

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

**Board of Education Agenda  
Monday, July 13, 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, July 13, 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.	<ul style="list-style-type: none"><li>• <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)], collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)] 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)].</li></ul></li></ul>	
7:30 p.m.	<ul style="list-style-type: none"><li>• <b>Board Adjourns from Closed Session and Resumes Regular Board Meeting</b></li></ul>	
7:30 p.m.	<ul style="list-style-type: none"><li>• <b>Public Comments</b></li></ul>	
7:40 p.m.	<ul style="list-style-type: none"><li>• <b>Appointment of Field Elementary School Assistant Principal</b><ul style="list-style-type: none"><li>-- Superintendent</li></ul></li></ul>	<b>A-1</b> <b>Action Item 15-07-1</b>
7:50 p.m.	<ul style="list-style-type: none"><li>• <b>Discussion of Health Life Safety Survey</b><ul style="list-style-type: none"><li>-- Chief School Business Official</li></ul></li></ul>	<b>A-2</b>
8:20 p.m.	<ul style="list-style-type: none"><li>• <b>Update on Summer Construction Projects</b><ul style="list-style-type: none"><li>-- Director of Facility Management</li></ul></li></ul>	<b>A-3</b>

8:30 p.m.	<ul style="list-style-type: none"> <li>• <b>Discussion on 2014 Tax Levy Rate</b></li> </ul> -- Chief School Business Official	A-4
8:35 p.m.	<ul style="list-style-type: none"> <li>• <b>Approval of Contract Award – Special Education Pupil Transportation</b></li> </ul> -- Chief School Business Official	A-5
8:45 p.m.	<ul style="list-style-type: none"> <li>• <b>Adoption of Resolution #1143 Regarding the School District to Pay Certain Invoices Prior to Board Approval at the August 10, 2015 Regular Board of Education Meeting</b></li> </ul> -- Chief School Business Official	A-6
8:50 p.m.	<ul style="list-style-type: none"> <li>• <b>Approval of Park Ridge-Niles School District 64 to Pay the Total Cost of Health Insurance for Building and District Certified Administrators Effective July 1, 2015</b></li> </ul> -- Superintendent	A-7
9:00 p.m.	<ul style="list-style-type: none"> <li>• <b>Approval of Compensation for Building and District Certified Administrators Effective July 1, 2015</b></li> </ul> -- Superintendent	A-8
9:10 p.m.	<ul style="list-style-type: none"> <li>• <b>Approval of 2015-16 Compensation for Non-Certified Secretaries, Custodians, Maintenance and OT/PT Staff Effective July 1, 2015</b></li> </ul> --Superintendent	A-9
9:20 p.m.	<ul style="list-style-type: none"> <li>• <b>Approval of 2015-16 Compensation for Non-Certified Exempt Staff</b></li> </ul> --Superintendent	A-10
9:30 p.m.	<ul style="list-style-type: none"> <li>• <b>Approval of 2016-17 Compensation for Non-Certified Exempt, Secretaries, Custodians, and Maintenance Staff Effective July 1, 2016</b></li> </ul> --Superintendent	A-11
9:40 p.m.	<ul style="list-style-type: none"> <li>• <b>Discussion on Superintendent Evaluation Goals</b></li> </ul> -- Superintendent	A-12
10:10 p.m.	<ul style="list-style-type: none"> <li>• <b>Consent Agenda</b></li> </ul> -- Board President	A-13
	<ul style="list-style-type: none"> <li>• Personnel Report</li> <li>• Bills, Payroll, and Benefits</li> <li>• Approval of June Financials Ending June 30, 2015</li> <li>• Approval of Student-Parent Handbook 2015-16</li> <li>• Appointment of Hearing Officer</li> <li>• Destruction of Audio Closed Minutes</li> </ul>	Action Item 15-07-9
10:20 p.m.	<ul style="list-style-type: none"> <li>• <b>Approval of Minutes</b></li> </ul> -- Board President	A-14
	<ul style="list-style-type: none"> <li>• Regular Board Meeting Minutes.....June 22, 2015</li> <li>• Closed Session Minutes.....June 22, 2015</li> </ul>	Action Item 15-07-10

10:25 p.m.     • **Board Member Liaison Report**     **A-15**  
                     -- Board of Education

10:30 p.m.     • **Other Discussion and Items of Information**     **A-16**  
                     -- Superintendent  
                         • Upcoming Agenda  
                         • Memorandum of Information (none)  
                         • Minutes of Board Committees (none)  
                         • Other (none)

10:35 p.m.     • **Adjournment**

Next Meeting:     **Monday, August 10, 2015**  
                         Regular Board Meeting – 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 July 9, 2015

August 10, 2015 – Jefferson School Multipurpose Room

Regular Board Meeting – 7:30 p.m.

- Board Adopts 2015-16 Tentative Budget & Establishment of Public Hearing Date
- Update on Unaudited Budget Actuals 2014-15
- Year 1 Web Review
- Authorization to Submit Health Life Safety Survey to Illinois State Board of Education
- Presentation Adoption of Board Goals 2015-17
- Preliminary Enrollment and Staffing Report
- Review of Institute Day Plans
- Update on Summer Construction Projects
- Niles Township District for Special Education 807 and the Park Ridge Consolidated Community School District 64 for the Provision of Certain Special Education Services
- Review of Closed Session Minutes for Release (consent)
- Superintendent Goal Update/5-Year Map

August 24, 2015 – Jefferson School Multipurpose Room

Regular Board Meeting – 7:30 p.m.

- Sixth Day of Enrollment
- District Institute Day
- Opening Days of School
- District 64 Financial Dashboard Updates
- Update on Summer Construction Projects

September 14, 2015 – Jefferson School Multipurpose Room

Committee-of-the-Whole: Finance – 7:00 p.m.

- Board Reviews Final Draft of 2015-2016 Budget Prior to Adoption
- Financial Projections

September 28, 2015 – Roosevelt School – North Gym

Regular Board Meeting – 7:30 p.m.

- Board Conducts a Public Hearing on the 2015- 2016 Final Budget Prior to Adoption
- Adoption of FY16 District 64 Budget
- Update on Educational Ends
- Discussion on Committee and Meeting Structure
- Board Member School Visits
- Annual Recognition of Schools
- ISBE Report: Administrator & Teacher Salary and Benefits – School Year 2014-15 (memo)

October 26, 2015 – Field School – South Gym

Regular Board Meeting – 7:30 p.m.

- Board Reviews the 2015 Proposed Tax Levy
- Resolution #\_\_ to Approve 2015 Proposed Tentative Tax Levy and Establishment of Public Hearing
- Board Discussion on Financial Projection Assumptions

TBD

- First Reading of Policies from PRESS Issue 88, May 2015
- Approval of Policies from PRESS Issue 88, May 2015
- Discussion: Fee Study

- 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 Field Elementary School Assistant Principal

ACTION ITEM 15-07-1

I move that the Board of Education of Community Consolidated School District 64, Park Ridge-Niles, Illinois approve the appointment of \_\_\_\_\_ as the Assistant Principal at Field Elementary School effective July 27, 2015.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

To: Laurie Heinz, Superintendent  
Board of Education

From: Luann Kolstad, Chief School Business Official

Subject: Health Life Safety Report

Date: July 13, 2015

The administration received the first draft of the complete Health Life Safety Report on Thursday, July 2, 2015. Our architect Kerry Leonard, left on vacation on Saturday, July 4, 2015 and has been unavailable to answer questions regarding the report.

After carefully reviewing the report, the administration has numerous questions for Kerry. He will be back in the office on Tuesday, July 14, 2015. The administration is also in the process of identifying projects that can be completed in-house, using our own maintenance staff. There are also questions regarding items that are marked "Required" that we are looking to have moved to "Recommended" if possible. An architect from a different firm will also be reviewing the HLS Report with the administration; a second set of professional eyes verifying projects and their status. There will be no charge for this service; Rick Petricek with Studio GC was my architect in District 23.

On Monday, I will tour the facilities with Scott Mackall to review the highlighted items in the report. I have also instructed Scott to meet with members of our maintenance staff to confirm that projects I have marked for in-house completion are within their skill set. Projects that we can complete in-house will save the District thousands of dollars.

In addition to the HLS items, the administration is targeting the following areas for review with the Board:

- Secured Entrances
- Learning Resource Centers
- Elementary Multi-Purpose Auditorium Projects.

This is a large undertaking for the District and one to not be rushed to the Board for approval prior to thorough investigation of the reports. Thank you to the Board for agreeing to postpone the approval of this report to August 10, 2015.

To: Board of Education  
Dr. Laurie Heinz, Superintendent

From: Scott Mackall, Director of Facility Management

Date: July 13, 2015

Subject: Summer Construction Update

#### Field School Update

The work on Field phase two project is well underway. The grinding to remove the mortar between the bricks in preparation for the actual tuck-pointing was completed on July 8, 2015. We anticipate the building to be fully tuck-pointed and power washed the week of July 13, 2015. The District received some concerns about the dust generated during the grinding portion of the project from the neighbors. Upon notification of these concerns I contacted Nicholas to ensure the District was following all the correct procedure to control the dust.

A condition behind the gutters was discovered when the gutter system was removed. When originally built, common brick was used behind the gutter system. The new roof and gutter system will be 12" higher than the original system, the new roof must attach to the side of the building structure (refer to attachment 1). In order for the new system to tie in, one layer of common brick has to be removed and re-bricked with building matching brick and for the look of the structure. While this caused a slight delay, Nicholas and Associates has assured me that the project will be completed on time.

The roof removal will start as soon as the tuck-pointing has been completed. There will be much activity around Field School in the next 5 weeks. The roofing contractor will be working 10 hour days and weekends to ensure the completion of this project.

#### Washington School Wall Update

The wall at Washington has been removed. The new wall system will arrive in the next few weeks with completion of the project by the end of July.

#### Other

The District's Custodial and Maintenance staff have been working hard to complete some smaller in-house projects to include minor renovations to the Washington and Roosevelt LRC, removal of a classroom wall at Washington to enlarge the space, along with the normal summer cleaning of all buildings. Other small projects include the walking path on the west side of Washington and the repair of some outside brick at Washington.



Our PTO/A'S at Franklin and Field are adding some playground equipment. Nutoys, the manufacturer of our playground equipment, is conducting a safety inspection of our playgrounds District wide. I will share that report with the Board of Education when the District receives it.















To: Laurie Heinz, Superintendent  
Board of Education

From: Luann Kolstad, Chief School Business Official

Subject: Review of 2014 Tax Levy Calculation

Date: July 13, 2015

Normally, the review of the Tax Levy would occur in the November timeframe, however, we have received the 2014 Draft Final Rates. I have also received questions concerning the calculation of the actual rate in relationship to CPI and PTELL.

