

TO: Dr. Mike Riggle

FROM: Rosanne Williamson

RE: FOIA Requests

FOIA Response:

Please see the attached email response. Responsive documents can found online at <http://il.glenbrook.schoolboard.net/board>.

Background:

The Freedom of Information Act (FOIA - 5 ILCS 140/1 et seq.) is a state statute that provides the public the right to access government documents and records. A person can ask a public body for a copy of its records on a specific subject and the public body must provide those records, unless there is an exemption in the statute that protects those records from disclosure (for example: records containing information concerning student records or personal privacy).

A public body must respond to a FOIA request within 5 business days after the public body receives the request or 21 business days if the request is for commercial purpose. That time period may be extended for an additional 5 business days from the date of the original due date if:

- The requested information is stored at a different location;
- The request requires the collection of a substantial number of documents;
- The request requires an extensive search;
- The requested records have not been located and require additional effort to find;
- The requested records need to be reviewed by staff who can determine whether they are exempt from FOIA;
- The requested records cannot be produced without unduly burdening the public body or interfering with its operations; or
- The request requires the public body to consult with another public body who has substantial interest in the subject matter of the request.

If additional time is needed, the public body must notify the requester in writing within 5 business days after the receipt of the request of the statutory reasons for the extension and when the requested information will be produced.



Elaine Geallis <egeallis@glenbrook225.org>

10.19.17 FOIA Johnson

1 message

Rosanne Marie Williamson <rwilliamson@glenbrook225.org>
To: Rosanne Marie Williamson <rwilliamson@glenbrook225.org>
Bcc: egeallis@glenbrook225.org

Tue, Oct 24, 2017 at 2:13 PM

Dear Mr. Johnson,

Thank you for writing to Glenbrook High School District 225 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On 10/19/17 we received your request for the following information:

- ALL custodial, janitorial, sanitation, cleaning and chemical supplies usage reports for dates August 1st, 2016 through September 30, 2017. The requested reports should include manufacturing number, vendor, product number, product description, unit of measure, total quantity ordered and price per unit of measure.

District Response: Please see attached.

On Thu, Oct 19, 2017 at 9:35 AM, Johnson, Christopher <Christopher.Johnson@staples.com> wrote:

Dr. Williamson,

I am requesting through the Freedom of Information Act the following from:

Glenbrook High Schools District 225
3801 W. Lake Ave., Suite 203
Glenview, IL 60026-5806

Request ALL custodial, janitorial, sanitation, cleaning and chemical supplies usage reports for dates August 1st, 2016 through September 30, 2017. The requested reports should include manufacturing number, vendor, product number, product description, unit of measure, total quantity ordered and price per unit of measure.

I look forward to hearing back from you,

Thank you,

Chris Johnson

Business Development Executive

Staples Business Advantage

**Free next day delivery**M: [773-480-8260](tel:773-480-8260)christopher.johnson@staples.comwww.staplesadvantage.com[665 W North Ave Suite 200, Lombard, IL 60148](#)

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--
Rosanne Williamson Ed.D.
Assistant Superintendent for Educational Services
Glenbrook H.S. District 225
3801 West Lake Ave.
Glenview, IL 60026
[847-486-4701](tel:847-486-4701)

5 attachments

 **North American - Glenbrook South Usage.pdf**
15K

 **Usage for FOIA 2017 supplyworks.pdf**
35K

 **1st Ayde Usage Report.pdf**
110K

 **HP Products- GBS Usage Report.pdf**
108K

 **North American - Glenbrook North Usage.pdf**
571K

GBS: North American Usage				INVOICE_YEAR											
				16						17					
				INVOICE_MONTH											
				10	12	8	9	1	2	3	4	5	6	8	9
NA_ITEM_NUMBER	DESCRIPTION	Description 2_Case Pack	UNIT_PRICE												
265002	RESTROOM CLEANER,COMET,DIS, DC,CL	3/CS	\$ 44.89	\$ 2.00	\$ 2.00				\$ 2.00	\$ 2.00					
265002	RESTROOM CLEANER,COMET,DIS, DC,CL	3/CS	\$ 47.39											\$ 2.00	
265077	LAUNDRY DET,AUTO,TIDE SC,5 GAL	5/PL	\$ 131.57		\$ 1.00					\$ 2.00					
265077	LAUNDRY DET,AUTO,TIDE SC,5 GAL	5/PL	\$ 142.08											\$ 2.00	
265126	DEODORIZER,FEBREE ZE,5X,DC	2/CS	\$ 103.48	\$ 1.00						\$ 1.00				\$ 1.00	
265241	DISINFECTANT,SPIC N SPAN,3IN1,DC	2/1 GAL	\$ 56.01	\$ 2.00	\$ 2.00				\$ 1.00	\$ 2.00					
265241	DISINFECTANT,SPIC N SPAN,3IN1,DC	2/1 GAL	\$ 60.35											\$ 2.00	
418126	NEUTRAL CLEANER,PROLINE #32,4/1 G	4/1 GAL (NON HAZMAT)	\$ 61.47	\$ 2.00	\$ 2.00				\$ 1.00	\$ 2.00				\$ 2.00	
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 165.00								\$ 6.00		\$ 2.00	\$ 2.00	
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 177.81		\$ 6.00		\$ 10.00		\$ 6.00	\$ 5.00					
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 198.00										\$ -		
				\$ 247.00	\$ 133.00	\$ 244.00	\$ 190.00	\$ 55.00	\$ 130.00	\$ 235.00	\$ 134.00	\$ 55.00	\$ 124.00	\$ 86.00	\$ 55.00

INV-DATE	ITEM #	DESCRIPTION	TOTAL ORDER	PRICE
8/18/2016	JWP94512759	PROFI CLNR GAL 9 4 PER CASE)	2 CASES	\$ 97.76
9/13/2017	JWP94512759	PROFI CLNR GAL 9 4 PER CASE)	2 CASES	\$ 97.76
6/9/2017	REN07004-MS	RENOWN CARPET RINSE & NEUTRALIZER	5 CASES	\$ 49.12
8/18/2017	REN07004-MS	RENOWN CARPET RINSE & NEUTRALIZER	3 CASES	\$ 49.12

GLENBROOK SOUTH H.S.
All Products Ordered From August 1, 2016 - September 30, 2017

<u>Vendor</u>	<u>Quantity Ordered</u>	<u>Unit Of Measure</u>	<u>Product Number</u>	<u>Product Description</u>	<u>PRICE</u>
1ST AYD	24	12-15oz/cs	9A	Stainless Steel Cleaner	6.23ea
1ST AYD	12	24-12.5oz/cs	10	Vandalism Remover	3.99ea
1ST AYD	36	24-7oz/cs	13	Chewing Gum Remover	5.99ea
1ST AYD	168	24-19oz/cs	40A	Glass Cleaner	1.99ea
1ST AYD	1	.75 cu.ft. bag	49L	Eco Absorb Dust Free Super Absorbant	9.99ea
1ST AYD	72	24-14oz/cs	87A	Low VOC Brake Parts Cleaner	1.99ea
1ST AYD	12	6-16oz/cs	MRO88GB	Gloss Blk. Spray Paint	8.99ea
1ST AYD	24	24-12.5oz/cs	99	Metal Degreaser	2.19ea
1ST AYD	1	15/cs	116D	Foaming Soap Dispenser	sample/ N/C
1ST AYD	2	8-1000ml/cs	116-57250	AntiBac Foam Wash Aero Green (GRN. CERT.)	sample/ N/C
1ST AYD	16	8-1gal/cs	133G	Scrub it Hand Soap	19.94ea
1ST AYD	2	5/cs	220RED20	Red Floor Buff Pads	19.99cs
Chem Master	96	24/cs	290	Drain Demon	6.99ea
Chem Master	24	24/cs	KQ4670	ADIOS Drain Fly Killer	6.99ea
1ST AYD	343	49/skid	482-50	Green Earth Ice Melter	10.49/12.39ea
1ST AYD	10	1roll	568	Yellow Caution tape	9.99ea
1ST AYD	12	24/cs	573	Duct Tape	6.97ea
1ST AYD	1	1drum	985-30	30 gal. Odorless Recirculating Solvent	299.70ea
1ST AYD	18	12-18oz/cs	1054	Problem Solver	7.62ea
1ST AYD	11	500/cs	593BAG	Feminine Napkin Recept.	24.99cs
1ST AYD	2	2,500/cs	600	Toilet Seat Covers	24.98cs
1ST AYD	2	16-250/cs	602	Wht. Multifold Towels	
1ST AYD	6	250/cs	603R	Polyliner 33gal .55mil Blk. 250/cs	21.99cs
1ST AYD	2	250/cs	603S	Polyliner	21.99cs
1ST AYD	13	10rolls/cs	C603ZZZ	Clear 55gal Liner	39.99cs
1ST AYD	4	30rolls/cs	610MAGIC	Kitchen Towles (30pk)	28.82cs
1ST AYD	1	2,400/cs	611E	Economy Wht. Cee-Fold Towels	29.38cs
1ST AYD	720	10/cs	624CM	Wave CM(10bx)	1.99ea
1ST AYD	244	24-1qt/cs	629Q	Super Bowl clnr.	3.26ea
1ST AYD	46	100/cs	629SWAB	Bathroom Swab	0.99ea
1ST AYD	48	24-1qt/cs	630Q	HD Bowl Cleaner	4.26QT
1ST AYD	24	12-1qt/cs	663Q	Liquid Alive	3.99QT
1ST AYD	1	5gal pail	663-5	Liquid Alive	74.95ea
1ST AYD	12	12-1qt/cs	678Q	Drain Opener	5.24ea
1ST AYD	48	6/box	682CM	ECO AIR Cumber Melon	3.99ea
1ST AYD	6	12/cs	682D	ECO AIR Disp	3.99ea
1ST AYD	2	10 disp/cs	715	Moldex Dust mask	32.86disp
1ST AYD	2	12/cs	792	Squeegee Handle	10.00ea
1ST AYD	2	12/cs	805-24	24" Moss Rubber Squeegee	29.99ea
1ST AYD	6	6/cs	817DUSTPAN	Plastic Lobby Dust Pan (6cs)	12.99ea
1ST AYD	8	1ea	820CLIP	Squeegee Clip	10.93ea
1ST AYD	3	1ea	820REFILL14	Unger 14 Window Squeegee	12.87ea

GLENBROOK SOUTH H.S.
All Products Ordered From August 1, 2016 - September 30, 2017

<u>Vendor</u>	<u>Quantity Ordered</u>	<u>Unit Of Measure</u>	<u>Product Number</u>	<u>Product Description</u>	<u>PRICE</u>
1ST AYD	40	40/cs	829	Yellow W/Grn Scrub Sponge	1.09ea
1ST AYD	180	60/cs	831E	Green Med Pads	0.42ea
1ST AYD	135	12/cs	852-24	Green Mop 24oz	7.64ea
1ST AYD	1	1ea	856	Bucket & Wringer Combo 35QT	93.87ea
1ST AYD	67	1ea	859-24	Dustmop Head 24"	9.99ea
1ST AYD	1	1ea	955	Siphon Drum Pump	19.83ea
1ST AYD	348	1ea	E1008BL	Econ Micro Towel	0.99ea
1ST AYD	1	10#/cs	1003-10	Off Spec Turkish Towel	37.98cs
1ST AYD	5	50#/cs	1004-50	Econ. Turkish Towel	119.50cs
1ST AYD	180	100/box	1083M	Soft Blue Nitrile Gloves	6.49bx
1ST AYD	130	100/box	1083L	Soft Blue Nitrile Gloves	6.49bx
1ST AYD	120	95/box	1083XL	Soft Blue Nitrile Gloves	6.49bx
1ST AYD	120	12doz/cs	1129L	Pug Gloves L	1.19pr
1ST AYD	120	12doz/cs	1129XL	Pug Gloves XL	1.19pr
1ST AYD	24	1pr	1135-9	Green Nitrile Gloves Size 9	1.49pr
1ST AYD	39	1pr	1135-10	Green Nitrile Gloves Size 10	1.49pr
1ST AYD	5	1pr	2145HYH-XL	Hi-Viz Winter Yellow Gloves XL	21.12pr
1ST AYD	5	1pr	2145HYH-XXL	Hi-Viz Winter Yellow Gloves XXL	21.12pr
1ST AYD	3	1pr	RAD64055777	Blk. 12" PVC Overboot M	22.00ea
1ST AYD	3	1pr	RAD64055778	Blk. 12" PVC Overboot L	22.00ea
1ST AYD	4	1pr	RAD64055779	Blk. 12" PVC Overboot XL	22.00ea
1ST AYD	3	1ea	1138XL	Hi-Viz Lime Green Vest XL	11.26ea
1ST AYD	5	1ea	1138XXL	Hi-Viz Lime Green Vest XXL	11.26ea
1ST AYD	2	1ea	1138-3XL	Hi-Viz Lime Green Vest 3XL	11.26ea
1ST AYD	2	29 pc/set	4004	Norseman Drill Bit Set 190-AG	129.99ea
1ST AYD	6	6-1gal/cs	3138G	Sun Brite Bleach	2.29ea
NYCO	36	12/cs	NL020-Q12	UrinaKleen	6.99ea
1ST AYD	2	12/cs	BWK951TCT	Red 39" Broom	83.88cs
1ST AYD	10	1ea	SD868202	4AA LED Flashlight	39.82ea
1ST AYD	10	1ea	SD875903	Red Safety Cones	6.83ea
1ST AYD		81/plt	BTGC-50XH	BTGC-50XH, 46x50 Liner 1.5mil	31.59cs
1ST AYD	657	100/cs 81/plt	603Y	60gal. 1.5mil	23.89cs
1ST AYD	324	108/plt	BUSB-36H	BUSB-36H, 30gal. Blk .7mil	17.89cs
1ST AYD	12	12/pk	715SNFTFD-MED	PosiGrip Gloves (12cs) M	3.99pr
1ST AYD	12	12/pk	715SNFTFD-LRG	PosiGrip Gloves (12cs) L	3.99pr
1ST AYD	12	12/pk	715SNFTFD-XL	PosiGrip Gloves (12cs) XL	3.99pr
1ST AYD	1	1ea	RAD64055065	Welding Jacket XXL	92.50ea
1ST AYD	1	1pr	W43E0011B/10	Electrical Gloves	86.73pr.



Customer Movement Report - 24 months

c049536 GLENBROOK HIGH SCHOOL SOUTH
4000 W. Lake Ave
GLENVIEW, IL 60026

Report Date: 10/23/2017 10:18:44 AM
Customer: c049536
Report Period: 14 Months Ending 9/30/2017
Units Only? No

Item	Description	U/M		Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Totals
All Purpose Cleaners																		
337219	Proline Blue Max All Purpose Cleaner, Gal.	GL	Units	0.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$63.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.60
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$63.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63.60
Bioaugmentation																		
169034	Johnson 94291110 BreakDown Odor Eliminator Fresh 4GL/CS	CS	Units	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	1.00	0.00	1.00	0.00	0.00	0.00	4.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$180.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$94.33	\$0.00	\$0.00	\$0.00	\$364.33
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	1.00	0.00	1.00	0.00	0.00	0.00	4.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$180.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$94.33	\$0.00	\$0.00	\$0.00	\$364.33
Brooms & Brushes																		
338461	BRM HD60MT 60" Metal Tip Threaded Broom Handle 1-1/8"D	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	2.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.44	\$0.00	\$0.00	\$0.00	\$14.44
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	2.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.44	\$0.00	\$0.00	\$0.00	\$14.44
Carpet Care Products																		
110104	Johnson 904192 General Purpose Spotter Quart 6/32oz/cs	EA	Units	0.00	24.00	0.00	0.00	12.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	0.00	0.00	48.00
			Purch	\$0.00	\$180.00	\$0.00	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.00
Product Class Subtotals			Units	0.00	24.00	0.00	0.00	12.00	0.00	0.00	0.00	12.00	0.00	0.00	0.00	0.00	0.00	48.00
			Purch	\$0.00	\$180.00	\$0.00	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$360.00
Demo Equipment																		
141130	DEMO EQUIPMENT	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dilution Control Dispensers																		
346042	Spartan COG Versafill 3 (E-Gap) Dispenser 9671 POINTS 595	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00	2.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	0.00	0.00	2.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Dilution Control Products																		
113745	Spartan COG #15 Clean by Peroxy 2Liter 4820 4/cs	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	4.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$98.69	\$0.00	\$0.00	\$0.00	\$98.69
113835	Spartan COG #17 TriBase MultiPurp Cleaner 2Liter 4830 4/cs	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	0.00	0.00	0.00	4.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69.60	\$0.00	\$0.00	\$0.00	\$69.60
113940	Spartan COG #10 Super HDQ L 2Liter 4704 4/cs	CS	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$146.34	\$0.00	\$0.00	\$0.00	\$146.34
190547	Spartan COG #24 Xcelente Multi Purp Hard Surf Clean 4803 4/2L/cs	CS	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52.60	\$0.00	\$0.00	\$0.00	\$52.60
205408	Spartan Halt Hospital Grade Disnft COG 4806 2L 4/cs	CS	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55.84	\$0.00	\$0.00	\$0.00	\$55.84
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.00	0.00	0.00	0.00	11.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$423.07	\$0.00	\$0.00	\$0.00	\$423.07
Equipment																		
357520	Tennant R3 Cord Elec 5gl Interim Carpet Cleaner #9004192	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,900.00	\$0.00	\$0.00	\$2,900.00
357521	Tennant R14-700 Ride-On Dual Tech Carpet Mainter w/Hydrolink	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,179.00	\$0.00	\$0.00	\$13,179.00
337103	Tennant Manual Walk Behind Sweeper S3 34" Non-Motorized	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$535.00	\$0.00	\$0.00	\$535.00
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	0.00	0.00	3.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,614.00	\$0.00	\$0.00	\$16,614.00
Equipment Accessories																		
115464	GK-S-Coach TEAM COACH VAC PAPER BAG 10/PKG (100331)	PK	Units	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00
			Purch	\$0.00	\$26.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26.70
175615	107314 Filter Bag, 10/pk, SCP 6, ProVac FS 6, GoFree Pro	PK	Units	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$12.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12.95
194125	107377 Paper Bags, 10/pk, ProGen	PK	Units	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00
			Purch	\$0.00	\$35.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35.70
Product Class Subtotals			Units	0.00	7.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.00
			Purch	\$0.00	\$75.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.35
Floor Finish Strippers																		
120087	Spartan EnduraStrip Stripper 0067 5gl	PL	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	0.00	5.00	0.00	11.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$531.66	\$0.00	\$443.05	\$0.00	\$974.71
333873	Stripper, Proline Super Stripper 5Ga (Hm)	PL	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53.32	\$0.00	\$0.00	\$53.32
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	1.00	5.00	0.00	12.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$531.66	\$53.32	\$443.05	\$0.00	\$1,028.03

