



Via email: cfieldam@pioneerlocal.com

January 15, 2016

Ms. Chuck Fieldman
Pioneer Local

Re: January 11, 2016 Freedom of Information Act ("FOIA") Request

Dear Ms. Mayer:

On January 11, 2016, the School District received your FOIA request for public records. The records you requested and the School District's response are provided below:

Requested documents:

A copy of correspondence between Dr. White and Board members and/or administrators regarding "directory information."

Response to Request:

The District has identified documents that are responsive to your request, and are included with this letter.

You will note that some of the records contain redactions. The School District has redacted any employee identification numbers, personal addresses, personal telephone numbers, signatures and personal email addresses. Such information constitutes private information under the FOIA 105 ILCS 140/2(c-5). "Private information" is subject to redaction under Section 7(1)(b) of the FOIA. 5 ILCS 140/7(1)(b). Also, some documents referenced in emails were drafts that are exempt from disclosure pursuant to Section 7(1)(f) of the FOIA.

For your information, you have the right to have any denial reviewed by the Public Access Counselor (PAC) at the Office of the Illinois Attorney General. 5 ILCS 140/9.5(a). You can file a Review with the PAC by writing to: Public Access Counselor, Office of the Attorney publicaccess@atg.state.il.us, Phone: 312-814-5526. If you choose to file a Request for Review with the PAC, you must do so within 60 calendar days after the date of the denial letter. 5 ILCS 140/9.5(a).

Please note that you must include a copy of your original request for documents and the denial letter when filing a Request for Review with the PAC. You also have the right to seek judicial review of your denial by filing a lawsuit in the State circuit court. 5 ILCS 140/11.



Sincerely,

A handwritten signature in cursive script that reads 'Jean M. Duggan'.

Jean M. Duggan
Freedom of Information Act Officer

Subject: Re: summary / messaging / questions
From: Don White
Date: 11/21/15, 7:35 AM
To: Bridget McGuiggan
CC: Ken Surma <ksurma@d181.org>

I responded below, Bridget. I am not sure if Ken can offer more information.

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Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
[630.861.4924](tel:630.861.4924)
www.d181.org

On Fri, Nov 20, 2015 at 1:49 PM, Don White <dwhite@d181.org> wrote:
Looks good to me, Bridget!

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: [\(630\) 861-4922](tel:630.861.4922)

On Fri, Nov 20, 2015 at 1:44 PM, Bridget McGuiggan <bmcguiggan@d181.org> wrote:

Hi Don and Ken,

The BOE Summary is attached for your review. Jean has kindly proofed already. If you think you'll have a chance to look at this today, we can send this to all staff, parents, and Key Communicators along with news that the soil boring is taking place. We want to be proactive in letting parents know that is happening, especially since it is a busy corner and parents will be there for conferences and may wonder what's going on. With info from Mike V, we drafted the attached language for the email. If you don't have time for this today, we can certainly look at putting out something Sunday night or Monday morning.

In other news, a few quick questions for you:

- Do you know if parents and/or community members are being included in any meetings with Cordogan / Pepper prior to December 14, or are any such meetings between now and then only going to involve staff and Village officials?

I do not know if that is the case but I think we need to schedule something (like what Mridu suggested in a separate email).

- Can I post the most recent Kasarda demographic projections on the website? They have been posted on BoardDocs (Feb 2014) and a few people have asked for it, so I thought it would be a good resource to add to our facilities info page.

Yes, please do.

- I had a request from a community member for a list / spreadsheet of D181 parent names and basic contact information (addresses, emails, and/or phone numbers). Is that something we would release if FOIAd, and if so, should I tell them the request needs to be presented as a FOIA? The community member is a member of the citizens referendum committee that is forming and my understanding is that the request would be on behalf of that group.

I think we need to check with Dan on this one. I am not concerned about giving the information to a referendum group that supports or is against the referendum. I just don't know if it is appropriate to release the information to anyone. I am guessing that this is fine as long as it is "directory information" but let's check with Dan on Monday.

Thanks for any feedback you can give!

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Subject: Re: District emails
From: "Don White, Ph.D." <dwhite@d181.org>
Date: 1/6/16, 2:26 AM
To: Bridget McGuiggan

Bridget,

Does this response sound correct?

I consulted the district attorney about the request. He shared that it was directory information and could be released. Yes, this same information would be released to anyone who asks for it.

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

On Jan 5, 2016, Mridu Garg <mgarg@d181.org> wrote:

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What does a petition mean? Was it a FOIA?

Thanks.
Mridu

On Tuesday, January 5, 2016, Leslie Gray <lgray@d181.org> wrote:
Don and Mridu:

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Subject: Re: District emails
From: Bridget McGuiggan
Date: 1/6/16, 7:53 AM
To: "Don White, Ph.D." <dwhite@d181.org>

Yes, that's correct. I would also add that we did not include any parent who opted out of sharing their directory information (an option they are given during registration).

Here is the language from School Code: *"Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child.*

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Subject: Re: District emails
From: "Don White, Ph.D." <dwhite@d181.org>
Date: 1/6/16, 8:42 AM
To: Bridget McGuiggan

Would you mind sending me the reference for the school code language that you shared? I just want to include this in case they question this information and it allows them to look online and see it themselves.

Don

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From: Bridget McGuiggan
Date: 1/6/16, 8:52 AM
To: "Don White, Ph.D." <dwhite@d181.org>

Attached and linked here:

<http://www.isbe.net/rules/archive/pdfs/375ark.pdf>

Part 375.80 - Directory Information

Pg 19 of the attachment has the sentence I had copied.

Thanks!

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-
- [Attachments-1/375ark.pdf](#)

Subject: Re: District emails
From: Don White
Date: 1/6/16, 9:22 AM
To: Mridu Garg
CC: Leslie Gray <lgray@d181.org>
BCC: "Don White, Ph.D." <dwhite@d181.org>

Leslie and Mridu,

Here is a DRAFT of what I am planning to include in the Superintendent's Report.

Distribution of Directory Information

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Subject: Re: 1-11-16 Superintendent's Report

From: Don White

Date: 1/6/16, 9:22 AM

To: Bridget McGuiggan <bmcguiggan@d181.org>, Jean Duggan <jduggan@d181.org>

Dear Jean and Bridget,

I want to change the facility part of the Superintendent's Report and add two topics.

Future Facility Projects

The discussion of replacing Hinsdale Middle School has certainly received a lot of attention over the past several months. The conversations around Hinsdale Middle School have also included the possibility of facility needs in other D181 schools. We have also received questions about potential projects at Hinsdale Middle School should the referendum not pass. The administration worked to develop the Master Facilities Plan. This plan includes three informational sources: 1) Facilities Condition Assessment Report (FCAR), 2) Life-Safety Report, and 3) Educational Adequacy Assessment Report. The district must complete specific Life-Safety projects per State requirements. As such, the administration will recommend annual budgets which include expenditures for the required projects. In addition, it is important that the District plan for and consider annual budgets which include expenditures for completing critical FCAR projects. Given the discussion about the replacement of Hinsdale Middle School, it is possible that the HMS FCAR projects will not move forward. However, it is important that the HMS FCAR projects are prioritized and considered should the HMS referendum not be approved. The attached document includes a summary of possible FCAR, Life Safety, and other potential facility projects that may need to be completed at each of the D181 schools. The administration will work with the Facilities Committee and will seek Board approval before moving forward with these projects but it is important to know that this is work that may need to be completed.

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Don White, Ph.D.

Superintendent

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Office: (630) 861-4922

On Tue, Dec 29, 2015 at 9:02 AM, Don White <dwhite@d181.org> wrote:

Dear Jean and Bridget,

Here is the beginning of the 1-11-16 Superintendent's Report.

Special Education Program Analysis

The 12-14-15 Superintendent's Report included information related to conducting a review of D181 special education services. Given the strategic planning research that has been collected, I recommend that the study of special education services be incorporated into the setting of priorities as part of the final Board approval of a new strategic plan. As noted in the strategic plan research document, this topic may be established as a strategic priority. Rather than proceeding at this time, I recommend that the District complete the strategic plan process as it may inform the process of completing a review of special education services. This topic will be touched upon as part of the strategic planning discussion at the 1-11-15 Board meeting.

PARCC Results Analysis

Dr. Carol Larson has provided professional development for administrators on how to interpret the PARCC assessment results and reports and she has begun compiling a comprehensive PARCC results analysis. Dr. Larson also presented an overview presentation to the Board Learning Committee on January 6. This work will continue as part of ongoing assessment framework discussions. I have asked her to delay the completion of the PARCC results analysis pending the outcome of the strategic planning process. This is important as ECRA will incorporate the PARCC results into the data dashboard which will be developed during the spring months. Much like the special education program analysis, I believe it is important that the outcome of the strategic plan be the focus of how to incorporate and analyze the PARCC results. This topic will be touched upon as part of the strategic planning discussion at the 1-11-15 Board meeting.

HMS Facility Projects

As the Board knows, it is critical that the District establish a long-term facility maintenance plan for all schools. It is with this in mind that the administration worked to develop the Master Facilities Plan. This plan includes three informational sources: 1) Facilities Condition Assessment Report (FCAR), 2) Life-Safety Report, and 3) Educational Adequacy Assessment Report. The district must complete specific Life-Safety projects per State requirements. As such, the administration will recommend annual budgets which include expenditures for the required projects. In addition, it is important that the District plan for and consider annual budgets which include expenditures for completing critical FCAR projects. Given the discussion about the replacement of Hinsdale Middle School, it is possible that the HMS FCAR projects will not move forward. However, it is important that the HMS FCAR projects are prioritized and considered should the HMS referendum not be approved. The attached document includes a summary of possible FCAR, Life Safety, and other potential facility projects that may need to be completed at the current HMS. The administration will work with the Facilities Committee and will seek Board approval before moving forward with these projects but it is important to know that this is work that may need to be completed at the current HMS.

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Subject: Re: District emails
From: Leslie Gray
Date: 1/6/16, 9:31 AM
To: Don White
CC: Mridu Garg <mgarg@d181.org>

Where in the registration info does it state that the district has the right to release information? What groups have received this information in the past? Were those groups granted or denied? Was board approval required prior to the release? This is a very slippery slope and I imagine many parents - myself included - will be upset that their personal contact information is being release to outside groups.

Leslie

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Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
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Subject: Re: District emails
From: Leslie Gray
Date: 1/6/16, 9:42 AM
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Subject: elementary handbook - directory information
From: Bridget McGuiggan
Date: 1/6/16, 11:35 AM
To: Don White

The following information was copied from our 2015-16 Elementary Handbook:

Directory Information

The following personally identifiable information contained in a student's educational record is designated as public information and may be released to the general public when approved by the building principal.

- Student name, address, gender, phone number, grade level, birth date and place, parent/guardian names and addresses
- Academic awards, degrees and honors
- Information on participation in school-sponsored activities, organizations, and athletics
- Period of attendance in the school.

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Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
630.861.4924
www.d181.org

Subject: Consent of Directory Information
From: "Kenneth E. Surma" <ksurma@d181.org>
Date: 1/6/16, 11:37 AM
To: "Don White, Ph.D." <dwhite@d181.org>

- [Attachments-2/Online Registration - Consent of Directory Information in Online Registration.pdf](#)

Subject: Re: District emails
From: Don White
Date: 1/6/16, 12:11 PM
To: Leslie Gray
CC: Mridu Garg <mgarg@d181.org>
BCC: "Don White, Ph.D." <dwhite@d181.org>

Here is some additional information that I believe answers your questions, Leslie.

I did not ask for the attorney to provide a written opinion on this topic. I typically do not as the attorney will charge us additional for writing and doing the research. I can do that but would prefer to hear from the Board regarding a desire to pay for a written opinion as I think the information that follows supports the verbal advice we received.

A document from the registration process is attached. It clearly states that the information may be released to the general public just as the attorney advised.

In addition, the elementary handbook includes the following text:

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Please let me know if you have any additional questions.

Don

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-
- [Attachments-3/Online Registration - Consent of Directory Information in Online Registration.pdf](#)

Subject: Re: 1-11-16 Superintendent's Report

From: Don White

Date: 1/6/16, 12:17 PM

To: Bridget McGuiggan <bmcguiggan@d181.org>, Jean Duggan <jduggan@d181.org>

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On Wed, Jan 6, 2016 at 9:22 AM, Don White <dwhite@d181.org> wrote:

Dear Jean and Bridget,

I want to change the facility part of the Superintendent's Report and add two topics.

Future Facility Projects

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On Tue, Dec 29, 2015 at 9:02 AM, Don White <dwhite@d181.org> wrote:

Dear Jean and Bridget,

Here is the beginning of the 1-11-16 Superintendent's Report.

Special Education Program Analysis

The 12-14-15 Superintendent's Report included information related to conducting a review of D181 special education services. Given the strategic planning research that has been collected, I recommend that the study of special education services be incorporated into the setting of priorities as part of the final Board approval of a new strategic plan. As noted in the strategic plan research document, this topic may be established as a strategic priority. Rather than proceeding at this time, I recommend that the District complete the strategic plan process as it may inform the process of completing a review of special education services. This topic will be touched upon as part of the strategic planning discussion at the 1-11-15 Board meeting.

PARCC Results Analysis

Dr. Carol Larson has provided professional development for administrators on how to interpret the PARCC assessment results and reports and she has begun compiling a comprehensive PARCC results analysis. Dr. Larson also presented an overview presentation to the Board Learning Committee on

January 6. This work will continue as part of ongoing assessment framework discussions. I have asked her to delay the completion of the PARCC results analysis pending the outcome of the strategic planning process. This is important as ECRA will incorporate the PARCC results into the data dashboard which will be developed during the spring months. Much like the special education program analysis, I believe it is important that the outcome of the strategic plan be the focus of how to incorporate and analyze the PARCC results. This topic will be touched upon as part of the strategic planning discussion at the 1-11-15 Board meeting.

HMS Facility Projects

As the Board knows, it is critical that the District establish a long-term facility maintenance plan for all schools. It is with this in mind that the administration worked to develop the Master Facilities Plan. This plan includes three informational sources: 1) Facilities Condition Assessment Report (FCAR), 2) Life-Safety Report, and 3) Educational Adequacy Assessment Report. The district must complete specific Life-Safety projects per State requirements. As such, the administration will recommend annual budgets which include expenditures for the required projects. In addition, it is important that the District plan for and consider annual budgets which include expenditures for completing critical FCAR projects. Given the discussion about the replacement of Hinsdale Middle School, it is possible that the HMS FCAR projects will not move forward. However, it is important that the HMS FCAR projects are prioritized and considered should the HMS referendum not be approved. The attached document includes a summary of possible FCAR, Life Safety, and other potential facility projects that may need to be completed at the current HMS. The administration will work with the Facilities Committee and will seek Board approval before moving forward with these projects but it is important to know that this is work that may need to be completed at the current HMS.

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Community Consolidated School District 181

Subject: Re: 1-11-16 Superintendent's Report
From: Bridget McGuiggan
Date: 1/6/16, 12:22 PM
To: Don White

Got it - I'll have a final version to proof finished shortly.

Bridget McGuiggan, APR
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On Tue, Dec 29, 2015 at 9:02 AM, Don White <dwhite@d181.org> wrote:

Dear Jean and Bridget,

Here is the beginning of the 1-11-16 Superintendent's Report.

Special Education Program Analysis

The 12-14-15 Superintendent's Report included information related to conducting a review of D181 special education services. Given the strategic planning research that has been collected, I recommend that the study of special education services be incorporated into the setting of priorities as part of the final Board approval of a new strategic plan. As noted in the strategic plan research

document, this topic may be established as a strategic priority. Rather than proceeding at this time, I recommend that the District complete the strategic plan process as it may inform the process of completing a review of special education services. This topic will be touched upon as part of the strategic planning discussion at the 1-11-15 Board meeting.

PARCC Results Analysis

Dr. Carol Larson has provided professional development for administrators on how to interpret the PARCC assessment results and reports and she has begun compiling a comprehensive PARCC results analysis. Dr. Larson also presented an overview presentation to the Board Learning Committee on January 6. This work will continue as part of ongoing assessment framework discussions. I have asked her to delay the completion of the PARCC results analysis pending the outcome of the strategic planning process. This is important as ECRA will incorporate the PARCC results into the data dashboard which will be developed during the spring months. Much like the special education program analysis, I believe it is important that the outcome of the strategic plan be the focus of how to incorporate and analyze the PARCC results. This topic will be touched upon as part of the strategic planning discussion at the 1-11-15 Board meeting.

HMS Facility Projects

As the Board knows, it is critical that the District establish a long-term facility maintenance plan for all schools. It is with this in mind that the administration worked to develop the Master Facilities Plan. This plan includes three informational sources: 1) Facilities Condition Assessment Report (FCAR), 2) Life-Safety Report, and 3) Educational Adequacy Assessment Report. The district must complete specific Life-Safety projects per State requirements. As such, the administration will recommend annual budgets which include expenditures for the required projects. In addition, it is important that the District plan for and consider annual budgets which include expenditures for completing critical FCAR projects. Given the discussion about the replacement of Hinsdale Middle School, it is possible that the HMS FCAR projects will not move forward. However, it is important that the HMS FCAR projects are prioritized and considered should the HMS referendum not be approved. The attached document includes a summary of possible FCAR, Life Safety, and other potential facility projects that may need to be completed at the current HMS. The administration will work with the Facilities Committee and will seek Board approval before moving forward with these projects but it is important to know that this is work that may need to be completed at the current HMS.

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: [\(630\) 861-4922](tel:6308614922)

Subject: Re: District emails
From: Leslie Gray
Date: 1/6/16, 12:29 PM
To: Don White
CC: Mridu Garg <mgarg@d181.org>

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BCC: "Don White, Ph.D." <dwhite@d181.org>

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From: Mridu Garg
Date: 1/6/16, 12:51 PM
To: Don White

I think it would be advisable in this situation especially as it could relate to future board of Ed candidates. I think you are right about the fact that we can release some or all info to a 3rd party regardless of who they are. I think the board policy should be updated to reflect what the directory says since we specify the other organizations. Thanks.
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The following personally identifiable information contained in a student's educational record is designated as public information and may be released to the general public when approved by the building principal.

- o Student name, address, gender, phone number, grade level, birth date and place, parent/guardian names and addresses
- o Academic awards, degrees and honors
- o Information on participation in school-sponsored activities, organizations, and athletics
- o Period of attendance in the school.

This information may routinely be released to organizations such as the Parent-Teacher Organization (PTO), the District 181 Foundation, and other District-related groups. District 181 may release some or all of this information at any time during the school year to a third party in response to a proper request, unless the parent/guardian requests that any or all such information not be released. Any parent, guardian or student may request that any or all of the designated public information not be released by the District. This request must be made in writing to the principal at the beginning of each school year and/or as described in the District's permissions sign-off completed during student registration.

As stated, the District may release some or all of this information at any time during the school year to a third party in response to a proper request. We received a request and I authorized the release of the information.

I would respond the same for any group that requested said information. We do not keep a running record of these types of requests but I do know that the Foundation has requested the information in the past and we have granted the request. I do not know if it is annually, but I also know that Fort Nightly (community group that gives dance lessons) requests information only on the 8th grade students. We have also granted that request.

Please let me know if you have any additional questions.

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: [\(630\) 861-4922](tel:6308614922)

On Wed, Jan 6, 2016 at 9:42 AM, Leslie Gray <lgray@d181.org> wrote:

One last thing - I request that the board receive the legal letter of opinion regarding this issue.

On Wednesday, January 6, 2016, Leslie Gray <lgray@d181.org> wrote:

Also the only release we signed about directory information was related to the pto directory. This was not a pto request and the release was related to the PTO directory. This should have been brought before the board before the information was released. Who authorized this release?

If this is the policy going forward than your report needs to state anti referendum groups can also request and receive this information. Otherwise it looks like the district is promoting the referendum which the board and administration is legally not allowed to do.

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Where in the registration info does it state that the district has the right to release information? What groups have received this information in the past? Were those groups granted or denied? Was board approval required prior to the release? This is a very slippery slope and I imagine many parents - myself included - will be upset that their personal contact information is being release to outside groups.

Leslie

On Wednesday, January 6, 2016, Don White <dwhite@d181.org> wrote:

Leslie and Mridu,

Here is a DRAFT of what I am planning to include in the Superintendent's Report.

Distribution of Directory Information

A community group supporting the referendum requested and received a list with parent contract information. This "directory information" is collected each year during registration. When I received the request from the community group, I contacted the District attorney. The District attorney advised me that this was information that can be

distributed. This advice is supported by Section 375.80 of the Illinois Administrative Code which states that *"Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child. School districts shall notify parents annually of the information that is considered to be directory information and of the procedures to be used by parents to request that specific information not be released.* The District's registration process includes an opportunity for parents to state that they do not want their information released.

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What does a petition mean? Was it a FOIA?

Thanks.
Mridu

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All of the above troubles me. I request that this issue be addressed with the full board during open session on Monday via the Superintendent report (and that the issue be raised in the written report as well).

Leslie

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Subject: Re: District emails
From: Mridu Garg
Date: 1/6/16, 1:19 PM
To: Don White

Could you also have Dan review policy 8:090 to see which has precedence, policy, Illinois code, or directory info. Just in case. Thanks.

On Wednesday, January 6, 2016, Don White <dwhite@d181.org> wrote:

Mridu,

Would you like me to get a written opinion on this topic? I believe the "third party" phrase almost requires us to share the information with almost any group. However, I can certainly ask for a written opinion.

Don

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Don White, Ph.D.
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Community Consolidated School District 181
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----- Forwarded message -----

From: Leslie Gray <lgray@d181.org>
Date: Wed, Jan 6, 2016 at 12:29 PM
Subject: Re: District emails
To: Don White <dwhite@d181.org>
Cc: Mridu Garg <mgarg@d181.org>

The handbook information relates to the organizations listed is board policy 8.090. Of note is the fact that this policy was amended in 2012 to include the foundation. Prior to that the board had to approve the release to the foundation.

Political groups are not district related groups. They do not have district liaisons and complying bylaws. I strongly urge you to obtain a legal written opinion. I believe this is an urgent legal matter. Going forward what criteria will you use to release information? During BOE elections will you give lists to candidates? I am deeply concerned and I expect a strong public outcry on this issue.

Leslie

On Wednesday, January 6, 2016, Don White <dwhite@d181.org> wrote:

Here is some additional information that I believe answers your questions, Leslie.

I did not ask for the attorney to provide a written opinion on this topic. I typically do not as the attorney will charge us additional for writing and doing the research. I can do that but would prefer to hear from the Board regarding a desire to pay for a written opinion as I think the information that follows supports the verbal advice we received.

A document from the registration process is attached. It clearly states that the information may be released to the general public just as the attorney advised.

In addition, the elementary handbook includes the following text:

The following information was copied from our 2015-16 Elementary Handbook:

Directory Information

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Subject: Re: Policy 8.090
From: Don White
Date: 1/6/16, 2:26 PM
To: Leslie Gray
CC: Mridu Garg <mgarg@d181.org>
BCC: "Don White, Ph.D." <dwhite@d181.org>

I apologize if I am missing something but I do not see a reference to directory information or the distribution of information in policy 8:090. Again, I am sorry if I am just not seeing it. The most recent version is attached.

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

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On Wed, Jan 6, 2016 at 2:04 PM, Don White <dwhite@d181.org> wrote:

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On Wed, Jan 6, 2016 at 1:57 PM, Leslie Gray <lgray@d181.org> wrote:

Policy 8.090 was amended again this past November and the distribution of contact information was made more restrictive than the 2012 version. See below.

[http://www.boarddocs.com/il/hccsdil/Board.nsf/files/A3Y5VN73D59E/\\$file/2015_11_01_D181_Policies_Section_8.pdf](http://www.boarddocs.com/il/hccsdil/Board.nsf/files/A3Y5VN73D59E/$file/2015_11_01_D181_Policies_Section_8.pdf)

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- [Attachments-4/Policy 8 090 Parent Organizations Rev. 12 14 15.pdf](#)

Subject: supt report
From: Bridget McGuiggan
Date: 1/6/16, 2:31 PM
To: Don White <dwhite@d181.org>, Jean Duggan <jduggan@d181.org>

Here is the final Supt Report!

Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
630.861.4924
www.d181.org

-
- [Attachments-5/BOE Report - Supt Report 16-01-11.pdf](#)
 - [Attachments-5/BOE Report - Supt Report 16-01-11.doc](#)

Subject: supt report
From: Bridget McGuiggan
Date: 1/6/16, 2:31 PM
To: Don White <dwhite@d181.org>, Jean Duggan <jduggan@d181.org>

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Community Consolidated School District 181

- [Attachments-6/BOE Report - Supt Report 16-01-11.pdf](#)
- [Attachments-6/BOE Report - Supt Report 16-01-11.doc](#)

Subject: Re: Policy 8.090
From: Leslie Gray
Date: 1/6/16, 2:38 PM
To: Don White

8.090 deal with contact information which is what directories contain. Otherwise what exactly would 8.090 apply to. And directories were not turned over contact information was. It's semantics. Contact information was turned over.

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Subject: Re: Policy 8.090
From: Don White
Date: 1/6/16, 2:39 PM
To: Leslie Gray
BCC: "Don White, Ph.D." <dwhite@d181.org>

I understand. Dan will give us his opinion on this, also. Thanks!

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Subject: Re: January 7, 2016 Freedom of Information Act Request

From: Don White

Date: 1/7/16, 6:17 AM

To: Yvonne Mayer

CC: "boe@d181.org" <boe@d181.org>

BCC: "Don White, Ph.D." <dwhite@d181.org>

Mrs. Mayer,

I will work with Jean Duggan to comply with your request as soon as we can. In the meantime, I can share with you and the Board at the same time some text that will be included in my Superintendent's Report for the Monday, January 11, 2016 Board meeting.

####

Distribution of Directory Information

A community group supporting the referendum requested and received a list with parent contact information. This "directory information" is collected each year during registration. When I received the request from the community group, I contacted the District attorney and received a verbal opinion. The District attorney advised me that this was information that can be distributed. This advice is supported by Section 375.80 of the Illinois Administrative Code, which states that "Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child. It also states that school districts shall notify parents annually of the information that is considered to be "directory information" and of the procedures to be used by parents to request that specific information not be released. The District's registration process includes an opportunity for parents to state that they do not want their information released. In addition, the 2015-16 School Handbooks include the following information:

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As noted, the District may release some or all of this information at any time during the school year to a third party in response to a proper request. We received a proper request, and I authorized the release of the information.

Without a change in practice and language regarding the release of this information, I would respond the same for any group that requested said information. I would want to consult with the attorney regarding a change in any of our policy or procedural language to ensure that the District is in compliance with Section 375.80 of the Illinois Administrative Code.

We do not keep a running record of these types of requests, but I do know that the Foundation has requested the information in the past, and we have granted the request. I do not know if it is annually, but I also know that Hinsdale Fortnightly (a community group that gives lessons in dance and decorum) requests directory information only of the 8th grade students' families, and we have granted that request.

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On Thu, Jan 7, 2016 at 12:40 AM, Yvonne Mayer <ymayer@msn.com> wrote:
See correction below -- I have deleted the word "not" from the sentence in red.

From: ymayer@msn.com
To: boe@d181.org
Subject: FW: January 7, 2016 Freedom of Information Act Request
Date: Thu, 7 Jan 2016 00:34:54 -0600

Dear BOE Members:

I am bringing to your attention a FOIA request I have just submitted. A community member brought the information below to my attention last night. Now that all personal information on district families (other than apparently those who signed a refusal to release information when they registered this year) has been disseminated by the administration to a political action committee, there is no legal basis to withhold it now or in the future from any other member of the public who seeks this same personal information. I urge you to direct the administration to immediately comply with my FOIA request and not attempt to delay production of the exact information that was turned over to the Citizens for a New HMS political action committee (without the administration first seeking board approval -- I could not find any reference on Board Docs to this coming before the full BOE), and which has already been used by the political action committee to disseminate promotional information supporting the upcoming referendum question.

While I expect the Administration to fully comply with my FOIA request, I suggest that you ask yourselves whether this is really a can of worms you wanted opened? I was, quite frankly, shocked to learn that this information was handed over to a political action committee. **My understanding has been that political candidates such as BOE candidates *have never been allowed* to use information obtained from D181 directories**, so I'd really like an explanation how a political action committee supporting a district referendum was given this information. Perhaps one of you will send me a response to this question.

Respectfully submitted,

Yvonne Mayer

From: ymayer@msn.com

To: jduggan@d181.org

Subject: January 7, 2016 Freedom of Information Act Request

Date: Thu, 7 Jan 2016 00:21:54 -0600

D181 FOIA Officer Duggan:

Please treat this email as a FOIA request.

It has come to my attention that D181 has provided an organization and/or political action committee named Citizens for a New HMS -- the organization that is supporting the upcoming HMS Referendum -- a data base with names, addresses, email addresses and phone numbers (and perhaps additional identifying information) of current D181 students and parents. I am hereby requesting that you produce the exact same information, in the exact format, that you produced to the Citizens for a New HMS committee. I am also requesting that you immediately post a link to this same information on the D181 FOIA Log so that any other member of the public who either supports or opposes the upcoming HMS Referendum has access to the same personal contact information the Citizens for a New HMS were provided -- information which they have already used to disseminate an email blast promoting their political position on the HMS referendum question.

Since this information was already turned over to the Citizen for a New HMS organization, I would request that you not delay in responding to this FOIA request and that it be complied with by the close of business on January 7, 2016. It should be quite easy to immediately produce the exact same information to me and post on the D181 website.

Thank you.

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Yvonne Mayer

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Community Consolidated School District 181

Subject: Fwd: January 7, 2016 Freedom of Information Act Request

From: Don White

Date: 1/7/16, 6:17 AM

To: Jean Duggan <jduggan@d181.org>, Bridget McGuiggan <bmcguiggan@d181.org>

FYI

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.

Superintendent

Community Consolidated School District 181

115 West 55th Street, Clarendon Hills, IL 60514

Office: (630) 861-4922

----- Forwarded message -----

From: Don White <dwhite@d181.org>

Date: Thu, Jan 7, 2016 at 6:17 AM

Subject: Re: January 7, 2016 Freedom of Information Act Request

To: Yvonne Mayer <ymayer@msn.com>

Cc: "boe@d181.org" <boe@d181.org>

Mrs. Mayer,

I will work with Jean Duggan to comply with your request as soon as we can. In the meantime, I can share with you and the Board at the same time some text that will be included in my Superintendent's Report for the Monday, January 11, 2016 Board meeting.

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Distribution of Directory Information

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Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: [\(630\) 861-4922](tel:6308614922)

On Thu, Jan 7, 2016 at 12:40 AM, Yvonne Mayer <ymayer@msn.com> wrote:
See correction below -- I have deleted the word "not" from the sentence in red.

From: ymayer@msn.com
To: boe@d181.org
Subject: FW: January 7, 2016 Freedom of Information Act Request
Date: Thu, 7 Jan 2016 00:34:54 -0600

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Community Consolidated School District 181

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Community Consolidated School District 181

Subject: Re: January 7, 2016 Freedom of Information Act Request
From: Yvonne Mayer
Date: 1/7/16, 6:27 AM
To: Don White
CC: "boe@d181.org" <boe@d181.org>

Thank you Dr. White for your response. I'm not going to get into an argument with you over a properly filed FOIA request that I have now filed with the district other than to say that I do not believe that the school code was intended to have the Board of Education provide address lists to political action committees. Generally, political action committees -- and the citizens committee supporting HMS is clearly one of them because they are raising funds for a political campaign-- must get address information from the DuPage County election commission and the Cook County election commission. As I have discussed with you before, I believe that you are getting bad advice from legal counsel and I would advise you to fire them. That is your choice along with that of the full board, however, by now providing this address list to a political action committee, in the future the district will have to do the same for every single political candidate running for school board or any other political office, and any other organization that seeks to bombard parents in our district with literature promoting any cause.

As I said in my FOIA last night, the address list information is readily available and there should be no delay in producing it to me today. Any action to the contrary will make it appear that the district is working with the citizens committee, which you know both the administration and the Board of Education is prohibited from doing.

Respectfully submitted,
Yvonne Mayer

Sent from my iPhone

On Jan 7, 2016, at 6:18 AM, Don White <dwhite@d181.org> wrote:

Mrs. Mayer,

I will work with Jean Duggan to comply with your request as soon as we can. In the meantime, I can share with you and the Board at the same time some text that will be included in my Superintendent's Report for the Monday, January 11, 2016 Board meeting.

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Distribution of Directory Information

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released. In addition, the 2015-16 School Handbooks include the following information:

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decorum) requests directory information only of the 8th grade students' families, and we have granted that request.

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Don

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Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: (630) 861-4922

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To: boe@d181.org

Subject: FW: January 7, 2016 Freedom of Information Act Request

Date: Thu, 7 Jan 2016 00:34:54 -0600

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Subject: opt-out / directory information

From: Bridget McGuiggan

Date: 1/7/16, 6:43 AM

To: Don White <dwhite@d181.org>, Ken Surma <ksurma@d181.org>

I received a request from a current parent to opt-out of sharing directory information for future requests. I know that it is asked during registration, but if a parent wants to opt-out now, would I just report that to Stephanie for recording in Infinite Campus? Our Handbook notes that the parent must "submit the request in writing to the principal at the beginning of the year." I assume though we'll grant that request anytime.

I haven't received such a request before, so appreciate any guidance.