Attached to this memo are two documents:

- **Office of the County Clerk Agency Tax Rate Report** – Report we receive from the Cook County Clerk, which shows the calculations, they made to arrive at the Limiting Rate and the Tax Extension Grand Total for the District.
- **Tax Levy Projections: 2014 Draft Final** – The Excel document that I use to track and calculate Tax Levy Projections, which are used in Five Year Financial Projections and the Budget.

The District's 2014 EAV increased slightly this year over the 2013 EAV. This is good news for the District and the Park Ridge area. Hopefully, we have hit the bottom of the EAV decline and will continue on an upward trajectory going forward. The EAV affects your Limiting Rate as seen in the calculation of the Rate:

$$\frac{\text{Prior Year Actual Tax Extension} * \text{CPI-U}}{\text{Total EAV} - \text{New Construction}}$$

For 2014:

$$\frac{61,578,499 * 1.5\% (\text{CPI-U from December 2013})}{1,414,256,518 - 6,637,442} = 4.375$$

Total Extension:

$$\text{The Limiting Rate } (4.375) * \text{Total EAV } (1,414,256,518) = 61,870,894$$

If your EAV decreases, your Limiting Rate will increase which causes taxes to be higher for District residents. There is not as much EAV (property value) to spread the tax extension over. The District's Tax Levy is subject to the Property Tax Extension Limitation Law (PTELL), which basically states that the District's new funds will be subject to either the CPI-U for the prior year or 5%, whichever is lower.

A few caveats, new construction the first year it is on the tax rolls is not subject to the tax cap. This is why it is subtracted from the Total EAV in the Limiting Rate Calculation. Outstanding Tax Bonds for construction are not subject to the tax cap. This rate is calculated by the Cook County

Clerk's office each year. Here again, your tax rate for your bonds will fluctuate based on what is happening with your EAV.

The Total Tax Rate for the District is the Limiting Rate (4.375) + Bond Rate (.2122 + .023) = 4.610.

The other rate that the District needs to be cognizant of is the Tax Rate Ceiling. This sets ceilings on the Education Fund, Building Fund (O&M), Working Cash Fund, Life Safety and Special Education tax rates. It is crucial when EAVs are decreasing to keep an eye on these tax rate ceilings. Districts have lost millions of dollars by not paying attention to these rates in calculating their Tax Levy.

**DRAFT**

DATE 05/28/15

TAX YEAR 2014

**DRAFT**  
OFFICE OF THE COUNTY CLERK

AGENCY TAX RATE REPORT

AGENCY 04-0260-000 SCHOOL DISTRICT C C 64

PRIOR YEAR COOK COUNTY EAV 1,399,438,847  
CURR NEW PROP, ANNEX., REC. TIF VAL, 6,637,442  
EXP. INCENTIVES MINUS DISCONNECT PROP 1,406,076,289  
TOTAL

COOK COUNTY  
DUPAGE  
LAKE  
WILL  
KANE  
MCHENRY  
DEKALB  
GRUNDY  
KANKAKEE  
KENDALL  
LA SALLE  
LIVINGSTON

2014 EAV  
1,414,256,518

*see folder  
Levy  
2014 Levy  
dated  
May 28*

\*

PROPERTY TAX EXTENSION LIMITING LAW (PTELL) LIMITING RATE CALCULATION

2013 AGGREGATE EXTENSION 2014 EAV MINUS NEW PROP, ANNEX.,  
X 1.0150 **CPI** REC TIF VAL, EXP. INCENTIVES  
PLUS DISCONNECTIONS

61,578,499 / 1,407,619,076 = LIMITING RATE  
4.375

*New  
Construction*

AGENCY OVERALL EAV

1,414,256,518

TOTAL

1,414,256,518

FUND DESCRIPTION OF FUND	LEVY AMOUNT LOSS AMOUNT	LOSS %	TOTAL LEVY	TAX RATE CEILING	MAXIMUM ALLOWABLE LEVY	PRELIMINARY TAX RATE	PTELL REDUCED LEVY SEE BELOW	100.00% OF BURDEN IN COOK COUNTY	FINAL TAX RATE
008 I.M.R.F.	1,323,869	3	1,363,585	0.0000	1,363,585	0.0964		1,363,585	0.0964
	39,716								
016 SOCIAL SECURITY	821,470	3	846,114	0.0000	846,114	0.0598		846,114	0.0598
	24,644								
019 LIABILITY INSURANCE	615,753	3	634,226	0.0000	634,226	0.0448		634,226	0.0448
	18,473								
051 TRANSPORTATION	1,027,188	3	1,058,004	0.0000	1,058,004	0.0748		1,058,004	0.0748
	30,816								
052 EDUCATION	50,200,990	3	51,707,020	3.5000	49,212,670	3.4798	48,151,978*	48,151,978	3.4048
	1,506,030								
053 BUILDING	7,611,547	3	7,839,893	0.5500	7,733,420	0.5468		7,733,420	0.5468
	228,346								
054 BUILDING BONDS (BONDS & INT. SCHOOL)	2,858,675	5	3,001,609	0.0000	3,001,609	0.2122		3,001,609	0.2122
	142,934								
055 WORKING CASH FUNDS	411,435	3	423,778	0.0500	423,778	0.0300		423,778	0.0300
	12,343								
056 LIFE SAFETY	0	3	0	0.1000	0	0.0000		0	0.0000
	0								
057 RENTAL	0		0		0	0.0000		0	0.0000
	0								
058 SPECIAL EDUCATION	1,606,181	3	1,654,366	0.4000	1,654,366	0.1170		1,654,366	0.1170
	48,185								
182 LIFE SAFETY BOND	0	5	0	0.0000	0	0.0000		0	0.0000
	0								
400 LIMITED BONDS	309,600	5	325,080	0.0000	325,080	0.0230		325,080	0.0230
	15,480								
TOTAL CAP FUNDS			65,526,986		62,926,163	4.450	48,151,978	61,865,471	4.375
TOTAL NON CAP FUNDS			3,326,689		3,326,689	0.2352		3,326,689	0.2352
AGENCY GRAND TOTAL			68,853,675		66,252,852	4.685	48,151,978	65,192,160	4.610

AGENCY'S REDUCTION

2014 NON CAP FUNDS TAX EXTENSION TOTAL

3,326,331.33

2014

TAX EXTENSION GRAND TOTAL

65,197,225.48

*Limiting  
Rate  
Total  
Tax Rate*

**Park Ridge - Niles School District 64**  
**Tax Levy Projection: 2014 Draft Final**

**2014 Tax Levy**  
**Rcvd Spring 2015, Fall 2015**

**Levy Draft Final**  
**7/9/15**

2013 Extension	\$60,668,963
X 2013 CPI	1.0150
New Extension	\$61,578,499
2014 EAV	\$1,414,256,518
Less: New Construction	\$6,637,442
Adjusted EAV	\$1,407,619,076
Adjusted Extension Base	\$61,578,499
Divided by Adjusted EAV	\$1,407,619,076
Limited Rate	4.375
2014 EAV	\$1,414,256,518
Total Estimated Extension for 2014	<u><u>\$61,870,894</u></u> Final Per County

<b>Estimated Tax Rate</b>	<b>2013</b>	<b>2013 Extension</b>	<b>2014</b>	<b>2014 Extension</b>		<b>2014 Net Change</b>
Education	3.4609	\$48,433,179	3.4048	\$48,151,978	73.86%	-\$281,201
Operations & Maintenance	0.5439	\$7,611,547	0.5468	\$7,733,420	11.86%	\$121,873
Transportation	0.0734	\$1,027,188	0.0748	\$1,058,004	1.62%	\$30,816
IMRF	0.0946	\$1,323,869	0.0964	\$1,363,585	2.09%	\$39,716
Social Security	0.0587	\$821,470	0.0598	\$846,114	1.30%	\$24,644
Liability Insurance	0.0440	\$615,753	0.0448	\$634,226	0.97%	\$18,473
Working Cash Fund	0.0294	\$411,435	0.0300	\$423,778	0.68%	\$12,343
Special Education	0.0294	\$411,435	0.1170	\$1,654,366	2.67%	\$1,242,931
<b>Total Operating Rate</b>	<b>4.3343</b>	<b>\$60,655,876</b>	<b>4.3744</b>	<b>\$61,865,471</b>	<b>95.07%</b>	<b>\$1,209,595</b>
					1.99%	Inc. over prior year
Bond & Interest	0.2368	\$3,313,381	0.2352	\$3,326,689	5.10%	
	<u>4.5711</u>	<u><b>\$63,969,257</b></u>	<u>4.6096</u>	<u><b>\$65,192,160</b></u>		

	<b>Mar-15</b>	<b>Jul-15</b>
Education Fund	\$ 25,986,797	\$ 22,165,181
Operations & Maintenance Fund	\$ 4,173,594	\$ 3,559,826
Transportation Fund	\$ 570,987	\$ 487,017
IMRF Fund	\$ 735,903	\$ 627,682
Social Security Fund	\$ 456,633	\$ 389,481
Liability Insurance Fund	\$ 342,281	\$ 291,945
Bond & Interest Fund	\$ 1,795,357	\$ 1,531,332
<b>Total 2014 Levy to be Received in March 2015 (55% of 2013 Tax Levy)</b>	<b>\$ 34,061,553</b>	<b>\$ 29,052,463</b>



APPROVAL OF CONTRACT AWARD – SPECIAL EDUCATION PUPIL  
TRANSPORATION

Per attached memorandum

ACTION ITEM 15-07-2

I move that the Board of Education of Community Consolidated School District #64, Park Ridge-Niles, Illinois, award the bid for Special Education Transportation to Lakeview at the route rates listed in the bid sheet.

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

AYES:

NAYS:

PRESENT:

ABSENT:

To: Laurie Heinz, Superintendent  
Board of Education

From: Luann Kolstad, Chief School Business Official

Subject: Contract Award – Special Education Pupil Transportation

Date: July 13, 2015

## **BACKGROUND**

SEPTRAN has provided special education transportation services to the District through a contract with Maine Township Special Education Program (MTSEP) for numerous years. Per the Board's request, Becky Allard did a competitive bid process with two bidders responding, Septran and Lakeview.

