



# Board of Education Regular Meeting March 11, 2021

## VIRTUAL MEETING INFORMATION

Due to the Covid-19 pandemic, District 64 is continuing to conduct Board of Education meetings online through Zoom. You can connect as an attendee through Zoom via a computer, mobile device, or phone, and you will be able to listen and view the meeting. While public attendees will be muted, they have the opportunity to email comments which will be read aloud during the public comments section of the meeting with the name of the submitter. Please write your comments in accordance with [Board Policy 2:230](#), including ensuring a 3-minute time limit when read.

**Public comments will be read at the beginning of the meeting for non-agenda items, and during discussion of agenda items. Please email your comments to:**

[d64-publiccomments@d64board.org](mailto:d64-publiccomments@d64board.org)

### Attendee Options to Connect:

- Please click this [link](#) to join the webinar through a computer or mobile device.  
**Password: 944745**
- Or iPhone one-tap : +13126266799,,92946089344#,,,,\*944745#  
Telephone: **US: +1 312 626 6799 (Chicago)**  
and dial when prompted –

**Webinar ID: 929 4608 9344**  
**Passcode: 944745**

One District 64 administrator will participate in the virtual meeting from a public location and a limited number of the public will be able to attend. For the regular Board meeting on Thursday, March 11, Jefferson School (MPR), 8200 Greendale Avenue, Niles, will be the designated meeting location. The main entrance doors to the building will open 15 minutes prior to the start of the meeting. There is a strict limit of no more than 50 people gathering in one place in effect for this meeting, and face masks are mandatory. Anyone present at this location will be allowed to participate during the public comments portion of the meeting.

Please note that District 64 is following all meeting guidelines identified by the state.

---

### **Notes for online Board of Education meetings through Zoom:**

- Attendees will be muted by default when calling or logging in to the Zoom meeting. The meeting will be in “listen only” mode.
- During the Public Comment portions, the Administrative Assistant to the Superintendent will read the emails that have been sent to [d64-publiccomments@d64board.org](mailto:d64-publiccomments@d64board.org).
- The District will make every effort to post recorded online Board meetings afterwards.

Inspire every child to



## Meeting of the Board of Education Park Ridge – Niles School District 64

Regular Board Meeting Agenda  
Thursday, March 11, 2021

### VIRTUAL MEETING

*Alternate Remote Attendance Location: Jefferson School- MPR  
8200 Greendale Ave, Niles, IL 60714*

*On some occasions, the order of business may be adjusted as the meeting progresses to accommodate Board members' schedules, the length of sessions, breaks, and other needs.*

**6:30 p.m. Meeting of the Board Convenes**

- Roll Call

**Board Recesses & Adjourns to Closed Meeting**

-- Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)].

**7:00 p.m. Board Adjourns from Closed Meeting & Resumes Regular Meeting**

**Pledge of Allegiance**

**Opening Remarks from President of the Board**

**Public Comments**

Each speaker is given 3 minutes to address the Board. Comments may be made on almost any matter related to the operation of schools. Each person appearing before the Board will be treated with courtesy and respect, and the Board requests the same in return. In light of the privacy of personnel and student matters, commenters are strongly discouraged from speaking about individual staff or students during public comment. Commenters are instead encouraged to first raise such concerns privately with the Board President or Administration. The Board, however, recognizes each commenter's First Amendment rights; thus, it will not prohibit commenters from speaking about individual staff or students, subject to well-recognized exceptions under the First Amendment, such as obscenity, threats, fighting words, or incitements to violence.

**A-1 Approval of Meeting Agenda**

--Board President

The Board reserves the right to review the agenda at the beginning of each meeting and request additions, amendments, or deletions prior to approval.

**A-2 Student/Staff Recognition**

- Instructional Staff

- A-3 COVID-19 Update**  
--Superintendent
- A-4 Discussion & Approval of Student Fees 2021-22**  
--Chief School Business Official **Action Item 21-03-1**
- A-5 Discussion of Upcoming Amendments to Regular & Special Education Transportation Services Contract**  
--Chief School Business Official
- A-6 Discussion & Approval of 2021-22 E-Rate Category 2 Projects Part 1**  
-- Director of Innovation and Instructional Technology/ **Action Item 21-03-2**  
Chief School Business Official **Action Item 21-03-3**
- A-7 Board Authorizes 2021-22 Staffing Plan**  
--Chief School Business Official/  
Assistant Superintendent for Human Resources **Action Item 21-03-4**
- A-8 Approval of 2020-2023 Superintendent's Employment Contract**  
--Board President **Action Item 21-03-5**
- A-9 Board Policy Committee Update**  
--Committee Members
- A-10 Approval of Recommended Personnel Report**  
--Board President **Action Item 21-03-6**  
Personal Report Including:
- Resolution #1265 Honorable Dismissal of Teachers
  - Resolution #1266 Dismissal of Probationary Educational Support Personnel Employees
- A-11 Consent Agenda**  
--Board President **Action Item 21-03-7**
- Bills, Payroll, and Benefits
  - Approval of Financial Update for the Period Ending January 31, 2021
  - Resolution 1267 Authorizing an Amendment of the Intergovernmental Agreement Relating to the O'Hare Noise Compatibility Commission
  - Destruction of Audio Closed Recordings (None)
- A-12 Approval of Minutes**  
--Board President **Action Item 21-03-8**
- February 4, 2021 - Closed Meeting
  - February 4, 2021 - Committee of the Whole Meeting
  - February 11, 2021 - Closed Meeting
  - February 11, 2021 - Regular Meeting
  - February 25, 2021 - Closed Meeting
  - February 25, 2021 - Special Meeting

**A-13 Other Discussion & Items of Information**

--Superintendent

- Upcoming Agenda
- FOIA requests
- Memorandum of Information:
  - Update on Unpaid Student Fees
- Minutes of Board Committees:
  - Board Policy Committee February 23, 2021

**A-14 New Business**

**Adjournment**

Next Meetings:

**April 1, 2021**

Special Meeting - 7:00 p.m. - **Virtual**

**Alternate Remote Attendance Location: Jefferson School - MPR**

8200 Greendale Avenue, Niles, IL 60068

**April 8, 2021**

Regular Meeting - 7:00 p.m. **Virtual**

**Alternate Remote Attendance Location: Washington School - MPR**

1500 Stewart Avenue, Park Ridge, IL 60068

In accordance with the Americans with Disabilities Act (ADA), the Board of Education of Community Consolidated School District 64 Park Ridge-Niles will provide access to public meetings to persons with disabilities who request special accommodations. Any persons requiring special accommodations should contact the Director of Facility Management at (847) 318-4313 to arrange assistance or obtain information on accessibility. It is recommended that you contact the District, 3 business days prior to a school board meeting so we can make every effort to accommodate you or provide for any special needs.

Approval of Meeting Agenda

The Board reserves the right to review the agenda at the beginning of each meeting and request additions, amendments, or deletions prior to approval.

To: Board of Education  
From: Dr. Eric Olson, Superintendent  
Date: March 11, 2021  
Re: Student/Staff Recognition: Instructional staff

Each month we highlight a group of students or staff we would like to recognize before the Board of Education. This month we'd like to honor our staff members who work with our instructional students, those children who require special education services for a majority of their school day.

District 64 offers a range of special education services for instructional students. Additionally, the district's Structured Learning Community (SLC) program provides a rigorous and predictable program to address the academic, social, communication, sensory, and emotional needs of students.

The members of our Instructional and SLC teams demonstrate passion and commitment, employ innovative teaching methods and challenge students to engage actively in learning. They include teachers, teacher assistants, speech and language therapists, social workers, occupational and physical therapists, our board-certified behavioral analyst, assistive technology specialist, school psychologists, and our intervention coach. These staff members play a vital role in a child's development through the formulation and implementation of students' Individual Education Plans.

It takes a person with a unique combination of traits to influence student achievement. Our instructional staff members possess the intuitive skills to sense underlying issues behind a child's academic and behavioral issues and the ability to help them along as situations occur. Their calm nature helps reduce the level of stress in the room and their attention to detail allows them to consistently assess students through both formal and informal methods.

Please join us in thanking our instructional and SLC staff members, many of them who provided in-person services throughout the year (except for the November/December adaptive pause), for their dedicated service to our students.

**COVID-19 Update**

District Superintendent Dr. Eric Olson will update the Board on current metrics and plans for return to school in-person.

03/11/21

To: Board of Education  
Dr. Eric Olson, Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 11, 2021  
Re: Discussion and Approval of Student Fees 2021-22

The administration has completed the student fee analysis for 2021-22 using the same format as the prior two years. (Attachment 1) As shared in years past, our informational flyer illustrates how the revenue generated from student fees is used to support educational offerings.

The first page of the document provides a visual pie chart that represents major expenditure categories covered by student fees for both elementary and middle school students. The second and third pages provide a comprehensive list of expenses that the Board may legally charge as student fees and a cost per student for each expense category. The pie charts are color-coded to match the descriptions of the in-depth fee sheets for easier understanding. Expense figures have been updated to reflect the budget adopted for the 2020-21 school year. Enrollment figures have been updated too.

This year's in-depth analysis of student fees shows that at the Elementary and Middle School levels, fees paid by parents/guardians cover 32% and 48% respectively, of the total expenditures that the Board may legally charge as student fees. Park Ridge-Niles District 64 taxpayers, therefore, are paying 68% and 52% respectively, of the expenditures that can be allocated as student fees.

### **Recommendations for 2021-22**

Attachment 2 is the schedule of proposed school fees for 2021-22. The administration is recommending that the general student fee be kept at the same level as 2020-21: \$84 for preschool and kindergarten, \$227 for elementary, and \$315 for middle school. It is important to note that this will be the **13th** year the required fees will remain the same.

In the category of participatory fees, a comparison of the District's expenses for Interscholastic Sports and Cross Country to student fees collected indicates these program fees are set correctly so that the student fees are covering the allowable expenditures.

This year students in kindergarten through eighth grade will pay the Technology Device Maintenance fee of \$30. The fees for the 2020-21 school year were approved prior to the District expanding the 1:1 Digital Learning Program from kindergarten through eighth grade. Prior to this decision, only third through eighth grade students were in the 1:1 program and paid the fee.

Attachment 3 is a financial projection for the Extended Day Kindergarten (EDK) program at Jefferson School. The EDK program is a tuition-based enrichment program for parents who need full-day programming for their kindergarten students. Because the program is not mandated, the District has historically set the fees at a rate that ensures the program will break even or operate at a small profit. This year the EDK program did not operate. However, a percentage of administrative salaries and regular salaries were still charged to this program. Cost projections for 2021-22 dictate that the fee for next year remains the same at \$24 per day for the regular program. Students that attend EDK in the morning also have the option to register for early childcare services beginning at 7 a.m. for \$12 per day. If the Board approves the proposed rates, the EDK program is projected to operate at a surplus of approximately \$40K in 2021-22.

Attachment 4 is a financial projection for the Community Preschool program at Jefferson School. The District operates a preschool program that is a blend of special education students and regular education/community students. As required by the State, tuition can only be assessed to the community students. Unlike EDK, program fees for the Community Preschool are not set with the purpose of breaking even. The non-financial benefits of providing early childhood education to students along with the desire to operate the program at full capacity drive the tuition rates set by the District.

Community students who are 3 years old attend three days per week, while 4-year-olds have the option of registering for four or five days per week. To assist with staffing, the tuition is structured so that the 5-day per week program is offered at a lower daily rate. Preschool fees were raised in the 2020-21 school year by \$1.00 per day. The administration is not recommending an increase for preschool fees.

### **Next Steps**

Once the Board approves the 2021-22 student fees, we will update the District website with the new documents. We will also continue to include this information in the online registration form that will be available in April 2021.

Again, the general student fees for 2021-22 will be unchanged for the 13th year.

### **ACTION ITEM 21-03-1**

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the 2021-22 Student Fees as presented.

The votes were cast as follows:

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:

3/11/2021

## What makes up required 2021-22 student fees?



As guided by Illinois law, District 64 charges an annual student fee to support learning by partially offsetting expenses for instructional materials, supplies and technology. Student fees have remained the same for 12 years..

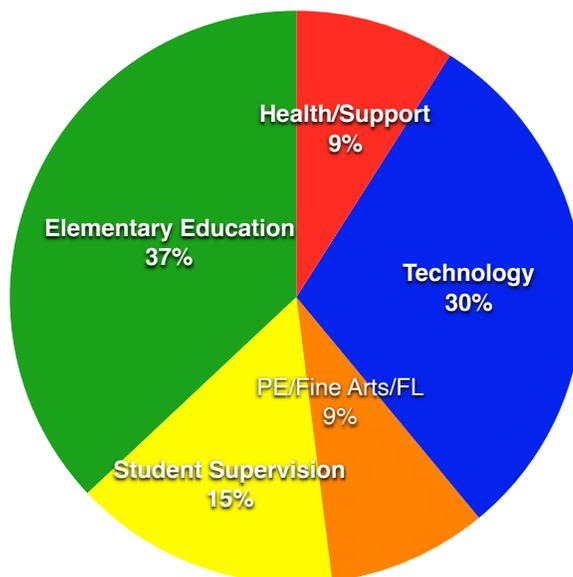
Student fees do not cover salaries to deliver education, such as teachers and teacher assistants or for other staff, such as office health assistants, custodians, principals or District administrators. The only staff salaries that can be included in fees are for student supervision.

### ELEMENTARY SCHOOL: \$704 value provided for \$227 fee

- ◆ Students receive materials, supplies and technology valued at \$704.
- ◆ The student fee for grades 1-5 is \$227.
- ◆ The cost split is 32% paid by parents of current students and 68% carried in the District's budget

Please refer to the accompanying fee list on pages 2 and 3 for a detailed breakdown by each expense category. Pie chart colors correspond to the fee list.

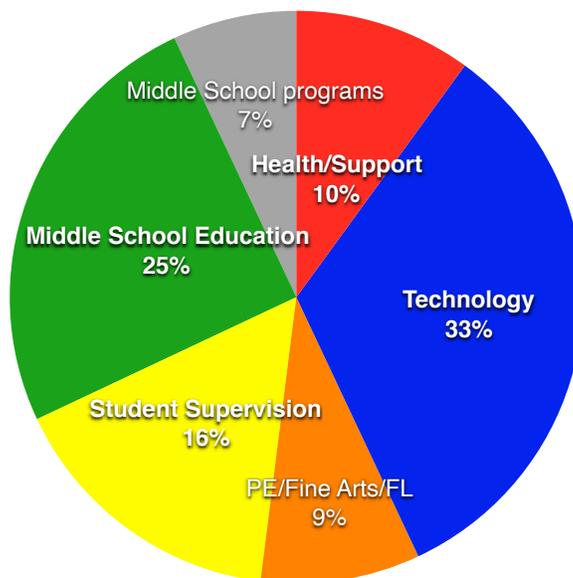
Elementary School



Middle School

### MIDDLE SCHOOL: \$657 value provided for \$315 fee

- ◆ Student receive materials, supplies and technology valued at \$657.
- ◆ The student fee for grades 6-8 is \$315.
- ◆ The cost split is 48% paid by parents of current students and 52% carried in the District's budget paid by all local property taxpayers.



Park Ridge Niles School District 64  
2021-22 Fee Breakdown  
Note: Fee list colors correspond to pie charts on page 1

Function	Description	2020-21 Adopted Budget Expenses	Grant Revenues (Deduct)	Extra Fees Received (Deduct)	Total by Function	Cost per		Enrollment
						Elementary Student	Middle School Student	
						2,903	1,612	
<b>2225</b>	<b>Student Technology:</b>				\$ 967,230	\$ 214	\$ 214	
	- Chromebooks (new devices, licenses, cases, etc.)	\$ 648,000		-\$ 94,740				
	- Student iPad and laptop refresh, cases, charge stations	\$ 296,400						
	- Classroom projectors	\$ 32,570						
	- Equipment (3D printers, display screens, etc.)	\$ 85,000						
<b>1110</b>	<b>Elementary Education (K-5 Grade):</b>				\$ 751,708	\$ 259		
	- Online licenses/subscriptions	\$ 100,349						
	- Math supplies (workbooks, activity kits, etc.)	\$ 7,500						
	- Language arts supplies (reading texts, novels, etc.)	\$ 20,000						
	- Science supplies (science kits, lab supplies, curric materials)	\$ 28,900						
	- Social studies supplies and repair of texts	\$ -						
	- Classroom supplies and student planners	\$ 53,556						
	- Textbooks and teacher materials	\$ 519,803						
	- Magazine subscriptions	\$ 21,600						
<b>1120</b>	<b>Middle School Education (6-8 Grade):</b>				\$ 246,187		\$ 153	
	- Online licenses/subscriptions	\$ 49,356						
	- Repair/maintenance of classroom equipment	\$ 3,440						
	- Math supplies (workbooks, activity kits, etc.)	\$ 12,820						
	- Language arts supplies (reading texts, novels, etc.)	\$ 6,000						
	- Social studies supplies (maps, posters, reading materials, etc.)	\$ 1,760						
	- Science lab supplies	\$ 67,200						
	- Classroom supplies and student planners	\$ 32,160						
	- Textbooks and teacher materials	\$ 72,191						
	- Magazine subscriptions	\$ 1,260						
<b>2190</b>	<b>Graduation Expenses:</b>				\$ 17,900		\$ 11	
	- Facility rentals	\$ 1,200						
	- Printing expenses (brochures and ceremony materials)	\$ 6,000						
	- Supplies (diplomas, gowns, etc.)	\$ 10,700						
<b>2550</b>	<b>Transportation:</b>				\$ 12,000	\$ 3	\$ 3	
	- Curriculum-related field trips	\$ 12,000						
<b>1410</b>	<b>Industrial Arts:</b>				\$ 35,450		\$ 22	
	- Repair/maintenance of wood shop equipment	\$ 750						
	- Supplies for wood shop class projects	\$ 34,700						
<b>1412</b>	<b>Family &amp; Consumer Science:</b>				\$ 32,100		\$ 20	
	- Repair/maintenance of sewing machines, cooking equipment	\$ 3,500						
	- Classroom supplies (food, cookware, sewing materials, etc.)	\$ 28,600						
<b>1510</b>	<b>After School Clubs:</b>				\$ 8,750		\$ 5	
	- Club supplies	\$ 8,750						
<b>1520</b>	<b>Athletics:</b>				\$ 1,200		\$ 1	
	- Referees	\$ 7,800		-\$ 7,800				
	- Staff supervisors and score keepers at athletic events	\$ -		\$ -				
	- Supplies (uniforms, scorebooks, balls, etc.)	\$ 4,800		-\$ 4,800				
	- Tournament fees	\$ 1,500		-\$ 1,500				
	- Transportation to athletic events	\$ 15,600		-\$ 14,400				
<b>2191</b>	<b>Student Supervision:</b>				\$ 474,053	\$ 105	\$ 105	
	- Lunchroom supervision salaries	\$ 372,000						
	- Outside supervision salaries	\$ 100,000						
	- Employee benefits	\$ 53						
	- Supplies (disinfecting wipes, recess equipment, etc.)	\$ 2,000						
<b>1112</b>	<b>General Music:</b>				\$ 48,873	\$ 11	\$ 11	
	- Repair/maintenance of pianos/musical equipment	\$ 3,000						
	- Classroom supplies (recorders, keyboards, guitars, etc.)	\$ 32,183						
	- Performance equipment (flipforms, instrument carts, pianos)	\$ 13,690						
<b>1113</b>	<b>Art Program:</b>				\$ 83,446	\$ 18	\$ 18	
	- Repair/maintenance of classroom equipment	\$ 2,600						
	- Project supplies (paint, glaze, glue, ink, clay, yarn, etc.)	\$ 80,846						
<b>1114</b>	<b>Band/Orchestra Program:</b>				\$ 16,500	\$ 4	\$ 4	
	- Instructional professional services	\$ 5,000		-\$ 5,000				
	- Online licenses/subscriptions	\$ 2,000		-\$ 2,000				
	- Repair/maintenance of musical equipment	\$ 4,500		\$ -				
	- Classroom supplies (music stands, sheet music, etc.)	\$ 14,500		-\$ 2,500				

Park Ridge Niles School District 64  
2021-22 Fee Breakdown  
Note: Fee list colors correspond to pie charts on page 1

Function	Description	2020-21 Adopted Budget Expenses	Grant Revenues (Deduct)	Extra Fees Received (Deduct)	Total by Function	Cost per Elementary Student	Cost per Middle School Student
	- Music instruments/equipment	\$ 11,500		-\$ 11,500			
	- Transportation to performances	\$ 3,000		-\$ 3,000			
<b>1116</b>	<b>Physical Education Program:</b>				\$ 74,700	\$ 17	\$ 17
	- Towel cleaning service	\$ -					
	- Online licenses/subscriptions	\$ 1,750					
	- Repair/maintenance of fitness equipment	\$ 13,000					
	- Sporting goods supplies, equipment, P.E. uniforms	\$ 59,950					
<b>1117</b>	<b>Chorus Program:</b>				\$ 3,800	\$ 1	\$ 1
	- Transportation to performances	\$ 4,250		-\$ 450			
<b>1119</b>	<b>Foreign Language Program:</b>				\$ 37,855	\$ 8	\$ 8
	- Online licenses/subscriptions	\$ 5,990					
	- Textbooks and workbooks	\$ 25,290					
	- Classroom supplies	\$ 6,575					
<b>1111</b>	<b>Response to Intervention (Education for Struggling Students):</b>				\$ 11,200	\$ 2	\$ 2
	- Online licenses/subscriptions	\$ 7,200					
	- Classroom supplies/textbooks/workbooks/magazines	\$ 4,000					
<b>1200</b>	<b>Special Education Program:</b>				\$ 211,700	\$ 47	\$ 47
	- Professional consulting services	\$ 50,000					
	- Online Subscriptions	\$ 29,200					
	- Classroom supplies, materials, and equipment	\$ 232,500	-\$ 100,000				
<b>1413</b>	<b>Health Program:</b>				\$ 28,225	\$ 6	\$ 6
	- Online licenses/subscriptions	\$ 1,930					
	- Textbooks and teacher manuals	\$ 26,295					
	- Magazine subscriptions	\$ -					
	- Classroom supplies and materials	\$ -					
<b>1650</b>	<b>Channels of Challenge:</b>				\$ 37,913	\$ 8	\$ 8
	- Supplies (calculators, teaching materials, graph pads, etc.)	\$ 3,250					
	- Testing materials	\$ 8,400					
	- Test proctors/assessors	\$ 18,863					
	- Textbooks	\$ 7,400					
<b>1800</b>	<b>Bilingual Program:</b>				\$ 1,400	\$ 0	\$ 0
	- Supplies (dictionary cards, language review materials, etc.)	\$ 1,400					
	<b>Total Costs</b>	<b>\$ 3,349,880</b>	<b>-\$ 100,000</b>	<b>-\$ 147,690</b>	<b>\$ 3,102,190</b>	<b>\$ 704</b>	<b>\$ 657</b>
					Fee Charged	\$ 227	\$ 315
					Student Share	32%	48%
					District Share	68%	52%

Note: Student fees are deposited in the Education Fund, which is the origin of all itemized fee-related expenses shown above except transportation. Per the Illinois Program Accounting Manual, all transactions not accommodated by another fund shall be recorded in the Education Fund.

