

Illinois Association of School Boards

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Compiled by IASB Communications – August 2024

This calendar contains references exclusively from the Illinois Compiled Statutes. Illinois state administrative agency regulations and federal law are not included. Parentheses () indicate the applicable Illinois statute. Unless otherwise indicated, statutory references are to the School Code, 105 ILCS 5/1-1 et seq. For brevity, references to the regional superintendent include Intermediate Service Centers.

NOTE: Each school board shall annually prepare a calendar for the school term specifying the opening and closing dates and providing a minimum term of at least 185 days to insure 176 days of actual pupil attendance; provided that any of the four days allowed by law for teachers' institute, but not used as such, shall increase the minimum term by such days not used. The calendar for the school term and any changes must be submitted to and approved by the regional superintendent before the calendar or changes may take effect. (10-19)

Date	Event		
AUGUST 2024			
Prior to the Start of the School Year	Each school board must file the district's threat assessment procedure and a list identifying the members of the threat assessment team(s) with local law enforcement and the regional office of education. (105 ILCS 128/45)	19	Last day for the school board to adopt resolutions putting public policy questions on the ballot at the November 5, 2024, General Election. (10 ILCS 5/28-2(c)) NOTE: The local school board election authority is responsible for receiving and certifying petitions and resolutions for referenda. (10 ILCS 5/28-2 and 28-5)
Before the 30th Day of the School Year	School districts must report certain student assessment information using a form developed by the Illinois State Board of Education (ISBE). (22-82)	20	First day that prospective candidates may circulate nominating petitions for signatures for the April 1, 2025, Consolidated Election. (10 ILCS 5/10-4)
1	Last day to file with the regional superintendent a list of all unfilled teaching positions in the district. (10-20.27)	29	Last day for the board secretary to certify public policy questions to the election authority for referendum at the November 5, 2024, General Election. (10 ILCS 5/28-5)
1	Last day for high school boards to certify to the non-high school board the estimated amount of tuition charges for the succeeding school year. (12-22)	31 Sat.	Last day for regional superintendent to file with ISBE an affidavit showing which treasurers of school districts are properly bonded. (3-8 and 8-2)
14	Last day for school districts to forward a detailed statement of the monies contributed to the Teachers' Retirement System, including any additional contributions due to the System, to the secretary of the System. (40 ILCS 5/16-155)	SEPTEMBER 2024	
15	Last day for school board to transmit claims to ISBE for extraordinary special education services. (14-7.02)	2	Labor Day; a legal school holiday. (24-2)
15	Last day for the school district to transmit claims for special education costs to the State Superintendent of Education. (14-12.01)	8 Sun.-10	Consortium of State School Boards Association (COSSBA), Federal Advocacy Conference, Washington, D.C.
15	Last day to submit certification of all student transportation claims for reimbursement for the school year ending June 30 to the State Superintendent of Education. (29-5)	11	September 11th Day of Remembrance; a commemorative school holiday. (24-2)
		17	Constitution Day, a commemorative school holiday. (24-2)

Date	Event		
27	American Indian Day. (27-20)		
30	Last day on which regional superintendents shall notify, in writing, the presidents of school trustees and clerks and secretaries of school boards the dates and amounts of money distributed to the school treasurer. (3-14.17)	7	In Class II counties (Cook): (1) Quarterly meeting of township school trustees; (2) township trustees make apportionment and distribution of unused funds to the districts from the permanent township fund. (5-16 and 5-17)
30	This is the end of the first quarter of the fiscal year in most Illinois school districts and the last day for the school board to adopt and file with ISBE its balanced budget for 2024-2025 fiscal year. (17-1) NOTE: School districts are required to disclose the cash reserve balance and secured obligations of all funds held by the district related to its operational levy, at a public hearing where the district certifies the budget and levy. (17-1.3) Within 30 days of its adoption, a certified copy of the annual budget and estimate of revenues for the next fiscal year must be filed with the county clerk. (17-1 and 35 ILCS 200/18-50)	7	Iraq and Afghanistan Veterans Remembrance Day; a commemorative school holiday. (24-2)
		9	Leif Erickson Day. (27-19)
		11-12 Sat.	Yom Kippur.
		12 Sat.	Dussehra.
		14	Columbus Day; a legal school holiday. (24-2)
		14-18	National School Lunch Week.
		15	Last day to submit annual report to ISBE disclosing the number of teachers dismissed or removed as a result of the board's decision to decrease the number of teachers employed. (10-20.26)
		15	Last day for school district to submit to the regional superintendent an original and one copy of the annual audit. (3-7)
OCTOBER 2024		15	Last day for township school treasurer and school districts to file the annual financial condition report with the regional superintendent. (3-15.1)
During October	During the month of October, the quarterly meeting of regional board of school trustees must be held. (6-18)	15	Last day for township land commissioners to file certified annual audit with regional superintendent and ISBE. (15-27)
1	Recycling Day; a commemorative school holiday. (24-2)	20 Sun.-22	Illinois Principals Association Annual Fall Conference, Peoria.
1	Last day for school board to forward administrator and teacher salary and benefits report to ISBE. The information must be presented at a regular school board meeting prior to this reporting to ISBE. Report must be posted on the school district's website. (10-20.47)	21-25	National School Bus Safety Week.
1	On the first school day of October the secretary of the board shall report to the regional superintendent and Secretary of State a list of students who have left school and been removed from the regular attendance rolls (except transferees) during the previous attendance quarter. (26-3a)	31	Last day for filing federal and state income tax withholding reports and paying taxes due for quarter ending September 30, 2024.
2-4	Rosh Hashanah.	31-Nov. 1	Diwali.
3-12 Sat.	Navratri	NOVEMBER 2024	
7	Township treasurer reports and submits books to school trustees; also, makes semi-annual examination of each school district's records. (8-14 and 8-17)	1	Last day for school district to submit to the State Superintendent of Education a reimbursement claim for summer school for children with disabilities. (18-4.3)
		3 Sun.	Standard Time returns; set clocks back one hour.
		5	General Election Day, a legal school holiday (24-2(e))
		8	Korean War Veterans' Day; a commemorative school holiday. (24-2)