While Septran's bid was less than Lakeview's bid, the Board needs to consider the service the District received from Septran during the 2014-15 school year. The following is documentation from Jane Boyd and her assistant Teresa regarding issues encountered last year:

*The special education transportation provided by Septran during the 2014-15 school year was problematic. We started with 14 routes but 3 were switched to Lakeview because of repeated tardiness. In all three cases, the issues were chronic and performance was outside of the contract expectations. We moved one Franklin route in November, on Carpenter route in January and one Roosevelt rout in March.*

*Students were late to school as well as late in getting home. The six occurrences with Franklin School caused parents to transport their children at the last minute or students to miss instruction time. There were 15 reports of the Carpenter student being late or her having to wait for the bus after school.*

*The five incidents at Roosevelt were all after school since the students were not scheduled for morning transportation. While the 3 routes impacted only six students, many more were affected by Septran's poor level of service. Throughout the school year, bus personnel miscommunicated with parents or simply failed to communicate. Buses were repeatedly late on Wednesdays because of our Early Release schedules.*

*Our school schedules have remained unchanged for the entire school year but the company still had difficulty because of their use of the same drivers and buses with another school district. On several occasions, substitute drivers were extremely late because they went to the wrong town after inputting incorrect school information into their GPS. For half of the 8 field trips when we used Septran, confirmation was obtained only after multiple phone calls to get a response regarding our request.*

The administration understands the need to be fiscally responsible, however, in terms of our special education transportation, which is the most fragile students; we must provide transportation services within the scope of a student's IEP in a timely and safe manner.

Contracts for student transportation are exempted from typical competitive bidding requirements in which the bid is awarded to the lowest responsible bidder. The following is an excerpt from the Illinois School Code (25:50) regarding this:

*Contracts providing for the transportation of pupils, which contracts must be advertised in the same manner as competitive bids and awarded by first considering the bidder or bidders most able to provide safety and comfort for the pupils, stability of service, and any other factors set forth in the request for proposal regarding quality of service then price. There is no cause of action against a school board for awarding a pupil transportation contract under this section unless the cause of action is based on fraudulent conduct.*

### **BID RESULTS**

The bids were legally advertised in the local newspaper on June 4<sup>th</sup>. A required pre-bid meeting was held on June 12, with 4 companies in attendance. Two bids were received by the designated time on June 25 from Lakeview and Septran. Attached is a comparison of the route costs by type of route and a copy of the bid sheets submitted by each vendor.

### **RECOMMENDATION**

The administration recommends that the Board of Education award the bid for Special Education Transportation to Lakeview at the route rates listed in the bid sheet.

**SPECIAL EDUCATION TRANSPORTATION BID RESULTS**

**JULY 13, 2015**

	<u>Lakeview</u>	<u>Septran</u>
	<u>Cost per Route</u>	<u>Cost per Route</u>
<b>In District Routes (Buses)</b>		
AM Routes:		
Single Route	\$ 120.00	\$ 109.64
Double Route	\$ 120.00	\$ 122.55
Mid-day Routes (AM students home):		
Single Route	\$ 75.00	\$ 42.60
Double Route		\$ 64.13
Mid-day Routes (PM students to school):		
Single Route	\$ 75.00	\$ 42.60
Double Route		\$ 64.13
PM Routes:		
Single Route	\$ 120.00	\$ 109.64
Double Route	\$ 120.00	\$ 122.55
<b>In District Routes (Smaller Group Vehicles)</b>		
AM Routes:		
Single Route	\$ 120.00	\$ 107.64
Double Route	\$ 120.00	\$ 120.55
Mid-day Routes (AM students home):		
Single Route	\$ 75.00	\$ 40.60
Double Route		\$ 62.13
Mid-day Routes (PM students to school):		
Single Route	\$ 75.00	\$ 40.60
Double Route		\$ 62.13
PM Routes:		
Single Route	\$ 120.00	\$ 107.64
Double Route	\$ 120.00	\$ 120.55
<b>In District Routes - Wheelchair Surcharge</b>	\$ 17.00	\$ 24.49
<b>In District Routes - Bus Driver Assistant Hourly Rate</b>		\$ 15.89
<b>Out of District Routes (Buses)</b>		
AM Routes:		
Single Route	\$ 115.08	\$ 129.64
Double Route		\$ 142.55
PM Routes:		
Single Route	\$ 115.08	\$ 129.64
Double Route		\$ 142.55
<b>Out of District Routes (Smaller Group Vehicles)</b>		
AM Routes:		
Single Route	\$ 115.08	\$ 127.64
Double Route		\$ 140.55
PM Routes:		
Single Route	\$ 115.08	\$ 127.64
Double Route		\$ 140.55
<b>Out of District Routes - Wheelchair Surcharge</b>	\$ 17.00	\$ 44.49
<b>Out of District Routes - Bus Driver Assistant Hourly Rate</b>	\$ 17.70	\$ 15.89

In-District Routes			
Special Education Transportation with Buses	Number of Routes	Cost Per Route	Extended Cost
<b>AM Routes (One Way Only)</b>			
Single Route Cost	5	120	\$600.00
Double Route Cost	2	120	\$240.00
<b>Mid-day Routes (AM students home)</b>			
Single Route Cost	3	75	\$225.00
Double Route Cost	0		\$0.00
<b>Mid-day Routes (PM students to School)</b>			
Single Route Cost	2	75	\$150.00
Double Route Cost			\$0.00
<b>PM Routes (One Way Only)</b>			
Single Route Cost	5	120	\$600.00
Double Route Cost	2	120	\$240.00
<b>Special Education Transportation with Buses Projected Cost</b>			<b>\$2,055.00</b>

Special Education Transportation with Smaller Group Vehicles	Number of Routes	Cost Per Route	Extended Cost
<b>AM Routes (One Way Only)</b>			
Single Route Cost	5	120	\$600.00
Double Route Cost	2	120	\$240.00
<b>Mid-day Routes (AM students home)</b>			
Single Route Cost	3	75	\$225.00
Double Route Cost			\$0.00
<b>Mid-day Routes (PM students to School)</b>			
Single Route Cost	2	75	\$150.00
Double Route Cost			\$0.00
<b>PM Routes (One Way Only)</b>			
Single Route Cost	5	120	\$600.00
Double Route Cost	2	120	\$240.00
<b>Special Education Transportation with Small Group Vehicles Projected Cost</b>			<b>\$2,055.00</b>

	Number of Routes	Cost Per Route	Extended Cost
<b>Wheel Chair Sur-charge</b>	2	17	\$34.00

#### Information Only - Bus Driver Assistants

Driver Assists for AM, Mid-day, and PM Routes (two (2) hour minimum per bus)

Hourly Rate

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## Out-of-District Routes

Special Education Transportation with Buses	Number of Routes	Cost Per Route	Extended Cost
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## AM Routes (One Way Only)

Single Route Cost	6	115.08	\$690.48
Double Route Cost			\$0.00

## PM Routes (One Way Only)

Single Route Cost	6	115.08	\$690.48
Double Route Cost			\$0.00

Special Education Transportation with Buses Projected Cost			\$1,380.96
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Special Education Transportation with Smaller Group Vehicles	Number of Routes	Cost Per Route	Extended Cost
--	------------------	----------------	---------------

## AM Routes (One Way Only)

Single Route Cost	6	115.08	\$690.48
Double Route Cost			\$0.00

## PM Routes (One Way Only)

Single Route Cost	6	115.08	\$690.48
Double Route Cost			\$0.00

Special Education Transportation with Small Group Vehicles Projected Cost			\$1,380.96
---	--	--	------------

	Number of Routes	Cost Per Route	Extended Cost
Wheel Chair Sur-charge	1	17	\$17.00

## Information Only - Bus Driver Assistants

Driver Assists for AM, Mid-day, and PM Routes (two (2) hour

Hourly Rate	17.7	\$17.70
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Double Route Cost	1	\$ 120.55	\$120.55	*
<b>Special Education Transportation with Small Group Vehicles</b>				
<b>Projected Cost</b>			<b>\$661.84</b>	*

	Number of Routes	Cost Per Route	Extended DAILY Cost	
Wheel Chair Sur-charge	1	\$ 24.49	\$24.49	*

#### Information Only - Bus Driver Assistants

Driver Assists for AM, Mid-day, and PM Routes (two (2) hour minimum per bus)

Hourly Rate	\$ 15.89	*
-------------	----------	---

Out-of-District Routes				
Special Education Transportation with Buses	Number of Routes	Cost Per Route	Extended DAILY Cost	
<b>AM Routes (One Way Only)</b>				
Single Route Cost	4	\$ 129.64	\$518.56	*
Double Route Cost	1	\$ 142.55	\$142.55	*
<b>PM Routes (One Way Only)</b>				
Single Route Cost	4	\$ 129.64	\$518.56	*
Double Route Cost	1	\$ 142.55	\$142.55	*
<b>Special Education Transportation with Buses Projected Cost</b>			<b>\$1,322.22</b>	*

Special Education Transportation with Smaller Group Vehicles	Number of Routes	Cost Per Route	Extended Daily Cost	
<b>AM Routes (One Way Only)</b>				
Single Route Cost	1	\$ 127.64	\$127.64	*
Double Route Cost	1	\$ 140.55	\$140.55	*
<b>PM Routes (One Way Only)</b>				
Single Route Cost	1	\$ 127.64	\$127.64	*
Double Route Cost	1	\$ 140.55	\$140.55	*
<b>Special Education Transportation with Small Group Vehicles Projected Cost</b>			<b>\$536.38</b>	*

	Number of Routes	Cost Per Route	Extended DAILY Cost	
Wheel Chair Sur-charge	1	\$ 44.49	\$44.49	*

#### Information Only - Bus Driver Assistants

Driver Assists for AM, Mid-day, and PM Routes (two (2) hour minimum per bus)

Hourly Rate	\$ 15.89	*
-------------	----------	---

\* It is Septran's assumption based on bid specification language page 14 of 42 of the bid spec, that this contract is a two (2) year term. Since there is no Cost column for Year 2 (2016-17) or language in the bid specifications that pricing is frozen in the first two years, we will be assuming a 2.5% increase in costs for Year 2. This is not an alternate bid, but a clarification on the information Park Ridge District 64 presumably ommitted from their bid spec.

Special Education Bid Sheet (Replaces Page 28 of 42)

The following are the costs that are outlined in the scope of services.