**Park Ridge Niles Community Consolidated School District 64**  
**2021-22 School Fees**

	<b>Adopted</b>			
	<b>2021-22</b>	<b>2020-21</b>	<b>\$</b>	<b>%</b>
			<b>Change</b>	<b>Change</b>
<b>Required Fees</b>				
Preschool/Kindergarten	\$84	\$84	\$0	0.0%
Elementary Grades 1-5	\$227	\$227	\$0	0.0%
Middle School	\$315	\$315	\$0	0.0%
<b>Participatory Fees</b>				
Instrumental Music				
Beginner	\$40	\$40	\$0	0.0%
Advanced	\$40	\$40	\$0	0.0%
Chorus - Elementary	\$5	\$5	\$0	0.0%
Chorus - Middle School	\$15	\$15	\$0	0.0%
Technology Device Maintenance				
Elementary	\$30	\$30	\$0	0.0%
Middle School	\$30	\$30	\$0	0.0%
Athletics				
Basketball	\$140	\$140	\$0	0.0%
Wrestling	\$140	\$140	\$0	0.0%
Volleyball	\$140	\$140	\$0	0.0%
Cross Country	\$35	\$35	\$0	0.0%
<b>Bus Fees</b> ( <i>State Reimbursement does not cover the cost of students who are transported and reside within 1 1/2 miles of the attendance center</i> )				
All Year	\$510	\$510	\$0	0.0%

<b>PARK RIDGE-NILES SCHOOL DISTRICT 64</b>				
<b>FINANCIAL ANALYSIS OF EXTENDED DAY KINDERGARTEN PROGRAM</b>				
	<b>Actual</b>	<b>Projected</b>	<b>Proposed</b>	
	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>	
Revenues	\$529,942	\$0	\$576,876	From Rev Tab
Expenses				
Admin Salaries	\$62,205	\$64,009	\$65,290	From Admin Exp tab
Program Salaries	\$328,095	\$46,099	\$348,108	From Program Exp Tab
Admin Benefits	\$15,008	\$12,283	\$12,283	From Admin Exp tab
Program Benefits	\$84,564	\$54,164	\$91,329	From Program Exp Tab
Supplies	\$19,170	\$1,939	\$20,000	
<b>Total Expenses</b>	<b>\$509,042</b>	<b>\$178,494</b>	<b>\$537,010</b>	
<b>Net Profit/(Loss)</b>	<b>\$20,900</b>	<b>-\$178,494</b>	<b>\$39,866</b>	
Daily Tuition Rate - Regular Program	\$24.00	\$24.00	\$24.00	
Daily Tuition Rate - Early AM Care	\$12.00	\$12.00	\$12.00	
Days Registered - Regular Program	22,231	0	22,231	From Rev Tab
Days Registered - Early AM Care	3,611	0	3,611	From Rev Tab
<b>Notes:</b>				Will the program capacity be the same next year as this year?
All benefits projected to increase 4%				What participation level are we expecting next year in comparison to this year?
Admin salaries projected to increase 2%.				
Program salaries projected to increase 3.1% based on TA salary schedule				

<b>PARK RIDGE-NILES SCHOOL DISTRICT 64</b>						
<b>FINANCIAL ANALYSIS OF COMMUNITY PRESCHOOL PROGRAM</b>						
		Actual	Projected	Projected		
		<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>		
<b>Revenues</b>						
	<b>Tuition</b>	\$159,967	\$84,888	\$409,508	From Rev Tab	
	<b>Registration Fees</b>	10,332	6,720	10,332		
<b>Total Revenues</b>		<b>\$170,299</b>	<b>\$91,608</b>	<b>\$419,840</b>		
<b>Expenses</b>						
	<b>Admin Salaries</b>	\$31,103	\$32,005	\$32,645	from Admin Exp Tab	
	<b>Program Salaries</b>	323,042	267,392	275,681	from Program exp tab	
	<b>Admin Benefits</b>	\$7,504	\$6,142	\$6,387	from Admin Exp Tab	
	<b>Program Benefits</b>	84,473	86,698	90,165	from Program exp tab	
	<b>Supplies</b>	10,116	9,305	10,000	From Supply tab	
<b>Total Expenses</b>		<b>\$456,239</b>	<b>\$401,541</b>	<b>\$414,879</b>		
<b>Net Profit/(Loss)</b>		<b>-\$285,940</b>	<b>-\$309,933</b>	<b>\$4,961</b>		
		Actual	Projected	Proposed		
<b>Daily Tuition Rate:</b>		<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>		
	<b>3 days per week</b>	\$24	\$24	\$24		
	<b>4 days per week</b>	\$23	\$23	\$23		
	<b>5 days per week</b>	\$22	\$22	\$22		
		Actual	Projected	Proposed		
<b>Annual Tuition Rate:</b>		<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>		
	<b>3 days per week</b>	\$2,448	\$2,448	\$2,448	102 days per year	
	<b>4 days per week</b>	\$3,174	\$3,174	\$3,174	138 days per year	
	<b>5 days per week</b>	\$3,850	\$3,850	\$3,850	175 days per year	
<b>Number of Students</b>		123	80	123		
	19-20	20-21				
<b>*Community Students</b>	71	45				
<b>Prek Students</b>	52	35				
<b>Total Students</b>	123	80				

To: Board of Education  
Dr. Eric Olson Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 11, 2021  
Re: Discussion of Upcoming Amendments to Regular and Special Education  
Transportation Contracts

Tonight the Board of Education is being asked to review amendments to both the special education and regular education transportation contracts to extend the services thereunder through the 2021-22 school year.

### **Regular Transportation**

The amendment presented to the Board tonight will extend regular education transportation services through the 2021-22 school year. During a very difficult year, Lakeview has been able to meet all of the District's changing needs in terms of transportation. The administration is very happy with the quality of services and no other transportation company has asked the Board to go out to bid. The law allows the District to continue to extend the contract on a year-to-year basis as long as no other company asks the Board to rebid transportation services.

Given the difficulties bus companies are experiencing in hiring drivers and the significant cost increases school districts are seeing when transportation services are rebid, the administration recommends that the Board approve the amendment to the contract issued in 2014 to Lakeview Bus Lines, Inc for regular education transportation. This will extend our agreement through the 2021-22 school year. The increase will be 7.40 percent over the 2020-21 rates. To refresh the Board's memory, in the amendment approved for 2020-21, Lakeview did not receive an increase in our regular transportation rates.

### **Special Education Transportation**

For the 2020-21 school year, the Board approved a 1.40 percent increase over the 2019-20 rates. Lakeview continues to exceed the District's expectations with their hands-on approach to special education transportation. The administration recommends that the Board approve a one-year amendment to the current special education transportation contract with Lakeview. The increase will be 7.40 percent over the 2020-21 rates.

Given that the increase is higher than previously received, administration is providing to the Board information on transportation costs for neighboring districts.

<b>District</b>	<b>2020-21 Round Trip Single Route</b>	<b>2021-22 Round Trip Single Route</b>			
District 64	\$137.70	\$147.88			
District 62	\$160.00	\$164.80			
District 63	\$295.94	\$310.73			
District 21	\$197.17				
District 26	\$142.34				
District 59	\$338.49				

Our special education rates for 2020-21 for a single round trip are \$137.50. They would increase to \$147.68 per single route. Our out-of-district transportation costs are handled on a case-by-case basis and the costs are based on the mileage to/from locations, need for aides, etc.

If the Board approves of the increase, the administration will bring a recommendation and action item at either the April 1 or April 8 Board of Education meeting.

To: Board of Education  
Dr. Eric Olson, Superintendent  
From: Mary Jane Warden, Director of Innovation & Instructional Technology  
Luann Kolstad, Chief School Business Official  
Date: March 11, 2021  
Re: Discussion & Approval of 2021-22 E-Rate Category 2 Projects Part 1

The 2021-22 E-Rate Category 2 projects center around four areas of the District's network infrastructure related to switch refresh, expansion of virtual server environment, network monitoring, and wiring upgrades. This memorandum will address two of the four areas as E-Rate Category Projects Part 1: 1) Additional Network Monitoring Capabilities, and 2) Emerson Middle School Wiring Upgrade. Because of a delay in the bidding process for the other two projects – Continuation of the 4-year Switch Infrastructure Upgrade and the Expansion of the Virtual Server Environment – Part 2 will be brought forth at the next Board of Education meeting.

Federal funds are made available through the E-Rate program allowing school districts to take advantage of discounts to network infrastructure equipment and services that fall within Category 2. District 64 receives a 40% discount rate through E-Rate, which is received as a reimbursement in the E-Rate cycle year.

### **1. Additional Network Monitoring Equipment**

The district's wireless infrastructure is the backbone to the daily teaching, learning, and overall operations. The WiFi network keeps the entire campus connected to critical systems, digital platforms, essential resources, and to one another. Visibility into the network to foresee trouble spots or mitigate issues that occur will help to avoid lost productivity.

After researching available devices to help monitor and troubleshoot the end user experience, the district did trial runs of the Cape Sensor from Aruba and the Wyebot Sensor at the start of the school year. The Wyebot Sensor was able to provide the most insight and allowed us to resolve issues quicker than the Cape. When submitting our E-Rate 470 Category 2 RFP, we asked vendors to provide us with pricing for purchasing Wyebot sensors or any equivalent device. We only received a bid for Wyebot sensors, and only from Wyebot directly (who does not sell through resellers). The price per sensor per year costs less than what we would pay according to our CDWG account list prices under the USETPA consortium, or according to ILTPP pricing contracts for the closest competing product, the Aruba Cape.

As a result, the District is recommending we move forward with the quote for the Wyebot as outlined below. In this case, Wyebot has offered us the discounted cost upfront, so the District will be paying \$15,360.00 for the equipment.

Equipment	Cost	Cost After E-Rate Discount
10 Wyebot Sensors w/ 3-year subscription service	\$25,600.00	\$15,360.00
<b>Total Proposed Cost</b>	\$25,600.00	\$15,360.00

## 2. Emerson Middle School Wiring Upgrade

Emerson was built in 1999 with a network wiring infrastructure of Cat5e cabling. Over the course of the past 20 years, the wiring has sufficed. Modern wireless access points can support speeds that exceed what Cat5e cabling is capable of supporting. These aging cables are now the bottleneck in our networks, and by upgrading Emerson we will be able to make full use of our existing equipment and be ready for the next generation of wireless devices. Over the course of the past several years, Cat6a wiring has been provided for access points in the areas where construction projects were completed. Upgrading all of Emerson’s wireless access point wiring to Cat6a will allow us to best understand the performance gains and evaluate whether or not to make the same changes where access points are still connected with the older Cat5e cables at other schools.

This project has been allocated from Category 2 funding that was part of a funding round that was in between the previous five year funding round and the new one beginning next year. It had special rules allowing the money to be spent over the course of the next two summers. Due to the pandemic, the District delayed this project and is bringing this project forward now to try and make use of that bonus funding round with our 40% reimbursement while the money is still available to us - freeing the next five year cycle funds up for other projects.

Projected costs for the Emerson Middle School Wiring Upgrade are pre-discount and were obtained in accordance with the competitive bidding process of the Universal Schools and Libraries through the US Educational Technology Purchasing Alliance (USETPA). The [USETPA](#) consortium, of which District 64 is a member of, was formed on behalf of all schools, libraries and local government entities. This nationwide consortium has created master contracts for increased efficiency in the purchasing of technology goods and services. USETPA is often able to aggregate demand and negotiate the lowest possible pricing and all contracts are awarded on a price not-to-exceed basis. By using these contracts, members can ensure that they follow state and local purchasing regulations and can take advantage of volume discounts. Further discounts are available through negotiation with awarded vendors as well as special offers to the consortium membership.

Pricing from CDWG for this wiring upgrade was obtained through this USETPA consortium. In alignment with the E-Rate process, USETPA posted the Form 470 as the RFP for wiring installation projects on behalf of the consortium members. CDW-G was one of the vendors who responded to that 470 and is the vendor who we received USETPA negotiated pricing from as listed below.

Equipment	Cost	Cost After E-Rate Discount
Materials (cabling, jack in 1-port surface-mount box, patch panels)	\$17,705.00	\$10,623.00
Labor (installation of cabling, access points, patch panels, jacks/boxes)	\$39,556.00	\$23,733.60
<b>Total Proposed Cost</b>	\$57,261.00	\$34,356.60

Additionally, Emerson is the last of the District 64 schools to upgrade its PA system, an upgrade that has coincided with the various construction projects at the other schools. Fortunately, the existing Cat5e can remain in place and be repurposed for the future PA system upgrade for Emerson. This is the primary motivation for proposing this project. The District is interested in saving on labor costs, capitalizing on Category 2 funding while it is available, and positioning Emerson to be ready for the upcoming PA system upgrade, whenever that is to occur.

**Summary**

These two E-Rate network infrastructure projects are a combined investment of \$82,861.00 which amounts to a 40% discount of \$33,144.40 to be paid out to the District (with the Wyebot discount upfront). The actual expenditure of the district will total \$49,716.60 for Part 1 of the network infrastructure projects for 2021-22.

**ACTION ITEM 21-03-2**

I move that the Board of Education of Community Consolidated School District 64, Park Ridge - Niles, Illinois, approve the Additional Network Monitoring Equipment in the amount of \$15,360.00 to Wyebot.

The votes were cast as follows:

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

AYES:  
 NAYS:  
 PRESENT:

ABSENT:

ACTION ITEM 21-03-3

I move that the Board of Education of Community Consolidated School District 64, Park Ridge - Niles, Illinois, approve the Emerson Middle School Wiring Upgrade in the amount of \$57,261.00 to CDWG.

The votes were cast as follows:

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:



WyeboT Inc,  
 2 Mount Royal Avenue, Suite 310,  
 Marlborough, MA 01752

## Quotation

Date	Quote #
Feb 4, 2021	2271b

Customer Address
PARK RDG COMM CONS SCH DIST 64 164 S PROSPECT AVE PARK RIDGE, IL 60068-4035 Attn: Gorman Christian

Quote Valid Until	Rep	470#: 210018615				
6/30/21	CT	498 ID (aka SPIN) :143050718				
SKU	Description	Qty	Unit Price	Amount	Discount	Total
L-1003-N0	3-Yr Subscription Service	10	\$6,000.00	\$60,000.00	57.50%	\$25,500.00
	<b>USAC Billing: Choice of SPI or BEAR</b> USAC Sub-total (40%) Customer Sub-total (60%)			\$10,240.00		<b>\$15,360.00</b>
<b>Terms &amp; Conditions</b>				<b>Subtotal</b>		\$25,500.00
1. This quote is valid only through the date above. 2. To accept the quote, please send a P.O. for the quote amount, including Quote #. 3. This is an auto-renewal subscription unless WyeboT is notified and the sensor is returned within seven days of the subscription end date.				<b>Shipping</b>		\$100.00
				<b>Total</b>		<b>\$25,600.00</b>

*We look forward to helping you optimize your wireless network*

# PRE-SOW FORM

## PROJECT FUNDAMENTALS

<b>Project Name:</b>	<b>Park Ridge Niles 64 cat6a cabling erate 2020</b>	<b>Requested By (Sales):</b> <b>Ryan Parvis</b> 214.450.2336 ryanpar@cdwg.com
<b>Customer Name:</b>	Park Ridge School District 64	
<b>Provider Name:</b>	CRW Inc.	
<b>CDW Affiliate:</b>	CDW Technologies, Inc.	<b>Submitted By (SA/ISA):</b> Ryan Parvis
<b>Effective Date:</b>	February 8, 2021	
<b>Version:</b>	1.0	

## CUSTOMER-DESIGNATED LOCATIONS

Location(s)	Service(s)		
164 S Prospect Ave, Park Ridge, IL 60068	<input type="checkbox"/> Assessment <input type="checkbox"/> Configuration <input type="checkbox"/> Design <input checked="" type="checkbox"/> Implementation	<input type="checkbox"/> Knowledge Transfer <input checked="" type="checkbox"/> Project Management <input type="checkbox"/> Reconfiguration <input type="checkbox"/> Reinstallation	<input type="checkbox"/> Staff Augmentation <input type="checkbox"/> Support <input type="checkbox"/> Training <input type="checkbox"/> Custom Work
	<input type="checkbox"/> Assessment <input type="checkbox"/> Configuration <input type="checkbox"/> Design <input type="checkbox"/> Implementation	<input type="checkbox"/> Knowledge Transfer <input type="checkbox"/> Project Management <input type="checkbox"/> Reconfiguration <input type="checkbox"/> Reinstallation	<input type="checkbox"/> Staff Augmentation <input type="checkbox"/> Support <input type="checkbox"/> Training <input type="checkbox"/> Custom Work
	<input type="checkbox"/> Assessment <input type="checkbox"/> Configuration <input type="checkbox"/> Design <input type="checkbox"/> Implementation	<input type="checkbox"/> Knowledge Transfer <input type="checkbox"/> Project Management <input type="checkbox"/> Reconfiguration <input type="checkbox"/> Reinstallation	<input type="checkbox"/> Staff Augmentation <input type="checkbox"/> Support <input type="checkbox"/> Training <input type="checkbox"/> Custom Work

PROJECT SCOPE     DISTRICT 64 CAT 6A TO CLASSROOMS

*CRW, Inc. is pleased to provide the materials and labor to perform the following:*

---

**Emerson Middle School**

1. Install, Identify, Terminate, Test & Certify (1) Cat 6A CMP UTP cable to (76) location for Wireless Access Point (WAP). Cable to source from existing MDF/IDF closets and terminate at device side on Cat 6A jack in a 1-port surface-mount box with (1) Cat 6A patch cord to device.
2. Supply Labor to install (76) customer provided WAP's.
3. Supply and install (11) 1U unloaded patch panels.
4. Supply and install (76) Cat 6A jacks and (76) Cat 6A patch cords for closet side.
5. Supply and install miscellaneous materials, as necessary.
6. Supply installation labor.

Total Material: \$17,705.00

Total Labor: \$39,556.00

Total: \$57,261.00

**Assumptions:**

- No provisions for overtime labor included in proposal. All labor quoted at 1st shift.
- No provisions for any raceway (conduit, latch-duct, etc.) included.
- No provisions for Scissor lift if required for gym and high ceiling locations.

Services not specified in this SOW are considered out of scope and will be addressed with a separate SOW or Change Order.

**ITEM(S) PROVIDED TO CUSTOMER**

Table 1 – Item(s) Provided to Customer

Item	Description	Format
As-Built Documents; Fluke Test Results	Marked-up prints designating locations of any new cables installed. Fluke certification of all new cables.	Paper-Based; PDF

## PROJECT SCHEDULING

Customer and Seller, who will jointly manage this project, will together develop timelines for an anticipated schedule (“**Anticipated Schedule**”) based on Seller’s project management methodology. Any dates, deadlines, timelines or schedules contained in the Anticipated Schedule, in this SOW or otherwise, are estimates only, and the Parties will not rely on them for purposes other than initial planning.

## TOTAL FEES

The total fees due and payable under this SOW (“**Total Fees**”) include both fees for Seller’s performance of work (“**Services Fees**”) and any other related costs and fees specified in the Expenses section (“**Expenses**”). Unless otherwise specified, taxes will be invoiced but are not included in any numbers or calculations provided herein.

Seller will invoice for the Total Fees.

## SERVICES FEES

Services Fees hereunder are **FIXED FEES**, meaning that the amount invoiced for the Services will be \$57,261.00.

The invoiced amount of Services Fees will equal the amount of fees applicable to each completed project milestone, as specified in Table 2.

Table 2 – Services Fees

<b>Project Milestones</b>	<b>Percentage</b>	<b>Fees</b>
Signed SOW	50%	\$28,630.50
Completion of Work	50%	\$28,630.50
<b>Totals</b>	<b>100%</b>	<b>\$ 57,261.00</b>

## EXPENSES

Neither travel time nor direct expenses will be billed for this project. The parties agree that there will be no travel required for this project

## NOT FOR SIGNATURE

THIS DOCUMENT IS A DRAFT INTENDED ONLY FOR USE IN THE REVIEW OF TEXT APPLICABLE TO A POSSIBLE SERVICES ENGAGEMENT. IT DOES NOT CONSTITUTE A CONTRACT OR A PROPOSAL FOR A CONTRACT. THE CONTENT OF THIS DOCUMENT, AS IT MAY BE NEGOTIATED BY THE PARTIES, IS INTENDED TO BE INCORPORATED INTO A STATEMENT OF WORK, WHICH WILL INCLUDE OTHER PROVISIONS AND WHICH WILL BE GOVERNED BY ADDITIONAL TERMS AND CONDITIONS. A PARTY’S SIGNATURE OR OTHER INDICATION OF APPROVAL ON OR RELATED TO THIS DOCUMENT SHALL HAVE NO BINDING OR CONTRACTUAL EFFECT.

To: Board of Education  
Dr. Eric Olson, Superintendent  
From: Luann Kolstad, Chief School Business Official  
Date: March 11, 2021  
Re: Board Authorizes Staffing Plan

At the February 11, 2021 regular Board meeting, Chief School Business Official Luann Kolstad and Assistant Superintendent of Human Resources Joel Martin presented the 2021-22 Staffing Plan (Attachment 1). At this time there are no new recommendations to the plan that was presented at that meeting. The administration is re-submitting that plan for Board of Education approval.

These recommendations represent the administration's best projections based on current information and assumptions, and will continue to be refined as our planning for the 2021-22 school year moves forward. Registration for the 2021-22 school year will open in late April 2021. Administration will be monitoring the enrollment at each building to determine if additional staff will be required to staff properly for our enrollment. In addition, the fall plans for offering a fully remote option for families will be brought to the Board with staffing recommendations at that time. As always, our focus is on providing the resources needed to deliver a quality educational program to meet the needs of all D64 students.

ACTION ITEM 21-03-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the recommended 2021-22 Staffing Plan presented and discussed at the February 11, 2021 regular Board of Education meeting.

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

The votes were cast as follows:

- AYES:
- NAYS:
- PRESENT:
- ABSENT:

3/11/2021

## Appendix 6

To: Board of Education  
Dr. Eric Olson, Superintendent

From: Luann Kolstad, Chief School Business Official  
Dr. Joel Martin, Assistant Superintendent for Human Resources

Date: February 11, 2021

Subject: Preliminary Enrollment Projections for 2021-22 School Year & Discussion  
of 2021-22 Staffing

### **Overview of Enrollment Projections**

Beginning with the 2019-20 school year, the District engaged Dr. Jerome McKibben of McKibben Demographics to update our population and enrollment forecasts based on our September 30th enrollment data. This exercise also extended our forecasts through 2029-30. Typically, a district has the demographer prepare their data for the next 10 years and use this information as initially presented, with no updating, to determine their enrollments for each year. District 64 has a lot of movement throughout the year, with both new students entering and current students leaving the District. By updating our numbers with the demographer each fall, the administration believes that our projections are more accurate.

However, due to the pandemic, it becomes much more problematic to use enrollment forecasts based on normal circumstances. For the 2021-22 school year, administration is currently using our current enrollment and rolling these figures forward by one year for our first through eighth grade students. We are using Dr. McKibben's forecasts for our kindergarten students only. As the District receives more information on the pandemic, the administration will be able to more clearly forecast enrollment. The unknown right now is whether the students will remain in hybrid or back to a normal school year with everyone physically in attendance.

Due to the pandemic our actual enrollment numbers for the 2020-21 school year have been lower than anticipated. Our actual enrollment is down 180 students over projections. The majority of students that withdrew were in the K-2 grades which is typical for most elementary districts per Dr. McKibben. Dr. McKibben is forecasting that 80 percent of the students that withdrew to go to private/home schooling arrangements will return to the District when the pandemic is over and/or when we are back to normal five day per week attendance.