Thank you,

Bridget McGuiggan, APR

Director of Communications

Community Consolidated School District 181

115 West 55th Street, Clarendon Hills, IL 60514

630.861.4924

www.d181.org

Subject: Re: opt-out / directory information

From: "Don White, Ph.D." <dwhite@d181.org>

Date: 1/7/16, 6:46 AM

To: Bridget McGuiggan <bmcguiggan@d181.org>, "Kenneth E. Surma" <ksurma@d181.org>

I would like us to honor these requests regardless of the time the request is received. We cannot do a lot about the already released information.

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

On Jan 7, 2016, Bridget McGuiggan <bmcguiggan@d181.org> wrote:

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Community Consolidated School District 181

Subject: Re: FW: January 7, 2016 Freedom of Information Act Request
From: Leslie Gray
Date: 1/7/16, 6:50 AM
To: Don White <dwhite@d181.org>, Mridu Garg <mgarg@d181.org>

Did you turn over directories or did you turn over contact information? I think this language in your report is very misleading. I request that you also include the board policy we discussed yesterday along with the redline 2012 and 2015 amendments. Also the attorney should know you didn't hand over directories you handed over contact information.

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From: "Don White, Ph.D." <dwhite@d181.org>
Date: 1/7/16, 6:53 AM
To: Jean Duggan <jduggan@d181.org>, Bridget McGuiggan <bmcguiggan@d181.org>

Can you update the Superintendent Report with the policies Leslie references below?

Bridget, let's talk about the difference between contact information and directory information.

Thank you,

Don

Don White, Ph.D.

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From: Leslie Gray <lgray@d181.org>
Sent: Thu Jan 07 06:50:57 CST 2016
To: Don White <dwhite@d181.org>, Mridu Garg <mgarg@d181.org>
Subject: Re: FW: January 7, 2016 Freedom of Information Act Request

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- Information on participation in school-sponsored activities, organizations, and athletics
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This information may routinely be released to organizations such as the Parent-Teacher Organization (PTO), the District 181 Foundation, and other District-related groups. District 181 may release some or all of this information at any time during the school year to a third party in response to a proper request, unless the parent/guardian requests that any or all such information not be released. Any parent, guardian or student may request that any or all of the designated public information not be released by the District. This request must be made in writing to the principal at the beginning of each school year and/or as described in the District's permissions sign-off completed during student registration.

As noted, the District may release some or all of this information at any time during the school year to a third party in response to a proper request. We received a proper request, and I authorized the release of the information.

Without a change in practice and language regarding the release of this information, I would respond the same for any group that requested said information. I would want to consult with the attorney regarding a change in any of our policy or procedural language to ensure that the District is in compliance with Section 375.80 of the Illinois Administrative Code.

We do not keep a running record of these types of requests, but I do know that the Foundation has requested the information in the past, and we have granted the request. I do not know if it is annually, but I also know that Hinsdale Fortnightly (a community group that gives lessons in dance and decorum) requests directory information only of the 8th grade students' families, and we have granted that request.

####

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: (630) 861-4922

On Thu, Jan 7, 2016 at 12:40 AM, Yvonne Mayer <ymayer@msn.com> wrote:
See correction below -- I have deleted the word "not" from the sentence in red.

From: ymayer@msn.com
To: boe@d181.org
Subject: FW: January 7, 2016 Freedom of Information Act Request
Date: Thu, 7 Jan 2016 00:34:54 -0600

Dear BOE Members:

I am bringing to your attention a FOIA request I have just submitted. A community member brought the information below to my attention last night. Now that all personal information on district families (other than apparently those who signed a refusal to release information when they registered this year) has been disseminated by the administration to a political action committee, there is no legal basis to withhold it now or in the future from any other member of the public who seeks this same personal information. I urge you to direct the administration to immediately comply with my FOIA request and not attempt to delay production of the exact information that was turned over to the Citizens for a New HMS political action committee (without the administration first seeking board approval -- I could not find any reference on Board Docs to this coming before the full BOE), and which has already been used by the political action committee to disseminate promotional information supporting the upcoming referendum question.

While I expect the Administration to fully comply with my FOIA request, I suggest that you ask yourselves whether this is really a can of worms you wanted opened? I was, quite frankly, shocked to learn that this information was handed over to a political action committee. **My understanding has been that political candidates such as BOE candidates have never been allowed to use information obtained from D181 directories**, so I'd really like an explanation how a political action committee supporting a district referendum was given this information. Perhaps one of you will send me a response to this question.

Respectfully submitted,

Yvonne Mayer

From: ymayer@msn.com
To: jduggan@d181.org
Subject: January 7, 2016 Freedom of Information Act Request
Date: Thu, 7 Jan 2016 00:21:54 -0600

D181 FOIA Officer Duggan:

Please treat this email as a FOIA request.

It has come to my attention that D181 has provided an organization and/or political action committee named

Citizens for a New HMS -- the organization that is supporting the upcoming HMS Referendum -- a data base with names, addresses, email addresses and phone numbers (and perhaps additional identifying information) of current D181 students and parents. I am hereby requesting that you produce the exact same information, in the exact format, that you produced to the Citizens for a New HMS committee. I am also requesting that you immediately post a link to this same information on the D181 FOIA Log so that any other member of the public who either supports or opposes the upcoming HMS Referendum has access to the same personal contact information the Citizens for a New HMS were provided -- information which they have already used to disseminate an email blast promoting their political position on the HMS referendum question.

Since this information was already turned over to the Citizen for a New HMS organization, I would request that you not delay in responding to this FOIA request and that it be complied with by the close of business on January 7, 2016. It should be quite easy to immediately produce the exact same information to me and post on the D181 website.

Thank you.

Respectfully submitted,

Yvonne Mayer

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Subject: Re: Re: FW: January 7, 2016 Freedom of Information Act Request
From: Bridget McGuiggan
Date: 1/7/16, 6:55 AM
To: "Don White, Ph.D." <dwhite@d181.org>
CC: Jean Duggan <jduggan@d181.org>

Sure thing - I'm leaving my house in a moment and will come up to see you.

Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
630.861.4924
www.d181.org

On Thu, Jan 7, 2016 at 6:53 AM, Don White, Ph.D. <dwhite@d181.org> wrote:
Can you update the Superintendent Report with the policies Leslie references below?

Bridget, let's talk about the difference between contact information and directory information.

Thank you,

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

From: Leslie Gray <lgray@d181.org>
Sent: Thu Jan 07 06:50:57 CST 2016
To: Don White <dwhite@d181.org>, Mridu Garg <mgarg@d181.org>
Subject: Re: FW: January 7, 2016 Freedom of Information Act Request

Did you turn over directories or did you turn over contact information? I think this language in your report is very misleading. I request that you also include the board policy we discussed yesterday along with the redline 2012 and 2015 amendments. Also the attorney should know you didn't hand over directories you handed over contact information.

On Thursday, January 7, 2016, Don White <dwhite@d181.org> wrote:
Mrs. Mayer,

I will work with Jean Duggan to comply with your request as soon as we can. In the meantime, I can share with you and the Board at the same time some text that will be included in my Superintendent's Report for the Monday, January 11, 2016 Board meeting.

####

Distribution of Directory Information

A community group supporting the referendum requested and received a list with parent contact information. This "directory information" is collected each year during registration. When I received the request from the community group, I contacted the District attorney and received a verbal opinion. The District

attorney advised me that this was information that can be distributed. This advice is supported by Section 375.80 of the Illinois Administrative Code, which states that "Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child. It also states that school districts shall notify parents annually of the information that is considered to be "directory information" and of the procedures to be used by parents to request that specific information not be released. The District's registration process includes an opportunity for parents to state that they do not want their information released. In addition, the 2015-16 School Handbooks include the following information:

-

Directory Information

The following personally identifiable information contained in a student's educational record is designated as public information and may be released to the general public when approved by the building principal.

- Student name, address, gender, phone number, grade level, birth date and place, parent/guardian names and addresses
- Academic awards, degrees and honors
- Information on participation in school-sponsored activities, organizations, and athletics
- Period of attendance in the school.

This information may routinely be released to organizations such as the Parent-Teacher Organization (PTO), the District 181 Foundation, and other District-related groups. District 181 may release some or all of this information at any time during the school year to a third party in response to a proper request, unless the parent/guardian requests that any or all such information not be released. Any parent, guardian or student may request that any or all of the designated public information not be released by the District. This request must be made in writing to the principal at the beginning of each school year and/or as described in the District's permissions sign-off completed during student registration.

As noted, the District may release some or all of this information at any time during the school year to a third party in response to a proper request. We received a proper request, and I authorized the release of the information.

Without a change in practice and language regarding the release of this information, I would respond the same for any group that requested said information. I would want to consult with the attorney regarding a change in any of our policy or procedural language to ensure that the District is in compliance with Section 375.80 of the Illinois Administrative Code.

We do not keep a running record of these types of requests, but I do know that the Foundation has requested the information in the past, and we have granted the request. I do not know if it is annually, but I also know that Hinsdale Fortnightly (a community group that gives lessons in dance and decorum) requests directory information only of the 8th grade students' families, and we have granted that request.

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Don

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Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: [\(630\) 861-4922](tel:6308614922)

On Thu, Jan 7, 2016 at 12:40 AM, Yvonne Mayer <ymayer@msn.com> wrote:
See correction below -- I have deleted the word "not" from the sentence in red.

From: ymayer@msn.com
To: boe@d181.org
Subject: FW: January 7, 2016 Freedom of Information Act Request
Date: Thu, 7 Jan 2016 00:34:54 -0600

Dear BOE Members:

I am bringing to your attention a FOIA request I have just submitted. A community member brought the information below to my attention last night. Now that all personal information on district families (other than apparently those who signed a refusal to release information when they registered this year) has been disseminated by the administration to a political action committee, there is no legal basis to withhold it now or in the future from any other member of the public who seeks this same personal information. I urge you to direct the administration to immediately comply with my FOIA request and not attempt to delay production of the exact information that was turned over to the Citizens for a New HMS political action committee (without the administration first seeking board approval -- I could not find any reference on Board Docs to this coming before the full BOE), and which has already been used by the political action committee to disseminate promotional information supporting the upcoming referendum question.

While I expect the Administration to fully comply with my FOIA request, I suggest that you ask yourselves whether this is really a can of worms you wanted opened? I was, quite frankly, shocked to learn that this information was handed over to a political action committee. **My understanding has been that political candidates such as BOE candidates *have never been allowed* to use information obtained from D181 directories,** so I'd really like an explanation how a political action committee supporting a district referendum was given this information. Perhaps one of you will send me a response to this question.

Respectfully submitted,

Yvonne Mayer

From: ymayer@msn.com
To: jduggan@d181.org
Subject: January 7, 2016 Freedom of Information Act Request
Date: Thu, 7 Jan 2016 00:21:54 -0600

D181 FOIA Officer Duggan:

Please treat this email as a FOIA request.

It has come to my attention that D181 has provided an organization and/or political action committee named Citizens for a New HMS -- the organization that is supporting the upcoming HMS Referendum -- a data base with names, addresses, email addresses and phone numbers (and perhaps additional identifying information) of current D181 students and parents. I am hereby requesting that you produce the exact same information, in the exact format, that you produced to the Citizens for a New HMS committee. I am also requesting that you immediately post a link to this same information on the D181 FOIA Log so that any other member of the public who either supports or opposes the upcoming HMS Referendum has access to the same personal contact information the Citizens for a New HMS were provided -- information which they have already used to disseminate an email blast promoting their political position on the HMS referendum question.

Since this information was already turned over to the Citizen for a New HMS organization, I would request that you not delay in responding to this FOIA request and that it be complied with by the close of business on January 7, 2016. It should be quite easy to immediately produce the exact same information to me and post on the D181 website.

Thank you.

Respectfully submitted,

Yvonne Mayer

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Subject: Fwd: Directory Information
From: Bridget McGuiggan
Date: 1/7/16, 8:05 AM
To: Jean Duggan <jduggan@d181.org>, Don White <dwhite@d181.org>

Per the FOIA request, this is the email I sent to the citizens committee with the directory information they requested, and the file exactly as it was provided (CSV).

Bridget McGuigan, APR
Director of Communications
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
630.861.4924
www.d181.org

----- Forwarded message -----

From: **Bridget McGuiggan** <bmguiggan@d181.org>
Date: Wed, Dec 2, 2015 at 4:23 PM
Subject: Directory Information
To: Meg Cooper <mdcooper59@aol.com>, Nancy Pollak <nancypollak@me.com>

Good afternoon,
This message is regarding your request for D181 family directory information. Per policy, approval was sought and confirmed (approval by Dr. White), and families have not been included who opted-out of being included in such lists during registration. You will otherwise find a line for each parent in the district, with his/her address, phone and email, along with the child's name, school and grade level.

Sincerely,

Bridget McGuigan, APR
Director of Communications
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
[630.861.4924](tel:630.861.4924)
www.d181.org

D181 Family Directory Data Request 122015.csv

[illegible][illegible]

Subject: supt report FINAL
From: Bridget McGuiggan
Date: 1/7/16, 9:26 AM
To: Jean Duggan <jduggan@d181.org>, Don White <dwhite@d181.org>

Here is the revised Supt Report.

Also attached are two documents to be posted with it in BoardDocs, related to start/end times.

Thanks!

Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
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-
- [Attachments-8/Spring Survey 2015 PARENTS Responses - Start and End Times.pdf](#)
 - [Attachments-8/Spring Survey 2015 Staff Responses - Start and End Times.pdf](#)
 - [Attachments-8/BOE Report - Supt Report 16-01-11.pdf](#)
 - [Attachments-8/BOE Report - Supt Report 16-01-11.doc](#)

Subject: supt report FINAL
From: Bridget McGuiggan
Date: 1/7/16, 9:26 AM
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Here is the revised Supt Report.

Also attached are two documents to be posted with it in BoardDocs, related to start/end times.

Thanks!

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Community Consolidated School District 181

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- [Attachments-9/Spring Survey 2015 PARENTS Responses - Start and End Times.pdf](#)
 - [Attachments-9/Spring Survey 2015 Staff Responses - Start and End Times.pdf](#)
 - [Attachments-9/BOE Report - Supt Report 16-01-11.pdf](#)
 - [Attachments-9/BOE Report - Supt Report 16-01-11.doc](#)

Subject: FOIA Update
From: Jean Duggan
Date: 1/7/16, 12:39 PM
To: Yvonne Mayer
CC: Board of Education District 181 <boe@d181.org>, Don White <dwhite@d181.org>

Dear Ms. Mayer and Board of Education Members,

This message is to provide an update regarding this morning's FOIA request from Ms. Mayer. Ms. Mayer was provided with the CSV file of "directory information" and per our usual procedures, the same information was posted on our website's FOIA log. However, we believe that in the interest of adhering to the language in School Code and D181 Handbooks that says a "proper request" for the information must be made to receive it, we have removed the CSV file from the log and replaced the CSV file with a message (see attached) indicating that any individual / group wishing to receive the same information may send the request to Jean Duggan, FOIA Officer. Should we receive such a request (including from an anti-referendum group or other community member / group) we will respond appropriately.

Sincerely,

Jean Duggan

--

Jean Duggan
Administrative Assistant to the Superintendent and
Board of Education
Community Consolidated School District 181
115 W. 55th St.
Clarendon Hills, IL 60514
[\(630\) 861-4922](tel:(630)861-4922)
[\(630\) 887-1079](tel:(630)887-1079) - FAX
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Community Consolidated School District 181

-
- [Attachments-12/Mayer FOIA Response Information 1 7 15.pdf](#)

Subject: Re: FOIA Update

From: Yvonne Mayer

Date: 1/7/16, 12:53 PM

To: Jean Duggan

CC: Board of Education District 181 <boe@d181.org>, Don White <dwhite@d181.org>, Chuck Fieldman <cfieldman@pioneerlocal.com>

Sorry, that doesn't cut it with me. I would like a legal opinion from your attorneys as to why a properly responded freedom of information act request for public documentation is not available on the freedom of information act log which is set up to post the public documentation and/or links to it.

Sent from my iPhone

On Jan 7, 2016, at 12:39 PM, Jean Duggan <jduggan@d181.org> wrote:

Dear Ms. Mayer and Board of Education Members,

This message is to provide an update regarding this morning's FOIA request from Ms. Mayer. Ms. Mayer was provided with the CSV file of "directory information" and per our usual procedures, the same information was posted on our website's FOIA log. However, we believe that in the interest of adhering to the language in School Code and D181 Handbooks that says a "proper request" for the information must be made to receive it, we have removed the CSV file from the log and replaced the CSV file with a message (see attached) indicating that any individual / group wishing to receive the same information may send the request to Jean Duggan, FOIA Officer. Should we receive such a request (including from an anti-referendum group or other community member / group) we will respond appropriately.

Sincerely,

Jean Duggan

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Jean Duggan

Administrative Assistant to the Superintendent and
Board of Education

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<Mayer_FOIA_Response_Information_1_7_15.pdf>

Subject: Fwd: FOIA Update
From: Jean Duggan
Date: 1/7/16, 1:04 PM
To: Bridget McGuiggan

----- Forwarded message -----

From: **Yvonne Mayer** <ymayer@msn.com>
Date: Thu, Jan 7, 2016 at 12:53 PM
Subject: Re: FOIA Update
To: Jean Duggan <jduggan@d181.org>
Cc: Board of Education District 181 <boe@d181.org>, Don White <dwhite@d181.org>, Chuck Fieldman <cfieldman@pioneerlocal.com>

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Sent from my iPhone

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Sincerely,

Jean Duggan

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<Mayer_FOIA_Response_Information_1_7_15.pdf>

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Community Consolidated School District 181

Subject: Re: Confidential Draft Letter - Revised
From: Richard Giltner
Date: 1/7/16, 1:25 PM
To: Don White

As I mentioned in the call, I would also ask you to reach out to your contact with the referendum committee to ask them to refrain from using the information further until the board has had a chance to discuss the matter. I think it would also be useful to ask them if they would agree to no further use of the information if it is requested by the board.

And as I also mentioned, even if the district “may” release the information, “should” they release the information is to me the more relevant question. The amount of detail including birthdate, birthplaces and addresses in an easily manipulated file format is especially worrisome in this time of increased identity theft.

On Jan 7, 2016, at 12:52 PM, Jean Duggan <jduggan@d181.org> wrote:

Do Not Reply All -

Dear Board members,

I left out the last two paragraphs from the previous email. My apologies.

Jean

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

--

Jean Duggan

Administrative Assistant to the Superintendent and
Board of Education
Community Consolidated School District 181
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Subject: Re: Confidential Draft Letter - Revised
From: "Don White, Ph.D." <dwhite@d181.org>
Date: 1/7/16, 1:31 PM
To: Richard Giltner

This is already in the works.

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

On Jan 7, 2016, Richard Giltner <rgiltner@d181.org> wrote:

As I mentioned in the call, I would also ask you to reach out to your contact with the referendum committee to ask them to refrain from using the information further until the board has had a chance to discuss the matter. I think it would also be useful to ask them if they would agree to no further use of the information if it is requested by the board.

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Jean

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

--

Jean Duggan
Administrative Assistant to the Superintendent and
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Subject: Student Directory Information

From: Bridget McGuiggan

Date: 1/7/16, 1:34 PM

To: Meg Cooper <mdcooper59@aol.com>, Nancy Pollak <nancypollak@me.com>

Good afternoon,

This message is to respectfully request that the Citizens Committee for a New HMS please hold on using District 181 family directory information for additional mass communications at this time. Dr. White has been working to address questions from the Board related to our sharing of this information, and so while we are doing that, we would ask that no further large group emails be sent if using the file provided. We are including information on this topic as part of the Superintendent's Report for Monday's Board meeting and so anticipate additional discussion at that time.

Thank you -

Sincerely,

Bridget McGuiggan, APR

Director of Communications

Community Consolidated School District 181

115 West 55th Street, Clarendon Hills, IL 60514

630.861.4924

www.d181.org

Subject: RE: FOIA Update

From: Yvonne Mayer

Date: 1/7/16, 1:46 PM

To: Richard Giltner

CC: "boe@d181.org" <boe@d181.org>, Chuck Fieldman <cfieldman@pioneerlocal.com>

Richard:

I appreciate receipt of your email. In response, please be advised that I have shared all relevant information with Chuck Fieldman from the Doings who may be investigating this further. I have also sent all my correspondence and the public records response to the D86 BOE and Superintendent Law and asked them if they have received a similar request, and if so, what their response was, and if not yet, what their response will be should the committee make the same request. I thought it critical that they see the mass release of personal information that the D181 Administration had no issues turning over -- in the case of the citizens committee, not even in response to a FOIA request.

I do not plan to distribute the actual documentation to anyone else, however, I will be informing community members of what has transpired, both in personal conversations, via email and via submission of a comment to the D181 parent blog. The community has a right to know the reckless disregard that the administration has shown to the personal information of each family in the district.

I am appalled that Dr. White and his administration did not seek BOE input or authorization prior to releasing this information to the citizen's committee or, in fact, to me. Seeking return of the information from the committee is meaningless, since they have already used it and to now withhold it from anyone else who either supports or opposes the upcoming referendum will establish that the D181 administration has violated referendum law by giving one side an unfair advantage.

This is just the latest inappropriate action taken by the current administration. The last one was the inappropriate violation of the Open Meetings Act when the BOE approved paying the architecture firm \$120,000 at the last board meeting. That payment was not properly noticed up on the meeting agenda and should never have been voted on by the BOE in December. Following that meeting, I raised that issue with Dr. White and President Garg, advised them that it is my legal opinion that the advice they have received from the district's law firm is flawed and that self-correction was required or I would file another Request for Review with the Attorney General's office. Now I have been advised by Dr. White that the check has not been issued and the payment will be discussed again at next week's meeting. Regardless of what the school code says, I believe the legal opinion (if one was actually received) on the current information release issue was also flawed.

I urge you at next Monday's board meeting to PUBLICLY discuss the administration's mass release of the personal information of thousands of families, and the actions the BOE must take to hold the administration accountable, AND also discuss whether the current law firm should be fired.

Please call me if you wish to further discuss any of these issues. I will text you my phone number if you would like it.

Finally, in the interest of full transparency and all board members having equal access to information, I am copying the

entire board, Dr. White and Chuck Fieldman.

Yvonne Mayer

From: rgiltner@d181.org
Subject: Re: FOIA Update
Date: Thu, 7 Jan 2016 13:16:50 -0600
To: ymayer@msn.com

Hi Yvonne,

Happy New Year and I hope all is well.

As I think you do, I believe that releasing the directory information to the referendum committee was a mistake. When parents give the right to distribute that information, I am sure this is not the kind of use that they would anticipate or approve. I think Dr. White probably did not think this through very well and realizes in hindsight that he would have been better off refusing to share the information.

Now the next question is what is the best action going forward. I feel that distributing this information in a public forum where it can be picked up by anyone is not something that is helpful to anyone. In this age of identity theft, I can say that I personally do not want personal information including my children's names, birthdates, e-mails, phone numbers etc. distributed in that manner. So I would kindly ask, if possible, for you to give the board a chance to address the problem and ensure that something like this will not happen again. I have also asked Dr. White to reach out to the referendum committee and ask them to refrain from using the directory information until this issue is settled.

Thanks,
Rich

On Jan 7, 2016, at 12:53 PM, Yvonne Mayer <ymayer@msn.com> wrote:

Sorry, that doesn't cut it with me. I would like a legal opinion from your attorneys as to why a properly responded freedom of information act request for public documentation is not available on the freedom of information act log which is set up to post the public documentation and/or links to it.

Sent from my iPhone

On Jan 7, 2016, at 12:39 PM, Jean Duggan <jduggan@d181.org> wrote:

Dear Ms. Mayer and Board of Education Members,

This message is to provide an update regarding this morning's FOIA request from Ms. Mayer. Ms. Mayer was provided with the CSV file of "directory information" and per our usual procedures, the same information was posted on our website's FOIA log. However, we believe that in the interest of adhering to the language in School Code and D181 Handbooks that says a "proper request" for the information must be made to receive it, we have removed the CSV file from the log and replaced the CSV file with a message (see attached) indicating that any individual / group wishing to receive the same information may send the request to Jean Duggan, FOIA Officer. Should we receive such a request (including from an anti-referendum group or other community member / group) we will respond appropriately.

Sincerely,

Jean Duggan

--

Jean Duggan

Administrative Assistant to the Superintendent and
Board of Education
Community Consolidated School District 181
115 W. 55th St.
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(630) 861-4922
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Subject: Re: Confidential Draft Letter - Revised
From: Richard Giltner
Date: 1/7/16, 2:46 PM
To: Don White

By the way, I hope what I wrote to Yvonne did not come across as disrespectful to you or a violation of privacy from any of the conversations we had. Although I do not think I said anything that I had not already said to you or would say at the board meeting on Monday, I did not anticipate her forwarding the e-mail to the full board and a member of the media. Here I thought I could help to defuse the situation and let logic win out, but there is always another surprise around the corner!

On Jan 7, 2016, at 1:31 PM, Don White, Ph.D. <dwhite@d181.org> wrote:

This is already in the works.

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

On Jan 7, 2016, Richard Giltner <rgiltner@d181.org> wrote:

As I mentioned in the call, I would also ask you to reach out to your contact with the referendum committee to ask them to refrain from using the information further until the board has had a chance to discuss the matter. I think it would also be useful to ask them if they would agree to no further use of the information if it is requested by the board.

And as I also mentioned, even if the district “may” release the information, “should” they release the information is to me the more relevant question. The amount of detail including birthdate, birthplaces and addresses in an easily manipulated file format is especially worrisome in this time of increased identity theft.

On Jan 7, 2016, at 12:52 PM, Jean Duggan <jduggan@d181.org> wrote:

Do Not Reply All -

Dear Board members,

I left out the last two paragraphs from the previous email. My apologies.

Jean

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

--

Jean Duggan

Administrative Assistant to the Superintendent and
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Subject: Re: Confidential Draft Letter - Revised
From: "Don White, Ph.D." <dwhite@d181.org>
Date: 1/7/16, 2:48 PM
To: Richard Giltner

Two other members feels I should wait to send out parent letter until after the discussion on Monday. Any thoughts?

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

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Do Not Reply All -

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I left out the last two paragraphs from the previous email. My apologies.

Jean

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

--

Jean Duggan
Administrative Assistant to the Superintendent and
Board of Education
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Subject: Re: opt-out / directory information
From: Kenneth Surma
Date: 1/8/16, 4:57 AM
To: "Don White, Ph. D." <dwhite@d181.org>
CC: Bridget McGuiggan <bmcguiggan@d181.org>

Bridget,

As we talked yesterday, I agree with honoring the requests, and to have something in writing that requests the opt-out or opt-in even if it an email requesting the change.

We can always upload that written request to the student's record in IC so that it would be stored appropriately.

Thanks for your work on this,
Ken

Kenneth Surma
Assistant Superintendent of Business and Operations/CSBO
Community Consolidated School District 181
115 West 55th Street
Clarendon Hills, IL 60514
630.861.4900 - voice
630.887.1079 - fax

On Jan 7, 2016, at 6:46 AM, Don White, Ph.D. <dwhite@d181.org> wrote:

I would like us to honor these requests regardless of the time the request is received. We cannot do a lot about the already released information.

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

On Jan 7, 2016, Bridget McGuiggan <bmcguiggan@d181.org> wrote:

I received a request from a current parent to opt-out of sharing directory information for future requests. I know that it is asked during registration, but if a parent wants to opt-out now, would I just report that to Stephanie for recording in Infinite Campus? Our Handbook notes that the parent must "submit the request in writing to the principal at the beginning of the year." I assume though we'll grant that request anytime.

I haven't received such a request before, so appreciate any guidance.

Thank you,

Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
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Subject: Fwd: FOIA Update
From: Don White
Date: 1/8/16, 5:51 AM
To: Board of Education District 181
BCC: "Don White, Ph.D." <dwhite@d181.org>

FOR INFORMATION PURPOSES ONLY. PLEASE DO NOT CLICK REPLY ALL.

Dear Board Members,

I wanted to provide some additional information regarding this topic. I will start with an apology that this has become an issue. As I stated in the draft letter that was shared yesterday, I had no intent of this becoming an issue or ever causing anyone to be concerned. Of course, if I could have predicted that it would become an issue, I probably would have done something different (assuming I could legally - like not releasing the information). Now that I had a little time to process what I am hearing from Mrs. Mayer and a few Board members, I thought I would provide some additional information:

- The contents of the file that was shared included the following information: School, Student Last Name, Student First Name, Grade, Parent Last Name, Parent First Name, Relationship (Mother or Father), Street Address, City, State, Zip, Home Phone, Parent Cell Phone, and Parent Email.
- The total contents of the "Directory Information" also includes student gender, student birth date, student activities, student organizations, student athletics, and period of attendance in schools. These data were not part of the file.
- The designation of "Directory Information" allows us to legally share student level data with media, PTO's, the D181 Foundation, and other groups who make properly submitted requests.
- I realize that Mrs. Mayer (in her email below) said that she would like a legal opinion regarding the removal of the file from the FOIA log. For your information, I did consult with legal counsel on this topic and was told that there is no legal precedent for posting or not posting the file as part of the FOIA process. Given the current concerns, I made the decision to not post the file.
- The District's attorney is working on a written opinion regarding this topic. I spoke with him again last night and he shared that he will do his best to have the written opinion ready on Monday but it may not be possible given his other ongoing work.
- As of writing this email, one parent has contacted the District with a request that we not release the directory information. We were told by Meg Cooper that this same parent contacted her about this topic. Even though the handbook states that the parent must tell us at the beginning of the school year, we will certainly honor any parent's request regarding of the timing or reason for the request.
- We have contacted the group that received the file to request that they not use the information to communicate with parents until we can resolve this topic. I do not know that we can ultimately limit the use of the information much the same as we could not limit the use of the information once it is given to the PTO or the D181 Foundation.
- I have not sent the parent letter that was shared yesterday.
- Moving forward, there are specific questions that need to be considered. There are probably more but these are the ones that come to mind right now.
 - Would the Board like to continue designating "Directory Information"?
 - If yes, what will that include?
 - If no, we need to investigate the possible implications (e.g., Can we still share contact information with the PTO and D181 Foundation? What happens when we get a request from media who may be working on a club, academic award or sports story and they need additional information about one or a group of students; can we share just with the media?).
 - I have asked the District attorney to consider whether the Board can specify which groups can receive directory information. For example, can policy list specific groups? As I have been informed by the District attorney, by designating "Directory Information", it is publicly available. Does this fact mean that the Board cannot limit making any or all of this publicly available?

I fully understand that we all would like to be focused on other important issues.

Respectfully,

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: (630) 861-4922

----- Forwarded message -----

From: **Yvonne Mayer** <ymayer@msn.com>

Date: Thu, Jan 7, 2016 at 12:53 PM

Subject: Re: FOIA Update

To: Jean Duggan <jduggan@d181.org>

Cc: Board of Education District 181 <boe@d181.org>, Don White <dwhite@d181.org>, Chuck Fieldman <cfieldman@pioneerlocal.com>

Sorry, that doesn't cut it with me. I would like a legal opinion from your attorneys as to why a properly responded freedom of information act request for public documentation is not available on the freedom of information act log which is set up to post the public documentation and/or links to it.

Sent from my iPhone

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Sincerely,

Jean Duggan

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Jean Duggan
Administrative Assistant to the Superintendent and
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<Mayer_FOIA_Response_Information_1_7_15.pdf>

Subject: Fwd: FOIA Update

From: Don White

Date: 1/8/16, 6:03 AM

To: Jean Duggan <jduggan@d181.org>, Bridget McGuiggan <bmcguiggan@d181.org>

What do you think about adding to the DRAFT letter something in regards to the actual information that was shared in the file? (See email below.)

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.

Superintendent

Community Consolidated School District 181

115 West 55th Street, Clarendon Hills, IL 60514

Office: (630) 861-4922

----- Forwarded message -----

From: Don White <dwhite@d181.org>

Date: Fri, Jan 8, 2016 at 5:51 AM

Subject: Fwd: FOIA Update

To: Board of Education District 181 <boe@d181.org>

FOR INFORMATION PURPOSES ONLY. PLEASE DO NOT CLICK REPLY ALL.

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Don

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Office: [\(630\) 861-4922](tel:6308614922)

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From: **Yvonne Mayer** <ymayer@msn.com>

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Subject: Re: FOIA Update

To: Jean Duggan <jduggan@d181.org>

Cc: Board of Education District 181 <boe@d181.org>, Don White <dwhite@d181.org>, Chuck Fieldman <cfieldman@pioneerlocal.com>

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Subject: Directory information
From: Mridu Garg
Date: 1/8/16, 9:04 AM
To: Don White

Don,

Thank you for the follow up on the directory information that was released. I wanted to let you know that I spoke to Dan Boyle late afternoon since you were out of the office. My concern and it seems that of other board members is the security of students since school directories contain all pertinent information related to home address, phone numbers and parent names etc. I asked Dan about the disclaimer that is present in every school directory and he said he had not seen it and had also not been able to review the materials you have provided yet. Most parents release the information solely for the purpose of PTO use so that parents can contact each other for play dates, meetings, activities etc. I do not think they are aware of the fact that this information can be released to any organization.

Based on my conversation with Dan it seems there is latitude for the board as you suggested to limit information designated as directory information. I was not clear on whether we were required to release all information or could we have just released the parent names and email addresses.

Dan also didn't have an opinion yet on how the statute on directory information relates to student personal information/privacy. Our policy 7:015 states the following:

Selling or Marketing Students' Personal Information Is Prohibited

No school official or staff member shall market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term *personal information* means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

The above paragraph does not apply: (1) if the student's parent(s)/guardian(s) have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's *personal information* to a business organization or financial institution that issues credit or debit cards.

