

## School Board

### **Exhibit - Immediately Available District Public Records**

*[For use by only those Districts that have websites.]*

The following public records are designated by the District's Freedom of Information Officer as being immediately available on the District's website and may be inspected, downloaded, printed, and/or copied. Any asterisked public record is immediately available for inspection or copying upon request at the District's administrative office during its regular business hours, provided any applicable fees are paid. Records without an asterisk will be provided within 5 business days as allowed by the Freedom of Information Act, provided any applicable fees are paid.

<b>Web-posted records and information</b>	<b>Web-posting statutory reference and special instructions</b>
*Annual schedule of regular meetings for the current school year that are posted at the beginning of each calendar or fiscal year *Public notice of each Board meeting that is posted at least 48 hours before the meeting and remains posted until the meeting is concluded *Agenda of each regular meeting that is posted at least 48 hours before a meeting and remains posted until the meeting is concluded	5 ILCS 120/2.02.
*Official open meeting minutes that are posted within 10 days of the Board's approval and remain posted for at least 60 days	5 ILCS 120/2.06(b), amended by P.A. 96-1473 (eff. 1-1-2011).
*Description of the District and its records including: Summary of the District's purpose Functional subdivisions Total amount of operating budget Number and location of all of its separate offices Approximate number of full and part-time employees (see also, salary and benefits information report for the Superintendent, administrators, and teachers, District's Statement of Affairs) Identification and membership of the Board Brief description of the methods whereby the public may request information and public records Directory for the Freedom of Information Officer Address where requests for public records should be directed Fees	5 ILCS 140/4, amended by P.A.96-542. The District must prominently post the list at each administrative office and make it available for inspection and copying.

<b>Web-posted records and information</b>	<b>Web-posting statutory reference and special instructions</b>
Annual budget for current fiscal year, itemized by receipts and expenditures	105 ILCS 5/17-1.2. This may be accomplished using ISBE's School District Budget Form 50-36 or the summary pages from it. The District must notify the parents or guardians of its students that the budget has been web-posted and what the website's address is.
*District's current report card (ISBE School Report Card Data Form 86-43)	105 ILCS 5/10-17a.
<p>Administrator Salary Compensation Report (itemized salary compensation report for every employee holding an administrative certificate and working in that capacity, including the Superintendent). For each District administrator:</p> <ul style="list-style-type: none"> <li>• Base salary</li> <li>• Bonuses</li> <li>• Pension contributions</li> <li>• Retirement increases</li> <li>• Cost of health insurance</li> <li>• Cost of life insurance</li> <li>• Paid sick and vacation day payouts</li> <li>• Annuities</li> <li>• Other forms of compensation or income paid on behalf of the employee; e.g., travel and business expense reimbursements, non-base compensation such as use of a District vehicle, wellness incentives, gym memberships, etc.</li> </ul>	105 ILCS 5/10-20.50, added by P.A. 96-434 and renumbered by P.A. 96-1000. The Report must also be presented at a regular Board meeting and provided to the Regional Superintendent or a Suburban Cook County Intermediate Service Center, whichever is appropriate, on or before October 1 of each year.
Current contracts with an exclusive bargaining representative(s)	105 ILCS 5/10-20.46, added by P.A. 96-434.
<p>A listing of all contracts over \$25,000 for the current fiscal year The report made to ISBE on the total number and value of all such contracts broken down by category of awardee.</p>	105 ILCS 5/10-20.44. After the initial web-posting, contracts should be added to the list as they are awarded by the Board.
A description of activities to address intergroup conflict (an optional program authorized by Sec. 27-23.6)	105 ILCS 5/27-23.6(c).

ADOPTED: August 17, 2011