

Inspire every child to



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

Regular Board Meeting Agenda
Monday, November 16, 2015
Franklin School – Gym
2401 Manor Lane
Park Ridge, IL 60068

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

TIME

APPENDIX

- | | | |
|-----------|---|---|
| 6:00 p.m. | <p>Meeting of the Board Convenes</p> <ul style="list-style-type: none"> • Roll Call • Introductions • Opening Remarks from President of the Board | |
| 6:00 p.m. | <p>• Board Recesses and Adjourns to Closed Session</p> <p>-- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity [5 ILCS 120/2 (c)(1)] and the placement of individual students in special education programs and other matters relating to individual students [5 ILCS 120/2 (c) (10)].</p> | |
| 7:00 p.m. | <p>• Board Adjourns from Closed Session and Resumes Regular Board Meeting</p> <p>• Pledge of Allegiance and Welcome</p> <p>-- Franklin School Principal/Students/PTA</p> <p>• School Board Members Appreciation Day</p> <p>-- Superintendent</p> <p>• Public Comments</p> <p>• Discussion on New Curriculum Review Cycle</p> <p>-- Assistant Superintendent for Student Learning</p> <p>• Update on State Report Card</p> <p>-- Assistant Superintendent for Student Learning</p> <p>• Discussion on Health Life Safety and Master Facility Plan</p> <p>-- Superintendent/Chief School Business Official</p> | <p>A-1</p> <p>A-2</p> <p>A-3</p> <p>A-4</p> |

- **Approval of Preparation of Construction Documents for Bidding of Vestibules/Office Renovations** **Action Item 15-11-3** **A-5**
 -- Chief School Business Official
- **Approval of Preparation of Construction Documents for Bidding of Health Life Safety and Critical Infrastructure Work** **A-6**
 -- Chief School Business Official **Action Item 15-11-4**
- **Overview of McKinney Vento (Homeless) Requirements** **A-7**
 -- Director of Student Services/Assistant of Director of Student Services
- **Update on VoIP** **A-8**
 -- Director of Innovation and Instructional Technology
- **Consent Agenda** **Action Item 15-11-5** **A-9**
 -- Board President
 - Personnel Report
 - Bills, Payroll and Benefits
 - Approval of Financial Update for the Period Ending October 31, 2015
 - Approval of Policies 5:270, 5:290 and 6:15
 - Adopt Final Calendar for 2016-17 School Year
 - Destruction Audio Closed Minutes (none)
- **Approval of Minutes** **Action Item 15-11-6** **A-10**
 -- Board President
 - Regular Board Meeting October 26, 2015
- **Other Discussion and Items of Information** **A-11**
 -- Superintendent
 - Upcoming Agenda
 - Freedom of Information Act (FOIA) Request
 - District Committee Update (Elementary Learning Foundation, Traffic Safety, PTO/A Presidents)
 - Memorandum of Information
 - Illinois Youth Survey
 - Minutes of Board Committees (none)
 - Other (none)
- **Adjournment**

Next Regular
Meeting:

Monday, December 14, 2015

Public Hearing on 2015 Tax Levy and Regular Board Meeting – 7:00 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 November 9, 2015

November 16, 2015 – Franklin School – Gym

Closed Session – 6:00 p.m.

Regular Board Meeting – 7:00 p.m.

(As of Thursday, August 27, 2015 all Regular meetings will move from 7:30 p.m. to 7:00 p.m.)

- Board Member Appreciation /Recognition Days
- Discussion on New Curriculum Review Cycle
- Update on 2014-15 State Report Card
- Overview of McKinney Vento (Homeless) Requirements
- Discussion on Health Life Safety and Master Facility Plan
- Update on VoIP
- Approval of Policies 5:270, 5:290 and 6:15
- Approval of Preparation of Construction Documents for Bidding of Summer 2016 Projects
- Approval of Financial Update for the Period Ending October 31, 2015

December 14, 2015 – Jefferson School – Multipurpose Room

Public Hearing on 2015 Tax Levy and Regular Board Meeting – 7:00 p.m.

(As of Thursday, August 27, 2015 all Regular meetings will move from 7:30 p.m. to 7:00 p.m.)

- Board Conducts a Public Hearing Prior to Adopting the 2015 Tax Levy
- Resolution #_____ to Adopt Final 2015 Tax Levy
- Presentation of State School Report Cards & Discussion of PARCC and 5E Survey Results from 2014-15
- Report and Acceptance of Annual Audit FY15
- Summer Interim Session 2015 Report
- Discussion: Student Fees
- Discussion Regarding Formation of Board Finance and Building/Sites Committee
- Presentation and Approval of Summer Interim Session 2016
- Present Tentative Calendar for 2017-18 School Year
- Approval of Financial Update for the Period Ending November 30, 2015
- Campaign for Park Ridge Community Fund (memo of information)

January 11, 2016 – Jefferson School – Multipurpose Room

Special Board Meeting - 6:30 p.m.

- Board Workshop – Community Engagement
- Consent Agenda - Bills

January 26, 2016 – Jefferson School – Multipurpose Room

Regular Board Meeting – 7:00 p.m.

(As of Thursday, August 27, 2015 all Regular meetings will move from 7:30 p.m. to 7:00 p.m.)

- Pledge of Allegiance and Welcome
- Adoption of Resolution # Directs the Chief School Business Official Under the Direct Supervision of the Superintendent to Begin Preparation of a Tentative Budget for the 2016-17 Fiscal Year in Accordance with Board Policy 4:10 Fiscal and Business Management and the Illinois School Code 105ILCS 5/17-1
- Update on 2020 Vision Strategic Plan
- Discussion on Staffing 2016-17
- Discipline Data Report
- Adopt Tentative Calendar for 2017-18 School Year
- Review of Closed Session Minutes for Release

- Approval of Financial Update for the Period Ending December 31, 2015

February 8, 2016 – Jefferson School – Multipurpose Room

Committee-of-the-Whole: Finance – 6:30 p.m.

- Review Long-Range Financial Projections

February 22, 2016 - Washington School - Gym

Regular Board Meeting – 7:00 p.m.

(As of Thursday, August 27, 2015 all Regular meetings will move from 7:30 p.m. to 7:00 p.m.)

- Pledge of Allegiance and Welcome
- Board Authorizes 2016 - Staffing Plan
- District Institute Day Update
- Approval of Bids for Summer 2016
- Approval of Financial Update for the Period Ending January 31, 2016

March 21, 2016 – Lincoln School – Gym

Regular Board Meeting – 7:00 p.m.

(As of Thursday, August 27, 2015 all Regular meetings will move from 7:30 p.m. to 7:00 p.m.)

- Pledge of Allegiance and Welcome
- Approval of Health Life Safety Recommendations Safety Recommendations for a Five-year Plan
- Healthy Living Month – memo
- Consent Agenda
 - Resolution # ___ to Transfer Funds Between Education and Debt Service Fund for VoIP
 - Resolution # ___ to Transfer Funds Between Education and Debt Service Fund for Copier
 - Resolution(s) Reduction in Force List (tentative)
 - Resolution # ___ Non-Reemployment of part-Time Educational Support Personnel Employees (tentative)
 - Resolution # ___ Dismissal of First or Second or Third -Year Probationary Teachers for Reasons Other than Reduction-in-Force (tentative)
 - Resolution #-- Honorable Dismissal of Teachers (tentative)
 - Resolution #___ Dismissal of Probationary Educational Support Personnel Employees (tentative)
 - Approval of Financial Update for the Period Ending February 29, 2016

TBD

- Update on Food Service Contract
- Discussion of New Board Finance Committee Structure (November/December)
- 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
- Approval of Ten-year Health Life Safety Survey

The above are subject to change.

To: Board of Education
From: Dr. Laurie Heinz, Superintendent
Date: November 16, 2015
Re: School Board Members Appreciation Day

District 64 is joining with other Illinois districts to thank the seven members of our Board of Education for championing quality education as ***Everyday Heroes***.

Sponsored by the Illinois Association of School Boards, School Board Members Day is being celebrated for the seventh year across Illinois on November 15. It has been proclaimed as a special opportunity set aside each year to thank the almost 6,000 board members serving in 863 school districts for providing local, grassroots governance.



District 64 is honoring the seven members of our board at the regular meeting on Monday, November 16. Franklin School students will have the opportunity this year of presenting certificates of appreciation to the Board.

Thank you to our current Board members for your leadership and the sacrifices you have made in service to our schools and the community. We encourage all members of the community to reach out to add their appreciation; Board members may be reached via the Board menu of the District 64 website: d64.org.

Saluting 50 Years of Service

In addition, this year District 64 is introducing a new website page to salute community members who have served on previous Boards of Education. Although our District is quite old, our recent Board records date back to 1968. We thank these 59 men and women – and all who came before them – for their unwavering dedication to our students, staff and schools. The visionary goals and policies they established made it possible for generations of Park Ridge-Niles students to thrive and succeed, thanks to their outstanding District 64 education.

The new [Past Board Members page](#) is accessible via the Board menu on the website: d64.org.

To: District 64 Board of Education

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

Date: November 16, 2015

Re: Curriculum Review Cycle

Overview

In 2006, District 64 decided to move from a seven-year curriculum review cycle to a dynamic curriculum review process. Rather than systematically moving through subject areas, the Curriculum Specialists have provided ongoing support for curriculum revisions. This has been especially helpful as the District has transitioned to the Common Core State Standards in English language arts and math.

Now that this transition is complete, the administrative team is recommending a return to a traditional seven-year curriculum cycle in addition to the ongoing support provided by the Curriculum Specialists. A systematic process for curriculum review supports school districts with addressing changes in state and national standards, implementing research-based instructional practices, maintaining materials, and responsibly planning for purchases. It also ensures that revisions undertaken within a school year are manageable in terms of time and resources.

Review Cycle

The Curriculum Review process has four stages: Research, Develop, Implement, and Monitor. The chart below identifies the activities and outcomes for each stage of the cycle.

The Four Stages of Curriculum Review

Stage	Activities	Outcomes
1: Research (R)	<ul style="list-style-type: none"> ● Form Learning Team representative of staff ● Analyze state and national standards ● Review national, state, and local test data ● Identify effective instructional practices for the content area ● Develop initial scope and sequence and curriculum map ● Identify potential curriculum resources ● Develop resource review criteria ● Select resources 	<ul style="list-style-type: none"> ● Philosophy and rationale for curriculum ● Needs assessment based on student performance data, current curriculum, current practices, and stakeholder feedback ● Effective instructional practices
2: Develop (D)	<ul style="list-style-type: none"> ● Pilot materials as appropriate ● Finalize scope and sequence and curriculum map ● Develop pacing guide ● Design common assessments ● Make final recommendations ● Seek Board approval ● Order materials ● Design staff development plan ● Deliver staff development on curriculum, materials, and instructional strategies 	<ul style="list-style-type: none"> ● Resource recommendation ● Board approval ● Scope and sequence ● Curriculum map ● Pacing guide ● Common assessments ● Professional development for staff on curriculum and materials ● Materials order placed
4: Implement (I)	<ul style="list-style-type: none"> ● Full implementation of curriculum, assessment, and materials ● Collect feedback on implementation ● Revise curriculum map and pacing guide 	<ul style="list-style-type: none"> ● Year 1 implementation ● Feedback on Year 1 implementation ● Revision of curriculum map and pacing guide ● Review of baseline student performance data
5: Monitor (M)	<ul style="list-style-type: none"> ● Monitor implementation ● Revise curriculum maps and pacing guides ● Monitor student performance 	<ul style="list-style-type: none"> ● Continued refinement of curriculum map and pacing guide ● Ongoing review of student performance data

•Adapted from Mooney and Mausbach, Feb 2009

Going forward, District 64 will implement a seven-year curriculum cycle as outlined below:

Subject Area	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
ELA	M	R	D	I	M	M	M
MS ELA Electives	M	M	M	M	M	R	D
Math	M	M	M	R	D	I	M
Science	D	I	M	M	M	M	M
Social Studies	M	M	R	D	I	M	M
Music, Instrumental Music, Art	R	D	I	M	M	M	M
Health, Physical Education	M	R	D	I	M	M	M
Foreign Language	R	D	I	M	M	M	M
MS Electives	M	M	R	D	I	M	M

Board approval of the recommendations from the Curriculum Learning Team occurs at the Develop (D) phase, which is indicated in yellow above. In addition to the other benefits previously noted, this seven-year cycle allows Board members to remain more fully informed as curriculum is revised.

To: District 64 Board of Education

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

Date: November 16, 2015

Re: Illinois School Report Card

The Illinois State Board of Education annually releases the Illinois Report Card, which shows performance on a range of indicators for each school, district, and the state.

New Metrics and Features

In addition to enhanced returning features, this year's Report Card includes the following new metrics and features:

- **Percentage of Eighth Graders Passing Algebra I:** This metric reports the percentage of students who have passed Algebra I by eighth grade. In District 64, 47.3% of students passed Algebra 1 in district compared to 28.4% at the state level.
- **Enhanced Educator Data:** This includes: teacher demographics, teacher retention, pupil-teacher ratio, teacher education, teacher salary, principal turnover, pupil-administrator ratio, administrator salary, and pupil-certified staff ratio.
- **Health and Wellness Metric (Coming Soon):** This metric, which will be updated on the Report Card site later this year, will report the average number of days that each student attends physical education class per week. Per the school code, Health class is part of Physical Educational programming and is taught weekly to all K-5 students. District 64 middle school students have Physical Education five days per week in addition to one trimester of Health each year.