The district did not sell or market the information but we may have provided it to others to use for that purpose. The personal information includes some of the information that was released.

I hope he can address all of these concerns so that we can maintain confidentiality as it relates to safety and security.

Thanks.
Mridu

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Subject: RE: January 7, 2016 Freedom of Information Act Request

From: Yvonne Mayer

Date: 1/8/16, 7:36 PM

To: Don White

CC: "boe@d181.org" <boe@d181.org>, Chuck Fieldman <cfieldman@pioneerlocal.com>

Dr. White: Following up on the information you provided below regarding the school code provision, I looked up the actual code provision and then took a look at various school handbooks which provide information to parents regarding the release of directory information. What I discovered has made me even more concerned about the reckless disregard exhibited by D181 in the mass release of student and parent information to a political action committee.

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I would appreciate a prompt response to these questions.

Respectfully submitted,

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From: dwhite@d181.org

Date: Thu, 7 Jan 2016 06:17:28 -0600

Subject: Re: January 7, 2016 Freedom of Information Act Request

To: ymayer@msn.com



CC: boe@d181.org

Mrs. Mayer,

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This information may routinely be released to organizations such as the Parent-Teacher Organization (PTO), the District 181 Foundation, and other District-related groups. District 181 may release some or all of this information at any time during the school year to a third party in response to a proper request, unless the parent/guardian

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As noted, the District may release some or all of this information at any time during the school year to a third party in response to a proper request. We received a proper request, and I authorized the release of the information.

Without a change in practice and language regarding the release of this information, I would respond the same for any group that requested said information. I would want to consult with the attorney regarding a change in any of our policy or procedural language to ensure that the District is in compliance with Section 375.80 of the Illinois Administrative Code.

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Subject: FW: January 7, 2016 Freedom of Information Act Request

Date: Thu, 7 Jan 2016 00:34:54 -0600

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I am bringing to your attention a FOIA request I have just submitted. A community member brought the information below to my attention last night. Now that all personal information on district families (other than apparently those who signed a refusal to release information when they registered this year) has been disseminated by the administration to a political action committee, there is no legal basis to withhold it now or in the future from any other member of the public who seeks this same personal information. I urge you to direct the administration to immediately comply with my FOIA request and not attempt to delay production of the exact information that was turned over to the Citizens for a New

HMS political action committee (without the administration first seeking board approval -- I could not find any reference on Board Docs to this coming before the full BOE), and which has already been used by the political action committee to disseminate promotional information supporting the upcoming referendum question.

While I expect the Administration to fully comply with my FOIA request, I suggest that you ask yourselves whether this is really a can of worms you wanted opened? I was, quite frankly, shocked to learn that this information was handed over to a political action committee. **My understanding has been that political candidates such as BOE candidates *have never been allowed* to use information obtained from D181 directories**, so I'd really like an explanation how a political action committee supporting a district referendum was given this information. Perhaps one of you will send me a response to this question.

Respectfully submitted,

Yvonne Mayer

From: ymayer@msn.com

To: jduggan@d181.org

Subject: January 7, 2016 Freedom of Information Act Request

Date: Thu, 7 Jan 2016 00:21:54 -0600

D181 FOIA Officer Duggan:

Please treat this email as a FOIA request.

It has come to my attention that D181 has provided an organization and/or political action committee named Citizens for a New HMS -- the organization that is supporting the upcoming HMS Referendum - a data base with names, addresses, email addresses and phone numbers (and perhaps additional identifying information) of current D181 students and parents. I am hereby requesting that you produce the exact same information, in the exact format, that you produced to the Citizens for a New HMS committee. I am also requesting that you immediately post a link to this same information on the D181 FOIA Log so that any other member of the public who either supports or opposes the upcoming HMS Referendum has access to the same personal contact information the Citizens for a New HMS were provided -- information which they have already used to disseminate an email blast promoting their political position on the HMS referendum question.

Since this information was already turned over to the Citizen for a New HMS organization, I would request that you not delay in responding to this FOIA request and that it be complied with by the close of business on January 7, 2016. It should be quite easy to immediately produce the exact same information to me and post on the D181 website.

Thank you.

Respectfully submitted,

Yvonne Mayer

E-MAIL CONFIDENTIALITY NOTICE: Illinois has a very broad public records law. Most written communications (including email) to or from school district officials and staff are public records available to the public and media upon request. Your email communications may therefore be subject to public disclosure. Community Consolidated School District 181

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Subject: Re: January 7, 2016 Freedom of Information Act Request
From: "Don White, Ph.D." <dwhite@d181.org>
Date: 1/9/16, 9:52 AM
To: Mridu Garg

I know it will not be done this weekend and probably not on Monday as I have to be with my family and I have to get focused on other work related items.

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

On Jan 9, 2016, Mridu Garg <mgarg@d181.org> wrote:

I think that is best. Thanks.
Mridu

On Sat, Jan 9, 2016 at 9:31 AM, Don White, Ph.D. <dwhite@d181.org> wrote:

Just an FYI that I will be working with the district attorney on a response to Mrs. Mayer's email.

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

From: Don White <dwhite@d181.org>
Sent: Sat Jan 09 06:50:11 CST 2016
To: Daniel Boyle <dboyle@hauserizzo.com>
Subject: Fwd: January 7, 2016 Freedom of Information Act Request

Dear Dan,

I would like your assistance with writing responses to Mrs. Mayer's questions. I do wonder if this is a FOIA request or just simply a request for general responses.

I think the "stem" to all of this is something like the following, "... when the request for the directory information was received, I consulted with the District attorney. A determination was made that the directory information was publicly available based on the review of the District's registration process and [enter basic legal/code source]. I then made a decision to share the directory file with the referendum committee. Given the unintended consequences of this decision, we are now conducting a review of our handbooks, policy, and administrative procedures."

I am available almost all weekend if you would like to call [REDACTED]).

Thank you,

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514

----- Forwarded message -----

From: **Yvonne Mayer** <ymayer@msn.com>

Date: Fri, Jan 8, 2016 at 7:36 PM

Subject: RE: January 7, 2016 Freedom of Information Act Request

To: Don White <dwhite@d181.org>

Cc: "boe@d181.org" <boe@d181.org>, Chuck Fieldman <cfieldman@pioneerlocal.com>

Dr. White: Following up on the information you provided below regarding the school code provision, I looked up the actual code provision and then took a look at various school handbooks which provide information to parents regarding the release of directory information. What I discovered has made me even more concerned about the reckless disregard exhibited by D181 in the mass release of student and parent information to a political action committee.

All of the school handbooks specify that directory information "*may be released to the general public when approved by the building principal unless the parent or guardian requests that any or all such information not be released.*" While the elementary handbook references possible release to third parties, the middle school handbooks do not have that same language, nor do any of the handbooks clearly state that directory information can be turned over to political candidates or political action committees.

In light of the inconsistent and vague language in the parent handbooks which are the only source of information providing students and their families with their rights pertaining to release of their contact information, names and grades of their children and private email addresses, please answer the following questions:

1. Why isn't the language regarding release of directory information the same for all schools? Why don't the middle school directories reference possible release of directory information as do the elementary school handbooks?
2. Who in the district made the decision to release the student names, the school they attend and the grade they are in, along with the student and parent contact information to the Citizens for a New HMS group? Did the individual principals receive the request and did they approve release of the information as the indicated in the parent handbooks? Did the principals have any involvement in this mass release of information to a political action committee?
3. The handbook AND the school code provision indicates that directory information MAY be released, not that it MUST be released. In light of the use by D181 of the word MAY, please advise what procedure or guidelines were used by the district employee who approved the mass release of information to the political action committee to determine whether the information should be released to a political action committee?
4. Please advise why it was deemed appropriate by any D181 employee to provide a political action committee, or any member of the public with the names of students, schools they attend and the grades they are in? Why was such information necessary for the Citizens for a New HMS to have in order to solicit a YES vote from registered voters?
5. While the following may seem extreme, please advise whether D181 would release all of this identifying information to a known pedophile (since the code doesn't place any restrictions on who qualifies as a member of the general public), or a pro or anti abortion group, or any type of radical group?

I would appreciate a prompt response to these questions.

Respectfully submitted,

Yvonne Mayer

From: dwhite@d181.org
Date: Thu, 7 Jan 2016 06:17:28 -0600
Subject: Re: January 7, 2016 Freedom of Information Act Request
To: ymayer@msn.com
CC: boe@d181.org

Mrs. Mayer,

I will work with Jean Duggan to comply with your request as soon as we can. In the meantime, I can share with you and the Board at the same time some text that will be included in my Superintendent's Report for the Monday, January 11, 2016 Board meeting.

####

Distribution of Directory Information

A community group supporting the referendum requested and received a list with parent contact information. This "directory information" is collected each year during registration. When I received the request from the community group, I contacted the District attorney and received a verbal opinion. The District attorney advised me that this was information that can be distributed. This advice is supported by Section 375.80 of the Illinois Administrative Code, which states that "Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child. It also states that school districts shall notify parents annually of the information that is considered to be "directory information" and of the procedures to be used by parents to request that specific information not be released. The District's registration process includes an opportunity for parents to state that they do not want their information released. In addition, the 2015-16 School Handbooks include the following information:

-

Directory Information

The following personally identifiable information contained in a student's educational record is designated as public information and may be released to the general public when approved by the building principal.

- Student name, address, gender, phone number, grade level, birth date and place, parent/guardian names and addresses
- Academic awards, degrees and honors
- Information on participation in school-sponsored activities, organizations, and athletics
- Period of attendance in the school.

This information may routinely be released to organizations such as the Parent-Teacher Organization (PTO), the District 181 Foundation, and other District-related groups. District 181 may release some or all of this

information at any time during the school year to a third party in response to a proper request, unless the parent/guardian requests that any or all such information not be released. Any parent, guardian or student may request that any or all of the designated public information not be released by the District. This request must be made in writing to the principal at the beginning of each school year and/or as described in the District's permissions sign-off completed during student registration.

As noted, the District may release some or all of this information at any time during the school year to a third party in response to a proper request. We received a proper request, and I authorized the release of the information.

Without a change in practice and language regarding the release of this information, I would respond the same for any group that requested said information. I would want to consult with the attorney regarding a change in any of our policy or procedural language to ensure that the District is in compliance with Section 375.80 of the Illinois Administrative Code.

We do not keep a running record of these types of requests, but I do know that the Foundation has requested the information in the past, and we have granted the request. I do not know if it is annually, but I also know that Hinsdale Fortnightly (a community group that gives lessons in dance and decorum) requests directory information only of the 8th grade students' families, and we have granted that request.

####

Don

You can choose to dream or you can dream and do something about it. I prefer the latter.

Don White, Ph.D.
Superintendent
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
Office: [\(630\) 861-4922](tel:6308614922)

On Thu, Jan 7, 2016 at 12:40 AM, Yvonne Mayer <ymayer@msn.com> wrote:

See correction below -- I have deleted the word "not" from the sentence in red.

From: ymayer@msn.com
To: boe@d181.org
Subject: FW: January 7, 2016 Freedom of Information Act Request

Date: Thu, 7 Jan 2016 00:34:54 -0600

Dear BOE Members:

I am bringing to your attention a FOIA request I have just submitted. A community member brought the information below to my attention last night. Now that all personal information on district families (other than apparently those who signed a refusal to release information when they registered this year) has been disseminated by the administration to a political action committee, there is no legal basis to withhold it now or in the future from any other member of the public who seeks this same personal information. I urge you to direct the administration to immediately comply with my FOIA request and not attempt to delay production of the exact information that was turned over to the Citizens for a New HMS political action committee (without the administration first seeking board approval -- I could not find any reference on Board Docs to this coming before the full BOE), and which has already been used by the political action committee to disseminate promotional information supporting the upcoming referendum question.

While I expect the Administration to fully comply with my FOIA request, I suggest that you ask yourselves whether this is really a can of worms you wanted opened? I was, quite frankly, shocked to learn that this information was handed over to a political action committee. **My understanding has been that political candidates such as BOE candidates *have never been allowed* to use information obtained from D181 directories**, so I'd really like an explanation how a political action committee supporting a district referendum was given this information. Perhaps one of you will send me a response to this question.

Respectfully submitted,

Yvonne Mayer

From: ymayer@msn.com

To: jduggan@d181.org

Subject: January 7, 2016 Freedom of Information Act Request

Date: Thu, 7 Jan 2016 00:21:54 -0600

D181 FOIA Officer Duggan:

Please treat this email as a FOIA request.

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Since this information was already turned over to the Citizen for a New HMS organization, I would request that you not delay in responding to this FOIA request and that it be complied with by the close of business on January 7, 2016. It should be quite easy to immediately produce the exact same information to me and post on the D181 website.

Thank you.

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Subject: Monday Agenda
From: Jennifer Burns
Date: 1/9/16, 3:03 PM
To: Don White <dwhite@d181.org>, Mridu Garg <mgarg@d181.org>

Dear Don and Mridu,

I am concerned about the length of Monday's agenda given the weight of a number of the agenda items such as Strategic Planning, Contract for Architectural Services, HMS Design and Potential Sale of Bonds, and Superintendent's Mid-Year Report. Are there non-essential agenda items which can be moved to a later meeting? Perhaps the Staffing Report and Calendar items?

Additionally, there are topics included in the Superintendent's Report which deserve the Board's full attention and dedicated discussion, such as Distribution of Directory Information. It will be difficult to adequately discuss this or any other subject within such a lengthy report. Can Middle School Start Times be pushed to the next BOE Meeting, or included as part of the Strategic Planning Work Session on January 23rd, so the Board is able to more adequately discuss other more urgent topics?

Lastly, I was under the impression that there would be a Strategic Planning community engagement event on either January 21st or 25th. Since there is already an event scheduled for the 21st according to the Superintendent's Report, the Strategic Planning event must be planned for the 25th. It should be added to the events listed in the Report.

Respectfully,

Jennifer

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Community Consolidated School District 181

Subject: Re: Monday Agenda
From: Mridu Garg
Date: 1/9/16, 4:45 PM
To: Jennifer Burns
CC: Don White <dwhite@d181.org>

Jennifer,

Thanks for your email. I actually was not able to attend the agenda planning meeting at Don's office and did not have a copy of the report. It was my fault since I had the meeting time down incorrectly in my calendar. I called in late. I think the staffing report is quite short and doesn't discuss FTE for next year yet. Should be quick. Also we are getting questions about the calendar as parents are planning for vacations already for next year. We are usually supposed to have a preliminary discussion about the school calendar in January I think per HCHTA contract as well. I think we should leave this on the agenda.

Don,

I agree about pulling the middle school start time discussion off your report. I agree with Jennifer that this was something that was part of the strategic planning survey. We can table it but it may be beneficial to let the board know. I have not had time to review all agenda items and had not looked at your report until now and didn't know it was being brought up.

When we had discussed the FCAR items, Rich had suggested including maintenance projects for all schools and not just HMS. I only see HMS information provided which still needs to be vetted potentially. Can we also move this to the next meeting since we will have facilities as an ongoing agenda item for a while? Again it would be beneficial to inform the board about this as well.

Thanks.
Mridu

On Sat, Jan 9, 2016 at 3:03 PM, Jennifer Burns <jburns@d181.org> wrote:

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Community Consolidated School District 181

Subject: Re: Monday Agenda
From: Jennifer Burns
Date: 1/9/16, 5:31 PM
To: Mridu Garg
CC: Don White <dwhite@d181.org>

Thanks much for working to make the agenda more manageable and, as a result, the discussions more productive. Much appreciated.

On Sat, Jan 9, 2016 at 4:45 PM, Mridu Garg <mgarg@d181.org> wrote:

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Subject: Board questions for Monday

From: Leslie Gray

Date: 1/10/16, 3:32 PM

To: Jean Duggan <jduggan@d181.org>, Don White <dwhite@d181.org>

Below are my board questions:

1. This month there were three "inadvertent personal purchase reimbursed with check #153" entries to Jewel, Walmart, and Walgreens. The check listings for the past two months have had similar reimbursements for improper use of district credit cards. This misuse of district credit cards violated board policy. Board policy 4:055 says "credit and /or procurement cards may only be used to pay certain job-related expenses or to make purchases on behalf of the Board or the District or any student activity fund, or for purpose that would otherwise be addressed through a conventional revolving fund." Regarding discipline for misuse the policy says "The consequences for unauthorized purchase include, but are not limited to, reimbursing the District for the purchase amount, loss of cardholding privileges, and, if made by an employee, discipline up to and including discharge." "All cardholders must sign a statement affirming that they are familiar with this policy."

With respect to the various inappropriate charges that occurred over the past three months, what discipline has been taken? Was more than one employee involved, or did one employee make all of the improper charges? Has any card been revoked? (Using a business card for personal use is usually treated with a one time warning and a much harsher discipline the second time.) What steps are being taken to prevent misuse of district credit cards in the future? What safeguards does the accounting department have to flag these types of inappropriate charges, keeping in mind that the District routinely has legitimate charges to stores such as Walgreens, Jewel, Walmart and Amazon and therefore improper charges are hard to detect simply by reviewing the monthly bills.

2. Policy 4:055 prohibits a cardholder from spending more than 1k per month or \$500 in a single purchase. Each month there are routinely multiple charges to Amazon that exceed these amounts in the aggregate. In reviewing the bills it is nearly impossible to determine if the charges legitimate. Do the charges to Amazon and other similar vendors comply with policy 4:055? Is there a more efficient way we can earmark the Amazon charges so that inappropriate charges are easier to identify?

3. Please post the "opt out" provision in the registration process that relates to "directory information."

4. Please post Section 375.80 of the Illinois Administrative Code.

5. \$204,354.36 of registration fees still remain uncollected. How many reminder notices have gone out to parents regarding uncollected fees? What types of notices have parents received (email, phone, collection agency, mail ect.)?

6. Has staff been notified that the food and expense policy went into effect on January 1? Please post the final version of the policy for the community.

Thanks,

Leslie

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Community Consolidated School District 181

Subject: Fwd: Board questions for Monday
From: "Don White, Ph.D." <dwhite@d181.org>
Date: 1/10/16, 3:42 PM
To: Jean Duggan
BCC: dwhite@d181.org

Please post.

1, 2, 3, 5 - Ken
4, 6 - Don

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

From: Leslie Gray <lgray@d181.org>
Sent: Sun Jan 10 15:32:39 CST 2016
To: Jean Duggan <jduggan@d181.org>, Don White <dwhite@d181.org>
Subject: Board questions for Monday

Below are my board questions:

1. This month there were three "inadvertent personal purchase reimbursed with check #153" entries to Jewel, Walmart, and Walgreens. The check listings for the past two months have had similar reimbursements for improper use of district credit cards. This misuse of district credit cards violated board policy. Board policy 4:055 says "credit and /or procurement cards may only be used to pay certain job-related expenses or to make purchases on behalf of the Board or the District or any student activity fund, or for purpose that would otherwise be addressed through a conventional revolving fund." Regarding discipline for misuse the policy says "The consequences for unauthorized purchase include, but are not limited to, reimbursing the District for the purchase amount, loss of cardholding privileges, and, if made by an employee, discipline up to and including discharge." "All cardholders must sign a statement affirming that they are familiar with this policy."

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Community Consolidated School District 181

Subject: Fwd: Board questions for Monday
From: "Don White, Ph.D." <dwhite@d181.org>
Date: 1/10/16, 3:44 PM
To: "Kenneth E. Surma" <ksurma@d181.org>

FYI

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

From: "Don White, Ph.D." <dwhite@d181.org>
Sent: Sun Jan 10 15:42:38 CST 2016
To: Jean Duggan <jduggan@d181.org>
Subject: Fwd: Board questions for Monday

Please post.

1, 2, 3, 5 - Ken
4, 6 - Don

Don

Don White, Ph.D.

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Subject: Board questions for Monday

Below are my board questions:

1. This month there were three "inadvertent personal purchase reimbursed with check #153" entries to Jewel, Walmart, and Walgreens. The check listings for the past two months have had similar reimbursements for improper use of district credit cards. This misuse of district credit cards violated board policy. Board policy 4:055 says "credit and /or procurement cards may only be used to pay certain job-related expenses or to make purchases on behalf of the Board or the District or any student activity fund, or for purpose that would otherwise be addressed through a conventional revolving fund." Regarding discipline for misuse the policy says "The consequences for unauthorized purchase include, but are not limited to, reimbursing the District for the purchase amount, loss of cardholding privileges, and, if made by an employee, discipline up to and including discharge." "All cardholders must sign a statement affirming that they are familiar with this policy."

With respect to the various inappropriate charges that occurred over the past three months, what discipline has been taken? Was more than one employee involved, or did one employee make all of the improper charges? Has any card been revoked? (Using a business card for personal use is usually treated with a one time warning and a much harsher discipline the second time.) What steps are being taken to prevent misuse of district credit cards in the future? What safeguards does the accounting department have to flag these types of inappropriate charges, keeping in mind that the District routinely has legitimate charges to stores such as Walgreens, Jewel, Walmart and Amazon and therefore improper charges are hard to detect simply by reviewing the monthly bills.

2. Policy 4:055 prohibits a cardholder from spending more than 1k per month or \$500 in a single purchase. Each month there are routinely multiple charges to Amazon that exceed these amounts in the aggregate. In reviewing the bills it is nearly impossible to determine if the charges legitimate. Do the charges to Amazon and other similar vendors comply with policy 4:055? Is there a more efficient way we can earmark the Amazon charges so that inappropriate charges are easier to identify?
3. Please post the "opt out" provision in the registration process that relates to "directory information."
4. Please post Section 375.80 of the Illinois Administrative Code.
5. \$204,354.36 of registration fees still remain uncollected. How many reminder notices have gone out to parents regarding uncollected fees? What types of notices have parents received (email, phone, collection agency, mail ect.)?
6. Has staff been notified that the food and expense policy went into effect on January 1? Please post the final version of the policy for the community.

Thanks,

Leslie

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Community Consolidated School District 181

Subject: Re: Board questions for Monday
From: Jean Duggan
Date: 1/10/16, 3:55 PM
To: "Don White, Ph.D." <dwhite@d181.org>

Will do.

On Sun, Jan 10, 2016 at 3:42 PM, Don White, Ph.D. <dwhite@d181.org> wrote:
Please post.

1, 2, 3, 5 - Ken
4, 6 - Don

Don

Don White, Ph.D.

You can choose to dream or you can dream and do something about it. I prefer the latter.

From: Leslie Gray <lgray@d181.org>
Sent: Sun Jan 10 15:32:39 CST 2016
To: Jean Duggan <jduggan@d181.org>, Don White <dwhite@d181.org>
Subject: Board questions for Monday

Below are my board questions:

1. This month there were three "inadvertent personal purchase reimbursed with check #153" entries to Jewel, Walmart, and Walgreens. The check listings for the past two months have had similar reimbursements for improper use of district credit cards. This misuse of district credit cards violated board policy. Board policy 4:055 says "credit and /or procurement cards may only be used to pay certain job-related expenses or to make purchases on behalf of the Board or the District or any student activity fund, or for purpose that would otherwise be addressed through a conventional revolving fund." Regarding discipline for misuse the policy says "The consequences for unauthorized purchase include, but are not limited to, reimbursing the District for the purchase amount, loss of cardholding privileges, and, if made by an employee, discipline up to and including discharge." "All cardholders must sign a statement affirming that they are familiar with this policy."

With respect to the various inappropriate charges that occurred over the past three months, what discipline has been taken? Was more than one employee involved, or did one employee make all of the improper charges? Has any card been revoked? (Using a business card for personal use is usually treated with a one time warning and a much harsher discipline the second time.) What steps are being taken to prevent misuse of district credit cards in the future? What safeguards does the accounting department have to flag these types of inappropriate charges, keeping in mind that the District routinely has legitimate charges to stores such as Walgreens, Jewel, Walmart and Amazon and therefore improper charges are hard to detect simply by reviewing the monthly bills.

2. Policy 4:055 prohibits a cardholder from spending more than 1k per month or \$500 in a single purchase. Each month there are routinely multiple charges to Amazon that exceed these amounts in the aggregate. In reviewing the bills it is nearly impossible to determine if the charges legitimate. Do the charges to Amazon and other similar vendors comply with policy 4:055? Is there a more efficient way we can earmark the Amazon charges so that inappropriate charges are easier to identify?

3. Please post the "opt out" provision in the registration process that relates to "directory information."

4. Please post Section 375.80 of the Illinois Administrative Code.

5. \$204,354.36 of registration fees still remain uncollected. How many reminder notices have gone out to parents regarding uncollected fees? What types of notices have parents received (email, phone, collection agency, mail ect.)?
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Thanks,

Leslie

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Jean Duggan
Administrative Assistant to the Superintendent and
Board of Education
Community Consolidated School District 181
115 W. 55th St.
Clarendon Hills, IL 60514
(630) 861-4922
(630) 887-1079 - FAX
www.d181.org

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Subject: Posting of "Opt-Out" provision and Section 375.80

From: Kenneth Surma

Date: 1/10/16, 7:22 PM

To: Jean Duggan

CC: "Don White, Ph. D." <dwhite@d181.org>

Jean,

Here is the two attachments to post per Leslie's Board question. I don't know where you'd like to add it, or you can make another Informational item under agenda item 6.

Good luck,

Ken

-
- [Attachments-20/Online Registration - Consent of Directory Information in Online Registration.pdf](#)
 - [Attachments-20/Illinois Administrative Code - Section 375.80 - Directory Information.pdf](#)

Subject: Re: Are you planning to respond to me?
From: Bridget McGuiggan
Date: 1/11/16, 8:14 AM
To: Jill
CC: Board of Education District 181 <boe@d181.org>, Don White <DWhite@d181.org>

Good morning, Jill,

I replied to you on January 8, with the text below and the attachments attached again here. Please let me know if you hadn't received that email.

Sure thing, and thank you for that clarification. Attached is a screenshot of the text shown as part of registration. You'll see the first sentence references that information can be shared with the "general public." You'll see also a link to the School Code that references this topic (http://www.d181.org/data/files/gallery/ContentGallery/Illinois_Student_Records_Act_Information.pdf).

This is not related to the school directories (typically produced by the PTOs), which as you stated may have different language / disclaimers.

To clarify, the language in registration related to directory information is separate from the language / checkbox related to use of child's image, work, etc. (AKA "Do Not Photo"). (That language is also attached.)

Below is the text from our 2015-16 Handbook on this topic:

Directory Information

The following personally identifiable information contained in a student's educational record is designated as public information and may be released to the general public when approved by the building principal.

- *Student name, address, gender, phone number, grade level, birth date and place, parent/guardian names and addresses*
- *Academic awards, degrees and honors*
- *Information on participation in school-sponsored activities, organizations, and athletics*
- *Period of attendance in the school.*

This information may routinely be released to organizations such as the Parent-Teacher Organization (PTO), the District 181 Foundation, and other District-related groups. District 181 may release some or all of this information at any time during the school year to a third party in response to a proper request, unless the parent/guardian requests that any or all such information not be released. Any parent, guardian or student may request that any or all of the designated public information not be released by the District. This request must be made in writing to the principal at the beginning of each school year and/or as described in the District's permissions sign-off completed during student registration.

###

I can let our Student Data Specialist know that your information should not be "unchecked" (opted out) at this time.

If you need something further, please let me know.

Thank you,

Thank you again,

Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
630.861.4924
www.d181.org

On Mon, Jan 11, 2016 at 8:07 AM, Jill <jillkq@comcast.net> wrote:

Hi Bridget

I understand a reporter was immediately given the opt out language I requested last week (whatever was part of online registration). Why would a non tax payer non parent get it before me? Especially when it is part of my child's student records?

I expect to receive it today.
Thanks!

Jill

Sent from my iPhone

-
- [Attachments-21/Online Registration - Consent of Directory Information in Online Registration.pdf](#)
 - [Attachments-21/Online Registration 2015-16 Student Name Image Work Do Not Photo Language.pdf](#)

Subject: Request for Information
From: Bridget McGuiggan
Date: 1/11/16, 10:11 AM
To: Jean Duggan
CC: Don White <dwhite@d181.org>

Reporter Chuck Fieldman has requested a copy of correspondence between Dr. White and Board members and/or administrators regarding "directory information."

Thank you!

Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
630.861.4924
www.d181.org

Subject: Request for Information
From: Bridget McGuiggan
Date: 1/11/16, 10:11 AM
To: Jean Duggan
CC: Don White <dwhite@d181.org>

Reporter Chuck Fieldman has requested a copy of correspondence between Dr. White and Board members and/or administrators regarding "directory information."

Thank you!

Bridget McGuiggan, APR
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Community Consolidated School District 181

Subject: Re: Are you planning to respond to me?

From: Leslie Gray

Date: 1/11/16, 12:27 PM

To: Jill <jillkq@comcast.net>, Bridget McGuiggan <bmcguiggan@d181.org>, Don White <dwhite@d181.org>, Mridu Garg <mgarg@d181.org>

All:

I see no reason why Jill, a parent whose child's directory information has been distributed, should not receive the opt out language. I also requested in my board questions that it be posted on board docs.

Leslie

On Monday, January 11, 2016, Jill <jillkq@comcast.net> wrote:

Hi Bridget

I understand a reporter was immediately given the opt out language I requested last week (whatever was part of online registration). Why would a non tax payer non parent get it before me? Especially when it is part of my child's student records?

I expect to receive it today.
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Jill

Sent from my iPhone

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Subject: Re: Are you planning to respond to me?

From: Bridget McGuiggan

Date: 1/11/16, 12:38 PM

To: Leslie Gray

CC: Jill <jillkq@comcast.net>, Don White <dwhite@d181.org>, Mridu Garg <mgarg@d181.org>

Good afternoon,

As you may have seen in my reply to Ms. Quinones and the Board this morning, I had replied to her on Friday with the information she requested. I sent it again today in response to her email, and also forwarded the January 8 email to her as well, which she said she had not received.

Thank you,

Bridget McGuiggan, APR

Director of Communications

Community Consolidated School District 181

115 West 55th Street, Clarendon Hills, IL 60514

630.861.4924

www.d181.org

On Mon, Jan 11, 2016 at 12:27 PM, Leslie Gray <lgray@d181.org> wrote:

All:

I see no reason why Jill, a parent whose child's directory information has been distributed, should not receive the opt out language. I also requested in my board questions that it be posted on board docs.

Leslie

On Monday, January 11, 2016, Jill <jillkq@comcast.net> wrote:

Hi Bridget

I understand a reporter was immediately given the opt out language I requested last week (whatever was part of online registration). Why would a non tax payer non parent get it before me? Especially when it is part of my child's student records?

I expect to receive it today.

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Subject: Re: Question
From: Bridget McGuiggan
Date: 1/11/16, 1:38 PM
To: "Fieldman, Charles" <cfieldman@pioneerlocal.com>
CC: Don White <dwhite@d181.org>

For the file provided to the committee, we provided contact information for each parent per child per primary household. We have approximately 3,880 students, and there were approximately 7,381 rows of data - not all children have two parents in the household and of the 3,880 students, there were 206 opt-outs. (Opt-out is done by per student, not per household or family.)

Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
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630.861.4924
www.d181.org

On Mon, Jan 11, 2016 at 10:00 AM, Fieldman, Charles <cfieldman@pioneerlocal.com> wrote:

Would it be possible to find out how many parents for this school year opted out of directory information being provided to the general public and how many total students there are in the district?

Thanks.

-Chuck-

From: Bridget McGuiggan <bmcguiggan@d181.org>

Date: Monday, January 11, 2016 at 9:23 AM

To: "Fieldman, Charles" <cfieldman@pioneerlocal.com>, Don White <dwhite@d181.org>

Subject: Re: Question

Following receipt of approval to release "directory information", I facilitated a request to our data specialist for a file of that information. The committee had not asked specifically for student names, but they were included in the file that was provided, as it is part of the file we have shared in past practice (i.e. with the PTO). Student names are included in "directory information" but no, they were not specifically requested.

Bridget McGuiggan, APR
Director of Communications
Community Consolidated School District 181
115 West 55th Street, Clarendon Hills, IL 60514
[630.861.4924](tel:630.861.4924)
www.d181.org

On Mon, Jan 11, 2016 at 9:10 AM, Fieldman, Charles <cfieldman@pioneerlocal.com> wrote:

Hi Bridget—can you please tell me specifically what information was requested by the citizens group? Did the information that was provided match up with what they requested, or was more information than they asked for given. If so, what and why?

Thanks.

-Chuck-

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Community Consolidated School District 181

TITLE 23: EDUCATION AND CULTURAL RESOURCES

SUBTITLE A: EDUCATION

CHAPTER I: STATE BOARD OF EDUCATION

SUBCHAPTER k: SCHOOL RECORDS

PART 375

STUDENT RECORDS

Section

375.10	Definitions
375.20	Rights of Students
375.30	Notification
375.40	Maintenance and Destruction of School Student Records
375.50	Cost for Copies of Records
375.60	Emergency Release of Information
375.70	Release of Information
375.75	Public and Nonpublic Schools: Transmission of Records for Transfer Students
375.80	Directory Information
375.90	Challenge Procedures
375.100	Implementation
375.110	Enforcement

AUTHORITY: Implementing and authorized by the Illinois School Student Records Act [105 ILCS 10] and Section 2-3.13a of the School Code [105 ILCS 5/2-3.13a].