### **2021-22 Enrollment Projections**

Utilizing a simple rollover method for the 2021-22 school year, the administration anticipates a decrease of 108 students over the District's February 1, 2021, numbers.

<b>Building</b>	<b>February 1, 2021 Enrollment</b>	<b>2021-22 Projection</b>	<b>Delta +/-</b>
<b>Carpenter</b>	418	408	-10
<b>Field</b>	643	637	-6
<b>Franklin</b>	529	531	2
<b>Roosevelt</b>	681	675	-6
<b>Washington</b>	635	596	-39
<b>Emerson</b>	884	855	-29
<b>Lincoln</b>	728	708	-20
<b>Total</b>	<b>4,518</b>	<b>4,410</b>	<b>-108</b>

Based on this model, the District would go down three sections at middle school and eight sections at elementary school. Currently the District has eleven teachers retiring between the elementary and middle schools. While some of our retirements are not core teachers, administration is not recommending releasing additional teachers at this time, due to the potential for a reduction of sections at the schools. Please see the following section on Reduction in Force for further information.

**Staffing Request**

In a normal year without a pandemic, administration would include in this section additional staffing requests for next year. This includes staffing for enrollment and staffing for new programs. Using the model we presented, a simple rollover, we do not foresee the need to hire additional staff at this time. As we receive new information in terms of what this fall will look like, we will present this information to the Board.

**Staffing Rollover**

The administration is asking the Board of Education to extend the K-5 Differentiation Coaches for one additional school year. These 2.5 positions were approved by the Board of Education to provide coaching support for 2 years for our elementary teachers. These positions are currently scheduled to sunset at the end of this school year. Our K-5 Differentiation Coaches have been unable to fulfill their goals this year because of the impact of the pandemic. Throughout this school year, their ability to plan, team teach, and coach has been negatively impacted by the scheduled quarantines and staffing issues. During the fall, when the District was short substitute teachers, these 2.5 staff members were frequently pulled to fill open classroom positions. As a result of the inability to meet many of the goals set forth for this school year, we are asking the Board of Education to approve these positions for one additional school year. Below is the original proposal summary for these positions.

### K-5 Differentiation Coaches for English Language Arts

In spring of 2017 and spring of 2018, the K-5 English Language Arts (ELA) Review Committee researched best practice and recommended the adoption of the workshop model supported by Lucy Calkins' *Units of Study* programs.

This initiative has been led by District 64's K-5 ELA Curriculum Specialist. All staff have participated in professional development to launch this work. Professional development has included explicit workshop training, a close study of curriculum materials, and multiple "learning labs" in classrooms. While the original plan was to partner with outside consultants for three years, we are finding that staff are in need of dedicated personnel for job-embedded coaching:

- We propose the addition of 2.5 ELA Differentiation Coaches. This short-term investment has a powerful impact on student achievement long-term, because it develops each teacher's ability to differentiate instruction in ELA.
- Coaches would be assigned to support specific grade levels across the District. Our current K-5 Curriculum Specialist would continue in her current role and also support specific grade levels. Support would include job-embedded coaching, curriculum and assessment design, and customized professional development.
- Coaches would be recruited from current staff who have demonstrated the capacity to support this work as practitioners and teacher leaders.
- Coaching positions would be implemented for 2019-20 and 2020-21, and would sunset at the end of the 2021 school year.
- Expenses allocated for outside consultants totaling \$32,000 would be removed from future budgets.
- The Certified Staff Evaluation rubric assesses strategies that are key for differentiating instruction. As a result of this support, all K-5 teachers will demonstrate the ability to:
  - Implement rigorous instruction aligned to ELA Illinois Learning Standards
  - Implement formative assessment practices to measure each student's current reading and writing level
  - Use the learning progressions in reading and writing to set goals for individual students
  - Design targeted instruction to challenge individual students and support student growth (as measured by our ELA common assessments)

### **Reduction in Force (RIF)**

As presented above, while our enrollment projections are forecasting a decrease in both enrollment and sections for the 2021-22 school year, administration does not anticipate needing to RIF any K-8 teachers strictly based on enrollment projections. However, the District may need to RIF teachers to account for staff returning from leaves, returning to full-time from part-time, or changes in enrollment in other programs. In addition, the District annually releases its entire non-tenured part-time staff, as we are unable to identify at this time if there will be a need for part-time staff for the 2021-22 school year. As a reminder, if the District does not dismiss this

group of employees, the District would be obligated to rehire them at the same part-time FTE status for the upcoming school year. We anticipate RIF actions to be taken at the regular meeting on March 11.

### **Financial Implications**

Since there are no requests for additional staffing and the differentiation coaches are already included in the budget, there are no financial implications at this time to the projections. As always, our focus is on providing the resources needed to deliver a quality educational program to meet the needs of all District 64 students. We look forward to reviewing these recommendations with the Board at its meeting on February 11.

**Approval of 2020-2023 Superintendent's Employment Contract**

**ACTION ITEM 21-03-5**

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the 2020-23 Superintendent's employment contract for Dr. Eric Olson.

The votes were cast as follows:

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:

# **SUPERINTENDENT'S EMPLOYMENT CONTRACT**

## **(2020-2023)**

**AGREEMENT** made this the \_\_\_\_ day of March, 2021, between the **BOARD OF EDUCATION OF COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 64, COOK COUNTY, ILLINOIS**, hereinafter referred to as the "Board," and **DR. ERIC OLSON**, hereinafter referred to as the "Superintendent."

This Superintendent's Employment Contract ("Contract") was entered into following a determination by the Board that the Superintendent successfully completed the performance goals established under his current 2019-2022 employment contract and also hereby replaces and supersedes any contract of employment in effect between the Parties as of the commencement date of this Contract.

### **A. EMPLOYMENT AND COMPENSATION**

**1. Salary and Term of Employment.** The Board hereby employs the Superintendent for a multi-year period of three (3) years, commencing on July 1, 2020, and terminating on June 30, 2023. The annual salary for the 2020-2021 Contract Year shall be \$220,985.00. Effective July 1, 2021 the annual salary shall be increased to \$230,000.00 and the Superintendent shall be eligible for an annual salary review for the 2021-2022 Contract Year, which may result in an additional increase for the 2021-2022 Contract Year that shall be determined solely by the Board. The annual salary shall be payable in equal installments in accordance with the rules of the Board governing payments of other administrative staff members in the District. The Superintendent's annual salary for the subsequent Contract Years shall be determined solely by the Board utilizing an allowable range of increase of zero to three percent (0 - 3%) over the prior Contract Year's salary. The Board's action to increase or otherwise change the Superintendent's salary under this paragraph shall be in implementation of this provision of this Contract and shall not constitute or require an amendment to this Contract. The term "Contract Year" shall refer to each period under this Contract commencing on July 1 and ending on June 30. The Superintendent hereby accepts employment upon the terms and conditions hereinafter set forth.

**2. Teachers' Retirement System and Health Insurance Security Fund.** In addition to the annual salary stated in paragraph A.1 of this Contract, the Board shall pay on behalf of the Superintendent to the State of Illinois Teachers' Retirement System ("TRS") and the Teacher Health Insurance Security Fund ("THIS") the Superintendent's required contributions to said pension system and health fund. The Superintendent shall not have any right or claim to said amounts, except as they may become available at the time of retirement or resignation from the State of Illinois Teachers' Retirement System and the Teacher Health Insurance Security Fund. Both Parties acknowledge that the Superintendent did not have the option of choosing to receive the contributed amounts directly, instead of having such contributions paid by the Board to the Teachers' Retirement System and Teacher Health Insurance Security Fund, and further acknowledge that such contributions are made as a condition of employment to secure the Superintendent's future services, knowledge and experience.

If legislation is enacted that limits the employer's ability to perform its obligations under this paragraph, the Board shall pay the difference to the Superintendent as salary to the extent the Board's total cost for salary and pick up of the TRS and THIS contribution equals the Board's total cost before enactment of such legislation. The Board and Superintendent's implementation herein shall be in implementation of this provision of this Contract and shall not constitute or require an amendment to this Contract.

## **B. CONDITIONS OF EMPLOYMENT**

1. **License.** During the term of this Contract, the Superintendent shall hold and maintain a valid and properly registered license issued by the State of Illinois qualifying him to act as Superintendent of the School District.

2. **Employment Representations.** The Superintendent represents that he is not under contract with any other school district for any portion of the term covered by this Contract beginning July 1, 2020. The Superintendent further represents that all information provided to the District in the process of application for employment was true and complete.

3. **Medical Examination.** The Superintendent shall submit, at Board expense, to a physical or mental examination by a physician licensed in Illinois to practice medicine and surgery in all its branches whenever the Board deems such examination necessary and in accordance with applicable law. As a condition of employment, the Superintendent also agrees to comply with all health requirements established by law.

4. **Waiver of Tenure.** The Superintendent acknowledges that, pursuant to the *School Code*, he waives any right to tenure in the School District by virtue of entering into this multi-year Contract and any multi-year extension thereof.

## **C. BENEFITS**

1. **Travel Reimbursement.** The Board will reimburse the Superintendent for transportation costs related to his professional duties undertaken for the School District at the federal mileage rate established by the Internal Revenue Service and in accordance with the District's travel reimbursement procedures.

2. **Reimbursement of Business Expenses.** The Board shall reimburse the Superintendent for reasonable monthly expenses incurred in the performance of his duties as provided under District procedures. Substantiation of all expenses incurred pursuant to this provision shall be made by the Superintendent in accordance with the regulations of the *Internal Revenue Code*, as amended.

3. **Insurance.** The Board will provide the Superintendent with the following benefits:

- a. Individual or family hospitalization and medical insurance, and individual or family dental insurance, as provided under any group program effective in the District and paid in full by the Board;

- b. Long-term disability insurance coverage, as provided under any group program effective in the District, which provides benefits in the amount of 70% of salary coordinated with TRS disability insurance benefits, and subject to all eligibility conditions of the District's group program carrier;
- c. Liability indemnification and protection, as provided under the District's liability insurance policies; and
- d. Term life insurance, in an amount equal to the Superintendent's annual salary, subject to all eligibility conditions of the District's group program carrier.

If, at any time during the term of this Contract, the Board's payment of insurance premiums is deemed to constitute a discriminatory benefit under law or regulation subjecting the Board to potential penalties or increased tax payments, then the Board may, in its discretion, determine to decrease its payment for such insurance and make a corresponding increase in the Superintendent's salary or other compensation to offset the cash value of the reduction in such insurance premium benefit. The Board's action to revise a benefit under this paragraph shall be in implementation of this provision of this Contract and shall not constitute or require an amendment to this Contract.

**4. Vacation.** The Superintendent shall be entitled to a paid vacation of twenty (20) working days in each fiscal year. Vacation days shall be scheduled in consultation with the Board President. Vacation must be taken within the twelve-month annual period or shall be lost and unavailable for use or compensation in future years. The Superintendent shall also be entitled to all legal and school holidays as designated on the District calendar. Winter, Spring, and Summer recess periods shall not constitute working days. The Board shall not pay the Superintendent for any accrued, unused vacation days unless payment is required by law. Any required vacation payment shall be made after the Superintendent's receipt of his final paycheck for regular earnings and after his last day of service.

**5. Sick and Personal Leave.** The Superintendent shall be granted paid sick leave, as defined in Section 24-6 of the *School Code*, in the same amount as the normal annual allotment provided the teachers in the District, which may be accumulated to a maximum of 340 days. The Superintendent shall be granted paid personal leave of 3 working days each Contract Year pursuant to the same terms as personal days are provided the teachers in the District and which may be accumulated to a maximum of 6 days.

**6. Professional Organizations/Meetings and Continuing Education.** Subject to approval of the Board, the Board shall pay up to \$7,000.00 per Contract Year for expenses, dues and membership fees to a reasonable number of professional organizations, continuing education offerings and to attend appropriate professional meetings at the local and state levels and at the national level. Any unused funds for one Contract Year may be rolled into the following Contract Year.

**7. Civic Organizations.** The Superintendent shall participate in local civic and fraternal organizations in the interest of promoting a better understanding of the District and its

concerns. Subject to its approval, the Board shall pay the dues incurred through membership in such organizations.

**8. Deferred Compensation and Annuities.** From the annual salary stated in paragraph A.1 of this Contract, the Superintendent may (1) annually defer compensation pursuant to and in accordance with the terms of an eligible state deferred compensation plan as described in Section 457(b) of the *Internal Revenue Code* if adopted by the Board, or (2) authorize a salary reduction in order that the Board may purchase an annuity product for the Superintendent as described in Section 403(b) of the *Internal Revenue Code* and in accordance with the District's 403(b) Plan, provided that the Superintendent confirms that any such deferrals or reductions for purchase of annuities are within *Internal Revenue Code* limitations.

**9. Cell Phone and Laptop.** The Board has determined that, by virtue of his job duties, the Superintendent needs to be immediately reachable by the Board and other District administrators and staff in the event of emergencies outside normal work hours and/or when the Superintendent is away from the District. Accordingly, the Board will provide the Superintendent with a monthly stipend in the amount of \$55.00 for the use of his own personal cell phone for District-related business. The Board shall make such provision and payments for a business purpose, and not for purposes of compensation of the Superintendent; however, the Superintendent may use the phone for both District and personal business in accordance with IRS guidelines. The Board will supply the Superintendent with a laptop computer.

#### **D. POWERS AND DUTIES**

**1. Duties.** The Superintendent shall have charge of the administration of the schools under the direction of the Board; he shall be the chief executive officer for the Board; he shall recommend the selection, retention and dismissal of, and direct and assign, teachers and other employees of the School District under his supervision; he shall organize and direct the administrative and supervisory staff; he shall make recommendations to the Board concerning the budget, building plans, location of sites, and the selection of textbooks, instructional material, and courses of study; he shall direct the keeping of all records and accounts, and aid in the making of all reports, as required by the Board; he shall recommend rules, regulations, and procedures deemed necessary for the welfare of the School District; and, in general, he shall perform all other duties incident to the office of the Superintendent as the Board may delegate to him or as required by law.

**2. Extent of Service.** The Superintendent shall devote his entire time, attention, and energy to the business of the School District and related professional activities. With the permission of the Board, the Superintendent may attend university courses, seminars, or other professional growth activities; serve as a consultant to another district or educational agency for a short-term duration without loss of salary; lecture and engage in writing activities and speaking engagements. The Superintendent may not jeopardize the functioning of the School District by any lengthy and conspicuous absence for such professional activities.

**3. Performance Goals and Indicators.** In accordance with the requirements of Section 10-23.8 of the *School Code*, the Parties have agreed on performance goals for the Superintendent with respect to student performance and academic improvement, including indicators listed beneath the goals that shall be used by the Board to measure the

Superintendent's performance. Annually, the Superintendent, with the assistance of his administrative team, shall (1) evaluate student performance, including, but not limited to, student performance on standardized tests, successful completion of the curriculum, and attendance; (2) review the curriculum and instructional services; (3) review school finances; and (4) report to the Board on his findings as to (a) student performance and (b) his recommendations, if any, for curriculum or instructional changes as a result of his evaluation of student performance. The presentation of the report shall constitute the achievement of the goals and indicators of student performance and academic improvement as required by Section 10-23.8 of the *School Code*. The Board and Superintendent may review these performance goals and indicators at any time by mutual agreement. The Board's and Superintendent's decision to add or revise performance goals shall be in implementation of this provision of this Contract and shall not constitute or require an amendment to this Contract.

**4. Additional Performance Goals.** Annually, the Board and Superintendent shall also agree to additional performance goals and indicators by September 1 of each Contract Year, which will be attached hereto and incorporated in this Agreement as Appendix A. The additional goals are not intended to be performance goals within the meaning of the *School Code*. Prior to the Board's annual evaluation of the Superintendent, the Superintendent shall give a "State of the District" presentation during the open session portion of a public Board meeting during which he will provide a summary of his additional performance goals, his progress toward meeting such goals and how such goals align with the District's mission and vision. The Board's and Superintendent's decision to add or revise the additional performance goals shall be in implementation of this provision of this Contract and shall not constitute or require an amendment to this Contract.

The Board shall determine whether the Superintendent has met the additional performance goals using the criteria described in the goals themselves, as well as Board members' own judgment as to whether the Superintendent has exhibited the leadership, guidance and effort needed to achieve the goals. The Board shall make this determination after (1) an evaluation of the Superintendent and (2) after the completion of the Superintendent's State of the District presentation. The Board shall issue its determination in writing and present it to the Superintendent in closed executive session during the annual evaluation required under paragraph G of this Contract.

## **E. RENEWAL, EXTENSION, AND AMENDMENT OF CONTRACT**

**1. Renewal and Extensions.** During the term of this Contract, the Board and Superintendent may mutually agree to renew or extend the employment of the Superintendent for a multi-year period, provided that the performance goals and indicators set forth in paragraph D.3 of this Contract have been met. In such event, the Board shall take specific action to discontinue this Contract and enter into a new multi-year contract of employment.

**2. Non-Renewal.** Notice of intent not to renew this Contract shall be given to the Superintendent by the Board by April 1 of the year in which the Contract expires. Said notice shall be in writing and state the specific reason for non-renewal. Failure to provide timely notice of non-renewal shall extend this Contract for one (1) additional year. The Superintendent shall notify the President and Secretary of the Board by March 1 of the year in which the Contract expires that failure of the Board to give the Superintendent said notice of intent not to renew

shall extend this Contract for one (1) additional year. The failure of the Superintendent to give the required reminder notice to the Board shall waive the obligation of the Board hereunder to give its notice of intent by April 1. Within ten (10) days after receipt of a notice of intent not to renew this Contract, the Superintendent may request a closed session hearing on the dismissal.

**3. Modification.** Any other adjustment or modification made during the life of this Contract other than provided herein shall be by mutual agreement of the Parties and shall become a part of this Contract, but such adjustment or modification shall not be construed as a new contract with the Superintendent or as an extension of the termination date of this Contract.

## **F. TERMINATION**

**1. Grounds for Termination.** This employment Contract may be terminated by:

- a. Mutual agreement;
- b. Disability (inability to perform essential job functions with or without accommodation);
- c. Discharge for cause; or
- d. Death.

**2. Disability.** The Board may terminate this Contract by written notice to the Superintendent at any time after the Superintendent has been absent from his employment by reason of illness, accident or other cause beyond the control of the Superintendent for a continuous period of ninety (90) school days or for intermittent absences that total ninety (90) out of one hundred twenty (120) school days. All obligations of the Board under this Contract shall cease upon such notice of termination, with the exception of the long-term disability benefits afforded the Superintendent under paragraph C.3 above. In the event of a termination for disability, the Superintendent shall be entitled to compensation for each day of unused and accumulated sick leave and vacation time at his then effective per diem rate of pay (yearly salary divided by 260).

**3. Discharge for Cause.** Discharge for cause shall be for any conduct, act, or failure to act by the Superintendent, which, in the discretion of the Board, is detrimental to the best interests of the School District or the Board's determination of irreconcilable differences with the Superintendent. Reasons for discharge for cause shall be given in writing to the Superintendent, who shall be entitled to notice and a hearing before the Board to discuss such causes. If the Superintendent chooses to be accompanied by legal counsel, he shall bear any costs therein involved. The Board hearing shall be conducted in executive session.

## **G. EVALUATION**

The Board and Superintendent agree that annually they shall mutually discuss and evaluate their working relationship, rapport, and understanding. By the second regularly scheduled Board meeting in August of each year of the Contract, the Superintendent's performance shall be appraised by the Board and a written evaluation of that performance given to the Superintendent, except that, in the last year of this Contract, the Superintendent shall also be evaluated in February. As required under the *School Code*, the Board shall evaluate the

Superintendent in his administration of school board policies and his stewardship of the assets of the District. The Superintendent's progress toward and attainment of the performance goals set forth in paragraph D.3 and D.4 of this Contract shall also be assessed. After such evaluation, the Parties shall schedule a meeting to review the evaluation and determine, if necessary, the terms and conditions of, and the performance goals for, the continued future employment of the Superintendent.

## **H. MISCELLANEOUS**

1. Any notice required to be given under this Contract shall be deemed sufficient if it is in writing and sent by mail to the last known residence of the Superintendent or the President of the Board.
2. This Contract has been executed in Illinois and shall be governed in accordance with the laws of the State of Illinois in every respect.
3. Paragraph headings and numbers have been inserted for convenience of reference only and, if there shall be any conflict between such headings or numbers and the text of this Contract, the text shall control.
4. This Contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.
5. This Contract contains all the terms agreed upon by the Parties with respect to the subject matter of this Contract and supersedes all prior agreements, arrangements, and communications between the Parties concerning such subject matter, whether oral or written.
6. This Contract shall inure to the benefit of and be binding upon the Board and its successors and assigns.

**[SIGNATURE PAGE TO FOLLOW]**

**IN WITNESS WHEREOF**, the Parties have executed this Agreement this \_\_\_\_\_ day of March, 2021, following formal approval by the Board at a duly convened meeting held this same day.

**SUPERINTENDENT**

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED  
SCHOOL DISTRICT NO. 64  
COOK COUNTY, ILLINOIS**

\_\_\_\_\_  
**Dr. Eric Olson**

By: \_\_\_\_\_  
**President**

**ATTEST:**

\_\_\_\_\_  
**Secretary**

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### **Board Policy Committee Update**

The committee last met on February 23, 2021. Minutes of the committee's meeting can be found at the end of the agenda under "Other Discussion & Items of Information". The committee members will update the Board on the reviewed policies and ongoing conversations relating to the possible amendment of certain policies.

As a reminder, the Board policy committee reviewed the following policies (attached) and will discuss further steps with the Board members:

- 4:60 *Purchases and Contracts*, including the related policies listed below:
  - 2:160 *Board Attorney*
  - 2:170 *School Architect, Engineers & Land Surveyors*
  - 4:70 *Resource Conservation*
  - 4:150 *Facility Management & Building Programs*
- 4:180 *Pandemic Preparedness; Management; and Recovery*

## Operational Services

### **4:60 Purchases and Contracts**

The Superintendent shall manage the District's purchases and contracts in accordance with State law, the standards set forth in this policy, and other applicable School Board policies.

#### Standards for Purchasing and Contracting

All purchases and contracts shall be entered into in accordance with State law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts shall be approved or authorized by the Board.

All purchases and contracts should support a recognized District function or purpose as well as provide for good quality products and services at the lowest cost, with consideration for service, reliability, and delivery promptness, and in compliance with State law. No purchase or contract shall be made or entered into as a result of favoritism, extravagance, fraud, or corruption.

Adoption of the annual budget authorizes the Superintendent or designee to purchase budgeted supplies, equipment, and services, provided that State law is followed. Purchases of items outside budget parameters require prior Board approval, except in an emergency.

When presenting a contract or purchase for Board approval, the Superintendent or designee shall ensure that it complies with applicable State law, including but not limited to, those specified below:

1. Supplies, materials, or work involving an expenditure in excess of \$25,000 must comply with the State law bidding procedure, [105 ILCS 5/10-20.21](#), unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with [105 ILCS 5/19b-1](#) et seq.
4. Third party non-instructional services must comply with [105 ILCS 5/10-22.34c](#).
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with [105 ILCS 5/10-20.21](#). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with [105 ILCS 5/10-20.21](#)(b-10).
7. The purchase of paper and paper products must comply with [105 ILCS 5/10-20.19c](#) and Board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:
  - a. In accordance with [105 ILCS 5/10-21.9](#)(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in [105 ILCS 5/10-21.9](#)(c) and [5/21B-80](#)(c) to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibits any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in [5/21B-80](#)(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
  - b. In accordance with [105 ILCS 5/24-5](#): (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Department of Public Health rules or order of a local health official.

