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COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64 Park Ridge-Niles

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164 S. Prospect Avenue

Park Ridge, IL60068-4079

(847) 318-4300

FAX: (847) 318-4351

**NOTICE OF BOARD MEETINGS**

**May 18, 2015 – Emerson School – Multipurpose Room**

6:30 p.m. – Closed Session

7:30 p.m. – Regular Board Meeting

**June 8, 2015 – Jefferson School – Multipurpose Room**

6:00 p.m. – Closed Session

7:00 p.m. – Committee-of-the-Whole

**June 22, 2015 – Jefferson School – Multipurpose Room**

7:30 p.m. – Regular Board Meeting

**July 13, 2015 – Jefferson School – Multipurpose Room**

7:30 p.m. – Regular Board Meeting

**August 10, 2015 – Jefferson School – Multipurpose Room**

7:30 p.m. – Regular Board Meeting

**August 24, 2015 – Jefferson School – Multipurpose Room**

7:30 p.m. – Regular Board Meeting

**September 14, 2015 – Jefferson School – Multipurpose Room**

7:00 p.m. – Committee-of-the-Whole

**September 28, 2015 – Roosevelt School**

7:30 p.m. – Regular Board Meeting

All meetings are held at Jefferson School, 8200 Greendale Avenue, Niles unless otherwise noted.

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Board Secretary

5/13/15

c: Pioneer Press Chicago Tribune Northwest Bureau  
Principals PREA B. Tramm

Park Ridge Journal & Topics

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

**Board of Education Agenda  
Monday, May 18, 2015  
Emerson Middle School – Multipurpose Room  
8101 N. Cumberland Avenue  
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 session, breaks and other needs.*

**Monday, May 18, 2015**

## TIME

## APPENDIX

6:30 p.m.	<b>Meeting of the Board Convenes</b> <ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Introductions</li> <li>• Opening Remarks from President of the Board</li> </ul>	
6:30 p.m.	<b>• Board Recesses and Adjourns to Closed Session</b> <ul style="list-style-type: none"> <li>-- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1)]</li> </ul>	
7:30 p.m.	<b>• Board Adjourns from Closed Session and Resumes Regular Board Meeting</b>	
7:30 p.m.	<b>• Pledge of Allegiance and Welcome</b> <ul style="list-style-type: none"> <li>-- Emerson School Principal/Students/PTO</li> </ul>	
	<b>• Public Comments</b>	
	<b>• Appointment of Jefferson School Principal</b> <ul style="list-style-type: none"> <li>-- Superintendent</li> </ul>	A-1
		<b>Action Item 15-05-8</b>
	<b>• Horizon School to Watch – Emerson Middle School</b> <ul style="list-style-type: none"> <li>-- Superintendent/Emerson Principal</li> </ul>	A-2
	<b>• Recognition of Student Awards</b> <ul style="list-style-type: none"> <li>-- Assistant Superintendent for Student Learning</li> </ul>	A-3
	<b>• Recognition of Tenured Teachers</b> <ul style="list-style-type: none"> <li>-- Assistant Superintendent for Human Resources/PREA President</li> </ul>	A-4

<ul style="list-style-type: none"> <li>• <b>ELF Grant Awards</b></li> <li>-- Superintendent/ Elementary Learning Foundation (ELF) Representative</li> </ul>		<b>A-5</b>
<ul style="list-style-type: none"> <li>• <b>Teacher Evaluation and Pre-PERA Committees Update</b></li> <li>--Superintendent and Committee Members</li> </ul>		<b>A-6</b>
<ul style="list-style-type: none"> <li>• <b>FGM Architect Update</b></li> <li>-- FGM Architects/Director of Facility Management</li> </ul>		<b>A-7</b>
<ul style="list-style-type: none"> <li>• <b>Acceptance of the IASB Code of Conduct for Members of School Boards and Presentation and Adoption of Board of Education Operating Principles</b></li> <li>-- Board President</li> </ul>	<b>Action Item 15-05-9</b>	<b>A-8</b>
<ul style="list-style-type: none"> <li>• <b>Resolution to Extend Superintendent Contract and Compensation Package</b></li> <li>-- Board President</li> </ul>	<b>Action Item 15-05-10</b>	<b>A-9</b>
<ul style="list-style-type: none"> <li>• <b>Approve Settlement Agreements for Three Non-Certificated Employees</b></li> <li>-- Superintendent/Board President</li> </ul>	<b>Action Item 15-05-11</b>	<b>A-10</b>
<ul style="list-style-type: none"> <li>• <b>Consent Agenda -</b></li> <li>-- Board President <ul style="list-style-type: none"> <li>• Personnel Report</li> <li>• Bills, Payroll, and Benefits</li> <li>• Approval of Financial Update for the Period Ending April 30, 2015</li> <li>• Approval of Bid for Copier Paper</li> <li>• Approval of Bid for Custodial Supplies</li> <li>• Approval of Final Calendar for 2014-15</li> <li>• Approval of the 2015-16 Septran Special Needs Transportation Contract Extension</li> <li>• Approval of Intergovernmental Agreement for Shared Assistive Technology Services</li> <li>• Acceptance of Donation</li> <li>• Destruction of Audio Closed Minutes (none)</li> </ul> </li> </ul>	<b>Action Item 15-05-12</b>	<b>A-11</b>
<ul style="list-style-type: none"> <li>• <b>Approval of Minutes</b></li> <li>-- Board President <ul style="list-style-type: none"> <li>• Closed Session Minutes .....May 11, 2015</li> <li>• Organizational Board Meeting Minutes .....May 4, 2015</li> <li>• Closed Session Minutes .....May 4, 2015</li> <li>• Special Board Meeting Minutes.....May 4, 2015</li> </ul> </li> </ul>	<b>Action Item 15-05-13</b>	<b>A-12</b>
<ul style="list-style-type: none"> <li>• <b>Board Member Liaison Report</b></li> <li>--Board of Education <ul style="list-style-type: none"> <li>• PTO/A Presidents Meeting</li> </ul> </li> </ul>		<b>A-13</b>

• **Other Discussion and Items of Information**

**A-14**

-- Superintendent

- Upcoming Agendas
- Freedom of Information Act Request
- Memoranda of Information
  - Follow-up on Collection of Student Fees
  - ISBE Certification of Recognition “Fully Recognized”
  - Illinois State Board of Education (ISBE) School District Financial Profile as of June 30, 2014
- Minutes of District Committee (none)
- Other
  - Annual Report Update
  - Residency Re-verification Update
  - Art Walk

• **Adjournment**

- Closed Session on June 8 at 6:00 p.m. for the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1)]
- Adjourn from May 18 meeting

**Next Meeting:** Monday, June 8, 2015

Closed Session – 6:00 p.m.

Committee-of-the-Whole:

Vision 2020 Strategic Plan and Core Plus Introduction- 7:00 p.m.

Jefferson School– Multipurpose Room

8200 Greendale Avenue

Niles, IL 60714

**Next Regular Board Meeting:** Monday, June 22, 2015 – 7:30 p.m.

Jefferson School – Multipurpose Room

8200 Greendale

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.

Upcoming Meetings and Topics  
As of May 14, 2015

**June 8, 2015 – Jefferson School – Multipurpose Room**

Closed Session – 6:00 p.m.

Committee-of-the-Whole: Review Vision 2020 Strategic Plan and Core Plus Introduction – 7:00 p.m.

- Presentation of Vision 2020 Strategic Plan
- Core Plus Introduction

**June 22, 2015 – Jefferson School – Multipurpose Room**

Regular Board Meeting – 7:30 p.m.

- Judith L. Snow Awards
- Approve the Strategic Plan
- Student Achievement Update: MAP (Year 2 Math Curriculum Review)
- Update on Educational Ends
- Web Review
- Acceptance of FGM Health Life Safety Survey and Present Master Facilities Plan
- Resolution # for Transfer of Interest Funds from Working Cash to Educational Fund
- Resolution # for Prevailing Wage
- Approval of Merit-Based Compensation for Building and District Administrators
- Approval of Salary Increases for Secretarial Staff Effective July 1, 2015
- Approval of Salary Increases for Custodial/Maintenance Staff Effective July 1, 2015
- Approval of Salary Increases for Exempt Staff Effective July 1, 2015
- Approval of Salary Increases for Technologist Staff Effective July 1, 2015
- Approval of Salary Increases for Hourly Employees Effective July 1, 2015
- Resolution # Appointing Luann Kolstad as the IMRF Authorized Agent
- Approval of Resolution with PMA Financial Services
- Approval of Maine Township School Treasurer Depositories
- Approval of Authorized Signatures for Banking with J. P. Morgan/Chase
- Approval of May Financials ending May 31, 2015
- Discipline Data Report
- Wellness Committee Meeting Minutes of April 28, 2015

**July 13, 2015 – Jefferson School – Multipurpose Room**

- Resolution # \_\_\_\_ Regarding the School District to Pay Certain Invoices Prior to Board Approval at the August 24, 2015 Board of Education Meeting
- Review of Closed Session Minutes for Release (consent)
- Appointment of Hearing Officer (consent)
- Approval of Student/Parent Handbook (consent)
- Update on Summer Construction Projects

**TBD**

- Present Tentative Calendars for 2016-17 & 2017-18
- Adopt Final Tentative Calendars for 2016-17 & 2017-18
- Discussion on Committee and Meeting Structures
- Discussion: Board Policy 4:130 - Should the District Offer Reduced Lunch
- Discussion: Board Policy 4:150 – Should the Board continue to grant authority up to \$25,000 for renovations or permanent alterations Buildings and Grounds

The above are subject to change.

Appointment of Jefferson School Principal

ACTION ITEM 15-05-8

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of Lisa Halverson as the Principal at Jefferson School beginning July 1, 2015 through June 30, 2016.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Horizon School to Watch – Emerson Middle School

March 19, 2015

Dear Superintendent Dr. Laurie Heinz :

**Congratulations on the designation of Emerson Middle School being named a School to Watch®.** The prestigious Schools to Watch® initiative, now in 18 states, is a signature initiative of the National Forum to Accelerate Middle-Grades Reform and is designed to identify and promote best practices in the middle grades.

I congratulate your district on the accomplishment and invite you and members of your school community to our 11th annual Schools to Watch Conference at the Marriott Crystal Gateway in Arlington, VA from June 24-27, 2015. The Schools to Watch conference will showcase and honor your wonderful school recognizing it for its capacity to promote academic achievement in a safe and caring learning environment where each and every student is positioned to succeed in high school and beyond.

The National Forum's Schools to Watch® program offers a powerful set of criteria against which educators and parents can assess their school's performance. What's more, it mobilizes state-level partners to identify effective schools so that others may learn how to make high performance the norm, not the exception.

Your school will engage in networking sessions, be trained in middle grades advocacy, participate in a pre- arranged congressional visit, be honored at the gala dinner, and have the opportunity to select from over 70 sessions and round table discussions. The conference is a great venue for your school leaders to learn from other Schools to Watch sites across the nation. Sessions are full of energy, provide great information, and highlight practices that your leaders can put into action in your district.

We urge you to send a spirited delegation from your district to this special conference. Your school will be recognized for its accomplishments and will benefit from interactions with outstanding middle grades educators from around the country. Further information about the conference can be found at [www.middlegradesforum.org](http://www.middlegradesforum.org).

Sincerely,  
Deborah Kasak, Ed. D.  
Executive Director

TO: Board of Education

FROM: Dr. Lori Lopez, Assistant Superintendent for Student Learning

DATE: May 18, 2015

RE: Recognition of Student Awards

Every May, it is our pleasure to bring forward students deserving of special recognition for their outstanding accomplishments. This year, District 64 is proud to acknowledge the achievements of students in the following categories:

### **YOUNG AUTHORS**

Curriculum Specialist for Language Arts Meghan Keefer announces that the District-level winners of this annual creative writing competition have been selected from a pool of outstanding school winners at every grade level. Students wrote and illustrated an original story independently at home. This year's outstanding Young Authors are:

- Kindergarten: Roosevelt student Mary Lynch
- 1st Grade: Franklin student Henry Morriss
- 2nd Grade: Field student Noah Muñoz-Lo
- 3rd Grade: Washington student Devyn Hoffman
- 4th Grade: Carpenter students Sara Plaza (author) and Isabella Godinez (illustrator)
- 5th Grade: Field student Nathan Muñoz-Lo
- 6th Grade: Emerson student Tara Murphy
- 7th Grade: Emerson student Sofia Lind
- 8th Grade: Emerson student Amna Sorbun

For the first time, our district Young Author winners were also eligible to attend the Illinois Statewide Young Author Conference on May 16, 2015. Nine of our ten winners registered to attend this event.

### **DISTRICT SPELLING BEE**

For the fifth year, each school conducted its own spelling bee to select the top 3 spellers to participate in the District 64 competition. The District 64 Spelling Bee included 21 student contestants, and was held in January at Field School. It lasted 22 rounds, including a mix of both vocabulary rounds and traditional spelling rounds. First place winner, Catherine Sernel, sixth grader at Lincoln Middle School, spelled the word "clementine" correctly to capture the championship over second place winner Owen Mech, 8th grader at Emerson Middle School. Third place was secured by Zoe Berthold, a Lincoln seventh grader. Catherine Sernel went on to represent District 64 at the North Cook Regional Bee, where she tied for 7th place out of 30 contestants.