SOURCE: Emergency rule adopted March 24, 1976; codified at 7 Ill. Reg. 12864; amended at 10 Ill. Reg. 12602, effective July 9, 1986; amended at 12 Ill. Reg. 4818, effective February 25, 1988; amended at 20 Ill. Reg. 15304, effective November 18, 1996; amended at 23 Ill. Reg. 13843, effective November 8, 1999; amended at 26 Ill. Reg. 16202, effective October 21, 2002; amended at 29 Ill. Reg. 5467, effective March 29, 2005; amended at 32 Ill. Reg. 7143, effective April 17, 2008; amended at 32 Ill. Reg. 16475, effective September 29, 2008; amended at 36 Ill. Reg. 2220, effective January 24, 2012; amended at 37 Ill. Reg. 9479, effective June 19, 2013; amended at 39 Ill. Reg. 2449, effective February 2, 2015.

Section 375.10 Definitions

"Accident Report" means documentation of any reportable student accident that results in an injury to a student, occurring on the way to or from school or on school grounds, at a school athletic event or when a student is participating in a school program or school-sponsored activity or on a school bus and that is severe enough to cause the student not to be in attendance for one-half day or more or requires medical treatment other than first aid. The accident report shall include identifying information, nature of injury, days lost, cause of injury, location of accident, medical treatment given to the student at the time of the accident, or whether the school nurse has referred the student for a medical evaluation, regardless of whether the parent, guardian or student (if 18 years or older) or an unaccompanied homeless youth (as defined by 42 USC 11434a) has followed through on that request.

"Act" means the Illinois School Student Records Act [105 ILCS 10].

"Health Record" means medical documentation necessary for enrollment and proof of dental examinations, as may be required under Section 27-8.1 of the School Code [105 ILCS 5/27-8.1].

"Health-related Information" means current documentation of a student's health information, not otherwise governed by the Mental Health and Developmental Disabilities Confidentiality Act [740 ILCS 110] or other privacy laws, which includes identifying information, health history, results of mandated testing and screenings, medication dispensation records and logs (e.g., glucose readings), long-term medications administered during school hours, documentation regarding a student athlete's and his or her parents' acknowledgement of the district's concussion policy adopted pursuant to Sections 10-20.53 and 34-18.45 of the School Code [105 ILCS 5/10-20.53 and 34-18.45], and other health-related information that is relevant to school participation (e.g., nursing services plan, failed screenings, yearly sports physical exams, interim health histories for sports).

"Official Records Custodian" means the individual appointed in each school in accordance with Section 4 of the Act [105 ILCS 10/4] who has responsibility for the *maintenance, care and security of all school student records, whether or not the records are in his or her personal custody or control.*

"School Student Record" shall have the meaning set forth in Section 2(d) of the Act [105 ILCS 10/2(d)], except that school student records shall not include:

SUBTITLE A

SUBCHAPTER k

Video or other electronic recordings created and maintained by law enforcement professionals working in the school or for security or safety reasons or purposes, provided the information was created at least in part for law enforcement or security or safety reasons or purposes;

Electronic recordings made on school buses, as defined in Section 14-3 of the Criminal Code of 1961 [720 ILCS 5/14-3]; and

Any information, either written or oral, received pursuant to Section 22-20 of the School Code [105 ILCS 5/22-20] and Sections 1-7 and 5-905 of the Juvenile Court Act of 1987 [705 ILCS 405/1-7 and 5-905].

The content of a video or other electronic recording may become part of a student's school student record to the extent school officials use and maintain this content for a particular reason (e.g., disciplinary action, compliance with a student's Individualized Education Program) regarding that specific student. Video or other electronic recordings that become part of a student's school record shall not be a public record and shall be released only in conformance with Section 6(a) of the Act and the federal Family Educational Rights and Privacy Act (20 USC 1232g).

"Special Education Records" means school records that relate to identification, evaluation, or placement of, or the provision of a free and appropriate public education to, students with disabilities under the Individuals with Disabilities Education Act (20 USC 1400 et seq.) and Article 14 of the School Code [105 ILCS 5/Art. 14], to include the report of the multidisciplinary staffing conference on which placement or nonplacement was based, and all records and audio recordings in any format relating to special education placement hearings and appeals.

"Student Permanent Record" means and shall consist of the following, as limited by Section 2(d) of the Act:

Basic identifying information, including the student's name and address, birth date and place, and gender, and the names and addresses of the student's parents;

Evidence required under Section (5)(b)(1) of the Missing Children's Records Act [325 ILCS 50/5(b)(1)];

Academic transcript, including:

SUBTITLE A

SUBCHAPTER k

grades, class rank, graduation date and grade level achieved;

scores on college entrance examinations, except that a parent may request, in writing, the removal from the academic transcript of any score received on college entrance examinations (also see Section 375.30(d));

the unique student identifier assigned and used by the Student Information System established pursuant to 23 Ill. Adm. Code 1.75 (Student Information System);

as applicable, designation of the student's achievement of the State Seal of Biliteracy, awarded in accordance with Section 2-3.157 of the School Code [105 ILCS 5/2-3.157] and 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); and

as applicable, designation of the student's achievement of the State Commendation Toward Biliteracy, awarded in accordance with 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy).

Attendance record;

Health record;

Record of release of permanent record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)];

Scores received on all State assessment tests administered at the high school level (i.e., grades 9 through 12) (see 105 ILCS 5/2-3.64a-5); and

If not maintained in the temporary record, may also consist of:

Honors and awards received; and

Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations.

No other information shall be placed in the student permanent record.

"Student Temporary Record" means all information not required to be in the student permanent record and shall consist of the following, as limited by Section 2(d) of the Act:

A record of release of temporary record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)];

Scores received on the State assessment tests administered in the elementary grade levels (i.e., kindergarten through grade 8) (see 105 ILCS 5/2-3.64a-5);

The completed home language survey form (see 23 Ill. Adm. Code 228.15 (Identification of Eligible Students));

Information regarding serious disciplinary infractions (i.e., those involving drugs, weapons, or bodily harm to another) that resulted in expulsion, suspension or the imposition of punishment or sanction;

Information provided under Section 8.6 of the Abused and Neglected Child Reporting Act [325 ILCS 5/8.6], as required by Section 2(f) of the Act [105 ILCS 10/2(f)];

Any biometric information that is collected in accordance with Section 10-20.40 or 34-18.34 of the School Code [105 ILCS 5/10-20.40 or 34-18.34];

Health-related information;

Accident Reports; and

May also consist of:

Family background information;

Intelligence test scores, group and individual;

Aptitude test scores;

Reports of psychological evaluations, including information on intelligence, personality and academic information obtained through test administration, observation or interviews;

Elementary and secondary achievement level test results;

Participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations;

Honors and awards received;

Teacher anecdotal records;

Other disciplinary information;

Special education records;

Records associated with plans developed under section 504 of the Rehabilitation Act of 1973 (29 USC 701 et seq.); and

Any verified reports or information from non-educational persons, agencies or organizations of clear relevance to the education of the student.

(Source: Amended at 39 Ill. Reg. 2449, effective February 2, 2015)

Section 375.20 Rights of Students

In addition to the rights granted to students with respect to permanent school records, as provided by Section 2(g) of the Act, a school may afford to students any or all of the rights afforded to parents under the Act or this Part in relation to the temporary record.

(Source: Amended at 10 Ill. Reg. 12602, effective July 9, 1986)

Section 375.30 Notification

- a) Upon the initial enrollment or transfer of a student to the school, the school shall notify the student and the student's parents of their rights under the Act as specified in subsection (d) of this Section and of their rights with respect to the collection, distribution, and retention of biometric information under Section 10-20.40 or 34-18.34 of the School Code, if the school collects student biometric information.
- b) All notification under this Part to parents of children classified under Section 14C-3 of the School Code [105 ILCS 5/14C-3] to be of limited English-speaking ability shall be in English and in the language of the child's primary speaking ability. All notifications shall be in a manner that is accessible to parents with disabilities.
- c) This notification may be delivered by any means likely to reach the parents, including direct mail or email, parent-teacher conferences, delivery by the student to the parent, or incorporation in a "parent-student" handbook or other informational brochure for students and parents disseminated by the school.
- d) The notification shall consist of:
 - 1) The types of information contained in the permanent and temporary records;
 - 2) The right to inspect and copy permanent and temporary records, the limitations on the right of access established under Sections 10-22.3c and 34-18.6a of the School Code [105 ILCS 5/10-22.3c and 34-18.6a] and Section 5(a) of the Act, and the cost of copying these records;
 - 3) The right to control access and release of school student records, except to the extent the records are authorized by law to be released without consent, and the right to request a copy of information released;
 - 4) The rights and procedures for challenging the contents of the school student record;
 - 5) The right to request removal from the student's academic transcript of one or more scores received on college entrance examinations through the submission of a written request stating the name of each college entrance examination that is the subject of the request and the dates of the scores that are to be removed;

SUBTITLE A

SUBCHAPTER k

- 6) The persons, agencies or organizations having access to student records without parental consent;
 - 7) The right to copy any school student record or information contained therein proposed to be destroyed or deleted and the school's schedule for reviewing and destroying this information;
 - 8) The categories of information the school has designated as "directory information" and the right of the parents to prohibit the release of this information;
 - 9) A statement informing the parents that no person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit or insurance the securing by any individual of any information from a student's temporary record that the individual may obtain through the exercise of any right secured under the Act or this Part;
 - 10) The right of the parents, as limited by Section 7 of the Act, to inspect and challenge the information contained in a school student record prior to transfer of the record to another school district, in the event of the transfer of the student to that district; and
 - 11) Any policies of the school relating to school student records that are not included in the Act or this Part, including any policy related to the collection of biometric information as permitted under Section 10-20.40 or 34-18.34 of the School Code.
- e) *The principal of each school or the person with like responsibilities or his or her designate shall take all action necessary to assure that school personnel are informed of the provisions of the Act and this Part, either orally or in writing [105 ILCS 10/3].*

(Source: Amended at 37 Ill. Reg. 9479, effective June 19, 2013)

Section 375.40 Maintenance and Destruction of School Student Records

- a) The provisions within the Act and this Part requiring the official records custodian to separate school student records into permanent and temporary categories shall apply only to records of students who are enrolled in the school on or after the effective date of this Part. Records of students who have graduated or permanently withdrawn prior to the effective date of this Part are not subject to these classifications except:
 - 1) In compliance with the request of a parent or eligible student that this categorization occur; and
 - 2) The official records custodian shall ensure that information characterized by the Act and this Part as "temporary" shall not be *disclosed except as provided by Section 5 or 6 of the Act or by court order* [105 ILCS 10/4(f)]. For the purposes of this Part, a court order is a document signed by a judge. A subpoena signed by a court clerk, an attorney or an administrative agency official shall not be considered a court order unless signed by a judge.
- b) Pursuant to Section 4(g) of the Act [105 ILCS 10/4(g)], student temporary records shall be reviewed every four years or upon a student's change in attendance centers, whichever occurs first, to verify entries and to eliminate or correct all out-of-date, misleading, inaccurate, unnecessary or irrelevant information pursuant to Section 375.10 of this Part. The records review is required in any given school year at the time a student first changes attendance centers within a district, but it does not need to be conducted if the student enrolls in a different attendance center later in that same school year.
- c) Upon graduation, transfer or permanent withdrawal of a student from a school, the school shall notify the parents and the student of the destruction schedule for the student permanent record and the student temporary record and of the right to request a copy of the student's records at any time prior to their destruction. Notification shall consist of the following: date of notification, name of parent, name of official records custodian, name of student, and the scheduled destruction date of temporary and permanent records. Biometric information collected pursuant to the district's policy, if any, shall not be subject to the retention requirements applicable to the remainder of students' temporary records under Section 4(f) of the Act, and its destruction shall not be subject to authorization by the appropriate Local Records Commission under Section 7 of the Local Records Act [50 ILCS 205/7]. Instead, the destruction of students' biometric information shall conform to the requirements of Section 10-20.40 or 34-34.18 of the School Code, as applicable.

- d) Upon graduation or permanent withdrawal of a student with a disability, as defined in Article 14 of the School Code [105 ILCS 5/Art.14] and 23 Ill. Adm. Code 226: Subpart A (Special Education), special education records, and other information contained in the student temporary record that may be of continued assistance to the student may, after five years, be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. The school shall explain to the student and the parent the future usefulness of these records.
- e) If a certified copy of an order of protection has been filed with a school district, then the district shall notify its school employees that the student records or information in those records of a protected child identified in the order shall not be released to the person against whom the order was issued (see Section 222(f) of the Illinois Domestic Violence Act of 1986 [750 ILCS 60/222(f)]).
- f) Any final finding report required by Section 8.6 of the Abused and Neglected Child Reporting Act that has been filed in a student's temporary record shall be removed from the student's record and returned to the Department of Children and Family Services upon written request made by the Department pursuant to Section 8.6 of the Abused and Neglected Child Reporting Act. If a school that receives a request from the Department has transferred the report to another school as part of the transfer of the student's records, the sending school shall forward a copy of the Department's request to the receiving school, which shall comply with this subsection (f). No report other than what is required under Section 8.6 of the Abused and Neglected Child Reporting Act shall be placed in the school student record.
- g) School student records shall be maintained for at least the period of time set forth in Section 4 of the Act.
 - 1) The official records custodian shall take all reasonable measures to protect school student records through administrative, technical and security safeguards against risks, such as unauthorized access, release or use.
 - 2) With the exception of material eliminated in accordance with subsections (b), (d) and (f) of this Section, the destruction or disposal of any records or information contained in those records shall be subject to the provisions of the Act and authorization by the appropriate Local Records Commission (see Section 7 of the Local Records Act).

(Source: Amended at 37 Ill. Reg. 9479, effective June 19, 2013)

Section 375.50 Cost for Copies of Records

- a) The school may charge the actual cost for providing a copy of school student records or any portion of such records to parents and students upon request for such copies, provided that such costs shall not exceed \$.35 per page.
- b) No parent or student shall be denied a requested copy of school student records due to inability to bear the cost of such copying.

(Source: Amended at 10 Ill. Reg. 12602, effective July 9, 1986)

Section 375.60 Emergency Release of Information

- a) Information may be released without parental consent, in connection with an articulable and significant threat to the health or safety of a student or other individuals, to appropriate persons if the knowledge of the requested information is necessary to protect the health or safety of the student or other individuals, provided that the parents are notified, no later than the next school day after the date that the information is released, of the date of the release; the person, agency, or organization receiving the information; and the purpose of the release.
- b) Factors to be considered in determining whether records should be released pursuant to this Section include:
 - 1) The seriousness of the threat to the health or safety of the student or other individuals;
 - 2) The need for the requested records to meet the emergency;
 - 3) Whether the individuals to whom the requested records are released are in a position to deal with the emergency;
 - 4) The extent to which time is of the essence in dealing with the emergency.
- c) When an emergency release of information is provided under this Section, the school or school district shall make a record of the nature of the threat that formed the basis for the disclosure and the parties to whom the school or district disclosed the information.

(Source: Amended at 36 Ill. Reg. 2220, effective January 24, 2012)

Section 375.70 Release of Information

- a) Except as otherwise provided in Section 375.75 of this Part, the records of a student shall be transferred by the official records custodian of a school to another school in which the student has enrolled or intends to enroll upon the request of the official records custodian of the other school or the student, provided that the parent receives prior written notice of the nature and substance of the information to be transferred and opportunity to inspect, copy, and challenge the information to be released.
 - 1) If the address of the parents is unknown, notice may be served upon the official records custodian of the requesting school for transmittal to the parents. This service shall be deemed conclusive, and ten calendar days after this service, if the parents make no objection, the records may be transferred to the requesting school.
 - 2) Biometric information collected pursuant to a district's policy, if any, shall not be transferred to another school district in which a student has enrolled and shall be destroyed as provided in Section 10-20.40 or 34-18.34 of the School Code, as applicable.
 - 3) A copy of records transmitted pursuant to this subsection (a) shall be transferred back to the sending school upon request of the sending school without parental or student notice and consent.
- b) The school shall grant access to information contained in school student records to persons authorized or required by State or federal law to gain access, provided that:
 - 1) The person making the request shall provide the school with appropriate identification and a copy of the statute authorizing access; and
 - 2) The parent receives prior written notice of the nature and substance of the information to be released and an opportunity to inspect, copy and/or challenge that information. If this release of information relates to more than 25 students, this prior notice may be given in a local newspaper of general circulation or other publication directed generally to parents.
- c) The school shall grant access to, or release information from, school student records without parental consent or notification only in accordance with the

provisions of Section 6(a) of the Act [105 ILCS 10/6(a)] and Section 10-20.40 or 34-18.34 of the School Code, where applicable.

- d) Pursuant to Section 6(a)(5) of the Act, parents of students who are named in a court order shall be deemed to have received the required written notice. The school shall respond to the order no earlier than five school days after its receipt in order to afford parents the opportunity to review, inspect and challenge the records if the parents choose to do so.
- e) Any release of information other than specified in subsections (a) through (c) of this Section requires the prior, specific, dated, written consent of the parent designating the person to whom the records may be released, the reason for the release, and the specific records to be released. At the time consent is requested or obtained, the school shall inform the parents of the following rights:
 - 1) To inspect and copy the records;
 - 2) To challenge the contents of the records; and
 - 3) To limit any consent to designated records or designated portions of information within the records.
- f) Release of information by school personnel shall conform to the requirements of Sections 10-22.3c and 34-18.6a of the School Code [105 ILCS 5/10-22.3c and 34-18.6a] and Section 5(a) of the Act, as limited by Section 5(f) of the Act.

(Source: Amended at 36 Ill. Reg. 2220, effective January 24, 2012)

Section 375.75 Public and Nonpublic Schools: Transmission of Records for Transfer Students

- a) This Section implements Section 2-3.13a of the School Code [105 ILCS 5/2-3.13a], Section 5 of the Missing Children Records Act [325 ILCS 50/5] and Section 5 of the Missing Children Registration Law [325 ILCS 55/5]. This Section is applicable to all public, private or nonpublic elementary and secondary schools in the State of Illinois.
- b) Within 14 days after enrolling a transfer student, an elementary or secondary school shall comply with the requirements of Section 5 of the Missing Children Records Act and Section 5 of the Missing Children Registration Law regarding the records of that transfer student. The transfer of the record by a public school is subject to the prior notice to parents required by Section 375.70(a) of this Part.
- c) The school district or private school holding the records shall transfer a certified copy of student's record, as defined in subsection (h) of this Section, to the school district or private school requesting the records and shall retain the original records in accordance with the requirements of Section 4 of the Act.
- d) A request made pursuant to subsection (b) of this Section for a certified copy of a student's record shall satisfy the requirement of Section 2-3.13a(c) of the School Code regarding documentation of enrollment of a transfer student.
- e) If, on or before July 31 following the school year in which a student leaves a school, the student's school or school district has not received a request for the student's record, or been presented with other documentation that the student has enrolled in another school, then the student shall be counted in the school's or school district's calculation of its annual dropout rate (see Section 2-3.13a(c) of the School Code). The school or school district from which a student transfers shall maintain any documentation of the student's transfer, including records indicating the school or school district to which the student transferred, in that student's temporary record.
- f) As used in this Section, "Unofficial Record of Student Grades" means written information relative to the grade levels and subjects in which a student was enrolled and the record of academic grades achieved by that student prior to transfer. These records shall also include the name and address of the school, the name of the student to whom the records pertain, the name and title of the school official transmitting the records, and the date of transmittal.

- g) As used in this Section, "Official Transcript of Scholastic Records" means the formal record showing dates of enrollment; courses studied; grades, credits, and awards received; and the unique student identifier assigned and used by the Student Information System; and bearing the signature and title of the certifying official, the seal of the school, if any, and the date of issue.
- h) As used in this Section, "Certified Copy of Student's Record" means:
 - 1) for public schools, the student's permanent and temporary record as defined in Section 375.10 of this Part; and
 - 2) for private and nonpublic schools, the individual student information maintained by the schools for all of their students. This information may include:
 - A) Basic identifying information, including the student's name and address, birth date and place, and gender, and the names and addresses of the student's parents;
 - B) Academic transcript, including grades, class rank, graduation date, grade level achieved and scores on college entrance examinations;
 - C) Attendance record;
 - D) Accident reports and health record;
 - E) Honors and awards received; and
 - F) Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations.
- i) If the student has unpaid fines, fees, or tuition charged pursuant to Section 10-20.12a of the School Code [105 ILCS 5/10-20.12a] and is transferring to a public school located in Illinois or any other state, the school may elect to include in the student's record transferred pursuant to this Section the unofficial record of the student's grades in lieu of the student's official transcript of scholastic records. If the school so elects, the school shall within 10 calendar days after the student has paid all of his or her unpaid fines or fees and at its own expense forward the student's official transcript of scholastic records to the student's new school.

- j) If the student is transferring to another public school located in Illinois or any other state and at the time of the transfer is currently serving a term of suspension or expulsion for any reason, then the transferring school shall include with the transferred records:
- 1) the date and duration of the period of any current suspension or expulsion; and
 - 2) whether the suspension or expulsion is for *knowingly possessing in a school building or on school grounds a weapon as defined in the Gun Free Schools Act (20 USC 8921 et seq.), for knowingly possessing, selling, or delivering in a school building or on school grounds a controlled substance or cannabis, or for battering a staff member of the school.* (Section 2-3.13a of the School Code)

(Source: Amended at 36 Ill. Reg. 2220, effective January 24, 2012)

Section 375.80 Directory Information

- a) Information that may be designated as directory information shall be limited to:
 - 1) Identifying information: student's name, address, gender, grade level, and birth date and place, and parents' names, mailing addresses, electronic mail addresses, and telephone numbers;
 - 2) Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs, except that:
 - A) No photograph highlighting individual faces shall be used for commercial purposes, including solicitation, advertising, promotion or fundraising without the prior, specific, dated and written consent of the parent or student, as applicable (see 765 ILCS 1075/30); and
 - B) No image on a school security video recording shall be designated as directory information;
 - 3) Academic awards, degrees, and honors;
 - 4) Information in relation to school-sponsored activities, organizations, and athletics;
 - 5) Major field of study; and
 - 6) Period of attendance in the school.
- b) No student Social Security Number (SSN) or student identification (ID) or unique student identifier can be designated as directory information.
- c) "Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child. School districts shall notify parents annually of the information that is considered to be "directory information" and of the procedures to be used by parents to request that specific information not be released.

(Source: Amended at 36 Ill. Reg. 2220, effective January 24, 2012)

Section 375.90 Challenge Procedures

- a) Parents shall be notified both of their right to a hearing to challenge any entry in the school student records except for academic grades and of the name and contact information for the official records custodian. If the challenge is made at the time the student's school records are being forwarded to another school to which the student is transferring, then parents shall not have the right to challenge references in those records to expulsions or out-of-school suspensions or to academic grades. Challenges to any other entry in the school student records can be made on the basis of:
 - 1) accuracy;
 - 2) relevance; or
 - 3) propriety.
- b) The request for a hearing shall be submitted in writing to the school district's official records custodian and shall contain notice of the specific entry or entries to be challenged and the basis of the challenge.
- c) Each school shall establish administrative procedures for parents to challenge the contents of student records. These procedures shall include:
 - 1) An initial informal conference with the parents, within 15 school days of receipt of the request for a hearing.
 - 2) If the challenge is not resolved by the informal conference, formal procedures shall be initiated.
 - A) A hearing officer, who shall not be employed in the attendance center in which the student is enrolled, shall be appointed by the school.
 - B) The hearing officer shall conduct a hearing within a reasonable time, but no later than 15 days after the informal conference, unless an extension of time is agreed upon by the parents and school officials. The hearing officer shall notify parents and school officials of the time and place of the hearing.

- C) At the hearing each party shall have the rights outlined in Section 7(b)(1) through 7(b)(4) of the Act.
 - D) A verbatim record of the hearing shall be made by a tape recorder or a court reporter. A typewritten transcript may be prepared by either party in the event of an appeal of the hearing officer's decision. However, a typewritten transcript is not required in an appeal.
 - E) The written decision of the hearing officer shall, no later than 10 school days after the conclusion of the hearing, be transmitted to the parents and the school district. It shall be based solely on the information presented at the hearing and shall be one of the following:
 - i) To retain the challenged contents of the student record;
 - ii) To remove the challenged contents of the student record; or
 - iii) To change, clarify or add to the challenged contents of the student record.
- d) Any party shall have the right to appeal the decision of the local hearing officer to the Regional Superintendent within 20 school days after the decision is transmitted. If the parent appeals, the parent shall so inform the school and within 10 school days the school shall forward a transcript of the hearing, a copy of the record entry in question and any other pertinent materials to the Regional Superintendent. The school may initiate an appeal by the same procedures. Upon receipt of the documents, the Regional Superintendent shall examine the documents and record to determine whether the school district's proposed action in regard to the student's record is in compliance with the Act and this Part, make findings and issue a written decision to the parents and the school within 20 school days of the receipt of the appeal documents. If the subject of the appeal involves the accuracy, relevance or propriety of any entry in special education records, the Regional Superintendent should seek advice from special education personnel:
- 1) who were not authors of the entry, and
 - 2) whose special education skills are relevant to the subjects of the entry in question.

- e) The school shall be responsible for implementing the decision of the Regional Superintendent.
- f) Final decisions of the Regional Superintendent may be appealed to the circuit court of the county in which the school is located (see Section 7(c) of the Act).

(Source: Amended at 36 Ill. Reg. 2220, effective January 24, 2012)

Section 375.100 Implementation

Each school and school district shall adopt policies and procedures in compliance with the Act and this Part.

(Source: Amended at 10 Ill. Reg. 12602, effective July 9, 1986)

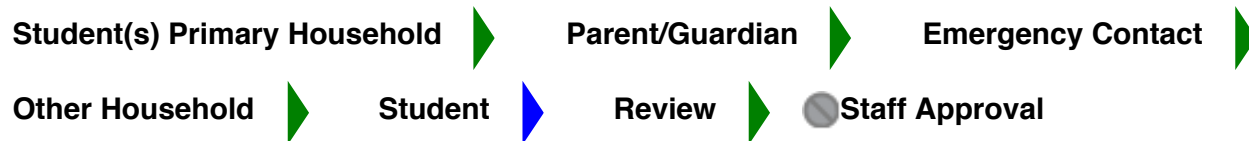
Section 375.110 Enforcement

- a) The State Board of Education shall collect and maintain information concerning compliance with the provisions of the Act and this Part and shall take action as specified by the Act to secure compliance in the event of violation.
- b) Complaints arising from violations of the Act or this Part, other than challenges of the contents of the school student records as specified in Section 375.90 of this Part, shall be directed to the Regional Superintendent of Schools responsible for the area where the school is located and then to the State Superintendent of Education as specified in Sections 3-10 and 2-3.8 of the School Code [105 ILCS 5/3-10 and 2-3.8].

(Source: Amended at 36 Ill. Reg. 2220, effective January 24, 2012)

Application Number [REDACTED]

* Indicates a required field



Student Name: [REDACTED]

Demographics

Race Ethnicity

Housing

Tribal Enrollment

Relationships - Parent/Guardians

Relationships - Emergency Contacts

Relationships - Other Household

Health Services - Emergency Information

Health Services - Medical or Mental Health Conditions

Health Services - Medications

Release Agreement - Media

Release Agreement - Field Trip

Release Agreement - Technology

Contact Information

"Directory Information" (child's name, address and phone number, date of birth, teacher and grade) may be released to the general public, unless a parent requests that the directory information not be released on his/her child.

The school's Parent-Teacher Organization (PTO) and D181 Foundation use directory information for purposes such as sharing event information, school and district news and opportunities for involvement, as well as for use in the PTO Family Directory.

☐ Check this box if you **DO NOT** wish to have you or your child's contact information shared with your child's school **PTO**.

☐ Check this box if you **DO NOT** wish to have you or your child's contact information shared with the **CCSD 181 Foundation**.

[Click here for more information on the Illinois School Student Records Act](#)

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Next

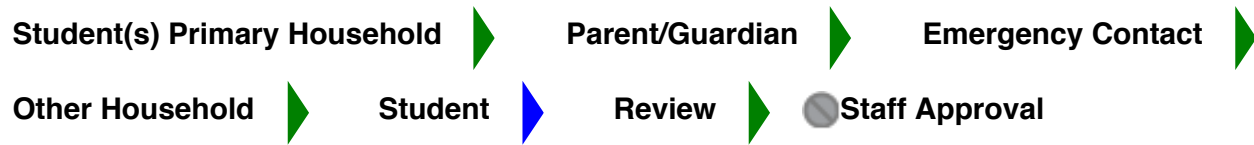
Nutrition

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Cancel

Application Number [REDACTED]

* Indicates a required field



Student Name: [REDACTED]

Demographics

Race Ethnicity

Housing

Tribal Enrollment

Relationships - Parent/Guardians

Relationships - Emergency Contacts

Relationships - Other Household

Health Services - Emergency Information

Health Services - Medical or Mental Health Conditions

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District 181 Policy Manual
Section 08 - Community Relations
Title: Parent Organizations
Number: 8:090
Status: Active

Legal

Adopted: April 8, 2003

Last Revised: December 14, 2015

Parent organizations and booster clubs are invaluable resources to the District's schools. While parent organizations and booster clubs have no administrative authority and cannot determine District policy, the Board of Education welcomes their suggestions and assistance.

Parent organizations and booster clubs are recognized by the Board and permitted to use the District's name, a District school's name, or a District school's team name, or any logo attributable to the District provided they first receive the Superintendent or designee's express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club has by-laws containing the following:

1. The organization's or club's name and purpose, such as, to enhance students' educational experiences, to help meet educational needs of students, to provide extra athletic benefits to students, to assist specific sports teams or academic clubs through financial support, or to enrich extracurricular activities.
2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
4. A statement that membership is open and unrestricted, meaning that membership is open to parents/guardians of students enrolled in the school, District staff, and community members.
5. A statement that the District is not, and will not be, responsible for the organization's or club's business or the conduct of its members.
6. An agreement to maintain and protect its own finances.
7. A recognition that money given to a school cannot be earmarked for any particular expense. Booster clubs may make recommendations, but cash or other valuable consideration must be given to the District to use at its discretion. The Board's legal obligation to comply with Title IX by providing equal athletic opportunity for members of both genders will supersede an organization or club's recommendation.

Permission to use one of the above-mentioned names or logos may be rescinded at any time and does not constitute permission to act as the District's representative. At no time does the District accept responsibility for the actions of any parent organization or booster club regardless of whether it was recognized and/or permitted to use any of the above-mentioned names or logos. The Superintendent shall designate an administrative staff member to serve as the liaison to parent organizations and booster clubs. The liaison will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

CROSS REF.: 8:80 (Gifts to the District)

Community Consolidated School District 181

BOARD REPORT

CONTACT: Don White, Ph.D.

TITLE: Superintendent's Report

DATE: January 11, 2016

Special Education Program Analysis

The December 14, 2015 Superintendent's Report included information related to a request that we conduct a review of D181 special education services. Given the strategic planning research that has been collected, I recommend that the study of special education services be incorporated into the setting of priorities as part of the final Board approval of a new strategic plan, rather than separately proceeding with such a review at this time. This topic will be touched upon as part of the strategic planning discussion during the January 11, 2016 Board meeting.

PARCC Results Analysis

Dr. Carol Larson has provided professional development for administrators on how to interpret the PARCC assessment results and reports, and she has begun compiling a comprehensive PARCC results analysis. Dr. Larson also presented an overview presentation to the Board Learning Committee on January 6, 2016. This work will continue as part of ongoing assessment framework discussions. I have asked her to delay the completion of the PARCC results analysis pending the outcome of the strategic planning process. This is important, as ECRA will incorporate the PARCC results into the data dashboard that will be developed during the spring months. Much like the special education program analysis, I believe it is important that the outcome of the strategic plan be the focus of how to incorporate and analyze the PARCC results. This topic will be touched upon as part of the strategic planning discussion during the January 11, 2016 Board meeting.

Future Facility Projects

In conversations and planning sessions related to addressing the Hinsdale Middle School facility, we have discussed next steps that would be needed should the referendum not pass, and we have discussed the facility needs of other D181 schools.

The administration and Board Facilities Committee worked to develop the Facilities Master Plan. This plan includes several key informational sources, including: (1) Facilities Condition Assessment Report (FCAR), (2) Life Safety Reports, (3) Educational Adequacy Analysis, (4) Staff Surveys, and (5) Engagement / Research. In regard to Item (2), the District must complete specific Life Safety projects per State requirements. As such, the administration will recommend annual budgets that include expenditures for the required projects. In addition, it is important that the District plans for and considers annual budgets that include expenditures for completing critical FCAR projects. Given the potential future replacement of HMS, it is

possible that the FCAR projects for HMS will not move forward, as new construction would eliminate those building issues. However, it is important that the HMS FCAR projects are prioritized and considered should the referendum not be approved. A document posted on BoardDocs with this Superintendent's Report includes a summary of possible FCAR projects, Life Safety projects, and other potential facility projects that may be needed. The administration will work with the Board Facilities Committee and will seek Board approval before moving forward with these projects, but it is important to know that this work may need to be completed.

Distribution of Directory Information

A community group supporting the referendum requested and received a list with parent contact information. This "directory information" is collected each year during registration. When I received the request from the community group, I contacted the District attorney and received a verbal opinion. The District attorney advised me that this was information that can be distributed. This advice is supported by Section 375.80 of the Illinois Administrative Code, which states that "Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child. It also states that school districts shall notify parents annually of the information that is considered to be "directory information" and of the procedures to be used by parents to request that specific information not be released. The District's registration process includes an opportunity for parents to state that they do not want their information released. In addition, the 2015-16 School Handbooks include the following information:

Directory Information

The following personally identifiable information contained in a student's educational record is designated as public information and may be released to the general public when approved by the building principal.