The Truth in Taxation Act: requires boards of education to determine (not less than 20 days prior to the adoption of the aggregate tax levy) the amount of money to be raised by property taxes. (Property Tax Code, 35 ILCS 200/18-60) If the estimate of the aggregate tax levy exceeds 105% of the amount extended the previous year, a public hearing on the proposed tax levy must be held. (35 ILCS 200/18-70) Notice of levy hearings must be published in a local newspaper no more than 14 days nor less than seven days prior to the date of the public hearing and if the taxing district maintains a website, then the notice (or link to the notice) must be posted on or near the top of the district's website homepage for at least 30 consecutive days if the website is maintained by the full-time staff of the taxing district. (35 ILCS 200/18-75, 18-80)

Date	Event		
11	Veterans' Day; a legal school holiday. (24-2)	30 Sat.	Last day to submit to ISBE the annual report on all contracts over \$25,000 awarded by the school district during the previous fiscal year. (10-20.44)
12	First day to file nominating petitions for school board candidates for the April 1, 2025, Consolidated Election with the county clerk or county board of election commissioners in which the principal office of the school district is located. (9-10 and 10 ILCS 5/10-6)		NOTE: The statement shall be prepared by the township school treasurer for those school districts in Cook County that are under the jurisdiction of township trustees/treasurers. (10-17)
15	Illinois School Board Members Day.	DECEMBER 2024	
15	Last day for regional superintendent to submit district annual financial reports and audits to ISBE. (3-7 and 3-15.1)	1 Sun.	Deadline for the Reduction in Force (RIF) Joint Committee to be established and begin its meetings. (24-12)
15	Last day for school district to file with ISBE a one-page report that lists the actual administrative expenditures for the prior year from the district's audited Annual Financial Report, and the projected administrative expenses for the current year from the adopted budget. (17-1.5) NOTE: School districts are required to approve the "Shared Services and Fiscal Efficiency" report to accompany the Annual Financial Report, at an open meeting allowing for public comment. The regional superintendent is required to publish a composite form of the report for all school districts in their region in an annual financial report. (17-1.1)	1 Sun.	Last day to make publicly available the report of the number of children who have received or been exempted from the required immunizations and health examinations. (27-8.1)
15	Last day for schools to report to ISBE the number of children who have received or been exempted from the required immunizations and health examinations. (27-8.1)	3	Illinois Statehood Day, a commemorative school holiday. (5 ILCS 490/195)
18	Last day to file nominating petitions for school board candidates for the April 1, 2025, Consolidated Election with the county clerk or county board of election commissioners in which the principal office of the school district is located. (9-10 and 10 ILCS 5/10-6)	7 Sat.	Pearl Harbor Veterans' Day; a commemorative school holiday. (24-2)
18-22	American Education Week.	9	Last day for the school board to adopt resolutions putting public policy questions on the ballot for the February 25, 2025, Consolidated Primary Election. (10 ILCS 5/28-2(c)) NOTE: The local school board election authority is responsible for receiving and certifying petitions and resolutions for referenda. (10 ILCS 5/28-2 and 28-5)
22-24	Joint Annual Conference of Illinois Association of School Boards, Illinois Association of School Administrators, and Illinois Association of School Business Officials; Chicago.	19	Last day for the board secretary to certify public policy questions to the election authority for referendum for the February 25, 2025, Consolidated Primary Election. (10 ILCS 5/28-5)
28	Thanksgiving Day; a legal school holiday. (24-2)	25-January 2	Hanukkah.
30 Sat.	Last day for publishing annual fiscal statement of school district, commonly known as the "Annual Statement of Affairs." (10-17) The report must be forwarded to ISBE, and copies must be available in the main administrative office of the district and by publishing in a newspaper of general circulation published in the school district.	25	Christmas Day; a legal school holiday. (24-2)
		31	The annual tax levy must be certified by the school board and filed with the county clerk on or before the last Tuesday in December. (17-11, 35 ILCS 200/18-15)
		JANUARY 2025	
		During January	During the month of January, the quarterly meeting of the regional board of school trustees must be held. (6-18)
		Also	At the beginning of each calendar or fiscal year, the school board must give notice of its schedule of regular meetings, including dates, times, and places. Notice must include publication on the school district's website. (5 ILCS 120/2.02)