Returning Metrics and Features

The Illinois School Report also includes:

- **Average Class Size**
- **School Enrollment**
- **Athletic, extracurricular, and afterschool programs**
- **Students with Disabilities:** Percentage of students who receive special education
- **Student Mobility:** Percentage of students who transfer in or out of the school between the first school day of October and the last school day of the year, not including graduates

- **Racial/Ethnic Diversity:** Percentage of students belonging to a particular racial/ethnic group
- **Low-income Students:** Tracks students in families receiving public aid, living in substitute care, or eligible to receive free or reduced-price lunches.
- **English Learners:** Percentage of students whose primary language is not English
- **ACCESS:** The ACCESS tests English language proficiency for English Learner students.
- **District Finances:** District-level financial information, including revenues and expenditures, reported in both dollars and percentages, and per-student spending. One-year financial data is available, as is five- and 10-year trend data.
- **Compare Schools:** Compare various key performance metrics of up to four schools.
- **Achievement Gap:** Examine achievement gaps by grade and subject. Achievement gaps include Black/White, Hispanic/White, Black/Hispanic, Low Income/Non Low Income, Male/Female, Individualized Education Program (IEP)/Non IEP, and Limited English Proficiency (LEP)/Non LEP.

Illinois 5Essentials Survey

The 5Essentials is a statewide survey of individual schools' learning conditions and environment, completed by all sixth- through eighth-grade students and all prekindergarten through 12th grade teachers. These results are benchmarked to 2013 statewide 5Essentials data to allow for year-to-year comparison.

The Illinois 5Essentials Survey measures five dimensions of school organizational culture: Effective Leaders, Collaborative Teachers, Involved Families, Supportive Environment, and Ambitious Instruction. Research shows that schools that are ranked strongly on three or more of these dimensions are ten times more likely to improve student learning. The information included on the 2015 Report Card is from Spring 2015. The survey, which is administered every other year, will be administered again in Spring 2017.

The 5Essentials reports are available only for schools, not for districts. 5E data is reviewed by each school's Quality Improvement Team and used to set goals. The table below provides a general overview of District 64's performance as a whole; the strengths and opportunities listed are a composite and are not reflective of all eight schools.

5Essentials Survey: Summary of 2015-16 Results

Strengths (Rated “More Implementation” or “Most Implementation”)	Opportunities for Growth (Rated “Less Implementation” or scored in the low average range)
<ul style="list-style-type: none"> ● Teachers observe one other's practice and work together to review assessment data and develop instructional strategies. ● Teachers are deeply committed to the school. ● Teachers are supportive and respectful of one another, personally and professionally. ● Teachers and parents are partners in improving student learning. ● Parents are active participants in their child’s schooling. ● The school has created opportunities for parents to participate in developing academic programs and influencing school curricula . ● Students demonstrate behaviors that lead to academic achievement. <p>Middle school students report:</p> <ul style="list-style-type: none"> ● Teachers connect with students in the classroom and support them with achieving academic goals. ● Students feel safe both in and around the school building, and while they travel to and from home. ● Students and teachers share a high level of mutual trust and respect. ● Students interact with course material and one another to build and apply knowledge in their math classes. ● Teachers expect students to do their best and to meet academic demands. 	<ul style="list-style-type: none"> ● Continuing to support school leadership teams with setting high standards for teaching and learning. ● Developing a high level of mutual trust and respect between principals. ● Developing a strong sense of shared responsibility for student development, school improvement, and professional growth.

PARCC Achievement Data

Report Card data involving student growth and achievement on the PARCC assessment is not yet available as Illinois awaits district-, school-, and student-level results. The 2015 PARCC scores

will provide a new baseline for measuring student progress moving forward. Therefore, the PARCC test results cannot be compared to ISAT scores.

ISBE staff is modifying how the Report Card will display results from the first administration of the new PARCC test. PARCC results are reported by school as the percentage of students in five performance levels:

- 5- Exceeded Expectations
- 4 - Met Expectations
- 3- Approached Expectations
- 2 - Partially Met Expectations
- 1 - Did Not Meet Expectations

In September, the state released [preliminary statewide results](#) for the PARCC test. The Report Card will be updated with this district- and school-level data later this school year. Once the district- and school-level results are available, parents and community members will be able to see how many students performed at each of the five performance levels in English language arts and math by grade level.

We will share additional information with the Board as the Illinois School report card is updated.

To: Laurie Heinz, Superintendent
Board of Education

From: Luann Kolstad, Chief School Business Official

Subject: Discussion on Health Life Safety and Master Facility Plan

Date: November 16, 2015

At the November 5, 2015 Board of Education meeting, the administration reviewed with the board the schematics for the secure vestibules and updated costing on the secure vestibules and the roof projects. At tonight's board meeting the administration is reviewing the "Other Project" category with the board. All of the projects were identified in the Health Life Safety (HLS) report and the Master Facility Plan (MFP). The Other Projects estimated total is \$2,357,182. A spreadsheet is attached with a breakdown of the projects by building.

Tonight, the administration is also asking the board to approve the next phase of construction for summer 2016 projects. There are two motions on the table:

- Approval of Preparation of Construction Documents for Bidding of Vestibules/Office Renovation for Summer 2016 work.
- Approval of Preparation of Construction Documents for Bidding of Health Life Safety and Critical Infrastructure work for Summer 2016 work.

The board will need to vote tonight so that the bid packages can be developed and out to bid by the end of January 2016. The District wants to be one of the first out on the street for work in summer 2016. This gives us a bigger pool of bidders and once approved, allows enough lead-time to order items that require a long lead-time.

The administration has also heard that the Department of Commerce and Economic Opportunity (DCEO) should be up and running again soon and ready to accept grant applications for energy efficient projects for summer 2016. This will help defray the cost of new mechanical systems and lighting systems. We will keep the board updated as we receive further information.

Park Ridge-Niles School District 64
Proposed Facility Improvement Plan
Summer 2016
Other Project Category
November 11, 2015

Projects		Subtotal Project Cost Per School
Carpenter Elementary School		\$76,190
A-33 Exit Door	Gym 170 Occupant Load overloads exits, provide new direct exterior exit	
1 Roof	Provide new roof ridge vent	
5 Doors	Replace existing doors at north vestibule where doors are degraded due to corrosion	
6 Doors	Repair security pad at north vestibule where it has become disconnected from frame	
13 Roof	Provide additional roof support for existing condensate line	
22 Exterior Security Lighting	Replace existing exterior lights that have yellowed and show signs of rust with new energy efficient fixtures	
Franklin Elementary School		\$147,300
14 Roof	Remove and replace roof vents that show signs of corrosion and blockage	
22 Exterior Security Lighting	Replace existing exterior lights that have yellowed and show signs of rust with new energy efficient fixtures	
24 Roof	Replace metal gutters and fascia due to denting, damage and finish failure	
25 Masonry	Clean efflorescence in multiple locations to review for water infiltration	
6 Mechanical - EF	Remove and replace 5 exhaust fans	
7 Mechanical - Office	In office 120C replace split system past its useful life.	
Roosevelt Elementary School		\$382,782
A-16 Gym Windows	Gym 100 - Fiberglass glazing panels faded, cracked and delaminating - Replace	
A-15 Exterior Doors	Gym 100 - Existing doors not adequate width and are too close together for proper exiting, provide additional direct exterior exit	
5 Masonry	Remove and Repair spalling brick at various locations	
19 Exterior Security Lighting	Replace existing exterior lights that have yellowed and show signs of rust with new energy efficient fixtures	
21 Masonry	Clean efflorescence in multiple locations to review for water infiltration	
8 Mechanical	Gym / Cafeteria 100 replace existing air handling unit	
10 Mechanical	Mech. Staff workroom 306A Replace existing exhaust fan	
11 Mechanical	Elevator machine room replace existing exhaust fan	
Site	Repair and patch existing pot holes	

Park Ridge-Niles School District 64
Proposed Facility Improvement Plan
Summer 2016
Other Project Category
November 11, 2015

Projects		Subtotal Project Cost Per School
Washington Elementary School		\$642,000
8 Masonry	Remove and Repair spalling brick at various locations	
32 Masonry	Clean efflorescence in multiple locations to review for water infiltration	
14 Mechanical	Replace existing roof top unit	
17 Mechanical	Mech 120 remove and replace air handler and boiler	
18 Mechanical	Remove and replace exhaust fan	
Lincoln Middle School		\$714,339
A-52 Fiberglass Panels	Room 203 - Fiberglass glazing panels faded, cracked and delaminating - Replace as part of new windows	
A-70 Windows	Exterior - Replace windows due to thermal breaks that have shrunk and compromised structural stability	
A-38 Gym Egress	Gym 119 - Provide new exterior exit for occupancy overload in gym	
A-39 Gym Egress	Gym 119 - Enlarge existing exterior exit and increase size of landing and exterior stairs for occupancy overload in gym	
A-40 Gym Egress	Gym 119 - Provide new exterior exit for occupancy when divider walls are closed	
30 Exterior Security Lighting	Replace existing exterior lights that have yellowed and show signs of rust with new energy efficient fixtures	
Jefferson Center		\$46,100
13 Exterior Security Lighting	Replace existing exterior lights that have yellowed and show signs of rust with new energy efficient fixtures	
15 Masonry	Clean efflorescence in multiple locations to review for water infiltration	
Hendee Administration Building		\$348,472
Masonry	Clean efflorescence in multiple locations to review for water infiltration	
Site Work	Repair and patch existing pot holes	
2016 Other Projects Budget		\$2,357,183
November 2015 Nicholas + Associate Budget		
Field Elementary School		\$0
Emerson Middle School		\$0

Window Replacements



Existing windows scheduled for replacement are primarily insulated fiberglass, with small glass operable panes. Insulated fiberglass has a lifespan of 15-20 years. The windows at Lincoln are 35 years old and show visible wear and discoloration.





Fiberglass breaks down due to UV light (sunlight) and repeated exposure to freeze/thaw cycles typical in our climate. In places, the fiberglass has worn to the point of breaking, including full-depth cracks through the entire panel.





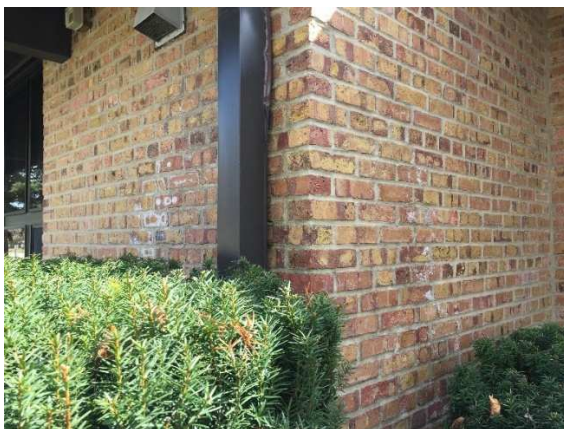
At the glass operable panes, the poured-in-place urethane thermal breaks, which provide the structural integrity of the window, have shrunk. This shrinkage is typical at all sides of the operable panes and in the frame of the window itself, creating open pathways for water to enter the wall structure.



Masonry Repairs



Efflorescence evident at the surface of the exterior wall.



In addition to efflorescence, spot locations of masonry are failing and fracturing at the surface.

Exterior Lighting Replacement



Typical canopy-mounted exterior light fixture showing signs of rust, scheduled for replacement.



Typical canopy-mounted exterior light fixture with yellowed lens, scheduled for replacement.



Typical wall-mounted exterior light fixture with yellowed lens, scheduled for replacement.



Typical pole-mounted exterior light fixture with yellowed lens, scheduled for replacement.



Typical pole-mounted exterior light fixture with yellowed lenses and showing signs of rust, scheduled for replacement.

APPROVAL OF PREPARATION OF CONSTRUCTION DOCUMENTS FOR
BIDDING OF VESTIBULES/OFFICE RENOVATIONS

ACTION ITEM 15-11-3

I move that the Board of Education Of Community Consolidated School District 64, Park Ridge-Niles, Illinois, approve the preparation of construction documents for bidding of vestibules/office renovation for summer 2016 work.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

11/16/15

APPROVAL OF PREPARATION OF CONSTRUCTION DOCUMENTS FOR
BIDDING OF HEALTH LIFE SAFETY AND CRITICAL INFRASTRUCTURE
WORK

ACTION ITEM 15-11-4

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the preparation of construction documents for bidding of Health Life Safety and Critical Infrastructure work for summer 2016 work.