Floor Finishes & Sealers																		
119989	Spartan Sunny Side Floor Finish 18% Solids 4045 5gl	PL	Units	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.00	0.00	0.00	0.00	10.00
			Purch	\$0.00	\$207.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.77	\$0.00	\$0.00	\$0.00	\$707.77
334386	HIL-53407 - Floor Finish,Explorer High Solids 5Gal, 25% Soli	PL	Units	7.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.00
			Purch	\$623.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$623.00
340668	Spartan 4075 Promatte Low Gloss Floor Finish 1gl 4/cs	CS	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	0.00	0.00	0.00	3.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$273.18	\$0.00	\$0.00	\$0.00	\$273.18
120337	Spartan iShine Floor Finish 25% Solids 4055 5gl	PL	Units	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00	9.00	0.00	19.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$178.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$756.64	\$851.22	\$0.00	\$1,785.86
Product Class Subtotals			Units	7.00	3.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	10.00	8.00	9.00	0.00	39.00
			Purch	\$623.00	\$207.00	\$0.00	\$0.00	\$178.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$773.95	\$756.64	\$851.22	\$0.00	\$3,389.81
Floor Pads & Abrasives																		
332676	Pad 20" Natural Pk 5 Porko Nat Ultra High Speed Burnishing Pads	CS	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.96	\$0.00	\$0.00	\$0.00	\$18.96
332698	Pad 27" Natural Burnish Pk 2 Porko	CS	Units	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$19.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19.87
190603	ETC Ruff Pad Premium Floor Brush/Pad 14x20 4/cs	CS	Units	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
			Purch	\$119.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$119.00
332616	14x20 Red Buff Pad, Pack 5	CS	Units	1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
			Purch	\$22.90	\$22.90	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45.80
332657	Pad 18" Red Buff Pk 5	CS	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.50	\$0.00	\$0.00	\$0.00	\$18.50
332678	Pad 20" Red Buff Pk 5	CS	Units	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	4.00
			Purch	\$0.00	\$35.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$36.28	\$0.00	\$0.00	\$0.00	\$71.28
332681	Pad 20" White Polish Pk 5	CS	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21.68	\$0.00	\$0.00	\$0.00	\$21.68
104492	3M 8550 Doodlebug High Pro Strip Black Pad 4/10/cs	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.26	\$0.00	\$0.00	\$0.00	\$3.26
111945	3M 7300 High Productivity Stripping Pad 20" 5/cs	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	5.00	5.00	0.00	15.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62.50	\$65.82	\$65.82	\$0.00	\$194.14
332618	Maroon Ecoprep Chemical Free Stripping 14x20, 10/Cs	CS	Units	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
			Purch	\$178.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$178.00
137278	3M Surface Prep Pad Maroon 20x14 (SPP) 10/cs	CS	Units	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
			Purch	\$139.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$139.00
Product Class Subtotals			Units	5.00	3.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	11.00	5.00	5.00	0.00	30.00
			Purch	\$458.90	\$57.90	\$0.00	\$0.00	\$19.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$161.18	\$65.82	\$65.82	\$0.00	\$829.49

Repair Parts																		
142992	9096858000 BLADES SQUEEGEE KIT POLYURET	EA	Units	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
			Purch	\$94.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$94.93
167626	8.634-050.0 BRUSH, VACUUM 20"	EA	Units	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
			Purch	\$0.00	\$158.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$158.00
163155	9098619000 SS Caster Wheel Kit	KT	Units	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
			Purch	\$195.56	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$195.56
346807	9099165000 DRAIN HOSE RAL 7001	EA	Units	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
			Purch	\$87.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$87.42
Product Class Subtotals			Units	4.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00
			Purch	\$377.91	\$158.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$535.91
Service Items																		
999901	Labor Charge	EA	Units	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
			Purch	\$172.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$172.50
999902	Freight Charge	EA	Units	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	2.00
			Purch	\$0.00	\$12.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$94.00	\$0.00	\$106.26
999903	Service Call Charge	EA	Units	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00
			Purch	\$85.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85.00
999907	Fuel Surcharge	EA	Units	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	2.00	3.00	2.00	0.00	10.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
999985	PCS Delivery Charge	EA	Units	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	2.00	3.00	2.00	0.00	10.00
			Purch	\$18.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.00	\$0.00	\$18.00	\$18.00	\$0.00	\$0.00	\$72.00
Product Class Subtotals			Units	7.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	4.00	6.00	5.00	0.00	25.00
			Purch	\$275.50	\$12.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18.00	\$0.00	\$18.00	\$18.00	\$94.00	\$0.00	\$435.76
Tools, Accessories, Fixtures																		
111812	IMP 2007 Swivel DoodleBug Pad Holder Universal Collar 12/cs	EA	Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	2.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.78	\$0.00	\$0.00	\$0.00	\$14.78
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	2.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.78	\$0.00	\$0.00	\$0.00	\$14.78
Towels, Tissue & Seatcovers																		
163337	GP 193-74 Compact Coreless HC 1Ply Tissue 18/3000/cs	CS	Units	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00
			Purch	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$780.00
Product Class Subtotals			Units	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00
			Purch	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$780.00
Wet Mops																		
121432	RM A413 Web Foot Finish Mop Large 1" White/Blue 6/cs	EA	Units	0.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	0.00	0.00	6.00	0.00	3.00	0.00	15.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$75.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.28	\$0.00	\$41.37	\$0.00	\$197.31
Product Class Subtotals			Units	0.00	0.00	0.00	0.00	6.00	0.00	0.00	0.00	0.00	0.00	6.00	0.00	3.00	0.00	15.00
			Purch	\$0.00	\$0.00	\$0.00	\$0.00	\$75.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.28	\$0.00	\$41.37	\$0.00	\$197.31
Customer Totals			Units	43.00	40.00	0.00	0.00	31.00	0.00	0.00	0.00	15.00	0.00	55.00	24.00	27.00	0.00	235.00
			Purch	\$2,515.31	\$690.51	\$0.00	\$0.00	\$607.13	\$0.00	\$0.00	\$0.00	\$198.00	\$0.00	\$2,111.69	\$17,507.78	\$1,495.46	\$0.00	\$25,125.88

				INVOICE_YEAR													
				16						17							
				INVOICE_MONTH													
				10	11	12	8	9	1	2	3	4	5	6	7	8	9
Item #	DESCRIPTION	Qty	Unit price														
105885	SEALER,SCOT CHGUARD RESILIENT,2/1 GAL	1 GAL 2/CS	\$ 176.59										\$ 8.00				
110854	SOAP,HAND,F OAM,GREEN,F MX 1250	3/CS	\$ 51.12						\$ 4.00							\$ 2.00	
174510	LAUNDRY DET,AUTO,CL OROX BLEACH,5GAL	5 GAL	\$ 43.06													\$ 2.00	
265002	RESTROOM CLEANER,COM ET,DIS,DC,CL	3/CS	\$ 44.89		\$ 6.00		\$ 5.00				\$ 4.00		\$ 4.00				
265002	RESTROOM CLEANER,COM ET,DIS,DC,CL	3/CS	\$ 47.39													\$ 4.00	
265077	LAUNDRY DET,AUTO,TID E SC,5 GAL	5/PL	\$ 131.57		\$ 4.00				\$ 2.00			\$ 1.00					
265077	LAUNDRY DET,AUTO,TID E SC,5 GAL	5/PL	\$ 142.08													\$ 3.00	
265126	DEODORIZER, FEBREEZE,5X, DC	2/CS	\$ 103.48					\$ 3.00									
265241	DISINFECTANT ,SPIC N SPAN,3IN1,DC	2/1 GAL	\$ 56.01		\$ 6.00		\$ 6.00				\$ 4.00		\$ 4.00				
266135	SANITIZER,HA ND,FOAM,PUR ELL ADV,LTX	2- 1200ML /CS	\$ 64.60							\$ 3.00							
266621	DISINFECTANT ,CLOROX BLEACH,121 OZ	3/CS	\$ 13.94					\$ 2.00	\$ 2.00	\$ 2.00							
268116	DISINFECTANT ,PROLINE #33,DC	4/1 GAL	\$ 53.93												\$ -		

GBN - North American Usage Report

268117	CARPET SPOTTER, GENERAL, P&G	3/BX 5BX/CS	\$ 14.26			\$ 1.00							\$ 1.00				
418126	NEUTRAL CLEANER, PRO LINE #32, 4/1 G	4/1 GAL (NON HAZMAT)	\$ 61.47	\$ 6.00			\$ 4.00	\$ 2.00		\$ 4.00	\$ 1.00		\$ 1.00		\$ 4.00		
477846	SOAP, HAND, FOAM, FP NEXA CONCEN	2- 1.3L/CS	\$ 165.00									\$ 6.00					
477846	SOAP, HAND, FOAM, FP NEXA CONCEN	2- 1.3L/CS	\$ 177.81		\$ 6.00			\$ 6.00	\$ 6.00	\$ 6.00							
477846	SOAP, HAND, FOAM, FP NEXA CONCEN	2- 1.3L/CS	\$ 198.00										\$ 6.00				
600515	SOAP, HAIR/BODY, FOAM, 1250 FMX	3/CS	\$ 40.77		\$ 4.00					\$ 4.00							
730011	FLOOR CLEANER, RUBBER, PROFI	4/1 GAL	\$ 75.58	\$ 2.00			\$ 1.00	\$ 2.00									
824113	LAUNDRY DET, AUTO, CLOROX BLEACH, 5 G	5/PL (NON HAZMAT)	\$ 40.40		\$ 3.00				\$ 2.00			\$ 3.00					
824113	LAUNDRY DET, AUTO, CLOROX BLEACH, 5 G	5/PL (NON HAZMAT)	\$ 43.06													\$ 1.00	
968501	REMOVER, GUM, CHILL, AERO SOL	12/7OZ	\$ 38.37		\$ 2.00												
968501	REMOVER, GUM, CHILL, AERO SOL	12/7OZ	\$ 39.76													\$ 2.00	
968814	LAUNDRY DET, AUTO, DOWNEY LIQ, 5 GAL	5/PL	\$ 72.89		\$ 1.00				\$ 2.00			\$ 1.00					
968814	LAUNDRY DET, AUTO, DOWNEY LIQ, 5 GAL	5/PL	\$ 77.71													\$ 3.00	
973302	DEODORIZER, KIMCARE, OCEAN SCENT	6/CS	\$ 61.65			\$ 1.00				\$ 3.00							

GBN - North American Usage Report

975002	DEODORIZER, KIMCARE,CITR US SCENT	6/CS	\$ 61.65			\$ 1.00				\$ 3.00							
975602	DISPENSER,KI MCARE,WHITE ,KC	EA	\$ 1.04	\$ 12.00		\$ 30.00											
987402	RESTROOM CLEANER,SKI DEW,PHOSPH	12QTS/ CS	\$ 31.67													\$ 2.00	
				\$ 207.00	\$ 260.00	\$ 176.00	\$ 71.00	\$ 305.00	\$ 235.00	\$ 240.00	\$ 137.00	\$ 158.00	\$ 165.00	\$ -	\$ 81.00	\$ 239.00	\$151.00

GBN				INVOICE_YEAR													
				16					17								
				INVOICE_MONTH													
				10	11	12	8	9	1	2	3	4	5	6	7	8	9
NA_ITEM_NUMBE R	DESCRIPTION	Description 2_Case Pack	UNIT_PRICE														
102248	LINER 40X46 1.2MIL 45GAL BLUE	100/CS	\$ 30.64													\$ 3.00	
105885	SEALER,SCOTCHGUARD RESILIENT,2/1GAL	1 GAL 2/CS	\$ 176.59										\$ 8.00				
110854	SOAP,HAND,FOAM,GREEN,FMX 1250	3/CS	\$ 51.12						\$ 4.00							\$ 2.00	
112859	CONTAINER,23GAL,SLIM JIM,BLK,VENTED	4/CS	\$ 34.55					\$ 6.00									
126714	BROOM,PUSH,24",MEDIUM,POLY CTR,FLAG	12/CS	\$ 155.76						\$ -								
128907	FRAME,DUSTMOP,5X60	EA	\$ 6.48						\$ 1.00								
136973	DUSTPAN,LOBBY,PLASTIC,W/WHEELS	6/CS	\$ 15.38			\$ 6.00											
136973	DUSTPAN,LOBBY,PLASTIC,W/WHEELS	6/CS	\$ 16.18													\$ 6.00	
165222	URINAL SCREEN,WAVE 3D,SPICED APPLE	10EA/BX	\$ 20.09							\$ 12.00	\$ 12.00	\$ 12.00	\$ 12.00			\$ 12.00	
168466	URINAL SCREEN,WAVE,CUCUMBER MELON	10/BX	\$ 20.09		\$ 20.00	\$ 2.00		\$ 26.00									
174510	LAUNDRY DET,AUTO,CLOROX BLEACH,5GAL	5 GAL	\$ 43.06													\$ 2.00	
180874	DISPENSER,HRT,PROP,TK INTUITION,BLK	EACH	\$ -				\$ 3.00										
180874	DISPENSER,HRT,PROP,TK INTUITION,BLK	EACH	\$ 22.46			\$ 4.00											
181155	WHEEL AND AXLE KIT FOR FG9T73 CART	EA	\$ 18.11			\$ 2.00											
181156	CASTER,4",FITS FG3424 UTILITY CART	EA	\$ 11.30			\$ 2.00											
194315	DISPENSER,CHEMICAL,1 BUTTON,FLOORCA	1/CS	\$ -	\$ 1.00													
205857	MOP,WET,LOOP,MED,WHI,BLEND,1,ECO	2/PK	\$ 6.98			\$ 6.00											
205858	MOP,WET,LOOP,LG,WHI,BLEND,1,ECO	2/PK	\$ 9.01			\$ 6.00											
205861	MOP,WET,LOOP,LG,BLU,BLEND,1,ECO	2/PK	\$ 9.01														\$ 3.00
205887	MOP,DUST,60",WHI,LAUND,ECO	2/PK	\$ 35.94						\$ 1.00								
257124	PADS,FLOOR,20",PURPLE,DIAMOND,3M	5/CS	\$ 192.44											\$ 1.00			
257414	MOP,DUST,ROLL,8X6,125',EASYTRAP,3M	1/CS	\$ 51.00	\$ 2.00				\$ 1.00									
257415	MOP,DUST,ROLL,5X6,125',EASY TRAP	2/CS	\$ 67.11						\$ 1.00								
263202	DEFOAMER,LIQUID,SILICONE EMUL,4/1GA	4-1GAL/CS	\$ 42.69						\$ 1.00								
265002	RESTROOM CLEANER,COMET,DIS,DC,CL	3/CS	\$ 44.89		\$ 6.00		\$ 5.00				\$ 4.00		\$ 4.00				
265002	RESTROOM CLEANER,COMET,DIS,DC,CL	3/CS	\$ 47.39													\$ 4.00	
265077	LAUNDRY DET,AUTO,TIDE SC,5 GAL	5/PL	\$ 131.57		\$ 4.00				\$ 2.00			\$ 1.00					
265077	LAUNDRY DET,AUTO,TIDE SC,5 GAL	5/PL	\$ 142.08													\$ 3.00	
265126	DEODORIZER,FEBREEZE,5X,DC	2/CS	\$ 103.48					\$ 3.00									
265190	CADDY BAG,FOR BRUTE CONTAINERS	6/CS	\$ 30.44					\$ 2.00									
265212	DISPENSER,CHEMICAL,4 BOTTLE,P&G KIT	1/CS	\$ -				\$ 6.00										
265227	BROOM,LOBBY,35".POLYFILL,RUBBERMAI D	6/CS	\$ 5.25					\$ 12.00									
265227	BROOM,LOBBY,35".POLYFILL,RUBBERMAI D	6/CS	\$ 8.03													\$ 6.00	
265241	DISINFECTANT,SPIC N SPAN,3IN1,DC	2/1 GAL	\$ 56.01		\$ 6.00		\$ 6.00				\$ 4.00		\$ 4.00				
266120	MOP,DUST,5X24,BLUE,PRETREATED,SPEC T	6/CS	\$ 59.71					\$ 1.00	\$ 1.00								
266135	SANITIZER,HAND,FOAM,PURELL ADV,LTX	2-1200ML/CS	\$ 64.60							\$ 3.00							
266621	DISINFECTANT,CLOROX BLEACH,121 OZ	3/CS	\$ 13.94					\$ 2.00	\$ 2.00	\$ 2.00							
268116	DISINFECTANT,PROLINE #33,DC	4/1 GAL	\$ 53.93												\$ -		
268117	CARPET SPOTTER,GENERAL,P&G	3/BX 5BX/CS	\$ 14.26			\$ 1.00							\$ 1.00				

