

## **GUIDELINES AND FILING FEES FOR DETACHMENT PETITIONS<sup>1</sup>**

**The following steps must be taken to petition the Regional Board of School Trustees for Lake County, Illinois, to consider the transfer of territory from one school district to another:**

1. A petition must be filed by 1) the school board of each district affected; or 2) Majority of legal voters residing in each school district affected; or 3) 2/3 of the registered voters residing in the territory seeking detachment [If there are no registered voters residing in the territory affected, then by all owners of record of the territory seeking detachment].  
105 ILCS 5/7-1
2. The Lake County Regional Superintendent of Schools serves as the ex-officio Secretary for the Regional Board of School Trustees. All petitions are filed with the Secretary at the Regional Office of Education, 300 Center Drive, Suite 100, Vernon Hills, IL 60061.
3. A minimum filing fee of \$2,000 has been established by the Lake County Regional Board of School Trustees to cover the cost of the court reporter, transcript, legal notice, and other incidental expenditures. Excess costs beyond the initial \$2,000 filing fee must also be borne by the petitioner. A record of expenditures will be given to the petitioner, and any balance remaining from the deposit will be refunded.
4. All Parties and affected districts will be notified of time, date and place of the hearing. Required newspaper notices will be published by the Regional Superintendent at the expense of the petitioners. 105 ILCS 5/7-6(a).
5. If the petition is signed by ten or more people, the petition must designate a committee of ten, any seven of whom can bind the petitioners on certain decisions throughout the hearings. 105 ILCS 5/7-6(c).
6. All districts affected, or residents of the territory or districts affected may appear at the hearing in person or by attorney and present evidence.
7. The hearing will be conducted under Article 7-6 of the School Code. 105 ILCS 5/7-6.
8. The Regional Superintendent will within thirty days after conclusion of the hearing, enter an order either granting or denying the petition.
9. If the petition is granted, a copy of the order and map are filed with the Lake County Clerk within 30 days.

<sup>1</sup> These guidelines are not legal advice. Petitioners are encouraged to seek advice from an attorney. Statutory references are as of July 11, 2016 and are subject to changes.

10. If the petition is denied, petitioners may petition for a rehearing with 10 days, or may file for Administrative Review. 105 ILCS 5/7-7.

The foregoing was adopted by the majority vote of the Regional Board of School Trustees for Lake County, Illinois, on the 11th day of July, 2016.