

Lake Villa District 41 Policies, Indicators, and Monitoring

Operation - Services Policies Compliance Report

These policies govern, define, and address:

- Accounting Procedures
- Purchased Services
- Safety
- Conservation

Compliance with these policies indicates that the district must be fiscally responsible and maintain a safe place for students to be educated and for staff to work.

To monitor progress toward district ends and compliance with written board policy in the above names policy area; the school board requires the following indications and evidence of compliance from the superintendent.

Policies	Reports	Y/N
1:10 – School District Legal Status	Recognition of Schools Application, Certificates of Recognition, Policy Review	y
1:20 – District Organization, Operations, and Cooperative Agreements	Impact Fees, Intergovernmental Agreements SEDOL; Township; Villages [New Report]	y
4:15 – Identity Protection	Policy Review	y
4:20 – Fund Balances	Strategic Discussion Finance, Budget Assumptions, Financial Forecast, Monthly Finance Report, Policy Review	y
4:40 – Incurring Debt	Monthly Finance Report, Policy Review, Debt Analysis (January)	y
4:45 – Insufficient Fund Checks	Policy Review	y
4:50 – Payment Procedures	Monthly Finance Report, Policy Review	y
4:55 – Use of Credit and Procurement Cards	Policy Review	y
4:60 – Purchases and Contracts	Financial Trends; % to Plan/Revenue/Expense, Food Service, Technology, Cleaning Service, Transportation & Life Safety Bid Process,	y

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Policies	Reports	Y/N
4:70 – Resource Conservation	Strategic Discussion, Policy Review	y
4:80 – Accounting and Audits	Audit Report; Financial Trends and Forecast, County Data Report, Annual Financial Audit	y
4:90 – Student Activity Fund Management	Policy Review	y
4:100 – Insurance Management	Insurance Renewal, Policy Review	y
4:110 – Transportation	Transportation report and Bid timeline, Hazardous Safety Crossings, Policy Review	y
4:120 – Food Service	Food Service Report and Bid Timeline, County Inspection, Food Service Review	y
4:130 – Free and Reduced-Price Food Services	Set Lunch fees, Policy Review # students free lunches Not on Calendar	y
4:140 – Waiver of Student Fees	# students waiver of fees; Impact report not on calendar, Policy Review	y
4:160 – Environmental Quality of Buildings and Grounds	Strategic Discussion Facilities, MSDS Report (October), Life Safety Bid, Cleaning Bid, Policy Review	y
4:170 – Safety	Strategic Discussion Facilities, Crisis Management, Hazardous Safety Crossing, Life Safety, Policy Review	y
4:175 - Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications	Policy Review	y
4:180 – Pandemic Preparedness	Policy Review	y

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The District is not in compliance with the following policies in this area as demonstrated below.

Recommendations:

Timeline for achieving compliance: _____.

I hereby certify that to the best of my knowledge the district is in compliance with all polices in this policy area, except as noted above.

Superintendent Lynette Zimmer

Date 10/7/19

Board President Michael J. Conway

Date 10/7/19