GBN				INVOICE_YEAR													
				16						17							
				INVOICE_MONTH													
				10	11	12	8	9	1	2	3	4	5	6	7	8	9
381514	LINER 30X36 HEAVY+ BLACK 20-30 GAL	250/CS	\$ 22.33														\$ 6.00
388914	LINER 38X58 XXHEAVY BLACK 60 GAL	100/CS	\$ 22.35	\$ 40.00	\$ 10.00		\$10.00	\$ 41.00									
388914	LINER 38X58 XXHEAVY BLACK 60 GAL	100/CS	\$ 23.47		\$ 20.00	\$ 10.00			\$ 40.00	\$ 30.00	\$ 10.00	\$ 10.00	\$ 10.00				
388914	LINER 38X58 XXHEAVY BLACK 60 GAL	100/CS	\$ 24.15													\$ 28.00	\$ 30.00
392314	LINER 36X48 15 MIC BLACK 40-45 GAL	250/CS	\$ 32.05		\$ 6.00												
410126	HANDLE,60",WOOD,THREADED	12/CS	\$ 3.33			\$ 1.00											
412809	DUSTER,LAMBSWOOL,TELESCOPIC,30-48"	12/CS	\$ 5.76													\$ 5.00	
415170	PADS,HAND,GREEN,6X9,#96,MEDIUM,10PK	6/CS	\$ 3.46		\$ 1.00	\$ 6.00											
415370	SCRAPER,FLOOR,48" HANDLE,4 BLADE	6/CS	\$ 18.94			\$ 2.00											
415470	SPONGES,YELLOW,W/GREEN TOP,#74,5PK	5/PK 8PKS/CS	\$ 4.29		\$ 6.00	\$ 6.00									\$16.00		
415626	BRUSH,UTILITY,8",POLY FILL,BEIGE	12/CS	\$ 2.50								\$ 6.00					\$ 6.00	
415870	BLADE,REPLACEMENT,4",FOR SCRAPER	10/PK	\$ 9.67			\$ 6.00											
415973	SCRAPER,HAND,LONG HANDLE,4" BLADE	6/CS	\$ 12.81			\$ 6.00											
416026	HANDLE,60",WOOD,THREADED,METAL TIP	12/CS	\$ 4.21								\$ 6.00						
417026	BROOM,PUSH,24",MEDIUM,TAMPICO	12/CS	\$ 13.16						\$ 1.00								
418126	NEUTRAL CLEANER,PROLINE #32,4/1 G	HAZMAT)	\$ 61.47	\$ 6.00			\$ 4.00	\$ 2.00		\$ 4.00	\$ 1.00		\$ 1.00		\$ 4.00		
421914	PADS,FLOOR,20",PURPLE,ECO SELECT	5/CS	\$ 21.63										\$ 1.00	\$(1.00)			
427914	BRUSH,BOWL,MOP STYLE,ACRYLIC,WHITE	100/CS	\$ 0.66					\$ 12.00		\$ 36.00							
444200	PADS,FLOOR,14"X20,RED,ECO SELECT	5/CS	\$ 18.04								\$ 4.00						\$ 4.00
477813	FLOOR CLEANER,FP,CONDITIONER,PACKS	2-90-.5OZ/CS	\$ 49.32		\$ 1.00				\$ 4.00								
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 165.00									\$ 6.00					
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 177.81		\$ 6.00			\$ 6.00	\$ 6.00	\$ 6.00							
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 198.00										\$ 6.00				
480045	GLOVES,NITRILE,MED,POWDER FREE,BLUE	100/BX 10BX/CS	\$ 6.36			\$ -											
480046	GLOVES,NITRILE,LG,POWDER FREE,BLUE	10BX/CS	\$ 5.12		\$ 30.00	\$ 20.00		\$ 20.00		\$ 30.00	\$ 20.00	\$ 30.00			\$40.00	\$ 10.00	
480047	GLOVES,NITRILE,XL,POWDER FREE,BLUE	10BX/CS	\$ 5.12		\$ 10.00	\$ 10.00				\$ 10.00		\$ 20.00			\$20.00		
585027	GLOVES,NITRILE,SMALL,POWDER FREE	10/100/CS	\$ 7.00						\$ 10.00								
600515	SOAP,HAIR//BODY,FOAM,1250 FMX	3/CS	\$ 40.77		\$ 4.00					\$ 4.00							
615801	PADS,FLOOR,20",HP500,ECO SELECT	5/CS	\$ 20.44												\$ 1.00		
730011	FLOOR CLEANER,RUBBER,PROFI	4/1GAL	\$ 75.58	\$ 2.00			\$ 1.00	\$ 2.00									
824113	LAUNDRY DET,AUTO,CLOROX BLEACH,5 G	5/PL (NON HAZMAT)	\$ 40.40		\$ 3.00				\$ 2.00			\$ 3.00					
824113	LAUNDRY DET,AUTO,CLOROX BLEACH,5 G	5/PL (NON HAZMAT)	\$ 43.06													\$ 1.00	
881599	TOWEL,HRT,PROP,TORK UNIV,700/RL,NA	6-700/CS	\$ 28.05	\$ 76.00	\$ 57.00	\$ 19.00	\$19.00	\$ 76.00	\$ 82.00	\$ 57.00	\$ 19.00	\$ 38.00	\$ 57.00			\$ 60.00	
881599	TOWEL,HRT,PROP,TORK UNIV,700/RL,NA	6-700/CS	\$ 28.75														\$ 57.00
886307	TOILET SEAT CVR,1/2 FLD,CLASSIC	20-250/CS	\$ 35.84													\$ 3.00	
891499	TOWEL,MFOLD,CLASSIC,9.125X9.5	16-250/CS	\$ 25.32		\$ 4.00	\$ 6.00											
892595	BATH TT,PROP,JR,TORK MINI,2PLY,751	12-751/CS	\$ 26.69	\$ 68.00	\$ 57.00	\$ 23.00	\$17.00	\$ 68.00	\$ 68.00	\$ 34.00	\$ 57.00	\$ 34.00	\$ 61.00			\$ 62.00	
892595	BATH TT,PROP,JR,TORK MINI,2PLY,751	12-751/CS	\$ 27.39														\$ 51.00
895003	WIPER,DUSTNCLOTH,1/4F,12"X16.5",YEL	10PKS/50/CS	\$ 31.18					\$ 2.00									
899999	TOWEL,CFOLD,CLASSIC,12.75X10.125	16-150/CS	\$ 28.22													\$ 6.00	
914503	FRAME,DUSTMOP,5X24	12/CS	\$ 2.82					\$ 3.00	\$ 2.00							\$ 3.00	
920318	FEMININE,LINER,WAX,7.5X10X3,KRFT#77	500/CS	\$ 16.24		\$ 6.00			\$ 2.00									

GBN				INVOICE_YEAR													
				16						17							
				INVOICE_MONTH													
				10	11	12	8	9	1	2	3	4	5	6	7	8	9
920318	FEMININE,LINER,WAX,7.5X10X3,KRFT#77	500/CS	\$ 16.77									\$ 3.00					
920418	FEMININE,LINER,WAX,9.25X3.25X9.75,K	250/CS	\$ 13.61					\$ 15.00									
951904	WATER DISTILLED 1 GALLON	6/1 GAL	\$ 7.41						\$ 1.00								
953018	REMOVER,GRAFFITI,MAGIC ERASER,BULK	30/CS	\$ 37.43													\$ 2.00	
968301	FLOOR CLEANER,CONTAIN DUST MOPTREAT	12/14OZ	\$ 51.58						\$ 1.00								
968501	REMOVER,GUM,CHILL,AEROSOL	12/7OZ	\$ 38.37		\$ 2.00												
968501	REMOVER,GUM,CHILL,AEROSOL	12/7OZ	\$ 39.76													\$ 2.00	
968814	LAUNDRY DET,AUTO,DOWNEY LIQ,5 GAL	5/PL	\$ 72.89		\$ 1.00				\$ 2.00			\$ 1.00					
968814	LAUNDRY DET,AUTO,DOWNEY LIQ,5 GAL	5/PL	\$ 77.71													\$ 3.00	
973302	DEODORIZER,KIMCARE,OCEAN SCENT	6/CS	\$ 61.65			\$ 1.00				\$ 3.00							
973607	HANDLE,MOP,60",WOOD,STAYFLAT	12/CS	\$ 4.86							\$ 6.00	\$ (6.00)					\$ 5.00	\$ (5.00)
975002	DEODORIZER,KIMCARE,CITRUS SCENT	6/CS	\$ 61.65			\$ 1.00				\$ 3.00							
975602	DISPENSER,KIMCARE,WHITE,KC	EA	\$ 1.04	\$ 12.00		\$ 30.00											
977407	HANDLE,MOP,60",WOOD,QUICK CHANGE,SP	12/CS	\$ 8.39														\$ 5.00
982307	HANDLE,DUSTMOP,ECOSELECT,60",WOO D	12/CS	\$ 6.98						\$ 1.00								
982407	HANDLE,DUSTMOP,60",FIBERGLASS	12/CS	\$ 8.89					\$ 3.00	\$ 2.00							\$ 3.00	
987402	RESTROOM CLEANER,SKI DEW,PHOSPH	12QTS/CS	\$ 31.67													\$ 2.00	
				\$207.00	\$260.00	\$176.00	\$71.00	\$305.00	\$235.00	\$240.00	\$137.00	\$158.00	\$165.00	\$ -	\$81.00	\$239.00	\$151.00

GBS				INVOICE_YEAR										
				16					17					
				INVOICE_MONTH										
				10	12	8	9	1	2	3	4	5	6	8
NA_ITEM_NUMBE R	DESCRIPTION	Description 2_Case Pack	UNIT_PRICE											
156630	DISPENSER,BATH TT,PROP,MINI,SBYS,BL	EACH	\$ -				\$ 125.00							
156630	DISPENSER,BATH TT,PROP,MINI,SBYS,BL	EACH	\$ 3.71											\$ 8.00
173626	PADS,FLOOR,14"X20,SURFACE PREP	10/CS	\$ 120.43											\$ 1.00
202573	SCRUBBER,20"T300,ORBITAL,WB,EC-H20	EA	\$ 6,805.85			\$ -								
249610	BATTERY,D,DURACELL PROCELL	12/PK	\$ 10.35			\$ -								
265002	RESTROOM CLEANER,COMET,DIS,DC,CL	3/CS	\$ 44.89	\$ 2.00	\$ 2.00				\$ 2.00	\$ 2.00				
265002	RESTROOM CLEANER,COMET,DIS,DC,CL	3/CS	\$ 47.39											\$ 2.00
265077	LAUNDRY DET,AUTO,TIDE SC,5 GAL	5/PL	\$ 131.57		\$ 1.00					\$ 2.00				
265077	LAUNDRY DET,AUTO,TIDE SC,5 GAL	5/PL	\$ 142.08											\$ 2.00
265126	DEODORIZER,FEBREEZE,5X,DC	2/CS	\$ 103.48	\$ 1.00						\$ 1.00				\$ 1.00
265241	DISINFECTANT,SPIC N SPAN,3IN1,DC	2/1 GAL	\$ 56.01	\$ 2.00	\$ 2.00				\$ 1.00	\$ 2.00				
265241	DISINFECTANT,SPIC N SPAN,3IN1,DC	2/1 GAL	\$ 60.35											\$ 2.00
415993	PADS,FLOOR,20",SURFACE PREP PAD,3M	10/CS	\$ 84.63											\$ 1.00
418126	NEUTRAL CLEANER,PROLINE #32,4/1 G	4/1 GAL (NON HAZMAT)	\$ 61.47	\$ 2.00	\$ 2.00				\$ 1.00	\$ 2.00				\$ 2.00
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 165.00								\$ 6.00		\$ 2.00	\$ 2.00
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 177.81		\$ 6.00		\$ 10.00		\$ 6.00	\$ 5.00				
477846	SOAP,HAND,FOAM,FP NEXA CONCEN	2-1.3L/CS	\$ 198.00										\$ -	
881599	TOWEL,HRT,PROP,TORK UNIV,700'/RL,NA	6-700'/CS	\$ 28.05	\$ 110.00	\$ 55.00	\$ 114.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 110.00		\$ 55.00	\$ 55.00	
881599	TOWEL,HRT,PROP,TORK UNIV,700'/RL,NA	6-700'/CS	\$ 28.75											
891499	TOWEL,MFOLD,CLASSIC,9.125X9.5	16-250/CS	\$ 25.32							\$ 2.00				
892595	BATH TT,PROP,JR,TORK MINI,2PLY,751	12-751'/CS	\$ 26.69	\$ 130.00	\$ 65.00	\$ 130.00			\$ 65.00	\$ 97.00	\$ 128.00		\$ 67.00	\$ 65.00
920418	FEMININE,LINER,WAX,9.25X3.25X9.75,K	250/CS	\$ 13.43							\$ 12.00				
				\$ 247.00	\$ 133.00	\$ 244.00	\$ 190.00	\$ 55.00	\$ 130.00	\$ 235.00	\$ 134.00	\$ 55.00	\$ 124.00	\$ 86.00



Elaine Geallis <egeallis@glenbrook225.org>

Public Records Request

1 message

Rosanne Marie Williamson <rwilliamson@glenbrook225.org>

Wed, Nov 1, 2017 at 3:09 PM

To: Jonah Meadows <jonah.meadows@patch.com>

Bcc: egeallis@glenbrook225.org

Dear Mr. Meadows

Thank you for writing to Glenbrook High School District 225 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On 10/24/17 we received your request for the following information:

- The resignation agreement and general release for Mr. Steven Schulhof. I also request a copy of his previous job description, contract, and documents sufficient to show his dates of employment and rate of pay.

District Response: Please see attached.

Sincerely,

Rosanne Williamson Ed.D.
Assistant Superintendent for Educational Services
Glenbrook H.S. District 225
3801 West Lake Ave.
Glenview, IL 60026
[847-486-4701](tel:847-486-4701)

On Wed, Oct 25, 2017 at 9:15 AM, Jonah Meadows <jonah.meadows@patch.com> wrote:

Dear D-225 FOIA officer,

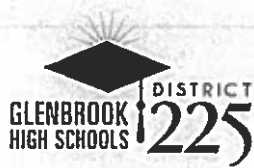
Pursuant to FOIA and as a member of the media I hereby request the resignation agreement and general release for Mr. Steven Schulhof. I also request a copy of his previous job description, contract, and documents sufficient to show his dates of employment and rate of pay.

I request digital records to the extent practicable and wish to inspect all non-exempt portions of partially exempt documents.

Thank you,

Jonah Meadows
North Shore Editor, Patch
[\(773\) 217-9001](tel:773-217-9001)

Documents.pdf
1048K



2017-2018 SCHOOL YEAR

Employee Compensation and Position Form

STEVEN SCHULHOF

Phone - Used for School Messenger Messages: [REDACTED]
E-Mail Address: sschulhof@glenbrook225.org

Dear Steven:

Please accept this letter as verification of your employment at Glenbrook High Schools District 225 for the 2017-18 school year. This letter was generated on 9/12/2017 using the most current information available within the Human Resources Department.

Please take an opportunity to review the information presented and verify with your records.

Please contact the Human Resources Department at hr@glenbrook225.org if there are any inaccuracies or omissions in this report.

On behalf of the Glenbrook High Schools District 225 Administration and Board of Education, I thank you for your continued service to our students and community.

Sincerely,

Brad Swanson
Assistant Superintendent of Human Resources

Position Assignment(s) and Add-On(s)

Position Assignments define the role of the employee. Most employees will only have one assignment, unless they are assigned to multiple buildings, or serve other roles in the District. Add-on assignments are compensated through additional flat-rates.

Position	Assignment	Building	Paycode	FTE
170 Paraprofessional	170 Paraprofessional	GBN	AI170	0.63
Position	Assignment	Building	Paycode	FTE
170 Paraprofessional GFH	170 Paraprofessional GFH	GBN	PI320	0.01
Position	Assignment	Building	Paycode	FTE
170 Paraprofessional Stipend	170 Paraprofessional Stipend	GBN	DIY01	0.63

Salary Schedule (based on the 2017-18 schedule)

"Base Contract" reflects the employee's primary position. Additional placements listed reflects extra duties.

Placement	Lane	Credits	Step
Base Contract	P-17		

Employee Calendar

Position	Assignment	Start Date	End Date	Number of Days
170 Paraprofessional	170 Paraprofessional	8/21/2017	6/7/2018	187
170 Paraprofessional GFH	170 Paraprofessional GFH	7/3/2017	6/29/2018	2
170 Paraprofessional Stipend	170 Paraprofessional Stipend	8/21/2017	6/7/2018	187

Hourly Wage

Position	Assignment	Hourly Wage
170 Paraprofessional	170 Paraprofessional	\$21.94
170 Paraprofessional Stipend	170 Paraprofessional Stipend	\$1.84
170 Paraprofessional GFH	170 Paraprofessional GFH	\$21.93

Current Employment Agreements

Pay Code	Description	Amount	# of Pays
AI170	Annualized IMRF Parapro	28,626.85	20
DIY01	Stipend-Year Long	2,400.00	20
PI320	Per Diem IMRF GF'D Holidays	306.99	20
Total:		31,333.84	

Home

Employee

Employee
Administration

Payroll

Time
OffSubstitute
TrackingInsurance
Tracking

TrueTime

Advanced
FeaturesFederal/State
ReportingCustom
Reports

Personnel

Favorites

New Window

My Print Queue

Customize Tabs

Employee

Name

Address

Phone/Email

Personnel

Yrs of Exp

Picture

Check History

Position

Emp Mgt Asn

Placmnt Trkr

Sal Neg Asn

Time Off

Info

Groups

Setup

Transactions Details

Unapproved Requests

Benefits

Deductions

Ins Tracking

ACA Information

Employee Status

1095-C Info

1095-B Info

Employee: SCHULSTE000

Schulhof, Steven

Ranges

Add

Delete

Notes

* Attach

* History

Employee Type: Paraprofessional

User Name: sschulhof

Name ID: 8929

Building: Glenbrook North High School

Check Location: Glenbrook North High School

Customize

Gender: M

Age: 60

Hire Date: 08/25/2000

Birth Date: [REDACTED]

Personnel

Employee Information

Status: Employee

☒ Active

Employee Type: PARA

Parapro

☐ Hold True Time Time Sheet

Building Loc: GBN

Glenbrook North

☐ Faculty

Check Location: GBN

Glenbrook North

Other Building: DNS

Deans' Office

EEOC Code: 16 - Full Time - Service Workers

Edit

Dates

Hire: 08/25/2000

Hire Hour: 0 Min: 0

Start: 08/25/2000

Curr Pos Start: 12/21/2012

Last Check: 10/13/2017

Rehire: [REDACTED]

Unpd Abs. > 180: No

BCI Date: [REDACTED]

Leave Information

Termination Date: [REDACTED]

Termination Reason: [REDACTED]

Deceased Date: [REDACTED]

Leave History

Additional Information

Comments:

Occupation:

Employer:

Organization:

GLENBROOK HIGH SCHOOLS HUMAN RESOURCES

Position Title: Paraprofessional
Department: Deans' Office
Reports to: Building Assistant Principal - Dean of Students

Summary:

The Glenbrook Paraprofessional is responsible for student safety, security and addressing student misconduct. Paraprofessionals provide a proactive and visible presence in the halls and cafeterias while also maintaining a firm but pleasant relationship with the student body. The position requires strong and positive communication skills with students, staff, parents and community members.

