or known abuse of students perpetrated by employees or volunteers directly to leadership so that immediate and proper steps may be taken to ensure the safety of alleged victims and others who may be at risk. Reports of suspected or known abuse may be made confidentially to the following:

- a. Immediate supervisor
- b. Directors
- c. Administrators

- If you witness abuse, interrupt the behavior immediately.
- If abuse is disclosed to you, assure the individual disclosing that he or she was correct to tell to you.
- Protect the alleged victim from intimidation, retribution, or further abuse.
- Immediately report the allegation or incident to the proper organization authorities (based on mandatory reporting requirements) and the designated authority.
- Be sure to document the incident, disclosure, or any circumstances causing your suspicion of abuse. State only the facts.
- It is not your job to investigate the incident but it **IS** your job to report the incident to your supervisor in a timely manner.

- Check back to make sure appropriate steps were taken. If not, report again to your supervisor or the designated organization authority.

2. Supervisors and Administrators Response to Abuse:

In addition to the above response procedures, supervisors and administrators should ensure the following:

- First, determine if the student is still in danger and if so, take immediate steps to prevent any further harm.
- Gather as much information about the allegation as you can. For example, who made the report, who was allegedly abused, who was the alleged abuser, what was the nature of the alleged abuse, where and when did the alleged abuse occur, etc.
- Accurately record everything you learn in as much detail as you can. Remember your notes may be read by others. Stick to the facts.
- Contact the appropriate local authorities as indicated by your mandatory reporting procedures. Make sure you get a case number and the name and contact information of the person with whom you speak at the reporting agency.
- If the alleged abuse involves an employee member or volunteer, notify your crisis management team and follow your crisis management plan.
- Suspend the accused employees or volunteer until the investigation is completed.

C. Responding to Student-to-Student Sexual Abuse and Sexualized Behaviors

The thought that one student may sexually abuse another student does not occur to many people. Unfortunately, abuse between peers has increased 300% in the past few years. Student-to-Student sexual activity and sexualized behaviors often remain unreported in organizations because employees and volunteers are not comfortable documenting these situations or may not know how.

1 Student -to- Student Interactions:

Most serious incidents of student -to- student abuse are preceded by more subtle incidents such as name-calling, taunting, or roughhousing. Interrupting these interactions early and establishing and communicating standards of conduct can keep the program environment safe. Our school recognizes that the following interactions are high risk and should be prohibited:

- Hazing
- Bullying
- Derogatory name-calling
- Games of Truth or Dare
- Singling out one child for different treatment
- Ridicule or humiliation

In order to adequately respond to and track incidents within the organization, all sexual activity between students and sexualized behaviors of students must be consistently documented.

2. Employees and Volunteer Response:

Student -to- Student sexual behaviors can include inappropriate touching, exposing body parts, using sexualized language, making threats of sexual activity, engaging in sexual activity, and similar types of interactions.

If employees witness student -to- student sexual behaviors, they are instructed to follow these guidelines:

- If you observe sexual activity between students, you should immediately separate them.
- Calmly explain that such interactions are not permitted and separate the students.
- Notify your Superintendent.
- Complete the necessary paperwork including what you observed and how you responded.
- Follow your Superintendent's instructions regarding notifying the authorities and informing the parents/guardians of the students involved.
- In some cases, if the problem is recurring discipline may be required including not allowing one or both students to return to the program.

3. Supervisors and Administrators Response:

In the event that an administrator receives a report of a student's sexualized behavior or student -to- student sexual activity, the supervisor should do the following:

- Meet with the employees who reported the sexual activity to gather information.
- Confirm that the students involved have been separated or placed under increased supervision.
- Review the steps taken by the employees on duty.
- Review the incident report to confirm it is accurately and thoroughly completed.
- Meet with parents/guardians of the students involved.
- Determine what actions should be taken to make sure there is no recurrence, including assessing the suitability of the program for the children involved.
- Notify the proper authorities.
- Develop a written corrective action or follow-up plan in response to the incident

Based on the information gathered, the following may be required:

- a. Review the need for additional supervision
- b. Review the need for revised policies or procedures
- c. Review the need for additional training
- d. Alert others in the organization

4. Organizational Response:

After the internal review of the sexualized behavior or student -to- student sexual activity, the school will determine what can be done to prevent a reoccurrence, such as:

- Review the need for additional supervision.
- Review the need for revised policies or procedures.
- Review the need for additional training.
- Alert others in the organization.