The Superintendent or designee shall: (1) execute the reporting and website posting mandates in State law concerning District contracts, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided.

LEGAL REF.:

[105 ILCS 5/10-20.19c](#), [5/10-20.21](#), [5/10-21.9](#), [5/10-22.34c](#), [5/19b-1](#) et seq., and [5/24-5](#).

[820 ILCS 130/](#).

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation), 4:150 (Facility Management and Building Programs), 4:175 (Convicted Child Sex Offender; Criminal Background Check and/or Screening; Notifications)

ADOPTED: October 27, 1997

REVISED: June 26, 2006, January 28, 2008, January 26, 2009, May 24, 2010, November 18, 2013, November 17, 2014, March 13, 2017; February 18, 2020.

**Park Ridge-Niles School District 64**

---

## School Board

### **2:160 Board Attorney**

The School Board may retain legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents the School Board in its capacity as the governing body for the School District. The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The Board Attorney will provide services as described in the agreement for legal services or as memorialized by an engagement letter. The District will only pay for legal services that are provided in accordance with the agreement for legal services, as memorialized by an engagement letter, or that are otherwise authorized by this policy or a majority of the Board.

The Superintendent, his or her designee, and Board President, are each authorized to confer with and/or seek the legal advice of the Board Attorney. The Board may also authorize a specific Board member to confer with the Board Attorney on its behalf.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to be informed of and/or consider the matter.

The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

LEGAL REF.:

[Rule 1.7](#) (Conflict of Interest: Current Clients) and [Rule 1.13](#) (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

ADOPTED: October 27, 1997

REVISED: August 8, 2005; November 26, 2007; November 15, 2010; February 22, 2016; June 22, 2020

**Park Ridge-Niles School District 64**

---

## School Board

### **2:170 School Architect, Engineers, and Land Surveyors**

The Board of Education may select architects, engineers, and land surveyors to provide professional services to the District based on demonstrated competence and qualifications, and in accordance with State law.

The person or representative from the firm selected shall meet with the Superintendent and the Board of Education to discuss responsibilities and scope of services.

#### LEGAL REF.:

*Shively v. Belleville Township High School District 201*, 769 N.E.2d 1062 (Ill App.5, 2002), *appeal denied*.

[50 ILCS 510/](#) *et seq.*, Local Government Professional Services Selection Act.

[105 ILCS 5/10-20.21](#).

[40 U.S.C. § 541](#).

ADOPTED: October 27, 1997

REVISED: May 27, 2003; February 24, 2014

**Park Ridge-Niles School District 64**

---

## Operational Services

### **4:70 Resource Conservation**

The Superintendent or designee shall manage a program of energy and resource conservation for the District that includes:

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible.
2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in The School Code, if economically and practically feasible.
3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall: (a) require recycling the District's waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; (b) include investigation of the feasibility of potential markets for other recyclable materials that are present in the District's waste stream; and (c) be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District.
4. Adherence to energy conservation measures.

LEGAL REF.:

[105 ILCS 5/10-20.19c.](#)

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs)

ADOPTED: October 27, 1997

REVISED: January 26, 2009; January 28, 2014

---

**Park Ridge-Niles School District 64**

## Operational Services

### **4:150 Facility Management and Building Programs**

The Superintendent in conjunction with the Director of Facilities shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law, the standards set forth in this policy, and other applicable School Board policies. The Superintendent or designee shall facilitate: (1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, or fire protection district, and (3) compliance with the 10-year safety survey process required by the School Code.

#### Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed \$25,000, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

#### Standards for Green Cleaning

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

#### Standards for Facility Construction and Building Programs

As appropriate, the Board or Superintendent will authorize a comprehensive study to determine the need for facility construction and expansion. As needed, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with members of the staff and community, the Ill. State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.
7. Provide for low maintenance costs, energy efficiency and minimal environmental impact.

#### Naming Buildings and Facilities

Recognizing that the name for a school building, facility, or ground or field reflects on its public image, the Board's primary consideration will be to select a name that enhances the credibility and stature of the school or facility. Any request to name or rename an existing facility should be submitted to the Board. When a facility is to be named or renamed, the Board President will appoint a special committee to consider nominations and make a recommendation, along with supporting rationale, to the Board. The Board will make the final selection. The Superintendent or designee may name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school without using the process in this policy.

#### LEGAL REF.:

[42 U.S.C. §12101](#) *et seq.*, Americans with Disabilities Act of 1990, implemented by [28 C.F.R. Parts 35](#) and [36](#).

[20 ILCS 3130/](#), Green Buildings Act.

[105 ILCS 5/2-3.12](#), [5/10-20.49](#), [5/10-22.36](#), [5/10-20.63](#) and [5/17-2.11.](#),

[105 ILCS 140/](#), Green Cleaning Schools Act., and

[105 ILCS 230/](#), School Construction Law.

[410 ILCS 25/](#), Environmental Barriers Act.

[410 ILCS 35/25](#), Equitable Restrooms Act.

[820 ILCS 130/](#), Prevailing Wage Act.

[23 Ill. Admin. Code Part 151](#), School Construction Program; [Part 180](#), Health/Life Safety Code for Public Schools; and [Part 2800](#), Green Cleaning for Elementary and Secondary Schools.

[71 Ill. Admin. Code Part 400](#), Ill. Accessibility Code.

CROSS REF.: 2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED: October 27, 1997

REVISED: June 26, 2006, June 30, 2008, February 22, 2010, April 4, 2011, May 19, 2014, March 25, 2015, March 13, 2017, August 27, 2018; June 20, 2019; February 18, 2020.

### **Park Ridge-Niles School District 64**

---

## Operational Services

### **4:180 Pandemic Preparedness; Management; and Recovery**

The School Board recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety during a pandemic.

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably.

To prepare the School District community for a pandemic, the Superintendent or designee shall: (1) learn and understand how the roles that the federal, State, and local government function; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic school action plan; and (3) build awareness of the final plan among staff, students, and community.

#### Emergency School Closing

In the case of a pandemic, the Governor may declare a disaster due to a public health emergency that may affect any decision for an emergency school closing. Decisions for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the Governor, Ill. Dept. of Public Health, District's local health department, emergency management agencies, and/or Regional Office of Education.

During an emergency school closing, the Board President and the Superintendent may, to the extent the emergency situation allows, examine existing Board policies pursuant to Policy 2:240, *Board Policy Development*, and recommend to the Board for consideration any needed amendments or suspensions to address mandates that the District may not be able to accomplish or implement due to a pandemic.

#### Board Meeting Procedure: No Physical Presence of Quorum and Participation by Audio or Video

A disaster declaration related to a public health emergency may affect the Board's ability to meet in person and generate a quorum of members who are physically present at the location of a meeting. Policy 2:220, *School Board Meeting Procedure*, governs Board meetings by video or audio conference without the physical presence of a quorum.

#### Payment of Employee Salaries During Emergency School Closures

The Superintendent shall consult with the Board to determine the extent to which continued payment of salaries and benefits will be made to the District's employees, pursuant to Board policies 3:40, *Superintendent*, 3:50, *Administrative Personnel Other Than the Superintendent*, 5:35, *Compliance with the Fair Labor Standards Act*, 5:200, *Terms and Conditions of Employment and Dismissal*, and 5:270, *Employment At-Will, Compensation, and Assignment*, and consistent with: (1) applicable laws, regulations, federal or State or local emergency declarations, executive orders, and agency directives; (2) collective bargaining agreements and any bargaining obligations; and (3) the terms of any grant under which an employee is being paid.

#### Suspension of In-Person Instruction: Remote and/or Blended Remote Learning Day Plan(s)

When the Governor declares a disaster due to a public health emergency pursuant to [20 ILCS 3305/7](#), and the State Superintendent of Education declares a requirement for the District to use *Remote Learning Days* or *Blended Remote Learning Days*, the District shall adopt a Remote and/or Blended Remote Learning Plan approved by the Superintendent.

#### LEGAL REF.:

[105 ILCS 5/10-16.7](#), [5/10-20.5](#), [5/10-20.56](#), and [5/10-30](#).

[5 ILCS 120/2.01](#) and [120/7](#)(e), Open Meetings Act.

[20 ILCS 2305/2](#)(b), Ill. Dept. of Public Health Act (Part 1).

[20 ILCS 3305/](#), Ill. Emergency Management Agency Act.

[115 ILCS 5/](#), Ill. Educational Labor Relations Act.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the School Board; Indemnification), 2:220 (School Board Meeting Procedure), 2:240 (Board Policy Development), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:70 (Succession of Authority), 4:170 (Safety), 5:35 (Compliance with the Fair Labor Standards Act), 5:200 (Terms and Conditions of Employment and Dismissal), 5:270 (Employment At-Will, Compensation, and Assignment), 6:20 (School Year Calendar and Day), 6:60 (Curriculum Content), 6:300 (Graduation Requirements), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: November 26, 2007

REVISED: April 4, 2011; November 18, 2013; September 18, 2017; October 8, 2020

**Park Ridge-Niles School District 64**

---

Approval of Recommended Personnel Report

ACTION ITEM 21-03-6

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report dated March 11, 2021, including Resolution #1265 Honorable Dismissal of Teachers; and Resolution #1266 Dismissal of Probationary Educational Support Personnel Employees; noting that the Personnel Report is based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding any of the specific individuals selected for employment.

The votes were cast as follows:

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:

March 11, 2021  
Personnel Report

Jenny Fragale	Leave of Absence request, personal - 2nd Grade Teacher at Field School effective August 19, 2021 - June 3, 2022.
Katie Brown	Resign as 3rd Grade Teacher at Franklin School effective June 11, 2021.
Julie Dinverno	Resign as 5th Grade Teacher at Franklin School effective June 11, 2021.
Linnea Eschenbaum	Resign as 4th Grade Teacher at Washington School effective at June 11, 2021.
Peter Gill	Resign as Public Information Coordinator for the District effective June 30, 2021.
Amy Goss	Resign as School Nurse at Emerson Middle School effective March 12, 2021.
Shelby Greenstein	Resign as Special Education Teacher at Franklin School effective June 11, 2021.
Kathleen Hartz	Resign as Speech Language Pathologist at Carpenter School effective June 11, 2021.
Jane Hill	Resign as Industrial Tech Teacher at Lincoln Middle School effective June 11, 2021.
Sarah Kwak	Resign as Special Education Teacher at Franklin School effective June 11, 2021.
Pamela Sammons	Resign as 4th Grade Teacher at Washington School effective at June 11, 2021.
Tim Benka	Retire as Assistant Principal at Emerson Middle school effective June 30, 2021 (subject to attached agreement).
Alannah Baresky	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Aimee Bergeron	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.

March 11, 2021  
Personnel Report

Zachary Beyer	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Jennifer Buti	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Julia Clarke	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Julie Field	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Helen Gossel Pasley	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Richard Hobson	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Kendra Hutchinson	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Iлона Hutter	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Alison Khachaturian	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Roxanne Kieme	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Marilyn Kim	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Joshua Kriss	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Cheryl McNally	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Marie Murphy	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.

March 11, 2021  
Personnel Report

Samantha Neumer	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Natalie Nuzzo	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Laura Papageorgiou	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Brandon Perl	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Molly Petray	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Cathy Polymenakos	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Samantha Sanders	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Lisa Trunek	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Samantha Williams	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Jamie Zimniok	Approval of Formal Resolution Authorizing Honorable Dismissal of Teacher.
Snezana Cenich	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Nicolette Fabiano	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Susan Fleita	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Florence Gorman	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.

March 11, 2021  
Personnel Report

Marisa Maune	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Meghaen Mleczek	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Joanne Nadler	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.
Colleen Story	Approval of Formal Resolution Authorizing Dismissal of Probationary Educational Support Personnel Employees.

## **RESOLUTION #1265**

### **HONORABLE DISMISSAL OF TEACHERS**

**WHEREAS**, the teachers listed in this Resolution are employed by the Board of Education of Park Ridge-Niles Community Consolidated School District 64 during the 2020-2021 school year; and

**WHEREAS**, the Board has determined to decrease the number of teachers employed in the School District; and

**WHEREAS**, each teacher has been categorized into one or more positions that the teacher is qualified to hold, based upon legal qualifications and any other qualifications established in the District's job description for such positions; and

**WHEREAS**, within each position and subject to agreements made by the District's Joint Committee on honorable dismissals, the District has assigned each teacher to one of four groupings based on performance evaluation ratings; and

**WHEREAS**, the Board must first dismiss those teachers in Group 1 before dismissing any teacher in Group 2 who is qualified to hold a position currently held by a teacher in Group 1, and these Group 1 teachers are not entitled to recall rights; and

**WHEREAS**, the Board must first dismiss those teachers in Group 2 before dismissing any teacher in Group 3 who is qualified to hold a position currently held by a teacher in Group 2, and these Group 2 teachers are entitled to limited recall rights only in certain circumstances; and

**WHEREAS**, the Board must first dismiss those teachers in Group 3 before dismissing any teacher in Group 4 who is qualified to hold a position currently held by a teacher in Group 3, and teachers in Groups 3 and 4 are entitled to recall rights; and

**WHEREAS**, as between or among teachers in Group 1 qualified to hold a position, the sequence of dismissal is at the Board's discretion; and

**WHEREAS**, as between or among teachers in Group 2 qualified to hold a position, the teacher or teachers with the lowest average performance evaluation rating must be dismissed first; and

**WHEREAS**, as between or among teachers in Group 2 with the same average performance evaluation rating and within each of Groups 3 and 4, the teacher or teachers with the shorter length of continuing service with the District must be dismissed first unless an alternative method of determining the sequence of dismissal is established in a collective bargaining agreement or contract between the Board and a professional faculty members' organization; and

**WHEREAS**, whenever the number of honorable dismissal notices based upon economic

necessity exceeds five (5) or one hundred fifty percent (150%) of the average number of teachers honorably dismissed in the preceding three (3) years, whichever is greater, the Board is required to hold a public hearing on the question of dismissals; and

**WHEREAS**, a public hearing on the question of the dismissals is not required; and

**WHEREAS**, the Board has concluded that the teachers named in this resolution will be honorably dismissed at the end of the 2020-2021 school year, pursuant to Section 24-12 of the *School Code* (105 ILCS 5/24-12).

**NOW, THEREFORE**, Be It Resolved by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, that:

**Section 1:** The following teachers shall be honorably dismissed at the end of the 2020-2021 school year because of the decision of the Board to decrease the number of teachers employed:

Baresky, Alannah G.  
Bergeron, Aimee Lynn  
Beyer, Zachary  
Buti, Jennifer  
Clarke, Julia M.  
Field, Julie  
Gossel Pasley, Helen  
Hobson, Richard J.  
Hutchinson, Kendra N.

Hutter, Ilona  
Khachaturian, Alison  
Kieme, Roxanne  
Kim, Marilyn  
Kriss, Joshua C.  
McNally, Cheryl  
Murphy, Marie  
Neumer, Samantha L.  
Nuzzo, Natalie K.

Papageorgiou, Laura  
Perl, Brandon R.  
Petray, Molly C.  
Polymenakos, Cathy  
Sanders, Samantha A.  
Trunek, Lisa M.  
Williams, Samantha V.  
Zimniok, Jamie H.

**Section 2:** The President and Secretary of the Board are authorized and directed to give the teachers a written Notice of Honorable Dismissal, together with the reason therefore, attached as Exhibit A1 and incorporated by reference, by first class mail at least forty-five (45) days before the end of the school year.

**Section 3:** The Superintendent or designee shall also deliver a copy of the Notice to the teachers by certified mail, return receipt requested, and electronic mail.

**Section 4:** This Resolution is in full force and effect upon its passage.

**ADOPTED** this 11th day of March, 2021, by the following vote:

AYES:

NAYS:

ABSENT:

---

Board President

ATTEST

---

Board Secretary

## **RESOLUTION #1266**

### **DISMISSAL OF PROBATIONARY EDUCATIONAL SUPPORT PERSONNEL EMPLOYEES**

**WHEREAS**, the educational support personnel employees listed in this Resolution are employed by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64 on a probationary basis during the 2020-2021 school year; and

**WHEREAS**, the Board has determined that these probationary educational support personnel employees shall not be reemployed for the 2021-2022 school year;

**NOW, THEREFORE**, Be It Resolved by the Board of Education of Park Ridge-Niles Community Consolidated School District No. 64, Cook County, Illinois, that:

**Section 1:** The following named probationary educational support personnel employees shall not be reemployed for the 2021-2022 school year.

Cenich, Snezana  
Fabiano, Nicolette M.  
Fleita, Susan L.  
Gorman, Florence  
Maune, Marisa  
Mleczek, Meghaen J.  
Nadler, Joanne M.  
Story, Colleen

**Section 2:** The President and Secretary of the Board are authorized and directed to give the educational support personnel employees a written Notice of Dismissal, together with the reason therefore, by first class mail at least thirty (30) days before the employees are dismissed. A copy of this Notice is attached as Exhibit A and incorporated by reference.

**Section 3:** The Superintendent or designee shall also deliver a copy of the Notice to the educational support personnel employees by certified mail, return receipt requested, and personally with a signature receipt. A copy of the receipt is attached as Exhibit B and incorporated by reference.

**Section 4:** This Resolution is in full force and effect upon its passage.

**ADOPTED** this 11th day of March, 2021, by the following vote:

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Board President

ATTEST

\_\_\_\_\_  
Board Secretary

March 11, 2021

**RE: LETTER OF RETIREMENT**

After careful consideration, I, Tim Benka, am retiring from employment with Community Consolidated School District No. 64 effective June 30, 2021. Notwithstanding any provisions of my administrative contract, my retirement is conditioned on my understanding the Board of Education will authorize the following terms in exchange for this letter of retirement:

- I will receive Board paid single health insurance coverage through the Teachers Retirement System (TRS), up to a maximum monthly cost of \$450.00, for ten (10) years after retirement or until eligible for Medicare, whichever occurs earlier, provided I remain employed with the District until and through June 30, 2021.

In further consideration for the above benefits, I agree on my own behalf and on behalf of anyone claiming any rights through me to release and waive any and all claims, at law or in equity, which I may now have or claim or which may hereinafter accrue, whether known or unknown, against the District and its elected officials, employees, insurers, attorneys, successors and assigns, connected with my employment with and resignation from the District. This release specifically includes, but is not limited to, rights or claims arising under the Illinois *School Code*, the federal *Title VII of the Civil Rights Act of 1991*, the *Americans with Disabilities Act*, *Section 504 of the Rehabilitation Act of 1976*, and the *Illinois Human Rights Act*, the Illinois and United States Constitutions, any other federal, state, or local statute, law ordinance, regulation, board policy or order.

**OLDER WORKER BENEFIT PROTECTION AGE PROVISIONS  
FOR EMPLOYEES AGE 40 AND OLDER**

I further acknowledge that I have been provided the opportunity to consult with an attorney prior to signing this document and have had ample opportunity to review its terms. I therefore, knowingly and voluntarily relinquish and waive all legal and equitable remedies provided under the federal *Age Discrimination in Employment Act*, as amended. Further, I acknowledge that I am aware of and understand all rights and claims pursuant to this Act, including without limitation, the following:

- I have the right to be provided twenty-one (21) calendar days to consider this Agreement and acknowledge that I may sign it sooner and that my decision to do so would be knowing and voluntary and not induced by the District through fraud, misrepresentation, or threat;
- That for a period of seven (7) calendar days following my signature of this Agreement, I have the right to revoke this Agreement by delivering, in person, a written revocation to the Superintendent by no later than 5 p.m. on the seventh calendar day following my execution of this Agreement; and
- That by the release and waiver provisions contained in this correspondence, I do not waive rights or claims which may be brought before a court or administrative body pursuant to

the Age Discrimination in Employment Act of 1967, as amended, arising after the date this Agreement is executed.

Lastly, I acknowledge that no other promises have been made by the Board and I shall not be entitled to any additional benefits from the District other than those specifically set forth in this letter.

**TIM BENKA**

\_\_\_\_\_

**BOARD OF EDUCATION OF  
COMMUNITY CONSOLIDATED  
SCHOOL DISTRICT NO. 64**

**By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Consent Agenda

ACTION ITEM 21-03-7

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda for March 11, 2021, which includes: Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending January 31, 2021; Resolution 1267 Authorizing an Amendment of the Intergovernmental Agreement Relating to the O’Hare Noise Compatibility Commission; and Audio Closed Recordings (None).