## **THE SCHOLASTIC ART & WRITING AWARDS: BLACK & WHITE PHOTOGRAPHY**

The Scholastic Art & Writing Awards date back to 1923. They are considered the most prestigious program to recognize youth and teens in grades 7-12 in 28 categories of art and writing. Students compete to win scholarships and have their works exhibited or published. Each work is judged for “originality, technical skill and the emergence of a personal voice or vision.” The awards program is sponsored by the non-profit Alliance for Young Artists & Writers.

Art Curriculum Specialist Sonja Dziedzic recommends that the following Emerson Middle School 8th grade students be recognized for their creative works submitted to the 2015 Scholastic Art & Writing Awards national competition:

- Victoria Pontikes-black and white photography- *Chandelier*-Silver Key Award
- Michelle Dolecki-black and white photography- *The Cat on the Wooden Gate*-Silver Key Award
- Kelly Popper-black and white photography- *Beyond the Fence*-Gold Key Award
- Katie Novak-black and white photography- *Musical Cello*-Gold Key Award

## **ANNUAL OUTSTANDING TECHNOLOGY ACHIEVEMENT AWARD**

Lincoln Middle School 8th grader, Katie Haley, is one of 15 students to recently earn an Annual Outstanding Technology Achievement Award. This award is sponsored by Infinitec North and celebrates learners who have demonstrated outstanding achievement in accomplishing goals using technology. District 64 is a member of Infinitec North, whose liaison is Erin Ballman, our Assistive Technology Specialist. Katie was presented with the award and a gift card at a reception held in April.

## **MUSIC AWARDS**

### Illinois Music Educators Association (IMEA) - Instrumental

Instrumental Music Curriculum Specialist Brian Jacobi recommends that the following students be recognized for their participation in IMEA instrumental music groups this year. IMEA sponsors a yearly music festival for nine regions in the state. Our region ranges from the northern Chicago border to Wisconsin, and Lake Michigan to Woodstock. Each year, approximately 50 schools in this region send their finest students to audition for a position in this all-star ensemble. District 64 students selected to participate this year following rigorous auditions are:

- Olivia Davis, Grade 8, Emerson Middle School
- Tommy Doubleday, Grade 7, Emerson Middle School
- Owen Kopka, Grade 8, Emerson Middle School
- Sophia Stefaniuk Grade 8, Emerson Middle School
- Allison Paxhia, Grade 8, Emerson Middle School
- Eva Nicholson, Grade 8, Emerson Middle School

- Amna Sorbun, Grade 8, Emerson Middle School
- Grace Dziedzic, Grade 8, Lincoln Middle School
- Anna Szurzynski, Grade 8, Lincoln Middle School
- Natalie Eng, Grade 7, Lincoln Middle School
- Connolly Ferraro, Grade 8, Lincoln Middle School
- Mark Parages, Grade 7, Lincoln Middle School

## **CHORAL PERFORMANCES**

General Music Curriculum Specialist Terry Broeker would like to recognize several District choral groups who were active in our community this year. These students will not be in attendance at the Board of Education meeting.

In December, the Field School 4th and 5th Grade Chorus students, directed by Jenny Johnson and Jessica Kwasny, sang at Barnes and Noble during the Field Book Fair. The 5th Grade Chorus sang at Iannelli Studios for the Kalo Foundation. Field School's 4th and 5th Grade Choruses performed at Bethany Terrace Health and Rehabilitation Center, and their Spring Concert.

Roosevelt choruses performed at the Park Ridge Commemoration of 911. In the fall, they also sang their Patriotic Songs for the seniors at Summit Square. Fourth Grade Chorus is singing at the Police Memorial Service at City Hall. Roosevelt School's 4th and 5th grade choruses also participated in "Music in the Parks" at Great America.

The Fourth and Fifth Grade Washington Choruses directed by Alaina Marth performed at the Resurrection and Rehab Center, a Chicago Wolves Game, and the school Holiday Sing Performance. The choruses were joined by the Washington Drum and Ukulele ensembles at their Spring Concert.

Tami Nardi directed Lincoln's choruses at the Golf Mill Mall Sounds of the Holidays and Sounds of Spring programs. The Swing Choir also joined the Emerson choruses for their December and April concerts. In December, Emerson choruses under the direction of Mike Kennedy and Terry Broeker were also heard caroling at St. Matthew's Rehabilitation Center, The Summit of Park Ridge, and Golf Mill. The Sixth Grade GLEE also performed at the November Park Ridge Open House and the May Park Ridge Cultural Arts Council Arts Celebration. Chorus member, Regina Lee, starred in the Park Ridge Civic Orchestra's concert performance of "Yes, Virginia, There is a Santa Claus." Emerson's "Lunch Bunch," and the Emerson Vocal Power students directed by Terry Broeker, performed locally at the Park Ridge Summit, Avonra, and Barnes and Noble. After two spectacular sell-out performances, The High School Musical 2 cast joined the Emerson chorus in a performance at Golf Mill. The Emerson and Lincoln groups also attended recording sessions at the TreeHouse Recording Studio in Chicago owned by former

Emerson musical alum, Matt Gieser. Chorus members, Annie Papciak and Lena Pontikes, performed the Star Spangled Banner at the Park Ridge Baseball Opening Ceremonies.

### **SPECIAL OLYMPICS**

2015 marked the first year of involvement in the Special Olympics for District 64. Under the coaching of staff members Aaron Schauer, Karen Hess and Cathleen Coppola, five Emerson Middle School athletes competed in the 50 meter dash and softball throw events at the Region 18 Games held on Sunday, April 26 at Prospect High School in Mount Prospect, Illinois. The students who participated as athletes were: Alex Battistoni (grade 7), Matthew Dinkel (grade 8), Nicole Senese (grade 8), Daniel Shaughnessy (grade 6), and Jacob Walczak (grade 7). The athletes were assisted throughout the day of competition by student volunteers Kylie Parker (Emerson grade 8) and Noelle Scerba (Emerson grade 8). These students will not be in attendance at the Board of Education meeting.

Recognition of Tenured Teachers

**Teacher Tenure List 2014-15**

Josephine Barzowski, Field

Matt Bozeday, Washington

Erica Charous, Emerson

Tiffany Costa, Field

Caitlin McCarten, Field

Erin McCoy, Roosevelt

Katherine Milewski, Franklin

Katie Moorman, Field

Megan Philippsen, Field

Kathryn Rohn, Washington

Shannon Ryan, Roosevelt

Molly Staron, Roosevelt

Melissa Superfine, Washington

Lisa Tinaglia, Emerson

Kelly Velasco, Roosevelt

Jamie Zimniok, Emerson



Helping District 64 Reach New Heights

## DISTRICT 64 ELEMENTARY LEARNING FOUNDATION 2015 – 2016 GRANTS

*Since 1994, ELF has established and supported innovative educational programs by awarding grants to teachers and staff who are committed to excellence in education. This year, more than \$25,000 in grants will be awarded to District 64 schools, advancing ELF's total direct grants to nearly \$700,000!*

### **Promoting STEM Education in Preschool**

#### **Jefferson School**

Provides developmentally appropriate materials to foster Science, Technology, Engineering, and Math (STEM) education for all preschool students. The materials will promote hands-on STEM activities that our preschool students would not otherwise have and encourage our students to think outside of the box.

### **Collaborate to Accelerate with Kindergarten Families**

#### **Washington School**

Helps incoming Washington Kindergarten families understand the Common Core academic expectations for D64 students. It provides resources prior to the new academic school year to help parents better prepare their children for this academically rigorous Kindergarten curriculum.

### **Daily Guided Math Instruction**

#### **Washington School**

Provides differentiated math practice to meet second grade students' personal learning targets through the use of IXL software. After core instruction, students will be guided through their learning with teacher-directed small group instruction, problem-solving activities using math manipulatives, and in stations that include working independently with technology.

### **Move and Learn Project**

#### **Carpenter School**

Introduces safe equipment and activities that can be used by all students to improve their focus and alertness in school. The setup of the program will promote self-awareness of the need for motor breaks; it helps students recognize the need for motor breaks, take the motor breaks within the classroom setting in a non-disruptive way, and re-engage in their learning and/or task.

### **3D Printing**

#### **Carpenter School**

Provides students with opportunities to conceptualize and solve problems in designing 3-dimensional art by using a 3D printer to realize a final product that has width, height and depth. Students will develop the capability to design an object on paper that is ultimately transformed from being a shape (2D), to a form having 3 dimensions.

### **Collaboration Station**

#### **Roosevelt School**

Replaces the existing computer lab in the school library with a state-of-the-art, flexible learning environment for all students, using new tables, stools, room dividers, and bookshelves to replace the current computer lab. The entire room can be reconfigured as needed throughout the school day.

***TO CONTRIBUTE, VOLUNTEER, OR LEARN MORE ABOUT ELF, VISIT [WWW.DISTRICT64ELF.ORG](http://WWW.DISTRICT64ELF.ORG)***

TO: Board of Education

FROM: Evaluation & PrePERA Committee Members

DATE: May 18, 2015

RE: Background Information for Presentation from the District 64 Evaluation and PrePERA Committees

In 2010, former Governor Quinn signed the Performance Evaluation Reform Act (PERA), which required all schools in Illinois to change the way in which teachers and principals are evaluated.

PERA requires districts to design and implement evaluation systems that assess professional practice and include measures of student growth. Teacher evaluation systems must provide a clear description of excellent teaching. Teachers and administrators must collaborate to identify valid and reliable assessments for measuring student growth.

In District 64, the work of PERA implementation is being completed by the Evaluation Committee and the PrePERA Committee. The Evaluation Committee is focused on the development of a new evaluation tool for assessing professional practice. The PrePERA Committee is focused on the integration of student growth measures into teacher evaluations.

Evaluation Committee members include: Erin Breen (RO), Sonja Dziedzic (EM), Laurie Heinz (ESC), Franny Keyes (LI), Lori Lopez (ESC), Joel Martin (ESC), Jerry Mulvihill (RO), Tony Murray (LI), Mark Stefanik (LI), and Dan Walsh (FR).

PrePERA Committee members include: Brett Balduf (CA), Jane Boyd (ESC), Erin Breen (RO), Kara Dabe (LI), Steph Daly (WA), Sonja Dziedzic (EM), Kevin Dwyer (RO), Jane Everett (FI), Laurie Heinz (ESC), Nancy Jensen (FR, FI, WA, JE), Meghan Keefer (RO), Lori Lopez (ESC), Joel Martin (ESC), Jerry Mulvihill (RO), Tony Murray (LI), Barbie Murphy (JE), Tom Nasshan (LI), and Susan Walsh (FI).

Representatives from both committees will share an update of committee activities at our upcoming Board Meeting.



# **Health Life Safety Survey and Master Facilities Plan**

**Community Presentation**

**Board Meeting**

May 18, 2015

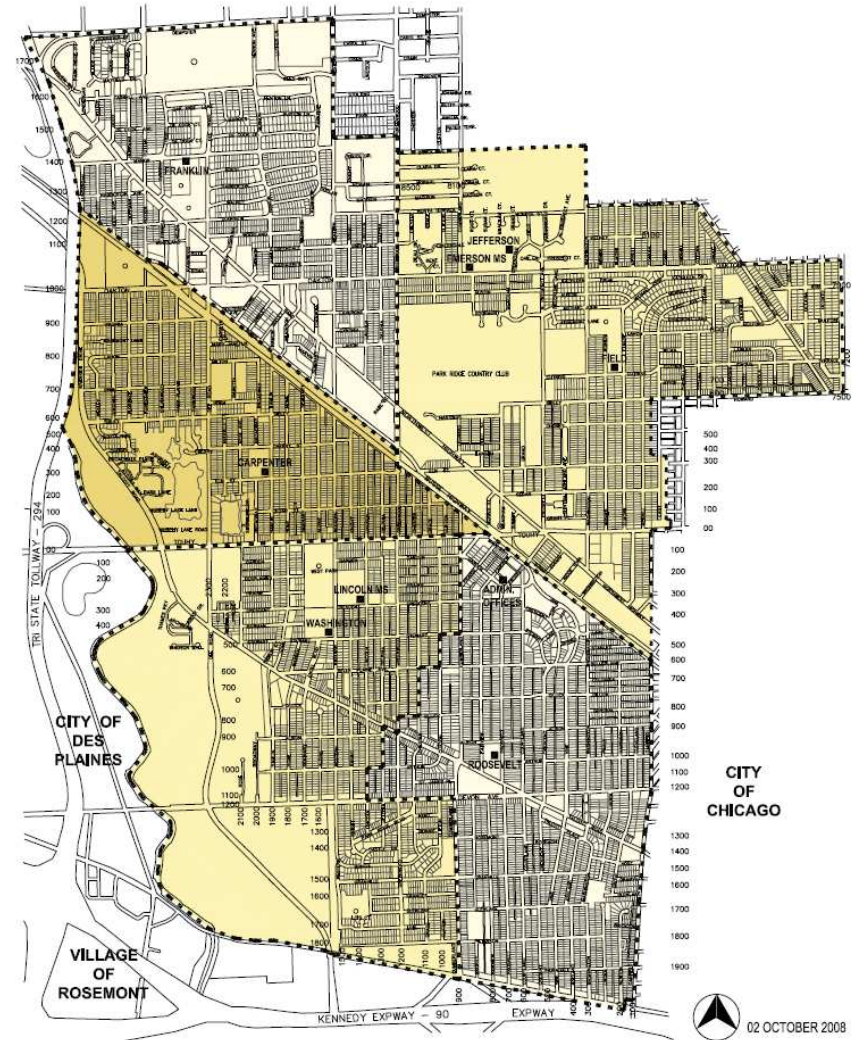
**FGM** ARCHITECTS

For security purposes school floor plans have been removed from this document.