Essential Job Functions and Responsibilities:

1. Maintain a consistent, proactive, visible, mobile and engaged presence throughout the building
2. Effectively maintain order and supervision of students in cafeterias, parking areas, and other areas of campus
3. Maintain calm, authoritative demeanor in stressful situations
4. Communicate concerns or questions effectively to supervisor and provide constructive feedback
5. Understand responsibilities at each assigned location
6. Will accept short-term changes in their schedule (not to exceed 10 consecutive days)
7. Recognize the need for intervention with students and act accordingly
8. Assist in emergency/disaster procedures to secure safety of students
9. Communicate effectively to all staff, students, parents, and members of the public, including emergency personnel
10. Communicate clearly and effectively with staff via hand-held radios
11. Manage traffic and parking on the school campus on a daily basis and/or special events
12. Manage traffic on a nearby public street on a daily basis and/or special events when properly trained and approved by local police authorities
13. Attend district provided training
14. Understand and enforce the student handbook following the district provided training on the same
15. Complete related paperwork to report and document student misconduct
16. Operate a district vehicle with automatic transmission for the purpose of patrolling school campus parking lots

Physical Requirements:

1. Must be able to stand and walk as required during the scheduled work time
2. Must be able to work outside consistent with federal, state and local guidelines
3. Paraprofessionals first performing duties after July 1, 2017, must be able to pass the district's physical fitness assessment as administered by a third party vendor as needed.

Other Qualifications:

1. High school diploma or general education degree (GED)
2. Valid driver's license preferred
3. Experience with young adults preferred

Approved: January 31, 2017

RESIGNATION AGREEMENT AND GENERAL RELEASE

THIS RESIGNATION AGREEMENT AND GENERAL RELEASE (the "Agreement") is made and entered into on the date indicated below by and between the BOARD OF EDUCATION OF GLENBROOK HIGH SCHOOL DISTRICT 225, COOK COUNTY, ILLINOIS, (the "BOARD") and STEVEN SCHULHOF ("SCHULHOF" or the "EMPLOYEE"), collectively referred to as the "Parties."

WHEREAS, the BOARD and SCHULHOF are presently involved in an employment dispute regarding SCHULHOF's employment as a Paraprofessional at Glenbrook High School District 225 (the "District"); and

WHEREAS, the BOARD and SCHULHOF desire to resolve such dispute; and

WHEREAS, the BOARD has placed SCHULHOF on paid leave pending final resolution of such dispute; and

WHEREAS, SCHULHOF has requested that he voluntarily submit his irrevocable resignation from employment; and

WHEREAS, the BOARD has considered SCHULHOF's request and has agreed to accept SCHULHOF's voluntary and irrevocable resignation.

NOW, THEREFORE, IN CONSIDERATION OF THE ABOVE RECITALS, THE FOLLOWING MUTUAL PROMISES AND COVENANTS, AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH ARE HEREBY ACKNOWLEDGED, THE PARTIES AGREE:

Section 1. SCHULHOF hereby irrevocably tenders to the BOARD his voluntary and irrevocable resignation from employment as an employee and specifically as a Paraprofessional at Glenbrook North High School, to be effective October 23, 2017. An executed copy of

SCHULHOF's irrevocable letter of resignation is attached to this Agreement as Exhibit A.

Section 2. In consideration of the promises contained herein, SCHULHOF, and his heirs, agents, representatives, assigns and successors, hereby releases, discharges, forever frees, and covenants not to sue the Board, and its current and former members, agents, representatives, officers, employees, directors, assigns and successors, from any and all claims, debts, dues, demands, liens, obligations, fees (including attorneys' fees), actions, or causes of action, of every kind or nature, at law or in equity, whether in an administrative proceeding or in court, that SCHULHOF may now have or claim to have or that may hereinafter accrue, whether known or unknown, anticipated or unanticipated, against the Board, and its current and former members, agents, representatives, officers, employees, directors, assigns and successors, by reason of any act done or omitted to be done connected with the past or present relationship between the Parties arising out of SCHULHOF's employment with the District. This release specifically includes, but is not limited to, rights or claims arising under 42 U.S.C §1983, and related state and federal civil rights statutes, the *Illinois School Code*, the *Illinois Human Rights Act*, Title VII of the *Civil Rights Act of 1964*, the *Age Discrimination in Employment Act of 1967*, as amended, the *Americans With Disabilities Act of 1990*, Section 504 of the *Rehabilitation Act of 1973*, the *Family and Medical Leave Act*, the *Illinois Wage Payment and Collection Act*, the *Illinois Educational Labor Relations Act*, 115 ILCS 5/1 *et seq.*, the Illinois and United States Constitutions, breach of contract, common law torts, any applicable collective bargaining agreement, BOARD policies and/or procedures, and any other applicable federal, state, or local statute, ordinance, or regulation. By this waiver, SCHULHOF does not waive rights or claims taking place after the effective date of the Agreement, or any claims to enforce the terms of the

Agreement. SCHULHOF further promises and agrees never to institute or cause to be instituted any charge, suit or action, at law, in equity or otherwise in any federal or state court, before any federal or state administrative agency or before any tribunal, public or private, relating to or arising from SCHULHOF's employment relationship with the BOARD except, if necessary, to enforce this Agreement.

Section 3. SCHULHOF represents and warrants that he has had the opportunity to consult with counsel of his choice prior to executing this Agreement and does hereby knowingly and voluntarily relinquish and waive all legal and equitable remedies provided under the *Age Discrimination in Employment Act*, 29 U.S.C. 621, et seq., as amended. Further, notwithstanding the fact that SCHULHOF's resignation as an employee is voluntary, thereby obviating the applicability of the *Older Workers Benefit Protection Act*, 29 U.S.C. Secs. 621, 623, 626, and 630, as amended by Pub. L. 101-433, SCHULHOF nonetheless acknowledges that he is aware of and understands all rights and claims pursuant to said *Act*, including without limitation, the following:

- (a) That by virtue of entering this Agreement, SCHULHOF does not waive rights of claims that may arise after the date of execution of this Agreement;
- (b) That SCHULHOF waives rights or claims under the *Act* only in exchange for consideration in addition to anything of value to which he already is entitled to arising out of his employment relationship as a Paraprofessional at Glenbrook North High School with the BOARD;
- (c) That SCHULHOF was provided twenty-one (21) days prior to the tender of his proffered resignation to consider his voluntary, unconditional and irrevocable decision to resign as a Paraprofessional at Glenbrook North High School effective October 12, 2017 (the "consideration period"); and
- (d) That for a period of at least seven (7) days following SCHULHOF's execution of this Agreement, he has the right to revoke this Agreement.

In return for the consideration provided herein, SCHULHOF has agreed to and hereby waives the aforesaid twenty-one (21) day consideration period. SCHULHOF hereby declares that his waiver of the consideration period and all other rights under the *Age Discrimination in Employment Act* are knowing and voluntary. SCHULHOF further agrees that any changes to this Agreement, whether material or immaterial, will not restart the running of the consideration period.

Section 4. SCHULHOF agrees not to seek employment or re-employment with the BOARD now or at any time in the future. SCHULHOF agrees that the BOARD shall not have any obligation to employ or re-employ SCHULHOF or to consider SCHULHOF for employment or re-employment now or at any time in the future. SCHULHOF agrees that he will not assert any type of claim whatsoever against the current BOARD or any future BOARD based on future employment considerations concerning SCHULHOF. SCHULHOF agrees that Section 4 applies to employment or re-employment of any and all types, including but not limited to, full-time, part-time, temporary, voluntary or consulting duties.

Section 5. SCHULHOF agrees that he will not come onto District property, including but not limited to, Glenbrook North High School and its surrounding grounds; Glenbrook South High School and its surrounding grounds; the Glenbrook Off-Campus facility and its surrounding grounds; and the District Administrative Office located at 3801 West Lake Ave., Glenview, Illinois for any reason unless he has the express written consent of the Superintendent.

Section 6. In consideration of the promises contained herein the BOARD agrees to the following:

- (a) The BOARD will accept SCHULHOF's voluntary and irrevocable resignation from employment effective October 23, 2017.

- (b) Upon his resignation, SCHULHOF has the legal right pursuant to COBRA to access health care benefits through the District for himself and his two children under the age of 26.

SEE ATTACHED
EX. B

- 10/23/17
SSS
10/23/17
SSS
- (c) The BOARD agrees to pay the cost of SCHULHOF's accessing individual COBRA benefits for himself (the District's High Deductible Health Care Plan - PPO), for eighteen (18) months beginning October 24, 2017. *THIS IS THE PLAN IN WHICH SCHULHOF IS CURRENTLY ENROLLED AT THE TIME OF HIS RESIGNATION, AS MAY BE AMENDED*
- (d) The BOARD understands that SCHULHOF has the right to COBRA benefits for his two children under the age of twenty-six (26) for up to thirty-six (36) months at his own cost, beginning October 24, 2017. *(SEE ATTACHED EX. B, AS MAY BE AMENDED THROUGH COLLECTIVE BARGAINING WITH GESPA AS A WHOLE)*
- (e) The BOARD agrees to contribute \$2,500.00 annually to the Glenbrook VEBA Health Savings Plan (a health reimbursement plan) on behalf of SCHULHOF for a period of five years following the effective date of SCHULHOF'S resignation.

Section 7. SCHULHOF agrees and understands that this Agreement is being executed by the BOARD solely for the purposes of compromise and in an effort to resolve fully and finally all claims and issues between SCHULHOF and the BOARD, with the intention of avoiding the expense, inconvenience, uncertainty, risk and delay of litigation.

Section 8. SCHULHOF agrees and understands that the execution and delivery of this Agreement or the exchange of the consideration specified herein, shall not be construed as an act or admission by the BOARD that it has engaged in any wrongful or improper conduct, fault, guilt, or liability for any injury, damage, charge or claim of SCHULHOF.

Section 9. SCHULHOF represents and warrants that he has not now or at any time previous to the execution of this Agreement filed any charges, claims, complaints, petitions, appeals, grievances, lawsuits, or causes of action against the BOARD or any of its current and former members, officers, agents, administrators, employees, insurers, successors, attorneys, and assigns, or any other related representative, with any court, governmental agency, administrative body, commission, or adjudicative entity.

Section 10. This Agreement shall inure to the benefit of and bind SCHULHOF and his

heirs, agents, representatives, assigns and successors, as well as the BOARD and its current and former members, agents, representatives, officers, employees, directors, assigns and successors.

Section 11. This Agreement sets forth all of the promises, agreements, conditions, and understandings between the Parties relative to the subject matter hereof, and no other promises, agreements, or understandings, whether oral or written, expressed or implied, exist among the Parties.

Section 12. No subsequent alteration, amendment, change, addition, deletion, or modification to this Agreement shall be binding upon the Parties unless reduced to writing and duly authorized and signed by each of them.

Section 13. Should any provision of this Agreement be declared illegal by a court of competent jurisdiction, said provision shall be automatically deleted from this Agreement to the extent that it violates the law, but the remaining provisions shall remain in full force and effect.

Section 14. This Agreement shall be governed by the laws of the State of Illinois.

Section 15. The Parties agree to execute any and all additional documents necessary to effectuate the intent and purposes of this Agreement.

THE REMAINING SPACE ON THIS PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, STEVEN SCHULHOF and the BOARD OF EDUCATION OF GLENBROOK HIGH SCHOOL DISTRICT 225, COOK COUNTY, ILLINOIS, by his and its duly authorized representatives and agents, have signed and executed this Resignation Agreement and General Release on the dates indicated below.

BOARD OF EDUCATION
GLENBROOK HIGH SCHOOL
DISTRICT 225,
COOK COUNTY, ILLINOIS


Its President

Dated: 10-23-17


Secretary

Dated: 10/23/17

STEVEN SCHULHOF


Steven Schulhof

Dated: 10/23/2017

EXHIBIT A

October 23 2017

Board of Education of
Glenbrook High School District 225
3801 West Lake Avenue
Glenview, IL 60026

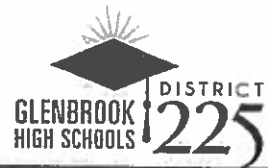
Dear Board of Education:

Please allow this letter to serve as my request that the Board of Education of Glenbrook High School District 225 accept my voluntary and irrevocable resignation from the position of Paraprofessional at Glenbrook North High School, effective October 23, 2017.

Sincerely,


Steven Schulhof

EXHIBIT B
AS A WHOLE in THE FIRST PART



2017 - 2018 Benefits Guide

GET READY TO ENROLL!

Before you enroll, please take some time to read this guide carefully and share this information with your family. Now is the time to review and evaluate all the options available and select the benefits coverage that will meet your needs. By actively participating in your enrollment, you can make informed decisions and ensure you have the right coverage.

REGULAR OPEN ENROLLMENT PERIOD

The 2017-18 Open Enrollment period begins **May 22, 2017** and ends **JUNE 16, 2017**.

MID-YEAR ENROLLMENT PERIOD

Day 1 - 31 of your first day of employment. For example, if you start on October 1, 2017, you have 31 days from October 1, 2017 to enroll for benefits.

ENROLLMENT PROCEDURES

2017-18 Enrollment elections will be made through Skyward Employee Access.

- Whether you are electing health insurance or not, all eligible employees are **REQUIRED** to complete the online election
 - If you are declining insurance, please select the "Waived" option
 - If you are retaining your current coverage, you must select "Retain" and submit your elections in Skyward
 - **IMPORTANT:** If you are electing a different insurance plan (e.g. change from the Glenbrook PPO to BlueAdvantage HMO) and/or coverage level (e.g. single to family) you will be required to complete a new BlueCross BlueShield Enrollment and Change Form. This form must be completed and returned to the Human Resource Department prior to the end of the enrollment period (June 16, 2017).
 - BlueCross BlueShield (BCBS) Medical and Dental Elections will not be approved until the BCBS Enrollment and Change Form is received.
 - If you enroll in the new Dental HMO, through Guardian, an Enrollment Kit will be emailed to you. Enrollment Kits must be submitted by June 30, 2017 for acceptance in the Dental HMO Plan.

What's Inside

- | | |
|------------------------------|-------------------------------------|
| • The Basics | • Information on FSA's and HSA's |
| • What's Changing and New | • Things to Remember |
| • Medical Plan Options | • Employee Benefits Portal/Notices |
| • Benefit Summary Comparison | • Contact Information and Resources |

2017 - 2018 Benefits Guide

THE BASICS

ELIGIBILITY FOR BENEFITS

All Certified Staff covered under the GEA Collective Bargaining Agreement and all full time Support Staff are eligible for benefits. A full time Support Staff member is a permanent employee who is scheduled to work a minimum of 30 hours per week.

As an eligible employee, you may enroll your dependents for coverage under your benefits. Your dependents include your:

- Spouse
- Civil union and registered domestic partner
- Children up to age 26, regardless of their financial dependence on you or their marital status
- Children age 26 or older who are mentally or physically disabled, incapable of self care and claimed as dependents on your federal income tax return

Note: If you are enrolling dependents for the first time, you will need to add the dependent(s) in Skyward.

COVERAGE LEVELS

Providing you with the coverage that best suits you and your family is important. You have different coverage levels to choose from for your medical and dental coverage.

- Employee Only
- Employee + Family
- Employee + 1 (Blue Advantage HMO Only)

Reporting Requirement

Under The Affordable Care Act, you will be required to show you have had health care coverage for 2017. You will receive a Form 1095-C in late January to file with your income tax return.

CHANGING YOUR COVERAGE

The elections you make during your enrollment are effective through the Plan Year (September 1 - August 31). Due to IRS rules, you may not change your elections until the next Annual Enrollment period unless you experience a qualifying life event. Examples of qualifying life events include:

- Marriage or divorce
- The birth, adoption or death of a child
- A change in work status for you or your spouse (changes allowed depend on the change in work status)
- The death of a spouse or dependent
- Gain or loss of coverage in another plan

If you have a qualifying life event, you must make any coverage changes within 31 days of the event. To make changes, complete the Qualifying Life Event Form available on the Glenbrook Staff Intranet or Glenbrook Benefit Center.



SHAPE YOUR LIFE

WELLNESS FOR YOU AND YOUR SPOUSE

As part of our comprehensive health and wellness plan, we are pleased to offer you and your spouse participation in our Shape Your Life program! Spouses are now eligible to participate in the annual Wellness Screening and Health Power Assessment at no cost! If your spouse completes the Wellness Screening and Health Power Assessment, you will earn a Wellness Rebate for their participation.

Wellness Rebate for 2017-2018

Employee Only: \$175.00

Employee + Spouse*: \$250.00

*Spouse must be part of the Glenbrook 225 Medical Plan during the 2017-2018 plan year.

New for 2017-2018: Rebates will only apply/offset medical and dental premiums paid by the employee.