- *Student name, address, gender, phone number, grade level, birth date and place, parent/guardian names and addresses*
- *Academic awards, degrees and honors*
- *Information on participation in school-sponsored activities, organizations, and athletics*
- *Period of attendance in the school.*

This information may routinely be released to organizations such as the Parent-Teacher Organization (PTO), the District 181 Foundation, and other District-related groups. District 181 may release some or all of this information at any time during the school year to a third party in response to a proper request, unless the parent/guardian requests that any or all such information not be released. Any parent, guardian or student may request that any or all of the designated public information not be released by the District. This request must be made in writing to the principal at the beginning of each school year and/or as described in the District's permissions sign-off completed during student registration.

As noted, the District may release some or all of this information at any time during the school year to a third party in response to a proper request. We received a proper request, and I authorized the release [REDACTED]

of the information

Without a change in practice and language regarding the release of this information, I would respond the same for any group that requested said information. I would want to consult with the attorney regarding a change in any of our policy or procedural language to ensure that the District is in compliance with Section 375.80 of the Illinois Administrative Code.

We do not keep a running record of these types of requests, but I do know that the Foundation has requested the information in the past, and we have granted the request. I do not know if it is annually, but I also know that Hinsdale Fortnightly (a community group that gives lessons in dance and decorum) requests directory information only of the 8th grade students' families, and we have granted that request.

ECE / Preschool and Kindergarten Registration

On February 1, we will begin accepting 2016-17 registrants for our three and four year-old Preschool / Early Childhood Education program. Information about the program requirements and registration process is posted on our website and is being shared with the community over the coming weeks. We are currently finalizing the dates for 2016-17 kindergarten registration, which will be shared with the community as soon as the information is confirmed.

District 181 Events

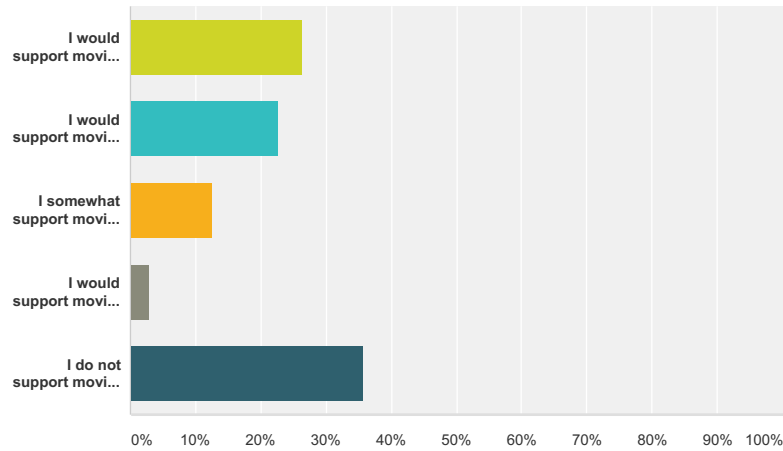
*For school events, please visit our website calendar at www.d181.org.

- January 11: "Learning from Our Illinois Youth Survey Data"
- January 14: Digital Learning Initiative Meeting
- January 15: End of 2nd Quarter
- January 18: No School - Martin Luther King Jr. Day
- January 19: "Building Independence through Effective Executive Functioning"
- January 20: Safety & Crisis Committee Meeting
- January 21: "Building Independence through Effective Executive Functioning"
- January 23: Board of Education Special Meeting (Strategic Planning)
- January 26: Board Facilities Committee Meeting
- January 27-28: "Age of Opportunity: Lessons From the New Science of Adolescence"
Featuring Laurence Steinberg, Ph.D.
- January 28: Board Finance Committee Meeting
- February 1: ECE / Preschool Registration Opens for 2016-17
- February 2: PTO President Meeting
- February 3: Board Learning Committee Meeting
- February 8: Board of Education Meeting / Ambassadors of Excellence Awards

Spring 2015 Parent Survey

Q14 After reviewing Option 1 and Option 2 (by clicking the link above), please select a response below.

Answered: 772 Skipped: 212



Answer Choices	Responses
I would support moving to a two-tier system in 2015-15 using the OPTION 1 times.	26.30% 203
I would support moving to a two-tier system in 2015-16 using the OPTION 2 times.	22.80% 176
I somewhat support moving to a two-tier system in 2015-16, but I would like more information and/or I have a specific concern or question to be addressed.	12.44% 96
I would support moving to a two-tier system but I think we should wait one more year before implementing this change.	2.85% 22
I do not support moving to a two-tier system.	35.62% 275
Total	772

Spring 2015 Parent Survey

Q15 If you have a specific concern, idea, or question related to a possible move to a two-tier transportation system, please describe it here.

Answered: 271 Skipped: 713

#	Responses	Date
1	If the district can save money to use for other programs by going to a two-tier system, the community should support it. Also, it seems better to change the start/end at one school than at both schools. The middle school already starts early, why make the kids start any earlier. Changing the grade school start time makes the most sense.	5/26/2015 1:33 PM
2	think about starting the elementary students before the middle school instead.	5/22/2015 9:15 PM
3	I support a two-tier system, but I think they should offer before school care for elementary school students. I do not like the late start time for elementary school.	5/22/2015 9:14 PM
4	Middle school students should sleep longer than the elemntary students. Switch the tier system.	5/22/2015 9:06 PM
5	Please consider having the middle school children start school later than the elementary children due to their sleeping needs.	5/22/2015 8:47 PM
6	I prefer an earlier start for elementary school. While I like the two-tier system, I did not like the late start time for elementary in either options. We do not take the bus for elementary school. Maybe they could offer before school care for children with working parents. That could also make up for the difference in start time.	5/22/2015 8:43 PM
7	Due to the natural changes that occur as kids get older, I would like to see D181 consider flipping the start times so that the elementary schools start earlier and the middle schools start later.	5/22/2015 8:00 PM
8	I would like to see the Middle school start later than the elementary schools due to research in sleep needed.	5/22/2015 5:32 PM
9	I am okay with the idea, although I feel the elementary school should start earlier than the middle school due to body clock issues as children age. I also think the elementary school day should be the same length as the middle school day. I also understand that even if our family is okay with one tier, I am sensitive to other families that have two working parents.	5/22/2015 4:03 PM
10	Middle School age children need more sleep. I do not support having them start earlier. Grade School children could start earlier but I realize that doesn't really fit into the plan	5/22/2015 3:54 PM
11	As a household of two working parents, having a later start time would keep us from making the last express train into the city. It would also keep us from starting our work day at an appropriate time. This is a HUGE concern for us.	5/22/2015 3:35 PM
12	Under both Options 1 & 2, Elementary school start times are a problem for working parents and dismissal times will interfere with after school activities.	5/22/2015 3:28 PM
13	Does anyone actually take the bus? It looks like every child is driven to school by their parents everyday	5/22/2015 3:03 PM
14	I do not support a two tier system in any way. As it is, I don't like that the schools do not start at the same time.	5/22/2015 2:48 PM
15	In Option 1, the PM ECE starts at exactly the same time as the PM Kindergarten, which would make it impossible to get two children to two different schools.	5/22/2015 2:41 PM
16	I support the two-tiered bus system in general. But I disagree with only one set of schools making the sacrifice for the change. In this case that would be the elementary schools and not the middle schools. I feel that the change should have the middle school go earlier by 15 minutes and the elementary school later by 15 minutes to make it more equitable and not affect after school schedules.	5/22/2015 2:32 PM
17	Option 1 is the worst solution.	5/22/2015 2:29 PM
18	I am HUGELY supportive of changing the start time of middle and high school students. All of the research points to a decline in tardiness, truancy, misbehavior and an increase in school performance and harmony when middle and, in particular, high school students start later in the day. Why? Because their circadian rhythms dictate that they fall asleep later and need to sleep later in the morning. Large districts on the east and west coasts are doing it. Dr. Michael Bradley, a speaker who came to the district last year, strongly encouraged our administrators to consider this. It makes no sense that our elementary kids, who rise so early, should sit around for 2 hours waiting for school to start, while our middle and high schoolers have to drag themselves out of bed and away from much needed sleep. So...yes I support a two tiered system, but I would support switching the start times of elementary and middle schools for a start.	5/22/2015 2:26 PM
19	We don't use bus system so doesn't affect us	5/22/2015 2:07 PM
20	My kids do not take the bus so this really does not affect me other than the start time. I like that the district will save the money but and 8:55 start time at elementary makes it difficult for parents to get to work by 9. Can the school open the doors a little earlier at 8:40 to allow working parents a chance to get to work on time? Official start time could still be 8:55, but doors open at 8:40. Option two would not work.	5/22/2015 2:03 PM
21	Why not considering having elementary students start earlier? They wake up earlier anyway.	5/22/2015 1:56 PM
22	Moving elementary school later makes it even more difficult for working parents. If the two tier system was combined with some before- school option then I would support it (but such an option may be just as costly and more complicated).	5/22/2015 1:47 PM

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23	The board should figure out 2 facts before proposing the two-tier system: 1: what is percentage of D181 students who are using the school bus; and 2) what is percentage of students with both parent working full time. The majority of D181 elementary schools don't have school bus. Even for the schools with school bus, the % of students using the bus is not a big number. In contrast, the number of students with both full time working parents is increasing and will keep going up. If school will start late for elementary students, would these schools keep the current drop off time? If the two-tier system only help reduce cost which incurs for a few schools by impacting a large portion of 181 families's schedule, I don't support this idea.	5/22/2015 12:32 PM
24	I do not support this without extreme financial hardship to the District, which is not the case right now. Reasons: -- further shortens the available workday for parents with children in both middle and elementary school by 25 minutes. This causes further reliance on childcare, which is not desirable in our community. --robs elementary students of the opportunity of optimizing peak morning learning period when their start time is pushed back even further --will have a significant effect on after-school scheduling throughout the community	5/22/2015 11:22 AM
25	It is unfair once again to single parents and working parents (usually moms); responsibility usually falls to them to get the kids to school. how can you start school at 850 and get to work by 9? Middle schoolers need their sleep. Even taking away 10 minutes is huge. what about before school rehearsals and homework help.	5/22/2015 10:55 AM
26	I would only support moving to a two-tier system if the district was in extreme financial crisis--brought on, for example, by a change in state funding associated with something like SB1. --The proposed changes would further shorten the available work time by 25 minutes when children are at school for parents with children in both elementary and middle school. --It would significantly affect scheduling of afterschool activities with tremendous ripple effects throughout the community. --And it would have elementary students hanging around in the morning losing out on the important work time during the peak attention period of the day. No, this is not a good idea in our community unless absolutely fiscally necessary.	5/22/2015 10:14 AM
27	Making the start of school later for elementary school would be difficult in situations where both parents need to get to work.	5/22/2015 7:43 AM
28	As a working parent of an elementary school student, I would find a later start time difficult. As it is, I have had to make arrangements with my work to come in later than I normally would in order to see my child off to school. Some workplaces and/or types of work are not that accommodating. A later start may force some families to seek before school care. In our case, we had tried the before school care/bussing option in the past, and found it to not be a good option for our child.	5/22/2015 4:49 AM
29	Having both kids in elementary and in middle, and two working parents, this schedule makes it more difficult to accommodate our children and work schedules. Also ending at 3:30 does not allow a break before after school activities.	5/21/2015 8:48 PM
30	With both parents working, moving to a new system requires having 2 more hours of child care. From 8:20 to 9:05 in elementary and now my middle schoolers would be home earlier. Also, most after school activities start at 4pm. To pick up at 3:30, take home, give snacks and get to a 4pm activity will be difficult.	5/21/2015 8:36 PM
31	A later start time for elementary is difficult for working parents.	5/21/2015 3:26 PM
32	The two-tier system may cut the cost of district, but put the financial burden to individual family who has to spend more on child care. If school allowed students enter school before school officially starts freely, then the two-tier system makes sense.	5/21/2015 2:15 PM
33	I'm curious about the response from the school/staff level regarding their thoughts on the two-tier system.	5/21/2015 10:07 AM
34	I don't want middle school time adjusted !!	5/21/2015 8:24 AM
35	What about preschool? If u hcg start time of school that conflicts with those times of local preschool start time	5/20/2015 11:24 PM
36	What would the time of school beginning and ending for HMS/CHMS vs elementary schools?	5/20/2015 11:13 PM
37	If cost effectiveness is the sole reason for discussing a change, we need to look at how many kids actually take the bus. Could those few students just be dropped off earlier at school and wait in a study hall type environment until the bell rings? Thereby not inconveniencing the schedules of the majority who do not qualify for the bus?	5/20/2015 10:30 PM
38	Starting school later for the elementary schools in the 2-tier system greatly discriminates against families where both parents work and have to get the children to school and then commute to the office. Making elementary school times later would make a VERY LATE work arrival for working parents.	5/20/2015 3:30 PM
39	The district speaks to cost savings of \$ 320K over two years. What will the savings be used for? It should be integrated back into the school system and not used for salaries, pension, etc.	5/20/2015 12:52 PM
40	why start buses when we do not ccurrently have them for elementary schools	5/20/2015 10:20 AM
41	why start buses for elementary schools? we do not have them now	5/20/2015 10:10 AM
42	we do not have busses now for elementary schools. why start?	5/20/2015 9:50 AM
43	Save money another way	5/20/2015 7:31 AM
44	Busing services should not be required for elementary schools. If parents want this as an option they should pay a fee for the service. Also 9am is too late of a start time for elementary students.	5/19/2015 9:08 PM
45	Neither option considers families where both parents are working. The start time for elementary schools is already late for those of us who take our children to school then go to work. I would consider supporting a two-tier system that had elementary school starting at the same time (8:40) or earlier.	5/19/2015 5:41 PM
46	How will cost savings be allocated?	5/19/2015 2:31 PM
47	Why does each option have the Middle School starting earlier than the Elementary School? Wouldn't a middle schooler need more sleep and appreciate a later start than an elementary school child? Also, for working parents, later elementary starts creates the need for child care in the mornings. As a later start for a middle schooler isn't a problem as they can (typically) feed themselves breakfast & get to the bus stop w/o parental supervision. I'm in favor of a 2-tiered system but I think there needs to be more thought behind it first.	5/19/2015 1:14 PM
48	If there is a time change, middle schools should definately be involved in change as it allows parents with kids at both middle school and elementary enough time to get from one location to the next!	5/19/2015 12:48 PM

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49	Late start times at elementary level hard for working parents; late ending times hard to get kids to after school activities that start at 3:30 or 4pm; don't support getting middle schoolers to school earlier as they need their sleep in those years	5/19/2015 10:19 AM
50	And when we move in the future, I would support OPTION 1	5/19/2015 9:14 AM
51	The savings are not sufficient to affect so many children's sleep patterns and to upset their after-school activities. Kids already go to school early enough...especially middle schoolers.	5/18/2015 9:42 PM
52	This creates logistical and daycare nightmares. Our family works full time all the time and changing the start/end time of the day makes it that much more complicated. If you want to save money, fire an administrator as they seem to serve no purpose.	5/18/2015 9:18 PM
53	I would not start middle school any earlier. they need their sleep	5/18/2015 3:18 PM
54	i think increasing the gap between start and end times for elementary and middle is a problem for families who have kids in each... which eventually will be the majority of families.	5/18/2015 1:23 PM
55	Start time for the elementary school. Some of us drop our children off on the way to the train. A later start would preclude this from happening unless there was a waiting area inside from drop off at 8:20 until school starts.	5/18/2015 12:06 PM
56	8:55 and 9:05 start times for elementary school is difficult for working parents.	5/18/2015 11:43 AM
57	I would like to know what percentage of elementary school kids use the bus.	5/18/2015 11:29 AM
58	Middle school school start later than elementary Teens need sleep	5/18/2015 11:25 AM
59	I can imagine many parents may be upset in how the time change impacts after school activities. I would not wait a year - you will lose traction big time. Whichever option you go with, rip the bandaid off NOW and make the change for the 2015/16 school year.	5/18/2015 11:18 AM
60	There is a lot of evidence that later school start times would benefit teenager. I would like to see the district consider keeping the current elementary start times and moving the middle school start times to 45 min after the start of elementary school. This is a big change, but would likely be worth it in the long run, given the evidence and current start time trend	5/18/2015 10:39 AM
61	This does not make sense if you have children in both schools. There is no way kids would get home safely nor could parents plan their work schedules with this plan. Stupid, stupid plan.	5/17/2015 10:07 PM
62	Why is bus transportation provided for the 7 elementary schools? All schools are within walking distance.	5/17/2015 9:21 PM
63	This is a bad idea, school is already long enough for the children. They don't need to get out any later.	5/17/2015 9:17 PM
64	I approve option 1 and 2. Where would the extra money go? My suggestion would be towards full time kindergarten option even if there is a small monthly fee and/or towards an expansion of the middle school rather than classroom portables.	5/17/2015 9:09 PM
65	We have never been on the bus route and we have owned homes in two diff D181 schools. This is not Connecticutkindergarten is not 8 miles away. If you want to save money, cancel the bus altogether. There are so many stay at home moms whose kids use the bus and the moms can drive them or the kids can walk. If people can hire nannies, then they can get their kids to school. Do not inconvenience the rest of us and all of us even more.	5/17/2015 8:15 PM
66	Kids are so busy after school as it is with activities and homework, I would hate to lose any more than 15 minutes. Option 2 really would suck the "free play time" out of after-school, something that seems so important for the younger kids.	5/17/2015 6:27 PM
67	How many students actually take the bus? Please remind us of the distance from school required to take the bus? do students who use the bus pay a fee? If not, should they? It seems like this time change would affect too many students/parents who do not qualify for or utilize the bus.	5/17/2015 3:50 PM
68	It's interesting that you've Cisneros the middle schoolers to start earlier when there are scientific studies showing that pre-teens and teens need more sleep. What about having elementary kids go in earlier and middle schoolers later?	5/17/2015 3:49 PM
69	Need to make sure that the cost savings go back to the taxpayers.	5/17/2015 3:41 PM
70	Every study out there states that students do not get enough sleep. The recommendations given by experts suggest inverting school start times and starting the elementary first, then the middle school and finally the high school. This two-tier system goes directly against what current studies encourage. Our middle schoolers have early morning band and choir practices, those would be even earlier and detrimental to these students who are exploring a myriad of extracurriculars while learning how to manage a huge increase in their academic and homework loads. Elementary students are usually up early and tired after lunch. Pushing their start times back would make for unproductive afternoons. You should start them earlier. I honestly do not think this \$100K cost savings per year warrants such a large disruption. This money can much more easily be saved with the next teacher contract negotiations.	5/17/2015 3:20 PM
71	I support a 2-tier system but think the district needs to consider REVERSING the start times. Generally, elementary kids have an easier time getting up earlier so could handle the earlier start time better than middle school age kids.	5/17/2015 2:40 PM
72	I'm curious about the best practices here - what are other schools in the area doing? What are benchmarks for what we spend on busing versus other schools in the area? Can we wait and renegotiate a contract or find another service?	5/17/2015 11:51 AM
73	It will be difficult to do drop off and pick up if you have a child in elementary and middle school, as a result in the gap in school times.	5/17/2015 9:19 AM
74	I would like to know what will be done with these savings? will the savings go back to the schools or used to pay teacher/admin salaries? if savings are used to cover salaries or benefits, I do not support as I feel I pay a lot in taxes already that our kids don't deserve to have to start school earlier/later for the benefits of the teachers or admin staff to get more money	5/17/2015 9:00 AM

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75	The esuing cumulative costs to impacted parents would be disproportional.	5/17/2015 8:10 AM
76	I would still like to see the time shift change so middle schools start later than elementary schools. Haven't you read the statistics about sleep and middle and high schoolers. The later start in middle school and high school has proven for positive results. Switch the elementary schools to start at the time middle school does and middle school to start at time elementary schools start. Read the stats on later start.	5/17/2015 7:31 AM
77	I do not support moving the start time any earlier for middle school. If and changes to time, it should be later.	5/16/2015 11:02 AM
78	Find other ways to save money rather than having children go to school earlier or stay later.	5/16/2015 8:45 AM
79	Middle school already starts too early Elementary children are up earlier than the teenagers and the teenagers need their sleep. If somehow the survey shows support for a two tier system, then the middle school should start after 9 AM and the elementary school at 8 AM	5/15/2015 10:00 PM
80	Many of the local preschools have established their times in relation to 181 elementary schools. If a change happens, it would be ideal to notify the preschools and allow them at least a year to modify their schedules if desired.	5/15/2015 9:24 PM
81	Kids with after school activities would suffer a great deal to have the time to do both the activity and homework. Most kids these days have at least one activity that they enjoy after school outside school.	5/15/2015 5:16 PM
82	It is ridiculous for those of us that work full time to have to find and pay for MORNING daycare ... just so you all can save money! Have the Elementary Schools (and Middle Schools) start at a normal earlier start time!	5/15/2015 3:36 PM
83	Would prefer to completely switch start times, starting the elementary schools earlier and the middle schools later .. more effective for teens per research	5/15/2015 5:52 AM
84	Please read Po Bronson's book about earlier start times. It's not a good idea.	5/14/2015 9:59 PM
85	Please consider the working parents, we would rather start school earlier	5/14/2015 9:31 PM
86	Having middle school kids start earlier is a bad idea - these kids have a tough time functioning on less sleep and even if the day ends earlier, after school activities will still prevent them from going to bed earlier. This is a time that their bodies are rapidly growing. Adding sleep deprivation issues is a horrible idea!!!	5/14/2015 9:03 PM
87	Both my husband and me are working. Delaying elementary school start time would creat inconveniences to our daily routine. If school has to move to two tier system in order to save money, is it possible to allow students to be at school 30 to 40 minutes ahead of class starts time? So we can arrange to balanceing sending kids to school and going to work on time?	5/14/2015 8:21 PM
88	Both parents are working and there is no convenience before school program on site, we can not afford school start late	5/14/2015 8:06 PM
89	For working parents, the two-tier system is a disaster. It creates significant logistical issues not to mention additional child care costs. It seems to me that working parents' opinions on this matter should be placed at a higher priority. Moreover, if any teachers have school age children, it would create similar issues for them. The Board should attempt to find other cost savings that don't affect the start times.	5/14/2015 8:04 PM
90	As a working parent, I do NOT support this two-tier system, the current smaller differences in elementary and middle school start and end times are already problematic for working parents with children in both schools. This change would cause me to find and pay for childcare in the morning and/or adjust my work hours, which is not looked at kindly in the workplace. This may be a cost saving for the schools, but the families would not see any tax savings and would incur more expense relative to childcare. I am strongly opposed to this suggested change and I really hope you consider the affect this will have not only on working parents, but teachers with children as well.	5/14/2015 7:26 PM
91	I do not believe it is in the best interest of Middle School students to go to school any earlier. Per the American Academy of Pediatrics Policy Statement dated August 25, 2014, it recommends Middle Schools delay the start of class until 8:30am. It is critical that students get adequate sleep.	5/14/2015 7:01 PM
92	1. Do these middle school start / end times align with other area middle schools for ease of after school activities etc. 2. Would before school activities (band practice, etc.) be limited. Middle school children need an incredible amount of sleep. With older children (high school) in the house and evening events and practices - it can be difficult to get pre-teens in bed at a reasonable hour. If we are asking them to get up even earlier, we are further limited their opportunity for sleep. It only affects my family for 2 more years and by 10 or 15 minutes, so I ultimately feel like this is a question for families with both middle school and elementary school children who are now 1 hour apart in the morning and in the afternoon.	5/14/2015 3:12 PM
93	I am sure there are lots of other ways to save money this would be inconvenient for most families who have children in more than one school at a time and work and just plain inconvenient	5/14/2015 1:36 PM
94	Either 1 or 2 works. I prefer that the two-tier system is put in place right way and do not care what option.	5/14/2015 1:04 PM
95	I do not care if it is option 1 or 2. I would like to save the money using either option.	5/14/2015 12:30 PM
96	Note that the increased time differential is inconvenient for those of us who ask our middle school children to pick up (and walk home) their Prospect siblings.	5/14/2015 12:08 PM
97	I'm concerned that the elementary school students are being dismissed so late. I think it will interfere with after school activities and make the afternoons feel very rushed. I think starting them as early as possible would be ideal.	5/14/2015 9:46 AM
98	Concerned that moving middle school to earlier is "too" early. Currently, my daughter goes to the bus stop at 7:18, and it can be dark. 7:08 to go to a bus stop is too early and dark in the morning for an 11 year old 6th grader.	5/13/2015 2:43 PM
99	All the research shows that children need their sleep, starting earlier is crazy. Some of these kids are already getting picked up at 7:15 am. For grade school children, we need to be able to drop off our children early at school. What do we do with our children if we work?	5/13/2015 2:31 PM

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100	While I always favor reducing costs, the two-tier system is fine when evaluated just in the context of the D181 program. However, when children have activities, sports, etc. that are hosted by non-district providers, having a different end time as other schools in the area posts a huge issue. Our children are in gymnastics, soccer, etc. and the start time for practices is unlikely to get adjusted because Hinsdale is changing its school schedule. It will create mass turmoil and have a negative impact on our kids' ability to participate in after-school activities. Plus, those activities which are Hinsdale-based likely will get pushed back, which results in later bed times, etc. Though the idea sounds good in theory, I am concerned that the application of changing the school start times is much more challenging.	5/13/2015 11:57 AM
101	While I understand the cost savings, it is difficult for families with preschoolers when school starts at 9:00 and after school activities. Also, 9:05 is very late for working parents. It puts a lot of burden on families.	5/13/2015 11:35 AM
102	This puts an undo burden on working parents. It also does not align with preparing children for school and work later in life - they need to learn to get up early. Would support a higher tax to cover the cost if needed.	5/13/2015 9:49 AM
103	The elementary school already starts fairly late, a move even later makes schedules for working parents difficult	5/13/2015 9:47 AM
104	Changing this system is a significant burden on working parents that currently rely upon the times to align with a work day and after school activities. If we move these, we now have to get care before and after (the kids will miss out on many after school opportunities due to the limited time and the other districts not being on the same schedule). I would support paying a tax for my kids to take the bus and keep this schedule.	5/13/2015 9:30 AM
105	I believe it is very deceptive that you did not put the proposed start and end times in this question. This change would send a huge, negative ripple effect into the community. It would affect working parents, preschool, kinder boost programs, and after school programs. And my children don't even use the bus. There are other ways to save money. The administration is too top heavy. Start there.	5/13/2015 6:35 AM
106	The delay of the start time for elementary school would create conflict with train schedule/work hours for working parents.	5/13/2015 12:13 AM
107	Do not start middle school earlier. There is enough time as is. Parents CAN use the bus and carpools as is!	5/12/2015 10:21 PM
108	Would like to know if schools can offer optional before school activities for families that have work/other schedule conflicts.	5/12/2015 6:34 PM
109	I have concerns regarding whether adjusting the elementary school schedule to a later time will have an adverse impact on families with 2 working parents. If a change is made, I would support Option 1.	5/12/2015 2:44 PM
110	**I would support BOTH option 1 and 2, but it didn't allow me to check both**	5/12/2015 2:38 PM
111	My husband travels, I work full-time and would have children at both schools. This would put undue stress and a burden on my career! It's already difficult to get to work on time and get them picked up together!	5/12/2015 1:38 PM
112	The time difference between the two schools would make it incredibly difficult for me as a full-time working mom who will have children at both schools!	5/12/2015 1:10 PM
113	This ti	5/12/2015 12:33 PM
114	Why not let the middle school kids start later? Studies indicate they need more sleep.	5/12/2015 12:31 PM
115	I would support if the two tiered system was reversed, letting the older kids start later and elementary go earlier. Studies show teens need more sleep. Article link below... http://www.startribune.com/minn-study-later-school-start-boosts-grades-attendance-moods/249975531/?c=n&clmob=y	5/12/2015 12:08 PM
116	The transportation is already a failure in my opinion. The fact that we live "too close" to school to get the bus but the bus passes in front of my house on the way to school AND the stop is about 200 feet from my house is a joke. The fact that a savings of \$160,000 would set the entire pick up and drop off into complete disarray seems like a very haphazard decision.	5/12/2015 11:42 AM
117	Why not send the elementary kids to school first and then go back for middle school kids. They need more sleep and can look after themselves if parents need to go to work.	5/12/2015 11:10 AM
118	The elementary school day should not have a later start date.	5/12/2015 10:59 AM
119	This is a TERRIBLE idea. Who thought of this and WHY? This seems like an attempt for someone to justify and over paid position they are in so they can save their salary. This is a BAD idea and I am extremely opposed to this. What you save on this bus will be wasted somewhere else and there has been no analysis on other affects of costs elsewhere. Also, as a working mom this makes me angry. I do everything I can with me employer to make sure I can come in late to get my children to school. I cannot come in at 10 AM daily due to the school changing the start times. This affects our family drastically and would be upsetting to me and my children. Will the school have some kind of morning program starting at 8:15 to offset this absurd idea to help working parents? In addition, day care and pre-school schedules would all be a mess as they work around the district. I am angry at this suggestion and I am very OPPOSED to this. It creates a disaster on so many levels and is so confusing. Leave this alone and get rid of jobs that are fluff like the person sitting around making this idea up to save their job. People work and have schedules and the majority of the school does not use the bus system so PLEASE do not do this.	5/12/2015 10:51 AM
120	I DO NOT Support a later start time for Elementary. That would be very disruptive to work schedules. I thought the question was, an earlier start time and a later dismissal I don't understand the question anyway. there is no bus service for the LANE school anyway.	5/12/2015 10:39 AM
121	middle school absolutely can not start any earlier!!!!	5/12/2015 10:37 AM
122	it's appears they are losing 5 mins of school each day?	5/12/2015 10:35 AM
123	Adolescents already do not get enough sleep. I do not want them to start school any earlier than the current start time. Plus, what percentage of the kids even take the bus? Not worth affecting all children with new start times. We are very much against this as a way to save money. The district needs to look elsewhere.	5/12/2015 10:29 AM
124	Studies are always being released showing that middle school students need more sleep yet this plan has them out on the streets waiting for the bus even earlier. It also feels a little sneaky the way that this is being presented at the last minute when obviously time and effort has been put into this exploration.	5/12/2015 10:28 AM

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125	I was under the impression that none of the elementary schools had buses--that they were all neighborhood schools that are walking distance from the child's home. I know there are no buses at Madison. I need to have more information to make an educated decision on this.	5/12/2015 9:54 AM
126	I never see that many kids take the bus anyways - especially at the lower elementary levels. Parents constantly drive their kids, even walkers get driven. To alter a school day across schools, without even considering us parents who have multiple children over 3 schools at d181 and d86, is not worth it.	5/12/2015 9:16 AM
127	there would need to be a supervised place for children to be prior to school so parents that work can drop off and get to work by 9 am, ie. 820 drop off	5/12/2015 8:25 AM
128	I have been in a school system with start times as early as 730 and I feel my kids are much more comfortable and happy with a little later start. therefore I would agree with the later Elementary time and not starting Middle school any earlier	5/11/2015 10:03 PM
129	This effects so much more than just D181 lousy \$160K (projected) savings and seems quite drastic for a two year savings that will end up being re-negotiated in a year for the new contract, anyways. 1)this makes it even more complicated for working parents to get the kids off to school and home safely (including lunch hours) before making their own travel arrangements 2)most D181 elementary school parents don't get a bus, anyways - so you're inconveniencing all parents for the gain of a few 3)This will negatively affect all preschools and daycares in the area as parents struggle to re-juggle all of those drop-off/pick-up times 4)Moving entire schedules around affects all workers/volunteers in all schools - has any figuring been done on the financial impact of all of these moving parts This seems prematurely foisted upon the community and should NOT be implemented in the next two years. If you want to re-negotiate for a new contract with this company or another after this contract is up - go for it - with more time and analysis, that makes more sense.	5/11/2015 8:44 PM
130	We are a working couple and this two tier system only supports the teachers raises because at some point they'll strike again so the money saved will be lost to teachers raises once again. Also, explain to me if I'm supposed to be available for work by 8-9 am, what do I do with my kids? Don't you think we've catered enough we as parents and the board and school system needs to make changes. Not every family in Clarendon hills has a stay at home parent...	5/11/2015 8:06 PM
131	There are a lot of working families that would be severely inconvenienced by this shuffling.	5/11/2015 4:26 PM
132	Drop off situation at HMS is disorganized and unsafe.	5/11/2015 2:06 PM
133	It is very difficult for our elementary school children to get to afternoon activities with a dismissal at 3:05, let alone later. Likewise, a change in start time would make it difficult to get younger siblings to pre-schools and still get your elementary school child to school on time. These changes simply do not work and keeping our students in school after 3:05 is not an acceptable solution.	5/11/2015 1:58 PM
134	There are more efficient ways to cut spending	5/11/2015 1:22 PM
135	I support it but school should start earlier for K - 5 kids rather than middle school children. I would prefer middle school to start later and end later.	5/11/2015 1:18 PM
136	Would before or after school care be provided for either the later start time or earlier dismissal?	5/11/2015 12:31 PM
137	One less administrator would also save \$100,000 a year	5/11/2015 10:51 AM
138	I would hesitate to make the middle school start even earlier, but wonder if some parents would need pre school childcare if the elementary was shift until after 9:00. I know I need to be on the 8:27 train, and that would leave my kids home alone for 30 minutes.	5/11/2015 10:40 AM
139	currently with the bus my kids do not get off the bus til 3:25 and they are the first stop and when we were the last stop it was 3:40 would be concerned if much later now times moving elementary times to later is also challenging for working families	5/11/2015 10:34 AM
140	I actually think that our start times for middle school and elementary school are backwards. The elementary schools should have the 7:45 start time and middle schools the 8:40 start time. This is due to adolescent sleep patterns and their inability to go to sleep as early as younger children.	5/11/2015 9:42 AM
141	It makes more sense to move HMS start and end times to an earlier schedule other than move Elementary schools. Younger kids have less stamina so it will be more difficult for them attending late PM school.	5/11/2015 8:35 AM
142	As a family with two working parents, it is already nearly impossible to drop our kids to school at 8:40 am and catch the last express Metra train into downtown (which is at 8:23 am from the Clarendon Hills stop). These options clearly do not factor how such a late start for elementary schools would affect us. This district is not just made up of families with one stay at home parent. If you intend to provide free before care for our kids (which I'm sure would wipe out almost any cost savings you'd see from changing to a two-tier system), then perhaps we could support a change to either of these options.	5/11/2015 8:25 AM
143	Any start time that is later creates problems for families where both parents work. We pay extremely high taxes and changing times would cause people to hire another person to take care of their kids in the AM. Moving to any system that gets the younger children out of school later also causes a problem with after school activity start times. I am totally against any implementation of a two - tier system or any change to the current day.	5/11/2015 7:26 AM
144	Elementary school proposed start times too late for working parents. Breakfast club at school could be offered so that students could be dropped off earlier.	5/10/2015 11:26 PM
145	I only support cost saving bus measures if the middle schools can start school later than 7:45 am. I prefer middle school children start at 9 and leave school at 4. Younger kids can start school earlier because they go to bed earlier.	5/10/2015 11:22 PM
146	Starting at 8:55AM for a Clarendon Hills working parent that commutes downtown is an issue due to the train schedules.	5/10/2015 11:09 PM
147	This is punishing working parents making it impossible to drop an elementary student off at 8:55 and get to work by 9 am (typical start time). It also makes it difficult for parents with preschoolers who need to get to preschool by 900. Have you considered charging for bus service. My elementary school does not have bus service. I would pay for Middle School service.	5/10/2015 8:56 PM