# Agenda

- Introduction
- Preliminary Findings
  - District Wide
  - Building Level





PARK RIDGE-NILES  
SCHOOL DISTRICT 84

# INTRODUCTION



PARK RIDGE NILES  
SCHOOL DISTRICT 64

Preliminary Findings - May 18, 2015

**FGM** ARCHITECTS

# Master Facilities Plan

- Plan Components
  - Health Life Safety Survey
  - Building Assessment
  - Educational Planning
- Cost Areas
  - Operation Costs
  - Maintenance and Repair Costs
  - Capital Improvements



# Capital Improvement Costs

Building Improvements that:

- Extend the useful life of a building or building systems
- Accommodate changes in building or program capacity
- Make modifications to enhance or expand programs



**IN  
PROGRESS**



**PARK RIDGE NILES  
SCHOOL DISTRICT 64**

Preliminary Findings - May 18, 2015

**FGM** ARCHITECTS



PARK RIDGE-NILES  
SCHOOL DISTRICT 84

# PRELIMINARY FINDINGS



PARK RIDGE NILES  
SCHOOL DISTRICT 64

Preliminary Findings - May 18, 2015

**FGM** ARCHITECTS

# Preliminary Findings

**The buildings are structurally sound and safe  
for occupancy**

- There are older portions and systems that are past their useful life and need to be replaced
- There are building conditions that need to be modified and improved to meet current codes and standards



# Preliminary Findings

**There are parts of the buildings that do not support educational needs**

- Program and capacity needs exceed available space in some areas
- The buildings lack flexibility for changing educational needs







PARK RIDGE-NILES  
SCHOOL DISTRICT 84

# DISTRICT WIDE CONSIDERATIONS



PARK RIDGE NILES  
SCHOOL DISTRICT 64

Preliminary Findings - May 18, 2015

**FGM** ARCHITECTS

# Building Needs

## – Sites

- Drop-off and pick-up
- Parking
- Playgrounds
- Hard play area

## – Security

- Entry vestibules
- “Shelter-in-place” strategy



# Building Needs

## – Code

- Corridor doors
- Exiting issues (large spaces and some additions created land locked stairwells)

## – ADA

- Auditoriums
- Classroom doors
- Areas of refuge



# Programs – Space Needs

- Capacity at individual buildings
- Full Day Kindergarten investigation
  - Early Childhood / Kindergarten Center
  - At each Elementary School
- 21<sup>st</sup> Century LRC's



# Programs – Space Needs

- Auditoriums
  - Stage extensions
  - Handicapped accessibility
  - Greater flexibility for multi-purpose uses
- Art and Music Programs
- Middle School Science
- Administrative Office / Staff Training





PARK RIDGE-NILES  
SCHOOL DISTRICT 84

# BUILDINGS



PARK RIDGE NILES  
SCHOOL DISTRICT 64

Preliminary Findings - May 18, 2015

**FGM** ARCHITECTS

# Carpenter Elementary

- Roof, flat and pitched area 1994 Addition
- PA System
- Electrical panel boards
- Energy efficiency, occupancy sensors and exterior lighting
- Galvanized water piping
- Add exit to east side of building and provide courtyard exiting
- Wall and ceiling penetrations, wood frame and deck construction



# Field Elementary

- Window replacement
- Asbestos floor tile
- PA System
- Electrical panel board
- Energy efficiency, occupancy sensors and exterior lighting
- Plumbing fixtures
- Galvanized water piping
- Wood frame and deck construction





# Franklin Elementary

- Roofs, except 1990 addition
- PA System
- Emergency generator
- Electrical panel boards
- Fire alarm system
- Plumbing fixtures
- Galvanized water piping (in walls)



# Roosevelt Elementary

- Roofs
- Asbestos floor tile
- PA System
- Galvanized water piping
- Compartmentalize attic area



# Washington Elementary

- Roof, flat areas and repairs at pitched areas
- Asbestos floor tile
- PA System
- Electrical panel boards
- Energy efficiency, occupancy sensors and exterior lighting
- Galvanized water piping (30%)
- Lower Level room arrangement, exiting and accessibility
- Auditorium Exiting



# Emerson Middle

- Roof, flat areas and repairs at pitched areas
- Energy efficiency, occupancy sensors and exterior lighting



# Lincoln Middle

- Roofs
- Windows
- Asbestos floor tile
- Plaster repair
- Accessible toilets, toilet distribution
- Mechanical units and ventilation
- Galvanized water piping
- PA System
- Electrical panel boards
- Energy efficiency, occupancy sensors and exterior lighting
- 1956 Addition and third floor exiting and corridor



# Jefferson

- Roofs
- Asbestos floor tile
- Interior finishes
- Mechanical system
- Galvanized water piping
- PA System
- Emergency generator
- Courtyard exiting and design
- Auditorium use
- Fire and security separation of leased space
- Institutional (I) standards for day-care use should apply



# District Facilities

- Hendee Educational Center – District office
- Jefferson – Technology Office and MDF
- Emerson - MDF
- Washington Lower Level – District Warehouse
- Lincoln Lower Level – Maintenance Garage
- Roosevelt Lower Level – District Elementary Science Kit Storage
- Miscellaneous offices and spaces



# Project Prioritization

## 5-Year HLS and MFP Plan

- Priority One - Violation of the code or a health / safety concern or significant additional costs if item is not addressed
- Priority Two - Necessary to comply with a recommended standard or increase operating efficiency or extend the useful life of the building or a system
- Priority Three - Improve the quality of materials or systems or reduce the risk of future failures or the enhance performance of a system

## Years 6 to 10

- Expected major expenditure areas





**IN  
PROGRESS**



**PARK RIDGE NILES  
SCHOOL DISTRICT 64**

Preliminary Findings - May 18, 2015

**FGM** ARCHITECTS

Acceptance of the IASB Code of Conduct for Members of School Boards and  
Presentation and Adoption of Board of Education Operating Principles

ACTION ITEM 15-05-9

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, accept the IASB Code of Conduct for Members of School Boards and adopt the Board of Education Operating Principles.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

# Code of Conduct

## for members of school boards

As a member of my local school board, I will do my utmost to represent the public interest in education by adhering to the following standards and principles:

1. I will represent all school district constituents honestly and equally and refuse to surrender my responsibilities to special interest or partisan political groups.
2. I will avoid any conflict of interest or the appearance of impropriety which could result from my position, and will not use my board membership for personal gain or publicity.
3. I will recognize that a board member has no legal authority as an individual and that decisions can be made only by a majority vote at a board meeting.
4. I will take no private action that might compromise the board or administration and will respect the confidentiality of privileged information.
5. I will abide by majority decisions of the board, while retaining the right to seek changes in such decisions through ethical and constructive channels.
6. I will encourage and respect the free expression of opinion by my fellow board members and will participate in board discussions in an open, honest and respectful manner, honoring differences of opinion or perspective.
7. I will prepare for, attend and actively participate in school board meetings.
8. I will be sufficiently informed about and prepared to act on the specific issues before the board, and remain reasonably knowledgeable about local, state, national, and global education issues.
9. I will respectfully listen to those who communicate with the board, seeking to understand their views, while recognizing my responsibility to represent the interests of the entire community.
10. I will strive for a positive working relationship with the superintendent, respecting the superintendent's authority to advise the board, implement board policy, and administer the district.
11. I will model continuous learning and work to ensure good governance by taking advantage of board member development opportunities, such as those sponsored by my state and national school board associations, and encourage my fellow board members to do the same.
12. I will strive to keep my board focused on its primary work of clarifying the district purpose, direction and goals, and monitoring district performance.



*Lighting The Way To Excellence  
In School Governance*

**Park Ridge-Niles School District 64**  
**Board of Education Operating Principles**  
 Adopted August 26, 2013

**Operating Principle 1: Positive Relationships**

We recognize it is essential to remain positive in working together.

- We will look for and recognize the positive contributions of each individual and shall refrain from speaking negatively about others.
- We will seek ways to turn obstacles into opportunities.
- We will maintain a sense of hope, optimism and humor in working together.

**Operating Principle 2: Open Communication**

We are committed to communication that promotes openness and understanding.

- We believe the most effective communication requires high levels of trust.
- We will establish and maintain open channels of formal and informal communication.
- We will be honest and direct with each other.
- Information required by statute to be discussed in closed session and so discussed will remain confidential.
- Information pertinent to Board business should be shared with all Board members in a timely manner.
- We will use social media in a positive way only to express individual (not entire Board) citizen views.

**Operating Principle 3: Quality Interaction**

We are responsible for quality interaction with each other as team members. Conflict is a natural and inevitable feature of working together. The management of conflict is an opportunity to improve the quality of our interactions and relationships.

- We are each accountable to the team for our own actions.
- We will encourage and remain receptive to divergent views of other members.
- When conflict occurs, the focus will be on the issue, not the person.
- We will work to influence one another directly and in supportive ways.
- Should concerns about another team member arise, the person with the concern will share privately his/her views with the individual.

**Operating Principle 4: Collaborative Decision-Making**

The team is committed to using a collaborative decision-making process.

- We will define the objective, i.e., what is being decided.
- We will provide opportunity for input from persons affected by the decision.
- We will gather all pertinent facts concerning the situation.
- We will allow time for reflection throughout the process.
- We will organize and analyze the collected data.
- We will encourage the consideration of multiple solutions and their implications.
- We will encourage compromise and seek consensus.
- We will make a timely decision.
- We will provide a plan to implement the decision.
- We will communicate the decision to those affected.

- We will support the decision and its effective implementation.
- We will evaluate the decision in terms of its effectiveness.

### **Operating Principle 5: Handling Public Concerns**

We – as a Board and as individual Board members – will handle public concerns of both individuals and groups in tactful, orderly and effective ways.

- We will listen to the concern, and, if appropriate, ask questions or summarize the concern to check and confirm understanding.
- We will ask if the issue has been discussed with the person immediately responsible or the immediate supervisor.
- We will express appreciation to the individual for presenting the concern.
- We will affirm the desire to reach a satisfactory solution through the appropriate channels.
- We will ask the person to report back on the progress or resolution of the concern when appropriate.
- We will outline the next step(s) that the Board or Board member will take and assure the person that someone will contact him or her to address the concern.
- We will inform the Superintendent of the concern when appropriate.

### **Operating Principle 6: Board and Committee Meetings**

We choose to conduct our meetings in an open and orderly fashion and in a manner consistent with our operating principles.

- Board meeting agendas are developed cooperatively between the Board President, Vice President and Superintendent with input from other administrators and Board members as appropriate. (Committee meeting agendas are similarly developed between the committee members and the respective administrators.)
- Board and committee agendas and support materials/ documents (including minutes of past meetings) are distributed in advance to encourage informed discussion.
- Surprises at meetings from Board members and/or administrators are counterproductive.
- Any changes in the prepared agenda for Board meetings will be mutually determined by the Board President and Superintendent prior to the meeting. (All Board members and/or committee members shall have an opportunity to accept or reject those changes.)
- The Board values citizen input and will provide a forum for such input at each meeting.
- At the end of the discussion, the Board will summarize issues and articulate next steps as well as clarify understandings of the discussion.

### **Operating Principle 7: Continuous Improvement**

We are committed to an ethic of continuous improvement.

- We will regularly examine our progress towards meeting established goals.
- We will biennially review, evaluate and establish new goals.

### **Operating Principle 8: Accountability**

The Board recognizes that it is accountable to the community and other stakeholders.

- We will communicate the State of the District on an annual basis.

- We will conduct open, transparent and frequent communications with the community.
- We will encourage public engagement.

Resolution to Extend Superintendent Contract and Compensation Package

ACTION ITEM 15-05-10

I move that the Board of Education of Community Consolidated School District 64, Park Ridge - Niles, approve the resolution to extend the Superintendent's Contract and Compensation Package.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Approve Settlement Agreements for Three Non-Certificated Employees

ACTION ITEM 15-05-11

**Board President Recommendation:**

I recommend that the Board approve the Settlement Agreements for Bernadette S. Tramm, Carey Meredith, and Janice M. Santos, as presented. Each Agreement includes: Effective July 1, 2015, a salary increase in the amount of the difference between the annualized PPO Family health insurance stipend originally reported to the IMRF as reportable earnings for the employee for the 2014/2015 school year and the amount equal to \$1.00 less than the HMO Single premium for such year. Such increase in salary is exclusive of any other increases in salary that may be afforded by the Board of Education outside of the Agreement. Each Agreement also includes the Board's promise that such salary increase will remain in place for at least two years provided the employee remains employed by the Board. Finally, the Board shall also continue to provide a cash choice option to the employee in the amount of \$1.00 less than the current HMO Single premium under specific conditions as set forth in the Agreement. Each Agreement includes a general release of claims by the involved employee as well as the stipulation that the Agreement will not be effective unless there is proof that the IMRF appeal made by the employee has been withdrawn with prejudice.