Acknowledgment of Abuse Prevention Manual

I have read and agree to comply with my organization's policies regarding sexual abuse prevention.

Signature of Employee or Volunteer

Date

VII. Administrative Practices

A. Critical Incident Management Plan

Prior to Allegation/Incident

- Determine who from your Organization will be on the Critical Incident Management Team.
- Educate all employees and volunteers on what to do if someone alleges current or historical abuse involving an Organization member, employee or volunteer.
- All employees and volunteers should know how to fulfill their duties as mandated reporters (if they are mandated reporters according to state law).
- All employees and volunteers should be trained on how to complete the appropriate critical incident forms for your Organization.

Immediate Safety

- Follow all mandated reporting requirements and contact the authorities as appropriate.
- Where applicable, prevent the accused from having further access to children until a thorough incident review is completed. Before beginning an internal incident review, verify with local authorities that this will not interfere with their investigation.
- If the accused person is an employee, follow progressive discipline procedures accordingly. This may involve suspending the accused during the investigation.
- When applicable, notify other employees.

Initial Communication Plan

- Designate a point person to respond to all inquiries from parents, the media, and other stakeholders.
 - Prepare a short media statement in advance of getting a media inquiry.
 - All oral and written communication should speak with a voice of compassion and confidence.
 - All employees and volunteers should know how to refer media inquiries to the appropriate person.
- As soon as possible, meet in person (not over the phone) with identified victims and their parents/guardians.
 - Reassure them that you are taking this seriously.
 - Find out what response they expect and be prepared to explain support you will offer, such as counseling.
- Consider reaching out in writing to parents/guardians of all children currently attending your organization as well as those with past contact with the accused offender.

- The message should communicate:

Empathy: Begin by stating that such incidents run counter to your Organization's values.

Facts: Include a summary of the incident, including information about the arrest, suspension, investigation, etc.

Contact Request. Ask parents to contact you or the specified authorities if they suspect their child may have been abused.

Your Response: Explain that you are fully cooperating with the authorities. Describe proactive steps you are taking such as offering resources to parents, hosting a parent meeting, training employees, and conducting an independent investigation to learn from this incident so you can prevent it from happening again.

- Host a parent/guardian meeting to speak directly with concerned families and directly answer any questions before rumors or misinformation is spread.
 - Communicate as much information as you can about the incident.
 - Provide information regarding the proactive steps leadership is taking in response to the incident.
 - Describe resources you are providing families, and give parents a chance to ask questions.
 - Provide parents with information about how to talk to their children about abuse.

Ongoing Communication and Response

- Determine how to manage ongoing relations with authorities, parents, the community, and media.
- Consider adding a page to your website with updated details about the incident.
- Designate specific individuals in your organization to handle various communications and outreach efforts.

Promote Prevention at All Levels of the Organization

- Educate parents on abuse prevention. Offer a workshop during which parents can learn how to protect their children from abuse. This is an educational session that is different from the parent meeting described above.
- Provide a student education program to all students involved with your school on how to protect themselves from abuse and how to express concerns.

Train (or –re-train) all employees and volunteers on how to identify and report “red-flag” behaviors that do not rise to the level of suspected abuse. This is an important part of the overall response and ongoing prevention effort.

Date:

ADDITIONAL REQUIREMENT: For All New and Existing Employees and Volunteers:

Abuse or Molestation: National Background Check

All new and existing employees and volunteers will have a criminal background check performed on a 5 year basis.

Date:

**TRI-VALLEY COMMUNITY UNIT SCHOOL DISTRICT NO. 3
BOARD MEETING**

Wednesday, March 15, 2023 ♦ 6:00 P.M.

Personnel Report

1. Accept the resignation of Sirena Brooks, as Elementary School, First Grade Teacher, effective May 26, 2023.
2. Accept the resignation of Jennifer Craner, as Bus Driver, effective May 26, 2023.
3. Approve the hiring of Pat Graff, as 2 hour Cook, effective immediately.
4. Approve the hiring of Paige Brehm, as High School Science Teacher, effective August 16, 2023.
5. Approve the revised resignation of LeeAnn Grant, as MS/HS Computer Science Teacher, effective March 24, 2023.
6. Accept the resignation of Sam Williamson, as JV Boys Basketball Coach, effective March 6, 2023.
7. Accept the resignation of Christie Clinch, as Middle School Cafeteria Clerk, effective May 26, 2023.