The votes were cast as follows:

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:

**Community Consolidated School District No. 64**

**Disbursement Detail Listing**

Bank Name: Accounts Payable  
 Bank Account: 885360644

Date Range: 07/01/2020 - 03/11/2021  
 Voucher Range: 1171 - 1180

Sort By: Vendor  
 Dollar Limit: \$0.00

Fiscal Year: 2020-2021

Print Employee Vendor Names     Exclude Voided Checks     Exclude Manual Checks     Include Non Check Batches

Check Number	Date	Voucher	Payee	Account	Description	Amount
134080	03/11/2021	1173	Whitney - DeLaMar, Marybeth	10.0000.2410.3410.205.00.000000	Communication Allowance	\$165.00
Check Total:						\$165.00
134192	03/11/2021	1175	Wilson Language Training Corp.	10.0000.1110.4100.201.61.000000	Large Sound Cards K	\$86.70
134192	03/11/2021	1175	Wilson Language Training Corp.	10.0000.1110.4100.203.61.000000	Large Sound Cards K	\$86.70
134192	03/11/2021	1175	Wilson Language Training Corp.	10.0000.1110.4100.203.61.000000	Shipping & Handling	\$39.30
134192	03/11/2021	1175	Wilson Language Training Corp.	10.0000.1110.4100.205.61.000000	Large Sound Cards K	\$86.70
134192	03/11/2021	1175	Wilson Language Training Corp.	10.0000.1110.4100.207.61.000000	Large Sound Cards K	\$115.60
134192	03/11/2021	1175	Wilson Language Training Corp.	10.0000.1110.4100.209.61.000000	Large Sound Cards K	\$115.60
Check Total:						\$530.60
NCB	03/11/2021	1174	Wow! Business	10.0000.2633.3420.000.00.000000	Feb internet	\$864.99
Check Total:						\$864.99
Bank Total:						\$580,180.37

<u>Fund</u>	<u>Amount</u>
10	\$393,255.25
20	\$169,194.20
30	\$12,859.05
40	\$4,278.12
60	\$281.25
80	\$312.50
<b>Fund Totals:</b>	<b>\$580,180.37</b>

End of Report

Disbursements Grand Total: \$580,180.37

## Community Consolidated School District No. 64

### Fund Balances

Fiscal Year: 2020-2021

Month: February  
 Year: 2021  
 Fund Type:

Include Cash Balance  
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	Education Fund	\$32,122,994.16	\$31,562,446.44	(\$37,065,514.07)	(\$2,113,072.09)	\$24,506,854.44
20	Operations & Maintenance Fund	\$3,478,196.17	\$3,186,197.81	(\$4,232,389.30)	(\$783,925.00)	\$1,648,079.68
30	Debt Services Fund	\$3,667,378.08	\$918,320.99	(\$2,353,309.19)	\$896,997.09	\$3,129,386.97
40	Transportation Fund	\$1,924,279.79	\$1,416,600.31	(\$1,173,817.21)	\$0.00	\$2,167,062.89
50	Municipal Retirement Fund	\$834,815.39	\$431,509.93	(\$629,801.92)	\$0.00	\$636,523.40
51	Social Security/Medicare Fund	\$585,806.83	\$550,297.36	(\$702,273.30)	\$0.00	\$433,830.89
60	Capital Projects Fund	\$3,100,311.72	\$1,933.32	(\$4,782,576.11)	\$2,000,000.00	\$319,668.93
61	Cap Projects Fund - 2017 Debt Certs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
70	Working Cash Fund	\$812,220.81	\$262,039.09	\$0.00	\$0.00	\$1,074,259.90
80	Tort Fund	\$617,632.11	\$193,628.30	(\$501,468.00)	\$0.00	\$309,792.41
Grand Total:		\$47,143,635.06	\$38,522,973.55	(\$51,441,149.10)	\$0.00	\$34,225,459.51

End of Report

This Report Can be Viewed on the

[Financial Data Current](#)

To: Board of Education  
Dr. Eric Olson, Superintendent

From: Valerie Varhalla, Director of Business Services

Date: March 11, 2021

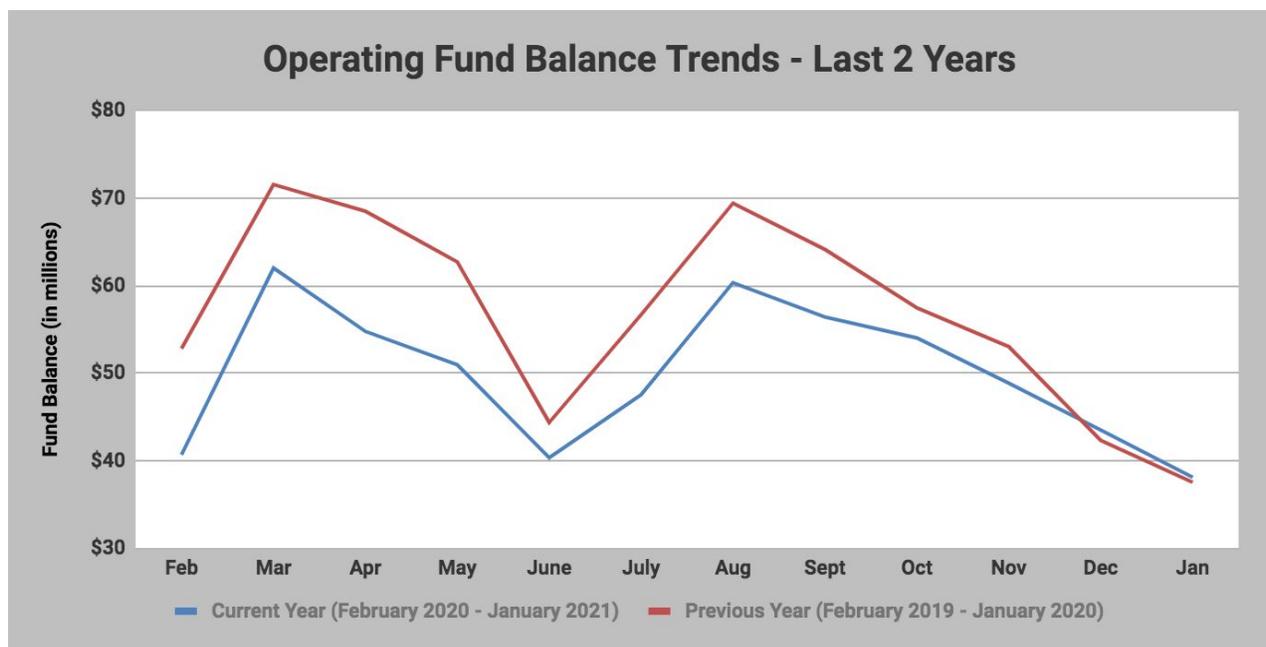
Subject: Financial Update for the Period Ending January 31, 2021

---

Attached for your review are the following reports as of January 31, 2021:

- Fund Balance Report
- Revenue Summary Report
- Expenditure Summary Report

Fund balance in the Operating Funds decreased by \$5.4 million in January to \$38.1 million. The graph below shows a comparison of monthly fund balances over the last two years. The spikes in fund balance during July/August and February/March represent the District's property tax collections, which make up approximately 85% of the District's total annual revenues. It's very important for school districts to maintain fund balance reserves that are sufficient to cover operations in between those months, particularly during the fall/winter when revenues are typically scarce.



The most recent 12-month period followed a similar trend as the preceding year. Some notable exceptions are:

- February-Fund balance typically increases starting in February due to the first installment of property tax revenue collections.
- May and June – The two fund balance lines decreased at varying angles because the District's biweekly payroll schedule produced a different number of payrolls each month.
- In October 2020, fund balance in Capital Projects (fund 60) did drop negative. At the end of each calendar year, the District does a transfer from the Education to Operations and Maintenance to Capital Projects to cover then necessary construction. The district is just finishing making all the necessary Capital Projects payments for the school year and will provide the Board with a resolution to transfer the necessary funds.
- January-Fund balance in December decreased at a faster rate due to two board resolutions adopted at the January 14th Board of Education meeting. Resolution #1262 directed the transfer of \$783,925 for debt certificates and #1263 which directed the transfer of \$113,072 for copier leases.

From a macro-level perspective, the District continues to have a strong financial position at the start of the third quarter of the fiscal year. Fund balance is expected to start rising over the next two months of operations with the receipt of the spring property taxes. Throughout this long-term planning and forecasting the District continues to maintain the goal of operating within its means.

### **Revenue Summary - January**

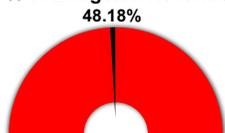
Total revenue for the District was 47% of budgeted revenues as of January 31 for all funds. This is in line with last year's pace. The District received \$60,000 in property tax revenues this month.

State and federal revenue was significant. The District received the standard two installments of Evidence Based Funding from the State (\$306,000) and \$202,000 for Corporate Personal Property Replacement Tax (CPPRT). As well as \$157,500 from federal programs and \$312,000 for transportation (regular and special education).

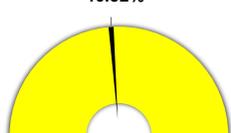
Educational | Operations and Maintenance | Transportation | IMRF | Working Cash | Tort

For the Period Ending January 31, 2021

Projected Year-End Balances as % of Budgeted Revenue

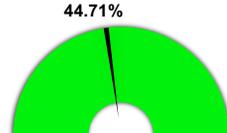


Actual YTD Revenues



Projected YTD Revenues 49.35%

Actual YTD Local Sources



Projected YTD Local Sources 48.80%

Actual YTD State Sources



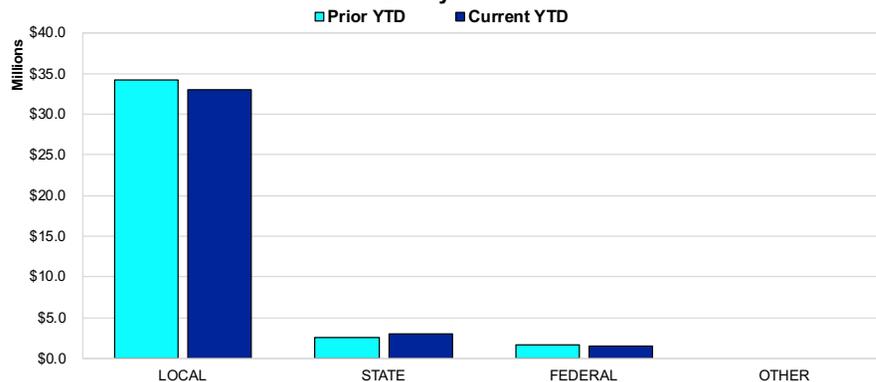
Projected YTD State Sources 51.30%

All Funds | Top 10 Sources of Revenue YTD

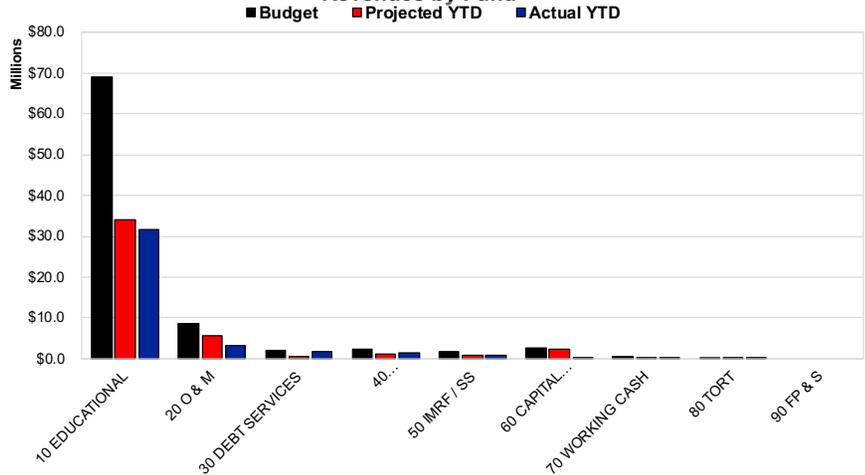
Ad Valorem Taxes	\$32,457,106
Unrestricted Grants-in-Aid	\$1,836,612
Federal Special Education	\$1,129,332
State Transportation Reimbursement	\$941,624
Payments in Lieu of Taxes	\$713,929
Transfer to Debt Service Revenue Bond Principal	\$500,000
Restricted Grants-In-Aid Received from the Federal Gov Thru	\$310,872
Earnings on Investments	\$303,012
Transfer to Debt Service Revenue Bond Interest	\$283,925
Textbook Income	\$234,723

Percent of Total Revenues Year-to-Date **98.30%**

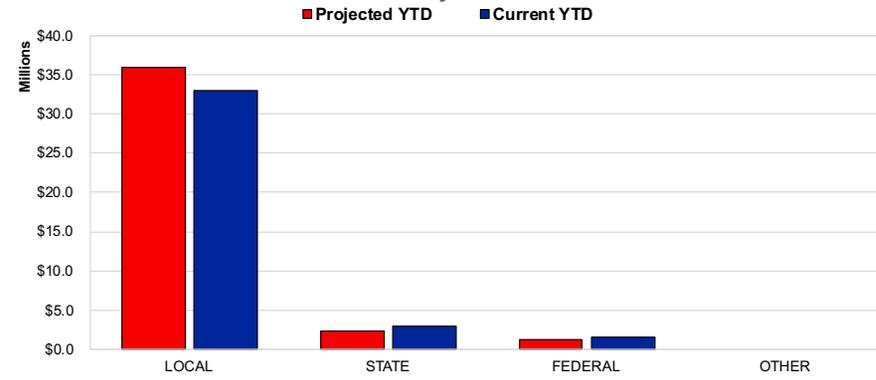
Revenues by Source



Revenues by Fund



Revenues by Source



## Expenditure Summary - January

After seven months of activity, the District has expended 53% of its overall budget which is inline with last year's pace.

Table 1 below shows the year-to-date percentage of the payroll budget (salaries and benefits) that has been spent after each month as compared to last year. Total payroll expenditures are trending as projected in the budget.

Table 1: Payroll Expenditures

Month	YTD Percent of Budget Spent	
	2020-21	2019-20
January	49%	49%
December	41%	41%
November	33%	33%
October	25%	25%
September	14%	14%
August	6%	7%
July	1%	0%

Table 2 displays the cumulative percentage of the accounts payable budget (purchased services, supplies, equipment, etc.) that has been spent after each month versus last year.

Table 2: Accounts Payable Expenditures

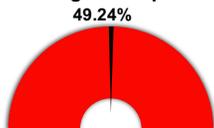
Month	YTD Percent of Budget Spent	
	2020-21	2019-20
January	62%	60%
December	59%	54%
November	54%	48%
October	33%	41%
September	31%	33%
August	26%	24%
July	15%	12%

Accounts payable spending is running ahead of last year's budget pace. Since the worldwide pandemic, the District has been conservative in its spending. More resources are needed to ensure students and staff have all the necessary tools to provide the best quality education during these uncertain times.

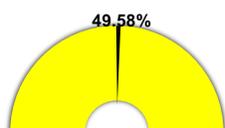
# Educational | Operations and Maintenance | Transportation | IMRF | Working Cash | Tort

For the Period Ending January 31, 2021

Projected Year-End Balances  
as % of Budgeted Expenditures

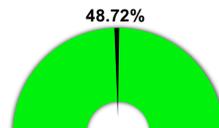


Actual YTD Expenditures



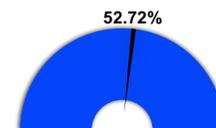
Projected YTD Expenditures  
51.50%

Actual YTD Salaries / Benefits



Projected YTD Salaries / Benefits  
48.55%

Actual YTD Other Objects



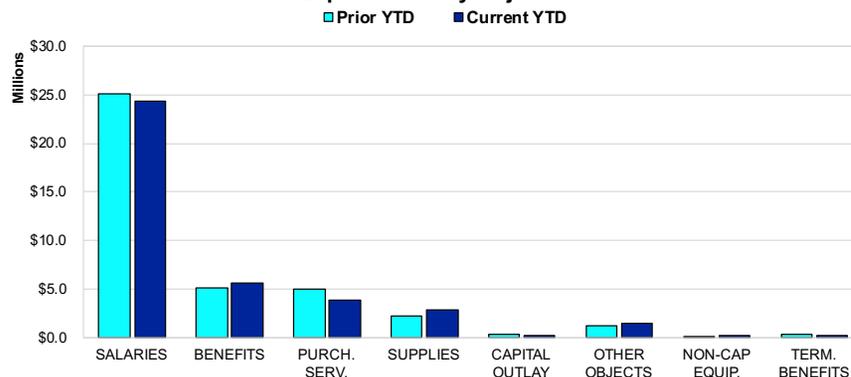
Projected YTD Other Objects  
62.19%

## All Funds | Top 10 Expenditures by Program YTD

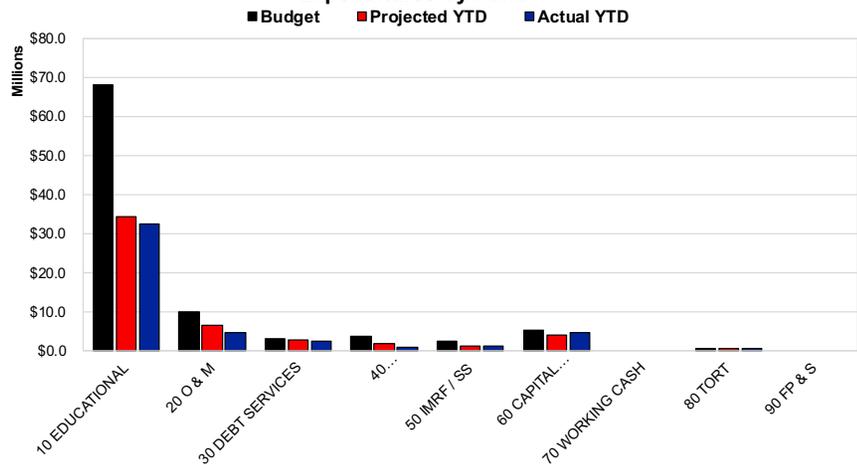
Regular Programs	\$14,750,056
Support Services - Business	\$10,890,941
Special Education/Remedial Programs	\$3,940,880
Support Services - Instructional Staff	\$3,629,220
Support Services - Pupils	\$2,719,831
Debt Services - Payments of Principal on Long-term Debt	\$2,154,793
Support Services - School Administration	\$1,917,758
Payments to Other Govt. Units - Tuition (In-State)	\$1,257,739
Support Services - General Administration	\$1,136,417
Support Services - Central	\$971,255

Percent of Total Expenditures Year-to-Date **92.20%**

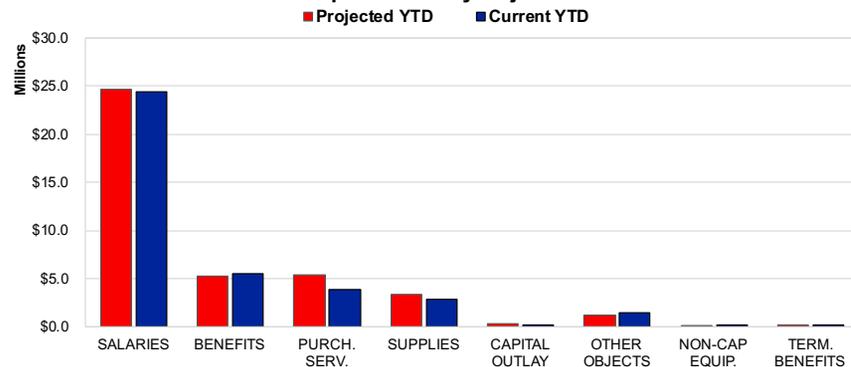
## Expenditures by Object



## Expenditures by Fund



## Expenditures by Object



## Community Consolidated School District No. 64

### Fund Balances

Fiscal Year: 2020-2021

Month: January

Include Cash Balance

Year: 2021

Fund Type: Operating

FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	Education Fund	\$32,122,994.16	\$31,551,948.96	(\$32,521,496.09)	(\$113,072.09)	\$31,040,374.94
20	Operations & Maintenance Fund	\$3,478,196.17	\$3,159,287.81	(\$3,805,039.46)	(\$783,925.00)	\$2,048,519.52
40	Transportation Fund	\$1,924,279.79	\$1,416,600.31	(\$948,276.96)	\$0.00	\$2,392,603.14
50	Municipal Retirement Fund	\$834,815.39	\$431,509.93	(\$545,399.80)	\$0.00	\$720,925.52
51	Social Security/Medicare Fund	\$585,806.83	\$550,297.36	(\$604,292.36)	\$0.00	\$531,811.83
70	Working Cash Fund	\$812,220.81	\$262,039.09	\$0.00	\$0.00	\$1,074,259.90
80	Tort Fund	\$617,632.11	\$193,628.30	(\$501,268.00)	\$0.00	\$309,992.41
Grand Total:		\$40,375,945.26	\$37,565,311.76	(\$38,925,772.67)	(\$896,997.09)	\$38,118,487.26

End of Report

## Community Consolidated School District No. 64

### Fund Balances

Fiscal Year: 2020-2021

Month: January

Include Cash Balance

Year: 2021

Fund Type: Non-Operating

FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
30	Debt Services Fund	\$3,667,378.08	\$918,320.99	(\$2,340,450.14)	\$896,997.09	\$3,142,246.02
60	Capital Projects Fund	\$3,100,311.72	\$1,933.32	(\$4,555,709.64)	\$0.00	(\$1,453,464.60)
61	Cap Projects Fund - 2017 Debt Certs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$6,767,689.80	\$920,254.31	(\$6,896,159.78)	\$896,997.09	\$1,688,781.42

End of Report

This Report Can be Viewed on the

[Financial Data Current](#)

**RESOLUTION 1267 AUTHORIZING AN AMENDMENT OF THE  
INTERGOVERNMENTAL AGREEMENT RELATING TO THE  
O’HARE NOISE COMPATIBILITY COMMISSION**

**WHEREAS**, the City of Chicago is a home rule municipality pursuant to Article VII, Section 6 of the 1970 Illinois Constitution (the “Illinois Constitution”), and, as such, may exercise any power and perform any function related to its government and affairs; and

**WHEREAS**, the City of Chicago owns and operates an airport known as Chicago O’Hare International Airport (the “Airport”); and

**WHEREAS**, pursuant to authority granted by an ordinance adopted by this City Council on October 30, 1996, and Section 10 of Article VII of the Illinois Constitution and the Intergovernmental Cooperation Act (5 ILCS 220), the City entered into an Intergovernmental Agreement Relating to the O’Hare Noise Compatibility Commission (the “Intergovernmental Agreement”) by and among the City and various municipalities and public school districts (as defined in the Intergovernmental Agreement, “Participants”); and

**WHEREAS**, the O’Hare Noise Compatibility Commission (“ONCC”) was established pursuant to the Intergovernmental Agreement and provides a common forum for interested parties to have a voice in noise issues related to the Airport; and

**WHEREAS**, by its terms, the Intergovernmental Agreement became effective in November of 1996 and the term was extended from December 31, 2020 to December 31, 2025, and

**WHEREAS**, ONCC has indicated a desire to approve the extension of the Intergovernmental Agreement; and

**WHEREAS**, **Park Ridge-Niles Community Consolidated School District 64** is currently a member of the O’Hare Noise Compatibility Commission; and

**WHEREAS**, the City of Chicago approved the extension of the Intergovernmental Agreement which is attached to this Resolution as “EXHIBIT A

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Park Ridge-Niles Community Consolidated School District 64;

**SECTION 1.** That the recitals set forth herein above are incorporated herein by reference as the factual basis for this transaction.

**SECTION 2.** That the Board President is hereby authorized to execute, and the Board Secretary attest the approval of the attached Intergovernmental Agreement relating to the O’Hare Noise Compatibility Commission.

**SECTION 3.** That this Resolution shall be in full force and effect from and after its passage and approval according to law.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_ 2021.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_ 2021.

**VOTE:** Ayes \_\_\_\_ Nays \_\_\_\_ Absent \_\_\_\_

---

Board President

ATTEST:

---

Board Secretary

**INTERGOVERNMENTAL AGREEMENT RELATING TO  
THE O'HARE NOISE COMPATIBILITY COMMISSION**

This agreement, effective January 1, 2021, succeeds the previous agreement that was approved by the Chicago City Council and which went into effect on January 1, 2016, which expires under its own terms on December 31, 2020. It is entered into by the City of Chicago, a municipality and home rule unit of government under the Illinois Constitution of 1970, by and through the Chicago Department of Aviation, and the undersigned Members, organized under the laws of the State of Illinois. In consideration of the mutual agreements contained in this Agreement, the City of Chicago and each Member agree as follows:

**Section 1. Establishment of O'Hare Commission; Purposes.**

The O'Hare Noise Compatibility Commission ("O'Hare Commission") is hereby established pursuant to Section 10 of Article VII of the Illinois Constitution of 1970 and the Intergovernmental Cooperation Act. The purposes of the Commission are to: (a) determine certain Noise Compatibility Projects and Noise Compatibility Programs to be implemented in the O'Hare Commission Area; (b) oversee an effective and impartial noise monitoring system; (c) advise the City concerning O'Hare-related noise issues; and (d) provide a forum for direct citizen engagement.

**Section 2. Definitions.**

Whenever used in this Agreement, the following terms shall have the following meanings:

*"Advisory Member"* means an authorized representative of the Archdiocese of Chicago, the Diocese of Joliet, or any other non-governmental elementary and secondary school located in the O'Hare Commission Area who shall serve as a special advisory Member of the O'Hare Commission as provided in Section 3.D. of this Agreement, but who shall have no voting powers on the O'Hare Commission and shall not be parties to the Agreement.

*"Alternate"* means a Designee's substitute.

*"Chicago TRACON Boundary"* means the area depicted in Appendix B.

*"City"* means the City of Chicago. The Commissioner of Aviation or his or her Alternate (or any successor thereto) shall have the sole authority to undertake the City of Chicago's obligations and responsibilities under this Agreement, and the City shall act by and through the Commissioner of Aviation or his or her Alternate (or any successor thereto) for purposes of this Agreement, except as otherwise set forth in this Agreement.

*"Designee"* means a Member's chief elected officer for a municipality other than the City, the Commissioner of Aviation for the City, chief elected officer for a county, or the superintendent or chief executive for a school district.