Motion to approve Settlement Agreements for Bernadette S. Tramm, Carey Meredith, and Janice M. Santos, as presented.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:



Consent Agenda

ACTION ITEM 15-05-12

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of May 18, 2015, which includes the Personnel Report; Bills, Payroll, and Benefits; Approval of Financial Update for the Period Ending April 30, 2015; Approval of Bid for Copier Paper; Approval of Bid for custodial Supplies; Approval of Final Calendar for 2014-15; Approval of the 2015-16 Septran Special Needs Transportation Contract Extension; Approval of Intergovernmental Agreement for Shared Assistive Technology Services; Acceptance of Donation and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Personnel Report  
May 18, 2015

Gorman Christian	Employ as Network Manager at Jefferson School beginning July 1, 2015 - \$93,000.00.
Lisa Halverson	Employ as Principal for Jefferson School beginning July 1, 2015 - \$97,000.00.
Colleen Gilligan	Leave of Absence Request, FMLA – Literacy Teacher at Washington School effective April 20, 2015 – June 1, 2015 (tentative) and the 2015-16 School Year.
Courtney Pytlarz-Smee	Leave of Absence Request, Personal – Speech Language Pathologist at Carpenter School for the 2015-16 School Year.
Tricia Stroud	Resign as Technology Secretary at Jefferson School effective May 8, 2015.
Lauren Runyon	Resign as Special Needs Assistant at Jefferson School effective May 26, 2015.
Jean Granger	Retire as 10-month Secretary at Emerson School effective June 18, 2015.
Leslye Lapping	Employ as Summer School Early Childhood Principal effective 6/16 – 6/30/2015 – Jefferson School.
Pam Jachino	Employ as Summer School Early Childhood Secretary effective 6/16/15 – Jefferson School.
Paula Yukovic	Employ as Summer School Early Childhood Nurse effective 6/16/15 – Jefferson School.
Barbara Murphy Maura Tulig	Employ as Summer School Early Childhood Speech-Language Pathologist effective 6/16/15 - Jefferson School.
Dawn Appelkans	Employ as Summer School OT effective 6/16/15 – Emerson, Franklin and Jefferson School.
Lynn Condon	Employ as Summer School PT effective 6/16/15 – Emerson, Franklin and Jefferson School.
Ally Brewster Caitlin Cuthbertson Georgette Demarinis Marisha Lewis	Employ as Summer School Early Childhood Teachers effective 6/16/15 - Jefferson School.

Personnel Report  
May 18, 2015

Lynne Bonahoom Angela Daratzis-Hajiharis Rachel Hubbard Mary Lou Jaros John Montejo Mary Ann Murray Patti Radaios Bill Trudell Jacqueline Tsevis	Employ as Summer School Early Childhood Assistants effective 6/16/15 - Jefferson School.
Anna Marie Petricca	Employ as Summer School Special Education Academic Instructor effective 6/16/15 – Franklin School.
Katerina Baranovska Shannon Walder	Employ as Summer School Special Education Teachers effective 6/16/15 - Franklin School.
Marie Anderson Christina Bridich Jessica Condon Sara Due Casey Gibbons Donna Hapeman Gregory Knapp Alegra Miller Alyssa O'Neil Michelle Schneider Nicole Thomas	Employ as Summer School Special Education Assistants effective 6/16/15 - Franklin School.
Lenore Franckowic	Employ as Summer School Special Education Academic Instructor effective 6/16/15 – Emerson School.
Rebecca Hebding Michele Perchess	Employ as Summer School Special Education Teachers effective 6/16/15 - Emerson School.
Linda Adamowski Sean Aiello Jillian Cohen Rita Downing Callie McLean	Employ as Summer School Special Education Assistants effective 6/16/15 - Emerson School.
Steven Seyller	Revision on start date to April 20, 2015 for change of assignment to Fulltime Substitute Custodian from April 27, 2015 Personnel Report.

## APPROVAL OF BILLS AND PAYROLL

The following bills, payrolls and Board's share of pension fund are presented for approval:

### Bills

10 - Education Fund -----	\$ 984,115.59
20 - Operations and Maintenance Fund -----	\$ 156,914.88
30 - Debt Services -----	\$ -
40 - Transporation Fund -----	\$ 58,629.15
50- Retirement (IMRF/SS/MEDICARE)-----	\$ -
60 - Capital Projects -----	\$ 93,538.20
80 - Tort Immunity Fund -----	\$ 4,434.00
90 - Fire Prevention and Safety Fund -----	\$ -

Checks Numbered: 121222 - 121433

Total: \$ 1,297,631.82

### Payroll and Benefits for Month of April, 2015

10 - Education Fund -----	\$ 3,865,129.95
20 - Operations and Maintenance Fund -----	\$ 231,182.82
40 - Transportation Fund -----	\$ -
50 - IMRF/FICA Fund -----	\$ 82,340.69
80 - Tort Immunity Fund -----	\$ -

Checks Numbered: 11390 - 11469

Direct Deposit: 900073354 - 900074980

Total: \$ 4,178,653.46

This report can be viewed on the District 64 website on the Financial Data-Current link.

<http://www.d64.org/business/financial-data-current.cfm>

To: Board of Education  
Laurie Heinz, Superintendent

From: Rebecca Allard, Chief School Business Official

Date: May 18, 2015

Subject: Executive Summary  
Financial Update for the Period Ending April 30, 2015

The following highlights the financial activity for the month of April 2015.

**Fund Balance:**

The cash & investment, all funds, balance increased, by \$12,111,092 (*page 1*) from the 2013-14 fiscal year end. At this time of year, this is common because of the first installment of Cook County tax receipts. As reported by the School Township Treasurer, Tom Ahlbeck, the District ended the month with \$40.8 million in fixed investments (*pages 4 - 6*) and \$31.9 million in the Chase money market fund.

**Key Revenue Factors:**

The chart on page 2 shows that revenues, during the month of April, were 0.2% greater than the same period last year. For comparative purposes, the entries for the \$8.6 million bond sale (includes internal fund transfers) are not included.

Certain revenues are beyond the control of D64, these revenue types include:

- Property Tax collections are trending down by 0.1%;
- Corporate personal property replacement taxes are up by 0.1%;
- Interest income is down by 5.3%
- Student fees are down by 5.8% because of the increase in students who are eligible for fee waivers;
- State and federal revenues are down by 8.8% because of the timing of state & federal payments.

Other revenues that are trending upwards are:

- Tuition is up by 9.8% because of summer school registrations
- Other local income up by 35.2% because of the receipt of the TIF student payment and an increase in Jefferson extended day receipts (*last summer day-camp fees are included in this line item*)

**Key Expenditure Factors:**

The chart on page 3 shows that expenditures, during the month of April, were 3.1% less than the same period last year.

Salaries are trending 6.6% less because the Park District now operates the before school and the Jefferson after school programs.

Employee benefits are trending 6.6% less than the same period last year.

There are changes in the area of purchased services (decreased by 2.2%) and supplies (decreased 19.5%).

The decrease in the capital outlay area is the result of timing of contractor payments.

The decrease in the other expense area is the timing of tuition payments.

### **Report Index**

<b>Report Description For the Period Ending April 2015</b>	<b>Page Number (s) Color</b>
Statement of Position	1
Summary of Revenue	2
Summary of Expense	3
Investment Summary	4 - 6
Investment Detail	7 - 16
Detail Revenue Report	
Detail Expenditure Report	

**Park Ridge - Niles Community Consolidated School District 64**  
**Statement of Position for the Period Ending April 2015**

Fund	Audited Cash & Investment Balance June 30, 2014	2014-15 FYTD Revenues	2014-15 FYTD Expenditures	Excess / Deficiency of Revenues Over Expenditures	Inter-Fund Loan Balance	Cash & Investment Balance April 2015	Restricted Funds
Education	\$26,761,507	\$55,098,092	(\$42,013,633)	\$13,084,459	-	\$39,845,966	No
Tort Immunity	1,429,594	610,777	(962,343)	(351,566)	-	\$1,078,028	Yes
Operations & Maintenance	1,509,380	7,523,385	(4,471,994)	3,051,391	-	\$4,560,771	No
Transportation	3,157,275	1,432,010	(1,857,661)	(425,651)	-	\$2,731,624	No
Retirement (IMRF & SS)	745,133	2,234,242	(1,791,660)	442,583	-	\$1,187,716	Yes
Working Cash	14,064,048	533,864	-	533,864	-	\$14,597,912	<i>Reserved for Cash Flow Purposes</i>
Sub-Total Operating Funds	\$47,666,937	\$67,432,371	(\$51,097,292)	\$16,335,079	\$0	\$64,002,016	
Capital Projects	9,107,370	33,821	(4,581,661)	(4,547,840)	-	\$4,559,530	Yes
Total Operating Funds	\$56,774,307	\$67,466,192	(\$55,678,952)	\$11,787,239	\$0	\$68,561,546	
Debt Service	3,671,811	3,209,538	(2,885,685)	323,853	-	\$3,995,664	Yes
Total All-Funds	\$60,446,118	\$70,675,729	(\$58,564,637)	\$12,111,092	\$0	\$72,557,210	

*Fund Balance Objective at Fiscal Year End = 33% (4-months (120 days) of operating expenses); for ISBE purposes this number is measured as of June 30.*



Park Ridge Niles Community Consolidated School District 64													
April 2015 - Summary of Revenue													
Description of Revenue Source	Fund									Budget	% of Budget Received	Prior Year Pacing	Better (Worse) than Prior Year
	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	Total				
Current Year	\$24,943,517	\$3,791,625	\$1,635,169	\$521,190	\$1,088,531	\$0	\$208,755	\$312,434	\$32,501,221	\$33,276,000	97.7%	98.9%	-1.3%
Prior Year	\$23,325,380	\$3,639,888	\$1,580,855	\$490,227	\$1,023,844	\$0	\$196,355	\$293,872	\$30,550,420	\$30,223,000	101.1%	99.8%	1.3%
Other Prior Year	(\$184,382)	(\$31,646)	(\$11,563)	(\$3,834)	(\$6,137)	\$0	(\$1,537)	(\$2,296)	(\$241,395)	(\$216,000)	111.8%	94.0%	17.8%
Total Property Taxes	\$48,084,515	\$7,399,866	\$3,204,461	\$1,007,583	\$2,106,238	\$0	\$403,573	\$604,010	\$62,810,246	\$63,283,000	99.3%	99.3%	-0.1%
Corp Replace Tax	\$848,984	\$0	\$0	\$0	\$125,931	\$0	\$0	\$0	\$974,915	\$1,166,256	83.6%	83.5%	0.1%
Interest Income	\$246,049	\$10,231	\$5,076	\$22,588	\$2,073	\$22,935	\$130,291	\$5,685	\$444,928	\$581,465	76.5%	81.8%	-5.3%
Tuition	\$294,022	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$294,022	\$306,935	95.8%	86.0%	9.8%
Lunch	\$489,564	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$489,564	\$589,200	83.1%	84.2%	-1.1%
Registration	\$712,061	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$712,061	\$1,021,915	69.7%	77.8%	-8.1%
Pay Riders/Field Trips	\$0	\$0	\$0	\$35,267	\$0	\$0	\$0	\$0	\$35,267	\$66,905	52.7%	70.9%	-18.2%
Other Student	\$56,634	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56,634	\$68,770	82.4%	85.2%	-2.8%
Total Student Fees	\$1,258,259	\$0	\$0	\$35,267	\$0	\$0	\$0	\$0	\$1,293,526	\$1,746,790	74.1%	79.8%	-5.8%
Extended Day Care	\$442,994	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$442,994	\$145,000	305.5%	84.3%	221.3%
TIF Payment	\$215,971	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$215,971	\$490,000	44.1%	0.0%	44.1%
Before School Care	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NA	99.6%	NA
MTSEP/LICA Refund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NA	NA	NA
FAA - Local	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	NA	NA	NA
Rental	\$0	\$30,864	\$0	\$0	\$0	\$0	\$0	\$0	\$30,864	\$53,004	58.2%	56.0%	2.2%
Other	\$13,457	\$82,424	\$0	\$660	\$0	\$10,886	\$0	\$1,082	\$108,508	\$104,511	103.8%	100.0%	3.8%
Total Other Local	\$672,422	\$113,288	\$0	\$660	\$0	\$10,886	\$0	\$1,082	\$798,337	\$792,515	100.7%	65.6%	35.2%
General State Aid	\$1,233,749	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,233,749	\$1,382,828	89.2%	81.8%	7.4%
Other State	\$1,447,339	\$0	\$0	\$365,912	\$0	\$0	\$0	\$0	\$1,813,251	\$2,640,625	68.7%	81.5%	-12.9%
Federal	\$1,012,754	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,012,754	\$1,611,206	62.9%	78.5%	-15.6%
Total of State & Federal	\$3,693,842	\$0	\$0	\$365,912	\$0	\$0	\$0	\$0	\$4,059,754	\$5,634,659	72.0%	80.9%	-8.8%
Transfer of Funds/Bond F	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$208,944	0.0%	0.0%	0.0%
Total Revenue	\$55,098,092	\$7,523,385	\$3,209,538	\$1,432,010	\$2,234,242	\$33,821	\$533,864	\$610,777	\$70,675,729	\$73,720,564	95.9%	95.7%	0.2%
Total Actual Revenue	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	Total				
Total Actual Revenue	\$55,098,092	\$7,523,385	\$3,209,538	\$1,432,010	\$2,234,242	\$33,821	\$533,864	\$610,777	\$70,675,729				
Total Budget Revenue	\$57,615,286	\$7,012,634	\$3,485,070	\$1,741,369	\$2,521,794	\$46,786	\$577,010	\$720,615	\$73,720,564				
% of Budget Received	95.6%	107.3%	92.1%	82.2%	88.6%	72.3%	92.5%	84.8%	95.9%				
Prior Year Pacing	95.0%	99.1%	99.2%	90.5%	99.3%	93.9%	93.9%	99.1%	95.7%				
Better (Worse) than Prior Year	0.6%	8.2%	-7.1%	-8.3%	-10.7%	-21.6%	-1.3%	-14.4%	0.2%				