2017 - 2018 Benefits Guide

WHAT'S CHANGING AND NEW THIS YEAR

We know that benefits play an important part in your life and your family's life. We are committed to providing you the most comprehensive employee benefits program as possible while doing our best to respond to the increasing healthcare costs. Below are key changes that we have made this year.

MEDICAL PLAN CHANGES

Glenbrook PPO Medical Plan

Medical coinsurance levels have changed to 80% coverage in-network and 60% coverage out-of-network. Hospital coinsurance levels remain the same. Deductibles and Out-of-Pocket maximums remain the same.

Blue Advantage HMO Medical Plan

The cost of an ER Copay has decreased to \$100.00, waived if admitted. The primary care physician office visit copay has decreased to \$10.00.

PHARMACY PLAN CHANGES

Glenbrook PPO and HMO Illinois Prescription Plans

The generic prescription copay will be \$5.00/fill. A 90-day supply of a generic prescription will be \$10.00.

High Deductible PPO Prescription Plan

Coverage will now be through Express Scripts. Members will receive a separate prescription plan card before the plan year starts for use effective 9/1/17. Prescription costs will continue to apply towards your deductible.

NEW MEDICAL SERVICES

Blue Value Advisor with Member Rewards

Our NEW Benefits Value Advisor program is a personal concierge service that will help you choose doctors, providers, and facilities while also providing you with savings. They will assist you in finding the information you need to choose between cost-effective providers in your network for your procedure. In addition, there may be rewards for selecting a high quality provider. Benefits Value Advisors can also help you:

- Understand your benefits
- Find in-network doctors and hospitals to help avoid out-of-network costs
- Schedule doctor visits
- Get preauthorization for certain services
- Use online educational tools

MD Live - Virtual Visits

Care when and where you need it just got easier! Virtual visits are now available with independent contracted health care professionals. Virtual visits provide a live consultation between a doctor and you for many non-emergency medical needs. Doctors are able to prescribe medications, if needed. Virtual visits offer you convenience with doctors available 24 hours a day, seven days a week. Visits are \$40/visit.

SmartChoice MRI

On average, an MRI costs \$2,600. We have partnered with SmartChoice MRI, where MRI's are \$600 or less, every time. SmartChoice MRI offers you a relaxing comfortable experience using advanced GE technology and the expert interpretation by a Cleveland Clinic radiologist. In addition, they work with your schedule, offering early morning, evening, and weekend appointments.

2017 - 2018 Benefits Guide

WHAT'S CHANGING AND NEW THIS YEAR (continued)



NEW DENTAL PLAN OPTION

A new dental plan option has been added through Guardian. The Dental Plan is an HMO and requires only copays when visiting a participating Guardian DHMO Provider. Visit www.guardiananytime.com and select the "Managed Care Dental" Plan to find a provider near you. All employees pay 100% of the premium.

Dental HMO

Single	\$194.40 Annual Cost	Employee + Spouse	\$388.80 Annual Cost	Employee + Child(ren)	\$447.60 Annual Cost	Family	\$692.76 Annual Cost
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Plan Highlights

Benefits	Dental HMO (All care must be In Network)	
Annual Maximum	Unlimited	
Office Visit Copay	\$5 Copay	
Services	Copay	Your Coverage
Oral Exams and Cleanings	\$0	
X-Rays	\$0	Full mouth
Fillings	\$20	One surface Amalgam
Fluoride Treatment	\$0	
Sealants	\$8	Per Tooth
Endodontic (Root Canal) - Anterior/Molar	\$126/\$192	
Simple Extractions	\$23	Per Tooth
Bridges & Dentures	\$580 \$620	Complete Denture Partial Denture
Single Crowns	\$430	Porcelain with Metal or Cast Metal
Orthodontia (orthodontia in Progress - Covered)	\$2500 \$2800	Comprehensive ortho for dep. child to age 19 Comprehensive ortho for other members



NEW VISION PLAN

The Glenbrooks now offer a comprehensive low cost vision plan through EyeMed. All employees pay 100% of the premium. Visit www.eyemed.com to locate a provider in the "Insight" Network.

Vision

Single	\$92.28 Annual Cost	Employee + Spouse	\$175.44 Annual Cost	Employee + Child(ren)	184.68 Annual Cost	Family	\$271.56 Annual Cost
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Plan Highlights

Plan Basics	In Network	Out of Network	Coverage Period
Exams	\$10 copay	Up to \$40	Every 12 months
Single Vision Lenses	\$0	Up to \$30	Every 12 months
Bifocal Lenses	\$0	Up to \$50	Every 12 months
Trifocal Lenses	\$0	Up to \$70	Every 12 months
Frame	\$0, \$150 allowance, 20% off balance over \$150	Up to \$105	Every 24 months
Contact Lenses (Necessary)	\$0 copay, Paid-in-Full	Up to \$210	

2017 - 2018 Benefits Guide

MEDICAL PLAN OPTIONS:

Single Coverage: Employees pay 5% of premium, Board pays 95% of Premium

Family Coverage: Employees pay 12% of premium, Board pays 88% of Premium

HIGH DEDUCTIBLE PPO



Single	\$386.29 Annual Employee Cost	\$7,339.55 Annual Board Cost	Family	\$1,860.45 Annual Employee Cost	\$13,643.31 Annual Board Cost
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GLENBROOK PPO



Single	\$633.41 Annual Employee Cost	\$12,034.87 Annual Board Cost	Family	\$3,043.51 Annual Employee Cost	\$22,319.09 Annual Board Cost
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HMO ILLINOIS



Single	\$367.33 Annual Employee Cost	\$6,979.19 Annual Board Cost	Family	\$2,380.29 Annual Employee Cost	\$17,455.47 Annual Board Cost
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BLUE ADVANTAGE HMO



Single	\$293.86 Annual Employee Cost	\$5,583.38 Annual Board Cost	Single+1	\$1,366.46 Annual Employee Cost	\$10,020.70 Annual Board Cost
			Family	\$1,791.52 Annual Employee Cost	\$13,137.80 Annual Board Cost

DISTRICT CONTRIBUTION TO YOUR HEALTH SAVINGS ACCOUNT (HSA):



HEALTH SAVINGS ACCOUNT (HSA) w/ HIGH-DEDUCTIBLE PPO ONLY

SINGLE: \$1000.00 FAMILY: \$1600.00

2017 IRS Maximum Contributions (Employer and Employee): Single \$3,400.00 / Family \$6,750.00

DENTAL PLAN OPTIONS:



DENTAL

Single Non-Cert	\$64.00 Annual Employee Cost (w/Single Med)	\$575.96 Annual Board Cost	Family Non-Cert	\$1,538.00 Annual Employee Cost	\$0.00 Annual Board Cost
Single Non-Cert	\$640.00 Annual Employee Cost (w/Family Med)	\$0.00 Annual Board Cost			
Single Certified	\$640.00 Annual Employee Cost	\$0.00 Annual Board Cost	Family Certified	\$1,538.00 Annual Employee Cost	\$0.00 Annual Board Cost



Tip: If you drop dental insurance for you and/or your dependent(s), you/your dependent(s) will not be allowed to re-renter the plan for three years.

2017 - 2018 Benefits Guide

BENEFIT SUMMARY COMPARISON

Benefits	High Deductible PPO		Glenbrook PPO		HMO Illinois	Blue Advantage HMO
	In Network	Out-of-Network	In Network	Out-of-Network	In Network	In Network
Lifetime Maximum	Unlimited		Unlimited		Unlimited	Unlimited
Deductible						
Individual	\$2,600	\$5,000	\$400	\$900	N/A	N/A
Family	\$5,200	\$10,000	\$1,200	\$2,700	N/A	N/A
Out-of-Pocket Limit						
	Deductible Included		Deductible Included			
Individual	\$2,600	\$10,000	\$2,900	\$8,400	\$1,500	\$1,500
Family	\$5,200	\$20,000	\$8,700	\$25,200	\$3,000	\$3,000
Hospital Services						
Inpatient Hospital	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Outpatient Hospital	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Outpatient Diagnostics	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Outpatient Emergency Care	100% after deductible	100% after deductible	80% after deductible	80% after deductible	\$150 copay (waived if admitted)	\$100 copay (waived if admitted)
Physician Services						
Physician Office Visits	100% after deductible	80% after deductible	80% after deductible	60% after deductible	\$30 PCP \$40 Specialist	\$10 PCP \$40 Specialist
Wellness Care	100% no deductible	80% after deductible	100%	60% after deductible	100%	100%
Outpatient Diagnostics	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Medical / Surgical Services	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Additional Services						
Therapy – Speech, Physical, Occupational	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100% (60 Days Combined)	100% (60 Days Combined)
Chiropractic Services	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100% (60 visits per year)	100% (60 visits per year)
Private Duty Nurse	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Prescription Drugs						
	EXPRESS SCRIPTS			PRIME THERAPEUTICS		
Retail Pharmacy (30-Day Supply)	100% after deductible		\$5 Generic \$35 Formulary Brand \$50 Non-Formulary Brand <u>Specialty Tiers</u> Value: 10%; \$150 Max. Preferred Brand: 15%; \$400 Max. Non-Preferred Brand:20%,\$600 Max		\$5 Generic \$35 Formulary Brand \$50 Non-Formulary Brand	\$0 Generic \$35 Formulary Brand \$50 Non-Formulary Brand
Retail/Mail-Order Pharmacy (90 Day Supply)	100% after deductible		\$10 Generic \$70 Formulary Brand \$100 Non-Formulary Brand		\$10 Generic \$70 Formulary Brand \$100 Non-Formulary Brand	\$0 Generic \$70 Formulary Brand \$100 Non-Formulary Brand

Disclaimer: The summary is intended to highlight benefits and should not be relied on to fully determine coverage. Please refer to the plan certificate of coverage for a complete outline of covered services, limitations, and exclusions. Plan documents can be found on the Employee Benefits Center.

2017 - 2018 Benefits Guide

INFORMATION ON HSA and FSA ELECTIONS - MEDICAL, DEPENDENT, AND LIMITED PURPOSE

HEALTH SAVINGS ACCOUNT (HSA):



HEALTH SAVINGS ACCOUNT (HSA)

2017 IRS Maximum Contributions

Single \$3,400.00 / Family \$6,750.00

2018 IRS Maximum Contributions

Single \$3450 / Family \$6900

BOARD CONTRIBUTIONS TO HSA

Employees who elect the High Deductible PPO medical plan will receive a Board contribution to their personal Health Savings Account (HSA).

\$1,000 Single High Deductible PPO Election

\$1,600 Family High Deductible PPO Election

IRS HSA LIMITS FOR 2017 and 2018

Employees who elect the High Deductible PPO medical plan are eligible to contribute to a Health Savings Account (HSA). IRS HSA Contribution Limits for the 2017-2018 Plan Year, including employer contributions:

2017	2018
\$3,400 Single (\$2,400 after Board Contribution)	\$3,450 Single (\$2,450 after Board Contribution)
\$6,750 Family (\$5,150 after Board Contribution)	\$6,900 Family (\$5,300 after Board Contribution)
\$1,000 Additional Contribution for Members age 55 or older	\$1,000 Additional Contribution for Members age 55 or older

If you elect the High Deductible PPO Medical Plan you may elect to make voluntary pre-tax contributions into a Health Savings Account. The total voluntary and Board paid contributions cannot exceed the IRS maximum allowable contributions per calendar year. Contributions made to a Health Savings Account are portable and can be carried over to future years.

Additional Health Savings Account (HSA) Election Period

The Health Savings Account provides an excellent opportunity to save for current and future medical expenses - even for retirement! During Open Enrollment, please plan on electing your full HSA contribution for the plan year (9/1/17 - 8/31/18). If things change, however, please know that we will offer an additional election period in January 2018.

NEW: LIMITED PURPOSE FLEXIBLE SPENDING ACCOUNT

High Deductible Health Plan members may elect a Limited Purpose FSA. An employee with a High Deductible Health Plan cannot have a Medical FSA for reimbursement of qualified medical expenses, however, they may have a Limited Purpose FSA for dental and vision expenses. The IRS Limited Purpose FSA Contribution Limits for the 2017-2018 Plan Year is \$2,600.

2017 - 2018 Benefits Guide

FLEXIBLE SPENDING ACCOUNT (FSA):



FLEXIBLE SPENDING ACCOUNT (FSA)

Medical Reimbursement - 2017 IRS Maximum Contributions \$2,600.00

Dependent Care – 2017 IRS Maximum Contributions \$5,000.00 (*\$2,500 if married, filing separately)

SECTION 125 FLEXIBLE SPENDING ACCOUNT (FSA) – VOLUNTARY CONTRIBUTIONS

You may elect to make voluntary pre-tax contributions to a Section 125 Flexible Spending Account for medical expenses and/or dependent care. The minimum Medical FSA contribution per month is \$20 (\$240 annual), and the minimum Dependent Care FSA per month is \$20 (\$240 annual). The total voluntary and Board paid contributions cannot exceed the IRS maximum allowable contributions per calendar year (see above for maximums). Unused FSA contributions cannot be carried over into future plan years.

FAQ'S ON FSA and HSA ELECTIONS

What is a Health Savings Account (HSA)?

A Health Savings Account (HSA) is a contribution account that is funded to pay for Qualified Medical Expenses. It is tied to a specific type of insurance plan called a High Deductible Health Plan. HSA contributions are made via pre-tax payroll deductions and/or Board paid contributions.

What is a Flexible Spending Account (FSA)?

A Flexible Spending Account is similar to an HSA in that contributions fund reimbursement for Qualified Medical Expenses. Employees also have the option to pledge contributions for reimbursable Dependent Care expenses. FSA contributions are made via pre-tax payroll deductions and/or the balance of your Flex Benefit, if applicable.

What are the Differences between HSA's and FSA's?

Contributions to an HSA can only occur when an active employee is enrolled in a High Deductible Health Plan. HSA funds may be used during retirement and are portable. If you pledge \$1,250 and only spend \$1,000 during the 2017-2018 plan year, the remaining \$250 "rolls over" and is available to you in subsequent years. IRS limits on HSA contributions are higher than the limits placed on Medical FSA accounts.

Contributions to an FSA can occur whether you are enrolled in a Health Plan or not. FSA's are a "use it or lose it" account. This means you have to incur expenses and use the funds within the plan year. If you pledge \$1,250 and only spend \$1,000 during the 2017-2018 plan year, the remaining \$250 is forfeited at the end of the year.

Glenbrook High Schools District 225 complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

Atencion: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 847.486.4743.

UWAGA (Polish): Jeżeli mówisz po polsku, możesz skorzystać z bezpłatnej pomocy językowej. Zadzwoń pod numer 847.486.4743.

2017 - 2018 Benefits Guide

THINGS TO REMEMBER....

Before you Enroll

- ☐ Review your annual health care expenses from last year. Are your annual health care expenses relatively predictable and consistent? Consider which of your expenses might continue next year and whether you anticipate more care.
- ☐ Carefully consider your medical plan options. Have your 2017 - 2018 Benefits Guide with you in case you need to refer to it. For additional details, visit the new Glenbrook Benefit Center: <https://glenbrookhsd225.benefithub.com>.
- ☐ Don't overlook opportunities to save on your out-of-pocket expenses. Consider one of your tax-savings opportunities through a Flexible Spending Account or Health Savings Account.
- ☐ Review the Open Enrollment Period and Instructions. If you need assistance, contact the Human Resources Department.
- ☐ Verify that your covered dependents are in Skyward. If you are adding new dependents, follow the instructions to add them into Skyward.
- ☐ Remember, open enrollment elections are legally binding between the school district and the employee. Online elections will take precedence whenever there is a question regarding insurance coverage.

After you Enroll

- ☐ Print and keep a copy of your confirmation for your records.
- ☐ Review your elections carefully - your benefit choices are in effect for the full plan year unless you experience a qualifying life event.
- ☐ Double check your Flexible Spending and Health Savings Account elections. This is the time to maximize pre-tax savings!
- ☐ If you are new to the High Deductible PPO, look for your Benefit Wallet "Welcome Package". Included will be information on your personal Health Savings Account which needs to be opened and activated.
- ☐ Starting in September, use the new Blue Value Advisor and earn cash incentives!
- ☐ Remember that any residual Board paid flex benefit for Teachers/ESP-10/ESP-12 (Prior 7/2000) will, by default, be deposited into a FSA or HSA on your behalf.
- ☐ For newly enrolled members, watch your mailbox for your new medical ID card from BCBSIL. For existing PPO members, your current cards are still applicable.
- ☐ HMO Members - Anticipate a new ID Cards in August.
- ☐ Receive your \$175- \$250 Medical Premium Rebate by completing the SYL "To-Do's".
- ☐ Take an active role in your benefits throughout the year!

2017 - 2018 Benefits Guide

EMPLOYEE BENEFITS CENTER



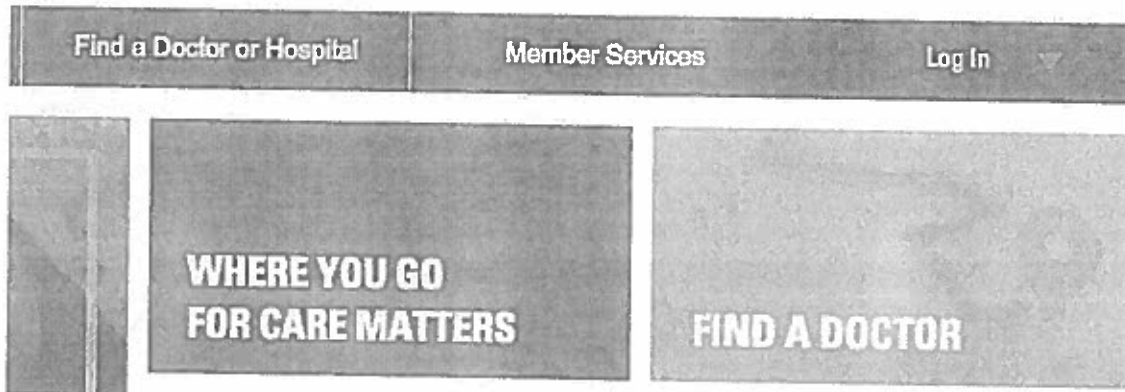
Glenbrook High Schools offers you and your family the **NEW AND IMPROVED BENEFIT CENTER!** You and your family have access to an up-to-the-minute resource for news, tools, and the latest on your benefits. The benefits center is available 24/7, 365 days/year.