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148	I think Option 1 would be hard for households with two working parents - with Option 2 being extremely hard for households with two working parents.	5/10/2015 8:05 PM
149	Too difficult to get kids to different schools and after school activities with proposed schedules. Not enough cost savings.	5/10/2015 5:31 PM
150	We have lived near both Oak and Prospect unable to bus, too close to school but still either 4 or 7 blocks. The time gap in k-5 and MS is crazy and would disrupt our household, prob move to priv school. It is also unfair to working parents. You can save money in a billion different ways. Disrupting time schedules is a bad decision. Analyse your true budget first, line by line.	5/10/2015 4:18 PM
151	School gets out way too late for elementary school Kids	5/10/2015 3:48 PM
152	Middle school kids should go later. Many studies have shown how important sleep is to this age group. Also what would the \$160,000 go toward.	5/10/2015 3:41 PM
153	The younger kids should start earlier. All studies point to pre- teen and teens needing more sleep	5/10/2015 3:30 PM
154	Its called working parents! 855am or 905am is entirely too late for elementary school to start. Parents have work obligations and its virtually impossible to find appropriate child care for just an hour in the AM. Why not move the middle schools later when research suggests preteens and teens need more sleep and a later start time as they get older. Adamantly against this change	5/10/2015 3:14 PM
155	How does this effect and elementary school with no bus service?	5/10/2015 2:51 PM
156	I am concerned that if buses are running late there would be a snowball effect making the elementary students late. The savings is significant, but this savings could easily be achieved by eliminating inefficiencies at District Office, namely the Director of Learning.	5/10/2015 2:50 PM
157	I'm definitely in favor of finding cost savings, and I am somewhat indifferent to options 1 and 2. I selected 1 because it splits the difference.	5/10/2015 2:19 PM
158	Apparently there is another unmentioned route that is also costing money. I have concerns about this additional small bus I have heard about. I have discovered that one of our neighbor's children is deemed socially unfit to ride the bus due to a bullying incident. I do not support the taxpayers paying for an additional bus route for socially unacceptable children with inept parents. These parents should drive their children to school until the time that their children are deemed fit for society. The victim and aggressor's parents should be able to resolve this; or the aggressor's parents to shoulder the burden of getting their child to school. The other taxpayers should not be paying for door to door service of these poorly parented children.	5/10/2015 2:16 PM
159	too big of a gap between middle school and elementary school dismissal for children waiting for siblings at the elementary school. better to start the middle school earlier a bit to have less of a difference between middle school and elementary school dismissals.	5/10/2015 1:39 PM
160	I believe we should use late-start days like HCHS. I also believe all elementary schools should let the children in their buildings at 8:30 am as some let them in at 8:35 am.	5/10/2015 1:24 PM
161	I feel the elementary start times now are too late. I believe the children are up and should be in school. Perhaps the middle school should start at the later time as it has been proven that at that age they need more time for sleep. It is very inconvenient for working families to handle the current elementary start time. I do realize that this is a small portion of the town but I still feel the younger children should be in school learning by 8:30 at the latest!	5/10/2015 12:05 PM
162	Studies show that older children need more sleep so perhaps it makes more sense to consider having the middle school students have a later start time- or an option 3	5/10/2015 11:30 AM
163	Our middle schoolers are lacking sleep as it is. Further they are occasionally expected to be at school earlier for music practice. Also, they occasionally need to get to school earlier to get help from their teachers. Starting school even earlier would push these start times to 6:55 (currently they are at 7:05). That is too early. Further, you are once again punishing working parents by implementing a later start time for elementary school students. What chance do they have of getting to work by 9:00am (a typical start time) if they have to drop off kids at 8:55? Furthermore, what about families who have to get their children to preschool which starts at 9:00? This plan makes it impossible for them to do so. Further, most middle schoolers like to sleep while elementary students are up early usually between 6 and 7 am. And per Dr. Marc Weisbluth renowned pediatrician and sleep expert and author of the book "Healthy Sleep Habits, Happy Child", this is normal. So you are pushing the start of their day to a later time when their best time to learn is in the morning. Have you considered charging for bus service? I know this was done when I was in school. Don't know the legalities of it now.	5/10/2015 11:20 AM
164	I think that the middle school students should not have to start earlier. There is a lot of evidence about the importance of sleep for kids this age. I prefer Option 2 because you can save money for the district but not at the expense of these adolescents who are already struggling to meet the demands of their grueling schedule.	5/10/2015 9:22 AM
165	With children attending both the middle school and elementary school, the two-tiered system would cause undue hardship on my family to coordinate times to get to and from work and getting the children to their afterschool activities.	5/9/2015 8:53 PM
166	It makes more sense to start elementary school earlier than middle school. Younger kids have less attention and stamina in late afternoon. Why don't we move elementary school start and end time earlier than middle school start and end time?	5/9/2015 7:14 PM
167	I would request that if the later time be used for arrival, that there be a place for children to sit and study while being supervised ahead of school time, so working moms and dads can still drop them off at 830 and get to work by 9.	5/9/2015 5:33 PM
168	Elementary school would start too late. Too hard for working parents	5/9/2015 3:34 PM
169	Does not work for families with children in both schools. I prefer option 2 if I had to choose one. I do not approve of "getting out of contracts" early - there is always a catch.	5/9/2015 3:32 PM
170	I don't want the start time to be delayed.	5/9/2015 12:23 PM
171	Too complicated to mange multiple kids at different schools with different start/end times.	5/9/2015 11:57 AM

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172	I would like more information on how many elementary students use the bus system. I was not aware of any bus options for 181 students, beyond the optional busing for an additional cost that was presented at the beginning of this year. To change every student's school time schedule for the busing of a small percentage of K-6 students does not seem like sound decision making.	5/9/2015 11:14 AM
173	I don't agree with starting the middle school any earlier than it already starts. I also would be concerned with the schedule for working parents or parents with children in both a middle school and elementary school, or even some with children in D86 as well. Currently, the middle school buses coincide with the D86 buses, which makes things very easy.	5/9/2015 9:34 AM
174	3:30 is very late for elementary kids to be dismissed--prefer option 1 but think teachers and parents need time to plan for this	5/9/2015 8:28 AM
175	Starting elementary kids after 9 am would be too too late! These kids are early to bed and early to rise. They need to get going in morning and have free time for activities and homework after school. Please keep in mind. I support a small shift in times...but really want to keep within 15 minutes of current	5/9/2015 5:17 AM
176	My student attends Madison School where none of our students ride the bus. I don't want to see the day end later because after school activities in the community will not adjust their start times. Some activities begin at 3:30 would no longer be an option for our students. I would support having the middle school start at 7:30 a.m. instead of getting out of school later.	5/8/2015 11:13 PM
177	I don't agree with earlier start times for the middle school and don't agree with delaying the start time for the elementary school. There are activities after school and the middle school children already leave early to wait for the bus. Will be worse in the winter.	5/8/2015 9:29 PM
178	Cut costs elsewhere. Perhaps the IT budget could be changed to allow a longer refresh cycle on equipment and better diligence on comparative shopping. We've noticed top-tier, enterprise grade infrastructure that is overkill for an elementary school.	5/8/2015 8:50 PM
179	Not sure how this could possibly be feasible when both parents work. Jobs do not start at 9:30-10am which would be the approximate time a parent would arrive at work after having to wait to get their kids off to school. Extremely late start time. It also allows for less time in terms of after school activities and time for homework. The time after school is already limited as it is.	5/8/2015 8:40 PM
180	Option 1 and option 2 are acceptable to me. The board would be unwise to not move to a two tier system, based on the cost savings alone.	5/8/2015 8:12 PM
181	Start school later especially for the older grades. Middle school starts too early and ends too early.	5/8/2015 6:59 PM
182	Under no circumstances should middle school children be asked to go to school any earlier than 7:55. For the amount of homework and activities that middle schoolers have, and all of the hormonal and growth changes they are experiencing, middle schools need to go to school later, not earlier. Middle school should not start earlier than 8:00. Let the elementary schools start earlier since most children don't have to take a bus to elementary school.	5/8/2015 5:41 PM
183	Ending elem school late makes it difficult to get to after school actives on time if money isn't cut from transportation, what area is it cut from?	5/8/2015 5:19 PM
184	The elementary start time is already prohibitive to two working parent families trying to get downtown by 9:00. Any later would be expensive and extremely difficult for families trying to cover care both before and after school.	5/8/2015 5:16 PM
185	I do not support an earlier school time for middle schoolers. Sleep is critical for children this age and even ten minutes makes a difference for these children.	5/8/2015 5:10 PM
186	Middle school should start later than elementary. Kids 11-13 year old need a little more sleep in the AM	5/8/2015 4:07 PM
187	My kids will not need the HMS bus for 4 more years and we don't have bus service now at Madison. Moving the elementary start time later will definitely effect the families that have two working parents who bring their kids to school who have 8-9am start times. Thanks	5/8/2015 4:05 PM
188	This minimal (based on % of annual budget) cost savings does not seem worth the headache. Please don't make middle schoolers going to through puberty wake up any earlier. They already don't get enough sleep.	5/8/2015 3:46 PM
189	Moving the elementary school start time later is unfair to working parents who must see their children off to school and get to work on time (assuming a 9am work start time). The current start time already makes it nearly impossible for commuting parents to catch the last express train downtown, which departs from downtown Hinsdale at 8:27am. The next train does not arrive downtown until 9:40am. If a later start time is implemented, the school district should provide on-site school supervision starting at 8am in order to allow working parents who currently send their children on the bus to drive and drop them off instead.	5/8/2015 3:35 PM
190	The later start time at Elementary schools is a problem. If there was a before school program, that would be better	5/8/2015 3:30 PM
191	Please be conscious of working parents at the elementary level. 840am is already an extraordinary late start time for working parents who have meetings and other things in the morning. Moving to 855am or 905am would only put a greater strain on these parents.	5/8/2015 3:27 PM
192	When would we find out about busing information. Is it an expense that parent's are responsible for?	5/8/2015 3:22 PM
193	Moving to a two-tier system discriminates against dual working households. A start time of 9:00 would allow a parent to get to work at 10:00, which is just not acceptable in today's work society. Would also discriminate against single parent households facing the same dilemma. Also impossible to find childcare for one-hour in the mornings. I strongly disagree with this. If the district would like to save some money, they can revisit the amounts budgeted for salaries...	5/8/2015 3:11 PM
194	Our request for support would never mix elementary and middle school students on the same bus ride.	5/8/2015 1:19 PM
195	Either option is fine. Just save the money.	5/8/2015 12:39 PM
196	The chasm between start times between grade and middle schools is too great. Ditto for end times. This will create logistical impossibilities for parents with students at both levels. If you want to save money, try examining the mountain of administrative fat that needs to be cut, instead of constantly burdening the parents.	5/8/2015 11:42 AM

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197	A two-tier system would make it hard to coordinate preschool and after school schedules.	5/8/2015 11:21 AM
198	I do not support the Two Tier system. I am a working mom and I need to get my kids to school in the morning and get to work. Not everyone is rich in this town and has the luxury of getting their children to school at 9:00 AM and having coffee or go to play tennis. Leave the start times the way they are and do NOT move to late start times. As a working mom, I enjoy I can see my children for breakfast and drive them to the door and know they are safe for the day. If this change moves, then I have to hire someone to help me get my kids to school. We raise so much money through our fundraisers. I am STRONGLY opposed to this bus savings and considering the majority of the school doesn't even use the bus. How about charging the people that do use the bus instead? There are other ways. I also think the current system works and get the kids to school and get the day started. I am VERY OPPOSED to this idea. Leave things alone. It works.	5/8/2015 10:02 AM
199	Too much time difference between schools for start when you have children at both for working parents. Could the bus pick up and drop off elementary and middle school kids at the same time with maybe 15 minutes difference start time?	5/8/2015 9:58 AM
200	Kids are already needing to be at bus stops extremely early versus start times. Concern is that adding incremental stops, necessitating earlier wake up times will impact energy level and engagement at school during the day.	5/8/2015 8:19 AM
201	I support it but I would ask that the middle school start later than the elementary school. Studies show middle school age students need more sleep than getting and due to hormones stay up later so getting up earlier is harder on their bodies. Elementary students naturally get up earlier - I would like to see the middle school starting later like 8:55 or have them flip flop and middle school starts at 9:05.	5/7/2015 11:46 PM
202	Start time for elementary is too late. Many parents will have to adjust childcare in AM. Also, start time is too late for kids and ending that late interferes with after school activities and study time before activities. Also, I'd like to know what the District plans to do with the savings the are estimating???? I don't see how that help the tax payers.	5/7/2015 11:00 PM
203	Elementary school children should be driven to school by their parents.	5/7/2015 4:41 PM
204	I support saving money but not a later start & end time for the elementary schools	5/7/2015 3:47 PM
205	This school district is very insensitive to the needs of families with two working parents. The lack of any before school or after school childcare is a travesty. I vehemently disagree with any later start to the school day unless it is accompanied by an opportunity to drop my child off by 8 at the latest. This school totally caters to the "stay at home mom" which is a concept that most of the U.S. stopped embracing in the 70's. It is very difficult to be a working mother in this district and a later start to the school day will only exacerbate this problem. No one at Oak seems to care about this, sadly. I thought with [REDACTED] this might change.	5/7/2015 3:15 PM
206	While I believe it is important to operate cost effectively, I do not believe that the savings of a two-tier savings would sufficiently offset the schedule disruption. I would like to see other areas potential savings explored.	5/7/2015 3:09 PM
207	Starting school later is VERY discriminatory against working parents who need to transport the children to school and also commute to their business office at an appropriate business time, i.e. by 9am.	5/7/2015 2:58 PM
208	While I like the idea of saving money, I had to alter my work schedule to be home when my 3d grader goes to school. As it is, I am starting later than I would like. If you move her starting time to 9:05, for example, that would make it harder for me to be at work on time. It won't affect me in 2 years, after which I support either option!!!	5/7/2015 2:44 PM
209	Research shows later start times, especially in middle school, is beneficial. I support the cost savings measure, and believe the later start times would benefit students.	5/7/2015 2:37 PM
210	Having a start time of school of either 8:55 or 9:05 is extremely discriminatory to dual working families or single parent households. With an 8:55 start time, that would mean I would only get to work at 10:00 AM. Also, to expect families to find childcare for one-hour in the morning to get kids off to school is unreasonable. No one wants to have to be available everyday, yet only work for one hour.	5/7/2015 1:53 PM
211	9 am start is too late, middle school should start 7:25 and elem should start 8:20	5/7/2015 11:55 AM
212	We need longer school days and more time spent on math and science. Start earlier or same and go later and/or get rid of "fluff" classes eg art/music to focus on basics, which are currently being shortchanged	5/7/2015 11:50 AM
213	Does the two tier system mean the elementary schools would start school 45 minutes earlier or later. Prefer an earlier start for working parents.	5/7/2015 11:50 AM
214	the time difference from current schedules is quite minimal, I would wholly support using either Option...	5/7/2015 11:42 AM
215	It's way too late to make this change for 2015-2016. People have already made work and childcare plans, and many kindergarten families have made arrangements for their children to spend the other half of the day in another school setting.	5/7/2015 11:22 AM
216	- we cant have elementary schools opening at 8:55 or 9:05am. Its hard enough for working parents. If you do that there should be an early drop off option which if needed the parents can pay for. Or another option would be to start middle school earlier and keep elementary earlier. I am all for early school start times but cant support a late start - very hard for working parents.	5/7/2015 10:53 AM
217	Pushing the start time back for the elementary school to 9 (more or less) would be hard on working parents. Currently I drop off my child and then go to work. If the times were pushed back, I would have to arrange for additional childcare in the mornings before work.	5/7/2015 10:45 AM
218	I would not support moving middle school times earlier. Studies have shown that children at this age do not function as well at earlier hours of the morning.	5/7/2015 10:45 AM
219	1. Many, many parents commute downtown to their work via Metra train. Either option significantly affects the possibility of getting on timely trains. If either option is implemented, I could get downtown to my office until 10:40AM, which is an hour later than I currently arrive. This is unacceptable. 2. This places an unnecessary burden on parents with children in both elementary and middle schools by extending the time in between pickup and drop off.	5/7/2015 10:01 AM
220	My only concern is that studies show later start times are better for children learning	5/7/2015 9:46 AM

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221	I would want to know the exact start and end times for the two schools before making a decision.	5/7/2015 9:10 AM
222	The American Academy of Pediatrics recommends that schools start LATER. Option 1 goes against current medical science, and I am strongly opposed to it. I don't love the two-tier system overall, but only Option 1 would make me wish that even worse sleep would be visited upon anyone who pushes to implement it.	5/7/2015 9:04 AM
223	I absolutely do not support moving middle school start time to an earlier time. With all the studies out indicating teenagers need more sleep and a later school start time, I believe the elementary school children should start school earlier and the middle school children start later. Elementary school children do not have late evening school activities or as much homework as middle schoolers and so they can go to bed earlier.	5/7/2015 8:53 AM
224	I don't think it's appropriate to be starting elementary school at approximately 9am. Parents need to go to work and this proposal is hugely disruptive. I also think this should be brought up as a standalone subject - not hidden in a survey that most parents don't take.	5/7/2015 8:43 AM
225	Having a two tier system would make it difficult for kindergarten kids as those times do not align with their 5 year program start times. Since we do not have full day kindergarten, we need to find 5 year programs for the rest of the day. These time options do not align well with those programs. There needs to be much more thought before jumping into this decision I believe.	5/7/2015 8:32 AM
226	Research shows that younger kids sleep cycle makes them rise earlier, so if anything, it is the younger kids who should start earlier... Additionally, I do not want my kids to stay at school till 3:30, it is too late!	5/7/2015 7:46 AM
227	I have a real concern for the kindergarten times, as Neither option is realistic for those of us that send our children to an 5 year program that starts at a specific time. Since we do not have a full day kindergarten we need to be considerate of those of us that send our children to after care facilities that start at a specific time. Neither option would meet the needs. I would consider the two tier system, but I think more thought needs to be made before making this decision. If it must move forward I would go with option 1	5/7/2015 7:43 AM
228	Are you kidding me? Both my husband and I work in the city. Pushing the grade school start time any later would make it impossible for us to catch the last express train into the city, resulting in us having to spend more time away from home. This district is NOT easy on working parents in SO many ways. I would be EXTREMELY unhappy with this change, as would my working mom friends who live in Hinsdale. Will you be offering before school care for those parents who don't want to hire a nanny just to get their kids to school?	5/7/2015 7:30 AM
229	I can't even believe the administration put this question on the survey without putting the proposed start times for school. One more example of the district's evasive practices. The community doesn't trust the administration for a reason. And this is an example of why. Moving start times will cause a huge ripple effect throughout the community. Not to mention the disruption for teacher's personal lives. This is absurd. If the district wants ways to save money, how about trimming the fat out of the administration? How about not giving huge pay raises?	5/7/2015 7:16 AM
230	Save money some other way. Do you to save money on the backs of the students, parents, or teachers. Parents who have kids in both elementary and middle school should not be inconvenienced by having their kids schools start and end at such different times. The idea that elementary or middle school students would start school after nine in the morning is ridiculous. This will inconvenience parents who have to work and get to work by 9 AM. Ending school as late as 330 will impact students abilities to do some afterschool activities.	5/7/2015 6:56 AM
231	You need to provide the specific start and end times to the day. By not providing this information you are being elusive and thus why there is so much distrust between the administration and community	5/7/2015 6:52 AM
232	Walker School doesn't have bus commuters?	5/7/2015 5:45 AM
233	This savings seems minor when considering the district's overall budget. I may be off but it seems that small moves like this are made at the expense of the customers/students/parents and not the employees/unions.	5/7/2015 2:43 AM
234	My husband and I vehemently object to moving to a two-tier transportation system and starting the school day later. Moving to a 2 tier system completely ignores the needs of households with 2 working parents or single parents that work. Currently, my husband or I see our children off to school in the morning. Starting the school day any later would make it impossible for us to see our children off to school and get to work on time. We would likely be forced to hire a caregiver to start early in the morning, rather than at 3pm in the afternoon. Additionally, the later dismissal time could interfere with some after school activities that begin at 3:30 or even make it difficult to make activities scheduled for 4pm.	5/6/2015 10:51 PM
235	These times do not coincide with preschools in the areas. So unless you are going to have the preschools adjust their times there will be children sitting at schools with parent's frantically speeding to drop off or pick up their kids at school.	5/6/2015 10:28 PM
236	I propose all schools within D181 start at 8am and end at 3pm. And if children require bus service they should pay for it unless they fall within the federal poverty level. While \$320,000 is a large chunk of money, I would bet there are many other areas where this money could be saved other than reducing bus service. How about reducing the number of administrators for starters? Or reducing the benefits/ salaries? Or, how about this idea...requiring the district employees to kick in more money for their health insurance like those of us in the private sector?	5/6/2015 10:20 PM
237	By moving to a 2 tier option, elementary school will start almost at 9 am. Parents have to drop their child to school before going to work. Is the district willing to allow students to be supervised 30 minutes before the start of school or provide some kind of before school care option?	5/6/2015 10:17 PM
238	The elementary students already start incredibly late in the morning. I do not support changing the time later.	5/6/2015 10:06 PM
239	This change is enormously burdensome to families where both parents work. Starting the school day any later than 8:40 will make it even harder than it already is to start one's work day on time. If the District wants to propose making any changes to the start and end times for the school day, they should start the day EARLIER, and provide before-school care for elementary school children.	5/6/2015 10:04 PM
240	Have you ever explored a fee for bussing? Many districts do this now.	5/6/2015 10:01 PM
241	The time changes would make it difficult for parents who drive and have kids in both elementary and the middle school. One would have to get an elementary school child ready and out of the house an hour before they have to in school.	5/6/2015 9:57 PM

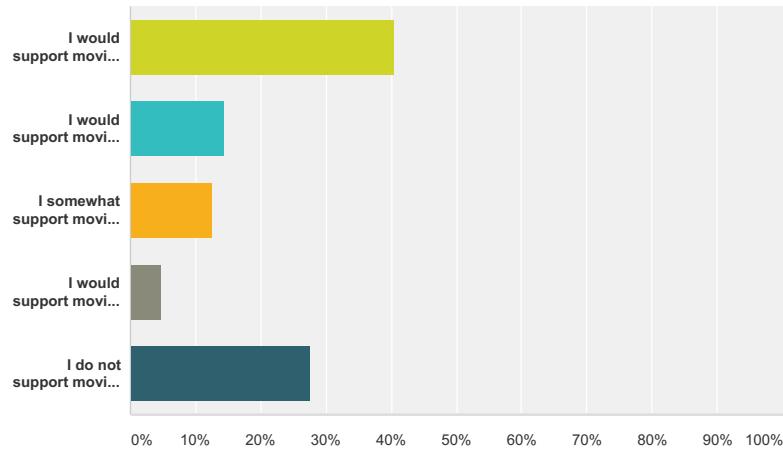
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242	I don't think the amount of disruption that will be caused by this change is worth the savings. I think having kids come home at such different times in the afternoon would be difficult.	5/6/2015 9:54 PM
243	My understanding is that the data suggests tweens and teens should start school later not earlier.	5/6/2015 9:50 PM
244	middle school kids already get up too early. You absolutely cannot move the middle school to an earlier time	5/6/2015 9:34 PM
245	I would prefer using option 2 but having the middle school students start at 9:05 AM. Teenagers should have more time to sleep.	5/6/2015 9:32 PM
246	Elementary school starting too late both options	5/6/2015 9:29 PM
247	-I was under the impression that the elementary schools currently do not have bus service. If that's true, it should stay that way. Parents should drive their little ones to school!	5/6/2015 9:26 PM
248	The two-tier system gets elementary school students out too late. Community activities won't be able to change and make adjustments to accommodate the changed schedule.	5/6/2015 9:26 PM
249	Why is there bus transportation for the elementary schools. We have 7 schools in a small area and everyone is within walking distance of their school. We should not be paying for bus service except for middle school.	5/6/2015 9:09 PM
250	The start times should be moved early for the middle schools and keep elementary the same.	5/6/2015 9:08 PM
251	I have serious concerns about the later start time!! 2 parents working and very difficult to line up childcare or sitter for 1 to 1- 1/2 hours in morning before school. Need school to offer onsite before or after care!! Last express train in morning is 8:27 am.... Already hard as working parent to drop off and make trains!!!! Why does this district not offer help for working parents.	5/6/2015 8:45 PM
252	why is elementary school day shorter than middle school day?	5/6/2015 8:45 PM
253	I would prefer no change rather than option 2	5/6/2015 8:37 PM
254	I am interested to know why the middle school needs to be bussed first. Research on best practices for educating middle school students indicates that starting school later is more beneficial to that age group. I would support a tiered system that had the grade school students starting school at 7:45 and the middle school students starting later.	5/6/2015 8:34 PM
255	Please consider offering before school care for working parents with the later elementary school start time. This may offset the cost savings, though. Anything later than the option 1 will create conflicts with many of the start times for after school activities in the area.	5/6/2015 8:28 PM
256	Is there another option that doesn't require delaying elementary school timings?	5/6/2015 8:22 PM
257	I have been in the district for 12 years and the current school day times have always been fine for my family. I'm not sure why you would make a change, but it won't affect me going forward, so I don't really feel strongly either way.	5/6/2015 8:12 PM
258	I think that there are other ways we need to look to cut our budget costs. Ex: inflated salary hikes; unnecessary promotions of staff; huge costs for technology. A later start time inconveniences child care, families w working parents and families who have other children. It is ridiculous. At a time when schools are looking to extend o The school day and start earlier we look to start later? Not to mention we are stretching out the day into 3:40 pm? In a winter climate it is dark by 4:30pm. That is a safety issue too for kids walking home.	5/6/2015 8:11 PM
259	my husbands and my work schedules cannot accommodate this change in schedule. We do not have options for child care first thing in the morning and we both have to leave for work. It is also not fair to make the middle school students have to start earlier. As it is my son has to get up at an ungodly hour to be able to get to school on time.	5/6/2015 8:00 PM
260	my husband's in my work schedules do not support any later start times for the children's school. 9 o'clock in the morning is way too late.	5/6/2015 7:58 PM
261	my and my husband's work days start too early for a two-tier system to work for our family.	5/6/2015 7:46 PM
262	Elementary school starts too late in these options.	5/6/2015 7:29 PM
263	Option 1 seems to make the most sense, but as a mom of only elementary children, I'm not sure how that impacts the middle school aged children. Would welcome recommendations from district/teachers.	5/6/2015 7:24 PM
264	\$160,000 yearly is a huge savings and a 15 minute change in the school day in a very small thing to change for such a huge impact financially	5/6/2015 7:04 PM
265	I support this change. Yet, we are concerned that our children and families always have to experience the cuts -- and our teachers salaries, pensions and benefits never get a cut or at least a smaller increase to incur savings.	5/6/2015 6:25 PM
266	The dismissal time for elementary is too late. It's not worth the cost savings to us. Also PLEASE do not move middle school start time earlier. MANY studies show that students with later start times perform better. If anything you should make he middle school start after elementary. THAT we would support!	5/6/2015 6:20 PM
267	3:20-3:30 is too late for kids to get out and 8:55 is too late for elementary to start. Not manageable for working parents and for after school activities. Not enough time to do homework as is!!!!!!	5/6/2015 6:18 PM
268	I am concerned about starting any earlier at the middle schools as I feel children in this age group need all of the sleep that they can get.	5/6/2015 6:04 PM
269	too difficult for parents needing to be in office at a reasonable time. 8:30 start for elementary is late as it is.	5/6/2015 6:01 PM
270	I think that moving the start time later for elementary students would be a burden on working parents and would also get in the way of children getting to after-school activities in a timely fashion.	5/6/2015 5:57 PM
271	Many after school activities begin at 3:30 or 4:00 and there would not be enough time if school were dismissed at 3:20 or 3:30.	5/6/2015 5:51 PM

Spring 2015 Staff Survey

Q16 After reviewing Option 1 and Option 2 (by clicking the link above), please select a response below.

Answered: 367 Skipped: 108



Answer Choices	Responses
I would support moving to a two-tier system in 2015-16 using the OPTION 1 times.	40.60% 149
I would support moving to a two-tier system in 2015-16 using the OPTION 2 times.	14.44% 53
I somewhat support moving to a two-tier system in 2015-16, but I would like more information and/or I have a specific concern or question to be addressed.	12.53% 46
I would support moving to a two-tier system but I think we should wait one more year before implementing this change.	4.90% 18
I do not support moving to a two-tier system.	27.52% 101
Total	367

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Q17 If you have a specific concern, idea, or question related to a possible move to a two-tier transportation system, please describe it here.