\*For comparison purposes the 2014-15 fiscal year does not include internal transfers or bond sale proceeds required for the \$8.6 million bond sale

Park Ridge Niles Community Consolidated School District 64													
April 2015 Summary of Expense													
Description of Expenditure Type	Fund									Expenditure Budget	% of Budget Expended	Prior Year Pacing	Better (Worse) than Prior Year
	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	Total				
Salary-Teacher	\$23,531,502	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,531,502	\$34,035,818	69.1%	72.8%	3.7%
Salary-All Other	\$8,345,375	\$2,252,936	\$0	\$13,438	\$0	\$30,751	\$0	\$0	\$10,642,500	\$14,114,698	75.4%	78.3%	2.9%
Benefits	\$4,467,867	\$335,826	\$0	\$1,748	\$1,791,660	\$0	\$0	\$8,248	\$6,605,348	\$9,203,698	71.8%	77.9%	6.1%
Purchased Services	\$1,865,397	\$879,692	\$0	\$1,842,475	\$0	\$414,043	\$0	\$694,648	\$5,696,255	\$6,570,469	86.7%	88.9%	2.2%
Supplies	\$2,120,628	\$822,831	\$0	\$0	\$0	\$0	\$0	\$11,407	\$2,954,866	\$3,629,271	81.4%	101.0%	19.5%
Capital Outlay	\$98,007	\$180,711	\$0	\$0	\$0	\$4,136,788	\$0	\$248,040	\$4,663,546	\$5,800,235	80.4%	197.8%	117.4%
Other Expense	\$98,232	\$0	\$2,885,685	\$0	\$0	\$78	\$0	\$0	\$2,983,995	\$3,330,600	89.6%	124.3%	34.7%
Other Expense: Tuition	\$1,486,625	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,486,625	\$1,760,000	84.5%	89.7%	5.2%
Other Expense: Transfer of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$193,080	0.0%	0.0%	0.0%
Total Expenses	\$42,013,633	\$4,471,994	\$2,885,685	\$1,857,661	\$1,791,660	\$4,581,661	\$0	\$962,343	\$58,564,637	\$78,637,869	74.5%	77.6%	3.1%
	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	Total				
Total Actual Expense	\$42,013,633	\$4,471,994	\$2,885,685	\$1,857,661	\$1,791,660	\$4,581,661	\$0	\$962,343	\$58,564,637				
Total Expense Budget	\$58,684,143	\$5,252,127	\$3,220,870	\$1,881,450	\$2,542,730	\$5,869,000	\$160,010	\$1,027,539	\$78,637,869				
% of Budget Expended	71.6%	85.1%	89.6%	98.7%	70.5%	78.1%	0.0%	93.7%	74.5%				
Prior Year Pacing	74.2%	50.8%	124.7%	74.1%	83.6%	190.1%	0.0%	106.1%	77.6%				
Better (Worse) than Prior Year	2.6%	-34.3%	35.1%	-24.6%	13.2%	112.1%	0.0%	12.5%	3.1%				

\*For comparison purposes the 2014-15 fiscal year does not include the internal transfers required for the \$8.6 million bond sale

This report can be viewed on the District 64 website on the Financial Data-Current link.

<http://www.d64.org/business/financial-data-current.cfm>

To: Board of Education

From: Brian Imhoff, Assistant Business Manager

Date: May 18, 2015

Subject: Approval of Bid for Copier Paper

*A school board is required to let all contracts for supplies, materials, or work or contracts with private carriers for transportation of pupils involving an expenditure in excess of \$25,000 or a lower amount as required by board policy to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability after due advertisement. Certain contracts are exempt from competitive bidding requirements including: purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, and services; and contracts for duplicating machines and supplies.*

The District prepared bid specifications for copier paper. Bid quantities were determined based on remaining inventory levels and last year's actual usage. The bid specifications were sent to nine vendors, and a bid notice was published in the newspaper on April 23, 2015. Four bids were received, and a formal bid opening was conducted at the ESC on May 6, 2015. A recap of the bids received is presented on the following page.

This year's bid specifications provided for 43 more cases of paper than purchased in 2014-15 (increase of 1.9%). To date, total expenses for copier paper in 2014-15 are \$56,324, so the bids received in 2015 are considered to be competitively priced.

The District recommends that the Board of Education award the bid for copier paper for 2015-16 to Midland Paper for a total bid price of \$56,891.34.

## 2015-16 Copier Paper Bid Recap

			Unisource				Contract Paper Group			
Description	Unit	Qty	Unit Cost	Total	Brand	Brightness	Unit Cost	Total	Brand	Brightness
Size: 8 1/2" X 11"										
White	Case	2040	\$23.70	\$48,348.00	Comet 92	92	\$24.98	\$50,959.20	Fascopy	92+
Blue	Case	50	\$33.00	\$1,650.00	Earthchoice		\$33.00	\$1,650.00	Fascopy	
Pink	Case	60	\$33.00	\$1,980.00	Earthchoice		\$33.00	\$1,980.00	Fascopy	
Green	Case	40	\$33.00	\$1,320.00	Earthchoice		\$33.00	\$1,320.00	Fascopy	
Canary	Case	50	\$33.00	\$1,650.00	Earthchoice		\$33.00	\$1,650.00	Fascopy	
Goldenrod	Case	30	\$33.00	\$990.00	Earthchoice		\$33.00	\$990.00	Fascopy	
Salmon	Case	30	\$33.00	\$990.00	Earthchoice		\$33.00	\$990.00	Fascopy	
Size: 8 1/2" X 14"										
White	Case	10	\$35.00	\$350.00	Econosource	92	\$34.75	\$347.50	Fascopy	92+
Size: 11" X 17"										
White	Case	8	\$27.00	\$216.00	Econosource	92	\$27.90	\$223.20	Fascopy	92+
			\$57,494.00				\$60,109.90			

			Staples				Midland Paper			
Description	Unit	Qty	Unit Cost	Total	Brand	Brightness	Unit Cost	Total	Brand	Brightness
Size: 8 1/2" X 11"										
White	Case	2040	\$26.67	\$54,406.80	Interntl Paper	92	\$23.51	\$47,965.50	FRP Multipurp	92
Blue	Case	50	\$36.90	\$1,845.00	Staples		\$32.18	\$1,608.75	Expert	
Pink	Case	60	\$36.90	\$2,214.00	Staples		\$32.18	\$1,930.50	Expert	
Green	Case	40	\$36.90	\$1,476.00	Staples		\$32.18	\$1,287.00	Expert	
Canary	Case	50	\$36.90	\$1,845.00	Staples		\$32.18	\$1,608.75	Expert	
Goldenrod	Case	30	\$36.90	\$1,107.00	Staples		\$32.18	\$965.25	Expert	
Salmon	Case	30	\$36.90	\$1,107.00	Staples		\$32.18	\$965.25	Expert	
Size: 8 1/2" X 14"										
White	Case	10	\$37.67	\$376.70	Staples	92	\$34.65	\$346.50	FRP Mutlipurp	92
Size: 11" X 17"										
White	Case	8	\$30.68	\$245.44	Staples	92	\$26.73	\$213.84	FRP Mutlipurp	92
			\$64,622.94				\$56,891.34			

To: Board of Education

From: Brian Imhoff, Assistant Business Manager

Date: May 18, 2015

Subject: Approval of Bid for Custodial Supplies

*A school board is required to let all contracts for supplies, materials, or work or contracts with private carriers for transportation of pupils involving an expenditure in excess of \$25,000 or a lower amount as required by board policy to the lowest responsible bidder considering conformity with specifications, terms of delivery, quality and serviceability after due advertisement. Certain contracts are exempt from competitive bidding requirements including: purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, and services; and contracts for duplicating machines and supplies.*

The District prepared bid specifications for various custodial supplies that are stocked in the warehouse. Bid quantities were determined based on remaining inventory levels, last year's actual usage, and expected usage in the upcoming year. The bid specifications were sent to seventeen vendors, and a bid notice was published in the newspaper on April 23, 2015.

In order to obtain the best possible prices, the District permits vendors to bid on one or more supply items, and bids are awarded on an item by item basis. The District received fifteen bids, and a formal bid opening was conducted at the ESC on May 6, 2015.

For each item in the custodial supplies bid, the District is recommending that the Board of Education award the lowest bid that meets the product specifications requested by the District. A summary of the recommended bid awards by vendor follows:

<b><u>Vendor</u></b>	<b><u>Bid Award</u></b>
U.S. Compliance	\$4,684.94
Expert Chemical	\$5,688.60
HP Products	\$755.00
The Standard Companies	\$400.80
Pyramid School Products	\$756.42
Buckeye Cleaning Center	\$5,762.40
All American Poly	\$4,980.00
Central Poly	\$576.00
<b>Total</b>	<b>\$23,604.16</b>

**SCHOOL DISTRICT 64 PARK RIDGE-NILES  
2014-15**

**AUGUST**

Mon	Tue	Wed	Thr	Fri	Total
TI	(26	27	28	29	4
			Total		4

(4)

**SEPTEMBER**

Mon	Tue	Wed	Thr	Fri	Total
HOL	2	3	4	5	4
8	9	10	11	12	5
15	16	17	18	19	5
22	23	24	25	26	5
29	30				2
			Total		21

(25)

**OCTOBER**

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	3
6	7	8	9	10	5
HOL	14	15	16	17	4
20	21	22	23	24	5
27	28	29	30	31	5
			Total		22

(47)

**NOVEMBER**

Mon	Tue	Wed	Thr	Fri	Total
3	TI	5	6	7	4
10	XH	12	13	14	5
17	18	19	20	21	5
FPT	NIA	NIA	HOL	NIA	0
			Total		14

(61)

**DECEMBER**

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	5	5
8	9	10	11	12	5
15	16	17	18	19	5
NIA	NIA	NIA	HOL	NIA	0
NIA	NIA	NIA			0
			Total		15

(76)

**JANUARY**

Mon	Tue	Wed	Thr	Fri	Total
			HOL	NIA	0
5	6	ED	ED	ED	2
12	13	14	15	16	5
HOL	20	21	22	23	4
26	27	28	29	30	5
			Total		16

(92)

**FEBRUARY**

Mon	Tue	Wed	Thr	Fri	Total
ED	3	4	5	TI	3
9	10	11	XH	13	5
HOL	17	18	ED	20	3
23	24	25	26	27	5
			Total		16

(108)

**MARCH**

Mon	Tue	Wed	Thr	Fri	Total
XH	3	4	5	6	5
9	10	11	12	13	5
16	17	18	19	20	5
23	24	25	26	27	5
NIA	NIA				0
			Total		20

(128)

**APRIL**

Mon	Tue	Wed	Thr	Fri	Total
		NIA	NIA	HOL	0
FPT	7	8	9	10	4
13	14	15	16	17	5
20	21	22	23	24	5
27	28	29	30		4
			Total		18

(146)

**MAY**

Mon	Tue	Wed	Thr	Fri	Total
				1	1
4	5	6	7	8	5
11	12	13	14	15	5
18	19	20	21	22	5
HOL	26	27	28	29	4
			Total		20

(166)

**JUNE**

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	5	5
8	9	10	11	12	5
			Total		10

(176)

**JULY**

Mon	Tue	Wed	Thr	Fri	Total

School Begins:	8/26/14
School Closes:	6/12/15
Pupil Attendance Days:	176
Approved Institute Days:	3
Approved All Day Parent/Teacher:	2
Conference Days:	
TOTAL (185 days or more):	180

**UPCOMING ELECTIONS**

Primary Election	3/18/14
General Election	11/4/14
Primary Election	2/24/15
General Election	4/7/15

**SCHOOL HOLIDAYS**

Labor Day	9/1/14
Columbus Day	10/13/14
Veterans' Day	11/11/14 XH
Thanksgiving Day	11/27/14
Christmas Day	12/25/14
New Year's Day	1/1/15
M.L. King Day	1/19/15
Lincoln's Birthday	2/12/15 XH
Presidents' Day	2/16/15
Pulaski Day	3/2/15 XH
Good Friday	4/3/15
Memorial Day	5/25/15

**CALENDAR LEGEND**

Legal School Holidays	HOL
Institutes	TI
Not in Attendance	NIA
School Begins	(
School Closes	)
Half-day Inservice	XHI
Full-day Parent/Teacher Conf.	FPT
Attendance Day - Holiday Waiver	XH
Half-day School Improvement	XHS

Rev. 12/10/13

Adopted 1/28/14

Amended 2/23/15

Final 5/18/15



# SEPTTRAN

STUDENT TRANSPORTATION  
A Division of Krapf Bus Companies



April 29, 2015

Ms. Rebecca Allard  
Business Manager  
Park Ridge Niles School District 64  
164 S. Prospect Avenue  
Park Ridge, IL 60068

Dear Ms. Allard:

To follow up from your conversation of last week with Scott Taylor, attached is the proposed rate table with a 2.5% rate increase to extend our base contract for special needs transportation to the school year of 2015-2016. Once approved by the District, I would appreciate documentation to support the acceptance of the extension terms as we agreed.