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

11/16/15

***“What children experiencing homelessness
need most of all is a home...***

***.....but while they are experiencing homelessness, what they
need most is to stay in school.***

*School is one of the few stable, secure places in the lives of
these children, a place where they can acquire the skills they
need to help them escape poverty.”*

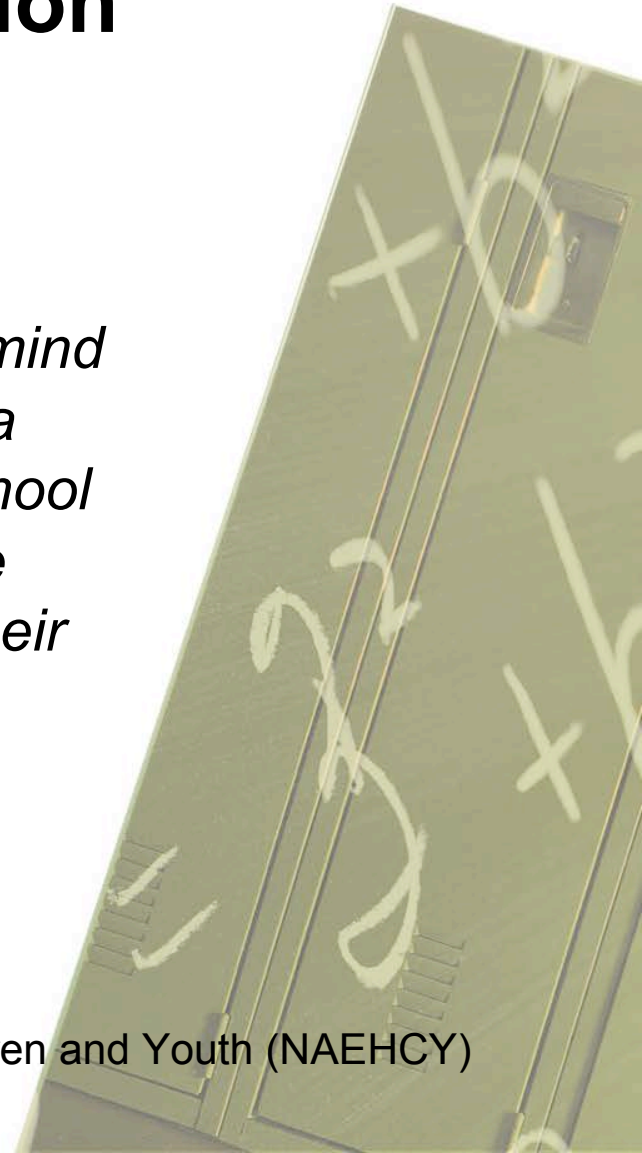


Data and Research

Each year, an estimated **1.5 million** children and youth experience homelessness in our country.

Those students lack the stability and peace of mind we all hope to be able to give our children. On a regular basis, children and youth report that school is a home to them – a place where they see the same faces, sit in the same seat and can put their hearts and minds into pursuits that take their minds off their daily troubles and gain the skills needed to avoid poverty and homelessness as adults.

* The National Association for the Education of Homeless Children and Youth (NAEHCY)



Data and Research

An Estimated 70,000 children are McKinney-Vento eligible in Illinois.

**At the end of May 2014 the “Collar Counties” had Over 1,394 students McKinney-Vento eligible
May of this year there is a slight decrease at 1,345.
*Possibly due to under reporting by LEA’s**

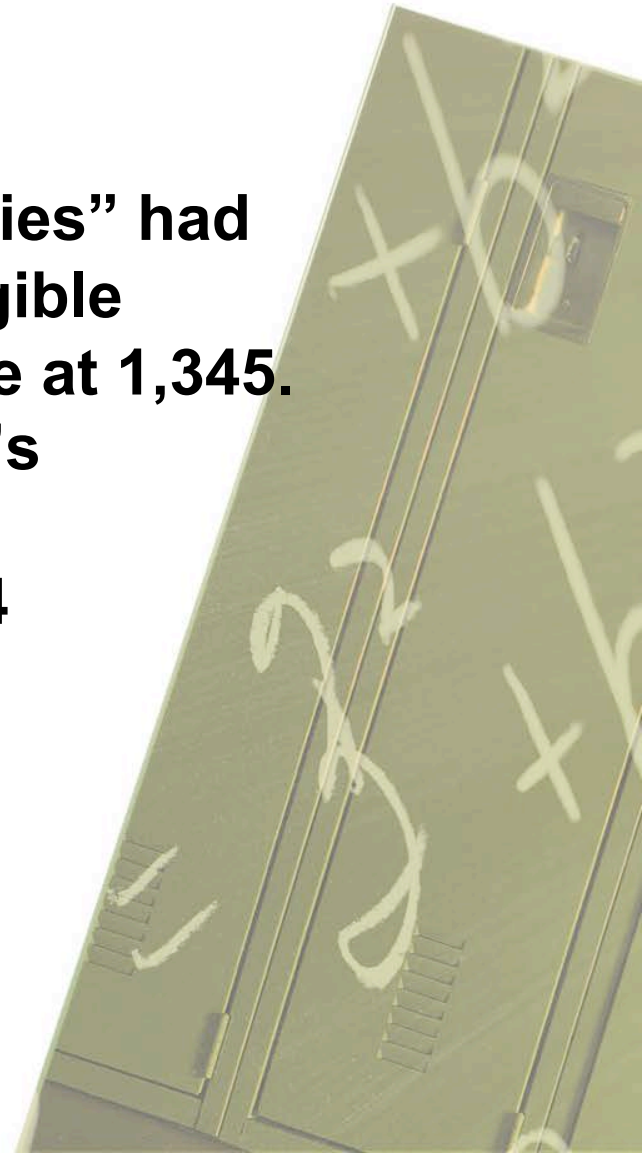
Suburban Cook County schools FY 2014

North Suburban Cook 2,215

West Suburban Cook 1,146

South Suburban Cook 3,310

Total 6,671



District 64 Low Income Families

2015-2016 school year

Number of fee waiver students:	185
Number of students enrolled:	4507
Percentage low income:	4.1%



District 64 Homeless Families

2014-2015 school year

10 students

2015-2016 school year

5 students to date



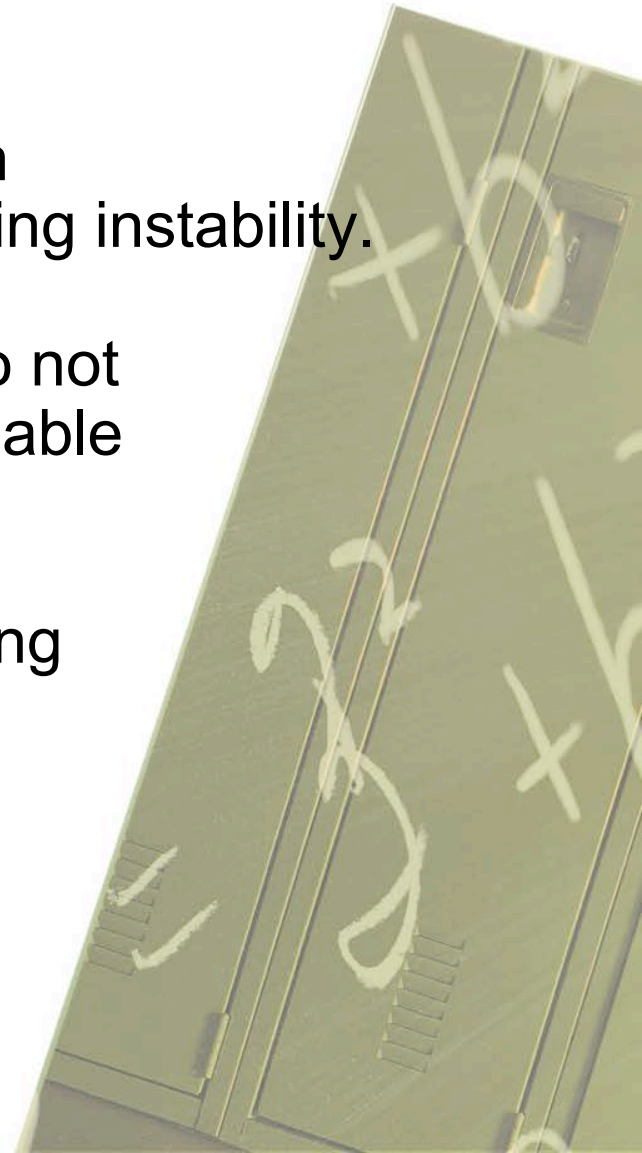
Data and Research

Housing Instability

The key to understanding families living in homelessness is to think in terms of housing instability.

Housing instability exists when families do not have the resources to have consistent reliable housing.

Families that have a high degree of housing instability will frequently bounce back and forth between having a temporarily stable housing situation and homelessness.



Family Rights Under McKinney-Vento

Choice of School

By federal and Illinois law, a McKinney-Vento child must be allowed to enroll in (at least) one of the following three schools:

- School of Origin**
- (1) the school last attended;**
 - (2) the school attended when the child was last permanently housed; or**
 - (3) the school that non-McKinney-Vento children who live in the same attendance area in which the McKinney-Vento child or youth lives are eligible to attend.**

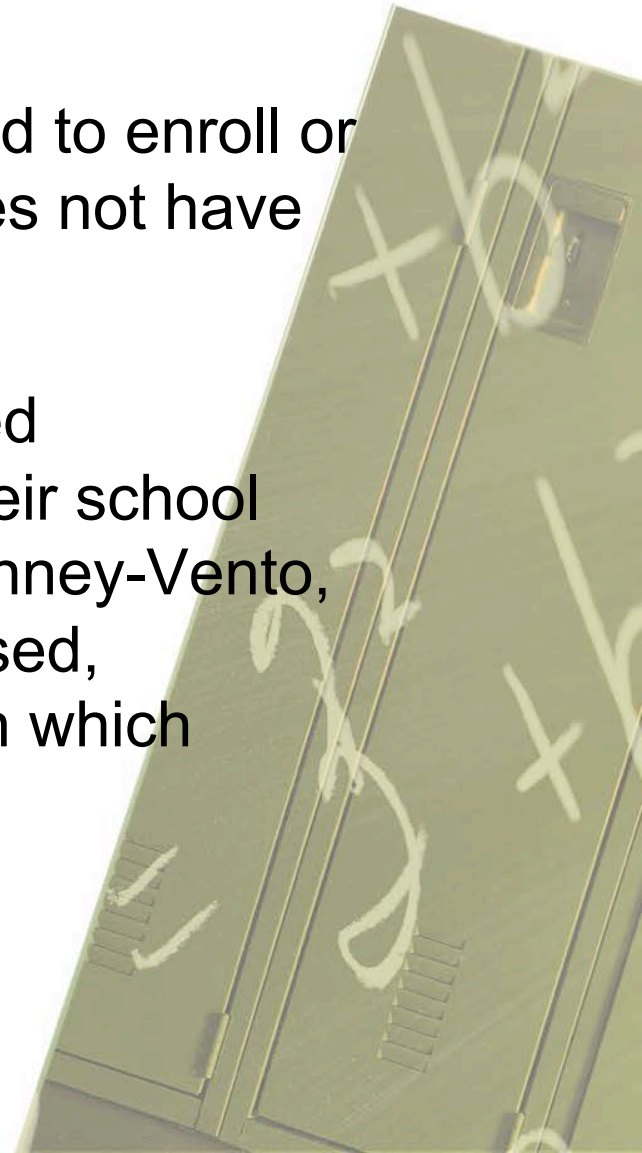
Illinois Education for Homeless Children Act, Section 105 ILCS 45/1-10 and the federal McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11432(g)(3)(A).

Family Rights Under McKinney-Vento

Choice of School

McKinney-Vento students must be allowed to enroll or re-enroll **immediately**, even if he/she does not have school records.

- Children and youth who have experienced homelessness are permitted to attend their school of origin for as long as they remain McKinney-Vento, or if the child becomes permanently housed, for the remainder of the academic year in which housing is acquired.

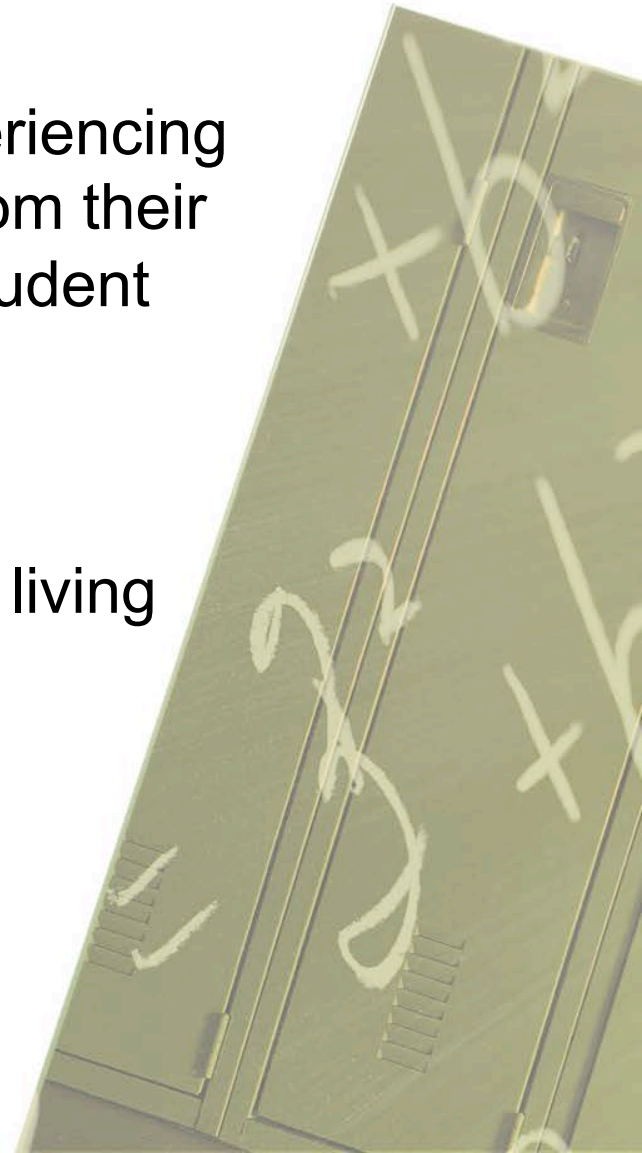


Family Rights Under McKinney-Vento

Transportation

School districts must provide students experiencing homelessness with transportation to and from their school of origin, at a parent, guardian, or student request.