School districts having an aggregate property tax levy of more than \$5 million shall make a good faith effort to electronically publish information about whether vendors doing business with the school district are minority-owned, women-owned, or veteran-owned, as defined in the Business Enterprise for Minorities, Women, and Persons with Disabilities Act and whether the vendor holds certifications or self-certifies those categories; if self-certifying, then the district shall publish if the vendor is a small business under the federal Small Business Administration standards. (35 ILCS 200/18-50.2)

Date	Event		
1	New Year's Day; a legal school holiday. (24-2)	1 Sat.	Last day that the RIF Joint Committee can reach agreement to apply the sequence of dismissal for that school year. (24-12)
Also	On the first school day of January the secretary of the board shall report to the regional superintendent and Secretary of State a list of students who have left school during the previous attendance quarter. (26-3a)	1 Sat.	Last day to distribute copies of the educational support personnel employee sequence of dismissal list to the exclusive bargaining representative. (10-23.5)
6	In Class II counties (Cook): (1) Quarterly meeting of township school trustees; and (2) township trustees make apportionment and distribution of unused funds to the districts from the permanent township fund. (5-16 and 5-17)	6	Commemorative holiday honoring Ronald Reagan. (5 ILCS 490/2)
7	Orthodox Christmas.	12	Abraham Lincoln's birthday; a legal school holiday. (24-2)
13	Last day for the school board to adopt resolutions putting public policy questions on the ballot for the April 1, 2025, Consolidated Election. (10 ILCS 5/28-2(c)) NOTE: The local school board election authority is responsible for receiving and certifying petitions and resolutions for referenda. (10 ILCS 5/28-2 and 28-5).	15 Sat.	Susan B. Anthony's birthday; a commemorative school holiday. (24-2)
15	Last day for affected school districts to file a petition with the regional superintendent to opt out of the required summer food service program. (105 ILCS 126/20)	24-28	Public Schools Week.
17	Muhammad Ali's Birthday; a commemorative school holiday. (24-2)	25	Consolidated Primary Election (10 ILCS 5/2A-1.1)
20	Martin Luther King, Jr. birthday observance; a legal school holiday. (24-2)	28	Ramadan begins
23	Last day for the board secretary to certify public policy questions to the election authority for referendum for the April 1, 2025, Consolidated Election. (10 ILCS 5/28-5)	MARCH 2025	
28	Christa McAuliffe Day; a commemorative school holiday. (24-2)	1 Sat.	Last day for evaluation of principals or assistant principals holding a single-year contract or a principal in their final year of a multi-year contract. (24A-15)
31	Last day for filing federal and state income tax withholding reports and paying taxes due for quarter ending December 31, 2024.	3	Casimir Pulaski birthday observance; a legal school holiday. (24-2)
		4	Mayors' Day; a commemorative holiday for Chicago Public Schools. (24-2)
		6-8 Sat.	American Association of School Administrators' Conference, New Orleans, Louisiana
		9 Sun.	Daylight Savings Time begins; set clocks ahead one hour.
		20-23 Sun.	Consortium of State School Boards Associations (COSSBA) Conference, Atlanta, Georgia
		29 Sat.	Vietnam War Veterans' Day; a commemorative school holiday. (24-2)
		30 Sun.	Ramadan ends.
		31	Eid-al-Fitr.
		APRIL 2025	
		1 Sat.	Last day for district superintendent to certify to the county clerk the names and addresses of school employees who are required to file the statement of economic interests. (5 ILCS 420/4A-101.5, and 4A-106.5)
		During April	During the month of April, the quarterly meeting of the regional board of school trustees must be held. (6-18)
		1	Consolidated Election Day, including election of school board members. (10 ILCS 5/2A-1.1 and 2A-1.1a)