The Employee Benefits Portal was created to provide you with an effective way to learn about your benefits, download forms, find your insurance contacts, receive money saving tips, and other health information that can help you live a healthier life. In addition, we have added a new rewards section, offering you great discounts and cash back!

You can access the Employee Benefits Portal from the District's Website (www.glenbrook225.org) or go directly to <https://glenbrookhsd225.benefithub.com>.

PROVIDER FINDER

Are you paying more for an out-of-network doctor? Are you in the HMO Illinois Medical Plan but could be in the Blue Advantage HMO Medical Plan? Find out by using the BCBSIL Provider Finder - www.bcbsil.com.



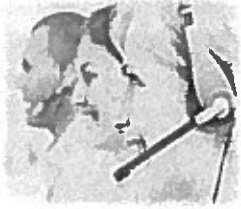
REQUIRED LEGISLATIVE NOTICES REGARDING INSURANCE PLANS

Glenbrook High School District 225 is required to provide you with the following Legislative Notices regarding your group insurance plans. These notices can be found on the Employee Benefits Center: <https://glenbrookhsd225.benefithub.com>. If you do not have access to a computer and/or would like paper copies of these notices, please contact the Human Resources Department.

- Notice of Privacy Practices
- CHIP – Children's Health Insurance Program
- COBRA – Continuation of Coverage
- ACA - Dependent Age 26
- HB5285 – Military Veterans (Illinois Only)
- Notice About the Early Retiree Reinsurance Program
- Notice of Special Enrollment Rights
- Medicare Part D – Creditable Coverage
- Nondiscrimination Notice
- Primary Care OB/GYN
- Take Care of Your Heart – For Life
- Women's Health and Cancer Rights Act of 1998
- Newborn and Mother's Disclosure Notice
- ACA Lifetime Limit

2017 - 2018 Benefits Guide

CONTACT INFORMATION



Glenbrook Benefit Advocate Center (BAC)

Phone number: (844) 348-4700
Fax Number: (615) 324-1176
Email: bac.glenbrook225@ajg.com
Hours: Monday – Friday between
7:00 a.m. and 6:00 p.m. (CST)



BlueCross BlueShield of Illinois

Blue Cross/Blue Shield of Illinois
PO Box 805107
Chicago, IL 60680-4112

Glenbrook PPO Medical Plan – Group #P21650
High Deductible PPO Medical Plan – Group #P41885

Customer Service: 1-800-828-3116
Customer Service Fax: 1-217-228-9015

Glenbrook Dental Plan – Group #P21651

Customer Service: 1-800-367-6401

HMO Illinois Medical Plan – Group #H21650
Blue Advantage HMO Medical Plan – Group #B21650

Customer Service: 1-800-892-2803



HMO IL & Blue Advantage Retail and Mail
Order Prescription Drug

Customer Service: 1-800-423-1973
www.MyPrime.com

Prime Mail Pharmacy
PO Box 650041
Dallas, TX 75265-0041



Glenbrook PPO and High Deductible PPO
Retail and Mail Order Prescription Drug

Customer Service: 1-800.282.2881

EXPRESS SCRIPTS
PO BOX 52150
Phoenix, AZ 85072-2150



Dental HMO Plan

Customer Service: 1-800-541-7846
www.guardiananytime.com



Vision Plan

Customer Service: 1-866-939-3633
www.eyemedvisioncare.com



Flexible Spending Accounts (FSA)

Customer Service: 1-800-346-2126
Customer Service Fax: 1-608-831-4790



Health Savings Accounts (HSA)

Member Support: 1-877-472-4200
www.mybenefitwallet.com



Elaine Geallis <egeallis@glenbrook225.org>

Re: Freedom of Information Request

1 message

Rosanne Marie Williamson <rwilliamson@glenbrook225.org>

Thu, Nov 2, 2017 at 1:04 PM

To: Sidney Morrison <sidney@morrison-saltz.com>

Bcc: egeallis@glenbrook225.org

Dear Mr. Morrison,

Thank you for writing to Glenbrook High School District 225 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On 10/26/17 we received your request for the following information:

1. Any written employment contract or agreement or the terms of any such oral agreement.
2. His job description.
3. His duties.
4. Any documents related to or disclosing his services to the Dean of Glenbrook North.
5. All document disclosing or identifying all employees employed by the Glenbrook North Dean's Office and their duties.

District Response: Please see attached.

We are aware of and will respond to follow-up request tomorrow.

Sincerely,

Rosanne Williamson Ed.D.
Assistant Superintendent for Educational Services
Glenbrook H.S. District 225
3801 West Lake Ave.
Glenview, IL 60026
[847-486-4701](tel:847-486-4701)

On Thu, Oct 26, 2017 at 2:00 PM, Sidney Morrison <sidney@morrison-saltz.com> wrote:

Dear FOIA Officer:

Please provide the following documents concerning the employment of Mr. Steven E. Schulhof by School District 225:

1. Any written employment contract or agreement or the terms of any such oral agreement.
2. His job description.
3. His duties.
4. Any documents related to or disclosing his services to the Dean of Glenbrook North.
5. All document disclosing or identifying all employees employed by the Glenbrook North Dean's Office and their duties.

Very truly yours,

Sidney E. Morrison

**MORRISON, SALTZ
& DAVENPORT**

77 West Washington St.

Suite 1611

Chicago, IL 60602

(312)658-0774

Fax (312)658-0780

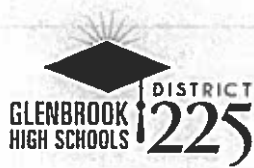
Email: sidney@morrison-saltz.com

NOTICE: This communication is covered by the Electronic Communications Privacy Act, found at 18 USC 2510 et seq and is intended to remain confidential and is subject to applicable attorney/client and/or work product privileges. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and all attachments. Do not deliver, distribute or copy this message and/or any attachments and if you are not the intended recipient, do not disclose the contents or take any action in reliance upon the information contained in this communication or any attachments.



Responsive Documents.pdf

176K



2017-2018 SCHOOL YEAR

Employee Compensation and Position Form

STEVEN SCHULHOF

Phone - Used for School Messenger Messages: [REDACTED]
E-Mail Address: sschulhof@glenbrook225.org

Dear Steven:

Please accept this letter as verification of your employment at Glenbrook High Schools District 225 for the 2017-18 school year. This letter was generated on 9/12/2017 using the most current information available within the Human Resources Department.

Please take an opportunity to review the information presented and verify with your records.

Please contact the Human Resources Department at hr@glenbrook225.org if there are any inaccuracies or omissions in this report.

On behalf of the Glenbrook High Schools District 225 Administration and Board of Education, I thank you for your continued service to our students and community.

Sincerely,

Brad Swanson
Assistant Superintendent of Human Resources

Position Assignment(s) and Add-On(s)

Position Assignments define the role of the employee. Most employees will only have one assignment, unless they are assigned to multiple buildings, or serve other roles in the District. Add-on assignments are compensated through additional flat-rates.

Position	Assignment	Building	Paycode	FTE
170 Paraprofessional	170 Paraprofessional	GBN	AI170	0.63
Position	Assignment	Building	Paycode	FTE
170 Paraprofessional GFH	170 Paraprofessional GFH	GBN	PI320	0.01
Position	Assignment	Building	Paycode	FTE
170 Paraprofessional Stipend	170 Paraprofessional Stipend	GBN	DIY01	0.63

Salary Schedule (based on the 2017-18 schedule)

"Base Contract" reflects the employee's primary position. Additional placements listed reflects extra duties.

Placement	Lane	Credits	Step
Base Contract	P-17		

Employee Calendar

Position	Assignment	Start Date	End Date	Number of Days
170 Paraprofessional	170 Paraprofessional	8/21/2017	6/7/2018	187
170 Paraprofessional GFH	170 Paraprofessional GFH	7/3/2017	6/29/2018	2
170 Paraprofessional Stipend	170 Paraprofessional Stipend	8/21/2017	6/7/2018	187

Hourly Wage

Position	Assignment	Hourly Wage
170 Paraprofessional	170 Paraprofessional	\$21.94
170 Paraprofessional Stipend	170 Paraprofessional Stipend	\$1.84
170 Paraprofessional GFH	170 Paraprofessional GFH	\$21.93

Current Employment Agreements

Pay Code	Description	Amount	# of Pays
AI170	Annualized IMRF Parapro	28,626.85	20
DIY01	Stipend-Year Long	2,400.00	20
PI320	Per Diem IMRF GF'D Holidays	306.99	20
Total:		31,333.84	

Home

Employee

Employee
Administration

Payroll

Time
OffSubstitute
TrackingInsurance
Tracking

TrueTime

Advanced
FeaturesFederal/State
ReportingCustom
Reports

Personnel

Favorites

New Window

My Print Queue

Customize Tabs

Employee

Name

Address

Phone/Email

Personnel

Yrs of Exp

Picture

Check History

Position

Emp Mgt Asn

Placmnt Trkr

Sal Neg Asn

Time Off

Info

Groups

Setup

Transactions Details

Unapproved Requests

Benefits

Deductions

Ins Tracking

ACA Information

Employee Status

1095-C Info

1095-B Info

Employee: SCHULSTE000

Schulhof, Steven

Ranges

Add

Delete

Notes

* Attach

* History

Employee Type: Paraprofessional

User Name: sschulhof

Name ID: 8929

Building: Glenbrook North High School

Check Location: Glenbrook North High School

Customize

Gender: M

Age: 60

Hire Date: 08/25/2000

Birth Date: [REDACTED]

Personnel

Employee Information

Status: Employee

☒ Active

Employee Type: PARA

Parapro

☐ Hold True Time Time Sheet

Building Loc: GBN

Glenbrook North

☐ Faculty

Check Location: GBN

Glenbrook North

Other Building: DNS

Deans' Office

EEOC Code: 16 - Full Time - Service Workers

Edit

Dates

Hire: 08/25/2000

Hire Hour: 0 Min: 0

Start: 08/25/2000

Curr Pos Start: 12/21/2012

Last Check: 10/13/2017

Rehire: [REDACTED]

Unpd Abs. > 180: No

BCI Date: [REDACTED]

Leave Information

Termination Date: [REDACTED]

Termination Reason: [REDACTED]

Deceased Date: [REDACTED]

Leave History

Additional Information

Comments:

Occupation:

Employer:

Organization:

GLENBROOK HIGH SCHOOLS HUMAN RESOURCES

Position Title: Paraprofessional
Department: Deans' Office
Reports to: Building Assistant Principal - Dean of Students

Summary:

The Glenbrook Paraprofessional is responsible for student safety, security and addressing student misconduct. Paraprofessionals provide a proactive and visible presence in the halls and cafeterias while also maintaining a firm but pleasant relationship with the student body. The position requires strong and positive communication skills with students, staff, parents and community members.

Essential Job Functions and Responsibilities:

1. Maintain a consistent, proactive, visible, mobile and engaged presence throughout the building
2. Effectively maintain order and supervision of students in cafeterias, parking areas, and other areas of campus
3. Maintain calm, authoritative demeanor in stressful situations
4. Communicate concerns or questions effectively to supervisor and provide constructive feedback
5. Understand responsibilities at each assigned location
6. Will accept short-term changes in their schedule (not to exceed 10 consecutive days)
7. Recognize the need for intervention with students and act accordingly
8. Assist in emergency/disaster procedures to secure safety of students
9. Communicate effectively to all staff, students, parents, and members of the public, including emergency personnel
10. Communicate clearly and effectively with staff via hand-held radios
11. Manage traffic and parking on the school campus on a daily basis and/or special events
12. Manage traffic on a nearby public street on a daily basis and/or special events when properly trained and approved by local police authorities
13. Attend district provided training
14. Understand and enforce the student handbook following the district provided training on the same
15. Complete related paperwork to report and document student misconduct
16. Operate a district vehicle with automatic transmission for the purpose of patrolling school campus parking lots

Physical Requirements:

1. Must be able to stand and walk as required during the scheduled work time
2. Must be able to work outside consistent with federal, state and local guidelines
3. Paraprofessionals first performing duties after July 1, 2017, must be able to pass the district's physical fitness assessment as administered by a third party vendor as needed.

Other Qualifications:

1. High school diploma or general education degree (GED)
2. Valid driver's license preferred
3. Experience with young adults preferred

Approved: January 31, 2017

Last Name	First	Position	Building	Department	Supervisor
Bennett	Juliet	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Boklewski	Jean	Exec Asst Dean	Glenbrook North High School	Dean's Office	Eike William R
Buchanan	Brett	Instruct Asst General	Glenbrook North High School	Dean's Office	Eike William R
Casey	Barbara	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Catsaros	Helen	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Cowin	Angela	Attendance Clerk	Glenbrook North High School	Dean's Office	Eike William R
Daniels	Darlene	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Deschamps	Kimberly	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Fine	Laura	Instruct Asst General	Glenbrook North High School	Dean's Office	Eike William R
Halpern	Margot	Attendance Clerk	Glenbrook North High School	Dean's Office	Eike William R
Herbst	Kari	Instruct Asst General	Glenbrook North High School	Dean's Office	Eike William R
Jordan	Jeanette	Associate Dean	Glenbrook North High School	Dean's Office	Eike William R
Keady	Michael	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Luke	Gregory	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Mocarski	Jerry	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Nabolotny	Michael	Instruct Asst General	Glenbrook North High School	Dean's Office	Eike William R
Pipkin	Stephen	Instruct Asst General	Glenbrook North High School	Dean's Office	Eike William R
Ryan	Terri	Attendance Clerk	Glenbrook North High School	Dean's Office	Eike William R
Smith	Kristin	Security Coordinator	Glenbrook North High School	Dean's Office	Eike William R
Summerfelt	Michael	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Vignocchi	Paul	Assistant Dean	Glenbrook North High School	Dean's Office	Eike William R
Winkle	Gary	Paraprofessional	Glenbrook North High School	Dean's Office	Eike William R
Yocus	Lawrence	Instruct Asst General	Glenbrook North High School	Dean's Office	Eike William R



Elaine Geallis <egeallis@glenbrook225.org>

Freedom of Information Request

1 message

Rosanne Marie Williamson <rwilliamson@glenbrook225.org>

Fri, Nov 3, 2017 at 9:34 AM

To: Sidney Morrison <sidney@morrison-saltz.com>

Bcc: egeallis@glenbrook225.org

Dear Mr. Morrison,

Thank you for writing to Glenbrook High School District 225 with your request for information pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

On 10/27/17 we received your amended request for the following information:

- a copy of the Settlement Agreement and Release.

District Response: Please see attached.

Sincerely,

Rosanne Williamson Ed.D.
Assistant Superintendent for Educational Services
Glenbrook H.S. District 225
3801 West Lake Ave.
Glenview, IL 60026
[847-486-4701](tel:847-486-4701)

On Fri, Oct 27, 2017 at 1:48 PM, Sidney Morrison <sidney@morrison-saltz.com> wrote:

Dear FOIA Officer:

I just learned of the settlement. I amend yesterday's FOIA request to add that you provide a copy of the Settlement Agreement and Release.

I trust you will comply with these requests within the statutory deadline. Thank you.

Cordially,

Sidney E. Morrison

From: Sidney Morrison
Sent: Thursday, October 26, 2017 2:01 PM
To: 'foia@glenbrook225.org' <foia@glenbrook225.org>
Subject: Freedom of Information Request

Dear FOIA Officer:

Please provide the following documents concerning the employment of Mr. Steven E. Schulhof by School District 225:

1. Any written employment contract or agreement or the terms of any such oral agreement.
2. His job description.
3. His duties.
4. Any documents related to or disclosing his services to the Dean of Glenbrook North.
5. All document disclosing or identifying all employees employed by the Glenbrook North Dean's Office and their duties.

Very truly yours,

Sidney E. Morrison

**MORRISON, SALTZ
& DAVENPORT**

77 West Washington St.

Suite 1611

Chicago, IL 60602

(312)658-0774

Fax (312)658-0780

Email: sidney@morrison-saltz.com

NOTICE: This communication is covered by the Electronic Communications Privacy Act, found at 18 USC 2510 et seq and is intended to remain confidential and is subject to applicable attorney/client and/or work product privileges. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and all attachments. Do not deliver, distribute or copy this message and/or any attachments and if you are not the intended recipient, do not disclose the contents or take any action in reliance upon the information contained in this communication or any attachments.



Responsive Documents.pdf

935K

RESIGNATION AGREEMENT AND GENERAL RELEASE

THIS RESIGNATION AGREEMENT AND GENERAL RELEASE (the "Agreement") is made and entered into on the date indicated below by and between the BOARD OF EDUCATION OF GLENBROOK HIGH SCHOOL DISTRICT 225, COOK COUNTY, ILLINOIS, (the "BOARD") and STEVEN SCHULHOF ("SCHULHOF" or the "EMPLOYEE"), collectively referred to as the "Parties."

WHEREAS, the BOARD and SCHULHOF are presently involved in an employment dispute regarding SCHULHOF's employment as a Paraprofessional at Glenbrook High School District 225 (the "District"); and

WHEREAS, the BOARD and SCHULHOF desire to resolve such dispute; and

WHEREAS, the BOARD has placed SCHULHOF on paid leave pending final resolution of such dispute; and

WHEREAS, SCHULHOF has requested that he voluntarily submit his irrevocable resignation from employment; and

WHEREAS, the BOARD has considered SCHULHOF's request and has agreed to accept SCHULHOF's voluntary and irrevocable resignation.