Should you have any questions, do not hesitate to call. Thank you again for your support and the opportunity to serve District 64.

Sincerely,

Mark Ramljak  
Vice President of Operations

Park Ridge Niles School District 64

Accepted by: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

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

W/attachments:  
2014 2015 Rate Table





# SEPTTRAN

STUDENT TRANSPORTATION  
A Division of Krapf Bus Companies



	2013-14	2014-15	Proposed Increase 2015-16	2.50%
<b>Bus Transportation Routes</b>				
<b>AM/PM Activity Routes</b>				
Single	107.45	110.14	112.89	
Double	120.05	123.05	126.13	
Triple	132.7	136.02	139.42	
<b>Mid-day Routes</b>				
Single	42.05	43.10	44.18	
Double	63.05	64.63	66.24	
***Above pricing represents 1 way transportation cost only and would be doubled to develop a daily cost assuming there are 2-way transportation needs				
Projected Annual Costs Transportation Route \$	2,137,508.50	\$ 2,190,946.21	\$ 2,245,719.87	
	Diesel	Gasoline	Gasoline	
Fuel Cost per Gallon	2.03	1.83	1.88	
<b>Aides/Monitors</b>				
2 hour minimum/bus/period	31.50	32.29	33.09	
Hourly Rate	15.80	16.20	16.60	
<b>Charter &amp; Field Trip Runs</b>				
Cost per mile	2.00	2.05	2.10	
Hourly Rate	38.10	39.05	40.03	
Minimum cost	63.65	65.24	66.87	
<b>Small Vehicle Transportation of small groups</b>				
Take in & Take home				
Base cost per route (each way)	63.65	65.24	66.87	
Cost per mile	n/c			
<b>Aides/Monitors</b>				
2 hour minimum/bus/period	31.50	32.29	33.09	
Hourly Rate	15.80	16.20	16.60	
***Above pricing represents 1 way transportation cost only and would be doubled to develop a daily cost assuming there are 2-way transportation needs				
<b>Transportation of Students with Medical Needs</b>				
Take in & Take home				
Base cost per route (each way)	131.35	134.63	138.00	
Cost per mile	0.69	0.71	0.72	
<b>Aides/Monitors</b>				
2 hour minimum/bus/period	31.50	32.29	33.09	
Hourly Rate	15.80	16.20	16.60	
***Above pricing represents 1 way transportation cost only and would be doubled to develop a daily cost assuming there are 2-way transportation needs				
<b>Unplanned Transportation of students</b>				
Take in & Take home				
Base cost per route (each way)	107.45	110.14	112.89	
Cost per mile	n/c			
***Above pricing represents 1 way transportation cost only and would be doubled to develop a daily cost assuming there are 2-way transportation needs				

## INTERGOVERNMENTAL AGREEMENT FOR SHARED ASSISTIVE TECHNOLOGY SERVICES

**THIS AGREEMENT** is made by and among the Boards of Education of Des Plaines Community Consolidated School District 62 ("School District 62") and Park Ridge-Niles Community Consolidated School District 64 ("School District 64").

**WHEREAS**, the Illinois Constitution and statutes, including without limitation the *Intergovernmental Cooperation Act of the State of Illinois*, 5 ILCS 220/1 *et. seq.*, encourage and permit cooperation between units of local government; and

**WHEREAS**, the parties desire to cooperate and combine their resources to serve students who require Assistive Technology (AT) services; and

**WHEREAS**, the parties believe that their special education programs and services will be most effectively operated through this shared services Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements hereafter set forth, it is agreed as follows:

1. **Term of Agreement.** This Agreement shall begin at the start of the 2015-2016 school year, excluding extended school year periods. This Agreement will remain in effect on a year-to-year basis only by agreement of the parties.
2. **Employment and Shared Services of the AT Facilitator.** School District 62 agrees to employ a qualified AT Facilitator on a full-time basis who shall be considered an employee of School District 62 and shall not become or be deemed to be an employee of School District 64. School District 62 will supervise and evaluate the AT Facilitator as required by law. The AT Facilitator will serve School District 64 students on a 0.4 FTE (full time equivalent) basis. The AT Facilitator will be responsible for conducting screenings, evaluations and participating in IEP meetings and other school meetings in the normal course. Services will be scheduled and provided to students on days/times mutually agreed by each School District. If the AT Facilitator is not available at the scheduled time (*e.g.*, due to illness, etc.), the parties will mutually agree on make-up dates, in the normal course.
3. **Fees.** School District 62 will bill School District 64 for costs associated with the AT Facilitator based on 0.4 FTE. Costs shall include salary, benefits, secretarial support, expenses associated with supplies/materials/assessments/etc., and expenses associated with training. School District 62 will prepare and provide a preliminary budget to School District 64 on or before August 1 prior to each school year estimating these costs. In the event that School District 64's FTE need decreases, the parties understand that they have committed to the FTE listed herein for the duration of the school year.
4. **Billing Procedures and Payment.** School District 62 shall send invoices to School District 64 on an annual basis, or other timeline per mutual agreement. School District 64 agrees to pay all amounts due within forty-five (45) days of receiving the invoices.

School District 64 will directly reimburse the AT Facilitator for mileage incurred related to the provision of services to School District 64 students on forms provided for this purpose. School District 62 shall be responsible for seeking reimbursement from any third party payers, if any, (such as the Illinois State Board of Education or health insurance carriers) for services rendered by the AT Facilitator. To the extent that reimbursement is received from School District 62 relating to the AT Facilitator, School District 64 shall receive a credit against any outstanding balance due.

5. **Qualification of AT Facilitator.** The AT Facilitator shall meet all State requirements to provide such services in a public school setting, including but not limited to certification or licensure (if applicable), fitness for service/medical examination, criminal background check, and continuing education, and shall comply with all applicable laws, rules and regulations required in performing such services.
6. **Student Records.** The AT Facilitator shall maintain records and reports in the normal course, including progress reports and other documents as may be required by the Director of Special Education or his/her designee of the School District that the student in question is a resident of. All such records, including information and notes prepared or provided by the AT Facilitator shall be the property of, and shall be maintained by, each individual School District for their own students. The AT Facilitator shall have access to those students' records and information to the extent necessary to appropriately provide services to said students. The AT Facilitator will abide by all confidentiality requirements of the Illinois School Student Records Act (ISSRA), the Family Education Rights and Privacy Act (FERPA), and all other applicable laws and regulations.
7. **Equipment and Supplies.** Equipment and other inventory used by the AT Facilitator will generally be housed at and maintained by School District 62, unless otherwise agreed by the parties. Purchase of materials/supplies for specific students (e.g., as determined by the IEP team) will be purchased directly by the home district of the student. General supplies needed to support the AT Facilitator on a day-to-day basis will be billed proportionally pursuant to paragraph 3.
8. **Amendments.** This Agreement may be modified or amended only by a written agreement executed by the parties.
9. **Insurance.** Each party shall maintain, all on an occurrence basis, general liability insurance and excess or umbrella liability insurance in reasonable amounts during the term of this Agreement or any extension hereof. School District 62 shall also maintain workers compensation insurance in at least the statutory minimum amount and employer's liability insurance in a reasonable amount.
10. **Applicable Law and Compliance with Laws.** This Agreement shall be construed in accordance with the laws of the State of Illinois. Further, each party hereto shall comply with all applicable laws, rules and regulations with regard the provision of the services hereunder, including, but not limited to human rights and anti-discrimination laws.

13. **Complete Understanding.** This Agreement sets forth all of the promises, agreements, conditions and understandings between the parties relative to the subject matter hereof, and there are not promises, agreements, or undertakings, either oral or written, express or implied, between them other than as herein set forth.
14. **Third Party Beneficiaries.** This Agreement is by and among the signatories hereto only and is neither intended to nor does it grant any rights to any third parties. No third party may rely upon the terms and conditions of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date below. In the event the dates differ, the latter shall be the effective date of this Agreement.

**BOARD OF EDUCATION  
DES PLAINES COMMUNITY CONSOLIDATED SCHOOL DISTRICT 62,**

\_\_\_\_\_  
President 4-20-15  
Date  
Attest: \_\_\_\_\_  
Secretary 4/20/15  
Date

**BOARD OF EDUCATION  
PARK RIDGE-NILES SCHOOL DISTRICT 64,**

\_\_\_\_\_  
President Date  
Attest: \_\_\_\_\_  
Secretary Date

### Acceptance of Books

District 64 has received a donation from a Roosevelt School parent of a complete set of State books. The value of this donation is approximately \$1,200.00. These books will be used in the Roosevelt School Library. We want to thank the parent for their contribution to School District 64.

Approval of Minutes

ACTION ITEM 15-05-13

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Special Board Meeting on May 4, 2015, Organizational Meeting on May 4, 2015 and Closed Session Meeting on May 11 and May 4, 2015.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of a Special Meeting held at 6:30 p.m.  
May 4, 2015  
Jefferson School  
8200 Greendale Avenue  
Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:07 p.m. Other Board members present were John Heyde, Bob Johnson, Vicki Lee, Scott Zimmerman, and Dathan Paterno. Board member Dan Collins arrived during the closed session. Also present were Superintendent Laurie Heinz, Assistant Superintendent Joel T. Martin, Chief School Business Official Becky Allard, Public Information Coordinator Bernadette Tramm, and three members of the public.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at: <http://www.d64.org>.

**BOARD ADJOURNS TO CLOSED SESSION**

Adjourn to  
Closed Session

At 6:08 p.m., it was moved by Board President Borrelli and seconded by Board member Zimmerman to adjourn to closed session to discuss: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1) and litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes [5 ILCS 120/2 (c)(11)].

The votes were cast as follows:

AYES: Heyde, Johnson, Lee, Borrelli, Zimmerman, Paterno

NAYS: None.

PRESENT: None.

ABSENT: Collins

The motion carried.

The Board adjourned from closed session at 6:45 p.m. and after a short recess, resumed the special Board meeting at 6:53 p.m.

In addition to those mentioned previously, also present at the special meeting were Assistant Superintendent Lori Lopez, Director of Special Education/Pupil Services Jane Boyd, Director of Innovation & Instructional Technology Mary Jane Warden, Director of Facility Management Scott Mackall, and approximately 30 members of the public.

Board President Borrelli announced that this would be the final meeting of the current Board, and that the organization meeting of the new Board would follow immediately after.

**PUBLIC COMMENTS**

Public  
Comments

Board President Borrelli invited public comments; none were offered.

**ACCEPTANCE OF CANVASS OF VOTES FOR ELECTION  
OF BOARD MEMBERS FOR APRIL 7, 2015**

Acceptance of Canvass of  
Votes for Election of Board  
Members for April 7, 2015

The Board accepted the Official Certificate of Results from the Cook County Clerk's Office for the April 7, 2015 Consolidated General Election for Board of Education Members. The official canvass resulted in the election of the following, for the two-year term: Bob Johnson 3,244 Votes, and for the four-year terms: Anthony Borrelli 2,621 Votes; Mark G. Eggemann 2,790 Votes; and Athan "Tom" P. Sotos 2,377 Votes.

**ACTION ITEM 15-05-1**

Action Item  
15-05-1

It was moved by Board member Heyde and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, accept the results of the canvass for the election of Board Members from the Cook County Clerk in the form provided to the Board of Education and that the canvassing results be reflected in the minutes of the meeting.

The votes were cast as follows:

AYES: Heyde, Johnson, Lee, Borrelli, Zimmerman, Paterno, Collins

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**CONSENT AGENDA**

Consent  
Agenda

**A. PERSONNEL REPORT**

Diane Abezetian	Retire as Secretary/Office Assistant at Washington School effective June 12, 2015.
Janet Groll	Retire as Occupational Therapist at Jefferson School effective June 12, 2015.