**Estimated Annual Costs** - The Bidders shall provide a projected total annual cost for the 2015-16 school year using the unit costs noted. The projected total annual cost shall be inclusive of all fees required. All route assumptions for the delivery of the transportation services are provided in Exhibit E

In-District Routes			
Special Education Transportation with Buses	Number of Routes	Cost Per Route	Extended DAILY Cost
<b>AM Routes (One Way Only)</b>			
Single Route Cost	7	\$ 109.64	\$767.48 *
Double Route Cost	5	\$ 122.55	\$612.75 *
<b>Mid-day Routes (AM students home)</b>			
Single Route Cost	2	\$ 42.60	\$85.20 *
Double Route Cost	1	\$ 64.13	\$64.13 *
<b>Mid-day Routes (PM students to School)</b>			
Single Route Cost	2	\$ 42.60	\$85.20 *
Double Route Cost	1	\$ 64.13	\$64.13 *
<b>PM Routes (One Way Only)</b>			
Single Route Cost		\$ 109.64	\$0.00 *
Double Route Cost		\$ 122.55	\$0.00 *
<b>Special Education Transportation with Buses Projected Cost</b>			<b>\$1,678.89 *</b>

Special Education Transportation with Smaller Group Vehicles	Number of Routes	Cost Per Route	Extended DAILY Cost
<b>AM Routes (One Way Only)</b>			
Single Route Cost	1	\$ 107.64	\$107.64 *
Double Route Cost	1	\$ 120.55	\$120.55 *
<b>Mid-day Routes (AM students home)</b>			
Single Route Cost	1	\$ 40.60	\$40.60 *
Double Route Cost	1	\$ 62.13	\$62.13 *
<b>Mid-day Routes (PM students to School)</b>			
Single Route Cost	1	\$ 40.60	\$40.60 *
Double Route Cost	1	\$ 62.13	\$62.13 *
<b>PM Routes (One Way Only)</b>			
Single Route Cost	1	\$ 107.64	\$107.64 *



## Appendix C

### Transportation Services Contract

**THIS AGREEMENT** is entered into this \_\_\_\_ day of \_\_\_\_\_, 2015, by and between the Board of Education of Park Ridge Niles School District 64, Cook County, Illinois (“District”), and \_\_\_\_\_ (“Contractor”) (collectively referred hereto as “Parties”).

#### WITNESSED

**WHEREAS**, District has requested public bids for the provision of special education transportation services and management (“Services”); and

**WHEREAS**, Contractor has submitted a bid for provision of Services; and

**WHEREAS**, District has awarded the bid to Contractor to provide student transportation services in accordance with the bid specifications package.

**NOW, THEREFORE**, in consideration of the terms and conditions herein, and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:


1. **Duration of Contract.** This Agreement shall be effective from the beginning of the 2015-2016 school year, and shall continue in force and effect through the end of the 2016-2017 school year. The Parties may mutually agree to extend the Agreement for the 2017-2018 school year and thereafter extend the Agreement for the 2019-2020 school year.
2. **Contract Documents.** The documents comprising the entirety of this Agreement are all of the bid documents contained in the Park Ridge School District 64 special education transportation services and management bid, including, without limitation, the Instructions to Bidders, Terms and Conditions, Bid Form, Certificate Of Eligibility To Contract, Certificate Of Compliance With A Drug-Free Work Place Act, Certificate Of Non Discrimination, Certificate Regarding Sexual Harassment Policy, and this Contract.
3. **Document Supremacy.** In the event any term or provision of one Contract Document conflicts with a term or provision of another, the term or provision of the Agreement shall prevail over all other documents. The terms and provision of the bid specifications shall prevail over the bid sheet.

4. **Compensation.** Contractor shall provide all services as awarded by District and shall be compensated according to the terms of the Contract Documents.
5. **Complete Understanding.** This Agreement sets forth all of the promises, agreements, conditions, and understandings between the Parties relative to the subject matter hereof, and no other promises, agreements, or understandings, whether oral or written, expressed or implied, exist between the Parties.
6. **Amendments.** No subsequent alteration, amendment, change, addition, deletion, or modification to this Agreement shall be binding upon the Parties unless reduced to writing and duly authorized and signed by each of them.

IN WITNESS WHEREOF, the Parties have signed this Agreement on the date first written above.

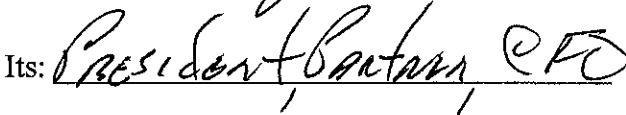
Contractor:

**LAKEVIEW BUS LINES INC.  
POLAR EXPRESS SCHOOL BUS. CO**



Board of Education of Park Ridge Niles  
School District 64  
Cook County, Illinois

\_\_\_\_\_  
President

Its: 

\_\_\_\_\_  
Secretary

ADOPTION OF RESOLUTION #1143 REGARDING THE SCHOOL DISTRICT TO PAY  
CERTAIN INVOICES PRIOR TO BOARD APPROVAL OF THE AUGUST 10, 2015  
BOARD OF EDUCATION MEETING

A special resolution is required to pay invoices prior to the August 10, 2015 Board of Education meeting.

Invoices that may require payment prior to the August 10, 2015, Special Board Meeting include but are not limited to: insurance payments, construction payments, repair invoices, supplies and materials that have a due date of up to and including August 10, 2015.

ACTION ITEM 15-07-3

I move that the Board of Education of Community Consolidated School District #64, Park Ridge-Niles, Illinois, adopt Resolution #1143 regarding the School District to pay certain invoices prior to Board approval.

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

AYES:

NAYS:

PRESENT:

ABSENT:

**RESOLUTION #1143 REGARDING THE SCHOOL DISTRICT TO PAY CERTAIN  
INVOICES PRIOR TO BOARD APPROVAL OF THE AUGUST 10, 2015 BOARD OF  
EDUCATION MEETING**

**WHEREAS**, the Board of Education of Community Consolidated School District 64 has determined that it is in the best interest of the school district to pay certain invoices prior to board approval, and

**WHEREAS**, a special resolution is required to pay invoices prior to the August 10, 2015, Board of Education meeting,

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of Community Consolidated School District 64 that upon certification of the invoices by the superintendent or his designee, the school treasurer is hereby directed to sign payments for approved expenditures that are due and payable by August 10, 2015. Check registers will be provided at the August 10, 2015 Board of Education Meeting.

**BE IT FURTHER RESOLVED** that this resolution will terminate effective August 10, 2015.

Adopted this 13<sup>th</sup> day of July, 2015 by the following vote:

---

President  
Board of Education  
COMMUNITY CONSOLIDATED  
SCHOOL DISTRICT #64  
Cook County, Illinois

---

Secretary

Approval of Park Ridge-Niles School District 64 to Pay the Total Cost of Health Insurance for Building and District Certified Administrators Effective July 1, 2015

ACTION ITEM 15-07-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the District pay for the total cost of health insurance for Building and District Certified Administrators retroactively effective July 1, 2015.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Approval of Compensation for Building and District Certified Administrators  
Effective July 1, 2015

ACTION ITEM 15-07-5

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the District to provide the Superintendent with a pool of money to be allocated by the Superintendent for Building and District Certified Administrators retroactively effective July 1, 2015.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Approval of 2015-16 Compensation for Non-Certified Secretaries, Custodians,  
Maintenance and OT/PT Staff Effective July 1, 2015

ACTION ITEM 15-07-6

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve salary increases for the 2015-16 school year for non-certified secretaries, custodians, maintenance, and OT/PT staff, as previously agreed on merit of 3% - Excellent, 2% - Proficient, 0% - Needs Improvement, and Unsatisfactory retroactively effective July 1, 2015.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Approval of 2015-16 Compensation for Non-Certified Exempt Staff

ACTION ITEM 15-07-7

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve salary increases for the 2015-16 school year for exempt non-certified staff of 2% retroactively effective July 1, 2015.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:



Approval of 2016-17 Compensation for Non-Certified Exempt, Secretaries, Custodians,  
and Maintenance Staff Effective July 1, 2016

ACTION ITEM 15-07-8

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve salary increases the 2016-17 school year for non-certified exempt, (to include Director of Facility Management, Public Information Coordinator, Administrative Assistant to the Superintendent, District Technologist, Assistant Business Manager, Assistant for Student Learning, District Network and Server/District Technologist, Network Manager, Assistant Manager of Technology, School Technologists, District Traveling Nurse and OT/PT's) staff, based on their respective Evaluation Tool, of 2% - Excellent, 1% - Proficient, 0% -Needs Improvement and Unsatisfactory effective July 1, 2016.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Discussion on Superintendent Evaluation Goals

Superintendent Dr. Laurie Heinz will walk the Board through the evaluation tool developed and used last year. She will lead a discussion on how best to set new goals and identify evidence to measure growth targets based on Strategic Plan initiatives.

Consent Agenda

ACTION ITEM 15-07-9

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of July 13, 2015, which includes the Personnel Report; Bills, Payroll and Benefits; Approval of June Financials ending June 30, 2015; Approval of Student-Parent Handbook 2015-16; Appointment for Hearing Officer and Destruction of Audio Closed Minutes.

The votes were cast as follows:

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

AYES:

NAYS:

PRESENT:

ABSENT:

Personnel Report  
July 13, 2015

Amanda Spychalski	Employ as Assistant Principal for Field School beginning July 27, 2015 - \$80,000.00.
Amanda Affetto	Employ as Occupational Therapist for Jefferson School beginning August 17, 2015 - \$57,699.00.
Austin Bautista	Employ as Special Education Teacher for Roosevelt School beginning August 17, 2015 - \$52,213.00.
Christina Pappadis	Employ as Special Education Teacher for Roosevelt School beginning August 17, 2015 - \$50,394.00.
Angela Taggart	Employ as EL Teacher for Field School beginning August 17, 2015 - \$61,327.00.
Susan McGovern	Change of Assignment from ½ Physical Education Elementary Curriculum Specialist to Full-time Physical Education Elementary Curriculum Specialist.
Jane Boyd	Change of Job Title from Director of Special Education/Pupil Services to Director of Student Services.
Vasiliki Frake	Change of Job Title from Assistant Director of Special Education/Pupil Services to Assistant Director of Student Services.
Kelly Velasco	Leave of Absence Request, Maternity/FMLA – 2nd Grade Teacher at Roosevelt School effective December 3, 2015 – March 22, 2016 (tentative).
Marie Greco	Resign as Head Lunch Program Supervisor at Franklin School effective June 12, 2015.
Kathryn Homann	Resign as Social Studies/Science Teacher at Emerson School effective June 12, 2015.
Peggy Siemer	Retire as Extended Day Kindergarten Teacher Assistant at Jefferson School effective June 12, 2015.