The local LEA of origin and the LEA in which the McKinney-Vento child or youth is living shall agree upon a method to apportion the responsibility and costs for providing the child with transportation to and from the school of origin.

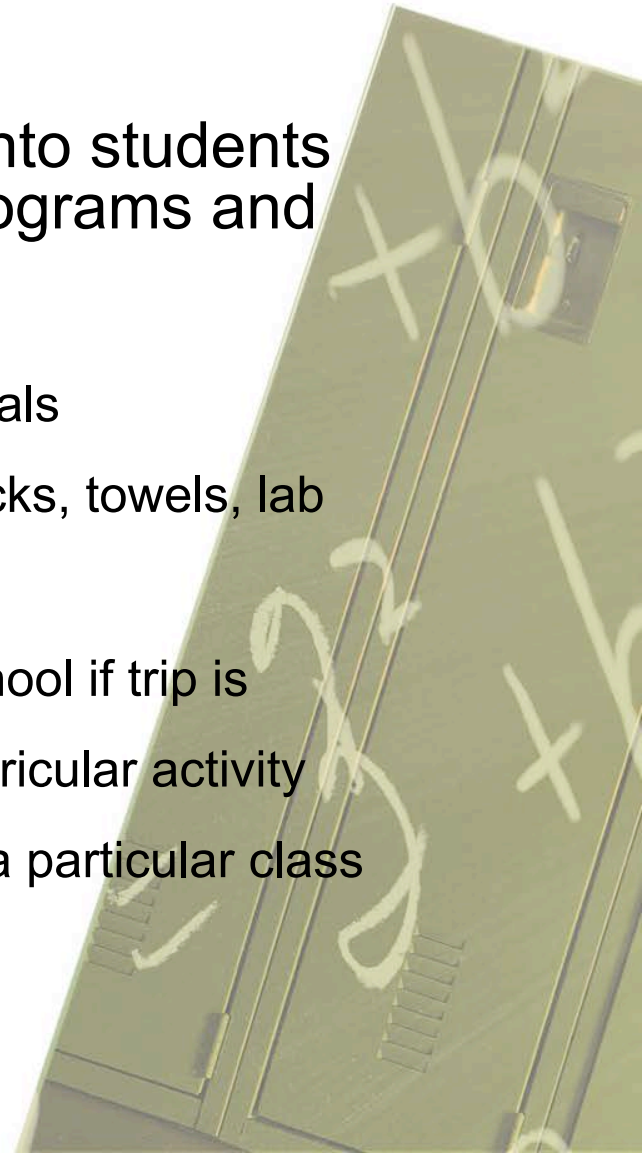


Family Rights Under McKinney-Vento

Waiver of School Fees

IMMEDIATELY ENROLL all McKinney-Vento students in free lunch and breakfast, if available, programs and to waive the following charges

1. Charges for textbooks and instructional materials
2. Charges for use of school property such as locks, towels, lab equipment
3. Charges for field trips made during or after school if trip is required or customary part of class or extracurricular activity
4. Charges for uniforms or equipment related to a particular class
5. Charges for supplies related to a class



Families Rights Under McKinney-Vento

Full Participation in Extracurricular Activities

- Full Participation
- Eligible When Enrolled
- Uniform Costs Waived
- Equipment Fees Waived



Title I Federal Grant Resources

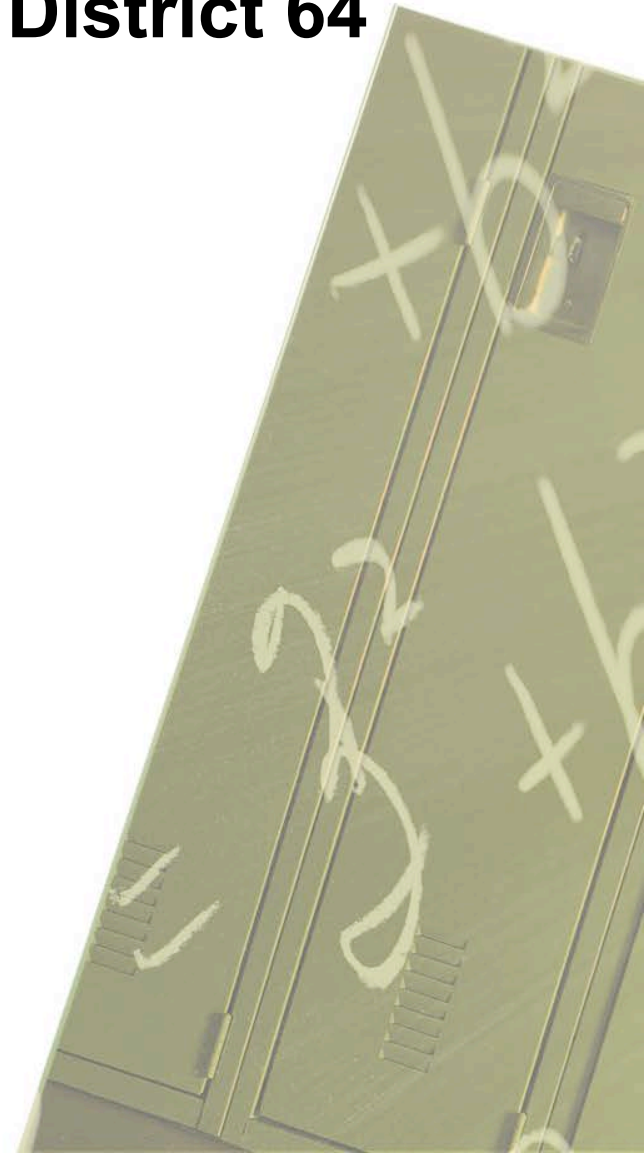
Supporting Homeless Students in District 64

2015-2016 School Year

School Supplies	\$ 500
-----------------	--------

General Supplies	\$ 500
------------------	--------

Transportation	\$24,200
----------------	----------



Families Rights Under McKinney-Vento

Determining Eligibility

Children or Youth Who:

Are individuals who lack a **fixed**, **regular** and **adequate** nighttime residence.

And includes those who are sharing the housing of other persons due to loss of housing, economic hardship or a similar reason.

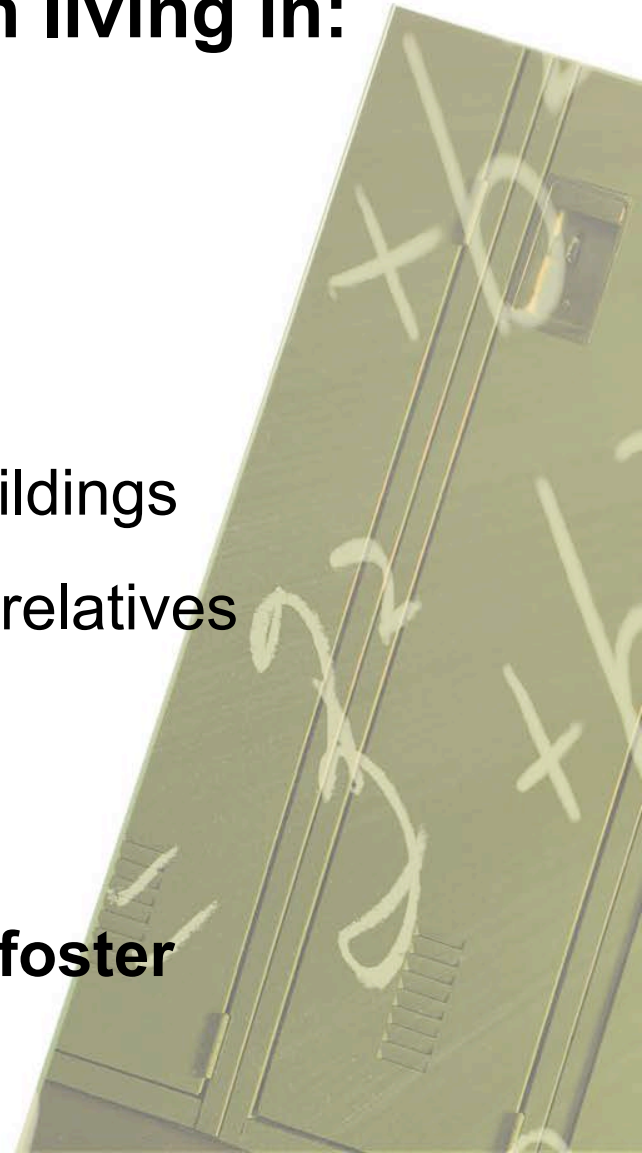
Must be handled case by case.



Families Rights Under McKinney-Vento

Families or Unaccompanied youth living in:

- emergency shelter, or motel
- domestic violence shelters
- cars, campgrounds, or parks
- substandard housing or abandoned buildings
- **doubled up situations** with friends or relatives
- transitional housing programs through homeless agencies
- **also children awaiting placement in foster care migrant youth or refugees**



Enrollment

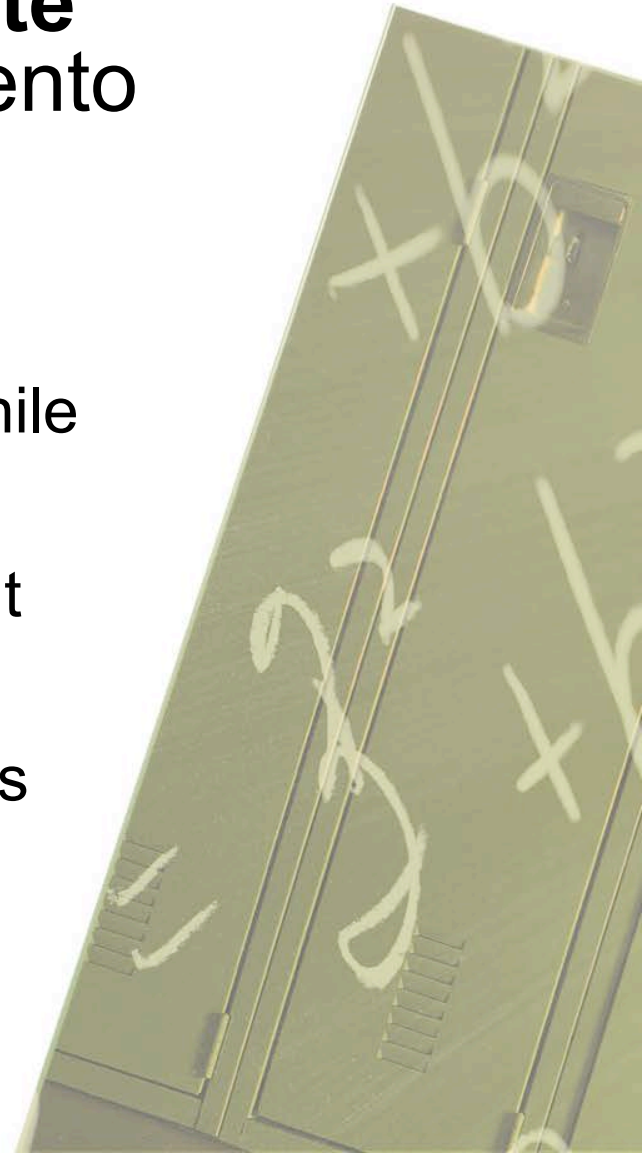
Districts Must Provide **Immediate** School Access for McKinney-Vento Students

Without documents normally required.

Students must be enrolled in school while records are obtained.

Students must be enrolled even without immunizations and other records.

Start free breakfast and lunch programs
LEA must waive any of the school fees



Enrollment

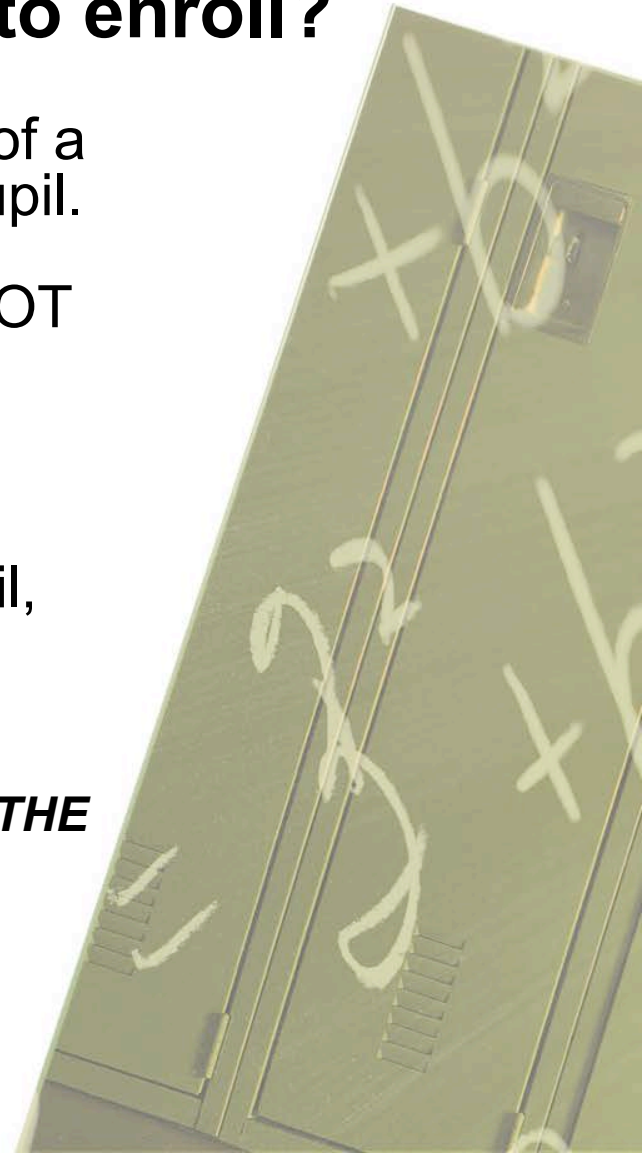
Do you need Legal Guardianship to enroll?