“*FAA*” means the Federal Aviation Administration or any successor agency.

“*Member*” means, at any time, each city, village, public school district, or county located in the O’Hare Commission Area that has executed a counterpart of this Agreement on the basis set forth in this Agreement, other than the City. In addition, “*Member*” shall include Wards 36, 38, 39, 40, 41, and 45 of the City of Chicago (“*Chicago Ward Members*”) as set forth in Section 3.B.(iii) of this Agreement, who shall be eligible to participate as individual Members on the O’Hare Commission upon approval and execution of this Agreement by the City.

“*Noise Compatibility Programs*” means programs, including but not limited to the Residential Sound Insulation Program and the School Sound Insulation Program, which address aircraft noise concerns in the O’Hare Commission Area as determined by the O’Hare Commission in cooperation with the City.

“*Noise Compatibility Projects*” means the noise compatibility projects (including administrative costs) in the O’Hare Commission Area which are eligible for funding based on FAA regulations and grant assurances, which have been identified as eligible for participation in Noise Compatibility Programs as determined by the O’Hare Commission in cooperation with the City based on criteria adopted by the O’Hare Commission, and for which there is available funding. Noise Compatibility Projects include, but are not limited to, the sound insulation of homes and schools and/or providing the funding for such sound insulation to be implemented. Participation in a Noise Compatibility Program or receipt of a Noise Compatibility Project shall be voluntary on the part of the relevant property owner.

“*O’Hare*” means Chicago O’Hare International Airport.

“*O’Hare Commission Area*” means the Illinois area within the Chicago TRACON Boundary with an interest in O’Hare-related aircraft noise issues, which area includes but is not limited to the following municipalities, counties (which shall represent their respective residents in unincorporated areas), and public school districts: (i) the City of Chicago, Addison, Arlington Heights, Bartlett, Bensenville, Bloomingdale, Des Plaines, Downers Grove, Elmhurst, Elmwood Park, Franklin Park, Glenview, Hanover Park, Harwood Heights, Hoffman Estates, Itasca, Lincolnwood, Maywood, Melrose Park, Mount Prospect, Niles, Norridge, Northlake, Palatine, Park Ridge, River Forest, River Grove, Rolling Meadows, Rosemont, Schaumburg, Schiller Park, South Barrington, St. Charles, Stone Park, Wayne, and Wood Dale; (ii) Cook County and DuPage County; and (iii) School Districts 2, 7, 48, 59, 63, 64, 80, 81, 84, 84.5, 85.5, 86, 87, 88, 89, 100, 205, 207, 214, 234, 299, and 401. Municipalities, counties, and public school districts may be added to the O’Hare Commission Area as provided in Section 7.G.

“*Part 150 Plan*” means a noise abatement and land use compatibility plan developed pursuant to 14 CFR Part 150, or any successor provision.

“*Residential Sound Insulation Program*” means the program determined by the O’Hare Commission in cooperation with the City to provide sound insulation to homes in the O’Hare Commission Area that are affected by O’Hare-related aircraft noise, and that are eligible for sound

insulation pursuant to FAA guidelines and regulations and eligibility criteria established by the O'Hare Commission in cooperation with the City, and for which there is available funding.

"*School Sound Insulation Program*" means the program determined by the O'Hare Commission in cooperation with the City to provide sound insulation to schools in the O'Hare Commission Area that are affected by O'Hare-related aircraft noise, and that are eligible for sound insulation pursuant to FAA guidelines and regulations and eligibility criteria established by the O'Hare Commission in cooperation with the City, and for which there is available funding.

"*TRACON*" means Terminal Radar Approach Control facility.

### **Section 3. Composition and Organization.**

A. In order for a person to participate as a Designee, the city, village, public school district, or county represented by such person must have approved and executed a counterpart of this Agreement by February 28, 2021, or pursuant to Section 7.G. of this Agreement, except that the Chicago Ward Members shall be eligible to participate as individual Members of the O'Hare Commission upon approval and execution of this Agreement by the City.

B. The O'Hare Commission shall consist of the (i) chief elected officer or other Alternate of each of the municipalities and counties in the O'Hare Commission Area, except that the Commissioner of Aviation, or his or her Alternate, shall represent the City in an *ex officio* capacity; (ii) the superintendent, or chief executive, or other Alternate of each public school district serving any portion of the O'Hare Commission Area; and (iii) Chicago Ward Designees, who shall be appointed by the Mayor of the City of Chicago. An individual may serve as a Designee or an Alternate for only one Member, except that Chicago Ward Designees shall not have an Alternate.

C. The O'Hare Commission Area includes municipalities, counties, Chicago wards, and public school districts with an interest in O'Hare-related noise issues, and a principal purpose of this Agreement is to provide a forum for those municipalities, counties, Chicago wards, and public school districts to work together with the City on a cooperative basis in addressing these issues.

D. The Archdiocese of Chicago, the Diocese of Joliet, and other non-governmental elementary and secondary schools located in the O'Hare Commission Area may serve as special Advisory Members of the O'Hare Commission. Advisory Members may participate fully in the deliberations of the O'Hare Commission, but shall have no voting powers and shall not be parties to this Agreement.

E. The O'Hare Commission's Executive Committee shall be comprised of a Chair, Vice Chair, Executive Director, and any other officers that it deems necessary. The O'Hare Commission shall elect annually from its Designees or Alternates a Chair and a Vice Chair and any other officers that it deems necessary. The O'Hare Commission shall appoint, retain, and employ an Executive Director and such other staff, professional advisors, and consultants as may

be needed to carry out its powers and duties. The appointment of the Executive Director must be approved by a simple majority of the Members of the O'Hare Commission.

F. Unless otherwise specified in the bylaws, a majority of the Members of the O'Hare Commission in good standing shall constitute a quorum for the transaction of business. Except as provided for in Section 7.H., a concurrence of a simple majority of the quorum shall be necessary for the approval of any action by the O'Hare Commission. The O'Hare Commission shall establish a schedule of regular meetings in accordance with its bylaws ("Regular Meetings"), and special meetings may be called by the City or any five Members of the O'Hare Commission upon at least seven days' written notice to the City, each Member, and each Advisory Member.

#### **Section 4. O'Hare Commission Powers and Duties.**

A. The O'Hare Commission shall have the following duties and powers:

(1) The O'Hare Commission shall determine certain Noise Compatibility Programs and Noise Compatibility Projects to be implemented in the O'Hare Commission Area in cooperation with the City as set forth in Appendix A, and shall establish criteria for participation in such Noise Compatibility Programs and for determining the priorities for providing such Noise Compatibility Projects.

(2) The O'Hare Commission may make recommendations to the City regarding noise reduction programs at O'Hare including, but not limited to, the use of new technologies and flight patterns, preferential runway usage, the implementation of sound insulation programs, the use of ground run-up enclosures, and the implementation of FAA standard noise abatement, take-off, and high altitude approach procedures. No such recommendations shall be submitted to the FAA or implemented by the City without the prior approval of the O'Hare Commission. The O'Hare Commission also shall cooperate with the City in seeking agreements with the airlines using O'Hare and the FAA, as appropriate, with respect to aircraft noise mitigation and related matters.

(3) The O'Hare Commission may advise the City concerning any Part 150 Plan concerning O'Hare. The City shall not submit any such plan or any subsequent revision proposed by the City to the FAA without allowing the O'Hare Commission 60 days to review it and submit written recommendations to the City for consideration.

(4) The O'Hare Commission may request and, except as set forth below, the City shall provide full access to all publicly available documents relating to: (i) any O'Hare noise monitoring, (ii) any O'Hare-related Noise Compatibility Project proposed or undertaken in whole or in part by the City, and (iii) any recommendations or submissions to the FAA by the City related to airport noise mitigation related to O'Hare. Such requests may not impose an undue burden upon the City or interfere with its operations. In such circumstances, the City shall extend to the O'Hare Commission an opportunity to confer with it in an attempt to reduce the request to manageable proportions.

(5) Neither the O'Hare Commission, nor any of its Members, representatives, agents, employees, consultants, or professional advisors shall use, or assist other persons in using FAA

flight data for O'Hare and/or Chicago Midway International Airport ("Data") in legal actions to enforce noise abatement policy or regulations without prior approval of the FAA, and shall not release such Data without notice to and consultation with the FAA. The O'Hare Commission and its Members, representatives, agents, employees, consultants, or professional advisors shall not release the Data for use by law enforcement agencies or for use in any civil litigation except as otherwise required by law. If the O'Hare Commission or any of its Members, representatives, agents, employees, consultants, or professional advisors are required by law to release such Data, they shall notify the FAA before doing so. This notification must be provided promptly after the O'Hare Commission or any of its Members, representatives, agents, employees, consultants, or professional advisors receives a request or requirement to release the Data, and prior to the release of the Data. The O'Hare Commission and its Members, representatives, agents, employees, consultants, or professional advisors shall not release Data if advised by the FAA that the Data contains any information deemed sensitive at the sole discretion of the FAA, unless required by law to release such Data.

(6) The O'Hare Commission shall adopt an annual expense budget for each fiscal year, which shall be consistent with the City of Chicago fiscal year. The O'Hare Commission's expense budget shall be adopted at least 30 days prior to the commencement of each such fiscal year. The O'Hare Commission's expense budget shall be funded by the City and any grants received pursuant to Section F of Appendix A of this Agreement, following the evaluation and approval by the City of the proposed budget request.

(7) The O'Hare Commission shall have the power to sue and be sued and to take any other action necessary to perform its powers under this Agreement. No funds received by the O'Hare Commission from the City shall be used for legal services or other costs in connection with any action by the O'Hare Commission against the City, its officers or employees, or any airline using O'Hare, except for enforcement of the provisions of this Agreement. The City will indemnify, defend, and hold harmless Members from any and all claims, costs, expenses, including attorney's fees, damages, judgments and court costs arising out of the Member's participation in the O'Hare Commission. Members shall promptly provide to the City copies of any notices Members may receive of any claims, actions, fines, proceedings or suits as may be given or filed in connection with the Member's participation in the O'Hare Commission.

(8) The O'Hare Commission shall undertake any procurement activities in accordance with this Agreement and pursuant to applicable law.

(9) The O'Hare Commission shall adopt bylaws for the conduct of its meetings consistent with the powers enumerated herein.

B. A record of proceedings and documents of the O'Hare Commission shall be maintained, which shall be available for inspection by the City, each Member, each Advisory Member, and the public as permitted by law. The accounts of the O'Hare Commission shall be subject to an annual audit by a qualified independent public accountant.

C. The powers and duties of the O'Hare Commission shall be limited to those expressly set forth in this Section and in Appendix A of this Agreement.

## **Section 5. Term of Agreement.**

A. This Agreement shall be effective January 1, 2021, and shall terminate on December 31, 2025, unless otherwise terminated with the written consent of the City and two-thirds of the Members. The term of this Agreement may be extended upon the approval of the City and any Member which wishes to extend the term of the Agreement. If any Member defaults in any material respect in the performance of any of its duties or obligations under this Agreement, and such default continues for 30 days after the O'Hare Commission notifies the Member, the O'Hare Commission may terminate the defaulting Member's participation as a party to this Agreement. A material default by a Member shall include, but is not limited to, failure to comply with Section 6.

B. Any Member may withdraw as a Member of the O'Hare Commission at any time by providing 60 days advance written notice of its intent to withdraw to the City and the O'Hare Commission. Each such written notice shall be accompanied by a certified copy of a resolution or other official action of such Member's legislative body authorizing such withdrawal. Following its withdrawal from the O'Hare Commission, the Member shall cease to exercise any of its rights under this Agreement and to be responsible for any subsequent obligation incurred by the O'Hare Commission.

C. The City may terminate this Agreement at any time after January 1, 2021, upon 180 days prior written notice to each Member and each Advisory Member. Following the City's termination of this Agreement, the rights and obligations of each party to this Agreement shall terminate.

## **Section 6. Attendance Policy**

A. Members' Designees or Alternates shall attend the majority of Regular Meetings in a calendar year. If a Members' Designee or Alternate misses three consecutive or the majority of Regular Meetings in a single calendar year, the Member will receive written notification from the Executive Director that it will be temporarily suspended from the O'Hare Commission for a period of one year, which shall begin on the date of the written notification.

B. Temporary suspension will involve the loss of membership and voting privileges for that one-year period from the date of the suspension. During the temporary suspension, suspended Members may attend meetings and participate in discussions as members of the public, but will not count as part of the voting quorum and will not be eligible to vote.

C. At any time during its one-year temporary suspension, a Member may appeal its temporary suspension by submitting a written request to the Executive Director due to a change in circumstances. Reinstatement of the Member shall be governed by the bylaws.

D. No later than 30 days following the end of the temporary suspension period, a Member may submit a written request to the Executive Director to be reinstated. Reinstatement of the Member shall be governed by the bylaws. If the Executive Director does not receive the

reinstatement request within 30 days after the end of the suspension period, then this Agreement shall be terminated between the City and the Member.

**Section 7. Miscellaneous.**

A. All notices hereunder shall be in writing and shall be given as follows:

If to the City, to:

Commissioner of Aviation  
Chicago Department of Aviation  
10510 W. Zemke Road  
Chicago, IL 60666

If to a Member, to the address set forth on the signature page of the counterpart of this Agreement executed by such Member, and, in the case of Chicago Ward Members, to such addresses and telephone numbers as they may provide to the O'Hare Commission. Members may provide an e-mail address for purposes of receiving notices.

All notices shall be effective upon receipt by U.S. mail or e-mail. Any Member may change the address or addresses for notices to be sent to it by giving notice to the O'Hare Commission.

B. No Member may assign its rights or obligations under this Agreement without the prior written consent of the City and the other Members.

C. The City shall not be responsible or liable for damage to property or injury to persons that may arise from, or be incident to, compliance with this Agreement or the implementation of a Noise Compatibility Program or a Noise Compatibility Project by a Member or other municipality or county. A Member shall not be responsible or liable for damage to property or injury to persons that may arise from, or be incident to, compliance with this Agreement or the implementation of a Noise Compatibility Program or a Noise Compatibility Project by the City, another Member, or another municipality or county. The City's financial obligations under this Agreement are limited to legally available airport revenues. Neither the City nor any Member shall be liable for any expenditures, indebtedness, or other financial obligations incurred by the O'Hare Commission unless the City or such Member has affirmatively agreed to incur such expenditure, indebtedness, or financial obligation. No Advisory Member shall be subject to any liabilities or obligations under this Agreement.

D. This Agreement and the bylaws authorized in Section 4.A.(9) constitutes the entire agreement of the parties with regard to the subject matter hereof. This Agreement shall not confer upon any person or entity other than the parties hereto any rights or remedies. Appendix A and Appendix B are incorporated herein and made a part of this Agreement.

E. This Agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement, and shall become binding when one or more counterparts have been signed by each

party. Each counterpart may vary in order to identify the Member, its address for notices, and its execution by an authorized officer. The execution of counterparts of this Agreement by a municipality, public school district, or county located in the O'Hare Commission Area prior to February 28, 2021, shall not require the consent of the O'Hare Commission, the City, or any Member.

F. This Agreement shall be governed and construed in accordance with Illinois law.

G. Any municipality, public school district, or county located in the O'Hare Commission Area that does not become a Member prior to February 28, 2021, may thereafter become a Member upon: (i) the approval of the City and a majority of the O'Hare Commission as set forth in Section 3.E. of this Agreement; and (ii) execution of a counterpart of this Agreement.

H. The approval of the City and two-thirds of the Members shall be required to amend this Agreement. Notice of any proposed amendment shall be transmitted to each Member and each Advisory Member at least ten days prior to the meeting of the O'Hare Commission at which any proposed amendment is to be first considered. Any amendment shall be effective on all parties hereto when counterparts are executed by the City and two-thirds of the Members.

Executed as of this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF CHICAGO**

By:

---

Commissioner  
Chicago Department of Aviation

\_\_\_\_\_ (Name of Member)

By:

\_\_\_\_\_  
Authorized Officer

Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## APPENDIX A

### Implementation of Noise Compatibility Programs and Projects

In connection with the development and implementation of Noise Compatibility Programs and Noise Compatibility Projects in the O'Hare Commission Area, the City and the O'Hare Commission shall have the following duties and responsibilities:

A. The Members of the O'Hare Commission shall direct the further development of the Noise Compatibility Programs for the O'Hare Commission Area. The Members of the O'Hare Commission shall establish criteria for the equitable allocation of Noise Compatibility Projects and approved airport revenues (including by not limited to FAA Airport Improvement Program ("AIP") grants, Passenger Facility Charge ("PFC") funds, and General Airport Revenue Bonds, and/or bonds backed by such funding sources) within the O'Hare Commission Area and the priorities for providing Noise Compatibility Projects, subject in each case to approval by the FAA and in compliance with all applicable FAA regulations and grant assurances, as well as other applicable law, and subject to available funding.

B. The City shall retain all necessary powers to satisfy the assurances made to the FAA in connection with the expenditure of airport revenues, including eligibility for sound insulation and/or sound insulation funding that is paid by airport revenues. The City shall enter into all agreements and assurances and shall take all other actions that may be necessary to provide for the utilization of airport revenues on the basis set forth in this Appendix A. Each Member and municipality and county that receives Noise Compatibility Projects shall enter into all agreements and assurances, including agreements with and assurances to the City, shall execute any necessary certificates, records, and other documents, and shall take all other actions that may be necessary to obtain and maintain FAA approval for the use of the airport revenues as contemplated in this Appendix A. Neither the O'Hare Commission nor any Member shall take or omit to take any action if such action or omission violates restrictions on the use of airport revenues. The City shall not be obligated in any year to pay or utilize any amounts in excess of available airport revenues to carry out the purposes of this Appendix A.

C. The determination of eligibility to participate in a Noise Compatibility Program or receive a Noise Compatibility Project is not to be construed as an admission or determination of negative impact by aircraft noise or of liability for damages or any other injury relating to aircraft noise on the part of the City or the O'Hare Commission.

D. In the event they are determined to be eligible for participation in a Noise Compatibility Program, property owners in the O'Hare Commission Area shall not be required to pay any portion of the cost of any Noise Compatibility Project. Upon approval by the City and with the consent of the property owner, at its option the City may acquire homes that are subject to very high levels of aircraft noise.

E. Noise Compatibility Projects outside the City may be implemented through Members and other municipalities and counties located in the O'Hare Commission Area. A municipality and county may request that the City undertake a Noise Compatibility Project within

its corporate boundaries. Noise Compatibility Projects within the boundaries of the City shall be implemented by the City. The City may enter into agreements in connection with the planning and implementation of proposed Noise Compatibility Projects in the O'Hare Commission Area. The City shall provide administrative support and professional and technical assistance to the O'Hare Commission, each Member, and all other municipalities and counties located in the O'Hare Commission Area in connection with the operations of the O'Hare Commission and the planning and implementation of Noise Compatibility Projects. All procurement activities related to Noise Compatibility Projects shall be undertaken in accordance with applicable law.

F. The O'Hare Commission may receive grants from any source to be used for the purpose of discharging its duties and obligations in accordance with the provisions of this Appendix A, and also may make grants for such purposes. The O'Hare Commission may expend any such grants for purposes consistent with this Appendix A. The City and the O'Hare Commission shall each use its best efforts (including serving as the sponsor or applicant for federal grants) to obtain the maximum amount of federal funds in connection with any Noise Compatibility Projects, so as to maximize the availability and impact of the City's financial contribution to Noise Compatibility Projects in the O'Hare Commission Area.

G. The City shall install, operate, and maintain a permanent noise monitoring system ("System") at and around O'Hare. The purposes of the System include validation of the FAA-approved noise contour for O'Hare, assisting in determining the eligibility and priority of proposed Noise Compatibility Projects for schools, enhancing public understanding of aircraft noise issues, and monitoring trends in aircraft noise.

(1) The City may retain a third party vendor ("System Operator") selected by the City with the input of the O'Hare Commission to operate and maintain the System pursuant to an agreement between the City and the System Operator.

(2) At the request of the O'Hare Commission, the City may also retain and pay the cost of another third party vendor ("System Expert") to provide independent management oversight of the System. The System Expert shall be mutually selected by the City and the O'Hare Commission. The System Expert will be responsible for independently verifying data and system operation through the review of all inputs and operational aspects of the System. All reports prepared by the System Expert shall be provided directly to the City and the O'Hare Commission. The activities and duties of the System Expert shall be consistent in all respects with the applicable requirements of the FAA. If the O'Hare Commission requests the City to retain and pay for such a System Expert, the amount that the City is obligated to pay the System Expert shall not exceed \$200,000 per year, adjusted annually for inflation.

(3) The System shall include a minimum of 36 monitoring sites in the O'Hare Commission Area, plus such number of additional permanent monitoring sites as may be agreed upon by the City and the O'Hare Commission.

(4) The data collected by the System shall be made available by the City to the O'Hare Commission and any Member that requests such data. The City shall provide reports to the O'Hare Commission and any Member based on the data collected by the System.

(5) Neither the O'Hare Commission, nor any of its Members, representatives, agents, employees, consultants, or professional advisors shall use, or assist other persons in using, information generated by the System in violation of Section 4.A.(5) of this Agreement.



Approval of Minutes

ACTION ITEM 21-03-8

I move that the Board of Education of Community Consolidated School District 64 Park Ridge-Niles, Illinois approve the minutes from the Closed Meeting on February 4, 2021; the Committee of the Whole Meeting on February 4, 2021; the Closed Meeting on February 11, 2021; the Regular Meeting on February 11, 2021; the Closed Meeting on February 25, 2021; and the Special Meeting on February 25, 2021.

The votes were cast as follows:

Moved by \_\_\_\_\_ Seconded by \_\_\_\_\_

AYES:

NAYS:

PRESENT:

ABSENT:

**DRAFT**

**DRAFT**

**DRAFT**

**DRAFT**

**DRAFT**

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Board of Education Meeting held at 7:30 p.m.  
February 4, 2021  
VIRTUAL MEETING DUE TO COVID-19  
Alternate Remote Attendance at Jefferson School (MPR)**

Board President Rick Biagi called the meeting to order at 6:30 p.m. Board members in attendance via remote participation were Carol Sales, Dr. Denise Pearl, Rebecca Little, Fred Sanchez, and Larry Ryles. Board member Toms Sotos was absent. Assistant Superintendent for Human Resources, Dr. Joel T. Martin attended in-person at Jefferson School. Also attending remotely were: Superintendent Dr. Eric Olson; Director of Innovation and Instructional Technology Mary Jane Warden; and Board Legal Counsel Tony Loizzi. No member of the public was physically present at the alternate remote location and none were present virtually at that time.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at <http://www.d64.org>. The agenda and reports for this meeting are also available on the website or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge, IL 60068.

**BOARD RECESSES & ADJOURNS TO CLOSED MEETING**

At 6:32 p.m. it was moved by Board member Ryles and seconded by Board member Little to adjourn to closed session to discuss collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [SILCS 120/2(c)(2)].

The votes to adjourn to the closed meeting were cast as follows:

Ayes: Sales, Biagi, Little, Ryles, Sanchez, Pearl

Nays: None

Present: None

Absent: Sotos

The motion carried.

**BOARD ADJOURNS FROM CLOSED MEETING & RESUMES COMMITTEE OF THE WHOLE MEETING**

At 7:32 p.m. the Board returned from the closed meeting and resumed the committee of the whole meeting. In addition to those listed above, also attending via remote participation were: Director of Student Services, Dr. Lea Anne Frost; Public Information Coordinator Peter Gill (attending but not participating); and Administrative Assistant to the Superintendent Natasha Nedeljkovic. No member of the public was physically present at the alternate remote location, and approximately 30 attended virtually.