If additional information is needed, please contact Assistant Superintendent for Human Resources Joel T. Martin.

**ACTION ITEM 15-05-2**

Action Item  
15-05-2

It was moved by Board member Paterno and seconded by Board member Zimmerman



that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the consent agenda of May 4, 2015, which includes the Personnel Report.

The votes were cast as follows:

AYES: Collins, Paterno, Zimmerman, Borrelli, Lee, Johnson, Heyde

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

## **APPROVAL OF MINUTES**

Approval of  
Minutes

### **ACTION ITEM 15-05-3**

Action Item  
15-05-3

It was moved by Board member Zimmerman and seconded by Board member Paterno that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the minutes from the Regular Board and the Closed Session Meetings on April 27, 2015.

The votes were cast as follows:

AYES: Heyde, Johnson, Lee, Borrelli, Zimmerman, Paterno, Collins

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

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

Other Discussion and  
Items of Information

Dr. Heinz reported that residency re-verification of students returning for the 2015-16 school year was now underway at the schools, and that two all-District evening events are planned for May 12 and 14. She noted that the Business Office continues to work with families with more complex paperwork to move them through the process as efficiently as possible.

## **RECOGNITION OF RETIRING BOARD MEMBERS**

Recognition of  
Retiring Board  
Members

On behalf of the Board, Board President Borrelli thanked retiring Board member Collins for his four years of service. He shared an overview of his contributions to the Board, noting especially the many ways he helped to improve the Board's financial oversight of the District's operations. Board President Borrelli and Superintendent Heinz then presented a commemorative plaque to Board member Collins. On behalf of the Board, Board Vice President

Zimmerman then thanked retiring Board member Heyde for his eight years of service, noting especially his exemplary leadership as Board President for four years. He shared examples of his contributions to the work of the Board and to District 64 spanning back to his efforts as part of the citizen's committee that worked to study and pass the 2007 referendum. Dr. Heinz joined Board Vice President Zimmerman and Board President Borrelli to present a similar commemorative plaque to Board member Heyde. Board members Heyde and Collins then shared their personal reflections of their Board years and thanked their fellow members and the community for the opportunity to serve the students of District 64.

#### **ADJOURNMENT SINE DIE**

Adjournment  
Sine Die

Board President Borrelli announced that the current Board had conducted an evaluation of Dr. Heinz's first year as superintendent, including mid-term and year-end evaluations. He noted that she unanimously has hit her evaluations and benchmarks out of the park. Board President Borrelli stated that he could not say enough about how much the current Board appreciates her efforts and the sterling evaluations this Board can provide. He further stated that the current Board's recommendation to the new Board is that her contract be rolled over and considerations be given for raises in benefits and salaries. He noted that the new Board would now have that conversation and make this decision.

At 7:19 p.m., it was moved by Board member Heyde and seconded by Board member Collins that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adjourn sine die, which was approved by voice vote.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**BOARD OF EDUCATION  
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 64  
Minutes of the Organizational Meeting held at 7:30 p.m.  
May 4, 2015  
Jefferson School – Multipurpose Room  
8200 N. Greendale  
Niles, IL 60714**

Board member Anthony Borrelli called the meeting to order at 7:44 p.m. Other Board members present were Dathan Paterno, Scott Zimmerman, Vicki Lee, and Bob Johnson. Also present were Board members-elect Tom Sotos and Mark Eggemann; Superintendent Laurie Heinz; Assistant Superintendents Joel T. Martin and Lori Lopez; Director of Innovation and Instructional Technology Mary Jane Warden; Director of Special Education/Pupil Services Jane Boyd; Chief School Business Official Becky Allard; Director of Facility Management Scott Mackall; Public Information Coordinator Bernadette Tramm; and about 20 members of the public.

Board of Education meetings are videotaped and may be viewed in their full length from the District's website at: <http://www.d64.org>

Board members agreed by consensus to select Board member Borrelli to serve as President *Pro Tem* until new officers are elected. Board President *Pro Tem* Borrelli suggested the various Board policies and recommendations from the Illinois Association of School Boards (IASB) that would guide the Board through the organizational meeting procedures and election of officers; Board members agreed by consensus to the proposal. He suggested that the District create its own new Board policy to set forth the procedure for the election of officers, which could be used in the future.

**OATH OF OFFICE**

Oath of Office

As Board President *Pro Tem* Borrelli was required to take the oath of office, Board Vice President Scott Zimmerman administered the oath of office to newly elected Board of Education members Anthony Borrelli, Mark Eggemann, Bob Johnson and Tom Sotos.

Dr. Heinz then called roll for the organization meeting. Present were Board members Tom Sotos, Dathan Paterno, Scott Zimmerman, Anthony Borrelli, Vicki Lee, Bob Johnson and Mark Eggemann.

**PUBLIC COMMENTS**

Public  
Comments

Board President *Pro Tem* Borrelli invited public comments; none were received.

**ELECTION OF BOARD PRESIDENT**

Election of Board  
President

Board President *Pro Tem* Borrelli asked for nominations for the Board President.

**Action Item 15-05-4**

Action Item  
15-05-4

Board member Paterno nominated Board President *Pro Tem* Borrelli.

There being no further nominations, Board President *Pro Tem* Borrelli declared that he had been elected as President.

**ELECTION OF BOARD VICE PRESIDENT**

Election of Board  
Vice President

Board President Borrelli asked for nominations for the Board Vice President.

**Action Item 15-05-5**

Action Item  
15-05-5

Board member Lee nominated Board member Zimmerman.

There being no further nominations, Board President Borrelli declared that Board member Zimmerman was elected Vice President.

**ELECTION OF BOARD SECRETARY**

Election of Board  
Secretary

Board President Borrelli asked for nominations for Board Secretary.

**Action Item 15-05-6**

Action Item  
15-05-6

Board member Zimmerman nominated Board member Lee.

There being no further nominations, Board President Borrelli declared that Board member Lee was elected Secretary.

**APPROVAL OF BOARD OF EDUCATION MEETINGS  
FOR 2015-16**

Approval of Board of  
Education Meetings  
for 2015-16

Board members reviewed the list of proposed regular meetings for 2015-16 to be adopted this evening, and a separate list of optional Committee-of-the-Whole meetings. They discussed whether it would be beneficial to reduce the length of the regular monthly Board meetings by converting some of the suggested Committee-of-the-Whole meetings to special meetings where action could be taken. The Board consensus was to consider this option as needs arise.

**Action Item 15-05-7**

Action Item  
15-05-7

It was moved by Board member Johnson and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the Board of Education meetings for 2015-16.

The votes were cast as follows:

AYES: Eggemann, Johnson, Lee, Borrelli, Zimmerman, Paterno, Sotos

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

## **REVIEW OF BOARD OF EDUCATION ASSIGNMENTS**

Review of Board  
of Education  
Assignments

Board President Borrelli invited Board members to consider a list of District committees that Board members in the past have been assigned to attend as liaisons. Board members briefly discussed whether other committees formerly included should be added. Board President Borrelli suggested the committee topic be brought forward for further discussion at an upcoming meeting.

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

Other Discussion  
and Items of  
Information

Dr. Heinz requested that Board members share their summer vacation calendars with her to ensure a quorum will be present at scheduled meetings. She announced that a group photo would be taken immediately following the meeting. Dr. Heinz shared possible dates for a Board “advance” session similar to one conducted last summer with the District’s IASB representative; a common date was not found, therefore she will work to develop alternates to suggest to the Board. Board members discussed the possibility of planning visits to the schools during the 2015-16 school year to observe instruction and be available for informal conversation with teachers and staff.

## **ADJOURNMENT**

Adjournment

At 8:06 p.m., it was moved by Board member Paterno and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois, adjourn, which was approved by voice vote.

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President

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Secretary

Board Member Liaison Report

- PTO/A Presidents Meeting

Board of Education  
Community Consolidated School District 64

Committee-of-the-Whole  
Monday, June 8, 2015  
7:00 p.m.

Jefferson School – Multipurpose Room  
8200 Greendale Avenue  
Niles, IL 60714

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. VISION 2020 STRATEGIC PLAN
3. CORE PLUS INTRODUCTION
4. PUBLIC COMMENTS
5. ADJOURNMENT

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

Board of Education Agenda  
Monday, June 22, 2015  
Jefferson School – Multipurpose Room  
8200 Greendale Avenue  
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 session, breaks and other needs.*

**Monday, June 22, 2015**

## TIME

## APPENDIX

7:30 p.m.	<b>Meeting of the Board Convenes</b> <ul style="list-style-type: none"><li>• Roll Call</li><li>• Introductions</li><li>• Opening Remarks from President of the Board</li></ul>	
	<ul style="list-style-type: none"><li>• <b>Judith L. Snow Awards</b> -- Superintendent and ELF Representative</li></ul>	A-1
	<ul style="list-style-type: none"><li>• <b>Public Comments</b></li></ul>	
	<ul style="list-style-type: none"><li>• <b>Student Achievement Update: MAP (Year 2 Math Curriculum Review)</b> -- Assistant Superintendent for Student Learning</li></ul>	A-2
	<ul style="list-style-type: none"><li>• <b>Update on Educational Ends</b> -- Assistant Superintendent for Student Learning</li></ul>	A-3
	<ul style="list-style-type: none"><li>• <b>Web Review</b> -- Director of Innovation and Instructional Technology</li></ul>	A-4
	<ul style="list-style-type: none"><li>• <b>Approval of the Strategic Plan</b> -- Superintendent</li></ul>	A-5
	<ul style="list-style-type: none"><li>• <b>Acceptance of FGM Health Life Safety Survey and Present Master Facilities Plan</b> -- Superintendent</li></ul>	A-6
	<ul style="list-style-type: none"><li>• <b>Resolution # ___ for Transfer of Interest Funds from Working Cash to Educational Fund</b> -- Chief School Business Official</li></ul>	A-7
	<ul style="list-style-type: none"><li>• <b>Resolution # ___ for Prevailing Wage</b> -- Chief School Business Official</li></ul>	A-8
	<ul style="list-style-type: none"><li>• <b>Approval of Merit-Based Compensation for Building and District Administrators</b></li></ul>	A-9



- Superintendent **Action Item 15-06-5**
- **Approval of Salary Increases for Secretarial Staff Effective July 1, 2015** **A-10**
- Superintendent **Action Item 15-06-6**
- **Approval of Salary Increases for Custodial/Maintenance Staff Effective July 1, 2015** **A-11**
- Superintendent **Action Item 15-06-7**
- **Approval of Salary Increases for Exempt Staff Effective July 1, 2015** **A-12**
- Superintendent **Action Item 15-06-8**
- **Approval of Salary Increases for Technologist Staff Effective July 1, 2015** **A-13**
- Superintendent **Action Item 15-06-9**
- **Approval of Salary Increases for Hourly Employees Effective July 1, 2015** **A-14**
- Superintendent **Action Item 15-06-10**
- **Resolution # \_\_\_\_ Appointing Luann Kolstad as the IMRF Authorized Agent** **A-15**
- Superintendent **Action Item 15-06-11**
- **Consent Agenda** **Action Item 15-06-12** **A-16**
- Board President
  - Personnel Report
  - Bills, Payroll, and Benefits
  - Approval of May Financials ending May 31, 2015
  - Approval of Resolution with PMA Financial Services
  - Approval of Maine Township School Treasurer Depositories
  - Approval of Authorized Signatures for Banking with J.P. Morgan /Chase
  - Destruction of Audio Closed Minutes (none)
- **Approval of Minutes** **Action Item 15-06-13** **A-17**
- Board President
  - Committee-of-the-Whole .....June 8, 2015
  - Closed Session Minutes.....June 8, 2015
  - Regular Board Meeting Minutes.....May 18, 2015
  - Closed Session Minutes.....May 18, 2015
  - Committee-of-the-Whole: Finance .....May 11, 2015
- **Board Member Liaison Report** **A-18**
- Board of Education
  - Traffic Safety Meeting May 19, 2015
  - ELF Meeting May 20, 2015
- **Other Discussion and Items of Information** **A-19**
- Superintendent
  - Upcoming Agenda
  - Memorandum of Information

- Follow-up on Collection of Student Fees
- Minutes of District Committees
  - Traffic Safety Meeting Minutes of May 19, 2015
  - Wellness Committee Meeting Minutes of April 28, 2015
- Other
  - Update on Summer Construction Projects
  - Discipline Data Report

- **Adjournment**

Next Meeting:        Monday, July 13, 2015 – 7:30 p.m.  
                             Regular Board Meeting  
                             Jefferson School – Multipurpose Room  
                             8200 Greendale 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.



D64  
Apps

Madelyn Wsol <mwsol@d64.org>

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## Fwd: FOIA Request

1 message

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**Bernadette Tramm** <btramm@d64.org>

Mon, Apr 27, 2015 at 7:02 AM

To: Madelyn Wsol <mwsol@d64.org>

Please register as FOIA & send an acknowledgment. Thank you.  
Bernadette

Sent from my iPhone

Begin forwarded message:

**From:** expertchemical@aol.com  
**Date:** April 27, 2015 at 6:24:58 AM CDT  
**To:** btramm@d64.org  
**Subject:** FOIA Request

Hello-

I would like to receive a copy of the custodial supplies bid results for 2014. If possible I would like them sent over via email.