NOW, THEREFORE, IN CONSIDERATION OF THE ABOVE RECITALS, THE FOLLOWING MUTUAL PROMISES AND COVENANTS, AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY OF WHICH ARE HEREBY ACKNOWLEDGED, THE PARTIES AGREE:

Section 1. SCHULHOF hereby irrevocably tenders to the BOARD his voluntary and irrevocable resignation from employment as an employee and specifically as a Paraprofessional at Glenbrook North High School, to be effective October 23, 2017. An executed copy of

SCHULHOF's irrevocable letter of resignation is attached to this Agreement as Exhibit A.

Section 2. In consideration of the promises contained herein, SCHULHOF, and his heirs, agents, representatives, assigns and successors, hereby releases, discharges, forever frees, and covenants not to sue the Board, and its current and former members, agents, representatives, officers, employees, directors, assigns and successors, from any and all claims, debts, dues, demands, liens, obligations, fees (including attorneys' fees), actions, or causes of action, of every kind or nature, at law or in equity, whether in an administrative proceeding or in court, that SCHULHOF may now have or claim to have or that may hereinafter accrue, whether known or unknown, anticipated or unanticipated, against the Board, and its current and former members, agents, representatives, officers, employees, directors, assigns and successors, by reason of any act done or omitted to be done connected with the past or present relationship between the Parties arising out of SCHULHOF's employment with the District. This release specifically includes, but is not limited to, rights or claims arising under 42 U.S.C §1983, and related state and federal civil rights statutes, the *Illinois School Code*, the *Illinois Human Rights Act*, Title VII of the *Civil Rights Act of 1964*, the *Age Discrimination in Employment Act of 1967*, as amended, the *Americans With Disabilities Act of 1990*, Section 504 of the *Rehabilitation Act of 1973*, the *Family and Medical Leave Act*, the *Illinois Wage Payment and Collection Act*, the *Illinois Educational Labor Relations Act*, 115 ILCS 5/1 *et seq.*, the Illinois and United States Constitutions, breach of contract, common law torts, any applicable collective bargaining agreement, BOARD policies and/or procedures, and any other applicable federal, state, or local statute, ordinance, or regulation. By this waiver, SCHULHOF does not waive rights or claims taking place after the effective date of the Agreement, or any claims to enforce the terms of the

Agreement. SCHULHOF further promises and agrees never to institute or cause to be instituted any charge, suit or action, at law, in equity or otherwise in any federal or state court, before any federal or state administrative agency or before any tribunal, public or private, relating to or arising from SCHULHOF's employment relationship with the BOARD except, if necessary, to enforce this Agreement.

Section 3. SCHULHOF represents and warrants that he has had the opportunity to consult with counsel of his choice prior to executing this Agreement and does hereby knowingly and voluntarily relinquish and waive all legal and equitable remedies provided under the *Age Discrimination in Employment Act*, 29 U.S.C. 621, et seq., as amended. Further, notwithstanding the fact that SCHULHOF's resignation as an employee is voluntary, thereby obviating the applicability of the *Older Workers Benefit Protection Act*, 29 U.S.C. Secs. 621, 623, 626, and 630, as amended by Pub. L. 101-433, SCHULHOF nonetheless acknowledges that he is aware of and understands all rights and claims pursuant to said *Act*, including without limitation, the following:

- (a) That by virtue of entering this Agreement, SCHULHOF does not waive rights of claims that may arise after the date of execution of this Agreement;
- (b) That SCHULHOF waives rights or claims under the *Act* only in exchange for consideration in addition to anything of value to which he already is entitled to arising out of his employment relationship as a Paraprofessional at Glenbrook North High School with the BOARD;
- (c) That SCHULHOF was provided twenty-one (21) days prior to the tender of his proffered resignation to consider his voluntary, unconditional and irrevocable decision to resign as a Paraprofessional at Glenbrook North High School effective October 12, 2017 (the "consideration period"); and
- (d) That for a period of at least seven (7) days following SCHULHOF's execution of this Agreement, he has the right to revoke this Agreement.

In return for the consideration provided herein, SCHULHOF has agreed to and hereby waives the aforesaid twenty-one (21) day consideration period. SCHULHOF hereby declares that his waiver of the consideration period and all other rights under the *Age Discrimination in Employment Act* are knowing and voluntary. SCHULHOF further agrees that any changes to this Agreement, whether material or immaterial, will not restart the running of the consideration period.

Section 4. SCHULHOF agrees not to seek employment or re-employment with the BOARD now or at any time in the future. SCHULHOF agrees that the BOARD shall not have any obligation to employ or re-employ SCHULHOF or to consider SCHULHOF for employment or re-employment now or at any time in the future. SCHULHOF agrees that he will not assert any type of claim whatsoever against the current BOARD or any future BOARD based on future employment considerations concerning SCHULHOF. SCHULHOF agrees that Section 4 applies to employment or re-employment of any and all types, including but not limited to, full-time, part-time, temporary, voluntary or consulting duties.

Section 5. SCHULHOF agrees that he will not come onto District property, including but not limited to, Glenbrook North High School and its surrounding grounds; Glenbrook South High School and its surrounding grounds; the Glenbrook Off-Campus facility and its surrounding grounds; and the District Administrative Office located at 3801 West Lake Ave., Glenview, Illinois for any reason unless he has the express written consent of the Superintendent.

Section 6. In consideration of the promises contained herein the BOARD agrees to the following:

- (a) The BOARD will accept SCHULHOF's voluntary and irrevocable resignation from employment effective October 23, 2017.

- (b) Upon his resignation, SCHULHOF has the legal right pursuant to COBRA to access health care benefits through the District for himself and his two children under the age of 26.

SEE ATTACHED
EX. B

- 10/23/17
SSS
10/23/17
SSS
- (c) The BOARD agrees to pay the cost of SCHULHOF's accessing individual COBRA benefits for himself (the District's High Deductible Health Care Plan - PPO), for eighteen (18) months beginning October 24, 2017. *THIS IS THE PLAN IN WHICH SCHULHOF IS CURRENTLY ENROLLED AT THE TIME OF HIS RESIGNATION, AS MAY BE AMENDED*
- (d) The BOARD understands that SCHULHOF has the right to COBRA benefits for his two children under the age of twenty-six (26) for up to thirty-six (36) months at his own cost, beginning October 24, 2017. *(SEE ATTACHED EX. B, AS MAY BE AMENDED THROUGH COLLECTIVE BARGAINING WITH GESPA AS A WHOLE)*
- (e) The BOARD agrees to contribute \$2,500.00 annually to the Glenbrook VEBA Health Savings Plan (a health reimbursement plan) on behalf of SCHULHOF for a period of five years following the effective date of SCHULHOF'S resignation.

Section 7. SCHULHOF agrees and understands that this Agreement is being executed by the BOARD solely for the purposes of compromise and in an effort to resolve fully and finally all claims and issues between SCHULHOF and the BOARD, with the intention of avoiding the expense, inconvenience, uncertainty, risk and delay of litigation.

Section 8. SCHULHOF agrees and understands that the execution and delivery of this Agreement or the exchange of the consideration specified herein, shall not be construed as an act or admission by the BOARD that it has engaged in any wrongful or improper conduct, fault, guilt, or liability for any injury, damage, charge or claim of SCHULHOF.

Section 9. SCHULHOF represents and warrants that he has not now or at any time previous to the execution of this Agreement filed any charges, claims, complaints, petitions, appeals, grievances, lawsuits, or causes of action against the BOARD or any of its current and former members, officers, agents, administrators, employees, insurers, successors, attorneys, and assigns, or any other related representative, with any court, governmental agency, administrative body, commission, or adjudicative entity.

Section 10. This Agreement shall inure to the benefit of and bind SCHULHOF and his

heirs, agents, representatives, assigns and successors, as well as the BOARD and its current and former members, agents, representatives, officers, employees, directors, assigns and successors.

Section 11. This Agreement sets forth all of the promises, agreements, conditions, and understandings between the Parties relative to the subject matter hereof, and no other promises, agreements, or understandings, whether oral or written, expressed or implied, exist among the Parties.

Section 12. No subsequent alteration, amendment, change, addition, deletion, or modification to this Agreement shall be binding upon the Parties unless reduced to writing and duly authorized and signed by each of them.

Section 13. Should any provision of this Agreement be declared illegal by a court of competent jurisdiction, said provision shall be automatically deleted from this Agreement to the extent that it violates the law, but the remaining provisions shall remain in full force and effect.

Section 14. This Agreement shall be governed by the laws of the State of Illinois.

Section 15. The Parties agree to execute any and all additional documents necessary to effectuate the intent and purposes of this Agreement.

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IN WITNESS WHEREOF, STEVEN SCHULHOF and the BOARD OF EDUCATION OF GLENBROOK HIGH SCHOOL DISTRICT 225, COOK COUNTY, ILLINOIS, by his and its duly authorized representatives and agents, have signed and executed this Resignation Agreement and General Release on the dates indicated below.

BOARD OF EDUCATION
GLENBROOK HIGH SCHOOL
DISTRICT 225,
COOK COUNTY, ILLINOIS


Its President

Dated: 10-23-17


Secretary

Dated: 10/23/17

STEVEN SCHULHOF


Steven Schulhof

Dated: 10/23/2017

EXHIBIT A

October 23 2017

Board of Education of
Glenbrook High School District 225
3801 West Lake Avenue
Glenview, IL 60026

Dear Board of Education:

Please allow this letter to serve as my request that the Board of Education of Glenbrook High School District 225 accept my voluntary and irrevocable resignation from the position of Paraprofessional at Glenbrook North High School, effective October 23, 2017.

Sincerely,


Steven Schulhof

2017 - 2018 Benefits Guide

GET READY TO ENROLL!

Before you enroll, please take some time to read this guide carefully and share this information with your family. Now is the time to review and evaluate all the options available and select the benefits coverage that will meet your needs. By actively participating in your enrollment, you can make informed decisions and ensure you have the right coverage.

REGULAR OPEN ENROLLMENT PERIOD

The 2017-18 Open Enrollment period begins **May 22, 2017** and ends **JUNE 16, 2017**.

MID-YEAR ENROLLMENT PERIOD

Day 1 - 31 of your first day of employment. For example, if you start on October 1, 2017, you have 31 days from October 1, 2017 to enroll for benefits.

ENROLLMENT PROCEDURES

2017-18 Enrollment elections will be made through Skyward Employee Access.

- Whether you are electing health insurance or not, all eligible employees are **REQUIRED** to complete the online election
 - If you are declining insurance, please select the "Waived" option
 - If you are retaining your current coverage, you must select "Retain" and submit your elections in Skyward
 - **IMPORTANT:** If you are electing a different insurance plan (e.g. change from the Glenbrook PPO to BlueAdvantage HMO) and/or coverage level (e.g. single to family) you will be required to complete a new BlueCross BlueShield Enrollment and Change Form. This form must be completed and returned to the Human Resource Department prior to the end of the enrollment period (June 16, 2017).
 - BlueCross BlueShield (BCBS) Medical and Dental Elections will not be approved until the BCBS Enrollment and Change Form is received.
 - If you enroll in the new Dental HMO, through Guardian, an Enrollment Kit will be emailed to you. Enrollment Kits must be submitted by June 30, 2017 for acceptance in the Dental HMO Plan.

What's Inside

- | | |
|------------------------------|-------------------------------------|
| • The Basics | • Information on FSA's and HSA's |
| • What's Changing and New | • Things to Remember |
| • Medical Plan Options | • Employee Benefits Portal/Notices |
| • Benefit Summary Comparison | • Contact Information and Resources |

2017 - 2018 Benefits Guide

THE BASICS

ELIGIBILITY FOR BENEFITS

All Certified Staff covered under the GEA Collective Bargaining Agreement and all full time Support Staff are eligible for benefits. A full time Support Staff member is a permanent employee who is scheduled to work a minimum of 30 hours per week.

As an eligible employee, you may enroll your dependents for coverage under your benefits. Your dependents include your:

- Spouse
- Civil union and registered domestic partner
- Children up to age 26, regardless of their financial dependence on you or their marital status
- Children age 26 or older who are mentally or physically disabled, incapable of self care and claimed as dependents on your federal income tax return

Note: If you are enrolling dependents for the first time, you will need to add the dependent(s) in Skyward.

COVERAGE LEVELS

Providing you with the coverage that best suits you and your family is important. You have different coverage levels to choose from for your medical and dental coverage.

- Employee Only
- Employee + Family
- Employee + 1 (Blue Advantage HMO Only)

Reporting Requirement

Under The Affordable Care Act, you will be required to show you have had health care coverage for 2017. You will receive a Form 1095-C in late January to file with your income tax return.

CHANGING YOUR COVERAGE

The elections you make during your enrollment are effective through the Plan Year (September 1 - August 31). Due to IRS rules, you may not change your elections until the next Annual Enrollment period unless you experience a qualifying life event. Examples of qualifying life events include:

- Marriage or divorce
- The birth, adoption or death of a child
- A change in work status for you or your spouse (changes allowed depend on the change in work status)
- The death of a spouse or dependent
- Gain or loss of coverage in another plan

If you have a qualifying life event, **you must make any coverage changes within 31 days of the event.** To make changes, complete the Qualifying Life Event Form available on the Glenbrook Staff Intranet or Glenbrook Benefit Center.



SHAPE YOUR LIFE

WELLNESS FOR YOU AND YOUR SPOUSE

As part of our comprehensive health and wellness plan, we are pleased to offer you and your spouse participation in our Shape Your Life program! Spouses are now eligible to participate in the annual Wellness Screening and Health Power Assessment at no cost! If your spouse completes the Wellness Screening and Health Power Assessment, you will earn a Wellness Rebate for their participation.

Wellness Rebate for 2017-2018

Employee Only: \$175.00

Employee + Spouse*: \$250.00

*Spouse must be part of the Glenbrook 225 Medical Plan during the 2017-2018 plan year.

New for 2017-2018: Rebates will only apply/offset medical and dental premiums paid by the employee.

2017 - 2018 Benefits Guide

WHAT'S CHANGING AND NEW THIS YEAR

We know that benefits play an important part in your life and your family's life. We are committed to providing you the most comprehensive employee benefits program as possible while doing our best to respond to the increasing healthcare costs. Below are key changes that we have made this year.

MEDICAL PLAN CHANGES

Glenbrook PPO Medical Plan

Medical coinsurance levels have changed to 80% coverage in-network and 60% coverage out-of-network. Hospital coinsurance levels remain the same. Deductibles and Out-of-Pocket maximums remain the same.

Blue Advantage HMO Medical Plan

The cost of an ER Copay has decreased to \$100.00, waived if admitted. The primary care physician office visit copay has decreased to \$10.00.

PHARMACY PLAN CHANGES

Glenbrook PPO and HMO Illinois Prescription Plans

The generic prescription copay will be \$5.00/fill. A 90-day supply of a generic prescription will be \$10.00.

High Deductible PPO Prescription Plan

Coverage will now be through Express Scripts. Members will receive a separate prescription plan card before the plan year starts for use effective 9/1/17. Prescription costs will continue to apply towards your deductible.

NEW MEDICAL SERVICES

Blue Value Advisor with Member Rewards

Our NEW Benefits Value Advisor program is a personal concierge service that will help you choose doctors, providers, and facilities while also providing you with savings. They will assist you in finding the information you need to choose between cost-effective providers in your network for your procedure. In addition, there may be rewards for selecting a high quality provider. Benefits Value Advisors can also help you:

- Understand your benefits
- Find in-network doctors and hospitals to help avoid out-of-network costs
- Schedule doctor visits
- Get preauthorization for certain services
- Use online educational tools

MD Live - Virtual Visits

Care when and where you need it just got easier! Virtual visits are now available with independent contracted health care professionals. Virtual visits provide a live consultation between a doctor and you for many non-emergency medical needs. Doctors are able to prescribe medications, if needed. Virtual visits offer you convenience with doctors available 24 hours a day, seven days a week. Visits are \$40/visit.

SmartChoice MRI

On average, an MRI costs \$2,600. We have partnered with SmartChoice MRI, where MRI's are \$600 or less, every time. SmartChoice MRI offers you a relaxing comfortable experience using advanced GE technology and the expert interpretation by a Cleveland Clinic radiologist. In addition, they work with your schedule, offering early morning, evening, and weekend appointments.

2017 - 2018 Benefits Guide

WHAT'S CHANGING AND NEW THIS YEAR (continued)



NEW DENTAL PLAN OPTION

A new dental plan option has been added through Guardian. The Dental Plan is an HMO and requires only copays when visiting a participating Guardian DHMO Provider. Visit www.guardiananytime.com and select the "Managed Care Dental" Plan to find a provider near you. All employees pay 100% of the premium.

Dental HMO

Single	\$194.40 Annual Cost	Employee + Spouse	\$388.80 Annual Cost	Employee + Child(ren)	\$447.60 Annual Cost	Family	\$692.76 Annual Cost
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Plan Highlights

Benefits	Dental HMO (All care must be In Network)	
Annual Maximum	Unlimited	
Office Visit Copay	\$5 Copay	
Services	Copay	Your Coverage
Oral Exams and Cleanings	\$0	
X-Rays	\$0	Full mouth
Fillings	\$20	One surface Amalgam
Fluoride Treatment	\$0	
Sealants	\$8	Per Tooth
Endodontic (Root Canal) - Anterior/Molar	\$126/\$192	
Simple Extractions	\$23	Per Tooth
Bridges & Dentures	\$580 \$620	Complete Denture Partial Denture
Single Crowns	\$430	Porcelain with Metal or Cast Metal
Orthodontia (orthodontia in Progress - Covered)	\$2500 \$2800	Comprehensive ortho for dep. child to age 19 Comprehensive ortho for other members



NEW VISION PLAN

The Glenbrooks now offer a comprehensive low cost vision plan through EyeMed. All employees pay 100% of the premium. Visit www.eyemed.com to locate a provider in the "Insight" Network.