## APPROVAL OF BILLS AND PAYROLL

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

### Bills

10 - Education Fund -----	\$ 960,145.55
20 - Operations and Maintenance Fund -----	\$ 138,527.68
30 - Debt Services -----	\$ 200.00
40 - Transporation Fund -----	\$ 37,699.86
50- Retirement (IMRF/SS/MEDICARE)-----	\$ 33,832.44
60 - Capital Projects -----	\$ 471,580.33
80 - Tort Immunity Fund -----	\$ 725,505.15
90 - Fire Prevention and Safety Fund -----	\$ -

Checks Numbered: 121939 - 122158

Total: \$ 2,367,491.01

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

10 - Education Fund -----	\$ 10,256,778.79
20 - Operations and Maintenance Fund -----	\$ 235,293.35
40 - Transportation Fund -----	\$ -
50 - IMRF/FICA Fund -----	\$ 139,161.90
80 - Tort Immunity Fund -----	\$ -

Checks Numbered: 11544 - 11721

Direct Deposit: 900076600 - 900080430

Total: \$ 10,631,234.04

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: Laurie Heinz, Superintendent  
Board of Education

From: Luann Kolstad, Chief School Business Official

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

Date: July 13, 2015

Attached for your review are the following documents:

- Statement of Position – Unaudited Actuals June 30, 2015
- Summary of Revenue – Unaudited Actuals June 30, 2015
- Summary of Expense – Unaudited Actuals June 30, 2015
- Investment Summary – Treasurer's Office
- Investment Detail – Treasurer's Office
- Detail Revenue Report – Skyward
- Detail Expenditure Report – Skyward.

At the August Board of Education meeting, the administration will review with the Board the Unaudited Actuals for the 2014-2015 school year. At this time, we are in the process of confirming our figures and reallocating revenue/expenditures that have been miss allocated during the course of the year.

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

Fund	Audited Fund Balance June 30, 2014	2014-15 FYTD Revenues	2014-15 FYTD Expenditures	Excess / (Deficiency) of Revenues Over Expenditures	Inter-Fund Loan Balance	Unaudited Fund Balance June 30, 2015	Restricted Funds
Education	\$25,782,971	\$57,536,095	(\$57,239,884)	\$296,211	-	\$26,079,182	No
Tort Immunity	1,431,914	619,226	(978,996)	(359,770)	-	\$1,072,144	Yes
Operations & Maintenance	1,501,963	7,668,409	(5,280,681)	2,387,728	-	\$3,889,691	No
Transportation	3,213,987	1,467,029	(2,176,567)	(709,538)	-	\$2,504,449	No
Retirement (IMRF & SS)	750,019	2,260,853	(2,310,222)	(49,369)	-	\$700,650	Yes
Working Cash	14,229,573	569,505	(161,515)	407,990	-	\$14,637,563	<i>Reserved for Cash Flow Purposes</i>
Sub-Total Operating Funds	\$46,910,427	\$70,121,117	(\$68,147,865)	\$1,973,252	\$0	\$48,883,679	
Capital Projects	9,111,883	150,385	(5,085,774)	(4,935,389)	-	\$4,176,494	Yes
Total Operating Funds	\$56,022,310	\$70,271,502	(\$73,233,639)	(\$2,962,137)	\$0	\$53,060,173	
Debt Service	3,671,811	3,253,466	(3,181,323)	72,143	-	\$3,743,954	Yes
Total All-Funds	\$59,694,121	\$73,524,968	(\$76,414,962)	(\$2,889,994)	\$0	\$56,804,127	

*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													
June 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	\$25,072,392	\$3,892,985	\$1,674,647	\$532,597	\$1,112,357	\$0	\$213,329	\$319,268	\$32,817,575	\$33,276,000	98.6%	100.0%	-1.4%
Prior Year	\$23,414,438	\$3,653,766	\$1,586,896	\$492,100	\$1,027,756	\$0	\$197,105	\$294,995	\$30,667,056	\$30,223,000	101.5%	100.0%	1.5%
Other Prior Year	(\$233,374)	(\$40,055)	(\$14,635)	(\$4,853)	(\$7,768)	\$0	(\$1,946)	(\$2,906)	(\$305,537)	(\$216,000)	141.5%	100.0%	41.5%
Total Property Taxes	\$48,253,456	\$7,506,696	\$3,246,908	\$1,019,844	\$2,132,345	\$0	\$408,488	\$611,357	\$63,179,094	\$63,283,000	99.8%	100.0%	-0.2%
Corp Replace Tax	\$1,094,349	\$0	\$0	\$0	\$125,931	\$0	\$0	\$0	\$1,220,280	\$1,166,256	104.6%	100.0%	4.6%
Interest Income	\$298,657	\$13,603	\$6,558	\$26,778	\$2,577	\$27,677	\$161,017	\$6,787	\$543,654	\$581,465	93.5%	90.0%	3.5%
Tuition	\$322,133	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$322,133	\$306,935	105.0%	94.0%	11.0%
Lunch	\$637,702	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$637,702	\$589,200	108.2%	92.9%	15.4%
Registration	\$1,600,380	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,600,380	\$1,021,915	156.6%	78.1%	78.5%
Pay Riders/Field Trips	\$0	\$0	\$0	\$53,835	\$0	\$0	\$0	\$0	\$53,835	\$66,905	80.5%	81.9%	-1.5%
Other Student	\$89,357	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$89,357	\$68,770	129.9%	85.5%	44.5%
Total Student Fees	\$2,327,439	\$0	\$0	\$53,835	\$0	\$0	\$0	\$0	\$2,381,274	\$1,746,790	136.3%	83.2%	53.2%
Extended Day Care	\$492,544	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$492,544	\$145,000	339.7%	92.6%	247.1%
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	99.9%	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	\$65,177	\$0	\$0	\$0	\$0	\$0	\$0	\$65,177	\$53,004	123.0%	88.8%	34.2%
Other	\$23,357	\$82,933	\$0	\$660	\$0	\$10,886	\$0	\$1,082	\$118,918	\$104,511	113.8%	100.0%	13.8%
Total Other Local	\$731,872	\$148,110	\$0	\$660	\$0	\$10,886	\$0	\$1,082	\$892,610	\$792,515	112.6%	70.1%	42.5%
General State Aid	\$1,455,391	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,455,391	\$1,382,828	105.2%	90.9%	14.3%
Other State	\$1,450,687	\$0	\$0	\$365,912	\$0	\$111,822	\$0	\$0	\$1,928,421	\$2,640,625	73.0%	81.5%	-8.5%
Federal	\$1,440,596	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,440,596	\$1,611,206	89.4%	79.0%	10.4%
Total of State & Federal	\$4,346,674	\$0	\$0	\$365,912	\$0	\$111,822	\$0	\$0	\$4,824,408	\$5,634,659	85.6%	82.9%	2.7%
Transfer of Funds/Bond F	\$161,515	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$161,515	\$208,944	77.3%	0.0%	77.3%
Total Revenue	\$57,536,095	\$7,668,409	\$3,253,466	\$1,467,029	\$2,260,853	\$150,385	\$569,505	\$619,226	\$73,524,968	\$73,720,564	99.7%	97.0%	2.8%
	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	Total				
Total Actual Revenue	\$57,536,095	\$7,668,409	\$3,253,466	\$1,467,029	\$2,260,853	\$150,385	\$569,505	\$619,226	\$73,524,968				
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	99.9%	109.4%	93.4%	84.2%	89.7%	321.4%	98.7%	85.9%	99.7%				
Prior Year Pacing	96.4%	99.9%	100.0%	91.4%	100.0%	96.9%	96.9%	99.8%	97.0%				
Better (Worse) than Prior Year	3.4%	9.4%	-6.6%	-7.1%	-10.3%	224.6%	1.8%	-13.9%	2.8%				

Park Ridge Niles Community Consolidated School District 64													
June 2015 Summary of Expense													
	Fund												
Description of Expenditure Type	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	Total	Expenditure Budget	% of Budget Expended	Prior Year Pacing	Better (Worse) than Prior Year
Salary-Teacher	\$33,635,052	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,635,052	\$34,035,818	98.8%	80.9%	-17.9%
Salary-All Other	\$10,833,694	\$2,655,243	\$0	\$13,438	\$0	\$30,751	\$0	\$0	\$13,533,126	\$14,114,698	95.9%	86.5%	-9.4%
Benefits	\$6,136,734	\$395,833	\$0	\$1,748	\$2,310,222	\$0	\$0	\$12,682	\$8,857,219	\$9,203,698	96.2%	85.9%	-10.3%
Purchased Services	\$2,236,564	\$1,078,360	\$0	\$2,161,381	\$0	\$624,925	\$0	\$706,866	\$6,808,096	\$6,570,469	103.6%	95.5%	-8.1%
Supplies	\$2,352,523	\$956,059	\$0	\$0	\$0	\$0	\$0	\$11,407	\$3,319,989	\$3,629,271	91.5%	106.0%	14.5%
Capital Outlay	\$119,121	\$106,445	\$0	\$0	\$0	\$4,430,020	\$0	\$243,406	\$4,898,992	\$5,800,235	84.5%	198.2%	113.7%
Other Expense	\$147,442	\$0	\$3,181,323	\$0	\$0	\$78	\$0	\$0	\$3,328,843	\$3,330,600	99.9%	134.2%	34.3%
Other Expense: Tuition	\$1,724,069	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,724,069	\$1,760,000	98.0%	97.0%	-1.0%
Non-Capitalized Equipment	\$54,685	\$88,741	\$0	\$0	\$0	\$0	\$0	\$4,635	\$148,061	\$0	0.0%	0.0%	0.0%
Other Expense: Transfer of Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$161,515	\$0	\$161,515	\$193,080	83.7%	0.0%	-83.7%
Total Expenses	\$57,239,884	\$5,280,681	\$3,181,323	\$2,176,567	\$2,310,222	\$5,085,774	\$161,515	\$978,996	\$76,414,962	\$78,637,869	97.2%	84.6%	-12.6%
	Education	Operations & Maintenance	Debt Service	Transportation	Retirement	Capital Projects	Working Cash	Tort Immunity	Total				
Total Actual Expense	\$57,239,884	\$5,280,681	\$3,181,323	\$2,176,567	\$2,310,222	\$5,085,774	\$161,515	\$978,996	\$76,414,962				
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	97.5%	100.5%	98.8%	115.7%	90.9%	86.7%	100.9%	95.3%	97.2%				
Prior Year Pacing	81.9%	55.0%	134.4%	81.5%	91.5%	191.1%	0.0%	106.5%	84.6%				
Better (Worse) than Prior Year	-15.7%	-45.5%	35.7%	-34.2%	0.7%	104.4%	-100.9%	11.2%	-12.6%				

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  
Dr. Laurie Heinz, Superintendent  
FROM: Bernadette Tramm, Public Information Coordinator  
DATE: July 13, 2015  
RE: Student-Parent Handbook 2015-16

The District 64 Student-Parent Handbook is now in its 9<sup>th</sup> edition and remains the mainstay of essential information distributed to our families each year. Our handbook is an award-winning publication, having previously been recognized at both the state and national levels from the National School Public Relations Association (NSPRA).

For 2015-16, the handbook will be exclusively an e-publication. Instead of print copies, it will be distributed via email to each family and staff member in August in advance of school opening. In addition to being more convenient, the savings from this shift will help fund a new Annual Report to be mailed to all homes in the community.