The residence of a person who has custody of a pupil is deemed to be the residence of the pupil.

Custody for residency & enrollment DOES NOT mean court-ordered guardianship.

(v) If the pupil lives with an adult who has accepted responsibility for the pupil and provides a fixed night time abode for the pupil, then the pupil is a resident of the district in which that adult lives...

AS LONG AS THE PUPIL IS NOT LIVING WITH THE ADULT FOR ACCESS TO THE EDUCATIONAL PROGRAMS OF THE DISTRICT.

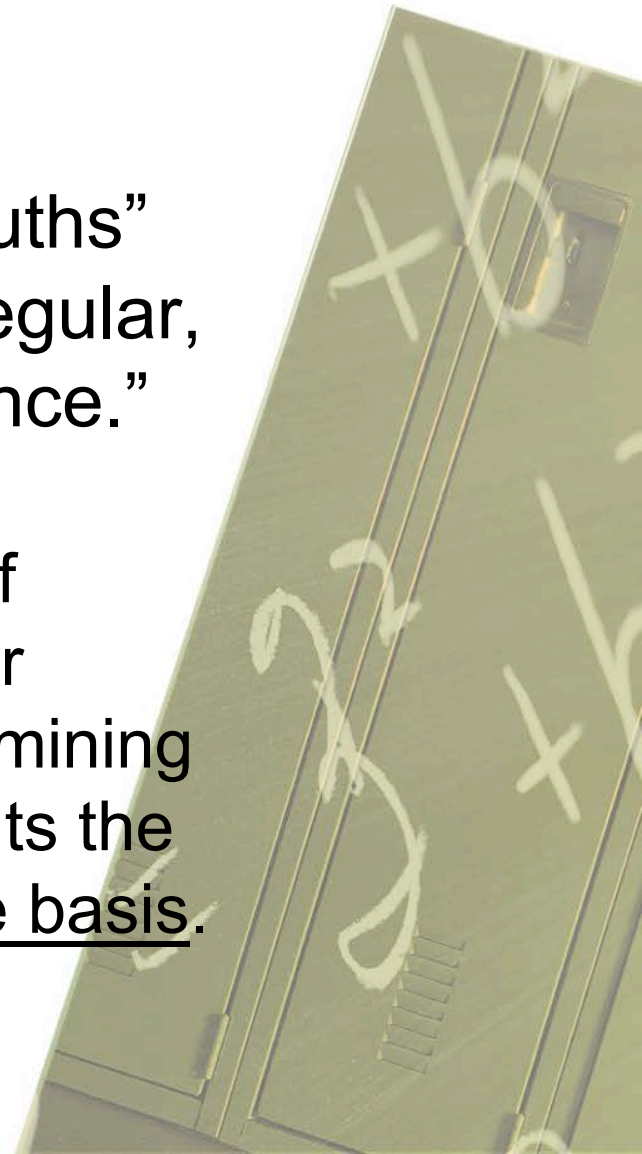


Enrollment

Grandparent or other Caregiver

The McKinney-Vento defines
“McKinney-Vento children and youths”
as “individuals who lack a fixed, regular,
and adequate nighttime residence.”

However, because the circumstances of homelessness vary with each family’s or unaccompanied youth’s situation, determining the extent to which the family or youth fits the definition must occur on a case-by-case basis.



Enrollment

Foster Care & DCFS Custody

Emergency Placement

Safety Plan

Foster Care

Reunification with parent

Approach case-by-case



Liaison & LEA Responsibilities

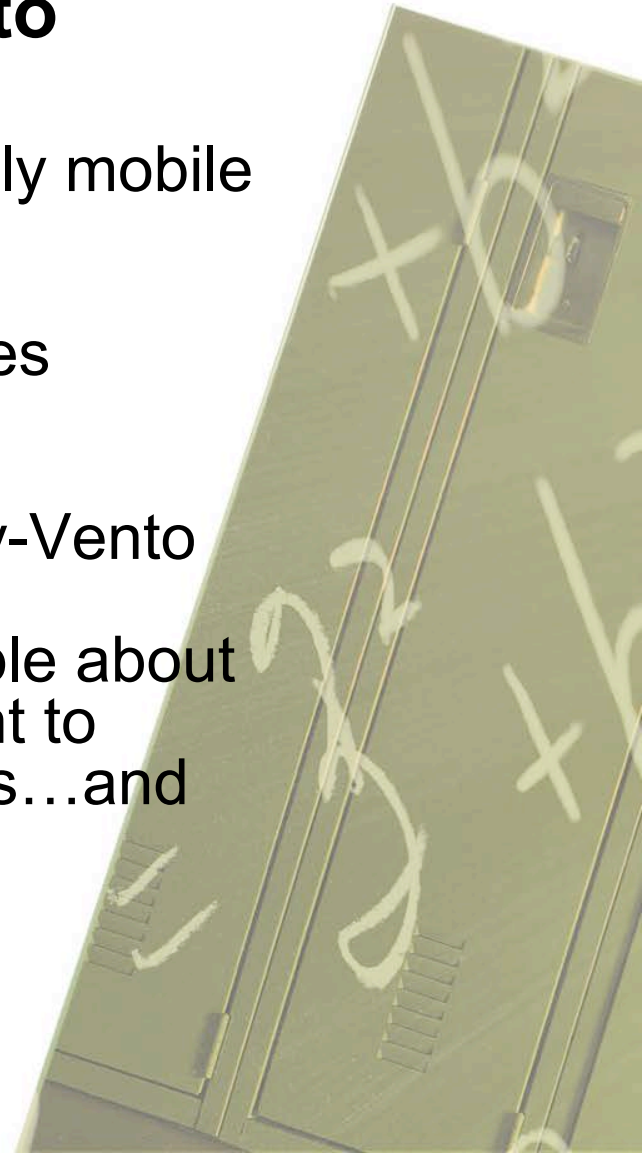
Identify & Support McKinney-Vento Students

Point person for McKinney-Vento and highly mobile families at your school or district.

Share information on the rights and services available under the McKinney-Vento Act

Inform them of their rights under McKinney-Vento

A McKinney-Vento Liaison is knowledgeable about all the laws and local rules that are relevant to McKinney-Vento and highly mobile families...and the shelters policies and procedures



Liaison & LEA Responsibilities

Resources on District 64 Website

<http://www.d64.org/about/documents/HomelessresourcesJune2015.pdf>

District 64: Homeless Education Resources

ISBE Homeless Information Hotline: 800-215-6379

Website: <http://www.isbe.net/homeless/default.htm>

Park Ridge-Niles School District 64 Homeless Liaison:

Jane Boyd, Director of Student Services

164 S. Prospect Avenue

Park Ridge, IL 60068

Phone: 847-318-4332

Fax: 847-318-4351

Email: jboyd@d64.org

Liaison & LEA Responsibilities

Resources on ISBE Website

<http://www.isbe.net/homeless/>



The screenshot displays the Illinois State Board of Education (ISBE) website. The header features the ISBE logo, the text "Illinois State Board of Education", and the names of the Chairman and State Superintendent of Education. A navigation bar includes links for ISBE Home, Site Map, Funding Opps, IWAS, ELIS, FRIS Inquiry, and Programs. A search bar is labeled "Search ISBE:". The left sidebar lists various site sections. The main content area is titled "LEGAL DIVISION Homeless Education" and includes links for Birth Certificate Info, Forms, and Training/Workshop Materials. A paragraph states that before schools can be certain they are complying with legislation related to education students experiencing homelessness, they must understand who can be considered homeless. A "What's New?" section lists recent updates, including a map update, a budget amendment, registration guidance, and videos.

Illinois State Board of Education
James T. Meeks, Chairman
Tony Smith, Ph.D., State Superintendent of Education

Follow us:  

ISBE Home Site Map Funding Opps IWAS ELIS FRIS Inquiry Programs

Search ISBE:

Administrator Info
Board
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Contact ISBE
Division Descriptions
Division Links
Education Vacancies
Employment at ISBE
Forms
Glossary
ISBE Info
Learning Standards
Press Releases
Programs
School Info
Send ISBE a file
Student & Parent Info

LEGAL DIVISION
Homeless Education

[Birth Certificate Info](#) [Forms](#) [Training/Workshop Materials](#)

Before Schools can be certain they are complying with the legislation related to education students experiencing homelessness, they must understand who can be considered homeless.

What's New?

- ▶ [School and Homeless Liaisons Map Updated!](#) (8/24/15)
- ▶ [FY16 McKinney-Vento Continuation Application and Budget Amendment Posted](#) (7/15)
- ▶ [Registration Guidance - Residency, Immigrant Pupils, Homeless Pupils and School Fees and Waivers](#) **School Year 2015**
- ▶ [On Their Own Video](#) 
- ▶ [Who are Homeless Children and Youth?](#) 

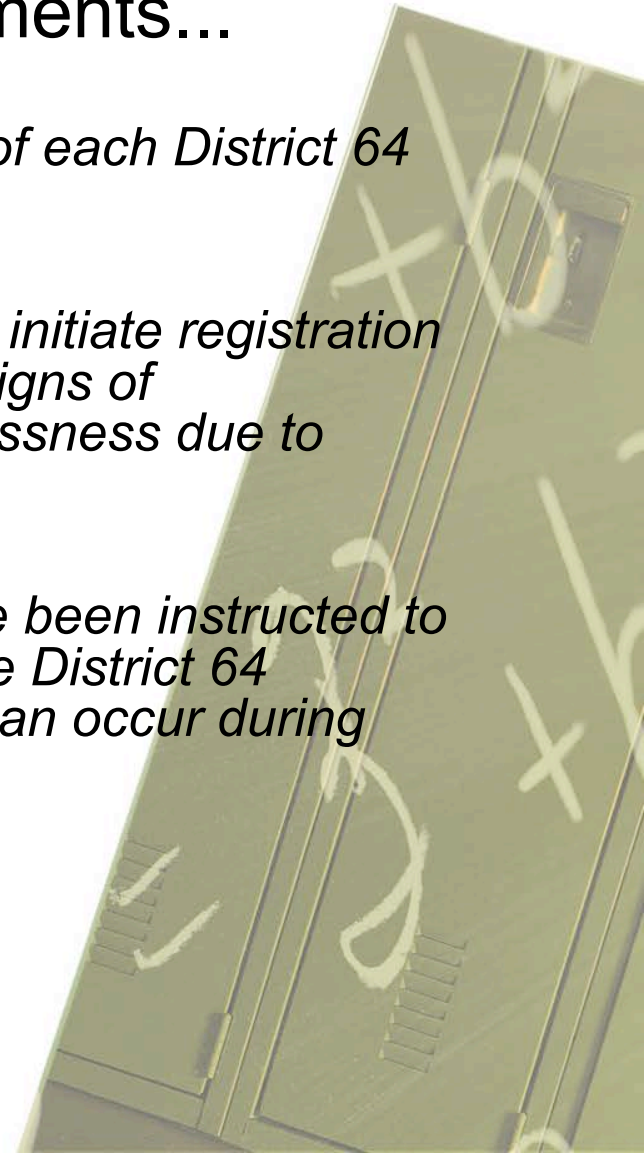
Liaison & LEA Responsibilities

How we comply to the legal requirements...

Homeless posters are posted at every entrance of each District 64 building

When families go to home school or district office to initiate registration process, registration personnel must recognize signs of homelessness as families may hide their homelessness due to shame or fear of being stigmatized

Administrators, social workers, and secretaries have been instructed to refer all families that are possibly homeless to the District 64 Homeless Liaison for support. These referrals can occur during registration, or at any time during the year.