**DRAFT**

### **PLEDGE OF ALLEGIANCE**

Board member Ryles led the pledge.

### **PUBLIC COMMENTS**

Public comments were invited through a posted email address on the District’s website and in the Board report. Public comments were also welcomed at the alternate remote location. No comments were received on non-agenda items.

### **SPECIAL EDUCATION UPDATE**

Dr. Frost stated she was pleased to present this update to the Board on how the department had evolved in the past three years. Her presentation focused on the following key areas: department background information; Illinois State Board of Education (ISBE) data review; the parents and teachers talking together group known as PT3; parent Individualized Education Program (IEP) feedback; the extended school year program (ESY); and future plans. Dr. Frost talked about the strengths of the department noting positive relationships between students, parents, and teachers; an engaging learning environment; involved parents; and an abundance of resources. With regards to data, Dr. Frost stated that the District saw an increase in students with IEPs in the last couple of years and exceeds the national average of 14%. District 64 is monitored on 9 of the 14 indicators identified by ISBE, and the data showed that the District is in line with State targets for both ELA and Math. The Measure of Academic Progress (MAP) data, which is new to special education this year, shows students tracking similarly to the general education population. Dr. Frost said the department was waiting to see if they would take the Illinois Assessment of Readiness (IAR) test this year. She also noted that interventionists had helped students to be ready for testing. Data for suspensions and expulsions showed no discrepancy for students with IEPs by race or ethnicity. Dr. Frost then mentioned that every student had education placement identified in their IEP, this is the setting in which a student receives special education services. The District is committed to providing the least restrictive environment (LRE) possible, Dr. Frost provided backup data. She stated that the District had gone through two audits (internal and independent) back in 2018 and summarized the accomplishments in the last three years that addressed the findings in the audits. She went on to talk about the work of the PT3 group formed in September of 2018 and comprised of 43 members representing all schools and stakeholders. The group continues to meet monthly and two subgroups are currently working on parent education and stakeholder communication. She listed their accomplishments in the past three years. She stressed the importance of the creation of the Student Learning Center (SLC) housed at Washington School. The SLC currently serves seven students, kindergarten through third grade, and aside from an adaptive pause in November-December, students have been attending in-person this year during the pandemic. Dr. Frost then explained that the District had recently conducted a parent IEP feedback survey to gather responses about IEP meetings and parents’ satisfaction. She noted that IEP meetings were held remotely this year due to the pandemic, and the District wanted to ensure communication was not lost. She stated the department would continue to address any issues raised by parents in the survey. The next topic covered ESY, which is offered to eligible sped students and follows the regular summer school schedule offered by

**DRAFT**

the District. Dr. Frost noted that there had been no decrease in attendance last year when it had been offered in a remote setting. She hoped this year would be in-person. She asked the Board members if they had any questions. Member Ryles asked if it was time to conduct another audit. Dr. Frost mentioned that the department was still working on issues raised in previous audits. Member Ryles stated that an audit might reflect that the District was on track and might be needed since it had been three years. He also insisted on the need for inclusion and doing more to promote understanding between the general education students and those in special education. Superintendent Olson confirmed that an audit would make sense at this time. Member Sanchez thanked parents who had previously voiced concerns to highlight the need for improvement of the department. He then asked Dr. Frost what big items she thought were still left to address. Dr. Frost mentioned that a teacher assistant's handbook was necessary, the MTSS manual was still being perfected, and more work was needed for inclusion. She stressed that the implementation of the MTSS manual had to be done right to be an effective tool and help with important data collection. Board member Sales confirmed the need for a new audit, inquired about available screenings at Jefferson Preschool and how information is communicated to incoming parents, and inquired about challenges related to COVID. Dr. Frost mentioned that due to the pandemic the situation is not ideal, screenings are difficult when conducted virtually, but this is something that the department is working on. She stated that the District had services in place for students with dyslexia and reading problems. Board member Sales stated that the Board should be informed when issues about the District's potential liability arise and inquired about how the District is using the attorneys to address audit issues. Dr. Frost stated that she is in regular contact with attorneys to address due-process issues or discuss new implementations such as the new student records process. Dr. Olson said he would look into the process of informing Board members about student issues and will report back. Board member Little asked about how the District will address students' unmet goals, such as remote occupational therapy. Dr. Frost stated that she hasn't heard about unmet occupational therapy goals or that students are not progressing on their goals. Dr. Olson said that even if students are meeting their goals, we might need to look at it. Board member Pearl wanted to know what the PT3's role was in the SLC. Dr. Frost said we're close to state targets for outplaced students and it's better to service them in-house. We need to be in person to develop the next program to have hands-on coaching and training. She also hopes to provide training during the summer to staff. Dr. Olson said a goal of the SLC at Washington is to train all of the staff.

Public comments were received via the posted email address as follows:

- Tom Fisher: District 64 parent, inquired about outstanding items from the audit conducted in 2018 and what another audit would show.
- Lorena Fisher: District 64 parent, inquired about IEP meetings, a specialized plan for autism and its implementation, the MTSS process, meeting the State's 3.9% target, and data on the continuum of services.
- Miki Tesija: District 64 parent, inquired about sped students' time with the gen ed population, availability of the new curriculum map, maintaining the Emerson program next year, time for instructional teachers, specialized teachers, and regular teachers to meet and interact.

**DRAFT**

- Julie Beardsley : District 64 parent, inquired about 504 plan accommodations during remote learning
- Lara Liss: District 64 parent, inquired about data for spelling and writing, reading and math scores beyond averages, suspension and expulsion rate of students with IEPs vs students without IEPs, and expressed support for a new audit
- Noreen O’Connor: District 64 parent, advocated for the title of “diversity and inclusion” instead of “disability awareness”

Biagi asked Dr. Olson if he had any comments about “redoing” the special education audit. Dr. Olson stated that he’s in favor of doing another audit to see what the gains or “not gains” have occurred since the last audit. He’s sitting on the fence about whether next year will be the year to conduct it or if we should wait another year. Some of that will depend on how the next six months plays out.

**ADJOURNMENT**

At 8:50 p.m. it was moved by Board member Pearl and seconded by Board member Ryles to adjourn.

The votes were cast as follows:

Ayes: Little, Biagi, Pearl, Sales, Sanchez, Ryles

Nays: None

Present: None

Absent: Sotos

The motion carried.

Signed Date: March 11, 2021.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**DRAFT**

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Regular Board of Education Meeting held at 7:00 p.m.  
February 11, 2021  
VIRTUAL MEETING DUE TO COVID-19  
Alternate Remote Attendance at Field School (North Gym)**

Board President Rick Biagi called the meeting to order at 6:30 p.m. Board members in attendance via remote participation were Tom Sotos, Carol Sales, Dr. Denise Pearl, Rebecca Little, Larry Ryles, and Fred Sanchez. Superintendent Eric Olson attended in-person at Field School. Also attending remotely were: Assistant Superintendent for Human Resources Dr. Joel T. Martin; Director of Innovation and Instructional Technology Mary Jane Warden; and Board Legal Counsel Tony Loizzi.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at <http://www.d64.org>. The agenda and reports for this meeting are also available on the website or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge, IL 60068.

**BOARD RECESSES & ADJOURNS TO CLOSED MEETING**

At 6:31 p.m. it was moved by Board member Sanchez and seconded by Board member Ryles to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act [5ILCS 120/2(c)(1)]; and collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5ILCS 120/2(c)(2)].

The votes to adjourn to the closed meeting were cast as follows:

Ayes: Biagi, Little, Sales, Pearl, Ryles, Sanchez

Nays: None

Present: None

Absent: Sotos

The motion carried.

**BOARD ADJOURNS FROM CLOSED MEETING & RESUMES REGULAR MEETING**

Board Member Sotos joined the closed meeting. The Board adjourned from the closed meeting and resumed the regular meeting at 7:02 p.m.

**DRAFT**

In addition to those listed above, also attending remotely were: Assistant Superintendent for Student Learning Dr. Lori Lopez; Chief School Business Official Luann Kolstad; Director of Student Services Dr. Lea Anne Frost; Interim Director of Facility Management Jason Borst; Public Information Coordinator Peter Gill (attending but not participating); and Administrative Assistant to the Superintendent Natasha Nedeljkovic. No member of the public was physically present at the alternate remote location, and approximately 20 people attended virtually.

**PLEDGE OF ALLEGIANCE**

Board member Ryles led the pledge.

**BOARD ADJOURNS FROM REGULAR MEETING TO CONDUCT A PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD OF EDUCATION TO TRANSFER \$2,000,000 FROM THE EDUCATION FUND TO THE OPERATIONS & MAINTENANCE FUND OF THE DISTRICT**

The Board adjourned from the regular meeting to conduct a public hearing on the interfund transfer.

It was moved by Board member Sanchez and seconded by Board member Sotos to adjourn from the regular meeting.

The votes were cast as follows:

Ayes: Little, Sanchez, Pearl, Ryles, Sales, Sotos, Biagi

Nays: None

Present: None

Absent: None

The motion carried.

It was moved by Board member Pearl and seconded by Board member Sanchez to convene a public hearing on the interfund transfer.

The votes to conduct a public hearing were cast as follows:

Ayes: Pearl, Sotos, Little, Sanchez, Sales, Biagi, Ryles

Nays: None

Present: None

Absent: None

The motion carried.

Board President Biagi convened the public hearing on the resolution to authorize a permanent interfund transfer as part of the process required by the School Code for such transfers. The District sought to transfer \$2 million from the Education Fund to the Operations and Maintenance Fund and then to the Capital Projects Fund. President Biagi invited comments from the administration and the Board; none were received. He invited public comments; none were received.

**DRAFT**

**BOARD ADJOURNS FROM PUBLIC HEARING & RESUMES REGULAR MEETING**

Motion to adjourn from the public hearing and resume the regular meeting was moved by Board member Sanchez and seconded by Board member Pearl.

The votes were cast as follows:

Ayes: Little, Sotos, Ryles, Pearl, Sanchez, Sales, Biagi

Nays: None

Present: None

Absent: None

The motion carried.

**OPENING REMARKS FROM PRESIDENT OF THE BOARD**

Board president Biagi had no comments for tonight’s meeting.

**PUBLIC COMMENTS**

Public comments were invited through a posted email address on the District’s website and in the Board report. Public comments were also welcomed at the alternate remote location. Public comments were received on non-agenda items via the posted email address as follows:

- Ralph Schelovitzky & Margarita Mora: District 64 parents, expressed concern over substitute teachers qualifications and training; shared thoughts on the search for the next Franklin School principal

**APPROVAL OF MEETING AGENDA**

No changes were made to the meeting agenda.

**STUDENT/STAFF RECOGNITION**

Roosevelt School principal Dr. Kevin Dwyer and Lincoln School assistant principal Tim Gleason spoke about the generous staff donations to the Park Ridge Community Fund over the holiday drive. They noted the donations exceeded \$12,000 and thanked the staff for their generosity in the face of the pandemic and lack of any incentive this year. They stressed people truly “donated from the heart” this year.

**COVID-19 UPDATE**

Superintendent Olson said staff had received the first dose of the COVID-19 vaccine and would get the second dose next week. 78% of staff had received the vaccine, those who declined were either quarantining, declined based on medical advice, had received the vaccine elsewhere, or had personal reasons. Dr. Olson noted that the Center for Disease Control (CDC) had announced that vaccinated people no longer would need to quarantine if exposed, however, the Illinois Department of Public Health(IDPH) had not followed suit yet and the District would still follow the guidelines currently in place. Dr. Olson stressed that guidelines still recommended a fourteen-day quarantine when traveling outside of Illinois or the country. He said the district would not take an adaptive pause after spring break as the metrics were very different now than in December when the District did so after the winter break. He insisted that if IDPH waives the

**DRAFT**

quarantine requirement to follow CDC’s recommendations, this would be a major game-changer in terms of staff absences and substitute challenges. Dr. Olson explained that the District was looking at options to bring the students back full-time and how this could be accomplished, possibly by reducing the 6-foot distancing currently in place to allow for more desks and students in classrooms. He noted that the Pandemic Advisory Committee had met recently and unanimously advocated against the reduction of the distancing. Dr. Olson then discussed the return to school in the fall and whether the District would offer a remote learning option, something he believes should be available to parents. He clarified that separate teachers would be assigned to the students who chose remote learning, but noted that this would have a financial impact on other areas of the District. Finally, he stated that the District was also considering the possibility of mixing cohorts more than the current conservative approach allows

A public comment was submitted via the published email address, as follows:

- Craig Murray: District 64 parent, inquired about the plan for a full return to school in-person following staff vaccinations.

**PRESENTATION OF ANNUAL AUDIT REPORT FY20**

President Biagi noted that the Board is only presented with the audit report and does not vote on the issue to approve or disapprove. Director of Business Services, Valerie Varhalla, presented the annual audit report for the 2019-20 school year. The report was performed by an independent external auditor, Wipfli LLP. For the ninth consecutive year, District 64’s audit showed no internal control weaknesses or deficiencies being reported to the State of Illinois. The District will also receive Financial Recognition from the Illinois State Board of Education for the 12th straight year.

**RESOLUTION #1264 DIRECTING THE TRANSFER OF \$2,000,000 FROM THE EDUCATION FUND TO THE OPERATIONS & MAINTENANCE FUND & THEN TO THE CAPITAL PROJECT FUND OF THE DISTRICT**

Chief School Business Official (CBSO) Luann Kolstad explained these funds were being moved to pay for construction costs, including the recently completed Washington School addition project; more funds will be moved later to help pay for the upcoming work at Carpenter School.

ACTION ITEM 21-02-1

It was moved by Board member Sanchez and seconded by Board member Little that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve Resolution #1264 directing the transfer of \$2,000,000 from the Education Fund to the Operations and Maintenance Fund and into the Capital Projects Fund of the District.

The votes were cast as follows:

AYES: Sotos, Biagi, Sales, Little, Sanchez, Pearl, Ryles

NAYS: None

PRESENT: None

**DRAFT**

ABSENT: None

The motion carried.

**PRELIMINARY ENROLLMENT PROJECTIONS FOR 2021-22 SCHOOL YEAR & DISCUSSION OF 2021-22 STAFFING**

CSBO Kolstad noted it was difficult to project enrollment for the upcoming school year due to the uncertainties brought on by the pandemic. She relied on projections previously compiled by Mr. McKibben in a report prepared for the District in 2018. The projections put the come-back rate at 80%. Assistant Superintendent for Human Resources, Dr. Joel T. Martin, predicted a decrease of 108 students in the coming 2021-22 school year. His projection is based on current enrollment during the pandemic. He stressed a straight roll-over number was used at this time, as this was the safest option given the uncertainty. The reduction is due to large eighth-grade classes exiting and smaller kindergarten classes starting with no additional students entering at other grade levels. These numbers are very conservative, once the administration has a clearer picture of what the opening of school in the fall of 2021 will look like, the projections will be updated. Dr. Martin stressed that he would ask the Board at the March regular meeting to roll over the K-5 differentiation coaches hired last year. He explained that they had to adapt to a different role during the pandemic and had filled many substitute positions when needed, but their role would be critical in the fall for small-group focus. Board member Ryles inquired about students possibly coming back from parochial schools once the District schools reopened full-time, CSBO Kolstad confirmed that the District knew the numbers and was keeping an eye on them. Board member Pearl asked if there would be a need for differentiation coaches at the middle school level, Dr. Martin stated the District would have a better idea once the enrollment numbers were known.

**DISCUSSION & APPROVAL OF QUEST FOOD MANAGEMENT SERVICES CONTRACT RENEWAL**

CSBO Kolstad noted this agreement was for one year, and Quest was not raising its administrative fees. She noted that the company had stepped up during the pandemic, providing pre-packaged meals, helping distribute meals at the high school for underprivileged students during the summer, and generally being helpful and accommodating to the circumstances. She said prior raised issues had been fixed and the lunch program ran like a “well-oiled machine”. She explained that any cost increases in groceries would be passed on to parents. The District continues to provide a fee-waiver as part of the national school lunch program. Responding to a question from president Biagi, Mrs. Kolstad noted that the Board sets the lunch cost and had previously voted on \$4.40; the cost of milk was based on a bid process so the District gets the best price; Quest is required to stay within the set price when purchasing food.

**ACTION ITEM 21-02-2**

It was moved by Board member Pearl and seconded by Board member Little that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the extension of the Quest Food Services Contract for the 2021-22 school year.

The votes were cast as follows:

AYES: Biagi, Ryles, Little, Pearl, Sanchez, Sales

**DRAFT**

NAYS: None

PRESENT: None

ABSENT: Sotos

The motion passed.

**APPROVAL OF ELECTRICAL SERVICE AGREEMENT FOR ALL DISTRICT FACILITIES**

CSBO Kolstad explained that the District is looking to enter into a one-year to a four-year contract with an electrical company to provide services to all buildings. She explained that the District is currently in a swing agreement and therefore was not penalized when back in March of 2020 all buildings were shut down during the lockdown brought on by the pandemic. She stressed this would be the same kind of agreement. After some discussion, the Board agreed to approve the contract with the lowest responsible bidder for electrical service at a not to exceed price of \$0.065 per kWh at all District buildings for a period of not less than thirty-six months. The Board favored a longer contract to get the best rate; the action item below was amended to reflect this.

**ACTION ITEM 21-02-3**

It was moved by Board member Sanchez and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the contract with the lowest responsible bidder on Friday, February 12, 2021, for electrical service at a not to exceed price of \$0.065 per kWh at all District buildings for a period of no less than 36 months.

The votes were cast as follows:

AYES: Ryles, Sales, Little, Sanchez, Biagi, Pearl, Sotos

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**PRESENTATION OF DISTRICT 64 STRATEGIC PLAN**

Superintendent Olson presented an overview of the proposed five-year Strategic Plan. He explained this would be a two-part process, with a second presentation at the next Board meeting on February 25, and a possible vote by the Board. Members of the District 64 Strategic Plan Committee will also offer a more in-depth look at the plan and answer Board questions at that meeting. Dr. Olson explained the process, the formation of the committee, which was comprised of administrators, parents, community, and staff members; the fall and winter committee retreats; subsequent work by the senior administrative team; and presented the outcome of the process. He summarized the new vision statement, motto, five established goals, and timelines to complete them. The Board will review the information and follow up with questions. President Biagi stressed that he wanted this current Board to vote before April when the new Board is seated. Board member Pearl noted that she and member Little had participated in the committee and she thanked the committee members for their work.

**DRAFT**

**APPROVAL OF RECOMMENDED PERSONNEL REPORT**

It was noted that the Board is relying upon the recommendation of the Superintendent and administration in their professional judgment as to the hiring of these individuals per Policy 2:130.

Sara Odland-Beyna - Employ as .5 Assistant Director of Communications effective January 27, 2021 - \$22,500.

Ann Marie Bartee - Retire as Teaching Assistant at Franklin School effective June 11, 2021.

Diane Lohens - Retire as Teaching Assistant at Carpenter School effective June 11, 2021.

Dr. Olson took a moment to introduce Mrs. Sara Odland-Beyna, who would be in charge of highlighting the District’s positive stories.

ACTION ITEM 21-02-4

It was moved by Board member Pearl and seconded by Board member Sanchez that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Personnel Report for February 11, 2021, noting that the Personnel Report is based on the recommendation of the Superintendent and not upon the Board’s direct knowledge regarding any of the specific individuals selected for employment.

The votes were cast as follows:

AYES: Biagi, Sanchez, Sales, Sotos, Pearl, Ryles, Little

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

**CONSENT AGENDA**

- Bills, Payroll, and Benefits

Bills

<u>Fund</u>	<u>Fund Total</u>
10 - Education Fund	\$ 164,931.90
20 - Operations and Maintenance Fund	\$ 248,152.03
30 - Debt Services	\$ 12,859.05
40 - Transportation Fund	\$ 225,705.25
50 - Retirement (IMRF/SS/MEDICARE)	\$ -
60 - Capital Projects	\$ 226,866.47
61 - Capital Projects-2017 Debt Certificates	\$ -
80 - Tort Immunity Fund	\$ 200.00

**DRAFT**

90 - Fire Prevention and Safety Fund	\$ -
<u>Total:</u>	<u>\$ 878,714.70</u>

Payroll & Benefits

<u>Fund</u>	<u>Fund Total</u>
10 - Education Fund	\$32,519,863.58
20 - Operations and Maintenance Fund	\$ 3,805,039.46
30 - Debt Services Fund	\$ 2,340,450.14
40 - Transportation Fund	\$ 948,276.96
50 - IMRF/FICA Fund	\$ 545,399.80
51 - SS/Medicare	\$ 604,292.36
60 - Capital Projects Fund	\$ 4,555,709.64
61 - Cap Projects Fund - 2017 Debt Certs	\$ 0.00
70 - Working Cash Fund	\$ 0.00
80 - Tort Immunity Fund	\$ 501,268.00
<u>Total:</u>	<u>\$45,820,299.94</u>

The Accounts Payable detailed list can be viewed on the District 64 website’s business services page at [www.d64.org](http://www.d64.org).

- Approval of Financial Update for the Period Ending December 31, 2020
- Second Reading and Approval of Policies from PRESS 106
- Approval of Hold or Release of Closed Minutes
- Destruction of Audio Closed Recordings (none)

ACTION ITEM 21-02-5

It was moved by Board member Sanchez and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda for February 11, 2021, which includes: Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending December 31, 2020; Second Reading and Approval of Policies from PRESS 106; Approval of Hold or Release of Closed Minutes; and the Destruction of Audio Closed Recordings (none).

The votes were cast as follows:

AYES: Pearl, Biagi, Sanchez, Little, Sales

NAYS: None

PRESENT: Sotos, Ryles

ABSENT: None

The motion carried.

**APPROVAL OF MINUTES**

ACTION ITEM 21-02-6

**DRAFT**

It was moved by Board member Sanchez and seconded by Board member Pearl that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Closed Meeting on January 14, 2021; and the Regular Meeting on January 14, 2021.

The votes were cast as follows:

AYES: Sales, Biagi, Sanchez, Pearl, Little, Ryles

NAYS: None

PRESENT: Sotos

ABSENT: None

The motion carried.

### **OTHER DISCUSSION AND ITEMS OF INFORMATION**

Dr. Olson noted the next special meeting on February 25 and the regular meeting on March 11. He also stated that the Kindergarten Exploration Committee had its first meeting and will continue to meet regularly with the objective to make a recommendation to the Board by June of 2021. There were three options to consider: stay as is, a full-day kindergarten option at all schools, or a centralized full-day kindergarten location. He stressed that in Illinois even if a school district offers full-day kindergarten, it is still required to provide a half-day option. He said the committee would discuss financial considerations at the next meeting and will be joined by CSBO Kolstad and architect Rick Petricek. He confirmed for president Biagi that the move of the District's central office to Jefferson School was part of the financial consideration.

### **NEW BUSINESS**

Board member Sales stated that the Board policy committee would meet on February 23 to review the procurement policy and any related policies. She stressed that this would most likely be a much larger undertaking with the possibility of the creation of a special board committee to review purchases and contracts for single-source items.

### **ADJOURNMENT**

At 9:20 p.m. it was moved by Board member Pearl and seconded by Board member Little to adjourn.