As an e-publication, the handbook was completely re-formatted to ensure efficient reading on-the-go from mobile devices as well as tablets and desktop computers. In the past, only the cover gallery of student artwork was featured in full color. Now color has been added throughout, and new color coding by chapter helps readers navigate the material more easily. Links to other Web resources are live throughout the publication now, too.

In addition to these enhancements, the 2015-16 version reflects policy changes enacted through the year and also incorporates suggestions for improvements from our readers. As always, specific notices and materials within the handbook fulfill many of the District's varying annual legal notice requirements.

The handbook contains a wealth of information about District 64 and our schools, ranging from:

- |  |                                 |
|--|---------------------------------|
| ▪ School year calendar                   | ▪ Travel to and from school     |
| ▪ Board of Education meetings            | ▪ Academics                     |
| ▪ District operations and Strategic Plan | ▪ School health services        |
| ▪ Day-to-day school essentials           | ▪ Student behavior expectations |
| ▪ Communications and safety              |                                 |

A handy roster section includes:

- A full page for each school with unique facts and calendar specifics
- Information about our related organizations

I would like to thank all our District 64 and school administrators; school secretaries; Facilitator of School Health Services Margaret Temari; Administrative Assistant to the Superintendent Madelyn Wsol; Curriculum Specialist for Art Sonja Dziedzic, art teachers and student artists; Webmaster Allison Blum; various organization heads; and many other contributors for their assistance in preparing the 2015-16 edition.

The handbook is presented at this time for the Board's approval in conformance with Board Policy 7:190; it includes the District's disciplinary rules, primarily found in Chapter 6 and a smaller section in Chapter 2. Also as required by that policy, the PTO/A Presidents group at its May 18 meeting reviewed the disciplinary sections. A Working Draft is provided. Please note that revisions will be made until the release date to ensure the most complete and up-to-date materials are published.

### Appointment of Hearing Officer

The District is recommending the Board of Education ratify the continuation of the appointment of Richard P. Majka to serve as the Hearing Officer in District 64, in the event his services are needed.

It is recommended that the following audio closed minutes of the Board of Education be destroyed.

December 12, 2013  
and  
December 13, 2013

Background

The Open Meetings Act provides that verbatim recordings of closed sessions may be destroyed not less than 18 months after completion of the recorded meeting, and after the Board approves written minutes of the closed session and the destruction of the recording. The Board has approved the written minutes of these meetings.

Approval of Minutes

ACTION ITEM 15-07-10

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Regular Board Meeting on June 22 and Closed Meeting on June 22, 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 the Regular Board of Education Meeting held at 7:00 p.m.  
June 22, 2015  
Jefferson School – Multipurpose Room  
8200 Greendale Avenue  
Niles, IL 60714**

Board President Anthony Borrelli called the meeting to order at 6:06 p.m. Other Board members in attendance were Tom Sotos, Bob Johnson, and Mark Eggemann. Board member Vicki Lee arrived during discussion of the closed session motions. Board member Dathan Paterno arrived during the closed session. Board member Scott Zimmerman arrived during the architect presentation. Also present were Superintendent Laurie Heinz, Chief School Business Official Becky Allard, Public Information Coordinator Bernadette Tramm, and one member 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**

Board President Borrelli announced that the Board would consider each exemption separately.

Board Adjourns  
to Closed  
Session

It was moved by Board President Borrelli and seconded by Board member Johnson to adjourn to closed session to discuss 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: Sotos, Borrelli, Johnson

NAYS: Eggemann

PRESENT: None.

ABSENT: Paterno, Zimmerman, Lee

The motion carried.

It was moved by Board President Borrelli and seconded by Board member Johnson 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)].



The votes were cast as follows:

AYES: Johnson, Borrelli, Lee

NAYS: Eggemann, Sotos

PRESENT: None.

ABSENT: Zimmerman, Paterno

The motion carried.

During the casting of the votes above, Board members discussed the opportunity for Board members to provide their viewpoints publicly prior to voting on any action subsequently proposed as a result of a closed session discussion.

It was then moved by Board President Borrelli and seconded by Board member Lee to adjourn to closed session to discuss collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees [5 ILCS 120/2(c)(2)]

The votes were cast as follows:

AYES: Lee

NAYS: Eggemann, Sotos, Borrelli, Johnson

PRESENT: None.

ABSENT: Paterno, Zimmerman

The motion failed.

The Board adjourned from closed session at approximately 7:10 p.m. and after a short recess, resumed the regular Board meeting at 7:19 p.m. In addition to those mentioned above, also present were Assistant Superintendent Lori Lopez, Director of Special Education/Pupil Services Jane Boyd, Director of Innovation & Instructional Technology Mary Jane Warden, and approximately 20 members of the public.

Board President Borrelli announced that the item not approved for discussion in closed session would be taken up publicly later in the meeting.

Board President Borrelli announced that this would be the final Board meeting for Chief School Business Official Becky Allard, who is retiring later in the week. He reviewed her lengthy prior career in school finance, and praised her many accomplishments in finance and facilities during her six years in District 64. Members of the Board joined in a standing ovation to express their appreciation. CSBO Allard thanked the Board for the opportunity to serve District 64 and work together for the common goal of improving what can be done for students. Dr. Heinz noted that Ms. Allard would be missed by her colleagues and added her personal thanks for helping smooth her own transition to District 64 this year.

## **JUDITH L. SNOW AWARDS**

Judith L. Snow  
Awards

Dr. Heinz provided an overview of the ethical leadership awards for grade 8 students presented annually by the Elementary Learning Foundation (ELF) through a fund established in memory of Judith Snow by the League of Women Voters. She called upon ELF Trustee Julie Cook, who reviewed the accomplishments of the three students selected for recognition this year: Sofia Post from Emerson Middle School, and Abby Flood (who was unable to attend due to a previously scheduled volunteer leadership commitment) and Ainsley Owen from Lincoln Middle School. Board members and Dr. Heinz personally congratulated the students for receiving this prestigious recognition.

## **PUBLIC COMMENTS**

Public  
Comments

Board President Borrelli invited public comments on topics not on the agenda, which were received as follows:

- Robert Schoenstedt, a Washington School parent, addressed the Board concerning available classroom space and the use of the Learning Resource Center next year for Channels of Challenge classes.

## **APPROVAL OF ADDENDUM TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF PARK RIDGE AND PARK RIDGE-NILES DISTRICT 64 REGARDING THE UPTOWN TIF (RESOLUTION #1138)**

Approval of Addendum to the Intergovernmental Agreement Between the City of Park Ridge and Park Ridge-Niles District 64 Regarding the Uptown TIF (Resolution #1138)

CSBO Allard recommended the Board approve the first amendment to the agreement as presented. She noted that the only section of the agreement being changed is the portion that deals with new property growth payments. She reported that the resolution of this issue has taken place through conversation over almost 18 months, with many Board presentations on the topic. She noted that if the agreement is approved tonight, the City is expected to also approve it on July 6 clearing the way for the overdue December 15, 2014 payment to be made to District 64. She reiterated that the agreement provides a concrete data source for calculation of the new growth payment, which should make the payment process seamless going forward. Board President Borrelli expressed the Board's appreciation for bringing this matter to a satisfactory conclusion after such prolonged investigation and discussion.

## **ACTION ITEM 15-06-8**

Action Item  
15-06-8

It was moved by Board member Paterno and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64 Park Ridge-Niles, Illinois approve the Addendum to the Intergovernmental Agreement between the City of Park Ridge and the Park Ridge-Niles District 64 regarding the Uptown TIF.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: Zimmerman

The motion carried.

**PRESENTATION AND DISCUSSION OF HEALTH LIFE  
SAFETY SURVEY AND MASTER FACILITIES PLAN**

Presentation and  
Discussion of Health Life  
Safety Survey and Master  
Facilities Plan

Kerry Leonard of FGM Architects presented an overview and summary of the Health Life Safety Survey and Master Facilities Plan (MFP) process and findings. He provided information about the District's facilities needs, both short- and long-term, and possible projects. These projects were identified to correct deficiencies in the buildings due to age, wear and tear, and code requirements; to continue to be stewards of the community's investment in facilities by maintaining the District's infrastructure; or providing facilities that support the educational needs and programs for students and staff.

Mr. Leonard responded to Board member questions throughout his presentation. He began a review of the findings by noting that a significant portion of the District's infrastructure is more than 60 years old, however all buildings are structurally sound and safe. He pointed out the District will need to continue to replace systems that are past their useful life. Significant infrastructure projects were identified at Washington School, to move student spaces from the lower level; at Jefferson, which is in need of a major renovation; and based on age and condition at Lincoln, renovation should be considered including toilets, locker rooms, and interior upgrades. Based on a capacity model review, he noted that program needs exceed available space at Field and Washington; gym space is over-scheduled at Field, Roosevelt and Washington; all elementary schools lack flexibility for changing educational needs; special education and student support spaces throughout the District are inconsistent; and that although District-wide there is sufficient middle school capacity, Emerson is overcrowded.

Turning to projects, Mr. Leonard reviewed possible work in six categories: health life safety; infrastructure assessment; secured entrances/Learning Resource Centers/multipurpose auditorium spaces; long-term site design considerations; capacity model and program spaces; and other projects at the District office and District spaces. Regarding Health Life Safety projects, he noted that no "urgent" life safety items were identified and that "required" and "recommended" items are included in the life safety budget. Turning to other categories, Mr. Leonard then reviewed each section in detail. He also provided school-by-school lists of potential work. In addition, Mr. Leonard noted that the study had investigated three alternatives for how kindergarten/early childhood could be accommodated along with the potential costs of each option.

Turning to how projects could be prioritized in the six areas, Mr. Leonard noted three levels were used to categorize the potential work. In addition, he noted that budget ranges were developed based on the six project categories. He pointed out that some of the listed projects address

identified needs in different ways, and that proceeding with one project might eliminate the need to complete others.

In summary, he presented three recommendations for moving forward: to submit the Health Life Safety report to the State, which identifies projects based on the Health Life Safety Code that will need to be completed over the next five years in coordination with other work that may be done across the District; to investigate options for secured entrances/Learning Resource Centers/multipurpose auditorium spaces as places that impact all students in every building with recommendations to be presented to the Board in fall 2015 with an eye toward bidding some or all projects for summer 2016 construction; and to prepare options for implementing the facility needs identified in the report with recommendations for a five-year plan to be presented to the Board in fall 2015. He also reviewed the design process and 16-month schedule for design and construction. Mr. Leonard then previewed additional projects on the 6-10 year planning horizon. Mr. Leonard confirmed that the Board would be receiving notebooks with additional detailed information in coming weeks.