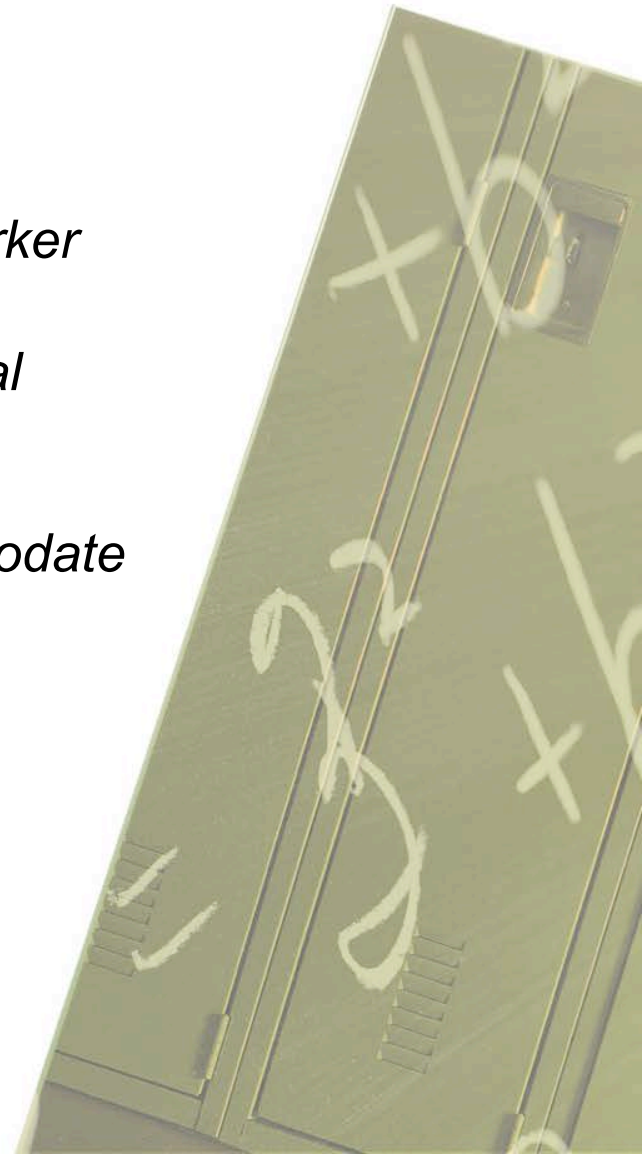
Liaison & LEA Responsibilities

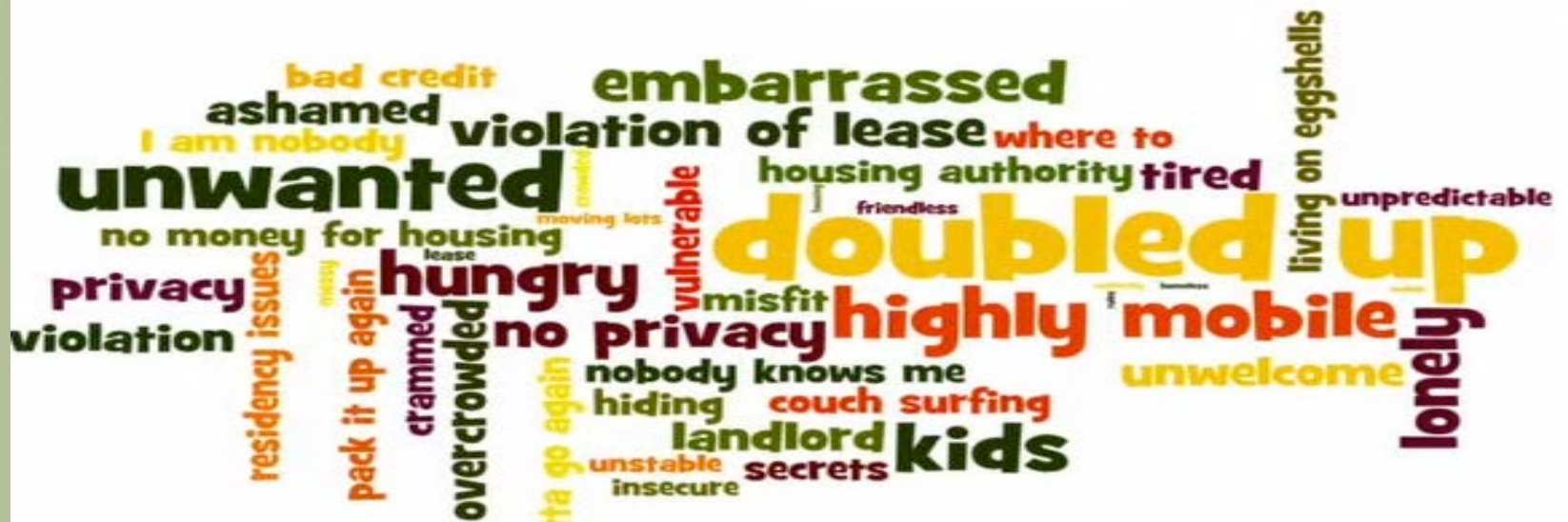
We provide continued support by...

Connecting each family to their building social worker

Linking families to community resources and social service funds

Adjusting transportation when needed to accommodate changes in living arrangement





“Taking the trouble to provide a little support, when someone needs our support, can make all the difference in their life and in ours.”

The Speke Foundation



To: Board of Education
Dr. Laurie Heinz, Superintendent
From: Mary Jane Warden, Director of Innovation & Instructional Technology
Date: November 16, 2015
Re: Update on VoIP

This report summarizes both the network enhancement and VoIP implementation projects initiated in summer 2015. Both these projects have been successfully implemented and are fully incorporated into the District 64 technology infrastructure.

Network Enhancement Project Summary

The project was awarded to CDW in April 2015; in June, the equipment was delivered on site to begin the rollout. The transition of this project to a new Network Manager, Gorman Christian, on July 1 went smoothly, and Mr. Christian was able to provide additional valuable expertise and experience to the implementation. The network enhancements were completed by mid-July. These enhancements will ensure that the District will be able to respond to any future demands or needs for the next 7-10 years, while making our network operations more effective and efficient.

VoIP Project Summary

The VoIP project was awarded to CallOne/Shoretel in April 2015; in June, the phone equipment was delivered on site. Switches were configured and installed in MDF/IDFs and phone handsets were placed in every location where there was an existing phone. The VoIP infrastructure consists of over 550 phone handsets; phone system controllers; and about 600+ individually configured voicemail/phone accounts.

UPS battery backups were installed at each of the MDFs that support all building main offices. In the event of a power outage, the main offices at each of the schools now have about a 20-minute uptime window to make or receive phone calls. Additional work was completed this fall:

- At the schools with existing power generators, in September the MDF/IDFs were configured to draw power from generators in the event of a power outage.
- During the month of October, UPS battery backup units were also installed per floor to fill in the gap of about 5 minutes as the power in a building transitions from ComEd to the generator.

Once the network enhancements were in place, phone line migration and system testing began. In parallel, training of Technology Department staff began in July and plans were developed for staff training scheduled for August. The VoIP phone system went live on August 3. Training of

the staff began that week. Teachers received training on the August 17 Institute Day with follow-up drop-in sessions hosted throughout September.

Other adjunct procedures also need to be modified now that the new telecommunication system is fully live. A new conference calling configuration for Board of Education meetings needed to be further fleshed out. We have now established a new and improved way for Board members to call in during a Board meeting and participate fully in the discussions. We have tested this setup and process using different methods of connection; the new setup is now fully available for use when /if needed.

The District continues to look ahead and is currently working on the next phase of implementation of other features available in this more modern telecommunications system. Forthcoming feature rollouts include:

- A unified messaging system with voicemail notification through email;
- Text and email alerts when 9-1-1 calls are made from anywhere in the District, and
- One-button calling to the Health Assistant's office from any classroom phone.

We will continue to explore additional features as we move forward.

The District's investment in modernizing its telecommunications system is a major step forward in safety and efficiency. Staff members and parents/community members are already benefiting from many convenient features, such as a built-in directory that provides direct access to individual teachers' classroom and voicemail.

We believe the rollout and training went extremely well, and that this robust new VoIP system and network enhancements together will serve District 64 effectively for many years to come.

Consent Agenda

ACTION ITEM 15-11-5

I move that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the Consent Agenda of November 16, 2015 which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending October 31, 2015; Approval of Policies 5:270, 5:290, and 6:15; Adopt Final Calendar for 2016-17 school year; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

Moved by _____ Seconded by _____

AYES:

NAYS:

PRESENT:

ABSENT:

Personnel Report
November 16, 2015

REVISED

Layne Braden	Employ as Lunch Program Supervisor at Roosevelt School beginning November 6, 2015 – \$12.00 per hour.
John Crowl	Employ as Math Intervention Teacher at Emerson School effective November 11, 2015 - \$37,755.08 (prorated 125 days).
Patricia Helton	Employ as Lunch Program Supervisor at Field School beginning November 11, 2015 – \$12.00 per hour.
Elizabeth Ishoo	Employ as Special Needs Assistant at Carpenter School beginning October 14, 2015 – \$15,693.21.
Renee Migon	Employ as Extended Day Assistant at Jefferson School beginning October 1, 2015 – \$17,894.32.
Renee Wlodarek	Employ as Lunch Program Supervisor at Field School beginning October 28, 2015 – \$12.00 per hour.
Deborah Zeman	Employ as Lunch Program Supervisor at Franklin School beginning October 19, 2015 – \$12.00 per hour.
Steven San Hamel	Change of Assignment from part-time Building Supervisor to part-time Substitute Custodian effective October 28, 2015 - \$12.00 per hour.
Aileen Stonelake	Leave of Absence Request, Maternity/FMLA – 1st Grade Teacher at Roosevelt School effective March 3, 2016 – August 2016 (tentative).
John Crowl	Resign as Special Needs Assistant at Washington School effective November 10, 2015.
Janet Johnson	Retire as Instructional Resource Assistant at Washington School effective December 2, 2015.
Brian Mensching	Termination as Night Custodian at Washington School effective November 16, 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 -----	<u>\$ 979,851.96</u>
20 - Operations and Maintenance Fund -----	<u>\$ 159,534.69</u>
30 - Debt Services -----	<u>\$ 10,361.28</u>
40 - Transportation Fund -----	<u>\$ 157,002.10</u>
50- Retirement (IMRF/SS/MEDICARE)-----	<u>\$ -</u>
60 - Capital Projects -----	<u>\$ 13,107.00</u>
80 - Tort Immunity Fund -----	<u>\$ 13,696.34</u>
90 - Fire Prevention and Safety Fund -----	<u>\$ -</u>

Checks Numbered: 123168 - 123339

Total: \$ 1,333,553.37

Payroll and Benefits for Month of October, 2015

10 - Education Fund -----	<u>\$ 3,947,783.78</u>
20 - Operations and Maintenance Fund -----	<u>\$ 215,246.26</u>
40 - Transportation Fund -----	<u>\$ 5,112.12</u>
50 - IMRF/FICA Fund -----	<u>\$ 79,608.65</u>
80 - Tort Immunity Fund -----	<u>\$ -</u>

Checks Numbered: 11848 - 11914

Direct Deposit: 900083174 - 900084774

Total: \$ 4,247,750.81

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 October 31, 2015

Date: November 16, 2015

Attached are the District's financials as of October 31, 2015. We have added two columns to the report, 2014-15 Fiscal Year to Date (FYTD) Activity and 2014-15 FYTD %. This has been added to both revenue and expenditures. The columns are highlighted in yellow on the first page of revenues and the first page of expenditures. You will note that much of the expenditures especially Salary and Benefits do not have a comparison from 2014 and some of the comparisons look weird. This is due to the change in functions, the expenditures are now being charged to the correct functions, before they were all lumped together making it impossible to determine the costs of programs.

Looking high level by fund, in the revenues, the District is tracking very close to revenue percentages received in 2014-15. In expenditures, the same can be said for most funds except Transportation. Last year, Transportation was not paid according to invoices, but was paid in six or seven payments over the course of the fiscal year. This procedure is not in keeping with our requirement to have an invoice before we pay a bill. This year, the bill is only paid once we have received an invoice.

Mrs. Wsol will be posting on your Board Wiki in a location separate from the board reports the detailed monthly financial information and the monthly Investment Report from the treasurer. If you need the detail, go here for it.

As always, if you have any questions comments or concerns, please email Dr. Heinz and myself.