School board members, superintendents, building principals, heads of departments, employees with authority over or directly responsible for negotiating contracts amounting to \$1,000 or more, hearing officers, supervisors with authority over 20 or more employees, and any employee in a position that requires an administrative or chief business official certificate are required by law to file a statement of economic interests each calendar year. The statement must be filed, in a form provided by law, with the county clerk no later than May 1 each year. (Ill. Governmental Ethics Act, 5 ILCS 420/4A-101.5, 4A-105)

Date	Event	MAY 2025	
1	Last day for the school board to give its superintendent notice, in writing, if it intends not to renew his or her expiring employment contract, stating the specific reason therefore, unless the contract specifically provides otherwise. (10-21.4)	1	Last day to file required Statement of Economic Interests with the county clerk. (5 ILCS 420/4A-105)
		5-9	Teacher Appreciation Week.
		5-9	Illinois Law Week. (27-20.1)
Also	On the first school day of April, the secretary of the board shall report to the regional superintendent and Secretary of State a list of students who have left school during the previous attendance quarter. (26-3a)	6	National Teacher Day.
		12	Last day for school board to reorganize by seating new members elected on April 1, 2025, electing officers, and setting a time and place for regular meetings. (105 ILCS 5/10-16)
1	Township treasurer reports and submits books to school trustees; also, makes examination of each school district's records. (8-14)	26	Memorial Day observance; a legal school holiday. (24-2)
6-12	National Library Week.		
7	In Class II counties (Cook): (1) Quarterly meeting of township school trustees; and (2) township trustees make semi-annual apportionment and distribution of unused funds to the districts from the permanent township fund. (5-16 and 5-17)	JUNE 2025	
12 Sat.-20 Sun.	Passover.	6-7 Sat.	Eid-al-Adha.
18	Good Friday.	14 Sat.	Flag Day.
20	Easter Sunday.	15 Sun.	Last day for the school district to certify to the State Superintendent of Education claim for tuition for children from orphanages and children's homes. Claims submitted by June 15 may be amended until August 1. (18-3)
20	Orthodox Easter Sunday.	19	Juneteenth National Freedom Day, a legal school holiday. (24-2)
22	Last day for the election authority to canvass the election returns and report results of the April 1, 2025, Consolidated Election to the board secretary. The board secretary is then required to transmit election results to the school board. (10 ILCS 5/17-22 and 22-17)	30	Last day for schools to report to ISBE the number of children who have received or been exempted from the required dental and health examinations. (27-8.1)
25	Arbor and Bird Day; a commemorative school holiday. (27-18)	30	Last day on which township treasurer shall deliver to regional superintendent a statement showing the condition of township funds. (8-13)
30	Last day for filing federal and state income tax withholding reports and paying taxes due for quarter ending March 31, 2025.	30	End of fiscal year for most school districts.
30-May 2	Illinois Association of School Business Officials Spring Conference, Schaumburg.	30	Effective date of the annual school audit. (3-7)
		JULY 2025	
		During July	During the month of July, township land commissioners must have an audit of the funds under their jurisdiction. (15-27)

Written notice to employees from the school board must be served at least: (1) on or before April 15 upon a probationary teacher who is not being reemployed for the following school term; and (2) on or before April 15, along with a statement of honorable dismissal and the reason therefor, before the end of the school term for both tenured and probationary teachers who are being honorably discharged because of a reduction in staff or discontinuation of a program. A sequence of honorable dismissals per 24-12 must be distributed to the exclusive bargaining representative at least 75 days before the end of the school term.

Also – By April 15, a list (established in consultation with the exclusive bargaining representative) showing the length of continuing service of each teacher, or a list showing an alternative method for determining the sequence of dismissal established as provided in 24-12, must be distributed to the exclusive bargaining representative. Any employee not properly notified is deemed re-employed for the following year. (24-11 and 24-12)

NOTE: Collective bargaining agreements and/or evaluation plans may have different notice requirements from that provided in the statute. The employer should be careful to meet all relevant notice requirements.