Following this presentation, Board discussion moved to a preliminary consideration of funds available to complete such work. CSBO Allard reported that some funds remain from the 2014 bond sale and that limited funding has now been budgeted annually through the Operations & Maintenance Fund. She noted that the Board might consider a combination of using its existing fund balance as well as seeking additional bonding for this work. She and Dr. Heinz recommended that the District's financial adviser Elizabeth Hennessey from William Blair be invited to discuss options with the Board at a future meeting.

At 9:11 p.m., Board President Borrelli called for a brief recess; the meeting resumed at 9:23 p.m.

#### **ANALYSIS OF STUDENT ACHIEVEMENT – MAP 2014-15**

Assistant Superintendent for Student Learning Lori Lopez reported on the results of the spring 2015 MAP assessments in reading and math. She reported on both “status” or how our students’ average RIT scores compare to the average RIT scores of students in other schools, and on “growth” from RIT scores from fall to spring and how are students are growing in comparison to students in other schools. She noted that District 64 measures its achievement in reading and math by setting and monitoring targets for growth. She explained that an increase in individual student growth would ultimately result in an increase in status.

Analysis of Student  
Achievement – MAP  
2014-15

For reading, she noted that although District 64 did not maintain the same levels of growth in reading, the District did maintain high status at 94. She explained that the decrease in reading growth from the previous year might be the result of the District's recent transition to the Common Core version of the MAP assessment. Despite this decrease, Dr. Lopez noted that the District did continue to achieve growth at a percentile rank of 73 that is close to the upper quartile. The District's overall performance in reading remains excellent.

Turning to math, Dr. Lopez announced that the District has a great deal to celebrate, having far surpassed its growth goals in math that also led to higher status. District-wide the status climbed

to an average percentile rank of 93 while the average growth percentile jumped from 51 to 84. She discussed the actions taken during the last two years that likely resulted in this highly accelerated math growth, including an investment in new math resources, professional development, the use of high-impact instructional strategies, data review, transitioning to the Common Core MAP, and implementing an after-school tutoring program for at-risk math students through newly obtained Title I funding.

Dr. Lopez responded to Board member questions about this remarkable progress, and identified the data review protocol as one of the most powerful of the factors. Dr. Heinz added that professional development focusing on high-impact instruction was an important component as well.

Moving forward, Dr. Lopez noted that although our math and reading scores are exceptional when we think about national norms, District 64 wants to compare itself with other high performing districts. She noted that although initially she had hoped to mine data from local districts, instead the publishers of MAP, NWEA, created a virtual comparison group of other high-performing districts nationwide with similar resources and student profiles especially for District 64. She then shared information about District 64 performance in reading and math against this comparison group. For reading and math, District 64 is meeting the high performing norm, meaning that we are growing about the same as the districts in the comparison group. When performance results by decile are compared to this high performing group, District 64 students achieving in the 60-70<sup>th</sup> are performing below the norm. Dr. Lopez interpreted this to mean that students in the higher average general education/core classroom program likely would benefit from further challenges. Moving to math, Dr. Lopez noted that District 64's performance for students achieving below the 20<sup>th</sup> decile are slightly exceeding the comparison group, meaning our students who are struggling in math are growing at a faster rate than other high performing districts. She also noted that similar to reading, students in the higher average 70<sup>th</sup> decile are growing at a slightly lower rate than the comparison group. Dr. Lopez remarked this would be something administrators and teachers will want to look at how we can provide challenges in the core classroom for those students.

Looking toward the future, Dr. Lopez suggested that the District would be reviewing the fall 2015 MAP data using this high performing comparison group lens, and would be focusing on differentiation so that every decile group, especially those high average ones noted this spring, are appropriately challenged. She also recommended that District 64 set a five-year goal coincident with the new Strategic Plan to exceed the high performing norm. She further recommended that the District begin spring MAP testing of grade 8 students in 2016, which will provide data for one-third of the middle school students as well as important "exit" data. She responded to further Board member questions about this goal. Board members expressed appreciation for the outstanding results and Dr. Heinz thanked Dr. Lopez for working closely with NWEA to create this comparison group that can provide a useful tool to continue moving District 64 forward.

#### **DISCUSSION OF CERTIFIED ADMINISTRATOR SALARY AND BENEFITS FOR 2015-16**

Discussion of  
Certified  
Administrator  
Salary and  
Benefits for  
2015-16

Board President Borrelli noted the Board had voted at the start of the meeting to conduct this discussion in open session. He reported that administration had asked the Board to consider providing and standardizing health and dental benefits for certified administrators to put District 64 on an even basis competing with other districts in this area. Board President Borrelli reported the Board also had been considering raises to base salaries for administrators for 2015-16. He noted that Board member Johnson had developed a spreadsheet to facilitate Board discussion by helping to measure the impact on the tentative 2015-16 budgeted amounts for this category. Board member Johnson summarized the potential costs of providing health and dental benefits for certified administrators, and the potential savings from eliminating other items to standardize benefits within the group. In addition, he noted the various options to eliminate or reduce a monthly telecommunications stipend. He pointed out the pool of funds that would then be available for potential increases to base salaries.

Dr. Heinz emphasized that administration had proposed and been discussing with the Board during closed session over the past several weeks four goals regarding administrative compensation this year, including: to standardize the benefit structure to create equity within the group; to move salaries over time to be measured against a quartile system of the North Cook school districts with which District 64 competes not only academically but for administrator talent; to incentivize administrators and set raises on an annual basis based on the market average within the North Cook quartile grid; and to make one-time adjustments as needed over time to specific administrators to place them more appropriately on the quartile grid.

Board member discussion focused on how to afford these changes. They estimated the potential dollar impact of various options, such as providing health benefits, potentially standardizing other benefits that exist within the administrative group, and eliminating or reducing other benefits such as a monthly telecommunications stipend for cell phones. A majority of Board members appeared to reach consensus in support of reducing the telecommunications stipend to \$250 annually and applying the savings to providing health and dental insurance. Board members turned their focus on annual increases and discussed whether the funds remaining from the spreadsheet analysis should be devoted to raises to base salary to achieve the key compensation goals Dr. Heinz mentioned. Board President Borrelli invited Board members to express their viewpoints on whether each member would support providing the insurance benefit and whether they would support a base salary increase; a majority appeared to reach consensus to do both. He noted the Board would defer action on this topic until the next meeting.

#### **APPROVAL OF THE 2020 VISION STRATEGIC PLAN**

Approval of the 2020  
Vision Strategic Plan

Dr. Heinz thanked the Board and her administrative team for the thorough presentation and discussion at the June 8 meeting. She noted that adjustments had been made to the plan and scorecard based on that review, as detailed on her memo. She recommended approval of the plan so that work could begin on implementation planning this summer with the full administrative council in preparation for the start of school. She responded to Board member questions about how several of the new metrics would be developed as part of this implementation planning process. She noted the Board would receive semi-annual updates on the plan and balanced scorecard, with more frequent updates internally for administrators.

Noting that some adjustments would be inevitable, and expressed her enthusiasm for launching the plan.

**ACTION ITEM 15-06-9**

Action Item  
15-06-9

It was moved by Board member Johnson and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the 2020 Vision Strategic Plan, including the: mission and vision; guiding philosophy; six objectives with their related strategies, outcomes and measures; and the balanced scorecard.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**RESOLUTION #1139 FOR TRANSFER OF INTEREST FUNDS FROM WORKING CASH TO EDUCATIONAL FUND**

Resolution #1139 for Transfer of Interest Funds from Working Cash to Educational Fund

CSBO Allard noted that unlike prior years, the interest in the Debt Service Fund was not being transferred since the levy in that fund is so low. She reported that the annual interest transfer is included in the budget. She affirmed that the interest is earned from investments in our portfolio as part of our investment program and that the transfer is a normal course of action each year.

**ACTION ITEM 15-06-10**

Action Item  
15-06-10

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, adopt Resolution #1139, authorizing the transfer of \$161,515.32 interest earned from June 2014 – May 2015 from the Working Cash Fund to the Educational Fund on or before June 30, 2015.

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

NAYS: Borrelli

PRESENT: None.

ABSENT: None.

The motion carried.

**RESOLUTION #1140 FOR PREVAILING WAGE**

Resolution #1140  
for Prevailing  
Wage

CSBO Allard noted the District is required by the Illinois School Code to annually adopt the prevailing wage for Cook County, and that this action would place the District in compliance.

ACTION ITEM 15-06-11

Action Item  
15-06-11

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, adopt Resolution #1140 regarding the Illinois Prevailing Wage Act as provided by the Illinois Department of Labor.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**ADOPTION OF RESOLUTION #1141 APPOINTING LUANN KOLSTAD AS THE IMRF AUTHORIZED AGENT**

Resolution #1141  
Appointing Luann Kolstad  
as the IMRF Authorized  
Agent

Dr. Heinz and CSBO Allard affirmed that this change is required.

ACTION ITEM 15-06-12

Action Item  
15-06-12

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 adoption of changing the authorized agent for Illinois Municipal Retirement Fund as provided for on the attached Notice of Appointment of Authorized Agent effective July 1, 2015.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF COMPENSATION FOR BUILDING AND DISTRICT CERTIFIED ADMINISTRATORS EFFECTIVE JULY 1, 2015**

Approval of  
Compensation for  
Building and District  
Certified  
Administrators  
Effective July 1, 2015



Based on tonight's lengthy discussion, Board President Borrelli noted the Board would anticipate receiving a more specific motion for action at the July 13 regular Board meeting.

**APPROVAL OF 2015-16 SALARIES FOR ALL GROUPS, NON-CERTIFIED, OUTSIDE OF PREA AND PRTAA EFFECTIVE JULY 1, 2015**

Approval of 2015-16 Salaries for all Groups, Non-Certified, Outside of PREA and PRTAA Effective July 1, 2015

Board President Borrelli summarized the proposals that had been discussed previously for these groups of employees effective July 1. He noted that the exempt group was shifting to a merit-based system, and that for the coming year the proposed increase would be a maximum of 2%. He noted that the Board had previously agreed that secretary and custodian/maintenance groups would receive a 3% maximum increase which would drop to a 2% maximum in future years. Board members suggested that motions be brought back for action at the July 13 meeting so that 2015-16 raise percentages are stated explicitly for each category of performance evaluation, and that the evaluation tool for use during 2015-16 to be considered for providing raises in 2016-17 also explicitly state the percentage raise for each category of performance evaluation.

**RESOLUTION TO EXTEND SUPERINTENDENT'S CONTRACT**

Resolution to Extend Superintendent's Contract

ACTION ITEM 15-06-15

It was moved by Board member Lee and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the resolution to extend the Superintendent's contract by one year.