Park Ridge - Niles School District 64
Fund Balance Report for the Period Ending October 31, 2015

Fund	Unaudited Fund Balance June 30, 2015	2015-16 FYTD Revenues	2015-16 FYTD Expenditures	Excess / (Deficiency) of Revenues Over Expenditures	Inter-Fund Transfers	Unaudited Fund Balance October 31, 2015
Education	\$26,063,112	\$25,695,632	\$13,357,116	\$12,338,516	\$0	\$38,401,628
Tort Immunity	1,072,144	297,483	730,333	-432,850	0	\$639,294
Operations & Maintenance	3,905,790	3,661,522	1,883,006	1,778,516	0	\$5,684,306
Transportation	2,504,449	638,932	509,006	129,926	0	\$2,634,375
Retirement (IMRF & SS)	700,650	1,030,736	592,091	438,645	0	\$1,139,295
Working Cash	14,637,563	258,901	0	258,901	0	\$14,896,464
Total Operating Funds	\$48,883,708	\$31,583,206	\$17,071,552	\$14,511,654	\$0	\$63,395,362
Capital Projects	4,176,494	13,481	2,215,591	-2,202,110	0	\$1,974,384
Debt Service	3,743,954	1,553,246	59,229	1,494,017	0	\$5,237,971
Total Non-Operating Funds	\$7,920,448	\$1,566,727	\$2,274,820	(\$708,093)	\$0	\$7,212,355
Total All Funds	\$56,804,156	\$33,149,933	\$19,346,372	\$13,803,561	\$0	\$70,607,717

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>

Approval of Policies of Policies from PRESS Policies 5:270, 5:290 and 6:15

Policy	First Reading	Issue	Title	District Policy Committee Change/No Change	Board Policy Committee Change/No Change
5:270	October 26, 2015	89 August 2015	Educational Support Personnel - Employment At-Will Compensation, and Assignment	C	N/C
5:290	October 26, 2015	89 August 2015	Educational Support Personnel - Employment Termination and Suspensions	C	N/C
6:15	October 26, 2015	88 May 2015	Instruction – School Accountability	C	N/C

11/16/15

**SCHOOL DISTRICT 64 PARK RIDGE-NILES
2016-17**

AUGUST

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	5	0
8	9	10	11	12	0
TI	TI	(17	18	19	3
22	23	24	25	26	5
29	30	31			3
			Total		11

(11)

SEPTEMBER

Mon	Tue	Wed	Thr	Fri	Total
			1	2	2
HOL	6	7	8	9	4
12	13	14	15	16	5
19	20	21	22	23	5
26	27	28	29	30	5
			Total		21

(32)

OCTOBER

Mon	Tue	Wed	Thr	Fri	Total
3	4	5	6	7	5
HOL	11	12	13	14	4
17	18	19	20	21	5
24	25	26	27	28	5
31					1
			Total		20

(52)

NOVEMBER

Mon	Tue	Wed	Thr	Fri	Total
	1	2	3	4	4
7	TI	9	10	*XH	4
14	15	16	17	18	5
FPT	NIA	NIA	HOL	NIA	0
28	29	30			3
			Total		16

(68)

DECEMBER

Mon	Tue	Wed	Thr	Fri	Total
			1	2	2
5	6	7	8	9	5
12	13	14	15	16	5
19	20	21	22	NIA	4
NIA	NIA	NIA	NIA	NIA	0
			Total		16

(84)

JANUARY

Mon	Tue	Wed	Thr	Fri	Total
NIA	NIA	NIA	NIA	NIA	0
9	10	11	12	13	5
HOL	17	18	19	20	4
23	24	25	26	27	5
30	31				2
			Total		16

(100)

FEBRUARY

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	3
6	7	8	9	10	5
13	14	15	16	17	5
HOL	21	22	23	24	4
27	28				2
			Total		19

(119)

MARCH

Mon	Tue	Wed	Thr	Fri	Total
		1	2	3	3
*XH	7	8	9	10	5
13	14	15	16	17	5
NIA	NIA	NIA	NIA	NIA	0
27	28	28	30	31	5
			Total		18

(137)

APRIL

Mon	Tue	Wed	Thr	Fri	Total
					0
3	4	5	6	8	5
10	11	12	13	FPT	4
17	18	19	20	21	5
24	25	26	27	28	5
			Total		19

(156)

MAY

Mon	Tue	Wed	Thr	Fri	Total
1	2	3	4	5	5
8	9	10	11	12	5
15	16	17	18	19	5
22	23	24	25	26	5
HOL	30	31			2
			Total		22

(178)

JUNE

Mon	Tue	Wed	Thr	Fri	Total
			1	2	2
XED	XED	XED	XED	XED	0
12	13	14	15	16	
19	20	21	22	23	
26	27	28	29	30	
			Total		2

(180)

JULY

Mon	Tue	Wed	Thr	Fri	Total
3	4	5	6	7	
10	11	12	13	14	
17	18	19	20	21	
24	25	26	27	28	
31					

School Begins for Students:	8/17/16
School Closes for Students:	6/2/17
Pupil Attendance Days:	180
Approved Institute Days:	3
Approved All Day Parent/Teacher:	2
Conference Days:	
TOTAL (185 days or more):	185
Proposed Emergency Days	5

UPCOMING ELECTIONS

General Election President	11/8/16
Consolidated Primary Election	2/28/17
Consolidated Election (local)	4/4/17

SCHOOL HOLIDAYS

Labor Day	9/5/16
Columbus Day	10/10/16
Veterans' Day	11/11/16 XH
Thanksgiving Day	11/24/16
Christmas Day	12/25/16
New Year's Day	1/1/17
M.L. King Day	1/16/17
Lincoln's Birthday	2/12/17 XH
Presidents' Day	2/20/17
Pulaski Day	3/6/17 XH
Good Friday	4/14/17
Memorial Day	5/29/17
8th Grade Promotion	6/1/17

CALENDAR LEGEND

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

Approval of Minutes

ACTION ITEM 15-11-6

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 October 26, 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.
October 26, 2015
Field School - South Gym
707 Wisner Avenue
Park Ridge, IL 60068**

Board President Anthony Borrelli called the meeting to order at 7:01 p.m. Other Board members in attendance were Mark Eggemann, Bob Johnson, Vicki Lee, Scott Zimmerman, Dathan Paterno and Tom Sotos, Also present were Superintendent Laurie Heinz, Assistant Superintendent for Human Resources Joel T. Martin, Assistant Superintendent for Student Learning Lori Lopez, Chief School Business Official Luann Kolstad, Director of Innovation and Instructional Technology Mary Jane Warden, Director of Student Services Jane Boyd, Director of Facility Management Ron DeGeorge, Public Information Coordinator Bernadette Tramm, and 35 members of the public.

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

Board President Borrelli reported that as a result of the Board's recent "advance" special meeting, the Board would: maintain a Policy Committee as a standing committee with Board members Paterno and Eggemann appointed as members until the Board reorganization following the spring 2017 elections; and establish a Negotiations Committee on an ad hoc basis, consisting of himself and Board member Zimmerman, in light of upcoming collective bargaining with teachers and other employee groups whose current agreements expire in 2016.

PLEDGE OF ALLEGIANCE AND WELCOME

Pledge of Allegiance
and Welcome

Principal Katie Kelly and Assistant Principal Amanda Spychalski welcomed the Board to Field; Mrs. Borta's third grade students led the Pledge via video. Principal Kelly then reported one of the school's two improvement goals, which is to help students by spring 2016 achieve growth goals for reading at the percentages set by grade levels. She described how teams of teachers are using student data from various sources to establish action plans for instruction to reach this goal. Board President Borrelli thanked Field for the warm welcome and curriculum-focused presentation.

PUBLIC COMMENTS

Public
Comments

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

- Joan Sandrik, Park Ridge resident, commented on residency re-verification for all students; the use of closed sessions; and the Superintendent evaluation process.

- Cindy Grau, a resident since 2008, urged the Board to speak openly if it is intending to make any significant changes in the current curriculum offerings to students.
- Karen Burkum, who stated she had appeared before the Board last spring regarding staffing, also urged the Board to publicly discuss any changes to curriculum being considered. In addition, she asked for further information on the proposal for secure vestibules.
- Mary Poole, Roosevelt school grade 2 parent, urged the Board to expand the current primary challenge program to a replacement program like Channels of Challenge in the upper grades.

HEALTH LIFE SAFETY AND MASTER FACILITY PLANS PROJECTS

Health Life Safety and Master Facility Plans Projects

CSBO Kolstad noted that the written reports and presentations are divided into three sections to allow for expanded discussion of each area.

Beginning with security, CSBO Kolstad announced that two experts had been invited to address the Board to elaborate on the materials in her written report and respond to Board member questions. She provided background information on the District's security consultant, Paul Timm of RETA Security, who conducted a security analysis of the District's facilities, which were reported to the Board in August 2013. Mr. Timm summarized his findings, and noted that communications and controlling access are the two fundamentals of school security to reduce risk. He noted that the cornerstone of access control is a secured vestibule that ensures only authorized persons may enter the schools. He reported that he could not name a district in the Chicagoland area that is not doing everything possible to put in a secured vestibule if they have not already done so. He affirmed that secured vestibules have some deterrence value, but that the greater value is the delay they provide to allow help to arrive. Park Ridge Police Acting Deputy Chief of Operations Duane Mellema then provided law enforcement's perspective and reported that secured vestibules delay individuals from obtaining immediate access to the entire school area while providing the short time needed for local police to arrive and handle the situation. He noted the wide range of occurrences that Park Ridge schools have dealt with, including domestic problems, custody disputes, and instances with individuals who have gotten access to buildings without proving their identity. He noted that a properly installed vestibule system should delay someone enough to have officers arrive on scene, and commended District 64 and Maine Township High School District 207 for measures already in place to make sure the point of access is the main entrance. He reinforced that adding a secured vestibule would slow down individuals from entering who may wish to do harm or disrupt the school.

Board members then engaged in a lengthy dialogue with Dr. Heinz, CSBO Kolstad, Mr. Timm, Deputy Chief Mellema, Kerry Leonard of FGM Architects and Facility Director DeGeorge to discuss and review: District 64's current practices and procedures for securing schools; the procedure a visitor follows entering through a secured vestibule system; design configuration of the proposed secured vestibules in relation to school offices; feasibility of utilizing armed security guards or police resource officers as an

alternative; other areas of risk and exposure of students and staff on playgrounds or before/after school and current safety protocols; current methods of access via new electronic swipe cards/card readers to other school doors and procedures and expectations for staff compliance; the possibility of staging the addition of vestibules over several years to spread out costs; other districts using secured vestibules; and annual crisis plan updates and staff training. Dr. Heinz reaffirmed the goal of taking a balanced approach to maintain a welcoming learning environment for students and staff while reducing risk as much as possible. Board President Borrelli confirmed that FGM Architects would provide specific plans for each building at the November 5 meeting along with updated cost estimates. He noted that secured vestibules were the top recommendation in the RETA Security report and that the District had put in place many recommendations already, as noted in the written report.

Turning to roofing needs, CSBO Kolstad reported that recommendations for roof replacement work to be completed in summer 2016 and 2017 were presented at the October 5 Board meeting. She pointed out that FGM had now developed color coded drawings of the roofs of all buildings to identify the current urgent projects, those that will need attention in the near future, and those recently completed to give the Board a clear road map of when roof replacements should be considered. Mr. Leonard of FGM noted that the projects for 2016-17 total about \$8 million, including the Lincoln Learning Resource Center, and that the remaining 20% of the roofing would need to be replaced through 2030 at an estimated budget of \$2.9 million. He noted that a roof management plan is being presented to take care of immediate needs, and pointed out an opportunity for the District's flat roofs to plan ahead to reduce future expenses by incorporating warranties and proper maintenance that would allow re-roofing and avoid more costly total removal and insulation replacement. Mr. Leonard noted that the roof design proposals currently are based on the 2004 energy code, but that Illinois is planning on adopting the 2009 code in the near future that would affect the insulation required and the cost of the projects.

Board members then engaged in a lengthy dialogue with Mr. Leonard, Mr. Troy Kerr and Ms. Teri Wright also of FGM Architects, CSBO Kolstad and Director DeGeorge regarding expected life of current roofs and any current warranties; materials currently installed on school roofs; and the impact of the upcoming energy code on costs if projects are delayed. Mr. Leonard and Mr. Kerr noted that as part of the preliminary design process authorized by the Board, FGM is conducting thermoscan inspections of Franklin and Jefferson to determine if insulation is dry. Dry insulation would make them candidates for less expensive overlay rather than replacement. Mr. Leonard also discussed how the Health Life Safety survey/Master Facilities Plan approach is systems-based, so that the roofs first are identified by age, then further reviewed by spotting leaks, and finally by direct observation and walking the roofs. He noted that the mechanical systems also are addressed the same way, and reported that the investments made recently on the District's mechanical systems was a solid start, but that much work remains. There was additional discussion of the prior HLS survey from 2007 and also the work completed or identified by the District's previous architects Fanning Howey as documented in the maintenance plan they developed. Mr. Leonard reiterated that the

current HLS/MFP addresses the basic safe, warm and dry needs of the District's facilities and that only the highest priority items have been brought to the Board at this time.

Transitioning to mechanical systems, Mr. Leonard reported that FGM had documented the mechanical system components at each building by installation date, current age and design service life. Steve Schaeffer from CS2 Design Group as part of the FGM team presented a detailed review of the systems at each school. He noted that at buildings where cooling was added and major mechanical systems work had been completed recently, the original hot water/steam piping remained with the exception of Roosevelt. Mr. Leonard affirmed that this analysis is critical in scheduling what areas need to be addressed now or when they may need attention in the future. The FGM team responded to follow up questions from the Board about the mechanical overview.

Turning to the other HLS projects recommended for future years, Mr. Leonard reported that after the 2016 and 2017 projects are completed, the District would still have about \$9.5 million in HLS projects to complete in 2018 and 2019. Summarizing, Mr. Leonard reported that total expenditures for the next four years would be about \$32 million, which would complete 100% of the HLS work, 49% of the infrastructure projects, and 100% of the secured entrances/office renovation. He pointed out that this amount does not cover any work for sites, resource centers, auditoriums, capacity and program spaces, or other projects identified in the Master Facilities Plan. Mr. Leonard, CSBO Kolstad and Dr. Heinz continued discussion with the Board about what projects are included in the proposed work, and what projects remain. Board members requested that a further breakdown of the HLS projects be provided at the next meeting to show the "B/required" and "C/recommended" categories separately.