Answered: 99 Skipped: 376

#	Responses	Date
1	I support a 2 tier system BUT middle school should start later than elementary school. I think we could be trend setting with research that supports teens getting more sleep.	5/22/2015 2:35 PM
2	There is probably more way to save money, such as less administrative positions. Also changing how the coaches structure and responsibilities.	5/22/2015 8:44 AM
3	I would like to have staff meetings and collaboration time at 7:30 or 8:00 am instead of after school	5/21/2015 11:18 PM
4	Worried that buses would be delayed due to unforeseen circumstances.	5/21/2015 11:14 PM
5	I would like to hear how supportive the parents are regarding the change in start/end times before making a decision. There are many working parents and this could impact their child care plans, etc.	5/21/2015 12:25 PM
6	I understand the need to save cost. I would like more information. Research shows that older students would benefit from later start, based on sleep hours for that age group. Also meeting time for all groups would be even later, meaning childcare expense for many of us, because they start charging more after a certain time. Also middle school students could use the later dismissal time to allow for flow right into after school team sports. Most of the sporting events start at 4:00, and the students would be right there at school, instead of having down time. Has there been research in to other bus companies. I think to be fair need to look at everything. Start Middle schools earlier, allowing the time for the buses to travel to elementary. Earlier enough for middle school so that same buses could then run routes, consider that option. Staff should be informed more in informational meeting, not just in a survey	5/20/2015 7:33 PM
7	I think moving to a two-tier system is more feasible for a school district that is smaller than ours. The change in start times is negligible. The matter of concern is the difference in end times between the elementary and middle schools. If I am expected to wait around for almost an hour after school to attend district meetings (even if they're only once in awhile), I am NOT in support of either option.	5/19/2015 9:25 PM
8	I'm open to either option. Would changing the start/ending times promote an early release or late start like we were considering before?	5/19/2015 2:26 PM
9	I don't think this type of system would be fair to the parents that have children in both schools.	5/19/2015 11:20 AM
10	Elementary should start earlier than middle school. Why isn't that an option?	5/19/2015 8:03 AM
11	If we need to start elementary later I would much prefer OPTION 1 to not start too much later...especially since we have regular meetings after school.	5/18/2015 10:09 PM
12	I would prefer not to start later in elementary at all since we have weekly meetings after school now that we used to have at lunch. However, if we do switch our start times I "much" prefer OPTION 1. For those who have far commutes the closer we are to rush hour for putting in planning and meeting hours after school the worse pushing back out start time is. Thank you for considering our opinions.	5/18/2015 9:45 PM
13	This is a logistical nightmare for childcare for my family.	5/18/2015 9:44 PM
14	WHAT ABOUT HAVING ELEMENTARY START EALIER AND MIDDLE SCHOOL START LATER? RESEARCH SUPPORTS MORE SLEEP FOR STUDENTS AS THEY GET OLDER. YOUNGER CHILDREN CAN HANDLE AN EARLIER START TIME...	5/18/2015 8:59 PM
15	I guess I question why there is no option to move elementary start times up and middle start times back when all research shows that older kids function better later in the morning and vice versa. I think a two-tiered system is a great idea but do not think that it is in the middle schoolers' best interest as a student to be getting up any earlier than they already do. We currently start school too early for this age child. In addition, as a coach at the middle school, we are often times waiting on other schools to dismiss before we can compete against them. It would be beneficial to end school later to better line up with other middle schools. It also give the middle school child less time to be at home alone getting into trouble.	5/18/2015 2:18 PM
16	I support the change, but I wonder why there isn't an option to switch start time for the schools. Wouldn't it make more sense for the younger students to start earlier and the older ones to start later?!?!	5/18/2015 1:29 PM
17	Some of us have another job after school and have to get there right away.	5/18/2015 1:24 PM
18	Already students are dropped off early because parent need to get to work by 8:00. It's difficult to finish up morning work with students present.	5/17/2015 8:44 PM
19	My concern is that by doing this is '15-'16, we don't have time to do it well (e.g., aligning what's known in terms of adolescent sleep needs and school times). I'd rather wait a year and consider that piece of the puzzle.	5/17/2015 5:10 PM
20	I do not support moving the K-5 school dismissal times later than 3:10	5/17/2015 1:09 PM
21	I believe the research shows that middle school students need more sleep time. Therefore I would suggest that the elementary schools start earlier and MS start after. Another aspect: How will staff development after school work when all staff is involved?	5/17/2015 12:38 PM
22	start elementary earlier then pickup the junior high students	5/17/2015 11:00 AM
23	Both options benefit the current middle school schedule with slight start/end times opposed to drastic changes to elementary schools when my school requires no busing. I would support a 40 minute lunch period to end the day at a time we are acustomed.	5/17/2015 8:14 AM

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24	I would NOT support changing the time of the elementary school day. First of all, pushing the start and dismissal times forward makes for too long of a day, especially on days when teachers have after-school meetings or other after-school obligations in the district. Those two-hour Mondays we have had this year have made for very unproductive times after school. Also, many children's after-school activities could be impacted if the dismissal time is later. It's bad enough that we already have parents taking their children out of school early on a frequent basis to get to appointments or other activities -- I can only imagine that pushing the dismissal time forward would result in even more students being taken out of school early, thus disrupting learning. Also, it doesn't seem fair that ALL of the elementary schools should have to be affected when only a couple of them even have busing. While I understand the concept of the two-tier system to save money, I think we will lose effective instructional time and productive after-school meeting time. Please do not change our start and dismissal times.	5/16/2015 9:15 PM
25	I would like to keep the schedule as it is. I would not, as an elementary teacher, want to start later and go later than we already do now, especially if this would push after-school meeting times forward -- those are some very late days as they are now, and they will only be later. And with so many of our staff having families, this is problematic with after-school childcare. I can also imagine that it will affect the after-school schedules of the students we teach. For example, it is difficult enough sometimes for students to get to other after-school activities on time now; pushing the dismissal forward could result in parents taking their children out of school early on a more frequent basis in order to make appointments (they already do this -- I can only imagine how much more it would happen!). Also, why do the majority of elementary schools have to be affected by this change when only a few elementary schools even have busing????? Keep the schedule the same.	5/16/2015 8:21 PM
26	Although I prefer/like current start/stop times, if I had to choose...it would be #1.	5/16/2015 2:01 PM
27	Have thoughts been made about having the elementary school start at the earlier time and the middle school at the later time? This would help support evidence that the middle school/adolescent brain needs more time to sleep and a later start might help improve academics at the middle school	5/15/2015 7:47 PM
28	My only concern is the impact it would have on Mondays when we have the 2 hour meetings after school. My childcare facility is only open until 6 p.m. and even now with the 3:05 dismissal time and the 2 hour meeting sometimes until 5:45 I barely make it there on time to get my daughter. If the end of the school day is later, there would be many of us with childcare arrangements that prohibit staying until 6 or later for the 2 hour meetings.	5/15/2015 2:58 PM
29	Statistics show older children need more sleep could you start Elementary first then middle school	5/15/2015 1:46 PM
30	Due to inclement weather, buses can be late. Is there enough time with two-tier system?	5/15/2015 1:11 PM
31	Our middle school day already starts too early for many students whose biological clocks are changing. I wish we could move the middle school start time later so that more students felt alert in the morning and ready to learn.	5/14/2015 4:26 PM
32	I do not support the school day going later and the two tier transportation system. I am sure we could cut back in other areas (i.e. not adding peer coaches) to save additional money.	5/13/2015 10:48 PM
33	If our start time is earlier at the middle school, we would have to wait longer on those days we meet with elementary school teachers.	5/13/2015 10:40 AM
34	If there are meetings with elementary and middle school teachers, I would not want to wait over an hour before the meeting starts.	5/13/2015 10:20 AM
35	I would want staff meeting during the lunch hour not after school.	5/13/2015 9:16 AM
36	The current option 1 and option 2 start times are difficult to remember. Elementary: first bell at 8:55 and second bell at 9:05. That's not easy for little kids. Why not 7:50 and 9:00? End times do not matter. Just a suggestion.	5/12/2015 9:07 PM
37	let's look at the data - middle school students will perform better later in the day	5/12/2015 7:09 PM
38	Currently, middle school teachers wait for an hour or longer for district-wide meetings to start when they are held on attendance days. If we change the schedule, these meetings may have to be held separately for middle and elementary school staff.	5/12/2015 6:07 PM
39	Pushing back the elementary start times is not something I'd embrace. If anything, I'd prefer to see us begin earlier, not later. Especially in light of all of the after school expectations for meetings.	5/12/2015 1:41 PM
40	I have concerns that if we have district wide meetings the middle school would have to wait to start. Option 1 would require band sections to start at 6:50AM which is very early.	5/12/2015 9:19 AM
41	This is a no-brainer but I think we should look at starting the middle schools later and actually flipping the start times of elementary and middle schools. It is a research based decision.	5/11/2015 9:01 PM
42	I am concerned about the required weekly after-school meetings. If school isn't out until 3:20 or 3:30, the meetings would cause us to get out of school that much later, which affects those with children in day care. If the start time is moved to later in the morning, could the staff meetings be held before school in the morning?	5/11/2015 7:43 PM
43	I think you should cut coaches (bc they did not help our building) and then you would save money. If you chose these longer times, I would hope our salaries would increase. Was HCHTA notified of these suggestions?	5/11/2015 4:32 PM
44	I am very concerned about having an even earlier time for middle school. Research shows that adolescents need more sleep, not less as they're getting with early school start times.	5/11/2015 3:53 PM
45	I personally would not mind starting school earlier, however, I feel that it would be difficult for many middle schoolers.	5/11/2015 1:21 PM
46	I think it's a great idea.	5/8/2015 9:13 PM
47	My concern is with after school meetings, especially the two hour meetings. How would district-wide meeting after school be handled? What about district committees that meet after school that involve elementary and middle school teachers?	5/8/2015 4:28 PM
48	If we did go to a two-tier system, it would be difficult to wait for an hour+ for the elementary skills to get out to attend an all-district meeting.	5/8/2015 2:24 PM
49	This would impact the k-8 meetings after school. I would not support it without that issue being clarified.	5/8/2015 1:21 PM

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50	Moving the start time up to save money at the expense of what is good for kids is a horrible idea. Leave the schedule alone, please.	5/8/2015 12:05 PM
51	Concern: wait time between district wide meetings elem. and middle school. Too long of wait time 1.10 minutes	5/8/2015 12:05 PM
52	At the middle school lever, many students are engaged in before school activities. With a start time of 7:45, students in before school activities would be asked to arrive well before 7:00. This flies in the face of all the current research regarding adolescents and their need for more sleep.	5/8/2015 11:08 AM
53	Middle School staff already has a long wait time for after school meetings that are with elementary staff to start, which makes for a long day as many of us are at school by 7am to help students before school. This system will increase the time MS staff would have to wait for elementary school to be available for meetings which is not equitable in regards to time commitments.	5/8/2015 10:13 AM
54	3:20 is late to get out of school for elementary; however, I'd like to see studies about start and end times that may show when students do their best in school.	5/8/2015 8:32 AM
55	Starting later would make mornings easier, no doubt, but leaving later would negatively impact my return commute. Also, I currently make every attempt to schedule medical and related appointments after school. I can barely arrive on time for a lot of appointments as it is -- if the school day ends later, I would be forced to take more sick days.	5/8/2015 7:55 AM
56	Younger grade level students tire at the end of the day. Behavior is a concern.	5/8/2015 7:12 AM
57	The idea of the two tier system is fine, however, our middle school students would benefit from the later start over the elementary children. It might be wise to consider the growth needs for both age groups and flip flop the suggested options. As an elementary teacher, i see that our children are tapped by about 2:45 at best, they are at their best learning frame in the AM. There is a lot of data that shows middle school students benefit cognitively from sleeping later.	5/7/2015 10:00 PM
58	Moving elementary start times later does not support their cognitive development and is wasting key learning time for these children when they are most alert and focused. I would move the elementary start times up and the middle school times later. Starting school at 9AM seems extremely late, leaving the release time late as well, since these are the kids going to bed at 7pm after sports etc. Use their brain time earlier in the day and let the older kids sleep since they've been up late studying etc.	5/7/2015 8:18 PM
59	Making a later start time without giving parents an option for before school care makes no sense to me. Students are already being dropped at elementary schools too early (before 8) due to day care issues and there isn't supervision. A later start time is going to have a major impact on many families. Later school end time is going to affect extracurricular as well as outside services and that has not been investigated.	5/7/2015 6:48 PM
60	I don't have an opinion on this.	5/7/2015 5:42 PM
61	I have worked in other school systems and it has worked very well.	5/7/2015 2:52 PM
62	Concerns regarding proposed two-tier system -Difference in start and end time between elementary and middle school -As proposed difference in times would prohibit any elementary teacher from coaching at the middle school. -After school committee work that is district wide would have a late start and end time. Middle school teachers would spend quite a bit of time waiting around for elementary teachers to be dismissed. -Required 2 hour grade level/department faculty meetings would have a very late start and end time. -Child care for elementary teachers would be effected with the later start and dismissal. -The proposed changes to the start and end time of the school day impact working conditions which is subject to collective bargaining.	5/7/2015 2:48 PM
63	If we are going to adjust starting times, it makes sense for middle school students to attend at the later start time as their brain development indicates they learn better later in the morning. Elementary can start earlier and middle school later.	5/7/2015 2:25 PM
64	Not totally related, but when I was a student in D181, elementary schools went from 8:30-3:30, & middle schools were 8:00-3:00. Why such a shorter day for both?	5/7/2015 1:54 PM
65	I have no opinion on this.	5/7/2015 1:38 PM
66	I would rather not change our beginning and ending times, but if it were going to happen I would prefer option number 1.	5/7/2015 1:09 PM
67	Due to such discrepant end of school day times, it would be difficult to have combine district meetings after or before school. Expecting staff to wait an hour to participate in staff meetings would not be realistic.	5/7/2015 12:46 PM
68	It was not a choice, but I support Option 1 or 2.	5/7/2015 12:39 PM
69	Make a decision and move on. We spend too much time in this district discussing things ad nauseam and never really deciding anything.	5/7/2015 12:03 PM
70	I believe you could not expect the middle school teachers to have to wait to have any meetings with elementary school teachers then with that wide of a gap in our dismissals. The teachers' time needs to be respected and if we have to start earlier, we should not have to also wait to have joint meetings. Re-visiting the late start option for all would be beneficial to solve this issue though.	5/7/2015 11:41 AM
71	I would be more in favor for starting earlier and ending earlier.	5/7/2015 11:01 AM
72	Middle school teachers have long been frustrated at having to wait for elementary schools to finish their day for staff development purposes. This would need to be looked at since the gap will be wider. I fully support the change in time for middle schools. It would help students with their extracurricular sports have more time after school. This is a great idea.	5/7/2015 10:54 AM
73	At the elementary level, I would like to know how many students use buses. While there may be a cost savings, it seems to disrupt the routine for a majority of people due to a minority of students being bussed. I like the idea of saving money, but I don't think the level of savings is enough to make the disruption of the routine palatable to most parents and staff. With parents who have students in both middle and elementary, you are moving from 45 minutes separating the two start times to 80 minutes separating the two, (option 2) I don't think that's a good idea.	5/7/2015 10:12 AM
74	I prefer to be done with school earlier.	5/7/2015 9:51 AM

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75	I think it would create a lot of issues with parent jobs and getting students to school.	5/7/2015 9:36 AM
76	Does this work effectively in other districts? What about weather and/or equipment delays?	5/7/2015 9:14 AM
77	Concern is for working parents at the middle school level who have to get their own kids to childcare and to school on time.	5/7/2015 9:13 AM
78	I would only support this IF the money saved was used to hire additional staff to decrease class sizes.	5/7/2015 9:12 AM
79	I do have a slight concern about earlier start for middle school students given that they tend to stay up later and have those changing sleep habits. Other than that, I think it is a good idea.	5/7/2015 8:48 AM
80	I don't have an opinion on this.	5/7/2015 7:50 AM
81	My concern relates to the two hour staff meetings that are scheduled for once a month, and what this would do to meeting start times if both middle school and elementary school teachers are required to attend. In the current schedule and the new schedules as well, middle school teachers would be required to wait a very long time for a meeting to start in order to have elementary teachers present. I don't find it fair currently, and especially not if there is a 45 minute difference between end times, to expect middle school teachers to plan for an extra 45 minutes of after school wait time for a two hour meeting to begin. That is a long period of time to get child care, etc. I think that is something that seriously needs to be considered about the two hour staff meeting model if this plan goes forward.	5/7/2015 7:25 AM
82	It seems to me that this change will further separate the collaborative possibilities between the elementary and middle school teachers.	5/7/2015 6:01 AM
83	Option 1 seems more reasonable if we need to go to 2 tiers. The later end times will affect after school activities- both in and out of district.	5/6/2015 10:56 PM
84	Studies have shown how adolescent children benefit from a later school start time based on their academic and after school sport workloads - has there been a thought to have them start later? Not that I agree that elementary students should start at 7:45 - but it does not seem like it was a consideration.	5/6/2015 9:31 PM
85	I think starting at 9:05 would be a great idea! Students would be more alert and ready to learn :)	5/6/2015 9:21 PM
86	I'm concerned about that the later dismissal time will conflict with other after school extra curricular activities	5/6/2015 9:09 PM
87	While I support moving to a two-tier system, I do not support the suggested changes. I would propose a third option where the middle school and elementary schedules were flipped with elementary students taking the earlier schedule. This would allow elementary teachers to coach at the middle school level. It also would be better aligned with research showing that middle school students need more sleep and are on a later sleep schedule. Other districts have this model such as District 97 in Oak Park. Additionally, I think it will be even more difficult for elementary parents to get their children to school because many of their working hours begin at the proposed 9am start. Middle school children are more self sufficient and have more options on getting to school. I also wonder how this would impact the start time of District committees as well as District held meetings. Finally, I know there is a slight difference in school hours between the elementary and middle school. By flipping the schedules, the district could reasonably add the additional time to the elementary schedule because the staff would still be getting out earlier then they were used to. I think this is an opportunity to align with best practices for the students and the staff.	5/6/2015 9:09 PM
88	I would want to have specifics on how the money saved would be used to be of some benefit to students, staff, and/or facilities. What budgets would the extra funds end up in?	5/6/2015 8:09 PM
89	Research shows adolescents would perform better in school utilizing a later start time. Is it possible for the middle school to have the later start?	5/6/2015 8:07 PM
90	Can't elementary go earlier?	5/6/2015 7:48 PM
91	This is a fabulous idea!!	5/6/2015 7:34 PM
92	I think we should get more parent input on when to roll out the two-tier system and its impact on our families. I am in support of a two-tier system overall using Option 2 times.	5/6/2015 7:04 PM
93	I like the idea of a two-tier system, but would it be possible to have the elementary school start a few minutes earlier and middle school start a little later? This might better support best practices (as teenagers need more sleep for their health and development) and then our younger students aren't left in childcare or alone when parents need to get to work. Also, this may still allow elementary school teachers who coach at the middle school level to get to practices on time. Just an idea!	5/6/2015 6:57 PM
94	My concern would be after-school staff development and district-wide meetings for middle school teachers. We're often asked to wait for elementary to be done before starting. Waiting over an hour to start staff development would be asking too much for middle school staff. Guarantee that I can start at 2:50, and I'm in.	5/6/2015 6:52 PM
95	I am concerned about the late ending time for elementary schools. Many teachers have a commute of 30 minutes or more. If staff meetings continue to be after school, we will be driving home at the height of rush hour. I would not support Option 2 because for this reason. I am also somewhat concerned about option 1.	5/6/2015 6:23 PM
96	I understand how this change could help, but our current after school meeting schedule on top of these times overwhelms me. I would need more information than this. I do not support option 2.	5/6/2015 6:01 PM
97	In current system, for staff development/after school meetings that are K-8, middle school teachers have to wait until 3:30 or sometimes 3:45--waiting around for our elem. peers to be dismissed. To make start times for middle school earlier, yet end times for elem. later, this really feels unfair to middle school staff waiting even longer for these meetings to begin, if after school meetings like this are to continue. Does not seem like a fair trade. I fully support the times changes if these wait times can be made better or become a non-issue (ie. no after school meetings would be K-8)	5/6/2015 5:55 PM
98	I think expecting grade school students to be in school until 3:20 is unrealistic. Most of our elementary schools have extracurricular activities after school and that leaves little time for homework, down time, and play time. I think starting middle school at 7:30 be better. But, an even better idea would be to have the elementary schools begin BEFORE the middle school. Middle school children have a different sleep pattern and require more sleep during adolescence. There is no reason why the elementary schools can't start at 7:55 am and the middle school start time should be pushed to 8:55 or even 9:00.	5/6/2015 5:53 PM

Spring 2015 Staff Survey

99	If either option is put into place, middle school teachers cannot be expected to wait until the elementary schools are dismissed to begin district meetings.	5/6/2015 5:45 PM
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Community Consolidated School District 181

BOARD REPORT

CONTACT: Don White, Ph.D.

TITLE: Superintendent's Report

DATE: January 11, 2016

Special Education Program Analysis

The December 14, 2015 Superintendent's Report included information related to a request that we conduct a review of D181 special education services. Given the strategic planning research that has been collected, I recommend that the study of special education services be incorporated into the setting of priorities as part of the final Board approval of a new strategic plan, rather than separately proceeding with such a review at this time. This topic will be touched upon as part of the strategic planning discussion during the January 11, 2016 Board meeting.

PARCC Results Analysis

Dr. Carol Larson has provided professional development for administrators on how to interpret the PARCC assessment results and reports, and she has begun compiling a comprehensive PARCC results analysis. Dr. Larson also presented an overview presentation to the Board Learning Committee on January 6, 2016. This work will continue as part of ongoing assessment framework discussions. I have asked her to delay the completion of the PARCC results analysis pending the outcome of the strategic planning process. This is important, as ECRA will incorporate the PARCC results into the data dashboard that will be developed during the spring months. Much like the special education program analysis, I believe it is important that the outcome of the strategic plan be the focus of how to incorporate and analyze the PARCC results. This topic will be touched upon as part of the strategic planning discussion during the January 11, 2016 Board meeting.

Future Facility Projects

In conversations and planning sessions related to addressing the Hinsdale Middle School facility, we have discussed next steps that would be needed should the referendum not pass, and we have discussed the facility needs of other D181 schools.

The administration and Board Facilities Committee worked to develop the Facilities Master Plan. This plan includes several key informational sources, including: (1) Facilities Condition Assessment Report (FCAR), (2) Life Safety Reports, (3) Educational Adequacy Analysis, (4) Staff Surveys, and (5) Engagement / Research. In regard to Item (2), the District must complete specific Life Safety projects per State requirements. As such, the administration will recommend annual budgets that include expenditures for the required projects. In addition, it is important that the District plans for and considers annual budgets that include expenditures for completing critical FCAR projects. Given the potential future replacement of HMS, it is

possible that the FCAR projects for HMS will not move forward, as new construction would eliminate those building issues. However, it is important that the HMS FCAR projects are prioritized and considered should the referendum not be approved. A document posted on BoardDocs with this Superintendent's Report includes a summary of possible FCAR projects, Life Safety projects, and other potential facility projects that may be needed. The administration will work with the Board Facilities Committee and will seek Board approval before moving forward with these projects, but it is important to know that this work may need to be completed.

Distribution of Directory Information

A community group supporting the referendum requested and received a list with parent contact information. This "directory information" is collected each year during registration. (For clarity, "directory information" is the official term for the various contact information families provide. This is not related to the school directories that are given to District families.)

When I received the request from the community group, I contacted the District attorney and received a verbal opinion. The District attorney advised me that this was information that can be distributed. This advice is supported by Section 375.80 of the Illinois Administrative Code, which states that "Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child. It also states that school districts shall notify parents annually of the information that is considered to be "directory information" and of the procedures to be used by parents to request that specific information not be released. The District's registration process includes an opportunity for parents to state that they do not want their information released. In addition, the 2015-16 School Handbooks include the following information:

Directory Information

The following personally identifiable information contained in a student's educational record is designated as public information and may be released to the general public when approved by the building principal.

- *Student name, address, gender, phone number, grade level, birth date and place, parent/guardian names and addresses*
- *Academic awards, degrees and honors*
- *Information on participation in school-sponsored activities, organizations, and athletics*
- *Period of attendance in the school.*

This information may routinely be released to organizations such as the Parent-Teacher Organization (PTO), the District 181 Foundation, and other District-related groups. District 181 may release some or all of this information at any time during the school year to a third party in response to a proper request, unless the parent/guardian requests that any or all such information not be released. Any parent, guardian or student may request that any or all of the designated public information not be released by the District. This request must be made in writing to the principal at the beginning of each school year and/or as described in the District's permissions sign-off completed during student registration.

As noted, the District may release some or all of this information at any time during the school

year to a third party in response to a proper request. We received a proper request, and I authorized the release of the information.

Without a change in practice and language regarding the release of this information, I would respond the same for any group that requested said information. I would want to consult with the attorney regarding a change in any of our policy or procedural language to ensure that the District is in compliance with Section 375.80 of the Illinois Administrative Code.

We do not keep a running record of these types of requests, but I do know that the Foundation has requested the information in the past, and we have granted the request. I do not know if it is annually, but I also know that Hinsdale Fortnightly (a community group that gives lessons in dance and decorum) requests directory information only of the 8th grade students' families, and we have granted that request.

A Board member referenced Policy 8:090 *Parent Organizations* in regard to this topic, asking if the above issue is in conflict with that policy. I do not see a conflict, but do welcome additional Board questions.

Middle School Start Times

A question about implementing a later start time for middle schools has been asked by at least one Board member over the past several weeks. This question was also included in the strategic planning survey. The survey item sought a respondent's level of agreement with the statement: "As a parent, I think starting (and ending) middle school later in the day will benefit students." Thirty-eight percent of the parents who responded (n=779) strongly agreed or agreed, and thirty-six percent disagreed or strongly disagreed with this statement. Seventeen percent selected "neutral" to this probe. These results do not give a definitive answer regarding parental support or lack of support for this concept.

In our spring 2015 survey of parents and staff, we asked a question related to the possibility of creating a two-tier bus system that would result in potentially changing the start and end times. Comments that were shared may provide some further insight into parent and staff thoughts on this topic. The responses to that question (with comments) are posted to BoardDocs.

The administration has already held a small number of conversations about this topic, but given that it needs to be researched further, I would like to have a discussion to determine if the Board would like the administration to bring back a recommendation at the February meeting. If so, I would like the Board to share related questions that you would like us to address. Here are a few points to consider:

- I do not recommend reducing the number of current instructional minutes at any level within the school district. For example, if the middle school start time is moved back by 30 minutes, the end time should also be moved back by 30 minutes.
- Research supports the importance of a later start time for high school and middle school students. While more research needs to be gathered on alternate views, the following links are samples supporting the idea of a later start.
<https://sleepfoundation.org/sleep-news/background-later-school-start-times>
<http://www.startschoollater.net/wake-up-calls-fast-facts.html>

<http://www.cdc.gov/mmwr/preview/mmwrhtml/mm6430a1.htm>

- The American Academy of Pediatrics (AAP) recommends that schools start no earlier than 8:30 a.m. (<https://www.aap.org/en-us/about-the-aap/aap-press-room/Pages/Let-Them-Sleep-AAP-Recommend-Delaying-Start-Times-of-Middle-and-High-Schools-to-Combat-Teen-Sleep-Deprivation.aspx>)
- It may be necessary for the Board to consider the current train schedule as part of this discussion, as there may be some parents who currently drop off a middle school student in time for boarding a train. The current departure train times near the current middle school drop off times (7:25 a.m. to 7:40 a.m.) for Clarendon Hills are 7:19 a.m., 7:54 a.m., 8:23 a.m., and 8:52 a.m. and Hinsdale's train schedule departures are 7:22 a.m., 7:40 a.m., 8:00 a.m., 8:27 a.m., and 8:56 a.m.
- There could possibly be a need to alter the elementary start and end times depending on the final decision for the middle school start and end times. It is important to have around 15 minutes between the middle school and elementary times for parents who need to transport both middle school and elementary students.
- We would want to address any impact such a change may have related to District 86, including parent drop-off and pick-up times, and D181 students who take courses at Hinsdale Central.
- We would need to review any impact a change in start/end times may have on student participation in after-school activities, particularly athletics.
- The Sleep Foundation aptly shared, "It is also important that any consideration of a school start time change takes into account the impact on families, including transportation, dependence on teens' income, chores and other family responsibilities, and teens' mood and behavior at home. Changing a school's start time involves a wide array of people - parents, teachers, students, principals, school boards, superintendents, counselors and healthcare professionals, among others. The impact is felt at a community level, but it is also felt individually, and the individuals who are affected need to have their views heard and acknowledged so that discussions can move forward in a search for common ground."

Based on what I have learned thus far, I can personally support the concept of moving middle school start times to later in the morning. My preliminary discussions with the administrative team and members of the HCHTA leadership team have not elicited any insurmountable concerns should the Board wish to pursue this further. However, I would like to have additional conversations with parents, HESS leadership team members, students, and administrators prior to making a formal recommendation. These further discussions will be enhanced by getting the Board's perspective on this topic so that we can research questions that may be on your mind. If the Board wishes to pursue this idea for possible implementation at the start of the 2016-2017 school year, it is important that we move forward with our work at this time. Or, the Board may wish to postpone this discussion to be of our strategic planning work, in which case implementation of a potential change in start times would be delayed until at least 2017-18.

ECE / Preschool and Kindergarten Registration

On February 1, we will begin accepting 2016-17 registrants for our three and four year-old

Preschool / Early Childhood Education program. Information about the program requirements and registration process is posted on our website and is being shared with the community over the coming weeks. We are currently finalizing the dates for 2016-17 kindergarten registration, which will be shared with the community as soon as the information is confirmed.

District 181 Events

*For school events, please visit our website calendar at www.d181.org.

- January 11: "Learning from Our Illinois Youth Survey Data"
- January 14: Digital Learning Initiative Meeting
- January 15: End of 2nd Quarter
- January 18: No School - Martin Luther King Jr. Day
- January 19: "Building Independence through Effective Executive Functioning"
- January 20: Safety & Crisis Committee Meeting
- January 21: "Building Independence through Effective Executive Functioning"
- January 23: Board of Education Special Meeting (Strategic Planning)
- January 26: Board Facilities Committee Meeting
- January 27-28: "Age of Opportunity: Lessons From the New Science of Adolescence"
Featuring Laurence Steinberg, Ph.D.
- January 28: Board Finance Committee Meeting
- February 1: ECE / Preschool Registration Opens for 2016-17
- February 2: PTO President Meeting
- February 3: Board Learning Committee Meeting
- February 8: Board of Education Meeting / Ambassadors of Excellence Awards



A citizen wishing to receive the information provided in response to this FOIA request (a CSV file of District 181 family "directory information"), may request this information in writing. Such requests can be sent to Jean Duggan, FOIA Officer, via email at jduggan@d181.org. For any questions regarding this information, please contact Ms. Duggan at [630.861.4922](tel:630.861.4922).

Contact Information

"Directory Information" (child's name, address and phone number, date of birth, teacher and grade) may be released to the general public, unless a parent requests that the directory information not be released on his/her child.

The school's Parent-Teacher Organization (PTO) and D181 Foundation use directory information for purposes such as sharing event information, school and district news and opportunities for involvement, as well as for use in the PTO Family Directory.

☐ Check this box if you **DO NOT** wish to have you or your child's contact information shared with your child's school **PTO**.

☐ Check this box if you **DO NOT** wish to have you or your child's contact information shared with the **CCSD 181 Foundation**.

[Click here for more information on the Illinois School Student Records Act](#)

Previous

Next

As a way to share positive news with our District 181 community, your child may be photographed or videotaped during classroom or extracurricular activities or otherwise on school grounds or at school sponsored events for instructional, educational, informational or publicity purposes.

The identifiable names, voice, image, works, photographs and/or videos of students may be used in various District 181 or District-related publications, including and without limitation -- the District 181 website, District 181 Twitter account, District 181 Facebook page, District 181 YouTube site, news releases, television productions, newsletters, school yearbooks, school newsletters and public newspapers, as well as presentations at professional conferences and Board of Education meetings.

As would be the case in print publications, the District may publish full student names on its website or social media sites. Pictures of students published on these Internet sites would not identify students by name. Students’ names associated with photos may appear in electronic newsletters that are emailed to parents and staff as well as posted on the district website. This information shall not be used for paid commercial purposes.

Release or publication of such student information will also be consistent with the Illinois School Student Records Act and the Family Educational Rights and Privacy Act.

- ☒ I **CONSENT** to sharing my child's name, image and/or classwork per the CCSD 181 Media Release Guidelines.
- ☐ I **DO NOT** consent to sharing my child's name, image and/or classwork per the CCSD 181 Media Release Guidelines.

Additionally, notification is provided to you that in order to evaluate its educational programs as authorized under Section 6(a)(4) of the Illinois School Student Records Act, District #181 may disclose student [standardized] testing information (specifically, test results for NWEA Measure of Academic Progress and PARCC) to authorized representatives of Hinsdale Township High School District #86 without parental consent. The District will only disclose this information for the purpose of research, statistical reporting, and/or planning for improvement of student instruction.

[Click here for more information on Family Education Rights and Privacy Act \(FERPA\)](#)

[Click here for more information on the Illinois School Student Records Act](#)

Students

Administrative Procedure - School Student Records

- A. **Legal Citations and Definitions**
- B. School Student Records Defined
- C. Eligible Students Accorded the Rights of Parent/Guardian
- D. Official Records Custodians
- E. Maintenance of School Student Records
- F. Retention and Destruction of School Student Records
- G. Social Security Numbers
- H. Access to School Student Records
- I. Record of Release
- J. Orders of Protection
- K. Transmission of Records for Transfer Students
- L. Directory Information
- M. Student Record Challenges

A. Legal Citations and Definitions

The legal requirements contained in this procedure are followed by a citation to the controlling rule and/or statute. Citations in parenthesis indicate the location of a named law. For additional clarification regarding a requirement, the cited law should be reviewed.

Definitions are found in the Illinois School Student Records Act (105 ILCS 10/2) and the Illinois State Board of Education rules (23 Ill.Admin.Code §375.10). For easy reference, some definitions are re-printed in this procedure.

The release of confidential information given by a student to a therapist (e.g., school counselor or psychologist) is not included in these procedures but is governed by the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110/).

B. School Student Records Defined

School Student Record means any writing or other recorded information concerning a student and by which a student may be individually identified that is maintained by a school or at its direction or by an employee of a school, regardless of how or where the information is stored. 105 ILCS 10/2(d).

Special Education Records means school records that relate to identification, evaluation, or placement of, or the provision of a free and appropriate public education to, students with disabilities under the Individuals with Disabilities Education Act (20 U.S.C. §1400 *et seq.*) and Article 14 of the School Code. These records include the report of the multidisciplinary staffing conference on which placement or nonplacement was based and all records and audio recordings in any

format relating to special education placement hearings and appeals. 23 Ill.Admin.Code §375.10.

A school student record does not include any of the following:

1. Writings or other recorded information kept in a school staff member's sole possession that is destroyed not later than the student's graduation or permanent withdrawal, and is not accessible or revealed to any other person except a temporary substitute teacher. 105 ILCS 10/2(d).
2. Information maintained by law enforcement professionals working in the school. 105 ILCS 10/2(d).
3. Video or other electronic recordings created and maintained by law enforcement professionals working in the school or for security or safety reasons or purposes, provided the information was created at least in part for law enforcement or security or safety reasons or purposes. 23 Ill.Admin.Code §375.10.
4. Electronic recordings made on school buses, as defined in the exemption from the criminal offense of eavesdropping in 720 ILCS 5/14-3. 23 Ill.Admin.Code §375.10.

C. Eligible Students Accorded the Rights of Parent/Guardian

All rights and privileges concerning school student records that are accorded to parents/guardians become exclusively those of the student when the student reaches 18 years of age, graduates from high school, marries, or enters military service, whichever occurs first. 105 ILCS 10/2(g). Such students are called *eligible students* in this procedure.

D. Official Records Custodians

Each Building Principal is designated the Official Records Custodian for his or her respective school and has the duties, without limitation, listed below.

1. Is responsible for the maintenance, care, and security of all school student records, whether or not the records are in his or her personal custody or control, and shall take all reasonable measures to prevent unauthorized access to or dissemination of school student records. 105 ILCS 10/4(a)&(b).
2. Reviews student temporary records at least every 4 years, or upon a student's change in attendance centers, whichever occurs first, to verify entries and correct inaccurate information. The records review is required in any given school year at the time a student first changes attendance centers within the District, but it does not need to be conducted if the student enrolls in a different attendance center later in that same school year. 23 Ill.Admin.Code §375.40(b).
3. When notified by the Dept. of Children and Family Services (DCFS), purges DCFS's final finding report from the student's record and returns the report to DCFS. If a school has transferred the report to another

school as part of the transfer of the student's records, the sending school shall forward a copy of the DCFS's request to the receiving school. 325 ILCS 5/8.6.