Action Item  
15-06-15

Board President Borrelli read a short statement defining the contributions Dr. Heinz has made to District 64, noting that she has redefined the attitude for the District to be one of continuous improvement. He reviewed several of her achievement this year, including a Baldrige quality audit, the development of a new Strategic Plan, challenging professional development, improvement in growth MAP scores in math, evaluation of Educational Ends and curriculum, reviewing student services, preparation of a master facilities study, enhancements in communication and outreach, and many other efforts. He noted the rigorous evaluation process used to set her goals and review her accomplishments this year, and that the Board was unanimous in its recommendation to extend her contract. Other Board members also expressed their strong support for retaining her, their respect for her leadership, and the extensive time the Board has taken due to the transition to new members to deliberate on her performance and proposed contract extension and compensation. Dr. Heinz expressed her appreciation for the Board's strong support.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF COMPENSATION FOR SUPERINTENDENT  
EFFECTIVE JULY 1, 2015**

Approval of  
Compensation for  
Superintendent  
Effective July 1, 2015

Board President Borrelli offered an opportunity for the Board to return to closed session to discuss one final matter; four members expressed support for remaining in open session for the conversation.

Board President Borrelli then noted the previous Board had provided an extensive evaluation of Dr. Heinz's performance at mid-year and again at the close of the year, and found her work to be exemplary and that she had received an excellent rating from the Board for her performance in achieving the goals. As previously noted, the current Board also carefully reviewed her performance and the documentation before moving forward. He noted that Dr. Heinz had been hired below market, and that a proposal had been made to provide a 2% increase in base salary to begin moving her toward the market range. Board members then expressed their views on the proposed increase in base salary and on the provision of health insurance that other certified administrators are anticipated to receive. Board President Borrelli noted the evaluation tool had seven different areas with subdivisions in each. Dr. Heinz affirmed that her job is multi-faceted and that the Board's evaluation tool takes into account not only student achievement but also the many other responsibilities of her leadership position.

ACTION ITEM 15-06-16

Action Item  
15-06-16

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the compensation package for the Superintendent effective July 1, 2015 that includes paying for her benefits in accordance with how we will be paying the other administrator's benefits and a 2% increase to base salary.

Board members discussed whether to split the two components of the motion, and also discussed whether to bring the package back on July 13 for approval. It was determined that several Board members expect to be absent on July 13. The consensus was to move forward with a vote on the motion as stated, and to revisit the motion if necessary.

The votes were cast as follows:

AYES: Zimmerman, Borrelli, Lee, Johnson

NAYS: Sotos, Paterno\*, Eggemann

PRESENT: None.

ABSENT: None.

The motion carried.

[\*Board member Paterno originally cast his vote as an Aye. At his request later in the meeting, the vote was changed to a Nay; this action was agreed upon by the other Board members who had voted Aye. Please see the minutes immediately prior to adjournment at the end of this meeting.]

## CONSENT AGENDA

Consent  
Agenda

Board member Johnson asked that the Maine Township School Depositories be removed from the Consent Agenda due to a conflict of interest with his employer.

CSBO Allard responded to Board member questions about the placement of a psychologist on the pay scale; the May expenses and revenues; payments to FE Moran for Carpenter; payments for Title II services; transportation contract payment in May; and services provided by PMA Financial. CSBO Allard also agreed to provide an updated estimate of the District's fund balance on June 30 at the close of the fiscal year to Board members in the Friday memo as a final report before her retirement.

### A. PERSONNEL REPORT

Ashley Carlborg	Employ as Speech Language Pathologist for Jefferson School beginning August 17, 2015 - \$66,778.00.
Jocelyn Ortiz	Employ as School Psychologist for Field School beginning August 17, 2015, 2015 - \$70,405.00.
Catherine Peuvion	Employ as Social Worker for Washington School beginning August 17, 2015, 2015 - \$71,106.00.
Lynn Franz	Change of Assignment from Accounting Clerk - Level III to Assistant Payroll Specialist – Level IV effective July 1, 2015.
Elizabeth Gonzalez	Change of Assignment from Special Education/Pupil Services Secretary – Level III, 12-Months to Technology Secretary at Jefferson School – Level IV effective June 22, 2015.
Karen Harris	Resign as Lunch Program Assistant Head Supervisor at Washington School effective June 9, 2015.
Judy Krueger	Termination as Lunch Program Supervisor at Field School effective June 5, 2015.
Shari Lazor	Revision from June 8, 2015 Personnel Report - Employ as Assistant Principal for Washington School beginning July 27,

	2015.
Jason Friesl Grace Householder	Employ as Summer School Assistants effective 6/16/15 - Emerson School.
Nancy Tierney	Change of Assignment as Summer School Teacher at Emerson Plus Book Bag Coordinator Stipend to Summer School Technologist, no Stipend effective 6/16/15 - Emerson School.

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

## B. BILLS, PAYROLL AND BENEFITS

### Bills

10 - Education Fund-----	\$ 906,852.38
20 - Operations and Maintenance Fund -----	64,263.84
30 - Debt Services-----	-
40 - Transportation Fund -----	214,137.10
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	318,224.43
80 - Tort Immunity Fund -----	12,129.00
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 121771 - 121909      Total: \$1,515,606.75

### Payroll and Benefits for Month of May 2015

10 - Education Fund -----	\$ 3,955,908.25
20 - Operations and Maintenance Fund -----	225,917.19
40 - Transportation Fund -----	-
50 - IMRF/FICA Fund -----	82,187.54
80 - Tort Immunity Fund-----	-

Checks Numbered: 11470 – 11543

Direct Deposit: 900074981 - 900076599

Total      \$ 4,264,012.98

Accounts Payable detailed list can be viewed on the District 64 website [www.d64.org](http://www.d64.org) > Departments > Business Services.

## C. APPROVAL OF FINANCIAL UPDATE FOR THE PERIOD ENDING May 31, 2015

Monthly financial reports can be viewed on the District 64 website [www.d64.org](http://www.d64.org) > Departments > Business Services.

**D. APPROVAL OF RESOLUTION #1142 WITH PMA FINANCIAL SERVICES**

**E. ACCEPTANCE OF DONATION**

**F. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)**

**ACTION ITEM 15-06-17**

Action Item  
15-06-17

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 Consent Agenda of June 22, 2015, which includes the Personnel Report; Bills, Payroll and Benefits; Approval of May Financials ending May 31, 2015; Approval of Resolution #1142 with PMA Financial Services; Acceptance of Donation; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**APPROVAL OF MAINE TOWNSHIP SCHOOL TREASURER DEPOSITORIES**

Approval of Maine  
Township School  
Treasurer  
Depositories

**ACTION ITEM 15-06-17a**

It was moved by Board member Zimmerman and seconded by Board member Lee that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Maine Township School Treasurer Depositories.

Action Item  
15-06-17a

The votes were cast as follows:

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

NAYS: None.

PRESENT: Johnson

ABSENT: None.

The motion carried.

**APPROVAL OF MINUTES**

Approval of  
Minutes

ACTION ITEM 15-06-18

Action Item  
15-06-18

It was moved by Board member Zimmerman and seconded by Board member Eggemann that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois approve the minutes from the Special Board Meetings on June 8 and June 1, 2015; Committee-of-the-Whole Meetings on June 8 and May 11, 2015; Regular Board Meeting on May 18, 2015; and Closed Meetings on June 8, June 1, and May 18, 2015.

Board members inquired whether closed session minutes were maintained in an electronic format that is searchable.

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

**BOARD MEMBER LIAISON REPORT**

Board Member  
Liaison Report

Dr. Heinz provided a brief overview of the final Traffic Safety Committee meeting of the year, which focused on preparations for the Worlds of Wonder summer school to be conducted this summer at Franklin and Emerson schools.

**OTHER DISCUSSION AND ITEMS OF INFORMATION**

Other Discussion and  
Items of Information

Dr. Heinz and CSBO Allard presented information on the District's pCard rebate and responded to Board member questions about how the card is managed. Dr. Heinz also provided information on the remaining balance of uncollected student fees, an update on summer construction projects, and a FOIA request.

Board member Paterno then asked that his vote on Action Item 15-06-16 Superintendent's compensation for 2015-16 be changed, and that it had been his intention to vote against the motion. Board President Borrelli then asked whether the four other Board members who had voted in favor of the motion agreed to allow Board member Paterno's vote to be changed as the change would not impact the passage of the motion; all verbally agreed to the change. Board President Borrelli directed that the minutes indicate the change in how Board member Paterno had cast his vote.

**ADJOURNMENT**

Adjournment

At 12:06 a.m., it was moved by Board President Borrelli to adjourn, which was approved unanimously by voice vote.

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President

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Secretary

DRAFT

Board Member Liaison Report



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

**Board of Education Agenda  
Monday, August 10, 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, August 10, 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>	
7:30 p.m.	<ul style="list-style-type: none"> <li>• <b>Public Comments</b></li> </ul>	
7:40 p.m.	<ul style="list-style-type: none"> <li>• <b>Board Adopts 2015-16 Tentative Budget &amp; Establishment of Public Hearing Date</b></li> <li>-- Chief School Business Official</li> </ul>	<b>A-1</b>  <b>Action Item 15-08-1</b>
7:55 p.m.	<ul style="list-style-type: none"> <li>• <b>Year 1 Web Review</b></li> <li>-- Director of Innovation and Instructional Technology</li> </ul>	<b>A-2</b>
8:35 p.m.	<ul style="list-style-type: none"> <li>• <b>Update on Unaudited Budget Actuals 2014-15</b></li> <li>-- Chief School Business Official</li> </ul>	<b>A-3</b>
9:20 p.m.	<ul style="list-style-type: none"> <li>• <b>Preliminary Enrollment and Staffing Report</b></li> <li>-- Assistant Superintendent for Human Resources/ Chief School Business Official</li> </ul>	<b>A-4</b>
9:30 p.m.	<ul style="list-style-type: none"> <li>• <b>Presentation and Adoption of Board Goals 2015-17</b></li> <li>-- Board President</li> </ul>	<b>A-5</b>
9:40 p.m.	<ul style="list-style-type: none"> <li>• <b>Authorization to Submit Health Life Safety Survey to Illinois State Board of Education</b></li> <li>-- Superintendent</li> </ul>	<b>A-6</b>  <b>Action Item 15-08-2</b>
9:50 p.m.	<ul style="list-style-type: none"> <li>• <b>Consent Agenda</b></li> <li>-- Board President</li> <li>• Personnel Report</li> </ul>	<b>A-7</b>  <b>Action Item 15-08-3</b>

- Bills, Payroll, and Benefits
- Approval of June Financials Ending July 31, 2015
- Approval of Intergovernmental Agreement Between the Niles Township District for Special Education 807 and the Park Ridge Consolidated Community School District 64 for the Provision of Certain Special Education Services
- Release of Closed Minutes
- Destruction of Audio Closed Minutes

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.