FUNDING ON HEALTH LIFE SAFETY AND INFRASTRUCTURE PROJECTS FOR DISTRICT FACILITIES

Funding on Health
Life Safety and
Infrastructure Projects
for District Facilities

Due to the lateness of the hour and the remaining agenda items to be addressed, Board members agreed by consensus to defer discussion of the financing options report and five-year financial projections from CSBO Kolstad until the November 5 special meeting.

FIRST READING FROM PRESS POLICIES 5:270, 5:290 & 6:15

First Reading from
PRESS Policies 5:270,
6:290 & 6:15

Dr. Heinz noted that the changes being suggested are driven predominantly by the PRESS recommendations, and had been reviewed by both the Board Policy Committee and the District's policy team.

At 9:50 pm., Board President Borrelli suggested a brief recess; the regular meeting resumed at 9:57 p.m.

FINALIZE SUPERINTENDENT EVALUATION

Finalize
Superintendent
Evaluation

Dr. Heinz noted that the Board's entire review of her evaluation document since initiated this summer had all been conducted in open session, as had the evaluation and review in 2014-15. She reported that the current draft had been updated since the Board's earlier review to include Board member feedback on evidence to demonstrative growth on the seven standards. Dr. Heinz stated that she recommended appending the summary brochure of the six strategic objectives of the 2020 Vision Strategic Plan and the Strategic Plan's balanced scorecard with more detailed goals to the evaluation tool. Dr. Heinz and Board members then reviewed the metrics for each area of the scorecard in turn. She noted that all targets had been added to the scorecard, with the exception of those related to PARCC performance data on the spring 2015 state assessments, which have not been released yet by the Illinois State Board of Education. Dr. Heinz also introduced a flowchart that explained how goal-setting is being carried out within the District utilizing a SMART schools approach to align school learning goals with the District's goals. Dr. Lopez provided additional insights on specific metrics related to comparing District 64 with a virtual comparison group for Measures of Academic Progress (MAP) data; and Technology Director Warden also offered more details on various scorecard measures related to technology. Dr. Heinz noted she would update the Board at her mid-year review on the status of these measures, as she had done last year. Board members concurred that the evaluation tool was now complete and Dr. Heinz was commended for setting ambitious goals. Board President Borrelli noted that the Board could schedule at any time prior to the end of the school year a further discussion to link specific remuneration for Dr. Heinz in 2016-17 based on her performance as evaluated by this tool. Board President Borrelli concluded that Dr. Heinz's employment contract was ready to be signed, and that their respective legal counsels should be contacted to facilitate completion.

**RESTATEMENT OF THE MODEL 403(B) RETIREMENT PLAN
ADOPTION AGREEMENT TO ADD ROTH 403(B) TO PLAN**

Restatement of the
Model 403(B)
Retirement Plan
Adoption Agreement
to Add Roth 403 (B)
to Plan

CSBO Kolstad reported to the Board that District 64 currently offers a 403(b) plan through payroll deduction to eligible employees and is now recommending that a Roth 403(b) option be added. She explained that the Roth 403(b) option works much like a Roth IRA, and that contributions are deposited on a post tax basis. CSBO Kolstad stated that District 64's 403(b) plan is administered by The OMNI Group, which supervises all plan activities in accordance with Internal Revenue Service Code guidelines. The District pays no fees for this service. She responded to Board member questioning about how the plan operates logistically, and noted that at least five employees must select an investment company to be added to the available options. She reported that District 64 transmits the employee funds deducted via payroll to Omni, which in turn routes them to the investment companies that have been designated by those employees. The consensus of the Board was to direct CSBO Kolstad to seek liability insurance to protect District 64 for offering the 403b plan to employees.

Action Item 15-10-2

Action Item
15-10-2

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 restatement of the Model 403(b) Retirement Plan Adoption Agreement to add Roth 403(b) to the Plan.

The votes were cast as follows:

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

NAYS: Sotos

PRESENT: None.

ABSENT: None.

The motion carried.

CONSENT AGENDA

Consent
Agenda

Dr. Heinz announced that action on student dis-enrollment(s) would be moved to another meeting.

A. PERSONNEL REPORT

Mary Bowe	Employ as Lunch Program Supervisor at Franklin School beginning September 25, 2015 – \$12.00 per hour.
Farrah Chiovari	Employ as Lunch Program Supervisor at Carpenter School beginning September 28, 2015 – \$12.00 per hour.
Joanna Cison	Employ as Special Needs Assistant at Roosevelt School beginning September 29, 2015 – \$16,821.48.
Deirdre Gallagher	Employ as Special Needs Assistant at Franklin School beginning October 15, 2015 – \$15,590.64.
Jennifer Goodman	Employ as Special Needs Assistant at Franklin School beginning October 19, 2015 – \$14,751.75.
Rose Jezierny	Employ as Lunch Program Supervisor at Roosevelt School beginning September 28, 2015 – \$12.00 per hour.
Elizabeth Norman	Leave of Absence Request, Maternity/FMLA – 3rd Grade Teacher at Carpenter School effective February 23, 2016 – May 17, 2016 (tentative).
Lindsay Jozwiak	Resign as Special Needs Assistant at Franklin School effective September 30, 2015.
Michael Becksted	Retire as Day Custodian at Emerson School effective December 31, 2015.

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

B. BILLS, PAYROLL AND BENEFITS

Bills

10 - Education Fund-----	\$1,230,665.54
20 - Operations and Maintenance Fund -----	269,299.58
30 - Debt Services-----	-
40 - Transportation Fund -----	18,298.63
50 - Retirement (IMRF/SS/MEDICARE)-----	-
60 - Capital Projects -----	89,227.29
80 - Tort Immunity Fund -----	435.50
90 - Fire Prevention and Safety Fund -----	-

Checks Numbered: 122886 - 123138

Total: \$1,607,926.54

Payroll and Benefits for Month of September, 2015

10 - Education Fund-----	\$3,918,466.45
20 - Operations and Maintenance Fund -----	214,697.32
40 - Transportation Fund -----	-
50 - IMRF/FICA -----	78,913.70
80 - Tort Immunity Fund -----	-

Checks Numbered: 11784 - 11847

Direct Deposit: 900081623 – 900083173

Total: \$2,336,775.19

Accounts Payable detailed list can be viewed on the District 64 website www.d64.org > Departments > Business Services.

C. APPROVAL OF SEPTEMBER FINANCIALS ENDING SEPTEMBER 30, 2015

Monthly financial reports can be viewed on the District 64 website www.d64.org > Departments > Business Services.

D. APPROVAL OF DIS-ENROLLMENT OF NON-RESIDENT STUDENT(S) – This item was removed from the action item as announced by Dr. Heinz.

E. DESTRUCTION OF AUDIO CLOSED MINUTES (NONE)

ACTION ITEM 15-10-3

Action Item
15-10-3

It was moved by Board President Borrelli 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 October 26, 2015 which includes the Personnel Report; Bills, Payroll and Benefits; Approval of Financial Update for the Period Ending September 30, 2015; and Destruction of Audio Closed Minutes (none).

The votes were cast as follows:

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

NAYS: None.

PRESENT: None.

ABSENT: None.

The motion carried.

Board members briefly discussed the addition of year-to-date pacing of expenditures and revenues that had formerly appeared in the monthly financial reports. Board President Borrelli suggested this could be a topic for further review by a proposed Board Finance Committee and noted that creation of additional Board committees is slated for discussion at an upcoming meeting.

APPROVAL OF MINUTES

Approval of
Minutes

ACTION ITEM 15-10-4

Action Item
15-10-4

It was moved by Board member Paterno and seconded by Board member Zimmerman that the Board of Education of Community Consolidated School District 64, Park Ridge – Niles, Illinois, approve the minutes from the Special Board Meetings on October 17 and October 5, 2015; the Regular Board Meeting on September 28, 2015; and Closed Meetings on October 17 and September 28, 2015 with edits to closed minutes of September 28 as suggested by Board member Johnson who was not in attendance for the closed meeting and did not vote on any matter.

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 reported on the recent Elementary Learning Foundation meeting and planning for its annual Casino Night benefit in January; the Illinois Association of School Boards fall meeting that featured an address by the new Secretary of Education for the State of Illinois reporting on progress toward state education goals and the Governor's initiatives for education; the recent PTO/A Presidents meeting and efforts to standardize

the process of reviewing proposed PTO/A-funded playground and other facility-related improvements at the schools; and ED-RED reports on the Illinois balanced accountability measure that has many similarities to the District's own new balanced scorecard for the 2020 Vision Strategic Plan.

OTHER DISCUSSION AND ITEMS OF INFORMATION

Board President Borrelli noted that following the recent Board "advance" special meeting, the Board had agreed that the District's new mission statement would be featured at the top of meeting agendas, on an easel at upcoming meetings, and on the reverse of new nameplates. The Board agreed by consensus to change the Committee-of-the-Whole meeting on November 16 in advance of the regular meeting to focus on the curriculum review process instead of finance. It was confirmed that only staff members would be in the schools for an Institute Day on Election Day, Tuesday, November 3.

Other
Discussion and
Items of
Information

ADJOURNMENT

At 11:10 p.m., it was moved by Board member Zimmerman and seconded by Board member Johnson to adjourn, which was approved by voice vote.

Adjournment

President

Secretary

Inspire every child to



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

Regular Board Meeting Agenda
Monday, December 14, 2015
Jefferson School – Multipurpose Room
8200 Greendale Avenue
Niles, IL 60714

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

TIME

APPENDIX

7:00 p.m.	Meeting of the Board Convenes	
	<ul style="list-style-type: none"> • Roll Call • Introductions • Opening Remarks from President of the Board 	
	• Public Comments	
	<ul style="list-style-type: none"> • Public Hearing Prior to Adoption of the 2015 Tax Levy 	A-1
	-- Chief School Business Official	
	<ul style="list-style-type: none"> • Resolution # _____ to Adopt Final 2015 Tax Levy 	A-2
	-- Chief School Business Official Action Item 15-12-1	
	<ul style="list-style-type: none"> • Presentation of State School Report Cards & Discussion of PARCC and 5E Survey Results from 2014-15 	A-3
	-- Assistant Superintendent for Student Learning	
	<ul style="list-style-type: none"> • Summer Interim Session 2015 Report 	A-4
	-- Assistant Superintendent for Student Learning	
	<ul style="list-style-type: none"> • Presentation and Approval of Summer Interim Session 2016 Dates & Fees 	A-5
	-- Assistant Superintendent for Student Learning Action Item 15-12-2	
	<ul style="list-style-type: none"> • Discussion: Student Fees 	A-6
	-- Superintendent/ Chief School Business Official	
	<ul style="list-style-type: none"> • Discussion Regarding Formation of Board Finance and Building/Sites Committee 	A-7
	-- Superintendent/ Chief School Business Official	
	<ul style="list-style-type: none"> • Report and Acceptance of Annual Audit FY15 	A-8
	-- Assistant Business Manager Action Item 15-12-3	

• **Present Tentative Calendar for 2017-18 School Year**

A-9

-- Superintendent

• **Consent Agenda**

Action Item 15-12-4

-- Board President

- Personnel Report
- Bills, Payroll and Benefits
- Approval of Financial Update for the Period Ending November 30, 2015
- Approval of Disenrollment of Non-resident Student(s)
- Destruction Audio Closed Minutes (none)

• **Approval of Minutes**

Action Item 15-12-5

A-10

-- Board President

- Closed Session Meeting November 16, 2015
- Regular Board Meeting November 16, 2015
- Special Board Meeting..... November 5, 2015

• **Other Discussion and Items of Information**

A-11

-- Superintendent

- Upcoming Agenda
- District Committee Update (Elementary Learning Foundation, Traffic Safety Meeting, PTO/A Presidents Meeting)
- Memorandum of Information
 - Campaign for Park Ridge Community Fund
- Minutes of Board Committees (Policy Committee)
- Other (none)

Next Meeting:

Monday, January 11, 2016

Special Board Meeting – 6:30 p.m.

Jefferson School – Multipurpose Room

8200 Greendale

Niles, IL 60714

Next Regular

Meeting:

Tuesday, January 26, 2016

Regular Board Meeting – 7:00 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.

To: District 64 Board of Education

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

Date: November 16, 2015

Re: Illinois Youth Survey 2015-16

District 64 students in 6th and 8th grade will be invited to participate in the Illinois Youth Survey during the month of March. Parent notification will be sent via School Messenger and post office mail one month prior to this date. This notification will include survey administration information, links to the actual survey questions, and a parent opt-out form. The opt-out form will allow parents to exclude their child from survey participation.

The purpose of the Illinois Youth Survey is to better understand youth attitudes and behaviors that can impact student success. The survey does not include any names or identification numbers. It is completely voluntary and privacy is strictly protected. If there are any questions a student does not wish to answer, he or she may skip questions; students may also stop taking the survey at any time. The questionnaire asks about:

- personal use of alcohol and other drugs, perception of risks, where accessed, consequences of use, approval or disapproval of use
- students' feelings about their school experience
- family and personal characteristics
- family communication about substance use
- feeling about self and moods
- student health behaviors - food intake, exercise, health and weight

The Illinois Youth Survey is administered every other year in District 64 to all 6th and 8th grade students. It is administered in all districts in our township and has been administered in District 64 since 2002. Our community and District uses this information to determine what programs may be needed to keep students safe and healthy.

Survey results will be available this coming summer and will be shared with the Board.