4. Manages requests to access school student records.
5. Transfers a certified copy of the records of students transferring to another school and retains the original records.
6. Provides all required notices to parents/guardians and students, including without limitation, each of the following:
 - a. Upon initial enrollment or transfer to the school, notification of rights concerning school student records; the notification may be delivered by any means likely to reach parents, including direct mail or email, delivery by the student to the parent, or incorporation into a student handbook. 23 Ill.Admin.Code §375.30.
 - b. Annual notification of information that is considered to be *directory information* and of the procedures to be used by parents/guardians to request that specific information not be released. 23 Ill.Admin.Code §375.80.
 - c. Notification to secondary students and their parents/guardians that they may opt out of the disclosure of students' names, addresses, and telephone listings to military recruiters and institutions of higher learning. Sec. 9528 of the No Child Left Behind, 20 U.S.C. §7908.
 - d. Notification of their right to a hearing to challenge any entry in the school student records (except for academic grades) and Official Records Custodian's name and contact information. 23 Ill.Admin.Code §375.90.
 - e. Upon a student's graduation, transfer, or permanent withdrawal, notification of the destruction schedule for the student's permanent and temporary school student records and of their right to request a copy. 105 ILCS 10/4(h); 23 Ill.Admin.Code §375.40(c).
7. Takes all action necessary to assure that school personnel are informed of the provisions of the School Student Records Act. 105 ILCS 10/3(c).
8. Performs all actions required of the District described in this procedure and the laws governing school student records.

The Building Principal may delegate any of these duties to an appropriate staff member but shall remain responsible for the duty's execution.

E. Maintenance of School Student Records 105 ILCS 10/2; 23 Ill.Admin.Code §375.10.

The District maintains two types of school records for each student: a *permanent* record and a *temporary* record.

The *student permanent record* shall consist of the following and only the following:

1. Basic identifying information, including the student's name and address, birth date and place, gender, and the names and addresses of the student's parent(s)/guardian(s)
2. Academic transcripts, including grades, class rank, graduation date, grade level achieved, scores on college entrance examinations, and the unique student identifier assigned and used by ISBE's Student Information System (23 Ill.Admin.Code §1.75.)
3. Attendance record
4. Health record, defined by ISBE rule as "medical documentation necessary for enrollment and proof of dental examinations, as may be required under Section 27-8.1 of the School Code"
5. Record of release of permanent record information that contains the information listed in the subsection on **Record of Release**, below
6. Scores received on all State assessment tests administered at the high school level (that is, grades 9 through 12)

If not maintained in the temporary record, the *permanent record* may include:

1. Honors and awards received
2. Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations

No other information shall be placed in the permanent record.

The *student temporary record* contains all information not required to be kept in the student permanent record and must include:

1. Record of release of temporary record information that contains the information listed in the subsection on **Record of Release**, below
2. Scores received on the State assessment tests administered in the elementary grade levels (that is, kindergarten through grade 8)
3. Completed home language survey (23 Ill.Admin.Code §228.15(d).)
4. Information regarding serious disciplinary infractions (that is, those involving drugs, weapons, or bodily harm to another) that resulted in expulsion, suspension, or the imposition of punishment or sanction
5. Any final finding report received from a Child Protective Service Unit provided to the school under the Abused and Neglected Child Reporting Act; no report other than what is required under Section 8.6 of that Act shall be placed in the student record (23 Ill.Admin.Code §375.40(f).)
6. Health-related information, defined by ISBE rule as "current documentation of a student's health information, not otherwise governed by the Mental Health and Developmental Disabilities Confidentiality Act (740 ILCS 110) or other privacy laws, which includes identifying information, any biometric information, health history, results of mandated testing and screenings, medication dispensation records and logs (e.g., glucose readings), long-term medications administered during school hours, and other health-related information that is relevant to school

participation (e.g., nursing services plan, failed screenings, yearly sports physical exams, interim health histories for sports)”

7. Accident report, defined by ISBE rule as “documentation of any reportable student accident that results in an injury to a student, occurring on the way to or from school or on school grounds, at a school athletic event or when a student is participating in a school program or school-sponsored activity or on a school bus and that is severe enough to cause the student not to be in attendance for one-half day or more or requires medical treatment other than first aid. The accident report shall include identifying information, nature of injury, days lost, cause of injury, location of accident, medical treatment given to the student at the time of the accident, or whether the school nurse has referred the student for a medical evaluation, regardless of whether the parent, guardian or student (if 18 years or older) or an unaccompanied homeless youth ... has followed through on that request.”
8. Any documentation of a student’s transfer, including records indicating the school or school district to which the student transferred (23 Ill.Admin.Code §375.75(e).)
9. Completed course substitution form for any student who, when under the age of 18, is enrolled in vocational and technical course as a substitute for a high school or graduation requirement (23 Ill.Admin.Code §1.445.)

The *temporary record* may also consist of:

1. Family background information
2. Intelligence test scores, group and individual
3. Aptitude test scores
4. Reports of psychological evaluations, including information on intelligence, personality, and academic information obtained through test administration, observation, or interviews
5. Elementary and secondary achievement level test results
6. Participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations
7. Honors and awards received
8. Teacher anecdotal records
9. Other disciplinary information
10. Special education records
11. Records associated with plans developed under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. §701 et seq.)
12. Verified reports or information from non-educational persons, agencies, or organizations of clear relevance to the student’s education

F. Retention and Destruction of School Student Records

The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. 105 ILCS 10/4(e). The temporary record is maintained for at least 5 years after the student transfers,

graduates, or permanently withdraws. 105 ILCS 10/4(f). Individuals adding information to a student's temporary record must include their name, signature, and position and the date the information was added. 105 ILCS 10/4(d). Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent(s)/guardian(s) or to the eligible student. 23 Ill.Admin.Code §375.40(d).

G. Social Security Numbers

School officials, with limited exceptions, may not require students or their parents/guardians to provide social security numbers. Privacy Act of 1974, 5 U.S.C. §552a, as supplemented by Pub.L. 93-579. The collection and retention of social security numbers shall be in accordance with Board policy 4:15, *Identity Protection*.

H. Access to School Student Records

1. The phrase "access to a school student record" means any release or disclosure of information from a student's school record, whether or not any record is copied, and should be broadly interpreted. Access in all cases is limited to the designated portion of the record to which the consent or statutory authority applies.

2. Neither the District nor any of its employees shall release, disclose, or grant access to information found in any school student record except under the conditions set forth in the Illinois School Student Records Act. 105 ILCS 10/6. Absent a court order, school officials do not provide educational records to the Immigration Customs Enforcement.

The Building Principal shall grant access to school student records as detailed below. The Building Principal shall consult with the Superintendent and, if authorized, the Board Attorney concerning any questions.

3. Access to Parent/Guardian or Eligible Student

1. A student's parent(s)/guardian(s) or eligible student, or designee, are entitled to inspect and copy information in the student's school record; a student less than 18 years old may inspect or copy information in his or her permanent school record. 105 ILCS 10/5. A request to inspect or copy school student records shall be made in writing and directed to the Building Principal. Access to the records shall be granted within 15 school days after the receipt of such a request. 105 ILCS 10/5(c). The response to an access request for a special education student's records shall include those school student records located in the special education office.
2. The parent(s)/guardian(s) or the District may request a qualified professional to be present to interpret the student's records. 105 ILCS 10/5(b). If the District makes the request, it is responsible for securing and bearing the cost of the professional's presence.
3. Unless the District has actual notice of a court order indicating otherwise:

- a. Divorced or separated parents/guardians are both permitted to inspect and copy the student's school student records otherwise.
 - b. The Building Principal shall send copies of the documents listed below to both parents/guardians at either's request. 105 ILCS 5/10-21.8.
 - 1) Academic progress reports or records
 - 2) Health reports
 - 3) Notices of parent-teacher conferences
 - 4) School calendar regarding the student
 - 5) Notices about open houses, graduations, and other major school events including student-parent/guardian interaction
4. The school will deny access to a student's school records to a parent against whom an order of protection was issued. 750 ILCS 60/214(b)(15). See **Orders of Protection**, below.
5. Access shall not be granted the parent(s)/guardian(s) or the student to confidential letters and recommendations concerning the admission to a post-secondary educational institution, applications for employment or the receipt of an honor or award which were placed in the records prior to January 1, 1975, provided such letters and statements are not used for purposes other than those for which they were specifically intended. Access shall not be granted to such letters and statements entered into the record at any time if the student has waived his or her right of access after being advised of his or her right to obtain the names of all persons making such confidential letters and statements. 105 ILCS 10/5(e).
- 4. Access With Consent of Parent/Guardian or Eligible Student**
 1. Access will be granted to any person possessing a written, dated consent, signed by the parent(s)/guardian(s) or eligible student, stating to whom the records may be released, the information or record to be released, and the reason for the release. 105 ILCS 10/6(a)(8); 23 Ill.Admin.Code §375.70(e). Whenever the District requests the consent to release records, the Building Principal shall inform the parent(s)/guardian(s) or eligible student in writing of the right to inspect, copy, and challenge their contents and to limit such consent to designated portions of the records. 105 ILCS 10/6(a)(8).
 2. Access to any record that is protected by the Mental Health and Developmental Disabilities Confidentiality Act (MHDDCA, 740 ILCS 110/), specifically that of a therapist, social worker, psychologist, nurse, agency, or hospital that was made in the course of providing mental health or developmental disabilities services to a student, will be granted according to the consent requirements contained in MHDDCA. 740 ILCS 110/4&5.
- 5. Access Without Notification to or Consent of Parent/Guardian or Eligible Student**

1. District employees or officials of the Illinois State Board of Education will be granted access, without parental/guardian consent or notification, when a current, demonstrable, educational or administrative need is shown. Access in such cases is limited to the satisfaction of that need. 105 ILCS 10/6(a)(2). Individual board members do not have a right to see student records merely by virtue of their office unless they have a current demonstrable educational or administrative interest in the student and seeing his or her record(s) would be in furtherance of the interest. 105 ILCS 10/6(a)(2).
2. Access will be granted, without parental/guardian consent or notification, to any person for the purpose of research, statistical reporting, or planning, provided that no student or parent/guardian can be identified from the information released, and the person to whom the information is released signs an affidavit agreeing to comply with all applicable statutes and rules pertaining to school student records. 105 ILCS 10/6(a)(4).
3. The District will comply with an *ex parte* court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to or the consent of the student's parent(s)/guardian(s). 20 U.S.C. §1232(g)(j), as added by the Sec. 507 of the U.S.A. Patriot Act of 2001. An *ex parte* order is an order issued by a court of competent jurisdiction without notice to an adverse party.
4. A SHOCAP (Serious Habitual Offender Comprehensive Action Program) committee member will be granted access, but only to the extent that the release, transfer, disclosure, or dissemination is consistent with the Family Educational Rights and Privacy Act. 105 ILCS 10/6(a)(10) allows disclosure to SHOCAP committee members who are "state and local officials and authorities" as those terms are used in the federal Family Educational Rights and Privacy Act. This federal law does not define "state and local officials and authorities;" rather, it limits when disclosure may be made to such officials and authorities.
5. Juvenile authorities will be granted access when necessary for the discharge of their official duties upon their request before the student's adjudication, provided they certify in writing that the information will not be disclosed to any other party except as provided under law or order of court. *Juvenile authorities* means: (a) a circuit court judge and court staff members designated by the judge; (b) parties to the proceedings under the Juvenile Court Act of 1987 and their attorneys; (c) probation officers and court appointed advocates for the juvenile authorized by the judge hearing the case; (d) any individual, public or private agency having court-ordered custody of the child; (e) any individual, public or private agency providing education, medical or mental health service to the child when the requested information is needed to determine the appropriate service or treatment for the minor; (f) any potential placement provider when such release is

authorized by the court to determine the appropriateness of the potential placement; (g) law enforcement officers and prosecutors; (h) adult and juvenile prisoner review boards; (i) authorized military personnel; and (j) individuals authorized by court. 105 ILCS 10/6(a)(6.5).

6. Military recruiters and institutions of higher learning will be granted access to secondary students' names, addresses, and telephone listings, unless an objection is made by the student's parent(s)/guardian(s). Military recruiters and institutions of higher learning have access to students' names, addresses, and phone numbers even if the District does not release directory information. Sec. 9528 of the No Child Left Behind, 20 U.S.C. §7908. For more information, see 7:340-AP1, E3, *Letter to Parents Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information*; 7:340-AP1, E4, *Frequently Asked Questions Regarding Military Recruiters Access to Students and Student Information*. The requirements in this paragraph #6 apply only if the District receives funds under the Elementary and Secondary Education Act. Id.

6. Access Without Consent of, but With Notification to, Parent/Guardian or Eligible Student

1. Access will be granted pursuant to a court order, provided that the parent(s)/guardian(s) shall be given prompt written notice of such order's terms, the nature and substance of the information proposed to be released, and an opportunity to inspect and copy such records and to challenge their contents. 105 ILCS 10/6(a)(5). Parents of students who are named in a court order shall be deemed to have received the required written notice. The Building Principal shall respond to the order no earlier than 5 school days after its receipt in order to afford parents/guardians the opportunity to review, inspect, and challenge the records if the parents choose to do so. 23 Ill.Admin.Code §375.70(d).
7. For the purposes of these procedures, a court order is a document signed by a judge. A subpoena signed by a court clerk, an attorney, or an administrative agency official shall not be considered a court order unless signed by a judge. 23 Ill.Admin.Code §375.40(a).
2. Information may be released without parental consent, in connection with an articulable and significant threat to the health or safety of a student or other individuals, to appropriate persons if the knowledge of the requested information is necessary to protect the health or safety of the student or other individuals. The Building Principal shall make this decision taking into consideration the seriousness of the threat, the need for such records to meet the emergency, whether the persons to whom such records are released are in a position to deal with the emergency, and the extent to which time is of the essence in dealing with the emergency. 105 ILCS 10/6(a)(7); 23 Ill.Admin.Code §375.60. The Building Principal shall notify the parent(s)/guardian(s) or eligible student, no later than the next school

day after the date that the information is released, of the date of the release, the person, agency or organization to whom the release was made, and the purpose of the release.

3. The District will grant access as specifically required by federal or State statute, provided the individual complies with the requirements in 23 Ill.Admin.Code §375.70(b). 105 ILCS 10/6(a)(6). Prior to granting access, the Building Principal shall provide prompt written notice to the parent(s)/guardian(s) or eligible student of this intended action. 105 ILCS 10/6(b); 23 Ill.Admin.Code §375.70. This notification shall include a statement concerning the nature and substance of the records to be released and the right to inspect, copy, and challenge the contents. If the release relates to more than 25 students, a notice published in the newspaper is sufficient.

The District charges \$.35 per page for copying information from a student's records. ¹ No parent/guardian or student shall be precluded from copying information because of financial hardship. 23 Ill.Admin.Code §375.50.

I. Record of Release

8. Except as provided below, a record of all releases of information from school student records (including all instances of access granted whether or not records were copied) shall be kept and maintained as part of such records. 105 ILCS 10/6(c). This record shall be maintained for the life of the school student record and shall be accessible only to the parent(s)/guardian(s) or eligible student, Building Principal, or other authorized person. The record of release shall include each of the following:

1. Information released or made accessible
2. The name and signature of the Building Principal
3. The name and position of the person obtaining the release or access
4. The date of the release or grant of access
5. A copy of any consent to such release

No record of a disclosure is maintained when records are disclosed according to the terms of an *ex parte* court order. 20 U.S.C. §1232(g)(j)(4).

J. Orders of Protection

Upon receipt of a court order of protection, the Building Principal shall file it in the temporary record of a student who is the *protected person* under the order of protection. No information or records shall be released to the Respondent named in the order of protection. 750 ILCS 60/222(e).

¹ The ISBE rule allows a school to “charge the actual cost for providing a copy of school student records or any portion of such records to parents and students upon request for such copies, provided that such costs shall not exceed \$.35 per page.” 23 Ill.Admin.Code §375.50. Districts may substitute the following alternative: “The District charges a fee for copying school student records that corresponds to the fee schedule for copies of records requested under the Freedom of Information Act.”

K. Transmission of Records for Transfer Students 105 ILCS 10/6(a)(3); 23 Ill.Admin.Code §§375.70 & 375.75.

The Building Principal shall:

1. Upon the student's request or that of the official records custodian of another school in which the student has enrolled or intends to enroll, transfer a certified copy of the student's record (that is, the student's permanent and temporary record) to the official records custodian of the appropriate school and retain the original records. See policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
2. Determine if the school or special education office has any record that is protected by the Mental Health and Developmental Disabilities Confidentiality Act (MHDDCA, 740 ILCS 110/) concerning the transferring student, specifically a record or report made by a therapist, social worker, psychologist, nurse, agency, or hospital that was made in the course of providing mental health or developmental disabilities services. If so, ask the appropriate person as identified in 740 ILCS 110/4 whether to send the record protected by MHDDCA to the new school and, if yes, obtain a written consent for disclosure as provided in 740 ILCS 110/5.

This requirement does not apply to special education records and reports that are related to the identification, evaluation, or placement of, or the provision of a free and appropriate public education to, students with disabilities. 23 Ill.Admin.Code §375.10.

3. Provide the parent/guardian or eligible student prior written notice of the nature and substance of the information to be transferred and opportunity to inspect, copy, and challenge it. If the parent's/guardian's address is unknown, notice may be served upon the official records custodian of the requesting school for transmittal to the parent/guardian. This service is deemed conclusive, and 10 calendar days after this service, if the parents/guardians make no objection, the records may be transferred to the requesting school.
4. Destroy any biometric information collected and do not transfer it to another school district.
5. Retain the original records in accordance with the requirements of 105 ILCS 10/4.
6. Maintain any documentation of the student's transfer, including records indicating the school or school district to which the student transferred, in that student's temporary record.

If the student has unpaid fines, fees, or tuition charged pursuant to 105 ILCS 5/10-20.12a and is transferring to a public school located in Illinois or any other state, the Building Principal shall: 2 23 Ill.Admin.Code §§375.75(i).

² This practice is optional.

1. Transfer the student's *unofficial record of student grades* in lieu of the student's official transcript of scholastic records. The *unofficial record of student grades* means written information relative to the grade levels and subjects in which a student was enrolled and the record of academic grades achieved by that student prior to transfer. These records shall also include the school's name and address, the student's name, the name and title of the school official transmitting the records, and the transmittal date.
2. Within 10 calendar days after the student has paid all of his or her unpaid fines or fees and at this District's own expense, forward the student's official transcript of scholastic records to the student's new school.

The Principal shall include the following information with the transferred records if the student is transferring to another public school located in Illinois or any other state and at the time of the transfer is currently serving a term of suspension or expulsion for any reason: 105 ILCS 5/2-3.13a.

1. The date and duration of the period of any current suspension or expulsion; and
2. Whether the suspension or expulsion is for, (a) knowingly possessing in a school building or on school grounds a weapon as defined in the Gun Free Schools Act (20 U.S.C. §8921 *et seq.*); (b) knowingly possessing, selling, or delivering in a school building or on school grounds a controlled substance or cannabis; or (c) battering a school staff member.

L. Directory Information ³ 23 Ill.Admin.Code §375.80

The School may release certain directory information regarding students, except that a student's parent(s)/guardian(s) may prohibit the release of the student's directory information. Directory information is limited to:

1. Name
2. Address
3. Gender
4. Grade level
5. Birth date and place
6. Parents'/guardians' names, addresses, electronic mail addresses, and telephone numbers
7. Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs
8. Academic awards, degrees, and honors
9. Information in relation to school-sponsored activities, organizations, and athletics

³ Districts are not required to identify and release directory information.

10. Major field of study
11. Period of attendance in school

No photograph highlighting individual faces shall be used for commercial purposes, including solicitation, advertising, promotion, or fundraising, without the prior, specific, dated, and written consent of the parent or eligible student (see 765 ILCS 1075/30). 23 Ill.Admin.Code §375.80. The following shall not be designated as directory information: (a) an image on a school security video, or (b) student social security number or student identification or unique student identifier. Id.

The notification to parents/guardians and students concerning school student records will inform them of their right to object to the release of directory information. See 7:340-AP1, E1, *Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records*.

M. Student Record Challenges

Parents/guardians have the right to a hearing to challenge the accuracy, relevancy, or propriety of any entry in their student's school records, exclusive of academic grades and references to expulsions or out-of-school suspensions, if the challenge is made at the time the student's school student records are forwarded to another school to which the student is transferring. 105 ILCS 10/7; 23 Ill.Admin.Code §375.90. A request for a hearing should be submitted to the Superintendent and shall contain notice of the specific entry or entries to be challenged and the basis of the challenge. The following procedures apply to a challenge: 105 ILCS 10/7; 23 Ill.Admin.Code §375.90.

1. The Superintendent or designee will invite the parent(s)/guardian(s) to an initial informal conference, within 15 school days of receipt of the request for a hearing.
2. If the challenge is not resolved by the informal conference, formal procedures shall be initiated. The Superintendent will appoint a hearing officer, who is not employed in the attendance center in which the student is enrolled.
3. The hearing officer will conduct a hearing within a reasonable time, but no later than 15 days after the informal conference, unless an extension of time is agreed upon by the parent(s)/guardian(s) and school officials. The hearing officer shall notify parents and school officials of the time and place of the hearing.
4. At the hearing each party shall have the right to:
 - a. Present evidence and to call witnesses;
 - b. Cross-examine witnesses;
 - c. Counsel;
 - d. A written statement of any decision and the reasons therefore; and
 - e. Appeal an adverse decision to an administrative tribunal or official to be established or designated by the State Board.

5. A verbatim record of the hearing shall be made by a tape recorder or a court reporter. A typewritten transcript may be prepared by either party in the event of an appeal of the hearing officer's decision. However, a typewritten transcript is not required in an appeal.
6. The written decision of the hearing officer shall, no later than 10 school days after the conclusion of the hearing, be transmitted to the parent(s)/guardian(s) and the School District. It shall be based solely on the information presented at the hearing and shall be one of the following:
 - a. To retain the challenged contents of the school student record;
 - b. To remove the challenged contents of the school student record; or
 - c. To change, clarify or add to the challenged contents of the school student record.
7. Any party has the right to appeal the decision of the local hearing officer to the Regional Superintendent or appropriate Intermediate Service Center, within 20 school days after the decision is transmitted. The parent(s)/guardian(s), if they appeal, shall so inform the school and within 10 school days the school shall forward a transcript of the hearing, a copy of the record entry in question, and any other pertinent materials to the Regional Superintendent or appropriate Intermediate Service Center. The school may initiate an appeal by the same procedures.
8. The final decision of the Regional Superintendent or appropriate Intermediate Service Center may be appealed to the circuit court of the county in which the school is located.
9. The parent(s)/guardian(s) may insert a written statement of reasonable length describing their position on disputed information. The school will include a copy of the statement in any release of the information in dispute. 105 ILCS 10/7(d).

LEGAL REF.: Family Education Rights and Privacy Act, 20 U.S.C. §1232g; implemented by 34 C.F.R. Part 99.
Illinois School Student Records Act, 105 ILCS 10/2; implemented by 23 Ill.Admin.Code Part 37.
Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/.

District 181 PTO President Draft (Unofficial) Meeting Notes
Provided by Bridget McGuiggan, Director of Communications
January 5, 2016

Call to Order

9:06am

Introductions

In attendance: District 181 PTO Presidents, CHMS PTO Executive Board, Superintendent Dr. Don White, Board member (PTO Liaison) Leslie Gray, Assistant Superintendent of Learning (PS) Dr. Kurt Schneider, Director of Communications Bridget McGuiggan, CHMS Principal Griffin Sonntag, CHMS Assistant Principal Joni Sherman, PS Administrator Rachel Chorley, Interim Instructional Technology Coordinator Mary Morgan Ryan, Parent Liaison Mary Lynn Miscimarra, Parent Liaison Christine Allen, D181 Foundation Executive Director and Citizens for a New HMS Committee member Meg Cooper, and Citizens for a New HMS Committee Chair Nancy Pollak.

Meeting Minutes

December minutes were approved as presented (all in favor).

CHMS Presentation - Building a School Culture of Empathy and Service (Griffin Sonntag)

CHMS Principal Griffin Sonntag discussed the importance of social emotional learning in providing a solid education to students. He commented that teaching students to be kind, caring, and compassionate is vital to building a kind school community. He explained how students participate in SEL-type activities particularly in Advisory, and commented on the critical partnership of the PTO, not only their financial support but also the resources / ideas they bring and the way parents extend such learning at home.

Mr. Sonntag then outlined a variety of specific activities / projects students engaged in during the 2014-15 school year and the first half of the 2015-16 school year, as well as upcoming activities. This included: Random Acts of Kindness Challenge, Rachel's Challenge / Friends of Rachel Club, Ronald McDonald House, Veterans Day, Peer Leadership Club, Collections for HCS Family Services, and Food Packing for Feeding Children Worldwide. He then discussed the Erika's Lighthouse curriculum, the mentoring partnership being planned with the Glen Ellyn Children's Resource Center, Boxes for the Homeless, and Earth Day. Mr. Sonntag commented on research that shows this type of student engagement at the middle school level is more likely to continue into adulthood.

CHMS Co-Presidents commented on their partnership with the school staff, their common vision related to this work, and their efforts to create a structure within PTO to support service work happening in the school. They estimated a budget of \$1,200 for this year for expenses such as buses, supplies, and the Veterans lunch. They have charged a fee for select purposes (i.e. Feeding Children Worldwide food pack) to offset costs. The group commented on the importance of communication (i.e. SELAS snippets). They also noted that the high number of PTO meeting attendees (approximately 50 people on average) is in part due to the meeting structure - a short business meeting followed by a speaker (no cost) on a topic of high interest.

They also commented that depression and other mental health issues are very real concerns for today's students.

Citizens Committee / HMS Referendum

The CHMS PTO shared a statement noting that they do not take a position in political matters, including the HMS referendum, in keeping in line with their by-laws. The presence of members of the "Citizens for a New HMS" Committee was upon the request of the committee, to provide information to the PTO members as individuals.

Citizens Committee members Nancy Pollak, Meg Cooper, and Kelly McMahon shared information on the committee and why they are supporting the referendum. Ms. Cooper clarified that like the PTO, the D181 Foundation does not take a political position and she was presenting information as a committee member. The group requested that PTOs help to provide information to their members (i.e FAQs), assist with voter registration, distribute referendum information at school events, and help share "get out the vote" messages on election day. They also requested support from PTO members as individual citizens. They outlined the details of a meeting on January 12, 2016, and shared the group's contact information.

Ms. Cooper described the group's formal request for "directory information" from the District, noting that the information was not taken from school directories or from the Foundation.

It was clarified that factual information can be included in PTO newsletters, but not "vote yes" or "vote no" messages.

It was clarified that the Board of Education has not discussed redistricting as a Board, and that such a decision would not be made prior to the March election.

Preschool

Pupil Services Administrator Rachel Chorley shared highlights of the District's Preschool program - a high quality early childhood program for all children in the District, for students with and without disabilities. It is developmentally appropriate, aligned to IL Early Learning Standards, play-based, and teachers are state certified. There are no more than 15 students per class with teacher and an aide. It is housed at Oak School, but all D181 students go there. It is held five days a week, with morning and afternoon sessions. They work with other preschools in the area for students who need additional support. They support whole child development (problem solving, communication) and work closely with D181 kindergarten teachers for student readiness. Registration is opening for 2016-17. Dr. Kurt Schneider explained the "70/30 rule" as it relates to the number of special needs students in a general education classroom.

District Report

Dr. White noted that the Board approved a ballot question for up to \$65 million in bonds for the purpose of building a new middle school to replace HMS. He said there is still work to do and noted that the Board would be presented with the contract for Cordogan Clark and Associates (CCA) on January 11. It was noted that CCA scaled back their highest estimate of \$73 million following Board discussion. A Construction Manager helped to review costs. Creating a two-level parking deck would be an additional cost and something to be further discussed with the Village of Hinsdale. If the final total is less than \$65 million, the savings could not be used for

another purpose. Rather, the Board would not sell the full amount of bonds. The Board has seen a variety of financial scenarios, and a lot of options have been reviewed. The Finance Committee is continuing to review this, as well.

Strategic planning is being discussed with the Board on January 11 and January 23. The February Board meeting will include PARCC Analysis. The District has been frustrated with the slow release of PARCC data by the State, and the manner in which it has been shared. Mary Morgan Ryan updated the PTO Presidents on the Digital Learning Initiative and the work to draft belief statements. The belief statements are being shared with the Learning Committee on January 6 and will then be revised as needed. The DLI Committee will next be discussing the District's current digital learning status.

Dr. White noted that the District is developing new volunteer procedures; more information will be coming from the schools.

Dr. Schneider and Parent Liaisons Christine Allen and Mary Lynn Miscimarra commented on upcoming events, including the IL Youth Survey Data presentations, Steinberg presentations (D86 Speaker Series), and Executive Functioning events.

Meeting Adjourned

10:21am

Notes

The CHMS PTO invited parents to attend a presentation from Erika's Lighthouse on Wednesday, January 13 at 9:30am. (9am PTO meeting) No RSVP is needed.



Purpose of the Committee:

To support the referendum to build a new middle school at HMS for \$65 million.

Election Date: March 15, 2016

Referendum Committee Organizing Meetings:

Tuesday, January 12, 2016,

9:30am and 7:00pm

in the meeting room of the Hinsdale Public Library.

Support Requested:

From the PTO's:

1. Regular communication of FAQ's and other information about the referendum to your school's parents.
2. Help with voter registration at your school.
3. Distribute referendum information at school events.
4. Help with "get out the vote" messages on election day.

From You as Citizens in the District:

1. Help us find at least two people from your school who would be willing to participate on the committee. Those representatives would be responsible for coordinating:
 - a. "Face to Face" events (i.e. host a coffee in a private home) to give people a chance to ask questions.
 - b. Coordinate yard signs in your school area
 - c. Find people to write letters to the editor
 - d. Promote the referendum through social media

Website: www.voteyesforhms.org

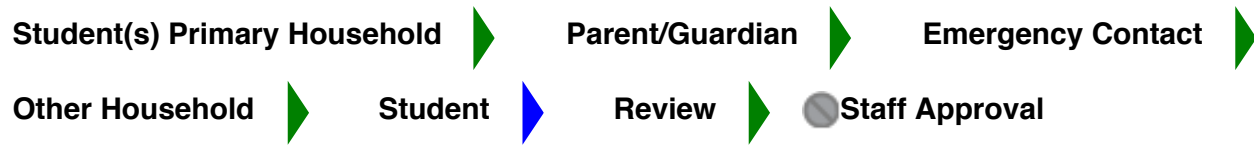
Facebook: Vote Yes For HMS

Twitter: VoteYesForHMS



Application Number XXXXXXXXXX

* Indicates a required field



Student Name: [REDACTED]

Demographics

Race Ethnicity

Housing

Tribal Enrollment

Relationships - Parent/Guardians

Relationships - Emergency Contacts

Relationships - Other Household

Health Services - Emergency Information

Health Services - Medical or Mental Health Conditions

Health Services - Medications

Release Agreement - Media

Release Agreement - Field Trip

Release Agreement - Technology

Contact Information

"Directory Information" (child's name, address and phone number, date of birth, teacher and grade) may be released to the general public, unless a parent requests that the directory information not be released on his/her child.

The school's Parent-Teacher Organization (PTO) and D181 Foundation use directory information for purposes such as sharing event information, school and district news and opportunities for involvement, as well as for use in the PTO Family Directory.

☐ Check this box if you **DO NOT** wish to have you or your child's contact information shared with your child's school **PTO**.

☐ Check this box if you **DO NOT** wish to have you or your child's contact information shared with the **CCSD 181 Foundation**.

[Click here for more information on the Illinois School Student Records Act](#)

Previous

Next

Nutrition

Save/Continue

Cancel

Section 375.80 Directory Information

- a) Information that may be designated as directory information shall be limited to:
 - 1) Identifying information: student's name, address, gender, grade level, and birth date and place, and parents' names, mailing addresses, electronic mail addresses, and telephone numbers;
 - 2) Photographs, videos, or digital images used for informational or news-related purposes (whether by a media outlet or by the school) of a student participating in school or school-sponsored activities, organizations, and athletics that have appeared in school publications, such as yearbooks, newspapers, or sporting or fine arts programs, except that:
 - A) No photograph highlighting individual faces shall be used for commercial purposes, including solicitation, advertising, promotion or fundraising without the prior, specific, dated and written consent of the parent or student, as applicable (see 765 ILCS 1075/30); and
 - B) No image on a school security video recording shall be designated as directory information;
 - 3) Academic awards, degrees, and honors;
 - 4) Information in relation to school-sponsored activities, organizations, and athletics;
 - 5) Major field of study; and
 - 6) Period of attendance in the school.
- b) No student Social Security Number (SSN) or student identification (ID) or unique student identifier can be designated as directory information.
- c) "Directory Information" may be released to the general public, unless a parent requests that any or all the directory information not be released on his/her child. School districts shall notify parents annually of the information that is considered to be "directory information" and of the procedures to be used by parents to request that specific information not be released.

(Source: Amended at 36 Ill. Reg. 2220, effective January 24, 2012)