Date		Event	AUGUST 2025	
Also	During the month of July, the quarterly meeting of regional board of school trustees must be held. (6-18)		Prior to the Start of the School Year	Each school board must file the district's threat assessment procedure and a list identifying the members of the threat assessment team(s) with local law enforcement and the regional office of education. (105 ILCS 128/45)
Also	The first school day in July the secretary of the school board shall report to the regional superintendent and Secretary of State a list of students who have left school during the previous attendance quarter. (26-3a)		Before the 30th Day of the School Year	School districts must report certain student assessment information using a form developed by ISBE. (22-82)
Also	At the beginning of each calendar or fiscal year, the school board must give notice of its schedule of regular meetings, including dates, times, and places. Notice must include publication on the school district's website. (5 ILCS 120/2.02)		1	Last day to file with the regional superintendent a list of all unfilled teaching positions in the district. (10-20.27)
1	First day of the fiscal year in most Illinois school districts. The board of education shall adopt and file with ISBE an annual balanced budget within or before the first quarter of the fiscal year. (17-1) Within 30 days of its adoption, the annual budget must be filed with the county clerk and ISBE. (17-1 and 35 ILCS 200/18-50)		1	Last day for high school boards to certify to the non-high school board the estimated amount of tuition charges for the succeeding school year. (12-22)
4	Independence Day; a legal school holiday. (24-2)		14	Last day for school districts to forward a detailed statement of the monies contributed to the Teachers' Retirement System, including any additional contributions due to the System, to the secretary of the System. (40 ILCS 5/16-155)
7	In Class II counties (Cook): (1) Quarterly meeting of township school trustees; and (2) township trustees make apportionment and distribution of unused funds to the districts from the permanent township fund. (5-16 and 5-17)		15	Last day for school boards to transmit claims to ISBE for extraordinary special education services. (14-7.02)
7	Last day for Secretary or clerk of the school board to file annual statistical report with the treasurer. (10-8)		15	Last day for the school district to transmit claims for special education costs to the State Superintendent of Education. (14-12.01)
15	Last day for submitting to regional superintendent a statement of condition of schools within each township during previous fiscal year. As a practical matter, this requirement only applies to school districts in Cook County sharing a relationship with a township treasurer or trustee. (5-18)		15	Last day to submit certification of all student transportation claims for reimbursement for the school year ending June 30 to the State Superintendent of Education. (29-5)
29	Last day for the regional superintendent to survey and inspect schools and notify each school board, in writing, whether or not schools in their district have been kept as required by law under terms of state life-safety standards. (3-14.21)		31 Sun.	Last day for regional superintendent to file with ISBE an affidavit showing which treasurers of school districts are properly bonded. (3-8 and 8-2)
31	Last day for filing federal and state income tax withholding reports and paying taxes due for quarter ending June 30, 2025.		SEPTEMBER 2025	
			1	Labor Day; a legal school holiday. (24-2)
			7 Sun.-9	Consortium of State School Boards Association (COSSBA), Federal Advocacy Conference, Washington, D.C.

The Open Meetings Act requires that each school board review minutes from all closed meetings every six months or as soon thereafter as practicable taking into account the nature and meeting schedule of the public body. Ad hoc committees may choose to review at the next scheduled ad hoc meeting or six months from the last review of closed session minutes, whichever date is later. At such meetings, the board must determine the need for confidentiality for all or any part of those minutes still exists or that the minutes or portions thereof no longer require confidential treatment and are available for public inspection. Although discussion of closed meeting minutes takes place in a closed meeting, the board's determinations must be made and reported in open session. (5 ILCS 120/2.06)

Date	Event
11	September 11th Day of Remembrance; a commemorative school holiday. (24-2)
17	Constitution Day, a commemorative school holiday. (24-2)
22-24	Rosh Hashanah
26	American Indian Day. (27-20)
30	Last day on which regional superintendents shall notify, in writing, the presidents of school trustees and clerks and secretaries of school boards the dates and amounts of money distributed to the school treasurer. (3-14.17)
30	<p>This is the end of the first quarter of the fiscal year in most Illinois school districts and the last day for the school board to adopt and file with ISBE its balanced budget for 2025-2026 fiscal year. (17-1) Within 30 days of its adoption, the annual budget must be filed with the county clerk. (17-1 and 35 ILCS 200/18-50)</p> <p>NOTE: School districts are required to disclose the cash reserve balance and secured obligations of all funds held by the district related to its operational levy, at a public hearing where the district certifies the budget and levy. (17-1.3) Within 30 days of its adoption, a certified copy of the annual budget and estimate of revenues for the next fiscal year must be filed with the county clerk. (17-1 and 35 ILCS 200/18-50)</p>

This calendar is published for informational purposes only and is not a substitute for legal advice from the school district legal counsel. IASB does not guarantee this calendar's accuracy and will not be responsible for damages caused by reliance on it.