Thanks,  
Jeff

---

Jeff Burrows  
Expert Chemical & Supply  
16711 Richmond Ave  
Hazel Crest, IL 60429

Office: 708-331-2236  
Fax: 708-331-1979

**MEMORANDUM OF INFORMATION****#024****2014-2015**

To: Board of Education

From: Brian Imhoff, Assistant Business Manager

Date: May 18, 2015

Subject: Follow-up on Collection of Student Fees

The District launched the Infosnap 2014-15 online registration system on June 11, 2014. With Infosnap, parents paid their school fees at the same time that they were updating student demographic, medical, and family and emergency contact information. This streamlined process made paying fees more convenient for parents.

District 64 also utilized Infosnap to send targeted, periodic communication reminders up through the first day of school to individuals that had not completed the online registration process. As a result, the District experienced a noticeable increase in the amount of fees collected before school started.

That trend has continued throughout the school year. A yearly comparison shows the District's uncollected fee balance has been cut in half from the prior year (\$17,767 in this report versus \$40,557 in May 2014). The table in Attachment 1 presents a history of the District's unpaid student fees by month for 2014-15. Any students who qualify for fee waivers are excluded from the report. In accordance with the fee collection procedures established by the Board in November 2013, District 64's most recent collection letter mailed to parents on December 3 indicated it was the final reminder, and any balances not paid by January 15 would be submitted to a collection agency. These balances were reported to the collection agency on January 22. As noted in the table, the District has collected approximately \$12,500 of unpaid fees related to the 2014-15 school year since the collection agency began its efforts.

## Review of Unpaid Student Fees 2014-15

Building	May 11, 2015		April 20, 2015		March 16, 2015		February 16, 2015		January 20, 2015	
	Number of Unpaid Students	Uncollected Revenue	Number of Unpaid Students	Uncollected Revenue	Number of Unpaid Students	Uncollected Revenue	Number of Unpaid Students	Uncollected Revenue	Number of Unpaid Students	Uncollected Revenue
Carpenter	2	\$ 311	2	\$ 311	3	\$ 538	4	\$ 664	6	\$ 785
Field	12	\$ 2,295	12	\$ 2,295	12	\$ 2,295	16	\$ 2,844	17	\$ 2,982
Franklin	8	\$ 1,713	10	\$ 2,054	16	\$ 3,321	17	\$ 3,645	17	\$ 3,626
Roosevelt	14	\$ 2,649	12	\$ 2,581	12	\$ 2,581	12	\$ 2,581	15	\$ 2,976
Washington	4	\$ 908	4	\$ 908	4	\$ 908	7	\$ 1,446	7	\$ 1,446
Jefferson	1	\$ 37	1	\$ 37	0	\$ -	0	\$ -	0	\$ -
Emerson	16	\$ 4,910	19	\$ 5,795	25	\$ 6,707	28	\$ 7,628	36	\$ 9,875
Lincoln	18	\$ 4,944	18	\$ 4,944	24	\$ 5,695	28	\$ 6,765	34	\$ 8,786
<b>Total</b>	<b>75</b>	<b>\$ 17,767</b>	<b>78</b>	<b>\$ 18,925</b>	<b>96</b>	<b>\$ 22,045</b>	<b>112</b>	<b>\$ 25,573</b>	<b>132</b>	<b>\$ 30,476</b>

Building	December 8, 2014		November 10, 2014		October 21, 2014		September 16, 2014		Change Since Sept 16th
	Number of Unpaid Students	Uncollected Revenue	Number of Unpaid Students	Uncollected Revenue	Number of Unpaid Students	Uncollected Revenue	Number of Unpaid Students	Uncollected Revenue	
Carpenter	4	\$ 578	9	\$ 1,541	10	\$ 1,598	14	\$ 2,749	\$ (2,438)
Field	24	\$ 4,581	25	\$ 4,710	32	\$ 5,804	37	\$ 6,938	\$ (4,643)
Franklin	24	\$ 5,212	29	\$ 6,108	28	\$ 6,283	36	\$ 7,600	\$ (5,887)
Roosevelt	18	\$ 3,657	19	\$ 3,884	23	\$ 4,615	28	\$ 5,369	\$ (2,720)
Washington	12	\$ 2,235	16	\$ 3,046	17	\$ 3,351	18	\$ 3,451	\$ (2,543)
Jefferson	2	\$ 117	3	\$ 209	4	\$ 302	11	\$ 829	\$ (792)
Emerson	42	\$ 12,137	48	\$ 13,703	47	\$ 13,782	58	\$ 17,428	\$ (12,518)
Lincoln	43	\$ 11,768	48	\$ 13,641	50	\$ 14,073	56	\$ 16,303	\$ (11,359)
<b>Total</b>	<b>169</b>	<b>\$ 40,285</b>	<b>197</b>	<b>\$ 46,842</b>	<b>211</b>	<b>\$ 49,808</b>	<b>258</b>	<b>\$ 60,667</b>	<b>\$ (42,900)</b>

Note: Of the unpaid total at May 11th, the District has \$432 committed to be paid through installment plans for 2 students.

Illinois State Board of Education (ISBE)  
Certificate of Recognition  
*"Fully Recognized"*

District 64 and its schools have earned the designation of "fully recognized" as given by the Illinois State Board of Education (ISBE). This means that each school has fulfilled a wide range of specific requirements covering all aspects of the school's operations. Included are: the school's accountability framework and governance rules; school district administration rules; instructional program rules; support services rules; and, certification requirements and qualifications for staff.

To: Board of Education  
Laurie Heinz, Superintendent

From: Rebecca Allard, Chief School Business Official

Date: May 18, 2015

Subject: Illinois State Board of Education (ISBE) School District Financial Profile as of June 30, 2014

For the sixth consecutive year, District 64 has earned a perfect 4.0 score on the ISBE School District Financial Profile. The State's overall goal of the financial profile is to objectively assess the financial health, of all school districts, in order for the public to gain a better understanding of where their district ranks in comparison to others. There are eight-hundred sixty (860) school districts in the State of Illinois and only five-hundred fifty-three (553) school districts obtained the highest designation of *Financial Recognition*.

The profile offers a snapshot of the District's financial condition at the close of the fiscal year on June 30, 2014. The attached document tracks District 64's performance over five-years. The five indicators that comprise the total score are:

- Fund balance to revenue ratio
- Expenditure to revenue ratio
- Days cash on hand
- Percent of short-term borrowing available
- Percent of long-term debt remaining

The official ISBE certificate will be displayed at the Educational Service Center.

## School District Financial Profile

Park Ridge CCSD 64  
Elementary  
05-016-0640-04

Located in : Park Ridge  
Superintendent: Dr. Laurie Heinz

Cook

Basis of Accounting: Accrual  
Under Tax Cap: Yes

### Financial Indicators :

#### Fund Balance to Revenue Ratio :

(Includes Educational, Operations & Maintenance, Transportation, Working Cash, and negative IMRF/FICA Funds)

Total Fund Balance divided by	44,647,819
Total Revenue	68,182,418

The Fund Balance to Revenue Ratio reflects the impact of additional revenues to the existing fund balances of the district. Fund Balances, to a district, can be viewed as savings or checking account balances to the average citizen. A ratio of .25 or greater scores 4, between .25 and .10 scores 3, between .10 and zero scores 2 and a negative fund balance to revenue ratio scores 1.

#### Expenditure to Revenue Ratio :

(Includes Educational, Operations & Maintenance, Transportation, and Working Cash Funds)

Total Expenditure divided by	62,053,264
Total Revenues	68,182,418

The Expenditure to Revenue Ratio represents how much the school district is spending for every dollar they are bringing in as revenue. Equal to or less than \$1.00 has a score of 4, between \$1.00 and \$1.10 scores 3, between \$1.10 and \$1.20 scores 2 and spending of greater than \$1.20 scores 1. One-time expenditures made by the district, including construction costs, are included in this ratio. Upon review of the remaining fund balance when deficit spending occurs, the indicator score may be adjusted.

#### Days Cash on Hand :

(Includes Educational, Operations & Maintenance, Transportation, and Working Cash Funds)

Cash on Hand divided by	50,174,646
Expenditures per Day	172,370

Days Cash on Hand reflects the number of days a school district would be able to pay their average bills without any additional revenues. 180 days or greater scores 4, between 90 and 180 scores 3, between 30 and 90 scores 2 and less than 30 days of cash on hand scores 1.

#### % of Short-Term Borrowing Max. Remaining :

Tax Anticipation Warrants	0
Short-Term Debt Max. Available	48,508,749

Based on Tax Anticipation Warrants, this represents how much short-term debt the district may incur.

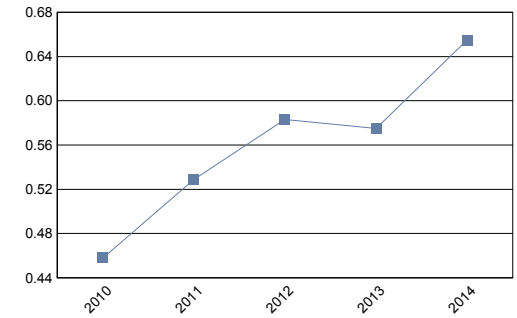
#### % of Long-Term Debt Margin Remaining :

Long-Term Debt Amount	16,495,000
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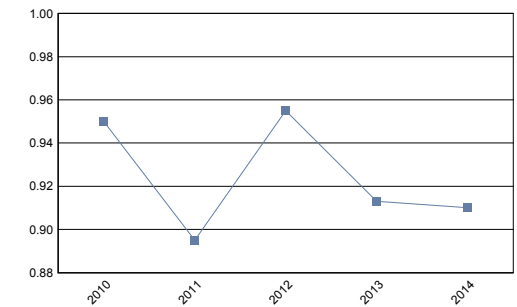
Represents how much long-term debt the district may incur.

Historical Data						
2010	2011	2012	2013	2014		Score
0.46	0.529	0.583	0.575	0.655		4
Weighted Score						1.40

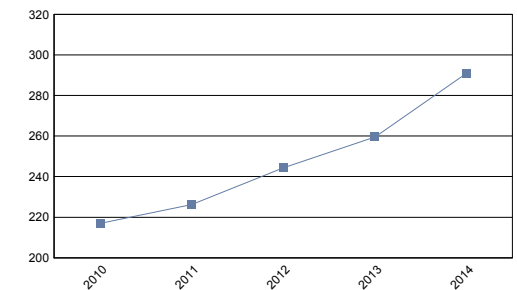
### Fund Balance to Revenue Ratio



### Expenditure to Revenue Ratio



### Days Cash on Hand



2010	2011	2012	2013	2014		Score
100.00	100.00	100.00	100.00	100.00		4
Weighted Score						0.40

2010	2011	2012	2013	2014		Score
88.64	89.22	89.820	90.83	82.91		4
Weighted Score						0.40

**FY 13 Profile Score 4.00**

**FY 14 Profile Score 4.00**

**Recognition**



## School District Financial Profile

Park Ridge CCSD 64  
Elementary  
05-016-0640-04

Located in : Park Ridge  
Superintendent: Dr. Laurie Heinz

Cook

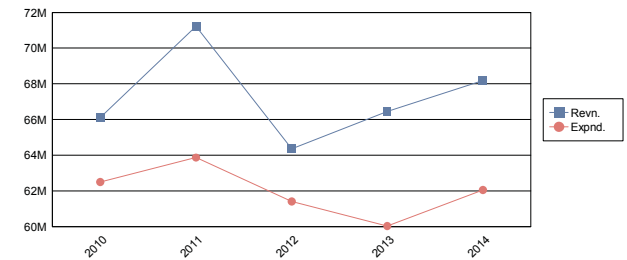
Basis of Accounting: Accrual  
Under Tax Cap: Yes

### Historical Data

#### \*Operating Funds Summary :

	2010	2011	2012	2013	2014
Beginning Fund Balance	26,674,338	30,310,342	37,601,038	37,557,871	38,485,098
+ Revenues	66,107,801	71,230,178	64,353,789	66,449,459	68,182,418
- Expenditures	62,493,610	63,868,615	61,408,569	60,034,937	62,053,264
= Results of Operations	3,614,191	7,361,563	2,945,220	6,414,522	6,129,154
+ Other Receipts and Adjustments	21,813	(70,867)	(2,988,389)	(5,487,295)	33,567
Ending Fund Balance	30,310,342	37,601,038	37,557,869	38,485,098	44,647,819
Working Cash Ending Fund Balance	13,045,000	13,329,803	13,603,291	13,851,483	14,265,287

### Revenues and Expenditures



\* The Operating Funds include the Educational, Operations and Maintenance, Transportation and Working Cash Funds. For further analysis of the district's ability to levy and transfer monies into the operations of a district, the Working Cash Fund has been pulled separate below. Districts may transfer money from the working cash fund to any of the operating funds as a loan.

## District's Comments Regarding the School District Financial Profile