Vision

Single	\$92.28 Annual Cost	Employee + Spouse	\$175.44 Annual Cost	Employee + Child(ren)	184.68 Annual Cost	Family	\$271.56 Annual Cost
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Plan Highlights

Plan Basics	In Network	Out of Network	Coverage Period
Exams	\$10 copay	Up to \$40	Every 12 months
Single Vision Lenses	\$0	Up to \$30	Every 12 months
Bifocal Lenses	\$0	Up to \$50	Every 12 months
Trifocal Lenses	\$0	Up to \$70	Every 12 months
Frame	\$0, \$150 allowance, 20% off balance over \$150	Up to \$105	Every 24 months
Contact Lenses (Necessary)	\$0 copay, Paid-in-Full	Up to \$210	

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MEDICAL PLAN OPTIONS:

Single Coverage: Employees pay 5% of premium, Board pays 95% of Premium

Family Coverage: Employees pay 12% of premium, Board pays 88% of Premium

HIGH DEDUCTIBLE PPO



Single	\$386.29 Annual Employee Cost	\$7,339.55 Annual Board Cost	Family	\$1,860.45 Annual Employee Cost	\$13,643.31 Annual Board Cost
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GLENBROOK PPO



Single	\$633.41 Annual Employee Cost	\$12,034.87 Annual Board Cost	Family	\$3,043.51 Annual Employee Cost	\$22,319.09 Annual Board Cost
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HMO ILLINOIS



Single	\$367.33 Annual Employee Cost	\$6,979.19 Annual Board Cost	Family	\$2,380.29 Annual Employee Cost	\$17,455.47 Annual Board Cost
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BLUE ADVANTAGE HMO



Single	\$293.86 Annual Employee Cost	\$5,583.38 Annual Board Cost	Single+1	\$1,366.46 Annual Employee Cost	\$10,020.70 Annual Board Cost
			Family	\$1,791.52 Annual Employee Cost	\$13,137.80 Annual Board Cost

DISTRICT CONTRIBUTION TO YOUR HEALTH SAVINGS ACCOUNT (HSA):



HEALTH SAVINGS ACCOUNT (HSA) w/ HIGH-DEDUCTIBLE PPO ONLY

SINGLE: \$1000.00 FAMILY: \$1600.00

2017 IRS Maximum Contributions (Employer and Employee): Single \$3,400.00 / Family \$6,750.00

DENTAL PLAN OPTIONS:



DENTAL

Single Non-Cert	\$64.00 Annual Employee Cost (w/Single Med)	\$575.96 Annual Board Cost	Family Non-Cert	\$1,538.00 Annual Employee Cost	\$0.00 Annual Board Cost
Single Non-Cert	\$640.00 Annual Employee Cost (w/Family Med)	\$0.00 Annual Board Cost			
Single Certified	\$640.00 Annual Employee Cost	\$0.00 Annual Board Cost	Family Certified	\$1,538.00 Annual Employee Cost	\$0.00 Annual Board Cost



Tip: If you drop dental insurance for you and/or your dependent(s), you/your dependent(s) will not be allowed to re-renter the plan for three years.

2017 - 2018 Benefits Guide

BENEFIT SUMMARY COMPARISON

Benefits	High Deductible PPO		Glenbrook PPO		HMO Illinois	Blue Advantage HMO
	In Network	Out-of-Network	In Network	Out-of-Network	In Network	In Network
Lifetime Maximum	Unlimited		Unlimited		Unlimited	Unlimited
Deductible						
Individual	\$2,600	\$5,000	\$400	\$900	N/A	N/A
Family	\$5,200	\$10,000	\$1,200	\$2,700	N/A	N/A
Out-of-Pocket Limit						
	Deductible Included		Deductible Included			
Individual	\$2,600	\$10,000	\$2,900	\$8,400	\$1,500	\$1,500
Family	\$5,200	\$20,000	\$8,700	\$25,200	\$3,000	\$3,000
Hospital Services						
Inpatient Hospital	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Outpatient Hospital	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Outpatient Diagnostics	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Outpatient Emergency Care	100% after deductible	100% after deductible	80% after deductible	80% after deductible	\$150 copay (waived if admitted)	\$100 copay (waived if admitted)
Physician Services						
Physician Office Visits	100% after deductible	80% after deductible	80% after deductible	60% after deductible	\$30 PCP \$40 Specialist	\$10 PCP \$40 Specialist
Wellness Care	100% no deductible	80% after deductible	100%	60% after deductible	100%	100%
Outpatient Diagnostics	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Medical / Surgical Services	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Additional Services						
Therapy – Speech, Physical, Occupational	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100% (60 Days Combined)	100% (60 Days Combined)
Chiropractic Services	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100% (60 visits per year)	100% (60 visits per year)
Private Duty Nurse	100% after deductible	80% after deductible	80% after deductible	60% after deductible	100%	100%
Prescription Drugs						
	EXPRESS SCRIPTS		PRIME THERAPEUTICS			
Retail Pharmacy (30-Day Supply)	100% after deductible		\$5 Generic \$35 Formulary Brand \$50 Non-Formulary Brand Specialty Tiers Value: 10%; \$150 Max. Preferred Brand: 15%; \$400 Max. Non-Preferred Brand:20%,\$600 Max		\$5 Generic \$35 Formulary Brand \$50 Non-Formulary Brand	\$0 Generic \$35 Formulary Brand \$50 Non-Formulary Brand
Retail/Mail-Order Pharmacy (90 Day Supply)	100% after deductible		\$10 Generic \$70 Formulary Brand \$100 Non-Formulary Brand		\$10 Generic \$70 Formulary Brand \$100 Non-Formulary Brand	\$0 Generic \$70 Formulary Brand \$100 Non-Formulary Brand

Disclaimer: The summary is intended to highlight benefits and should not be relied on to fully determine coverage. Please refer to the plan certificate of coverage for a complete outline of covered services, limitations, and exclusions. Plan documents can be found on the Employee Benefits Center.

2017 - 2018 Benefits Guide

INFORMATION ON HSA and FSA ELECTIONS - MEDICAL, DEPENDENT, AND LIMITED PURPOSE

HEALTH SAVINGS ACCOUNT (HSA):



HEALTH SAVINGS ACCOUNT (HSA)

2017 IRS Maximum Contributions

Single \$3,400.00 / Family \$6,750.00

2018 IRS Maximum Contributions

Single \$3450 / Family \$6900

BOARD CONTRIBUTIONS TO HSA

Employees who elect the High Deductible PPO medical plan will receive a Board contribution to their personal Health Savings Account (HSA).

\$1,000 Single High Deductible PPO Election

\$1,600 Family High Deductible PPO Election

IRS HSA LIMITS FOR 2017 and 2018

Employees who elect the High Deductible PPO medical plan are eligible to contribute to a Health Savings Account (HSA). IRS HSA Contribution Limits for the 2017-2018 Plan Year, including employer contributions:

2017	2018
\$3,400 Single (\$2,400 after Board Contribution)	\$3,450 Single (\$2,450 after Board Contribution)
\$6,750 Family (\$5,150 after Board Contribution)	\$6,900 Family (\$5,300 after Board Contribution)
\$1,000 Additional Contribution for Members age 55 or older	\$1,000 Additional Contribution for Members age 55 or older

If you elect the High Deductible PPO Medical Plan you may elect to make voluntary pre-tax contributions into a Health Savings Account. The total voluntary and Board paid contributions cannot exceed the IRS maximum allowable contributions per calendar year. Contributions made to a Health Savings Account are portable and can be carried over to future years.

Additional Health Savings Account (HSA) Election Period

The Health Savings Account provides an excellent opportunity to save for current and future medical expenses - even for retirement! During Open Enrollment, please plan on electing your full HSA contribution for the plan year (9/1/17 - 8/31/18). If things change, however, please know that we will offer an additional election period in January 2018.

NEW: LIMITED PURPOSE FLEXIBLE SPENDING ACCOUNT

High Deductible Health Plan members may elect a Limited Purpose FSA. An employee with a High Deductible Health Plan cannot have a Medical FSA for reimbursement of qualified medical expenses, however, they may have a Limited Purpose FSA for dental and vision expenses. The IRS Limited Purpose FSA Contribution Limits for the 2017-2018 Plan Year is \$2,600.

2017 - 2018 Benefits Guide

FLEXIBLE SPENDING ACCOUNT (FSA):



FLEXIBLE SPENDING ACCOUNT (FSA)

Medical Reimbursement - 2017 IRS Maximum Contributions \$2,600.00

Dependent Care – 2017 IRS Maximum Contributions \$5,000.00 (*\$2,500 if married, filing separately)

SECTION 125 FLEXIBLE SPENDING ACCOUNT (FSA) – VOLUNTARY CONTRIBUTIONS

You may elect to make voluntary pre-tax contributions to a Section 125 Flexible Spending Account for medical expenses and/or dependent care. The minimum Medical FSA contribution per month is \$20 (\$240 annual), and the minimum Dependent Care FSA per month is \$20 (\$240 annual). The total voluntary and Board paid contributions cannot exceed the IRS maximum allowable contributions per calendar year (see above for maximums). Unused FSA contributions cannot be carried over into future plan years.

FAQ'S ON FSA and HSA ELECTIONS

What is a Health Savings Account (HSA)?

A Health Savings Account (HSA) is a contribution account that is funded to pay for Qualified Medical Expenses. It is tied to a specific type of insurance plan called a High Deductible Health Plan. HSA contributions are made via pre-tax payroll deductions and/or Board paid contributions.

What is a Flexible Spending Account (FSA)?

A Flexible Spending Account is similar to an HSA in that contributions fund reimbursement for Qualified Medical Expenses. Employees also have the option to pledge contributions for reimbursable Dependent Care expenses. FSA contributions are made via pre-tax payroll deductions and/or the balance of your Flex Benefit, if applicable.

What are the Differences between HSA's and FSA's?

Contributions to an HSA can only occur when an active employee is enrolled in a High Deductible Health Plan. HSA funds may be used during retirement and are portable. If you pledge \$1,250 and only spend \$1,000 during the 2017-2018 plan year, the remaining \$250 "rolls over" and is available to you in subsequent years. IRS limits on HSA contributions are higher than the limits placed on Medical FSA accounts.

Contributions to an FSA can occur whether you are enrolled in a Health Plan or not. FSA's are a "use it or lose it" account. This means you have to incur expenses and use the funds within the plan year. If you pledge \$1,250 and only spend \$1,000 during the 2017-2018 plan year, the remaining \$250 is forfeited at the end of the year.

Glenbrook High Schools District 225 complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

Atencion: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 847.486.4743.

UWAGA (Polish): Jeżeli mówisz po polsku, możesz skorzystać z bezpłatnej pomocy językowej. Zadzwoń pod numer 847.486.4743.

2017 - 2018 Benefits Guide

THINGS TO REMEMBER....

Before you Enroll

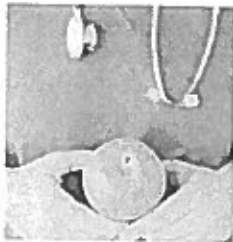
- ☐ Review your annual health care expenses from last year. Are your annual health care expenses relatively predictable and consistent? Consider which of your expenses might continue next year and whether you anticipate more care.
- ☐ Carefully consider your medical plan options. Have your 2017 - 2018 Benefits Guide with you in case you need to refer to it. For additional details, visit the new Glenbrook Benefit Center: <https://glenbrookhsd225.benefithub.com>.
- ☐ Don't overlook opportunities to save on your out-of-pocket expenses. Consider one of your tax-savings opportunities through a Flexible Spending Account or Health Savings Account.
- ☐ Review the Open Enrollment Period and Instructions. If you need assistance, contact the Human Resources Department.
- ☐ Verify that your covered dependents are in Skyward. If you are adding new dependents, follow the instructions to add them into Skyward.
- ☐ Remember, open enrollment elections are legally binding between the school district and the employee. Online elections will take precedence whenever there is a question regarding insurance coverage.

After you Enroll

- ☐ Print and keep a copy of your confirmation for your records.
- ☐ Review your elections carefully - your benefit choices are in effect for the full plan year unless you experience a qualifying life event.
- ☐ Double check your Flexible Spending and Health Savings Account elections. This is the time to maximize pre-tax savings!
- ☐ If you are new to the High Deductible PPO, look for your Benefit Wallet "Welcome Package". Included will be information on your personal Health Savings Account which needs to be opened and activated.
- ☐ Starting in September, use the new Blue Value Advisor and earn cash incentives!
- ☐ Remember that any residual Board paid flex benefit for Teachers/ESP-10/ESP-12 (Prior 7/2000) will, by default, be deposited into a FSA or HSA on your behalf.
- ☐ For newly enrolled members, watch your mailbox for your new medical ID card from BCBSIL. For existing PPO members, your current cards are still applicable.
- ☐ HMO Members - Anticipate a new ID Cards in August.
- ☐ Receive your \$175- \$250 Medical Premium Rebate by completing the SYL "To-Do's".
- ☐ Take an active role in your benefits throughout the year!

2017 - 2018 Benefits Guide

EMPLOYEE BENEFITS CENTER



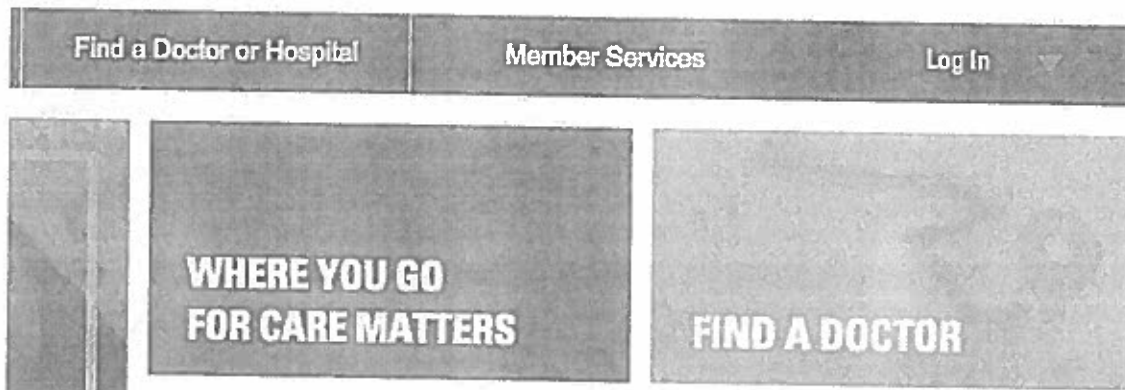
Glenbrook High Schools offers you and your family the **NEW AND IMPROVED BENEFIT CENTER!** You and your family have access to an up-to-the-minute resource for news, tools, and the latest on your benefits. The benefits center is available 24/7, 365 days/year.

The Employee Benefits Portal was created to provide you with an effective way to learn about your benefits, download forms, find your insurance contacts, receive money saving tips, and other health information that can help you live a healthier life. In addition, we have added a new rewards section, offering you great discounts and cash back!

You can access the Employee Benefits Portal from the District's Website (www.glenbrook225.org) or go directly to <https://glenbrookhsd225.benefithub.com>.

PROVIDER FINDER

Are you paying more for an out-of-network doctor? Are you in the HMO Illinois Medical Plan but could be in the Blue Advantage HMO Medical Plan? Find out by using the BCBSIL Provider Finder - www.bcbsil.com.



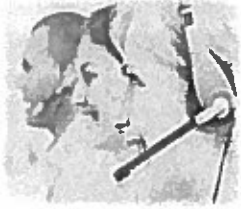
REQUIRED LEGISLATIVE NOTICES REGARDING INSURANCE PLANS

Glenbrook High School District 225 is required to provide you with the following Legislative Notices regarding your group insurance plans. These notices can be found on the Employee Benefits Center: <https://glenbrookhsd225.benefithub.com>. If you do not have access to a computer and/or would like paper copies of these notices, please contact the Human Resources Department.

- Notice of Privacy Practices
- CHIP – Children's Health Insurance Program
- COBRA – Continuation of Coverage
- ACA - Dependent Age 26
- HB5285 – Military Veterans (Illinois Only)
- Notice About the Early Retiree Reinsurance Program
- Notice of Special Enrollment Rights
- Medicare Part D – Creditable Coverage
- Nondiscrimination Notice
- Primary Care OB/GYN
- Take Care of Your Heart – For Life
- Women's Health and Cancer Rights Act of 1998
- Newborn and Mother's Disclosure Notice
- ACA Lifetime Limit

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CONTACT INFORMATION



Glenbrook Benefit Advocate Center (BAC)

Phone number: (844) 348-4700
Fax Number: (615) 324-1176
Email: bac.glenbrook225@ajg.com
Hours: Monday – Friday between
7:00 a.m. and 6:00 p.m. (CST)



BlueCross BlueShield of Illinois

Blue Cross/Blue Shield of Illinois
PO Box 805107
Chicago, IL 60680-4112

Glenbrook PPO Medical Plan – Group #P21650
High Deductible PPO Medical Plan – Group #P41885

Customer Service: 1-800-828-3116
Customer Service Fax: 1-217-228-9015

Glenbrook Dental Plan – Group #P21651

Customer Service: 1-800-367-6401

HMO Illinois Medical Plan – Group #H21650
Blue Advantage HMO Medical Plan – Group #B21650

Customer Service: 1-800-892-2803



HMO IL & Blue Advantage Retail and Mail
Order Prescription Drug

Customer Service: 1-800-423-1973
www.MyPrime.com

Prime Mail Pharmacy
PO Box 650041
Dallas, TX 75265-0041



Glenbrook PPO and High Deductible PPO
Retail and Mail Order Prescription Drug

Customer Service: 1-800.282.2881

EXPRESS SCRIPTS
PO BOX 52150
Phoenix, AZ 85072-2150



Dental HMO Plan

Customer Service: 1-800-541-7846
www.guardiananytime.com



Vision Plan

Customer Service: 1-866-939-3633
www.eyemedvisioncare.com



Flexible Spending Accounts (FSA)

Customer Service: 1-800-346-2126
Customer Service Fax: 1-608-831-4790



Health Savings Accounts (HSA)

Member Support: 1-877-472-4200
www.mybenefitwallet.com