The votes were cast as follows:

AYES: Sanchez, Little, Ryles, Sales, Sotos, Biagi, Pearl

NAYS: None

PRESENT: None

ABSENT: None

The motion carried.

Signed Date: March 11, 2021.

**DRAFT**

President

---

Secretary

**DRAFT**

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Special Board of Education Meeting held at 7:00 p.m.  
February 25, 2021  
VIRTUAL MEETING DUE TO COVID-19  
Alternate Remote Attendance at Jefferson School (MPR)**

Board President Rick Biagi called the meeting to order at 6:00 p.m. All participants attended via remote participation unless otherwise noted. Board members in attendance via remote participation were Tom Sotos, Dr. Denise Pearl, Carol Sales, Fred Sanchez, and Rebecca Little. Board member Ryles was absent. Superintendent Eric Olson attended in person at Jefferson School. Also attending remotely were: Assistant Superintendent for Human Resources Dr. Joel T. Martin; and Board Legal Counsel Tony Loizzi. No member of the public was physically present at the alternate remote location and none attended virtually at that time.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at <http://www.d64.org>. The agenda and reports for this meeting are also available on the website or through the District 64 Educational Service Center, 164 S. Prospect Ave., Park Ridge, IL 60068.

**BOARD RECESSES & ADJOURNS TO CLOSED MEETING**

At 6:02 p.m. it was moved by Board member Pearl and seconded by Board member Sanchez to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act [5 ILCS 120/2(c)(1)]; and collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)].

The votes to adjourn to the closed meeting were cast as follows:

Ayes: Biagi, Little, Sales, Pearl, Sanchez

Nays: None

Present: None

Absent: Ryles, Sotos

The motion carried.

**BOARD ADJOURNS FROM CLOSED MEETING & RESUMES SPECIAL MEETING**

**DRAFT**

At 7:01 p.m. the Board returned from the closed meeting and resumed the special meeting. In addition to those listed above, also attending via remote participation were: Assistant Superintendent for Student Learning Dr. Lori Lopez; Chief School Business Official Luann Kolstad; Director of Facility Management Jason Borst; Director of Innovation and Instructional Technology Mary Jane Warden; Public Information Coordinator Peter Gill (attending but not participating); and Administrative Assistant to the Superintendent Natasha Nedeljkovic. No member of the public was physically present at the alternate remote location, and approximately 18 people attended virtually. Board counsel Tony Loizzi was not present for the open session of the special meeting. Board member Tom Sotos joined the meeting at 7:16 p.m.

**PLEDGE OF ALLEGIANCE**

President Biagi led the pledge.

**OPENING REMARKS FROM PRESIDENT OF THE BOARD**

President Biagi had no remarks for tonight’s meeting and yielded time to Superintendent Olson. Dr. Olson noted that communication would be going out to parents on Monday with regards to spring break, travel guidance, and other updates.

**PUBLIC COMMENTS**

Public comments were invited through a posted email address on the District website and in the Board report; none were received. No member of the public was present at Jefferson School to submit comments.

**APPROVAL OF MEETING AGENDA**

No changes were made to the agenda.

**APPROVAL OF ASBESTOS ABATEMENT PROJECT AT CARPENTER SCHOOL**

Chief School Business Official (CSBO) Kolstad stated that this work would be performed in connection with the HVAC work being done at Carpenter School to replace two zones of the heating and cooling system. The work was planned during spring break when no students and staff are in the building. This timing also saves the District money, as the cost is higher during the summer. CSBO Kolstad noted that the District had received eight bids for the work and the lowest responsible bidder came in at \$100,600. While two bids were for the same dollar amount, they differed in the number of man-hours included in the bid. Mrs. Kolstad stressed that the architect had vetted the bid as well to ensure the District was selecting the best one.

**ACTION ITEM 21-02-7**

It was moved by Board member Pearl and seconded by Board member Little that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Carpenter Asbestos Abatement work to M&O Environmental in the amount of \$100,600.

The votes were cast as follows:

**DRAFT**

Ayes: Sales, Little, Pearl, Sanchez, Biagi

Nays: None

Present: None

Absent: Ryles, Sotos

The motion carried.

**APPROVAL OF CHROMEBOOK PURCHASE FOR 1:1 DIGITAL LEARNING PROGRAM  
2021-22**

Director of Technology Mary Jane Warden explained that due to the 1:1 expansion approved last year, the District was looking to purchase Chromebooks for incoming second-graders and sixth graders. Students in second grade will maintain the devices through fifth grade. She said her department had selected a specific device after analyzing three different models and had selected the Lenovo model. The District already has this model so an existing supply line for repairs will be readily available. She stressed that she had obtained four quotes from vendors to select the lowest bid; prompt delivery was ensured by August. President Biagi asked if this was a vendor the District had worked with before and Mrs. Warden confirmed that it was. Member Pearl inquired about the 1:1 expansion continuing regardless of the pandemic, and Mrs. Warden stated that each student would continue to have a device to be ready for any future pandemic or another disaster. She also confirmed that there had been fewer claims of damage this past year but not marginally less. She noted that although the students had not traveled as much to and from school with the devices, due to the remote learning environment, most accidents tend to happen at home.

**ACTION ITEM 21-02-8**

It was moved by Board member Sanchez and seconded by Board member Little that the Board of Education of Community Consolidated School District 64, Park Ridge –Niles, Illinois, approve the purchase of Chromebook devices from TRA for the annual implementation of the 1:1 Digital Learning Program in the amount of \$388,800.00.

The votes were cast as follows:

Ayes: Sanchez, Pearl, Little, Sotos, Sales, Biagi

Nays: None

Present: None

Absent: Ryles

The motion carried.

**SECOND PRESENTATION OF DISTRICT 64 STRATEGIC PLAN**

Dr. Olson resumed the presentation that had begun at the previous February 11 regular meeting. He spoke once again about the Strategic Planning Committee’s retreat in October and how the process had felt a little “flat” at that time. Subsequently, the senior administrative team had met weekly for a couple of months to put a cohesive plan together, while retaining the original goals and ideas gathered by the committee. He said that he and Dr. Lopez had then met with 7th and 8th graders to get their input and when the committee met

**DRAFT**

again in January, the session ended with a positive outlook. Dr. Lopez explained how the middle schoolers had contributed during the focus group, added feedback, ideas and shared their opinions on what goals they rated as more or less important. She said they had added a lot to the process. Dr. Olson invited committee members to share their experiences. The Board heard from teacher Sara Kwak, parent Kelly Lawrence, Emerson principal Dr. Alaimo, and community member Jackie McNeilly. Dr. Olson then stated that he had added several term definitions to his presentation to provide a better understanding of certain terms included in the plan. He noted that he had received questions from the community recently and wanted to clarify certain ideas. He explained that “culturally inclusive” was not meant to exclude caucasian students, make them feel guilty in any way, or set them aside. He said the District’s intent is to be inclusive of all students. He also stressed the importance of different points of view and allowing for those to be expressed. Member Sales stated that the Board received a draft of the proposed strategic plan from October 24, 2020, some slide presentations, and a chart describing goals. She asked if the Board received the final proposed version of the strategic plan. Dr. Olson stated that a final form was in the works after this meeting and questions from the Board. She asked what preparation the committee members had gone through, whether they had received any documents prior to their first retreat. Dr. Olson stated that he had done a presentation on the current state of the District at that first meeting but no other preparation took place. Board member Biagi asked Dr. Olson what the Board was being asked to vote on if we don’t have the final document. Is it the concepts that will be memorialized? Dr. Olson said “yes:” none of the contents will change. It needs to be written out so people can track it better. Board Member sales asked if the 5-year facilities plan will be an exhibit. Dr. Olson said later next year we would just bring the 5-year plan forward at that time and then track progress. Biagi asked Dr. Olson how long it would take him to create the final document. Dr. Olson said within a couple of weeks.

Board Member Sales had questions about the six-page document called draft goals. The financial goal was very broad; was Dr. Olson envisioning a 5-year financial plan? Dr. Olson said it’s a pretty standard item in strategic plans. While the District might be in good financial circumstances now, we need to maintain that. Some of these goals like that one is just an ongoing goal that’s always happening. There will still be checkpoints along the way; it gives us the place to be able to explore depending on what comes up. Sales had a question about the “checkpoints.” The column entitled “How will the objective be evaluated for success?” in many instances described the means for implementing the goals instead of the metrics for evaluation. For the special education goal, the evaluation method was unclear. The majority of the board was in favor of a follow up audit, which should be inserted into the plan. Dr. Olson said we don’t want to get too detailed. That column was just a “brainstorming version.” It is like asking him to lay out how we’re going to create the strategic plan before it happens. He knows the framework but doesn’t know how it’s going to go. The idea is that we are setting all of these goals and marks; if something is in 2026 it’s not going to get a big focus right now. If there are building blocks, he wants the Board to know the ideas and objectives. The Board will learn about it when he’s showing the Board what happened.

The Board discussed whether they would like to wait until the final document is prepared or vote on the plan tonight. Some members wanted more clarification on what they were voting for tonight, while others

**DRAFT**

were ready to vote on the goals and ideas as presented. The Board reached consensus to wait until the final document was drafted and vote on the plan at the March 11 regular meeting, if the document was ready then, but no later than the April 1 special meeting.

**NEW BUSINESS**

No new business was discussed.

**ADJOURNMENT**

At 8:10 p.m. it was moved by Board member Pearl and seconded by Board member Little to adjourn.

The votes were cast as follows:

Ayes: Sotos, Pearl, Sanchez, Sales, Biagi, Little

Nays: None

Present: None

Absent: Ryles

The motion carried.

Signed Date: March 11, 2021

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**DRAFT**

**DRAFT**

**DRAFT**

**DRAFT**

**DRAFT**

Inspire every child to



## Meeting of the Board of Education Park Ridge – Niles School District 64

Special Board Meeting Agenda  
Thursday, April 1, 2021

### VIRTUAL MEETING

*Alternate Remote Attendance Location: Jefferson School- MPR  
8200 Greendale Ave, Niles, IL 60714*

*On some occasions, the order of business may be adjusted as the meeting progresses to accommodate Board members' schedules, the length of sessions, breaks, and other needs.*

#### 7:00 p.m. Meeting of the Board Convenes

- Roll Call

#### Pledge of Allegiance

#### Opening Remarks from President of the Board

#### Public Comments

Each speaker is given 3 minutes to address the Board. Comments may be made on almost any matter related to the operation of schools. Each person appearing before the Board will be treated with courtesy and respect, and the Board requests the same in return. In light of the privacy of personnel and student matters, commenters are strongly discouraged from speaking about individual staff or students during public comment. Commenters are instead encouraged to first raise such concerns privately with the Board President or Administration. The Board, however, recognizes each commenter's First Amendment rights; thus, it will not prohibit commenters from speaking about individual staff or students, subject to well-recognized exceptions under the First Amendment, such as obscenity, threats, fighting words, or incitements to violence.

#### A-1 Approval of Meeting Agenda

--Board President

The Board reserves the right to review the agenda at the beginning of each meeting and request additions, amendments, or deletions prior to approval.

#### A-2 Approval of Carpenter School Summer 2021 Construction Project

--Chief School Business Official/Director of Facility  
Management

**Action Item 21-04-1**

#### A-3 Approval of Carpenter School Summer 2021 Flooring Project

--Chief School Business Official/Director of Facility  
Management

**Action Item 21-04-2**



Inspire every child to



## Meeting of the Board of Education Park Ridge – Niles School District 64

Regular Board Meeting Agenda  
Thursday, April 8, 2021

### VIRTUAL MEETING

*Alternate Remote Attendance Location: Washington School - MPR  
1500 Stewart Avenue, Park Ridge, IL 60068*

*On some occasions, the order of business may be adjusted as the meeting progresses to accommodate Board members' schedules, the length of session, breaks, and other needs.*

**6:30 p.m. Meeting of the Board Convenes**

- Roll Call

**Board Recesses and Adjourns to Closed Meeting**

--Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)]

**7:00 p.m. Board Adjourns from Closed Meeting & Resumes Regular Meeting**

**Pledge of Allegiance**

**Opening Remarks from President of the Board**

**Public Comments**

**A-1 Approval of Meeting Agenda**

--Board President

The Board reserves the right to review the agenda at the beginning of each meeting and request additions, amendments, or deletions prior to approval.

**A-2 Student/Staff Recognition**

- UCP/Infinitic 2021 Outstanding Student Technology Award

**A-3 COVID-19 Update**

--Superintendent

**A-4 Approval of Amendments to Transportation Services Agreement**

--Chief School Business Official

- Fifth Amendment to Regular Transportation Services Agreement **Action Item 21-04-6**
- Third Amendment to Special Education Transportation Services Agreement **Action Item 21-04-7**

- A-5 Approval of Recommended Personnel Report**  
--Board President **Action Item 21-04-8**
- A-6 Consent Agenda**  
--Board President **Action Item 21-04-9**
- Bills, Payroll, and Benefits
  - Approval of Financial Update for the Period Ending February 28, 2021
  - Approval of Intergovernmental Agreement for Shared Vision/O&M Services
  - Approval of Student-Parent Handbook 2021-22 (specific sections only)
  - Destruction of Audio Closed Recordings - (None)
- A-7 Approval of Minutes**  
--Board President **Action Item 21-04-10**
- March 11, 2021 - Closed Meeting
  - March 11, 2021 - Regular Meeting
  - April 1, 2021 - Special Meeting
- A-8 Other Discussion and Items of Information**  
--Superintendent
- Upcoming Agenda
  - FOIA requests (None)
  - Memorandum of Information
    - ISBE School District Financial Profile
    - Board of Education Regular Meeting Dates for 2021-2022 (Draft)
  - Minutes of Board Committees (None)
- A-9 New Business**
- Adjournment**

Next Meetings: **Thursday, April 29, 2021**  
Special Meeting - TBD  
**Jefferson School - Multipurpose Room**

**Monday, May 13, 2021**  
Regular Meeting - 7:00 p.m.  
**Emerson School - Multipurpose Room**  
8101 Cumberland Avenue, Niles, IL 60714

In accordance with the Americans with Disabilities Act (ADA), the Board of Education of Community Consolidated School District 64 Park Ridge-Niles will provide access to public meetings to persons with disabilities who request special accommodations. Any persons requiring special accommodations should contact the Director of Facility Management at (847) 318-4313 to arrange assistance or obtain information on accessibility. It is recommended that you contact the District, 3 business days prior to a school board meeting so we can make every effort to accommodate you or provide for any special needs.



Natasha Nedeljkovic <nnedeljkovic@d64.org>

---

## FOIA Request

---

**Fagg, Jonathan P. (WLS-TV)** <Jonathan.P.Fagg@abc.com>  
To: "nnedeljkovic@d64.org" <nnedeljkovic@d64.org>

Mon, Feb 8, 2021 at 3:59 PM

Dear Park Ridge CCSD 64,

I request access to and a copy of information related to student attendance. For this request, please provide a breakdown of attendance rates by school, specify whether the attendance was in person or remote, and how attendance is being tracked. If both in-person and remote learning have occurred, please provide this information for both.

Please provide information from the start of the current school year until the most current date available upon production.

Kind Regards,  
Jonathan Fagg  
ABC7 Data Fellow  
(312) 687-7282

PARK RIDGE-NILES SCHOOL DISTRICT 64  
164 S. PROSPECT AVENUE  
PARK RIDGE, IL 60068

\*\*Note to Requester: Retain a copy of this request for your files. If you eventually need to file a Request for Review with the Public Access Counselor, you will need to submit a copy of your FOIA request.

Date Requested: 2.17.2021

Request Submitted By:  E-mail  U.S. Mail  Fax  In Person

Name of Requester: Christine Sandrik

Street Address: [REDACTED]

City/State/County Zip (required): [REDACTED]

Telephone (Optional): [REDACTED] E-mail (Optional) [REDACTED]

Fax (Optional): \_\_\_\_\_

Records Requested: \*Provide as much specific detail as possible so the public body can identify the information that you are seeking. You may attach additional pages, if necessary.

~~Names on contact information for the members of the Middle School Review Committee~~

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you want copies of the documents? YES or NO

--Do you want electronic copies or paper copies? Electronic

--If you want electronic copies, in what format? Email

Is this request for a Commercial Purpose? YES or NO

(It is a violation of the Freedom of Information Act for a person to knowingly obtain a public record for a commercial purpose without disclosing that it is for a commercial purpose, if requested to do so by the public body. 5 ILCS 140.3.1(c)).

Are you requesting a fee waiver? YES or NO

If you are requesting that the public body waive any fees for copying the documents, you must attach a statement of the purpose of the request, and whether the principal purpose of the request is to access or disseminate information regarding the health, safety, and welfare or legal rights of the general public. 5 ILCS 140/6(c)).

Office Use Only 2010-

Date Requested \_\_\_\_\_

Date Due \_\_\_\_\_



---

## Re-FOIA Bid Results

---

**Preston Dedi** <dedi135712@gmail.com>

Fri, Feb 26, 2021 at 11:49 PM

To: nnedeljkovic@d64.org

*Good Afternoon,*

*My name is Preston Dedi and I work for Chicagolandconstruction.com*

*I am looking for Bid Results/Tabulations or Award for:*

02/18/2021 Park Ridge-Niles School District No. 64 – 2021 Asbestos Abatement at  
George B. Carpenter Elementary School (Cook County)  
Project Number: PJ62226

*This information is being requested for Commercial purposes.*

*If you would please have these results emailed to me I would appreciate it very much.*

*Email: [dedi135712@gmail.com](mailto:dedi135712@gmail.com)*

*Thank you for your time.*

*Preston Dedi*

*Chicagolandconstruction.com*

*P.O. Box 3533*

*Peoria, IL 61612*

To: Board of Education  
Dr. Eric Olson, Superintendent

From: Valerie Varhalla, Director of Business Services

Date: March 11, 2021

Subject: Unpaid/Outstanding School Fee Update

---

One responsibility of the Business Office is to monitor the collection of student registration fees. With the help of the Technology Department, the District was able to streamline the collection of registration fees process this school year.

### Process:

New during the 2020-2021 school year was the integration of My School Bucks for all student registration fees. This allowed invoices to be generated every 24-48 hours after a parent completed the registration process. Parents receive emails when their invoice is generated which directs them to My School Bucks to pay their student(s) registration fees immediately or by the October 1st deadline. As always, families were able to contact the Business Office to set up a payment plan or apply for a student fee waiver. An email reminder went out to parents three days prior to the October 1st deadline as well as 1 day after the deadline had passed.

The Business Office understood the financial hardship some families may have endured during the Covid-19 pandemic and allowed parents to continue to make payments after the October 1st deadline.

The Business Office has been contacted by several families (11) who were unable to make the full payment worked with the District on a payment plan.

### Key Updates

As of January 31, 2021 the Business Office has compiled the below data regarding unpaid/outstanding school fees.

<b>20-21 Summary</b>		
	Amount	# of students
Total amount collected	\$898,948	3543
Total amount outstanding	\$320,330	1160
% outstanding		24.67%

Below is information as of this same point in time last year.

<b>19-20 Summary</b>		
	Amount	# of students
Total amount collected	\$1,177,288	4,492
Total amount outstanding	\$54,781	173
% outstanding		3.71%

The major difference is during the 2019-20 school year, the district was more pursuant in the fee collection process, sending letters home sooner and transferring those families who were outstanding to collections in January. Based on the current Covid-19 pandemic, the Business Office was understanding towards the challenging financial times many of our families faced and are still facing so we have pushed back some of the timelines which were followed during the 2019-20 school year.

**Next Step:**

During the month of February, the Business Office worked with the Technology department to push out a school messenger as well as letters mailed home to those families who had not paid their student(s) registration fees. Families have until March 15th, 2021 to make their necessary payments or contact the Business Office to set up a payment plan. Any remaining outstanding registration fees after March 15th, 2021 will be sent to the Districts approved collection agency, Transworld.

Park Ridge-Niles School District 64  
Board of Education Policy Committee  
Virtual Meeting via Zoom  
Alternate Remote Attendance at:  
Hendee Educational Service Center  
164 S. Prospect Ave., Park Ridge, IL 60068

Minutes of the Meeting  
February 23, 2021, at 2:00 p.m.

Committee members in attendance via video conference:

Dr. Eric Olson, Superintendent – attending from Hendee Education Service Center  
Rebecca Little, Board Member  
Carol Sales, Board Secretary

The Board Policy Committee meeting began via Zoom remote participation at 2:00 p.m. Five members of the public attended remotely; none attended in-person.

Public comments were received through the posted email address as follows:

- Amy Bartucci: inquired about the lunch program and waste reduction, including possible sustainability goals in the new strategic plan; solid waste reduction; and the current lawn maintenance program

The committee reviewed and discussed policies as listed below.

**Review of Policy 4:60 Purchases & Contracts & Related policies: 2:160 Board Attorney; 2:170 School Architect, Engineers & Land Surveyors; 4:70 Resource Conservation; 4:150 Facility Management & Building Programs**

The committee continued its discussion of possible amendments to the procurement process. The committee reviewed the process employed by the City of Park Ridge, noting that the City meets more frequently and would not be hindered by emergency purchases, as the District might be when “time is of the essence” for specific purchases. The committee also discussed the creation of a special board committee to review the District’s purchases and procurement processes, especially where it pertains to single-source or sole-source purchases. Committee member Sales noted that Chicago Public School (CPS) has a specific review of single-source purchases, somewhat similar to the City of Park Ridge, and that additional steps that could be incorporated into District 64’s current policy. The committee once again discussed lowering the \$25,000 threshold in the policy that triggers Board approval for purchases, and how doing so would impact the timing of purchases. Dr. Olson pointed out that there should be a justified reason for reducing this amount since no issues had arisen in the past. The committee will draft a proposal to incorporate additional language into the policy and will discuss it with the Board at the next regular meeting on March 11. Related policies were discussed with regards to possibly considering other attorneys and architects and professional services as listed above: 2:160 Board Attorney; 2:170 School Architect, Engineers & Land Surveyors; 4:70 Resource Conservation; and 4:150 Facility Management & Building Programs.

Committee member Sales noted that checklists are available to guide the Board when selecting

attorneys and architects. The committee then noted that a “50% reduction in solid waste” was incorporated in policy 4:70 with a deadline to achieve this by July 1, 2020. Dr. Olson said that the District would need to determine what “periodic review” means, how frequently this review should occur, and who is responsible for it. Member Sales noted that policy 4:150 was relevant to the RFQ for architects. The policy includes language stating that micro-purchases not to exceed \$10,000 should be equitable. The committee discussed what this could mean and how it is actually accomplished.

#### **Review of Policy 4:180 *Pandemic Preparedness; Management; and Recovery***

Member Sales explained that no one from the majority group of the previous votes on the policy brought a request to the Board to have another vote. Members had discussed at the last Board meeting that they would like some amendment to the policy to reflect that the Superintendent would keep the Board frequently informed of changes to the plan. The committee agreed to add the following language to the policy and discuss it with the Board at the March 11 regular meeting. This language was part of the suggested PRESS policy draft:

*“Ensures a plan for periodic review of and/or amendments to the Plan when needed and/or required by statute, regulation, or State guidance.”*

A public member (Gareth Kennedy) attending virtually pointed out that the Board is able to vote on an amended version of the policy, per Robert’s Rules, any Board member can bring a motion to amend.

#### **New Business**

The committee will bring an update of today’s discussion and drafts of amendments to the policies to the Board at the March 11 regular meeting.

#### **Adjournment**

Meeting adjourned at 2:50 p.m.